

Minutes of a meeting of the Warwickshire Public Service Board held on 29 November 2007 at the Community Education, Sports and Social Centre at Camp Hill, Nuneaton.

Present:

Members of the Public Service Board

Council Leaders: Alan Farnell - Warwickshire County Council
John Hammon (substitute for Michael Coker) – Warwick
District Council
Dennis Harvey – Nuneaton and Bedworth Borough Council
Colin Hayfield – North Warwickshire Borough Council
Derek Poole (substitute for Craig Humphrey)-Rugby
Borough Council
Les Topham– Stratford on Avon District Council

Coventry and Warwickshire Chamber of Commerce – Dianne Williams
(substitute for Louise Bennett)

Warwickshire Association of Local Councils – Councillor Vaughan Owen

Invitees

Colin Ball –Pride in Camp Hill Project Director.

Safer Communities Theme Block Representatives (item 3 (a))

Andy Parker- Deputy Chief Constable- Block Lead

Climate Change and the Environment Theme Block Presentation (item 3 (b))

Councillor Geoff Ashford – Nuneaton & Bedworth Borough Council, Block Lead

Alan Franks – Environmental Services- Nuneaton & Bedworth Borough Council.

Ian Davis – Corporate Director -Rugby Borough Council

Observers

County Councillors Peter Fowler and Chris Saint.

Officers

District/Borough Council Chief Executives:

Chris Elliott – Warwick District Council
Christine Kerr – Nuneaton and Bedworth Borough Council
Paul Lankester – Stratford on Avon District Council

Simon Warren – Rugby Borough Council
 John Bird Assistant Chief Executive(substitute for Jerry Hutchinson)-North Warwickshire Borough Council

Warwickshire PCT David Rose, Chief Executive

WALC Alison Hodge

CWIC- Jacquie Aucott

Warwickshire Police Bill Holland – Assistant Chief Constable

GOWM Sharon Shattock

County Council

Sarah Duxbury –Corporate Legal Services Manager
 Nick Gower-Johnson – County Partnerships Manager
 John Scouller- Head of Skills, Economy & Tourism
 Janet Purcell – Member Services Manager
 Oliver Winters- Head of Finance

	Camp Hill Regeneration Project	
	<p>Prior to the formal meeting of the Board, Colin Ball, Pride in Camp Hill Project Director, gave a presentation on various projects at Camp Hill and progress on 'narrowing the gap'. This included reductions in burglary in the area by 65%, reduction in 'nuisance youth' incidents from 400 to 80, creation of jobs (58 new ones and 44 saved), and focus on educational attainment. There was also a focus on training and of predicting the businesses that would be coming into the area and growing skills locally for those businesses.</p> <p>The Board took a tour of the area, including a visit to the Opportunities Centre, Early Years Centre and view of the phase one new housing at Middlemarch Rise.</p>	
1	Apologies	
	<p>Apologies for absence were received from Members of the Board – Louise Bennett (Chamber of Commerce), Councillor Michael Coker (Warwick District Council), Ian Francis (Police Authority), Councillor Craig Humphrey (Rugby Borough Council), Bryan Stoten (Chair, Warwickshire PCT) and William Clemmey (CWIC).</p>	

	<p>Apologies were also received from Jim Graham (Chief Executive of the County Council), Jerry Hutchinson, Chief Executive of North Warwickshire Borough Council, Stephen Nightingale (Project Manager of WCAVA minute 6 refers).</p>	
2	Minutes of meeting held on 25 September 2007	
	<p>Resolved</p> <p>That the minutes of the meeting held on 25 September 2007 be agreed as a correct record.</p> <p><u>Matters arising from the minutes</u></p> <p><u>Minute 3 – website</u></p> <p>Nick Gower-Johnson advised that the theme block information would be accessible via a link from the main LAA website (i.e, there would not be a need to access individual blocks via a series of separate websites).</p> <p><u>Minute 5 – Narrowing the Gap</u></p> <p>Nick Gower-Johnson reported that work was on track with a multi-agency approach to collection of information steered by the Nuneaton and Bedworth Strategic Partnership. <i>See also minutes 7 and 10</i></p> <p><u>Minute 9 – New LAA</u></p> <p>Sharon Shattock advised that she had presented the Board’s views on the requirement to negotiate a new LAA. Sharon, confirmed however, that this was Government policy and that Warwickshire would have to produce a new LAA.</p> <p><u>Minute 12- Liam Byrne, Minister for the West Midlands</u></p> <p>Sharon Shattock reported that the proposed visit from Liam Byrne had been postponed to January to enable his visit to include more parts of Warwickshire and, therefore, be more meaningful.</p>	

