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Jeff Hughes

*Head of Democratic and Legal
Support Services*

MEETING : LOCAL STRATEGIC PARTNERSHIP BOARD
VENUE : LEARNING RESOURCE CENTRE, WARE CAMPUS,
HERTFORD REGIONAL COLLEGE, SCOTT'S ROAD,
WARE SG12 9JF
DATE : MONDAY 19 SEPTEMBER 2011
TIME : 10.00 AM

**CONTACT OFFICER: LINDA BEVAN - 01279502175
- PLEASE NOTE VENUE - DETAILS OF PARKING
TO FOLLOW**

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AGENDA

1. Apologies (Pages 5 - 6)
2. Minutes and matters arising (Pages 7 - 14)
3. Development and Change at the Ware Campus of HRC - presentation - Andy Forbes
4. East Herts Health Profile - presentation - Peter Wright
5. Young Concern - presentation - Robert Locke
6. Sustainable Communities Strategy Action Plan and PRG - verbal update
7. Partners' Priorities
8. LSP Terms of Reference (Pages 15 - 18)
9. Forward Plan (Pages 19 - 20)
10. Any Other Business
11. Date of next meeting

28 November 2011

EVERYONE MATTERS

EAST HERTS LSP BOARD

LIST FOR AGENDA

Members of the Board

See attached

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LIST FOR AGENDA

Members of the Board

Representative

Councillor Tony Jackson
Martin Wigley
Mike Carver
Chris Hayward
David Andrews (sub)
Tim Hutchings
Sally Newton
John McDowall
Murray Foster
Angela Alder
Sue Beck

Organisation

- East Hertfordshire District Council
- Business Sector
- Hertford Regional College
- Herts County Council
- Herts County Council
- Herts Chamber of Commerce
- Police Authority
- Riversmead Housing Association
- South Anglia Housing Association
- Broxbourne and East Herts CVS
- PCT -

Role

LSP Chairman/Leader/Housing Theme Lead
GlaxoSmithKline Operations Manager
Chairman
County Councillor
County Councillor
Chief Executive
Board Member
Vice Chairman of the Board
Chairman of the Board
Vice Chairman

Officer Support

Representative

Anne Freimanis
Linda Bevan
George A Robertson
Mike Collier
Jon Speed
Will O'Neill

Organisation

- East Herts Council
- East Herts Council
- East Herts Council
- Herts County Council
- Hertfordshire Constabulary
- East Herts Council

Role

Andy Forbes

- Hertford Regional College

Chief Executive/Chairman of East Herts CDRP
Committee Secretary
Director of Customer and Community Services
Lead Officer
Chief Inspector
Head of Cultural and Community Services/
Chairman of DCTP
East Herts Together LSP/Hertford Regional
College
Chief Executive

Steve Henning

- Riversmead Housing Association

Tracy White	- Circle Anglia	Chief Executive
Caroline Kaldini	- Circle Anglia	Head of Community Development, Strategic Lead for Resident Involvement
Ian Richardson	- Broxbourne and East Herts CVS	Chief Executive

Topic Specific Officer Support

<u>Representative</u>	<u>Organisation</u>	<u>Role</u>
C Boyse	- HCC	Adult Care Services Officer
Simon Drinkwater	- Herts Constabulary	Director of Neighbourhood Services / Health & Housing Representative
A Nagaraj	- East Herts Council	Planning Policy
John Careford	- Riversmead Housing	Deputy Chief Executive
Paul Huckstep	- South Anglia Housing Association	Assistant Director of Continuous Improvement
Tracy White	- East Herts Council	Community Projects Team Leader
Mekhola Ray	- East Herts Council	Economic Development Officer
Paul Pullin	- East Herts Council	Home Energy Efficiency Officer
Steve Adelizzi	- East Herts Council	

MINUTES OF A MEETING OF THE
LOCAL STRATEGIC PARTNERSHIP
BOARD HELD IN THE COUNCIL
CHAMBER, WALLFIELDS, HERTFORD ON
MONDAY 27 JUNE 2011, AT 10.00 AM

PRESENT:

- | | |
|--|-----------------------------|
| Councillor Tony Jackson (EHC) (Chairman) | |
| Angela Alder | - Voluntary Sector |
| Mike Carver | - Hertford Regional College |
| Andy Forbes | - Hertford Regional College |
| Councillor Peter Ruffles | - Herts County Council |
| Martin Wigley | - GSK |
| Peter Wright | - NHS |

OFFICERS IN ATTENDANCE:

- | | |
|--------------------|---|
| Anne Freimanis | - Chief Executive |
| Linda Bevan | - Committee Secretary |
| Andrew Godfrey | - Herts County Council |
| Paul Huckstep | - Housing Association |
| Mike Collier | - Herts County Council |
| Will O'Neill | - Head of Community and Cultural Services (EHC) |
| Mekhola Ray | - Community Projects Team Manager (EHC) |
| Ian Richardson | - Voluntary Sector |
| George A Robertson | - Director of Customer and Community Services (EHC) |
| Jon Speed | - Herts Constabulary |

Nicky Williams - NHS

ALSO IN ATTENDANCE:

Phil Copestake - OPM
 Rob Francis - OPM
 Laura Benny - Herts Young
 Homeless

1 APOLOGIES

Apologies were submitted on behalf of Murray Foster, Chris Hayward, Tim Hutchings, John McDowall, Sally Newton and Tracy White.

2 MINUTES AND MATTERS ARISING

Peter Wright asked to give the presentation on “It’s your NHS – Let’s use it right” at the next meeting.

It was AGREED that the Minutes of the meeting held on 21 February 2011 be agreed as a correct record.

3 RESOURCE MAPPING - OPM (OFFICE FOR PUBLIC MANAGEMENT)

Phil Copestake and Rob Francis, of OPM gave a presentation on their findings so far on resource mapping for the LSP Board. They had interviewed members and their colleagues and held workshops. These had shown some key areas for further work. They emphasised the need for planning, areas where value could be added by the Board needed to be identified and data needed to be shared and results monitored. They thought an annual Away Day for the Board would be useful to set priorities away from the normal routine.

They said their work was very much a “work in progress” and asked for comments from the Board.

The main headings for consideration which they gave were

identifying opportunities for joint working, translating this into action and monitoring outcomes.

It was important for all members to know what other partners were doing. The load of work needed to be spread and there needed to be support at a senior level for the work of the Board.

They noted that there had been some difficulties in engaging the community. This needed to be addressed. It could be that some things being done should be discontinued.

They had identified the following three areas for attention:

Community Safety – possibly increasing the contribution from businesses for policing the night-time economy;

Older people – increasing volunteering to take older people shopping/collect prescriptions;

Complex families – increasing voluntary help with parenting skills.

They suggested the next step could be for the LSP Board to identify small groups to work on these issues.

George Robertson suggested Officers use this information to draw up a new action plan based on the existing one.*

The Chairman asked that this be done as soon as possible. George agreed to prepare the plan and e-mail it to the Board for approval within two weeks. *

Anne Freimanis said she hoped to combine the existing theme groups into three streams to take the place of the LSP Strategy Group.*

The Chairman said the three priorities that East Herts Council was considering were: people e.g. care for the vulnerable including older people; place e.g. keeping the District safe and tidy; and prosperity e.g. night-time economy and public order.

Anne Freimanis said it was important for partners to discuss their common priorities before budgets were set. She suggested this should be an item on the agenda for the next meeting.*

Angela Alder and Jon Speed expressed support for themes including older people and the night-time economy.

Peter Wright expressed support for fewer meetings but hoped that people would be involved as necessary. The Chairman said that people could be invited on ad hoc basis when they were needed.

The Chairman thanked Phil and Rob for their presentation.

4 LOCAL ENTERPRISE PARTNERSHIP

The Chairman said that an interim board had been set up with Tim Wilson as Chairman for the Local Enterprise Partnership (LEP). He gave details of the members from a wide variety of business and representatives from County and District Councils. Priorities for the board would include faster broadband and establishing an enterprise zone. It was hoped funding would come from DEFRA once the East of England bodies had been disbanded.

