

LSP Actions from recommendations by Scrutiny Committee's Annual Review 2007

LSP ACTION PLAN 2007 - 2009				
Recommendation by Scrutiny Committee 2007	Key action(s)	Milestones achieved and date	Responsibility	Comments
1. Quantify how much SSDC officer time is spent supporting the work of the LSP. In terms of securing value for money for SSDC this information should be included in future update reports to Scrutiny Committee.	1.1 Identify the contribution made in support of the LSP by SSDC (March 2008)	Complete. Work in kind contribution by SSDC incorporated into end of financial year report to LSP (LSP Board meeting 23 May 2008)	Helen Rutter, Lead Officer for the LSP	See: Appendix One Financial breakdown
	1.2 Identify the contribution made by SSDC officers to the development of the Sustainable Community Strategy (December 2008)	Active. It will be difficult to complete this work until the SCS is completed (final version for print) in December 2008	Helen Rutter, Lead Officer for the LSP	
	1.3 Identify the contribution in kind made by officers of other LSP partner organisations (January 2009)	Will be a key question in the Partner Audit to be carried out from October 2008-January 2009 (as part of the LSP Self-assessment/health check)	Saveria Moss, LSP Coordinator	Partners agreed this action at the LSP Governance workshop in March 2008 but recognised that it would make sense to dovetail the assessment with the production of the implementation plans for

LSP ACTION PLAN 2007 - 2009				
Recommendation by Scrutiny Committee 2007	Key action(s)	Milestones achieved and date	Responsibility	Comments
				Actions in the SCS (LSP Board meeting July 2008 Update report)
	1.4 Identify the key LSP commissioned activities that have benefited SSDC as a result of partnership work (January 2009)	Review of all activities commissioned by the LSP which has involved SSDC officers 2006-2008	Saveria Moss, LSP Coordinator	It should be noted that SSDC Officers have submitted bids to LSP funding of projects and programmes that underpin the delivery in the SSDC Corporate Plan, LAA target achievements by SSDC and the strategic priorities of the LSP
2. That a more effective relationship continues to be developed between Scrutiny and the LSP to ensure accountability and transparency in line with new Government legislation. Initial work should be carried out by the Scrutiny Manager and the Head of Area Development, with reports to members as appropriate.	2.1 Ensure minutes of LSP Board meetings are approved, signed and available to the public.	Changes made with effect from May 2008 LSP Board meetings	Saveria Moss, LSP Coordinator	Partners agreed this action at the LSP Governance workshop in March 2008

LSP ACTION PLAN 2007 - 2009				
Recommendation by Scrutiny Committee 2007	Key action(s)	Milestones achieved and date	Responsibility	Comments
	2.2 Ensure that the public have the opportunity to comment at the LSP Board meetings.	Changes made with effect from May 2008 LSP Board meetings	Saveria Moss, LSP Coordinator	Partners agreed this action at the LSP Governance workshop in March 2008
	2.3 Develop a guide for LSP partner members as a Code of Conduct including guidance on declarations of interest	<ol style="list-style-type: none"> 1. SST joined the LSP Futures (network of LSPs) with request for information 2. LSP Coordinator attended Partnership conference on structure and governance February 2008 3. A meeting to be arranged between EMG, PR, HR and SM 	Saveria Moss, LSP Coordinator Emily Mc Guinness, SSDC Democratic Services Manager	Partners agreed this action at the LSP Governance workshop in March 2008
3. Each Area Chairman submits a quarterly report to their Area Committee under the agenda item Reports from Members on Outside Organisations, outlining three clear LSP	3.1 Each LSP Board meeting to identify three outcomes from the meeting	Included in LSP Board Agenda from May 2008	Saveria Moss, LSP Coordinator	This has been primarily adopted for use as key messages in PR

LSP ACTION PLAN 2007 - 2009				
Recommendation by Scrutiny Committee 2007	Key action(s)	Milestones achieved and date	Responsibility	Comments
outcomes. This will help increase awareness and understanding amongst elected members.				
	3.2 Area Chairmen to be made aware of need to regularly report on LSP at Area Committee		Emily Mc Guinness, SSDC Democratic Services Manager	
4. That future LSP update reports to Scrutiny should contain findings of the partnership health check. This will contribute to strengthening the relationship between Scrutiny and the LSP and enhance accountability. Annual update reports should contain a copy of the last year's accounts.	4.1 LSP facilitated workshop to identify key Governance and structure changes	Identified that a Partner Audit should be carried out from October 2008-January 2009 (as part of the LSP Self-assessment/health check) Invitation to Audit Commission to attend the countywide Community Strategy Lead Officers Group (CSLOG) meeting on 14 th October 2008 to talk about Comprehensive Area Assessment and the implications for LSPs in Somerset	Saveria Moss, LSP Coordinator	Partners agreed this action at the LSP Governance workshop in March 2008 but recognised that it would make sense to dovetail the assessment with the production of the implementation plans for Actions in the SCS (LSP Board meeting July 2008 Update report)

LSP ACTION PLAN 2007 - 2009				
Recommendation by Scrutiny Committee 2007	Key action(s)	Milestones achieved and date	Responsibility	Comments
		Annual Report produced for AGM 2008 Appendix One; LSP Financial Report 2007-8		
	4.2 Carry out a detailed self-assessment of the partnership	Set up meetings with LSP partner organisations to: 1. Carry out a health check of the partnership; 2. Carry out an Equality impact assessment of the SCS; 3. Agree implementation plans for the SCS Actions; 4. Carry out risk assessments on the Actions in the SCS.	Saveria Moss, LSP Coordinator	As above
5. A review of the business sector with a view of increasing membership of medium sized organisations to the LSP	5.1 SCS, Thriving Theme, Goal 5, sets up a business Forum for engagement of SME	1. Brief developed by SSDC/Economic Vitality and Yeovil Chamber for project in 2007-8 financial year to	Saveria Moss, LSP Coordinator	

LSP ACTION PLAN 2007 - 2009				
Recommendation by Scrutiny Committee 2007	Key action(s)	Milestones achieved and date	Responsibility	Comments
		<p>start this process to be approved by the LSP Board in September 2008</p> <p>2. LSP Chairman inviting Chambers of Trade in South Somerset and Sherborne to participate</p>		
	5.2 LSP Chairman to visit medium sized businesses	The Chairman has visited a number of medium sized business in South Somerset in 2007-8	Paull Robathan Chairman	This complemented visits by SSDC Economic Development Officers
6. The refresh of SSDC's Corporate Plan should reflect the outcomes of the Sustainable Community Strategy.	6.1. The development of the SSDC Corporate Plan to link with the SCS	<p>SSDC Elected member workshop on 6th May 2008</p> <p>Two Stakeholder Events in May 2008</p> <p>SSDC SMF Workshop in June 2008</p>	Saveria Moss, LSP Coordinator Vega Sturgess, SSDC Corporate Director for Environment	The two officers have worked very closely in ensuring the two documents dovetail