

**Minutes of a meeting of the Warwickshire Public Service Board held on 22
September 2008 at Shire Hall, Warwick.**

Present:

Members of the Public Service Board

Council Leaders:

Alan Farnell, Warwickshire County Council (Chair of Board)
Michael Doody, Warwick District Council
Craig Humphrey, Rugby Borough Council
Les Topham, Stratford on Avon District Council

Voluntary and Community Sector - William Clemmey (CWIC)

C&W Chamber of Commerce -

Warwickshire Police Authority - Ian Francis

Learning and Skills Council (C&W) -

NHS Warwickshire (PCT) -

Warwickshire Association of Local Councils - Councillor Vaughan Owen

Other attendees

Audit Commission – Mary-Ann Bruce
Rugby LSP – Paul Tolley
Stratford LSP – Alan Bartlett (Vice Chair)
Warwickshire County Council – Councillor Peter Fowler
Warwick District Council – Councillor Bob Crowther
Warwickshire Probation Board – Robin Verso (Chair) and Liz Stafford
Warwick LSP/WCC – Councillor Sarah Boad

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

Rugby Borough Council – Ian Davis, Strategic Director

North Warwickshire Borough Council – Steve Maxey

Warwickshire Police - David Whitehouse

Warwickshire PCT – Gillian Entwistle

Warwickshire Association of Local Councils – Alison Hodge

CWIC – Jacqui Aucott

GOWM – Terry Cotton

Learning and Skills Council (C&W) - Yvonne Rose

County Council Colin Ball, Camp Hill Project Manager
Graeme Betts, Strategic Director of Adult Health and
Community Services.
John Betts, Head of Service, Resource Division
Dave Clarke, Strategic Director of Resources
Paul Galland, Strategic Director of Environment and
Economy
Jim Graham, Chief Executive
Bill Basra, LAA Manager
David Carter, Strategic Director of Performance and
Development
Elizabeth Featherstone, Head of Family Support
Janet Fortune, Economic and Social Regeneration Policy
and Funding.
Nick Gower-Johnson, County Partnership Officer.
Jean Hardwick, Interim Member Services Manager
Jacky Lawrence, Energy Manager
Michelle McHugh, Interim Scrutiny Manager
Kate Nash, Head of Community Safety
Nicole North, Performance and Improvement Officer
Spencer Payne, Corporate Business Analyst
Janet Purcell, Cabinet Business Manager
Julie Sullivan, Corporate Community Safety Manager
Virginia Rennie, Group Accountant

The Chair welcomed to the meeting - Robin Verso and Liz Stafford (Warwickshire Probation Services), Paul Tolley (Rugby LSP), Mary Ann Bruce (Audit Commission), Alan Barlett (Vice Chair Stratford LSP), Yvonne Rose (LSC) and Terry Cotton (GOWM).

1	Apologies	Action
	<p>Apologies for absence were received from Keith Bristow, Chief Constable, Marion Davis, Strategic Director of Children, Young People and Families, Louise Bennett (C&W Chamber of Commerce), Councillor Marcus Jones (Nuneaton and Bedworth Borough), Councillor Colin Hayfield, Jerry Hutchinson, (North Warwickshire Borough Council, and Kim Thorneywork (Learning and Skills Council).</p>	
2	Minutes of meeting held on 26 June 2008	
	<p>Resolved</p> <p>That the minutes of the meeting held on 26 June 2008 be agreed as a correct record.</p> <p><u>Matters Arising</u></p> <p><u>Serious Violent Crime Project.</u></p> <p>David Whitehouse reported that a meeting of the project group had taken place the previous week and was well attended.</p>	
	<p>(These minutes reflect the order of the items on the agenda and not the order in which they were discussed).</p>	
3.	Addressing the Impact of Climate Change.	
	<p>Jacky Lawrence, with the aid of power-point presentation (attached), outlined -</p> <ul style="list-style-type: none"> • Warwickshire’s Climate Change Strategy • Background Research/ CO₂ emissions – and highlighted the large amount of work there was much to do in this area. The only area where this was reducing was in the home. • Warwickshire’s Climate Change Partnership • The Role of the LAA (NI186) –“To work with all district/borough and WCC to ensure best practice is extolled in relation to energy efficiency and reduced CO₂ emissions”. • Action Plan Projects (48 projects – Energy (16), Transport 	

