

# DRAFT

**Devon Strategic Partnership Delivery Board  
Meeting 29<sup>th</sup> April 2009  
Devon & Somerset Fire & Rescue Service Headquarters, Clyst St George**

## Minutes

**Present:** Jo Tennant, Devon and Cornwall Police (Chair)  
Phil Norrey, Devon County Council  
Steve Pitcher, North Devon District Council  
Philip Bostock, Exeter City Council  
John Van de Laarschot, Torridge District Council  
Karen Kay, Plymouth City Council  
Venessa James representing Kevin Snee, Devon PCT  
Lee Howell, Devon and Somerset Fire and Rescue  
David Incoll, West Devon Borough and South Hams District Councils  
Karen Chapman, Job Centre Plus  
Jonathan Bailey, Environment Agency  
Nicola Bulbeck Teignbridge District Council  
Jan Shadbolt Mid Devon District Council  
Andrew Southall SWRDA  
Martin Green Audit Commission)  
Alistair Macintosh, Devon Consortium representing the VCS  
(Caroline Rae, DCC, Devon Strategic Partnership Development Officer)  
(Julie Richards, DCC, for the Local Area Agreement Development Officer)  
(John Smith, DCC, for Local Area Agreement and LPSA2)  
(Simon Kitchen, Devon County Council supporting item 4)

### 1) Apologies

Apologies were received from Jeremy Filmer Bennett (business sector rep); John Peart, (LSC); Karen O'Donnell, (GOSW); Elizabeth Raikes (Torbay Council)

### 2) Minutes of last meeting Minutes approved.

#### Action List/ Matters Arising:

- a) 3a – in hand
- b) 3b – Rob Hetherington to report to next meeting
- c) 4a – meeting arranged for 7<sup>th</sup> May
- d) 4b – complete
- e) 5a – ongoing
- f) 6b – the request was made of GOSW that the targets be disaggregated from the PRG, but unfortunately it was not possible for them to agree.
- g) 6c – complete
- h) 7c – ongoing
- i) 8d – complete
- j) 10a – complete; relevant partners will be invited to the Single Conversation workshops.

### 3) Local Area Agreement performance update.

A paper was tabled containing several update items; this month's report focussed only on the designated indicators. There were a number of gaps in data; this is a national problem, not just Devon, but we recognise that it needs to be addressed. Work has been going on to identify proxy indicators, and it is hoped to give a fuller picture in July. Performance management is a very important part of the resource hub that is being established; a project manager has been appointed to plan and develop the resource hub, and she will report to the July meeting. The Local Area Agreement team were thanked for their work to date. A top level summary was requested for every meeting, aiming towards the version used by police showing red, amber green status. Reports should include specific requests for action from DSP Delivery Board and:

- For green flagged priorities, good learning points

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- For amber flagged priorities, upward or downward trend and context
- For red flagged priorities, context and action plan for overcoming failing performance.

This is already planned in the emerging system. A query was raised as to whether other counties used proxy data or how they handled the lack of data; this was being investigated. Martin Green confirmed that a lot of the problem is national, with CLG not having the information available; it is not a partnership problem. More information will be made available between May and September.

3 Local Area Agreement priority leads then spoke to the meeting about the concerns about performance in their areas, and the meeting then discussed the partnership interventions that would help:

- a) Ian Tearle, Head of Health Policy, Devon PCT spoke about NI20. Intervention:
  - To embed the Health Inequalities Action Plan in District LSPs to help with the spatial disaggregation of targeting. The Healthier and Stronger Communities Partnership will aim to do this. It needs to be done by September this year to influence next year's budget setting.
- b) Alison Golby, Strategic Commissioning Manager, Devon County Council spoke about NI132/NI135. Interventions:
  - Assessments for older people – work being focussed in the north of the area where performance is poorest, with a Task Force set up to align work with Continuing Care assessments
  - Carers. As well as planned activity suggestions made included ensuring signposting extended to employees who were carers; working with DSFRS who worked regularly in people's homes and could make a wider contribution; talking to district LSPs; and enabling DRWU (Devon Welfare Rights Unit) to signpost.
- c) Karen Cleave, Head of Service, Children in Care and Care Leavers spoke about NI63. Interventions:
  - Nothing specific, but Karen's contact details would be circulated for partners to liaise with her outside of the meeting.


- 4) **Target Setting and Prioritisation.** Item deferred due to lack of time. It was agreed that it would be interesting to know how other partners monitor NIs and Local Area Agreement targets within their own organisations.
- 5) **Post Offices.** A report was tabled by Steve Pitcher and accepted by the board. It contained recommendations, of which Steve suggested the penultimate local one about vigilance was perhaps the most important. The recommendation was that Devon Rural Network and District LSPs would be asked if they would assume this role.
- 6) **Housing – creation of a Task force.** Following a presentation to DSP Partnership Board about the issues about delivering housing, particularly affordable housing, in Devon, DSP Partnership Board proposed setting up a Housing Task Force - time limited, and with senior representation – to try to break down some of the barriers. Tim Jones, Chair of Devon Economic Partnership and business rep on the DSP Partnership Board, attended this meeting along with Mary Ridgway Sustainable Community Strategy theme lead for Housing. Some reservations about the proposals were expressed by district/ city CExs. Overall the DSP Delivery Board agreed in principle to oversee the setting up of a Task Force but wanted to see the proposed Terms of Reference circulated by email before action was taken.
- 7) **Migrant workers Impact Fund bid** – approved in principle.
- 8) **Engagement** – this item was deferred due to lack of time. Proposed that it come back to the next meeting amended to include links to target setting.
- 9) **LPSA2** – following clarification of parts of the process by John Smith, the board agreed in principle to the recommendations made.

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## 10) DONM

- a) 9th July 2009 10-12p.m, followed by joint meeting with Partnership Board to hear report on Comprehensive Area Assessment from Martin Green, CAA Lead in Devon, and lunch 12.00-2.00p.m. Pavilion Suite, Padbrook Park, Cullompton
- b) 8th Sept 2009 2-4pm - Kilworthy Park, West Devon, Tavistock
- c) 12th Nov 2009 2-4pm - Mid Devon District Council Offices
- d) 14th Jan 2010 2-4pm - Conference Room, Job Centre Plus, Pynes Hill Court, Exeter

## SUMMARY OF ACTIONS

AGENDA ITEM	ACTION	WHO
3a	Circulate health inequalities action plan  Presentation circulated to DSP Delivery Board	Ian Tearle   Health Inequalities Presentation 29.04.p
3b	Ensure employees have signposting available for carers	Alison Golby/ all partners
3c	Liaise with Karen as appropriate. <a href="mailto:Karen.cleave@devon.gov.uk">Karen.cleave@devon.gov.uk</a>	All partners if relevant.
4	Examples of how other organisations choose and manage targets, monitor NIs and Local Area Agreement targets to be collated	Partners to forward examples of how they work in this area to <a href="mailto:Julie.richards@devon.gov.uk">Julie.richards@devon.gov.uk</a>
5	Devon Rural Network and District LSPs to be asked if they would assume the role of vigilance as outlined in the Post Office Task Group report	Steve Pitcher
6	Proposed Terms of Reference for Task Force to be circulated to DSP Delivery Board before further action taken to set it up.	Mary Ridgway
8	Paper re engagement to come to the next meeting amended to include links to target setting	Caroline Rae