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**Devon Strategic Partnership Delivery Board
Meeting 5th June 2008
The Mayoralty Room, Tiverton Town Hall**

Minutes

Present: Jo Tennant, Devon and Cornwall Police
Phil Norrey, Devon County Council
Gary Ferrand, Devon and Somerset Fire and Rescue
Bindu Arjoon, Exeter City Council
David Incoll, West Devon Borough and South Hams District Councils and representing Teignbridge District Council
Martin Weiler, Environment Agency
Chris Roberts, LSC
Karen O'Donnell, GOSW
Gerald Hirsch, Mid Devon District Council
Karen Chapman, Job Centre Plus
Chris France, DNPA
Ian Thompson, SWRDA
Karen Kay, Plymouth City Council (from item 6)
Roland Pyle, Local Area Agreement (Devon County Council)
Sally Foxhall (Chair of the Devon Strategic Partnership) - observing
(Caroline Rae, DCC, Devon Strategic Partnership)

- 1) **Apologies** received from Elizabeth Raikes (Torbay Council), Steve Hindley (Business sector), John Sunderland (NDDC), Kevin Snee (Devon PCT). The following were unable to attend but were represented: Philip Bostock (Exeter City Council), Nicola Bulbeck (Teignbridge District Council), Kevin Bishop (DNPA), Paul Young (DSFRS).
- 2) **Minutes of last meeting and matters arising**
Approved. No matters arising.
- 3) **Election of new Chair of the Delivery Board**
Ch. Supt. Jo Tennant, Devon BCU Commander, was introduced as the new representative from Devon and Cornwall Constabulary. She was proposed as Chair of the Delivery Board and was elected.
It was agreed that the terms of reference needed review; that the respective roles of the DSP Partnership Board and Delivery Board needed to be clearer. Membership of the Delivery Board also needed to be reviewed, including consideration of including other duty to cooperate partners and the leads for each of the 7 priority areas of the Sustainable Community Strategy. It was agreed that a mapping exercise needed to happen to see when performance information was likely to be available for each priority so that a decision could be taken as to how often leads needed to attend. It was agreed to ask DSP Partnership Board whether there should be VCS representation on the Delivery Board. It was also agreed to map where each sector/ organisation currently sits in the Devon Strategic Partnership structure to inform decisions about representation.
- 4) **Update from other partnership tables**
A paper was considered. There was discussion about the role of the 4th theme. Roland Pyle confirmed that a group chaired by Tim Jones was brought together to develop the 4th theme of the Local Area Agreement and that this would continue whilst recognising the important role to be played by Environment Devon, Devon Strategic Housing Group, Devon Economic Partnership etc. It was important though not to lose sight of the fact that delivery of the Local Area Agreement was only part of the remit of the Devon Strategic Partnership - the Devon Strategic Partnership should be a lot bigger than just the Local Area Agreement. Re Devon Futures, it was proposed that their remit should also include looking at international/global events as well as long term future events.

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- 5) **Sustainable Community Strategy update.** Copies of the revised version of the booklet were distributed at the meeting; this had been approved by DSP Partnership Board and Devon County Council Full Council, although the final version will incorporate aspects of the Devon Brand. It was agreed to produce a one page flyer to be distributed wider than the booklet. Distribution of flyer and booklet will be via partners. All partners were requested to email Caroline with numbers required of both flyer and booklet. A concern was raised about the outcome under the Safer Devon section; it was agreed to note this and revisit at a time of future review.
- 6) **Local Area Agreement update.** Karen O'Donnell informed the group that the Local Area Agreement had been checked and sent off that day to the Local Govt team within GOSW, prior to going to Central Govt the following day. The recommendation from GOSW is for signing. Jo Tennant asked if it was too late to include counter terrorism and items which had only just emerged as a priority. Karen replied that partners had to measure all 198 indicators anyway, but there may be slightly more scope to refresh the Local Area Agreement than previously thought, however they do not yet have any details. Phil Norrey said reaching this point was a significant milestone for this group, and great credit should go to all those who managed the process so well, in particular Karen as a great advocate for Devon, and Roland Pyle who has done so much. This was echoed by others. Chris Roberts expressed gratitude to Karen that a lot of problems with Govt departments were kept in the background, but commented that Govt departments need a better understanding of LAAs.
- 7) **Local Area Agreement – implications for delivery across the partnership.** Roland Pyle introduced this item - the delivery plans for the Local Area Agreement are wide ranging but all involve resources and have targets – delivery of them will involve alignment of resources and partnership working. The Local Area Agreement will also include district pages giving locality specific information about the work. There is work to be done about managing performance. Govt is developing a data hub for performance indicators; we need to develop something for local use. It was agreed that performance monitoring needed to be robust and challenging. A mechanism for reporting would be brought to the next meeting, and Jo would meet Roland and Caroline to discuss further. Karen Kay from Plymouth offered to share their system as they are further advanced on this aspect.
- 8) **Local Area Agreement Budgeting –** Jo Tennant introduced this item saying that currently organisations within the partnership are allocating funds to many different partnership workstreams. She wondered if there was any appetite within the group to consider pooling of budgets to a consolidated pot. Phil Norrey said that Devon Chief executives had also spoken of the difficulties of being asked for funding for a range of partnership activities. It was generally viewed that a consolidation of requests for the following year's budget would be helpful, but Chris Roberts pointed out that this was not simple as:
- a) the most benefit comes from changing the way we spend mainstream funding – this is unlikely to be pooled.
 - b) marginal funding that could be pooled still needs to be strictly reported and accounted for by the organisation. This makes it difficult to pool.
- Plymouth are pooling budgets at delivery plan level, which seems to be working. David Incoll asked that feedback went to Govt asking that pooling of budgets be made easier. It would also be helpful if they could feed back where other areas are doing it differently.
- 9) **Local Govt Review –** verbal update from Phil Norrey. The Boundary Committee have received concept documents from all Local Authorities included in the review and have asked questions of most Local Authorities. They are now consulting partner organisations, it is believed. It is not clear exactly what form the Boundary Committee can propose on 7th July. The consultation period on the proposals will run from 7th July to 26th September. The final recommendation will go to the Secretary of State in December with a decision due in February 2009.

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11)DONM – it was decided to hold the next meeting in late July (date to be confirmed) and to move to meeting every two months thereafter.

SUMMARY OF ACTIONS

AGENDA ITEM	ACTION	WHO	HOW REPORT?
3	Review TOR – circulate revised draft for comment	Caroline/ then all to comment	Bring to next meeting for agreement
	Mapping exercise re performance information	Caroline /Roland	Use to inform action above and bring to next meeting
	Refer question re VCS to DSP Partnership Board	Caroline	Report to next meeting after DSP Partnership Board meeting
	Map where each sector/organisation sits within Devon Strategic Partnership structure	Caroline	Use to inform review of TOR and bring to next meeting
4	Feedback comments to Devon Futures	Caroline	
5	Produce flyer	Caroline	
	Provide estimate of numbers of flyers and Sustainable Community Strategy booklets required in organisation	All partners	Email Caroline
7	Develop a process for performance management	Jo, Roland and Caroline to meet. Roland to draft a proposal for next meeting. Karen Kay to share Plymouth's system with Roland	Report to next meeting
8	Feedback to/from Govt	Karen O'Donnell	Report to next meeting
11	DONM – proposed dates to be circulated	Caroline Rae/ Sarah Mupinyuri	Email to partners