

Notes of a meeting of the Leicestershire Strategic Senior Officers' Group (SSOG) held at County Hall, Glenfield on Wednesday 31 October 2007.

PRESENT

- | | |
|---------------------|--|
| John Sinnott | - Chief Executive, Leicestershire County Council
(in the Chair) |
| Rosemary Beard | - Chief Executive, Connexions Leicestershire |
| Mick Connell | - Director of Adult Social Care and Health,
Leicestershire County Council |
| Jim Connelly | - Director, Job Centre Plus |
| Nigel Farrow | - Representing the Director of Children and Young
People's Service, Leicestershire County Council |
| Christine Fisher | - Chief Executive, North West Leicestershire
District Council |
| Mike Goodwin | - Assistant Chief Constable, Leicestershire
Constabulary |
| Catherine Griffiths | - Chief Executive, Leicestershire County and
Rutland PCT |
| Brian Hayes | - Chief Executive, Charnwood Borough Council |
| Neil Lambert | - Director, Voluntary Action Charnwood |
| Heather Munro | - Chief Probation Officer, Leicestershire and
Rutland Probation Service |
| Keith Murdoch | - Leicester City Partnership Manager, Leicester
City Council |
| Mary Rogers | - Area Director, Leicestershire Learning and Skills
Council |
| Kishor Tailor | - Chief Executive, Leicestershire Economic
Partnership |
| Dave Webb | - Chief Fire Officer, Leicestershire Fire and Rescue
Service |
| Wendy Yeadon | - Acting Assistant Chief Constable, Leicestershire
Constabulary |

Officers in Support:

- | | |
|----------------|---|
| Bill Russell | - GOEM |
| Andy Robinson | - Assistant Chief Executive, Leicestershire County
Council (Minute 128 onwards) |
| Paul Smith | - Chief Superintendent, Leicestershire Constabulary |
| Tom Purnell | - Policy, research and Information Group Leader,
Leicestershire County Council (Minutes 127-129) |
| Nicole Rickard | - Policy Team Leader, Leicestershire County Council |
| John P Wright | - Senior Policy and Performance Officer (LAA),
Leicestershire County Council (Minutes 122 and 123) |
| Andy Brown | - Senior Policy Officer, Leicestershire County Council
(Minute 133) |
| Ian Parr | - Policy Assistant, Leicestershire County Council
(Minute 135). |

- Geoff Cave - Committee Officer, Leicestershire County Council
 Louise Hall - Committee Officer, Leicestershire County Council

119. Welcome and Apologies

The Chairman welcomed everyone to the meeting and extended a particular welcome to Keith Murdoch (City Partnership Manager, Leicester City Council) who had recently joined the Group. John Sinnott took the opportunity to indicate to the Group the effect that the recent CPA and JAR inspections had had on progression of some areas of work and apologised that some matters had not been progressed as far as was hoped.

Apologies for absence were reported on behalf of: Richard Tobin and Helen Seth.

120. Notes of the Leicestershire SSOG meeting held on 1 August 2007

The notes of the meeting of Leicestershire SSOG held on 1 August 2007 were agreed as a correct record.

121. Variation of Agenda Order

The Chairman agreed to vary the agenda order as Andy Robinson could not join the meeting initially as he was attending a meeting of the County Council's Children and Young People's Service Scrutiny Committee.

122. Local Area Agreement (LAA) (1) Quarter 2 Progress Report – 2007/08

The Group next considered a report on the key risks against indicators within the LAA and providing an update on the reward target risk assessment exercise. A copy of the report marked '6(i)' is filed with these notes. The highest risks were drawn to the attention of the Group for discussion.

John Sinnott referred to the issue of unopposed Parish seats (Risk ref. 3.3) which he felt was becoming increasingly relevant and considered needed to be discussed with Richard Tobin of the LRAPLC.

John Wright informed the Group that it had not been possible to bring firm resolutions regarding options for improvement around reward targets to this meeting due to time constraints and he suggested that an additional meeting of the Group be held in mid-December to receive and consider this information.

It was AGREED:-

- (i) that current progress on LAA indicator performance be noted and it also be noted that Quarter 2 red risk ratings were being addressed by theme partnerships;

- (ii) that a further report on LAA indicator performance and reward target risk assessments be submitted to an additional meeting of SSOG on Thursday 13 December at 2.00 p.m; and
- (iii) that the issue of reducing unopposed Parish Council seats (Risk ref 3.3) be discussed further with Richard Tobin of LRAPLC.

