

# DRAFT

**Devon Strategic Partnership Delivery Board  
Meeting 26<sup>th</sup> November 2008  
South Hams District Council, Follaton House, Totnes**

## Minutes

**Present:** Jo Tennant, Devon and Cornwall Police (Chair) (from item 3 onwards)  
Phil Norrey, Devon County Council  
Steve Pitcher, North Devon District Council  
Philip Bostock, Exeter City Council  
Simon Barnes, Teignbridge District Council  
Gerald Hirsch, Mid Devon District Council  
John Peart, LSC  
Kevin Snee, Devon PCT (from item 3 onwards)  
Neil Gibbins, Devon and Somerset Fire and Rescue  
David Incoll, West Devon Borough and South Hams District Councils  
Karen Chapman, Job Centre Plus  
Andrew Southall, SWRDA  
Susan Wroe, Devon Consortium (representing the VCS)  
(Pauline Warner, Devon County Council and Environment Theme Lead and Mary  
Ridgway, Devon Strategic Housing Group and Housing Theme Lead – for item 3)  
(Caroline Rae, DCC, Devon Strategic Partnership Development Officer)  
(Sara Cretney, DCC, Local Area Agreement Development Officer)

- 1) **Apologies** received from Karen O'Donnell, GOSW; John Van De Laarschot, Torridge District Council; Elizabeth Raikes (Torbay Council); Steve Hindley (Business sector), Martin Weiler (Environment Agency); Kevin Bishop/ Chris France (DNPA); (Sally Foxhall – Chair of Devon Strategic Partnership)
- 2) **Minutes of last meeting and Action List.** Minutes approved.  
Action List/ Matters Arising:
  - a) Self assessment: The Task and Finish Group set up from within the DSP Delivery Board after the last meeting had completed the RIEP self assessment of the Devon Strategic Partnership. Sara and Caroline had added actions that could be taken in order to improve performance in areas where weaknesses were identified. Any comments about this to Caroline/ Sara please
  - b) All other actions completed / noted.
- 3) **Local Area Agreement performance monitoring.** Report presented and accepted. 2 areas that were red flagged were considered in more detail
  - a) Pauline Warner, Local Area Agreement theme lead for Environment spoke of the developments in this area of work and highlighted:
    - i) Resource use and climate change: good progress being made to kick start this work. Useful discussion with Devon Resilience forum about climate change and resilience.
    - ii) CO2 emissions: work with Warm Home Zones project led to a very successful advert being put out in partnership. This has led to lots of enquiries.
    - iii) Culture: launch of the cultural infrastructure development strategy (CIDS) for the South West. LAA priority 12 is 'improving cultural opportunities in Devon' - a key piece of the work plan is the development of the cultural infrastructure development strategy for Devon. Work is continuing on setting up the partnership for this work. Substantive progress has been held over, pending publication of the regional CIDS
    - iv) Renewable Energy (RE) and Public Sector supply chain: this area of work has been flagged red, and it was still going through EU funding process. The delay was affecting the RE strand of work less as there was still some RE4D money that could be used. Because of the problems encountered, the application had now switched to the competitiveness strand of EU funding, but the delay was affecting the level of work being done. There may be a need later to modify the work plan.

