



MINUTES OF THE GPP EXECUTIVE

4 May 2011

Cross Keys Homes, Peterborough

Present:

Richard Astle, GPP Director, Acting Chair
 Colleen Gostick, Chair GPP, Buckles Solicitors
 Andy Hebb, Chief Constable, Cambs Constabulary
 Heather Darwin, Head of Service Improvement, Peterborough City Council
 Cllr John Holdich, Cabinet member for education, skills and university
 Louise Barnett, Director of Human Resources and Organisational Development
 Adrian Chapman, Head of Neighbourhoods, Peterborough City Council
 Richard Cornish, District Manager, Jobcentre Plus, East Anglia District
 Nik Patten, Chief Executive, Peterborough & Stamford Hospital
 Sharif Al-Rousi, Partnership Manager, GPP
 David Copeland, Chair GPP VCS Reference Group
 Dr Dorothy Gregson, Cambridgeshire Police Authority
 Derek Harris, Chair Health & Wellbeing Partnership
 Alison Reid, Chief Operating Officer, Peterborough Community Services
 Louise Harrison, GPP Co-ordinator

1	WELCOME, INTRODUCTION AND APOLOGIES FOR ABSENCE:
	<p>Welcome and introductions were given to those present.</p> <p>Apologies were received from Gillian Beasley who requested that Richard Astle chaired the meeting in her absence.</p> <p>Apologies for absence were received from, Sushi Jathanna, Rick Hylton, Marco Cereste, Mick Leggett & Chris Strickland.</p> <p>No minutes were available from the previous meeting however, there were no outstanding actions.</p>
2.	HELPING PEOPLE BACK TO WORK UPDATE ON LOCAL & REGIONAL AGENDA:
	<p>Richard Cornish, the District Manager from Job Centre Plus was invited to present to the GPP Executive to provide an update on the local picture and the changes that are planned to the service that is currently provided to jobseekers.</p> <ul style="list-style-type: none"> • Peterborough office currently have 1000 more people looking for employment than recorded a year ago (Mar-Mar), with a total of 6058 actively seeking employment. <p>JCP are looking at ways to approach those who have been on their books long term (2yrs), and in the past 3 months, they have managed to place 100 people back into work.</p> <ul style="list-style-type: none"> • With a recent change in structures, JCP have changed from being regional to being split into

	<p>seven different groups, Peterborough is attached to West Midlands. However, there is a strong need, to make sure they do not lose the local touch. Annette Pottinger will be the lead office for Cambridgeshire.</p> <p>The DWP (The Department for Work and Pensions) are looking at the long-term fundamental changes regarding the Universal Credit, which is a government system that gives money to people when they are out of work or not able to work and do not have enough for housing or food. This credit system is in its early stages at present but will be rolled out over the next 18 months.</p> <ul style="list-style-type: none"> • The JCP are also focusing on the volume of people coming through the doors and tailoring the needs to the individual, providing a flexible and personal service. This will also allow JCP to link up with other services. • Richard Cornish is attending a meeting on Friday 6th May with C-tech to discuss the 'Work Programme', looking at how to create local links and tailor delivery to the needs of Peterborough. It is expected that the programme will commence sometime during June. <p>ACTION: Richard Cornish to provide Richard Astle an update on progress.</p>
3.	OVERVIEW OF PROGRESS – SDP:
	<p>Richard Astle provided an update on progress with the SDP.</p> <p>Seven programmes of work have been identified with project leads put into place for six of them. A revised template showing the different programmes and projects that sit under each was tabled – see attached for information.</p> <p>Concerns were raised that some of the programme directors may not have the correct profile. ACTION: If anyone should have concerns regarding any of the programme directors or leads that have been appointed, to email Richard Astle direct.</p> <p>Programme 7 will co-ordinate the delivery of four projects and act as a gateway for partner resources that support the programme 7 role. It has been agreed that the Citizen Power Programme will form part of programme 7.</p> <p>All were in agreement on the definition of programme 7. Discussions now need to take place on who sits on the programme board. Matthew Taylor, CEO of RSA is happy to support this programme.</p>
4.	SDP Governance & Structures linking to the Neighbourhood Agenda:
	<p>Proposals for governance and delivery structures had been circulated with the papers. It was requested and agreed that the voluntary sector need to be involved in the consultation.</p> <p>Some recommendations received are as follows:</p> <ul style="list-style-type: none"> • To hold GPP forum 6 monthly to encourage engagement & communication • Quarterly GPP Executive, expand membership to include stronger private and voluntary sector representation and locality boards, reps of programme boards • Have a single delivery programme with a delivery team for each work-stream • Use existing bodies where possible – Safer Peterborough Partnership, emerging Health and Well Being Board

