

Devon Strategic Partnership Delivery Board
Meeting 9th March 2007
Caddsdow Business Support Centre, Bideford

Minutes

Present: Nick Atkinson, Dartmoor National park Authority
Robert Fife, Devon Fire and Rescue Service
John Sunderland, North Devon District Council
Nicola Bulbeck, Teignbridge District Council
John Van De Laarschot, Torridge District Council
Philip Bostock, Exeter City Council
David Incoll, West Devon Borough Council
Martin Weiler, Environment Agency
Elizabeth Raikes, Torbay Council
Ruth Bagley, South Hams District Council
Carolyn Webster, JobCentrePLus
Phil Norrey, Devon County Council
Kevin Snee, Devon PCT
(Caroline Rae, Devon County Council)

Apologies: Phil Collins, Natural England
David Ablett, Mid Devon District Council
Sue Brownlow, SWRDA
Phil Weeks, JobCentrePLus
Stephen Otter, Devon and Cornwall Police

1. **Notes of Last meeting** - approved
2. **Feedback from DSP Partnership Board Meeting 7th March , 2007.** (Phil Norrey).
 - a. Note new name for the group adopted at the meeting
 - b. Very positive meeting. Acceptance of the relative roles and structures of the overall partnership. It was accepted that the Delivery Board would be the engine of the partnership, who would drive the delivery and performance management of the Sustainable Community Strategy and Local Area Agreement. The Partnership Board will not get pulled down into detail, but has asked the Delivery board to provide it with succinct, robust exception reports
 - c. Bishop Michael will stand down as Chair of the Devon Strategic Partnership in August – a process is being developed for the election of a new Chair. An independent Chair is preferred.
 - d. GOSW are very pleased with the relationships within the DSP and say the level of debate is very encouraging
3. **Terms of Reference for the Delivery Board.** (discussion of draft TOR that had been circulated)
 - a. 2.3 discussed in detail – agreed to leave as is
 - b. 2.11 new wording agreed “ to individually and collectively act as advocates for the delivery of the Sustainable Community Strategy and Local Area Agreement“
 - c. 2.13 agreed to split this into two separate clauses relating to shared services and to performance management and to remove reference to “slimmed down” in relation to the Govt’s performance regime.
 - d. 2.14 agreed to split into two separate clauses relating to communication/ PR, and resilience planning.

- e. 3.1 Nick Atkinson pointed out that whilst fully supportive of the Devon Strategic Partnership and wishing to be fully included, DNPA, like other National Parks were finding the time demands of partnership working difficult to meet, and that attending a monthly meeting would be a challenge. It was therefore noted that he may not be able to attend every meeting.
- f. It was agreed to add a statement that if attendance was not possible by any partner for a meeting, that papers should be read and emailed comments made on agenda items where possible.
- g. 3.6 and elsewhere. As the various partnership tables of the overall Devon Strategic Partnership meet and agree what they shall be called, the correct titles will be incorporated into all the TOR
- h. It was agreed to add a clause allowing for decisions to be made by the Chair in between meetings if necessary, with a 10 day rule, so that 10 days were allowed for challenge by members of the Delivery Board if they did not agree with the proposed decision. This system had worked well in Torbay.
- i. It was agreed to add a clause about the method of decision making, with consensus being the preferred option, but if that was not possible then a vote would establish the majority view of the Delivery Board, and it would be noted as such.
- j. There was discussion of the structure diagram that formed part of the TOR, and it was recognised that nature of the links between all the partnership tables and exactly how the structure would work for delivery needed clarity. It was further recognised that the theme delivery groups needed to be fit for purpose, and that the Delivery Board needed to have a good understanding of the theme delivery groups in order to drive the Sustainable Community Strategy and Local Area Agreement. It was proposed that a report is brought to this group to show how one of the groups is working e.g. the Children's Trust, and how it will deliver and tackle performance management.

4. Update on progress of Sustainable Community Strategy

- a. Report presented and accepted. It was noted that that would be a need to ensure the Sustainable Community Strategy was focussed and did not become too broad as consultation went on and more calls to include issues were received.

5. Report on Devon Strategic Partnership Conference 8th February 2007 – noted

6. Local Area Agreement reports/ Lift SW event (Phil Norrey)

- a. Govt and our Councillors have agreed that we need local priorities as a key feature of the next Local Area Agreement. Key targets of partners will also be embedded in the Local Area Agreement. As a group our local priorities and targets will therefore be very important.
- b. There is an event on 27th March put on by LiftSW about Shaping Future LAAs. GOSW have indicated that this is a real opportunity to influence the future LAAs. It was agreed to send a briefing to GOSW beforehand, and a draft would be circulated. Devon County Council and all District Councils had been invited; it was agreed that attendance would be encouraged from other members.

7. Sustainable Community Strategy/Local Area Agreement timetable

- a. Discussion of the papers tabled. The importance for an inclusive negotiation of targets for the Local Area Agreement was noted, as was the need to have regard for possible Local Area Agreement targets when setting organisation budgets. The timetable currently proposed by Govt for negotiation of the Local Area Agreement was not conducive to this, so the briefing note being prepared prior to the LiftSW event should include a request that GOSW use partner budget setting timetables as one of the drivers for timetabling Local Area Agreement negotiations. It was

agreed to start more detailed mapping of partner timetables to feed into the Local Area Agreement process, and with the aim of trying to bring some synergy to budget planning cycles. **All partners were asked to [email](#) their draft budget planning dates asap.**

- b. In the light of the above, it was recognised that the Delivery Board would need to get prepared early for Local Area Agreement negotiations.

8. **Agenda items 8 and 9** (Planning for an Ageing Population and Communications Strategy including INput) deferred due to lack of time.

9. **Date of Next Meeting.**

It was agreed that monthly meetings should be held, dates to be agreed outside of this meeting, but next meeting will be **Wednesday 18th April 9.30 – 11.30** venue tbc likely to be Follaton House, Totnes.