

# Minutes of the Torbay Strategic Partnership

20th January 2005

## Present:

Nick Bye	Councillor – Torbay Council
Chris Harris	Leader of Torbay Council ( <b>Chairman</b> )
Sarah Lincoln	Cultural Partnership
Dominic Acland	Torbay Environment Forum
Julian Tuck	Torbay Housing Partnership
Andrea Colborne	Torbay Partnership Committee
Fiona Tolley	Torbay Primary Care Trust
Carol Schneider	Torbay Voluntary Service

## Also present:

Paul Lucas, Bernard Page, Zoe Williamson, Lorna Shearman, Geoff Williams, Minal Joshi (Torbay Council), Christine Carter (Councillor – Torbay Council), Teresa Buckley (Secretary), Peter Huff (Chairman of St Marychurch Ward Partnership) and a representative from the Herald Express.

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## 18. Apologies

18.1 Apologies for absence were received from Peter Bushell (Torbay Development Agency Ltd), Liam McGrath (Devon and Cornwall Constabulary), John Clamp (who was represented at the meeting by Sarah Lincoln), Carl Langley (Safer Communities Torbay), Peter Colclough (who was represented at the meeting by Fiona Tolley) and Chris Lomas (Executive Member for Learning and Cultural Services).

## 19. Membership

19.1 Chris Harris announced that he would be standing down as a member of the Torbay Strategic Partnership after this meeting and that Christine Carter (Executive Member for Partnerships) would replace him. He also advised that Loretta McHugh (Executive Member for Children) would be replacing Chris Lomas and the Learning and Cultural Services representative.

19.2 As a consequence of his resignation, Chris Harris reminded members that they would need to elect a new Chairman at their next meeting. He feels that now the Partnership is up and running it should not be Chaired by one of the Statutory Bodies.

**Action:** Members were requested to consider who they wish to nominate as Chairman in preparation for the next meeting of the Partnership.

## 20. Minutes

20.1 The minutes of the meeting of the Partnership held on 10th November 2004 were confirmed as correct record and signed by the Chairman.

20.2 Arising from Minute 15.1, members were advised that the workshop session due to be held in December had not been arranged due to other commitments. The workshop would now be held during February 2005. Members were advised that the timescales in 5.1(ii) for the implementation of the recommendations arising from the workshop had been updated.

**Action:** A copy of the updated timescale to be circulated to members with the minutes of the meeting (Teresa Buckley). Bernard Page to arrange the workshop session to be held in February 2005.

## 21. Forward Plan of Meetings

21.1 Members noted a paper setting out a proposed programme of agenda items for future meetings of the Partnership. Fiona Tolley requested that her item "a role for the TSP in the Safer Communities Partnership", which was due to be considered on 23rd March 2005, be considered at the meeting on 18th May 2005.

## 22. Ward Partnership Workshop

22.1 The Partnership considered a paper summarising the issues raised at the Ward Partnership Workshop held on 9th December 2004. It was noted that 23 people had attended the workshop representing all eleven Ward Partnerships. Members were advised that there was a need to raise the profile of Ward Partnerships. Torbay Council is considering funding for a Community Development Worker, who would work closely with the Ward Partnerships to help them to develop, as part of their budget setting process for 2005/2006.

**Agreed:** (i) the Ward Partnerships, Torbay Strategic Partnership, Council and Police to work together to develop future actions to address the issues raised at the workshop; and

(ii) an item to be considered at the meeting of the Chairmen of the Ward Partnerships in relation to their involvement with the Torbay Strategic Partnership. The driver group for Sustainable Communities to also be invited to attend the meeting.

**Action:** Bernard Page to arrange meeting and develop an action plan to address the issues raised at the workshop.

## 23. Comprehensive Performance Assessment

23.1 Members received a copy of Torbay Council's Comprehensive Performance Assessment (CPA) Report for December 2004 together with a summary of the recommendations affecting the Torbay Strategic Partnership (TSP). The strengths and weaknesses highlighted in the CPA Report in relation to the TSP were as follows:-

Theme	Strengths	Weaknesses
Ambition	Ambitions developed with Local Strategic Partnership through community consultation.	Community Action Plan and Strategic Plan have relatively short time frames (3-4 years).
Performance Management		Monitoring and reporting roles around the Community Plan are still developing.

