

West Cheshire Together

Working in partnership for local people

Date: 30th July 2009.
Time: 2.00pm
Venue: Community Meeting Room, Ellesmere Port Fire Station.

Attending:

Mike Jones - Chair	Leader, Cheshire West and Chester Council
(Apologies)	Chief Executive, Cheshire West and Chester Council
Tim Jackson	Cheshire Constabulary
Moira Chapman	Cheshire Police Authority
Steve Jennings	Cheshire Housing Alliance
Arthur Neil	Chair – Third Sector Assembly
John Davidson	Cheshire Probation Service
Jackie Weaver	ChALC
Alison Roylance-White	Chair - Rural West Area Partnership Board and Cheshire Community Action
Jane Staley	Environmental Sustainability Partnership Chair
Ricardo Gomez	Visit Chester and Cheshire
Chris Koral	North West Development Agency
(Apologies)	Connexions
Helen Woollacott	Learning and Skills Council
Eric Bowers	CHAWREC
John Stephens	Children and Young People's Trust - Cheshire West and Chester Council
Mark Wilson	Job Centre Plus
Julie Webster	NHS Western Cheshire
Penny Horsefield	West Cheshire College
Mark Cashin	Cheshire Fire and Rescue Service
(Apologies)	GONW
John Betts	Chair – Ellesmere Port Area Partnership Board
(Apologies)	Chair – Northwich and Rural North Area Partnership Board
(Apologies)	Chair – Chester Area Partnership Board
	University of Chester
	Chamber of Commerce

Apologies: Helen Bellairs, John Church, Sara Mogel, Steve Robinson, Chris Rowbottom, Steve Hoy, John Denny and Ian Horton.

Support Staff: Alison Armstrong, Laurence Ainsworth, Mike Armstrong, Andrea Mageean and Robbie Taylor (Cheshire West and Chester Council).

Visitors: John Salt and Sarah Allen (Cheshire Fire and Rescue Service), Andrew Scully (Cheshire West and Chester Council), Dave Wilson (Audit Commission).

Item No. 1	Welcome, introductions and apologies.
	Mike Jones welcomed partners to the meeting and introduced Sarah Allen, the Ellesmere Port Station Manager, who welcomed the Partnership to the station and offered the station's facilities to partners for future use.
Item No. 2	<p>Minutes of previous meeting and matters arising.</p> <p>Four matters arose from the minutes of the first meeting of the LSP:</p> <ul style="list-style-type: none"> • Community Representation on LSP • Local Strategic Partnership Constitution • Local Strategic Partnership Framework – Agreement & Protocols • Migrant Impact Fund success. <p>The Third Sector Assembly will undertake the task of recruiting a suitable community sector representative to join the LSP on behalf of the Partnership, to represent urban communities.</p> <p>Partners had neither commented upon the draft LSP Constitution, nor the LSP Agreement and Protocols documents; which had been circulated for advice and comments. Therefore, as no exceptions have arose, the Partnership agreed to adopt the documents as written.</p> <p>Cheshire Fire and Rescue Service announced that the sub-regional application to Migrant Impact Fund had been successful and that a total of £0.5 million was guaranteed for now. The amount makes up 20% of the NW region budget. A governance framework, delivery planning process and performance framework are currently under construction and will be shared with Partners at the next meeting.</p>
Decision:	<p>The minutes were agreed to be an accurate account of the meeting on Thursday 30th April.</p> <p>West Cheshire Together to act as the governing body for the local implementation of the Migrant Impact Fund Group and receive quarterly reports on delivery, funding and performance in west Cheshire.</p>
Action:	<p>The Third Sector Assembly to develop a process of nominations to appoint a suitable community sector representative to West Cheshire Together and to report progress and the next meeting.</p> <p>Partners yet to identify their deputy LSP representative, to forward the name and contact details of their choice to Robbie Taylor.</p>
Item No. 3	Local Strategic Partnership logo and branding.