123. Local Area Agreement (LAA) (2) – New LAA Framework 2008 – 2011 Update:

The Group considered a report, the purpose of which was to provide an update on developments in the new LAA framework and in particular the implications of the Comprehensive Spending Review. A copy of the report marked '6(ii)' is filed with these notes. In particular the report referred to:

- Area Based Grant (ABG) and Commissioning.
- The 'Fourth Theme' and Multi Area Agreements
- LAA Negotiation and readiness for it
- LAA delivery in Places
- Risk Assessment
- Next stage reporting to SSOG

The following specific comments were made:-

- (a) In respect of the Area Based Grant (para 4), Nigel Farrow drew attention to the fact that some of the pooled funding had statutory functions relating to it.
- (b) Brian Hayes emphasised that there would be activities and interventions covered by the 4th Theme which were better addressed at a local level rather than a sub-regional level and which might therefore be more appropriately placed within the LAA rather than an MAA.
- (c) Bill Russell of GOEM outlined the contents of the early draft of priorities for Leicestershire in the negotiation of the new LAA (para 6 and Appendix 4) which he stressed were not definite or prescriptive at this stage. The Group regarded this information as very helpful. Bill Russell agreed to take into account in the further development of the proposals the following points:-
 - item 17: Alcohol: an 'X' be added under the DCLG column.
 - Probation issues were now the responsibility of the Ministry of Justice (instead of the Home Office).

It was AGREED:-

- (i) that a small task and finish group be established to focus on the use of the Area Based Grant and the implications of the new

LAA framework for commissioning approaches, an outline brief for which was attached as appendix 3 to the report;

- (ii) that GOEM's initial draft of priorities for Leicestershire in the negotiation of the new LAA (as contained in Appendix 4 to the report) be used for discussion purposes;
- (iii) that preparatory work around indicators within the National Indicator Set (NIS) be co-ordinated and a detailed action plan be developed for the remainder of the development of the LAA, in accordance with the timetable in appendix 5 of the report;
- (iv) that a cross-partnership task and finish group be established to co-ordinate development of strategic delivery and performance management arrangements for the new LAA. (Representatives of District Councils and major delivery organisations would be included in the group);
- (v) that an area based risk assessment be prepared by Deloitte to consist of a desk based assessment of the current risk assessments and a short workshop; and
- (vi) that an extra meeting of SSOG be held on Thursday 13 December at 2.00 pm to focus on the SCS and the LAA

124. Participatory Budgeting

Brian Hayes introduced a report, the purpose of which was to allow consideration of proposals from the task group established by SSOG to examine arrangements for Participatory Budgeting. A copy of the report marked '6(iii)' is filed with these notes.

A discussion followed on the task group's proposals. In particular it was pointed out that the suggestions in the report would enable Community Forums to advise and influence but not control any allocation of funding.

It was AGREED:-

- (i) that the Participatory Budgeting Task Group's proposals set out below be supported:
 - Community Forums be used to advise on use of Area Based Grant and the use of shared funding (amount to be determined) from Area Based Grant to help achieve LAA outcomes.
 - Community Forums be involved in discussion about delivery of LAA targets in their area.
 - A pilot budget consultation process be undertaken in Charnwood involving the County Council, Police and other

agencies who wish to take part. Meetings in Loughborough and Syston were proposed before Christmas. Brian Hayes to be informed of names of any other agencies' representatives (Catherine Griffiths indicated an interest in being involved).

- Communities of interest continue to be involved in discussion about SCS/LAA priorities and delivery arrangements ; and

(ii) that Leicestershire would take part in the CLG's Participatory Budgeting pilot programme.

125. Priority Neighbourhoods

Tom Purnell introduced a report on the strengthening and future resourcing_of Neighbourhood Management arrangements in the County and recommending a review of existing arrangements with a view to building on best practice. A copy of the report marked '6 (iv)' is filed with these notes.

Volunteers were sought for membership of a working group to be established to commission and steer a review of Neighbourhood Management arrangements. Christine Fisher indicated her willingness to join this group and Paul Smith said that a Police representative would also be nominated to do so.

