



**Minutes of the [Local Strategic Partnership](#) meeting held on Monday, 31<sup>st</sup> of March 2008 at 10 am in Southover 7&8.**

**Present:**

Tracey Evans (Chair) (TE)	Newhaven Strategic Network
Owen Clifford (OC)	Lewes District Council
Carina Hinkley (CH)	Lewes District Council
Sue Harvey (SH)	Lewes District Council
John Crawford (JC)	Lewes District Council
Richard Watson (RW)	Hastings & Rother PCT
Debby Matthews (DM)	SDCVS
Cllr David Gray (DG)	Lewes District Council
Tony Roswell (TR)	SCP
John Webber (JW)	LTP
Liz Lee (LL)	REGEN
Kate Entwistle (KE)	Environment Agency
Tom Hawthorne (TH)	RVRC
John Reading	Action for Change
Marlene Caines	Lewes District Council

1) Introductions and Apologies	ACTION REQUIRED										
<p><i>Apologies were received from:</i></p> <table border="0"> <tr> <td>Jane Boyfield</td> <td>Hastings &amp; Rother PCT</td> </tr> <tr> <td>Cllr Meg Stroude</td> <td>ESCC</td> </tr> <tr> <td>Penny Shimmin</td> <td>NCDA</td> </tr> <tr> <td>John Ticehurst</td> <td>East Sussex Fire &amp; Rescue Service</td> </tr> <tr> <td>Ian Kedge</td> <td>Lewes District Council</td> </tr> </table>	Jane Boyfield	Hastings & Rother PCT	Cllr Meg Stroude	ESCC	Penny Shimmin	NCDA	John Ticehurst	East Sussex Fire & Rescue Service	Ian Kedge	Lewes District Council	
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John Ticehurst	East Sussex Fire & Rescue Service										
Ian Kedge	Lewes District Council										
<p><b>2) Minutes of the last Meeting held on 28 January 2008.</b></p>											
<p>The minutes of the last meeting on the 28<sup>th</sup> of January were agreed as a correct record, proposed by JF and seconded by DG.</p>											
<p><b>3) Matters Arising</b></p>											
<p><b>3.1 Restructure of LSP:</b></p>											
<p>OC has referred the LSP preferred restructure option to John Crawford, Chief Executive of LDC who felt that as OC is his representative and DG Lead Member for the Community Services, it was the correct situation. However, he has since met with the Area Partnership Chairs,</p>											

who had felt that JC's presence was required.	
<b>3.2 Attendees:</b>	
Area Partnerships and thematic groups are required to put together a list of named members plus people who could stand in for them. This is to have more consistency in attendance these meetings and it is important that all members are represented.	All - Carina to be provided with the names of representatives, together with an alternative contact. Carina to then circulate an updated list.
<b>3.3 Housing:</b>	
TE will ensure that Paul Hoppen, LDC Planning Department, is aware of the next meeting date.	
<b>3.4 Access to facilities</b>	
It was suggested that South Downs CVS take this forward. It will be considered when the AP Chairs meet.	
<b>3.5 Economic Development:</b>	
This will also considered when the AP Chairs meet.	
<b>3.6 Structure Diagram:</b>	
Before leaving Sally Harper updated the structural diagram and Terms of Reference which have now been distributed. However, the proposed year programme still needs to be adjusted.	
<b>3.7 Area Development Workers:</b>	
It was reported that the workers have received funding for another year, which is excellent news.	
<b>3.8 Sussex Enterprise:</b>	
TE has brought the LSP meetings to their attention and they should attend future meetings.	Action: TE to obtain an update from Lisa Schrevel (ESCC) regarding economic partnerships.
<b>4) East Sussex Integrated Community Strategy and Lewes District Sustainable Community Strategy</b>	
<b>4.1 East Sussex Integrated Community Strategy:</b>	
SH reported that the consultation is now closed and final draft is being produced. The document will go to County Council's Cabinet and East Sussex Strategic Partnership and can be accessed on line.	
<b>4.2 Lewes District Sustainable Community Strategy:</b>	
The consultation period ended on the 31 <sup>st</sup> , however, a slight extension was given as some comments were still expected.	Action: SH to update on performance framework at the next

