

Minutes of a meeting held at Waveney Primary Care Trust
Common Road North, Beccles on **Tuesday, 18 JULY 2006** at 10.00 am.

Board Members present:

- G. Parsons – (Lowestoft College) – Chairman
- A. Evans – (PCT)
- Councillor J. Hore - Police Authority
- M. Jelley – (Suffolk Constabulary)
- R. Knights – (Waveney Economic Partnership)
- Councillor W. Mawer (Waveney District Council)
- M. Narburgh – 1st East
- B. Russell – (Waveney Community Forum)
- S. Simpkin (Suffolk County Council)

Support Staff present:

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

Also in attendance:

- S. Revill (PCT), R. Best (WDC), N. Shaw, R. Masters (Improvement & Development Agency), B. Partridge (Management Consultant WDC)

		Action
1	WELCOME AND INTRODUCTION	
	The Chairman welcomed everyone to the meeting.	
2	CHANGE OF ORDER	
	The Chairman reported that the order of business would be changed to enable the workshop to be taken as the first item of business.	
2	WORKSHOP (further details to be provided separately)	
3	APOLOGIES FOR ABSENCE & SUBSTITUTIONS	
	Apologies for absence were received from Board Member P. Storey (Learning Skills Council) and T. Leonard (LSP Officer, Great Yarmouth).	
4	DECLARATIONS OF INTEREST	
	J. Hore, W. Mawer, B. Russell, G. Parsons, M. Narburgh, R. Knights, S. Simpkin declared an interest in item 7 at this stage.	
5	MINUTES OF THE LAST MEETING HELD ON 7 APRIL 2006	
	AGREED	
	That the minutes of the meeting held on 7 April 2006 be received and confirmed as a correct record.	
6	ACTIONS ARISING FROM THE MINUTES	
6.1	Page 3 minutes 10, Alan Osborne confirmed that a meeting of the Safer Stronger Sustainable Communities theme Group had taken place. Maxine Narburgh had attended this.	

7 MINUTES OF PROJECT MANAGEMENT GROUP

AGREED

That the Minutes of the Project Management Group held on 10 May 2006 were received.

R. Knights asked why the minutes of the Project Management Group held on 12 July 2006 were not tabled. It was explained that there had been a tight deadline for Board papers to go out before PMG minutes were available. These will be circulated separately.

CG

8 PERFORMANCE REWARD GRANT BIDS

The Board agreed the recommendation from the Project Management Group to agree Theme Groups bids for Performance Reward Grant subject to Performance Measures being identified and in place for all targets.

AGREED

(1) That the LSP Board will continue to review Performance against proposed targets on a regularly basis.

9 SIGN-OFF OF ACTION PLANS RECEIVED TO-DATE

The Board was asked to approve the Actions Plans for the following Themed Groups:

- Children and Young People
- Healthier Communities and Older People
- Economic Development and Enterprise (procedural following sign-off of the Action plan at Waveney Economic Partnership)

Sally Simpkin Chair of Children and Young People Theme Group explained the role and participants of the Theme Group. This includes Lead officers from Education, Voluntary Sector, Extended Schools, Connexions, Youth service. There is also representation in the "Children's Clusters" from Health, Police and Social Care. Cluster Groups for Children and Young People are based on North Lowestoft, South Lowestoft and Waveney and Blyth.

AGREED

(1) That the Children and Young People Action Plan be approved subject to effective Performance Measures being identified and implemented.

(2) The Board agreed the final versions of the Economic Development and Enterprise Action Plan and Healthier Communities and Older People.

10 CHAIR

The Chairman reported on progress to date around the election of a new chair of the LSP Board. Despite advertising in the Local press when two expressions of interest were received no formal applications have been submitted for this request.

Following a discussion with Liz Mowl the Chairman has agreed to continue in the role on the proviso that some duties are taken on by other Board Members. However, if subsequently a formal application is

received the Chairman is still willing to reconsider her position.

Roger Knights expressed views on the decision not to remunerate the post and asked the IDeA consultant Neil Shaw for his view. Following discussion it was agreed that the recommendation from the PMG not to remunerate did not need to be reconsidered.

Board

AGREED

- (1) It is agreed that an LSP Member representative be sought to undertake LSP representation at the SSP Board. Nominations to Liz Mowl.
- (2) It is agreed that an LSP Member representative be sought to undertake LSP representation at the IIC. Nominations to Liz Mowl.
- (3) That an LSP Board representative lead on the sub-regional work required as part of the improvement plan. Nominations to Liz Mowl.
- (4) Board Members agreed that the PMG would undertake the agenda planning for LSP Board meetings.

Board

Board

Board

CG/LM

11 1st EAST UPDATE

Maxine Narburgh gave a verbal update on 1st East.

Feedback from the consultation events held in Lowestoft and Great Yarmouth will take place on 25th July at Hotel Victoria.

There will be additional consultation over the next 18 months.

12 DATE OF NEXT MEETING

Date of next meeting confirmed.

The Chairman reported that she had received some feedback which requested more frequent Board meetings. The Chairman explained that prior to LAA restructuring the Board had met more frequently, every two months.

AGREED

Agreed that further to discussion Board meetings would remain quarterly with a view that PMG should pick up more of the business currently sent to the Board.

A special event for the LSP will be held on 5th September at the Astral Centre, Lowestoft College at 2-5pm.

The next meeting of the LSP Board will be held on Wednesday 25th October 2006 at PCT, Beccles at 10am.

13 ANY OTHER BUSINESS

- 1) Housing and Social Inclusion Group. The Chairman explained that she had received an email from a previous member of the Housing and Social Inclusion Group expressing concerns that the Board were ignoring key needs regarding Housing and Social Inclusion

issues in Waveney.

Related to this, was some views expressed that the voluntary and community sector had not been engaged sufficiently in the restructuring of the LSP since the LAA reorganisation. For example homelessness was a key issue in Waveney and there were no targets in the LAA regarding this. Further discussion was undertaken and Bob Russell suggested some ways forward.

Maxine Narburgh suggested the involvement of Tim O’Riordan to assist with the mechanisms needed to ensure cross cutting issues such as housing are considered.

The Board had been requested to prioritise housing and are such to set up a new housing themed group.

AGREED

- (1) The Board agreed that Housing and Social Inclusion is sufficiently important to cross cutting issues for all theme groups to be included in their Action Plans. The Board will invite representatives of the former Housing and Social Inclusion group, other theme groups and representatives from the voluntary and community sector to an event on 5th September which will identify final priorities for the Community Strategy. This may result in additional local targets replacing LAA targets in some theme group action plans.
- (2) Affordable housing would continue to be considered as part of Waveney Economic Partnership.

GP/LM

PERFORMANCE MANAGEMENT

Alan Osborne will circulate a copy of the Neighbourhood Renewal Management Framework.

The meeting was concluded at 12.50 pm.

Chairman