

Notes of a meeting of the Leicestershire Strategic Senior Officers' Group (SSOG) held at County Hall, Glenfield on Wednesday 14 February 2007.

### PRESENT

- John Sinnott - Chief Executive, Leicestershire County Council – in the Chair
- Mick Connell - Director of Adult Social Care and Health, Leicestershire County Council
- Nigel Farrow - Representing the Director of Children and Young People's Service, Leicestershire County Council
- Catherine Griffiths - Chief Executive, Leicestershire County and Rutland Primary Care Trust
- Brian Hayes - Chief Executive, Charnwood Borough Council
- Neil Lambert - Director, Voluntary Action Charnwood
- Helen Seth - Representing the Chief Executive, University Hospitals of Leicester (UHL) Trust
- Mary Rogers - Area Director, Leicestershire Learning and Skills Council
- Mike Goodwin - Representing the Chief Constable, Leicestershire Constabulary
- Trevor Worsfold - Representing the Chief Probation Officer, Leicestershire and Rutland Probation Service

### Officers in Support:

- Jan Sensier - GOEM, Area Director for Leicestershire
- Andy Robinson - Leicestershire County Council, LAA Lead Officer
- Dr Ron Hsu - Interim Director of Public Health, Leicestershire and Rutland PCT/Leicestershire County Council
- Chris Tambini - Leicestershire County Council, LAA Finance Officer (Minute 61)
- Jeremy Prescott - Director, Rural Community Council (Leicestershire and Rutland) (Minute 68)
- Sheila Rochester - Leicestershire County Council, Assistant Director of Adult Social Care (Minute 65)
- Robert Radburn - Leicestershire County Council, Senior Research Officer (Minute 65)
- Geoff Cave - Leicestershire County Council, Committee Officer

### 56. Welcome and Apologies

The Chairman welcomed everyone to the meeting.

Apologies for absence were reported on behalf of Jim Connelly, Christine Fisher, Heather Munro, Dr Peter Reading, Kishor Tailor, Dave Webb and Gareth Williams.

### 57. Notes of the Meeting held on 3 January 2007

The notes of the meeting of SSOG held on 3 January 2007 were agreed as a correct record.

58. Matters Arising from the Notes of the Previous Meeting(a) Minute 48(d) – LAA 6 –Monthly Review: Action Point 11

Jan Sansier confirmed that additional information on the direct payments enabling measure had been received from the County Council and this had been forwarded to the Department of Health for consideration.

(b) Minute 51 – Lyons Inquiry

Andy Robinson reported that copies of the County Council's response to the Lyons Review consultation on the findings of the Eddington, Barker and Leitch Reviews had recently been e-mailed to all members of the Group for information.

(c) Minute 52(ii) – LeicesterShire Research and Information Co-ordinating Group

John Sinnott reported that he had received a reply from Rutland Council to the invitation he had sent on behalf of SSOG inviting the Council to join the Leicester Shire Research and Information Co-ordinating Group. Rutland had stated that they would be pleased to become involved.

(d) Minute 54(ii) – SSOG Development Day (and DCLG Roadshow Event on the new LAAs)

Mary Rogers reported that she, Catherine Griffiths, Jan Sensier and Andy Robinson had met earlier that morning to discuss the arrangements for the development day for the Group. It was proposed that there should be two key slots on the agenda for the event, namely: (1) the Local Government White Paper, its implications for Leicestershire and the emerging models; and (2) using one of the LAA themes as a practical example to work through. It was noted that a positive response had been received from members of the Group to the event being held on Tuesday 13 March and the Group decided it should take place on that morning. The Group asked that the TEN (performance management) system also be demonstrated on the day. Later in the meeting (see Minute 59 below), it was also agreed that time should be made available at the event for further discussion on the efficiency implications of the preparation of the 8 Sustainable Community Strategies (in light of the District Councils' reported decision not to support a single countywide strategy) and partners' concerns about the duplication of work that implied.