<p>SH has produced a document summarising consultation comments. She reported that a number of good comments have been received. Some Key issues require follow-up which and will be referred to the appropriate bodies. Issues were raised by Rural Voices Partnership who have yet to add their feedback.</p> <p>DG mentioned that East Sussex County Council include parents and family support as a strategic point but this is not emphasised enough in the Lewes plan. In his opinion, this issue gets to the root of problems in society, especially concerning crime reduction. This is also been given emphasis in the Eastbourne and Rother plans.</p> <p>After some discussion TE agreed this is a very important and valid point and SH will try to integrate these issues within the document and develop the emphasis.</p> <p>SH explained that the document has changed from the consultation draft. There is an absence of targets as a new set of National Performance Indicators is awaited, with some of them linked to the Local Area Agreement.</p> <p>Regarding further process, OC advised that the final version of the strategy will be circulated so that Action Plans can be updated and reviewed annually in line with the LAA. Full Council will meet in May to approve the document. A draft was already approved by Cabinet in December.</p> <p>JR commented that the document states 1 in 5 children in Newhaven experience income deprivation. TE pointed out that each area has written their own brief and recommended looking at East Sussex in Figures. SH reported that she has recently received a paper on new areas of deprivation.</p>	<p>meeting</p> <p>TE to ensure that the Town Councils are aware that only one response was received from this sector.</p> <p>SH will circulate a short report which shows analysis across the area.</p>
<p><b>5) Terms of Reference</b></p>	
<p>The terms of reference had been previously circulated. TE explained that it is a working document but a specific date for updating will be needed. The terms of reference were brought back to the table because of the slight restructuring.</p> <p>TE explained that the table on the annual programme is an older programme in need of updating, with the idea to simplify it as factors such as the Second Homes money are no longer relevant. TE had a meeting with CH and she plans to establish a whole year of meeting dates, including all relevant dates for the LSP, the thematic subgroups and the Area Partnerships. This will enable the group to see whether processes fit in strategically with other bodies such as County. The</p>	<p>ALL - Please send any information regarding meeting dates to Carina Hinkley. Action: Carina Hinkley to draw up calendar for the next meeting</p>

<p>calendar will cover March 08-April 09.</p> <p>DG referred to Page 9 - 17. Statutory Sector of Nominees for Membership states "Lewes District Council (Leader and/or Chief Executive). He stated that If it was the Chief Executive and not elected leader, there would be no elected representative.</p> <p>JC suggested this should read "nominees from LDC". The nominee is the Lead Councillor from Community Services. JC will attend the meeting if asked or if there is something to contribute.</p> <p>It was pointed out that there was no explanation as to who would represent the Primary Care Trust and East Sussex Fire &amp; Rescue Services. It was clarified that Jane Boyfield is the PCT nominee, with Richard Watson as her vice representative, and as the chair of the HIMP. John Ticehurst is the ESFR representative.</p> <p>RW pointed out that on page 6 &amp; page 9, the Statutory member of the Primary Care Trust needs to be changed to East Sussex and Wealden Primary Care Trust.</p> <p>TE will ensure there is an updated version of the Terms of Reference.</p>	
<p><b>6) Update on Website and Toolkit</b></p>	
<p><b>6.1 Website</b></p>	
<p>CH reported that progress on the website is unknown. However, she is due to meet Colin Anderson from Airs who is on the website team.</p>	<p>CH to provide an update at next meeting</p>
<p><b>6.2 Toolkit and PTP Funding</b></p>	
<p>£2k of pooled ptp funding has been spent to commission a toolkit. However, Co-ordinators do not like the end product. This will be improved and the project should be finished in July.</p>	<p>CH to provide an update at next meeting</p>
<p><b>7) Update on Local Area Agreement</b></p>	
<p>A briefing note has been distributed prior to the meeting.</p> <p>JC explained that a project board had been set up to look at the 194 potential new performance indicators. GOSE will now consider their response by the following Thursday. The work on the targets is ongoing. The next step will be negotiation over what targets will be fitted under each of these indicators.</p> <p>JC reported that LDC now have to negotiate a sequence of events, set targets, identify persons responsible and available resources. There must be a clear understanding of what resources will be applied to the priorities, so LDC knows we can actually deliver. There is a further project team meeting today and David Heath will provide an update to Sue Harvey.</p> <p>There are a number of indicators under LAA which focus on children and children's services, which Government will be holding County</p>	

