

West Cheshire Local Strategic Partnership (LSP)

Date: 30th April 2009.
Time: 2.00pm
Venue: Council Chamber, County Hall, Chester.

Attending:

Mike Jones - Chair	Leader, Cheshire West and Chester Council
Steve Robinson - Vice Chair	Chief Executive, Cheshire West and Chester Council
Tim Jackson	Cheshire Constabulary
Moira Chapman	Cheshire Police Authority
Steve Jennings	Cheshire Housing Alliance
Rita Waters	Chester Renaissance
John Davidson	Cheshire Probation Service
Jackie Weaver	ChALC
Alison Roylance-White	Cheshire Community Action
Jane Staley	Third Sector Assembly/Environmental Sustainability Partnership Chair
Chris Brown	Visit Chester and Cheshire
Chris Koral	North West Development Agency
Steve Hoy	Connexions
John Barber	Learning and Skills Council
Eric Bowers	CHAWREC
Charlie Seward	Cheshire West and Chester Council
Mark Wilson	Job Centre Plus
(Apologies)	NHS Western Cheshire
(Apologies)	West Cheshire College
	University of Chester
	Chamber of Commerce
(Apologies)	Cheshire Fire and Rescue Service
	GONW

Apologies: Helen Bellairs, John Church, Sara Mogel, Tim Wheeler and Mark Cashin.

Support Staff: Alistair Jeffs, Alison Armstrong, Robbie Taylor

Visitors: Evan Morris, Steve Kent, Clare Babbs

Item No. 1	Welcome, introductions and apologies.
	Mike Jones welcomed partners to the Council Chamber at County Hall; introductions were made and apologies were noted.
Item No. 2	Minutes of previous meeting and matters arising.

	<p>Community Representation – Further to discussion at the last meeting of the Shadow LSP in relation to a strengthening of community representation on the LSP, an initial options paper outlining a suggested approach was presented. It was noted that the ‘rural’ voice was already represented on the LSP and that further consideration also needed to be given to ‘urban’ representation. Partners were reminded that five additional members of the LSP were yet to be appointed as the Chairs of the Area Partnership Boards (APBs): one of whom may be a suitable and appropriate representative of ‘urban’ voices. More information was requested to conclude this discussion.</p>
Decision:	The minutes of the meeting held on 24 th February 2009 were agreed as an accurate record.
Action:	A more detailed options report on ‘community representation’ was requested for presentation and decision at the next meeting.
Item No. 3	<p>Constitution of the Local Strategic Partnership.</p> <p>Agenda items 3 and 4 were taken together as key inter-connected documents supporting the operation and management of the new LSP. An outline description of the key components of each document was provided.</p> <p>Following initial comments from partners, the draft West Cheshire Local Strategic Partnership Framework – Agreement and Protocols had been updated and membership lists were more accurate. Paragraph 16.4 had been added: this confirmed all Partners would “..... ensure that equality, diversity and social inclusion are addressed at all levels within the partnership framework, each constituent body will adopt an equality statement and some form of equality impact assessment”.</p> <p>Further information about the sub-regional / regional partnership context alongside which the new West Cheshire Partnership Framework would operate would be added when agreed and available. Though specifically addressed as part of the Business, Enterprise and Culture thematic partnership, the cross-cutting theme of ‘Culture’ would also be embedded across the entire Framework.</p> <p>The Constitution of the LSP was also presented in draft format to be endorsed at the next meeting of the Partnership. Specific reference was made to provisions under section 3(iv), i.e. the need for named reserves; and section 9 concerning chairmanship of the Partnership. Schedule 1 would be updated once the names of the respective Area Partnership Board Chairs were confirmed. Further clarity was sought concerning the procedure for an individual Partner to request a Special meeting be convened: it was confirmed a request to Secretariat by an individual agency would be forwarded to the Chair in such instances.</p>
Action:	(i) The draft Constitution to be subject to wider consultation prior to formal endorsement, together with the “Agreement and Protocols”, at the next meeting.

