

**Devon Strategic Partnership Delivery Board
Meeting 8th September 2009
WDBC offices, Tavistock Devon.**

Minutes

Present:

Jo Tennant, Devon and Cornwall Police (Chair)
Phil Norrey, Devon County Council
Philip Bostock, Exeter City Council
John Van de Laarschot, Torridge District Council
Neil Gibbins, Devon and Somerset Fire and Rescue
David Incoll, West Devon Borough and South Hams District Councils
Jonathan Bailey, Environment Agency
Phil Shears Teignbridge District Council
Mark Williams, East Devon District Council
Jan Shadbolt, Mid Devon District Council
Chris France, Dartmoor National Park Authority
Jeremy Filmer Bennett, business sector representative
Sally Foxhall, Chair Devon Strategic Partnership
Alistair Macintosh, Devon Consortium representing the VCS
Martin Green Audit Commission
(Caroline Rae, DCC, DSP Development Officer)
(Julie Richards, DCC, Local Area Agreement Manager)
(Sue Rook, DSP Resource Hub Project Manager)
(Nicola Channon, Programme Manager LTP3, DCC, supporting items 7&8)
(Kate Brookes, Devon and Cornwall Police – observing)

1) Apologies

Apologies were received from Andrew Southall (SWRDA), John Peart (LSC); Elizabeth Raikes (Torbay Council), Karen Chapman (JCP), Rebecca Harriott (Interim CEx, PCT)

2) Minutes of last meeting Minutes approved.

a) **Action List/ Matters Arising:**

- 3 NEETs. Phil Norrey reported that they would assess the situation about NEETs once the figures from the last academic year were known in a few weeks. It may be that in Devon the issue was less about 16-19 year olds who were NEET, but rather a slightly older age group. He would plan to bring something to a future meeting early next year.
- 3b Training. All partners were requested to nominate a point of contact who had been briefed about what had been discussed about commissioning and involvement of Voluntary and Community Sector.

b) **Update on CAA Area Assessment following 9th July meeting.** Martin Green updated the board on early indications re Area Assessment. On 19th October, the Devon Strategic Partnership (Chair and Development Officer [nominated point of contact]) would receive the narrative of the Area Assessment, with notification of red and green flags. On the same date the narratives of the Organisational Assessments with their scores would also be published. A short appeal process would then open, with final assessments being made available to the public on the OnePlace website on December 10th. The current view, described by SCS theme, was as follows:

- i) Economy – good short term responses to the recession, and good longer term planning
- ii) Stronger Communities – not a priority for Audit Commission this year, but no big concerns. They will seek to follow up a bit more about place based issues and activity shortly.
- iii) Safer – a strong area for Devon, particularly around DV, which they were exploring as a potential green flag. It has to be considered nationally, which was happening on 9th September.
- iv) Environment – Devon's strongest suit, particularly around waste, recycling and reductions in CO2 emissions. Possible green flag. They will look a bit more at the 'well kept' aspects of environment theme e.g. graffiti and fly tipping. There are some possible spikes in data here,

but Audit Commission is currently assuming that to be due to data recording issues rather than a rise in the problem.

- v) Housing – overall since July some of the picture has improved, but there are still areas of concern. Affordable housing - some concerns have been allayed but some remain, so there is more work to do. Martin will talk to poor performers that he might consider naming in his report. David Incoll commented that as there is no RSS adopted it should not be quoted, which was noted by Martin. Homelessness – a mixed story. Older Persons Strategy – the impact of this was not yet clear. Gypsies and Travellers – progress is slow and this is a particular area of concern.
- vi) Children and Young People – Audit Commission is waiting on the Ofsted report, which will drive results in this area. Martin is now satisfied that the figures re Children’s Road Traffic Accidents have improved.

There followed discussion about the Area Assessment:

- vii) Appeals process - it was recognised that given the short timescale between notification and appeal deadline, there needed to be a good process to coordinate any possible appeal against red flags.
- viii) Districts – The Area Assessment might mention best two/worst two performing districts in any theme.
- ix) Information to inform the Area Assessment. The Organisational Assessment had a cut off date of 31st March which meant some work might be considered for the Area Assessment (where auditors will consider information until the end of September) which was too late to be considered for the Organisational Assessment. There was concern this may cause confusion in the public’s mind. However, the Area Assessment is on ongoing iterative process rather than an annual event, showing a snapshot of where we are at a particular time, rather than a review of the previous year. Overall Devon is in a strong position as partners and Auditors have a good working relationship, and the report is likely to be positive.

3) Local Area Agreement report

- a) **Performance report.** Julie Richards presented the performance report which was welcomed by the board. She highlighted specific requests for support from Appendix B of the report re:
 - i) Local Area Agreement 24 relating to measures to help the long term unemployed. It was noted however, that many public sector organisations are now entering a period of vacancy management, internal redeployment etc. and less external recruitment, which runs counter to these proposals. There are no easy answers but the difficulties must be acknowledged.
 - ii) Local Area Agreement 23/26 (request that DSP Delivery Board members encourage their elected members to attend the Devon Strategic Housing Group housing conference on 16th October)

Julie also highlighted some areas in Appendix C re:

- iii) Local Area Agreement 5 re CO2 reduction. New research shows that partners must exceed their planned targets if the Local Area Agreement target is to be met. There may be a need to coordinate activity more. It was agreed that this would be discussed at the new PRSG.
- iv) Local Area Agreement 17 re the need to encourage stronger links between partners to deliver the outcomes

The Performance report included for the first time a report from the 3 cross cutting themes for the Sustainable Community Strategy. In order to progress part of this work a lead officer for the demographic change element of cross cutting theme 2 is sought from within partner organisations. Caroline will circulate a specification for this work.

