

LAA Performance Management Group
20 April 2009, 14:00 – 16:30

Attendees:

Ewen Wilson - Essex Police (Chair)
Alan Dawkes – Safer Essex Lead
Fiona Bodle – Essex Economic Board Lead
Miriam Stead – 2012 Olympics/Paralympic Games (2012) Lead
Wendi Ogle-Welbourn – Children & Young People's Strategic Partnership (CYPSP) Lead
Gwyn Owen – Sustainable Essex Lead
Marina Sherriff – Harlow LSP Lead
Loretta Sollars – Community Wellbeing and Older People (CWOP) Lead
Adam Thompson – Performance and Improvement Officer
Dan Gascoyne – Essex Partnership Secretariat
Gill Butterworth - Essex Partnership Secretariat
Louise Crew - Essex Partnership Secretariat (Minutes)

Apologies:

Peter Lowton – Essex Police
Nathalie Collomb – GO East Representative
Louise Aiken – Greater Essex Prosperity Forum (GEPF) Lead

1. Minutes of last meeting and matters arising

Minutes of the March meeting were approved.

Matters arising from the last meeting were outlined as below:

Ewen and Gill have reviewed in broad terms where supplementary intelligence about performance would be helpful and will share a more detailed analysis with thematic leads prior to confirming which indicators to focus on with Nathalie Collomb. It was noted that the term 'proxy' indicators is best avoided as this may lead to confusion.

Wendi confirmed that she wasn't aware of plans in place to improve activities for teenagers but would check this with her team and report at the next meeting.

In terms of cross-cutting impact, the action plans for PRG show the other indicators impacted upon and this is also integrated into the new Thematic Partnership workplan.

Action:

Wendi to report back on plans to improve activities for teenagers.

All leads to ensure that cross-cutting impacts/opportunities are identified through thematic workplans and reflected in future discussions within the Group.

2. Annual Reports

Sustainable Essex

Gwyn took the group through his draft annual report for Sustainable Essex and confirmed it had been submitted to the Sustainable Essex Board at the last meeting in March to which numerous comments were received. The Partnership will sign off the annual report at the next Board Meeting on 12 May, after which it will be available on the Essex Partnership website.

This thematic had been particularly impacted by the effects of the economic downturn and a number of targets had been reviewed as part of the LAA refresh. Most notable improved outcomes at this early stage are indications that overall satisfaction with the area had improved and excellent progress on recycling and reducing waste going to landfill.

The report will be strengthened to show the expected impact on performance of realigning the PRG to support the temporary accommodation target. Performance outturn data for 2008/09 will also be incorporated when it is available. It was noted that whilst Sustainable Essex was overseeing delivery of the three overarching LAA targets, all thematic partnerships had a part to play.

The template was felt to be helpful and will be adopted by the Group. The heading Use of Resources should now read Value for Money (incorporating Use of Resources) to give more emphasis to VfM aspects.

2012

Miriam outlined the main points in the draft 2012 report and confirmed that this had not been submitted to the Partnership Board – they next meet in June.

Miriam explained that a key issue for her thematic was the relationship between the actions being taken to achieve the desired outcomes and the means of measurement, which focuses solely on adult participation through an annual telephone survey. Target leads had other sources of intelligence about participation, for example we know that the Jiangsu Festival has been a great success with over 375,000 people attending the events.

Ewen suggested that we could learn from the approach taken to gathering and reviewing ongoing intelligence by the 2012 partnership and a short review will be scheduled for the June meeting.

Action:

Remaining Thematic Leads to bring their draft Annual Reports in the agreed format to the 18 May PMG,

3. Performance issues for review

General

Gill distributed the March LAA Scorecard, which includes a forecast assessment against 2009/10 targets. Gill advised that the Place Survey results presented at the last PMG are not final and are not to be shared outside of the PMG at this stage.

Action:

Issues and actions around NI4 will be explored further at the May meeting

CYPSP

The Chair welcomed Wendi to the group as the new CYPSP Lead. Wendi confirmed that she is meeting with her team on Friday to agree a way forward to improve the CYPSP engagement with the Essex Partnership and the PMG.

Wendi has also stated that she will be actively working towards improving the performance around the indicators which are showing as red on the scorecard and will give regular updates on these at PMG meetings.

A consultation paper on proposals to move to a new Children's Trust and commissioning framework has been prepared and Wendi will share this with the Group.

