

## MINUTES

<b>Title:</b>	SSP Performance Management Group
<b>Date:</b>	3 <sup>rd</sup> June 2009
<b>Place:</b>	Rose Room, Endeavour House
<b>Time:</b>	3.00pm – 5.00pm
<b>In Attendance:</b>	<p>Andrea Hill, Chief Executive, Suffolk County Council (Chair)</p> <p>Tracy Dowling, (on behalf of Carole Taylor Brown) Director of Strategic Commissioning, NHS Suffolk</p> <p>Tony Osmanski, (on behalf of Stephen Baker), Strategic Director, Suffolk Coastal District Council and Waveney District Council</p> <p>Andrew Claydon (on behalf of David Burnip), Strategic Director, Forest Heath District Council</p> <p>Dafydd Evans, Eastern Area Manager, Environment Agency</p> <p>Andrew Good, Chief Executive, Mid Suffolk District Council</p> <p>Shona Bendix, Chief Executive, Suffolk Association of Local Councils</p> <p>Steve Green, Suffolk Lead, Government Office – East of England</p> <p>Jonathan Owen (on behalf of James Hehir), Director, Ipswich Borough Council</p> <p>Celia Hodson, Chief Executive, Choose Suffolk</p> <p>Pat Rockall, Chief Executive, Babergh District Council</p> <p>Jacqui Martin, Chief Executive, Suffolk Carers</p> <p>Judith Mobbs, Area Director, Suffolk Learning &amp; Skills Council (arrived at 3.50pm)</p> <p>Richard Rafe, Regional Programme Manager Protected Areas and Biodiversity, Natural England</p> <p>John Turner, Interim Director of Performance, Great Yarmouth and Waveney</p>
<b>Supporting Officers:</b>	<p>Chris Bally, Planning and Performance Improvement Team, Suffolk County Council</p> <p>Paul Emeny, Planning and Performance Improvement Team, Suffolk County Council</p> <p>Rosie Horsfield, Planning and Performance Improvement Team, Suffolk County Council</p> <p>Cheryl Aldam, Suffolk County Council</p> <p>Fiona Ashford, Localities and Partnerships Team, Suffolk County Council (minutes)</p> <p>Sharon Stott, The Children’s Trust Delivery Partnership, NHS Suffolk</p>

	<p>Daren Clarke, The Children's Trust Delivery Partnership, Suffolk Mental Health Partnership</p> <p>Edwina Child, Audit Commission</p> <p>Sharon Singleton, NHS Suffolk and Suffolk County Council, The Children's Trust Delivery Partnership</p> <p>Carol Carruthers, The Children's Trust Delivery Partnership, Suffolk County Council</p> <p>Mike Edey, The Children's Trust Delivery Partnership, Suffolk County Council</p> <p>Pauline Henry, The Children's Trust Delivery Partnership, Suffolk County Council</p> <p>Viki Muller, The Children's Trust Delivery Partnership, Suffolk County Council</p> <p>Peter Grubb, The Children's Trust Delivery Partnership, The Yard</p> <p>Ricky Lee Hilbert, The Children's Trust Delivery Partnership, The Yard</p>
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	Item Description	Relevant business considered, facts noted, the decision taken and its rationale
1.	<b>Welcome and Apologies</b>	<p>The following apologies were given:</p> <p>Simon Ash, Chief Constable, Suffolk Constabulary</p> <p>Carole Taylor-Brown, Chief Executive, NHS Suffolk (Vice-Chair) (Tracy Dowling attending)</p> <p>Stephen Baker, Chief Executive, Suffolk Coastal &amp; Waveney District Councils (Tony Osmanski attending)</p> <p>David Burnip, Chief Executive, Forest Heath District Council (Andrew Claydon attending)</p> <p>Sandra Crawley, External Relations Manager, Job Centre Plus</p> <p>Candice Danleigh, Acting District Manager, Job Centre Plus</p> <p>James Hehir, Chief Executive, Ipswich Borough Council (Jonathan Owen attending)</p> <p>Jonathan Moore, Chief Executive, Suffolk Association of Voluntary Organisations</p> <p>Jill Korwin, Planning and Performance Improvement Team, Suffolk County Council</p> <p>Jenny Wilson, Localities &amp; Partnerships Team, Suffolk County Council</p> <p>Geoff Rivers, Chief Executive, St Edmundsbury Borough Council</p>
2.	<b>Information Sharing in Suffolk</b>	<p>C Bally explained briefly the context of the papers and that this was an update on the paper which was brought to the PMG in the autumn. The proposal was that the Suffolk General Information Sharing Protocol Act was an overarching protocol for data sharing in Suffolk and that specific information sharing agreements would be drawn up to govern specific information.</p> <p><b>ACTION: General Information Sharing Protocol to be reviewed to remove health and social care specific references and also to ensure that it is broad enough to act as an overarching protocol.</b></p> <p><b>ACTION: Once amended, the document will be circulated electronically to Chief Executive's to sign and return to Lyn Baran at Suffolk County Council.</b></p> <p>The Information Sharing Protocol and individual agreements will be managed by a sub-group of the Suffolk Information Network.</p>
3.	<b>Performance Clinic – The Children's Trust Delivery Partnership</b>	<p>AH introduced that the focus for this Performance Clinic is the work of the Children's Trust with a focus upon these three specific areas:</p> <ul style="list-style-type: none"> <li>• Pupil Attainment,</li> <li>• Not in Education, Employment or Training (NEET),</li> <li>• Child and Adolescent Mental Health Services.</li> </ul> <p>AH explained that there will be a presentation for each area focused upon, with the evidence packs being used to support the presentations. AH encouraged questions and discussions by PMG members as to how they can add value to this and therefore create better outcomes for Suffolk.</p> <p>There was a brief introduction to remind PMG members of the links between</p>