<p>Council and Districts to account. A report will go to Cabinet on 23 April and JC will keep Council and the LSP updated.</p> <p>The GOSE document has to be signed off by the end of May.</p>	
<p><b>8) Update on Themed Subgroups</b></p>	
<p><b>8.1 Update on the Health Improvement Group</b></p>	
<p>RW reported that the Health Improvement Partnership has set meetings for the year, with the next one in 3 weeks. They are in the process of putting together a comprehensive plan of all the health comments of the community which is to be finalised by the Health Improvement Partnership, including smoking cessation, obesity, health and well being, sexual health, alcohol misuse. Issues would be addressed by multi agency sub-groups, joint with Wealden District. £10k will be made available to each group. RW would like to encourage partners to join these groups and contact RW to get the dates. If there is an expectation that a written report needs to be provided for distribution with the next LSP agenda, RW asked for this to be requested this two weeks before.</p> <p>TE explained that ideally, reports from the themed subgroups as well as the Area Partnerships should be asked all present to provide a written update report under the themed headings of the Community Strategy to be sent out with the Agenda. This will enable the LSP to focus on upcoming issues.</p> <p>CH will prepare a template for the Area Partnership Chairs to report on.</p> <p>DM mentioned the community network for each of the areas in Lewes and Wealden. Partners are participants around health, so specific health improvement targets can be focused on.</p> <p>DG advised the group of Chances for change – a lottery fund that provides £6.5m to fund various projects on the South East coast. DG handed paperwork to RW to follow up.</p>	<p>All leads to send update report one week prior to the next LSP meeting CH to distribute to reports along with the agenda</p> <p>SH and RW to arrange a meeting to liaise.</p>
<p><b>8.2 Update on the South East Health Strategy: Alcohol Misuse in Work - Presentation by John Reading</b></p>	
<p>JR explained that Action For Change is looking at policy procedures. Evidence says alcohol misuse at work is having an impact on performance in the work place and that employers are picking it up but taking it down the tribunal route. The Aim is to get a Alcohol Misuse in the Workplace Policy in all companies. This would enable Senior Managers to tackle these problems and identify if someone has an alcohol problem. There are "off the shelf" modules but it is better to</p>	

<p>have a conversation with the employee as a first step. JR explained that an organisation should start off with outline frame and then work with the employer to develop that policy.</p> <p>A whole range of organisations are being targeted by Action-For-Change, none specific to Lewes at present as the organisation Has not started engagement within Lewes yet.</p> <p>TR asked for the phrase "work hard, play hard" to be explained. JR explained this as team drinking after work, more so on a Friday evening.</p> <p>RW said this has been mentioned within the South East Health Strategy and will be looking to engage broader membership and if the LSP think it is a good issue for the District then he and JR will come up with a realistic target for an action plan for LDC.</p> <p>The presentation will be emailed to CH for distribution with the minutes.</p>	
<p><b>8.3 Update on Decent and Affordable Housing, Safer and Stronger Communities, Good Local Facilities and a Valued Environment</b></p>	
<p>Updates on Safer and Stronger Communities and a Valued Environment were previously circulated. No more information was available. In future there will be an update distributed with the Agenda and any issues can be raised at the meeting.</p>	
<p><b>7.4 Children's Services Themed Group: Update by OC.</b></p>	
<p>OC reported that the Planning Group ha met last week. A revision to Children and Young People's Plan for East Sussex is underway including a refresh and rewrite and available on Council's website.</p> <p>There was a bid recently submitted to Government towards funding as part of a new Pathfinder for children's play in addition to the £200k Play Partnership money that LDC has received.</p> <p>The bid made was for £2m, of which £150k would come to the district and distributed through the Play Strategy Partnership.</p> <p>TE asked if this can be used as match funding which would be an option for other grants.</p> <p>OC mentioned extended school service. There is a strong possibility funding will be available for direct school provision plus funding community groups and other providers to engage young people in after school activities.</p> <p>TE said that there are already pilot schemes on physical activity and healthy cooking projects if other schools want to follow and that she would be happy to share information.</p> <p>LL reported that Peacehaven Community School have problems. There is an issue with PFI schools.</p> <p>There may be further money each year for the next 10 years as it is part of a long term strategy.</p>	

