



WILTSHIRE STRATEGIC BOARD EXECUTIVE

**Minutes of a Meeting held at Wiltshire County Council, Trowbridge
On Friday 19th January 2007**

1. Attendance

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|------------------------|---------------------|
| Gary Mantle (Chairman) | David Maynard |
| Sharon Britton | Margaret West |
| Delwyn Burbidge | Jeff James |
| Caroline Lewis | Paul Bright |
| Mark Boden | Alistair Cunningham |
| Peter Baxter | Keith Robinson |

Apologies were taken as read.

2. Notes of meeting held on 30th November 2006

The minutes of the last meeting were agreed as being a true and accurate record.

3. Action Register

ACTION

The action register was reviewed and those actions completed removed and those for further work discussed.

Action

Paul Bright to update register and add actions from today's meeting.

Paul Bright

4. Wiltshire Rural Executive

ACTION

Introduction

Alistair Cunningham presented an updated paper on the Rural Executive as a result of an action from WiSBEx on the 30th November 2006.

The report was welcomed and read well and the chair thanked Alistair for his continued hard work on this matter. It was noted that a question still arose regarding district council representation on the Rural Executive. The link with regional funding was explained and the aim of the paper was to strengthen and properly align RDA funding with WiSB priorities. Rather than fund individual projects the RDA wish to take a more regional approach. A challenge is to balance the role of the Rural Executive in terms of overseeing delivery and the consequent management of funding as well as ensuring districts are fully engaged.

Summary of the discussion

- There needs to be reassurance that districts are fully represented and the work of SOLACE ought to take this up. Once the recommendations are put forward in March then an informed discussion can take place.
- Another sticking point was the approval of the annual budget. The suggestion was for the Rural Executive to proof then submit to WiSBEx for decision.
- It seems that the present arrangements are the "tail wagging the dog" in

that junior officers are making decisions without sufficient checks and balances in place. This makes financial matters difficult in that money is pooled and belongs to all the partners. People who work on these schemes set the direction and there is insufficient strategic decision making.

- Agreement has yet to be reached on how to manage pooled funds. The Rural Executive should oversee the schemes not the Programme Executive but it is the other way round. There is a need to get the level of representation and membership right for both groups.
- There needs to be a form of words which makes it explicit what seniority of staff should attend each group.
- There needs to be a wider representation of the Voluntary Sector not just restricted to Community First.

Chair Summing Up

The main issues to be resolved are:

- Function
- Accountability
- Representation

Some helpful suggestions were made on the next steps. The next full WiSBex should consider the terms of reference of the Rural Executive and the relations with the Programme Executive. There was concern that membership was being decided at a regional level.

There should be some further thought and discussion outside WiSBex.

Actions

Alistair Cunningham to work with chair to develop and refine this work to satisfy concerns

**Alistair
Cunningham**

Paul Bright to send minutes to Brian Partridge so this is picked up during his work.

Paul Bright

5. **Feedback on Consultation for the Sustainable Community Strategy**

ACTIONS

The paper was welcomed as excellent, with some poignant comments and challenges. In all there were fifty three responses; given that these were based upon the September Sustainable Community Strategy which only had high level outcomes some comments are very detailed. The notion of Stronger, Sustainable Communities was widely supported. "Sustainability" was interpreted differently. If we are serious about taking this forward then there is still a lot more to do.

Action
David Maynard to place on website

**David
Maynard**

Summary of the discussion

The following points and comments were made:

- This is about making choices in a world of competing demands on resources
- There is the possibility that there might be some negative environmental consequences from some of the Local Area Agreement activities especially for economic growth and infrastructure.
- There is the danger of trying to acknowledge everything; we need to focus on what we can deliver.
- How does this fit with the Local Area Agreement?
- Is the Sustainable Community Strategy fit for purpose; can District LSP's identify what WiSB want to achieve?
- How does this help with expectations and strategic roles – there have been two consultations now for the Sustainable Community Strategy?
- There is a need for more control and an editing mechanism for the development of the Sustainable Community Strategy
- The issues raised should be distilled and brought to WiSB

Chair Summing Up

There is an obvious need for tighter control of the development of the Sustainable Community Strategy. At present David Maynard is expected to make constant editorial decisions and this cannot continue. An invitation was made to the board for volunteers to form part of a "virtual" editorial group to help David. These were:

- Wiltshire PCT will nominate a member
- Wiltshire County Council (Keith Robinson)
- North Wiltshire DC (Jo Cogswell)
- Caroline Lewis
- Margaret West

Actions

Paul Bright to email Brian Partridge this paper for information and to feed into the SOLACE work

Paul Bright

David Maynard to set up "virtual editorial board"

**David
Maynard**

David Maynard to submit a revised version to WiSB on the 5th March

6. **2nd Draft Local Area Agreement**

ACTIONS

Introduction

Paul Bright introduced the latest version of the Local Area Agreement that has been welcomed by GOSW. The block leads will be presenting the agreement to WiSB on 24th January.

There was a general acceptance that it was too late to make substantial changes to the document but work will continue until the next project board on the 9th February, prior to final submission to GOSW.

The following points were made:

- There needs to be a covering report sent to districts when sign off is sought
- As yet there has been no risk assessment on initial governance arrangements and this needs to be picked up by SOLACE
- There needs to be more detail under some of the blocks to show sub

outcomes. The detail is in the appendix but it needs to be made more explicit.