Jan Sensier also informed the Group of a regional roadshow event, planned from Monday, 12 March, being organised by the Department for Communities and Local Government on the arrangements for the new style LAAs. It was expected that 10-12 invitations per partnership would be offered and it was suggested that SSOG and the LAA theme blocks should be represented. The

Group suggested that a demonstration of the TEN (performance management) system should also be given that day. It was noted that the next meeting of the Leicestershire Together Board was also scheduled to be held at 11.00 am that day.

It was AGREED:

- (i) that the Development Day for SSOG be held on the morning of Tuesday 13 March;
- (ii) that the items listed above be included on the agenda for the event; and
- (iii) to note that the DCLG was organising regional event on the new LAAs to be held on Monday 12 March, to which representatives of SSOG and the LAA themes would be invited to attend.

#### 59. Local Government White Paper – Next Steps

Andy Robinson introduced a report on the implication of the White Paper and seeking agreement – for the direction of travel and next steps for SSOG. A copy of the paper marked '4' is filed with these notes. He made the following main points in the introduction:

- An implementation plan for the White Paper had been published which included proposals for the 4 workstreams.
- Under workstream 1, the Government aimed to seek Royal Assent for the Local Government Bill in Autumn 2007.
- Under workstream 2, LAAs and LSPs would be strengthened. LAAs would form the agreement between Government and local authorities/partners about priorities and local place shaping ambitions. The new LAAs would operate from April 2008.
- Under the 6Cs agenda, funding would flow through the new Growth Points activities.
- It has now important to move forward with the next steps and the principles outlined in para 9 of the report were proposed to enable the necessary actions to be taken.

John Sinnott said he hoped partners found the report helpful in setting out the requirements and proposals to meet them. The next steps could be discussed further at the Development Day on 13<sup>th</sup> March (see Minute 58(d) above) after which appropriate project briefs could be submitted to SSOG for approval.

The detailed comments set out below were made during the subsequent discussion:-

- (a) Nigel Farrow explained that the Joint Area Review (JAR) would take place in October to coincide with the next CPA of the County Council and that there would be an expectation that partners would work together in this regard. JAR Inspectors would be based at County Hall for two weeks and would want to meet County Council

representatives and partners to discuss how they will be contributing to outcomes to help children and young people in Leicestershire.

*[NOTE: This matter was listed separately under item 11 of the agenda.]*

- (b) John Sinnott referred to para. 10 of the report and reported that he had had discussions with the Chief Executive of Leicester City Council on the possibility of establishing a Public Services Board in the sub-region in the context of priorities for funding through the 6Cs. A similar body existed in the City and it was felt it would be useful for City and County Council officers to meet to discuss the proposal further. John Sinnott added that the Leaders of the City and County Councils had also discussed the issue and they supported taking it forward in this way.
  
- (c) Brian Hayes referred to para 9(b) of the report and informed the Group that the District Councils were not supportive of a new single countywide sustainable Community Strategy in particular because they considered that individual District Community Strategies added value to the process and the District Councils would need to align their strategies with their core strategies and spatial planning issues. He informed the Group that the District Councils, in producing their new Community Strategies, would take into account issues arising from the place shaping agenda and the LAA road show on 12 March. He also reminded the Group that District Councils still had a legal responsibility for producing District Community Strategies. In this regard, Jan Sensier confirmed that full guidance on the new LAAs was expected to be issued in July and this was expected to make the position clear on whether District Councils in 2-tier areas would continue to be required to prepare their own Community Strategies.

Christine Griffiths and Mike Goodwin expressed concerns, on behalf of the PCT and the Police respectively, about the potential duplication the preparatory work for the Community Strategies as there was a capacity issue for partners in being able to provide the required information. They stressed the need to discuss the mechanics involved at the Development Day on 13 March.