	(ii) Each partner to confirm a named reserve for their respective organisation. (In the case of the thematic partnerships, it is expected that this will be the nominated Vice Chair).
Item No. 4	Local Strategic Partnership Framework – ‘Agreement and Protocols’.
Action:	See above
Item No. 5	<p>Thematic Partnerships – Progress and Work Programme.</p> <p>Verbal reports on progress were provided on behalf of each of the five Thematic Partnerships.</p> <p>The Children and Young Peoples Trust Board had met twice and held a development session to develop and agree its Governance arrangements and relationship with the LSP. Work this year will focus on the five priorities targeted in the West Cheshire LAA: future work will be to produce a commissioning framework.</p> <p>The Environmental Sustainability Partnership had held its first meeting to look at the LAA targets within its remit and identify those responsible for each. LAA delivery plans will aim to be completed by the end of May. The Partnership will focus on where it can collectively add value to the LAA outcomes (e.g. climate change) rather than those which largely fall within the remit of a single partner organisation. This approach, together with the content of the new Sustainable Community Strategy, will help determine the final membership of the thematic Partnership.</p> <p>The first full meeting of the Crime and Disorder Reduction Partnership in conjunction with the Safer and Stronger Communities Group will be held on 8th May. The key business to be covered will include confirmation of the Chair and Vice Chair, Terms of Reference, the financial plan for the Partnership and the new community safety Strategic Assessment. A number of the LAA delivery plans had already been completed as part of piloting the new LAA Performance Management Framework.</p> <p>A new Chair and Vice Chair for the Business, Enterprise and Culture Partnership had been identified, Sara Mogul and Mark Wilson respectively. A planning workshop to look at the general remit of the new partnership and its role in the delivery of key outcomes, both LAA and otherwise, was under development. Initial work would ensure that the new Partnership had the correct membership and processes in place to deliver its important agenda and also to coordinate responses to bigger issues, such as the local economic situation and responses to the credit crunch.</p> <p>(Apologies were received from the Chair of the Health and Wellbeing Group).</p> <p>Partners were further informed that the new Area Partnership Boards would start meeting from the end of June. Connections between the Thematic Partnerships and APBs would become clearer once LAA delivery plans were complete and geographic targets identified. The APBs would be</p>

	<p>chaired by partner organisations in an attempt to widen engagement and ownership. Full membership lists of the Thematic Partnerships and APBs would be available in due course. Secretariat support will be provided to each of the layers of the emerging LSP Framework to ensure good communication and connectivity is made. The regular meetings of the Chairs of the Thematic Partnerships will ensure the opportunities to work better together are taken, especially around cross-cutting issues.</p>
Action:	The LSP to continue to receive regular verbal reports at future meetings.
Item No. 6	<p>Local Strategic Partnership branding.</p> <p>Partners were presented with a brief paper proposing three possible names for the Partnership and asked for their initial thoughts and comments. A questionnaire developed to help formulate a suitable logo for the Partnership was also circulated. The three suggestions are:</p> <ul style="list-style-type: none"> • West Cheshire Together • West Cheshire People • West Cheshire Partnership <p>Partners felt they needed more time to decide upon a name and to share the options more widely for further thought and comment.</p>
Action:	<p>(i) Partners to consider the suggested names for the Partnership and forward their preferences, or alternative suggestions, to Alison Armstrong (alison.armstrong@cheshirewestandchester.gov.uk) or Robbie Taylor (robbie.taylor@cheshirewestandchester.gov.uk).</p> <p>(ii) Partners to complete the logo questionnaire and return as above.</p>
Item No. 7	<p>Comprehensive Area Assessment (CAA) – Initial Self Assessment Report.</p> <p>A report covering the first steps to respond to the forthcoming requirements of CAA was presented to Partners. All LSPs are recommended to undertake an initial self assessment to evaluate strengths and areas for improvement; the key questions to respond are:</p> <ul style="list-style-type: none"> • Are we addressing local needs and the translation of these into local priorities? • Are the full extent of improvements and outcomes being achieved? • What gaps need to be addressed and does this allow for future improvement planning? <p>By undertaking a gap analysis review, with the support of the five Thematic Partnerships, will help with the production of a ‘State of the Borough’ report, which will help to inform the five new area profiles and analysis to develop the new Sustainable Community Strategy. Early findings have identified a number of opportunities for future partnership working to deliver improved outcomes, they include:</p>

	<ul style="list-style-type: none"> • <u>Confidence, influence and engagement</u> - Aim: A joined up approach to consultation, communication and engagement; • <u>Performance Management</u> - Aim: A culture of continuous improvement supported by appropriate and transparent performance management arrangements; • <u>Sharing Intelligence and Best Practice</u> - Aim: Information is shared amongst partners to inform responses to collective challenges; • <u>Equality and Diversity</u> - Aim: A joined up approach to equality and diversity; • <u>Partnership and Commissioning Framework</u> - Aim: A comprehensive and workable partnership framework to underpin collective planning and action; • <u>Cross cutting area – Alcohol</u> - Aim: A collective approach to preventing the causes and addressing the effects of alcohol abuse; and • <u>Cross cutting area - Economic Downturn</u> - Aim: A collective approach to understanding and addressing the affects of the current economic climate <p>Colleagues commented the structure of the report was good and identified a number of areas in which the draft document could be improved. Most notably these included a need to capture current successes (e.g. work on community cohesion, restorative justice, etc.) and the inclusion of more recent available data (e.g. Prolific and Priority Offenders).</p>
<p>Decision:</p> <p>Action:</p>	<p>Partners agreed to the establishment of a joint Area Assessment Action Group to move the work forward.</p> <p>(i) Each Thematic Partnership / partner to consider the findings of the initial CAA self-assessment and make further contributions to the evolving document.</p> <p>(ii) A full self assessment be undertaken and shared with the Audit Commission for evaluation and advice.</p>
<p>Item No. 8</p>	<p>Local Area Agreement (LAA) – Performance Management Framework.</p> <p>This report proposed a performance management framework (PMF) for the LAA to support delivery planning, monitoring and timely reporting to the LSP, Council and Government. The model will be comprehensive but not overly bureaucratic and includes nine simple stages to manage the ‘business’ of the LAA. The first LAA performance report will be presented to the LSP in October (i.e. mid-year) though it is hoped to present an end of year one position statement to the July meeting. This will be important as the Partnership will need to understand how progress is being achieved against performance indicators and where data is not yet available. The report also proposed the establishment of a joint Performance Managers Group to implement the PMF and support the Thematic Partnerships.</p> <p>It was noted that the specific role of those partners named in the Local Government and Public Involvement in Health Act 2007 as lead or contributory partner was currently being captured. This information, together with the contributions of other partners to LAA delivery, would help inform the content of the respective delivery plans. A press release to raise</p>

