

MINUTES

Title:	SSP Performance Management Group
Date:	29 January 2009
Place:	Rose Room, Endeavour House
Time:	3.00pm – 5.00pm
In Attendance:	<p>Andrea Hill, Chief Executive, Suffolk County Council (Chair)</p> <p>Simon Ash, Chief Constable, Suffolk Constabulary</p> <p>Stephen Baker, Chief Executive, Suffolk Coastal District Council and Waveney District Council</p> <p>David Burnip, Chief Executive, Forest Heath District Council</p> <p>Andrew Good, Chief Executive, Mid Suffolk District Council</p> <p>James Hehir, Chief Executive, Ipswich Borough Council</p> <p>Celia Hodson, Chief Executive, Choose Suffolk</p> <p>Jonathan Moore, Chief Executive, Suffolk Association of Voluntary Organisations</p> <p>Geoff Rivers, Chief Executive, St Edmundsbury Borough Council</p> <p>Pat Rockall, Chief Executive, Babergh District Council</p> <p>Marcus Sibley, Area Environment Manager (Suffolk), Environment Agency</p> <p>Janet Capstick, Government Office – East of England</p> <p>Judith Mobbs, Area Director, Suffolk Learning & Skills Council</p> <p>Julian Herbert (on behalf of Carole Taylor-Brown), Acting Chief Executive, Suffolk NHS</p> <p>Jane Cole (on behalf of Shona Bendix), Deputy Chief Executive, Suffolk Association of Local Councils</p>
Supporting Officers:	<p>Chris Bally, Planning and Performance Team, Suffolk County Council</p> <p>Jenny Foster, Localities & Partnerships Team, Suffolk County Council (Minutes)</p> <p>Jill Korwin, Planning and Performance Team, Suffolk County Council</p> <p>Paul Emeny, Planning and Performance Team, Suffolk County Council</p> <p>Fran Toomey, Economic Prosperity Delivery Partnership</p> <p>Lucy Robinson, Economic Prosperity Delivery Partnership</p> <p>Jim Brown, Choose Suffolk</p>

	Item Description	Relevant business considered, facts noted, the decision taken and its rationale
1.	Welcome and Apologies	<p>The following apologies were given:</p> <p>Shona Bendix, Chief Executive, Suffolk Association of Local Councils (Jane Cole attending)</p> <p>Steve Green, Suffolk Lead, Government Office – East of England (Janet Capstick attending)</p> <p>Carole Taylor Brown, Chief Executive, Suffolk Primary Care Trust (Julian Herbert attending)</p> <p>Jacqui Martin, Chief Executive, Suffolk Carers (VCS Representative)</p> <p>Richard Rafe, Regional Programme Manager, Natural England</p> <p>Mike Stonard, Chief Executive, Great Yarmouth & Waveney Primary Care Trust</p>
2.	Performance Reward Grant Guidance	<p>AH explained that the SSP Board have asked the PMG to identify the best way to share out the Performance Reward Grant (PRG). 10% of the SSP share of PRG would be retained by the SSP Board to administer as an “innovation fund”.</p> <p>The PMG were keen to move away from previous processes for allocating the PRG and want to avoid receiving a large amount of bids for funding. PMG also agreed with the SSP’s suggestion that a smaller number of larger projects should be funded.</p> <p>It was agreed that each Delivery Partnership would be asked to come up with one innovative project that they could deliver based one ninth of the funding available. The proposal should also set out what could be achieved with 20% more or less funding.</p> <p>The proposals should be based on a number of principles, including;</p> <ul style="list-style-type: none"> • ‘Additionality’ – projects should go beyond what is currently being delivered or will be delivered through the action plans. • Innovation – projects should be ‘experimental’, looking at new approaches to delivery and doing things differently. • Delivering wider Community Strategy outcomes – how will the projects contribute to the broader Community Strategy outcomes • Joint working – projects should be delivered by a range of partners or partnership groups, not single organisations. <p>PMG will then consider the proposals based on the following key areas identified by the SSP Board:</p> <ul style="list-style-type: none"> • Current and projected performance against LAA targets; • Other mainstream funding/resources available to the partnerships; and • Innovation/cutting edge projects. <p>ACTION: DPs to submit proposals for projects for consideration at the PMG meeting in May.</p>
3.	Performance Focus – Economic Prosperity	<p>Presentations were given by;</p> <ul style="list-style-type: none"> ▪ Fran Toomey, on behalf of the Economic Prosperity Delivery Partnership ▪ Geoff Rivers, Chief Executive of St Edmundsbury Borough Council ▪ Jim Brown from Choose Suffolk.

The PMG identified the following areas where they would like feedback from the Economic Prosperity Delivery Partnership in approx. nine months time:

- Presentations focused on large businesses and sectors. How is the DP supporting small businesses with less than 5 employees?
- The following were identified as opportunities for developing the economy in Suffolk. What is the DP doing to ensure that we make the most of these opportunities or unique selling points?
 - Wind Energy
 - Nuclear Power
 - Environment
 - BT/IT Cluster
 - Biotech
 - Connectivity to London/Cambridge
 - The 2012 Olympics
 - Marinas
 - Ports
 - Culture
 - Food
- Some of the above also represent risks. How is the DP addressing these?
 - Competition on wind energy
 - Over-reliance large employers such as BT
- The following were identified as key features of Suffolk that should be promoted. How are these being used to market Suffolk (a) as a destination for business; (b) as a tourism destination; and (c) to people within Suffolk?
 - USPs
 - South of Suffolk – connectivity to London / Constable Country
 - Link to Cambridge
 - Energy
 - Infrastructure to support and investment in education – SWISS/BSF/UCS
 - Safe county – low crime
 - Proximity to Stansted; Stratford and cross-London rail link.
- There was a debate about how the DP is ensuring that others, particularly funding bodies and regional/national agencies aware of the “Suffolk ask”. The DP were asked to develop a short list of key selling points for Suffolk that PMG can use when meeting other agencies/organisations (regional and national). Celia Hodson confirmed that Choose Suffolk are developing an ‘Elevator Pitch’. It is requested that the DP support this work to develop PMG’s role as advocates for Suffolk.

ACTION: Economic Prosperity DP to feedback to a future PMG meeting on the bullet points above, outlining how the DP is responding (or has responded) to these issues/opportunities

The PMG reviewed the effectiveness of the new style of meeting and the following comments were made:

- More time should be allowed for discussions

		<ul style="list-style-type: none"> ▪ Need to ensure that as well as discussion there are clear actions ▪ The economic session was good for where the SSP is currently at in its new structure, but in future should have a harder edge focused on what the DPs are delivering. ▪ Chair of DP should attend the meeting. ▪ In future the focus should be on what partners need to do. ▪ Need to think about the barriers to progress and the levers available to make things happen. ▪ Need to ensure that partners not involved in the subject matter gain a good understanding of the subject areas. ▪ Need to be aware of conflicts between themes and think more broadly across outcome and priority areas. ▪ PMG shouldn't be afraid to be controversial ▪ Quarterly performance reports will provide a reality check. <p>ACTION: PMG members to contact Chris Bally with any further suggestions for the format of meetings.</p>
4.	Future Meeting information	<p>Thursday 19 March 3.00pm to 5.00pm</p> <ul style="list-style-type: none"> ▪ Q3 Performance Report and Performance focus on Learning and Skills.