

**Agenda item No: 3**

**East Midlands Regional Improvement & Efficiency Partnership**

**Member Board Meeting**

**Thursday 29<sup>th</sup> May 2008**

**Minutes**

**In attendance:**

**Councillor Neil Clarke  
Councillor John Stocks  
Councillor Ken Savidge  
Councillor Marion Brighton  
Councillor Jeremy Webb  
Councillor David Parsons  
Councillor Mary Malin  
Councillor Martin Hill**

**Rushcliffe BC  
Nottinghamshire CC  
North East Derbyshire DC  
North Kesteven DC  
East Lindsey DC  
Leicestershire CC  
Kettering BC  
Lincolnshire CC**

**Nick Hodgson  
Stuart Young  
Chris Allison  
Andrew Foster  
Peter Murphy  
Jean Morgan**

**Derbyshire CC  
EMRA  
EM RIEP  
EM RIEP  
GOEM  
South Northamptonshire DC**

1. Minutes EMIP Member/Officer Board – 28 January 2008

This item for information only as the agenda has moved on significantly since the January meeting.

2. Apologies

Councillor Fiona Martin  
Councillor David Wilcox  
Councillor Ross Willmott

3. EMRIEP Board Governance arrangements

The report sets out the new terms of reference for both the Member and Officer Boards and how they interact. EMRA Executive approved the governance arrangements in April 2008. Any changes in membership of all Boards will be decided at the 18<sup>th</sup> July EMRA AGM.

Members agreed that the wording in Appendix 1 (1) Current Challenge should be changed in the first bullet point to “RIEP *is* a Member led process ...”

It was also agreed that Chairs of Sub Regions should become members of this Board, and that the governance arrangements described in Appendix 1, 2(b) will be changed to reflect the wording contained in paragraph 2.7 of the report.

It was requested that Declarations of Interest should be advised by Members and included as a standard agenda item for all future Member and Officer Board meetings. The governance arrangements will also be changed to reflect this requirement.

It was agreed that attendance at future Board meetings by partners and advisors should be by invitation only.

Stuart Young advised that EMRA will keep the Government Minister Phil Hope informed regarding the RIEP arrangements.

Nick Hodgson advised that arrangements are in place for him to visit the Sub Regions as part of the process to establish the RIEP. Lincolnshire and Derbyshire already have the sub regional partnerships in place.

It was agreed that Members will lead the establishment of the Sub Regional partnerships in Nottinghamshire / Leicestershire / Northamptonshire with a target date of the end of June 2008 for the establishment of appropriate arrangements.

Stuart Young, in response to a question, advised that Members' expenses claims forms will be sent out by EMRA and will be backdated to April. Stuart agreed to provide Members with the relevant details. **Action: Stuart Young.** It was noted that the funds to cover these expenses will be reimbursed to EMRA from the RIEP budget.

4. EMIP/EMCE Progress report

It was requested that consideration should be given as to whether some of the existing EMCE/EMIP projects should continue. Chris Allison confirmed that at the end of autumn a report will be prepared with a critique of the EMCE/EMIP legacy projects with recommendations to possibly recycle some of the allocated resources.

The report was approved.

5/6 EM Regional Improvement and Efficiency Strategy/  
EMRIEP 2008/09 Business Delivery Plan

The EMRIES has been submitted to CLG and approved.

It was noted that a Benchmarking exercise is required across the region in relation to the 26 targets to establish the current position. A report to be provided for the next Board meeting. **Action Chris Allison**

Business Delivery Plan – report approved.

Councillor Parsons outlined his conversations with Stephen Taylor, Chief Executive of the Leadership Centre, regarding the work the Centre is undertaking with other RIEPs. Members were keen to engage in this work. Councillor Clarke and Nick Hodgson agreed to consider whether the Leadership Centre programme is worthwhile and report back to the Board. Nick Hodgson has a meeting with Stephen Taylor and will raise this proposal. Advice and support is required by Members.

Councillor Clarke stated that RIEP needed to do well and continue to build on the successes so far. Years 2 & 3 will depend on performance in Year 1. The Delivery Plan needs to look at what is required in order to go forward. Benchmarking is key and the scale of the problems needed to be seen.

It was commented that Sub regional partnerships have to buy into this process and there is a need to ensure that each County has a sub regional partnership, since these are fundamental to the strategy

The 70:30 allocation of funds between sub regional and regional projects was discussed. There was some concern that the emphasis on sub regional delivery is a potential high risk when the region has to show results to Government by the end of the year given that some of the sub regional partnerships are not in place yet. However it was agreed that with members leading the development of the sub regional partnerships these could be established and the 70:30 allocation was appropriate given the need to respond to areas such as Care Services, Construction and Procurement.

Chris Allison noted that the 70:30 is an indicative split since specific Business Cases for funding would be brought to the Board for consideration.

Chris Allison agreed to provide details in writing to Councillor Hill.  
**Action: Chris Allison**

Chris Allison reported that:

- LGA have requested a progress report at the end of each year of the RIEP business.
- Benchmarking – Northamptonshire will be used as a pilot for this exercise.
- Later in the year the Board to take any bids to decide upon the split for the next year. The Business Delivery Plan identifies this process.

Appendix 2 – Windfall grant - Bids had been sent to CLG and no comments received back when awarded. A proposal was made by Councillor Brighton that £50K should be taken from the allocation of £100K for Councillor Development and transferred to the Lincolnshire

Pathfinder activity. It was agreed that a further report to be provided for discussion at the next meeting. **Action: Chris Allison**

With regard to the Risk Table – there is a need to consider the role for politicians and links with other authorities. Appendix 6 – The first three risks identified where the key control stated “consultation” to be amended to read “review by Member Board. **Action: Chris Allison**

7. EMRIEP Programme Management & Monitoring arrangements

The report was approved.

8. Prospectus 2008 : the guide to improvement and efficiency support

A National Prospectus has been produced. A Regional Prospectus is being produced by EM RIEP. A draft copy to be shared with Members for comments. **Action: Chris Allison.**

A regional launch event to be arranged in September in order to raise the profile, followed by an EM RIEP Annual Conference in March 2009. **Action: Chris Allison**

Members requested that a RIEP event be organised during the LGA Conference at Bournemouth in July. Officers agreed to discuss the viability and possible arrangements for this event. EMRA to advise of suitable venue availability. **Action: EMRA.** EM RIEP Support Team to liaise with the venue regarding suitable refreshments for the event. Invitation letter to all East Midlands Leaders and Chief Executives to this event to be sent by EM RIEP Support Team. **Action: Chris Allison**

9. National Improvement and Efficiency Strategy – item for information only

10. EM RIEP Visual Identify

Derbyshire County Council’s PR Team have provided a proof for the information leaflet. Councillor Clarke and Nick Hodgson to liaise over the document and sign off. **Action: Councillor Clarke/Nick Hodgson**

The document to be distributed by the EM RIEP Support Team. **Action: Chris Allison**