

Agenda item No: 4

**East Midlands Regional Improvement & Efficiency Partnership
Officer Board meeting**

30th April 2008

Minutes

Present

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| Nick Hodgson | Derbyshire County Council |
| Jean Morgan | South Northamptonshire Council |
| Chris Allison | EMRIEP |
| Heather Parker | EMRIEP |
| Andrew Foster | EMRIEP |
| John Sinnott | Leicestershire County Council |
| Pete Moore | Lincolnshire County Council |
| Julie Rankin | Nottingham City Council |
| Arthur Deakin | Nottinghamshire County Council |
| Jonathan Guest | Derby City Council |
| Helen Briggs | Rutland County Council |
| Terry Huggins | South Holland District Council |
| Wes Lumley | Bolsover District Council |
| Frank Swann | Nottinghamshire Fire & Rescue Service |
| Peter Murphy | GOEM |
| Stuart Young | EMRA |
| Mark Edgell | IDeA |
| Dean Repper | CSIP |

Apologies:

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|---------------------------|--|
| Katherine Kerswell | Northamptonshire County Council |
| Mick Burrows | Nottinghamshire County Council |
| Tony McArdle | Lincolnshire County Council |
| Ray Cowlshaw | Derby City Council |
| Sheila Lock | Leicester City Council |
| Alan Mellor | Ashfield District Council |
| Steve Atkinson | Hinckley & Bosworth Borough Council |
| Alison Rigg | Audit Commission |

2. Election of Chair and Vice Chair

Nick Hodgson (Derbyshire) was nominated, seconded and confirmed as Chair and Jean Morgan (South Northamptonshire) was nominated, seconded and confirmed as Vice Chair. Appointments are for 2008/2009.

1. EM RIEP governance arrangements

The East Midlands Regional Assembly (EMRA) Board endorsed agreement for inclusion of the EMRIEP into the EMRA governance structure. The Fire

& Rescue Service had been omitted from the membership of the Officer Board identified in appendix 2 of the report. A similar omission of the IDeA representation was drawn to the attention of the Board. Both issues have now been rectified within the governance documentation.

Nottinghamshire County Council will continue to be the accountable body for the EMRIEP and host authority for the EMRIEP Support Team. All staff within the Support Team went through an enabling process and have now been slotted into their relevant posts. In signing off the EMRIES, £1.3m of the 2008/09 grant (£5.3m) identified in John Healey's letter will only be released once the Governance arrangements are in place and seen to be working.

The 29th May has been confirmed as the EMRIEP Member Board meeting. The Board consists of Members from the old EMIP Board + 2 additional new Members. In order to support governance and delivery, EMRA will take into account the appropriateness of electing chairs of the sub regional partnership to the RIEP Member Board. There is a need to reflect the political balance between the Regional and Sub Regional Boards.

Nick Hodgson will arrange visits during May to each sub region Chief Executives group meetings, to try to get local ownership of the efficiency agenda and the establishment of sub regional partnerships.

A further meeting of the EMRIEP Officer Board to be scheduled to take place prior to the EMRA AGM in July. **Action: meeting to be arranged mid June.**

3. Out-turn report for the EMCE and EMIP programmes

Chris Allison briefed the meeting noting that the figures identified in uncommitted EMIP balances in the report were actually allocated. The report was recommended for endorsement by the Member Board.

4. EM Regional Improvement and Efficiency Strategy

The final RIES document was approved and signed off by government and the LGA in March 2008. The meeting requested that the strategy document be reviewed in 12 months time. **Action: The RIES review to form an agenda item in April 2009.**

5. EM RIEP 2008/09 Business Delivery Plan

The Plan sets out the 26 targets and work programmes contained in the RIES, together with EMCE/EMIP legacy projects identified. In addition, £1.6m CLG windfall grant activities identified in Appendix 2 of the report were noted. Item 4(b) – South Leicestershire Partnership “Integrated waste/other environmental services” – Leicestershire CC confirmed that they cannot support this project as it is currently described.

Action: Discussions concerning the outline business case for this project should continue between South Leicestershire Partnership

authorities and Leicestershire County Council. A further report to be prepared for the EMRIEP Officer Board if appropriate.

EMRA indicated that they would not be able to support the Member Board costs. It was confirmed that £12k had been established in the EMRIEP Support Team running costs for this purpose.

Improvement targets and work programme:

The Board considered that there needed to be:

- Better understanding at the Sub Regional level
- Benchmarking exercise required to identify where authorities are at against the targets
- Mapping exercise to be carried out by sub regional partnerships.
 - against targets and not individual authorities
 - need to include all agencies who have contributed
 - links to those sectors who are already undertaking the exercise and can steer authorities in the right direction

Timescale for the bidding process to be handled through sub regional partnerships and allocation of monies will possibly be early June – pending Member approval at the Board meeting on 29 May.

Sub Regional Improvement and Efficiency Partnerships – paragraph 6.4 to be amended to read “partnership models a possible arrangement”.

It was agreed to recommend the 2008/09 EMRIEP business delivery plan to the Member Board for approval, with suggested 70:30 split on devolved resources to the Sub Regional Partnerships.

6. Project Management and Monitoring arrangements

Regional programmes and projects will be brought back to the next Officer Board for approval.

Clarification required to points (a) & (c) of the project management principles and paragraph 3.1, 2nd bullet point of the report. In particular, clarify that sub regional programmes require approval from the EMIP Member Board not individual projects.

It was agreed to recommend to the EMIP Member Board that the report be approved.

7. Discuss – How Member organisations wish to see the EMRIEP develop

The key is to give the whole agenda a higher profile. End evaluation to be made to ensure achievements/savings have been reached. EMRIEP Officer Board to ensure members are made aware and supported in order to retain a high profile. Need to communicate and engage with Members on the efficiency/improvement agenda.

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

EMRIEP Prospectus to be produced and linked to the targets and be Member friendly. **Action: Chris Allison/Mark Edgell to discuss further and report back to the Board.**

9. National Improvement and Efficiency Strategy

Item for information

10. EMRIEP Visual Identity

Image to be created around the Sub Regional Partnerships and ensuring the wording is Member friendly. **Action: Derbyshire County Council's PR Team to look at the branding and the communication flyer, and amend text as necessary.**

Dates of Future meetings

EMRIEP Member Board to be agreed by EMRA. Future meetings of the Officer Board to take place three weeks prior to the Member Board meetings. EMRA to co-ordinate Member Board dates.

Agreed the next meeting of the EMRIEP Officer Board to be scheduled to take place mid-June, following the Member Board meeting on 29 May 2008.