



Minutes of the [Local Strategic Partnership](#) meeting held on Monday, 29th of September 2008 at 10 am in Southover 7&8.

Present:

Tracey Evans (Chair) (TE)
 John Crawford (JC), Owen Clifford (OC),
 Carina Hinkley (CH), Ian Kedge (IK),
 Paul Hoppen (PH), Steve Walker (SW),
 Sue Harvey (SH), David Kemp (DK),
 Nicola Walker, Cllr James MacCleary
 Ila Mazumdar (IM)
 Penny Shimmin (PS)
 Gordon Bull (GB)
 Lyn Kemp (LK)
 Debby Matthews (DM)
 Jane Boyfield (JB), Richard Watson (RW)

John Webber (JW)
 Cllr Judith Ost (JO)
 Liz Lee (LL)
 Alex MacGillivray (AM)
 Lucy Dixon-Thompson (LDT)
 Lisa Schrevel (LS), Katherine Perrin (KP)
 Ian Chisnall

Newhaven Strategic Network

Lewes District Council
 Sompriti
 NCDA
 Lewes CRP
 SCP
 SDCVS
 East Sussex Downs & Weald
 and Hastings & Rother PCT
 LTP
 District Association of Parish Councils
 REGEN
 Rural Voices, Rural Choices
 LAA Engagement Officer, ESCC
 ESCC
 Churches Together

1) Introductions and Apologies	ACTION REQUIRED
No apologies have been received	
2) Minutes of the last Meeting held on 30th June 2008.	
The minutes of the last meeting on the 30 th June 2008 were read and verified with minor amendments.	
3) Matters Arising	
3.1 <u>Attendees:</u>	
TE circulated a form for every member to complete with their name and e-mail address. All members who could not complete the form please forward your details to CH.	Action: Each member to ensure they forward details.

<p>3.2 Pride of Place Leaflets</p>	
<p>CH has the LSP and Pride of Place leaflets and both are available from the Community Engagement office. The Lewes specific content is now correct.</p> <p>TE attended the ESSP Assembly - minutes are available from the website. The ESSP will now meet 3 to 4 times a year. Currently, there are issues of representation as LSP Chairs are not included. The ESSP will also meet with wider stakeholders on a regular basis.</p>	
<p>4) LSP Self-assessment</p>	
<p>TE explained that a small group of LSP members had met last year to complete the self-assessment which showed that no adequate governance structure was in place. TE commented that the partnership has moved forward dramatically.</p> <p>TE and CH have met to draft this year's self-assessment. The completion is a condition of accessing £4,000 for 2008/9.</p> <p>TE concluded that the main issues are similar to the year before, such as LDC's limited capacity to support the LSP. On the positive side, many things have improved such as the terms of reference and the restructure, and the fact that Area Partnership chairs are meeting to inform the LSP's agenda.</p> <p>OC and DM will examine the document and then it will be forwarded to the partnership.</p> <p>Priorities emerging from the self-assessment are:</p> <ul style="list-style-type: none"> + An induction pack and toolkit + A comprehensive website for young people <p>TE is planning for the toolkit to be drafted by the next meeting in December. Also, the partnership will be consulted on how the money will be allocated.</p> <p>JW enquired how the money had been spent previously. TE explained that the money has funded a conference, leaflets, and website upgrades.</p> <p>TE also explained that there is a request to pool 1k county-wide. The partnership agreed provided the suggestions on spending are acceptable.</p>	<p>Action:</p> <p>LSP steering group to provide an outline on what the funding has been spent on and what future spending suggestions are.</p> <p>Action:</p> <p>CH to circulate complete Self-Assessment and draft of spending plan.</p> <p>Action:</p> <p>LS to forward to CH for circulation the draft of the pooled spending plan.</p>
<p>5) Proposals for December meeting</p>	
<p>TE re-circulated the terms of reference which suggest for an AGM to be held in April. As no AGM or other conference has been held, TE took this opportunity to announce that she wishes to step down as chair. And therefore is seeking nominations for chair and vice chair are sought for the December meeting. However, latest government legislation recommends (but does not insist) the elected member for Community Services to chair, which would be James MacClearly. James MacClearly agreed to stand for chair.</p> <p>All other nominations for chair and vice chair need to be submitted to CH three weeks before the next meeting on 15th December.</p>	<p>Action: any nominations to be submitted by 24 November 2008</p>

<p>6) Future LSP developments – refocusing the partnership</p>	
<p>OC advised the group that the Self Assessment will ensure the LSP will have an effective period for transition into being fit for purpose. It will enable the LSP to enable delivery for individual partners and support partner strategies. It will also meet the needs of local top-tier strategies.</p> <p>The future focus of the LSP will be to:</p> <ol style="list-style-type: none"> 1) Support the priorities stated in the Sustainable Community Strategy 2) Meeting the needs of the area partnerships 3) The LSP and area partnership should be the primary mechanism through which community engagement will be undertaken as there will be a new duty from April 2008 to involve local people <p>AM commented that he hopes that processes will improve. TE believes that the LSP has reached a stage where more involvement by all partners can be achieved.</p>	
<p>7) Links with LAA including representation on ESSP</p>	
<p>TE advised the group that, once elected, JM will have the role of lead member who will drive forward the Lewes District interests. TE advised that it is very important that Lewes District LSP is represented at ESSP meetings. ESSP has a comprehensive informative website.</p>	
<p>8) Issues from Thematic Action Groups and Area Partnerships</p>	
<p>8.1 Updates prior the meetings</p>	
<p>TE advised that the LSP update processes will be changing. Updates should address progress against action points within the Sustainable Community Strategy. All the updates will be sent out with agenda for the forthcoming meeting. A calendar of meetings and deadlines for updates will be drafted and distributed.</p>	<p>Action: CH to draft calendar, distribute and send timely reminders for updates.</p>
<p>8.2 Children Services Planning Group</p>	
<p>OC advised that the children services planning group, CRP and LSP have highlighted that there are many cross-cutting common youth issues. There has been a one off meeting arranged to discuss the problems. There is a 3 year project plan underway for play areas within the District costing 1.6 million. There will be a youth services providers meeting within 6 weeks time. OC will send the information to RW</p>	<p>Action: OC to update all relevant LSP partners.</p>
<p>8.3 Environment Themed Group</p>	
<p>IK reported that there are many more actions to take place on Performance Indicator 186 (amounts of Co2 in the district) and 188 (adapt to climate change) Also a structure for counting these indicators needs to be found. A “Fume Free “event has been held and there are to be more similar events to be held across the district. There is an “Isn’t it Bonkers” event to be held on 6th October in Peacehaven</p> <p>Delivery plans have been set for all 32 areas the focus is on. All the information should soon be available. PS emphasised the issues surrounding physical infrastructure, including transport and planning.</p>	

<p>GOSE and SEEDA, not just LDC need to discuss the future plans for adapting to climate change.</p>	
<p>8.4 Health Improvement Partnership</p>	
<p>8.5.1 JB reported that a Joint Needs Assessment (JNA) has been undertaken, which will be an agenda item for the next meeting.</p>	<p>Action: all future agenda items to be sent to both chair and co-ordinator</p>
<p>8.5.2 RW advised that a health profile of the District as well as the County has been devised which sets out the health population of Lewes. This profile could be useful in funding bids. In general Lewes has a healthy population. The smoking cessation target is 547 4 – week quitters. Last year, Lewes obtained only 57% of the target. RW has leaflets and posters for anyone who would like them. RW advised that training courses can also be provided to front staff promoting intervention.</p>	<p>Action: CH to put JNA on agenda</p>
<p>8.6 Crime Reduction Partnership</p>	
<p>GB advised the group that the LAA national indicator sets are being attached to the relevant parts of the action plans for the subgroups dealing with alcohol related Anti-Social Behaviour and Vehicle Crime.</p> <p>There is a lot of work underway regarding community engagement projects. The first “Meet the people session” took place at Lewes farmers market and 40 people completed the CRP’s feedback forms. There are another 6 to 8 sessions planned throughout the rest of the year. It has been a lot more successful going out and meeting the public rather than inviting them to a meeting.</p> <p>The community safety plan is in the process of being refreshed, as there is a new Strategic Intelligence Assessment underway which should inform the CRP’s priorities.</p>	
<p>8.7 NSN</p>	
<p>PS reported that NSN is working on a physical infrastructure plan, which is a key piece of work to be fed into the LDF process.</p>	
<p>8.8 REGEN</p>	
<p>LL reported 2,000 people attended the Isn’t it Bonkers event and a new group similar to “Transition Town Lewes” has formed. It was a very successful event and hopefully be repeated in Newhaven in 2009 and Seaford in 2010. LL informed that Sue Griffiths (SG) is the new chair of REGEN.</p>	<p>Action: LL to provide contact details for SG to CH.</p>
<p>8.9 Seaford</p>	
<p>LK informed that enthusiasm is diminishing at the SCP meetings. There is a meeting planned for the 8th of October which will hopefully push ideas forward.</p>	
<p>8.10 Lewes Town Partnership</p>	
<p>Jon advised the group that the Lewes Town Partnership is having a directors meeting soon and will be looking at projects. LTP is working hard to transform itself. In May last year there were 7 partners, there are now 33 including the local radio station.</p> <p>The main issue is that St Johns ambulance is losing their premises, so one of the future projects will be to support St John’s.</p>	

<p>8.11 SDCVS</p>	
<p>DM attended the LDC scrutiny committee and the key factors were shared with OC. DM reported that at the last Area Partnership chair's meeting, there was a lot of focus on the 106 agreement, the LAA targets and the National Indicators and what impact the government's white paper will have.</p>	
<p>8.12 Housing and Economy</p>	
<p>It was once again acknowledged that there is a gap which needs to be addressed as a matter of urgency</p>	
<p>8.13 Rural Voices, Rural Choices</p>	
<p>AM informed the group that Tom Hawthorne had to step down as chair of Rural Voices, Rural Choices. Melanie Cutress remains as vice-chair, but does not wish to be the chair. Nominations are hoped to be received at the next meeting in November.</p> <p>AM also advised that sustainability is still high on the agenda for rural areas including a need to measure it. The group the RVRC are looking into a Sustainable Village Toolkit as the majority of villages face the same sustainability issues. Villages are still dependant on oil fuel, rely on affordable homes, more employment opportunities, and there is a need for improved schools and better public transport. Under the umbrella of the sustainability subgroup, AM is looking into setting up a sustainability project which will encourage people to think about their village life. The "21st century village" aims to reduce travel and car use, improve self-efficiency and local employment, have alternative fuel and power sources and have local affordable housing. A pilot project is running in Plumpton, East Chiltington, Rodmell and Barcombe. Local issues will be identified plus the gaps that need filling. Transport is believed to be the key issue. The outcome of this pilot project will be a checklist and will form the basis of a roadshow which will encourage people to consider lifestyle changes. Sussex Police and East Sussex Fire & Rescue are hoped to support the roadshow. Funding required is £6000. Airs is believed to be contributing. Theresa Gittins from Airs is writing up the project details at the moment. Hopefully the project will change lifestyles within 5/10 years time.</p> <p>IK commented that there is an overlap with environmental themes, so it would be useful to set up a meeting.</p>	<p>Action: IK and AM to set up a meeting.</p>
<p>9) Sustainable Community Strategy: next steps</p>	
<p>SH advised the group that the publication is now complete, but a lot of work is ongoing. A discussion is needed on how thematic subgroups not yet in place can be taken forward, such as affordable housing and local economy. This will hopefully result in updating relevant Action Plans.</p> <p>LS reported that a shared principle has been agreed at the last ESSP meeting to complete the Country Strategy Action Plans. ESCC is planning on building on the work of the five LSPs. Most LSPs are looking to complete their action plans by the end of March 2009.</p>	

