

**Minutes of the SSP Board Meeting held on Thursday 2 April 2009 at 5.00pm  
in the Board Room, University Campus Suffolk, Ipswich**

Present

Clare Euston, Independent Chair  
Simon Ash, Chief Constable, Suffolk Constabulary  
David Barker, Suffolk Agricultural Association and Spokesperson, Environment  
Jane Basham, Director, Ipswich and Suffolk Council for Racial Equality  
Kathleen Ben Rabha, Community Affairs Advisor, Diocese St Edmundsbury & Ipswich  
Dr Peter Bradley, Director of Public Health, Suffolk  
Terry Clark, Chair, Choose Suffolk – Suffolk Development Agency  
John Clough, Partnerships Director, Suffolk County Sports Partnership  
Susan Feary, Chair, Suffolk Magistrates' Association  
Johanna Finn, Suffolk Representative, East of England Learning & Skills Council  
Dawn Girling, Spokesperson, Suffolk Wildlife Trust  
Cllr John Griffiths, Chair, West Suffolk LSP  
Cllr Elizabeth Harsant, Chair, One Ipswich LSP  
Philip Hayes, Chair, Suffolk Association of Local Councils  
Sally Hogg, Head of Health Improvement Partnerships, Suffolk Primary Care Trust  
Gulshan Kayembe, Chair, Suffolk Police Authority  
Richard Lister, on behalf of Bob Anderson, University Campus Suffolk  
Jacqui Martin, Chief Executive, Suffolk Family Carers, Voluntary Sector Representative  
Alastair McWhirter, Chair, Suffolk Primary Care Trust (Vice Chair)  
Jonathan Moore, Chief Executive, SAVO, Voluntary Sector Representative  
Mark Murphy, BBC Radio Suffolk  
Cllr Tim Passmore, Chair, Mid Suffolk LSP  
Cllr Jeremy Pembroke, Leader, Suffolk County Council  
Richard Perkins, Chair, Waveney LSP & Richard Perkins & Associates, Business Representative  
David Redhead, BSP International Foundations Ltd, Business Representative  
Cllr Nick Ridley, Leader, Babergh District Council

In Attendance

James Hehir, Chairman, Healthy Ambitions Suffolk  
Richard Catherall, SSP & Voluntary Sector Manager, Suffolk County Council  
Katie Hazelton, SSP Board Administrator, Suffolk County Council (Minutes)

**1. Apologies and welcome**

Clare Euston welcomed everyone to the meeting and offered a warm welcome to Mark Murphy who was attending his first Board meeting. Clare noted particular thanks to the University Campus Suffolk for use of their Board Room.

Apologies were received from:

Professor Robert Anderson, Pro Vice Chancellor, University Campus Suffolk

Cathy Arbon, Fred Olsen Freight, Business Representative  
Cllr Mark Bee, Leader, Waveney District Council  
Tim Clarke, Customer Innovation Ltd, Business Representative  
David Edwards, Chair, Great Yarmouth & Waveney Primary Care Trust  
Andrea Hill, Chair, SSP Performance Management Group  
Jo Searle, Chief Executive, East Suffolk Mind, Voluntary Sector Representative  
Stephen Singleton, Chief Executive, The Suffolk Foundation  
Alison Webster, Executive Director for Enterprise & Skills, EEDA

## **2. Notes of the Last Meeting held on 1 December 2008 and Matters Arising**

The notes of the last meeting were approved with two amendments to Item 5.

- Should read Celia Hodson
- Should read Choose Suffolk – Suffolk Development Agency

Jacqui Martin reported that a meeting had taken place between the Chamber of Commerce and the voluntary sector to discuss serving the voluntary sector in a more pro-active way.

## **3. Chairman's Remarks**

Clare Euston referred to the letter that she had sent to all Board members regarding the chairmanship of the SSP Board. She reiterated that it was agreed the chairmanship would be reviewed after three years. Clare stated that it was time for the Board to think about the future of the SSP and chairmanship of the Board.

Clare proposed that the Board should hold an away day in the autumn to look at how the community strategy is progressing, what the SSP would like to achieve and how, and to consider what kind of Chairmanship would be needed to reach these goals.

Discussion ensued and members supported the proposal for an Away Day to be held on a week day. Members did not feel that a weekend date would be suitable. It was also felt that an overnight stay would not be appropriate due to the expense. Following discussion it was agreed that the date already set for the board meeting of 4 November would be used for the Away Day.

