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| <p><b>‘West Cheshire Together’ Thematic Leads / Area Partnership Board Chairs meeting</b></p> |
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**Date:** Monday 18<sup>th</sup> January 2010  
**Time:** 1.30pm  
**Venue:** Committee Room 1, County Hall, Chester

**Attending:****Representing:**

|                        |                                  |
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| Steve Robinson (Chair) | Children & Young People          |
| Jon Betts              | Ellesmere Port APB               |
| John Denny             | Chester APB                      |
| Craig Guildford        | Safer & Stronger Communities     |
| Cllr Mike Jones        | West Cheshire Together           |
| Sara Mogel             | Business, Enterprise & Culture   |
| Cllr Lynn Riley        | Safer & Stronger Communities     |
| Chris Rowbottom        | Northwich & Rural North APB      |
| Alison Roylance-White  | Rural West APB                   |
| John Salt              | Winsford APB                     |
| Charlie Seward         | Business, Enterprise and Culture |
| Jane Staley            | Environmental Sustainability     |
| John Stephens          | Children & Young People          |
| Ian Whitehead          | Health & Wellbeing               |

**Apologies:** Julie Webster (Health & Wellbeing)

**Visitors:** Mike Armstrong, Andrea Mageean and Michelle Talgam (Cheshire West and Chester Council)

**Support:** Alison Armstrong and Lyn Raynor (Cheshire West and Chester Council)

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| Item No.1         | <p><b>Welcome, introductions and apologies</b></p> <p>Steve welcomed everyone to the meeting and apologies were noted.</p>   |
| Action - Decision | None required  |
| Item No.2         | <p><b>Minutes of last meeting and matters arising:</b></p> <p>The minutes of the last meeting were agreed as an accurate record.</p> <p><i>Second Homes Taxation: Bid Monitoring</i> – Following funding allocation at the last meeting, a ‘light touch’ approach to monitoring spend would shortly be put in place.</p> <p><i>Consultation on Public Sector Budget Proposals for 2010/11</i> – Partner organisations were again encouraged to share their own budget proposals/decisions for the next financial year, where available, at the next meeting.</p> |

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|                   | <p><i>Faith Action Audit</i> – A reminder that APBs may be asked to assist in cascading the promotion of this audit more locally.</p> <p><i>'Total Place' Pilot: Ellesmere Port</i> – Partners noted that this project would soon move forward with a series of public events in May and partners' contribution and support to this project was encouraged via liaison with Maria O'Brien (Interim Head of Neighbourhood Renewal).</p> <p><i>Revised Calendar of Meetings</i> – A revised calendar of meeting dates relating to meetings of West Cheshire Together, Thematic Leads (including alternate joint meetings with APB Chairs) was agreed.</p>  |
| Action - Decision | <ul style="list-style-type: none"> <li>• Guidance and documentation to support the monitoring of grants awarded from Second Homes Taxation funding be developed and shared with grant recipients as soon as possible.</li> <li>• All partners be encouraged to share their budget proposals/decisions for 2010/11, where available, at the next meeting on 1<sup>st</sup> March.</li> <li>• APBs to locally promote the Faith Action Audit if requested.</li> <li>• Partners who can contribute and support the 'Total Place' project in Ellesmere Port to liaise with Maria O'Brien (Tel: 0151 356 6556 or e-mail: maria.o'brien@cheshirewestandchester.gov.uk).</li> <li>• Partners to note revised calendar of meetings.</li> </ul>   |
| Item No.3         | <p><b>Local Area Agreement ¾ Year Performance Review</b></p> <p>Mike Armstrong, presented an updated on the latest performance position on LAA outcomes, based on the current implementation status of designated and non-designated indicator LAA delivery plans as at 30<sup>th</sup> November 2009. Each delivery plan had been awarded a red/amber/green (RAG) status by the delivery plan owner. It was noted that:</p> <ul style="list-style-type: none"> <li>▪ based on the in-year implementation status of the delivery plans returned so far, five delivery plans (four designated indicators and one non-designated indicator) had been assessed as red; and</li> <li>▪ it was proposed that two LAA priority non-designated indicators be removed from the LAA.</li> </ul> |
| Action - Decision | <ul style="list-style-type: none"> <li>• Decision endorsed to remove non-designated indicators LAA Priority 35 (reported incidents of anti-social behaviour) and LAA Priority 47 (healthy life expectancy at 65) from the LAA.</li> <li>• Approved proposed actions to address performance issues relating to LAA priority indicators assessed as red.</li> </ul>  |

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| Item No.4         | <p><b>Local Area Agreement Review and Comprehensive Area Assessment</b></p> <p>Mike Armstrong referred to a report on the LAA review and the recent CAA process. The report contained various observations made by each of the Thematic partnerships regarding the LAA review and CAA results. It was noted that the next CAA process would run from March, with the final deadline for evidence due at the end of September and that the focus was expected to be around “areas of improvement”.</p>   |
| Action – decision | N/A   |
| Item No.5         | <p><b>Area Partnership Boards – Progress, Work Programme and Emerging Issues (including Area Action Plans)</b></p> <p>Partners received an update on Area Partnership Board progress along with copies of the latest draft Area Action Plans.</p> <p><i>Chester</i> – Consultations would conclude shortly, resulting in two or three specific projects to focus on in the coming months. Cultural differences between organisations was raised and it was noted that training and development across the partnership was being explored to address this. The connections between areas and thematic groups were emerging and it was hoped Board meetings would become more standardised, professional and timely, with plans to ultimately reduce membership and concentrate on delivery.</p> <p><i>Ellesmere Port</i> – With the draft Action Plan now in place, understanding the role of the APB and individual partner roles within that, was key. The APB hoped to deliver some ‘quick wins’ following a long period of mapping and scoping the area. As part of the ‘Total Place’ project, the third week in May would see much public activity within Ellesmere Port. Connectivity within the Council was an issue - Jon Betts would liaise with Julie Gill.</p> <p><i>Northwich &amp; Rural North</i> – The Board’s extensive Action Plan now needed slimming down into a more coherent document. Mention was made of three substantial ongoing projects amongst other mini projects, with a plea for statistical information to be broken down to APB level. The Area Manager appointment would hopefully bring some much needed stability and the issue of health representation was a concern which needed addressing.</p> <p><i>Rural West</i> – Whilst the Board didn’t see any initial areas of concern, it now had three clear priorities identified, along with a programme of action focused across all areas. The Board was mindful not to let the rural areas lose out to major areas such as Ellesmere Port and was hoping for some ‘quick wins’ by the end of this financial year.</p> <p><i>Winsford</i> – The Board now had three priority task groups and was beginning to feel very action-focused, particularly around the issue of NEETs. Four specific wards had also been identified to target neighbourhood working.</p> |

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|                   | Non-representation by Central & Eastern Cheshire PCT was an issue to be addressed.   |
| Action - decision | <ul style="list-style-type: none"> <li>• APB Chairs to meet and work through any common issues.</li> <li>• Partners to note the third week in May will be used for much visible activity within Ellesmere Port.</li> <li>• PCT representation, specifically for Northwich &amp; Rural North and Winsford APBs to be addressed.</li> <li>• Jane Staley offered to attend all APBs to outline local action in order to reinforce the connection between the areas and the thematic groups.</li> </ul>  |
| Item No.6         | <p><b>Sustainable Community Strategy – Initial Consultation Responses and Next Steps</b></p> <p>Andrea Mageean, Partnership Manager, gave partners an update on the recent consultation on the Sustainable Community Strategy and outlined the next steps in the finalisation and endorsement of the document.</p> <p>Further work was underway to refine the document in order to prepare a final draft for consideration at the LSP meeting on 28<sup>th</sup> January, including an “experts” half-day workshop planned for 19<sup>th</sup> January. Subsequent approval would be sought by Cheshire West and Chester Council on 25<sup>th</sup> February in accordance with its statutory obligations. The intention was for the document to “go live” from 1<sup>st</sup> April, with a public launch at the next LSP Network event soon after.</p> <p>It was noted that the LAA was essentially the delivery plan for the Sustainable Community Strategy and there was discussion about whether the document should contain “area” sections.</p> |
| Action - Decision | N/A  |
| Item No.7         | <p><b>Thematic Partnerships – Progress, Work Programme and Emerging Issues</b></p> <p><i>Children &amp; Young People</i> – The Trust was currently required to review its governance arrangements and would have a workable way forward for its next meeting. It was also moving forward with joint commissioning and was looking at how to take the ‘Total Place’ methodology forward.</p> <p><i>Business, Enterprise &amp; Culture</i> – The Board was setting up a Business Sector Committee, to be chaired by Andrew Donaldson.</p> <p><i>Health and Wellbeing</i> – A key issue was Health Inequalities and the next meeting would focus on the Autism Act which will impose a number of duties. The Joint Strategic Needs Assessment would need to be updated to take account of this.</p>   |