It was AGREED:-

- (i) that a working group be established to commission and steer a review of Neighbourhood Management arrangements in Leicestershire and Group members were asked to inform Tom Purnell at the County Council if they were interested in joining this group; and
- (ii) that the 2007/08 Neighbourhood management funding information, contained in appendix A to the report, be noted.

126. GOEM Regional Roadshow

Bill Russell informed the group of the arrangements for the GOEM Regional Roadshow to take place on Monday 10 December 2007 at the Peepul Centre, Leicester. Invitations would be sent out by the end of the week to SSOG members and their equivalents in other East Midlands Authorities. Gillian Merron MP, Minister for the East Midlands, had been invited to attend. A major emphasis of the event would be on the new LAA and funding arrangements and on MAAs.

John Sinnott commented that the previous GOEM Roadshow event had not been well structured and a suggestion was made at the meeting that it would be helpful if the 2007 event was structured on a geographical basis. This was noted by Bill Russell.

It was AGREED that the arrangements being made for the GOEM Regional Roadshow on 10 December be noted.

127. Investment Planning

Tom Purnell introduced a report, the purpose of which was to enable the Group to consider its approach to Investment Planning. A copy of the report marked '7(i)' is filed with these notes.

It was considered timely to review the approach that had been taken to Investment Planning and to create an environment where any approach to it could be better co-ordinated. It was suggested that a task and finish group be established to consider how to improve co-ordination, which funding streams to include, terms of reference for any standing group and an action plan for future work.

It was AGREED:-

- (i) that a task group be established with the remit set out as above;
- (ii) that the group include Brian Hayes, Kishor Taylor and a Business representative and that it report back to a future SSOG meeting.

128. Spatial Issues: Local Development Frameworks (LDFs) and New Growth Point (NGP)

The Group considered a report, the purpose of which was to allow SSOG to consider how any development proposals that emerged through the LDF process could most effectively and efficiently be examined in terms of their implications for service delivery and to provide an update on the development of the NGP Programme. A copy of the report marked '7(ii)' is filed with these notes.

It was suggested that the Group that had been established under minute 127 above be used also to consider the issues set out in the report.

Brian Hayes drew the Group's attention to the existence of two existing groups that were considering related issues and he queried the necessity of a new task group being established to undertake this work. It was pointed out that the group being proposed provided for a partnership based approach. The Group decided that the task group set up under minute 127 should initially consider if there would be benefits in establishing a separate time limited task group to consider the issues in the report.

It was AGREED:

- (i) that the principle of partners developing a more streamlined approach to LDF proposals be supported;

- (ii) that the task group established under minute 127 above also be asked to consider the issues in this report and it be asked initially to consider if there would be benefit in establishing a separate time limited task group to consider maximising effectiveness of linkages between the SCS/LAA, LDFs, the proposed County Infrastructure Plan and the NGP programme;
- (iii) that the NGP update report be noted.

129. Developer Contributions in Leicestershire

The Group received a report on the progress made in relation to the Statement of Requirements for Developer Contributions in Leicestershire towards countywide services and infrastructure and on mechanisms for advising stakeholders of the realistic opportunities to secure funding. A copy of the report marked '7(iii)' is filed with these notes.

It was AGREED that the information in the report be noted.

130. Draft Sustainable Community Strategy

Andy Robinson gave an oral overarching report on the latest position in respect of the preparation of the draft Sustainable Community Strategy (SCS). He reminded the Group that the Local Government and Public Investment in Health Act makes it clear that the SCS and the LAA should be concerned with what all partners are doing collectively to improve the quality of life in the area in the transition into the new performance regime and that collective performance would be assessed through the new Comprehensive Area Assessment (CAA) (that would replace the CPA).

He advised the Group that, earlier in October, the Government had published alongside the Comprehensive Spending Review, a new National Indicator Set (NIS) comprising a draft list of 198 national indicators which the County Council must report on annually in relation to its own operations and work with key partners. Leicestershire's progress would be measured through the LAA on around 50 targets, including 17 mandatory Children and Young People/education targets, and the other 30 plus targets would be negotiated through GOEM between December and March. In order to ensure that all partners are in a strong position to influence the targets included in the LAA and that they reflect Leicestershire and national priorities, two evidence bases have been produced by the County Council to inform the development of outcomes for inclusion in the SCS and the LAA. These documents had been submitted to partners for comments. The draft SCS is to be published for a 10 week consultation period commencing on 12 November. Work was now underway in finalising the Outcomes document for the SCS themes upon which SSOG members' views

would be sought in advance of the commencement of the consultation period.

