

## OXFORDSHIRE PUBLIC SERVICE BOARD

**NOTES** of a meeting held on 5 September 2007 starting at 2.00 pm and finishing at 4.35 pm

**Present:**

Councillor David Robertson – Chairman

Councillor Ann Ducker and Anna Robinson (South Oxfordshire District Council), Councillor Jerry Patterson and Terry Stock (Vale of White Horse District Council), David Neudegg (West Oxfordshire District Council), Peter Sloman (Oxford City Council), Joanna Simons (Oxfordshire County Council), Clive Baynes (Cherwell District Council), Paul Emmings (Thames Valley Police), Deborah Wharton (SEEDA), David Young (OCVA), Di Morrish (GOSE), Matthew Tait (Oxfordshire PCT)

**Apologies:**

Alison Baxter (OCVA), Councillor Barry Norton (West Oxfordshire District Council), Mary Harpley (Cherwell District Council), Councillor John Goddard (Oxford City Council), David Buckle (South Oxfordshire District Council), Andrea Young (OPCT), Sarah Rusby (Learning & Skills Council), Shaun Morley (Thames Valley Police)

**Officers in Attendance:**

Oxfordshire County Council : Evelyn Kaluza, Laura Noctor, Paul James, Dawn Pettis, Claire Phillips, Mike Simm, Nigel Strick, Dave Waller, Graham Warrington, Dave Wilkins

Jonathan McWilliam – Director of Public health

Primary Care Trust : Jackie Wilderspin

Cherwell District Council : Ian Davies

Councillor Barry Norton was unable to attend due to ill health and the Board wished him a speedy recovery.

No.	Item	Notes	Agreed/Actions
2	Notes of the meeting held on 12 June 2007	<p>Agreed</p> <p>David Young highlighted the need to recognise the importance of “volunteering”.</p> <p>Page 2 - <i>CYP1 GCSE Achievement</i> – report to next meeting.</p> <p>Page 5 – report submitted to and accepted by GOSE.</p> <p>Page 8 – <i>Funding for CDRPs</i> – no response to our letter from GOSE to date although other areas had apparently received responses to similar submissions.</p> <p><i>Performance &amp; Risk Management</i> – no timetable as yet but close to finalising the specification with ICT. Agreed the need to share that spec with partners as early as possible through the Oxfordshire performance officers group.</p>	<p>Mike Simm</p> <p>Nigel Strick (Head of Community Safety, OCC) report on any response to the letter from Government.</p> <p>Evelyn Kaluza (Risk Manager, OCC) Submit a timetable to the next meeting of the Board.</p>
3	Annual Review April 2006 – March 2007	<p>Di Morrish (Locality Manager, GOSE) highlighted the excellent progress made in strengthening partnership arrangements and meeting outcomes. Recognised some areas of concern. Not proposing to hold a separate 6 month review meeting but will use the LAA performance monitoring and participation in the PSB for this purpose.</p>	<p>Di Morrish (Locality Manager, GOSE)</p>
4	LAA Quarter One Performance	<p>New format identifying achievements and concerns in the quarter one period.</p> <p>Noted:</p> <ul style="list-style-type: none"> <li>• remedial action as identified in red italics in the</li> </ul>	

		<p>report; and</p> <ul style="list-style-type: none"> <li>• that it was proposed to feature the work of one LAA block in detail each quarter.</li> </ul> <p>General discussion regarding concern that data for some targets was out of date by the time it was presented to the PSB. Councillor Robertson felt that some of the information available to the Board was not timely enough for any remedial action to be taken to improve performance. There was a need to look at the data available and reduce the time between actual performance and the collecting and reporting of data.</p> <p>CYP2 GCSE achievement – report to the next meeting setting out a methodology for presenting up to date figures for example: unaudited GCSE attainment figures.</p> <p>CYP6 Teenage conceptions - Mike Simm advised that authorities were dependent on national figures involving a two year process.</p> <p>SSC10 Crime reduction - The PSB discussed the anomaly in targets between those set by the TV Police (3%) and the LAA (16.1%). Superintendent Emmings (Thames valley Police) explained that the Thames Valley police figure represented a balance between what was seen as desirable but largely unachievable in some areas and what they felt could be achieved.</p>	<p>At the next meeting of the PSB The Children and Young People’s Partnership to :</p> <ul style="list-style-type: none"> <li>• propose how the reporting of GCSE achievement data can be speeded up.</li> <li>• update on teenage conception as part of the next quarter period report and these issues could be discussed as part of that exercise.</li> </ul> <p>Safer Communities Partnership to :</p> <ul style="list-style-type: none"> <li>• raise this with other police areas in the Thames Valley and write to the Police Authority and propose possible changes to targets in the LAA.</li> </ul>
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		<p>HCOP4 Smoking cessation – Target achieved for quarter one, improvement caused by the impact of the smoking ban. However the overall target still remains likely to be missed. Public Health Strategy currently out for discussion for consideration by the Oxfordshire Partnership</p> <p>ENV1 Recycling – arrangements for the alternative financial model are proving challenging but it was noted that this would not come into effect until after the life of the current LAA.</p>	
5	<p>Block Focus: Economic Development and Enterprise Update, September 2007 and supplementary report by the Tourism Officers Group</p>	<p>Dave Waller (Strategic Policy &amp; Economic Development Unit Manager, OCC) presented a report on progress with the targets in this block.</p> <p>Some PSB members felt that there should have been more opportunity for consultation within partner organisations prior to the meeting.</p> <p>Councillor Robertson accepted that partners needed to be included as early as possible but that it was also incumbent on them to discuss issues locally to enable the Board to take a decision when required at meetings.</p>	<p>Chair of the PSB to write to SEEDA requesting further consideration of the adult skills target and the resources needed to deliver it.</p> <p>and</p> <p>SEEDA and The Economic Development and Enterprise block group to :</p> <ul style="list-style-type: none"> <li>• discuss whether it was possible to continue funding for this area of work beyond March 2008; and</li> <li>• support Oxfordshire County Council as it sought to assure the continuity of the Learning Communities Project</li> </ul> <p>The Economic Development and Enterprise block group to</p> <ul style="list-style-type: none"> <li>• delete from the target of “2% increase p.a. 2006-07 to 2008-09 in young people aged 14 - 25 in starting their own business (pre start)” because it was unmeasurable</li> <li>• support enterprise education and promotion of an entrepreneurial culture as priorities that</li> </ul>

