

## DRAFT MINUTES

<b>Title:</b>	<b>Suffolk Strategic Partnership Board</b>
<b>Date:</b>	<b>16<sup>th</sup> June 2008</b>
<b>Place:</b>	<b>Rose Room, Endeavour House</b>
<b>Time:</b>	<b>3.00pm – 5.00pm</b>
<b>Attendees:</b>	<p><b>Clare Euston, Independent Chair, SSP Board (CE)</b>  <b>Alastair McWhirter, Chair, Suffolk Primary Care Trust (Vice Chair) (AM)</b></p> <p><b>Prof Robert Anderson, Pro Vice Chancellor, University Campus Suffolk (BA)</b>  <b>Simon Ash, Chief Constable, Suffolk Constabulary (SA)</b>  <b>David Barker, Suffolk Agricultural Association and Environment Spokesman (DB)</b>  <b>Jane Basham, Director, Ipswich and Suffolk Council for Racial Equality (JB)</b>  <b>Kathleen Ben Rabha, Community Affairs Advisor, Diocese St Edmundsbury and Ipswich (KBR)</b>  <b>Terry Clark, Chairman, Suffolk Development Agency (TC)</b>  <b>John Clough, Partnerships Director, Suffolk County Sports Partnership (JC)</b>  <b>Johanna Finn, Chair, Suffolk Learning &amp; Skills Council (JFinn)</b>  <b>Dawn Girling, Chair, Suffolk Wildlife Trust (DG)</b>  <b>Philip Hayes, Chairman, Suffolk Association of Local Councils (PH)</b>  <b>Sue Pottle on behalf of Sandra Crawley, External Relations Manager, Jobcentre Plus (SP)</b>  <b>Stephen Singleton, Chief Executive, The Suffolk Foundation (SS)</b></p> <p><b><u>Local Strategic Partnership Chairs:</u></b>  <b>Cllr John Griffiths, Chair, West Suffolk Local Strategic Partnership (JG)</b>  <b>Cllr Ray Herring, Chair, Suffolk Coastal Local Strategic Partnership (RH)</b></p> <p><b><u>SLGA District/Borough Council Representatives:</u></b>  <b>Cllr John Fields, Mid Suffolk District Council (JF)</b>  <b>Cllr Nick Ridley, Babergh District Council (NR)</b></p> <p><b><u>Business Representatives:</u></b>  <b>Richard Perkins, Richard Perkins and Associates (RP)</b></p> <p><b><u>Voluntary Sector Representatives:</u></b>  <b>Jonathan Moore, Chief Executive, Suffolk Association of Voluntary Organisations (JM)</b>  <b>Jo Searle, Chief Executive, East Suffolk Mind (JS)</b></p>
<b>Supporting Officers:</b>	<p><b>Susanne Anderson, Adult and Community Service Office, Suffolk County Council (SAnd)</b>  <b>Adam Baker, Olympics 2012, Suffolk County Council (AB)</b>  <b>Lydia Crow, Partnerships Team, Suffolk County Council (LC) (minutes)</b>  <b>Jenny Foster, Partnerships Team, Suffolk County Council (JFoster)</b></p>

