

## **PUBLIC SERVICE BOARD**

### **AGENDA**

**Thursday 26<sup>th</sup> June 2008 at 2.00pm in Committee Room 2, Shire Hall Warwick**

#### **Membership of Board**

##### Council Leaders

Councillor Alan Farnell (Board), Warwickshire County Council  
Councillor Michael Doody, Warwick District Council  
Councillor Marcus Jones, Nuneaton & Bedworth Borough Council  
Councillor Colin Hayfield, North Warwickshire Borough Council  
Councillor Craig Humphrey, Rugby Borough Council  
Councillor Les Topham, Stratford on Avon District Council

##### Voluntary & Community Sector

William Clemmey, Coventry and Warwickshire Infrastructure Consortium (CWIC)

##### Coventry and Warwickshire Chamber of Commerce

Louise Bennett, Chief Executive

##### Warwickshire Police Authority

Ian Francis, Vice Chair of the Police Authority

##### Coventry and Warwickshire Learning & Skills Council

Kim Thorneywork-Chief Executive

##### Warwickshire Primary Care Trust

Bryan Stoten, Chair of Warwickshire PCT

##### Warwickshire and West Midlands Association of Local Councils (WALC)

Councillor Vaughan Owen

## **A-PROCEDURAL ITEMS**

### **1 Apologies for Absence**

### **2 Minutes of Previous Meeting**

- a) To agree the minutes of the meeting held on 15<sup>th</sup> May 2008 (attached)
- b) Matters arising from the minutes and not otherwise covered by the agenda
- c) Notification of Items under Any Other Business

## **B-SUBSTANTIVE ITEMS**

### **3 Vision for Warwickshire**

Presentation by Jim Graham, Chief Executive-WCC  
2015 Vision Attached

### **4 The Growth and Housing Agenda**

Presentation by Chris Elliott, Chief Executive-WDC

### **5 Serious Violent Crime Project**

Update from CI Adrian Pearson, Serious Violence Reduction Manager-Warwickshire Constabulary

### **6 LAA Communications Framework**

Presentation from Eric Britton, Head of Communications-WCC  
Draft Communications Framework Attached

## **C-BUSINESS PLANNING AND FINANCE**

### **7 PSB Work Programme (2008-09)**

Report from Bill Basra, LAA Manager-WCC

### **8 Q4 Finance Report**

Reports from Dave Clarke, Strategic Director of Resources-WCC

- 8 (i) 2007/08 Pooled Grant Outturn
- 8 (ii) LPSA 2 Reward Grant Update
- 8 (iii) SSCF Capital Grants

## **D-ITEMS FOR INFORMATION**

### **9 Update on Key Developments**

Report from Nick Gower-Johnson, County Partnerships Manager-WCC

**E-CLOSE OF BUSINESS**

**10 Any Other Business**

**11 Future Meetings**

Tuesday 19 August 2008 – 10.00 a.m. – The Trident Centre, Leamington

## Objectives

The overriding aim of the Public Service Board is to join together to improve public services across Warwickshire and make a real difference to local communities, in particular by focusing on:

- (i) people, families and communities that require greater levels of support and interventions to bring them up to the county average
- (ii) priorities for improvement to services that are used by everybody to improve outcomes for all
- (iii) improving access to service provision within local communities and the accountability of service providers to local people
- (iv) sharpening our key partnership relationships by ensuring that there is strong focus on outcomes, together with clear responsibilities and accountabilities

## Accessibility

It is envisaged that the Warwickshire Public Service Board will meet at least four times a year, however additional meetings may be arranged as necessary

PSB meetings are open to the public.

Paper for the meeting will be available 7 days before the meeting and minutes of the meeting will available 7 days after the meeting.

Papers for the meeting will be available on the LAA website (see below) and also through contacting:

Jean Hardwick  
Principal Committee Administrator  
Tel: 01926 412476  
Email: jeanhardwick@warwickshire.gov.uk

## Further Information

**Visit the Warwickshire LAA website for further information about the LAA**

[www.warwickshire.gov.uk/newlaasite](http://www.warwickshire.gov.uk/newlaasite)

Or alternatively contact

Nick Gower-Johnson  
County Partnerships Manager  
Tel: 01926 412053  
Email: nickgower-johnson@warwickshire.gov.uk

Bill Basra  
LAA Manager  
Tel: 01926 412016  
Email: billbasra@warwickshire.gov.uk

# Warwickshire Local Area Agreement Communication Framework

Draft

DRAFT

# 1. Communication Framework

## 1.1 Background

Effective communication will be key to the success of Warwickshire's Local Area Agreement (LAA).

A large and complex range of stakeholders are involved in the delivery of the Agreement, all of which need to communicate both externally and with each other as the LAA develops and starts to deliver results.

Equally importantly, the outcomes of the Agreement will affect Warwickshire's residents in many different aspects of their lives, and communication of what the LAA is and what it actually means for members of the public will be vital.

For these reasons, there needs to be a well co-ordinated and joined up approach to communications, with clear lines of responsibility.

This communication framework sets out:

- Communications aims and objectives
- Target Audiences
- Approach
- Branding
- Key Messages
- Review and Evaluation
- Annual Action Plan

At a meeting of the County Communications Group (see Appendix 2 for membership details) it was agreed that each LAA block be assigned a communications leader officer (see Appendix 1) who will be responsible for co-ordinating the communications activities associated and relevant to that block.

It was also agreed that a '7<sup>th</sup> Block' was needed to co-ordinate and deliver the overarching communication requirements associated with the LAA.

The Communications Framework and Action Plan will be reviewed annually and progress regularly reported to the Public Service Board (PSB).

## 1.2 Communication objectives

- To ensure that the overall communication (internally and externally) of the LAA is undertaken in a co-ordinated and structured way
- To build awareness, understanding and engagement with the LAA with all partners
- Ensure that everyone who has a stake in the project receives regular updates on the progress of the LAA
- Secure broad ownership for Warwickshire's Local Area Agreement and ensure that all partners share in its success

- Promote LAA success stories that have specific relevance for Warwickshire's different communities
- To provide members of the public with relevant information and key messages resulting from partnership working
- Highlight individual achievements brought about by partnership working that will have a positive impact on Warwickshire residents.

