

## HAMPSHIRE & ISLE OF WIGHT LOCAL GOVERNMENT ASSOCIATION

Minutes of the Association meeting held at East Hampshire District Council on 25 November 2005 at 10.00 am.

### Present

Basingstoke and Deane	G Holdcroft (Chief Executive)
East Hampshire	Councillor E Cartwright (Chairman) Councillor A Pattie Councillor Y Parker-Smith (Chairman of the Council) W Godfrey (Chief Executive)
Eastleigh	Councillor P Wall C Tapp (Chief Executive)
Fareham	Councillor A Mandry A Davies (Chief Executive)
Gosport	Councillor A Hayward I Lycett (Chief Executive)
Hampshire	Councillor A Rice Councillor M Woodhall P Robertson (Chief Executive)
Hart	Councillor S Parker Councillor S Gorys C Powell (Acting Chief Executive)
Havant	Councillor D Gillett
New Forest	Councillor M Holding D Yates (Chief Executive)
Rushmoor	Councillor P Moyle (Vice-Chairman) A Lloyd (Chief Executive)
Southampton	Councillor A Samuels
Test Valley	Councillor A Jackson R Tetstall (Chief Executive)
Winchester	Councillor S Campbell Councillor T Evans S Eden (Chief Executive)
Hampshire Association of Parish and Town Councils	S Lugg (Director)

Community Action Hampshire	R Tulloch (Chief Executive)
Eastleigh Community Services	K Dufton
Hampshire and Isle of Wight Local Government Association	N Goulder (Director) D Allen (PA to Director)

**Also in attendance:**

Government Office for the South East	D Oldfield (Head of Drugs and Crime)
Hampshire Buildings Preservation Trust	B Fergie (Chairman)
Hampshire and Isle of Wight Constabulary	P Kernaghan CBE (Chief Constable) S Glen (Detective Chief Inspector)

**47.05 WELCOME**

Councillor Mrs Yvonne Parker-Smith, Chairman of East Hampshire District Council welcomed all those present to the meeting.

**48.05 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors B Gurden and P Harvey (Basingstoke and Deane); Councillor K House (Eastleigh); Councillor S Woodward (Fareham); C Evans (GOSE); Councillor M Hook (Gosport); Councillors A Collett, D Kirk and K Thornber (Hampshire); Councillor Jean Pittfield (Hampshire Association of Parish and Town Councils); Councillor M Cartwright and J Bonney (Hampshire Fire and Rescue); M Attenborough-Cox, Councillor J Rayment and S Jackson (Hampshire Police Authority); Councillor K Moss (Havant); Councillors A Sutton, D Tuson and J Wood (Isle of Wight); B Lawson (Association of Isle of Wight Parish and Town Councils); Councillor M Kendal (New Forest) and Councillor J Marsh (Rushmoor).

**49.05 MINUTES**

The minutes of the meeting held on 23 September 2005 were agreed as a correct record.

Arising from the minutes of the meeting, the Chairman reported that a meeting had been held with the Chief Executive of the Strategic Health Authority (minute 43.05). The Chief Executives' Group, led by Chris Tapp, was following this up with further meetings including one dealing with social care and housing in the new year.

**50.05 HAMPSHIRE'S STRATEGIC FORCE PROJECT - BACKGROUND PAPER**

The Chairman introduced Paul Kernaghan CBE, Chief Constable of the Hampshire and Isle of Wight Constabulary, DCI Sara Glen and Peter Robertson, Clerk to the Police Authority.

Mr Kernaghan gave a presentation which focussed on:

- An overview of the options

- The options suggested for the South East
- The options suggested for Hampshire and Isle of Wight
- Ongoing work.

Mr Kernaghan felt that feedback from local authorities on the proposals was essential and urged them to send in their representations to the Police Authority by 23 December.

Consideration was also given to a report of the Clerk to the Police Authority and the Chief Constable which detailed the background to Hampshire's Strategic Force Project.

The Police Authority would be supporting the option to keep Hampshire and Isle of Wight Constabulary as a stand-alone police force. The second option would be to merge with Dorset and Wiltshire.

