

THE OLDHAM PARTNERSHIP IMPROVEMENT PLAN

2007 – 2008

One of the tasks identified in the Oldham Partnership's Annual Review with Government Office was the development of an Improvement Plan for the LSP. The Improvement Plan identifies the key areas in which the Oldham Partnership will develop to ensure effective delivery of the Local Area Agreement and improved outcomes for the residents of the Borough.

The Support Team held an Away Day in March 2007 to develop the initial framework for the Plan. 9 strategic aims were identified, each of which will be separated into key activities, individuals or groups who will lead on this, the key milestones, and the progress that has been made.

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Strategic Aim:1. ENSURE DELIVERY OF THE LOCAL AREA AGREEMENT.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Updated delivery programmes in place for each block for 2007/8.	Block leads and co-ordinators.	1. Updated Delivery plans in place for April 2007/8.	
Risk analysis of delivery programmes & planned interventions in areas of concern.	Block leads and co-ordinators. CSRMT OP Steering Group OP Executive	1. Risks in register to be monitored quarterly. 2. Risks to be reviewed accordingly.	Each block has undergone risk training & produced risk register. OP Strategic risk register also been produced.
Conduct 2006/7 LAA Performance Management Assessment	John Eley (Partnership Manager) Rachel Reid (Research & Performance Management)	1. Review of progress against LAA 2. Provide overall traffic light self assessment; 3. LSP/ GONW agree assessment.	Self Assessment completed and submitted to GONW in June. Annual Review held 15 th June.
Produce annual Oldham in Profile Report.	John Eley (Partnership Manager) Rachel Reid (Research & Performance Management)	1. Align report content & structure with LAA; 2. Draft report produced in August/September 3. Final report scheduled for October 07.	

<p>OP Steering Group/ O&S to oversee delivery of Improvement Plan and overview of performance management, risk, financial planning and LAA implementation.</p>	<p>John Eley (Partnership Manager) Tom Cusack Rachel Reid</p>	<p>1. Alignment of meetings with data availability for 2008.</p>	<p>Completed and 2008 dates set.</p>
<p>Detailed reporting of LAA Blocks progress to OP Executive and Steering Group to enable: a) constructive challenge; b) understanding of barriers; c) creative problem solving; d) recognition of success.</p>	<p>Block Leads and co-ordinators</p>	<p>1. Reporting Timetable agreed for 2007/08. 2. Reporting guidelines for LAA Blocks produced. 3. New reporting format produced and on OP website.</p>	<p>Ongoing.</p>
<p>Quarterly reporting of progress against LAA targets and indicators to OP Steering Group.</p>	<p>Rachel Reid (Research & Performance Management) Block Leads</p>	<p>1. Quarterly reporting system operational; 2. Exception reporting to OP Steering Group; 3. Interventions to areas of concern. 4. Referral mechanism to joint O&S 5. OP to be involved in the development of any new corporate performance system</p>	<p>Quarterly reporting established & report produced for SMT & steering group. Meeting dates to be better aligned to making reporting more timely.</p>
<p>Link Local Area Agreement</p>	<p>Robert Haddrell (Head of O&S,</p>	<p>1. Link Council's Overview &</p>	<p>Joint work programme being</p>

development and delivery with Council Overview and Scrutiny functions.	OMBC) Adam Patterson	Scrutiny function to Oldham Partnership Steering Group and Local Area Agreement 2. Overview & Scrutiny to feedback through Oldham Partnership Steering Group with evidence of action to address issues completed.	developed. Joint O&S discussion of LAA priorities scheduled for October
Reporting of LAA progress to member organisations	John Eley Michele Carr Alan Higgins	1. Reporting to OMBC Leadership and SMT 2. PCT	Conducted Quarterly for OMBC.

Strategic Aim: 2. IMPROVE LSP GOVERNANCE AND STREAMLINE PARTNERSHIP WORKING.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Development of a Local Public Service Board.	Nick Brown (Executive Chair) Gail Richards (Vice Chair) John Eley (Partnership Manager) Mike Chambers Andrew Kilburn Caroline Ball Bill Edwards	1. LAA Steering Group established as informal LPSB; 2. Produce Terms of Reference; 3. Schedule prog of meetings for 07; 4. Examine potential for consultancy support.	Terms of Reference agreed and meetings scheduled.
Continued development of the Oldham Partnership Steering	Bill Edwards (Chair) Zuber Ahmed (Vice Chair)	1. Performance management and scrutiny role agreed;	Overview & Scrutiny Training Session arranged for 23 rd July

Group as the inclusive policy making / communications forum of the LSP.	Cllr James McMahon (Vice Chair) John Eley (Partnership Manager)	2. Membership being extended to the 13 Community Councils; 3. Scrutiny training.	
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Strategic Aim: 3. ENSURE THAT CROSSCUTTING ISSUES ARE EFFECTIVELY REPRESENTED IN THE LSP STRUCTURE.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Community Engagement Commissioning Group established	Mary Murphy	Multi agency group established to commission crosscutting services re: engagement, cohesion and culture.	Set up and operational. Meeting being arranged for VCS funding.

