

**MINUTES OF LSP EXECUTIVE MEETING  
10am 20 January 2012, West Lancashire Investment Centre**

**Present:**

- |                                     |                                 |
|-------------------------------------|---------------------------------|
| ▪ Cllr Ian Grant                    | Chairman                        |
| ▪ Cllr Ashcroft                     | Community Cohesion TG           |
| ▪ Cllr Blake                        | Vice Chair                      |
| ▪ John Buck                         | Lancashire Fire & Rescue        |
| ▪ Jane Cass                         | CL PCT                          |
| ▪ Ian Cropper                       | Parish Councils' representative |
| ▪ Ch. Supt Graham Coulston-Herrmenn | Lancashire Constabulary         |
| ▪ Andrew Hill                       | Community Safety Partnership    |
| ▪ Steve Igoe                        | Edge Hill University            |
| ▪ Greg Mitten                       | People & Communities TG         |
| ▪ Alex McMinn                       | Older Peoples' Partnership      |
| ▪ Graham Slee (for Rodney Dykes)    | Southport & Ormskirk NHS Trust  |
| ▪ Dave Tilleray (for Kim Webber)    | West Lancs Borough Council      |

**In attendance:** Cath McNamara (LSP Secretariat); Alison Grimes (LSP Secretariat); Peter Richards (WLBC)

**1. Apologies**

- |                                |                         |                 |                                 |
|--------------------------------|-------------------------|-----------------|---------------------------------|
| ▪ Cllr Bill Cropper            | LCC                     | ▪ Cllr Owens    | Education, Learning & Skills TG |
| ▪ Cllr Forshaw                 | Integrated Transport TG | ▪ Richard Small | Chair of Better Environment TG  |
| ▪ Ann Pennell                  | LCC                     | ▪ Louise Dawson | West Lancashire College         |
| ▪ Angela Aspinwall-<br>Livesey | Children's Trust TG     |                 |                                 |

**2. Declarations of Interest**

None

**For approval**

**3. Minutes of the Executive meeting, 7.10.11**

**ACTION:** agreed as an accurate record

**For note**

**4. Minutes & notes of the Annual Forum, 7.10.11**

**ACTION:** noted

**5. Matters arising**

None

## 6. **Thematic Group Update.** Report of LSP Secretariat

The Chairman asked if any of the Thematic Group Chairs would like to add to the information in the report.

Alex McMinn of the **Older People's Partnership** outlined the reasons behind the OPPB ceasing to operate and the OPP taking its place. Three other OPPBs in Lancashire had ceased following the withdrawal of LCC funding. Terms of reference for the new group have been determined, and these were endorsed by the Exec. The group is still looking for permanent support/administration and is not yet sure that all the right people are in the partnership.

Dave Tilleray updated that the **Community Safety Partnership** was a vibrant group evidenced by the BrightSparx initiative being the most successful across Lancashire. Although the 'all crime' figure had been worsening against the Lancs-wide trend, the latest quarter figures had seen this reverse. W Lancs was seeing a spike in deliberate fires and also levels of burglaries, domestic violence and cross-border crime. The CSP provided strong partnership preventative work. Last year the police had given a lot of focus to reviewing operational procedures and that work is now complete.

It was noted that the Fire & Rescue service were operating an initiative on Saturday 21 January between 11am and 5pm when all Lancashire Fire Stations will be open to the public for people to collect a free 10 year smoke alarm and fire safety guidance, as well as being able to book a free Home Fire Safety Check.

Ian Ashcroft expressed thanks for the support that CVS gives to the **Community Cohesion** group. A major theme of the group had been those people who are 'lost' in society, especially the elderly and isolated, with lack of access to transport having a major impact on this as well as how to best get those affected to 'come in'. A discussion followed about how to act on this, and despite it being an issue that had links to several agencies/groups there was a need for a lead. It was agreed that the OPP could initiate work around broadly 'loneliness'.

For **People & Communities**, Greg Mitten noted that this group was now events based. The difficulties that the third sector will face this year were outlined and the importance of moving forward during this 'transition' period while new ways of funding work are found.

