

**Minutes of a meeting of the Warwickshire Public Service Board held on 20 November 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  
Colin Hayfield, North Warwickshire Borough Council  
Craig Humphrey, Rugby Borough Council  
Marcus Jones, Nuneaton and Bedworth Borough Council  
Les Topham, Stratford on Avon District Council

Voluntary and Community Sector - William Clemmey (CWIC)  
C&W Chamber of Commerce - Dianne Williams (representing Louise Bennett)  
Warwickshire Police Authority - Ian Francis  
Learning and Skills Council (C&W) - Kim Thornycroft – Chief Executive  
NHS Warwickshire (PCT) -  
Warwickshire Association of Local Councils - Councillor Vaughan Owen

**Other attendees**

Audit Commission – Mary-Ann Bruce  
Rugby LSP – Paul Tolley  
Stratford LSP – C Goody  
Warwickshire County Council – Councillors Peter Fowler and June Tandy

**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  
Jerry Hutchinson, North Warwickshire Borough Council

Warwickshire Police - Keith Bristow and Neil Brunton

Warwickshire PCT – Helen King

Warwickshire Association of Local Councils – Alison Hodge

CWIC – Jacqui Aucott

GOWM – Terry Cotton

County Council     Colin Ball, Camp Hill Project Manager  
Graeme Betts, Strategic Director of Adult Health and Community Services.  
Ben Cahill, Assistant to the Conservative Group  
Dave Clarke, Strategic Director of Resources  
David Carter, Strategic Director of Performance and Development  
Monica Fogarty, Head of Change Management  
Janet Fortune, Economic and Social Regeneration Policy and Funding.  
Nick Gower-Johnson, County Partnership Manager.  
Jim Graham, Chief Executive  
Kate Nash, Head of Community Safety  
Louise Richards, Policy and Partnerships Coordinator  
John Scouller, Head of Skills, Tourism and Economy

1	<b>Apologies</b>	<b>Action</b>
	Apologies for absence were received from Simon Warren (Chief Executive, Rugby Borough Council) and Bryan Stoten (Warwickshire PCT)	
2	<b>Minutes of meeting held on 22 September 2008</b>	
	Resolved  That the minutes of the meeting held on 22 September 2008 be agreed as a correct record.	
3.	<b>2009/10 Area Based Grant and Other LAA Resources</b>	
	Dave Clarke, the LAA Accountable Officer, introduced the report and recommendations.  Points noted during the debate: <ul style="list-style-type: none"><li>• There would be benefits in the PSB receiving a presentation relating to the operation of Supporting People funding including the delivery of</li></ul>	

	<p>outcomes and links to the priorities of the PSB.</p> <ul style="list-style-type: none"> <li>• The effectiveness of resources in delivering the LAA priorities would be reviewed.</li> <li>• There was a need to agree who would determine the priorities for the use of uncommitted funding.</li> <li>• Information should be made available about the impact of withdrawing resources.</li> <li>• Must ensure that reward funding is not allocated when targets have been missed.</li> <li>• Having regard to the likely availability of financial resources, it was likely that decisions to undertake certain actions would result in difficult decisions relating what other activity will have to cease.</li> <li>• It was proposed that a medium term financial plan should be prepared for ABG</li> <li>• There was a need for all organisations, including LSPs, to ask themselves how they were contributing to the LAA including financial aspects of the LAA.</li> <li>• Consideration should be given to resources for housing being included into Supporting People.</li> <li>• Information on the action being taken by other PSBs would be obtained.</li> <li>• There was an opportunity for the PSB to undertake a more imaginative deployment of its budget.</li> <li>• The impact of the current economic climate must be reflected in the LAA targets are stretched targets. Need justification for proposed changes before making any commitment.</li> <li>• It was requested that investment into the LSPs should continue in 2009/10.</li> </ul> <p>Councillor Craig Humphrey highlighted his concern about inflation being built into the ABGs, in some cases a 50% increase, without any explanation. He said that Rugby BC would need more information about these areas of inflation before giving its support to the proposals.</p> <p>(1) The Board requests the Area Based Grant Scrutiny Group and Themed Blocks to reconvene in order to identify the potential consequences of reducing the investment in each of the former funding streams making up the Area Based Grant available to Warwickshire in 2009/10, that this exercise be supported by the LAA Accountable Officer and that this work is completed by 13 January 2009.</p> <p>(2) In the light of this work the LAA Accountable Officer be asked to recommend a Medium Term Financial Planning approach for the</p>	<p>Dave Clarke</p> <p>N G-J</p> <p>N G-J</p> <p>Dave Clarke/ Michelle McHugh</p> <p>Dave Clarke</p>
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	<p>Public Service Board including the relationship between Area Based Grant and the mainstream funding of partner agencies.</p> <p>(3) That the relationship be considered in the review and refresh process for the LAA.</p>	Dave Clarke
<b>4.</b>	<b>Priority Neighbourhoods and High Harm Causers</b>	
	<p>The PSB received a presentation from Neil Brunton, Deputy Director of Local Policing, Warwickshire Police. A copy of the presentation was circulated with the Agenda for the meeting.</p> <p>Following the presentation Neil responded to several questions. The following points were noted:</p> <ul style="list-style-type: none"> <li>o Working at practitioner level was being undertaken to create an improved strategy.</li> <li>o The Police were moving away from detection rate basis and the focus was now on stopping harmful behaviour</li> <li>o The geographical areas highlighted in the presentation were reviewed all the time relevant intelligence information.</li> <li>o There would be a need to correlate needs/areas to see where partners were working together.</li> <li>o Need to get people into jobs as a crime prevention measure</li> <li>o The work being undertaken was complimented by the actions of the Safer Schools Partnership where the input of small resources was producing results.</li> <li>o The priority policing proposals would be taken forward through community safety groups, CRDP</li> </ul> <p>The PSB supported the approach for priority policing areas and acknowledged that there will be wider partnership benefits and opportunities.</p>	N G-J / Neil Brunton
<b>5.</b>	<b>Economy, Skills and Poverty</b>	
	<p>During his introduction of the item, Jim Graham, Chief Executive of the County Council, indicated that the Board would need to consider what action could be taken to lessen the impact of the “credit crunch”. He reported that the Derbyshire PSB had agreed the following 12 point plan in response to the economic downturn:</p> <ul style="list-style-type: none"> <li>• Derbyshire Partnership Forum get all organisations to commit to the following.</li> <li>• Source Derbyshire -renewed publicity campaign of buy local website to get more little/local companies to advertise purchasing requirements</li> <li>• Buy Derbyshire -town based competition supported by Chamber of Commerce/Chambers of Trade to encourage local purchasing</li> <li>• B-line/Gold Card -renewed publicity for local discount schemes</li> </ul>	

