



**Blackburn with Darwen Strategic Partnership Board  
Minutes of a Meeting held on Wednesday 22<sup>nd</sup> June 2011.**

**PRESENT:**

<b>Councillors</b>	Kate Hollern
	Yusuf Jan-Virmani
	Andy Kay
	Mohammed Khan
	Michael Lee
<b>Business Sector</b>	Mike Murray
	Amanda Meachin
	John Slee
	Ilyas Munshi
	Mohammed Isap Khalid Saifullah Mike Damms
<b>Public Sector</b>	Dominic Harrison
	Kevin Ruth
	Sir Bill Taylor
	Robert Eastwood
	Janet Thomas
	Kevin Ruth Steve Kennedy Graham Burgess
<b>Community and Voluntary Sector</b>	Garth Hodgkinson
	Abdul Mulla
	Peter Neill
<b>Council Officers</b>	Brian Bailey (Director of Regeneration)
	Gladys Rhodes White (Strategic Director, Families, Health & Wellbeing)
	Sayyed Osman (Director of Environment, Neighbourhoods & Housing)
	Jonathan Tew (Head of Policy)
	Imran Akuji (Diversity and Cohesion Manager)
	Paul Conlon (Executive & Councillor Support Officer)

**1 WELCOME AND APOLOGIES**

Apologies for absence were received from Councillor Maureen Bateson and Pauline Walsh.

## 2 MINUTES OF THE MEETING HELD ON 11<sup>th</sup> APRIL 2011

**Agreed** – That the minutes of the meeting held on 11<sup>th</sup> April 2011 be agreed as a correct record.

### 3. APPOINTMENT OF CHAIR AND VICE CHAIR.

The Board considered the appointment to the positions of Chair and Vice Chair.

**Agreed**- That Mike Murray be appointed chair of the Board and Mohammed Isap Vice Chair for the municipal year 2011/12.

### 4 LSP STRUCTURE.

The Board received a report and presentation on the revised structure and arrangements for the Board. The revised arrangements reflected the rationalised structure and setting out the representation by sectors.

The membership of the Board would now consist of-

- 6 Borough Councillors as nominated by the Borough
- 6 private sector representatives as nominated by the Community and Business Partners
- 6 representatives from Public Organisations as nominated by the Local Public Service Board
- 6 representatives from the Voluntary, Community and Faith Sector as nominated by the Community Network.

Five thematic groups would be established together with an LSP Commissioning group and the Board considered nominations for appointment to the positions of Chair and Vice Chair for these groups.

**It was agreed** 1. That the membership of the Board be noted as set out below-

Representative	Organisation
Local Public Service Board	
Bob Eastwood	Police
Sir Bill Taylor	Health
Kevin Ruth	Twin Valley Homes
Graham Burgess	Borough Council
Ian Clinton	Blackburn College
Steve Kennedy	Fire and Rescue Service
Community Network	
Pauline Walsh	Age Concern

Garth Hodgkinson	CVS
Peter Neil	Groundwork
Elizabeth Taylor	Bootstrap
Abdul Mulla	Healthy Living Centre
John Tempest (Amar Abass)	Child Action NW (Youth Action)
<b>Community and Business Partners Ltd</b>	
Mike Murray	Chair
Khalid Saifulla	Private Sector Rep
Mohammed Isap	Private Sector Rep
Amanda Meachin	Business and Community Partners
Mike Damms	Chambers of Commerce
John Slee	Capita
<b>Elected Members</b>	
Cllr Kate Hollern	Labour
Cllr Mohammed Khan	Labour
Cllr Andy Kay	Labour
Cllr Jan-Virmani	Labour
Cllr Maureen Bateson	Labour
Cllr Mike Lee	Conservative

2. That the structure of the LSP Board be agreed and that the following members be appointed to serve as Chair/Vice Chair of the thematic groups:-