NI 135 (Support for carers)

Loretta took the group through her performance report for this indicator. Whilst performance has been steadily slipping since June 2008, it was noted that the decrease had been recognised and action is being taken to tackle this. There is an action plan in place to promote and increase the number of assessments made/completed and improve recording, and other activity is planned as a result of the allocation of new resources.

It was questioned whether the measure included children and why mental health patients appeared to have less carer support. Loretta will clarify.

We know that we perform well in relation to others on this indicator, particularly those who have adopted similar LAA targets. Gill advised that the ECC Performance Team has access to comparative data, including in year benchmarking data, and is able to provide comparative analysis. Any requests can be made to Mark Golledge and Jeannette Taylor.

It was agreed that Loretta has a permanent slot on the PMG agenda to update on NI 135 so that this does not fall off the radar and the group can be kept advised of progress.

Action:

Loretta to check accuracy regarding mental health patients with carer support and also check the definition of which carers are being assessed. Updates on progress against this indicator to be made at future meetings.

4. Preparation for Essex Strategy Review

Adam Thompson gave a presentation on the Essex Strategy Review process and how the PMG can help.

Templates had been sent to LSPs to capture their input to the Review and Adam will draw on information in the thematic Annual Reports, following up on any detail required with thematic leads. It was suggested that individual Partners within the Essex Partnership may also need to be contacted, i.e. PCTs, NHS Trusts, Police, Fire etc and Adam will make contact directly where this is needed. It is proposed that relevant

improvement actions arising from the Review could be incorporated into the thematic workplans.

Wendi advised that Safeguarding Children is one of the threads that needs to be prominent throughout the whole of the Essex Strategy Review. It was agreed that there would be a short slot on the agenda in June to discuss this, and Wendi will produce a briefing paper which will include her thoughts on impacts across the LAA.

Action:

Wendi to produce briefing note on Safeguarding and bring to 22 June PMG meeting.

5. Reporting to EMB/EPF

A discussion took place on arrangements for reporting to EMB and EPF. The PMG needs to give EMB assurance that the LAA is being delivered, that performance is being managed and the Group is adding value.

Short quarterly exception reports were considered to be appropriate, which would profile key achievements and areas of concern for each thematic partnership. It is expected that most delivery issues will be managed as they occur, but there may be instances where further support is needed from the wider Partnership. There is a proposed EMB meeting on 9 July and further consideration will be given to the format and content of an 'introductory' report on performance for this meeting, including a proposal for quarterly reporting.

6. Milestones due/Forward plan review

The agenda items for the May meeting were agreed. There will also be an update on the carers' indicator (NI135) and ability to influence decisions (NI4).

Additional items for the June meeting were:

Safeguarding Children Briefing – Wendi Ogle-Welbourn
Supplementary Intelligence Gathering – Miriam Stead
Tracker 7 Feedback – Duncan Wood/Kay Asuni

7. AOB

There was no other business raised.

LAA Performance Management Group Forward Plan

Date of meeting	Item	Responsibility
Standing items:		
Progress updates, to include: <ul style="list-style-type: none"> • agreed updates from previous meetings • other 'exceptions for attention/discussion' <p><i>achievements/good news stories; barriers to delivery and actions needed; assurance where data is not available; resource issues, including use of PRG; locality and 'hotspot' issues</i></p> <ul style="list-style-type: none"> • milestones (key actions/new information) due in next period 		Thematic Partnership Leads or deputies <i>Please send updated workplans to Gill for circulation at least 7 calendar days before each meeting</i>
Proposed items		
18 May 2009	CWOP Annual Report Safer Essex Annual Report 'Economic' Annual Report CYPSP Annual Report Update on NI134 and NI4	Loretta Sollars Alan Dawkes Fiona Bodle/Louise Aitken Wendi Ogle-Wellbourn Loretta Sollars/Gwyn Owen
22 June 2009	Tracker 7 feedback Safeguarding Children thread Participation intelligence	Duncan Wood/Kay Asuni Wendi Ogle-Wellbourn Miriam Stead
20 July 2009		
24 September 2009		
19 October 2009	Thematic Partnership Mid Year reports x 3	Tbc
16 November 2009	Thematic Partnership Mid Year reports x 3	Tbc
15 December 2009		
18 January 2010	Tracker 8 feedback	Duncan Wood/Kay Asuni
15 February 2010		
22 March 2010		