



East Midlands
Improvement and
Efficiency Partnership

**East Midlands Improvement and Efficiency Partnership
Board Meeting
15 April 2010**

Minutes

In attendance:

Councillor Martin Hill OBE	Lincolnshire CC
Councillor Fiona Martin	East Lindsey DC
Councillor Marion Brighton OBE	North Kesteven DC
Councillor Robin Brown	Northamptonshire CC
Councillor Roger Begy	Rutland CC
Councillor Mary Malin	Kettering BC
Councillor David Perkins	Northampton BC
Councillor David Sprason	Leicestershire CC

Observers

Councillor Lewis Rose OBE	Derbyshire Dales DC
Councillor Peter Roffey	EM Fire & Rescue Regional Management Board

Officers

Stuart Young (SY)	EM Councils
Chris Allison (CA)	EM IEP
Jean Morgan (JM)	South Northamptonshire C
Heather Parker (HP)	EM IEP
Andrew Foster (AF)	EM IEP
Jan Sensier (JS)	GOEM
Mark Edgell (ME)	IDeA

1. Apologies

Councillor Alan Rhodes	Nottinghamshire CC
Councillor Vi Dempster	Leicester City
Councillor Jeremy Webb	East Lindsey DC
Councillor Ranjit Banwait	Derby City
Councillor Chris Williamson	Derby City
Councillor Joan Kirkbride	Northamptonshire CC
Councillor Andy Connelly	Leicester City
Councillor Dave Wilcox	Derbyshire CC
Councillor Isobel McCall (IDeA Peer)	Milton Keynes Council
Councillor Neil Clarke	Rushcliffe BC
Councillor Graham Chapman	Nottingham City
Councillor Gary Porter (IDeA Peer)	South Holland DC
Councillor Michael Gage (IDeA Peer)	Braintree DC
Councillor Brian Hoare	Northampton BC
Nick Hodgson	Derbyshire CC

2. **Minutes of the EM Efficiency and Improvement Partnership Board – 20 January 2010**

The minutes were approved as an accurate record of the meeting.

It was pointed out that Councillor Wilcox is a Board Member of the IDeA and not a member of the Improvement Board.

3 **Matters Arising**

All actions have been completed. Mark Edgell, IDeA, has been invited onto the Board.

(a) **Procurement Programme Report**

In response to a question about SME engagement it was noted that EM IEP is engaged with national and regional initiatives to support local businesses and firms within the region and in particular with the emda led East Midlands Public Procurement Opportunities Plan initiative.

Also EMPA are working closely with local businesses across the region to encourage SMEs to sign up for their accreditation scheme and become EM supply chain contractors. There is a contract register of East Midlands' accredited businesses, where specialist contractors are drawn from, to support the 14 main construction companies.

In response to a question, CJA confirmed that Scape Systems Build Limited, which is a local authority controlled company and the delivery agent for EMPA take a levy of only 0.5% of the contract value for the intermediate level framework contract.

Action: CJA agreed to provide Councillor Brighton with additional information on the subject.

4. **Declarations of Interest**

None

EM IEP Video – The promotional video summarising the work of the East Midlands Improvement & Efficiency Partnership was played at the meeting. This will be utilised at the Annual Conference in June.

5. **EM IEP Regional Work Programme 2010/11**

The report set out the decision taken by Rosie Winterton MP, CLG Minister, to release the third year funding for RIEPs based upon the summary report presented in February.

Cllr Brown spoke on behalf of the Community Partnership Leadership project. The Board voted 7:1 against approving this programme.

As recommended by the Steering Group, two other projects were not approved (Community Awards and Use of Resources (UoR) support). The

Steering Group had expressed concern that these programmes did not meet the timely outcomes required across the region.

The funding from the three projects not supported was reallocated to the Total Place (TP) budget with the addition of £20k from the unallocated regional budget, to bring the total fund available to £1m of which £325k is capital.

There was considerable debate on how the £1m would be allocated to projects since Leicestershire had requested £400k for implementation of their TP project, which will deliver £12-£17m savings. The debate also centred around the issue of timelines for the development and delivery of projects. Therefore, the Board agreed to the following process:

- By 15th May any request for TP funding should be submitted to Chris Allison in the form of a PID, taking into consideration the conditions outlined in the business case provided in the Steering Group and Board reports.
- There is no cap on the funding requested, i.e. funding will not necessarily be carved up in equal allocations. However, each bid should assume that 32.5% of the funding approved will be capital. The Board were also keen to see match funding from partners included.
- The Board agreed to delegate the decision for approval of projects submitted to the Chair and Vice Chairs.

The Board were provided with an overview of the proposed Children's Services programme. The Board agreed that the issue of safeguarding should be addressed jointly by Children's and Adults Social Care JIPs based on a family approach. However, the Board agreed that preventing the need for 'clients' to be moved into a safeguarding scenario should also be addressed. The transition process from Children's to Adults Social Care Services was also highlighted as an issue that should be addressed jointly. The Board agreed that the sharing of best practices should be encouraged across the region. The Board approved the funding for the project as set out in the report.

