

**Minutes of a meeting of Cultural City Executive
Performance and Commissioning Group**

Wednesday 11 November 2009

Present Bob Betts
Helen Osler
Peter Helps
Janet Tristram
John Brown
Sue Jacklin

Item	Issue	Action
1	Introduction and Apologies	
	Apologies: Cath Harcula, Andrew Beddow	
2	LAA Performance Update – Quarter 2	
	None of the Cultural City indicators have reported to date this year. Concern was expressed at Cultural City's lack of ability to give input on its contribution to other indicators. This was re-visited under item 3.	
3	Cultural City Action Plan – progress report	
	<p>Good progress to date in the main. There are 62 actions in the plan, 45 are complete or not yet scheduled to start, 17 have slipped. Of these five are the responsibility of CCE, seven of Most Active City, three of Forum of Faiths, two of Learning for Living and none of the Arts Forum.</p> <p>It was agreed</p> <ul style="list-style-type: none"> • Some indicators were not smart enough. SJ to follow up • We need symbols for on target, slipped by less than 5%, slipped by more than 5%. The symbols to mirror those on Performance Eye. SJ to implement. • We need to explore reporting against all LAA indicators relevant to Cultural City rather than just on the action plan. The Arts Forum were keen to implement this. Helen, Sue, Peter Helps 	<p>SJ</p> <p>SJ</p> <p>HO/SJ/PH</p>

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Item	Issue	Action
	<p>and a representative of the Council's Performance team to pursue.</p> <ul style="list-style-type: none"> Helen expressed concern that 'Most Active City Group' was not yet in place. John assured the group that this would be rectified as soon as the new Physical Activity Strategy was adopted. A discussion followed on the desirability of engaging partners before finalization of strategies. Helen to meet up with John, Andrew Beddow and their manager to explore. 	<p>JB/AB/HO/SJ</p>
4	Commissioning	
	Helen circulated a paper on the DCP commissioning cycle which is to be discussed at the next meeting in view of the lack of time.	
5.	Any other business	
	There was none.	
	Date, time and venue of next meeting	
	Wednesday 10 February 2010 from 11.30 am - 12.30 pm, DCP meeting room, St Peter's House.	