

**LAA Performance Management Group**  
**Monday 14 June 2010, 14:00 – 15:30**

**Attendees:**

Sue Harrison – Essex Police (Chair)  
Dominique Phelan – Essex Economic Board representative  
Charlotte Ball - Community Wellbeing and Older People (CWOP) representative  
Alan Dawkes – Safer Essex Lead  
Miriam Stead - 2012 Olympics/Paralympic Games (2012) Lead (Dean Neville attending)  
Sarah Arnold – GO East representative  
Steve Bird – Basildon LSP representative  
Jocelyn Jordan – Brentwood LSP Lead  
Gill Butterworth - Essex Partnership Secretariat (Minutes)

**Apologies:**

Fiona Bodle – Essex Economic Board Lead  
Loretta Sollars – Community Wellbeing and Older People (CWOP) Lead  
Dan Gascoyne – Essex Partnership Secretariat  
Gwyn Owen - Sustainable Essex Lead  
Roger Bullen - Children’s Trust representative  
Louise Crew - Essex Partnership Secretariat

**1. Welcome, introductions and apologies**

Sue Harrison welcomed everyone to the meeting and apologies were noted. There were no representatives for the Children’s Trust as an inspection of Safeguarding had been announced today. LSP Lead Officers have agreed to rotate attendance at PMG, and Steve Bird and Jocelyn Jordan will attend for the next three meetings.

There was a brief discussion about the recent news that the DCLG had cut Performance Reward Grant by 50% and the likely next steps.

**2. Minutes of 17 May meeting and matters arising**

The minutes of the May meeting were approved.

A log of outstanding actions has been appended to the minutes as agreed.

Alan confirmed that the forward plan already aligns with Safer Essex meetings (action 5.2). Essex Management Board will be asked to support the revision to the NI 4 target as part of the performance report from the Chair (action 5.6). Gill confirmed that all thematic partnerships had prepared Annual Reports, and these would be shared at EMB prior to being published on the Portal (action 5.8). Other actions will be carried forward.

### **3. Economic Board**

Dominique talked through an extract from the Essex Economic Board's Annual Report.

The headlines were:

NI 151 (Employment rate) – responsibility for this target has transferred to Pete Cook, who is also leading on the skills targets and strategies on apprenticeships. The employment rate in Tendring is showing improvement and closing the gap between county and regional levels. The appointment of a dedicated worklessness officer, funded by PRG, is considered to have helped here.

NI 171 (new business registration) – Dominique asked about the future of Business Link, as there were rumours about changes in regional arrangements and there could be implications for delivery of NI 171. Sarah will check.

NI 166 (earnings) – the EMIG programme, officially launched in November, has signed up 67 local manufacturing firms with PRG funded specialist advice to help improve productivity.

Sue observed that there was a lot of activity, some of which was funded by PRG. When the full impact of the reduction has been assessed, then plans would need to be adjusted accordingly. Dominique confirmed that there were no changes needed to forecasts at this stage, and that more employment data should be available in July.

### **4. Community Wellbeing and Older People**

Charlotte presented headlines from her indepth review paper, which included a risk log. Most of the risks related to processes and systems. Performance was reviewed at CWOP every two months.

NI 123 (smoking) – data for the final quarter had not yet been received, but the Lead Officer is confident that the target is on track as most quitters tend to do so in the New Year.

NI 134 (emergency bed days) – Charlotte noted that a new target lead and action plan had helped turned around performance, partly through improved data quality. The Chair of CWOP had also raised the profile of this target with Essex Directors of Commissioning.

LI 2.1 (support to live independently) – the target lead has changed to Sharon Longworth. Sue noted that the Village Agents scheme is considered to be good, and queried whether any police support was needed in relation to crime and disorder.

LI 3.1 (mental health and employment) – Steve commented on the variation in figures for Basildon and Brentwood and questioned whether areas were taking up the opportunities. Charlotte will check. It was noted that the target lead felt it would be difficult to maintain the level of performance given the economic situation, pressures on mental health and the reliance on PRG.

Sue questioned whether any of the CWOP forecasts had changed; Charlotte advised that based on the data available they can remain as they are.

## 5. Exception reports & updates on recovery plans

Alan advised that Safer Essex was meeting on 1 July. The IDVA contract had been let to Victim Support Essex. There is an Integrated Offender Management Conference on 12 July, which aims to take a Total Place approach to issues relating to offenders. The target lead is advising there is a risk with NI 18 (re-offending), which will be clarified once the data is received; for now this remains as 'off track'.

## 6. AOB/next meeting

Please note that the next meeting will be held on 16 July 2010 from 9:30 to 11:30 in Room 3A, County Hall, Chelmsford, not at Maynetrees.

The main focus of the meeting will be on the impact of the funding cuts and what each Partnership is doing to manage this.

**Close**

### Outstanding Actions

Ref	Description	Responsibility
5.1	Discuss and feedback changes to forecasts on scorecard for the educational attainment targets by the next meeting (June)	Roger
5.3	Gwyn to liaise with Keith Cheesman regarding potential links between Orchards and Allotments project and LI 2.1	Gwyn
5.4	Gill to schedule presentation from ECC/Essex Police on work done to improve public confidence in the police and inform thinking on the promotion/marketing of good news stories	Gill
5.7	Roger to investigate whether school level obesity data is available	Roger
6.1	Sarah to advise on the future of Business Link	Sarah
6.2	Charlotte to check whether all areas are taking up opportunities to help people with mental health into employment	Charlotte

## LAA Performance Management Group Forward Plan

Date of meeting	Item	Responsibility
<b>16 July 2010</b> (9.30 – 11.30am, room E3A, County Hall)	<b>Impact of PRG and other grant reduction on LAA delivery</b>	<b>All</b>
<b>13 September 2010</b> (Sue Harrison unable to Chair)	<b>Safer Essex</b> <i>to include Alcohol Strategy update (and links with temporary accommodation)</i>	<b>Alan</b>
	<b>Sustainable Essex</b>	<b>Gwyn</b>
	<b>Exception reports/update on recovery plans</b>	<b>All</b>
<b>11 October 2010</b>	<b>Children's Trust</b> <i>to include Educational attainment update (for onward report to EMB 2/11)</i>	<b>Wendi/Roger</b>
	<b>Economic Board</b>	<b>Fiona/Dominique</b>
	<b>Community Wellbeing and Older People</b>	<b>Loretta/Charlotte</b>
	<b>Exception reports/update on recovery plans</b>	<b>All</b>
<b>15 November 2010</b>	<b>Tbc</b>	<b>Tbc</b>
	<b>London 2012 Olympic/Paralympic Games</b>	<b>Miriam/Jason</b>
	<b>Exception reports/update on recovery plans</b>	<b>All</b>
<b>13 December 2010</b>	<b>Safer Essex</b>	<b>Alan</b>
	<b>Sustainable Essex</b>	<b>Gwyn</b>
	<b>Exception reports/update on recovery plans</b>	<b>All</b>

**Essex Management Board:**

17 June 2010  
(PMG update on risks/Annual Reports)

2 November 2010  
(PMG update on risks, including update on educational attainment from Children's Trust?)

**Essex Partnership Forum:**

14 September 2010