

PROGRESS REPORT ON 30 DAY WORK PLAN (16TH JUNE – 16TH JULY)

Further to the Chorley Public Service Reform Board meeting held on 16th June 2015, it was agreed that a progress report after the first 30 days will be prepared and presented to the Executive, highlighting progress made as well as any issues encountered and proposed solutions. The progress report was provided on 17.07.15.

Actions that needed to be taken in the past 30 days are detailed and updated below, along with an additional action agreed at the meeting relating to linking with Partner Organisations and associated governing bodies.

| Action | Lead | Timescale | Deadline | Expected outcome | Update |
|--|-----------------------|-----------|----------|-----------------------------------|---|
| Confirm full and affiliated partners | PSR Programme Officer | 1 week | 23.06.15 | Full and Affiliated Partner Lists | Partnerships have been confirmed with LFRS, LTHTR, LCFT, LCC, VCFS, Lancs Constabulary, DWP, CCG, and Runshaw College. A local GP representative has also been welcomed as an affiliated partner. Advocates roles have also been confirmed. A list of partners including status and contact details are provided at the end of this update. |
| Confirm organisational representatives for; <ul style="list-style-type: none"> • Board • Executive • Implementation | PSR Programme Officer | 1 week | 23.06.15 | Membership Lists | This information has been captured as above. |
| Meeting arrangements; <ul style="list-style-type: none"> • Set up monthly meetings for 2015/16 for the Executive and Implementation Group | PSR Programme Officer | 2 weeks | 30.06.15 | Forward plan of meetings | Meeting invites have been issued to all confirmed partnership contacts up to the end of 2015. The Implementation Group is meeting on the first Tuesday of each month (with the exception of September which is the second Tuesday), and the Executive Group is meeting on the third Tuesday of each month. |
| Programme Office | PSR Programme Manager | 3 weeks | 07.07.15 | Development of | It is likely that year 1 of the strategy will require a level |



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| <ul style="list-style-type: none"> Develop proposal for the requirements of the programme office and how this will be resourced | | | | fully costed report to bring back to Executive for approval at their next meeting | of external support, particularly to facilitate delivery of the overarching work streams. Options and costings are being developed which will help to inform the level of contribution required with the proposal for the Programme Office to be presented to the Executive meeting on 15 th September. |
| <p>Year One Workplan</p> <ul style="list-style-type: none"> Develop Outline Business Case and action plan Develop summary of overarching projects | Implementation Group | 4 weeks | 14.07.15 | Development of outline business case and action plan for integrated working priority as well as a summary of the three overarching projects | The Outline Business Case has been developed and details will be issued to the Implementation Group ahead of the meeting on 8 th September, to be presented to the Executive on the 15 th September. Details will focus on the integrated locality working project, which will involve community profiling. The proposal will also cover how the projects will be reported and managed at the relevant level i.e. Implementation Group/Executive. |
| Presentation of Chorley Public Service Reform Board structure, ambition and work programme to be offered to relevant boards in partner organisations. | PSR Programme Manager | 4 weeks | 14.07.15 | Programme Office to draft a presentation covering the key elements of the Chorley Public Service Reform Programme | A presentation is in place and partner organisations have been sent this along with the offer of having the details presented at relevant boards. Meetings planned with LTHTR and VCFS partners. |

NEXT STEPS

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| Appointment of Chair to the Implementation Group | Full partners are asked to put forward nominations to Chair the Implementation Group. Please submit your nominations to Hayley.hughes@chorley.gov.uk by Friday 24 th July who will then coordinate appointment of the Chair and arrange relevant briefing meetings prior to the first meeting of the Implementation Group. Update - Steve Winterson (LCFT) will chair the Implementation Group. |
| Preparation for Implementation Group | Prior to the first meeting of the Implementation Group, preparatory work will be undertaken to enable the group to progress activity and make best use of the time available in the first meeting. Requests for information and circulation of background material will be coordinated through group representatives. Update – This has been issued to group members ahead of the meeting on 8 th September |
| Summary presentation to partner Boards | Partners are asked to confirm whether they would like to take up the offer of CPSRB presentation to relevant Boards and contact Susan Halton at Chorley Council via susan.halton@chorley.gov.uk to make arrangements. Update – Confirmation of requests have been received |