<b>LSP</b>	Mike Murray - Mohammed Isap -	Chair Vice Chair
<b>Prosperous-</b>	Khalid Saifulla- Mike Damms-	Chair Vice Chair
<b>Connected-</b>	Ian Clinton Abdul Mulla-	Chair Vice Chair
<b>Clean-</b>	Peter Neill - Stephen Kennedy-	Chair Vice Chair
<b>Safe-</b>	Kevin Ruth- Gareth Hodgkinson-	Chair Vice Chair
<b>Healthy-</b>	Sir Bill Taylor- Cllr Mohammed Khan-	Chair Vice Chair
<b>Commissioning Board</b>	Cllr Andy Kay Pauline Walsh	Chair Vice Chair

## 5. LSP GOVERNANCE ARRANGEMENTS

The Board received a report setting out the information requested at the last meeting. The report outlined-

- The guiding principles to support consistent and a fair selection process for nominating representatives for each of the thematic groups
- Overarching roles and responsibilities to support each of the five thematic groups
- A performance management framework to support the delivery planning process
- An overview of the governance arrangements and planned event for the LSP commissioning Board.

The Board was informed that the three sectors would be represented as well as the elected members on each of the five thematic groups. The Board were also informed of the principals for membership of the groups and how decisions would be made and programmes delivered.

The report highlighted roles and responsibilities of the people involved with the groups and support that would be available to them. The Board were informed that the officers from the Council's Policy and Performance Team would work with the thematic group members and lead officers to implement the delivery planning sessions throughout July, August and September. Delivery plans would form the basis of the thematic groups activity once established and the plan would be monitored on a quarterly basis. The groups would highlight barriers and areas of underperformance to enable appropriate remedial actions to be agreed by the group.

The constitution endorsed in April 2011 also proposed the formation of a Commissioning Board as a sub-group within the overall governance structure of the LSP with the responsibility for developing commissioning plans for budgets and integrated service provision. Additionally the group would integrate the former activities and work programme of the compact sub-group to ensure key commissioning decisions are framed within the context of the agreed protocols between the LSP and the third sector in Blackburn with Darwen. Membership would consist of existing officer support and partners of the Compact Working Group along with additional support through cross sector representation where necessary. The Board were informed that a half day event was to be held on 12 July, which would encompass three areas pertinent to the Commissioning Board. These areas were-

- A stock take regarding the compact
- Community budgets and integrated service provision;
- Scoping future work programme for the LSP Commissioning Board.

#### **Agreed-**

That the LSP Board-

- Approve and adopt the guiding principles for the establishment of the LSP thematic groups;
- Endorse the overarching responsibilities to support the thematic groups.
- Approve the performance management framework to support the delivery planning process.

- Endorse the roles and the responsibilities of the LSP Commissioning Board and the key areas of focus for the July event including nomination and appointment to key positions of Chair of the Commissioning Board.

## **6. DISCUSSION ON THE PURPOSE AND PRIORITIES OF THE LSP BOARD.**

Members discussed the purpose and priorities of the Board and the issues that would affect delivery. The following comments were made by members of the Board –

- We have the same issues and vision but with fewer resources to deliver.
- Priorities could not be delivered in isolation
- Managing the expectations of business would be a challenge.
- There was a need to get our foot in the door, to bid for small pots of money that may lead to bigger pots in the future.
- We need to be careful about what we prioritise
- We need to look at where we can work in collaboration with other partnerships.
- All partners have fewer resources, each has downsized and there needed to be discussion on this.
- Money was only half the picture and innovation should continue on the way we do things.
- The problems the Borough has can be solved by those present as the main drivers in the Borough.
- There were still a lot of money channelled through partners on the LSP
- There was a need to ensure that we do not lose what we have already done.
- Groups should consider legacy and key issues to enable them to steer key objective.
- The groups should look to achieve something in a two year timescale and look at new ways of working.
- There was no longer scope for duplication.
- The partnership should look at a one big initiative/ project that was forward looking.

**Agreed-** The discussion and the ideas put forward were noted.

## **7. DATE OF THE NEXT MEETING.**

It was agreed that the Board would meet as follows during the year:-

25<sup>th</sup> July 2011.  
10<sup>th</sup> October 2011.  
13<sup>th</sup> February 2011.  
2<sup>nd</sup> April 2011.

Chair.....

Date.....