Action: Councillor Begy agreed to discuss the safeguarding issue further with Directors of Children's Services and provide an action plan.

The Board agreed that case studies and videos were a good medium for sharing best practice and inspiring others. However, the Board agreed that the £50k capital requested for the production of videos should be reduced to £25k.

The Board expressed the view that the workshops were valued and well attended and approved the funding for 2010/11

The remainder of the regional programme was approved as set out in the report

6. Sub Regional Programme Peer Reviews

The Chair expressed concern regarding delivered savings by Sub Regions and the rate of project delivery (spend against milestones). The Board agreed with the Steering Group's recommendation of a further peer review in October. This review would mirror the review carried out in February to provide some continuity and plot progress towards implementing the Peer Review recommendations.

The Board suggested a wider range of partners be used, including Member involvement at the future review meetings.

Concern was also expressed with regard to delivery of specific milestones. Delivery of some projects will continue after 31 March 2011 with a legacy for the region, and acknowledgement of this would be welcome from the government.

The Board supported Lincolnshire SRP's request for a return visit from Northamptonshire SRP in June. Northamptonshire SRP will arrange this review directly with Lincolnshire SRP.

7. Sub Regional Programmes 2010/11

The Board approved all the projects and programme changes submitted by the SRPs as set out in the report.

8. Revised Targets March 2010

At their last meeting the Board requested that the 12 stretch targets be reviewed and simplified.

The Board discussed and approved the revised targets with the following changes:

- Sector Led Performance - bullet points 1 and 2 remain as stated, 3rd bullet point changed to – “reduce the number of red flags from the 2009 level”. The 4th bullet point deleted
- Return on investment - reduced to 4:1 for realised savings by March 2011
- Delivering excellent LAA outcomes - 60% on each target changed to 60% across the LAA (this reflects the formula for payment of the reward grant)

Action: Revised targets to be amended as discussed - CJA

9. SRP Actions to Support the Efficiency Challenge

The Board requested a report on the actions taken by SRPs to support local authorities with their efficiency challenge. A cost/performance benchmarking report had been produced for each authority. Discussions continue around the region on how best to use the data.

The Board were advised that all of the District Councils had now received their cost and benchmarking data. Visits are currently being arranged with county groups to investigate practical activities. Unitary Authorities benchmarking data will be made available by the end of April.

10. Annual Report 2010 – First Draft

The Board approved the draft Annual Report, which will be going through a final editing process during April to update programmes costs and benefits. The Board agreed that a limited number of hard copies will be provided, with an electronic copy available on the website.

Councillor Sprason requested consistency throughout the report:

- Leicestershire and Leicester City
- Leicestershire/Leicester/Rutland

Action: Amendments suggested to the Annual report will be incorporated into the final version.

EM IEP Video – Launch of the East Midlands Local Authority Apprenticeship Agency (EMLAAA). The EM IEP partnership with the National Apprenticeship Service (NAS) was applauded. GOEM and the EM IEP are to continue discussions on future extension of the EMLAAA service with NAS.

Action: JS to advise CJA of the date of the next meeting.

Information Items

11. Children’s Services Joint Improvement and Efficiency Partnership newsletter

The newsletter was presented to the Board in order to provide a summary of the work of the newly created Children’s Services JIP, with support from EM IEP.

The Board noted the contents of the newsletter.

12. Summary of the RIEP’s Key Achievements to date

In terms of the 9 RIEPs, the East Midlands have a broader spectrum of efficiency/improvement activity than other RIEPs. The SRPs are our strength within the East Midlands, but the pace of delivery needs to be quickened.

Procurement – The East Midlands have invested less than other regions in procurement. However, work is currently underway on the following activities:

- Category Management work, linking in to national initiatives i.e. OGC framework contracts
- E-auctions – project manager hosted by Derbyshire - £2.5m delivered savings over the past three months

- Home to School Bus Transport e-auction to be completed shortly
- Consultancy Value Programme – Project Manager appointed in Lincolnshire to support this work

The Board noted the contents of the document

Priority Actions:

Action 1 – Additional information to be provided to Councillor Brighton in response to the question about SME engagement with the EMPA frameworks and contractors with national/regional interests. – **CA**

Action 2 – The issue of safeguarding to be addressed jointly by Children’s and Adult Social Care JIPs based on a family approach, together with preventing ‘clients’ being moved into a safeguarding scenario. Councillor Begy to discuss this further with Directors of Children’s Services and develop an action plan with the 9 Directors of Children’s Services – **Councillor Begy/Helen Richmond**

Action 3 – As requested by the Board, the 12 stretch targets have been reviewed and simplified. Revised targets to be amended as discussed at the meeting. – **CA**

Action 4 – The suggested amendments to the draft Annual Report to be incorporated into the final version of the report before publishing – **CA**

Action 5 – GOEM and the EM IEP to continue discussions on the future extension of the EMLAAA service with NAS. **JS to advise CJA of the date of the next meeting**