

# Partnership Performance Group

12<sup>th</sup> May 2009

Committee Room 2, Oldbury Council House

**Chair:** Joy Massey

**Present:** Gary Bowman, Surrinder Bains, Paul Bradley (GOWM), Ian Cotterill, Rebecca Fisher, Bob Griffiths, Paul Haden, Alex Hawley, Richard Heaven, Lynn Jackson, Maryrose Lappin, John McPhee, Praful Patel, Narinder Phagura, Adele Philips, Tim Pritchard, John Sutton, Steve Smith, Shân Williams, Lewis Young, Val Beards (minute taker).

## Minutes/Actions:

1. Apologies:  
Louise Barnett, Janine Brown, Phil Coughlan, Mark Davis (SCVO), Alan Dean, Glynn Dixon, Keith Heyes, Nick Laws, Robin Powell.
2. Minutes from the previous meeting (07-04-09):  
The minutes from the previous meeting were accepted as a true record of the meeting.
3. Standing item:
  - LSP Strategic Risk Register
  - Thematic Risk Registers

Narinder Phagura presented an updated report on the LSP risk management arrangements. The report proposed changes to two risk scores following a risk review of the risk owner(s) be considered by PPG. Risk 1.1 'Management of differing cultures' was proposed to reduce from amber to green and 7.1 'Communication between Partners on LSP role and approach' to increase from amber to red.

It was agreed that the risk score relating to risk 1.1 be reduced from 9 (amber) to 4 (green) due to the current shared performance monitoring and governance arrangements. It was suggested that the risk score relating to 7.1 be increased from 9 (amber) to 12 (red) due to the current level of communication between partners and the impact of the Partnership Communications Officer's recent retirement. It was also agreed that this risk be brought back to PPG on the 9<sup>th</sup> June along with risk 3.1.

PPG also felt that risk score 3.1 was rather high given the progress made by the Strategic Intelligence Group (SIG). It was agreed that risk 3.1

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should be put on the agenda of the SIG and a report be prepared recognising the work done and the way forward.

Narinder suggested that she would continue to bring 2 risks to the meeting for detailed discussion until PPG was happy with the action plans, descriptions and controls. Thereafter quarterly reports would be provided detailing changes to the risk register. It was agreed that Narinder would take a report summarising the risks to the next LSP Executive Board.

It was agreed that the risk 9.1 'Agreement to refreshed LAA targets' be retained in the risk register with a reduced score of 4 (green), this can then be reassessed if circumstances change.

<u>Action:</u>	
<ul style="list-style-type: none"> <li>• Agree actions for risk 7.1 with the Risk Management Team.</li> </ul>	GB
<ul style="list-style-type: none"> <li>• Update on Risk 7.1 and 3.1 are brought back to PPG on 9<sup>th</sup> June '09.</li> </ul>	NP
<ul style="list-style-type: none"> <li>• Risk 3.1 is discussed at the next Strategic Intelligence Group.</li> </ul>	JMcP SS NP
<ul style="list-style-type: none"> <li>• Report summarising the risks be presented to the next LSP Executive Board (25<sup>th</sup> June 2009).</li> </ul>	NP
<ul style="list-style-type: none"> <li>• Risk 9.1 is retained in the risk register.</li> </ul>	NP

4. Self Assessing Local Performance against NI 35 – Guidance for Local Partners:

The group was provided with guidance issued by the Government Office together with a summary prepared by Surrinder Bains, which outlines how the Partnership intends to take things forward.

Surrinder advised that the Self Assessment was submitted to Government Office as a Level 2 at the end of April and that Wenda Leslie would present the Self Assessment at PPG once it's been validated by Government Office.

Joy suggested that Steve Smith, John McPhee and Surrinder Bains should meet on behalf of PPG to link in with the work being done by the Prevent Sub Group in order to go through the Self Assessment as she thought the level submitted may be a little low; she also said that it may be an idea to compare our score against others such as Dudley and Birmingham.

Paul Bradley said that he is due to meet next week on the Prevent agenda and asked that he be provided with information and evidence to support the Self Assessment.

It was also agreed that NI 35 be included in the quarterly performance reports, prepared by Karen Hindley.

