

GOVERNMENT OFFICE FOR YORKSHIRE AND THE HUMBER

SOUTH YORKSHIRE OBJECTIVE 1 PROGRAMME DIRECTORATE

OBJECTIVE 1

PERFORMANCE MANAGEMENT BOARD

MINUTES OF THE MEETING HELD ON 20 NOVEMBER 2001

AT

YORKSHIRE FORWARD
DONCASTER

**MINUTES OF THE EIGHTH PERFORMANCE MANAGEMENT BOARD (PMB) AT
YORKSHIRE FORWARD, DONCASTER – 20 NOVEMBER 2001-11-27**

Present:

Martin Havenhand (Chair)	Sylvia Yates
Kay Nunns (Secretary)	Phil Coppard
Laura Moynahan	Anna Oates
Alan Austwick	Jayne Crosse
Sue Johnson	David Marlow
Ian Thompson	
Ted Hartley	
Christopher Duff	
Mike Bower	
Gordon Scott	

Martin Havenhand welcomed Ted Hartley to the PMB, as the chair of Priority 4, and recorded the PMB's thanks to Phil Nuttall for all his hard work not only as the Priority 4 chair but also on behalf of the PMB.

AGENDA ITEM 1 – APOLOGIES

Bob Kerslake
Jed Fitzgerald

AGENDA ITEM 2 – MINUTES OF THE LAST MEETING 11 SEPTEMBER 2001

The minutes of the meeting held on 11 September 2001 we agreed as a true record.

AGENDA ITEM 3 – MATTERS ARISING

Phil Coppard stated that Tim Milburn is the Barnsley representative for Priority 1.

AGENDA ITEM 4 – DECLARATIONS OF INTEREST

None were declared.

AGENDA ITEM 5 – PROGRAMME DIRECTOR'S REPORT

Sylvia Yates introduced the report and outlined its contents. The main points were:

- The event held at Tankersley Manor had received good feedback, business support products were perceived to be excellent and the Programme Directorate needed to build up a compendium of project and bring forward examples of good practice;
- the South Yorkshire Investment Fund contract was ready and funds would be available at the end of November;
- Priority 4 and match funding were now moving forward;
- a new communications strategy had been produced, including key performance indicators to measure the effectiveness of programme communications;

- the South Yorkshire LSC's business plan and measure level bids had been approved;

A discussion developed surrounding co-financing. Sylvia Yates commented that there were a number of concerns about transitional rounds which were now finishing. Laura Moynahan added that there was a need to ensure targets were met, that community plans met targets, and that there was close liaison with Yorkshire Forward/SRB funding.

Martin Havenhand stated that the Communications Plan were in the folders provided and that the key messages were getting out. Sylvia Yates drew the PMB's attention to page 10 of the Communication Plan and asked that members provide feedback on the performance indicators.

AGENDA ITEM 6 – DRIVER PARTNERSHIP REVIEW

Jayne Crosse introduced the paper and highlighted:

- the recommendations;
- the need to look at the Programme's connections with Local Strategic Partnerships;
- the need to identify the audience for the report and how the Programme Directorate communicates the review with Partners;
- the Management Team's openness to change and the opportunities this could present;

Martin Havenhand stated that the Driver Partnerships had made a significant contribution to the Objective 1 Programme and thanked all those involved. However, this was a changing environment and there was a requirement to evaluate how the Programme had developed and the best mechanisms in place for the future success.

A discussion developed around the document, the main points being:

- that this was an excellent synopsis of progress to date;
- there was concern around timetable;
- LSPs needed to be involved in the process;
- a Task Group should need to be set up immediately, with a clear remit to examine the way in which this change would be managed and the group would be time limited; **Action Programme Directorate**
- concern was expressed over the relationships between the new groupings and the Programme Directorate;
- the need to involve other sub-regional organisations;

- whilst the three expert groups dealing with Economy/Business, People, and Communities were agreed as the way forward, this model may needed to be added to in the future.
- the PMB to make a statement and circulate to all Driver Partnerships outlining the current situation by 21 November 2001. **Action Programme Directorate**

A discussion developed surrounding how to manage this change. Martin Havenhand suggested that the PMB hold a special meeting in January 2002 at which the Programme Directorate, in consultation with partners, produce a change plan which could be addressed in further detail. **Action Programme Directorate/Partners**

AGENDA ITEM 7 – OBJECTIVE 1 BUSINESS PLAN 2001-2002

Jayne Cross introduced the report, highlighting it was for information only and that it tied in with the South Yorkshire Action Plan. Because of the timing of the Driver Partnership Review it was difficult to identify what would happen beyond March 2002, however, Tier 2 and 3 targets were still being developed in conjunction with Yorkshire Forward. Phil Coppard asked what the current situation was with the ICT strategy. Jayne explained that the original brief submitted to the Programme Directorate was not clear, it needed to identify what the current needs were, and it was with Kevin Reed. Mike Bower agreed to move forward on the ICT strategy and report back to the next full PMB. **Action Programme Directorate/ Mike Bower**

AGENDA ITEM 8 – MODEL FOR HANDLING CROSS PRIORITY BIDDING

Sylvia Yates introduced the report, the main points were:

- the PMB would not consider bids for less than £1million and that those below this threshold would still need to be taken through existing procedures;
- the process would not be used for the consideration of Community Action Plans but that it could be for large scale cross-priority applications for Accountable Body status; and
- that once initial proposals were approved in principle, it would not be necessary for the PMB to see detailed business plans;

The PMB agreed to activate the proposals as outlined in the paper.

AGENDA ITEM 9 – REPORTS FROM DRIVER PARTNERSHIPS

Susan Johnson, Priority 1 DP Chair, stated that Priority 1 had their DP meeting that morning, a presentation had been given concerning cluster development and that there was an Away Day scheduled for 27th November.

Priority 2, David Marlow stated that there had been no consultation with Doncaster partners regarding the Tourism Study. Gordon Scott commented that the Priority 2 DP had not yet reached the point where consultation would be carried out.

Priority 3 report was noted.

Priority 4 report was noted.

Phil Coppard stated that the Priority 5 DP had not yet received the Yorkshire Forward submission for the staffing resource for the SEZ delivery and concern was being expressed that the P5 DP did not know where cluster plans sat in relation to IDPs/SEZs. Martin Havenhand commented that Programme Directorate should communicate this to Priority 5. **Action Programme Executives**

Concern was expressed that the SWYMMS report which will inform Priority 6 was still not ready and this had a consequence for allocating funding, and that the Priority 6 proposals risked pre-empting the report's findings.

AGENDA ITEM 11 – FORWARD WORK PLAN

Sylvia Yates outlined the contents of the paper and corrected the dates but confirmed that the work items were constant.

AGENDA ITEM 12 – PROPOSED DATES OF FUTURE MEETINGS

The dates of future meetings were noted with the addition of the special PMB to be held in January 2002.