<p><b>Clair Harvey, Partnerships Team, Suffolk County Council (CH)</b>  <b>Andrea Hill, Chief Executive, Suffolk County Council (Chief Executive Panel Representative) (AH)</b>  <b>Hazel Mackintosh, Partnership Director, LSC (HM)</b>  <b>Edwina Child, Audit Commission (EC) (observing)</b></p>
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	<b>Item Description</b>	<b>Relevant business considered, facts noted, the decision taken and its rationale</b>
1.	<b>Welcome and Apologies</b>	<p>CE welcomed everyone to the meeting, specifically new Board members Dawn Girling, Chair of the Suffolk Wildlife Trust, Susan Feary, Chair of Suffolk's Magistrates' Association, and Andrea Hill as the new Chief Executives' Panel representative.</p> <p>The following apologies were noted:  <b>Cathy Arbon, Fred Olsen Freight</b>  <b>Dr Peter Bradley, Director of Public Health, Suffolk</b>  <b>John Budd, Chairman, Suffolk Criminal Justice Board</b>  <b>Cllr Penny Clarke, Chair, Babergh East Local Strategic Partnership</b>  <b>John Dugmore, Chief Executive, Suffolk Chamber of Commerce</b>  <b>Sandra Crawley, External Relations Manager, Jobcentre Plus (Sue Pottle representing)</b>  <b>Susan Feary, Chair, Suffolk Magistrates' Association</b>  <b>Sally Hogg, Head of Health Improvement Partnerships, Suffolk Primary Care Trust (SH)</b>  <b>Gulshan Kayembe, Chair, Suffolk Police Authority (GK)</b>  <b>Jacqui Martin, Chief Executive, Suffolk Carers</b>  <b>Cllr Jeremy Pembroke, Leader, Suffolk County Council (JP)</b>  <b>Dr Ann Williams, Principal West Suffolk College (AW)</b>  <b>Bernard Williamson, Chairman, Great Yarmouth and Waveney Primary Care Trust</b></p>
2.	<b>Minutes of Last Meeting (3<sup>rd</sup> March 2008)</b>	<p>The minutes of the last meeting were approved.</p> <p>DB updated the Board on the Greenest County and Spring Clean Suffolk, an event which gained significant support from Radio Suffolk and is hoping to be run again in 2009. CE thanked DB on behalf of the Board for all his hard work.</p>
3.	<b>PRG – Distribution of Round 2 Performance Reward Grant</b>	<p>CH introduced the PRG paper. It was noted that the money that had already be delegated for distribution by LSPs has made a great difference to the credibility and aims of the LSPs.</p> <p>The Board fully endorsed the PRG grant being divided between the SSP (50%) and LSPs (50%) for further distribution. The LSPs funding will be distributed based on the latest population data.</p>
4.	<b>LAA2 – Update on Negotiations</b>	<p>JFoster introduced the LAA2 paper. The Board agreed the next step would be to effectively communicate the LAA to the general public. JFoster informed the Board that work on such a document was already underway.</p>

		<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>Partnerships Team to work on a plain English document to communicate the LAA to the general public.</li> </ul>
5.	<p><b>SSP/LAA2 Governance</b></p>	<p>JFoster led the Board through the process of arriving at the proposed governance structure, provided some background information on the old and new structures, and explained the details surrounding the membership and terms of reference for the individuals bodies were yet to be confirmed.</p> <p>SA fed back the CEP general comments on governance:</p> <ul style="list-style-type: none"> <li>The Panel were concerned that the need to streamline the governance structure may mean member accountability is lost.</li> <li>There appeared to be a duplication in the roles of the Steering Group and the CEP and so the Panel proposed combining the two or having only the CEP.</li> <li>There was a concern that the Delivery Partnerships may exclude the cross-cutting themes.</li> <li>There was a lack of clarity over where performance management would sit within the new structure.</li> </ul> <p>NR stressed his concern that the proposed new SSP Board would be too big, whereas the proposed Steering Group would be too small.</p> <p>TC stressed the need for private sector involvement throughout the governance structure.</p> <p>There was concern that democratic accountability was not significantly accounted for within the governance structure, and that the significance of the LSPs was not fully realised.</p> <p>AH highlighted the difficult balance between delivery and focus on the one hand and engagement on the other. The launch of the Community Strategy was a very successful event, and perhaps the proposed Steering Group should consider arranging more events like that in order to engage a larger range of partners.</p> <p>JB stressed the need to ensure all governance was equality-proofed, and that diversity and equality issues were firmly embedded within any structure.</p> <p>BA suggested concentrating on who owns the resources and working backwards from there to ascertain where responsibility and accountability should lie.</p> <p>AH stressed there were several things to currently consider, in addition to the aforementioned issue of democratic accountability:</p> <ul style="list-style-type: none"> <li>The accountable body for the LAA is currently Suffolk County Council, and will continue to be any and all unitary authorities within Suffolk following LGR.</li> <li>A Children and Young Person’s Partnership is required by statute.</li> <li>A Community Safety Partnership is required by statute.</li> <li>The Government would like there to be VCS, business and commerce involved on an equal footing at Board level.</li> </ul>