### 1.3 Target audiences

- Communities and people within Warwickshire, including those who are not resident but work or travel within the county.
- Staff within partner organisation
- Key external stakeholders

### 1.4 Approach

Communication objectives will be achieved by:

- Consistent and co-ordinated communication of developments in the LAA
- Development and maintaining of a partnerships website
- Delivering of key messages internally and externally across all partners and public communication activity
- The provision of 'open, honest and accountable' information, presenting the LAA in an accurate and transparent manner at all times
- Each communication lead officer liaises with the owner of each outcome within their block
- Each communication lead officer supports and liaises with the all the block communication leads
- County Communications Group taking the lead responsibility and monitoring of the Communications Framework
- Recognition that every individual involved in the delivery of the LAA has a personal responsibility to communicate clearly and effectively
- Having a standing item on the agendas for all PSB and Themed Group meetings, to consider what internal & external communications is required following the meeting
- Continual /regular reviewing of the Communication action plan and reporting to the PSB

## 1.5 Branding

- No separate branding has been identified for the LAA
- The LAA website is headed 'Warwickshire Together'
- Communications should stress/use the terminology of 'partnership working'
- Communications should focus on the vision of the LAA – '*Listening to Warwickshire and Narrowing the Gap*'

## 1.6 Responsibilities

Partners should emphasise that successes resulting from the LAA are a result of innovative joint working between organisations, and not simply the work of one single organisation. It is proposed, therefore, that the following message is included in all communications about LAA projects and success stories:

*"This project is the result of joint working brought about by Warwickshire's Local Area Agreement, a contract between central government and local areas to address the priorities of local people. It involves all partners in a locality agreeing to work together to find better solutions to local issues."*

### **Overarching communications activities will be undertaken by the Warwickshire County Council Communications Team**

- Features in the WCC stakeholder publication "The Essentials". This is distributed to around 1,000 key partners and to other external high profile businesses.
- Features in the WCC external publication "Warwickshire View" this reaches around 200,000 local Warwickshire residents.
- Proactive news releases on general LAA information and issues
- Features in WCC staff publication "Working 4 Warwickshire". This is distributed to 7,500 of WCC staff county-wide. These features could also be adapted and used in partner staff publications
- Development and maintenance of the partnership website, making links to relevant partners

### **Specific block related communications will be undertaken by the individual block communication leads**

For a joint communications plan to work the partners will have to sign up to some key actions and agreed responsibilities:

- Act as the first point of contact for the block in terms of communication issues
- Liaise with block leads and performance management leads
- Be proactive in communicating key messages on block relevant topics



- Support and liaise with other block communication leads
- Ensure links are made to existing communication strategies
- Act as the key representative at any communications meetings
- Have responsibility to update web pages and relevant areas of the partnerships website
- Be responsible for ensuring action plans are implemented and contribute towards any progress reporting to the PSB.

## **1.7 Review and evaluation**

- The Communication Framework will be monitored and reviewed by the County Communications Group
- PSB will be kept regularly updated on progress and any communication issues which emerge from the action plans
- County Communications Groups meetings will be aligned to the PSB cycle

## 2.0 Communication Action Plan

### 2.1 Over-arching Communication – 7<sup>th</sup> Block

Target audience	Action	Lead	Timescale
Partners & Members of the Public	Develop and Maintain the Partnership Website <ul style="list-style-type: none"> <li>• Information on the LAA,</li> <li>• details of the 6 blocks with membership details, terms of reference, minutes of meetings etc</li> <li>• Delivery plans</li> <li>• Performance data</li> <li>• Guidance notes</li> <li>• Relevant up-dates and news stories</li> </ul>	Louise Richards WCC, in the longer term it will be the responsibility of the block leads to update their own information on the website	Website developed by end August 2007 – and ongoing development
Partners & Members of the Public	Articles in Residents publications - Warwickshire View. Distributed to all households in Warwickshire	Eric Britton WCC	Quarterly
Partners & Members of the Public	Proactive news releases	Eric Britton WCC	On-going
Partners	Articles in stakeholder publication - "The Essentials". Distributed to around 1,000 of our key partners and to other external high profile businesses.	Eric Britton WCC	Quarterly
Staff	Copy could be placed in our staff publication "Working 4 Warwickshire". This is distributed to 7,500 of WCC staff county-wide.	Eric Britton WCC	Quarterly
Staff	Develop and Maintain the Partnership LAA intranet pages	Eric Britton WCC	On-going
All	Monitoring of Press Releases by block categories	Eric Britton WCC	Quarterly

## 2.2 Communication per block

<b>Children and Young People</b>			
<p>Vision – “To improve the lives of children, young people and their families who live in Warwickshire by delivering significant improvements in children and young people’s quality of life and the life chances of those currently disadvantaged”</p> <p>Key Outcomes</p> <ul style="list-style-type: none"> <li>• Increase the number of school travel advisors</li> <li>• Reduce Teenage Pregnancy</li> <li>• Halt the increase in childhood obesity</li> <li>• Reduce infant mortality in deprived areas</li> <li>• Increase Number of Schools with Healthy Schools Status</li> <li>• Increase support services to parents</li> <li>• Address youth fear of crime</li> <li>• Improve child protection</li> <li>• Improve educational attainments and vocational curriculum</li> <li>• Address school exclusions</li> <li>• Improve positive destinations for school leavers</li> <li>• Improve services for recipients of direct payments</li> <li>• Increase the ability of people to influence and develop services</li> </ul>			
<b>Target audience</b>	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>
Partners & Members of the Public	Contribute towards the Partnership Website making links to relevant web sites	Christopher Creswell	<b>On-going</b>
Partners & Members of the Public	Produce and or co-ordinate the press releases on good news stories relating to children & young people, liaising with the owners of the key outcomes		
Staff	Contribution towards articles in relevant staff publications		
<b>Cont.</b>			

<b>Safer Communities</b>			
<p>Vision – “To create safe communities through the reduction of crime and the promotion of safety. To develop the basis for strong stable communities by reassuring the public and fostering the conditions that develop respect”</p> <p>Key Outcomes</p> <ul style="list-style-type: none"> <li>• Reduce Crime</li> <li>• Reduce re-offending</li> <li>• Reduce Domestic Violence</li> <li>• Reduce Race Hate Crime</li> <li>• Build Respect and Reassure the Public</li> <li>• Reduce the harm caused by alcohol and Drugs</li> <li>• Improve Road and Fire Safety</li> </ul>			
<b>Target audience</b>	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>
Partners & Members of the Public	Contribute towards the Partnership Website making links to relevant web sites	Carl Baldacchino – Warwickshire Police	
Partners & Members of the Public	Produce and or co-ordinate the press releases on good news stories relating to safer communities, liaising with the owners of the key outcomes		
Staff	Contribution towards articles in relevant staff publications		

<b>Cont.</b>			
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<b>Stronger Communities</b>			
Vision – “Creating strong stable and cohesive communities through the empowerment of people to have a greater say on how they are governed and services are provided. To create the environment where people of all backgrounds can access the services they require within an overall atmosphere of tolerance and diversity”			
Key Outcomes <ul style="list-style-type: none"> <li>• Community empowerment</li> <li>• Access to Services</li> <li>• Community Cohesion</li> <li>• Affordable Housing</li> </ul>			
<b>Target audience</b>	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>
Partners & Members of the Public	Contribute towards the Partnership Website	Richard Brooker – WDC	
Partners & Members of the Public	Produce and or co-ordinate the press releases on good news stories relating to stronger communities, liaising with the owners of the key outcomes		
Staff	Contribution towards articles in relevant staff publications		
<b>Cont.</b>			