	<p>Andrew Scully, Corporate Brand Manager for Cheshire West and Chester Council, reported back to the Partnership on his brief to develop 3 options for the LSP logo and branding. Following a presentation and description of the three options, partners voted for option 1, as the closely preferred choice.</p> <p>The preferred choice was said to have a resemblance to the Liverpool '08 Capital of Culture logo, however, it was agreed that what is done under the name and branding of the logo is ultimately the most important factor. The LSP name and strap-line, logo and branding will be used consistently for all future Partnership communications and events.</p> <p>Colleagues asked if the logo will only be used for LSP business and how it should be used with organisational business and communications. A code of practice will be developed to provide instructions and guidelines for the use of logo and branding and will need the agreement of all Partners to effectively implement a branding protocol.</p>
<p>Decision:</p> <p>Action:</p>	<p>Option 1 will be the logo and branding design for West Cheshire Together.</p> <p>A branding protocol to be developed and agreed for the logo and branding. Each organisation to discuss with their own organisations, how the brand can be used with their own branding, in a partnership way</p>
<p>Item No. 4</p>	<p>Thematic Partnership Spotlight – Safer and Stronger Communities Group.</p> <p>Tim Jackson provided a presentation on progress the Safer and Stronger had made recently, highlighting key pieces of work, current performance, data analysis and Partnership structures. Although, it is still early days for the LSP and all the Thematic Partnerships, significant progress has been made to date, including the following areas:</p> <ul style="list-style-type: none"> • Arson reduction through partnership working, education, prevention and enforcement. • Killed and Seriously Injured reduced following road safety interventions. • Domestic abuse – reductions in repeat victimisation and national accreditation and recognition in train. • Intelligence led interventions on Road safety – Driver Engagement Days, targeted enforcement, completion of local safety schemes, community engagement and awareness events. • New partnership focus on Chester city centre with CCTV for St John St by Dec 09, wardens working more closely with police from July; city centre 'store-front plans. • Tackling PPO re-offending – new partnership, co-located, mixing support and disruption of key offenders. <p>Sarah Allen provided a further presentation outlining the multi-agency approach of 'Whatever it Takes'. Working with local neighbourhoods experiencing high levels of multiple disadvantage in West Cheshire uses a three step approach: outreach and environmental improvements followed by enforcement, which are then followed up to ensure an impact has been</p>

	<p>made.</p> <p>Colleagues agreed the ‘Whatever it Takes’ approach has been successful and that the APBs (Area Partnership Boards) would be best placed to identify neighbourhoods for future work. One partner questioned why race hate crimes had not been identified as a priority for the Group, the Police Authority reviews and scrutinises all arrest information regularly and no instances of clusters of any type of hate crimes have been recorded to suggest the issue become a local priority. Colleagues also pointed to the role that the new Community Forums would have in identifying particularly local issues and they could drive community engagement approaches to support local confidence in the partnership framework.</p> <p>Cathy Boyd will be holding a meeting to look at the ‘Stronger’ element of the thematic group’s work on NI 4, on Thursday 26th August. The Third Sector Assembly reported on the positive work being done to produce the Community Engagement and Empowerment Strategy and their involvement in that work.</p>
Decision:	Progress of the Safer and Stronger Communities Group was noted.
Item No. 5	<p>Comprehensive Area Assessment (CAA) – Current position, submission of Self Assessment report and next steps.</p> <p>The Partnership received two presentations providing a joint appraisal of the CAA (Comprehensive Area Assessment) process to date, by Laurence Ainsworth (CW&C) and Dave Wilson (Audit Commission). The West Cheshire self assessment report is almost complete and contains much evidence about local best practices and addresses concerns raised earlier by our external assessors. The red and green tagging and flagging processes were further explained to partners. An area will be awarded a green flag on a particular issue, if it is evaluated to be innovative and exemplary within the national context. Presently, red tags identify local issues where there is insufficient external understanding surrounding a particular issue, there a judgment cannot be made.</p> <p>Current red tags requiring further information, included the following issues:</p> <ul style="list-style-type: none"> • understanding communities; • addressing inequalities • dealing with the recession; • health inequalities; • dealing with the ageing population; and • housing. <p>The key actions and dates were described to the Partnership: the CAA Self Assessment Report to be submitted to the Audit Commission in the first week of August. Followed by any additional, supplementary evidence to be submitted by 25th September. The Audit Commission will notify the LSP of its pre-assessment findings on 19th October and the LSP can appeal against any red flags by the end of October.</p> <p>The Audit Commission will close the door on the submission of any further</p>