# DRAFT

- v) Discussion: David Incoll highlighted the difficulties some small businesses faced when trying to supply LAs, for instance in the care sector; we may need to do more to help them. There was a recognition that we wanted to carry on increasing local procurement – e.g. Devon County Council at about 70% currently but always trying to improve. In this time of economic downturn, our environmental ambition must remain the same, but it may take longer to achieve it. The opportunities presented must be exploited e.g. local food and drink popular. JCP are running a scheme retraining construction workers in energy efficiency skills e.g. fitting insulation. It was recognised that a lot of our economy was based on our good environment, and it was necessary to maximise its benefits if more people were visiting etc. Finally a question was raised about the possible reopening of Job Centres that were closed, and the environmental impact of that – the subject was being reviewed but Karen Chapman could not say that Job Centres would re-open.
- b) Mary Ridgway, Local Area Agreement theme lead for Housing spoke of the developments in this area of work and highlighted:
  - i) Progress against milestones was green flagged; progress against delivery of housing was red flagged
  - ii) Planning permissions were not coming forward, and starting on site not happening to the extent we need. This is a national problem exacerbated by the economic downturn, not confined to Devon.
  - iii) Local Area Agreement is an incredibly useful platform for building responses to changes in the market. There are some general fundamental questions raised that need to be considered about how delivery plans are signed off, and about how delivery can be effected when some of the key agencies necessary for delivery are not in local control (but are regional/ national). There is a need to connect with the SW economy group/ regional housing market group; and a need to improve intelligence. Discussions with Tim Jones planned.
  - iv) Rural Housing; rural housing enablers are key to delivery of targets. Their funding will need renewing, and requests will come to Local Authorities for funding.
  - v) What can we fix now? Maintain links to Homelessness prevention; discuss with partners tenure mix and how to invest in affordable housing
  - vi) How to prepare for the longer term? One way is to maintain capacity in LDF planners, not let it dissipate
  - vii) Opportunities are there if we can act collectively, particularly around land banking and working with development partners in a different way.
  - viii) There are tensions with other themes e.g. sustainable homes standard vs. no of affordable homes achievable without it.
  - ix) Discussion: The importance of infrastructure should be stressed – if RFA 2 can deliver what we need perhaps the long term future is not so bleak. Should also focus on land banking now to aid future housing delivery. A big challenge is S106 renegotiations; watered down requirements means it is hard to reach targets, and leads to capacity issues for housing enablers; a statement from Govt is needed.
- c) Other Local Area Agreement performance:
  - i) Domestic violence and abuse: there are budgetary pressures that need to be looked at in partnership but outside of this meeting
  - ii) LPSA reward grant. Report to January meeting about the overall need for funding in each LPSA area alongside funding requirements for the Local Area Agreement so it can be looked at in the round. A question was raised about the governance relating to the LPSA2 reward grant: Phil Norrey said that governance lies strictly with Devon County Council but they want to sustain Local Area Agreement activity and support broader Local Area Agreement related activity; they would like to be as inclusive as possible. There are some specific arrangements with individual delivery partners; decisions need to be made regarding the rest.
  - iii) Economic downturn: it was agreed to commission a piece of work to look right across the Local Area Agreement at the risks to delivery and broader effects resulting from the economic downturn. It was also agreed that the scope should include the opportunities

# DRAFT


resulting from the economic downturn too, plus a look at whether work needs to be re-prioritised