	the profile of the newly approved LAA coinciding with the inaugural meeting of the new LSP was in preparation.
Decision:	The performance management framework be implemented.
Action:	A performance managers group, comprising performance management officers from lead partners, to oversee the operation of the performance management framework is to be established.
Item No. 9	<p>West Cheshire Sustainable Community Strategy – development, timetable and consultation plan.</p> <p>The process of consulting and developing a new Sustainable Community Strategy for West Cheshire was described and partners were directed to the schematic on page 5 of the report which summarised the key steps. The consultation will be closely aligned with the complimentary work planned to produce a new Local Development Framework, a State of the Borough report and Area Action Plans. The new Strategy should support the synchronisation of individual partner corporate plans, providing the opportunity to align resources on jointly identified and agreed long term priorities.</p> <p>The information gathering exercise to provide the evidence and analysis to develop the Strategy will cover local, regional and national sources and will include a range of strategies (links to all documents will be available in the new Strategy). The consultation exercise will also be Compact compliant and will include a broader LSP network event during the autumn.</p>
Decision:	<ul style="list-style-type: none"> (i) Partners agreed the process outlined in Appendix A of the report for the production of the new Sustainable Community Strategy (SCS). (ii) Partners delegated the necessary approvals required during the initial stages of the development of the new SCS to the LSP Thematic Leads group.
Action:	Partners identify officers from within their organisations to support the evidence gathering and consultation / engagement stages as part of Sustainable Community Strategy Working Group.
Item No. 10	<p>Migration Impact Fund bid.</p> <p>The Partnership were informed of the background to the bid and the opportunity to extend the Fire and Rescue Service core business of providing free home assessments to legal migrant communities. If successful, the award will provide resources for two dedicated advocates for each of the unitary authority areas involved. The advocates will be 'badged' as working for the LSP; the funding will be for £ 940k over a two year period starting from April 2010.</p> <p>Progress on the bid will be reported back to the LSP on a regular basis.</p>
Decision:	The LSP supported the submission of the joint bid to attract external funding from GONW. The Chairman has now written to John Salt at

	Cheshire Fire and Rescue Service expressing support for the bid.
Item No. 11	<p>Local Safeguarding Children Board and CYP Trust Board.</p> <p>The Partnership was informed of the ongoing work of the Children's Trust Board and the Local Safeguarding Children Board (LSCB). The decision paper outlined the proposal for the LSCB to report to the LSP in the first instance and sit within the overall LSP framework as the specialist Thematic Partnership.</p>
Decision:	<ul style="list-style-type: none"> (i) Agreed that the LSP should oversee the performance of Cheshire West and Chester's Children's Trust Board as the children and young people's thematic block of the LSP; (ii) Agreed that the LSP should also have a formal link to the Local Safeguarding Children Board for Cheshire West and Chester to enable issues of concern to the LSCB to be reported to the LSP, though recognising that the LSCB is an independent and statutory body commissioned nationally by the Children Act 2004; (iii) Agreed the functions and structure of the Children's Trust, as proposed in paragraph 5.7 of the report and noted that formal Governance Documents are being drawn up and will be approved through the formal decision making processes of the partner agencies on the Trust Board; and (iv) Noted that the Children's Trust Board is not yet a statutory body, but the Government is legislating through the Apprenticeships and Skills Bill to give it statutory responsibility from November 2009 for developing, publishing, implementing and monitoring the statutory Children Plan.
Item No. 12	<p>Any other business.</p> <p>The Third Sector Assembly Management Group is meeting outcome will be shared with the LSP. Subsequently, the Assembly has appointed Arthur Neil and Tracy Fielding as the respective Chair and Vice Chair of the body.</p>
Action / Decision	None.

Details of next meeting: 2.00pm, Thursday 30th July 2009. Venue to be confirmed.

Signed (Chair):

Date: