

Minutes of a meeting held at the Kirkley Resource Centre, London Road South, Lowestoft on **Thursday, 31 October 2002 at 10.00am.**

Members present:

Ms. S. Bostock -Waveney Primary Care Trust (Chairman)  
Chief Inspector D. McDonnell - Suffolk Police  
Ms. M. Oldham - DIAL and Waveney Coalition  
Mr. D. Peachey - Suffolk County Council  
Mr. A. Pettitt - Waveney Community Forum  
Councillor M. Pitchers - Waveney District Council (substitute)  
Mr. R. Stainsby - Lowestoft College  
Mr. P. Tabiner - Flagship Housing Group  
Mr. D. Thomas - Suffolk County Council  
Ms. L. Thornton - Lowestoft & Waveney Chamber of Commerce and Waveney Economic Partnership

Officers present: L. Jordan-Hall, T. Walmsley and K. Racher (all from Waveney District Council)

Also Present: Ms. D. Bartlett – District Audit (Observer)

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## **1 APOLOGIES AND SUBSTITUTIONS**

Apologies for absence were received from Ms. C. Pinsent (SAVO), Ms. G. Parsons (Lowestoft College) and Councillor B. Hunter (Waveney District Council).

It was noted that Councillor Malcolm Pitchers was present as the substitute for Councillor Hunter. Whilst welcoming Councillor Pitchers to the meeting, the Chairman suggested that in the event that Councillor Hunter was unable to attend future meetings of the Management Board, the same substitute should attend in his place in the interests of continuity.

## **2 ATTENDANCE BY DISTRICT AUDIT**

The Chairman welcomed Debbie Bartlett from the District Audit to the meeting. Ms Bartlett explained that she was present to observe this meeting as part of a wider study into Waveney District Council's partnerships with others.

## **3 MINUTES**

The minutes of the meeting held on 24 September 2002 were agreed as a correct record.

## **4 DRAFT COMMUNITY STRATEGY**

Tony Walmsley, Corporate Manager (Policy) for Waveney District Council, explained that revisions arising from the last meeting of the Board had been incorporated into the Strategy document. A further change was the addition of quality of life indicators produced by the Audit Commission, within various sections of the Strategy. The inclusion of these indicators would enable this Partnership's performance to be compared with others.

In response to a question about how this document correlated with Waveney's own draft Community Development Strategy, Mr. Walmsley explained that council officers would be looking at ways of integrating community development and the Community Strategy as much as possible. The Fair Share Local Authority monies, that the Board decided at its last meeting should apply in North Lowestoft, were designed to help communities respond to initiatives such as the Community Strategy. This would help with this joining up process.

The Chairman thought that the reference to partners within the Strategy should be more consistent. For example, Suffolk and Waveney Councils' involvement was clearly identified within the document, but references to projects that the Primary Care Trust (PCT) was leading were less clear. However, the Chairman acknowledged that the Strategy was still being developed and that the PCT had been involved in drafting it.

Discussion turned to a statement within the Strategy relating to the Third River Crossing for Lowestoft. David Peachey from Suffolk County Council was concerned that this statement could be misconstrued as one that had been agreed by both Waveney and Suffolk Councils, which was not the case. The statement did not reflect the position of Suffolk County Council on this matter and Mr. Peachey thought that this should be clarified within the Strategy. Louise Jordan-Hall, Corporate Director for Corporate Policy at Waveney District Council, explained that the statement had been extracted from Waveney's Draft Local Plan and was subject to further consultation. She agreed that the statement should be put into context.

**AGREED**

That the draft Community Strategy be approved for use in consultation, subject to the inclusion of quality of life indicators and an amendment to page 25 of the Strategy to clarify that the statement relating to the Third River Crossing is taken from Waveney District Council's Draft Local Plan.

**5 CONSULTATION**

The Board welcomed the proposed consultation methods. Margaret Oldham of DIAL and the Waveney Coalition requested that consultation be kept simple and Plain English used, in order to be effective.