	<p>(6), Resources Efficiency (6), Adaptation (6), Communication and Education (10) and Strategic (4).</p> <ul style="list-style-type: none"> • What's next – Environmental Champions – One Tonne Challenge, Big Switch Off Friday 24 October 2008, Universally Challenged - 4 November 2008, Tackling Fuel Poverty NI 187, Biomass Market Development and Adapting to climate change (NI 188). <p>Christine Kerr highlighted the importance of the “one tonne challenge” and the importance of climate change being a separate themed block. She urged support for this initiative from all partners and district/borough councils.</p> <p>The Chair thanked Jacky Lawrence for her presentation.</p>	
4.	Narrowing the Gap (NTG)	
4(i)	Narrowing the Gaps in Warwickshire – Joint Report of Strategic Directors, Performance and Development and Environment and Economy, Warwickshire County Council.	
	<p>Paul Galland, with the aid of a power-point presentation (attached), presented the joint report. He expressed concern about the rate of progress of this issue and fragmentation of approach. He highlighted –</p> <ul style="list-style-type: none"> • That a further report would be brought to the Board's next meeting providing an holistic approach to “Narrowing the Gap” (NTG) which would include action plans for a range of organisations building in differential targets and priority localities • The baseline data for the NTG Indicator Set (not all indicators had baseline data yet). • Key message – The gaps within a district could be as significant as those between districts. • Key message – The gaps between specific communities of interest could be greater than gaps across different geographies. Warwickshire had specific communities of need that could be scattered across all areas of the County. • The need for differential targets and identifying priority areas. <p>The Board -</p> <p>(1) Reviewed the baseline data for the Narrowing the Gaps Indicator Set;</p>	

	<p>(2) acknowledged the range and extent of the gaps that exist amongst our communities, both geographically and otherwise;</p> <p>(3) agreed the proposed approach for identifying differential targets and commission support on this basis;</p> <p>(4) agreed the proposal for identifying priority localities and considered how such prioritisation might be applied to future narrowing the gaps activity;</p> <p>(5) agreed to receive a further comprehensive report at its November meeting detailing a partnership approach to tackling the issues outlined in the report.</p>	PG
4 (ii)	<p>Child Poverty Strategy for Warwickshire, Joint Report of Strategic Directors, Children Young People and Families, Adult Health and Community Services and Environment and Economy, Warwickshire County Council (WCC), recommended for referral by WCC Cabinet.</p>	
	<p>Elizabeth Featherstone presented the report which she said had been referred to the Board by WCC's Cabinet, and –</p> <p>(1) commended the close working relationship that had been developed with the WCC's Environment and Economy Directorate in the area of employment and skills training;</p> <p>(2) highlighted the importance of addressing the issue of children who live in a family with a disabled parent or who were themselves disabled.</p> <p>In reply to a question Elizabeth Featherstone said that fuel poverty sat within financial inclusion within Children's Centres (how families dealt with income and resources).</p> <p>Christine Kerr highlighted the absence of reference to the minimum wage and the need to find ways of supporting and advising those people in need, outside the usual methods.</p> <p>The Board -</p> <p>(1) Noted the recommendations made by the Children and Young People's Overview and Scrutiny Committee in respect of child poverty.</p> <p>(2) Noted the recommendation by Cabinet that the Board consider the issues raised in the report.</p> <p>(3) Noted the work of WCC and partners on the development of a Child Poverty Strategy and LAA Delivery Plan to deliver a reduction and eventual elimination of children living in poverty (N1 116).</p> <p>(4) Asked that the Strategy takes into account fuel poverty and</p>	EF

	financial inclusion via the national minimum wage.	
4 (iii)	Health Inequalities – Report based on the findings of a recent Audit Commission review of Health Inequalities in Nuneaton and Bedworth recommended for referral by WCC, NBBC and the PCT.	
	<p>Christine Kerr presented the report and highlighted that –</p> <ul style="list-style-type: none"> (1) the Audit Commission’s health inequalities audit was a catalyst for this review; (2) referred to the main conclusions in paragraphs 15 – 18 of report; (3) whilst recognising that there was much good work being undertaken, paragraphs 19 onwards identified issues that needed to be addressed specifically in Nuneaton and Bedworth and, taking on board Paul Galland’s comment in report 4 (i) above, the need to ensure that the recommendations were implemented across the county and LAA blocks. <p>The Board -</p> <ul style="list-style-type: none"> 1. noted the Audit Commission Summary Report. 2. accepts the leadership role for reducing health inequalities across the county as part of the Narrowing the Gaps agenda. 3. delegated authority to the Healthier Communities and Older People Partnership Board to lead the work across all the blocks on reducing health inequalities, recognising the wider determinants of health. 4. authorised the Healthier Communities and Older People Partnership Board to review its membership to ensure that it has the correct representation and skills. 5. asked the Healthier Communities and Older People Partnership Board to produce a countywide “Health Inequalities Strategy” for the Public Service Board to ratify and own across the blocks. 6. asked the Healthier Communities and Older People Partnership Board to report to the Board’s 27 January 2009 meeting on implementation of recommendations 4 & 5 and instructs the Healthier Communities & Older People Partnership Board to give early consideration to identifying the necessary resources to do so. 7. asked the Health Overview & Scrutiny Committee to 	CK

