

WEST MIDLANDS REGIONAL ASSEMBLY
Board of Directors – 24 September 2008

Report of the Chief Executive and Company Secretary

1. Purpose

- 1.1 To provide the Board with an update on general issues.

2. Recommendations

- 2.1 The Board is asked to **note** the details of this report.
- 2.3 The Board is asked to **approve** the use of Staffing Budget to meet the cost of a Culture Policy Lead fee for Sport England.
- 2.4 The Board is asked to **delegate authority** to the Chief Executive, in consultation with the Chairman and Vice Chairs, to agree a revised budget for submission to GOWM with the Half Year Report.
- 2.5 The Board is asked to **discuss, make suggestions and agree** the agenda for the Full Assembly meeting on 29 October 2008

3. 2008-09 Q1 Report

- 3.1 The Q1 Progress Report was submitted on 18 July and reviewed with colleagues at Government Office in accordance with the new quarterly reporting requirements of CLG. Board members can access a copy of the full report via an electronic link that was sent by email in the notification of this meeting. There was little variation to report at the end of Q1, but of key concern was the risk to the timetable for the RSS Phase 3 Revision which remains to be agreed with GOWM and clearly has a direct impact on the Business Plan as approved for 2008-09.
- 3.2 As you will know the Assembly wishes to complete technical work and drafting of Options with partners this financial year and then to proceed to formal Options Consultation in Summer 2009 after the Phase 2 Revision Examination in Public has closed. Discussions with Government Office have now led to the formal agreement of the Minister to adjust the Phase 3 preparation timetable. This will mean that the Options consultation will take place in July and August of 2009, after the close of the Phase 2 Examination in Public.

3.3 There would also be a consequent serious threat to the proper analysis of the GOWM commissioned housing study and the preparation for the Phase 2 Revision to be defended at Public Examination. These two work strands are of the highest priority, because they will shape the delivery of regional housing supply; which is the Government's main priority and should not be put at risk through competing RSS work programmes. This further impacts on our assessment of risk as highlighted in the report.

4. 2008-09 Half Year Review

4.1 The Assembly is due to submit a Half Year Progress Report to Government Office on 17 October. This will include a full review within the Secretariat on progress against the business plan culminating in an 'Exception Report'.

4.2 The report will also include any proposed variations to the Business Plan and/or budget virements.

4.3 Cultural Policy Lead

Historically the cultural policy lead has been provided for free by Sport England. Unfortunately they are no longer able to continue this service without a contribution to cost from the Assembly. As this is a key element of Phase 3 we propose to put in place a partnership agreement with Sport England for the policy lead service. The fee will be calculated to meet the cost of an officer at Sport England for two days per week to the end of March 2009. Activity beyond this date will be factored into the 2009-10 budget.

The Board is asked to **approve** the use of Staffing Budget [WS13] to meet these costs.

4.4 The Board is asked to **delegate authority** to the Chief Executive, in consultation with the Chairman and Vice Chairs, to agree a revised budget in order to meet the reporting deadlines. The Revised Budget will be shared with the Board electronically.

5. Members Declarations of Interest, Gifts & Hospitality

5.1 The following Members have still not provided a Declaration of Interest form for the year 07/08. The same Members have been re-nominated for the year 2008/09. The Board is advised that these Members are **in breach of company regulations and their membership is suspended until their forms are filed with the Secretariat.**

Local Authority Members

David Minnery, North Shropshire	Full Member
Daniel Cook, Tamworth	Alternate
John Brian Gillow, Shropshire	Alternate
Nigel Hartin, Shropshire	Alternate
Alan Rhead, Warwick	Alternate

OSG

Jordan Collins
Dally Panesar

Alternate
Alternate

For information, all Declarations of Interest may be accessed on the website at;

http://www.wmra.gov.uk/What_We_Do/Governance_Arrangements/Assembly_Membership/Members_Declarations_of_Interest.aspx

(Members are reminded that they should periodically check their details and advise the Secretariat in writing if there are any changes.)

- 5.2 Declarations of Interest are also required of anyone nominated to serve on an Assembly Partnership with decision making powers, ie Planning Partnership, Housing Partnership, etc. Forms are being sent out to all members shortly.
- 5.3 In respect of **Gifts and Hospitality**; an annual return form is being issued to all Assembly members to complete and return if they have been a recipient of gifts and hospitality in the last financial year. The same form can also be used for 2008-09.
- 6. Annual Returns**
The 2007-08 Financial Statements have been submitted to Companies House and the Annual Return filed. The Corporate Tax Return has also been filed with Inland Revenue.
- 7. Draft Agenda for the Full Assembly Meeting – 29 October 2008 – Birmingham Chamber of Commerce, Edgbaston, Birmingham**
Attached at Appendix 'A' to this report is the Draft Agenda for the next Full Assembly Meeting. The main items for discussion on the agenda will be RSS and Transitional arrangements.

Dependent on progress, it is hoped that there will be an afternoon conversation focusing on Regional Funding Allocations.

Members are requested to discuss, make suggestions and agree the agenda.

Olwen Dutton
Chief Executive
0121 678 1031

West Midlands
Regional Assembly

The Regional Assembly will meet at Birmingham Chamber of Commerce, Birmingham on **29 October 2008** commencing at **11.30a.m.**

The agenda and reports referred to are available on the Assembly website: <http://www.wmra.gov.uk>

DRAFT AGENDA

1. **Apologies**
2. **Declarations of Interest**
3. **Chairman's and Vice-Chairs' Report (verbal update)**
4. **Draft Decision Notes of the Assembly Meeting held on 09 July 2008 and Matters Arising**

FOR DISCUSSION AND DECISION

6. **Company Secretary's Report**
7. **Regional Spatial Strategy – Transitional arrangements**
8. **Reviewing the operating arrangements of the Assembly 2008-2010**
9. **Single Integrated Regional Strategy**
10. **West Midlands Partnership Review**

FOR INFORMATION

11. **Regional Policy Partnerships Activity**
12. **Response to The Business Enterprise Select Committee – Future Role and Responsibilities of the RDAs**

13. **Living Well West Midlands - Update Report**
14. **Health & Wellbeing Strategy – Delivery Plan**
15. **Draft Decision Notes of the Board of Directors Meeting held on 18 June 2008 and Matters Arising (Available)**
16. **Dates of future Meetings 2008/09**
 - 14 January 2009
 - 22 April 2009
 - 08 July 2009
17. **Any Other Business**
 - To be advised to the Chairman prior to the start of the meeting

2 pm –REGIONAL FUNDING ALLOCATIONS – Conversation

General Enquiries: Please contact Sharon Doak, Senior Regional Support Officer. Tel No: 0121 678 1042 or by e-mailing: s.doak@wmra.gov.uk

Enquiries about specific reports: Please contact the officers named in the reports.

The agenda and reports referred to are available on www.wmra.gov.uk

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