	<ul style="list-style-type: none"> • Individuals sit in one place only • Projects report once and once only • Regular forum for programme and project leads • Programme Seven to focus on the 'how'. Possible integration with Green Shoots <p>The SDP needs to link in with the Locality Agenda in principle creating a single governance structure for the Single Delivery Plan, Neighbourhood Management, and the Citizen Power Programme.</p>
5.	Proposals for Performance Management:
	<p>Sharif Al-Rousi provided a presentation on the proposal for performance management. The aim is not to repeat the LAA.</p> <ul style="list-style-type: none"> • The Single Delivery Plan represents the short term actions the GPP will take to deliver the Sustainable Community Strategy • Performance management (PM) should concentrate on the delivery of the Sustainable Community Strategy • Commentary will be reported via Verto system <ul style="list-style-type: none"> – Is the project on track: milestones, deliverables, etc? • Supporting data reported (where relevant) <ul style="list-style-type: none"> – National indicators – Service user data – Financial data <p>By June a business case will be put into place for each of the projects within the single delivery plan.</p>
6.	Leadership & Culture Change:
	<p>Louise Barnett provided an update on the work of the SDP People project. The project team has met twice to date looking at the following:</p> <ul style="list-style-type: none"> • HR good practice - how we can learn and share from each other • Use our resources more efficiently • Map out what our organisations already have in place • It has been suggested that the SDP ought to be included in staff inductions • Support the leaders to be able to deliver SDP • Look into healthy workforce initiative • Joined up sports day in August <p>The absence of a leadership and development programme was a clear gap in the LAA regime. Two citizen power programme workshop sessions have been scheduled, led by Matthew Taylor, Chief Executive, RSA:</p> <ul style="list-style-type: none"> • 2 June – GPP Executive plus • 29 June – Programme and Project leads <p>Working with PCC and RSA there is a need to develop proposals for a year long programme. For the 35 plus. Nominations are welcome.</p> <p>ACTION: Richard & Louise to put circulate an email</p>
7.	AOB:
	<p>The GPP Forum is taking place on 23rd May between 2 & 4.30pm at the Town Hall, where we will be launching our new plans for joint delivery, for delivering the localism agenda and our new Healthy and Sustainable Living Campaign, an innovative approach to improving health and the</p>

	<p>local environment. Speakers will include Gillian Beasley, Derek Harris, & Andy Hebb.</p> <p>We will be approaching city leaders to make a pledge to tie in with the launch.</p>
	DATE OF FUTURE MEETINGS:
	<p>2nd June, between 1.30&5pm Citizen Power Programme Workshop</p> <p>6th July between 2 & 4.30pm, Boardroom, Cross Keys Homes</p> <p>8th September between 2 & 4.30pm, Viersen Room, Town Hall</p> <p>9th November between 2 & 4.30pm, Viersen Room, Town Hall</p>

Meeting closed at 4.35pm

**GPP EXECUTIVE 4th May 2011
SUMMARY OF ACTIONS:**

RESPONSIBLE	ACTION	DUE
Richard Cornish	To keep Richard Astle up to date with progress.	On going
All	If anyone should have concerns regarding any of the project directors or leads that have been appointed, to email Richard Astle direct.	ASAP
Richard Astle & Louise Barnett	Circulate an email with regards to PCC and RSA developing proposals for a year long programme.	ASAP