Nicole Rickard circulated the latest version of the Outcomes list and an updated mind map on the content of the SCS (copies of which are filed with these notes). It was intended to circulate re-drafted Outcomes for inclusion in the SCS to members by the end of the week with a view to members providing their responses by 7 November. Also during the next week work would be carried out on developing the cross-cutting theme outcomes and a final draft of the SCS would be sent to members on 8 November for final signing off prior to public consultation commencing. In view of the tight timescale, SSOG agreed that the public consultation document would take the form of an officers' draft compiled on SSOG's behalf and that, at the Group's next meeting on 13 December, consideration would be given to amendments and the highest priorities for inclusion in the LAA.

Comments were then invited and the following points were made:

- Mike Goodwin said the Community Safety Programme Board in December would be considering the alignment of the SCS with the Policing Plan.
- The means by which the main priorities could themselves be prioritised was raised.
- Further consideration needed to be given to the way in which the cross-cutting themes will be addressed and to their content.
- Brian Hayes said the way in which the County Council had worked with the Districts in creating the evidence base was much appreciated and this would be taken forward in developing the District SCSs next year.
- Keith Murdoch said the process was being mirrored in the City with development of the City Partnership's draft SCS, a copy of which would be supplied to Andy Robinson. He asked if the first draft of the Strategy could be shared with the City Partnership's LAA Chairs and this was agreed. He also commented that more work on linkages between the two LSPs' documents would be required as there was not an accurate alignment on some issues eg. alcohol issues.

It was AGREED:

- (i) that the comments made at the meeting, as noted above, be taken into account in the preparation of the Outcomes document and the draft SCS;

- (ii) that the first draft of the SCS theme outcomes be circulated to SSOG members for initial comments by 7 November and the draft SCS would then be published for consultation purposes on 12 November; and
- (iii) that the first draft of the Strategy be shared with City Partnership's LAA Chairs.

131. Regional Architecture and Sub Regional Arrangements

Andy Robinson introduced a report seeking the Group's views on the proposed arrangements to establish new governance structures at Regional and Sub-Regional (Leicester and Leicestershire) levels in response to the proposals in the Review of Sub-National Economic Development and Regeneration and the Comprehensive Spending Review 2007. A copy of the report marked '5' is filed with these notes.

The following specific points were made in the presentation of the report:-

- Further Government guidance was expected on the mechanisms for City Development Companies – a 'light touch' approach was envisaged.
- The 9Cs' proposals for a new Regional Architecture (Appendix 1 to the report) were outlined.
- The County and City Councils were putting forward proposals for sub-regional arrangements for discussion. This included governance arrangements and examining a cross City/County approach to the LAA 4th theme. Keith Murdoch added that all efforts would be made to ensure this was an overarching theme but separate arrangements would still be needed for some elements. He urged that streamlined arrangements be put in place in order to reach quick decisions in this regard.

With regard to the 9Cs' proposals for a new Regional Architecture, Brian Hayes commented that the East Midlands District Councils had not been involved in this work and did not support all of the recommendations. He also considered these proposals undermined the sub-regional arrangements. He emphasised, however, that the Districts supported cross-boundary working. Christine Fisher added that the Districts needed to know how it was proposed that they would be involved in the future development of the proposals.

The Group noted the Districts' reservations and agreed that an early meeting should be arranged between appropriate partners to discuss the implementation of the sub-regional arrangements.

It was AGREED:

- (i) that the proposed arrangements for a new Regional Architecture and sub-regional arrangements be noted and the District Council's reservations thereon also be noted;
- (ii) that support be given to the principle of cross-boundary working with Leicester City Council and the components set out in paragraph 8 of the report; and
- (iii) that a meeting be arranged in mid/late November between representatives of the County Council, Leicester City Council, the private sector, District Councils, Police, the PCT, LSEP and GOEM to discuss implementation of the sub-regional arrangements.

132. Streamlining of Consultations

The Group received an oral report from Paul Smith of Leicestershire Constabulary which referred in particular to the overlapping nature of consultations on Community Safety and other matters and the efficiencies that could be gained by holding joint or multi agency consultations. SARCOG (Leicestershire and Rutland Statistics and Research Co-ordination Group) was suggested as an appropriate vehicle for achieving this.

It was AGREED that the alignment and streamlining of consultations and surveying be added to the Terms of Reference of SARCOG.

133. Ipsos MORI Report on Resident Satisfaction

The Group received a report providing information on the headline findings of work carried out by Ipsos MORI to analyse the drivers of resident satisfaction in Leicestershire. A copy of the report marked '8(ii)' is filed with these notes.

In particular the report referred to the following:

- The need to embrace the place shaping agenda;
- The importance of the most visible public services in resident satisfaction;
- The need for improved communications between Leicestershire Together and the public;
- The Comprehensive Area Assessment and the increased value that would place on resident satisfaction measures.

It was AGREED:-

- (i) That the work carried out to analyse Resident Satisfaction in Leicestershire be noted;

- (ii) That the key messages and the need for partnership activity to tackle some of the drivers of dissatisfaction be noted and it be noted that that this needed to be considered as part of the discussions on the new SCS and LAA;
- (iii) That it be noted that the Comprehensive Area Assessment (CAA) was likely to require a stronger focus on public satisfaction with the area and an area based survey, probably every two years, and that there may be benefits in joint working on future satisfaction survey work and that SARCOG should co-ordinate this.

134. Voluntary and Community Sector (VCS) Infrastructure Support Services.

Neil Lambert introduced a report seeking the Group's views on the proposals in the Leicestershire VCS infrastructure Support Services and Draft Strategic and Delivery Plan 2008 – 2014. A copy of the report marked '9 (i)' is filed with these notes.

Andy Robinson informed the Group that a critique of the three proposed delivery models identified in the Delivery Plan had been prepared by Deloitte on behalf of the County Council. Copies were circulated at the meeting for the Group's information and a copy is filed with these notes.

It was AGREED:-

- (i) that each agency represented by SSOG members be requested to give further consideration to the VCS Infrastructure Plan and to send responses against the seven consultation questions to Andy Robinson at County Council by 8 November;
- (ii) that a report be prepared for consultation by the Leicestershire Together Board at its meeting on 19 November; and
- (iii) that the contents of the 'analysis and conclusions' paper be prepared by Deloitte on behalf of Leicestershire County Council be noted.

135. Partnership Management.

The Group received a report on work being undertaken to develop a self assessment toolkit for partnerships, in particular those delivering the Local Area Agreement. A copy of the report, marked '9 (ii)' is filed with these minutes.

It was AGREED:-

- (i) that the contents of the report be noted; and

- (ii) that approval be given to the use of the proposed survey, subject to user feedback.

136. Leadership Project

The Group received a report on the proposed next steps for the Leadership Project that had been agreed at the meeting of SSOG on 2 July 2007. A copy of the report, marked '9 (iii)' is filed with these minutes.

Unfortunately due to technical problems it had not been possible to make contact by telephone during the meeting with David Bolger of the Leadership Centre to discuss the focus and next steps for the project. No specific questions or issues in this regard were raised at the meeting.

(NOTE: John Sinnott / Andy Robinson would now make contact with David Bolger to discuss the matter further).

137. Community Forum Update

It was AGREED that the update report on the work of the Community Engagement Task Group and, in particular, on developing thinking on how to review Community Forums, be noted. (A copy of the report, marked '10' is filed with these notes.)

138. Draft Leicestershire Together Engagement Framework

The Group received a report on the draft Leicestershire Together Engagement Framework: a copy of which, marked '11' is filed with these notes.

It was AGREED:-

- (i) that the draft Leicestershire Together Engagement Framework be noted; and
- (ii) that any comments on the changes or additions to the document be forwarded to Nicole Rickard at Leicestershire County Council by 9 November.

139. Items to be referred to the Leicestershire Together Board

The Group discussed items that would be referred to the next meeting of the Leicestershire Together Board.

It was AGREED that the following items be referred to the next Board meeting on 19 November:-

- Sustainable Community Strategy

- LAA (1) Quarter 2 Progress
- Voluntary and Community Sector Infrastructure Review
- Summary of items considered at recent SSOG and themed partnership meetings (for information).

140. Date of Next Meeting

It was NOTED that, as agreed earlier in the meeting the next meeting of SSOG would be held on Thursday 13 December at 2.00pm. A schedule of proposed meeting dates in 2008 would also be presented at that meeting.

2.00 pm – 4.00 pm
31/10/07