Clare apologised for the change of June meeting date which had been emailed the day before. Clare advised that the reason for the change was that the June meeting will focus on Justice in the County and the key individuals she wished to attend were not available on 10 June. Clare gave more detail on the focus of the June meeting and stated that it would look at the wider issue of justice, law and order and access to justice in Suffolk. Clare stated that expert knowledge would be brought in to join the discussion. Clare hoped that as many Board members as possible could attend and advised that there would not be as many standard agenda items. Clare also confirmed that Lord Phillips of Sudbury is happy to attend as the key note speaker.

Discussion took place on the topic to be discussed and it was decided that a small working group would be convened to establish the content and shape of the meeting.

### Actions

- 3.1** Organise Away Day for Wednesday 4 November 2009. **RC & KH**
- 3.2** Members to submit ideas for the shape of the Away Day to Richard Catherall. **ALL**

#### **4. SSP & Voluntary Sector Manager's Report**

Richard Catherall thanked Board members for the time they had given him when meeting individually to discuss the SSP Board, the "Lives we lead, leaders we need" project and the local government review. Richard stated that there had been diverse views but a common goal was shared.

Richard outlined the various papers contained in his update and the following discussion and actions were noted.

- *Paper B – SSP & Voluntary Sector Manager's Report*

Richard stated that this paper outlined the energy around both economic development and community development and that different board members wanted on a focus on either or both of these. There actions for consideration were:

- Support a facilitated away-day for SSP board members to help prioritisation - this had already been agreed for 4 November 2009.
- Develop and improve communications across the network – this was supported by members.

- *Paper C – LAA2 and Delivery Partnership Update*

This paper was for information only. It was noted that this report did not drill down beneath the targets or highlight the equality information and positive action initiatives.

- *Paper D – Update on Previous PRG Project and Spend 2008/09*

This paper was for information only. Richard commented that in future funding should be able to tell a better story about how the SSP works, how it focuses, provides direction, sponsors initiatives and then how these initiatives achieve the outcomes of the strategy. Therefore this paper had been brought to learn from projects that had been funded in the past. Jacqui Martin noted that on page 2 it referred to the Active Wellbeing Project and advised that Suffolk Family Carers were also a project lead.

- *Paper E – Update from SSP PMG on process for allocating new PRG 2009/10*

This paper was for information only. Richard reminded SSP Board members that PMG had been commissioned to invest the PRG funding and that Paper E contained their recommendation for a 10% innovation fund to be held by the SSP and the remaining 90% to be split equally between the delivery partnerships.

Grave concern was expressed by the Board of the lack of progress being made by the majority of delivery partnerships.

Cllr Tim Passmore questioned how the Board will hold PMG accountable. Clare Euston stated that the SSP Board has a duty and role to be good stewards and therefore needs to ensure it has an extremely competent PMG ensuring the delivery of LAA2.

Cllr Nick Ridley and Cllr John Griffiths commented on the report that some delivery partnerships boards were yet to meet after nine months and that they should be held accountable. Board members supported this view.

Richard referred to Paper E and noted that PMG had indicated that where delivery partnerships were succeeding there were opportunities for learning. Richard also advised that the Partnerships Team at Suffolk County Council were supporting delivery partnership officers in dealing with issues and improving performance. Richard also noted that the PMG are doing this on behalf of the Board.

Discussion continued on the issue of accountability and concern was expressed over the length of time between Board meetings.

A proposal was put forward that a small executive should be formed to meet monthly to drive the process forward. This would be an effective way to move the agenda on and communicate to the general public.

Dawn Girling stated that she felt the Board was responsible for giving the strategic steer; she stated that the Board cannot manage everything. She noted that the PMG was the right vehicle to move performance at delivery partnership level. Simon Ash felt the PMG should bring key issues and problems that prevent the community strategy from being implemented to the SSP Board for discussion.

James Hehir proposed that the small executive should be set up consisting of half SSP Board members and half PMG members. This small executive would be able to drive and move forward the agenda.

Simon Ash commented on the breadth of the community strategy and suggested that members should be adding value by using their experience and influence to achieve an impact. He suggested that the Board should also manage cross cutting issues.

Cllr Nick Ridley questioned why the Delivery Partnership chairs were not members of the Board but noted that this would make the Board too unwieldy and was not sure what the way forward was.

