

POST JAR ACTION PLANNING GROUP

Thursday, 23 November 2006

8:30am – 10:00am

Reading Room, Coaver, County Hall, Exeter

In attendance: Debbie Pritchard, Christa Wiggin, John Shaw, Tony Comerford, John Barnard, Piers Tetley, Dave Slocombe, Ian Tearle, Liam Mcgrath, Tim Tod, Miles Hapgood, Alison Morgan, Jessica Goddard, Shona Meek

Apologies: Colin Mackenzie, Kevin Peers, Chris Roberts, Chris Dimmelow, Deborah Booth.

1. Risk Management

The most up to date version of the draft action plan was circulated (version 16). The draft of the Risk Management Paper was tabled and discussed. It provides a framework for each of the Lead Officers to identify risks and action to address. It was agreed that these needed to be completed by early January and the CT Programme Office would maintain and monitor the risk register.

Action: DAP to adjust as per discussion and then circulate Lead Officers to feedback to the small working group (DAP, LM &CR) for analysis by 5th January.

Four high level risks were identified and summarised in the action plan and these were agreed.

Action: ALL to feedback to DAP with alterations/additions.

It was agreed that no template would be required for any back-up project plan.

2. Resources

The draft action plan for Executive (Devon County Council) required a summary of resource matters. Concern was expressed over the robustness of 'cost neutral' through disinvestment and reinvestment. Devon County Council's budget setting process was in hand and the JAR action plan was to be contained within the overall CYPS budget envelope. The detail on this was not going to be clear by 28th November when Executive met. Particularly for recommendation 8 it was clear that either a commitment to the necessary budget adjustments needed to be made or the actions revised. Christa reminded the meeting of the interest of the DfES and the need for plans to be clear on this matter.

Concerns were raised that areas of the JAR not highlighted, as deemed good, may be dis-invested and good services will become poor services. JB reassured the group that CMB and members were acutely aware of the JAR priorities and had been planning since June.

Action:

- Action:**
- **JPB, JS and KP to discuss rec 8**
 - **JPB to discuss with SLG and agree resources element for Executive**
 - **DAP to beef-up the resources in the plan**

3. Performance Management

The draft performance monitoring matrix and monitoring schedule were circulated and discussed. The first stage will be reporting to the accountable person with exceptions reported.

The monitoring cycle and schedule was discussed and principle agreed. It was agreed that the voluntary sector and police were best engaged through the Executive of the Children's Trust.

**Action: Miles to clarify reporting system with the PCT
DAP to develop paper further for DCC Executive meeting**

4. Proof and Lay Reading

The group agreed that it anticipates the final of the action plan should be ready at the close of play on Monday, 4 December for sign off. Lay reading will need to take place the middle of the previous week.

5. Signatories

Action: ALL to brief signatories that the plan will need to be signed off on the 5 December.

Jeannette Kemlo is the Chair of Parents Representatives. This signatory needs to be changed. **Action: JS to give details to DS to amend.**

Dates of Future Meetings:

Monday, 4 December 2006 8:30am – 10:30am, Film and Demo Room, County Hall
DAP's apologies