- Invoice Payments -all partners commit to paying as quickly as possible and responding to acute cases
- Major Suppliers/Sub-Contractors -pressure on them to buy local/pay invoices quickly
- Chamber of Commerce networking -support for successful town based Chamber networking events to share problems, issues and business opportunities .
- Council Tax -all precepting bodies to commit to keeping council tax increases for 2009/10 to a minimum
- Business Rates -call for cut in business rate increase for 2009/10 which will be 5% based on September 2008 RPI
- Business Rates -campaign to ensure all small businesses claim small business rate relief.
- 'Quids In' Campaign -renew highly successful targeted welfare benefits campaign
- Debt Counselling -promote county-wide debt counselling support in liaison with Citizens' Advice Bureaux/Advice Derbyshire

During the discussion the following points were noted:

- o Tendering for local authority business should be made more accessible to small businesses and advice should be made available relating to the local authority procurement.
- o Care must be taken not to duplicate action being taken by the Coventry Warwickshire Economic Recovery Group
- o With regard to unemployment in North Warwickshire an adult skills check was being undertaken.
- o The "Train to Gain" programme was being picked up by small businesses.
- o The PSB would be kept up to date with proposals for skilling redundant people.
- o Help was available for SMEs but there was a need to identify, as early as possible, those businesses getting into difficulties in order to be able to offer assistance.
- o Action was being taken towards 10 day payment of invoices to assist the cashflow situation of businesses.
- o SMEs were experiencing difficulties in obtaining overdrafts and the Chamber of Commerce was discussing the issue with banks to see what changes could be introduced.
- o The opportunity should be taken to increase funding for social housing to assist the construction industry.
- o Changes to life style as a result of the economic situation was likely to increase crime
- o Further information would be obtained from the Government Office about the new funding that was to be made available through AWM, as reported in the Municipal Journal.
- o The CCN had recommended an acceleration of the Building Schools for the Future Programme



	the County Partnerships Manager.	
	6. Information should be obtained relating the possible funding available through AWM	John Scouller, Diane and Janet Fortune
	7. The ways of actioning social housing issues be addressed via Chris Elliott and Terry Cotton	Chris Elliott
6	<b>LPSA 2 – Quarter 2 Performance Report (2008/09)</b>	
	<p>Nick Gower Johnson, the County Council's County Partnerships Manager, presented the report which asked the Board to</p> <p>During his introduction he indicated that improvements were expected in the Healthy Schools project and drew attention to the need for robustness in the forecasting final reward grant.</p> <p>The Board the considered the progress made to date in relation to LPSA2 and remedial actions suggested by the Block Leader in respect of those measures that are currently forecasted to miss target.</p> <p>Consideration was also given to the ways in which the partnership can provide short term funding to successful projects to sustain them until such time as decisions are made on the allocation of the Reward Grant</p> <p><b><u>Tackling Poverty Project</u></b></p> <p>With regard to the Tackling Poverty Project, there was concern at the possible implications of not making short term funding available to sustain the project, including redundancy provisions and the possible loss of experienced staff.</p> <p>It was suggested that, having regard to the project's performance, a decision should be taken by the PSB to allocate short term funding to enable the project to continue during the budget preparation period. However the Board were advised that there was a need to give consideration to funding aspects of all schemes in preparing its budget at the next meeting and that there would be many difficult decisions to be taken, particularly as the current budget overspent.</p> <p>Some members indicated that a decision on the matter could not be made without details of the amount of resources required.</p> <p>During the debate on the issues, Councillor Mike Doody indicated that, in view of the Warwick District Council's involvement with this project, he would</p>	Chris