3	Block Presentations	
3a	<u>Safer Communities</u>	
	Deputy Chief Constable Andy Parker gave a presentation on progress of the Safer Communities block (<i>A copy of the overheads will be available on the LAA website</i>). This showed declines in crime figures in many areas. Between April and October there was a decrease of 17% in domestic burglary, 17.5% decrease in crimes against business and vehicle crime was down 28%. The level of violent crime had not decreased but the Police had been focussing on getting more people to report such crimes. They had consciously targeted the younger and older age groups and also encouraged more reporting of alcohol related violence. The concern was that this drive had shown an increase in reporting which made it difficult to hit the LAA target of reduced numbers of recorded crime.	AP
	Andy Parker reported on the success of the delivery plan event, which brought together all the partners to share ideas on how to make improvements. This had produced the added benefit of providing partners with contacts and access to information, including the new improved data from the Warwickshire Observatory.	
	The Board was also advised of the work in progress. This included the strategic assessments of the CDRPs, getting the County Community Safety Agreement in place for April 2008 as well as setting the safer block priorities for 2008/09. These various threads will need to be looked at to ensure the right priorities are identified in the new LAA and that practical targets are chosen. This was particularly important in the area of recorded crime to avoid a repeat of the current problem with the violent crime target.	
	The Board was also concerned that Warwickshire may not be being judged fairly against other authorities and questioned whether inspectors were taking account of such drives to improve reporting.	
	Sharon Shattock undertook to put this point to the Government Office and to ensure that inspectors of all areas are approaching this in the same way.	SS

3b	<u>Climate Change & Environment</u>	
	<p>Councillor Geoff Ashford, Chair of the Climate Change and Environment theme block reported on the two positive meetings to date and the enthusiasm amongst partners to make progress in this area. Alan Franks and Ian Davis gave an outline of the block's consideration of climate change and biodiversity. (A copy of the presentation is available on the LAA website).</p> <p>The presentation highlighted some of the cross-cutting themes, including the fuel poverty programme that had assisted over 1000 households (and will exceed the LAA target), brownfield land development which had achieved 73.9% (near the LAA target of 80% and above the national average of 60%). It was noted, however, that there was still progress to be made to get to the government target for recycling.</p> <p>The Board was advised that the theme block would be looking at flooding and management of waterways at its next meeting and would be building a considering programme of work. Councillor Ashford reported that government guidance indicated that this block should be combined with economic development but he and the block members were of the view that the current block was developing well and it would be sorry to lose the momentum and the focus that was gained by having a separate block. The Board agreed that it was for them to decide how it should operate and that it would be helpful to keep the current structure on the basis that this could always be reviewed after the new LAA in place, as and when appropriate.</p> <p>The Board also discussed the indicators for environmental sustainability – which were similar under the proposed new indicators but with an indicator on 'reduction of CO2 emissions from <i>local authority</i> buildings rather than extending this indicator to cover CO2 emissions from the <i>public sector</i> buildings preferred by the block. The Board agreed that this point be made in a reply to the current consultation on the indicators. If it is not accepted by Government, the Board will be able to consider having 'per capita CO2 emissions' as one of its local targets.</p>	<p>NG-J –reply to consultation</p>

