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10 February 2010

TO: All Members of the Council

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE
COUNCIL YEAR 2009/10

MEMBERS UPDATE
FEBRUARY 2010 – ISSUE 4

The content of this **MEMBERS UPDATE** covers all Service Divisions.

If a Member wishes to receive further information on anything in the Update, please contact the officer named at the beginning of the Article.

If a Member wants to place an Update Item on the Corporate O&S Committee Agenda in connection with any Article in this Update, please complete the attached Members Update Pro-Forma (Appendix A) and return it to Member Services, 52 Derby Street, by **12 noon on Friday 19 February 2010.**

The press are asked to contact the Public Relations Manager for further information on this Update.

MEMBERS ITEMS/COUNCILLOR CALL FOR ACTION

If a Member wants to place an item on the Corporate O&S Committee Agenda, please complete the attached Members Item/Councillor Call for Action Pro-Forma (Appendix B) and return it to Member Services, 52 Derby Street, by **12 noon on Friday 19 February 2010.**

**CORPORATE OVERVIEW AND SCRUTINY COMMITTEE
MEMBERS UPDATE**

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2. ACTION TAKEN UNDER DELEGATED AUTHORITY

- (a) **Housing Act 1985 - Section 438 (I) Schedule 16 Local Authority Interest Rates**
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We can provide this document, upon request, on audiotape, in large print, in Braille and in other languages.

For further information, please contact:-

Julia Brown on 01695 585016

or email

julia.brown@westlancs.gov.uk



Member request to place an Update Item on the Corporate O&S Committee Agenda

This form must be received by Member Services, 52 Derby Street, Ormskirk before 12 noon on Friday 19 February 2010.

Any forms sent by fax should be sent to 01695 585082.

Members Update Issue: 4 Corporate Overview and Scrutiny Committee: 3 March 2010

Councillor:	(name of member requesting the item)
Article No:	
Subject:	

If more information is required in relation to this item, please contact the officer indicated on the first page of the related report.

Please advise Member Services on 01695 585016 if at any time you wish to withdraw this item following receipt of further information or e-mail cathryn.Jackson@westlancs.gov.uk.

What are your reasons for requesting the item:

What outcome would you wish to see following discussion of the item?

FOR MEMBER SERVICES USE ONLY

Received by:	Date of Committee:
Date: Time:	Divisional Manager informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed: <input type="checkbox"/>

3. What have you already done to resolve this issue?

Potential means of pursuing an issue before resorting to a Members Item/CCfA:

- Raise Ward Issue as a 'Patch Problem'
- Discuss issue with an appropriate officer from the Council Service or Agency
- Discuss issue with an appropriate Cabinet member
- Raise the issue with partner agency, eg. Police, PCT, etc.
- Write formal letters on behalf of constituents
- Use official complaints procedure or other official route
- Put forward the issue as a topic for inclusion on an O&S work programme

The following are potential reasons why your Members Item/CCfA may not be considered further:

- The issue is an individual case
- You have not explored the issue fully and exhausted all avenues above
- A review into the general issue is included in an O&S work programme
- A petition is being submitted to the Council
- A complaint is being or has been submitted and the outcome is awaited
- A FOI request is being or has been made and the outcome is awaited
- Scrutiny of the issue is unlikely to result in improvements for local people
- The issue has been the subject of Executive Call In
- The issue has been the subject of a Council Motion / Question
- The issue is urgent and could be more speedily resolved by other means

FOR MEMBER SERVICES USE ONLY

Received by:	Date of Committee:
Date: _____ Time: _____	Divisional Manager informed <input type="checkbox"/>
Contact Officer informed <input type="checkbox"/>	Portfolio Holder informed <input type="checkbox"/>



ARTICLE NO: 1A

**CORPORATE OVERVIEW &
SCRUTINY COMMITTEE:**

MEMBERS UPDATE 2009/10

Article of: Council Secretary and Solicitor

Issue :4 January

Relevant Portfolio Holder: Councillor A. Fowler

**Contact for further information: Mrs. J.A. Jones (Extn 5017)
(E-mail: jill.jones@westlancs.gov.uk)**

**SUBJECT: MINUTES OF LANCASHIRE'S ADULT SOCIAL CARE AND
HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

1.0 PURPOSE OF ARTICLE

1.1 To advise Members of the Agenda and Minutes in connection with Lancashire County Council's Adult Social Care and Health Overview and Scrutiny Committee held on 24 November 2009 and 19 January 2010 at County Hall, Preston for information purposes.

2.0 BACKGROUND AND CURRENT POSITION

2.1 To keep Members apprised of developments in relation to Adult Social Care and Health Equalities Overview and Scrutiny in Lancashire.

3.0 SUSTAINABILITY IMPLICATIONS

3.1 There are no significant sustainability impacts associated with this update.

4.0 FINANCIAL AND RESOURCE IMPLICATIONS

4.1 There are no financial and resource implications associated with this item except the Officer time in compiling this update.

Background Documents

There are no background documents (as defined in Section 100D (5) of the Local Government Act 1972) to this report.

Equality Impact Assessment

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

Appendices

Agenda and Minutes of the Adult Social Care and Health Overview and Scrutiny Committee – 24 November 2009 and 19th January 2010.

To:
All Members of the Adult Social Care & Health Overview and Scrutiny Committee

Dear Member

**Adult Social Care & Health Overview and Scrutiny Committee
24 November 2009**

A meeting of the Adult Social Care & Health Overview and Scrutiny Committee will be held at 10.30am on Tuesday 24 November 2009, in Cabinet Room 'C', County Hall, Preston. An Agenda for the meeting is enclosed.

Members are asked to consider whether they need to disclose any personal/prejudicial interests in matters appearing on the Agenda. Members should be particularly alert to the necessity of declaring an interest in the consideration of any decision or action previously taken by a Lancashire Local.

If a Member requires advice on declarations of interest, he/she is advised to contact Jill Anderson, Democratic Services (Tel 01772 532284) or Roy Jones, Democratic Services (Tel 01772 533394) in advance of the meeting.

It is important to mention to co-opted members of the Committee that all County Hall car parks are barrier controlled and only accessible with a valid pass. Bow Lane car park is available to visitors by prior arrangement, but spaces are limited and may only be reserved on a first come, first served basis. If you require a car parking space for the meeting, please telephone 01772 533361 as soon as possible, at least 48 hours before the meeting, and I will try to reserve a space for you. Alternatively, parking is available at the Fishergate Shopping Centre car park, or the train station car park, both of which are just a short walking distance from County Hall.

Yours faithfully

Ian Fisher
County Secretary and Solicitor

Lancashire County Council

Adult Social Care & Health Overview and Scrutiny Committee

Tuesday 24 November 2009 at 10.30am in Cabinet Room 'C', County Hall,
Preston

Agenda

Part I (Open to Press and Public)

- | No. | Item | |
|-----|---|-------------------|
| 1. | Disclosure of Personal and Prejudicial Interests | |
| | Members are asked to consider any Personal/Prejudicial Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda. | |
| 2. | Minutes of the Meeting held on 13 October 2009 | (Copy enclosed) |
| 3. | Age Concern Lancashire | (Report attached) |
| 4. | Transforming Community Services – Provider perspective | (Report attached) |
| 5. | Adult Social Care & Health Steering Group minutes | (Report attached) |
| 6. | Recent and Forthcoming Decisions | (Report attached) |
| 7. | Work plan 2009/10 | (Report attached) |
| 8. | Items for Information | (Report attached) |
| 9. | Urgent Business | |
| | An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading. | |
| 10. | Date of Next Meeting | |
| | The next meeting of the Adult Social Care & Health Overview and Scrutiny Committee will be held on Tuesday | |

No. Item

19 January 2010 at 2.00pm at County Hall, Preston.

I M Fisher
County Secretary and Solicitor

County Hall
Preston

Lancashire County Council Adult Social Care and Health Overview and Scrutiny Committee Meeting held on Tuesday 24 November 2009 at 10:30am at County Hall, Preston

Minutes

Present

County Councillors

M Skilling (Chair)

G Adam	C Evans
G Askew	A Kay
K Bailey	K Iddon*
R Blow	M Otter
M Brindle	N Penney
S Chapman	M Pritchard
J Eaton	B Winlow

Co-opted District Councillors (Non voting)

Mrs B Hilton	-	Ribble Valley Borough Council
Mrs M McManus	-	Preston City Council
J Robinson	-	Wyre Borough Council
Mrs M Robinson	-	Ribble Valley Borough Council
R Russell	-	Chorley Borough Council
Mrs G Sandiford	-	Rossendale Borough Council
Mrs D Stephenson	-	West Lancs Borough Council

*County Councillor K Iddon substituted for County Councillor P Mullineaux

Apologies for absence were received from Councillor R Fulford Brown (Fylde Borough Council) and Councillor S Derwent (Pendle Borough Council)

Disclosure of Personal/Prejudicial Interests

None were declared

Confirmation of Minutes

The Minutes of the meeting held on 13 October 2009 were presented.

25. Resolved: That the Minutes of the meeting held on 13 October 2009 be confirmed and signed by the Chair.

Age Concern Lancashire

Representatives from Age Concern Lancashire gave a presentation to the Committee on the work of the organisation. A particular focus of this report was centred on the 'Fit as a Fiddle' project. It was explained how the 'Fit as a Fiddle' portfolio is funded by the Big Lottery Fund, as part of the Well-being programme, which delivers £15.1 million worth of projects across all nine English regions until 2012. The North West Region has received £1.25 million to deliver a North West portfolio, made up of six projects running from October 2007 to September 2012.

It was described to the Committee why the projects included in the 'Fit as a Fiddle' portfolio are important to the County and in particular its older population. For instance, it was reported how the vast majority of older people are taking insufficient exercise. This may lead them to struggle performing basic tasks such as washing their hair or getting on a bus. Attention was also drawn to the importance of a 'holistic' approach in improving the lives of older people and how working in partnership can compliment this. It was reported how Age Concern and its partners work towards improving all aspects of care including physical activity, healthy eating and positive mental well being in order to fully meet the complex demands of older people.

Members Commented on the report and presentation as follows:-

- A concern was expressed regarding the lack of assistance that is given to elderly in filling out benefit forms and therefore it was questioned what Age Concern were doing to help overcome this issue. It was reported to the committee that this was a big area of work for Age Concern and through their information advice service they have secured £0.5 million of rightful benefits for older people in Preston and Chorley alone. It was explained that they take their role very seriously as they realise that many people do not like going to the Council for advice and therefore they offer a very valid alternative. They assured the committee that they will continue to work towards the LAA targets to improve benefits for older people.
- Assurance was sought over Age Concerns exit strategy after the lottery funding for the 'Fit as a Fiddle' program finishes in 2012. It was reported to the Committee that since the program has begun it has achieved and evidenced some considerable cost intervention savings. As a result, it is hoped that mainstream funding after 2012 will not be a problem.
- It was commented that there is often a lot of duplication in advice regarding disability benefits and additionally when the advice is given; it is often of a poor standard. It was questioned therefore what type of training is given to the Age Concern staff who are providing this advice and whether they are liaising with the Department for Work and Pensions (DWP) and Local Authorities in order to reduce duplication. It was reported that Age Concern do work in partnership with the DWP and assurance was given that the quality of the advice given by their staff is of a good standard. It was also admitted however, that a financial inclusion group would be a useful entity as this would help to centralise the advice services.

26. Resolved: That the thanks of the Committee be extended to the staff of Age Concern for their presentation and that the report, questions and comments be noted.

Transforming Community Services – Provider Perspective

At the Adult Health and Social Care Overview & Scrutiny Committee on 1 September, members were provided with a presentation and supporting documentation on Transforming Community Services (TCS). Representatives from the 3 PCTs attended to explain the programme and outline their plans to deliver their priority pathways. Following a detailed discussion, members decided it would be useful to also understand how the delivery of the pathways would be carried out by the providers.

