

## Item 3

### LSP Action Log & Forward Plan

Thursday 28<sup>th</sup> January 2010



#### Key:

	Completed
	Not yet due
	Actions outstanding date for report agreed
	Actions outstanding no dates confirmed
	Decisions

#### Please Note:

To understand the context of the actions agreed and commentary arising it may be necessary to access the agenda and Board papers relating to the item in question. Item Nos. are detailed in the left hand column of the table below. The agenda and Board papers can be found on [www.sandwellpartnership.co.uk](http://www.sandwellpartnership.co.uk) – Meetings

Ref No and subject	Date of Meeting	Matters Arising/Actions	Responsible Officer	Commentary
25.06.01 <i>Performance re Breastfeeding target</i>	25/06/09	To undertake and report on an audit of facilities for breast feeding and baby-changing in Sandwell's public and private buildings including food outlets and supermarkets.		Proposals and timetable to be received at Sept 17th Executive Board  <u>This has been moved to the Forward Plan</u>
25.06.04 <i>Public Health/Good Start to Life priority</i>	25/06/09	Health and Wellbeing board and Children and YP trust Board to meet together to prepare a Public Health/Good Start to Life Improvement Plan	<i>Cllr Darren Cooper/ Cllr Ian Jones/ Gary Bowman</i>	Proposals to be received at Sept 17th Executive Board  Update: Exec Board on August 6 <sup>th</sup> 2009 asked for date of joint meeting to be confirmed ASAP.

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25.06.11 <i>Learning and Development – Good Practice</i>	25/06/09	Propose how we can improve in 'Industrialisation' of good practice. Examples include Smethwick Tasking (DC) and Tibbington (IJ)	<i>John Garrett/ Gary Bowman</i>	<b>Proposals to be received at November 5<sup>th</sup> Executive Board. Now deferred to March 18<sup>th</sup> 2010</b>
06.08.06 <i>Item 3(a)</i>	06/08/09	LSP to create work programme for service improvements re newcomers to be monitored by the partnership. Progress report by November 5 <sup>th</sup> .	<i>G Bowman S Bains</i>	<b>Agreement to defer to meeting on 28<sup>th</sup> January</b>
06.08.12 <i>Item 3 (b)</i>	06/08/09	To work with RCRH to maximise the local jobs created by the construction of hospital, schools and regeneration programme are incorporated into the work and work experience plans	<i>G Bowman L Williams (Right Care Right Here) BSF team</i>	Now being pursued through RCRH Regeneration Group
06.08.21 <i>Item 5 (a)</i>	06/08/09	Process to be established to support partners in making decisions regarding savings and efficiencies that ensures impact on partners in voluntary sector and especially impact on vulnerable communities is properly assessed.	<i>G Bowman J Garrett R Bacon I Cotterill H Chinner</i>	To be reviewed in budget round of autumn/winter 2009. report to Exec Board <b>Progress report to be prepared for March Executive Board meeting</b>
06.08.22 <i>Item 5 (b) Partnership Equalities Group</i>	06/08/09	Report on work to date received, including agreed focus on anti poverty as a cross cutting area and Living Library initiative.	<i>G Bowman S Bains K Singh</i>	Report to Exec board in <b>March 2010</b> regarding efficacy of group in enabling partners to be more efficient and effective in tackling inequality and progress of work. For more detail of this item <i>Item 5(b)</i> see presentation and report included in meetings and minutes section of the Sandwell partnership website <a href="http://www.sandwellpartnership.co.uk">www.sandwellpartnership.co.uk</a>
06.08.24 <i>Item 5 (c)</i>	06/08/09	These shared priorities to inform the 2010-2013 thematic partnership business plans and influence the allocation of partner resources to meet shared priorities.	<i>Thematic Partnership Chairs and Leads J Massey G Bowman</i>	<b>Further reports on revision of thematic partnership business plans to be reported March 2010.</b>