4	Performance Reporting	
4a	<p><u>Quarter 2 Performance – General Report</u></p> <p>The Board received the quarter 2 performance information and welcomed the new and more comprehensive style of reporting from the block leads.</p> <p>The report showed that of the 188 measures in the LAA, the forecast was to exceed or meet 64%. The Board noted the remedial action being proposed to push forward the remaining 36% but commented that some of the comments in the action column could be tightened and be more robust. For example comments that the targets were too ambitious gave the impression that effort would not be put in to achieving a result closer to the target.</p> <p>Sharon Shattock commented that the current levels of performance under the LAA are broadly in line with other LAAs in the region.</p> <p>Resolved</p> <ol style="list-style-type: none"> 1) That the Board welcomes the comprehensive performance management information contained in the report. 2) That the Board notes the sound progress made to date across the LAA and agrees the remedial actions suggested by the Block Leaders in respect of those measures that are currently forecast to miss target 3) That the report forms the basis of the Mid Year Review of the Warwickshire LAA. 	
4b	<p><u>Local Public Service Agreement (LPSA2)- 2nd Quarter 2007/08</u></p> <p>Nick Gower-Johnson drew attention to the forecasted reward grant resulting from the LPSA2 of £9,396,294 (69% of eligible reward grant). The Board was also advised of the decision of the County Council's Cabinet that the Performance Reward Grant be used to repay the amount loaned from the 'virtual bank' plus interest and that the Chief Executive, in consultation with the Leader of the Council, agree the allocation of the remaining Performance Reward Grant in consultation with LAA partners through the Public Service Board.</p>	

	<p>The Board discussed the projects that were behind target and questioned whether there was a way of progressing some areas so that they reached the target in time to impact on grant (e.g. where there had been delays in recruitment). It was agreed that this be looked at and reported back to the next meeting.</p> <p>Resolved</p> <ol style="list-style-type: none"> 1) That the Board notes the current position in relation to performance against LPSA2 targets and the forecast reward grant based on current performance. 2) That a further report be put to the next meeting including: the results of the rigorous assessment of forecast reward grant and a range of options for consideration in relation to the criteria that should be applied for the allocation of the reward grant on completion of the LPSA2 project. 3) That action to get progress in areas falling behind target be investigated and reported back to the next meeting. 	N G-J
5	Financial Monitoring Report	
	<p>Oliver Winters presented a report setting out the financial position at mid-year and projected outturn. It was noted that funding streams totalling £9,321,382 had been pooled and allocated to partners and that £4,873,137 from Government had been transferred to partners.</p>	
	<p>The Board was advised that there was an estimated underspend of £633,746 which was largely due to timing. This included £389,702 underspend in the Climate Change block that related mostly to schemes due to start later in the financial year. If the underspend remains then the Board will be asked to consider fall back options for using any unspent grant in excess of the 5% carry forward limit permitted by Government.</p> <p>The Board was concerned that substantial sums could be lost and concluded that Block Leads identify any funding gaps that could be plugged at this point and report to the next meeting.</p>	

	<p>Resolved</p> <ol style="list-style-type: none"> 1) That the Board notes the 2007/08 mid-year position and the projected outturn position as at 30 September 2007. 2) That the Accountable Officer be authorised to submit the mid-year Financial Monitoring report to the GOWM on the basis of information in the report and accompanying appendices. 3) That block leads report back to the next meeting on action they can take to prevent underspends at year end. 	<p>OW N G-J</p>
<p>6</p>	<p>Creation of Warwickshire Community and Voluntary Action (WCAVA)</p> <p>Stephen Nightingale was unable to attend to present this report but Jacqui Aucott reported that a new partnership organisation was being formed to carry out Council for Voluntary Service and Volunteer Centre functions. This consortium approach was consistent with the Government's 'Change Up' strategy.</p> <p>Jacqui added that there was currently a draft strategy out to consultation that she could e-mail to members. Part of the plan was the creation of CAVA (merging 5 CVS and 3 VCs).</p> <p>Members expressed concern that councils were being asked for money for this without proper consultation and that they were unable to commit funding at this stage.</p> <p>It was agreed that the Business Plan be shared and that a report be brought back to the next meeting.</p>	
<p>7.</p>	<p>Narrowing The Gap in Warwickshire.</p>	
	<p>Nick Gower-Johnson reported on the work undertaken since the last presentation of data on Narrowing the Gap as presented to the Board in September. The report to the Board set out individualised tables for each district, a ranking for each for each of the past seven years and a comparison of 13 of the indicators against national trends.</p> <p>Work had also been undertaken to produce information at a sub-district level but it had been found that only five of the 16</p>	