- 4) **Local Area Agreement financial report update.** Papers presented are a preliminary position as we move towards a greater understanding. It was acknowledged that there were difficulties in splitting budget strands and identifying real gaps. For instance much work that will help deliver the Local Area Agreement also delivers partners' work so difficult to split out funding just for Local Area Agreement. It was agreed we need to be thinking about:
  - a) The funding required for structures to deliver e.g. Project management activity
  - b) The notional resources available to support the work
  - c) The geographic split where possible to take into account the targeting of work. (this would help for the Sustainable Communities Act too)
- 5) **Local Area Agreement annual review.** The report was noted. The review will be signed off by the DSP Delivery Board at their January meeting, the refresh needs to be submitted a bit later. It was noted that some of the wording from Govt had changed since a year ago, for instance around engagement, with requirements stronger, in line with CAA, than had previously been suggested.
- 6) **Health and Wellbeing partnership update** The Health and Wellbeing Partnership will be called the Healthier and Stronger Communities Partnership to embrace a broader agenda than might have been suggested by Health and Wellbeing. Kevin Snee believed that there was no need for a Task and Finish Group but that we just needed to get on and hold the 1<sup>st</sup> meeting of the partnership in December if possible and to report progress to the DSP Delivery Board in January. He and Phil Norrey would task David Johnstone and Virginia Pearson to expedite this. The group were happy with this course of action. Re the Chair of the new Partnership, the group held no specific view about who should chair it.
- 7) **Champions for each Sustainable Community Strategy theme** The principle of appointing champions for each theme from within the membership of the DSP Delivery Board was approved. Caroline to circulate Terms of Reference and ask for 1<sup>st</sup> 2<sup>nd</sup> and 3<sup>rd</sup> choices from people if they were happy to become a champion. There was some discussion as to whether champions should cover their own area of expertise or a different one; also whether DSP Partnership Board should also be asked whether to appoint champions, and if so whether chief officers should team up with their organisations' reps on the DSP Partnership Board. Differing views held on these matters.
- 8) **Duty to Involve, Community Engagement and Empowerment.** It was agreed that as a first step and conscious of limited resources, and the importance of avoiding duplication, the way we worked in the partnership re involvement/ engagement/ empowerment would be enhanced by a mapping exercise of what was happening around the county, with best practice shared; a decision about drawing up a joint engagement strategy would be made at a later date.
- 9) **Update on resource hub** a brief update report informed the group that funding for a project manager to oversee the implementation of the resource hub had been approved. The group also welcomed the news that Devon and Cornwall Constabulary had authorised the secondment of a senior analyst from Feb 2009 to work in the resource hub; other partners would be asked to consider any contribution they could make over the next few months. A report would be brought to the next meeting g more detail as to what was needed.
- 10) **Update on Commission for Rural Communities project** The report was noted.
- 11) **AOB** The Joint Declaration for Equality was available for those members to sign who had not yet had the opportunity.
- 12) **DONM**

15 <sup>th</sup> January 2009	10.00 a.m.-12.00 p.m. D&C Police HQ, Middlemoor (details of attendees and vehicles needed before to arrange security passes)
11 <sup>th</sup> March 2009	10.00 a.m.-12.00 p.m. West Devon Borough Council, Tavistock
29 <sup>th</sup> April 2009	10.00 a.m.-12.00 p.m. Devon and Somerset Fire and Rescue, Exeter
9 <sup>th</sup> July 2009 (Note Date)	10.00 a.m.-12.00 p.m. JCP Exeter (tbc)

# DRAFT

## SUMMARY OF ACTIONS

AGENDA ITEM	ACTION	WHO	HOW REPORT?
2a	Any comments re action plan from self assessment	All	Email <a href="#">Caroline</a>
3ci	Discuss budgetary issues	Devon County Council, Police, ??	Report progress to next meeting
3cii	Report to January DSP Delivery Board meeting re funding requirement in LPSA areas of work	Sara	Report to next meeting
3ciii	Commission piece of work re effects of economic downturn	Caroline/ Sara	Report progress to next meeting.
4	Continue work to map finances along lines discussed	Sara	Update at next meeting
6	Establish the Healthier and Stronger Communities Partnership	Phil Norrey and Kevin Snee to brief David Johnstone and Virginia Pearson	Update at next meeting
7	Self Nominations to be Sustainable Community Strategy theme Champions	Caroline to send out nomination form and TOR  All to respond	Update at next meeting
8	Mapping exercise to be undertaken	Caroline	Update at a future meeting
9	Detail of requirements from resource hub	Sara	Update at next meeting
11	Signatories to the Joint Declaration for Equality   Joint Declaration for Equality	All partners – if your organisation did not sign this at the Devon Strategic Partnership conference and you wish to be signed up email us and we will add your organisation's name to the database of organisations signed up to it.	Email <a href="#">Sarah Mupinyuri</a>
12	Attendees of next DSP Delivery Board meeting at Middlemoor and car registration numbers to be notified us by 8 <sup>th</sup> January	All	Email <a href="#">Sarah Mupinyuri</a>