<p>10) Update on CAA and Place Survey</p>	
<p>SH informed that the Comprehensive Area Assessment is a new government performance assessment framework which focuses on outcomes and also highly focussed on partnership work. The framework is assessment based and will look at the Sustainable Communities Strategy and the LDF, with the aim of presenting it as one packet.</p> <p>Implications on this LSP are:</p> <ul style="list-style-type: none"> • How well is the partnership engaging with the community • Does the partnership understand current issues • Community Safety/ Health improvement focus • National Indicator set <p>IC commented that the CAA brings additional strength and would potentially be very powerful.</p> <p>Wealdon DC is hosting a CAA event on the 27th October, which CH, SH, and DH will attend.</p>	<p>Action: Feedback from the meeting at the next LSP.</p>
<p>11) Update on section 106</p>	
<p>OC advised on the section 106 developer contribution. OC explained that over the years the Council has not been in a position to spend all of the 106 money, so there is currently an accumulation of £1.6 million in capital. Cabinet has approved a programme of partner delivery and over the next three years town and parish councils and area partnerships will be involved in the delivery process.</p> <p>PH explained the existing 106 process, that when there is a development of housing, the developer is expected to provide a certain amount for developments benefiting the community. However, the government has radical plans to introduce a Community Infrastructure Levy (CIL), which could enable new developments such as highway schemes. It is not compulsory to have a CIL, it has to be decided it is technically and economically viable. This could affect affordable housing. SW reported that a policy team will have to prepare the groundwork if it is adopted.</p> <p>SW explained that 106 money has to respond to a need in the community and is linked to the LDF as the LDF is the spatial representation of the SCS. There is a need to show that the LDF is deliverable, and he recognizes the need to engage with a number of stakeholders. The LSP pays a vital part.</p> <p>JW emphasised the importance for flexibility with this money. PH confirmed that is a legal agreement between LDC and the developer, however legal situations can change, so the focus is on the future.</p>	
<p>12) Place Survey</p>	
<p>SH informed that the County-wide Place survey is about to be undertaken. The survey is a piece of consultation which is perception</p>	<p>Action: SH to provide an update</p>

<p>based and will replace the User Satisfaction survey. There is to be a survey going out to 3000 residents within the district every two years starting this November. The survey is sent out by the Mori Institute, who manage the survey for the County and Districts. The results will be published in the new year.</p>	<p>when available.</p>
<p>13) Update on Publicity: youth find, website and newsletter</p> <p>CH advised that a small group met to simplify the LSP website. It was decided to leave the LVLC web address as it is. The area partnership chairs are going to look at the website they will advise CH on any updates. The latest agendas and minutes will also be added to the website: www.lvlc.info</p> <p>Regarding Youthfind, CH reported that the build of the website is now finally practically completed after several stages technical delay. A large amount of content is now in place, at the stage of just reviewing the overall content and looking at what areas need beefing up before launch, and how to angle the site to be as useful as possible for the District and into the future. AIRS is considering doing some final testing with local groups, partly to create ambassadors for it once we launch. One of the things that they still have to resolve is how to get online polls on to the site easily so that it can be used to get feedback for the LSP and other bodies.</p> <p>Regarding the LSP newsletter, the new Community Engagement Officer - David Kemp will be working on it shortly.</p>	<p>Action: all Area Partnership Chairs to check content of their sub-site.</p>
<p>14) Any Other Business</p>	
<p>There was no any other business.</p>	
<p>15) Dates and times of next meetings</p>	
<p>The date of the next meeting is Monday 15th December at 10am in Southover House.</p>	