

**DEVON STRATEGIC PARTNERSHIP  
DSP Partnership Board**

9 JULY 2009

Present:-

*Mrs Sally Foxhall (Independent Chair) (attended for items 1-7)*

*Mr Trevor Smale (Dartmoor National Park Authority) (attended for items 1-7)*

*Mr Paul Gompertz (Environment Devon) (attended for items 1-7)*

*Councillor John Hart (Devon County Council) (attended for items 1-7)*

*Dr E Moffatt (Faith Sector) (attended for items 1-7)*

*Councillor James McInnes (West Devon Borough Council) (attended for items 1-7)*

*Mrs Caroline Rae (DSP Development Officer) (attended for items 1-7)*

*Mr Tim Jones (Devon Economic Partnership) (attended for items 1-7)*

*Mr John Bunting (Devon Consortium) (attended for items 1-7)*

*Councillor Adrian Fullam (Exeter City Council) (attended for items 1-7)*

*Councillor John Tucker (South Hams District Council) (attended for items 1-7)*

*Cllr Anne Fry (Devon & Somerset Fire Authority) (attended for items 1-7)*

*Dr David Radford (Devon PCT) (attended for items 1-7)*

*Councillor Peter Hare-Scott (Mid Devon District Council) (attended for items 1-7)*

Also in attendance

Sue Rook, Devon Strategic Partnership Resource Hub Project Manager, (Item 4)  
Julie Richards, LAA Development Officer, (Item 4)

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**Apologies**

Apologies received from;

Councillor Des Brailey (North Devon District Council)  
Mr Ian Thompson, SWRDA  
Dr John Chudley, LSC  
Ch Supt Jo Tennant, Chair of DSP Delivery Board

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**Minutes**

(a) **RESOLVED** that the Minutes of the meeting held on 16 April 2009 be signed as a correct record subject to the addition of apologies from Councillor Des Brailey.

(b) **Matters Arising**

(i) Peninsular Domestic Violence and Abuse Service Model

The Chair advised delegates that the Chief Constables and Chief Officers seminar had taken place on 18<sup>th</sup> June 2009. There were a number of attendees including Phil Norrey

and Alan Wooderson (Chair of the Safer Devon Partnership). Delegates noted that they would be asked to receive the peninsular model (including funding implications) at the September meeting of the Board.

(ii) Housing in Devon

(Councillor Adrian Fuller declared a personal interest in this item by virtue of a minor employment with a housing association)

The Chair reiterated that the subject of affordable housing had been raised during the Audit Commission briefing (which had taken place earlier in the day), especially in light of targets not being achieved.

Delegates discussed some of the key issues which included viability of sites, developer costs, the need to consider viable alternatives, lack of sites, how to engage providers in the strategic process, how cohesively key partners worked together, the possible recycling of receipts from council house sales and the wider agenda of Government funding and that much of it did not reach the South West.

Delegates also noted that a meeting of key people, to consider all of the issues described above was due to be held on 16 July 2009. This follows the decision about next steps in housing that arose from the last DSP Partnership Board meeting.

**RESOLVED** that an update on the Peninsular Domestic Violence and Abuse Service Model be brought to the September meeting of the Partnership Board and that ACC Paul Netherton be asked to attend.

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**Devon Strategic Partnership Engagement Protocol**

Delegates received a report on the proposals for an engagement protocol, in order that the partnership could ensure that it tackled the issues that matter most to people and in a manner in which they felt informed and/or engaged. Delegates were reminded that the Board had a 'duty to engage'. The protocol for engagement would act as an 'umbrella' under which partners' engagement, communication, customer access and other relevant strategies could sit or be developed. This 'umbrella' approach would also afford some flexibility and alignment of current existing good practice.

The report highlighted the types of engagement, common factors and principles, and also the proposed contents of the protocol.

Delegates heard that the next steps (if approved) were to form a multi partner Task and Finish Group from within the DSP Partnership Board, together with an Officer group who would take the work forward, to produce a draft protocol and bring it back to DSP Partnership Board and DSP Delivery Board for approval and then ask individual partner organisations to sign up to it.

Delegates discussed;

- The possibility of wider sharing of the vehicles that currently exist, such as consumer panels etc and better use of these existing tools;
- The importance of the method of communication, including the more intelligent use of ICT;
- That it was also crucial to manage the next steps which included responding effectively and managing expectation, especially in the current economic climate;
- A publication called 'Duty to Involve' by the Community Development Foundation and that it would be a useful reference document for District and County Councillors. The link was [http://www.nsfund.org.uk/SITE/UPLOAD/DOCUMENT/duty\\_final\\_lo.pdf](http://www.nsfund.org.uk/SITE/UPLOAD/DOCUMENT/duty_final_lo.pdf)

- The importance of having control over the questions which are to be consulted upon rather than in a prescribed format from central Government;
- There was a concern about how the needs generated would be addressed and it was important for joint working in budget preparations; and
- Further concern about activities in the Districts regarding the duty to involve and how these were being recorded and fed back. Delegates were asked to report to Mrs Rae and Ms Rook if they could add any detail.

## **RESOLVED**

(a) that the development of an Engagement Protocol be supported subject to;

(i) the County and District meeting (end July) considering 'duty to involve' as part of their agenda and the results be brought back to the Partnership Board in October 2009; and

(ii) that the results and comments of the Board be fed into the draft engagement protocol.

(b) that the 'Duty to Involve' publication, as described above, be circulated to Board Members;

(c) that a report be brought to a future meeting on budget preparations and how savings might be realised and shared.

## **4**

### **Devon Strategic Partnership Resource Hub**

The Board considered a report on the Devon Strategic Partnership Resource Hub, as presented by Miss Rook (DSP Resource Hub Project Manager). Delegates noted that a major challenge for partners was finding ways to collaborate effectively to deliver excellent outcomes, whilst retaining clear accountabilities for performance. The creation of a resource hub (to focus management of resources and enhance capacity to deliver and innovate) was seen as an effective response to the challenge, whilst simultaneously being a long-term ambition of the Board. Miss Rook advised that the concept was to bring together existing resources for effective delivery.

Funding for Miss Rook's post as Project Manager had been secured from the South West Regional Improvement and Efficiency Partnership (RIEP); in addition a member of staff was currently seconded from the Police to the resource hub to take forward aligning strategic intelligence within the partnership.

The report updated the Board on the agreements that had been made by the partnership, whilst also setting out proposals to take the concept forward. These included the role of the hub, benefits, populating the hub, the structure, the strategic intelligence function, proposed governance arrangements and project milestones.

Delegates discussed;

- That there was a huge amount of excellent work that had been carried out across Devon and that it was crucial this was fully utilised;
- Where the voluntary sector sat within this and how other sectors would be encompassed;
- The governance arrangements for the hub; and

- In terms of 'upping the game' and the role of the new delivery board sub group in managing this.

## **RESOLVED**

(a) that the contents of the report, including the progress report of the Strategic Intelligence Lead, and the proposed governance arrangements including the appointment of representatives from the Delivery Board to act on a Project Board be noted; and

(b) that the performance reports and recommendations considered by the delivery board sub group be circulated to the Partnership Board for information; and

(c) that the terms of reference for the new delivery board sub group be presented to the Board in September 2009.

## **5**

### **Devon Strategic Partnership Update**

#### (a) Audit Commissions Local Strategic Partnership Review

Delegates received a report of the Audit Commissions Local Strategic Partnership Review and the document was circulated for information.

The review had focussed on joint working between the Devon County Council, key partners and stakeholders. Further more, the audit had assessed the robustness of DSP and reviewed the LAA for links to SCS, examining whether it was soundly-based on what matters to the people of Devon. It considered whether the LAA targets were delivering improved outcomes. This was done via interviewing key staff from the Strategic Partnership, reviewing relevant documents and using comparative data. Three key questions were asked;

1. Were the governance arrangements robust enough to deliver the targets set out in the LAA;
2. Does performance management secure better outcomes for local people; and
3. Does the partnership deploy resources effectively to deliver desired outcomes

Delegates noted that the contents of the report which echoed what had been discussed in the meeting with the Audit Commission.

#### (b) DSP Self Evaluation Assessment

Delegates were also circulated with the DSP self evaluation assessment. This built on the stock take and action plan carried out in September 2008 and will be used to inform an annual partnership review in September 2009. The self evaluation used the questions that were asked last year.

Delegates noted that the assessment was attached for information and were informed that the position had improved slightly. The self evaluation had allowed officers to determine the actions to make improvements.

#### (c) DSP and LAA action plan

Delegates had been given the resultant action plan from the self evaluation process. This was a comprehensive document as it also included actions recommended in the Audit Commission LSP review, together with topics raised in the Audit Commission's 'Working Better Together?' publication.

Delegates discussed;

- Concern over the deliverability of a 16 page action plan and how might officers ensure it was delivered;
- The combining of officer's work plans to ensure a more cohesive approach;
- The focus on outcomes and how the Outcomes Based Accountability principle operated;
- The importance of private sector contribution to targets, e.g. EDF and how this might be recorded; and
- The progress of the Healthy and Stronger Communities Partnership.

#### **RESOLVED**

(a) that the reports be noted; and

(b) that on order to assist the review of the Sustainable Community Strategy which is one of the actions in the plan, delegates be reminded to submit information about activities that are happening across Devon that help to deliver the Sustainable Community Strategy priorities, thereby ensuring a more comprehensive picture to be formed. Mrs Rae will be emailing delegates to request their help on this.

### **6 Relationship between DSP Partnership Board and Delivery Board**

Delegates were provided with the terms of reference for both the DSP Partnership Board and DSP Delivery Board. These provided clear guidance on the relative roles of both boards and included details on the structure of the overall Partnership, method of operation, relationships with other parts of the overall Devon Strategic Partnership, the conference, the delivery board, the futures group, strategic chairs group and governance arrangements.

Members were invited to take the opportunity to consider how both the DSP Partnership Board and its relationship with DSP Delivery Board works in practice and whether any changes would be desirable in order to further improve effectiveness.

Delegates discussed;

- Where the new sub group (of the Delivery Board) fitted into the picture and that the thematic group chairs should be included in the membership;
- The current meetings cycle and whether this could be improved to assist the flow of information; and
- That the Delivery Board should report to the Partnership Board on performance issues, in a consultative manner.

#### **RESOLVED**

(a) that the report be noted;

(b) that it was timely to clarify the relationships between the various facets of the DSP, and that a report be brought to the Board as part of the planned review of partnership;

(d) that consideration be given to the current meetings structure and change the frequency to 6 times per year;

(e) that a reminder be sent to all Partnership Board representatives regarding appropriate attendance and representation.

(f) that the DSP Delivery Board should report regularly to the DSP Partnership Board, and the DSP Partnership Board should have sight of the RAG performance reports that go to DSP Delivery Board

**7**

**Date of Next Meeting**

**RESOLVED**

(a) that the meeting of Thursday 15 October 2009 9.30am – 11.30am (venue TBC) be cancelled;

(b) that a new meeting date of 30<sup>th</sup> September 2009 9.30am – 11.30am (County Hall)

Delegates were also reminded that the Devon Strategic Partnership Conference would take place on 3rd December. Details would be issued in due course.

The meeting started at 2.15pm and finished at 4.10pm