4 (iv)-a	LSP Narrowing the Gap Action (NTG) Plans for North Warwickshire.	
	<p>Dave Clarke presented the report of the North Warwickshire Community Partnership. He highlighted that a total of £160,891k had been allocated to addressing the NTG agenda in North Warwickshire (£100k initially allocated by the Board, £50k allocated by North Warwickshire Area Committee in July and a further £10,891 allocated in September to assist with the shortfall in funds).</p> <p>The Board –</p> <ol style="list-style-type: none"> (1) Approved the North Warwickshire Community Partnership Narrowing the Gap Action Plan. (2) Noted the comments contained in the report. 	
4 (iv)-b	LSP Narrowing the Gap Action (NTG)Plans for Rugby Borough	
	<p>Paul Tolley presented the Rugby Local Strategic Partnership report, which included a summary of the process undertaken to develop a NTG action plan.</p> <p>The Board –</p> <ol style="list-style-type: none"> (1) Noted the report. (2) Approved the Rugby LSP Action Plan to work towards the ‘Narrowing the Gap’ agenda. 	
4 (iv)-c	Warwick LSP Spending Plan	
	<p>Councillor Sarah Boad presented the report of the Warwick LSP and highlighted the proposed spending plan, which she said covered a wide range of projects.</p> <p>In reply to concern expressed by William Clemmey regarding the lack of information about how to access these funds Chris Elliot said that there had been a substantial publicity campaign and every effort made to contact community and voluntary groups.</p> <p>The Board –</p>	

	<p>(1) Approved the Warwick LSP Spending Plan to work towards 'Narrowing the Gap' agenda.</p> <p>(2) Noted the report.</p>	
5.	Probation and Partner Contribution to reduce Re-Offending.	
	<p>Robin Verso outlined the work of the Warwickshire Probation Board and Liz Stafford highlighted –</p> <ul style="list-style-type: none"> • The unpaid work undertaken by offenders on community orders (61,000 hours worked valued at £300k); • That the 2006 crime statistics had shown a marked improvement as compared to previous years; • That the reduction in re-offenders reflected the raft of partnership work and training programmes available; • The importance of better engagement between the Probation Service and the Stronger Block; • That addressing accommodation, education, training and employment needs, mental health and substance misuse had a significant impact on reducing re-offending; • That giving offenders priority access to services might not be the public's priority but reducing crime was and that, if re-offending could be reduced by giving all offenders a better service, this would make a good contribution to crime reduction. <p>The Board –</p> <ol style="list-style-type: none"> (1) agreed to the Probation Service joining the LAA Stronger Communities Block and the Healthier Communities be asked to examine the role of the Probation Service within its block; (2) asked that the funding recommendations, 4 a) – d), page 1 of the report, be considered as part of the overall approach to LAA funding requirements; (3) asked that the possibility of using existing housing partnerships be investigated to promote and deal with accommodation provision for ex-offenders; (4) asked for clarification on the comparative approaches that were used by the Safer Block when examining data. 	<p>Chris Elliott/ Graeme Betts/ Helen King/ Dave Clarke/ Nick G-Johnson</p>
6.	Hear By Right	

	<p>Peter Hatcher presented the report on Involving Children and Young People in Decisions which was referred to the Board by the Children, Young People and Families Overview and Scrutiny Committees at its meeting on 8 July 2008.</p> <p>The Board agreed –</p> <ol style="list-style-type: none"> (1) That its member organisation adopts Hear by Right (or Warwickshire Award for Involvement for Voluntary Sector Organisations) as the approved nationally recognised indicator to demonstrate young people’s involvement in decision-making. (2) Supports the proposal for establishing young people’s panels to work alongside new locality forums. 	Peter Hatcher
7.	Comprehensive Area Assessment Consultation	
	<p>Jim Graham presented the report outlining the proposed response to the Joint Inspectorate’s consultation document on the proposed approach to the new Comprehensive Area Assessment (CAA). Referring to the draft response attached to the report, Appendix A, he referred to an error, and asked that the second sentence of the second paragraph of the response to question 3, be deleted.</p> <p>In reply to a question Jim Graham said that the response outlined in Appendix A, was the collective response from the Board’s partners. Borough and District Councils and partner organisations would need to consider their own individual responses.</p> <p>The Board –</p> <p>Approved the consultation response to the Joint Inspectorates, Appendix A of the report, subject to the deletion of the second sentence of the second paragraph of the response to question 3.</p>	
8.	Area Based Grant Joint Scrutiny	
	<p>Councillor Bob Crowther presented the report of the Area Based Grant Joint Scrutiny Panel and commended Michelle McHugh and colleagues for their support in carrying out the review.</p> <p>The Chair emphasised the importance of the Panel’s recommendation B, that funding was no longer ring-fenced and that services should be encouraged to think innovatively about how they spent their funding allocations. With regard to recommendation B he invited Dave Clarke to comment on the</p>	