			<p>could, if other criteria were met, continue to figure in the next round of the LAA.</p> <ul style="list-style-type: none"> <li>• design future project(s) with the involvement of schools and businesses</li> <li>• ensure that the final revision of the tourism target and baseline indicators was approved by the stakeholders.</li> <li>• ensure that tourism officers and the OEP Special Interest Group explore options for further targets for the next round of LAA currently under development.</li> </ul>
6	Briefing Paper: Local Area Agreement Finance	The meeting considered a report from Paul James (Head of Partnership Working) about LAA finance and considered and agreed the recommendations.	<p>It was agreed that :</p> <ol style="list-style-type: none"> <li>1 that there should be more detailed monitoring and accountability on the use of PPG from 2007/08 onwards.</li> </ol> <p><b>ACTION for OCC Finance and Corporate Performance</b></p> <ol style="list-style-type: none"> <li>2 that where there had been significant under-spending in 2006/07, the relevant block leads should provide revised spending profiles for the remaining 2 years. The PSB might then judge whether the initial allocations were fully required and whether the under-spends should be the subject of bids from other target areas.</li> </ol> <p><b>ACTION FOR LAA BLOCKS / PARTNERSHIPS BY NEXT MEETING</b></p> <ol style="list-style-type: none"> <li>3 that proposals for the process to allocate the 50% reward grant <u>not</u> being allocated directly to blocks should be brought to the next meeting of the PSB.</li> </ol>

**ACTION : PARTERSHIPS UNIT, OCC TO REPORT TO NEXT MEETING.**

4 Performance data be kept under review to ensure there was an adequate “audit trail”.

**ACTION : CORPORATE PERFORMACE, OCC.**

5 to adopt the principle that pooled funding should be used more flexibly in the future to promote the aims of the Community Strategy and the LAA.

**TO BE NOTED BY ALL MEMBERS OF THE PSB**

6 to encourage the block groups to make recommendations to the PSB on revisions to the current allocation of funding following receipt of government guidance and agreement of priorities for the next LAA.

7 to request county council officers to provide further information and draft options and proposals for consideration by the PSB when the government guidance was published.

**ACTION : PARTNERSHIPS UNIT, OCC TO PREPARE AND DISTRIBUTE A BRIEFING NOTE WHEN GOVT LAA GUIDANCE AND THE COMPREHENSIVE SPENDING REVIEW ARE PUBLISHED. OCTOBER.**

8 that an agreement should be developed between the partners on the PSB to define and share risk and opportunity and join-up auditing and financial reporting processes where

			<p>practicable</p> <p><b>ACTION : TO BE CONSIDERED AT A FUTURE MEETING WHEN THE LAA GUIDANCE AND CSR ARE PUBLISHED.</b></p>
7	The Next Step for Local Area Agreements	An amended draft timetable for signing off the new LAA2 was discussed.	<p>ALL MEMBERS OF THE PSB to provide opportunities for the Partnerships Unit, OCC, to present information about LAA2 to management and elected member meetings. Jayne Dunn, LAA2 project lead (OCC) to contact all organisations to request and set up meetings/briefings</p>
8	Access to Oxford Definition Document	<p>The meeting received a presentation from Steve Howell (Head of Transport, OCC and Daniel Round Team Leader, Transport Team, OCC) on the Access to Oxford initiative to improve access to Oxford city.</p> <p>Peter Sloman (Chief Executive, Oxford City Council) advised that as the Planning Authority the City Council would be involved in this initiative and it was therefore important to engage people in the City.</p> <p>Councillor Ducker (Leader of South Oxfordshire District Council) welcomed the increased investment but was doubtful that it would help with the regeneration of Didcot.</p> <p>Similarly Councillor Patterson (Leader of vale of White Horse District Council) highlighted the need to focus on South Oxfordshire and the Vale of White Horse District areas because of proposed development at Wantage/Grove, Didcot &amp; Milton</p>	

		<p>Park (and interchange) and Harwell.</p> <p>David Young (Chair of the ORCC) highlighted the importance of ensuring that finance would continue to be available over the coming years to ensure viability of the proposals.</p> <p>Anna Robinson (Strategic Director, SODC) also emphasised the need to draw in people from the Vale of White Horse and South Oxfordshire areas. Questioning reference to the Central Oxfordshire sub-region it had been shown that roads in the south of the county were a bar to development and there was a need to address issues such as widening the southern part of the A34. She referred to errors in the South East Plan referring particularly to funding issues regarding the Harwell bypass.</p> <p>Report noted. Agreed to circulate the presentation document with the note of this meeting.</p>	
-	Additional Business	<p>A letter from the I&amp;DeA (copy attached to these notes) setting out detail of the Strategic Housing Improvement Programme was tabled.</p> <p>Agreed the importance for local authority portfolio holders in housing and planning and lead members from both county and district levels to attend the county based seminars.</p> <p>Councillor Patterson highlighted the benefits of cross involvement for all Leaders.</p> <p>David Neudegg (Chief Executive, West Oxfordshire District Council) suggested this be raised at the Oxfordshire Leaders Group on 13 September 2007.</p>	

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