### **ACTION:**

- Recommendation.2.1 - The report was noted
- R. 2.2: The Older People's Partnership ToR were endorsed by the Exec.
- The OPP to take a lead on the issue of 'loneliness'
- R. 2.3: Transport to be considered by Integrated Transport, OPP and Community Cohesion (Chairs of relevant thematic groups)
- A profile of the statistics behind crime in West Lancs to be brought to the October meeting (G Coulston-Herrmann).
- R.2.4: It was agreed that this format was currently suitable for Executive review of thematic group work.

### **For decision**

## 7. **Performance Reward Grant: 6-month Project Updates** Report of LSP Secretariat

The Chairman noted the quality of the **West Lancashire Challenge** report. Greg Mitten commented that such a large project had a lot of detail and this was contained in the report. West Lancs Challenge was still 'open' for any Exec or Thematic Group members to get involved to keep the momentum of the project going. Partners currently involved had all given more to the

project than they were contracted to, making it such a success so far. The passports needed to be made valuable rather than just being cascaded out, and this was being achieved by giving the individual mentoring, the time to develop and their progress reviewed. The community aspect of the passport could link in to OPP and also health networks. The project had received good publicity. The sustainability of the Challenge was being looked at and funding sources external to WLancs were being explored. There were no major concerns to report.

Andrew Hill explained that the **CCTV project** was currently reviewing tenders for the CCTV provider. Due to the technicalities around the project an external consultant was being used for the assessments. A preferred contractor was likely to have been identified within two weeks. Ian Grant raised the point that there were gaps in camera coverage throughout W Lancs. Blanket coverage may not be required in northern parishes but some levels would provide reassurance to residents. A Hill confirmed that currently it looked like £60K of LSP money should be available for new cameras. New locations were currently being consulted on. Given that it was LSP money, a paper outlining options for camera locations would be brought back to the next meeting to allow the LSP Executive to make the decision.

**Action:**

- Recommendation 2.1 both reports were reviewed
- R.2.2: WLC report was noted and second stage payment approved
- R.2.3: CCTV report was noted
- A report with camera location options to be brought to the meeting on 25 May (A Hill)

**8. Second Homes Fund Update – Finance & Current Projects.** Report of LSP Secretariat

Cath McNamara outlined that £20,851 remains unallocated for this financial year. £13,520 of this must be allocated before 31<sup>st</sup> March 2012 in order to ensure that any relevant underspend does not have to be returned to the contributing authorities. A proposed method of allocating the funds is contained in Item 9 of the agenda.

The data security issue with the **police body cameras** had been resolved and roll-out to officers was expected by the end of January. The monitoring period of the project therefore needed to be amended to begin at the start of roll-out.

As had happened last year, in order for the **Lancashire & Blackpool Tourist Board** project to make its final payment in time, approval of a further payment needed to be considered outside the timescales of the LSP Executive meeting. Last year this had been achieved through delegated authority and it was agreed that two members of the Executive plus the Chairman would be given authority to carry out this function again, with a decision based on the submitted report. Greg Mitten and Jane Cass agreed to assist.

Cath outlined that the final reports from Glenburn **Community Sports Club**, IDVA and Raising Aspirations were included in the report.

The **IDVA** report was noted. It was discussed that there was no mainstream funding for IDVA through partners. Funding this work was not just the right thing to do, but likely to be a business case for doing so because of the savings made by intervention. Jane Cass commented that weight may be added to its consideration within commissioning groups given its inclusion in the draft Public Health Outcomes Framework.

John Buck outlined the success of the **Raising Aspirations** project. The project had tailored input into schools depending on the needs as expressed by the schools for example, 1-1 support, mentoring and classroom sessions. Outcomes from the firefighters' involvement with the schools has resulted in improved attendance and behaviour. The contact provides a role model for pupils

outside of the school staff. The Chairman expressed the view that if the funding had helped even a couple of pupils to avoid interventions by other agencies at later stages then it was a very good return on the funding. John also noted the success in receiving £10K Big Lottery funding to allow the project to continue into 2012.