In light of this, the Committee received two presentations from officers from NHS Central Lancashire on the delivery of services. As was determined by The Steering Group, the reports were particularly focused on issues relating to long term conditions and mental health.

i) Chronic Disease Management for the Population of Central Lancashire

It was reported to the Committee that as is consistent with predicted population trends in the developed world, Lancashire will be facing an increasingly aged population with the amount of chronic illness being positively correlated to this. It was explained that a new method of chronic disease management is required if we are to adequately face up to these challenges. Attention was drawn to the way that Central Lancashire PCT will be starting to implement an American model for a managed care system based on the work of the Kaiser Permanente organisation. It was explained how this system has an emphasis on integration of care and a focus on a chronic care patient pathway rather than a model based on 'primary' and 'secondary' care. It was described how each patient within this model would be tracked by an electronic health record and this will help to ensure that the quality of care meets required specific standards within a specified timeframe for length of stay. It is hoped that this approach will not only work to reduce costs and increase efficiencies but also improve the experience of the patient by evidencing their health outcomes and giving them greater autonomy in their own care.

Members Commented on the report and presentation as follows:-

- It was questioned what aspects have been translated into every day practice from the adopted strategy from Kaiser Permanente. It was reported that the patient is now managed through every aspect of their care, something that has not been done very well in the past.
- It was commented that most of these new processes seem dependent on electronic records and therefore it was questioned how far the PCT has got in implementing these. It was agreed that the ability of all services to have access to the electronic records was key to the success of the initiative. It was reported to the Committee that the PCT has started to gather information for the records and also expects all paper records to be converted electronically within the next three years. The Committee was informed that patients are continually appraised on why this is happening during the process.

- There was a concern expressed as to how an American system such as the Kaiser Permanente model can be adopted by the NHS considering the contrasting nature of public and private health regimes. It was reported that there are more similarities than differences between the two areas and that the model will be adapted to suit the needs of Central Lancashire.
- A concern regarding the use of electronic records, particularly in the context of the recent data losses, was expressed. The Committee was given assurance that the use of electronic records, whilst not perfect, was actually more secure than using paper records.
- A number of supporting comments were made extolling the virtues of joined up working in the NHS. A particular mention was made regarding the importance of Community Matrons in sustaining joined up working.

ii) Primary Care Mental Health

It was reported to the committee how Central Lancashire PCT has provided Primary Care Mental Health Services since April 2005. The presentation outlined a number of changes and improvements that the PCT has made since it took over responsibility for delivering services in 2005. These include implementing a single point of access to Mental Health Services in Chorley/South Ribble and ensuring that all GPs have access to the Primary Care Mental Health Worker Service. All of these measures have resulted in improvements in access to services for patients and reduced waiting times. It was reported that whilst there is no Transforming Community Services guide for Mental Health Services as of yet, there are a number of ambitions that the PCT wants to achieve. These include;

- Ambition 1: Getting the basics right – every time
- Ambition 2: Making everywhere as good as the best
- Ambition 3: Delivering evidence based practice
- Ambition 4: Developing and supporting people to design, deliver and lead high quality community services

As a result of these, it was explained that the PCT is attempting to create a shared model across Central Lancashire and to roll out initiatives such as the single point of access to all areas.

Members commented on the report and presentation as follows:-

- It was commented that the majority of people with mental health issues often do not recognise their illness or choose not to explicitly deal with it in a formal way. Therefore, the emphasis described in the report on access points was questioned due to the idea that many people would not use them. It was asserted that resources would be better directed towards education and specifically educating people about how to deal with mental illness. This comment was accepted and the Committee was assured that Central Lancashire PCT take a 'holistic' approach to their mental health care.
- Attention was drawn to the commissioning process and in particular it was queried how the different therapies available are allocated budgets

especially in the context of financial restraints. It was reported that therapies in the past have commissioned on a block contract, but they are now starting to look at specific budget for diseases and they are undertaking a piece of work to understand how the money is being spent in relation to the outcomes of the patient.

27. Resolved: That the thanks of the Committee be extended to the officers of Central Lancashire PCT for their presentations and that the reports, questions and comments be noted.

Adult Social Care & Health Steering Group Minutes

It was reported to the Committee that the Chair and Deputies have been visiting the various PCTs within the County over the last few weeks. It was described how these visits have been very useful, particularly in building contacts with Senior Officers. It was explained how the Steering Group have yet to visit East Lancashire PCT and therefore a full report outlining all details will be provided to the Committee at a later date.

It was also reported that the Steering Group had met with Lancashire County Commercial Group to discuss a Part II report on care services which was presented to the Cabinet Committee on the Lancashire County Commercial Group on 20 October. It was explained that the County is finding it increasingly difficult to provide nursing care for patients with dementia. As a result of this, nursing care is being withdrawn from both a centre in Morecambe and at the Lady Elsie Finney Nursing Unit, Preston. A concern was expressed on behalf of the Committee regarding moving patients with dementia from their familiar surroundings as it has been shown this can be damaging for their care. It was noted from this meeting that with regard to the proposed changes, it was hoped that promises made to residents and their families regarding their future care at the homes could be honoured.. Whilst this is a positive result, it was reported that this topic is of great interest to the Steering Group who will continue to monitor the situation.

28. Resolved: That the report be noted.

Recent and Forthcoming Decisions

The Committee's attention was drawn to the Forward Plan which briefly set out matters likely to be subject to Key Decisions over the next four month period. The Forward Plan was available on the County Council's Democratic Information System website at:

<http://www.lancashire.gov.uk/council/meetings/forwardPlanOfKeyDecisions.asp>

The report also provided information about decisions recently made by the cabinet and individual cabinet members in areas relevant to the remit of the Committee, in order that this could inform possible future areas of work.

29. Resolved: That Members would consider whether there were any Executive Decisions listed in the Forward Plan, or decisions recently made by the cabinet and individual cabinet members in areas relevant to the remit of the committee, that they wished to raise for consideration by the Adult Social Care and Health Overview and Scrutiny Committee.

Work Plan 2009/10

The Committee received a report, which provided an updated summary of the work to be undertaken by it over the coming months, as recommended by the Committee's steering group.

Additionally, it was commented that the report given for item 4 (Transforming Community Services – Provider Perspective) whilst informative, had not fully met what the Committee had asked for. It was mentioned that the report given had concentrated on structure and had not fully engaged with giving a provider perspective.

30. Resolved: That the report be noted.

Items for Information

The report informed the Committee on a series of information items to support the work of the Committee.

31. Resolved: That the report be noted.

Urgent Business

No urgent business was reported.

Date of Next Meeting

The Committee noted that its next meeting would take place on 19 January 2010 at 2.00pm at County Hall, Preston.

County Hall
Preston

I M Fisher
County Secretary and Solicitor

Dear Member

**Adult Social Care & Health Overview and Scrutiny Committee
19 January 2010**

A meeting of the Adult Social Care & Health Overview and Scrutiny Committee will be held at 2.00pm on Tuesday 19 January 2010, in Cabinet Room 'C', County Hall, Preston. An Agenda for the meeting is enclosed.

Members are asked to consider whether they need to disclose any personal/prejudicial interests in matters appearing on the Agenda. Members should be particularly alert to the necessity of declaring an interest in the consideration of any decision or action previously taken by a Lancashire Local.

If a Member requires advice on declarations of interest, he/she is advised to contact Jill Anderson, Democratic Services (Tel 01772 532284) or Roy Jones, Democratic Services (Tel 01772 533394) in advance of the meeting.

It is important to mention to co-opted members of the Committee that all County Hall car parks are barrier controlled and only accessible with a valid pass. Bow Lane car park is available to visitors by prior arrangement, but spaces are limited and may only be reserved on a first come, first served basis. If you require a car parking space for the meeting, please telephone 01772 533361 as soon as possible, at least 48 hours before the meeting, and I will try to reserve a space for you. Alternatively, parking is available at the Fishergate Shopping Centre car park, or the train station car park, both of which are just a short walking distance from County Hall.

Yours faithfully

Ian Fisher

County Secretary and Solicitor

Lancashire County Council

Adult Social Care & Health Overview and Scrutiny Committee

Tuesday 19 January 2010 at 2.00pm in Cabinet Room 'C', County Hall,
Preston

Agenda

Part I (Open to Press and Public)

- | No. | Item | |
|-----|---|-------------------|
| 11. | Disclosure of Personal and Prejudicial Interests | |
| | Members are asked to consider any Personal/Prejudicial Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda. | |
| 12. | Minutes of the Meeting held on 24 November 2009 | (Copy enclosed) |
| 13. | Adult Social Care Budget Proposals 2010/11 | (Oral report) |
| 14. | Adult Social Care Annual Performance Assessment Rating 2008/09 | (Report attached) |
| 15. | Report of the Chair & Deputy Chairs visits to the PCTs | (Report attached) |
| 16. | Report of the Adult Social Care & Health Steering Group | (Report attached) |
| 17. | Recent and Forthcoming Decisions | (Report attached) |
| 18. | Work plan 2009/10 | (Report attached) |
| 19. | Items for Information | (Report attached) |
| 20. | Urgent Business | |
| | An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading. | |
| 21. | Date of Next Meeting | |

No. Item

The next meeting of the Adult Social Care & Health Overview and Scrutiny Committee will be held on Tuesday 16 February 2010 at 10.30am at County Hall, Preston.

I M Fisher
County Secretary and Solicitor

County Hall
Preston

Lancashire County Council

Adult Social Care and Health Overview and Scrutiny Committee Meeting held on Tuesday 19 January 2010 at 2.00pm at County Hall, Preston

Minutes

Present

Mrs M Skilling (Chair)

County Councillors

G Adam	C Evans
K Bailey	A Kay
R Blow	P Mullineaux
M Brindle	M Otter
S Chapman	N Penney
J Eaton	B Winlow

Co-opted District Councillors (Non voting)

Mrs S Derwent	-	Pendle Borough Council
F Fulford Brown	-	Fylde Borough Council
Mrs B Hilton	-	Ribble Valley Borough Council
Mrs M McManus	-	Preston City Council
D Reynolds	-	Burnley Borough Council
Mrs M Robinson	-	Ribble Valley Borough Council
R Russell	-	Chorley Borough Council
Mrs D Stephenson	-	West Lancs Borough Council

Apologies for absence were received from County Councillor M Pritchard, Councillor Gladys Sandiford (Rossendale Borough Council) and Councillor J Robinson (Wyre Borough Council).

The Chair reported that Councillor K Farrow (Lancaster City Council) had recently resigned from the Committee and that the City Council had yet to confirm its replacement member.

Disclosure of Personal/Prejudicial Interests

None were declared

Confirmation of Minutes

The Minutes of the meeting held on 24 November 2009 were presented.

32 Resolved: That the Minutes of the meeting held on 24 November 2009 be confirmed and signed by the Chair.

Adult and Social Care Budget Proposals 2010/11

The Chair presented a report from a meeting of the Committee's Budget Working Group held on 12 January 2010. At that meeting the Working Group had been presented with an Efficiency Plan relating to the adult social care services of the Adult and Community Services Directorate, as proposed by the Cabinet on 7 January, and background and context to the process.

The Working Group, with the assistance of the Cabinet Member and the Directorate's officers, had worked through each of the nine proposals for reductions in the Revenue Budget for adult social care totalling £7.194m in 2010/11 (equating to £14.611m in 2011/12) and had commented and sought assurances as appropriate. Copies of the Working Group's report had been circulated to members of the Committee and a copy is appended to these Minutes for ease of reference.

The proposed Budget also contained two capital projects as follows:-

General Improvement Programme - £1.268m

Development of a combined Learning Disability and Physical Disability and Sensory Impairment Centre at Accrington - £2.489m

In relation to Item 1 (Reduction in Directorate Headcount) Councillor Reynolds (Burnley) queried how a proposed reduction of approximately 80 fte posts be achieved without impact on service delivery. He also asked in relation to Item 5 (Reduced Sickness Absence resulting in less Agency staffing expenditure) if sickness absence procedures were reviewed and how absences were monitored.

