



East Midlands
Improvement and
Efficiency Partnership

East Midlands Improvement Partnership

Board Meeting

Tuesday 3rd February 2009

Minutes

In attendance:

**Councillor Martin Hill OBE
Councillor John Stocks
Councillor Fiona Martin
Councillor Marion Brighton OBE
Councillor Robin Brown
Councillor David Parsons CBE
Councillor Roy Mayhew
Councillor Dave Wilcox OBE
Councillor Jeremy Webb
Councillor Tony Woods**

**Lincolnshire CC
Nottinghamshire CC
East Lindsey DC
North Kesteven DC
Northamptonshire CC
Leicestershire CC
Northamptonshire CC
Derbyshire CC
East Lindsey DC
Northampton BC**

Observers

**Councillor Lewis Rose
Councillor Neil Clarke**

**Derbyshire Dales DC
Rushcliffe BC**

Officers

**Nick Hodgson (NH)
Stuart Young (SY)
Chris Allison (CA)
Jean Morgan (JM)
Heather Parker (HP)
Andrew Foster (AF)
Austin Brady (AB)
Peter Murphy (PM)**

**Derbyshire CC
EMRA
EM IEP
South Northamptonshire C
EM IEP
EM IEP
GOEM
GOEM**

1. Apologies

**Councillor Ross Willmott
Councillor Jim Harker
Councillor Roger Begy OBE**

**Leicester City
Northamptonshire CC
Rutland CC**

2. Declarations of Interest

Councillor Webb declared an interest as a Director of the IDeA.
Councillor Parsons declared an interest as Chairman of the LGA Improvement Board

3. Minutes of the EM Partnership Board meeting – 10 November 2008

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

3(a) Actions arising from the minutes

Action 3 - EM IEP Regional Programme Investment Protocol – the suggested protocol for the regional programme development and governance identified in the report was agreed by the Board.

Action 1 - Criteria for the national capital programme – CLG have not finalised the scheme and we await publication of the “rules of engagement”. Information will hopefully be received from the CLG by the end of February and will be shared with the Board.

Action: The criteria for the national capital programme will be circulated when received from CLG. Action 1 from the November 10th Board minutes ‘A list of capital schemes to be identified and a report prepared for consideration’ will then be actioned. – CA

Action 12 – The Board received confirmation that approximately 50% of East Midlands authorities have licences for Mosaic in place. Experian will consider providing a discount to those authorities who work together in clusters i.e. County groups. More importantly is the issue of the capacity to analyse and use the data and also identify benefits/cost of support. Further work is required with councils on this issue.

Action: The Board to receive an update of progress with the procurement of licences and support costs for Mosaic at the June 2009 meeting– AF

Action 15 - Annual conference: 1st April 2009 – Phil Hope MP has been invited to attend. Confirmation of his availability is still awaited.

4. Final Income and Expenditure Statements and Audit Report for the EMCE/EMIP

The EMCE/EMIP final income and expenditure statements and audit report 2007/08 conducted by Derby City Council were presented and noted by the Board. Report approved.

5. Regional Work Programme Champions

The Board noted the need for more Member input and involvement in the regional programme development and supported the need for

Member Champions noting the necessity to avoid duplication of involvement of Members. It was agreed that it is important for EM IEP Champions to be aware of what is happening across the region.

Clarification was requested for paragraph 2.2. as the role for the Champion appeared to be a considerable amount of work for one person to undertake and whether it is role of Board members to lead on this issue.

The Board agreed that the role was about supporting the formulation of projects and programmes with officers and that this role would be appreciated around the region. The Member Champion would then be able to brief Members on the Board as appropriate.

Member Champions for the following regional programmes were agreed:

- Children & Young People - Councillor Roger Begy
- Economic Growth – Councillor Tony Woods/Councillor Dave Wilcox
- Elected Member Development – Councillor Robin Brown
- Environmental Services – Councillor Roy Mayhew

Nominations are sought for the following programmes:

- Adult Social Care
- Efficiency
- Community and Neighbourhood Development

Action: A request for nominations for Member Champions, for the Efficiency, Community and Neighbourhood Development regional programmes, will be sent to the Sub Regional Partnerships (SRPs). The Champion for the Adult Social Care JIP will be approached with regard to be the Champion for the Adult Social Care Programme - CA

6. Climate Change Programme

The Climate Change Programme was developed by a regional Officer Steering Group with involvement of partner organisations. It was noted that £260k ring fenced resources from DEC/CLG are available for use in 2008/11. EMDA have also provided an additional £10k for a 'Lessons from Scandinavia' Member led visit to Sweden.

It was suggested that the Swedish delegation be invited to attend a regional seminar in the UK in order that their climate change expertise and knowledge can be shared with colleagues across the Region.

The Board considered that it may be feasible to undertake both the visit to Sweden and also arrange a seminar in the UK. The Board were advised that a number of relationships with Swedish companies had already been established.