	<p>indicators could be studied at super output area level. The Board was asked to agree that no further work be carried out in this are until the publication of the new Index of Multiple Deprivation due in December. Further work was underway on information in the data set in respect of gender, ethnicity, age, disability and social group. It was also noted that the programme board overseeing the work focussed on Nuneaton and Bedworth would be coordinated through the Nuneaton and Bedworth LSP with a director from WCC taking the lead.</p> <p>Resolved</p> <ol style="list-style-type: none"> 1) That the Board agrees the further work done in relation to the production of district based profiles and comparisons against national performance across England and Wales. 2) That, in the light of the imminent publication of the New Index of Multiple Deprivation, the Board receives a further report at its next meeting giving further information relating to the Super Output Areas. 3) That the Board reviews the Narrowing the Gap data set in the light of developments regarding the measures to be contained in the New LAA. 	
	<p>8. Mid Year Review and Development of the New LAA</p>	
	<p>The Board considered the process for review of the current LAA and the development of the new LAA.</p> <p><i>Mid Year Review</i></p> <p>Nick Gower-Johnson reminded the Board that the purpose of the review was to assess progress in delivering the outcomes intended through the LAA and its partnership arrangements. To this end the review was being undertaken through partnership-based self assessment through the theme groups with a view to having a draft submission for the GOWM in early December.</p> <p>It was noted that there would be a need to review governance arrangements at some point and that he had already picked up a view from a recent meeting of the Stratford LSP that the LSP did not feel involved in the PSB and LAA. The Board agreed that a formal invitation be sent to the Chairs of the LSPs. Nick Gower-Johnson also undertook to look at the operation of the</p>	<p>N G-J to invite chairs</p> <p>NG-J</p>

	<p>CYP Block as attendance was tending to be restricted to members only, and was not including officer support. Representation of the voluntary sector would also be investigated.</p> <p>Nick Gower-Johnson undertook to circulate a draft of the review document electronically to Board members on 3 December for comment prior to his meeting with GOWM. A further draft would then be distributed to Board members for final comment by 17 December.</p>	
	<p><i>New LAA</i></p> <p>Nick Gower-Johnson reported that, since the last meeting, the Government had issued the set of 198 measures that will be the only measures on which government will performance manage outcomes delivered by local government working alone or in partnership and will replace all other sets of indicators. This National Indicator Set will be augmented by a Handbook of Definitions which was being consulted on before publication of a final Handbook in January 2008. The core of the LAA will be a set of up to 35 improvement targets (taken from the Indicator Set) plus the 16 statutory educational and early years targets, for 2008/11. LAAs can also include local targets.</p> <p>During discussion a question was asked regarding the monitoring of the 198 measures and Sharon Shattock stated that all 198 indicators would be monitored but not as intensively as the core 35. This may be an issue to comment on in response to the consultation on the proposals for Comprehensive Area Based Assessment.</p> <p>In view of this change, block leads have been asked to consider what partners would like to keep in or change and there will be a need to consider this further with a view to making a selection of proposed measures by mid January, and first draft for the Board to consider in February. Part of the process would be for block leads to seek the views of the LSPs. Members commented that they would have liked to see more 'bottom-up' approach and were advised that the aim was to include this input and that hopefully having a first draft to a meeting in January would assist this.</p> <p>Oliver Winters drew attention to the funding issues set out in the report and in particular the implications set out in section 5.</p>	