Jeff Pogson, Head of Combined Finance Team in the Adult and Community Services Directorate explained in relation to Item 1 that the reductions would be achieved by reviewing management structures throughout the Directorate to produce a "flatter" structure overall by reducing the number of manager posts. The proposals would require the Directorate to work smarter and for priorities to be reassessed and re-defined. In relation to Item 5 the Directorate had monitoring of sickness absence in place and statistics were available (Mr Pogson undertook to provide these to Councillor Reynolds). Processes were also under review with the intention of ensuring that absences were addressed quickly and appropriate action taken.

In relation to a question from Councillor McManus (Preston) Mr Pogson indicated that the reduction in the number of posts which would be lost in the Directorate, as far as practically possible this would be achieved through natural wastage, redeployment and voluntary redundancy, but it was too early at this stage to be specific and to consider whether compulsory redundancies would be necessary.

Councillor Hilton (Ribble Valley) asked, in relation to Item 4 (Implementation of Retail Model for Community Equipment) what was meant by the term "via a prescription"? Mr Pogson explained that the current arrangements required an assessment to be conducted initially, following which equipment would be provided by the local Community Store. What was being proposed was that following assessment a prescription would be issued to the client who would take

this to a local retailer who would supply the item. It was emphasised that prescriptions would be issued only for smaller items, with larger items continuing to be issued from the Community Store. The proposal would allow more flexibility and wider choice for the client and reduce operating costs of the Community Store.

Councillor Hilton also asked if it was proposed to retrieve equipment loaned out by Community Stores and no longer required by clients. Mr Pogson confirmed that these larger items would be recovered and recycled for future use.

Councillor Hilton enquired, in relation to Item 5 (Reduced Sickness Absence) if steps had been taken to benchmark sickness absence figures and compare with the results of other Authorities. Dave Burnham, Head of Intelligence, Adult and Community Services Directorate, confirmed that this had been done, but that the results needed to be treated with some circumspection since no two authorities were identical in terms of the basis for the collection of data. It was, therefore, not possible to draw precise comparisons.

Councillor Chapman referred to Item 1 (Reduction in Directorate Headcount) and enquired if a timescale had been prepared which would produce the savings identified in 2010/11 and 2011/12. He also enquired if provision had been made in the estimates for costs associated with the staffing reductions. It was reported that the costings had been based on the premise that the complete exercise would be completed by 2011 and whilst no provision had been made for severance costs there was a corporate provision for such costs.

The officers were thanked for their input and responses to the questions and comments from members of the Committee.

33. Resolved:- That the Efficiency Plan produced by the Adult and Community Services Directorate be supported in principle and the thanks of the Committee be extended to the officers in the Finance Team for the production of the information considered by the Working Group.

Adult Social Care Annual Performance Assessment and Performance Rating 2008/09

It was reported that the Care Quality Commission had reported on the Annual Performance Assessment Process and that Lancashire Adult Care Services had been recognised as performing "excellently" overall. The report provided background on the assessment process and attached as Appendices were the Care Quality Commission's findings and the Annual Assessment Report.

Dot Metcalf, Area Manager for the Care Quality Commission, and Ian Jevons from the Care Quality Commission attended the meeting to present the Report and respond to questions and comments from the Committee.

Prior to presenting the Commission's findings, Dot Metcalf provided Members with background on the origin of the Commission, its structure and methodology in assessing authorities' performance. She explained that her presence was an opportunity for her to forge links with the County Council and its Members, particularly those Members engaged on Overview and Scrutiny.

It was reported that the Assessment had required the Authority to submit a Self Assessment to the Care Quality Commission including a range of quantitative data, Performance Indicators, challenges confronted and responses to those challenges. This had been supported by evidence submitted throughout 2008/09 about outcomes achieved for the people of Lancashire, advice from the Area Manager on areas requiring attention by the Directorate and an Annual Meeting between the Directorate's Senior Management Team and the Area Manager to discuss issues which had emerged.

Dot Metcalf reported that the Commission would shortly be undertaking a Service Inspection of Lancashire Social Care, which would be a more in depth inspection of the service and serve as a reality check on performance.

Councillor McManus (Preston) referred to standards of care in residential care homes, both private sector and public, and commented on the importance of carers respecting the dignity of those in their care. Dot Metcalf confirmed that this was a high priority for the Commission, which had a responsibility for the inspection of care homes as well as Adult Social Care services. Care establishments were assessed on the same basis as local authority services and any found to be failing or inadequate would receive regular inspection to ensure improvement. Residential services received spot checks in addition to inspections by prior arrangement. It was emphasised that the Commission would follow up any expressions of concern about the operation of a care home and Dave Burnham asked that should any Member have such concerns, they raise these with him.

Councillor Hilton (Ribble Valley) asked how the Commission validated authorities' self assessments. Dot Metcalf responded that the Commission did not take self assessment at face value. Tools were available to test out performance and the objective responses of service users sought. It was accepted that as a new organisation, the Care Quality Commission had to gain public trust and confidence and the Commission was working hard to establish this.

Councillor Mullineaux asked how many "Dignity Champions" existed in Lancashire and whether each care home had such a champion. Dave Burnham responded that the information could be provided and that the Authority had a Dignity in Care programme in place.

In response to a question from Councillor Blow, Dot Metcalf confirmed that the Commission did not undertake inspections of day care centres as they were not required to register with the Commission and, therefore, the Commission had no powers of inspection.

Dave Burnham reported that the County Council monitored all service contractors and contract monitoring officers were in place. The Chair suggested that the Working Group meet with contract monitoring officers to discuss issues. This was agreed.

Councillor Evans enquired about arrangements in place for monitoring the working conditions of carers and training. It was confirmed that such monitoring was ongoing and particular emphasis was placed on support for carers of alzheimers sufferers.

34. Resolved:- That the thanks of the Committee be extended to Dot Metcalf, Ian Jevons and Dave Burnham for their attendance

Report of the Chair and Deputy Chair's Visits to the PCTs

It was reported to the Committee that the Chair and Deputies had been visiting PCTs within the County during late November and December. It was described how these visits have been very useful, particularly in building contacts with Senior Officers. Visits had taken place to NHS North Lancashire, NHS Central Lancashire and NHS East Lancashire. The programmes for each of the visits was presented as Appendices A, B and C to the report.

At each of the visits, there had been an opportunity to explain the role of Overview and Scrutiny and discussions provided valuable information about respective roles, challenges and objectives and improved understanding of the work of Overview and Scrutiny and the value added. Members had been impressed by the diversity of services commissioned by the PCTs and had welcomed the opportunity to meet with the respective Chief Executives and Chairs.

35. Resolved:- that the report be received.

Report of the Adult Social Care and Health Steering Group

It was reported that on 30 November 2009 the Steering Group has met with Steve Gross, Director of Commissioning in the Adult and Community Services Directorate to discuss transitional care pathways. Transitional care pathways was a term adopted to describe a range of measures in place to avoid unnecessary hospital admissions and for those admitted, to ensure that effective rehabilitation was available. These included residential and domiciliary rehabilitation services, intermediate care, reablement, rapid response and crisis intervention services.

A copy of the note of the meeting was provided at Appendix A to the report.

It was noted that a report would be provided to the Committee in March on the issue of transitional pathways and the strategic priorities for joint working with each PCT to enable the Committee to consider and comment on progress being made.

36. Resolved:- That the report be received.

Recent and Forthcoming Decisions

The Committee's attention was drawn to the Forward Plan which briefly set out matters likely to be subject to Key Decisions over the next four month period. The Forward Plan was available on the County Council's Democratic Information System website at:

<http://www.lancashire.gov.uk/council/meetings/forwardPlanOfKeyDecisions.asp>

The report also provided information about decisions recently made by the Cabinet Member for Adult and Community Services in areas relevant to the remit of the Committee, in order that this could inform possible future areas of work.

37. Resolved: That Members be requested to consider whether there were any Executive Decisions listed in the Forward Plan, or decisions recently made by the Cabinet and individual Cabinet Members in areas relevant to the remit of the committee, that they wished to raise for consideration by the Adult Social Care and Health Overview and Scrutiny Committee.

Work Plan 2009/10

The Committee received a report, which provided an updated summary of the work to be undertaken by it over the coming months, as recommended by the Committee's steering group.

38. Resolved:- That the report be received.

Items for Information

The report informed the Committee on a series of information items to support the work of the Committee.

39. Resolved: That the report be noted.

Urgent Business

No urgent business was reported.

Date of Next Meeting

The Committee noted that its next meeting would take place on 16 February 2010 at 10.30am at County Hall, Preston.

I M Fisher
County Secretary and Solicitor

County Hall
Preston



ARTICLE NO: 1B

**CORPORATE OVERVIEW
AND SCRUTINY COMMITTEE:**

MEMBERS UPDATE 2009/10

Article of: Council Secretary and Solicitor

Issue: 4 February

Relevant Portfolio Holder: Councillor I. Grant

Contact for further information: Mrs. J Brown (Extn 5016)
(E-mail: julia.brown@westlancs.gov.uk)

SUBJECT: MINUTES OF LOCAL STRATEGIC PARTNERSHIP – THEMATIC GROUPS

1.0 PURPOSE OF ARTICLE

1.1 To present to Members the Minutes of the for information purposes.

2.0 BACKGROUND

2.1 To apprise Members of developments in relation to the Local Strategic Partnership – Thematic Groups.

Background Documents

There are no background documents (as defined in Section 100D (5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

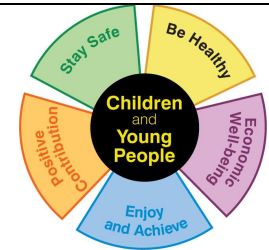
There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

Appendices

- A. Notes of the Local Children’s Trust Partnership – West Lancashire held 10 September 2009 and 26 November 2009.

- B. Health and Wellbeing Thematic Group held 16 September and 11 November 2009.
- C. Employment, Learning and Skills (Working) Group Meeting held 15 October 2009.
- D. West Lancashire Partnership Board for Older People held 27 November 2009.

WEST LANCASHIRE LOCAL CHILDREN'S TRUST PARTNERSHIP MEETING



Children's Trusts
in Lancashire

ACTION NOTES		PRESENT				
DATE:	10 September 2009	Angela Aspinwall-Livesey (AAL) (Chair)	✓	✓	Maxine Shaverin (MS) (Further & Higher Education)	
		Jonathan Hewitt (JH) (LCC – School Effectiveness and Lead Officer)	✓	✓	Paul Anderton (PA) (NHS – CAMHS)	
TIME:	2:00pm	Grant Murdoch (GDM) (LCC – Young People's Service)	✓	✓	Lesley Ledgard (LCC – Early Years)	
		Tracey Jardine (TJ) District Partnership Officer	✓	✓	Colin Buckley (CB) (LCC – YOT)	
VENUE:	Skelmersdale College, Construction Academy, Glebe Rd., Skelmersdale	Cerys Smye-Rumsby (CSR) (CVS)	✓	✓	Liz Petch (NHS Central – Commissioning) Amanda Claeys (Parenting Forum)	
		Jennifer Hewitt (LCC – Extended Services)	✓	✓	Talha Wadee (TW) (LCC – Policy)	
		Joanne McGrath (LCC – Extended Services)	✓	✓	Carmel Foster (CF) (Secondary Schools)	
		Rachel Walker – LCC Fire & Rescue	✓	✓	Audrey Swann (AS) (Short Stay Schools)	
		Amy Bamber (AB) (NHS Central – Provider)	✓	✓	Doreen Wilde (DW) (LCC – Clerk)	
DISCUSSION ITEM		ACTION NOTES				BY
1.	Welcome and Introductions	Angela Aspinwall-Livesey (AAL) welcomed everyone to the meeting and introductions were made.				
2.	Apologies for Absence	John Buck (Lancs Fire & Rescue) (Rachel Walker representing) Jane Cass (NHS Public Health) (Liz Petch representing) Dave McHale (LCC CIS) Joanne Stephenson (LCC CAF) Helen Gorman (LCC TPP) Greg Mitton (CVS) Richard Whittaker (NHS Provider) (Amy Bamber representing) County Councillor Ann Evans (LCC)				
3.	Note of Previous Meeting held 9 July 2009 – Accuracy	Lesley Ledgard to be recorded as present at this meeting.				DW