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17.09.03	17.09.09	Collaborative meeting between HWBB and CYPTP on 'Good Start to Life' to take place and report outcomes to HWB, CYPTP and Exec Boards	<i>Gary Bowman Alan Dean/Janine Brown</i>	Meeting still to take place. Ian Cotterill identifying if this meeting is required or if collaboration is done another way
<b>17.09.13 Performance Report: A Good Start to Life (item 4.5)</b>	17.09.09	<b><i>Thematic Partnership Boards were asked to actively promote a positive culture for breastfeeding within a 'baby friendly' action plan. i.e. return to work support for new mothers, better signage of facilities for breastfeeding, Community facilities for nursing of children in public spaces, shops etc. Collaboration through SHUDU to promote breast feeding activity, Report on breast feeding and baby changing facilities is still awaited, and should cover the above issues when provided.</i></b>	<b>ALL THEMATIC CHAIRS AND LEAD OFFICERS</b>  <i>Joy Massey/Gary Bowman</i>  <i>Rob Bacon Janine Brown</i>	<b><i>Gary to confirm date for report with Janine Brown Moved to Forward Plan</i></b>

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<b>17.09.14</b> <b>Performance Report:</b> <b>A Good Start to Life</b> <b>(item 4.5)</b>	<b>17.09.09</b>	Learning gathered from schools regarding barriers to healthy eating to be shared with CYPTP to assist in developing healthy infant nutrition and breast feeding of infants	<b>Janine Brown</b>	<b>Gary to confirm date for report with Janine Brown</b> <b>Please see Forward Plan</b>
<b>17.09.15</b> <b>Performance Report:</b> <b>A Good Start to Life</b> <b>(item 4.5)</b>	<b>17.09.09</b>	Ideas/ Recommendations on school meals and curriculum in relation to food in schools were welcomed. Now need to be integrated into 'obesity action plan' being developed by Gordon Andrews.	<b>Rob Bacon</b> <b>Janine Brown</b> <b>Rosemary Kyle</b> <b>Gordon Andrews</b>	<b>Gary to confirm date for report with /Janine Brown</b> <b>Please see Forward Plan</b>
<b>17.09.19</b> <b>Use of resources/Total Place</b> <b>(item 5.1)</b>	<b>17.09.09</b>	<p><i>Initial report received outlining actions to be pursued to use resources better in context of total place and operational efficiencies push and spending restraints now being implemented to reduce public sector spending.</i></p> <p><i>Agreed that our focus of effort should be on the areas identified in the CAA as areas requiring attention.</i></p> <p><i>Response to be a whole partnership response that takes account of voluntary sector service providers and their role in local service provision</i></p> <p><i>Further reports to be provided commencing Jan 2010</i></p>	<b>Joy Massey</b> <b>Shan Williams</b> <b>Ian Cotterill</b>  <b>Joy Massey</b> <b>Mark Davis</b>	<b>Further reports to be provided commencing Jan 28<sup>th</sup> 2010</b>

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17.09.20 Transition arrangements from Learning and Skills Council	17.09.09	<p>Transition arrangements shared in outline. Transition due to complete April 1<sup>st</sup> 2010. Shadow arrangements being put in place in preparation for transition. Strong support for increasing apprenticeships and access to work and work experience for young people including creation of National Apprenticeship Service(NAS).</p> <p>Note CYPTP will be required to oversee the 'duty to co-operate' placed on Academies that report direct to DCSF. GOWM/LSC to assist with protocols, especially to ensure shared responsibility for success of 'challenging behaviour' students. Protocol should also cover Foundation and Trust Schools.</p>	<p><b>Henry Seaton</b> NAS meeting with LSP in Oct 2009</p> <p>Janine Brown Brian Aldridge Kevin Griffiths Henry Seaton</p>	<p>Existing LSC Staff will be transferred to SMBC, GOWM, AWM as well as to new agencies including NAS, SFA, YPCA.</p> <p>Recommendations aligned with recommendations of Sub National Review of 2008.</p> <p><b>Further report to Executive in March 2010</b></p>
17.09.25	17.09.09	2010/2013 Thematic Partnerships revised Business Plans to incorporate actions using the above agreed framework of priorities and key actions	<p><b>Joy Massey</b> <b>Gary Bowman</b></p> <p>TP Leads Steve Smith</p>	<b>Business Plans to be reported once reviewed and challenged to LSP EB in March/April 2010</b>
05.11.03 Good Communications	5/11/09	Ensure distribution of LSP business plans once completed is co-ordinated to maximise opportunities to raise partner awareness and to promote good news stories	<p><b>Gary Bowman</b> <b>Joy Massey</b> Louise Barnett Phil Challoner</p>	<b>To be done in advance of April 2010 Exec Board</b>
05.11.05 Strategic Intelligence	5/11/09	Report child poverty needs assessment and poverty survey to LSP Executive		<b>Report to be received 17 Dec 09. deferred to 28 Jan</b>