Strategic Aim: 4. ENSURE EFFECTIVE AND CO-ORDINATED MARKETING, COMMUNICATIONS, CONSULTATION AND ENGAGEMENT.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Members of the Oldham Partnership are well informed about the structure of the Partnership, what is planned and achieved.	Adam Patterson (Partnership Co-ordinator, Marketing & Communications) Harji Patel (Commissioning	1. Summary Newsletters of Executive & Steering Group Meetings (ongoing) 2. Details of LAA funded	DONE - April & May 07 C&YP NRF Projects

	Unit)	<p>projects to be posted on OP website (August 2007)</p> <ol style="list-style-type: none"> 3. Up-to-date Oldham Partnership website (ongoing) 4. LAA distributed amongst partners (ongoing) 5. Regular briefing and development sessions with LSP Coordinators and influencers (minimum twice a year) 6. Annual Conference (October 2007) 	<p>successfully trialled</p> <p>36,000 hits in May 2007</p> <p>Refreshed LAA distributed amongst partners and elected members.</p> <p>Event trialled in June 2007</p>
Provide the public with regular information updates.	<p>Mark Simmons (OMBC Area Manager)</p> <p>Adam Patterson (Partnership Co-ordinator, Marketing & Communications)</p> <p>Suzanne Heywood (Contact Centre Manager, OMBC)</p>	<ol style="list-style-type: none"> 1. Partnership updates at Community Council Meetings (ongoing) 2. Distribute leaflet throughout Borough on LAA projects to residents (May 2007) 3. Digital TV information on the Oldham Partnership (September) 	<p>Increasing Opportunities leaflet sent in May 2007</p> <p>Ongoing</p>

<p>Build a positive relationship with the media.</p>	<p>Adam Patterson (Partnership Co-ordinator, Marketing & Communications)</p>	<ol style="list-style-type: none"> 1. Local Press releases regarding LAA progress (ongoing) 2. National and Industry press releases (ongoing) 	<p>Art For All (June 07)</p> <p>Arts Council (Art For All, June 07)</p>
<p>Promote the Oldham Partnership and Oldham Borough within the Local Govt Sector</p>	<p>Adam Patterson (Partnership Co-ordinator, Marketing & Communications)</p>	<ol style="list-style-type: none"> 1. Promote development of Oldham's LAA through industry media (ongoing) 2. Apply for National Awards (ongoing) 3. Submit Case-studies to Improvement & Development Agency (IDeA) (ongoing) 	<p>NALGAO Conference (7th Sept 2007)</p> <p>LAA Plus Conference (26th Sept 07)</p> <p>Beacon submission in June 2007 (shortlisting in Oct 07)</p> <p>Art For All featured in June 2007 LAA Plus ezine</p>
<p>Improve the image and perception of Oldham.</p>	<p>Naomi Duggan (Assistant Director of Corporate Communications, Oldham Council)</p> <p>Adam Patterson</p>	<ol style="list-style-type: none"> 1. Appointment of consultant to investigate Borough wide branding for use by all OP partners (July 07) 2. Stakeholder research (Aug – Oct 07) 3. Proposals submitted to Oldham Council and Oldham Partnership (Jan 08) 	<p>Tender selection by partnership 25th July</p>

		4. Branding Strategy and Implementation Plan developed (March 08)	
Develop a co-ordinated approach to marketing and communications	Adam Patterson Naomi Duggan Chris Andrews	<ol style="list-style-type: none"> 1. Meet & Greet event for Borough's marketing & communications personnel 2. Trial use of system for communications coordination (eg Sharepoint) 3. Review potential of system, and possibilities to adopt full-time for communications channels, community engagement events, consultation, and national events (eg conferences) 	Sharepoint system trialled with OMBC Comms
Develop a co-ordinated approach to consultation.	Adam Patterson/Rachel Reid	<ol style="list-style-type: none"> 1. Identify Consultation Leads across partner organisations 2. Develop a Consultation Standard for Oldham Partnership 3. Ensure Standard is endorsed by Strategic Research Working Group/Oldham Partnership 	Incorporated into Transforming Public Services approach via OP Executive.

