

## **LAA Performance Management Group**

**Monday 17 November, 3:00-5.00pm,**

**CG29 County Hall**

### **Attendees:**

Peter Lowton (PL) – ACC Essex Police (Chair)  
Matt Twomey (MT) – Essex Police  
Euan Wilson (EW) – Essex Police  
Jayne Robinson (JR) – Children and Young People’s Strategic Partnership Board  
Charlotte Ball (CB) – Community Wellbeing and Older People’s Board  
Alan Dawkes (AD) – Safer Essex  
Louise Aitken (LA) – Greater Essex Prosperity Forum  
Loretta Sollars (LS) – London Olympic and Paralympic Games Strategic Partnership  
Gwyn Owen (GO) – Sustainable Essex  
Gill Butterworth (GB) – Essex County Council  
Mark Golledge (MG) – Essex County Council  
Stephen Baldry (SB) – Essex County Council

### **Apologies:**

Sam Grant – Safer Essex  
Miriam Stead – London Olympic and Paralympic Games Strategic Partnership  
Lynn Marston – Lead Officer Maldon LSP  
Marina Sherriff – Lead Officer Harlow LSP

### **I. Welcome and Introductions (All)**

PL introduced both himself and the meeting.

### **Ib. Minutes and Matters Arising (All)**

The minutes from the August meetings were agreed. There were no formal minutes from the October meeting and no outstanding matters arising.

### **2. Approach to Performance Review**

There was a brief discussion led by PL on the recommended approach for the Performance Management Group, ensuring that there is added value from joint partnership working across Thematic Partnerships. It was recognised that each Thematic Partnership would have their own performance management arrangements

and that the objective was not to replace these but ensure clarity and shared understanding across the LAA.

There was a discussion around whether each Thematic Partnership had a strategic action plan (i.e. milestones with timescales) setting out how they were going to achieve the desired outcomes across the 3 year life of the current LAA. It was recognised that the current PRG action plans didn't in all cases cover key actions being undertaken by partners in respect of the delivery of outcomes.

PL emphasised that targets were a means to an end, not the end in themselves and that the group should focus on more than just performance monitoring. References were made back to the presentation by Colin Steele at the July session (presentation attached).



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The group were keen to focus on both achievements (sharing learning of what works well) and barriers to delivery at the sessions going forward to ensure that any issues could be worked through.

It was agreed that the Performance Management Group would diary arrangements for future meetings based on planned progress against action plans.

As a result, Thematic Leads were asked to confirm with GB / MG when thematic action plans would be available. If possible, Thematic Leads were asked to bring these action plans to the next session on 15 December.

**Action:** Thematic Leads to bring strategic actions plans with milestones (for year 1 and where possible years 2 and 3) identified to show delivery against outcomes to the next meeting on 15 December or let GB / MG know by **Friday 21 November** where there might be difficulties in achieving this and when plans would be available.

### **3. Reports from Thematic Partnerships (Thematic Leads)**

#### **a. Sustainable Essex Partnership (SEP)**

GO gave an update in respect of the Sustainable Essex Partnership. Whilst there was currently no overall workplan phase 2 PRG action plans had been prepared. EIAs and Risk Assessments on these were almost complete and actions would be starting in April once funding was in place. Gwyn advised that it was likely that the group would discuss opportunities / obstacles / threats to delivery in respect of LAA outcomes. Some difficulties in information collation were noted. The group suggested that: giving enough

time, providing clarity on what was required and what it was needed for may help in terms of responses.

b. Community Wellbeing and Older People's Board (CWOP)

CB informed the group that CWOP had held an awayday on 14 October where they discussed, amongst other aspects, performance and programme management. A one year development plan for CWOP would help ensure that the processes were in place to report and function effectively. CB noted that PRG plans only relate to a certain number of indicators since some are cross-cutting.

In addition, CB had undertaken some mapping work on LAA indicators to Vital Signs and the partnership was starting to develop local indicators to show achievement of progress in view of delays in data for some measures. There was some discussion across the group about capacity to support both Thematic Partnerships and link to the Performance Management Group.

c. Greater Essex Prosperity Forum (GEPF)

LA informed the group that PRG plans (phase 1) had gone to the GEPF Board. It was suggested that the 'Economic Framework for Greater Essex' which should be complete by December could be the overarching strategic plan.

d. Safer Essex (SE)

AD informed the group that Safer Essex had existed prior to the Thematic Partnership as part of the LAA. Action plans had been developed. A meeting had been arranged for Safer Essex in early December to discuss the outcomes from the Essex Partnership Forum on 28 November. Some pump priming from a strategic pot had allowed some funding of activities.

e. Children and Young People's Strategic Partnership Board (CYPSP)

JR informed the group that action plans had been completed. In terms of performance management, the Board focused on exception based reporting with a specific focus on LAAI Reward Measures where funding was attached. The Children and Young People's Plan provided the overarching plan for the Partnership, setting out agreed priorities.

f. London Olympic and Paralympic Games Strategic Partnership (2012)

LS outlined how the partnership were looking specifically at sports / arts participation although since data comes through annually, they were also looking at what information shows progress i.e. numbers of people taking part in engagement in sports. A new officer had been appointed to look at the sports elements. The arts angle was more vague and at present PRG had not been allocated between the two projects.

#### 4. LAA Annual Report / November Scorecard (Gill Butterworth)

GB distributed a copy of the performance Annex to go to the Essex Partnership Forum on 28 November and thanked the group for their contribution. In addition, the November Scorecard and Explanatory Commentary was distributed to the group.



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The group felt that the Government Office template offered a constructive way to review performance. GB noted that there were issues with the quality of some of the explanatory commentary and this was an area to improve.

PL suggested that rather than simply focus on those areas which were 'red', there could be an assessment of green / amber elements which show a negative direction of travel and reds which show no improvement.

There was a wider discussion of levels of reporting. The benefits associated with looking at performance at a District as well as County level were highlighted although it was noted that no interim targets were in place in the LAA at a District level which may make this more problematic.

**Action:** PL to write to each of the Thematic Chairs highlighting the benefit of the GO template and ask Chairs to consider adoption in their own partnerships.

**Action:** To raise District level reporting at the next meeting in December.

#### 5. Overall delivery of priorities: Customer / Stakeholder Perception (Mark Golledge)

Given the focus on delivery of outcomes, MG circulated some initial work that had been undertaken on customer perception. It was felt that this might provide a useful comparison with actual performance in terms of LAA targets.



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The group were asked to give thought to the customer perception targets included, consider adoption for their Thematic Partnership (alongside thought given to communications to help inform people of local actions) and note whether there was any additional customer perception information collated which could support this.

**Action:** All to review customer perception information against LAA priorities, consider inclusion in Thematic Partnerships and let MG know by **2 December 2008** whether there could be any additions.

**6. Agree areas of focus / forward plan for next few meetings**

This was held pending discussion at the next meeting of strategic action plans.

Next meeting: Monday 15 December, 14:00-17:00, Room CG20, Essex County Council