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05.11.07 improving public perceptions of Sandwell	5/11/09	Place Survey and local analysis of it is generating valuable information we can use.  We need to pinpoint key evidence regarding what is affecting community perception; e.g. street cleanliness information / 'hotspots' to inform targeted cleanliness campaigns.  Proposals to be prepared regarding how we can get this key intelligence/data together, shared with thematic partnerships and available via an accessible website.	<b>Cllr Simon Hackett</b> <b>Joy Massey</b> Louise Barnett Alex Hawley	<b>Potential focus within workshop element of Dec 17 meeting</b>
05.11.08 Cross theme collaboration	5/11/09	Proposals for cross theme collaboration on key shared actions to be considered and decided  Continue to work on bringing TP chairs together try 8.00am meetings prior to LSP Exec board	<b>Gary Bowman</b>	<b>Ally Allerson is now working with convenors of TPs towards agreeing cross theme collaborations</b>
<b>17.12.01</b> <i>Item 2b</i> <i>Be Proud Campaign</i>	17.12.09	To take all opportunities, use all events to promote BE PROUD campaign. Use portable pod and peacock cards at every opportunity.	<b>Gary Bowman</b>  <i>Brian Mckinstrie</i>	Campaign plan to highlight opportunities / events where BE PROUD can be promoted
<b>17.12.02</b> <i>Item 2b</i> <i>Be Proud Campaign</i>	17.12.09	Arrange opportunities for members of Executive Board to visit successful businesses during 2010	<b>Gary Bowman</b> <b>Stewart Towe</b>  <i>Paul Mountford</i>	

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<b>17.12.03</b> <i>Item 2c</i> <i>Partnership Equalities and Diversity Group</i>	17.12.09	Initial Equality impact assessments for LSP and thematic partnerships now completed. Task set by PEDG to agree a few targeted actions to reduce inequality from the seven LSP priorities	<i>Allison Fraser</i> <i>Surrinder Bains</i>	Further progress to be monitored by PEDG chaired by Allison Fraser
<b>17.12.04</b> <i>Item 3.2</i> <i>LAA Quarter 2 Performance report</i>	17.12.09	Prepare and submit report projecting performance results currently expected at March 2011 and share with GOWM	<i>Joy Massey</i> <i>Karen Hindley</i>	Report at March 18 <sup>th</sup> Meeting
<b>17.12.05</b> <i>Item 3.2</i> <i>LAA Quarter 2 Performance report</i>	17.12.09	Continue to closely monitor activity to improve performance on indicators identified as red in successive performance reports....Nis 53, 117, 130  Also monitor NI 15 where incidence is increasing despite overall reduction in violent crime	<i>Joy Massey</i> <i>Karen Hindley</i>	Review following each Quarter report
<b>17.12.06</b> <i>Item 3.2</i> <i>LAA Quarter 2 Performance report</i>	17.12.09	In relation to NI 5, satisfaction of local people with the area as a place to live, a challenge to increase the activity that will contribute to greater satisfaction was made	<i>John Garrett</i> <i>Gary Bowman</i> <i>Paul Wright</i>	The stronger communities task force are monitoring an action plan to increase resident satisfaction. Council have also established a list of actions that will contribute. PPG to advise whether activity is sufficient to make a significant difference