<b>Healthier Communities and Older People</b>			
Vision – “To reduce health inequalities throughout the county and promote healthier lifestyles for all with particular attention to the need for independence and choice amongst older people”			
Key Outcomes <ul style="list-style-type: none"> <li>• Reduce Health Inequalities</li> <li>• Supporting People</li> <li>• Tackling poverty</li> <li>• Promote Healthier Lifestyles</li> <li>• Promote Dignity, independence, choice and quality of life amongst older people</li> </ul>			
<b>Target audience</b>	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>
Partners & Members of the Public	Contribute towards the Partnership Website	Gemma Coldicott – NHS	
Partners & Members of the Public	Produce and or co-ordinate the press releases on good news stories relating to healthier communities and older people, liaising with the owners of the key outcomes		
Staff	Contribution towards articles in relevant staff publications		
<b>Cont.</b>			

<b>Economic Development and Enterprise</b>			
<p>Vision – “To ensure sustainable economic growth throughout Warwickshire whereby jobs are created and retained, and residents equipped with the appropriate skills and competencies to benefit from increased economic prosperity”.</p> <p>Key Outcomes</p> <ul style="list-style-type: none"> <li>• Improve Town Centre vitality and viability</li> <li>• Encourage enterprise and Innovation</li> <li>• Increase skills</li> <li>• Improve employment</li> </ul>			
<b>Target audience</b>	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>
Partners & Members of the Public	Contribute towards the Partnership Website		
Partners & Members of the Public	Produce and or co-ordinate the press releases on good news stories relating to economic development and enterprise, liaising with the owners of the key outcomes		
Staff	Contribution towards articles in relevant staff publications		
<b>Cont.</b>			

<b>Climate Change and the Environment</b>			
<p>Vision - “An improved environment for Warwickshire, which respects biodiversity and the limits of the planet’s natural resources, while preserving them for the benefit of future generations”.</p> <p>Key Outcomes</p> <ul style="list-style-type: none"> <li>• Reduce Greenhouse Gas Emissions</li> <li>• Encourage Renewable energy/Energy efficiency</li> <li>• Encourage Public Transport to reduce Carbon emissions</li> <li>• Address Waste and Increase recycling</li> <li>• Improve quality of the built environment and infrastructure</li> <li>• Encourage sustainable land use</li> <li>• Improve biodiversity and liveability</li> <li>• Reduce flooding</li> </ul>			
<b>Target audience</b>	<b>Action</b>	<b>Lead</b>	<b>Timescale</b>
Partners & Members of the Public	Contribute towards the Partnership Website	Wendy Parry – RBC	
Partners & Members of the Public	Produce and or co-ordinate the press releases on good news stories relating to climate change and the environment, liaising with the owners of the key outcomes		
Staff	Contribution towards articles in relevant staff publications		
<b>Cont.</b>			

## Appendix 1: LAA Leads

LAA BLOCK	BLOCK LEAD	PERFROMANCE MANAGEMENT LEAD	COMMUNICATION LEAD
<b>Children &amp; Young People</b>	Marion Davis – WCC Strategic Director Email: <a href="mailto:mariondavis@warwickshire.gov.uk">mariondavis@warwickshire.gov.uk</a> Telephone: 01926 742388 P.A. Lydia Turpin – 01926 742585	<b>David MacNiven</b> -Education Officer Information Email: <a href="mailto:davidmacniven@warwickshire.gov.uk">davidmacniven@warwickshire.gov.uk</a> Telephone:- 01926 742468	Christopher Creswell - Communications Officer- News& Public Affairs <a href="mailto:christophercreswell@warwickshire.gov.uk">christophercreswell@warwickshire.gov.uk</a> Tel: 01926 418606
<b>Safer Communities</b>	Andy Parker – Deputy Chief Constable Warwickshire Police <a href="mailto:andy.parker@warwickshire.pnn.police.uk">andy.parker@warwickshire.pnn.police.uk</a> Telephone: 01926 415003 P.A. Jean Dore –01926 415087	<b>Julie Sullivan</b> -Community Protection Email: <a href="mailto:juliesullivan@warwickshire.gov.uk">juliesullivan@warwickshire.gov.uk</a> Telephone: 01926 746804	Carl Baldacchino – Asst Director of Resources – Warwickshire Police <a href="mailto:carl.baldacchino@warwickshire.pnn.police.uk">carl.baldacchino@warwickshire.pnn.police.uk</a> Telephone: 01926 415063
<b>Stronger Communities</b>	Chris Elliott-Chief Executive Warwick District Council Email: <a href="mailto:chris.elliott@warwickdc.gov.uk">chris.elliott@warwickdc.gov.uk</a> Telephone: 01926 456000 P.A. Dot Timms –01926 456001	<b>Chris Charman</b> Email: <a href="mailto:chris.charman@warwickdc.gov.uk">chris.charman@warwickdc.gov.uk</a> Telephone: 01926 456028	Richard Brooker – Warwick District Council Email: <a href="mailto:Richard.brooker@warwickdc.gov.uk">Richard.brooker@warwickdc.gov.uk</a> TEL: 01926 456023
<b>Healthier Communities &amp; Older People</b>	Graeme Betts-WCC Strategic Manager <a href="mailto:graemebetts@warwickshire.gov.uk">graemebetts@warwickshire.gov.uk</a> Telephone: 01926 412198 P.A. Julie Quinn – 01926 412198 Tim Davies Email: <a href="mailto:tim.davies@warkpct.nhs.uk">tim.davies@warkpct.nhs.uk</a> Telephone: 01926 493491 Ext 255 P.A. Sheila Taylor	<b>Kim Harlock</b> - Head of Strategic Commissioning and Performance Management Email: <a href="mailto:kimharlock@warwickshire.gov.uk">kimharlock@warwickshire.gov.uk</a> <b>Telephone:</b> (01926) 745101 <b>Carole Edkins</b> - Health Improvement Manager Email: <a href="mailto:caroleedkins@warwickshire.gov.uk">caroleedkins@warwickshire.gov.uk</a> Telephone: 01926 493491	Gemma Coldicott – NHS Email: <a href="mailto:Gemma.coldicott@warkPCT.nhs.uk">Gemma.coldicott@warkPCT.nhs.uk</a> TEL: 01926 493491  Ruth Wilkin – covering maternity leave
<b>Economic Development &amp; Enterprise</b>	Louise Bennett – Director of Coventry & Warwickshire Chamber of Commerce Email: <a href="mailto:louiseb@cw-chamber.co.uk">louiseb@cw-chamber.co.uk</a> Tel: 024 7665 4321 P.A. Beryl Berridge – 024 7665 4321	<b>Janet Fortune</b> –Manager Email: <a href="mailto:janetfortune@warwickshire.gov.uk">janetfortune@warwickshire.gov.uk</a> Telephone: 01926 412739	
<b>Climate Change &amp; the Environment</b>	Christine Kerr – Chief Executive of Nuneaton & Bedworth Borough Council <a href="mailto:christine.kerr@nuneatonandbedworth.gov.uk">christine.kerr@nuneatonandbedworth.gov.uk</a> Telephone: 02476 376210 P.A. Gill Healey – 02476 376210	<b>Nik Moore</b> – Quality & Performance Manager – Rugby District Council Email: <a href="mailto:nik.moore@rugby.gov.uk">nik.moore@rugby.gov.uk</a> Telephone: 01788 533846	Wendy Parry – RBC Email: <a href="mailto:wendy.parry@rugby.gov.uk">wendy.parry@rugby.gov.uk</a> Rachel Walker – NBBC <a href="mailto:rachelwalker@nuneatonandbedworth.gov.uk">rachelwalker@nuneatonandbedworth.gov.uk</a>

