

# SOUTHAMPTON PARTNERSHIP DELIVERY BOARD – ACTION NOTES

**Meeting date: 4<sup>th</sup> June 2009**

<p><b>Present:</b>                  Brad Roynon, Southampton City Council (BR) – Chair                  Chief Superintendent Matthew Greening, Hampshire Constabulary (MG)                  Trevor Knight, Hampshire &amp; IoW Learning and Skills Council (TK)                  Martin Pryor, Jobcentre Plus (MP)                  Jo Ash, Southampton Voluntary Services (JA)                  Stephen Dixon, Business Link (SD)</p>	<p><b>In attendance:</b>                  Paula Genender, Government Office South East (PG)                  Councillor Alec Samuels, Southampton City Council (CllrAS)                  Joy Wilmot-Palmer, Southampton City Council (JWP)                  Henry Pavey, Southampton City Council (HP)</p> <p><b>Apologies:</b>                  Bob Deans, Southampton City Primary Care Trust (BD)                  Jonathan Morris, Business Link (JM)*                  Anne-Marie Mountifield, Learning and Skills Council (AMM)*</p> <p style="text-align: center;"><i>* (Deputy in attendance)</i></p>	
<b>No:</b>	<b>ITEM</b>	<b>ACTION</b>
<b>1</b>	<p><b>Action Notes of the 07/05 DB Meeting and Matters Arising</b>                  The notes of the 07/05 SP Delivery Board were agreed as an accurate record.</p> <p>Matters Arising:</p> <ul style="list-style-type: none"> <li>• <b>Public Procurement &amp; SMEs in Southampton workshop:</b> The DB noted the briefing note provided from the initial meeting held on the 7<sup>th</sup> May.</li> <li>• <b>Vacant Retail Premises:</b> Need to confirm the Economy &amp; Enterprise Board are progressing.</li> <li>• <b>New Support for Jobseekers:</b> Jobcentre Plus engaging college principals through the Windsor Group Network. Update to be provided at 02/07 DB.</li> </ul>	<p>HP to action. MP to action.</p>
<b>2</b>	<p><b>Transforming SHAPe into a Charitable Company</b>                  BR welcomed Nick Murphy (NM) and Janet Owen (JO) SCC to the DB. Nick and Janet gave a presentation highlighting the current constraints placed upon SHAPe to generate external funding for its work and a proposal to transform SHAPe into an enabling partnership organisation with the ability to generate funds for arts and heritage in the city from September 2009. This proposal is due to be considered by the SHAPe Executive Group on the 1<sup>st</sup> July. The DB welcomed the proposal and noted the following for action:</p>	

	<ul style="list-style-type: none"> <li>• Need to be clear about the relationship between SHAPe as a charitable company and the rest of the Southampton Partnership. The Articles and Memorandum of Association will be fundamental in this respect. The draft Articles and Memorandum of Association need to be circulated to all DB members for comment in advance of the SHAPe Executive Group meeting on the 1<sup>st</sup> July.</li> <li>• It is important to get this right and ensure that all partners are supportive. If there is a slight delay to the September 2009 deadline to achieve this, then the DB would understand.</li> <li>• Report-back to be provided at the 3<sup>rd</sup> September DB meeting.</li> </ul>	<p>NM/JO to action.</p> <p>NM/JO to note.</p> <p>HP to agenda.</p>
<p><b>3</b></p>	<p><b>Volunteering &amp; Capacity Within The City</b>  JA introduced a report which updated the DB on the current position and capacity within voluntary and statutory agencies which involve volunteers in their work and the opportunities this presents. The DB welcomed the report and noted the following for action:</p> <ul style="list-style-type: none"> <li>• Metrics on city volunteers needed around how many volunteers are there; where are they volunteering/what sectors; and what are their preferences? This will enable DB to get a better understanding of the local context and scale.</li> <li>• Links between Southampton Voluntary Services (SVS) and Jobcentre Plus already made to promote volunteering opportunities to those made unemployed.</li> <li>• Nick Murphy, as the lead SCC Executive Director in this area is to be invited to join the SVS Volunteer Co-ordinators Group.</li> <li>• JA, NM and MP to pull together a small working group to develop a short paper for the August DB meeting outlining the big 5 or 6 issues that could make a significant step change to volunteering in the city. Need to explore, for example, raising the profile of volunteering; exploring 'easy in/easy out' volunteering options within key agencies whilst acknowledging the over-riding principle that volunteering is an offer and not a requirement.</li> </ul>	<p>JA to action.</p> <p>JA to action.</p> <p>JA, NM, MP to action.</p> <p>HP to agenda.</p>
<p><b>4</b></p>	<p><b>Economic Downturn Monthly Report</b>  HP introduced the monthly economic downturn report which the DB noted the following for information or action:</p> <ul style="list-style-type: none"> <li>• PUSH is currently undertaking a re-appraisal of its economic priorities in light of the recession.</li> <li>• Whilst the unemployment figures appear to be improving, caution needs to be exercised as it is</li> </ul>	

	<p>a historical trend for the spring period of each year.</p> <ul style="list-style-type: none"> <li>• For trend comparator purposes, it would be useful for future reports to also include the previous year's figures, ie June 2009 and June 2008 figures.</li> <li>• Noting the rises in advice services being accessed, a high-level big picture impact paper is required for the August DB meeting.</li> </ul>	<p>HP to action.</p> <p>HP to action.</p>
5	<p><b>DB Business Report</b></p> <p>HP introduced the monthly DB Business Report which brought to the DB's attention the SP 2009/10 Business &amp; Communications Plan for distribution; recent Partnership development activities undertaken by the Safe City Partnership and the Children &amp; Young People's Trust; the change of Chair for the Children &amp; Young People's Trust from Councillor Peter Baillie to Councillor Paul Holmes; and the recent recruitment of a new SP Support Officer.</p> <p>The DB noted the report and specifically requested that the first meeting of the Chairs Network (see SP 2009/10 Business &amp; Communications Plan appendix 3) be arranged for October to address what are we delivering and how can we improve our partnership delivery?</p>	<p>HP to action.</p>
6	<p><b>Local Area Agreement 2008/09 Progress Report</b></p> <p>JWP introduced a report which recommended the DB to:</p> <ol style="list-style-type: none"> <li>1) Review the progress made in delivering the 12 Stretch Targets within Southampton's Local Area Agreement (LAA) at the end of March 2009.</li> <li>2) Note the progress made by partners in delivering the 34 designated targets and the 16 statutory targets within the LAA at the end of March 2009.</li> <li>3) Determine what further action needs to be taken by partners to accelerate progress in areas where no monitoring information or significant (red) variances have been at reported year end.</li> </ol> <p>The DB welcomed the report and noted the following for action or information:</p> <ul style="list-style-type: none"> <li>• Meeting to be held next week to approve the case for a renegotiation of the EGA baseline with regard to the Warm Front referrals stretch target. Update to be provided at next DB meeting.</li> <li>• The NEETs update coming to the September DB meeting needs to also cover school attendance rates.</li> <li>• The DB needs to better understand the risk of delivery for the stretch targets.</li> </ul>	<p>JWP to action.</p> <p>JWP &amp; Clive Webster to action.</p> <p>JWP to action.</p>

7	<p><b>City of Southampton Strategy Year 2 Progress Report</b></p> <p>HP introduced a report which informed the DB of the end of Year Two position regarding the 42 x 'By 2010' milestones set out in the City of Southampton Strategy (CoSS). The DB noted the report.</p>	
8	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>a) SD noted that the Business Link bid for a 3-year contract has been submitted and that the result is expected around mid-July. In addition, Business Link launching a 'Women's Advisory Service' to support start-ups on 1<sup>st</sup> July.</li> <li>b) MP noted that a Vestas Task Force meeting had been held recently in Woolston. The Regional Minister Jonathan Shaw was impressed with the multi-agency approach he saw.</li> <li>c) BR circulated a draft analysis of actions required by partners to address the findings of Lord Laming's report into child protection.</li> </ul>	
	<p><b>NEXT MEETING:</b> Thursday 2<sup>nd</sup> July 2009, 9:00 to 12:00, Conference Room 4, Civic Centre.</p>	