- Pooled funding arrangements are yet to be agreed, although the indication is that for the first year there will be no change.

Actions

Paul Bright to:

- Update the Local Area Agreement clarifying outcomes in each block
- Circulate to partners ASAP sign up arrangements and include a covering report
- Prepare the next version for the Project Board on 9th February

Paul Bright

SOLACE governance project

Andrew Pate introduced a PowerPoint presentation compiled by Brian Partridge. It was emphasised that this was still very much work in progress.

Summary of the discussion

The following points and comments were made:

- Partner commitment to the Local Area Agreement? We entered into a similar agreement four years ago, what is different about this one?
- The distinction of what a partnership is or is not – the word is meaningless. It better to follow the money – a good example is the Customer First project and that could be used as good practice in developing our thinking.
- On pooled funding SWex is a good example, with a sub-group of which each member has an equal vote on how money is spent. (SOLACE are mindful of these issues)
- There was agreement on ideals that have no legal responsibility.
- The Local Area Agreement is very much a county wide approach and leaves little for local adjustment and deliver. Tidworth wish to set targets for their local education. Subsidiarity means not doing everything at county level so we need to adjust our approach accordingly.
- Agreement that Neighbourhoods = Community Area's
- The Local Area Agreement at present lacks resources, especially in the Voluntary Sector. This was noted by the Project Board and needs to be revisited as part of the risk assessment. If we need control measures that means we need resources to resolve them. The Local Area Agreement is being develop by a resource of goodwill, there are no dedicated staff within partner agencies.

Chair Summing Up

This was a useful discussion and one we need to continue on the 26th February.

Actions:

Paul Bright to circulate presentation with minutes of this meeting and for **WiSBex Board Members** to supply Brian Partridge with comments as soon as possible at bpartridge@westwiltshire.gov.uk

Paul Bright

All

Paul Bright to arrange extra meeting for Monday 26th February at Wiltshire County Council

7. LPSA report

ACTIONS

Introduction

Paul Bright introduced this report stating that the last one was November 30th and with Christmas there was little change. A performance spreadsheet had now been developed and circulated to leads; this had prompted some positive responses and led to a re-evaluation of successfully meeting the targets. Also, after meeting all the leads Paul has emphasised that we need to meet 100% of the stretch, not 60% as some perceived. A late report was that 45% of the Adult Basic Learning (5) had been achieved, although work was still needed to clarify what level, 2, 3 or 4. The LSC had now commissioned Wiltshire College to deliver this target.

As part of the paper each LPSA lead is shown with their respective WiSBex champion (action for 30th November 2006).

Summary of the discussion

- The Board were still unclear if this was receiving enough attention. The Domestic Violence targets uses jargon in the reports and their champion board member has not been here to answer concerns.
- In two cases, ASB and NEET the government have changed the counting rules and they are not allowing us to adjust our targets accordingly - that cannot be right.
- It was agreed that each WiSBex member should be able to report back at each board meeting on their own target areas, thereby being held to account.
- The reports for the board need a trajectory; an understanding on how they are progressing over the three year period.
- The wording of reports needs to be a summary rather than lengthy repeated information

Chair Summing Up

It was agreed that this issue is still in urgent need of consideration and should be part of the agenda for the 26th February and that Board members should come with information on their respective blocks which:

- Identifies the issues
- Identifies what needs to be fixed
- How this work will be done and by when

Actions

Chair – to write to GOSW to firstly express concern on the changing of counting rules for ASB and NEET targets and secondly give good reason in writing why the relevant LPSA targets cannot be adjusted in line with these changes

Chair – to write to all WiSBex members inviting them to the meeting on the 26th February expressing its importance and to send a senior representative (with power to make decisions) if they are unable to attend.

Gary Mantle

Paul Bright to update LPSA reporting system accordingly

Paul Bright

8. Local Government White Paper

The chair thanked North Wiltshire District Council for this paper. It was agreed

that the twenty one named partners need to be more engaged in the Local Area Agreement as it is developed. A cross checking exercise has revealed that all agencies with a duty to engage in future Local Area Agreement's are already involved in many aspects of the current agreement.

9. **Parish and District elections May 2007 (fee's)**

This item was tabled due to their not being an appropriate forum to discuss and agree on the fee's levels before the May elections. The detailed table providing the required information was tabled prior to the meeting and accepted unanimously.

Agreement

There was unanimous agreement that the table of elections fees should be ratified.

10. **Items for future agendas**

The following were highlighted as matters for the agenda in May:

- Unitary Status
- Voluntary Sector and resource issues
- LPSA
- Next steps for Governance work – interim arrangements
- Sustainable Community Strategy – report back on progress

11. **Dates and venues for WiSBEx meetings in 2007**

To note the following dates, times and venues:

ALL

- Monday 26th February 2007 at 1500 Trowbridge County Hall
- Thursday 10 May 2007 at 10am Kennet District Council
- Monday 16 July 2007 at 10am Southgate House, Devizes
- Thursday 20 September 2007 at 10am Community First
- Tuesday 20 November 2007 at 10am Wiltshire Fire & Rescue, Potterne

Conference

WiSB Annual Conference - Wednesday 17 October 2007 at County Hall, Trowbridge starting at 9am and finishing with lunch at 1pm