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<b>17.12.07</b> <i>Item 3.2</i> <i>LAA Quarter 2</i> <i>Performance report</i>	17.12.09	The Executive Board requested a more detailed look at activity and performance in relation to tackling child obesity.	<b>Allison Fraser</b>  <i>Janine Brown</i> <i>Ian Cotterill</i>	Agree report from CYPTP at earliest opportunity
<b>17.12.08</b> <i>Item 3.2</i> <i>LAA Quarter 2</i> <i>Performance report</i>	17.12.09	A number of mandatory education indicators are performing below target (red). PPG will continue to monitor closely.	<b>Joy Massey</b>  <i>Karen Hindley</i>	Sandwell's results at GCSE are the most improved in the West Midlands region
<b>17.12.09</b> <i>Item 3.2</i> <i>LAA Quarter 2</i> <i>Performance report</i>	17.12.09	Currently 58% of the reward grant for the LAA 2007-10 is projected to be realized. Following challenge made By PPG, further actions to improve the amount of reward grant achieved is being considered in thematic partnerships presently.	<b>Joy Massey</b>  <i>Karen Hindley</i>	Update to be provided at March meeting
<b>17.12.10</b> <i>Item 3.2</i> <i>LAA Quarter 2</i> <i>Performance report</i>	17.12.09	A revision of risks for the LSP risk register was agreed. The number of risks is now five, for each of which there is a risk management plan.	<b>Richard Nugent</b> <i>Joy Massey</i> <i>Gary Bowman</i> <i>Narinder Phagura</i>	Risks are regularly reviewed by the Risk Management Forum that reports to the Performance Group
<b>17.12.11</b> <i>AOB</i> <i>Worklessness</i> <i>collaboration with</i> <i>Wolverhampton and</i> <i>DCLG</i>	17.12.09	Members of the LSP Exec Board will be meeting with DCLG and Wolverhampton LSP in February to look at additional work that can be done to tackle worklessness.	<b>Gary Bowman</b> <i>Gary Eggington</i> <i>Stewart Towe</i> <i>Jan Britton</i> <i>John Sutton</i> <i>others</i>	
<b>17.12.12</b> <b>Group work on</b> <b>'Achieving More</b> <b>with Less'</b>		Allison Fraser challenged the Executive Board to be more focused at next meeting, selecting only a small number of the many ideas to work on. It was proposed to test the ideas against the criteria prepared by the working group on Total Place chaired by Joy	<b>Executive Board</b>  <i>Gary Bowman &amp;</i> <i>Joy Massey to</i> <i>prepare next</i> <i>session to progress</i> <i>this work.</i>	See notes below for consideration of selection of areas to focus on

## Key Points from workshop on 'Achieving More with Less'

### Group A

The work done by partners to show activity and budgets against national indicators exercise is a good start and is worthwhile as it will help identify areas where there is overlap and duplication as well as areas where we are joining up, both activity and financial contributions to achieve outcomes.

Existing cost centre arrangements will limit our ability to be definitive about financial contributions to outcomes

It is vital that we identify the critical activities on which to focus attention. Some critical activities may be at risk due to the imminent end of their funding (e.g. end of WNF in March 2011). In doing so we will need to consider both local shared priorities and national priorities imposed by DOH, Home Office, etc.

In relation to health inequalities, **Smoking Cessation and Childhood Obesity** were proposed for consideration within thematic boards with a view to creating meaningful actions to address them  
For, clean and safe communities, **alcohol abuse** was proposed as a priority for attention,  
For creating jobs, **creating more apprenticeships** for young people who live in the borough.