23.2 Members were advised that the Audit Commission have published their rules for 2005 and that the role of the Torbay Strategic Partnership would have a great impact on the way the Council will be judged to be performing. As the Council has now been categorised as "fair" it will not be re-inspected until the Autumn of 2006. The Audit Commission will look at how well the Council is working with its partners in relation to issues such as homelessness and culture. The main areas which affect the Partnership and will attach the highest scores are set out below:-

- sustainable communities and transport;
- safer and stronger communities;
- healthier communities;
- older people; and
- children and young people.

- Agreed:** (i) a project plan to be developed for the Torbay Strategic Partnership (TSP) that takes into account the weaknesses identified above and will cover:-
- ❑ overarching TSP work;
  - ❑ progress and performance monitoring;
  - ❑ work in relation to driver groups;
  - ❑ sustainable communities;
  - ❑ the local compact;
  - ❑ Ward Partnerships; and
  - ❑ safer communities;
- (ii) a draft project plan to be developed following informal discussions with TSP members;
- (iii) the project plan to be presented to the meeting of the TSP on 23rd March 2005; and
- (iv) the focus for the Autumn 2005 conference for the TSP will include a facilitated workshop session to engage in the longer term vision for Torbay.
- Action:** Bernard Page to make appropriate arrangements for the development of the project plan in consultation with the relevant Theme Leads.

## **24. Equality and Inclusion Policy and Scheme 2004/2005**

24.1 Geoff Williams (Assistant Director – Human Resources) and Minal Joshi (Equality and Diversity Project Manager) gave a presentation on the Council's Equality and Inclusion Policy and Scheme for 2004/2005. The aim of the document is to:

- ❑ set out the key values and principles of Torbay Council;
- ❑ promote and demonstrate fairness and equality of opportunity, in the provision of services and the employment of staff, for all people;
- ❑ address issues contained within mainstream equality legislation and ensure that due regard is given to address social and inequality experienced by groups that are very small in community numbers;
- ❑ provide a framework for future action to promote equal opportunities and good relations, and eliminate unlawful discrimination in Torbay;
- ❑ achieve measurable progress against agreed targets; and
- ❑ create a positive and lasting impact on the Torbay community.

24.2 The national Equality Standard for Local Government was being used as a basis for the Council's Equality and Inclusion Action Plan. These standards are met through five levels of achievement. The Council has already met the requirements of Level 1 "Commitment to a Comprehensive Equality Policy" and is in the process of working towards Level 2 "Assessment and Consultation". It is the intention that the Council will work through all levels until it has achieved Level 5 status.

24.3 Members were advised that the Council was working with other agencies including the Primary Care Trust and the Police in developing action plans in relation to equality and inclusion.

**Agreed:** The Torbay Strategic Partnership endorsed the joint agency working in relation to equality and inclusion and the sharing of expertise and training resources.

**Action:** (i) Bernard Page to build in a section in relation to equality and inclusion in the revised Community Plan Action Plan; and

(ii) Minal Joshi to provide members with a summary of the national Equality Standards for Local Government.

## **25. Performing Partnerships**

25.1 Members received a paper setting out details of the Performing Partnerships Project. The aim of the project is to assess how Local Strategic Partnerships are working in Devon, to make recommendations on how the partnerships can be improved and to develop a tool to enable Councils to assess other partnerships. The Partnership was requested to identify five or six members to take part in a facilitated focus group discussion in connection with the project.

**Agreed:** (i) the contents of the paper was noted; and  
(ii) five members of the Torbay Strategic Partnership to be identified to participate in the facilitated focus group discussion in relation to the Performing Partnerships Project.

**Action:** Zoe Williamson to contact members to confirm their availability and to advise the project team of the names of the people who will attend the focus group discussion.

## **26. National Local Strategic Partnership Workshops**

26.1 The Partnership received a copy of a leaflet setting out details of the National Evaluation of Local Strategic Partnerships workshops, which would be held on 22nd February, 2nd and 10th March 2005. Members were requested to nominate one representative to attend the workshops.

**Agreed:** A representative from the officer group to be nominated to represent the Torbay Strategic Partnership at the National Evaluation of Local Strategic Partnerships workshops.

**Action:** Bernard Page to complete the appropriate booking forms.

## **27. Communications Strategy**

27.1 Members were asked to consider establishing a working group to discuss issues in relation to communication and promotion of the achievements of the Torbay Strategic Partnership and its driver groups.