The Board were advised that the Climate Change Programme is being developed by EMRA/IDeA/Environment Agency and the EM IEP.

Confirmation was provided that the proposed funding provides for 3 people to visit Sweden together with a workshop in the UK. It was noted that due to the economic climate careful consideration is required with regard to the proposed visit. Following a lengthy debate the Climate Change Programme was approved and an alternative proposal for the Scandinavian study will be discussed with EMDA.

Action: An alternative proposal for the ‘Lessons from Scandinavia Project’, will be presented to EMDA for approval. This will recommend that experts should be invited to the EM to provide examples of climate change expertise and best practice at a regional workshop/seminar. - AF

7. Hosting arrangements for Local Authority Cultural Improvement Programme East Midlands (CIPEM)

Further examination of the CIPEM programme has been undertaken with regard to the proposed transfer to the EM IEP and the question of host authority and liability transfer arrangements.

Correspondence has been received from Boston BC confirming that the programme funding will run out at the end of 2010 and all staff will then revert to their original posts. There are no liabilities for the host authority.

The Board were advised that this is a hugely successful programme which has been running for the last 2 years.

The Board endorsed the arrangements for the transfer. A further review will be undertaken in April/May 2009.

Action: The CIPEM Programme for 2009/10 and for future years will be reviewed in April/May of this year. Nominations for a Member Champion for the CIPEM programme will be sought from the established regional cultural partnerships - CA

8. Review of the East Midlands Regional Improvement and Efficiency Strategy Targets

The review process is on schedule and will culminate in a joint officer/Member seminar to take place on 26th February 2009. Views from Sub Regional Partnerships, Chief Executives, professional/service groups and partners have been sought. The outputs of the consultation were shared with the Officer Steering Group at their meeting on 15th January 2009. The 3 priority themes were fully endorsed i.e.:

- Capacity

- Service Improvements
- Efficiency

The Board were advised that the analysis for District CPA scores will have changed as East Lindsey has moved from being a Weak Council to Good and Wellingborough BC have been re-categorised as Weak from a previous Excellent status.

The Board noted the importance of identifying improvement priorities first, as detailed thinking around targets could be undertaken later. The Board agreed that there should be regional targets for Adult Social Care and Children and Young Peoples' Services.

Councillors Hill and Parsons attended a meeting with the Minister, in London on 6th January, and advised the Board that Efficiency, Procurement, Safeguarding and helping councils in the economic downturn were key priorities for the Minister.

Following the consultation exercise, concerning the RIES targets, 12 written responses were received, of which 2 favoured no change to the 26 targets with 10 favouring change.

Capacity targets:

The Board agreed that the Equalities Standard should not be one of the top 3 targets identified.

The Board noted that the target concerning the need to identify change in red/green flag ratio would become clearer following the publication of the Audit Commission CPA paper on 14 February.

The Board noted that the Resources and Organisational Assessments would be separately scored so that these could be used for two targets.

Service Improvement:

The Board agreed that a basket of all indicators should be used for the LAA target rather than the top ten indicators.

The CAA methodology should allow measurement of both the Adults and Children and Young Peoples' Services and it was noted that these targets should include safeguarding

A 'Supporting the Local Economy' target was considered and supported in general by the Board. It was also noted that this could be a problematic area to identify a suitable target. The Board were advised that Nottinghamshire CC is trying to cut the invoice payment period for local businesses as a way of supporting the local economy.

A procurement target with local businesses was discussed including extending this target to partners to enhance the wider potential for procurement across the region. The Board were advised that within EU procurement rules it is illegal to discriminate in favour of sourcing goods and services locally.

The Board noted the request for a Community Cohesion target to be included.

Efficiency targets:

The Board agreed on the principle of including a target for procurement as a measure.

It was agreed that NI 179 target (efficiency gains) should be for the region.

The Board agreed that the 26th February joint officer/Member seminar should go ahead as planned.

The Board were advised that the revised targets should be included in the first draft of the Annual Report. The deadline for the first draft of the Annual Report to CLG is 13th March 2009.

Action: The RIES targets to be revised as outlined by the Board to include the following– NH

- **Capacity Building**
 - measurable use of resources and organisational assessments
- **Service Improvement**
 - Basket of all targets for LAAs
 - Adult Social Care & Vulnerable Adults Safeguarding
 - Children and Young Peoples' Services & Safeguarding
 - CAA target - Community Cohesion
 - Supporting the Local Economy
- **Efficiency**
 - Cashable Efficiency Gains
 - Procurement

9. Annual Report of the EM IEP Board 2008/09

The Annual Report profile and timetable was presented to the Board for noting and advised that a draft would be available at the seminar on 26th February.