DISCUSSION ITEM		ACTION NOTES	BY
4.	Note of Previous meeting – Matters Arising	<ul style="list-style-type: none"> Tracey Jardine (TJ) reported that the issue regarding representation of children and young people on the Local Strategic Partnership (LSP) each term had been referred to the LSP Chief Executive. 	
5.	Strengthening Children’s Trusts <ul style="list-style-type: none"> Update on Membership (Updated copy to be circulated at the meeting) 	A3 copy circulated for information. Audrey Swann and Amanda Claeys were welcomed to their first meeting as representative of Short Stay Schools and Parenting Forum respectively. Representation of the Lancashire Youth Association was queried and it was noted that CVS Trust member Greg Mitton acts as their representative and reports back.	
6.	Funding	Talha Wadee (TW) provided a verbal update. There is to be a DVD presentation from one of the successful applicants funded at the November meeting. Important to increase the voluntary sector contribution to children and young people. TW to liaise with Grant Murdoch (GM) about arrangements. It was noted that secondary heads will decide funding at the Targeted Youth Support Operational meeting yesterday with dual representation from West Lancashire. AAL outlined the development of a model across the County involving the allocation of land to share between schools to plan different projects. The need to ensure that the project remains in the hands of children and young people and that their voice is heard.	
7.	Better Outcomes for Children & Young People in West Lancs (LCTP Action Plan)	<p>Carmel Foster (CF) and AAL to meet at a later date to review the plan against outcomes. It was noted that Early Years Foundation pupils averaged a 6 in 13 elements like reading, writing, math, social and emotional development. The top grade is 9 so 6 is a good result whereas below 5 is an issue. The proportion of children who gain 6 plus in the seven essential elements increased by 2.6%. On attendance there has been a substantial increase of 4.5% on progress.</p> <p>Following discussion regarding the West Lancs LCTP Action Plan the following comments/actions were noted: -</p> <ul style="list-style-type: none"> To identify gaps and provide outstanding information. Consider adding traffic light ratings against objectives. No targets associated with some of the objectives. 	AAL/ CF

DISCUSSION ITEM		ACTION NOTES	BY
	Better Outcomes for Children & Young People in West Lancs (LCTP Action Plan) (cont'd)	<ul style="list-style-type: none"> • Make sure all results are current and sustainable targets. • Colin Buckley (CB) to break down offending rates. • To review authorised, unauthorised and persistent absence data • To consider inclusion of • Decide mechanism for making changes/progress monitoring – quarterly highlight reports? • Decide who should receive the plan and how it should be circulated. <p>It was felt that the Funding Sub-Group should take these issues and actions forward on behalf of the Trust. Members to provide any outstanding information or data to TW or DW for inclusion/update of the plan before the next meeting.</p>	CB TW/DW
8.	Involving Children and Young People in LCTP Arrangements	Grant Murdoch (GDM) briefed the meeting on self assessment, the engagement group and plan. There is a need to work towards embedding the Children's Trust in organisations. The costs involved and details of the participation group are required by Sarah Callaghan the CYP Children's Champion at end of September. It was considered useful to invite Sarah Callaghan to a future meeting.	GM
9.	Arrangements for West Lancashire's LCTP District Event	<p>There was lengthy discussion on the best date to hold a further Children's Trust event. It was noted that there are several children and young people related events coming up, including Listen to Children Faith Day, Democracy Week in October followed by Inside Justice Week with an open day at Ormskirk Court and the Youth Council elections the first week of November. The possibility of getting out to rural areas with a road show was proposed or tying in with activities involving the Youth Bank. The importance of providing plenty of notice to schools and relating the event to the LCTP Action Plan was considered vital. It was decided that an event should be held in January 2010 and an Event Planning Sub Group put together to meet in early October to decide arrangements and plan a programme to be presented at the next Trust meeting.. The proposed sub group membership is noted below. Grant Murdoch to lead and liaise with AAL to arrange a date.</p> <p>Grant Murdoch (YPS) Maxine Shavering (Skelmersdale and Ormskirk College) Cerys Smye-Rumsby (CVS) Amanda Claeys (Parenting Forum) Angela Aspinall-Livsey (Schools)</p>	GM

10.	Extended Services Update Report	<p>Jenny Hewitt (JH) and Joanne McGrath (JM) attended to present an item on the work of Extended Services. An information pack regarding the service was circulated and it was noted that in West Lancashire 71% of schools are meeting the full core offer, 49 out of 69 schools. Six of the 12 districts are now at 100% of full core offer either individually or cluster basis. JH and JM welcomed the opportunity to provide an awareness of the service and their current project work. It was considered important to signpost their services and link funding together to co-ordinate provision. It was also felt useful to map what facilities are provided through Extended Services. The changing role of commissioning services and the need to talk to schools was raised and it was agreed that a list of those offering and not offering the core service would be provided so support could be offered by the Trust.</p> <p>The importance of publicity was emphasised and reference made to the well received brochure on child care providers with free advertising distributed to 10,000 families. It was felt really important to connect with other publications to reduce costs. There was discussion on the impact in 2011 of no Extended Services Officers and the need to improve the percentage of full core offers. It was noted that a very good job is being done through accelerating clusters and that this could be really crucial. It was agreed to provide a report on the parent focus groups around access to provision and other concerns. JH and JM were both thanked for their excellent presentation.</p>	JH JM
11.	Update on the Targeted Youth Support (TYS) and My Place Bid	<p>GM provided an update on TYS explaining the beginnings and understanding of what is required following the meeting on 8 September. The next meeting on 13 October will look at cases and situations, look at promotional and publicity materials and agreement of a standard pro-forma that is to go out at least 15 days before each meeting.</p> <p>GM advised that unfortunately the My Place Bid is no more but discussions are continuing and ideas being developed with partners. The decision of the Lancashire Skills Council (LSC) to continue with the college project was welcomed as very good news by the Trust.</p> <p>It was noted that the Young People's question time had been arranged for 24.11.09.</p>	All
12.	Update on the Common Assessment Framework (CAF) District Integrated Working Panels	<p>JH confirmed that an independent person from outside is looking at the Common Assessment Framework (CAF) and is to meet with a number of heads of schools/children's centres at end of September. The view at the moment is that CAF is being used as a referral mechanism and is not effective. Dave Mchale is to continue as lead and it should help the TYS process as well.</p>	DM

DISCUSSION ITEM		ACTION NOTES	BY
13.	Any Other Business	<p>To note Items brought forward for future meetings:</p> <ul style="list-style-type: none"> • Maxine Shaverin (MS) and Grant Murdoch (GM) to work on NEET. • LGSB • CDRP/Alcohol Strategy – Jane Cass (JC) and Dean Holden (DH) to coordinate. • LCTP Communications Toolkit 	
14.	Date of Next Meeting	<p>Date: Thursday, 5 November 2009 at 2.00 pm. Venue: St John's Children's Centre, Birch Green, Skelmersdale</p>	All

Doreen Wilde, Email: doreen.wilde@lancashire.gov.uk Telephone Number: 01772 532718 or Mob: 07771663501
28 October 2009

WEST LANCASHIRE LOCAL CHILDREN'S TRUST PARTNERSHIP



Children's Trusts
in Lancashire

ACTION NOTES		PRESENT				
DATE:	Thursday, 26 November 2009	Angela Aspinwall-Livesey (AAL) (Chair)	✓	✓	Maxine Shaverin (MS) Louise Sullivan (LS) (Further & Higher Education)	
		Greg Mitten (GM) – CVS	✓	✓	County Councillor Carolyn Evans	
TIME:	2.00 pm	Grant Murdoch (GDM) (LCC – Young People's Service)	✓	✓	Annette Shepherd (LCC – Early Years)	
		Tracey Jardine (TJ) District Partnership Officer	✓	✓	Colin Buckley (CB) (LCC – YOT)	
VENUE:	St John's Children's Centre, Flamstead, Birch Green, Skelmersdale WN8 6PF	Cerys Smye-Rumsby (CSR) (CVS)	✓	✓	Talha Wadee (TW) (LCC – Policy)	
		Richard Whittaker (RW) (NHS Provider)	✓	✓	Carol Wilson (CW) (Edge Hill University)	
		Jane Cass (JC) (NHS Public Health)	✓	✓	Fran Ashcroft (FW) (LCC – Residential Care)	
		John Nelson (JN) WLBC	✓	✓	Sue Hodgkins (SH) (Rural Schools Cluster Group)	
		Doreen Wilde (DW) (LCC – Clerk)	✓			
AGENDA ITEM		ACTION NOTES				BY
1.	Welcome and Introductions	Angela Aspinwall-Livesey (AAL) welcomed everyone to the meeting and introductions were made.				
2.	Apologies for Absence	Dave McHale (LCC – CIS) Joanne Stephenson (LCC – CAF Support Officer) Amanda Claeys (Parenting Forum) Carmel Foster (Secondary Schools) Audrey Swann (Short Stay Schools) John Buck (Lancashire Fire & Rescue) Brenda Roberts (Edge Hill University) (Carole Wilson representing) Jonathan Hewitt (LCC – Lead ELT) Manda Edwards (LCC – GRIP Co-ordinator) Amy Bamber (NHS Central Lancashire – Provider)				
3.	Note of Previous Meeting held 10 September 2009 – Accuracy	Approved as a correct record.				

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AGENDA ITEM		ACTION NOTES	BY
4.	Note of Previous meeting – Matters Arising	The information relating to the "Talk to Me" parent focus groups regarding access to provision and other concerns to be circulated.	DW
5.	Strengthening Children's Trusts <ul style="list-style-type: none"> Update on Membership (Updated copy to be circulated at the meeting) 	Representation from Ormskirk and Burscough schools was raised. Members were informed of a "Talk to Me" event at Ormskirk for parents with special needs children. It was suggested that the community vacancy be filled by parents under aiming high for disabled children. It was noted that Amanda Claeys would tie in to current parent groups on behalf of the Trust. It was agreed that Cerys Smye-Rumsby (CSR) would take these issues forward.	CSR
		There is a need to review strategic and action groups and it was considered crucial to tackle communication issues and set up fully working sub groups linked to the five outcomes. This would be a task of the Funding Sub Group away day that is being arranged at the end of January 2010, which would also look at parental representation, using the five children's centres to engage with 0-5 age group specifically disabled children and ensure the interaction of the third sector and Trust representation on local forums relating to children and young people. It was agreed that the clerk would invite Emily Louise Tyrer to become a member of the Trust representing children and young people.	DW
	<ul style="list-style-type: none"> Governor Representation 	Deferred to next meeting.	
	<ul style="list-style-type: none"> Are We There Yet? – Self Assessment Feedback Report. 	Deferred to next meeting.	
	<ul style="list-style-type: none"> Strengthening Children's Trusts through the Apprenticeships, Skills, Children and Learning (ASCL) Bill 2009 	Noted. Members to await further information from the Children's Trust Executive.	

AGENDA ITEM		ACTION NOTES	BY
6.	The Willows, Skelmersdale	<p>Fran Ashcroft, County Manager for Residential Establishments, was welcomed to the meeting. An outline of the plans relating to short stay and long term accommodation in South Lancashire was provided following a recent OfSTED inspection. It is proposed to move the short stay facility The Willows from Skelmersdale to Bamber Bridge, leave Elm House as long term and retain Grimshaw Lane, Ormskirk as a short stay unit.</p> <p>There followed discussion and the views of members were sought. It was noted that most of the residents at The Willows came from outside Skelmersdale and that there were on going issues of community safety, vandalism and substance misuse. It was agreed that any further comments or queries regarding the proposal would be fed back direct to Fran Ashcroft. Clerk to provide contact details.</p>	All DW
7.	Funding <ul style="list-style-type: none"> Funding Update Report 	<p>Talha Wadee (TW) presented an update on the funding streams available to the Local Children's Trust Partnership.</p> <p>Grant Murdoch (GDM) outlined a funding proposal update relating to joint funding for action research on asset based community development as part of the target to increase the take up of positive activities by young people and reduce the numbers of young people not in employment, education or training (NEET). It was felt that this bid utilised scarce resources in a co-ordinated way. Sustainability was questioned and whether research would continue after funding and had been reflected in the proposal. It was agreed to amend the proposal to reflect the continuous role of community and organisations in taking the work forward. The bid of £8,000 was approved.</p>	
		<p>Greg Mitten (GM) circulated a paper seeking funding from the LCTP for a project aimed at early and continued intervention by supporting young people who are in vulnerable life situations from the age of starting primary school right through to young adulthood. It is hoped that funding will be provided by two main streams - Lancashire County Council's Commission Outcomes Funding to develop the third sector and the West Lancashire Children's Trust Partnership Board.</p>	

AGENDA ITEM		ACTION NOTES	BY
	Funding Update Report (cont'd)	<p>GM provided a summary of the bid advising that there are clear strategic links to the LCTP Action Plan and other strategic documents like ECM and was very much a working partnership. It was noted that whilst the posts are placed in different organisations there is a core purpose and links back to the Trust. There followed discussion and the following comments and actions noted: -</p> <ul style="list-style-type: none"> • Note the excellent work provided by sports and leisure services. • Needs to link with the Health and Wellbeing Thematic Group • Families as a unit – link to adult issues. • Hard to reach families and targeting specific families - cross agency involvement. • Work with primary and secondary schools. Teaching assistants can tell us who will end up with NEET. • Worker to be placed within the school or children's centre. • Fits very well with TYS under early intervention. • Domestic violence issues need attention. • Job role will come from LCTP. • Grip not funded after next year – early intervention role. <p>It was felt to be an appropriate bid for the LCTP and a move in the right direction. Bid of £86,087 for 2010/11 approved subject to the outcome of the bid for commissioned outcomes funding.</p>	BY
	<ul style="list-style-type: none"> • Extended Services Funding (hear by right) 	<p>It was agreed that the Funding Sub-Group would meet on Friday, 29 January 2009 between 10.00 am and 4.00 pm to decide small grants bids. It was agreed to invite groups who have received funds before. TW/JN to look at bids made for the health prevention fund.</p> <p>AAL had spoken to Kevin Davidson of Extended Services about how he felt we could do this engagement and the proposal to be submitted by 31 December was circulated for information at the meeting. It was noted that communication is an issue that comes up time and time again and members agreed this was the right approach to take forward. The possibility of raising the profile of the Trust via Facebook was suggested. It was agreed to adapt and submit the funding pro-forma by the deadline.</p>	<p>TW/ JN</p> <p>AAL</p>

AGENDA ITEM		ACTION NOTES	BY
8.	Attainment	Jonathan Hewitt (JH) had provided the attainment data as requested to enable targeted funding at neighbourhood level in more depth. This information will be taken forward for the away day meeting arranged for the Funding Group on Friday, 29 January 2009.	Funding Group
9.	Arrangements for West Lancashire's LCTP District Event	The next event was confirmed as Thursday morning, 28 January 2010 and will allow for a cross coverage of age ranges. Grant Murdoch (GDM) is to arrange a planning event in December for information and invitations to be sent out to schools and other agencies before the end of the year. The following members offered assistance: Richard Whittaker, Tracey Jardine, Cerys Smye Rumsby and Carmel Foster who was nominated in her absence. The possibility of using Edge Hill University as a venue to be explored.	GDM
10.	Arrangements for the Election of a New Chair and Deputy Chair	Members were asked to submit their nominations for Chair and Deputy Chair to the Clerk on the pro-forma provided before the next meeting of the West Lancashire LCTP on 7 January 2009.	All
11.	Lancashire Children's Trust Commissioning Strategy 2009-2010	Deferred to next meeting.	
12.	Safer School Partnerships	Deferred to next meeting	
13.	Update on the Targeted Youth Support (TYS)N	The next TYS panel is arranged for Tuesday, 8 December. There are difficulties with getting the word out and understanding the process with a poor level of response from schools and other agencies as a result. GDM has requested this be raised with schools. There is to be a consultation process on what sort of service development is required to raise the profile of the TYS process. It was queried whether JH should take this issue to the Head Teachers Forum.	JH

AGENDA ITEM		ACTION NOTES	BY
14.	Update on the Common Assessment Framework (CAF) District Integrated Working Panels	Deferred to next meeting.	
15.	Any Other Business	<p>Tracey Jardine (TJ) requested an item on Lancashire Locals and the new protocol and relationship with LSPs and monitoring role for children and young people. CSR notified members of a new group Jigsaw4you involved with bereaved or lost children. Volunteer help possibly needed initially.</p> <p>Agreed items/issues for future meetings: -</p> <ul style="list-style-type: none"> • Tracey Jardine (Lancashire Locals) • Louise Sullivan (LS) and Grant Murdoch (GM) to work on NEET. • LGSB • CDRP/Alcohol Strategy – Jane Cass (JC) and Dean Holden (DH) to coordinate. • LCTP Communications Toolkit 	
16.	Date of Next Meeting	<p>Date: Thursday, 7 January 2009 at 2.00 pm. Venue: St John's Children's Centre, Birch Green, Skelmersdale</p>	All

Doreen Wilde, Email: doreen.wilde@lancashire.gov.uk Telephone Number: 01772 532718 or Mob: 07771663501
18 December 2009

HEALTH AND WELLBEING THEMATIC GROUP

**Minutes of a meeting held on the 16th September 2009 from 9.30 –
11.30am at West Lancashire Borough Council, 52 Derby St, Ormskirk**

PRESENT:

Dave Tilleray	Exec Manager Community Services, WLBC
Leigh Boyton	Local Resident
Puala Jones	Chair SLC Physical Disability Partnership Board
Hazel Allen	West Lancashire CVS
Gillian Whitfield	WLBC Planning
Sue Hignett	Action for Blind People
Jenny Ashburner	NHS Central Lancashire
Louise Dawson	Principal Skelmersdale & Ormskirk College
Joanne Latham	LCC – Assistant District Partnership Officer
Joan Brindle	Moving on Lancashire
Kate Ainscough	Little angels (PCT)
Jeremy Scholey	NHS Central Lancashire
Louise Armitage - Parkinson	West Lancashire BC
Margaret Williams	Special Care & Community Dentistry
Sue Waterworth	WLBC Environmental Health
Allan Conway	Help Direct

Apologies

John Allin	Service Leader - Learning Disability Team NHS Central Lancashire
Debbie Young	Health Education Officer WLBC
Greg Mitton	WLCVS
Andrew Fowler	West Lancashire Borough Councillor – Chair
Glenn Harrison	NHS Central Lancashire – Commissioning
Gulab Singh	NHS Central Lancashire
Karen Warmington	Neighbourhood Management West Lancashire Borough Council
Paul Greenwood	Sport Facility Manager Edge Hill
Donna Studholme	Help Direct Manager
Ian Gill	WLBC
Mike Tasker	Commercial Safety Manager WLBC
Gill Millward	Lancashire County Council Joint Health Unit
Jane Cass	Public Health Specialist, NHS Central Lancashire

Action

1. Welcome and introductions.

Chair welcomed members and introductions were made around the table.

2. Apologies.

Apologies were noted (See above).

3. Minutes of the meeting/actions and matters arising held on 8th July 2009

The minutes were agreed as a true and accurate record.

The minutes were tabled and it was agreed that for point 9, (the suggested objectives for inclusion in the 2010 action plan) the group were happy what action is to be taken forward.

Leigh opened discussion on the issue of, gum shields with regards to some organised sports, highlighting figures to show that there were few injuries. This was commented on by Margaret and Margaret to bring statistics to the next meeting for discussion.

Margaret

Puala raised the issue of finding specific orthodontic toothbrushes. Margaret explained there was no need for specific toothbrushes and that electric or small toothbrushes were sufficient. Puala commented this should be alliterated to the public, Margaret agreed and taking the comments back.

Margaret

4. Community Food Growing (CFG) Strategy

Jenny provided an overview on the actions agreed at the Task and Finish CFG meeting and the minutes were tabled along with 'Potential Funding Sources for Central Lancashire Food Growing Programme', and Schedule 1 of the contract, which has been agreed between WLCVS and NHSC, for information.


table of potential
funding sources Aug t


West Lancashire
Schedule 1.doc

Jenny highlighted that the membership of the Task and Finish Group was redefined to become a subgroup of the Health and Wellbeing Thematic Working Group, with lead responsibility for CFG. Greg Mitten is to be the Chair of the subgroup and will draw together draft ToR. The next meeting is to be held on the 5th October 2009.


WLSP Task Finish
Group (Community Fc

5. Consultation on the Local Development Framework

Gillian tabled a leaflet 'Your West Lancashire 2027' and talked around the 5 different options outlined for the future development of West Lancashire. The leaflet is a summary of the Options Paper which can be downloaded off the West Lancashire Web Site and the leaflet is out for consultation until 15th October. Gillian requested the Group look at the options and view the Options Paper and feedback through either email or online, details provided on the leaflet and further information can be viewed on the West Lancashire web site.

ALL

http://www.westlancs.gov.uk/pdf/LDF_CS_Options_Leaflet.pdf

Discussion followed on the options outlined in the leaflet and further to the

need of a town centre development in Skelmersdale. Louise commented that with the new build taking place at Edge Hill college that development was necessary for providing somewhere for the young adults to go and Louise has undertaken a survey with all young learners to find out what would be important to them. Louise providing results of the survey to the group at the next meeting. Gillian commented that the development of Skelmersdale is on the agenda and part of the main master plan regardless of the options but, due to the recession things are on hold at present.

Louise

6. Health Network Event

Hazel gave an update on the event held on 2nd September. Saying the event was very successful and the topics included mental health and cancer with the vast majority wanting to talk on mental health. Also there is a Health Network web site for information for agencies and the general public. Next event to take place on the 25th November, venue not yet decided. Hazel asked if any member of the group would like to put on the invitation list to email Hazel direct.

hazel@wlcvs.org

ALL

7. Feedback from Your Community Matters Event

Kate gave an overview of the event, saying that even though door to door canvassing had been done no community members attended, however, the event was considered a success as it provided a good networking opportunity with other agencies.

9. Health and Wellbeing Action Plan 2009/2010

Hazel commented that it was agreed to put in an action for 'Emotional Wellbeing' and asked has this action been added? It was agreed Hazel to consider what actions might be appropriate and feed back to the group.

Hazel

Dave asked if the action plan could be re-circulated for feedback.

Jane

10. Partners Update

Margaret made the group aware of Mouth Cancer Awareness in November and bringing blue ribbons to the next meeting to share with the group.

Margaret

Hazel highlighted the Health Network web site which is available for advertising by members of the group and to get in touch on 01695 733737 and speak to Jan or Kerris.

Louise requested members of the group to consider signing up learners who will struggle to get jobs and who would benefit from volunteering and real work experience and if any partners can help to get in touch.

ALL

Leigh asked for the group to opt for option 4 of the plans proposed in the previous item as this would protect the green belt.

ALL

Puala gave an overview of the South Lancashire Disability explaining the main issues on the agenda are transport, social care and learning and putting a package together for both accesses to learning an access to work.

Allan informed the group of the 'Safe Tracker' a new approval system, being developed to give access via the internet to members of the public in finding tradesmen. Approval is through Trading Standards, to include gardeners and handymen for small scale jobs. Feedback from Trading Standards has

been they are having difficulty finding traders, Allan asked the group to feedback if they had contacts that would like to be included in the web site. Allan

Contact details to be circulated.

Sue talked around the Safe Partnership Scheme for victims of domestic violence and shared the Council Homelessness number of 01695 557177 for information and asked the group if they could advertise using the publicity material available, particularly in health environments and to contact Sue direct of any requirements. Sue also highlighted the refuge service Risk Assessment tool devised for advisors, and commented that this is very useful and if any guidance is required on how to use the Risk Assessment, to contact Mel on 01695 580049. This number can also be used for any referrals.

ALL

Jeremy updated the group on the Danger Zone event based on alcohol, commenting it was very successful and the next event will be related to domestic violence with a further event on drugs and alcohol next year.

12. Any Other Business

Puala raised the issue of the reduction in staff within the Disabled Sports Development team. Dave commented that the Sports Development Manager and Supporting Officer post's will continue until 2012.

13. Date and time of next meeting

The date and time of the next meeting is scheduled to be held on Wednesday 11th November 2009, at 09.30 – 11.30 in Digmoor Community Centre, Skelmersdale

HEALTH AND WELLBEING THEMATIC GROUP

**Minutes of the last meeting held on the Wednesday 11th November 2009,
at 09.30 – 11.30 in Digmoor Community Centre, Skelmersdale**

PRESENT:

Dave Tilleray	Exec Manager Community Services, WLBC
Leigh Boyton	Local Resident
Puala Jones	Chair SLC Physical Disability Partnership Board
Hazel Allen	West Lancashire CVS
Gillian Whitfield	WLBC Planning
Greg Mitten	WLCVS
Amy Dunne	NHS Central Lancashire, Weight Management Care Pathway Co-ordinator
Tracey Jardine	District Partnership Officer - West Lancashire
Jane Cass	Public Health Specialist, NHS Central Lancashire
Councillor Andrew Fowler	West Lancashire Borough Councillor – Chair
Debbie Young	Health Education Officer WLBC
Joan Brindle	Moving on Lancashire
Kerry Hesketh	Breastfeeding Co-ordinator NHS Central Lancashire
Donna Studholme	Help Direct Manager
David Hudson	Age Concern Lancashire
Mike Tasker	Commercial Safety Manager WLBC
Gina Moran	Skelmersdale Ormskirk College

Apologies

John Allin	Service Leader - Learning Disability Team NHS Central Lancashire
Margaret Williams	Special Care & Community Dentistry
Louise Armitage - Parkinson	West Lancashire BC
Sue Waterworth	WLBC Environmental Health
John Nelson	Head of Leisure and Cultural Services WL Borough Council
Jennifer Holmes	Community Health Worker

Action

1. Welcome and introductions.

Chair welcomed members and introductions were made around the table.

2. Apologies.

Apologies were noted (See above).

3. Minutes of the meeting/actions and matters arising held on 16th September 2009

Matters arising from the above minutes are to be deferred until January.

- Gum Shields
- Orthodontic Toothbrushes
- LDF Feedback on consultation process
- Young adults survey (regeneration Skelmersdale)

Mags Williams

Gina Moran

4. Community Food Growing Steering Group

Greg informed the Group that CVS have engaged a new member of staff who is working alongside Red Apple as part of the School project. Greg continued with an overview of sites already under assessment and the opportunity to link into other Groups and Associations for additional land and funding to include the 'European Group'. St Mary's Parish Group in Scarsbrick was put forward as a potential site for development, Greg adding to the agenda.

Greg

5. Second Homes Bid

Greg informed the Group that above bid has been competed and now in its second stage with the endorsement from the LSP. Greg to go before the LSP Executive's on the 13th November when a decision on the bid will be made. Greg to feedback to the Group.

Greg

6/7. Health and Wellbeing Action Plan 2009/10 & 6 Month Report Back – Identified Gaps (Combined)

Jane tabled both the 'Action Plan' and the '6 monthly report' for discussion and updating.



6 Month Report Back
27.10.09.doc

Action Plan

Jane explained this was the quarterly update and it was necessary to feedback to the LSP for updating the website and asked the group for their comments by the end of the week! The group thanked Hazel for the work around Mental Health and for Hazel to take the lead and for this to be added to the agenda. Joan gave an update on Moving on Lancashire Mental Health project and the success of the project, which has been secured until April with interim funding and has enabled additional staff support. Debbie offered additional support with the view to further funding along with Tracey and the introduction of Ann Fitzpatrick who would like to join the Group in a new role as Locality Commissioning Manager for West Lancashire and in support the mental health issues. Gina highlighted the Springboard courses that the college are looking to develop and extend further into Ormskirk and Gina asked the group for feedback on what courses would be required? Chair asked Gina for a copy of the 'inclusion document', Gina agreed.

All



West Lancs LSP
Health Inequalities Ac

All

Discussions concluded with the agreement from the Group that there was a need for a mapping exercise on a county and local level to enable clear defined paths on what services/funding is available on the issue of mental

- health. Other items discussed included the inclusion of the 'Health Workers Award' scheme and the incentives for healthy living now being introduced by Pruprotect (Insurance) and the invitation to a member of the West Lancashire Stop Smoking team to the next meeting. Jane
8. **Small Sparks Grant**
Donna informed the group of the new grant being made available over the next two years which offers small amounts of funding from £50 to £500 in support of small adult groups/individuals within the community. West Lancashire has been allocated £25000 to be spent within the next year and the process of applying to be by application form which will be turned around within a 4 week period, with one point of contact and decisions to be made by a small sub group. Contact details to be circulated electronically by Donna. Donna
9. **'Go for It' Campaign**
Tracey outlined the new campaign for good business ideas that is looking to generate local employment. £5000 prize will be offered at a District level and £25000 on a County level. Closing date is 8th January and final in March. Workshop to be held 26th November at the Ecumenical Centre with LCDL attending. Tracey to circulate information. Tracey
10. **Community Assets Workshop – 17th November**
Jane highlighted the importance of the event West Lancashire and requested the Group take the opportunity to go along.
11. **Partners Update**
Donna highlighted the 'Safe Trader' scheme and asked the Group to feedback any information that would be useful and also that more funding for an outreach position is available for 27 hours and the need of a recruitment drive for volunteers in the new year.
- David gave an update on the success of the hand washing event in partnership with Farmer Ted's. Puala asked the Group if they could help in sourcing the hand gel and to let her know.
- Gina advised the Group of the New Build completion due in 2011 and that the college is looking to work within local Hospitals and Red Apple with regards work placements for young learners.
- Hazel highlighted the event taking place on the 23rd November in the Scarsbrick hall.
- Greg advised the group of the joint LCC graduate placement and funding available from the LCC for working with young carers and putting together a consortium bid for submission Greg to feedback to the Group. Greg
- Amy gave an update on the 'Innovate NoW' bid that has been submitted. Amy to feed back to the Group. Amy
- Puala informed the group on the success of the Change4life event and highlighted the need of a warning system for wheelchair users and asked the Group to feedback with any ideas. Chair suggested getting together with Gina/Donna and look to the 'Go for It' Campaign. Puala also requested information on the Swine Flu inoculation, Jane forwarding information electronically! Puala also highlighted the funding for school dinners and is to approach the LCC with regards food budgets Puala. Dave circulated the mouth cancer awareness ribbons. Jane
- Tracey tabled a document on behalf of Central Lancashire Health and

Equalities, outlining a scheme to target home drinking and Dave talked around the overall strategy of a rap around service for families and the bids for funding.

Jane highlighted the Domestic Violence posters and urged the Group to circulate and display on behalf of Louise Armitage Armstrong, Jane circulating further posters for distribution electronically. Jane also handed out the Community Engagement booklets and the NHS ownership leaflets for information.

Jane

12. Any Other Business

Chair highlighted the importance of the inoculation and to take all precautions necessary to prevent the spread of the swine flu.

Leigh asked for an update on the gum shield – (this to be taken up at the next meeting)

Greg put forward the idea of a local newsletter to promote the positive work of the Group and West Lancashire the Group agreed.

To be tabled at next meeting

Greg – Happy Birthday to Help Direct on their first Birthday.

Date and time of next meeting

Wednesday 20th January 2010, 9.30am – 11.30am in the Boardroom, Ormskirk Offices, NHS Central Lancashire

West Lancashire Local Strategic Partnership
Employment, Learning & Skills (Working) Group Meeting

15th October 2009 10.00 am

West Lancashire Investment Centre

Attendance:

Councillor Adrian Owens Chairman – West Lancashire Borough Council
(WLBC)
Paula Huber Economic Regeneration Manager - WLBC
Pete Trewin Support Officer - WLBC
Greg Mitten – West Lancashire Council for Voluntary Service (WLCVS)
Greg Swift - WLCVS
Ann Boocock – Lancashire Adult Learning
Gina Moran – Skelmersdale & Ormskirk College (SOC)
Philip Russell– Lancashire County Developments Ltd (LCDL)
Maureen Fazal - Exsel

1. Apologies

Ian Kent & Kevin Shore JCP – to be replaced by Emma Smith
Hugh Evans – Chamber
Jayne Traverse WLBC – to be replaced by Paula Huber
Jo Turner LCC – replaced by Philip Russell
Chris Hartley SOC – replaced by Gina Moran
Jeanette Newman TWL – replacement to be decided

2. Minutes (23rd July 2009)

The Minutes were agreed as a true record.

3. Actions from 23rd July 2009 meeting

The following updates on action points were reported:

From 3rd June Meeting

Fleetwood Pilot: PT reported that Moving On had received funding from the mental health team.

Jayne Traverse to provide an update on RDPE (Rural Development Programme for England): PH reported that the LAG (Local Action Group) was officially launched on 23rd Sep 2009. 70 businesses and partner organisations attended the launch. Anyone who wanted to apply for a business grant should contact Karen Kerrigan, the LAG Development Officer. Greg Mitten was appointed as chair of the LAG Executive.

From 23rd July Meeting

Item 4: Pat Perkins of the NHS Skills Academy to report to a future group on how employment/work trial opportunities in the NHS/private care sectors can be maximised for the Borough's residents: PT reported that a meeting had been arranged for 20th Oct, with reps from the Skills Academy, JCP and the LSC attending.

Item 5: PT to investigate the possibility of setting up a redundancy task force for West Lancs and to effect the signing up of WLBC to a Local Employment Partnership (LEP): PT reported that there had not been any significant redundancies in West Lancs. Advice is available on the Council's web-site on how to combat the recession and a mechanism agreed with JCP and the LSC is ready to swing into action if a major redundancy that passes the threshold is reported. On the LEP, he is preparing a report to the Council's Corporate Management Board to take this forward. The group noted the changes to the JCP representation and that there had been no representation at this meeting. **Action** PT to ask JCP to provide representation & continuity.

Item 6: PT to check as to whether the funding attached to the support officer's post could be used to fund a study of the feasibility of setting up a community enterprise hub in Skelmersdale: Report on agenda – Item 4.

Item 6: It was agreed that the Chamber and Business Link be invited to attend the working group: PT reported that the two organisations had been added to the mailing list for the group. .

Item 7: PT to monitor the NWDA's request for project ideas for the ERDF Worklessness funding and to investigate the possibility of a bid to include the development of links to employers: Item 7 on agenda.

Item 8: PT to continue to support the Mid Lancs Future Jobs Fund project: Item 8 on the agenda.

Any Other Business

LCC to report on the extension of apprenticeships and pre-employment training to placements in the voluntary sector: PR will take up this action point.

4. Skelmersdale Vision: Connecting People to Jobs

This project is aimed at maximising the benefits for local people arising from the regeneration of Skelmersdale town centre. It is centred on the support officer post for this group. Unfortunately, because of the recession and the Kirkby public inquiry, the town centre project has been put on hold. However, the recent announcement of funding for the new College means that the chances of encouraging the wider redevelopment should receive a boost. The opportunity has arisen to carry out some pilot activity funded from the project which could guide action plan implementation, tackle key gaps and barriers identified while developing the Skills & Worklessness Strategy, and assist with funding bids (eg Performance Reward Grant) and at the same time meet the project's output targets. The money must be spent before the end of 2009. Two proposals were endorsed by the group:

1. Training in skills for which there is a demand from employers eg fork lift truck training. West Lancs Community Recycling could organise the training and work with partner organisations such as Moving On and Working Wonders.
2. Community Enterprise Hub Feasibility Study, addressing the lack of accommodation in Skelmersdale for training and community enterprise identified by this group, identifying surplus accommodation and community transfer opportunities, as well as informing the development process for the My Place project and ensuring the sustainability of the West Lancs Training & Learning Centre. GM said that an opportunity had arisen very recently for a LCC graduate placement via Connexions who could carry out this work, subject to the time constraints.

The group **endorsed** the two proposals.

5. Performance Reward Grant

This working group had been invited by the West Lancs LSP to propose a business case for its overriding priorities for actions to meet the aims of the LAA and the Sustainable Community Strategy, and to assist the LSP Executive to decide the overall Partnership priorities for the allocation of PRG. It was agreed that the gaps and barriers identified for the Skills & Worklessness Strategy (table attached) should form the basis of the group's priorities.

