

# Partnership Performance Group

9<sup>th</sup> June 2009

Gym A, TDC, Popes Lane, Oldbury.

**Chair:** Joy Massey

**Present:** Gary Bowman, Surrinder Bains, Louise Barnett, Paul Bradley (GOWM), Ian Cotterill, Phil Coughlan, Mark Gibbs, Paul Haden, Alex Hawley, Keith Heyes, Cllr. Pauline Hinton, Kath Hoskinson, Lynn Jackson, Kate Jenkins, Chaz Johal, Nick Hamer, Maryrose Lappin, Nick Laws, John McPhee, Praful Patel, Robin Powell, Tim Pritchard, John Sutton, Shân Williams, Lewis Young, Val Beards (minute taker).

## Minutes/Actions:

1. Apologies:  
Alan Dean, Bob Griffiths, Glynn Dixon, Narinder Phagura, Steve Smith.
2. Minutes from the previous meeting (12-05-09):  
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

Robin Powell presented the LSP Risk Management report which contains a review of risks 3 'Sharing of Information' and 7 'Communication between Partners on LSP role and approach' as agreed at the last meeting of PPG (12-05-09).

Robin advised that the score for risk 3 had previously been reduced from 12 (red) to 8 (amber) as a result of the progress made by the Strategic Intelligence Group (SIG) on sharing of information. The reduced score had been agreed by PPG on 12 May 2009. SIG has now agreed its Terms of Reference and SIG would report to PPG on a quarterly basis. Further activity in respect of financial reporting is being undertaken. Stuart Kellas is to host a meeting of partnership finance officers to discuss the sharing of financial information and alignment of processes.

Cllr. Mrs. Hinton was concerned that there was currently no system or process in place for issues relating to the Partnership to be feed back to Cabinet and suggested that this be considered as an action. Joy Massey will undertake this action.

Robin advised the group that Gary Bowman had added the following actions to risk number 7:

- *Stronger Community Task Force* – which John Garrett had agreed to Champion. This has highlighted improved communications within the LSP and a report on progress will be presented to LSP Executive in October.
- *Communication in LSP* – this has been given a higher priority by the LSP within the ‘Learning to Deliver’ plan which will be reviewed annually. Gary Bowman and Surrinder Bains have been noted as lead officers. Report to LSP Executive in December.
- *Chief Officers Management Team* – Agreement has been reached to work on the Stronger Communities Task Force recommendations – Paul Wright will facilitate a team of 6/7 members of COMT with completion by October 2009.

This risk is currently a 12 (red). Gary suggested reviewing this risk again in 3 to 4 months.

The group agreed that reference to a focus on directed communications to the most appropriate personnel should be emphasised within the risk management action plan.

Shan advised the group that there was guidance available produced by the Audit Commission called ‘Working better together’.

A meeting to take place between the Corporate Communications Team and the LSP team, scheduled for end of June, will help to provide focus on communications.

Robin recommended that 2 further risks, both amber be reviewed at the next PPG meeting, these were:

- Risk 4 ‘*Economic Climate*’
- Risk 6 ‘*Engaging with Communities and Participation in Communities*’.

<p><u>Action:</u></p> <ul style="list-style-type: none"> <li>• Advise Robin Powell of any further controls required for risks 3 and 7 in order to reduce the risks occurring.</li> <li>• Joy to speak to Allison Fraser and Sue Phelps regarding a process for providing feedback to Cabinet.</li> <li>• Robin Powell to present a report on Risk 4 and 6 to the next PPG meeting (07-07-09).</li> </ul>	<p>All</p> <p>JM</p> <p>RP</p>
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#### 4. LAA Performance Report Quarter 4:

Paul Haden provided the group with a brief overview of the report. Paul asked Thematic leads to provide him with an update on progress against the 4 red designated indicators, specifically Circulatory Diseases, Obesity, Breastfeeding and NEETS in order for him to update the report for the next LSP Executive meeting being held on the 25<sup>th</sup> June.

In addition the group discussed progress against the reward indicators and officers were asked to provide any additional updates for the LSP Executive e.g., Smoking Quitters.

Joy asked Thematic leads to ensure that Roger Crouch and Rob Bacon were fully briefed in good time for the next meeting of the LSP Executive.

Joy also said that we need to see an improvement on the 21% of indicators that are missing their targets.

The following was also discussed and agreed:

- NI 15 Serious Violent Crime be included as a good news story in Quarter 4 report to the LSP Executive
- When the 2008/9 attainment results are available in September 2009 a report will be provided to PPG and LSP Executive.
- An update on actions/interventions around the Place Shaping indicators to be included in the LAA Performance Quarter 4 report to the 25<sup>th</sup> June LSP Executive.
- In respect of the Cleanliness Reward indicator, an update on planned actions will be provided to the 7<sup>th</sup> July PPG meeting.

#### Action:

- Lynn Jackson to provide Paul Haden with an update on Circulatory and Smoking quitters for the 25<sup>th</sup> June LSP Executive. LJ
- Mark Gibb/Nick Hamer to provide Paul Haden with an update on Breastfeeding for the 25<sup>th</sup> June LSP Executive. MG/NH
- Nick Hamer to provide Paul Haden with an update on NEETS and Obesity for the 25<sup>th</sup> June LSP Executive. NH
- Lynn Jackson and Nick Hamer/Mark Gibb to fully brief lead officers (Roger Crouch and Rob Bacon) on the LAA Performance Report Quarter 4 prior to the 25<sup>th</sup> June LSP Executive meeting. LJ/NH/ MG
- When the 2008/9 attainment results are available in September 2009 a report will be provided to PPG and LSP Executive. NH
- Louise Barnett to provide Paul Haden with an update on actions/interventions around the Place Shaping indicators LB

to be included in the LAA Performance Quarter 4 report to the 25<sup>th</sup> June LSP Executive.

- Jan Britton to provide an update on planned actions against the Cleanliness Reward Indicators to the 7<sup>th</sup> July PPG meeting. JB/PC

5. Feedback from the Strategic Intelligence Group

This item was deferred to the next PPG meeting being held on 7<sup>th</sup> July.

6. A.O.B.:  
None.

Joy closed the meeting and thanked everyone for attending and their patience in view of the fire alarm.

The next meeting will take place on the 7<sup>th</sup> July 2009, 2:00 – 4:00pm in Annex 2, Oldbury Council House.

Meeting closed: 4:50pm