Mr Kernaghan and Mr Robertson addressed concerns and answered questions from those present including:

- performance, cost and cultural issues
- the point that the western judges circuit looked westwards rather than eastwards and a suggestion that it be highlighted that representations had been made in the past against Hampshire merging with the south east
- assurances that the Forward Together project would not be affected and would be implemented in April 2006
- the reactions of the Dorset and Wiltshire Police Authorities.

Dick Oldfield of GOSE gave an overview from a regional perspective.

The Chairman thanked Mr Kernaghan, DCI Glen and Mr Robertson for their presentation.

## **RESOLVED**

That in view of the need for co-terminosity and working in partnership, this Association makes the strongest possible representations in support of the Hampshire and Isle of Wight Police Authority's preference to develop Hampshire and Isle of Wight as a strategic force.

### **51.05 FUTURE OF PUBLIC SECTOR PARTNERSHIPS**

Consideration was given to a report by the Director which sought support for Surrey LGA's representations to Government on this topic.

The report outlined Surrey LGA's concerns which focussed on constant reviews which rearranged boundaries and administrative structures in the public sector across the country. These were happening in an unco-ordinated way with grave implications for the delivery of "joined up" services in their communities.

## **RESOLVED**

That the Association writes in support of the Surrey LGA representations on this subject.

**52.05 JOINT WORKING ON EFFICIENCY AND HUMAN RESOURCE MANAGEMENT**

The Chairman introduced Will Godfrey, Chief Executive of East Hampshire District Council who updated the meeting on the work of the HIOW Efficiency Group.

The Chairman also introduced Dave Yates, Chief Executive of New Forest District Council who briefed the meeting on joint working relating to human resource issues (annexed to these minutes).

Consideration was given to their report and presentations.

Mr Godfrey and Mr Yates answered questions and concerns from those present. Strong support was given for this work from all quarters.

**RESOLVED**

That Members continue to support the detailed joint working required to continue the drive for efficiency.

**53.05 LOCAL GOVERNMENT REGIONAL FORUM (REPORT-BACK)**

Councillors David Gillett (Havant) and Tony Jackson (Test Valley) briefed those present on items discussed at the Local Government Regional Forum held in Reading on 10 and 11 November.

Consideration was also given to a report by the Director in association with Councillors Gillett and Jackson.

The report also highlighted a consultation on “Local Government and the Regions” based on research being undertaken by the Local Government Association. It was suggested that the outcomes of this research be discussed at a future meeting of this Association.

**RESOLVED**

That the report be noted.

**54.05 THE FUTURE OF THE HAMPSHIRE BUILDINGS PRESERVATION TRUST**

The Chairman introduced Bill Fergie, Chairman of the Hampshire Buildings Preservation Trust.

Mr Fergie gave a presentation on the work of the Trust.

Consideration was also given to a report by the Chairman of the Trust which gave details of the background of the Trust’s work, its current situation and its future particularly in relation to its links with the Bursledon Brickworks site.

## **RESOLVED**

That the Association:

- (1) Notes the amendments to the Constitution of the Trust, agreed at its AGM in December 2004, and the other changes being implemented;
- (2) Indicates its continued support for the work of the Trust as it attempts to establish a more independent role, following the reduction in support from Hampshire County Council necessitated by changes in the rules relating to the involvement of local authorities in charitable trusts; and
- (3) Agrees to nominate three representatives - through the Members' Appointment Panel - to serve on the Board.

### **55.05 "FIVE MINUTE SLOT" AND FUTURE AGENDA**

Consideration was given to a report by the Director on this subject.

The report set out a list of potential matters for discussion at the January meeting of the Association.

The Director suggested a change to the constitution to allow representatives of the two new National Parks and other relevant local authorities to become members of the Association. He would prepare a report for the January meeting. With the Chairman's agreement, he had invited the Chief Executive of the New Forest National Park Authority to attend meetings of the Association as an observer.

### **56.05 DATE OF NEXT MEETING**

The next meeting of the Association would be held on 27 January 2007 at Hart District Council Offices, Fleet.