**Action:**

- Recommendation 2.1-2.2: financial position and project progress reports were noted
- R.2.3: agreed that the 12-month monitoring period for the body cameras project will be revised and commence from the date of issue to officers
- R.2.4: agreed that final payment for the Lancashire & Blackpool Tourist Board project would be considered through delegated authority to the Chairman, Greg Mitten and Jane Cass and be subject to a satisfactory final report
- R.2.5: the final reports of the IDVA transitional funding and Raising Aspirations projects were noted.

**9. Approach to Future Spending Allocations.** Report of LSP Secretariat

The Chairman thanked the group that had met.

At the November meeting, it was agreed that Greg Mitten would lead on developing an apprenticeship programme to complement the existing West Lancashire Challenge Programme. Greg outlined that the **assisted apprenticeship scheme** was aimed at overcoming the caution about establishing apprenticeships in the current economic climate. LSP assistance in funding apprenticeships would be awarded to companies providing a good business case which demonstrated sustainability of their schemes. 1-1 support during the 12-month period would be essential and be provided by West Lancs Challenge. The Executive group agreed to fund the project.

If any further bids were received before the end of February, these would be included in the process.

As a change to the recommendation 2.5 in the report, it was proposed that to expedite the process, since there was no requirement in the 2<sup>nd</sup> Homes protocol to consider the capital/revenue split, it would be possible to agree in this meeting how much could be provided, as long as the criteria was met. Cath would meet with Jane to determine a proposed criteria to be circulated to the Exec and agreed through email. If there were no objections raised to the email proposals then it would be considered as approved.

**Action:**

- Recommendation 2.1: it was agreed to fund the WLC Apprenticeship programme through the revenue element of PRG as detailed in Appendix A to the report
- R.2.2: agreed that PRG capital monies would fund the strongest applications received through 2<sup>nd</sup> Homes Fund, providing that they also meet the requirements of PRG protocol
- R.2.3: amended and agreed that revenue available through 2<sup>nd</sup> Homes Fund in 2011/12 would be allocated to create small budgets for those Thematic Groups that are active, and have both a current Terms of Reference and Action Plan.
- Any applications received before 29 February 2012 would be considered.
- R.2.5: agreed that a multi-agency task group should be convened with the same members as before (Ian Grant, Adrian Owens, Jane Cass, Greg Mitten) as appropriate before the end of this financial year to take agreed proposals forward.

**10. Executive Group Work Plan.** Report of LSP Secretariat

Any further ideas to be forwarded Cath.

The Chairman proposed that future meetings of the LSP Executive could start at 9.30am so that more of the day was freed up for members. This was agreed.

**Action:**

- Recommendation 2.1: partners agreed that the Work Plan should be amended to reflect the outcome of the Annual Meeting Workshops;
- That a report containing the amended Work Plan be brought to the next meeting of the Executive; and
- Future meetings will start at 9.30am.

**For information**

**11. Local Plan Update.** Presentation from WLBC (Peter Richards attended)

Peter Richards presented an overview of the Plan, and the process of consultation.

**Action:**

The presentation was noted, including the opportunities for attendance at exhibitions and forums

Exhibitions:

- The Concourse, Skelmersdale – Sat 28th Jan, 10am-4pm
- Ormskirk Civic Hall – Sat 4th Feb, 10am-4pm

Forums:

- Ormskirk Civic Hall – Tue 24th Jan, 7-9pm
- Skelmersdale Ecumenical Centre – Wed 25th January, 7-9pm

**12. Forward Plan 2012**

**Action:** the report was noted

**13. Any Other Business**

- Jane Cass distributed packs of Guide to Health and Wellbeing and made the Lancashire Public Health Report available.
- Alex McMinn queried the absence of the ambulance service sat in terms of the partnership group. As a commissioned service by the PCTs, it was not felt appropriate for them to be on the LSP. They currently sit on the Lancashire Resilience Forum.

**14. Future meetings**

25 May 2012 – 9.30 am WLIC Executive meeting

19 October 2012 – 9.00 am WLIC Executive meeting