the national agenda, Transforming Suffolk outcomes and the LAA2 targets. It was commented that the PMG needed to be aware of the impact on LAA2 targets and that the evidence packs could be more sharply focused on these issues.

An introductory presentation was given by Carol Carruthers, Strategic Commissioner, Children and Young People, Suffolk County Council on behalf of The Children's Trust Delivery Partnership. The key points were as follows:

- The second Children and Young People's Plan (CYPP2) is focused on the 5 Every Child Matters outcomes and will be signed off by the Trust shortly.
- Commissioning structure of the Trust considers the needs of the children (A Needs Assessment is produced), and this is considered against current resources, performance and the national agenda.

A presentation was given by Mike Edey, Head of Inclusive School Improvement on behalf of The Children's Trust Delivery Partnership, focusing on Pupil Attainment.

T Osmanski asked how Delivery Partnerships are joining up together to support improvements in learning and skills? There was discussion around whether they should join up? There needs to be some clarity as to which Delivery Partnerships need to work together and how they go about this.

J Martin queried as to what the impact upon performance is for Special Needs Schools? J Martin suggested that they need to work together in clusters.

S Green asked as to how do we bring these problems forward and improve them quickly? S Green also questioned the Building Schools for the Future (BSF) project, and asked is the process too long winded? What is the connection and gap in the connection?

J Owen commented that children appear to be unhappy which is affecting their learning and development. Is there a way of improving this? Are sports facilities etc being put into place?

Mike Edey expressed that using BSF as an area for recruitment would be a positive step. He explained that there needs to be encouragement for teachers to have a good attitude. Mike Edey explained further that children need to be excited about learning and that Ofsted ask children as to whether they are happy.

T Dowling queried as to whether we are doing enough? Could we be doing more? We need to create a culture and mindset that encourages children to have self belief in their potential.

AH commented that we need to move into a broader view by looking at ways of bringing the Delivery Partnerships working together. There is the potential to use the Lives we Lead: The Leaders we Need project to work together and raise ambition.

A presentation was given by Viki Muller, Head of Service Development at Suffolk County Council and Pauline Henry, Head of Commissioning at Connexions on behalf of The Children's Trust Delivery Partnership, focusing on Not in Education, Employment or Training (NEET). This was supported by

		<p>Peter Grubb, from The Yard and Ricky Lee Hilbert, an attendee of The Yard project.</p> <p>Following discussions and questions, P Rockall commented that a different view of apprenticeships can be taken. Linking to the Lives we Lead: The Leaders we Need project by inviting youngsters into organisations for 6-8 weeks initially. This would then encourage them to time manage themselves and give them the chance to test out the work place with the employers giving them a reference. Ricky Lee Hilbert commented that this may work as many young people just want to be doing something practical.</p> <p>C Hodson added that apprenticeships could be used in small and very small sized businesses.</p> <p>AH commented that there needs to be more work done in terms of apprenticeships and internships.</p> <p>A presentation was given by Daren Clarke, from the Suffolk Mental Health Partnership Trust and Sharon Singleton on behalf of the Children’s Trust Delivery Partnership, focusing upon Child and Adolescent Mental Health Services (CAMHS). The presentation identified that ADHD is currently a huge focus. There is an expectation that the pupils should be seen within 18 weeks after referral, however many have been left waiting for 15 months. Members of PMG were asked to keep the momentum going following recent improvements</p> <p><b>ACTION: To come back to the CAMHS issue in a future meeting to have questions and a discussion while linking into the Healthy Ambitions Delivery Partnership.</b></p>
4.	<b>Any Other Business</b>	<p>AH expressed that rather than hold a performance clinic at the next session, we should have a general review of how the PMG is progressing.</p> <p>AH explained that the focus for the review should be on how we add value and link everything together to the SSP framework and how the Delivery Partnerships can link. In addition to this to also investigate how the PMG can do things differently.</p> <p>AH commented that there should also be further discussion on the Lives we Lead: The Leaders we Need project for all of the people who haven’t been involved in this project yet.</p>
	<b>Future Meetings information</b>	<p>Thursday 9<sup>th</sup> July 2009 - 3.00pm to 5.00pm, Rose Room, Endeavour House</p> <p>Thursday 24<sup>th</sup> September 2009 - 3.00pm to 5.00pm, Rose Room, Endeavour House</p> <p>Thursday 19<sup>th</sup> November 2009 – 3.00pm to 5.00pm, TBC</p>