

Minutes of a meeting held at the Waveney Primary Care Trust,
Common Road North, Beccles on **Wednesday 25 October 2006** at 10.00 am.

Board Members present:

G. Parsons – (Lowestoft College) – Chairman
Councillor J. Hore - Police Authority
M. Jelley – (Suffolk Constabulary)
R. Knights – (Waveney Economic Partnership)
Councillor W. Mawer (Waveney District Council)
B. Russell – (Waveney Community Forum)
S. Simpkin (Suffolk County Council)
A. Lipp – (PCT)

Support Staff present:

G. Garrod (WDC), A. Cronin (WDC), C. George (LSP Co-ordinator), L. Robinson (Suffolk County Council), A. Osborne (Suffolk Constabulary) and L. Thornton (Chamber of Commerce),

Also in attendance:

Dr A Pereira - (PCT)

Action

1 WELCOME AND INTRODUCTION

The Chairman welcomed everyone to the meeting and introduced Andrea Cronin who was the new Lead Officer from Waveney District Council for the LSP.

The Board was informed that Paul Storey from the Learning & Skills Council has resigned as he had moved to a new regional post with the LSC and that the Area Partnership Team would be putting forward an alternative representative in the near future.

3 APOLOGIES FOR ABSENCE & SUBSTITUTIONS

Apologies for absence were received from Board Member Cllr Mark Bee, Bob Blizzard MP, Christine Pinsent (Chair of Community Forum), Sam Reville (PCT), Mike Stonnard (PCT) and T. Leonard (LSP Officer, Great Yarmouth).

Alistair Lipp acted as a substitute representative for Mike Stonnard.

4 DECLARATIONS OF INTEREST

Councillors Jane Hore and Wendy Mawer and Bob Russell declared personal interests as members of the Board for Lowestoft College. Councillor Mawer also declared a personal interest as a Board Member for 1st East. Gwen Parsons declared a personal interest as Lowestoft College was a recipient of LSP Performance Reward Grant funding from the Suffolk Strategic Partnership.

5 MINUTES OF THE MEETINGS HELD ON 18 JULY 2006 AND 5 SEPTEMBER 2006

AGREED

(1) That the minutes of the meeting held on 18 July 2006 be received and confirmed as a correct record.

(2) That subject to inclusion of the comment that feedback from the 'Shaping the Future of the Waveney Local Strategic Partnership Awayday' was requested to be submitted to the Chairs meeting on 13 September 2006, the minutes of the meeting held on 5 September 2006 be received and approved as a correct record.

6 ACTIONS ARISING FROM THE MINUTES OF THE 5 SEPTEMBER 2006 MEETING

6.1 Minute 4 – Remuneration for Chairman of the LSP Board – Confirmation was given that this issue would be re-visited but the major difficulty related to funding and the need for all partners to financially contribute if this initiative was to be viable.

7 MINUTES OF PROJECT MANAGEMENT GROUP

AGREED

That the Minutes of the Project Management Group held on 11 July and 13 September 2006 be received.

In relation to 11 July 2006 meeting (Minute 6 refers) – Glen Garrod (WDC) reported that the PMG has suggested that all the Block Chairs should be represented on the LSP Board. Further discussions would be taking place with Sam Revill (PCT), after which the proposal could formally be put before the Board. In the meantime, Sam was welcome to attend LSP Board meetings as an observer but a decision of the Board was required to grant voting rights.

AC

With regard to 13 September 2006 meeting (Minute 4 – Performance Management System refers), confirmation was given that Andrea Cronin would be undertaking further research to ensure that it was clear what the LSP wanted to monitor and that we acquired the right software package to do this. A further report would be submitted to the Performance Review Group.

AC

Confirmation was given that Martin Jelley (Suffolk Constabulary) could act as the Block 2 representative for the Waveney LSP as well as for the Crime & Disorder Reduction Partnership (C&DRP)

MJ

It was agreed that the LSP links with the LAA would be reviewed in order to ensure that the voice for Waveney was heard.

AC

8 IMPROVEMENT PLAN

The Board considered the amended LSP Improvement Plan that had been developed at the Special LSP meeting on 5 September 2006 as a positive approach for taking the LSP Board forward.

Concern was expressed that the Performance Management Group should be able to review the Improvement Plan before it was ratified by the LSP Board in order to ensure that the targets/ priorities were robust and deliverable. In addition, financial implications and risk needed to be addressed.

Clarification was given in relation to targeted actions for specific partners.

AGREED

That the Improvement Plan be submitted to the November 2006 PMG meeting for consideration (including financial and risk issues) and then it be emailed to all LSP Board Members for comments.

AC / CG

9 COMMUNITY STRATEGY

The LSP Board considered a revised ‘Waveney Sustainable Community Strategy’ which was circulated at the meeting. The Strategy explained what the LSP was, how it responded to community input and outlined the initiatives that were to be delivered on behalf of the public.

