



**Minutes of the [Local Strategic Partnership](#) meeting held on
Monday 22nd June 2009 at 10 am, in Southover House, rooms 7&8.**

Present:

Cllr James Mac Cleary (**JM**) (**Chair**)
Graham Griffiths

Lewes District Council
East Sussex PCTs

Owen Clifford (**OC**), Carina Hinkley (**CH**),
Sue Harvey (**SH**), David Kemp (**DK**), Nicola
Kaye

Lewes District Council

Penny Shimmin (**PS**)
Jackie Blackwell (**JB**)
Richard Watson (**RW**)

NCDA
SDCVS
East Sussex Downs & Weald and
Hastings & Rother PCT
LDALC

Judith Ost
Peter Crowley (**PC**)
Garry Collins (**GC**)
Lisa Schrevel (**LS**)
Scott Lipa (**SL**)
Paul Hoppen (**PH**)
Melanie Cutress (**MC**)

Wave Leisure Trust
ESFRS
ESSP Co-ordinator
Airs
LDC
RVRC

1) Introductions and Apologies	ACTION REQUIRED
Debbie Matthews, Natalie Carron, Sandy Hogg, Keith Blackburn, Cllr Stroud, Ian Chisnall, Ila Mazdumar.	
2) Minutes of the last Meeting held on 15th December 2008.	
The minutes of the last meeting on the 30 th March 2009 were read and amendments made.	
3) Matters Arising	
3.1 Annual Public Health Report	
RW advised the group that the MMR data is currently not available. RW will update at a future meeting. RW has spoken to PC. The leisure centres have not received the Chlamydia screen testing leaflets. RW will ensure they are sent this week.	

<p>RW informed the group that a group to discuss health and well-being of older people was set up in 2008. Also on 1st April, the PCT client facing staff transferred to an arms length organisation called Sussex Community Health Service.</p>	
<p>3.2 Linkage from LSP to Police Neighbourhood Panels</p>	
<p>JM advised the group that 21 panels have been set up across the district and they have all had their first meetings. Natalie Carron will update on their progress at a future meeting.</p>	<p>Natalie Carron to update on Neighbourhood Panel progress</p>
<p>3.3 Economic downturn – activities of the partnership (Lewes Town Partnership, SDCVS, Business Conference, Financial Inclusion Hub)</p>	
<p>3.3.1 JM informed the group that the planned business conference took place and approximately 20 people attended. A new thematic group will be set up as a consequence of the conference.</p> <p>3.3.2 CH advised the group that Paul Hoppen is the Lewes representative on the county wide task force.</p>	
<p>4) Recession – Report by Cllr J Freeman and general update</p>	
<p>PH took the group through Cllr Jon Freeman’s report. JF will produce a monthly report for cabinet which will set out measures that LDC is taking regarding the recession</p> <p>ESCC is holding a £1 million recession fund which organisations can bid into. A county wide recession action group has been set up and PH is a member. The report details many meetings undertaken with the business community. The next one will take place in Peacehaven/Telscombe. A SEEDA report detailing the impact on business sectors was also circulated with Cllr John Freeman’s report. £250 has been allocated to the chambers of commerce for their support.</p> <p>Regarding business development, a retail consultant will be employed in July to look at shop vacancy rates. In Newhaven the vacancy rate is currently 22.2%. PH hopes that the results of this exercise will be utilised to improve the development of LDF.</p> <p>RW asked about more details on the recession fund. LS will supply further information. PH advised that the terms and conditions have been announced.</p>	<p>Action: LS to forward details of the recession fund to RW.</p>
<p>5) Preliminary findings of the Place Survey</p>	
<p>SH took the group through the results of the place survey. The national results should have already been published but have been delayed due to data processing issues.</p> <p>The new place survey had a response rate of 49%. 84% of residents are satisfied with their local area. 87.6% of over 65’s are also satisfied with the area. The results showed that affordable housing and public transport need improving. Anti Social Behaviour - especially things to do for young people - is perceived as an issue although people’s perception of crime in general as well as ASB has reduced.</p>	<p>Action: Further update at the next meeting</p>

