

Minutes of a meeting of the Leicestershire Together (Leicestershire Local Strategic Partnership) (LLSP) Board held at County Hall, Glenfield, Leicester on Monday 9 March 2009

## PRESENT

### Members

Mr D R Parsons CBE CC (Chairman) – Leader, Leicestershire County Council  
(in the Chair)

Mr J Gant CB (Vice-Chairman) – Chairman, NHS Leicestershire County and Rutland (representing the Health Sector and the Health Improvement Partnership) (in the Chair for minute numbers 338-340).

Cllr D C Bill – Chairman, Hinckley and Bosworth LSP

Cllr R Blunt – Chairman, North West Leicestershire LSP

Cllr J Bush – representing Charnwood LSP

Mrs R Camamile – Chairman, ENABLE (Environmental Action for a Better Leicestershire)

Cllr M Graham – Chairman, Melton LSP

Mr N Lambert – Chair, Stronger Communities Board

Mr I D Ould – Chairman, Children and Young People's Services Board

Mr P Panchal – Chief Executive, Leicestershire Ethnic Minorities Partnership (LEMP)

Mrs L A S Pendleton CC – Chairman, Leicestershire Rural Partnership

Mr P Roffey DL, CC – Chairman, Leicestershire Fire Authority

Mr J B Rhodes CC – Chairman, Leicestershire Police Authority

Mr D R Sprason CC – Cabinet Lead Member for Adult Social Care (representing Older People)

Mr J Springthorpe – Chairman, Leicestershire and Rutland Association of Local Councils

Mr M Traynor OBE – Group Managing Director, Leicestershire Chamber of Commerce (business sector representative)

Cllr A M Swatridge – Chairman, Harborough LSP

Mr J Warren – Leicestershire Volunteer Network (representing the voluntary sector)

Cllr E F White – Chairman, Blaby LSP

Mr P Yates – Chair, Board of Social Responsibility (Faith Communities representative)

### Observers/Officers in Support

Ms L Aisbett – Chief Executive, Melton Borough Council.

Mr S Atkinson – Chief Executive, Hinckley and Bosworth Borough Council.

Mr A Brown – Team Leader, Performance and Improvement, Leicestershire County Council (minutes 342 and 343)

Ms C Fisher – Chief Executive, North West Leicestershire District Council

Mr M Hale – Chief Executive, Oadby and Wigston Borough Council

Mr J Leach – representing Chief Executive, Blaby District Council

Ms M Lyle – GOEM (Locality Manager, Leicester and Leicestershire)

Ms N Rickard – Policy and Partnerships Team Leader, Leicestershire County Council  
Mr A Robinson – Assistant Chief Executive, Leicestershire County Council  
Mr J Sinnott – Chief Executive, Leicestershire County Council  
Ms S Smith – Chief Executive, Harborough District Council  
Mr R Taylor – Leicestershire Fire and Rescue Service  
Mr P Williams – Head of Environmental Management, Leicestershire County Council (minute 344)  
Mr G Cave – Committee Officer, Leicestershire County Council

Also in Attendance

Mr D Hughes – Chief Executive, Economic Development Company (minute 338)  
Ms M Perry – Comprehensive Area Assessment (CAA) Lead Audit Commission

333. Welcome

The Chairman welcomed everyone to the meeting.

334. Apologies for Absence

Apologies for absence were reported on behalf of the following Board members: Mr R Moore (LSEP), Mr J Froggatt (East Midlands Airport), Cllr R Shepherd (Charnwood LSP) and Ms S Quinlain (Vice Chair, ENABLE).

335. Minutes of the meeting of the Leicestershire Together Board held on 15 September 2008

The minutes of the meeting held on 6 December 2008 were agreed and signed.

336. Declarations of Interest

There were no declarations of interest.

337. Order of Business

The Chairman informed members of a change in the order of business to enable consideration to be given to item 6 on the agenda (Review of Membership and Related Issues) after item 7 under “Items for Decision”.

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*(In accordance with the practice followed at previous meetings of the Board, the Chairman invited the Vice-Chairman to take the chair during the consideration of the discussion items numbered 5, 7 and 8 on the agenda.)*

Mr J Gant – in the Chair

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### 338. The New Economic Development Company

The Vice-Chairman welcomed to the meeting Mr David Hughes, designated Chief Executive of the new Economic Development Company (EDC). Mr Hughes then gave a presentation on the EDC. Copies of the presentation slides are filed with these minutes.

The following main points were made in the presentation:-

- The new EDC would replace inter alia the Leicester Regeneration Company and have extended responsibilities covering Leicester and Leicestershire.
- The new EDC would be formed on 18 March and officially launched in April.
- The Company's main initial focus would be on achieving sustainable economic development and regeneration and growth.
- The EDC would be championed by the new Leadership Board.
- Mr. Nick Carter had been appointed to chair the EDC.

Arising from questions and comments the following points were made:-

- In the current economic climate the EDC would have regard to business survival issues whilst also concentrating on achieving future growth.
- In addition to concentrating on the urban areas in the City and the County the EDC would also be involved in the rural agenda in order to assist the rural economy.
- The EDC would be pro-active in its approach and take its mandate from the Leadership Board.
- In recruiting to the EDC Board and in its internal structures, the EDC would seek to ensure there was representation from BME communities.
- The previous SSPs in the area (LSEP and the Welland Partnership) would cease to exist in April

The Vice Chairman thanked Mr Hughes for his presentation and responding to members' comments and wished the new Company every success in moving forward.

It was AGREED that the contents of the presentation be noted.

### 339. Strategic Commissioning

The Vice Chairman invited Andy Robinson to introduce a report on strategic commissioning that led into a discussion of the issues identified in the outcomes of the review into Leicester Together's strategic commissioning by Tribal Consultants. A copy of the report marked 'B' is filed with these minutes.

The Board noted the conclusions of the Tribal review, set out in paragraph 11 of the report, and that a full presentation had been given at the last meeting of the Strategic Senior Officers' Group which had resolved to accept the recommendations and to establish a sub-group to oversee the further work required.

The following two specific points were raised in the discussion of this item:-

- In respect of the 'joint purchasing' issue in paragraph 8 of the report, a process was required across all LAA outcomes to procure joint services to achieve efficiencies.
- The new Voluntary and Community Sector Infrastructure Organisation would assist the voluntary sector in engaging with the commissioning process.

It was AGREED that:

- (i) the conclusion of the Tribal Consultants' report on strategic commissioning be noted and supported and;
- (ii) a further report on progress with the development of strategic commissioning arrangements would be submitted to the next meeting of the Board.

### 340. Comprehensive Area Assessment (CAA)

The Vice Chairman welcomed to the meeting Mary Perry, CAA Lead for Leicestershire at the Audit Commission.

Mary Perry gave a presentation on Implementing the CAA in 2009. Copies of the slides were circulated at the meeting, together with presentation slides on 'CAA: A new way of assessing local public services'; and copies are filed with these minutes.

The following main points were made in the presentation:

- The aim was to discuss with members at this meeting and agree the role of the Leicestershire Together Board in relation to the CAA in order to ensure elected representatives were involved in and had an opportunity to influence CAA findings.

- The Audit Commission was working in partnership with other inspection and assessment bodies.
- The CAA outcomes would be presented as 'red' (concerns) and 'green' (successes) flags to illustrate the main issues for attention.
- It was proposed to report the complete initial list of identified issues to the Board at its next meeting.
- A report could then be submitted to the September meeting of the Board identifying the draft CAA findings that would identify areas that the Audit Commission was minded to 'flag' on completion of the evidence gathering exercise.
- The Board could then consider proposed actions to address 'red flag' issues.
- The final report would be presented to the Board at the end of the year.

The following main points were made in the subsequent discussion:-

- The Audit Commission's understanding of the Board's role related to the proposed changes to the structure and membership of the Board (contained in paper 'A' to this meeting), which recognised the Board's role as providing strategic direction for the LSP.
- It was not intended that the Board would take over scrutiny responsibilities from organisations which already fulfilled this role.
- The CAA process would be the first time in which LSPs had been examined in such a way. The Government's thinking was that as a considerable amount of the public service was being delivered by partnerships the CAA process would add value to this work. The level of work required of partner organisations would be kept to a minimum during the process with the Audit Commission concentrating its requests for information on material that partners already had available.
- In response to a query, Mary Perry stated that, if concern was expressed through the CAA process of a lack of engagement by individual partners/organisations, this would be reported on in the final assessment and also in those organisations' own individual assessments. Andy Robinson added that the officers' structures in place during the process would also address such an issue at an early stage and any concerns would be reported to the Board as the process develops.

- It was confirmed that the Audit Commission's dialogue with individual partners would follow consultation protocols and would have regard for the capacity of organisations (including the voluntary sector) to respond.

The Chairman, speaking also in his capacity as Leader of the County Council, said he regarded the CAA as a pro-active agenda on which partners and the Audit Commission would work together. He was pleased with the confirmation that partners would be able to refer the Commission to existing work they were undertaking.

The Vice Chairman thanked Mary Perry for her presentation and responses.

It was AGREED:-

- (i) that the contents of the presentation be noted;
- (ii) that the role of the Leicestershire Together Board in relation to the CAA and in the key stages in the delivery of the CAA in 2009 be approved as proposed in the presentation slides.

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*(The Chairman resumed the Chair for the remainder of the meeting).*

Mr D R Parsons – in the Chair

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341. Review of Membership and Related Issues

The Board considered a report of the Leicestershire Together Sub-Group outlining recommendations arising from its consideration of a review of the membership and structure of the Board and related issues. A copy of the report marked 'A' is filed with these minutes.

The Chairman invited the Vice Chairman, Mr Gant, who had chaired the Sub-Group, to present the findings. Mr Gant made the following main points:-

- He outlined the recommendations on internal communications, theme groups/delivery plans and district/locality delivery action.
- He elaborated on the recommendations for changes in the structure and membership of the Board.
- The Sub-Group recommended there should be a clear distinction between the strategic role of the Board and the executive role of the Strategic Senior Officers' Group. Changes in the terms of reference and names of the two groups were accordingly recommended.

- The result of re-focussing the Board's work led the Sub-Group to recommend changes in the membership of the Board, particularly to relate the membership more directly to the 19 LAA2 themes in the new Leicestershire Performance Framework and the Sustainable Community Strategy.
- In addition to the quarterly meetings of the Board it was proposed to hold twice – yearly stakeholder events to which all partners would be invited to attend.

The following points were made in the subsequent discussion:-

- The draft Leicestershire Together Directory (Appendix A) contained details related to the senior levels of organisations only.
- There would be an opportunity to review the new membership structure after one year and this review would include consideration of whether the voluntary and community sector was being adequately represented.
- In his capacity as Chairman of SSOG, John Sinnott confirmed that SSOG would also be considering appropriate membership changes in light of its new Terms of Reference.

It was AGREED:-

- (i) that the information contained under 'Internal Communications' in paragraphs 7-10 of the report, including the 'Leicestershire Together Directory', attached as Appendix A, and the structure chart examples, attached as Appendix B, be noted;
- (ii) that the proposals for theme groups and delivery plans set out in paragraphs 11-13 be approved;
- (iii) that the possibility of establishing district officer networks to link in with the main theme partnerships in the Leicestershire Together structure be pursued;
- (iv) that the role of the Board be recognised as the strategic body and it be re-named the 'Strategic Partnership Board', and the role of SSOG be recognised as the executive body for the Partnership;
- (v) that the proposed revised Terms of Reference of the Leicestershire Together Board, set out in Appendix C, be approved;
- (vi) that the 'Executive Board' (currently known as SSOG) and the Theme Partnerships be recommended to adopt their proposed revised Terms of Reference as set out in Appendix C; and

- (vii) that approval be given to the revised membership proposals for the Board, set out in Appendix D2, and these be implemented with effect from the next meeting of the Board.