Issues raised during the discussion on this item included:

- Andera Cronin reported that it would be beneficial if she could meet with the Chairs of all the Blocks in order to formulate visions for each of them and also take the opportunity to strengthen some of the Action Plans.
- Some of the logos on the back page of the document were out of date and as some organisations did not have logos, it was considered that the use of the names of organisations would be more appropriate instead.
- There was no reference to 1st East (Urban Regeneration Company).
- The Board had spent some time developing the previous Draft Community Strategy and it was suggested that this document should be received in order to ensure that the previously identified key / major issues for Waveney were picked up and included within the new Community Strategy.
- It was highlighted that the Community Strategy was an LSP document and as such, needed to be endorsed by all the partners. There would be a logistical challenge in achieving endorsement by all partners by mid November 2006 but the significance in each organisation adopting the aspirations within the Strategy was greatly welcomed.

AGREED

That an electronic version of the Draft Waveney Sustainable Community Strategy, as well as the previously produced Draft Community Strategy, be emailed to all Board Members to facilitate their input and endorsement of the revised Community Strategy.

AC / CG

10 COMMUNITY COHESION IN WAVENEY

The LSP Board considered a discussion paper put forward by Louise Jordan-Hall (WDC) on Community Cohesion in Waveney.

It was reported that future activities would be enhanced by the recently published Local Government White Paper and also from guidance issued by the Local Government Unit.

It was suggested that the way forward was through the Waveney Community Cohesion Partnership, as part of the LSP, reviewing its remit and activity to enable it to co-ordinate and oversee the activities needed to move forward over the next two years.

It was highlighted that the issues raised in relation to community cohesion provided a natural link to the LSP Improvement Plan.

AGREED

That the LSP Board supports the principle that the Waveney Community Cohesion Partnership reviews its remit and activity to enable it to co-ordinate and oversee the activities needed to move forward over the next two years but regular reports be made back to the Board on progress.

LJH / AC

11 LOCAL PERFORMANCE REWARD GRANT FUNDING

The LSP Board considered a report regarding those projects that had received Local Performance Reward Grant funding.

The Board was advised that it would definitely receive £252,000 of its PRG funding. However, the Public Service Agreement target for finance was still to be settled between the Department of Communities and Local Government (DCLG) and Suffolk County Council. If the agreed performance was achieved, there would be a further £45,000. The Board would be advised of the outcome of the funding in due course.

In the interim, the funding for 'Access to Services Research Work' for £4,500 could be put on hold and Waveney District Council had agreed to consider the future funding of the LSP Co-ordinator post to account for the remaining shortfall, once the final outcome of the remaining PRG funding was known.

AGREED

That the current budgetary position for Local Performance Reward Grant Funding, including measures taken to address the £7,675 shortfall be approved.

12 INVESTING IN COMMUNITIES UPDATE

The LSP Board considered a report regarding a forthcoming 'Investing in Communities' Summit which would help shape the future direction of the programme and agree the high level Investing in Communities Business Plan priorities for the period 2007 – 2011. The Chair of the Board (Gwen Parsons) had been asked to attend the summit on 31 October 2006 but sought endorsement for a Suffolk-wide approach to be taken when tackling deprivation, particularly in relation to Employability, Enterprise and Skills.

Further information regarding the work of the Investing in Communities Programme for Suffolk was circulated at the meeting.

Concern was expressed at the meeting that a Suffolk-wide approach was too wide-ranging and that in order to make a difference, a more targeted approach was appropriate.

Clarification was given that the issues of Employability, Enterprise and Skills were most closely aligned with Block 4 (Economic Development & Enterprise). However, it was felt that there were also links to Block 3 (Adults and Healthier Communities), as in many instances, health issues undermined employability.

Glen Garrod cautioned against an approach that focused on 'deprivation' and instead advocated a stance that highlighted improved performance.

AGREED

That the LSP Board's view was that whilst the Investing in Communities Funding should not be solely aligned, but linked to Employability, Enterprise and Skills, a Countywide approach could be adopted for specific issues such as 'Renewables'.

GP

13 MINUTES FROM SUFFOLK STRATEGIC PARTNERSHIP BOARD MEETING

The Minutes of the Suffolk Strategic Partnership (SSP) Board meeting held on 26 September 2006 were submitted for information.

The Chair reported that originally no Performance Reward Grant bids had been approved for Block 4 but that a disproportionate amount had been allocated to Block 2. However, the funding for Block 2 projects had been reduced and £140k had been reallocated to other projects, details for which were outlined in the report.

Representations had been made regarding the limited notice given for expressions of interest for funding bids.

The difficulties voluntary sectors bodies had in submitting bids was highlighted.

Gwen Parsons reported that she had been attending Board meetings of the SSP, but if any other member wished to attend in her place in future, could they please either contact Gwen direct or contact Carol George (LSP Co-ordinator).

AGREED

That the minutes of the Suffolk Strategic Partnership Board meeting held on 26 September 2006 be received.