	<p>evidence and data by mid-November. There will be an early release of the Audit Commission findings to the LSP on 4th December and the full results will be made public on web-pages on 10th December.</p> <p>Partners suggested a number of key pieces of work to help support areas with suggested red tags against them: this is included using the VLI (Vulnerable Localities Index) to support our understanding of Ellesmere Port, as it an un-parished area without Neighbourhood Management type of investment. Much evidence of understanding local rural communities can be evidenced through Village Design Statements and local Parish records. Dave Wilson assured partners that the relatively short life of the LSP and recent LGR impacts will be recorded in the narrative of their findings, identifying the uniqueness of West Cheshire in comparison to other parts of the North West region.</p>
Action:	<p>The LSP noted the progress made in producing the CAA Self-Assessment.</p> <p>Partners are requested to forward cases as evidence to inclusion and forward details to Laurence Ainsworth as soon as possible:</p> <p>Laurence.ainsworth@cheshirewestandchester.gov.uk Tel: 01244 977147</p>
Item No. 6	<p>Local Area Agreement (LAA).</p> <p>A progress report on the LAA (Local Area Agreement) was provided. Of the 34 'designated' performance indicators there are 13 where we are unable to report an end of year performance result for 2008/09 (e.g. targets not set at the outset of the LAA or information not yet received due to time lag to cleanse data and confirm results). Off the remaining 21 we have failed to meet nine of those performance targets. A number of factors that have contributed to the outturn position were reported and included:</p> <ul style="list-style-type: none"> • over optimistic target setting (partially imposed by GONW); • poor/non-existent delivery plans to monitor progress; • a focus on monitoring inputs rather than their impact on the target outcomes; • a lack of challenge/scrutiny to underperformance; • LAA targets not recognised as critical/priority performance measures; • and the impact of LGR and diverted attention from the LAA. <p>LAA delivery plans for 2009/10 had now been completed for all 34 priority outcomes and the last for NI 8 Adult participation in sport, will be forwarded to the Health and Wellbeing Group. Equality Needs Impact Assessments will be undertaken during September and a process for managing risks will be put in place. Partners also received a proposal that the LSP agree to pool all earned PRG (Performance Reward Grant) support future joint partnership activities.</p> <p>The Police Authority undertakes telephone surveys which take place often which could support in-year reporting for NI 4 and NI 21, as they use the same questions. Current costs for the survey are £ 48k per quarter and</p>

	<p>results can be recorded at a unitary wide level, APB level results could be achieved with a further investment to the amount of £ 220k. The Authority is a key partner and contributes to all delivery plans, the Authority should contact officers responsible for each outcome and indicate and record its contributions. The non-designated local indicators are also to be included in the LAA PMF (Performance Management Framework) and CAA processes and it is important those LAA delivery plans are equally robust as their unsuccessful delivery will affect external evaluation.</p> <p>Additionally, the GONW had recently asked for comments, over a limited period of consultation, on the National performance indicators, which underpin the work of the LSP (via the LAA) and other local agencies. The questions and a template will be circulated to Partners in due course to capture comments and questions about the exercise.</p>
<p>Action:</p> <p>Decision:</p>	<p>The Thematic Partnerships Leads ensure that all delivery plans are sufficiently robust to drive forward service delivery and in-year performance monitoring.</p> <p>A note and template will be circulated to partners on the consultation exercise on the national indicators</p> <p>The LAA reward grant allocation policy set out in paragraph 13 was approved by the LSP.</p>
<p>Item No. 7</p>	<p>Development of a West Cheshire Alcohol Strategy.</p> <p>The LSP was provided with a report provisionally shared at the Thematic Partnership Leads meeting on 20th July, addressing the cross-cutting issues of alcohol misuse and related issues. A sub-regional conference on 30th June, hosted by the Cheshire DAAT (drug and Alcohol Action Team), triggered recent developments. The report outlined five key recommendations and two supplementary decisions required of the LSP:</p> <ol style="list-style-type: none"> (1) a new cross-cutting, multi-agency West Cheshire Alcohol Group comprising experts and commissioners from each thematic area be established; (2) the Thematic Leads identify who these experts and commissioners should be; (N.B. these may not necessarily be drawn from the current membership of the respective thematic partnerships); (3) the West Cheshire Alcohol Group be charged with developing an outcome focused Alcohol Strategy and Action Plan for West Cheshire containing clear and measurable targets; and (4) the West Cheshire Alcohol Group will be chaired by Wendy Meredith, Director of Public Health, NHS Western Ches <p>It is hoped that an early draft of a West Cheshire Alcohol Strategy can be prepared for early September and shared with partners in due course.</p> <p>The subsequent implementation of a new joint Strategy will be used to 'road test' a joint commissioning process to enable the LSP to adopt a single, common approach to commissioning in the future.</p>