John Sinnott emphasised that it would not be possible to deliver a new LAA by 2008 in the absence of a new sustainable Leicestershire County Strategy for the whole County and it would therefore be necessary to work with the District Councils to ensure there was no delay in the preparing individual district Strategies. In particular, he hoped the District Councils would not state in, say one year's time, that they could not support the new countywide Community Strategy because it was not built up from the bottom. Brian Hayes stated he did not believe there would be any delay caused by each District Council continuing to produce its own strategy.

It was AGREED:

- (i) that the information provided in the report be noted;
- (ii) that the District Councils' position in respect of the production of new individual Community Strategies be noted;
- (iii) that diagram 1 illustrating the broad arrangements for the preparation of the Leicestershire Community Strategy be accepted as supported by the strategic governance framework in diagram 2;
- (iv) that work should commence immediately on the preparation of an evidence base for the Strategy;
- (vi) that further discussion of the issues raised in the report, including the preparation of Community Strategies, would form part of the SSOG Development Day on 13 March; and
- (vii) that it be noted that there was an expectation that all partners would work together in contributing to the Joint Area Review.

60. Leicestershire Local Area Agreement ( LAA) – Update : Quarter 3 Performance

Andy Robinson introduced a report on performance to the end of December in relation to the indicators in the LAA in terms of risk in not achieving certain targets and on work identifying funding gaps regarding the Neighbourhood Management project. A copy of the report marked '5' is filed with these notes.

It was noted that the position remained positive with 66 of the 177 indicators being given a green risk rating. Andy Robinson advised that the Group would need to assume a role in addressing collectively actions to deal with indicators which were red or amber. More detailed risk assessments, initially regarding the reward targets, would be made available following Quarter 4 to assist with this. The Group was also informed of a gap in funding in rolling out neighbourhood management. It was suggested that this matter should be referred to the officers' finance sub-group (recommended for establishment under minute 61(i) below) for consideration and reporting back to the next meeting of the Group in May.

Jan Sensier drew attention to the omission of the children and young people's reward target in the overall risk summary table in Appendix 1 to the report. Nigel Farrow responded that the relevant risk categories were green for 'life chances for vulnerable children' and red for 'key stage 4'.

It was AGREED:-

- (i) that performance with regard to the mandatory LAA reward targets and the improvement action being driven by the Safer block be noted;

- (ii) that performance with regard to reward targets be noted and a further report be made to the next meeting of SSOG providing a detailed assessment of current risk and explaining the likely impact on the reward grant; and
- (iii) that the estimated funding gap with regard to Neighbourhood Management be noted and the officers' Finance Sub-Group group, established under minute 61(i) below, be asked to consider this matter and report back to the next meeting.

#### 61. LAA – Financial Governance

Chris Tambini introduced a report containing proposals for the future management of the LAA. A copy of the report marked '6' is filed with these notes.

To help in preparing the LAA for future developments, two initiatives were proposed in the report:-

- (a) the establishment of a Finance Sub-Group of SSOG to develop closer financial understanding and co-operation between LAA partners; and
- (b) the undertaking of detailed work on existing and new pooled funding within the LAA.

It was AGREED:-

- (i) that a Finance Sub Group be established to facilitate greater financial co-operation; the Group to include Directors of Finance or their deputies; and
- (ii) that detailed work be undertaken (as outlined in paragraphs 13 and 14 of the report) to review pooled funding within the LAA.

#### 62. Healthier Communities Partnership Body – Review of Proposals

*(The Group next considered this matter which was listed as item 8 on the agenda).*

Dr Ron Hsu (Interim Director of Public Health) introduced a report outlining how proposals for the Healthier Communities Partnership Body would be adapted to promote and deliver health improvement in Leicestershire. A copy of the report marked '8' is filed with these notes.

Christine Griffiths informed the Group that Andrew Wakeman had recently been appointed as the permanent as Director of Public Health jointly by the County Council and the PCT. His appointment would commence on 1 March. She added that Dr Ron Hsu had decided not to apply for the permanent position.

It was AGREED:

- (i) that the revised Term of Reference (including membership) for the Healthier Communities Partnership Body, as appended to the report, be approved; and
- (ii) that Dr Ron Hsu be thanked for his work in developing the proposals and the Group's best wishes be extended to him for the future.

63. Review of Voluntary and Community Sector (VCS) Infrastructure

Neil Lambert introduced a report and gave a presentation at the meeting on progress in reviewing VCS infrastructure in Leicester Shire which sought SSOG's views on an assessment of future infrastructure options produced by a joint VCS Infrastructure Working Group (Appendix 1 to the report). A copy of the report marked '7' and copies of the presentation slides are filed with these notes.

As part of his presentation, Neil Lambert commented that he was pleased that the VCS was now represented on both the Leicestershire Together Bard and SSOG. He suggested that further discussion on the future options for the development of VCS infrastructure organisations could take place at the Development Day on 13 March. Partners were invited to submit their views to the County Council on the proposed models for future infrastructure support to enable a further report to be submitted to the next meeting of SSOG. It was noted that the VCS Infrastructure Consortium at its recent meeting, had supported Model A as the preferred option.

Mary Rogers said there was a need to find a model that enabled smooth engagement to take place between the organisations involved.

John Sinnott informed the Group that the County Council welcomed the review and agreed to move to the next stage of consultation. In this regard, there was a need to consider the figures in more detail.

It was AGREED:

- (i) that the report on progress in reviewing the Voluntary and Community Sector Infrastructure in Leicester Shire be received;
- (ii) that the views of key partner organisations be sought as part of the further consultation on the review's findings;
- (iii) that partners be requested to submit their views on the options proposed to the County Council by 30 April, and
- (iv) that a further report, including consultation responses, be prepared for consideration at the next meeting of SSOG on 9 May.

#### 64. Membership Issues

*(The Group next considered this matter which was listed as item 12 on the agenda.)*

Andy Robinson informed the Group that, at a meeting of the Leicestershire Together Peer Challenge Review Sub Group on 22 January, suggestions had been made that it might be helpful if Connexions and the Leicestershire and Rutland Association of Parish and Local Councils were to be invited to become members of SSOG. The Group supported an invitation being sent to these organisations for them to be represented on SSOG at a senior level.

It was AGREED that invitations for membership of SSOG be extended to Connexions and the Leicestershire and Rutland Association of Parish and Local Councils.

#### 65. Evidence Base : Ageing Well In Leicestershire

A presentation was given at the meeting by Sheila Rochester and Robert Radburn on the main findings of a statistical review that had been undertaken of data on the population of older people in Leicestershire and how this would change over the next 10-15 years. Copies of the presentation slides are filed with these notes. Copies of the review document were also circulated at the meeting and a copy is also filed with these notes.

Robert Radburn highlighted that the fastly growing ageing population had implications for communities, the labour market, health and social care, and housing provision. There was a need for expanded research to be carried out, particularly in the areas of health and housing, to ensure the accuracy of future data.

Sheila Rochester stated that the document highlighted the implications for the future. A group of senior officers of the County Council would be meeting to consider the findings of the review and would work with older people's groups to develop high-level priorities which would then be fed into the new sustainable Leicestershire Community Strategy.

Mike Godwin noted that one of the findings mentioned in the review was that older people's risk of suffering from a household or personal crime was much lower than for other age groups and he said the Police would welcome receiving further information on research in this area.

Andy Robinson informed the Group that this work was a good example of the type of research which was required across all of the LAA themes. He reminded the Group that, at the last meeting, approval had been given to the establishment of a LeicesterShire Research and Information Group which would assist in providing better management of research to support partnerships. A further report on the establishment of this Group would be submitted to the next meeting of SSOG.

It was AGREED that the contents of the presentation be noted and to note that the findings and the further consultation and research work to be undertaken would be fed into the preparation of the Leicestershire Sustainable Community Strategy.