**Agreed:** A representative from each theme to be nominated to form a Communications Working Group to develop a paper, by the end of March 2005, in relation to a communication strategy for the Partnership.

**Action:** Theme Leads to advise the Secretary of their nominated representatives. Lorna Shearman to arrange a meeting of the Working Group.

## **28. Ward Partnership Fund**

28.1 Members received an update on the amount of money allocated from the Ward Partnership Fund for the 2004/2005 financial year. It was noted that £26,920 had been applied for during the current financial year, £11,220 of which had actually been allocated from the £20,000 budget. This left £8,780 of funding still to be allocated and outstanding requests of £15,700.

28.2 The Ward Partnership Grant Group, which comprised of Liam McGrath, Chris Harris and Carole Schneider, met on 18th January 2005 to consider the outstanding requests for funding. An updated paper was circulated at the meeting. It was noted that the Ward Partnership Grant Group had decided to allocate £85.50 to each Ward Partnership to help to cover administrative costs. Members' attention was drawn to the fact that not all of the eleven Ward Partnerships had submitted a bid and some had submitted more than one. Simplifying the application form and assessment criteria could help this.

28.3 Concern was expressed in relation to other funding opportunities around Torbay which could be used to help groups and free up some of the Ward Partnership Fund for other local initiatives. It was suggested that a database be compiled for use by all of the partners setting out the funding streams and their criteria.

**Agreed:** (i) the allocation of funding for the 2004/2005 financial year be noted; and  
(ii) the outstanding applicants to be advised that their bids will be considered as part of the 2005/2006 bid process.

**Action:** (i) Carl Langley to write to the outstanding applicants to advise them that their bids will be considered as part of the 2005/2006 process and look at simplifying the application form and criteria; and

(ii) Alan Denby (External Funding Executive) to arrange for the database of funding streams and criteria to be produced and circulated to members of the Partnership.

## **29. Sustainable Communities Progress Report**

29.1 Carole Scheider provided an update in relation to the sustainable communities activities contained within the Community Plan Action Plan. It was noted that a workshop session would be held in February 2005 to review and agree the action plan and to establish a driver group.

## **30. Urgent Item – Support for Olympic Bid**

30.1 Members were advised that Rebecca Laight (Cultural Partnership) had recently attended an event in London in relation to England's bid for the Olympics. It has been suggested that Torbay may be a suitable venue for a preparation camp for sailing in the Olympics. The Cultural Partnership is keen to promote this opportunity. Preliminary work in support of the bid needs to be undertaken by the end on June. The Partnership will have a good opportunity to promote the bid during friendship week (20th to 26th June 2005).

**Agreed:** The Partnership support the Cultural Partnership in their bid for Torbay to be a preparation camp for sailing in the Olympics.

## **31. Urgent Item - Change Up Investment Programme**

31.1 The Partnership considered a late paper in respect of the Change Up Investment Programme (the capacity building and infrastructure framework for the Voluntary and Community Sector). The aim of the Investment Programme was to ensure that by 2014 the needs of frontline voluntary and community organisations would be met by appropriate support and structured for maximum efficiency, offering excellent provision which was accessible to all. The Government Office for the South West have earmarked an initial sum of £20,000 for Torbay, subject to a successful funding bid. The bid must be submitted by the Voluntary Sector but they must be able to demonstrate that there is support from statutory agencies and the Torbay Strategic Partnership.

**Agreed:** (i) the Torbay Strategic Partnership support the Voluntary Sector bid from the Change Up Investment Programme; and

(ii) Partnership members from the Health, Police, Council and Voluntary Sector to be nominated to form a consortium to prepare a bid for submission in March 2005.

**Action:** Alan Denby (External Funding Executive) to assist Chris Harris in preparing a letter on behalf of the Partnership in support of the Voluntary Sector bid.

## **32. Urgent Item – Funding for the Voluntary Sector**

32.1 Carole Schneider raised concern in relation to the future funding for the Voluntary Sector. She advised that the Voluntary Sector were running several projects on short term funding and that they were struggling to obtain longer term funding. They were also undertaking a lot of work on behalf of the statutory agencies without any remuneration.

**Action:** Paul Lucas, in consultation with Carole Schneider, to prepare a paper in relation to future funding of the voluntary sector to be presented to the next meeting of the Partnership.

### **33. Date of Next Meeting**

33.1 The next meeting of the Partnership will be held on Wednesday, 23rd March 2005, at 3.00 p.m. at Westlands School.