**AGREED**

1. That the consultation strategy document be distributed to all stakeholders on the Local Strategic Partnership (LSP) Forum, complete with the appropriate questionnaire and including the request that the document be considered by any of their own partnership groups.
2. That the document be made available on Waveney District Council's website, on partner websites or on links on those sites.
3. That the LSP Forum be used to consult with stakeholders in conjunction with making the consultation document available on the Internet, in approximately late January 2003.
4. That the Waveney Area Forums be attended by Waveney District Council and other stakeholder representatives to consult with residents.
5. That a feature be placed in the local media to promote the consultation strategy, as part of a broader publicity publication that Waveney District Council is planning.
6. That focus groups involving councillors, the private sector and residents be held.

**6 LSP REGIONAL NETWORK**

Councillor David Thomas of Suffolk County Council reported on the LSP Network Launch Meeting that had been held on 1 October 2002 at Flempton House, Flempton, Bury St. Edmunds. He commented that the main view of those present at the meeting was that the LSP structure was very new and that there had not yet been the opportunity to examine successes or otherwise. The need to determine the type and level of information that was shared between LSPs had also been highlighted, and the general view had been that best practice should be shared by everyone. It was clear that Waveney's LSP was no further advanced than others but had a willingness to succeed.

Referring to the need for business and community engagement, Linda Thornton of the Lowestoft & Waveney Chamber of Commerce and Waveney Economic Partnership asked how groups representing the ethnic community would be involved in the LSP's work. She also suggested that the LSP should seek to ensure that its list of stakeholders was accurate by circulating the existing contact list to Board Members. Louise Jordan-Hall said that the District Council was part of the Suffolk Wide Diversity Group and was seeking to ensure diverse representation and consultation about all LSP themes. The Authority was also working with the Ipswich and Suffolk Council for Racial Equality (ISCRE), and a report was being presented to the Council's Executive about

providing further funding to ISCRE to enable its dedicated involvement in Waveney. Tony Walmsley added that the Suffolk Speaks Panel was funding the PROSPER team in Ipswich to model effective consultation with ethnic groups. This work had started in the Ipswich area but would be rolled out to other areas in Suffolk over the next two years.

The item was noted.

**7 WAVENEY PUBLIC ACCESS FORUM**

Louise Jordan-Hall explained the background to the formation of the Waveney Public Access Forum. The Forum had initially been developed by Waveney and Suffolk Councils to jointly consider accommodation and access issues. Forum membership had now been widened to include the Primary Care Trust, the Police and the College, and these organisations were now working together to develop a proposal for having single points of delivery to their services. Member representatives on the Forum included Waveney District Councillors Thomas, Thwaites and Punt.

Chief Inspector David McDonnell took the opportunity of informing the Board about an initiative being developed by Suffolk Police. A mobile police station had been developed in liaison with Suffolk Coastal District Council and would be travelling to different locations in that District's area. It was hoped that this scheme could be developed across Suffolk.

Margaret Oldham drew attention to the need for the District Council's Access Officer to be involved in the development of the Forum's proposal.

The item was noted.

**8 BROADBAND COMMUNICATIONS FOR WAVENEY**

Tony Walmsley explained that Waveney District Council had not yet met with British Telecom about developing broadband facilities, and that the outcome of this meeting was fundamental to the Board's discussion on this issue. The Board agreed that this item should therefore be deferred to its next meeting.

**9 ANY OTHER BUSINESS**

(a) Logo for LSP

The Chairman asked whether there had been any progress in developing the logo for the LSP. Tony Walmsley replied that this was being progressed by a design consultancy company.

**10 DATE OF NEXT MEETING**

It was agreed that the next meeting would be held on Thursday, 12 December 2002 at 10.00 am at a venue to be confirmed.

The meeting closed at 11.13 am.

Chairman