

The Board of Directors will meet at **The Regional Partnership Training Suite, the Regional Partnership Centre, Albert House, Quay Place, Edward Street, Birmingham** on **Friday, 10 March 2006** commencing at **9.30 a.m.**

The agenda will be:-

**GENERAL**

1. Apologies
2. Members' Disclosures of Interests
3. Chairman's and Vice-Chairs' Report (verbal update)
4. Draft Decision notes of the meeting held on 2 December 2005 and Matters Arising
5. Draft Decision notes of the Assembly Meeting held on 18 January 2006

6. **Policy Issues**

1. ***Regional Concordat***

To advise the Board on progress in updating the Regional Concordat.

**Recommendation**

To note progress and endorse the approach suggested to revise the WM Regional Concordat.

2. ***Regional Economic Strategy***

To receive an update on the RES Review

**Recommendation**

To note the report.

3. ***Regional Funding Allocation and Forward Planning Executive***

To provide an update on Regional Funding Allocations.

**Recommendation**

That the Board:-

- 1) Note the final submission on Regional Funding Allocations from Assembly and AWM to Government.
- 2) Note Government's intention to have a dialogue with the regions in the context of the Comprehensive Spending Review and thereafter.
- 3) Request officers to scope out the role, remit and membership of the Forward Planning Executive.

**For further information please contact:** Rose Poulter – Director of Policy, tel no: 0121 678 1024 or email: [r.poulter@wmra.gov.uk](mailto:r.poulter@wmra.gov.uk)

7. **Regional Assembly Legal Contingency Fund**

To advise Board Members of agreement received from ODPM enabling the Assembly to maintain a limited contingency fund to meet unforeseen legal costs.

**Recommendation**

That the Board resolve to establish a legal contingency fund. That ODPM approval is sought to carry over any under spend for this purpose as detailed more fully in the Estimated Outturn report.

**For further information please contact:** Trudi Elliott - Chief Executive on tel: 0121 678 1031 or by email: [t.elliott@wmra.gov.uk](mailto:t.elliott@wmra.gov.uk)

8. **2005-06 Estimated Outturn and Final Virements**

To report the 2005-06 Estimated Outturn to Budget as set out in Appendix A to this report.

This report also highlights any significant variations to the budget that have not already been reported to the Board and proposes a number of final virements.

**Recommendation**

That the Board notes the detail of the report and **approves** the revised estimates and the resulting virements as detailed below and in the Estimated Outturn Appendix A.

Additional expenditure;

- **WS13 £20,000** to increase capacity for Assembly staff within the RPC and ensure FOI capability (adaptation works, furniture and storage, ICT equipment and infrastructure improvements)
- **WS29 £64,224** legal fund with any balance to be carried forward as a contingency fund to support RHB, Conformity and public inquiries in 2006-07 (in addition to a virement of £12,500 to legal already approved by the Board on 2<sup>nd</sup> December)
- **WS34 £5,000** to strengthen our support for 2012

These virements will be supported by a transfer of funds from other work-streams;

- From Transport [WS22] a total of £30,000 for legal contingency at WS29
- From Staffing [WS10] £35,000 contributing £20,000 to Office expansion WS13, £3,970 to shortfall on Policy work strands, and £11,030 to the legal contingency WS29
- The balance of WS29 the Legal Contingency Fund of £23,194 is drawn from other planning work strands.

**For further information please contact:** Trudi Elliott - Chief Executive on tel: 0121 678 1031 or by email: [t.elliott@wmra.gov.uk](mailto:t.elliott@wmra.gov.uk)

9. **Future Regional Policy Partnership Arrangements**

(a) **Review of Regional Policy Partnerships**

To seek the Board's views on draft protocols to govern the structures and memberships of WMRA Partnerships.

**Recommendation**

- (a) That, subject to the Board's views, the protocols set out in this report on Regional Partnership structures, be recommended for

approval by the full Assembly.

- (b) That consideration be given to setting up a small task and finish group of Board members to review Assembly structures in the light of these protocols and report back to the Board.

**For further information please contact:** Trudi Elliott - Chief Executive on tel: 0121 678 1031 or by email: [t.elliott@wmra.gov.uk](mailto:t.elliott@wmra.gov.uk)

(b) **Equality & Diversity: Proposed Regional Strategic Partnership**

To obtain Board Members approval to set-up the proposed new Regional Strategic Partnership for Equality & Diversity.

**Recommendation**

That Board Members agree that the Lead Officer may:

- i) approach those people (or organisations) set out in the report with a view to offering them membership of the Partnership for Equality & Diversity;
- ii) approach others if we are unable to secure membership from the above-mentioned;
- iii) arrange a meeting in March of those members identified with a view to discussing and agreeing the Partnership Work-Plan and further membership; and
- iv) submit a short written report to the Regional Assembly at its meeting on 5<sup>th</sup> April.

**For further information please contact:** Carmel Kerr - Equality and Diversity Director on tel no. 0121 678 1053 or by email [c.kerr@wmra.gov.uk](mailto:c.kerr@wmra.gov.uk)

10. **Scrutiny Review of Advantage West Midlands' Support for Rural Renaissance – Draft Report**

To provide Board Members with an outline of the key issues identified by the scrutiny review of Advantage West Midlands' support for Rural Renaissance and the recommendations contained within the draft report.

**Recommendation**

That Board Members note the issues raised and draft recommendations.

