

REDCAR
& CLEVELAND
PARTNERSHIP

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GOVERNANCE SUB-GROUP

Held on 13 August 2007 at
COAST & COUNTRY HOUSING OFFICES, DORMANSTOWN

1. Present

Iain Sim, CC Housing, Chair (IS)
Cllr Peter Scott, RCBC, Cabinet Member for Corporate Resources (PS)
Diane Hunt, Tees Valley LSC (DH)
Bob Moodie, Sembcorp (BM)
Linda Bell, Community Network (LB)

Also in attendance

Jo Waldmeyer, RCBC (JW)
Katy Austin, RCBC (KA)
Ray Walker, RCBC (RW)

2. LAA Performance and Spend

KA and RW presented the report on Quarter 1 LAA performance and finance. The following recommendations were made:

Action

2.1 Non-Stretch Targets: Performance

i) Children and Young People

Performance satisfactory. No recommendations

ii) Safer, Stronger Communities

The GSG was particularly concerned about performance in relation to crime. The group agreed to invite the Chair of the Safer Stronger Communities Partnership and the District Commander of Redcar and Cleveland Police to meet with the Governance Sub-group to discuss performance and actions to address risks.

Action: JW to prepare a letter from the chair of the GSG to the Chair of the SSCP and District Commander.

JW

iii) Healthier Communities and Older People

The GSG was concerned about lack of a baseline for HCOP6 (number of mental health users referred to smoking cessation services), and have asked for the lead officer to provide a written explanation of how the baseline is being established, and the actions that are in place to achieve the target.

LB asked for an explanation of how carers needs are assessed for HCOP24.

Action: JW to contact lead officers asking for information

JW

iv) Sustainable Communities

Only potential area for concern was fly-tipping (SC29), but the group felt that no action is required at this stage. Performance will however be closely monitored at the next quarter.

2.2 Non-stretch targets: Finance

RW informed the group that spend in quarter 1 has been slow, but that this is not unusual for quarter one, with spend typically increasing in quarter two. He will however carry out a series of monitoring visits to ensure that there are no problems. He also informed the group that some lead officers have not responded to the new reporting regime as positively as others, particularly where they are not accustomed to having to report on spend.

BM emphasised the need for robust management systems to be in place to ensure that lead officers are reporting the information correctly, but that these systems are not too bureaucratic

The GSG agreed that all of the above issues will be picked up and addressed through the monitoring visits.

Action: RW to conduct monitoring visits to LAA funded programmes.

RW

2.3 Stretched Targets (Performance Reward Element): Performance

i) Children and Young People

PR4, Young Offenders. The GSG was concerned about the apparent contradiction between the Youth Offending Service aim to reduce the number of first time entrants to the youth justice system by increasing the number of reprimands for minor offences, and the police targets in relation to offences brought to justice. The group has asked that this issue be covered when they meet with the Chair of the Safer Stronger Communities Partnership and the District Commander.

ii) Safer, Stronger Communities

PR5, Domestic Fire Safety and Arson. The GSG has asked the data quality regarding this indicator be verified before they make any recommendations in relation to performance.

Action: KA to liaise with the Block Lead and the Fire Service to ensure that the data is accurate

KA

PR7, Community Influence. The GSG is concerned that this indicator is only measured using a triennial survey, and that there is no way of monitoring progress in relation to it. They have asked that the LSP Board consider the feasibility of carrying out at least one interim survey that would help us to monitor performance.

Action: JW to prepare a report for the LSP Board regarding the feasibility of carrying out an interim survey

JW

iii) Healthier Communities and Older People

PR11, Risk Management at Home. The GSG have asked for a written briefing on what work is being carried out to establish the baseline, and how this service differs from the existing Handy-Person service.

Action: JW to contact lead officer asking for a written briefing note.

JW

PR12, Telecare. IS declared an interest in this target as Coast and Country Housing are involved in delivery.

iv) Sustainable Communities

PR6, Renewable Energy. The GSG is concerned about the lack of reported progress in relation to this target. They have requested that the lead officer attends a meeting to discuss this in more detail.

Action: JW to invite accountable officer to attend the special meeting to discuss performance in relation to this indicator

JW

PR8, Footpaths. GSG asked if more information regarding progress in relation to the footpaths stretch target could be provided. KA stated that a lot of information has already been provided by the lead officer, but the performance report only includes a summary. GSG asked for a copy of this information, and if it is not satisfactory, for a written briefing note on progress.

Action: KA to e-mail the information that has already been provided. If this is not satisfactory, JW to contact the lead officer and ask for a briefing note.

KA/JW

2.4 Stretched Targets (Performance Reward Grant) – Finance

The LAA Claims Co-ordinator highlighted that despite the fact that there has clearly been financial activity in relation to most of the stretched targets, none of this activity has been reported, and only £14,312.51 has been claimed. The GSG agreed to write to the Accountable Officers for each of the Stretched Targets to request timely reporting of financial activity.

Action: JW to prepare a letter from the Chair, to the Accountable officers for stretched targets.

JW

2.5 Evaluation of Quarter 1 reporting process

KA and RW briefed GSG on the reporting process for quarter one, and highlighted areas for concern, particularly in relation to difficulties in getting information from the Healthier Communities element of the Healthy Communities and Older People Block. The GSG agreed to write to the Thematic Partnership Chairs, reminding them of the reporting requirements, and asking them to ensure that they have effective arrangements in place for quarter 2.

Action: JW to prepare a letter from the Chair, to the Thematic Partnership Chairs reminding them of their reporting responsibilities and the claims procedure.

JW

2.6 Reporting Actions

KA presented a proposal for changing the way in which actions will be reported. Rather than progress against actions being reported for each indicator in the LAA, lead officers will only be asked to provide details regarding actions where an indicator is identified as a medium or high risk of failure.

Decision: The revised process was agreed.

2.7 Other recommendations/decisions

The GSG asked for a key to risk and trajectory symbols and colour codes to be provided for the next meeting. They also asked that future reports contain more information regarding actions to achieve stretched targets.

Action: KA to ensure that future monitoring reports include a performance key and more detail regarding actions. **KA**

IS expressed concern over the difficulty in monitoring performance indicators that are measured annually. It was agreed that for these indicators, the lead officer should prepare a detailed 6 monthly commentary regarding progress and actions.

Action: KA to establish a system for reporting progress on annual indicators **KA**

3.0 Independent Representation

IS stated that the group still has not received any suggestions for independent representation on the Board. PS stated that he knows someone who may be interested.

Action: PS to speak to this individual to see whether he is interested. **PS**

4.0 Social Inclusion Review

JW briefed the group on the Social Inclusion Review that is currently taking place, and the proposal that the Social Inclusion Group report to the Governance Sub-Group regarding LSP governance issues that relate to community cohesion, community engagement, social inclusion and voluntary/community sector involvement/development. The GSG asked that a paper outlining the proposals be presented to the next group.

Action: JW to speak to Val Mitchell regarding the discussion at the GSG and the report to the next meeting. **JW**

5.0 Any other business

No other business

6.0 Date of next meeting

It was agreed that a special meeting of the Governance Sub-group be convened to meet with the identified officers to discuss performance in more detail. Thursday 06th September was agreed as a provisional date, subject to availability of relevant officers.

Action: JW to confirm the date. **JW**