

Notes of the Lewes District Local Strategic Partnership
Held on Monday 17 December 2007

Present:

Tracey Evans (Chair) (TE)	Newhaven Strategic Network
Owen Clifford (OC)	Lewes District Council
Sally Harper (SH)	Lewes District Council
Carina Hinkley (CH)	Lewes District Council/Lewes District CRP
Sue Harvey (Sue H)	Lewes District Council
Liz Lee (LL)	Peacehaven & Telscombe REGEN
John Webber (JW)	Lewes Town Partnership
David Walters (DW)	Lewes District Assoc. Town & Parish Councils
Jayne Boyfield (JB)	Hastings & Rother PCT
Richard Watson (RW)	Hastings & Rother PCT
Zoe Ganderton (ZG)	Action in rural Sussex
Tom Hawthorne (TH)	RVRC
Peter Laverick (PL)	Sussex Police
Ian Kedge (IK)	Lewes District Council
Penny Shimmin (PS)	NCDA
Ralph Taylor (RT)	Seaford Community Partnership
Marlene Caines	Lewes District Council

1. **Welcome & Apologies**

Apologies received from:

Ian Chisnall, Churches together in Sussex
Debby Matthews, SDCVS
Ila Mazumdar, Sompritti
Teresa Gittins, AirS
Reg McLaughlin, ESDA
Cllr David Gray, Lewes DC
John Ticehurst, ESFRS
Kim Lanning, Valerie Biggs and Jackie Blackwell - Area Partnership Development Workers

2. **Notes of the Last Meeting/Matters Arising**

Page 2 *Update on LDF*: **SH** to obtain latest timetable on LDF and circulate with the minutes.

JB mentioned that as well as police, all community services will be affected by the LDF and as such need to be included in any consultation. As yet, no one has spoken to the PCT about the potential impact.

Page 4 - *Local Area Agreement/East Sussex Strategic Partnership-East Sussex Assembly*: Removed the word "this" in middle of fifth line.

Page 7 - SH has completed the PtP pro-forma.

TE will chase any points that have not been actioned.

With the above amendments, JB proposed the minutes of 24 September 2007 to be a true and accurate record, seconded by PL.

3. Progress on "Youth Find" - Zoe Ganderton, Action in rural Sussex

ZG presented an update on the development of "Youth Find" which will be a dedicated website for young people in the Lewes District. The funding for the project is from the LSP's second Homes Tax, the HImP and Action in rural Sussex. It is being developed in consultation with young people across Lewes district; students from schools in Lewes, Seaford and Sussex Downs College have so far been involved.

The project began in spring 2007 and a steering group was established at Priory School and later an editorial team at Sussex Downs College. There has been widespread consultation about what the design and contents should be but in essence it will feature sections on money management, career advice, reviews of activities and entertainment, forums, competitions, health issues, photos, listings of places and activities etc.

Publicity:

- Ringmer Youth Awareness event.
- Getting people to register with the site.
- Demonstrations at primary schools across the district.
- Young people to help design and distribute materials.
- Local press.

Future:

- Promote the site
- Secure firm funding from other sources
- Feedback from the website from the start.
- Meeting with Your Bus, Your Call so they can refer people to the site.

RW advised that YBYC will be meeting this week with statutory partners included. The project was funded - tried to get evaluation of the project.

Action: RW will update members after their next meeting.

Website not live at present as there have been technical problems and people working on the design have changed. Hope to launch in January 2008 - depending on the website company.

Action: TE asked ZG to make sure the partners are advised when it is live.

Meeting of Lewes Town Partnership in November. JW will email ZG for the next meeting.

RT- Important that it relates to children throughout the district. No mention of Peacehaven and Telscombe. Already had one positive evaluation and need to get partners evaluation of the bus project.

ZG confirmed a huge recruitment drive was carried out across the district and now has to go with the young people she has and also targeted primary schools. In order to progress with the project, she could not spend any more time on recruitment.

SH congratulated Zoe on her work and reminded all of the background to the project in connection with the LSP. Previously all the Area Partnerships confirmed through consultation that children & young people either wanted more activities to do or where there are existing activities, they didn't know about them. The website will be directly linked to the LSP website as there is currently no section for children & young people.

