



Draft Community Cohesion Thematic Group Meeting
2.00 pm, 21st January 2011, Council Chambers, WLBC

Present:

Cllr Iain Ashcroft	Chair
Cllr Bob Pendleton	WLBC
Cllr John Mee	WLBC
Tracey Jardine	LCC
Greg Mitten	WL CVS
Mandy Naylor	Help Direct
Matthew Brown	Lancashire Fire & Rescue
Jeanette Hickey	Lancashire Constabulary
Clare Pollard	Age Concern
Jan Egerton	Little Digmaor Primary School
Gina Moran	Skelmersdale & Ormskirk College

In attendance: Keith Edwards, Census Area Manager, West Lancashire

1. Apologies

David Tilleray, Robert Johnstone, John Miller, Pam Smith, Saulo Cwerner

2. Individual Introductions

Those at the meeting briefly introduced themselves

3. Minutes of Previous Meeting

Cllr Ashcroft thanked Cllr Bob Pendleton for chairing the last meeting

The minutes of the meeting on 24th September 2010 were agreed as an accurate record.

4. Matters Arising

Tracey Jardine gave an update on 'Give it a Go' (see appendix A)

Q BP – will all the competitors in the event be offered some further help and guidance?

A TJ – they will have been contacted by an officer in LCDL offering further support.

5. Census 2011

Keith Edwards – Census Area Manager – West Lancashire

The Census 2011 is due to start on 27th March 2011. Keith briefly explained his role as the Census Area Manager for West Lancashire and that he will be responsible for 40 field staff working within West Lancashire. Census data is used by a whole host of services including Central & Local Government, Universities, 3rd Sector organisations, businesses ie supermarkets and historians. The national average completed returns of census data 94% with West Lancashire having 96% return.

- Forms for completion will be delivered to every household by Royal Mail
- Easily completed form, either by hand or online
- Tracking system for non returns, which will trigger a follow up call
- 1500 staff processing the data collection, based in Manchester
- 40 census field staff in West Lancashire
- 10% validated/quality assured by census staff checking with household
- Must be completed by an adult for every member in the household
- Confidentiality – data protected by law, government cannot use/share any personal data
- Date is kept confidential for 100 years
- Important that West Lancashire has a high completion rate for the census to ensure funding opportunities are maximised to the area
- Stats will be issued mid 2012

Keith requested help from partners to help raise awareness of the census through our own established communication channels and to publicise, promote or offer suggestions of venues to hold drop in events at libraries, community centres etc which will be hosted by volunteers/field officers.

A question and answer session followed:

- Q JA – do you have field researchers/workers who will be able to support migrant workers, particularly with families who have children in schools?
- A KE – we have a whole range of promotional material which will be going out soon across West Lancashire including schools. The key agency we are working with in Skelmersdale to promote this is ASK.
- Q JA – ASK is a voluntary organisation but they don't have access to all schools. SHARES co-ordinate all activities across schools and Children's Centres and therefore have access to all schools. SHARES need to be included in getting the

message across to pupils to have the maximum impact. Jan agreed to pass on contact details for SHARES to Keith

Partners put forward suggestions to distribute leaflets, promote the census by offering the following services:

Fire & rescue service using home service

HD rural outreach worker

Distribute leaflets to partner organisations, Children's Trust meetings etc.

Put presentation on website, distribute information to borough councillors, parishes and clerks, (parishes have an active website and parish notice boards)

Q - GM - Who completes the census and at what age?

A - KE - The householder, whoever pays council tax, they need to complete for every member/occupant in household.

Q GM - What happens to homeless people?

A KE - We aim to count everyone, hospital patients who have been in hospital for more than 3 months, residents in care homes, students at Universities, prison inmates, army camps. A considerable amount of work is already taking place with partner agencies, Help Direct, colleges, cvs – if you have any further ideas of promotion please get in touch with me.

Q BP - How soon will the leaflets/information be posted out and made available?

A KE - Posted on from 7th march, no official closing date, census day 27th March – follow up after 2 weeks. It will be 10th April before we start to follow up and make house visits. There will be a national media campaign.

Q BP - With the online link for migrant workers, will there be a translation link?

A KE - There will be a translation booklet to guide them on the form but there will not be an online translation service.

Q IA - With regard to the drop in sessions, how frequent will they be and where are they planned, will they be ward by ward.

A KE - We are planning a couple of sessions in each area through West Lancashire.

Q JE - Who is going to be organising the drop in centres

A KE - I am organising and coordinating the drop in sessions.

Partners offered suggestions of venues to hold the drop in sessions. It was suggested to use The Concourse Shopping Centre in Skelmersdale as there are no parishes in Skelmersdale. Maybe put on a joint event between the Concourse and the Library. Matthew Brown offered the use of Tarleton Fire Station.

- Q CP - Is there help to support frail and elderly people?
- A KE - 40 field workers are there to help them. They could ring the helpline direct and request a visit. Additionally if the form is not filled in a field worker will do a follow up visit and book a one to one support visit if required.
- Q CP - Are there any penalties if the forms are not completed?
- A KE - It is required by law to complete the forms and a maximum fine of £1000 applies.
- Q JM - Will there be clarification of numbers through census of illegal immigrants nationally?
- A KE - This should be provided by the census so long as people comply and fill in the forms.
- Q JH - Have you had a briefing for your volunteers on violent extremism, sort of things to pick up on home visits. Jan offered to speak with her colleagues and see if they could link up with basic training and explore opportunities to do training together as a partnership.

6. Update on Mythbusting

Tracey gave an update on Mythbusting

West Lancashire was part of the survey of South Lancashire, which also involved Chorley. The questionnaire differed from other areas only marginally and was the same as the one used in Preston. It was translated into Polish, Latvian, Lithuanian, Slovak and Czech.

181 completed questionnaires were received from the South Lancs survey. Of these, 146 were returned by interviewers working in West Lancs. 136 of these are from migrants who said they live in Skelmersdale,

The survey in West Lancs is the most varied in terms of nationalities of respondents. Of the 146,

49 are Polish (34%)
39 are Slovaks (27%)
33 are Latvians (23%)
22 are Czech (15%)
Plus 2 Lithuanians and 1 Ukrainian

81 respondents (55%) are female. That's well within what is acceptable in the context of the sampling methods used.

7. LCC update on VCFS Review

Tracey gave an LCC update on the VCFS Review (see Appendix B)

GM acknowledged that there are clear processes to go through under the review but emphasised the need for VCFS funding particularly for smaller community organisations and the fact that some of these may fold whilst waiting for new funding streams to be put in place.

A discussion ensued around all areas of funding.

BP raised his concerns regarding 2nd homes funding and was surprised that all of the funding for this year had not been spent. BP wanted to know how the information regarding availability of 2nd homes funding is publicised to the wider community and how do these organisations get bids in?

GM understood that the 2nd homes funding would not be lost as there would be the opportunity for a final allocation for this years remaining funding at the LSP Executive in Feb. The process had been advertised through the LSP Thematic Groups.

Action: IA to find out how 2nd homes funding information is publicised and the procedure for organisations to bid for this.

8. Big Society

Tracey opened up a discussion around Big Society and how does it fit in within the CCTG. Tracey explained that Big Society sits within the LCC Policy Unit and that current thinking around the authorities roles such as LCC is that they create an environment for Big Society. Jason Crausby, who is the new LCC lead on this for LCC may be able to come to present to a future meeting.

A discussion ensued around Big Society and what it means to West Lancashire. MN mentioned that Lancaster have done quite a bit of work with their LSP on Big Society and perhaps WL LSP were missing an opportunity GM put forward his view that West Lancs are taking a lead in Big Society with the bid put forward by CCTG for Asset Based Community Development and also the work with Time banks.

There may also be opportunities locally that we can build this into, eg the CVS event on 8th March.

It was agreed to come back and consider an event through the LSP around Big Society at a later date.

9. Action Plan

- **Action No. 2 – Community Food Growing – Greg Mitten**

This action is progressing very well and the latest version of 'Dig In' the community Food Growing newsletter has now been published which will provide everyone with an update as to where this project has got to.

GM also informed the group that Peter Bradford has been helping the project to produce planning guidance to those wishing to look into community food growing sites and allotments.

- **Action No. 3 – Timebanks – Mandy Naylor**

The Burscough Timebank has been put on hold temporarily but fortunately another door has been opened through 'Man for all Seasons'. This is a husband and wife team. It is a social enterprise which is going really well with a good turnover. When the husband and wife go out to do quotes, they are getting to know their customers really well. They are now linking in gardening customers with other people with experience and skills and there is now more movement within this than the local time bank.

- **Action No. 4 – LGBT – Tracey Jardine**

The project manager has reported that although there is a lot of engagement work with LGBT young people through this project there has not been a great deal of feedback to . So far only 8 questionnaires have been received. There is now an online form, linking in with Edge Hill and a need to promote the link and promote the work wherever we can.

JH – not surprised at the amount of completed questionnaires due to the reliance on people completing the forms and many young people will not want to do this.

GM – they held a very good workshop for interested stakeholders but there is a need for agencies to work with and be aware of the estimated 6% of the community who are LGBT and the contribution they can make.. CVS have commissioned training for the VCFS on LGBT awareness. The students Union at Edge Hill University have also gained a small grant from NHS CL for a series of events. WL CVS are also looking towards gaining a Navajo Charter Mark for itself and other VCFS members.

- **Action No. 5 – Disabilities – Jeanette Hickey**

The evaluation has not yet been done on the training sessions held with carers/people with learning disabilities. Resources are now less with headquarters going down to a small department of 2 staff.

We are looking at doing quite a lot of work with schools regarding Hate Crime in South Ribble/West Lancashire towards young carers/people with disabilities.

- **Action No. 6 – Tensions Monitoring – Jeanette Hickey**

Need to do more awareness training work with Help Direct and CVS staff around tension monitoring. We have recently trained housing staff and SSCF who are nominating staff who can then update their own staff.

Hate Crime training should really be labelled as Big Society. There is a need to raise awareness around hate crime as it is not being reported or recognised as hate crime. If it was re badged as Big Society we may be able to attract some funding.

IA – there is lack of knowledge amongst people of hate crime in their area. Local communities are not looking or knowing what is going on, they are disengaging with society.

BP – Society is not recognising what is a disability. Messages need to get out to the community that there are ways of reporting hate crime. There is a need to raise this with HR to give training for new staff.

Action – request Dave Tilleray to look into training for new staff with HR

- **Action No. 7 – People & Communities Group Feedback – Greg Mitten**

Greg discussed the future role of the P&CTG. It is working towards the LAA indicators and there is a danger that it could become a meeting to discuss issues rather than the action promoting group that was intended. It is felt that PCTG should become more of an action group directed by CCTG. One idea is that PCTG could be more about larger scale community events, preceded by the event on 8th March re health equality. PCTG should do some positive work in reassuring people about the projects already happening or planned in West Lancashire which demonstrate the head start the Borough already has in developing the values of Big Society and supporting community cohesion.

10. **Exchange of Information**

TJ – Gave handout on Womens' Voices event to be held on 16th February at the Chapel Gallery

TJ – LSP executive has now been rearranged for the 16th February

TJ – LCCP event on 4th March – half day briefing event – "The Impact of Migration in Lancashire"

TJ – 'Face the People Event' – Wednesday 2nd March at the Ecumenical Centre

MN – Help Direct has a local co-ordinator building regular partnership working with Fire & Police. They are working with vulnerable communities which may need help with other matters. Help Direct can help them with finance and housing issues. Please refer to Help Direct. Mandy will e-mail Joanne the contact details.

GM – John Heyes, Minister of Further Education visited the campus and extended the visit to 3 hours. He has also requested a follow up report from the college regarding EMA issues.

GM – The college is offering free courses in Surestart – first step courses to engage in learning and progress to further training.

MB – The Fire service is undertaking a new project on migrant workers in West Lancashire re fire safety visits. Information will be going out to schools and they will be in contact soon.

GM – will arrange a tour of the new college, they are expecting to get the keys around 24th July.

11. AOB

MN – Brookside development is a new build providing residential care with varying needs. The contractors are keen to get involved in a community project, possibly a landscaping event quite close to the build in Ormskirk. If you have any ideas/projects, please feed this back to Mandy.

TJ – We have a new member request from Puala Jones who is also the chair of West Lancashire Disability Forum. The new member request was agreed and Puala will be invited along to the next meeting.