

## Exeter Board

Thursday 30 July 2015

### Work programme for Exeter Board with reference to revised terms of reference.

At the last Board meeting on the 28 April 2015 members agreed a revised terms of reference for the Board to ensure an appropriate focus on its strategic and community support roles.

An action from the meeting was to prepare a work programme that delivers under the terms of reference.

Suggested work programme:

Terms of Reference	Action/ Examples	Rationale	Owner
Consider cross-cutting issues and funding opportunities of strategic, political or financial significance that will have an impact on the city and with regard to the work of both Councils.	<ul style="list-style-type: none"> <li>Analysis of both Councils corporate priorities for the next year.</li> <li>Annual meeting of relevant Snr Strategic/Exec Officers and relevant Cabinet members with Chair and Vice Chair of Board to discuss key issues for the city.</li> </ul>	To inform on key strategic issues for the city and inform funding decisions for the Board.	(DR/ML)
Promote a more joined-up approach with Exeter's communities to encourage collaboration, enterprise and innovation in line with local needs.	<ul style="list-style-type: none"> <li>Key strategic partnerships (EH&amp;WB Board, CSP, Economy, Cultural Partnership, Exeter Community Forum, VCS input) short presentation to Board (15+15) once a year on priorities and issues – how this is being achieved and funding information.</li> <li>Members of Exeter Board to nominate (if not already) to sit on various partnerships (above) and verbally report back (5mins) each Exeter Board on key issues/info</li> </ul>		(Chair/Vice-Chair)
			(HB)
Respond positively to approaches from communities wishing to work	<ul style="list-style-type: none"> <li>Refining the Exeter Board funding criteria to encourage/reward community initiatives to work in a</li> </ul>	Encourage a more joined up	(various ExB members)
			(DR/ML and Exeter Board Funding)

<p>in a different way and consider how decision making and/or funding could be delegated to a local level where there is appetite and capacity to use it.</p>	<p>different way (enterprise, innovation, collaboration (in line with local needs)). Criteria (and role/priorities of Board) need to be explained, exemplified and communicated clearly.</p> <ul style="list-style-type: none"> <li>• Encourage approaches of communities to discuss working in collaboration/ working in a different way by working to share best practice and initiatives across the city and funding initiatives that enable this</li> <li>• Review how decision making and/or funding could be delegated to a local level.</li> </ul>	<p>and collaborative way of working with communities</p> <p>Building capacity within communities</p>	<p>Sub-Group)</p> <p>ExB Funding Sub-Group</p> <p>ML/DR</p>
<p>Consider where funding might be aligned or pooled to promote better value for money, better outcomes for communities and avoid duplication.</p>	<ul style="list-style-type: none"> <li>• Board members to discuss opportunities with associate members and other key city partners.</li> </ul>	<p>VFM, less duplication and better outcomes</p>	<p>(various Exeter Board members)</p>
<p>Encourage co-design and co-delivery of services and prioritise these initiatives for Exeter Board grants or 'in kind' support.</p>	<ul style="list-style-type: none"> <li>• Rework criteria to ensure it fulfils this criteria.</li> <li>• Investigate better co-ordination/collaboration with public sector where appropriate e.g Exeter Green Partnership with ECC POS; Integrated Care Exeter, Community Hubs, Food Networks/Supply Chain</li> </ul>	<p>Better funding decisions.</p> <p>Building capacity within communities</p>	<p>DR/ML</p> <p>DR/ML</p>
<p>Representatives from the voluntary, community, business, health, police, further and higher education, inter-faith and cathedral communities be invited to participate in a future meeting,</p>	<ul style="list-style-type: none"> <li>• Identify gaps and invite representation from all groups. Invite chair of ECF to be an 'associate member'.</li> </ul>	<p>Encourage a more joined up and collaborative way of working with communities</p>	<p>HB</p>

as appropriate, as “associate members.”			
That an “open forum” be allowed for the public to ask questions and raise issues relevant to the work of both Councils (time limited to 30 minutes in total. It will be the Chair’s discretion to accept these questions in the context of the Board’s terms of reference and where applicable refer the proposer/submitter of the question to the relevant DCC or ECC Scrutiny Committee	<p>Below guidance at Chairman’s discretion:</p> <ul style="list-style-type: none"> <li>• Chair to ensure time limits are enforced</li> <li>• Written responses to be given to questioner at start of meeting</li> <li>• Ensure questions are referred to most appropriate committee in advance</li> <li>• Board will only respond to questions verbally or in writing if someone from the appropriate agency can do so and with enough notice.</li> <li>• Notice of guidance and invitation to open forum publicised appropriately</li> </ul>		HB
That meeting of the Board be held at 5.30pm in publicly accessible venues.	<ul style="list-style-type: none"> <li>• Review venues – County Hall not accessible as no reception cover after 5pm. Meetings to take place at civic centre and other community venues as appropriate/practical.</li> </ul>		HB
That a Members Sub Group comprising the Chair, Deputy Chairman and other proposed & seconded Members of the Board to consider and approve applications for grants from the Board’s community budget fund.	<ul style="list-style-type: none"> <li>• Membership of Grants sub group to be agreed at next Board meeting.</li> <li>• That the Member sub-group seek to understand funding priorities and ensure applications support the strategic, political and financial priorities in the city</li> </ul>	Better funding decisions.	Chair/Vice Chair of Funding Sub-Group