

**Action Plan**  
**Merger of West Devon Local Strategic Partnership &**  
**South Hams Strategic Partnership**

| Action  | Details  | Due Date    | Notes   |
|---|--|-------------|---|
| <b>Stage 1a Analysis of current arrangements</b>  |  |             |   |
| Community Delivery Team analysis  | <ul style="list-style-type: none"> <li>• Membership of LSPs</li> <li>• Current spend</li> <li>• Existing priorities</li> <li>• Existing strategies at both authorities</li> <li>• Existing Joint LSPs to learn from best practice</li> </ul> | 31 May      | Currently being carried out, best practice from existing shared LSPs proving very useful.                             |
| <b>Stage 1b Development of new structure and governance</b>   |  |             |   |
| Draft structure and terms of reference produced   |  | 9 April     | Draft structure will not be finalised until after the initial consultation on effectiveness of existing arrangements. |
| Consultation on Joint LSP and draft structure<br>Consultation on what works well with existing arrangements | Informal S&R (WD)  | 13 April    | Completed   |
|   | Informal Executive (SH)  | 22 April    | Completed   |
|   | Heads of Service (WD)  | 12 April    | Completed   |
|   | Corporate Management Team (SH)   | 21 April    | Completed   |
|   | WD LSP Board   | 29 April    | Completed   |
|   | SH LSP Board   | 14 June     |   |
|   | WD G10   | 14 May      | Completed   |
|   | West Devon Staff Briefing  | 24 & 27 May |   |
| SH Staff Event  | 25 & 26 May  |             |   |
| Briefing on merger of LSP   | Parish Cluster Meeting – Ivybridge & Surrounding Area  | 18 May      | Presentation prepared   |
|   | Parish Cluster Meeting – Dartmouth & Surrounding Area  | 20 May      | Presentation prepared   |
|   | Parish Cluster Meeting – Kingsbridge & Surrounding Area  | 24 May      | Presentation prepared   |

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|---|--|---|---|
|   | Parish Cluster Meeting – Totnes & Surrounding Area   | 26 May  | Presentation prepared                                   |
|   | Southern Parishes Link Committee   | 24 June   | Presentation prepared                                   |
|   | Northern Parishes Link Committee   | 8 July  | Presentation prepared                                   |
|   | Eastern Parishes Link Committee  | 1 July  | Presentation prepared                                   |
| <b>Stage 2 Development of priorities with key stakeholders</b>                                  |  |   |   |
| Community Delivery Team to collate and analyse existing evidence base and community information | Place Survey   | Feb – July  | Community Delivery team currently analysing information |
|   | Ward Profiles  |   |   |
|   | Annual Monitoring Report   |   |   |
|   | Performance Information (from Local Authorities and Partner Organisations)   |   |   |
|   | Existing consultation results  |   |   |
|   | Parish Plans   |   |   |
|   | Existing strategies evidence base  |   |   |
| Additional consultation online and through outreach   |  |   |   |
| Development of theme areas for consideration  | Joint Member event - Presentation of evidence and discussions of developing themes. Event to be interactive and informal to enable Members to contribute to development of priorities      | Date to be finalised <i>-possibly at Shared Services Workshop</i> |   |
|   | West Devon Staff Briefing - Presentation of evidence and discussions of developing themes. Event to be interactive and informal to enable staff to contribute to development of priorities | 19 & 22 July  |   |
|   | South Hams Staff Event - Presentation of evidence and discussions of developing themes. Event to be interactive and informal to enable   | To be finalised, approx same time as WD staff event               |   |

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|--|--|---------------------|--|
|  | staff to contribute to development of priorities   |                     |  |
|  | Joint LSP Board – Workshop with Steering Group to discuss evidence base and developing themes.               | July<br>Date TBC    |  |
|  | Community Group event - to enable community groups to contribute to developing themes and raising key issues | July<br>Date TBC    |  |
| <b>Stage 3 Consideration of Joint LSP Structure and Governance by both authorities</b> |  |                     |  |
| Report on Joint Structure and Governance   | WD LSP Board   | 14 October          |  |
|  | SH LSP Board   | 13 September        |  |
|  | Full Council WD  | 15 December         |  |
|  | Full Council SH  | 16 December         |  |
| <b>Stage 4 Development of Joint Sustainable Community Strategy</b>                     |  |                     |  |
| Sustainable Community Strategy   | Community Delivery to write strategy document in consultation with Joint LSP Board                           | Nov 2010 - Jan 2011 |  |
| Delivery Plans for each priority   | To be written by lead officers for each priority   | Nov 2010-March 2011 |  |
| <b>Stage 5 Consideration of Joint Sustainable Community Strategy</b>                   |  |                     |  |
| Report on Joint Sustainable Community Strategy   | Joint LSP Board  | tbc                 |  |
|  | Full Council (WD)  | 16 Feb 2011         |  |
|  | Full Council (SH)  | 24 March 2011       |  |
| Report on Delivery Plans   | Relevant Committees & Executive  | tbc                 |  |