

**COMMUNITY ENGAGEMENT COMMISSIONING GROUP
5TH FEBRUARY 2007**

Attendees:

Bill Edwards – (Chair)
Cllr Jean Stretton – OMBC
Jane Hughes – VCFP
Elma Plant – VCFP
Moiria Blood – Housing Block
Mary Murphy – OMBC
Liz Wilson – Cultural Partnership
Harji Patel – OMBC

As there were some delays to get into the Civic Centre, JS suggested those travelling in should go to the Rochdale Road reception rather than the One Stop Shop.

Minutes of last meeting:

MM requested that all future papers and minutes have page numbers (1 of 1, 1 of 2 etc). It was also agreed that when papers are sent electronically, that the council will print out a copy for all.

Action: JC/NH

MB pointed out that under 'Timescales for business cases' it was stated that Business Cases (BCs) would be provided for the next meeting. JW clarified that this was only the CETO business case. MM said that it was more appropriate for all BCs to be assessed at the same meeting so all have an equal footing. The group concurred, and it was decided that the next meeting, to be held in March, would be devoted to the assessment of BCs. MB asked if the deliverer will be identified in the BC. BE said that at the moment it will be done in this way. The group agreed. HP suggested that a PC Officer will ensure the BCs are satisfactory before passing them on to the group.

Terms of Reference

EP questioned the use of the word 'all' in the Role section. The group agreed to take it out.

Action: JC

JS asked the group to clarify what the quorum of five in the membership section. The group agreed to amend the wording to read 'A quorum of five is required for all decisions'. Also, she suggested that the two Oldham Partnership representatives, herself and BE, should be marked as so on the Representatives list. The group agreed.

Action: JC

EP asked if there was any progress in including a health representative. MM said that she had put in four requests. JS suggested a letter go out from the Chair, to the Chair of the Health and Social Care Partnership. The group agreed. MM volunteered to draft the letter.

Action: MM

Report to Oldham Partnership Update

MM explained that the report went out the Exec. As a result three people now have delegated power to approve decisions made by the group. They are tasked with helping the strategy and approving funding. This means that this group does not have to wait for their meetings for funding to be approved. JW asked why it has to go up to The Oldham Partnership. The group discussed the issue, and then asked MM to provide some clarity about structures.

Action: MM

MM explained that the group now has £450K, up from £400K.

Update on Process

The group discussed the role of commissioning with regards to the projects they will be reviewing, and Paul Fitzpatrick's review. It was decided that HP would ask Paul for a full evaluation of Your-turn, and also have the latest version of his review.

Action: HP

JW and BE asked if any of the LAA targets that had been chosen as relevant to this group were already being dealt with by other groups. JS suggested there was a need to avoid duplication. The group went through the list and picked out their priorities. The group decided that the next step is to work out what contribution the group should be making to the targets. MB also suggested that the group's recommendations about other targets or priorities not covered by the LAA should be fed back to the Community Cohesion Advisory Group and the Steering Group.

The Way Forward

HP asked what other information the group would want to be able to assess the BCs. MM said she would send out Bruce's A3 sheet. JW said she would like to see evaluations of the projects, where available. MB would also like to see monitoring reports, where available. HP said this would be in Paul Fitzpatrick's report.

Action: MM/HP

The group decided that they wanted the BCs 14 days before the next meeting. MM said that the council would make up packs and send them out to the group, as there would be a lot of paperwork. JS requested an electronic copy.

Action: NH/JC

The group requested that HP provide them with a scoring matrix. HP or another PCU officer will also attend the next meeting.

Action: HP

It was decided that each BC will have a 20 minute maximum assessment, next meeting.

Date and venue of Next Meeting

Tues March 13th, 1pm-4.15pm. Level 14 meeting room, Civic Centre. Lunch will be provided.