10. Neighbourhood and Community Wardens

The RIEPs nationally are to take responsibility for the delivery of training support for community wardens and other schemes. Further work is currently being undertaken to identify which authorities have been involved in this scheme previously. Sub regional Partnerships will then be asked to clarify what use has been made of the two warden training centres, benefits derived, together with suggestions of how the devolved resources could be used in the Region.

Concern was expressed to the Board as to the expectations of the Government when devolving ring fenced funding to the RIEPs. The Board agreed that the EM IEP should focus on the task of supporting

efficiency and service improvement in the East Midlands and asked Councillor Parsons to take this message back to Government in his capacity as Chair of the Improvement Board.

Action: Further clarification will be provided on the warden training schemes as follows – CA

- Identification of authorities involved in the scheme
- Establish from SRPs, a view as to the value of the service provided to the relevant local authorities
- Establish precisely what services are on offer from the training centres
- Establish from the sub regional partnerships how the available funds can be used during 2009/11
- Develop a plan in conjunction with GOEM, for submission to CLG by 28th February 2009.
- Plan to be circulated to the Board

11. Response from the LGA to the Progress Review of the EM IEP

A letter has been received from the LGA Improvement Board confirming the release of the CLG retained grant of £1.3m, although currently the grant has not yet been received by the accountable body.

The Board were informed that Whitehall considered the East Midlands RIEP to be one of the best.

12. Partnership Capacity Building Support

Paper withdrawn.

13. Performance Data – EM IEP Web Site

GOEM have agreed to summarise local authority performance data which will be available on the EM IEP web site

14. Regional Improvement and Efficiency Partnership – A Councillors Guide

The Board noted the publication and agreed this should be distributed via email.

Action: The RIEP Councillor Guide will be circulated by email to all Leaders, Chief Executives and Fire & Rescue authorities - CA

15. RIEP Chief Executives Monthly Newsletter – December 2008

Item for information.

16. Dates of EM IEP Improvement Partnership Board meetings

Due to the forthcoming elections the 8th June 2009 meeting has been cancelled.

Dates of future meetings

16 June 2009	2.00 p.m	Pera - Melton Mowbray
16 September 2009	2.00 p.m.	Pera - Melton Mowbray
20 January 2010	10.00 a.m	Pera - Melton Mowbray

The Board was requested to enable arrangements be put in place for the approval of any urgent sub Regional Partnership programmes bids i.e. requiring approval before the June 2009 board meeting. It was agreed the scheme of delegation would be utilised if necessary for submission and approval of Sub Regional projects/programmes. The scheme enables the Chair and Vice Chairs to approve schemes, subject to a report back to the next appropriate Board meeting.

Action: Provide a timetable for the SRPs outlining the Board and Officer Steering Group meeting schedule, to enable SRPs to plan when programmes need to be submitted for consideration and approval – CA



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EM IEP Board Meeting 3rd February 2009 Priority Actions

- 1. Action: The criteria for the national capital programme will be circulated when received from CLG. Action 1 from the November 10th Board minutes 'A list of capital schemes to be identified and a report prepared for consideration' will then be actioned. – CA**
- 2. Action: The Board to receive an update of progress with the procurement of licences and support costs for Mosaic at the June 2009 meeting– AF**
- 3. Action: A request for nominations for Member Champions, for the Efficiency, Community and Neighbourhood Development regional programmes, will be sent to the Sub Regional Partnerships (SRPs). The Champion for the Adult Social Care JIP will be approached with regard to be the Champion for the Adult Social Care Programme - CA**
- 4. Action: An alternative proposal for the 'Lessons from Scandinavia Project', will be presented to EMDA for approval. This will recommend that experts should be invited to the EM to provide examples of climate change expertise and best practice at a regional workshop/seminar. - AF**
- 5. Action: The CIPEM Programme for 2009/10 and for future years will be reviewed in April/May of this year. Nominations for a Member Champion for the CIPEM programme will be sought from the established regional cultural partnerships - CA**
- 6. Action: The RIES targets to be revised as outlined by the Board to include the following– NH**
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 - CAA target - Community Cohesion**
 - Supporting the Local Economy**
 - Efficiency**
 - Cashable Efficiency Gains**
 - Procurement**
- 7. Action: Further clarification will be provided on the warden training schemes as follows – CA**
 - Identification of authorities involved in the scheme**
 - Establish from SRPs, a view as to the value of the service provided to the relevant local authorities**

- **Establish precisely what services are on offer from the training centres**
 - **Establish from the sub regional partnerships how the available funds can be used during 2009/11**
 - **Develop a plan in conjunction with GOEM, for submission to CLG by 28th February 2009.**
 - **Plan to be circulated to the Board**
- 8. Action: The RIEP Councillor Guide will be circulated by email to all Leaders, Chief Executives and Fire & Rescue authorities - CA**
- 9. Action: Provide a timetable for the SRPs outlining the Board and Officer Steering Group meeting schedule, to enable SRPs to plan when programmes need to be submitted for consideration and approval – CA**