Action: All - Comments on the website to be passed to ZG.

4. **East Sussex Integrated Sustainable Community Strategy & Lewes District Sustainable Community Strategy Progress - Sue Harvey & Owen Clifford, Lewes DC**

The working draft of the Lewes District Sustainable Community Strategy was presented (see attachment) with colour copies handed out to the meeting. The timetable for its progress is as follows:

- Consultation 7th January - 31 March 2008
- Report to Cabinet for approval - 9 January 2008
- Consultation feedback 31 March 2008
- Final comments and amendments to full Council 15 May 2008

The timetable means that both the District and County strategies will be released at about the same time.

SH - East Sussex LSPs Group has been congratulated by the Progress through Partnership programme on taking the integrated approach and would like to make a case study on the project.

OC advised that the district strategy will be available on the Council's website with an online feedback questionnaire, a summary will be given to all householders in the district and there will be a general press release.

TE said that training and support can be provided on the strategy and that anyone who needs more details should contact her. She is very impressed with the work the team has done and that the document is well written and linked to other key strategies.

Comments received from the group:

IK is keen to be more inclusive on the environment theme and invited any member of the LSP to have an input into the environment sub-group. The Dedicated Sustainability Unit at Lewes DC has been asked to "sustainability proof" the East Sussex strategy.

JW - agreed that it is a good document.

PS - Area Partnerships have a clear idea of what is needed locally. Perhaps Sue H could spend time with the Chair of each Partnership to make sure the detail is included.

Sue H - Had brief meeting with the Area Development Workers. Will arrange sessions through SH.

RT - Agreed with PS. Meeting wider groups suggestion by Sue H is a good one.

Consultation Process:

Feedback Questionnaire - is it worth considering including this as a tear-off on the document itself for those who don't have access to the website?

Sue H will make sure there is a supply of the questionnaires with the document.

TH - Consultation - How can we get involvement from other people, i.e. Parish Councils?

TE - written responses - can tick off who those responses have been from.

DW - Suggested distributing to every Parish or Town Clerk so that the strategy can be discussed at Parish or Town Council meeting. They will need 2 months to get it circulated and to receive feedback.

JB - Health chapter: At present it does not reflect the issues which were drafted and fed in so it is in parts factually incorrect. For example the Needs Assessment work should be included in addition to checking that facts about the population. She will ensure that gets done.

RW - There will be a meeting of the Health Improvement Partnership in January. Style is good. Some gaps on the achievements in the Health Centre. Will speak with Sue H after the meeting.

PL thanked Sue H for the work on this. Within the Crime Reduction Partnership, things are changing quite dramatically with over 40 new statutory requirements and a strategic intelligence analysis which will lead to the identification of priorities for the partnership. Tight to do this around the same time. Therefore crime reduction priorities may change in the strategy.

Sue H will evaluate completion of the actions and achievements. Will be an annual review process and not a fixed document.

LL - Easy to follow document. Some amendments needed re: Peacehaven and Telscombe regarding REGEN.

5. Structure of the LSP: A Way Forward

OC presented the external changes and issues that need to be considered when discussing the way forward for the LSP (see attachment). These are:

- How the strategy is managed & evaluated & how projects are taken forward.

- What is the future role of the LSP and the most appropriate structure to deliver?
- Local Government and Public Involvement in Health Act produced few weeks ago which lead to the draft guidance "Creating Strong, Prosperous and Safe Communities" with a number of new duties. Concerns Government engagement. Sets out that the Local Authority, District Council for the area will have a strong leadership role.
- Less centralised control and more community power. Comprehensive Area Assessments (performance assessment for public services) from 1st April 2009. Less focus on individual agencies and more looking at community performance.
- Future assessments from the Audit Commission - how partners are working through the LSP.

PPS12 planning policy supplementary guidance - relates to Local Development Framework. Will have to be more flexible regarding the commissioning cycle. Eventually Audit Commission will report back on whether they think changes should be made.

- What should our executive board look like?
- Do we have the right thematic partnerships and are they clearly defined?
- Be aware of the structure but allow flexibility locally.

Action: TE asked **OC** to distribute the slides electronically to the group members.