- b) **Performance Management Framework** Sue Rook presented the draft Performance Management Framework. The document had a dual purpose of outlining a framework and acting as a handbook for those using it. The framework balances data and performance with professional judgement and sets out Outcomes Based accountability as one of a package of models to drive performance. The paper was approved as an excellent piece of work with some comments which included:
 - i) It is important not to get bogged down in detail but to use this as a tool to address real issues. There is a need to align Devon Strategic Partnership and theme/ local agendas – this has still not happened in full. It was recognised however that this was not all in Devon

Strategic Partnership control – all partners should align their strategies with the Sustainable Community Strategy. Devon Strategic Partnership needs to demonstrate they are moving funding to meet priorities, and alignment needs to be done to enable this to happen.

- ii) There was a query re risk management, with its importance being shown during recent events in Newquay; this is in progress, with information coming in to help form a high level risk log. Risk will be a substantial item on the Performance and Resources Sub Group agenda
- c) **Performance and Resources Sub Group (PRSG)** Julie Richards presented the Terms of Reference for this group which were approved.

4) Audit of Resources Sue Rook presented this paper which summarised the work carried out in mapping the resources used in delivery of the Local Area Agreement and their effectiveness. The board approved the paper and recommendations; it was felt important that partner organisations look to review the alignment of their strategic and financial plans so the delivery of their core duties also aligns with the Sustainable Community Strategy. Partners were requested to brief their member representatives who sat on the DSP Partnership Board about this paper as it will be presented to their September meeting.

Re Total Place, 'geographic' Devon (including Plymouth and Torbay) had been offered £250k by the SW RIEP to carry out some Total Place studies. It required District Council approval as well as agreement of Torbay, Plymouth and Devon County Council. The meeting agreed to take up the offer, and ask a small group of people working together on behalf of the entire Devon Strategic Partnership, not just Local Authorities to meet and bring proposals to the next DSP Delivery Board meeting in November. All partners (including VCS) are asked to nominate a point of contact for Total Place as soon as possible.

5) Resourcing Voluntary and Community Sector representation. Alistair Macintosh presented a paper about resourcing Voluntary and Community Sector representation. He clarified that only statutory organisations were being asked to contribute. Caroline Rae told the meeting of the concerns expressed by JCP (who were unable to attend) about the feasibility of being able to allocate cash sums from their budget; they were supportive of partnership and happy to help in kind, but their mechanisms made it difficult to identify money to help. It was felt that this issue should be tackled at a regional level. The paper's recommendations were endorsed.

6) Draft Annual Review of Sustainable Community Strategy Caroline Rae tabled the draft annual review of the Sustainable Community Strategy and requested comments be sent to her by 16th September, so a final paper can be put to DSP Partnership Board for approval at their 30th September meeting.

7) Updates from other tables of Devon Strategic Partnership

- a) **DSP Partnership Board** Minutes of the July DSP Partnership Board meeting were circulated and a brief discussion ensued about the relationship of the DSP Partnership Board to the DSP Delivery Board. This will be picked up further in the forthcoming partnership review.
- b) **Conference.** Partners were reminded that the conference was to be held on 3rd December (9.30 – 2.00) at County Hall and it is hoped that all DSP Delivery Board members will attend. Invitations are being limited this year to focus the discussion and progress the partnership.
- c) **Housing Association representation.** It was agreed that a representative from the Housing Associations serving Devon would be invited to join the DSP Delivery Board. Phil Norrey would action.
- d) **Devon Futures** Nicola Channon, facilitator for the group, reported that Devon Futures had developed a set of 'likely knowns' for 2039 to establish a common understanding, and would then add to that the preferred outcomes and 'enlightenments' to help Devon Strategic Partnership develop its strategic direction. It will present its findings to the conference and a future DSP Partnership Board meeting.

8) Local Transport Plan3 Nicola Channon outlined the project to develop the next Local Transport Plan, emphasising that it is intended to be developed in full consultation with partners to ensure it is a Devon Transport Plan rather than one with a Devon County Council focus. Panel hearings were to be held in the autumn along with other forms of engagement, and partners were likely to be approached as part of their 'day job'. Draft plans would be brought on an occasional basis to Devon Strategic Partnership to ensure their continued involvement and ability to be involved in the development of LTP3

9) AOB

- a) **Resignation of Chair** Jo Tennant announced that she felt it was time to step down as Chair of the DSP Delivery Board to allow someone else to take the reins, and that she would be resigning at the start of the next meeting.

10) DONM

- a) 12th Nov 2009 2-4pm - Mid Devon District Council Offices
b) 14th Jan 2010 2-4pm - Conference Room, Job Centre Plus, Pynes Hill Court, Exeter

SUMMARY OF ACTIONS

AGENDA ITEM	ACTION	WHO
3	All partners were requested to nominate a point of contact who had been briefed about what had been discussed about commissioning and involvement of Voluntary and Community Sector.	All partners notify Alistair Macintosh
3a	To consider how their organisation can contribute to the requests for support. Caroline to circulate further information about CCT lead needed for demographic change	All partners Caroline to circulate. Partners to consider if they can assist
3b	All partners to review whether their strategies and financial plans can be/ are aligned with Devon's Sustainable Community Strategy	All partners
4	Briefing DSP Partnership Board members about the need for better alignment of strategies for discussion at 30 th September DSP Partnership Board meeting Nomination of a point of contact for Total Place	All partners URGENT - asap. All partners Please respond to Roland Pyle , Devon County Council
6	Any comments to Caroline about draft review of Sustainable Community Strategy	URGENT – by 16th September All partners send any comment to Caroline Rae
7b	Devon Strategic Partnership conference 3 rd Dec 9.30 – 2.00 County Hall	All partners urged to attend.
7c	Housing Associations rep to be invited to sit on DSP Delivery Board	Phil Norrey