<p>Decisions:</p>	<p>The West Cheshire Alcohol Group will exist as a cross-cutting issues-based partnership, sitting alongside the five established thematic partnerships, reporting directly into the LSP and will be directly accountable for the achievement of agreed outcomes and targets.</p> <p>The West Cheshire Alcohol Group will exist as a ‘task and finish’ strategy / action plan development group, accountable to the LSP for this task but with the longer term accountability for the achievement of specific outcomes and targets resting with the most relevant thematic partnership.</p>
<p>Item No. 8</p>	<p>Local Strategic Partnership Framework – Agreement and Protocols, further development.</p> <p>A report summarising the further development of the LSPs ‘Agreement & Protocols’ document was shared with updated positions on the following key sections:</p> <ul style="list-style-type: none"> • Single Equality Framework • Information Sharing Protocol • Membership and reserves list • Community Engagement & Empowerment Strategy • Partnership Commissioning Framework • Third Sector Compact <p>Partners were asked to consider the adoption of the new completed sections and note the progress made in other areas. Following the last meeting (30th April 2009) of the Partnership, colleagues were asked to read and approve the Agreement and Protocols document or report any suggested amendments. No such amendments had been proposed by Partners, therefore modifications were taken as granted as no objections had been registered. There was an updated and revised version of the Single Equality Framework paper, which accounted for the additional comments arising during the meeting and this, will be circulated with the meeting notes.</p> <p>CHAWREC now stands for the Cheshire, Halton and Warrington Race Equality Centre.</p> <p>The Local Compact will be discussed at a future meeting of the LSP.</p>
<p>Decision:</p>	<p>The additional content for the LSP ‘Agreement and Protocols’ document was approved by the Partnership and will be included in the latest iteration of the document.</p>
<p>Item No. 9</p>	<p>West Cheshire Sustainable Community Strategy – event feedback and next steps.</p> <p>A review was provided of the two major LSP events which had taken place recently, seventeen key issues were identified at the LSP Stakeholder Workshop (25th June) to go forward into the development of the new SCS (Sustainable Community Strategy). Those issues were considered by a larger and broader range of delegates at the first West Cheshire LSP</p>

	<p>Network conference (20th July), feedback received from both events will help produce a draft SCS document which will be consulted upon over the coming months. Partners agreed that both events had been helpful in engaging partners and highlighting the work of the new LSP framework.</p> <p>The formal SCS consultation process will be moved along in tandem with the consultation on the new Local Development Framework (LDF) at a range of meetings and events detailed in the paper. Partners were asked to notify officers of any further opportunities where local communities and partners may contribute to discussions on agreeing our priorities over the next decade.</p> <p>Partners welcomed the opportunity to continue to influence the design and content of the new SCS and pointed to the ongoing work through the CAA process, JSNA (Joint Strategic Needs Assessment), LAA, APB Strategies, interim West Cheshire SCS etc, which all help to consistently validate and confirm our choice of joint priorities. The consultation should not therefore throw up any major surprises. But we do need to understand that new information may arise, especially concerning our most vulnerable communities, who may not have contact with service providers yet and we must be vigilant about this factor. The consultation should also take advantage of web-based methods to ensure we reach the broadest range and largest number of people to contribute to the consultation. It was suggested to highlight the links between existing plans and strategies are made clear in the draft SCS, so partners can understand the inter-linkage between their corporate objectives and those of the LSP.</p>
Decision:	<p>The LSP will support the process outlined in the attached report on the production of and consultation on the SCS.</p> <p>Partners continue to comment on the list of ‘Big Issues’ identified in the initial stages of consultation as a basis for drafting the SCS.</p> <p>Partners will identify further opportunities for consultation and engagement within their own organisations/networks.</p>
Item No. 10	<p>Third Sector Assembly update.</p> <p>Arthur Neil, Chair of the Third Sector Assembly, provided a verbal report on the latest developments within the Assembly. The Assembly is essentially a ‘network’ of ‘networks’, both thematic and geographical i.e. the 3 local networks based on the footprints of the former Districts of Vale Royal, Chester and Ellesmere Port and Neston. The Assembly has a steering group, responsible for directing and co-ordinating the work of the Assembly and communicating developments more widely across the Sector. The Council officer seconded to support the development of the Assembly has been working well with much progress being made on mapping of the training and capacity needs of Third Sector representatives so they effectively engage in more partnership activities.</p> <p>Work will be needed to ensure all of the thematic networks in the Assembly are robust, inclusive and fit for their purpose. The launch of the new West</p>

	<p>Cheshire Compact agreement will help to establish much of the principles and practices of engagement between local sectors and is a very important document.</p> <p>Colleagues were informed of the Queen's Award for Voluntary Service for volunteers and encouraged partners to put forward their local nominations, more details can be found at the web site:</p> <p>http://www.queensawardvoluntary.gov.uk/</p>
Decision:	None required.
Item No. 11	<p>Any other business.</p> <p>Mark Wilson shared good news concerning to bid to the Government 'Future Jobs Fund' programme, targeted at young people aged between 18 – 24 years. A sub-regional bid, supported by West Cheshire Together was submitted, looking to create 750 local jobs over the next 18 months, the bid was for over £ 4 million and will be co-ordinated by the Business, Enterprise and Culture Partnership on behalf of the LSP. The active support of all partners will be both needed and welcomed to ensure the success of the bid's implementation; 350 jobs will need to be created in the first 6 months from September.</p>
Decision:	None required.

Details of next meeting: 2.00pm, Thursday 29th October 2009. Cheshire Constabulary Headquarters, Winsford (TBC).

Signed (Chair):

Date: