

## Bromsgrove Partnership Board

20 May 2010 at 2pm

### MINUTES

#### Present:

John	Morgan	Small and Medium Businesses (Vice-Chair in the Chair)
Cllr Roger	Hollingworth	Bromsgrove District Council (Chair) ( <i>In attendance from item 7 onwards</i> )
Liz	Altay	NHS Worcestershire
Hugh	Bennett	Bromsgrove District Council
Mike	Brown	Bromsgrove District Housing Trust (BDHT)
Maggie	Bryan	Worcestershire County Council (WCC)
Angela	Burnet	West Mercia Police
Cllr June	Griffiths	Bromsgrove District Council
Richard	Harper	Parish Councils (CALC) ( <i>Substituting for John Cypher</i> )
Rachel	Jones	Act on Energy
Della	McCarthy	Bromsgrove District Council
Helen	Mole	Bromsgrove District Council
Cllr Ed	Moore	Worcestershire County Council (WCC)
Julian	Smith	West Mercia Police ( <i>Substituting for David Shaw</i> )
Ann	Sowton	Bromsgrove and Redditch Network (BARN)
John	Staniland	Bromsgrove District Council

#### Apologies:

Eddie	Clarke	Worcestershire County Council (WCC)
John	Cypher	Parish Councils (CALC)
Kevin	Dicks	Bromsgrove District Council
Marie	Green	Bromsgrove District Housing Trust (BDHT)
Judy	Hallam	NEW College
Angie	Heighway	Bromsgrove District Council
Elaine	Mortimore	Bromsgrove Youth Homelessness Forum (BYHF)
David	Shaw	West Mercia Police

#### ACTION

#### Item 1 WELCOME AND INTRODUCTIONS

JM welcomed everyone in attendance and each person introduced themselves in turn.

#### Item 2 APOLOGIES

Apologies for absence were submitted as listed above. It

was also noted that RHollingworth and EMoore were expected to attend but had indicated they might not be present at the start of the meeting.

**Item 3**      **MINUTES AND MATTERS ARISING**

The minutes of the meeting held on 23 March 2010 were approved as a correct record.

**Matters Arising**

With regards to item 4, Equality and Diversity Forum Minutes, it was confirmed that the Board's comments had been passed on to the District Council's Equalities Officer. It was anticipated that the Chair of the Forum would be invited to LSP Away Days and Board meetings, as and when appropriate.

It was stated that Theme Groups' terms of reference were currently being reviewed by the Groups and it was hoped that they would be submitted to the Board for approval at the next meeting.

In relation to the Successful Neighbourhoods Group update given at the last meeting, it was confirmed that Lynda Price from NEW College had attended the Theme Group Chairs meeting held on 21 April 2010 as requested. However, there was some uncertainty around whether or not the cuts to adult education and the potential impact on the Trunk had been addressed. MBrown agreed to look into this issue with MG and provide a written response which could be circulated to Board members.

**MBrown**

It was confirmed that the County had received the funding from DCLG (Department of Communities and Local Government) for Bromsgrove District's Areas of Highest Need Project (Successful Neighbourhoods) which was being delivered via the Trunk. Members were reminded that the funding amounted to £100K per year for five years. It was commented that the Trunk was an excellent example of partnership working. It was noted that the project had been nominated in the National Housing Federation 'What we are Proud of Awards 2010' and had been shortlisted at a Regional level. If successful, it would be entered into the National Finals and it was pointed out that the strength of the submission had been based around partnership working.

The discussion around the Regional Spatial Strategy at the last Board meeting was referred to and it was agreed

that this was an important matter. However, due to the uncertainty over what direction the new coalition Government would take, it was agreed that this could be included on the Board's work programme as a possible item for future strategic debate and therefore could be discussed under agenda item 7.

**Item 4**      **ECONOMIC DEVELOPMENT THEME GROUP**

JM presented the Economic Development Theme Group Report relating to its terms of reference, membership and revised High Level Action Plan for the key deliverable Economic Development Strategy.

It was pointed out that the very recent changes to the District Council's Cabinet membership had an impact on the Theme Group membership. Therefore, JM stated that he intended to discuss the membership and quorum with the Theme Group at its meeting the following week. It was requested that the Board approved the documents submitted, subject to amendments relating to membership being discussed and finalised by the Theme Group. This was agreed and JM stated that the outcome of the Theme Group meeting would then be reported back to the Board at its next meeting.

**JM**

**Item 5**      **THEME GROUP PERFORMANCE UPDATES**

It was explained that due to the lateness of receiving performance updates, there had been insufficient time to compile an exception report. However, as agreed at a Theme Group Chairs meeting held earlier in the month, it was expected that for future Board meetings, there would be an exception report and the full report would be circulated as background information only. It was confirmed by JM that RHollingworth had agreed to this proposal.

**HB**

HB pointed out a couple of exceptions, for example, in relation to climate change, provisional figures relating to CO<sub>2</sub> emissions were showing an 8% increase rather than a downward trend. This led to a brief general discussion on climate change.

HB also referred to the Bromsgrove Urban and Rural Transport (BURT) and although the service was going very well, the income was not expected to be as high as initially estimated. Commercial sponsorship was mentioned, however, it was believed that due to legal issues, it was unlikely to be a viable option.

It was suggested that, as the exception report would focus on negative issues, Theme Group Chairs should have the opportunity to inform the Board of a success. Therefore, it was agreed that when Theme Group Chairs submitted their performance updates to the LSP Co-ordinator, they would also indicate if they were intending to provide a success story on behalf of the Theme Group at the Board meeting.

**Theme Group  
Leads**

JM asked if anyone wished to share a positive outcome relating to the work of any of the Theme Groups and HB referred to the recent U Decide event where young people decided on how to spend funding. It was believed that it was an example of National Best Practice and it had involved a diverse range of children and young people. It was acknowledged that Rebecca Dunne, Senior Policy and Performance Officer at Bromsgrove District Council, had worked very hard on the project to ensure its success and the Board passed on its thanks.

**Item 6**     **TRUNK HIGH LEVEL ACTION PLAN**

Unfortunately, both AH and MG were not in attendance to present this report, however, the report was briefly discussed, including the outcome measures contained within the High Level Action Plan (HLAP). It was decided that the draft HLAP would be approved subject to a further report to the next Board meeting highlighting any amendments that had been agreed between HB, MG and Debbie Roberts.

**HB / MG /  
Debbie Roberts**

**Item 7**     **DRAFT WORK PROGRAMME**

The report relating to introducing a Board work programme was presented by HB and discussed in detail which incorporated comments from the last Theme Group Chairs meeting held earlier in the month.

It was agreed that:

- Each agenda should include one item for strategic debate;
- Where appropriate, a short five minute presentation should be given to the Board on items for strategic debate;
- Half days be arranged for strategic debate as and when required; and
- Theme Group Chairs meetings continue to be arranged as and when required and one be scheduled in six months time to review performance management arrangements.

**HB / DM / HM**

It was also suggested that Board development using RIEP (Regional Improvement and Efficiency Partnership) could be factored into the work programme.

The draft work programme, attached as an appendix to the report, was discussed and various suggestions for strategic debate were made including Climate Change, Housing/Regional Spatial Strategy and joint partnership bids. It was agreed that for the next meeting, the strategic debate should be around the impact of the new coalition Government and Theme Group Chairs were asked to consider: (i) anticipated cuts; (ii) anticipated impact; and (iii) potential mitigation for their areas of responsibility. It was believed that the debate would help inform and develop the work programme further. It was agreed that all other suggestions, including those for strategic half day debates, could be listed within the work programme.

**Theme Group  
Leads**

With regards to an Annual Report, it was agreed that a shorter two to four page version could be compiled this year. This led to a deeper discussion around better communication of the work of the LSP. Following this discussion, it was agreed that a standing item could be included on all Board agendas regarding the top three points to be publicised. It was agreed that the Trunk was a good example of partnership working which needed to be communicated and MBrown offered support from his Communications Team at BDHT, if it was required. HB agreed to pick this up with MG and publicise another two items relating to partnership working.

**HB / HM**

**HB / MG**

In relation to a Sustainable Community Strategy refresh, it was agreed that the High Level Action Plans should be reviewed and amended by the Theme Groups and agreed by the Board as and when necessary.

**Theme Group  
Leads**

It was decided that the Work Programme be updated as discussed and be a standing item on future Board agendas.

**DM**

**Item 8      BOARD SUBSTITUTION LIST**

It was reported that within the Board's terms of reference, which had been agreed at the last meeting, there was a requirement for permanent substitute representatives to be nominated in advance. Therefore, members were asked to review the Board Contact and Substitution List and inform the LSP Co-ordinator who their nominated substitute would be in future.

**ALL**

**Item 9**      **WORCESTERSHIRE PARTNERSHIP UPDATE**

In KDs absence, MBryan stated that she was currently involved in compiling a report on Governance and Accountability arrangements.

RHollingworth referred to the Worcestershire Partnership's Shenstone Group which had put together eight principles relating to partnership working. RHollingworth had further information that he agreed could be circulated.

**RH / DM / HM**

At this point in the meeting, LA referred to changes to the PCT and stated that Worcestershire, Herefordshire, Shropshire and Telford PCTs were 'clustering' to form a PCT covering West Mercia and Paul Bates had been designated as the Chief Executive of the new cluster. It was believed that this would have a significant impact on local authorities.

**Item 10**      **OVERVIEW AND SCRUTINY PROPOSALS**

The report relating to Overview and Scrutiny was considered. It was explained that the Board was being requested to identify key issues for possible inclusion of the Overview and Scrutiny Work Programme for 2010/11.

The recent Older People Overview and Scrutiny exercise was referred to as an example where Overview and Scrutiny had assisted the LSP. The Board was informed that AS, as Bromsgrove Partnership's Older People Lead, had been a co-opted member on the Overview and Scrutiny Task Group.

One topic suggested for scrutiny was Climate Change (e.g. scrutinising the draft Climate Change Strategy once compiled).

In order to comply with the deadlines of the Overview and Scrutiny Boards, it was requested that if any member had any further suggestions, they be submitted to DM no later than Friday 28 May 2010.

**ALL**

**Item 11**      **EQUALITY AND DIVERSITY FORUM MINUTES**

The minutes of the last two Equality and Diversity Forums were noted.

**Item 12**    **ANY OTHER BUSINESS**

The Board was reminded of free Wellbeing Workshops which were open to all staff from partner organisations. It was explained that these had been arranged via the Positive Mental Health Working Group which sat underneath the Health and Wellbeing Theme Group.

**Item 13**    **DATE OF NEXT MEETING**

Members were reminded that the next meeting was due to be held on Thursday 29 July 2010.

**ALL**

Meeting closed at 3.35pm