Action: PT to inform the LSP Executive of the priorities identified.

6. Skills & Worklessness Strategy

PT explained that the draft strategy was almost complete and would be circulated before the end of 2009 for comment. The table of gaps and barriers to tackling worklessness provides a useful summary of the group's priorities which can inform the identification of pilot projects (See 4.) and bidding for PRG (See 5.).

It was agreed that: the table of gaps and barriers be accepted as a basis for identifying pilot projects and bidding for PRG prior to circulation of the draft strategy.

7. ERDF Worklessness Bid – Update

PT reported that a project idea based on employer engagement had been considered favourably by the NWDA in terms of eligibility but there were still problems with finding match funding. Discussions are taking place with Business Link who could potentially run the project and provide match from their existing activity & staff time. WLCVS wished to be included in group discussions.

Action: PT to monitor the discussions between the NWDA and Business Link.

8. Future Jobs Fund – Update

PT reported that LCC are about to issue offer letters for the projects starting in Oct 09. The WLCVS project would start in Jan 2010, with some places also provided by organisations such the Lancashire Wildlife Trust and Barnardos. MF said that West Lancs Community Recycling would be providing some places in the Oct 2009 input.

Action: PT to continue to support the Mid Lancs Future Jobs Fund project.

9. Performance indicators: Monitoring and Reporting

PR of LCC said that the latest information required to update achievement against targets was expected but had not been received in time for the meeting. **Action:** PR to make the information available for the next working group meeting.

10. Any Other Business

1. AB said that LCC is inviting new ideas from social enterprises for a competition called 'Give Your Idea the Green Light'. The winner from each district would get £5k and go into the County competition for which the winner would get £20k.
2. PH asked the group to endorse a bid for Second Homes funding for an application for membership of the Lancashire & Blackpool Tourist Board – on the grounds that this would help to develop growth sectors such as food & drink and hotels & catering in West Lancs. **It was agreed that:** the group endorse the bid.
3. GM asked if Business Link could make a presentation to the group to explain their offer. The group expressed its concern at the lack of senior level involvement from Business Link and perhaps someone could attend at least one meeting to explain. **Action:** PT to ask Business Link to make a presentation to the group.

9. Next Meeting

10.00 am Wednesday 9th December 2009 at the West Lancashire Investment Centre

West Lancashire Partnership Board for Older People

Meeting held 27th November 2009

PRESENT:	Dr Alex McMinn	Chair
	Ann Fitzpatrick	LCC – Commissioning Manager
	Julia Shields	Age Concern
	Margaret Park	U3A - Upholland
	Darren Jones	Contracts Manager LCC
	Mandy Naylor	Help Direct
	Rachel Walker	Lancashire Fire & Rescue Service
	John Stanley	Burscough U3A
	James Bevan	West Lancashire Pensioners Forum
	Jim Burgess	West Lancashire Pensioners Forum
	Hazel Allen	West Lancs CVS
	Cllr May Blake	West Lancs Borough Council
	Pete Johnson	Welfare Rights
	Aidan Murphy	LCC - LAA
	Glenn Harrison	NHS Central Lancs
	David Hudson	Age Concern Lancs
	Ray Brookfield	West Lancashire Pensioners Forum
	Tracey Jardine	LCC
	Louisa Blundell	West Lancs Borough Council
	Pat Roberts	U3A – Aughton/Ormskirk
	Karen Thornhill	Minute Taker

1. Apologies

Apologies were received as follows:-

Richard Ford	Age Concern
Evelyn Clarkson	DWP
Steve Sylvester	LCC
Cllr Malcolm Barron	Lancashire County Council

2. Minutes of last meeting and matters arising

Alex McMinn welcomed everyone to the meeting and introductions were made.

The minutes of the last meeting were agreed as accurate.

West Lancashire Pensioners Forum raised the issue of free Transport for the older people of West Lancashire and asked if Cllr Blake had the figures she had been asked to supply at the last meeting. Cllr Blake confirmed that West Lancs Borough Council had been in correspondence with the Pensioners

Forum regarding this matter. Louisa Blundell suggested that she and Cllr Blake discuss this matter together and provide a response to the Pensioners Forum.

3. LAA reporting – Aidan Murphy

Alex welcomed Aidan Murphy to the meeting and explained that the LAA (Local Area Agreement) is a 3 year agreement between Local and Central Government. Parties commit to sustaining the community via an Action Plan. The Older Peoples Partnership Board is concerned with the long term vision for older people as detailed in the Strategy for an Ageing Population. By 2011 it will be necessary to show that the LAA is achieving its objectives. Every 6 months the Partnership Board reports to the Executive Board along with the other groups; Health & Wellbeing, Community Safety, People & Communities, Children & Young People, Economic Development and Environment.

A number of officers are involved in supporting the Board to deliver these objectives.

Aidan handed out a poster with information on Ambition Lancashire and the LAA. He explained that Central Government had issued a list of 198 indicators out of which 35 had to be chosen to measure success in Lancashire. Every 6 months reports on 'How well are the theme's outcomes and improvements being delivered?' and 'What are the prospects for the future' are requested. A document entitled 'The West Lancs Action Plan Spatial Footprint Comments' for the 2009/2010 half year had been previously circulated to members of the Board. Aidan collates and reports on the information from the whole of Lancashire, including data to back up work being done around the indicators. This information ultimately feeds into a report to the Audit Commission – Complex Area Assessment.

Ray Brookfield asked about the figure for average earnings mentioned in indicator N166 – 'Average earnings of employees in the area', under the Economic Development theme. He advised that pensioners in Great Britain currently only receive 17% average earnings in contrast to the 40% average earnings received by pensioners in Europe. Tracey Jardine agreed to provide information on average earnings.

Glenn asked how Older People targets such as NI 137 'Health Life Expectancy at age 65' link and combine with other areas. Aidan explained that the different group leads are encouraged to discuss and link up issues from other areas.

Ann advised that she had attended a meeting this morning regarding the Joint Strategic Needs Assessment and this had been looking at linking Housing and Health & Wellbeing issues together in an attempt to join up work on life expectancy. Tracey and Ann will feedback to the Board regarding what is being done between groups as there is a lot of work going on.

Jim Bevan pointed out that economic issues such as the lack of a decent pension impact on the number of deaths in older people especially in the winter when they are forced to choose between heating their homes or buying food. Ann advised that income was another issue that had been discussed this morning.

4. Proposed changes to the Action Plan Format – Julia Shields Age Concern

Julia explained that work had been going on to improve the Action Plan to make it clearer and easier to read. She handed out a sample new 'easy read' Action Plan that is used in South Ribble. It was agreed that this is easier to read and understand.

There will also be a fuller version of the action plan that Julia will work on with members of the Board showing the National Indicators and how targets are being met.

The new format was agreed in principle but any comments can be forwarded to Julia Shields or Karen Thornhill in the next 2 weeks.

5. Consultation on the Action Plan

Julia asked whether anyone had any information regarding Item B2 on the action plan; 'To consider the creation of an older people's employment bureau in the area'. Louisa suggested that, as this links with another Thematic Group, the Partnership Board should raise it with them.

Alex mentioned a project being carried out by Chester University creating a register of members of older people's groups who are interested in consultancy or part time work.

Rachel Walker advised that she will report back in January on item J3 on the Action Plan 'To provide Home Fire Safety Checks' to advise how many referrals have been received for people over 65. She asked if targets could then be set for members of the Board to generate referrals. This was agreed.

6. Dignity presentation - Darren Jones, Contracts Manager Central Lancs

Darren explained that he was attending in place of Sue Porter who was unable to attend this afternoon.

He handed out some information regarding the Dignity in Care Charter and explained that this is a joint initiative between Lancashire County Council and

the Lancashire 'Social Care Partnership', consisting of the Lancashire Care Association and the UKHCA (Lancashire Forum) – representing the providers of social care in Lancashire. The charter was produced in 2008 as part of a discussion regarding fee levels and Providers were given access to the document when it was still in draft form. Most Providers have signed up to the Charter and receive additional fees for doing so as follows:

£4.00 per week per resident for Residential Homes
£5.00 per week per resident for Nursing Homes &
1.5% (12p per hour) for Domiciliary Care.

In addition to this increase in fees they are also given software and internet access to assist with staff training.

The small number who haven't yet signed up are contacted so that this can be discussed.

Contracts visit each registered residential home at least annually. Every person receiving care from Lancashire County Council is now given a questionnaire to complete, rather than a random selection as previously. Information received so far has been very positive. Out of 5,000 questionnaires sent out, 51% were returned and of those 96% agreed/strongly agreed that they were treated with dignity and respect by care workers. If any issues are raised Contracts staff will visit /telephone personally to resolve these and will visit more often if there are frequent concerns or any safeguarding issues. They would also be aware if there was a lower than average return of questionnaires from a particular home and would investigate this.

Ray mentioned the issue of unpaid carers not being mentioned in the Charter and the lack of resources available to them. Darren explained that there is a separate Carers Team at Contracts and a questionnaire will be going out to carers in a home setting in the future.

Alex had some information regarding Dignity Champions which will be forwarded to members of the Board.

7. Benefits Presentation – Peter Johnson Welfare Rights

Pete explained that Welfare Rights is a County wide service consisting of 7 teams, one of which is at Skelmersdale Library Building. Their objective is to provide free, confidential information regarding benefits to maximise income. A large proportion of enquiries are from people over 60 years. Benefits change when people reach the age of 60. Peter spoke about Pension Credit which replaces Income Support for this age group and the two Disability Benefits – Disability Living Allowance and Attendance Allowance. Leaflets were handed out containing information about these benefits.

Information is currently available in West Lancashire by appointment at an office base, on telephone advice sessions held 3 half days per week, at outreach stations at Banks, Burscough and Ormskirk and also home visits can be arranged for those who are housebound or have transport issues. There is currently a waiting list for appointments.

From the end of January, calls to Welfare Rights will be answered by a call centre between 10 am and 4 pm 5 days a week and there will be one number for the whole of the County.

Pete advised that in the 12 months leading up to April 2008, Welfare Rights generated £20 million worth of income in unclaimed benefits across Lancashire.

8. Feedback from Pensioners Forum

The issue of free travel was raised and Jim Burgess asked that the following information be minuted:

West Lancs Borough Council received a total of £1,150,000, consisting of £900,000 in 2008 and £250,000 in 2009.

8,000 people don't take up the offer of free travel which means that £224,000 is unclaimed.

The Pensioners Forum want to know where this money has gone.

It was agreed that this is an issue for the Borough Council to address rather than the Partnership Board. As previously agreed Louisa Blundell and Cllr Blake will discuss and report back to the Pensioners Forum.

9. Feedback from Central Lancs Planning & Commissioning Strategy Group – Glenn Harrison

Glenn asked whether anyone would be willing to attend meetings of this group if Alex was unable to attend. Meetings are held every quarter and anyone interested should contact Glenn.

10. Consultation events with users/carers on dementia care services – Glenn Harrison

Glenn advised that a Dementia Commissioning Strategy is being developed for Central Lancashire to raise the profile of needs in this area. At present 700,000 people suffer from dementia in the United Kingdom plus those without a diagnosis. 1 in 20 people over 65 have dementia and 1 in 5 of those over 85.

A series of 5 inter-linked workshops is to be held on dementia commencing in January for professionals from health, social care and the voluntary sector along with users of services and carers. It is hoped that 20% of attendees will

be service users or carers. All 5 workshops should be attended if possible. The workshops are to help to plan for services to better meet the needs of people with dementia and their carers over the next 10 – 15 years. The workshops will be held in Leyland and help with transport will be available.

Further information regarding the workshops will be circulated to members of the Board. Anybody interested can contact either Glenn or Amy Reeves, whose contact details are on the information sheet.

11. Grant Funding and bidding rounds

i) LPSA funds

Ann gave updates on the funds from last year.

Age Concern had received and spent £34,000 allocated for the West Lancs Footcare Service which has now been taken over by the PCT and £1,000 for the Falls Awareness Day.

The Happy Days Project had received and spent £1,000. 9 volunteers participated in the scheme working with 20 service users.

Louisa reported that 'Community Connections' would have been set up at the same time as Help Direct and did not therefore go ahead as planned. The allocated funds of £10,000 were not issued or spent.

A report from Dave Hall at West Lancs Borough Council confirmed that The Gardening Service for vulnerable older applicants had been allocated £10,000. The scheme started on 1st November 2007 and will finish on 31st March 2010. A total of £4,647 has been spent and a further £1,010 committed. Other projects are planned and the full amount allocated will be used by April 2010. Twelve Gardening Service 'jobs' have been completed and 5 are pending.

ii) HIA

Funds allocated for the Home Improvement Agency and Handyman Service from the LPSA have not been spent and a decision is being made as to whether they will be going ahead. The Handyperson service run by Help the Aged was originally set up by Steve Sylvester working with the Locality Manager, but Steve no longer has any direct responsibility for the service. The future of Home Improvement Agency services across Lancashire is under review and the draft report is out for consultation until the 4th January 2010. The document can be found on the LCC website by following this link:-

http://www3.lancashire.gov.uk/corporate/web/?Home_Improvement_Agency

A meeting is to be held with West Lancs Borough Council on the 17th December to find out whether they intend to follow the recommendations

made and to look again at using existing funding to establish a HIA service in West Lancashire.

Ann advised that she is hoping to meet with the Head of Housing at West Lancs Borough Council along with Steve Sylvester

There is concern that any unallocated funds, approximately £28,000, may be vulnerable in the present financial climate.

This item will remain on the agenda for the next meeting.

12. Help Direct Small Sparks Fund – Mandy Naylor

Mandy gave out some information regarding the Small Sparks fund which is now open for funding bids. Application forms will be sent out on request.

Amounts between £50 - £500 are available for community project start ups. The panel will meet monthly to consider bids and feedback will be provided if unsuccessful. An amount of £25,000 in total is available next year.

The information sheet will be circulated to Board members.

13. Any other business

Hazel advised that she would not be attending any more meetings of the Partnership Board but another representative of West Lancs CVS would attend.

Louisa advised that the Borough Council is now using Twitter and is working with U3A to pilot this for older people. If any other groups wish to be involved they can contact Louisa. Further information will be available regarding this in the near future.

Tracey asked that the Lancashire Local West Lancashire Committee be put on the agenda for the next meeting.

14. Date and time of next meetings:

Meeting set for Friday 22nd January has been rescheduled and will now take place on:

Wednesday 20th January 2010 at 2pm at West Lancs Borough Council.

Friday 26th March 2010

Thursday 27th May 2010

Friday 23rd July 2010



ARTICLE NO: 1C

MEMBERS UPDATE 2009 - 2010

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

Article of: Assistant Chief Executive

Issue 4: February 2010

Relevant Portfolio Holder: Councillor Owens

**Contact: Alison Grimes (Extn.5409)
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SUBJECT: SUSTAINABLE COMMUNITIES ACT

District wide interest

1.0 PURPOSE OF THE ARTICLE

1.1 To advise members on the progress of proposals submitted by WLBC in July 2009 under the Sustainable Communities Act.

2.0 BACKGROUND

2.1 The Sustainable Communities Act 2007 aims to promote the sustainability of local communities by improving the economic, environmental or social well-being including participation in civic and political activity.

2.2 The Act provides a process whereby communities, organisations and public bodies can, through their local Council, propose changes at a national level to help deliver projects and work locally to support sustainability thus providing local solutions to local priorities.

2.3 Members will recall that the Council voluntarily undertook a process whereby ideas meeting the criteria of the Act were requested from the public. Of the fourteen ideas submitted, ten were considered by officers to meet the requirements of the Act. Eight of the ten were then supported by a convened Sustainable Communities Panel and subsequently endorsed by full Council in

July 2009. These were then forwarded to the Selector Panel (Local Government Association).

- 2.4 The Selector Panel received 301 ideas from over 100 councils. These 301 ideas were then considered for inclusion on a shortlist for submission to the Secretary of State.

3.0 CURRENT POSITION

3.1 The LGA has now submitted its shortlist to the Secretary of State. Three of West Lancashire's proposals have been included. These are:

1. Re-direction of funding for training contracts to local authorities, to ensure locality-specific training needs can be addressed and enable the establishment of practical learning/training and social enterprise business hubs (originator: member of public)
2. Local authorities to keep a greater proportion of Right to Buy receipts to enable house building and estate remodelling (originator: Corporate management Board)
3. Lobbying for changes to the Treaty of Rome to encourage local economic stimulus (originator: Corporate management Board)

3.2 The proposals which did not make the Selector's shortlist were:

- To extend the funding that local authorities receive for the collection of recyclables to all categories of non-business premises.
- The government to support regeneration in new towns.
- Provide funding to improve train and bus services to and from Skelmersdale.
- To allow local authorities to participate in more than one local area agreement/multi area agreement.
- Changes to the funding formula for local authorities to facilitate public realm maintenance in New Town areas.

There is no appeals procedure in relation to the shortlisting process of the LGA.

3.3 The Secretary of State is now required to try to reach agreement with the LGA regarding which proposals to implement from the shortlist. There is no format or timetable for this process. The LGA are lobbying for the process to be completed by the Easter recess and are keen that the process provides genuine opportunity for dialogue and negotiation.

3.4 It is still not known when Councils will be able to submit proposals through further 'rounds' of the Act, as there has still been no formal indication from government when, or indeed if, this will take place. An Amendment Bill was due to go through parliament which would make this a 'rolling' programme and formally include Parish and Town Councils in the Act's process, but this was dropped by its sponsor. It is now anticipated that another MP will take it through parliament.

4.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

4.1 All proposals forwarded to the LGA had direct benefits to the aims of the Sustainable Community Strategy.

5.0 RISK ASSESSMENT

5.1 This item is for information only and makes no recommendations. It therefore does not require a formal risk assessment and no changes have been made to risk registers as a result of this report.

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Article.

Equality Impact Assessment

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

Appendices

None



ARTICLE NO: 1D

CORPORATE OVERVIEW AND
SCRUTINY COMMITTEE:

MEMBERS UPDATE 2009/2010

Article of: Council Secretary and Solicitor

Issue: 4 February 2010

Relevant Portfolio Holders: Councillor I. Grant
Councillor D. Westley

Contact for further information: Mr. T.P. Broderick (Extn. 5001)
(E-mail: terry.broderick@westlancs.gov.uk)

**SUBJECT: CONTRACT PROCEDURE RULES – EXCEPTION – CASE
MANAGEMENT, TIME RECORDING AND DEEDS/FILE MANAGEMENT
SOFTWARE PROCUREMENT**

District wide interest

1.0 PURPOSE OF THE ARTICLE

1.1 To advise Members of an exception to Contract Procedure Rules in relation to procedures for selective tendering and production of an ad hoc list.

2.0 BACKGROUND

2.1 The Council's Contract Procedure Rules (CPR) specify arrangements for all aspects of the tendering process leading to the award of a contract by the Council for goods or services.

2.2 CPR No. 8 – Selective Tendering – Ad Hoc List – provides the procedure for preparation of a list of prospective tenderers following a public notice, some or all of whom may later be invited to tender. In accordance with that Rule public notice is to be given in at least one newspaper where appropriate (what is 'appropriate' is a matter delegated to the commissioning Divisional Manager) and where the estimated value of the contract exceeds £50,000, in at least one newspaper or journal circulating amongst such persons or bodies who undertake such contracts as is the subject matter of the immediate procurement exercise.

3.0 ISSUES

- 3.1 In conducting the procurement of a Case Management, Time Recording and Deeds File Management System in accordance with delegated arrangements, there was an opportunity to advertise the procurement through Supply 2.gov.uk. This is a free online facility to advertise procurement exercises by public authorities, with pan European coverage and including computer software purchases within the categories of advertisement allowed to be presented there. It is frequently used within the computer software industry as a source of prospective business. This has been borne out in the responses received to the placing of the notice.
- 3.2 The giving of the notice is not in accordance with the strict requirements of the Council's CPR No. 8 as the Notice was not placed in a newspaper or journal circulating amongst persons or bodies undertaking the relevant Contracts. However, as noted above, the exercise undertaken had the desired effect of notifying the industry of the opportunity and has been borne out by the response gained.
- 3.3 CPR4 (1) gives authority to waive the requirements of the CPRs to various bodies, including the Chief Executive; this includes the waiver of the requirement to advertise in accordance with Contract Procedure Rule 8.
- 3.4 It is a requirement of the exemption procedure that notification of the exercise of the power to waive any requirement of the rules is brought to Members' attention through the Members Update process.

4.0 SUSTAINABILITY AND FINANCIAL AND RESOURCE IMPLICATIONS

- 4.1 There are no significant implications

Background Documents

There are no background documents (as defined in Section 100D(5) of the Local Government Act 1972) to this Report.

Equality Impact Assessment

There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality target groups.

Appendices

None



ARTICLE No 2A

CORPORATE OVERVIEW AND SCRUTINY COMMITTEE

MEMBERS UPDATE 2009/10

Article of: Council Secretary & Solicitor

Issue 4 February 2010

Relevant Portfolio Holder: Councillor D. Westley

Contact for further information: Mr. M. Partridge (Extn 5093)
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**SUBJECT: HOUSING ACT 1985 – SECTION 438 (I) – SCHEDULE 16 LOCAL
AUTHORITY INTEREST RATES.**

1.0 PURPOSE OF THE ARTICLE

- 1.1 To advise Members of the Local Average Rate of Interest which was declared by the Council's Section 151 Officer from 1 December 2009, in accordance with the Housing Act 1985 paragraph 3 (a) and (b) of Schedule 16 which requires such a declaration every 6 months.
- 1.2 To advise Members of the rate of interest to be charged, to mortgage borrowers, with effect from 1 December 2009.
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2.0 BACKGROUND

- 2.1 In accordance with Section 438 and Schedule 16 of the Housing Act 1985, Local Authority Mortgage Interest Rates shall be whichever, is for the time being, the higher of the Standard National Rate, as set by the Secretary of State, or the Local Average Rate.
- 2.2 With effect from 3 March, 1993 the Local Authority Mortgage Interest Rates Determination 1993 determined that the "Local Average Rate" means the rates declared upon paragraphs 3(a) and (b) of Schedule 16 to the Housing Act 1985, and the Local Authority shall declare the Local Average Rate for every period of six months.

3.0 CURRENT POSITION

- 3.1 Local Authorities are obliged to charge interest on their mortgage loans at the higher of the Local Rate or Standard National Rate.

- 3.2 The “Local Average Rate” of interest is calculated in accordance with the Local Authority Mortgage Interest Rates Determination 1993, and reflects the average rate of interest on the Council’s external borrowing, excluding short term borrowing.
- 3.3 The Council repaid all its external long-term borrowing in March 2004, thus generating a Local Rate of 0%. This means that for several years the interest rate charged on mortgages has been the standard national rate set by the Government.
- 3.4 The Council determined, on June 1 2009, a Mortgage Rate of Interest of 3.13%, which was the Standard National Rate at that time. The Standard National Rate has not changed, therefore the Borough Treasurer has therefore approved that, with effect from 1st December 2009, the Council’s Mortgage interest rate shall remain at 3.13%,

4.0 SUSTAINABILITY IMPLICATIONS/COMMUNITY STRATEGY

- 4.1 There are no sustainable implications associated with this report.

5.0 RISK ASSESSMENT

- 5.1 In order to comply with existing legislation, the Council has to re-use the interest charged to its mortgage payers from 1 December 2009.

Background Documents

The following background documents (as defined in Section 100D (5) of the Local Government Act 1972) have been relied on to a material extent in preparing this Report.

<u>Date</u>	<u>Document</u>	<u>File Ref</u>
1st August 2002	ODPM Letter	Local Authority Interest Rates

Equality Impact Assessment

There is no evidence from an initial assessment of an adverse impact in relation to the equality target groups.

Appendices

None.