## Appendix 2: County Communication Group

Name	Organisation	Email address	Telephone Number
Alison Kennerdell	George Eliot NHS Trust	<a href="mailto:alison.kennerdell@geh.nhs.uk">alison.kennerdell@geh.nhs.uk</a>	02476 865383
Alison Lee	Rugby Borough Council	<a href="mailto:alison.lee@rugby.gov.uk">alison.lee@rugby.gov.uk</a>	01788 533513
Beverley Hemming	Stratford District Council	<a href="mailto:beverley.hemming@stratford-dc.gov.uk">beverley.hemming@stratford-dc.gov.uk</a>	01789 260105
Carl Baldacchino	Warwickshire Police	<a href="mailto:carl.baldacchino@warwickshire.pnn.police.uk">carl.baldacchino@warwickshire.pnn.police.uk</a>	01926 415063
Claire Hendrie	Warwickshire Criminal Justice Board	<a href="mailto:claire.hendrie@warwickshire.pnn.police.uk">claire.hendrie@warwickshire.pnn.police.uk</a>	01926 415000
Eric Britton	Warwickshire County Council	<a href="mailto:ericbritton@warwickshire.gov.uk">ericbritton@warwickshire.gov.uk</a>	01926 418648
Fran Collingham	Coventry City Council	<a href="mailto:fran.collingham@coventry.gov.uk">fran.collingham@coventry.gov.uk</a>	024 7683 1081
Gemma Coldicott (temporary)	Warwickshire PCT	<a href="mailto:gemma.coldicott@warkPCT.nhs.uk">gemma.coldicott@warkPCT.nhs.uk</a>	01926 493491
Karen Barrow	North Warwickshire Borough Council	<a href="mailto:karenbarrow@northwarks.gov.uk">karenbarrow@northwarks.gov.uk</a>	01827 719309
Julie Peach	Warwickshire College	<a href="mailto:jpeach@warkscol.ac.uk">jpeach@warkscol.ac.uk</a>	01788 338758/01926 318244
Lynda Pinks	CSWP Connexions	<a href="mailto:lynda.pinks@cswpconnexions.org.uk">lynda.pinks@cswpconnexions.org.uk</a>	02476 707428
Murray MacGregor	West Midlands Ambulance Service NHS Trust	<a href="mailto:catherine.summers@wmas.nhs.uk">catherine.summers@wmas.nhs.uk</a>	01384 246496
Olivia Shaw	South Warwickshire General Hospitals NHS Trust	<a href="mailto:olivia.shaw@swh.nhs.uk">olivia.shaw@swh.nhs.uk</a>	01926 495321 x 4673
Rachel Walker	Nuneaton & Bedworth Borough Council	<a href="mailto:rachel.walker@nuneatonandbedworth.gov.uk">rachel.walker@nuneatonandbedworth.gov.uk</a>	02476 376447
Richard Brooker	Warwick District Council	<a href="mailto:richard.brooker@warwickdc.gov.uk">richard.brooker@warwickdc.gov.uk</a>	01926 456023
Trevor Seeley	University of Warwick	<a href="mailto:trevor.seeley@warwick.ac.uk">trevor.seeley@warwick.ac.uk</a>	024 7657 4301
Nick Gower Johnson	Warwickshire County Council	<a href="mailto:nickgowerjohnson@warwickshire.gov.uk">nickgowerjohnson@warwickshire.gov.uk</a>	01926 412053
Louise Richards	Warwickshire County Council	<a href="mailto:louiserichards@warwickshire.gov.uk">louiserichards@warwickshire.gov.uk</a>	01926 412904

**Report to the Warwickshire Public Service Board**

**26<sup>th</sup> June 2008**

**Report of the LAA Manager**

**Recommendations:**

It is recommended that the Board:

1. Consider the attached draft work programme and finalise the work of the Public Service Board in the light of the information contained within this report and discussions at the meeting.

**1 Introduction**

1.1 The Public Service Board has been in operation since April 2007. Since then the Board has embedded new ways of working within the environment of:

- Seeking to implement Year 1 of the Current LAA
- Develop a New LAA
- Obtaining greater clarity around ABG and financial arrangements
- Defining and prioritising the overriding vision for the LAA-Narrowing the Gap

1.2 At the last meeting of the Board in May there was a consensus that with the submission of the New LAA and imminent implementation; there was a need to change the emphasis of the Board from process to that of action, delivery and implementation. Underpinning this is a real desire of the PSB to provide the overall vision of the delivery of public services to the communities of Warwickshire through enhanced partnership working

**2. The Work Programme**

2.1 Members of the PSB will be aware that the next meeting is on 19<sup>th</sup> August 2008. No further meetings have yet been scheduled after this date.

2.2 Work to schedule remaining meetings has focussed initially with a mapping exercise of key milestones and events within the LAA calendar. This is to ensure that meeting dates are aligned to key LAA activities and business rather than vice versa. There is also been a need to align service planning, financial and performance to ensure that a holistic approach is taken to



direction of the LAA in particular and partnership working in general. To achieve this key areas that have been considered are:

- Financial/ABG Resources
- Performance Management (LAA and LPSA 2)
- GOWM
- Survey Requirements (Narrowing the Gap analysis/Place Surveys etc)
- Development of the SCS
- Delivery Planning
- Member Engagement and Scrutiny

2.3 The mapping of this information has enabled the production of a draft work programme attached as Appendix 1.

### **3 The Wider Context**

3.1 The draft programme contains key LAA activities. However for the PSB to truly achieve a change of direction as espoused at the last meeting it needs to map its future work within the context of:

- Narrowing the Gap
- The Wider Context
- Identifying issues in Warwickshire and Developing Solutions

3.2 Members of the Board will recall that 'Narrowing the Gap has been defined by the Board as:

*'Reducing differences across the County in terms of achievement, opportunity and quality of life'.*

3.3 Whilst it has been agreed by the Board that priority should be given to addressing the gaps that exist between some of the communities in Nuneaton and Bedworth and elsewhere in the county, it has been clearly understood that the Board wishes to ensure a focused but holistic approach which would:

- Address gaps /issues affecting geographical communities in all five areas of the county and
- Also address gaps / issues affecting communities of interest no matter where they may reside (e.g. some disabled people, some people with mental ill health or learning disability, some people from BME groups, some carers etc.)
- Focus on complex issues that can only be addressed through a genuine partnership approach whereby agencies pool resources and effort in pursuit of the shared ambition of narrowing the gap.
- Focus effort though through joint action in relevant local communities / with communities of interest

3.4 In defining its approach to Narrowing the Gap, the Board have agreed on the selection of the following 15 indicators:

<b>NI No</b>	<b>LAA Theme</b>	<b>Description</b>
75	Children & Young People	5 + GCSEs A* - C or equivalent including Maths and English
116	Children & Young People	Proportion of children in poverty
117	Children & Young People	16-18 year olds who are Not in Education Employment or Training
15	Safer	Serious Violent Crime (inc Domestic Violence)
16	Safer	Serious Acquisitive Crime
21	Safer	Dealing with local concerns about anti social behaviour and crime by the local council and the police
4	Stronger	% of people who feel they can influence decisions in their locality
1	Stronger	% of people who believe people from different backgrounds get on well together in their local area
120	HCOP	All Age, All cause Mortality
123	HCOP	Smoking Cessation
152	Economic Development & Enterprise	Working age population on out of work benefits
163	Economic Development & Enterprise	Working age population with Level 2 qualification
166	Economic Development & Enterprise	Average earnings of employees in the area
175	Economic Development & Enterprise	Access to services and facilities by public transport walking & cycling
195	Climate Change & the Environment	Improved street and environmental cleanliness (levels of graffiti, litter detritus and fly posting)

3.5 At the last meeting the Board were also invited to define the key strategic issues facing the county in the foreseeable future (perhaps over the next 10 years) and should then be actively involved in both the consideration of these issues and the development of a visionary partnership based response and ensuring a citizen outcome focus. These issues were identified as:

- The Growth Agenda – visioning the impact of the Regional Spatial Strategy from the particular perspective of its impact on service demands
- Narrowing the Gap and Raising Achievement as an ongoing driver for all of our partnership work.
- Addressing expanding service delivery needs within the context of potentially diminishing public sector budgets

- Changing Population and Demography of the county - developing a shared and balanced understanding across the public sector of the impact of migration and the ageing population on the economy, community cohesion and service delivery
- Promoting Economic Growth and the Skills Agenda including the Regional Economic Strategy
- Promoting Health and Addressing Health Inequalities including the essential interface with Educational Achievement
- Embedding a vision for a Stronger and Safer County
- Addressing the impact of Climate Change

## **4 Conclusion**

4.1 At the last meeting the Board considered the following statement:

‘The PSB has been in operation now for a little over twelve months and has made sound progress. However, the opportunity for the Board to really fulfil its potential has been, in part, impeded by the requirement to develop a second LAA within 12 months, and the need for processes relating governance, performance management and resource management to ‘bed down’. There is a real sense of optimism for the future coupled with a genuine desire on the part of all partners to help the Board take a more strategic approach, to move away from process, focus on the achievement of outcomes and to collectively address the key issues facing Warwickshire over the foreseeable future.’

4.3 It is hoped that the suggestions contained in this paper will promote discussion and support the Board in achieving its ambitions. Accordingly the Board are invited to consider the attached programme in the light of the wider strategic context and finalise with regard to discussions at the meeting.

Bill Basra  
LAA Manager  
13<sup>th</sup> June 2008

## WARWICKSHIRE PUBLIC SERVICE BOARD

### WORK PROGRAMME 2008/09

Date of Meeting	Procedural Items	Substantive Items
August	--LAA Update --Work Programme	<ul style="list-style-type: none"> <li>• Child Poverty</li> <li>• Update on Narrowing the Gap Analysis</li> <li>• SCS Process</li> </ul>
September	--LAA Update --Work Programme	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> Q LPSA 2 Reporting/Finance Monitoring</li> <li>• Identification of ABG Priorities/Allocation</li> <li>• Results of ABG Scrutiny</li> <li>• Proposals for Joint Scrutiny</li> <li>• Update on Narrowing the Gap Analysis</li> <li>• Endorsement of Year 1 LAA Delivery Plans</li> <li>• SCS Consultation</li> </ul>
November	--LAA Update --Risk Analysis --Work programme	<ul style="list-style-type: none"> <li>• Mid Year LAA/LPSA 2 reporting/Finance Monitoring</li> <li>• Budget Bids for LPSA 2 Reward/Delegated Capital</li> <li>• Update on Narrowing the Gap Analysis</li> <li>• SCS Draft Consideration</li> </ul>
January	--LAA Update --Work programme	<ul style="list-style-type: none"> <li>• Endorsement of SCS</li> <li>• Year 1 LAA refresh</li> <li>• Outline approach on Year 2 LAA Delivery Plans</li> </ul>
February	--LAA Update --Work programme	<ul style="list-style-type: none"> <li>• Q3 LAA/LPSA2 reporting/Finance Monitoring</li> <li>• Budget decisions for LPSA 2/Delegated Capital</li> </ul>
April	--LAA Update --Risk Analysis/Update --Development of Work Programme 2009/10	<ul style="list-style-type: none"> <li>• Outcomes of Budget Process/ABG Financial Protocols</li> <li>• Approval of Year 2 LAA Delivery Plans</li> </ul>

## Agenda Item 8 (i)

### Report to the Warwickshire Public Service Board

26 June 2008

### Report of the Strategic Director of Resources, Warwickshire County Council

### 2007/08 LAA Pooled Grant Outturn

#### Recommendation

It is recommended that the PSB:

- Notes the 2007/08 LAA Pooled Grant underspend of £192,339 and makes any comments as appropriate.
- Approves the Themed Blocks proposed use of the underspends as outlined in Paragraph 3.3.
- Supports the submission, by the Accountable Officer, of the End Year Statement of Grant Usage to GOWM on the basis of the information contained in this report and accompanying appendix.

## 1 Introduction

- 1.1 The Warwickshire LAA became operational on 1 April 2007. Funding to support the LAA priorities was in the form of an LAA Pooled Grant, from the Government, that comprised a number of former specific grants. From April 2008 the original LAA has been replaced by a new LAA. The funding mechanism has also changed with LAA Pooled Grant being replaced by a much wider Area Based Grant. This 2007/08 outturn position therefore represents the first (and last) year's operation of the LAA Pooled Grant system.
- 1.2 The purpose of this report is to inform the PSB of the 2007/08 outturn position on LAA Pooled Grant and to seek the approval of the Themed Blocks proposals for use of any carry forward. The report has been compiled on the basis of the returns from each of the Themed Blocks in receipt of pooled grants, in consultation with partners.

## 2 2007/08 Outturn Position

- 2.1 Funding streams totalling £9,321,382 were pooled and allocated to partners as LAA Pooled Grant in 2007/08. Of this allocation £9,129,043 was spent. This represents an underspend of £192,339 or 2.1% of the total pooled LAA

grant. The 2.1% underspend can be carried forward to deliver LAA priorities in 2008/09, as it is less than the maximum 5% carry forward allowed under the grant rules.

- 2.2 Table 1 shows a summary of the outturn position for the Themed Blocks in receipt of pooled funding. A more detailed analysis, by partner, is attached at Appendix A.