## **HLOWLA COLLABORATION ON HR ISSUES**

### **AGREED TERMS OF REFERENCE**

- 1 The HR group operates under the auspices of the HLOWLA Chief Executive's Group
- 2 The HR group comprises Heads of Personnel/HR and Chief Executives from all the district, county and unitary authorities in Hampshire.
- 3 The group will operate at a strategic level, focussing particularly on opportunities for collaboration on human resources issues.
- 4 The group will look at opportunities to work in partnership with each other and other parties; to share information and best practice; in order to achieve efficiency gains.
- 5 The HR group acknowledges that there will be synergy with other sub groups of the Chief Executive's group – particularly the procurement/partnership group. The HR group will consider options relating to the procurement or partnership of HR services, while being aware of the general direction of travel of the procurement group. The HR group will work with the procurement group to ensure HR issues are considered when procurement options are being considered.
- 6 There is also synergy with the e-governance group, and the principles outlined above will equally apply to e-governance.
- 7 The HR group will work to complement, and not duplicate, the work carried out by other organisations, particularly South East Employers. The HR group will link to the SEE group working on the regional implementation of the pay and workforce strategy. South East employers and others may be invited to attend meetings of the HR group.
- 8 This group will concentrate on strategic issues, whereas the Hampshire Personnel Officer group (HPOG) will focus on more operational issues. There may be an overlap between these two groups, and it is important that the link is maintained, preferably with at least one member of the group also attending HPOG meetings.
- 9 The HR group will work in a spirit of openness and trust, particularly where sensitive information is shared. Although all authorities are welcome to participate in all aspects of the group, it is accepted that some authorities may decline to pursue some of the proposals put forward by the group.
- 10 The work of the HR group will be carried out by smaller project teams concentrating on the following four areas:
  - P Recruitment and Hampshire employer branding
  - P Training and development
  - P Pay and Reward

- 11 Each project team will report back to the wider HR group on progress made, and recommendations for action. Each project team will be lead by one authority who will be responsible for calling meetings, distributing papers and collating feedback.
- 12 The wider HR group will meet twice a year (frequency to be reviewed if appropriate) hosted initially by New Forest District Council.

## **AGREED ACTIONS (OCTOBER 2005)**

### **RECRUITMENT SUB GROUP**

#### **Recruitment advertising contract**

Exploring the opportunity for districts in Hampshire to piggy back onto the HCC recruitment advertising contract, and/or to develop joint procurement for advertising agencies

#### **Temporary Agency Contract**

All council's in Hampshire have been offered the opportunity to piggy back onto the HCC temporary agency contract with Manpower.

Portsmouth are considering setting up their own agency which may be opened up to other authorities in time.

#### **Joint recruitment website**

Looking to develop a jobs portal for Hampshire possibly linked to a wider regional jobs portal.

#### **Signpost advertising**

Encouraging authorities to place shorter "signpost" adverts – particularly when websites have been developed.

#### **Best practice**

Developing best practice standards for recruitment, particularly relating to application forms, CRB, taking up references etc.

#### **Benchmarking**

Looking at opportunities for sharing data for benchmarking

### **PAY AND BENEFITS SUB GROUP**

#### **Joint procurement of pay data**

Looking to share data using a common tool such as Hay, and/or joint procurement of pay consultants.

#### **Joint working arrangements**

Examining ways of sharing expertise and capacity including secondments, mentoring, collaboration on consultancy spend

**Recruitment hot-spots**

Looking to work together on reward for recruitment hot-spots (eg Planners, Environmental Health) and where new jobs are created in more than one authority to cover a new responsibility

**LEARNING AND DEVELOPMENT SUB-GROUP****Future Leaders Programme**

Considering running a joint programme if there is sufficient demand. Looking at innovative ways of developing leaders.

**Environmental Health Consortium**

Supporting the EH consortium and considering extending this model to other professions

**Graduate development programme**

Consider collaboration opportunities for the national graduate development programme.

**Links with educational establishments and Regional skills alliances**

Develop and publicise links on behalf of the county

**Learning and Development Efficiencies**

Collaborate on learning and development activities particularly for

- Health and safety
- Management development
- Executive coaching
- Planning training (ie qualification based training)
- Benefits/tax legislation
- Project management skills