<p><u>Action:</u></p> <ul style="list-style-type: none"> <li>• Meeting be arranged to go through the Self Assessment and provide Paul Bradley with an update by Friday 15<sup>th</sup> May.</li> <li>• NI 35 be included in the quarterly performance reports.</li> </ul>	<p>SS JMcP SB KH</p>
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5. WNF Performance Framework:

John Sutton presented the Commissioning Framework which had been highlighted as “Good Practice” in the feedback from the recent Worklessness Inspection held in April.

The framework provides guidance on how to apply for funds from the Skills, Enterprise and Worklessness Working Neighbourhoods Fund.

Gary suggested that Ian Cotterill and Shân Williams meet in order to suggest ways in which the remaining 60% of WNF can be monitored mindful of the approach presented by John Sutton.

Rebecca Fisher was also asked to present a report on Area Based Grants which are worth approx. £30m to PPG on the 6<sup>th</sup> October.

Lynn Jackson asked Rebecca Fisher to provide her with information relating to the Area Based Grants.

<p><u>Action:</u></p> <ul style="list-style-type: none"> <li>• Ian and Shân to meet in order to suggest ways in which the remaining 60% of WNF can be monitored.</li> <li>• Rebecca Fisher present a report on available Area Based Grants at PPG on 6<sup>th</sup> October.</li> <li>• Rebecca Fisher circulate Area Based Grants information to the group.</li> </ul>	<p>IC,SW  RF  RF</p>
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6. Area Assessment Report:

Richard briefed the group on the draft Area Assessment and circulated a copy of a recent version. The document is based on the Audit Commission Area Assessment Guidance. Paper has been drawn together from existing documentation including the Thematic Partnership Plan, Corporate Business Plan and Self Assessment exercises for I&DeA.

It was agreed that additional material would be added into part 3 based on the papers given to KPMG which would enhance the prospects for future improvement section.

Material already sourced on the Place Survey should also be included into parts 1, 2 and 3. Also the presentation made to the Community Safety event on Monday 11th should be incorporated.

Document to then be circulated by RH for comments with a view to providing a document to the audit commission by the end of May (in effect 22nd May allowing for Bank Holiday week).

<u>Action:</u> <ul style="list-style-type: none"><li>• Richard update the Area Assessment and circulate to the group requesting comments back by the 22nd May.</li></ul>	RH
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7. Response to Gary Stevens Background Notes:

Joy thanked everyone for their input and said that the information would now be fed into Government Office's computer database.

8. Items to follow-up from LSP Executive:

Gary advised that LSP Executive noted/agreed the following:

(i) Thematic Partnership Business Plans -

- New LAA targets were noted.
- Approved the 6 Thematic Plans and overview which highlighted 14 key cross-cutting issues.
- Councillor Simon Hackett was named as the new Intelligence Champion

(ii) The Stronger Communities outcomes framework -

- Stronger Communities Task Group was approved
- Agreed the need to performance manage the 5 outcomes and that John Garrett was lead on these

(iii) Performance Management of the Greets Green Succession Strategy -

- Agreed a series of pledges to maintain improvement
- Risk analysis has been undertaken
- Approved Legacy vehicle - Strategy Report on progress each quarter
- Agreed that PPG would monitor performance
- Agreed that LAA targets are disaggregated

Joy asked that the disaggregation of the LAA targets be picked up at the next Strategic Intelligence Group meeting.

Joy said that the responsibility of performance should be with the Thematic Partnership Board and they should report back to LSP Executive. She also said that Greets Green Succession Strategy should be included in quarterly reporting as NI 35 and that the associated risks etc are included on Thematic Partnership Board agendas.

<u>Action:</u> <ul style="list-style-type: none"><li>• Include Greets Green Succession Strategy performance in quarterly reports.</li></ul>	KH
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9. A.O.B.:

Gary asked if we should continue to include the old stretch targets on quarterly reporting as they are worth £10.5m. It was agreed to wait until the next PPG meeting, 9<sup>th</sup> June and then decide.

Bob Griffiths suggested taking this issue to JMT, which Joy agreed to do.

Joy closed the meeting and thanked everyone for attending.

The next meeting will take place on the 9<sup>th</sup> June 2009, 2:00 – 4:00pm in Gym A, Training & Development Centre (TDC).

Meeting closed: 3:40pm