<b>Table 1: 2007/08 LAA Pooled Grant Outturn by Themed Block</b>				
	Climate Change & Sustainability £	Children & Young People £	Safer Communities £	Total £
<b>Revenue</b>				
Grant	559,213	7,445,871	583,664	8,588,748
Spending	539,913	7,445,871	565,541	8,551,325
<b>Over/(Underspend) - £</b>	<b>(19,300)</b>	-	<b>(18,123)</b>	<b>(37,423)</b>
<b>%</b>	<b>-3.5%</b>	-	<b>-3.1%</b>	<b>-0.4%</b>
<b>Capital</b>				
Grant	559,213	-	173,421	732,633
Spending	409,270	-	168,448	577,718
<b>Over/(Underspend) - £</b>	<b>(149,943)</b>	-	<b>(4,973)</b>	<b>(154,916)</b>
<b>%</b>	<b>-26.8%</b>	-	<b>-2.9%</b>	<b>-21.1%</b>
<b>Total</b>				
Grant	1,118,426	7,445,871	757,085	9,321,382
Spending	949,183	7,445,871	733,989	9,129,043
<b>Over/(Underspend) - £</b>	<b>(169,243)</b>	-	<b>(23,096)</b>	<b>(192,339)</b>
<b>%</b>	<b>-15.1%</b>	-	<b>-3.1%</b>	<b>-2.1%</b>

- 2.3 Underspends occurred in the Climate Change and Sustainability Block and the Safer Communities Block. The Children and Young People Block spent their allocation in full. The 2007/08 Grant conditions require that any underspends must be spent in the same Themed Block, as originally allocated.

### 3 Proposed Use of Any Underspends

#### 3.1 Climate Change and Sustainability Block

The Climate Change and Sustainability Block's LAA pooled funding was allocated between the five District/Borough Councils and the County Council. The underspend of £169,243 was incurred jointly by North Warwickshire Borough Council and Warwickshire County Council. The other District and Borough Councils spent their allocation in full (see Appendix A).

- 3.2 North Warwickshire Borough Council underspent their allocation of £54,744 by £40,812 or 74.6%. The underspend was because part of the programme due to be funded by the grant was delayed. The delayed element of the

programme intended to provide for the inclusion of properties in isolated locations in the Kerbside Recycling Collection scheme and Garden Waste Collection.

The PSB agreed in principle at their meeting on 20 February to allow North Warwickshire Borough Council to carry forward their underspend to roll out their delayed scheme in 2008/09.

Warwickshire County Council underspent their allocation of £652,092 by £128,431 or 20%. This underspend related to the capital element of the allocation only and was incurred primarily due to the delay in the delivery of three woodchippers costing approximately £127,000. As such, this expenditure was committed as at 31 March 2008, and the proposal is to use the carry forward to meet this commitment.

### 3.1 **Safer Communities Block**

An underspend of £23,096 or 3.1% was incurred in the Safer Communities Block mainly due to future funding uncertainty resulting in the delayed recruitment of a new analyst. At a meeting held on the 3 June 2008, the Safer Communities Block agreed to recommend, to the PSB, that the underspend is used as follows:

- The £4,972 capital underspend to be added to the resources available to meet capital priorities in 2008/09.
- The £18,123 revenue underspend to be allocated to the Violent Crime Initiative led by Warwickshire Police.

3.2 The allocation to the Violent Crime Initiative was supported following a discussion at the PSB on 15 May 2008. The Chief Constable, Eric Bristow, reported on Government and community pressure to address the issue of the “increase in violent crime”. There was consensus that a dedicated team be created that would share information (including people and places at risk) and aim to repudiate, and not tolerate, violence. Once established, the Chief Constable was confident a reduction in violent crime could be achieved and that the initiative would become a self-sustaining part of the way partners work together.

3.3 It is recommended the PSB approves the proposed use of carry forwards outlined above as follows:

- £40,812 to North Warwickshire Borough Council to include isolated properties in the Kerbside Recycling Collection and Garden Waste Collection.
- £128,431 to Warwickshire County Council to fund the three additional woodchippers.
- £18,123 to the Violent Crime Initiative led by Warwickshire Police.
- £4,972 to the Safer Community Block to increase the funds available in 2008/09 to meet capital priorities.

## **4 Statement of Grant Usage**

- 4.1 The PSB are recommended to authorise the Accountable Officer to submit the End Year Statement of Grant Usage to GOWM on the basis of the information contained in this report.

DAVID CLARKE  
Strategic Director, Resources  
Warwickshire County Council  
And Accountable Officer of the Warwickshire LAA

9 June 2008



## Agenda Item 8 (ii)

### Report to the Warwickshire Public Service Board

26 June 2008

#### LPSA Reward Grant – An Update

#### Report of the Strategic Director, Resources and Strategic Director, Performance and Development, Warwickshire County Council

##### Recommendation

- To note the implications of the latest forecast of LPSA2 Reward Grant and the approach being undertaken to maximise the reward grant available.

#### 1 LPSA2 Reward Grant

- 1.1 At their meeting on 15 May 2008 the received a 2007/08 LAA Performance report that forecast Reward Grant of £10.072 million could be received, compared to a maximum possible of £13.962 million.
- 1.2 We have since received formal confirmation, from the Government as to how this Reward Grant will be received. The Reward Grant will be paid half in 2009/10 and half in 2010/11, with half of the money being a capital grant and half a revenue grant. Therefore, assuming the current forecast of Reward Grant is accurate the County Council will receive £5.036 million in 2009/10 and 2010/11, of which £2.518 million in each year would be revenue money.
- 1.3 Clearly these figures are based on the latest forecast performance against the LPSA2 stretch targets. To help in the delivery of these targets the County Council received pump-priming money from the Government which was topped up with a £500,000 loan from their Virtual Bank. The LPSA2 Steering Group is currently reviewing the allocation of the remaining pump-priming money, with the objective of making allocations where there is the opportunity to maximise the Reward Grant.
- 1.4 It should be noted that the first £1.5 million, plus accrued interest, of the revenue element of the Reward Grant to be received in 2009/10 will be used to repay the Virtual Bank loans for the pump-priming top-up and the additional £1 million allocation agreed by Council on 18 March 2008. The County Council have previously authorised the Chief Executive, in consultation with the Leader of the Council, to agree the allocation of any remaining Performance Reward Grant in consultation with LAA partners through the Public Service Board.
- 1.5 It is proposed that the use of this money is considered by the PSB as part of the 2009/10 budget setting process. A fuller report on budget planning will be brought to the next meeting of the PSB.

DAVE CLARKE  
Strategic Director, Resources

DAVID CARTER  
Strategic Director, Performance and Development

## **Agenda Item 8(iii)**

### **Report to the Warwickshire Public Service Board**

**26 June 2008**

#### **Report of the Strategic Director of Resources, Warwickshire County Council**

#### **Safer and Stronger Communities Capital Grant**

##### **Recommendation**

The PSB requests that that Safer and Stronger Themed Blocks consider how they would wish to use the £173,000 capital grant for Safer and Stronger Communities, in 2008/09, to deliver the outputs and outcomes of the new LAA and report back to the PSB, at it's meeting on 19th August 2008, with proposals.