342. Local Area Agreement 2 (LAA2) – Target Refresh and Delivery Planning Process

The Board considered a report of Leicestershire County Council providing an update on the current position on finalising and refreshing targets in LAA2 and reporting on the Annual Review, delivery plan financial allocation, local indicators and the removal of some educational attainment indicators. A copy of the report marked 'C' is filed with these minutes. Copies of a revised version of Appendix A to the report (Refreshed LAA) had been supplied to members in advance of the meeting and a copy is also filed with these minutes.

It was AGREED that the current position on finalising and refreshing targets in the Local Area Agreement (LAA2) and the other issues addressed in the report be noted.

343. Performance Report for Third Quarter 2008/09

The Board considered a report of Leicestershire County Council containing performance information at the end of the third quarter 2008/09 on LAA1 continuing reward targets and an update on the new LAA2 targets where available. A copy of the report, marked 'D' is filed with these minutes.

It was AGREED that the currently available third quarter data and progress in delivering on LAA1 and LAA2 be noted.

344. Adaptation to Climate Change in Leicestershire

The Board considered a report of Leicestershire County Council on the implications of the Local Climate Change Impact Profile (LCIP) report (prepared by the County Council and the District Councils in Leicestershire) and the report prepared by the Three Counties Alliance Partnership on adaptations required due to Climate Change on Highway Network Policies and Standards. A copy of the report, marked 'E', is filed with these minutes. Copies of a revised version of Appendix A to the report (LCIP Assessment of Climate Vulnerabilities) were circulated at the meeting and a copy is also filed with these minutes.

Cllr Graham referred to the Board's previous consideration of the Climate Change Action Plan and the Leicestershire Together Climate Change Declaration (at its meeting in May 2007) and sought clarification on subsequent developments. Officers undertook to investigate this matter and to include details of the current position in the minutes of this meeting. *[Following investigation, members are now advised that a further report on these issues was presented to the Board in September 2007 at which meeting approval was given to the*

*Climate Change Action Plan (including the Climate Change Declaration) subject to minor amendments/updates being made. At that meeting, the Board also requested partners to recommend their individual organisations to sign the Declaration.]*

It was AGREED that the contents of the report be noted and that the arrangements being made by the County Council, with the District Councils, to prepare a Climate Change Risk Assessment and Action Plan also be noted.

345. Sustainable Community Strategy Delivery Planning

The Board considered a report of Leicestershire County Council providing an update on progress in commencing delivery planning in relation to the non – LAA elements of the Sustainable Community Strategy. A copy of the report, marked 'F' is filed with these minutes.

It was AGREED:

- (i) that Board members be requested to provide feedback on the draft Partnership Directory, including assisting in completing any gaps in the document; and
- (ii) that the process and timetable for reviewing progress in relation to the delivery of the Sustainable Community Strategy be noted.

346. Communication Update

The Board considered a report of Leicestershire County Council providing an update on the latest edition of "LT news" and the restructured Leicestershire Together website. A copy of the report, marked 'G'; is filed with these minutes.

It was AGREED:-

- (i) that the contents of the report be noted; and
- (ii) that Board members would provide any feedback on the new structure of the website and any suggestions as to additional contacts for inclusion.

347. Summary of Main Issues Discussed at the Meeting of the Strategic Senior Officers' Group (SSOG) held on 18 February 2009

The Board received a report summarising the main issues discussed at the meeting of the SSOG on 18 February, attached to which were the notes of that meeting. A copy of the report, marked 'H', is filed with these minutes.

It was AGREED that the contents of the report be noted.

348. Any Other Business;  
Leicestershire Community Forums Chairman's Event – 19 January  
2009

Cllr Graham referred to the meeting of Chairmen of Community Forums held on 19 January at which participatory budgeting and other issues had been discussed. He asked if feedback from the meeting could be provided. The Chairman indicated he would obtain advice from appropriate officers and arrange for Cllr Graham to be informed accordingly.

349. Date of Next Meeting

It was NOTED that, as previously agreed, the next meeting of the Board would be held at 11.00am on Monday 6 July 2009.

11.00am – 12.20pm  
9/3/09

CHAIRMAN