<p>RW asked if the data is available at sub district level SH advised not at the moment, and data may not be obtainable as small numbers would make it statistically irrelevant.</p> <p>SH emphasised that although the place survey is only one data source it does give a good understanding on how the community feel.</p>	
<p>6) Future of and update from the Area Partnerships</p>	
<p>6.1 Melanie Cutress - RVRC</p>	
<p>MC updated the group on Rural Voices, Rural Choices. The group no longer receives funding for the area partnership worker as well as the administration of the meetings which means it may not be able to continue.</p> <p>At the last meeting held on 8th June the group expressed the wish to carry on but the way forward remains unclear. With the lack of funding the group cannot afford to hire halls for the meetings or employ a minute secretary. A review of the number of representatives will take place.</p> <p>One idea put forward was to set up a small executive group formed of Parish clusters and then for this group to become a voice for the rural community at county and district levels. Although this seems restrictive, MC advised that a few groups of people who were invited on the outset did not attend, so RVRC never had the representation of community groups it set out to have.</p> <p>GC informed the group that ESFR would like to actively engage with the group as rural communities are seen as a priority by ESFR and the group could use their meeting rooms.</p>	<p>ESFR to be involved depending RVRC's future</p>
<p>6.2 Penny Shimmin – Newhaven Area Partnership</p>	
<p>PS informed that an Area Partnership chair meeting has taken place where the future of the role of the area partnerships was discussed. PS advised the group that there are five area partnerships within the district. All the partnerships are looking into the relevance of the area partnerships within the local strategic partnership framework and all of them wish to ask the LSP for directives.</p> <p>Lewes Town Partnership is still effective and works well with many groups across the town, also they have secured funding for their development worker. PS stressed that the lack of capacity is the area partnership's main concern.</p> <p>JM informed the group that area partnerships are fundamental and should continue. It was suggested that JMC have a meeting with all the area partnerships to discuss the future. RW advised that a clear direction is needed from the LSP in the form of a formal paper detailing the future of the partnerships and what they can bring to the LSP.</p>	<p>JMC to meet with area partnership chairs.</p> <p>CH to talk to Eastbourne and Hastings LSPs to establish what their workings with area partnerships are.</p>
<p>7) Future structure of the LSP: “Working better together?” and the Comprehensive Community Engagement Strategy</p>	
<p>OC advised the group that the Audit commission has produced new best practice guidance for managing local strategic partnerships, which</p>	

<p>suggests some change in structure.</p> <p>Two years ago Lewes District CRP went through a similar process. They now have a core strategy group in addition to the wider partnership. The strategy group meets prior to the CRP on a regular basis. The government would now like to see the LSP have a strategic core group similar to the CRP. The set up of this group should follow a LSP Self-assessment. The LSP is required to focus on the delivery of the sustainable community strategy as well as other key documents the LSP has adopted.</p> <p>OC advised that implementing this guidance will take careful consideration and involvement of everyone on the LSP and wider partners. OC proposed drawing together thematic action groups and thematic action plans. The business action group is about to commence and the local facilities subgroup has now been established. Paul Hoppen is also looking to set up an Affordable Housing working group. The action plans of these groups need to be drawn together to feed into the Sustainable Community Strategy. OC reported that there will be suggestions for progressing this at the next LSP meeting in September. LS advised the group that it is important for the LSP to keep reviewing its strategies and the new group will be a good focus for an annual review.</p> <p>OC advised that another piece of guidance has come through the improvement development agency - developing the LSP's own comprehensive community engagement strategy (CCES). The aim is to co-ordinate all ongoing engagement and consultation the LSP and partners are undertaking, and in doing so supporting the local development framework.</p> <p>The intention is to draw together common evidence bases and for the LSP and the local authorities to develop a strategic approach to engaging local communities by building a link to existing networks (Local Action Teams, Area Partnerships and Neighbourhood panels). This would go hand in hand with the review of the LSP structure.</p> <p>RW advised the review is a good idea and a formal report is needed for the next meeting in September. OC advised that a draft will be available for the next meeting.</p>	<p>DK to provide a draft outline of the CCES</p>
<p>8) Update from the Thematic Subgroups</p>	
<p>8.1 Richard Watson – Health Improvement Partnership</p>	
<p>RW reported that at the last health improvement partnership meeting a discussion took place on the performance indicators and a report has now been drafted and will go to the partnership for agreement on 13th July 2009.</p> <p>During 2007/08, East Sussex PCT did not achieve the annual smoking cessation target, it achieved 53%. However, in the last financial year 2008/09 the target has been increased to 79%. RW thanked all the groups for their assistance in achieving this target. RW will have a complete breakdown of the Lewes district figures for the next meeting.</p>	<p>RW to provide figures for Lewes District on smoking cessation</p>