Jacqui Martin noted her support for Simon's proposal to concentrate on non performing delivery partnerships. Jacqui also commented on the need to look at good performance and learn from what was going well. She also stated that this needed to be driven forward.

Cllr John Griffiths proposed that each delivery partnership could be invited to give a three minute presentation once a year at the SSP Board to detail their progress. He suggested that this could encourage the delivery partnerships.

Clare Euston summarised that board members supported the proposal to form a small executive.

Richard Catherall sought a steer from members on the membership of the small executive.

Following discussion on members being strategic, good thinkers, focussed on a short term task and hand picked to focus on a particular subject or target it was agreed that Richard Catherall would put together a one page overview which would be circulated to members for comment with the minutes.

### Actions

- 4.4** Produce a one page overview on the proposal for a small executive to support the SSP Board and PMG in driving forward issues.

**RC**

## **5. Changes to LAA Scrutiny Panel Terms of Reference**

Clare Euston introduced Paper F and noted that the Board were being asked to agree:

- 1) The name of the Panel be changed to “Transforming Suffolk Joint Scrutiny Panel”
- 2) The amended Protocol for the Panel shown at Appendix A

Discussion took place on the value of the LAA Scrutiny Panel and the legal obligation for Suffolk County Council to have the scrutiny panel.

Richard Catherall stated that the scrutiny panel had started life looking at the LAA. As the LAA was now incorporated into the community strategy the suggestion was that the scrutiny panel should be taking an overarching view.

Alastair McWhirter stated that the scrutiny panel could be very useful as it is an arena that the public and general press can attend. He also noted that it is good to have the challenge of scrutiny.

Following debate it was agreed that the change of name would not be agreed and the role of the Scrutiny Panel would continue to be only “The delivery of the Local Area Agreement (LAA) against the agreed performance outcomes and targets”.

### Actions

**5.1** Feed back the Boards decision on the Scrutiny Panel.

**RC**

## **6. Annual Public Health Report 2009 and Healthy Ambitions Suffolk Update**

Clare Euston welcomed the additional attendees for this item.

Following the launch of Healthy Ambitions on 5 November 2008 James Hehir outlined the work of the Healthy Ambitions Suffolk delivery partnership to date and commented on how the board was very vibrant and energetic and working very hard to make a difference. James advised the three areas Healthy Ambitions Suffolk are focussing on:

- Obesity in children
- Old people
- Fit for work

James advised that the delivery partnership had already committed to several projects which have the potential to become cohesive county wide projects. These included the fit for work challenge, healthy walking groups, allotments, the schools challenge, and the health bus

James noted that Healthy Ambitions Suffolk were also intending to engage the population through competitions such as the Suffolk Challenge, and the idea that existing award ceremonies would include a Healthy Ambitions Suffolk award and all winners would be invited to a county wide event in December 2009.

Members were invited to break out to visit the various information stands that had been set up of:

- Healthy Ambitions Suffolk general information
- The Eastern Region Lifestyle Survey conducted by ERPHO (Suffolk results)
- Annual Public Health Report 2009 – Health Inequalities

- Findings of the insight work by Mckinsie in to three demographic groups who smoke or have overweight children in Eastern European Migrants, urban manual and routine workers, and rural access poor
- Interactive age progression software portraying a digital image of people in twenty years time – this can be customised to a smoker or becoming obese and is powerful imagery with the public

Following the break out session members were invited to view a DVD showing local communities perspectives of the health care they receive and ways in which this can be adapted and improved to ensure that their needs are met. The interview included the Bangladeshi community, a carer and a member of the Gypsy and traveller community. Main points from the question and answer session were:

- Shocking statistics, even in Suffolk.
- There is a real need for more flexibility in the services provided to vulnerable people.
- Many of the issues raised are cross-cutting across all delivery partnerships, major challenge for anyone leading progress on them.
- This is about a very real dimension to accessibility, not just about roads and transport.
- These stories are unfortunately not uncommon and will increase as the demographic trend follows through.
- Reinforces the need for more compassion in services.
- The planning system can provide blockages. Why play catch up. Why are we not building capacity now for the aging population.
- Some communities have been here for forty years, others are just arriving and growing. The report shows that we have a double challenge; old issues still unresolved mixing with new pressures and new issues never seen before.
- A lot of work still required to become the "best in England"

## **7. Any Other Business**

There was no further business, the Chairman thanked everyone for attending and declared the meeting closed.