Develop a co-ordinated approach to community engagement.	Bruce Penhale	Approval of Community Engagement Strategy by OP Steering Group.	Scheduled for 18 th October 2007
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Strategic Aim: 5. ENSURE AN EVIDENCE BASED APPROACH TO POLICY DEVELOPMENT, PRIORITY SETTING AND DECISION MAKING.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Development of the OldhamInfo website	Susan Kirkham/ Rachel Reid	<ol style="list-style-type: none"> Continued development of the site; Increasing use. Timeliness of data on the site. 	<p>OldhamInfo improved April 07, automated data upload link added to the site.</p> <p>You and Your Community Survey published.</p>
Identify the research needs of the LSP and LAA	Susan Kirkham / Rachel Reid	<ol style="list-style-type: none"> A strategic Research Working Group (SRWG) been established to identify & plan strategic research. Forum for Oldham Research (FOR) shares on-going local & national research. Members of the SRWG to be involved in taking forward the Joint Strategic Needs 	<p>Incorporated into Transforming Public Services approach via OP Executive.</p> <p>The SRWG group established & relevant sub groups.</p> <p>SRWG met with research groups in all blocks to map research needs</p>

		Assessment; 1 st stage report due Oct 07 final report due March 08.	Steering & working group established to take forward the JSNA.
Commission LSP/LAA research through the OP Steering Group and Commissioning Framework	Susan Kirkham / Rachel Reid	1. The SRWG group manages the OP research budget , will commission accordingly.	Pending production of second Oldham in Profile Report and LAA review. Programme of research been developed from meeting with block research groups.
Contribute to CLG Data Interchange Project	Rachel Reid/ John Eley/ Stephen Young	<ol style="list-style-type: none"> 1. Collect detailed information against a range of dummy indicators mapping the process of data handling. 2. Feedback against the data handling mapping exercise. 3. Investigate Oldham being involved in the development of a detailed business case around developing a data repository. 4. Oldham trial any new system that will link together existing data stores. 	<p>Partners have been engaged in providing detailed information.</p> <p>Feedback meeting is planned with CLG & GONW.</p> <p>Oldham identified possible people for involvement in developing business case ahead of the meeting on 9th July.</p>

Strategic Aim: 6. IMPLEMENT AN OLDHAM PARTNERSHIP COMMISSIONING FRAMEWORK.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Implement and develop LSP Commissioning Framework	Michele Carr Jon Bloor	1. Commissioned services on website; 2. Commissioning opportunities on website; 3. Commissioning Guide produced	Hand over meeting with Jon Bloor 7 th August

Strategic Aim: 7. SUPPORT THE DEVELOPMENT AND ENGAGEMENT OF THE VOLUNTARY AND COMMUNITY SECTOR.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Ensure implementation of the LSP/ CEN Protocol	John Eley Paula Boshell	1. All LSP structures comply with the protocol. 2. Protocol reviewed and updated.	Achieved. Protocol to be reviewed during 2007.
Ensure VCS delivery is monitored thru the LAA	Bruce Penhale John Eley	Baseline information established.	Meeting with GONW being arranged.

Strategic Aim: 8. PROVIDE DEVELOPMENT AND LEARNING OPPORTUNITIES FOR THE OLDHAM PARTNERSHIP.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Link into Elected Members Development Strategy	Adam Patterson/ Michelle Renshaw	1. Update on Local Area Agreement development to local Group Meetings (June 2006) 2. Ongoing training	Event with Elected Members on 10 th July.
Induction & support for new members	Adam Patterson/ Michelle Renshaw	1. Presentation at Co-optee Training sessions 2. Welcome and Information pack supplied	Scheduled for Aug 23 rd & 29 th Ongoing.
Disseminate range of professional training opportunities for members of the Oldham Partnership	Adam Patterson/ Michelle Renshaw	Circulate as appropriate	Ongoing.

Strategic Aim: 9. DEVELOP AND MANAGE OLDHAM'S APPROACH TO THE NEW MODEL LAA.			
Activity	Lead	Milestones	Progress (Green, Amber, Red)
Establish LAA Project Team	John Eley	Core Team established and meeting weekly	Achieved
Feasibility Testing	John Eley	Contribute to workstreams on; 1. Data Interchange 2. Priority Setting	1. Ongoing – dummy indicator exercise and business planning

		3. Finance 4. Final Paper mid July	2. Initial priorities set. 3. Joint paper with Cumbria submitted to CLG.
Finalise draft LAA priorities	John Eley	August - September	Draft priorities identified as part of Feasibility Testing.
Preparation for Transitional Review with GONW	John Eley	September/ October	
Consultation on LAA Priorities	Adam Patterson/Rachel Reid	October	
Transitional Review with GONW	John Eley	October	
Consultation on new LAA outcomes framework, funding plans & performance arrangements	Adam Patterson/ Rachel Reid	December	
Negotiation of Improvement targets	John Eley	January	
Submission of outcomes framework to GO	John Eley	January	