		<p>It was highlighted that the proposed Delivery Partnerships included those Partnerships required by statute so that duplication of workloads and Partnerships would not occur. It was confirmed that the concept of Delivery Partnerships were supported by the Board as the way forward. The merger of the SSP Board and the ABG also held significant weight, as long as democratic accountability issues were considered – particularly the inclusion of all local authority Leaders on the SSP Board.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• The governance paper to go to the ABG as planned, incorporating the SSP Board comments.</li> <li>• An extended Governance Working Group will consider all comments from the CEP, SSP and ABG on the new structure and develop a more detailed proposal for circulation to the SSP Board.</li> <li>• The extended Governance Working Group will be led by Andrea Hill and will include all existing members plus Terry Clark, Simon Ash (shared attendance with Gulshan Kayembe), Dawn Girling and Jane Basham.</li> </ul>
<p><b>6. Adult Learning and Skills Strategy Consultation</b></p>		<p>SAnd and HM led the Board through the Adult Learning and Skills Strategy Consultation paper, explaining the strategy (which defines adults as 19 or above) dovetails neatly with the 14-19 strategy. The LSC have tried to ensure that a number of agencies have been included within the draft, and the onus is now on employers, individuals and learning providers to gear up for the changes outlined within the strategy. The two National Indicators relating to level 2 and level 4 achievement are at the core of the strategy.</p> <p>It was agreed that a document containing pictures and diagrams be prepared to explain the consultation process and background to those in familiar with the LAA. This should also include examples of deliverables at ground level. Employers are also encouraged to make pledges to ensure the aims and targets of Suffolk’s Community Strategy and LAA2 are met.</p> <p>There was a request to clarify where monitoring would fit into the diagram, and to ensure certain groups (e.g. BME) were sufficiently considered and included within the strategy.</p> <p>It was raised that the targets detailed within the strategy were not referenced and so their origin was unclear. It was also highlighted that some of the targets needed to be clarified as they were not accurate.</p> <p>It was also suggested that there be a hierarchy of targets outlined clearly within the strategy so that the most important targets can be easily identified.</p>
<p><b>7. Olympics</b></p>		<p>JC introduced the agenda item relating to the Olympics and AB led through a presentation on the 2012 event, highlighting the variety of opportunities available for Suffolk. The East of England will host at least two events: the white water canoeing and mountain biking. Other opportunities, such as the increase in interest in volunteering, are also of benefit to the county.</p> <p>It was mentioned that perhaps the Big Day Out planned for October 2008 be extended to include not only options for people wanting to get involved with the Olympics, but options for those not wanting to get involved with the Olympics</p>

		<p>such as alternative tourist destinations and events within Suffolk. With the increased interest in sporting activities, there is also a need to concentrate on catering for sports for which Suffolk as a county does not currently cater well.</p> <p>It was highlighted that the public transport infrastructure (e.g. the trains running to and from Suffolk) would not cope with the additional visitors to the county as it currently struggles with commuter traffic alone. AB explained there was a Transport Theme Group looking at issues such as this. In addition to this, there are other theme groups and a strategy group set up to discuss relevant information relating to the 2012 Olympics.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• AB to revisit the Board at a later date with further updates.</li> </ul>
<b>8.</b>	<b>Scrutiny Forward Plan (For Information)</b>	The Scrutiny forward plan was presented for information only. The Board expressed their appreciation for a very thoughtful and helpful paper.
<b>9.</b>	<b>Any Other Business</b>	<p>The brand guidelines relating to the new SSP logos are available and will be uploaded to the SSP website shortly.</p> <p>It was noted that Mike More, former Chief Executive of Suffolk County Council, and Marianne Fellowes, County Domestic Violence and Abuse Project Manager, have recently been awarded a CBE and MBE respectively.</p> <p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• CE to write to Mike More and Marianne Fellowes congratulating them on their honours on behalf of the Board.</li> </ul>