<p>8.2 Peter Crowley – Local Facilities Sub group</p>	
<p>PC advised the group that the first meeting of the Local Facilities subgroup took place on 6th May and the attendance was good. The scope of the group is set out in the report circulated. The first task of the group is to undertake a mapping exercise regarding existing local facilities in the whole of the District. The first draft report is being drawn up for Newhaven followed by Lewes and other main towns in the district. The rural areas have not been looked at as yet. The report will detail what the facilities are, where they are, contact details, transport available to the facility, times of activities etc. PC advised that a lot of the information ESCC already process. The next meeting is on 16th July where the report will be taken back to the group for their feedback. PC emphasised that it is very important that work is not duplicated.</p> <p>PS informed that some work has already been carried out by NSN. PC will link into this.</p> <p>RW asked to be copied in on the minutes as the PCT is unable to attend.</p>	
<p>9) COMPACT Check list</p>	
<p>JM informed the group that a check list has been received regarding the Compact. Everyone within the group needs to see the list before it can be completed. Feedback will be received at a later meeting. Copies of the compact and checklist can be obtained through Southdown CVS. Paul Rideout has the compact in Pdf format.</p> <p>Should members require the Compact in pdf format, please contact Carina Hinkley.</p>	<p>All to send feedback to CH.</p>
<p>10) PtP Activities: LSP Toolkit, Youthfind, Climate Change conference</p>	
<p>10.1 CH advised the group that the PtP have a toolkit and the practitioners associate require the LSP to adopt it. The group agreed that the toolkit needs to be circulated before it can be adopted.</p> <p>10.2 CH had a meeting with the Youthfind website designer and SL (Airs). The website cost £5,000 to set up and there have been many problems with the site and content. The site has been paid up to Nov/Dec but no measures have been put into place for maintenance of the site and the young people do not have any interest in it anymore as they are now older and moved onto other activities. After December, neither Airs, the LSP nor LDC have funding to continue.</p> <p>It was suggested that the website go to the youth development service so that it can be updated regularly. PS asked about the content of the site, is there useful information on it or should the site be closed. The group discussed the issue.</p> <p>JM decided that the site will be closed as there are many similar sites in existence or development.</p>	<p>CH to circulate the toolkit to the rest of the group for adoption.</p>

<p>10.3 LS advised the group that there is a countywide conference this Wednesday on climate change, which was financed from pooled ptp funding. There is a lack of Lewes LSP representation at the conference. The met office will also be attending and the climate change statistics were released last week.</p>	<p>Lewes representatives are needed to attend the climate change conference</p>
<p>11) Update on LDF</p>	
<p>PH updated the group on the Local Development Framework. The evidence gathering phase is still ongoing but hopefully the framework will be signed off soon. Hopefully the same consultant will be undertaking an employment and land review which will be completed late 2009 or early 2010. A group has been set up to look at affordable housing within the district. In the advent of the establishment of the Southdowns national park applications have been made regarding the framework. Work will be taken forward with Lewes district planners and the national park planners.</p>	
<p>12) Any Other Business</p>	
<p>12.1 PS informed that the NCDA in conjunction with CAB, Shelter and Housing Advice are undertaking a pilot project along the costal strip. Members of the community will have one port of call for information regarding housing issues, debt and specific legal advice. Newhaven has received lottery funding to pilot this project. The project will start on the 1st July and recruiting is currently taking place.</p> <p>12.2 PS updated the group on work the area partnership is undertaking. A coastal trail has been mapped out covering Peacehaven/Telscombe, Newhaven and Seaford. For funding to be obtained, the LSP need to have agreed to the project. All area partnerships and backing the trail as are four town councils. Once the mapping has taken place, healthy walks could be publicised. ESCC and LDC are working on ideas for a sculpture trail along the length of the costal trail. Consistent signage will be ensured as it is currently confusing.</p> <p>The LSP was in favour of partnership working and supported the project.</p> <p>12.3 OC has received an update from CI Natalie Carron regarding crime reduction. The partnership is in the top three for performance in Sussex. There have been 550 fewer crimes in the past rolling 12 months. There has been a 20% reduction on acquisitive crime. Serious violent crime is on the increase. The latest CRP newsletter is out now.</p> <p>12.4 RW advised that there is a national pandemic on swine flu. The PCT is working with primary and secondary care partners to put emergency plans into process. All information can be obtained from the PCT website. RW also commented that the Accident Prevention Group is missing on the circulated LSP diagram.</p> <p>12.5 A request was made that minutes of the meetings go onto the website.</p>	<p>RW requested detail of the project PS to forward these to him.</p> <p>CH to amend diagram</p> <p>CH to ensure minutes are on lvlc.info website</p>

<p>12.6 GC informed the group that ESFR are running a “Who cares” campaign. The project is aimed at getting fire safety equipment into homes of vulnerable people. The alarms are “toast proof” and have a 10 year life span. It was suggested that the Anchor trust could benefit from this service.</p>	<p>CH to send out campaign with minutes</p> <p>LS to get Anchor details to GC</p>
<p>17) Dates and times of next meetings</p>	
<p>The date of the next meeting is Monday 21st September 2009 10am in Rooms 7&8 at Southover House.</p>	<p>All to note.</p>