	<p>arrange for the District Council to be responsible for the required short term funding.</p> <p>Marion Davis, the County Council's Strategic Director of Adult, Health and Community Services, indicated that she would examine the possibility of matched funding being obtained under Connexions.</p> <p><b><u>Other Issues</u></b></p> <p>During further discussion the following points were noted:</p> <ul style="list-style-type: none"> <li>• Reward grants would be deposited in a central fund which would be distributed by the PSB</li> <li>• Activity to maximise grants must be increased at every opportunity.</li> <li>• The PSB would need to consider financial issues at the January meeting.</li> <li>• The Scrutiny body would be asked to consider action to synchronise as many different budgets as possible to avoid a reoccurrence of the issues discussed relating to the Tackling Poverty Project.</li> </ul> <p>The Board agreed to:</p> <p>(1) Note the position in relation to the allocation of Reward Grant</p> <p>(2) Request the LPSA2 Steering Group to reconsider the current criteria for the allocation of Performance Reward Grant in 2009/10 &amp; 2010-11 and, having consulted with all key stakeholders, produce a further report to the next meeting of the Board.</p>	<p>Elliott</p> <p>Marion Davis</p> <p>Michelle McHugh</p> <p>N G-J</p>
<b>7</b>	<b>2008/09 Area Based Grant – Projected Outturn as at Quarter 2</b>	
	The PSB noted the report of Dave Clarke, the Accountable Officer.	
<b>8</b>	<b>Summary of LAA Performance and Progress (2008/09: Quarter 2)</b>	
	<p>Nick Gower Johnson presented the report of the LAA Block Leaders.</p> <p>The Board endorsed the progress made to date in relation to LAA performance, targets and issues that have been identified by the Block Leaders including remedial actions.</p>	
<b>9(i)</b>	<b>Narrowing the Gaps – Proposed Delivery Strategy and Programme 2008-15</b>	



	<p>Colin Ball, Camp Hill Project Manager presented the report on behalf of Paul Galland, the County Council's Strategic Director of Environment and Economy.</p> <p>Members discussed several aspects of the report. The following points were noted:</p> <ul style="list-style-type: none"> <li>o The CPA had indicated that the County Council should identify measures that would be taken to Narrow the Gaps hence the new Strategy.</li> <li>o There will be a need to redirect resources to achieve the aims of the proposed strategy.</li> <li>o A stakeholders conference was to be held on the 13 February 2009.</li> <li>o Consideration will be given to the impact of the economic situation on the Strategy.</li> <li>o It was intended that the Strategic Development Group would become a partners group</li> </ul> <p>The Board endorsed the Narrowing the Gaps Delivery Strategy and Programme 2008-15.</p>	
<b>9(iii)</b>	<p><b>Narrowing the Gaps Action Plan – 6 Months Update</b></p> <p><b>Report of the Nuneaton and Bedworth Local Strategic Partnership.</b></p>	
	<p>Christine Kerr presented the report of the Nuneaton and Bedworth LSP and advised the Board that details of targets and performance were included on the LAA webpages.</p> <p>The Board noted the progress made in relation to the agreed targets.</p>	
	<p><b>Report of the Stratford District LSP</b></p>	
	<p>Paul Lankaster presented the report of the Stratford LSP and in doing so requested an early indication of the budget for 2009/10</p> <p>The Board noted the progress made in relation to agreed targets.</p>	
<b>10</b>	<p><b>LAA and General Update</b></p>	
	<p>The Board agreed</p> <p>(1) To note and endorse the approach to:</p> <ul style="list-style-type: none"> <li>o The approach to LAA Review and Refresh (Paragraph 2)</li> <li>o The Development of the Warwickshire Sustainable Community Strategy (paragraph 3)</li> </ul>	

	<ul style="list-style-type: none"> <li>○ Sustainable Communities Act 2007 (Paragraph 4)</li> <li>○ The development of Joint Scrutiny Arrangements (Paragraph 5)</li> </ul> <p>(2) Adopts the Strategic Risk Register and agrees to the approach outlined to Risk Management (Paragraph 6)</p> <p>(3) That the ways of addressing increased levels of social housing includes consideration of the LPSA2 capital reward grant as part of the 2009/10 budget discussions and an urgent review of the ways in which the Southern Housing Market Area underspend could be brought forward for use quickly.</p>	Chris Elliott
<b>11.</b>	<b>Any Other Business</b>	
	None.	
<b>12.</b>	<b>Future Meetings</b>	
	The next meeting would be held on the 27 January 2009 at 2.00 p.m. at a venue to be announced.	Jean Hardwick

The meeting finished at 4:30p.m.

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Chair