	<p>consequence of the proposal that future allocations of ABG should be structured in larger themed pots. In response Dave Clarke commended the Panel for its work in carrying out a difficult exercise involving many people and the proposal to use resources more flexibly.</p> <p>Following discussion the Chair advised that, once the Board had agreed the principles of the Panel's recommendations, they would then be fed into the PSB budget methodology to assess the consequence of the proposals and their feasibility.</p> <p>The Board recommended -</p> <ol style="list-style-type: none"> (1) Approval of the Area Based Grant Joint Scrutiny Panel's recommendations. (2) That a report be brought to the next meeting outlining the consequences of the recommendations and that the report addresses a framework for LAA funding. 	
9.	Finance Report	
9 (i)	2008/09 Area Based Grant-Projected Outturn as at Quarter 1.	
	<p>The Board, having considered the report outlining the LAA pooled grant outturn 2008/09 –</p> <p>Noted the 2008/09 Quarter 1 position and the projected 2008/09 Outturn.</p>	
9(ii)	Safer and Stronger Communities Capital grant 2008/09 Spending Proposals	
	<p>The Board, having considered the report outlining the 2008/09 Spending Proposals for the Safer and Stronger Communities Capital Grant –</p> <ol style="list-style-type: none"> (1) Supported the proposed use of the 2008/09 Safer and Stronger Communities capital grant, as recommended by WSCP shown in Table 1 of the report. (2) Supported the proposed use of any capital contingency, shown in Table 2, should resources become available. (3) Asked that approval be sought from the Warwickshire County Council for the grant to be used by WSCP for the purposes outlined in the report. 	
(iii)	LAA Reward Grant-Consultation Response.	

	<p>The Board, having considered the proposed consultation response to the Government's proposal for a new method of calculating Performance Grant Entitlement, -</p> <ul style="list-style-type: none"> (1) Noted the broad framework of the new LAA performance reward grant framework, as outlined in Section 3. (2) Requested that the Accountable Officer submits a response to the consultation paper on behalf of the PSB on the basis of Appendix A. (3) Asked Block Leads to ensure that the agreement of baselines and targets, as part of the 2009 refresh and the consequent delivery planning, reflect the wish to maximise Warwickshire's achievement of performance reward grant. 	Block leads
10.	LAA Key Developments	
	<p>Nick Gower-Johnson presented the report and thanked Christine Kerr for agreeing to take on the role of Programme Champion for the PSB.</p> <p>The Board –</p> <ul style="list-style-type: none"> 1. noted the paragraphs in the report relating to - <ul style="list-style-type: none"> (a) Development of the Warwickshire-Wide Sustainable Community Strategy (paragraph 2) (b) Performance Management and Delivery Planning (paragraph 3). (c) Communications (paragraph 4) (d) The Work Programme (Paragraph 6). 2. authorises the Programme Champion to conclude the Improvement Support Plan in line with the outline contained in paragraph 5 of the report. 	NG-J/BB
11.	Any Other Business	
	<p>Update report on the Implications of Proposed Levels of Housing Growth – Affordable Housing</p> <p>Chris Elliott presented his report (copies circulated at the meeting), which was produced in response to issues raised at the Board's last meeting, about how the Board could or should</p>	

	<p>address the issues raised in respect of the levels of housing growth anticipated in the area over the next 20 years and the opportunities presented by the Sub National Review of Economic Development. He highlighted funding contributions received from Advantage West Midlands of £100k to fund the first stage of the research suggested in points 3 and 5 of the Action Plan and £50k from Coventry Solihull and Warwickshire Partnership towards some of the research on transport infrastructure.</p> <p>The Board –</p> <ul style="list-style-type: none"> (1) Noted the success in achieving funding to conduct research into the mechanisms for forward funding of infrastructure provision and the ongoing discussion about forward funding of affordable housing. (2) Asked all local authorities and key agencies to consider the Action Plan in Appendix A of the report and respond to it in order that it might be finalised by the end of this year. (3) Agreed to a ‘Visioning Session’ being established to assist the process of developing a Sustainable Community Strategy for Warwickshire. (4) Asked for a progress report to be produced at the end of the year. 	<p>All</p> <p>CE</p>
12.	Future Meeting Arrangements	
	<p>The Board agreed to hold the next meeting on Thursday 20 November 2008 in Shire Hall at 2:00 p.m.</p>	

The meeting finished at 6:10 p.m.

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Chair