Representatives for Chorley Public Service Reform Partnership

| Organisation | Public Service Reform Board | Public Service Reform Executive | Public Service Reform Implementation Group |
|------------------------------------|---|---|---|
| FULL PARTNERS | | | |
| CBC | Cllr Bradley Leader of Chorley Council alistair.bradley@chorley.gov.uk 01257 267733 | Cllr Bradley (Chair) Cllr Paul Leadbetter Cllr Hasina Khan (observer) Gary Hall Chief Executive Gary.hall@chorley.gov.uk 01257 515104 | Rebecca Huddleston Head of Policy and Communications Rebecca.huddleston@chorley.gov.uk 01257 515779 Vicky Willett Policy and Partnerships Manager |
| Fire and Rescue | John Buck Group Manager johnbuck@lancsfirerescue.org.uk 01772644010 07788917674 | John Buck Group Manager johnbuck@lancsfirerescue.org.uk 01772644010 07788917674 | Pete Ashby Station Manager PeteAshby@lancsfirerescue.org.uk 01257262919 07818401875 |
| LTHTR | Stuart Heyes – Chair LTHTR Karen Partington CEO LTHTR 01772 522692 | Carole Spencer Strategy & Development Director carole.spencer@lthtr.nhs.uk 01772 522849 | Sarah James Associate Strategy & Development Director Sarah.james@lthtr.nhs.uk 01772 524446 |
| LCFT | Gwynne Furlong Gwynne.Furlong@lancashirecare.nhs.uk 01772 676021 | Sue Moore Sue.Moore@lancashirecare.nhs.uk 01772 401117 Steve Winterson Steve.Winterson@lancashirecare.nhs.uk 07415 201 878 | Steve Winterson (Chair) Jamie Waugh Out of Hospital Care Transformation Manager James.Waugh@lancashirecare.nhs.uk 07956072226 |
| CCG | TBC | Martin Clayton Head of Operations and Delivery Martin.Clayton@chorleysouthribbleccg.nhs.uk Tel: 01772 214357 | David McBride Commissioning Manager – Primary Care Development NHS Greater Preston / Chorley & South Ribble Clinical Commissioning Groups David.Mcbride@chorleysouthribbleccg.nhs.uk TEL: 01772 214363 07506 790045 |
| Primary Care Representative | TBC | Dr Lindsey Dickinson lindsey.dickinson@nhs.net Tel. 01257 267127 Mobile. 07753837667 | Dr Lindsey Dickinson lindsey.dickinson@nhs.net Tel. 01257 267127 Mobile. 07753837667 |



| AFFILIATE PARTNERS | | | |
|--------------------------------|--|--|---|
| LCC | Tony Martin Tony.martin@lancashire.gov.uk 01772 534191 Mel Ormesher Mel.ormesher@lancashire.gov.uk 07920702595 | Tony Martin Mel Ormesher | Sophie Valinakis Sophie.valinakis@lancashire.gov.uk |
| VCFS Network | Diane Gradwell Trustee dgradwell@lw.cabnet.org.uk 01257 260095 Martin Cox Trustee martin.b.cox64@gmail.com 01257 263114 | Diane Gradwell Trustee Martin Cox Trustee | Donna Hussain - Operations Manager donnalhussain@gmail.com 07703500247 |
| Lancashire Constabulary | SI Matt Horn Business Dev Supt. Matthew.Horn@lancashire.pnn.police.uk 01772 290600 | Jon Clegg Early Action Jonathan.Clegg@lancashire.pnn.police.uk 01772 290600 | Jon Clegg Early Action Charlie Cox Geographic Inspector |
| DWP | | Gill Dalton Customer Services Operations Manager for Central and South Lancashire (including Ormskirk, Skelmersdale, Chorley, Leyland and Preston). GILLIAN.DALTON1@DWP.GSI.GOV.UK | Amanda Jakeman-McCracken Employer and Partnership Manager C/SR/WL/P 01695 714022 or 07876596250 |
| Runshaw College | | Janet Hodgson Hodgson.J@runshaw.ac.uk 01772 622677 Ext 2135 | |
| Community Advocate | | Martin Cox Trustee martin.b.cox64@gmail.com 01257 263114 | |
| Third Sector Advocate | | TBC | TBC |
| Business Advocate | | Allan Jones allanwjones@porta.co.uk 07966 373087 | |