Although Chair of this meeting, TE does not sit on the East Sussex Strategic Partnership, and is not aware of what is going on at those meetings. Some things need driving forward quicker. Cllr Gary as Lead Member for the Community at Lewes DC is the link.

PS: Demonstrating this commitment from central Government. Where are the grass roots? District level? How we are imagining from OC's diagram that this LSP is working to link in to the LAA. Get two different sets of messages from central Government and it's difficult to see where grass roots issues fit.

OC: Supposed to work with the East Sussex Strategic Partnership, LAA should be based on combined amalgamated priorities from all the District and Boroughs across East Sussex. At District level we have tried to balance priorities and in reality it will happen at District level.

SH: LAA in East Sussex is being negotiated at the moment but the Chairs of District and Borough LSPs have written to the Minister to request an extension to the negotiating time to January 2009. ESCC has to identify up to 35 targets but there are opportunities to set local targets plus the County Strategy will have an accompanying action plan.

RT: Problem with partnerships - fulfilling statutory requirements and to do things efficiently you have small meetings to consult people, there is an inherent difficulty there. This may work fine in an urban area where needs are tighter and clearer but in our district it is difficult to reconcile things. Bit worried about the Executive Board.

SH: It is up for discussion how the LSP would work. The Steering Group suggests that the LSP Board would consist of the Chairs of the thematic partnerships, the Chair & Vice Chair of the LSP and a representative from the Area Partnerships stemming from a regular Area Partnerships Chairs' meeting which is trying to be reconvened. Suggestion of three Board meetings a year and also a couple of wider partners' events.

TE does not attend all the thematic groups. She suggested that Area Partnership Chairs could drive one of the themed groups so we could share information in a much more structured way which would also mean that the Chairs wouldn't have to attend so many meetings. It would also ensure that the weaker themes are taken forward. It's important that the restructure is done correctly and in conjunction with the production of the new District community strategy.

PS: is concerned that the proposed new structure doesn't seem to be fully inclusive of the area partnerships and that the whole purpose of the Area Partnership Chairs was to get grass roots representation to ensure a local focus. She has been asking for the reconvening of the Chairs of the Area Partnerships meeting for some time.

OC: The role of the Executive Group needs to be understood. The Consultation and development of the strategy is inclusive. The Executive Group will focus on the delivery and monitoring of this document with it's shared priorities. It needs to be a small but effective group.

JW: explained his history of being involved in the Lewes Town Partnership. He has been in and out of it from the beginning when decisions were taken at poorly attended meetings but is now the Chair. He would prefer not to attend LSP meetings as his time is limited and especially when he can get all the information he needs from documents. He agrees that an informally managed Area Partnerships Chair's meeting would be useful.

PL: posed the question, "If, in a years' time we said the Executive Board of the LSP did a really good job this year, what would that look like? What do you expect from an Executive Board of the LSP?"

TE explained some of the problems that the LSP has had. Chairs of Area Partnerships and themed Groups are supposed to contribute a written update for each meeting. This is the first meeting with all five Area Chairs are in attendance. There are some strong themed groups but some themes are weak such as business development, educational training & housing.

TE said she has been Chair for a year and still some things have not been addressed. With everyone attending we can measure against our targets and have a document we are proud of. Some of the theme needs to go on behind the scenes and some on the smart planning of the meetings. Since May, TE has been offering to brief the newly elected Councillors on the LSP but has not been offered a date as yet. The new guidance and legislation is an opportunity to work in a more appropriate way.

RW: This issue is not going to be able to be resolved today. Comments on the document and the structure will relate to Local Area Agreement. He requested that an options paper be circulated so that LSP partners can make informed comments and a new structure be presented at the next meeting in March.

Action: TE will put together an options paper and circulate it ahead of an additional meeting in January to allow the LSP to make decisions on the way forward regarding the future structure & governance of the LSP to meet the guidance. This will be on **Monday, 28 January 2008 at 9.30 a.m. at The Hillcrest Centre, Newhaven.** Date will be confirmed by email.

LL will be happier with something in writing. She stressed that it's always been an issue with the ESSP in that there has never been a representative allowed on it from the LSP, just the district council. She would like the Lead Member, Cllr David Gray, to request that that be reviewed. Without a strong LSP link, there is disengagement.