**For further information please contact:** Dagmar Waller - Strategic Review Officer on tel: 0121 678 1054 or email: [d.waller@wmra.gov.uk](mailto:d.waller@wmra.gov.uk)

11. **WMRA response to Regional Sustainable Development Framework (RSDF) consultation**

To seek Board members' approval for the draft Assembly response to the current consultation on the revised Regional Sustainable Development Framework (RSDF).

**Recommendation**

That the draft response is approved and submitted to Sustainability West Midlands.

**For further information please contact:** Fran Austins –Policy Officer (Sustainable Development) on tel no. 0121 678 1018 or by email [f.austins@wmra.gov.uk](mailto:f.austins@wmra.gov.uk)

12. **Report of the Chief Executive and Company Secretary**

1. **Interim Management Arrangements**

To inform the Board of the interim management arrangements in hand pending the new Chief Executive taking up the post.

**Recommendation**

That the proposed interim management arrangements, including the roles of the Senior Director and Director of Policy be agreed.

2. **Transfer of Company Secretary role**

To agree an interim Company Secretary pending the appointment of a new Chief Executive.

**Recommendation**

That Stephen Hind is appointed as Company Secretary with immediate effect.

3. **ODPM response: Business Plan**

To report back the views of ODPM on the Assembly's Business Plan.

**Recommendation**

That subject to any modifications requested by ODPM the Draft Business Plan is submitted to the next Assembly meeting for formal adoption.

4. **ODPM response: Housing and Corporate Governance**

To advise the Board of the submission of a detailed response to David Milliband's letter requesting both the Assembly's proposals for the Regional Housing Body role and compliance with the draft guidelines for designation of assemblies.

**Recommendation**

That the Board endorses the submission.

5. **Planning Panel (Conformity)**

To agree in principle to the establishment of a Planning Conformity Panel as a sub committee of the Board and recommend the preparatory work necessary.

**Recommendation**

- 1) That the Board agrees in principle to the establishment of a Planning Conformity Panel as a sub committee of the Board
- 2) That the Regional Advisory Group be asked to consider the issues arising from this and to undertake a review of the Planning Conformity Protocol.
- 3) That legal advice is sought on the above.

6. **Audit Committee Membership**

To address the outstanding membership issue and note the amendment to the meeting arrangements.

**Recommendation**

The Board is asked to consider the membership issue and note the amendment to the meeting arrangements.

7. **Exemption from using the word 'limited' in a company name**  
 To inform Board members of the requirements of the Companies Act 1985 and recommend that an exemption from using the word 'limited' in the company name be sought.
- Recommendation**  
 That subject to the receipt of legal advice, the Assembly takes the necessary steps to seek the exemption from using the word 'limited' in its company name.
- For further information please contact:** Trudi Elliott - Chief Executive on tel: 0121 678 1031 or by email: [t.elliott@wmra.gov.uk](mailto:t.elliott@wmra.gov.uk)
13. **Report of the Senior Director**
1. **Chief Executive Recruitment**  
 To inform the Board of the recruitment process for a new Regional Partnerships Chief Executive.
- Recommendation**  
 That the process for the recruitment and selection of a Chief Executive be noted.
2. **Regional Partnerships Secretary and Deputy Secretary**  
 To agree a new Regional Partnerships Secretary following the resignation of Nigel Summers upon his retirement from Sandwell MBC; also the new position of Deputy Secretary.
- (a) That Michael Frater, Chief Executive of the Borough of Telford and Wrekin, be appointed as Regional Partnership Secretary for a period of two years.
- (b) That Nina Dawes, Chief Executive of Lichfield District Council be appointed as Deputy Secretary, also for a period of two years.
- For further information please contact:** Steve Hind - Senior Director (WMLGA) on tel no. 0121 678 1015 or by email: [s.hind@wmlga.gov.uk](mailto:s.hind@wmlga.gov.uk)
14. **FOR INFORMATION**
- (a) **LEONARDO Project bid**  
 To inform the Board of Chairman's action in connection with the Region's longstanding relationship with Lower Silesia, and it's role as Regional Planning Body.
- Recommendation**  
 The Board is asked to note the report.
- For further information please contact:** Esther Knight - Strategic Advisor (Europe) on tel no 0121 678 1043 or by e-mail: [e.knight@wmra.gov.uk](mailto:e.knight@wmra.gov.uk)
- (b) **Regional Partnership Sustainable Development reports to the Assembly Annual General Meeting - proposal for process**  
 To outline a proposal for the submission of reports by Regional Policy Partnerships to the Assembly Annual General Meeting on the contribution their work has made to sustainable development in the region.

### **Recommendation**

That the proposal is noted and the proposed process followed.

**For further information please contact:** Fran Austins –Policy Officer (Sustainable Development) on tel no. 0121 678 1018 or by email [f.austins@wmra.gov.uk](mailto:f.austins@wmra.gov.uk)

15. **Draft agenda for the Assembly Meeting – copy to be circulated at the meeting**

### **CONFIDENTIAL REPORTS**

16. **Coventry Airport (oral report)**
17. **Regional Secretariat – Implementing Job Evaluation**

A copy of this confidential report has been sent to all Directors in hard copy.

### **Quorum for meetings of the Board of Directors**

Members are asked to note that a quorum for Board meetings is subject to a minimum of 8 directors with at least 4 local government Directors, at least 1 business sector Director and at least 1 Other Stakeholder Group Director being present.

**General Enquiries:** Please contact Daryl Davies, Regional Support Officer. Tel No: 0121 678 1046 or by e-mailing: [d.davies@wmra.gov.uk](mailto:d.davies@wmra.gov.uk)

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

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