	<p>The PSB will have more funds to allocate but elements of the grants are for statutory functions and all will have at least some long term commitments, including staffing funded from these resources. More information and guidance was required regarding the potential uses of the Area Based Grant and the circumstances applying to pre-existing commitments. This may well have some impact on the selection of indicators for the new LAA.</p> <p>The Board concluded that they would need an additional meeting in January to understand the financial position.</p>	
	<p>Resolved</p> <ol style="list-style-type: none"> 1) That the processes and timescales described for completing the mid-year review of the LAA be agreed. 2) That the timetable and approach for the preparation of the new LAA be agreed. 3) That the Board notes the current position in relation to the area Based Grant and agrees that further advice and guidance should be made available to the Board following the publication of the Local Government Finance Settlement in December. 4) That the Board notes the position in relation to the current consultation on the National Indicator Set and supports a combined public sector response to Communities and Local Government. 5) That the Chairs of the LSPs be invited to the Board meetings. 	
9	Draft Virgin and London Midland Timetable from December 2008	
	<p>The Board considered e-mail correspondence from Councillor Dennis Harvey that set out concern about changes to the London Midland Timetable. It was noted that the County Council's Cabinet had already raised concern about the proposed changes.</p>	
	<p>The Board agreed that the Chair send a letter on behalf of the Board opposing the changes.</p>	N G-J

10	Any Other Business – Nuneaton and Bedworth-Narrowing the Gap – see reference under minute 2 above	
	<p>Christine Kerr reported that a Programme Board had been established to oversee the Narrowing the Gap initiative championed by John Deegan. The Programme Board had agreed that this work should be overseen by the Nuneaton and Bedworth Local Strategic Partnership. data.</p> <p>It had also been agreed that a draft work programme (costed and prioritised) should be prepared by the LSP setting out the actions that could be taken by partners prior to the completion of the research aspect of the Programme.</p> <p>It was agreed that this draft work programme should be considered by the PSB at its next available meeting.</p>	
11	Future Meeting Arrangements	
	<p>The Board agreed that it should arrange a meeting for the week beginning 21 January 2008 (Paul Lankester offered to host this in Stratford).</p> <p>The agenda for the meeting would focus on the following items:</p> <ul style="list-style-type: none"> • A Financial Monitoring Report for the current LAA-including the information on funding gaps referred to in minute 5 above, and with a view to ensuring reduced underspends at year end; • A progress report on the development of the new LAA including a provisional list of in the indicators derived from the National Indicator Set as suggested by the Block Leads. <p>The following matters should be considered at the meeting of the Board scheduled for <u>20th February 2008</u>:</p> <ul style="list-style-type: none"> • Quarter 3 Performance report for the current LAA including a focus on a) the progress resulting from remedial actions proposed in relation to under-performance and b) the more rigorous report requested in relation to LPSA2 projects 	JP to arrange.

	<ul style="list-style-type: none"> • Financial Monitoring Report as at the end of Quarter 3 • Presentations from the Block Leads in respect of Economic Development and Enterprise and Stronger Communities • Warwickshire Community and Voluntary Action (WCAVA)-report back on business plan and proposals for WCAVA. • Narrowing the Gap update including information relating to the Super Output Areas and measures to be contained in the New LAA. • Update on the development of the new LAA 	
	Future meetings :	
	<p><u>Tuesday 15 April – 2.00 pm.</u> To include presentations from theme blocks: Healthier Communities & Older People; Children and Young People.</p> <p>Approve budget and service plans</p>	
	<p><u>Thursday 26 June 2008 – 10.00 a.m.</u></p> <p>Q4 performance and final outturn for LAA</p>	
	<u>Tuesday 19 August 2008 – 10.00 a.m.</u>	

The meeting finished at 1.00 p.m.

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Chair