##### **1 Introduction and Background**

- 1.1 In 2007/08 the LAA Pooled Grant included a capital element as part of the Safer and Stronger Communities Fund. The PSB allocated this resource to the Safer Block, with most of the funding going as a capital grant to the CDRPs.
- 1.2 For 2008/09 the position has changed. As part of the 2008/09 Local Government Settlement the County Council has received a Safer and Stronger Communities Capital Grant of £173,000 for 2008/09 and an equivalent indicative amount for the following two years. As yet the County Council has made no decisions about the potential use of this money.
- 1.3 The purpose of this report is to ask if the PSB wish to recommend to the County Council a proposed use of this grant and if so how the PSB wish to consider proposals from the Safer and Stronger Themed Blocks for the use of the grant.

##### **2 Potential Use of the Grant**

- 2.1 There are no longer the formal grant conditions that existed previously, rather the spending must comply with the accounting policies of the County Council and comply with the purpose for which the grant was approved by Parliament. Therefore any proposals to use the grant must be aimed at tackling crime, anti-social behaviour and drugs, empowering communities, and improving the condition of streets and public spaces; in particular for disadvantaged neighbourhoods where these issues often require more attention.
- 2.2 The statutory definition of what constitutes capital spending for all local authorities, or for funds spent through them is set out in Appendix A. Therefore all proposals must comply with this definition. Included in this definition is a local, County Council, requirement, that all allocations must be over £6,000.

### **3 Proposed Way Forward**

3.1 It is recommended that the PSB agree the following as the way forward:

- The Safer and Stronger Themed Blocks are asked to consider how they would wish to use £173,000 capital grant in 2008/09 to deliver the outcomes/outputs of the new LAA.
- A “bid” is prepared for each project to allow information to be presented and considered in a consistent way.
- These bids are accompanied by a paper from the Themed Block prioritising the proposals and reported back to the PSB on 19 August.
- The PSB agrees a recommendation to the County Council at its meeting on 19 August 2008
- The Cabinet of the County Council approves the allocations at its meeting on 11 September 2008.
- Proposals for using the indicative capital grant in 2009/10 and 2010/11 are considered by the PSB/County Council as part of the budget setting process.

**Dave Clarke**

Strategic Director, Resources  
Warwickshire County Council

## Definition of Capital Expenditure

From 1 April 2004, under the Local Government Act 2003, capital expenditure is defined as 'expenditure of the authority which falls to be capitalised in accordance with proper practices'. In addition the Secretary of State may define particular items that will or will not be capital expenditure.

Under the proper practices capital expenditure means:

- The acquisition, reclamation, enhancement or laying out of land exclusive of roads, buildings, and other structures;
- The acquisition, construction, preparation, enhancement or replacement of roads, buildings, and other structures; and
- The acquisition, installation or replacement of movable or immovable plant, machinery and apparatus and vehicles and vessels.

In (a) and (b) above 'enhancement' means the carrying out of works that are intended:

- To lengthen substantially the useful life of the asset; or
- To increase substantially the open market value of the asset; or
- To increase substantially the extent to which the asset can be used for the purposes of or in connection with the functions of the local authority concerned.

Even if expenditure was interpreted to be capital under the above definition all authorities operate a de minimis level where if the cost is less than the de minimis it would still be classified as revenue. For the County Council the de minimis level is £6,000, however, this will vary across partners. Furthermore it is not enough for a project to be more than the de minimis level to be classed as capital; it must also satisfy the capital definition.

Any projects the County Council approves for its own spending or capital grants the County Council makes to partners must comply with this definition. It is then the responsibility of the partner to ensure these comply with their own accounting practices.

# 2008/09 SSCF Capital Grant Proposal Form

## 1. PROPOSAL DETAILS

Proposal Title:	
Themed Block:	
Lead Partner/WCC Directorate:	
Responsible Officer:	
Amount Required:	
<b>Description and scope of proposal:</b>	
<b>LAA Outcomes/Outputs impacted by the proposal:</b>	
<b>What existing resources are in place to support this proposal?</b>	
<b>What additional services over and above the existing level of service will this proposal achieve?</b>	
<b>Please list the partner organisations directly involved in the delivery of this proposal</b>	

**2. NEED & JUSTIFICATION**

**What are the quantitative and qualitative links to the LAA priorities (include any measurable outputs and/or performance indicators)**

**What is the timescale for the delivery of these outcomes and how/where will they be reported?**

**Please indicate the principal geographical areas/ places for delivery of the proposal.**

**Provide a risk analysis of the delivery of the proposal and its expected outcomes.**

I confirm that the proposal outlined above is in accordance with the priorities of the Warwickshire LAA

Signed: ..... (Project Lead Officer)

Date: .....

I confirm that the proposal outlined above is in accordance with the accounting policies of my organisation.

Signed: ..... (Partner/WCC Directorate Lead finance Officer)

Date: .....

**Report to the Warwickshire Public Service Board**

**26<sup>th</sup> June 2008**

**Report of the County Partnerships Manager**

**Update on Key developments**

**Recommendations:**

It is recommended that the Board:

1. Notes the progress made on the joint scrutiny exercise in respect of Area Based Grant 2008-9 and joint scrutiny of partnership activity generally
2. Notes the Project Plan for the development of the Warwickshire Sustainable Community Strategy
3. Makes such suggestions as it thinks fit for the Public Service Board Advisory Forum meeting on 15<sup>th</sup> July 2008
4. Notes the purposes of and resources available through the Learning to Deliver Programme 2008-9 and agrees the nomination of a Programme Champion
5. Notes the current position in relation to the finalisation of the new LAA, Delivery Planning for the new LAA and Communications issues

**1 Introduction & Context**

1.1 This report aims to update members of the Board and provide some background information for matters that will be discussed at the meeting. These matters include:

- Taking forward the County Council's resolution (xii) of 18<sup>th</sup> March 2008 in respect of the 'rigorous joint scrutiny exercise' for all work funded by Area Based Grant (ABG) in readiness for the 2009/10 budget round - Paragraph 2
- Developing the strategic role of the Board, taking forward the Sustainable Community Strategy for Warwickshire , the first meeting of the Public

Service Board Advisory Forum (now fixed for 15<sup>th</sup> July 2008), and the Learning to Deliver Programme – Paragraph 3

- A short general update on the new LAA, LAA Delivery Planning and Communications Issues – Paragraph 4

## **2. Joint Scrutiny Exercise of Area Based Grant in readiness for the 2009/10 budget round**

2.1 At its meeting on 15<sup>th</sup> May, the Board agreed that:

a) The exercise is undertaken by a small group made up elected members/ those in governance positions who carry out a scrutiny role and are from organisations which are members of the Board. The group could be made up of:

- 2 representatives nominated by the County Council
- 2 representatives nominated by the District: Borough Councils
- 2 representatives from organisations which are members of the Board but from non local authority organisations (e.g. Police Authority, LSC, CWIC, WALC or the Primary Care Trust)

b) The group is supported by an officer group which should include nominees from the County Council's Strategic Directors for Resources and Performance & Development plus up to two nominees from partner organisations that are members of the Board.

c) The group should be established rapidly and complete its tasks by the end of September 2008.

d) The exercise gives those in receipt of ABG in 2008/9 the opportunity (LAA Theme / by Theme) to:

- Make clear the purposes of the former funding stream
- Describe the citizen outcomes achieved through the current use of resources
- Describe the contribution of the work funded to ABG to the new LAA and other local priorities including Narrowing the Gap(s)
- Outline the consequences to the LAA and other priorities of partial or complete disinvestment from the services currently funded

e) The group would consider the availability of resources other than ABG to support / enhance the work (including resources from partners outside the CC)

f) The group would consider identifying those elements of ABG which on the one hand relate to LAA outcomes/ partnership activity and on the other hand those which relate to core functions of the County Council which are single agency and bear no relationship to partnership / LAA activity



- 2.2 Sound progress has been made on the establishment of the Member and Officer Groups:

**Member Group:**

**Warwickshire County Council** : representation is being determined through discussions involving the Chair of the Overview and Scrutiny Committee Coordinating Group and the Leader of the Council

**Borough : District representation** : Will be through the nomination of Cllr Les Smith (North Warwickshire Borough Council) and Cllr Jane Knight (Warwick District Council)

**Other organisations** : We have received nominations for Cllr Vaughan Owen (Warwickshire Association of Local Councils), Ian Francis (Warwickshire Police Authority), and Gillian Entwistle (Warwickshire PCT).

It is suggested to the Board that each of these three nominees should be involved.

**Officer Group:**

**Warwickshire County Council** – Jane Pollard and Virginia Rennie

**Borough : District Councils:** Will be through Ian Davis (Rugby Borough Council) and either Richard Warne or Simon Donaghy (Nuneaton & Bedworth Borough Council)

**Other organisations** : We have received a nomination for Anne Garner (Warwickshire Primary Care Trust)

It is suggested that the Officer group should proceed on this basis (although there is an opportunity for a further nominee from 'other organisations'.

- 2.2 The Board will recall that it agreed at its last meeting to request officers to develop proposals for joint scrutiny of partnership activity generally. We are currently waiting for nominations from partner organisations for a small officer working group to take this forward.

**3 The strategic role of the Board, the Public Service Board Advisory Forum and the Learning to Deliver Programme**

- 3.1 At its last meeting, the Board agreed that it would define the key strategic issues facing the county in the foreseeable future (up to 2015) and should then be actively involved in both the consideration of these issues and the development of a visionary partnership based response and ensuring a citizen outcome focus. It acknowledged that many of these complex issues require not only a Warwickshire wide response but also the development of an

appropriate sub regional / regional approach. These discussions should drive forward shared partnership thinking on the development and production of a Warwickshire Sustainable Community Strategy,

3.2 The Board considered that these issues might include:

- The Growth Agenda – visioning the impact of the Regional Spatial Strategy from the particular perspective of its impact on service demands
- Narrowing the Gap and Raising Achievement as an ongoing driver for all of our partnership work.
- Addressing expanding service delivery needs within the context of potentially diminishing public sector budgets
- Changing Population and Demography of the county - developing a shared and balanced understanding across the public sector of the impact of migration and the ageing population on the economy, community cohesion and service delivery
- Promoting Economic Growth and the Skills Agenda including the Regional Economic Strategy
- Promoting Health and Addressing Health Inequalities including the essential interface with Educational Achievement
- Embedding a vision for a Stronger and Safer County
- Addressing the impact of Climate Change

3.3 At this meeting, the Board will be receiving the first of these strategic presentations from Chris Elliot (Chief Executive of Warwick District Council and Block Leader for the Stronger Communities Theme of the LAA) on 'The Growth and Housing Agenda'.

3.4 Attached as Appendix One to this report is a Project Plan for the preparation of the Warwickshire Sustainable Community Strategy for comment by the Board at its meeting.

3.5 In line with the discussions at the last meeting, the first meeting of the Public Service Board Advisory forum has now been convened to take place on 15<sup>th</sup> July 2008. Members of the Forum have been notified of the arrangements for the meeting and it has been suggested to them that matters for discussion might include:

- The LAA – what difference it is making and will make in the future

- Taking forward our partnerships – especially further developing the links between the PSB, the 5 district based LSPs and the emerging Localities agenda
  - Communications – using the Forum as an opportunity to share good practice and current priorities of the partners
  - Engaging the Third Sector and the Business Sector
  - Using effectively the resources available to support partnership work – especially the Learning to Deliver Programme 2008-9 (see 3.7 below)
- 3.6 Members of the Forum have been invited (by 26<sup>th</sup> June) to comment on these suggestions and to make their own suggestions as to other matters that they would like to raise at the Forum meeting. A verbal report will be given to the Board meeting as to items raised by Forum members.
- 3.7 Details of the Learning to Deliver Programme (L2D) for 2008-9 have been announced. L2D is a development programme for LSPs in the West Midlands that aims to provide practical support and activities to help improve the delivery of LAA outcomes. The individual components of the programme are:
- The assignment of a Lead Local Improvement Adviser (Derrick Johnstone) with up to 12 days of support available to the six Warwickshire LSPs.
  - LAA Improvement Grants – LSPs are asked to carry out a risk assessment and to identify one or more Improvement Objectives – these must be approved by the LSP Boards. In Warwickshire a total of £85,000 is available to support work in this regard made up of £50,000 countywide and £7,500 for each of the district LSPs. An Improvement Support Plan must be produced to secure the resource, and each of the LSPs must identify a Programme Champion whose role is to:
    - Provide Strategic Support to the development and delivery of the Programme
    - Ensure that LSP Boards receive regular progress updates
    - Encourage the active participation of partner organisations in the L2D programme
- 3.8 The District LSP Officers are meeting on 10<sup>th</sup> July to take these matters forward – in the meantime the Board should consider agreeing the nomination of a Programme Champion to work on its behalf as outlined above.
- 4 Other matters for the information of the Board

#### **4.1 New LAA/GOWM**

The Board will recall that the New LAA was approved by the PSB on 15<sup>th</sup> May with submission to GOWM on 16<sup>th</sup> May 2008. After a process of negotiation and revision (due to technical clarifications) a final version together with associated documents was submitted to GOWM on 2<sup>nd</sup> June 2008. Any comments as a result of Ministerial consideration of the document will be reported verbally at the meeting.

Documents relating to the new submission are available on the LAA website

[www.warwickshire.gov.uk/laa](http://www.warwickshire.gov.uk/laa)

#### **4.2 Delivery Planning**

A delivery planning framework is being finalised which in part is based on tried and trusted methodologies (including the 'five step approach'). This will be then be issued to all blocks together with guidance which will address the following factors:

- Prioritisation of Narrowing the Gap
- Local differentiation of targets and delivery arrangements
- Incorporation of Cross Cutting Themes
- Evidence of linkages with local LSP's and key delivery partners
- Evidence of clear citizen based outputs

All delivery plans will be considered by the Public Service Board in September. An evaluation period has been built into the framework to ensure that the plans are robust and ready for implementation.

#### **4.3 Communications**

In addition to the Communications Framework key actions to note are:

- Production of an Annual Review
- Improvements to the LAA website
- Production of an LAA 'Lite' Version
- Investigation into quarterly e-bulletins
- Proposed events in July to further improve LAA communications

Nick Gower Johnson  
County Partnerships Manager  
6<sup>th</sup> May 2008