66. European Social Funds (ESF) and European Regional Development Fund (ERDF) Consultation

Andy Robinson introduced a report on progress made by the European Structural Funds Task Group (on behalf of Leicestershire Together) in developing responses to consultations on the ESF and ERDF Operating Programmes. A copy of the report marked '10' is filed with these notes.

It was noted that a response (as set out in Annex 1) had been submitted to the consultation on the draft National ESF Operating Programme to meet the 22 January deadline. Consultation on the draft East Midlands ERDF Operating Programme was now open with a deadline of 12 March and if partners wished to submit any comments in this regard they were asked to send these to Julie Hurst, European Officer, at Leicestershire County Council.

It was AGREED:

- (i) that the response to the ESF consultation be noted;
- (ii) that any comments from partners on the ERDF consultation be submitted to the County Council to enable these to be taken into account in the preparation of a response; and
- (iii) to note that the European Structural Funds Task Group would report back to SSOG with recommendations on how to take forward the development of both the ESF Strategy and the ERDF Operating Programme at a sub-regional level.

67. Joint Area Review – Partner Involvement

This was considered under item 4 on the agenda – see minute 59 (vii) above.

68. Development of Community Forums – Progress Report

Jeremy Prescott (Chairman of the SSOG task group on the development of a Neighbourhood Engagement Strategy) introduced a report on progress in implementing the Neighbourhood Engagement Policy in relation to the development of Community Forums. A copy of the report marked '13', is filed with these notes.

Jeremy Prescott made the following main points:

- The overall number of Forums was likely to grow from the original 21 in view of local conditions.
- The draft of a table produced to define the various strands of work was attached as Appendix 1.

- A summary of the current position in each of the Districts was attached as Appendix 2.
- The County Council was in the process of appointing a team to support the Forums.
- Proposals were made for joint training and development opportunities for Forum members and it was suggested that this should be undertaken through the Leicestershire and Rutland Improvement Partnership (LRIP) which would include a representative of the County Council.

From the County Council's point of view, John Sinnott stated that:

- The County Council, at its Budget meeting on 21 February, would be recommended to make additional funding available for servicing the Community Forums.
- The County Council's Cabinet had resolved that a consistent name should be used for the Forums throughout the county and, in this regard, they should all be designated as Community Forums.
- The use of the URIP for training purposes supported subject to this work being assessed after a period of time.

Brian Hayes said he would report the proposals to the Charnwood LSP. He had some reservations in the use of a standard name for all of the Forums.

It was AGREED:

- (i) that the contents of the progress report on the development of Community Forums be noted;
- (ii) that the County Council's current position, as reported above, be noted, and
- (iii) that the principle of collaboration and joint provision of a member development programme to support community engagement be agreed and that an approach be made to the LRIP to manage the implementation of this programme with the appropriate involvement of a representative of the County Council and other relevant agencies in the planning work.

69. Final Report on the First Local Public Service Agreement (PSA)

Andy Robinson introduced a report setting out the final position on the first PSA. A copy of the report marked '14' is filed with these notes.

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

70. Any Other Business:  
The Information Management Advisory Group (IMAG) – Strategy for Sharing Information to Improve Service Delivery

Andy Robinson circulated copies of a report setting out a strategy for sharing information to improve service delivery that had been proposed

by IMAG, a partnership group of Leicestershire Together. A copy of the report is filed with these notes. Partners were requested to submit any comments on the proposed strategy to Stephen Curtis, Information Management Team Leader, at the County Council by 2<sup>nd</sup> March 2007.

It was AGREED:

- (i) that the IMAG Strategy for Sharing Information to Improve Service Delivery be approved for consultation purposes; and
- (ii) that the Strategy also be submitted to the Leicester Partnership to consider its wider adoption.

71. Date of Next Meeting

It was NOTED that, as previously agreed, the next meeting of SSOG would be held on Wednesday 9 May 2007, at 2.00 p.m.

10.00 a.m. – 12.00 noon  
14/2/07