It was proposed that the Executive board should:

Consider and challenge the actions, finances and targets proposed by all 6 thematic partnerships in the revised thematic business plans being prepared for March 2010 to ensure they are likely to make a significant difference to outcomes

Review key actions put forward on a quarterly basis via our performance management arrangements

### Group B

In relation to health inequalities, **Childhood Fitness and Obesity and end of life care** were put forward as areas to address

For, clean and safe communities, **street scene, local pride and using community eyes and ears** were proposed as a priority for attention,

For creating jobs, **creating more apprenticeships, and work experience opportunities, including volunteering and mentoring schemes, and much more support for local procurement and Find it in Sandwell** were proposed.

## Group C

In relation to health inequalities, **focus on ‘ problem families’ use health trainers and provide training to local organisations to support local communities to promote healthy living.** Also extend the **Hub as a means of working together to protect the most vulnerable.**

For , clean and safe communities, support **pride campaign by developing volunteering, extending tasking, and using big spring clean where community have already shown their commitment**  
For creating jobs, **more nursery units for young businesses, better use of our building assets to support new businesses**

Allison Fraser challenged the Executive Board to be more focused at next meeting, selecting only a small number of the many ideas to work on. It was proposed to test the ideas against the criteria prepared by the working group on Total Place chaired by Joy

**Summary of ideas from all 3 groups.....can we identify a small number of areas to work on from these? (ideas highlighted bold were proposed by 2 or more groups)**

### **Health Inequalities**

1. Smoking Cessation
- 2. Child Obesity and Fitness**
- 3. Family fitness and wellbeing through local health trainers**
4. The HUB
5. End of Life care

### **Clean and Safe**

6. Alcohol Abuse
7. Street Scene
- 8. Pride campaign**
9. Big Spring Clean

## Creating Jobs

### 10. Apprenticeships and Work experience

#### 11. Extend local procurement

Use public sector building assets to nurture new businesses

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## LSP Forward Plan

Thursday 28 January 2010

Source	Date	Item	Responsible Officer	Completion Date
Executive	Mar 2009	Review of Rewind	Rob Bacon	To be received 6 <sup>th</sup> August 2009 Agreed to defer to <b>17<sup>th</sup> September</b> - further request to delay report until FURTHER NOTICE
Executive	06.08.09	Report progress on actions to improve services to newcomers identified 06/08/09	J Garrett S Bains	To be received <b>28<sup>th</sup> Jan 2010 (date to be confirmed)</b>
Executive	06.08.09	Proposals regarding voluntary sector forum	M Davis	To be received <b>18<sup>th</sup> March 2010</b>
Executive	06.08.09	Progress report from Environment Partnership	P Shirley	To be received
Executive	06.08.09	scale of challenge and distance to be travelled in allocation of resources to meet health needs and challenges	J Middleton	To be received <b>18<sup>th</sup> March 2010</b>
Executive	17.9.09	Proposed amendments to Governance Protocols	Gary Bowman	To be received <b>17<sup>th</sup> June 2010</b>
Executive	5.11.09	Receive anti poverty strategy and integrate proposals into business plans	Alan Dean/Rosie Edwards	To be received <b>28<sup>th</sup> January</b>
Executive	5.11.09	Proposals regarding expansion of the HUB	Chris Martin	To be received <b>28<sup>th</sup> January</b>
		<u>To undertake and report on an audit of facilities for breast feeding and baby-changing in Sandwell's public and private buildings including food outlets and supermarkets.</u>		This will be completed in line with the Governments target of <b>June 2013</b> . This will be part of a wider baby friendly audit that will require co-operation across the PCT and Local Authority. Some scoping work has been done but it is realistically likely to be completed in line with the Government's deadline.

Source	Date	Item	Responsible Officer	Completion Date
Executive	17.9.09	<b>Good start to Life</b> Learning gathered from schools regarding barriers to healthy eating to be shared with CYPTP to assist in developing healthy infant nutrition and breast feeding of infants	Janine Brown	
Executive	17.9.09	<b>Good Start to Life</b> Ideas/ Recommendations on school meals and curriculum in relation to food in schools were welcomed. Now need to be integrated into 'obesity action plan' being developed by Gordon Andrews	Janine Brown	