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|                   | <p><i>Environmental Sustainability</i> – The Partnership would have some clear objectives once the Sustainable Community Strategy was finalised. Following receipt of Second Homes Taxation funding, The Green Doctor project being piloted in Winsford was moving forward.</p> <p><i>Safer &amp; Stronger Communities</i> – The Partnership was keen to learn more about a Community Justice pilot running in South Sefton and would investigate the feasibility of an element of local justice along the lines of “you said, we did” outcomes.</p>  |
| Action - Decision | N/A   |
| Item No.8         | <p><b>Any Other Business</b></p> <ol style="list-style-type: none"> <li>1. <i>NHS Western Cheshire Strategic Plan</i> – partners were encouraged to comment on this document by 25<sup>th</sup> January either via Alison Armstrong or direct to Claire Wildgoose at NHS Western Cheshire (e-mail: <a href="mailto:claire.wildgoose@wcheshirepct.nhs.uk">claire.wildgoose@wcheshirepct.nhs.uk</a>).</li> <li>2. <i>Cheshire Safety Day: 17<sup>th</sup> February</i> – partners noted this major initiative which would cover 8 areas, targeting communities in IMD wards and involving a number of partners.</li> <li>3. <i>Tackling the Government’s Efficiency Agenda</i> – the Chief Executives of the Cheshire Local Authorities, Police, Fire and PCTs would meet at the end of March and this would be developed as part of the Cheshire and Warrington Sub-regional Leaders arrangement.</li> <li>4. <i>Relationship with Local Press/media</i> – keen to explore potential for a regular slot (monthly might be more realistic than weekly) in a local newspaper to raise the profile of WCT activity, particularly at APB level.</li> <li>5. <i>West Cheshire Together website</i> – following website launch, partners were encouraged to send any ideas for further development to Lyn Raynor (Partnerships &amp; Area Working team) who was the website’s custodian.</li> <li>6. <i>LSP meeting agenda (25<sup>th</sup> February 2010)</i> – noted this was currently shaping up.</li> </ol> |
| Action - Decision | <ul style="list-style-type: none"> <li>• Partners to comment on the NHS Western Cheshire Strategic Plan by 25<sup>th</sup> January (either to Alison Armstrong (<a href="mailto:alison.armstrong@cheshirewestandchester.gov.uk">alison.armstrong@cheshirewestandchester.gov.uk</a>) or Claire Wildgoose (<a href="mailto:claire.wildgoose@wcheshirepct.nhs.uk">claire.wildgoose@wcheshirepct.nhs.uk</a>)).</li> <li>• Partners keen to take part in the Cheshire Safety Day to contact John Salt at Cheshire Fire &amp; Rescue Service (Tel: 07776 297855 or e-mail: <a href="mailto:john.salt@cheshirefire.gov.uk">john.salt@cheshirefire.gov.uk</a>)</li> <li>• Issue of relationship with Local Press/media to be pursued with Pam</li> </ul>  |

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|  | <p>Bradley (Head of Marketing and Communications at Cheshire West and Chester Council)</p> <ul style="list-style-type: none"><li>• Partners to visit new partnerships website at <a href="http://www.westcheshiretogether.org.uk">www.westcheshiretogether.org.uk</a> and send any suggestions for development to Lyn Raynor (Tel: 01244 972370 or e-mail: <a href="mailto:lyn.raynor@cheshirewestandchester.gov.uk">lyn.raynor@cheshirewestandchester.gov.uk</a>)</li></ul> |
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**Details of next meeting:** Monday 1<sup>st</sup> March 2010, 1.30pm – 3.30pm,  
Committee Room 2b, County Hall Chester.

Signed (Chair): ..... Date: .....