

The Lincolnshire Research Observatory

Steering Group Meeting
Monday 19th January 2003

Present

Director of Public Health – East Lincolnshire PCT (MB)
Research Coordinator – Lincolnshire Development (AP)
Principle Research Officer – Lincolnshire Development (KT)
Information and Liaison Officer – East Lincolnshire PCT (NC)
Senior Development Assistant – Lincolnshire Development
Senior Marketing and Business Development Officer - East Lindsey District Council (MA)
Senior Planning Officer – Lincoln City Council (NB)
Research Officer – Children’s Links (SS)
Tourism and Development Officer – West Lindsey District Council (WO)
Performance and Policy Officer – South Holland District Council (HB)
Data Manager – Connexions (JT)

1. Apologies

Knowledge Director – Connexions Lincs. And Rutland (RT)
Corporate Research Officer – Lincolnshire County Council (AH)
Policy and Performance Manager – East Lindsey District Council (DL)
Planning Support Officer – LCC Social Services (MS)
Research and Policy Officer – LCC Social Services (AD)
Pro Vice Chancellor (with responsibility for research) – University of Lincoln (MS)
Assistant Chief Executive – Community Council of Lincolnshire (FW)
District Marketing Executive – Job Centre Plus (ES)

2. Minutes from Meeting held on 10th November 2003

These were accepted as an accurate record

3. Matters Arising

NC covered a number of minor matters arising in relation to action points from the last meeting:

Changes to the recording of attendees at meetings have now been made to adhere to data protection and FOI standards.

The LRO promotional plan for 2004-2005 is currently being completed

User Survey to be discussed under item 5

4. General Site Update

Increase in registrations has remained steady throughout December with the net increase being affected overall by a large number of accounts becoming expired during the same month. In total 45 new registered users were recorded.

Proposed site developments including front ends for the Employer Survey and Skills Forecasting project will be discussed under item 6

A date has been set towards the end of January for the initial upload of data provided by Lincolnshire Drugs Action Team. Due to the nature of this material some documents and datasets may be held within restricted access groups. Members will be updated on this through the regular site notification system.

Work is in progress with Connexions and LCC Education directorate to prepare a number of documents and datasets for upload to the website.

MB informed members that she has been aware of an increase of site usage from the work currently being undertaken into children's services in Lincolnshire.

5. Quantifying the Value of the LRO in Lincolnshire

KT confirmed that plans are still in place to contact users of the website and request feedback on use and value of the site and the information it holds

It is likely that registered users alone may be targeted as generally they will be best placed to make informative comments on the site and how they use, and would like to continue to use this resource

At least one question will be included in relation to monetary value – in a bid to measure the value of the site to users in terms of finance and resources.

KT requested feedback from members on any specific dates that they recommend should be avoided when sending out the survey, or any dates they feel would be particularly appropriate

A copy of the survey will be circulated to members for feedback before being sent out to site users. Ideas on questions and themes to include are also welcome at any time and can be emailed to KT Lincolnshire Development.

AP commented on the importance of this survey in appraising the work that the LRO is currently undertaking and measuring how and where this could be improved.

6. Update on Current Research Activities

Lincolnshire Skills Forecasting Model

(KM) Senior Development Assistant - Lincolnshire Development presented an update on this activity and invites all members to provide feedback and comments on ways in which they may like to use the data that will eventually be disseminated. Comments can be forwarded to LRO@lincolnshire.gov.uk

Employer Survey 2001 Census Atlas JUPITER in Lincolnshire

(KT) Principle Research Officer and (AP) Research Coordinator – Lincolnshire Development (KT) presented an overview of these activities and gave examples of innovative presentation techniques being used to disseminate and add value to data.

The new techniques and intention to incorporate work into the LRO were well received and members felt that further funding opportunities may arise from these areas of work. It was suggested that further work could be undertaken between partners to support individual research and planning activities through the LRO

7. Any Other Business

KT informed members about a forthcoming meeting where details will be finalised about the research calendar being prepared for the website.

The calendar will inform partners about research activities taking place across the county and hopes to encourage the coordination of joint working.

An example of how the calendar will work should be available for members to view at the next meeting.

8. Future Meetings

The following dates were agreed for forthcoming Steering Group meetings:

Monday March 15th – 2pm – Venue to be confirmed

Tuesday April 27th – 2pm – Venue to be confirmed