SH: East Sussex Strategic Partnership is currently undertaking a mapping exercise on the membership of its partnership and thematic partnerships so it is timely to raise this as an issue.

RT - The options paper means not just one option. Need to consider what is and what is not going to work.

6. The Future of the Area Partnership Development Workers

OC explained that the three Area Partnership Development Workers are employed by the South Downs Council for Voluntary Service and were initially funded by the Council Tax Second Homes money, which has now ceased. LDC made a grant to make up the shortfall towards the cost of employment over the last 12 months. It has now received its financial statement for the next few years and on 12th February the Council's Cabinet meeting will consider spending priorities over the next 3 years. Further funding for the posts will go into the pot.

OC has spoken to Debby Matthews at the CVS and there is potential funding to continue the employment until April 2008. The approximate annual cost of maintaining the posts is £50,000.

A briefing note written by Debby on the work of Development Workers was circulated previously and referred to at the meeting.

JW said that he would personally have to consider his position if funding would not continue.

LL suggested writing to LDC emphasising how important the Development Workers are and that if they were not in Peacehaven & Telscombe, REGEN may as well cease. It is through the partnership workers that the community strategy gets delivered. A strong point needs to be made on this and other issues such as the closing of Thebes gallery.

Action: LL will draft letter on how the LSP feels collectively.

RT supported LL in her comments.

7. Local Area Agreement/East Sussex Strategic Partnership

Already discussed. PS said that the options notes should cover links with LAA and grass roots.

8. Progress through Partnership Funding

SH reminded all that this is a credit can be drawn down from this programme to build capacity for the LSP. It has £6,000, £2,000 of which has been pooled towards two countywide events. The Dynamics of Place Workshop held in the autumn was the first and the second is on 5th February in Eastbourne. The first part of the event will be for LSP members across the County and the second part will be for elected members. SH completed the pro-forma to PtP based on feedback received from partners, specifying that the £4,000 balance should be spent on a tool kit and website enhancement plus an event.

TE is involved in the PtP Practitioner Associates scheme and has met with LSP Co-ordinator of Brighton and Hove. Will plan further training for community safety and also Area Partnership Chairs. Other possibilities for IK to source a county event on climate change. The allocation has to be spent by end of March.

TE spoke at PtP LSP annual event about capacity of all LSPs across the South East.

PS - Some big issues raised today but next meeting is not until end of March.

9. Brief Information Item

Eastbourne BC is undertaking some consultation in hard to reach groups to feed into the County Strategy.

10. Information Sharing by Partners.

IK is undertaking a sustainability appraisal on the whole of East Sussex. TH, IK and RT will do a brief update for SH to circulate with the minutes.

11. Any Other Business

JH - Business Planning: Anything that has to do with funding has to be decided now as it would be too late to wait for the March Meeting.

TH - We must not lose sight of what's going on at grass roots level. We do a lot of good work in our area partnerships and need to get on with it.

RT - May be worth looking at other sources of funding for the partnership development workers. Will be reviewing our structure in Seaford - because we focused on young peoples issues we may have lost focus on other issues.

IK (Page 45) of the Working Draft - Sustainable Community Strategy - reminded all to make contact with the Environment Group through IK - suggested that actions be put in at the bottom of this page. Practical actions we can all take. Keen to throw a challenge to the public sector about making commitment to doing something about the carbon budgeting and climate change.

JW would value opportunity to talk to other Chairs to see if they have worked out good compromise.

Action: - All TE asked everyone to use their email system to keep each other aware of what is going on. Anything on matters to be shared with everybody - send this around by email. JB requested updated list of contacts - **SH** to action.

SH. advised the group that she would be leaving LDC in March 2008. TE thanked her for all her hard work. OC will advise on Sally's replacement at a later date.

Presentation - Strategic Commissioning Plan - PCT by Jayne Boyfield, Hastings & Rother PCT

JB will forward slides to SH which will then be distributed throughout the group by email (attached)

12. Dates and Times of Future Meetings

9.30 a.m. on Monday 28 January 2008 at the Hillcrest Centre for an additional LSP meeting to discuss the future options of the LSP.

Dates for full LSP in 2008: 31st March, 30th June, 20th September, 15th December