14 NEIGHBOURHOOD MANAGEMENT PROJECT

The LSP Board considered an update report submitted by Bob Russell regarding the Neighbourhood Management Project (NMP) and which sought a place on the LSP Board for the Chair of the Safer, Stronger Communities Fund (SSCF) Neighbourhood Management Board. It was suggested that the when the new Neighbourhood Manager was appointed, consideration should be given to allocating this post a position on the LSP Board.

It was reported that the the SSCF Board would at their next meeting on 31 October 2006 appoint a Chair and Vice-Chair, agree terms of reference and allocate some funding. In addition, three theme groups would be established (Health, Crime & Disorder and Community Engagement). LSP representation on the Board included Alan Osborne (Suffolk Police), Sam Reville (PCT), Cllr Patience (Suffolk County Council) and Andrea Cronin (WDC).

During the discussion on this item, Linda Thornton indicated that there may be some office space available at the Chamber of Commerce. It was reported that a ‘Young Chamber’ was being set up that could have synergy with some of the objectives of the NMP. Approval had been given for a researcher to obtain some baseline information, the results of which could inform the LSP Improvement Plan.

AC

Andrea Cronin agreed to supply Linda Thornton with details of the Young People’s Forum that had been set up by Waveney District Council and Connexions.

AGREED

That the report be noted.

15 GO-EAST LETTER AND LOCAL STRATEGIC PARTNERSHIPS TO INCREASE LIVEABILITY OF THEIR AREAS

The LPS Board considered the opportunity for support from a Go-East initiative being targeted at those local authority areas that receive funding from the 'Cleaner, Safer, Greener' element from the Safer Stronger Communities Fund.

The Support Programme would offer support and advice on a range of local environmental quality and related anti-social behaviour issues that impact on communities. There would be no charge for the support, other than the provision of a meeting room and refreshments for two meetings that will be held with LSP representatives.

AGREED

That LSP participation, through Block 2, in the Go-east Support Programme to deliver Cleaner, Safer, Greener Communities Block be approved.

CG

16 BOARD UPDATE ON 1ST EAST

In the absence of Maxine Narburgh, Councillor Mawer informed the LSP Board that the 1st East Area Action Plan was being considered by the District Council's Executive on 2 November 2006 and then would be subject to consultation until January 2007.

AGREED

That Maxine Narburgh be requested to submit a written update on the activities of 1st East to the next LSP Board meeting.

CG / MN

17 PROGRESS REPORTS FROM THE 4 BLOCKS

The LSP Board received progress reports from the 4 Blocks (Children & Young Persons, Safer Stronger Sustainable Communities, Adults and Healthier Communities and Economic Development & Enterprise).

Confirmation was given that the summer activity programme impacted on several of the Block but this would be addressed in a more structured way in the future. It was reported that where the programme had been running, the number of crime instances had reduced.

Sally Simpkin wished to place on record her thanks to Martin Jelley (Suffolk Constabulary) for the Police assistance given in relation to the summer activity programme.

AGREED

That the update reports from the 4 Blocks be received.

18 DATE OF NEXT MEETING

Date of next meeting confirmed as Tuesday 6 February 2007 at 10.00am at the Astral Centre, Lowestoft College.

19 ANY OTHER BUSINESS

1) LSP Board Responses to Consultations

The Chair reported that as no comments had been received from Board Members, she had responded to the letter received regarding

the A12 Villages Study on the basis that a more strategic review was required and that the provision of a bypass was a significant requirement.

Clarification was sought as to whether Board Members were comfortable with the approach taken to generate responses from the LSP Board, whereby the Chair emailed out a proposed response to all Board members with a deadline for comments and the Chair to respond accordingly on behalf of the LSP. This was agreed.

2) Invest to Save Bids

The Chair reported that she had been presented with two 'Invest to Save' bids for consideration by the LSP Board. Details of the bids were circulated at the meeting. The first bid was a joint initiative between Great Yarmouth Borough Council and Waveney District Council, whilst the other was a bid from the Shaw Trust. The closing date for submissions was Friday 3 November 2006 and so a view from the LSP Board was needed from this meeting.

Concern was expressed regarding the late submission of the documentation and also that the bids had not previously been considered by one of the Block Groups or the PMG. In addition, no financial implications had been included within the documentation.

Clarification was sought as to whether the Board could support two bids and as to whether the Shaw Trust bid should have been submitted to the Suffolk LSP.

AGREED

- (1) The Board agreed a motion that if only one bid could be supported from the two submitted, it could not support either as there was insufficient information.
- (2) That if the Shaw Trust bid had to be referred to the Suffolk LSP, the joint Great Yarmouth Borough Council / Waveney District Council bid be endorsed but that the letter of endorsement include a comment that in future, the LSP wish to be involved at an earlier stage.
- (3) That a letter be sent to Waveney District Council and Suffolk County Council to say that this is not an approach that will be tolerated in future and that the LSP Board would wish to be engaged in the development of the projects.

AC / GP

The meeting was concluded at 12.55 pm.

Chairman