<p>TE commented that she attends Local Partnership for Children and the Newhaven Local Action Team and is the only person going to both. There is a large number of statutory bodies for under 19s, and she suggested was essential that someone attends both these meetings to share the information, if any of the AP Chairs need to take forward.</p>	
<p><b>9) Area Partnership Update- General</b></p>	
<p>DM updated that funding has been received to continue the staffing of the Area Development Workers, though not as much as needed to continue it as it was so staff roles had to be rearranged. Currently, there is one day a week per partnership available, focusing on joint work where it is across more than one area of the partnership, e.g. transport. to make the most of available resources and to ensure strategic linkage. In 6 months time aim is to look at how well that works and do an appraisal. A presentation to full Council will be made at that point.</p> <p>DM explained that Area Partnership Chairs have been meeting in advance of this meeting and will do so in time for the agenda setting of the LSP. There is a need to feed good news stories for OC's newsletter.</p> <p>Regarding the voluntary sector, DM has tried to liaise with the voluntary sector regarding issues to be brought to the meeting and will ensure that any emerging issues will be brought to this forum.. Generally, there is less money available through trusts and grants.</p> <p>There is an attempt to rescue the volunteer bureaux. It is hoped it will continue through websites or telephone but it will not be the service it was before.</p> <p>DM has spoken to County Council who have a couple of funding bids in as well. There is a small amount of time from the manager to pick up some of the funding bids type work, but there is a gap between the work of the volunteer bureau and interim arrangements. There is gap funding to ensure brokerage, and making sure someone there to answer the phone, where the outbuildings carry on. If the funding bids go forward, then we will be in a position to pull the service back up again.</p> <p>LL suggested looking at what has been achieved at Longridge Avenue, Saltdean. where even an extension has been put at the back and suggested to find out how they achieved to turn the situation around like concentrate on the commercial side and small amount of outside work.</p>	<p>AP Chairs to email good news stories to CH</p>
<p><b>10) Partner Update</b></p>	
<p><b>10.1 NSN – Tracy Evans</b></p>	
<p>TE reported that the Newhaven draft for Physical Development Vision has been presented for stakeholders and developers. TE has been</p>	

working with Sussex University to create 5 projects of business and communities groups which will be finished today. This can be found on die NCDA's website.	
<b>10.2 Rural Voices, Rural Choices – Tom Hawthorne</b>	
TH reported that an event was held at Chailey School at which Cooksbridge youth group had a stall and Highways held a car driving scheme. The event was very useful with positive feedback. RVRC is considering to arranging an event at Plumpton College with East Sussex County Council and possibly the Fire and Rescue service targeting young drivers.	
<b>10.3 Lewes Town Partnership – John Webber</b>	
JW reported that tourism is helping the local economy. They are looking to work with St Marys Parish, Station Street. DM is working with Quality Plan. This is one of the oldest parts of the town. There will be a drop-in public event to tie in with no car day to demonstrate what the street was like in the past and could be in the future. The Development Officer role will be shared with RVRC. The other Development Officer will work with the other three coastal partnerships. JW is anxious to increase the climate change element of what the partnership does.	
<b>10.4 REGEN – Liz Lee</b>	
LL reported that there will be two large projects to include Newhaven and Seaford. REGEN has applied to Peacehaven Town Council for £1k grant, received and has £500 but they are keeping it back minus monies used on The Dell. This is not doing much to keep the partnership going. There was a huge impact when East Sussex withdrew the Second Homes money. East Sussex have also withdrawn some youth provisions- services provided by the Youth Development Service - because of their budget cut the drop-in centre cannot be manned properly.  RW: commented that County Council have commenced a review of Youth Services and have established a project. Findings are due to be published later in the year.	
<b>10.5 Seaford Community Partnership – Tony Roswell</b>	
TR reported that the partnership continues to focus on youth issues. A new facilitator has been taken on. Youth nights at Trek night club are becoming hugely popular. The Partnership has been undertaking a re-launch to get more groups involved and is looking at directions for the future.	
<b>11) Any Other Business</b>	
KE reported that there will be a 24 April Environment Climate Change Conference, in Eastbourne on the 24 <sup>th</sup> of April. Various partners have already expressed their interest. The conference hopes to engage especially those who have not been involved yet.	
DM reported that there will be a meeting in the Lewes Arms for local based green groups. Sompriti will be launching new County wide forum (TAO) for people to	

become involved.	
<b>12) Dates and times of next meetings</b>	
TE asked the group if anyone had any objections to future meetings being held in Lewes at Southover House, commencing at 10.00 a.m. All agreed.  The dates for 2008 are 30 <sup>th</sup> June, 29 <sup>th</sup> September, 15 <sup>th</sup> December	