5 SUSTAINABLE COMMUNITIES STRATEGY ACTION PLAN AND PRG

Mekhola Ray introduced the report which gave an update on the Sustainable Communities Strategy (SCS) Action Plan and Performance Related Grant (PRG). She said Ware Skatepark would be launched in October.

George Robertson said the Board needed to decide what to do with the unawarded PRG.

Peter Wright asked the Board to agree to match fund £10,000

of the PRG capital funds for the Health Inequalities Project with the NHS and the Board agreed to this.

The Board felt the remaining funds should be allocated once the resource mapping exercise was complete.

Stronger Communities

Ian Richardson from CVS gave a presentation on the ways in which funding of £25,000 had been spent to the benefit of numerous community projects. He said he could easily spend the same amount on similar items. The grant had meant that organisations could increase the events they held and many voluntary organisations were involved.

Herts Young Homeless Group

Laura Benny gave a presentation on the Herts Young Homeless Group's project to educate young people about the realities of leaving home.

She said the Group had funding from the County Council for its core work but this additional work needed donations from elsewhere.

She said the education project worked with secondary age children. They went into schools, youth projects and projects for young people who had been excluded from school.

Feedback confirmed they were exceeding the targets in their Service Level Agreement in preventing and educating young people about homelessness.

The education project used peer education, with young people sharing their experiences of homelessness. They had also set up a website with funds from the PRG to provide a teaching resource for teachers etc.

Andy Forbes from Hertford Regional College said he was interested in running some of these sessions at the college.

Members commented on the need for this preventative work, even if numbers affected were small, because of the effects on mental health and crime amongst other things.

Laura agreed to give details of the work in East Herts (numbers affected etc) to George Robertson so he could circulate this to the Board.*

The Chairman thanked Laura for her presentation.

It was AGREED that the Board notes the progress on the projects and the exceptions and agrees to wait until the resource mapping exercise is completed before awarding the balance of the PRG, with the exception of £10,000 capital for the Health Inequalities project which would be paid as match funding with the NHS.

6 FUTURE OF LSP STRATEGY GROUP AND FORUM

Anne Freimanis said the future of the LSP Strategy Group had been discussed earlier.

As regards the Forum, it was felt this was no longer meeting its purpose and numbers attending had declined significantly. However, this was the only involvement Town and Parish Councils had with the LSP. She would be speaking to Council Clerks at a regular meeting she had with them to find a way forward. George Robertson would inform the Board of the outcome by e-mail.*

7 FORWARD PLAN

It was AGREED that:

(A) Officers would update the plan and send it to Board members for comments; * and

(B) the recommendations of the Community and Public Engagement Task and Finish Group would be

circulated with the minutes of this meeting.

8 ANY OTHER BUSINESS

Health and Wellbeing Board

Peter Wright outlined the membership of the Health and Wellbeing Board would include representatives from County and District Councils, patients and GP practices.

Future Forum

Peter Wright said he would send details of new proposals for the NHS to the Board members. He outlined some of them and said he would give more detail at the next meeting if it was available.

9 DATE OF NEXT MEETING

It was NOTED that the next meeting would be on 19 September 2011 at Hertford Regional College (Ware Campus).

* FOR ACTION - GR

The meeting closed at 11.00 am

Chairman
Date

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Draft / Proposed Terms of reference for East Herts Local Strategic Partnership – August 2011

Introduction and Background

The context and former focus for LSPs and their thematic sub-partnerships has changed dramatically in a short space of time of LSP's has changed dramatically in recent times:

- the direction of travel towards localism, greater autonomy, and more freedoms
- The significantly reduced resources available to the public sector and its partners
- The scaling back of the national performance and inspection framework with the abolition PSAs, LAAs and CAA;

The Role and Terms of Reference of the Local Strategic Partnership therefore is to provide a framework to better fit the needs and resources of current times

The outcome of the resource mapping work done with partners during 2011 has also found consensus for reducing the number of priorities to better reflect the new context, take account of emerging policy and of the reduction in total capacity.

Purpose of the Partnership

- Provide focus for Local Strategic priorities
- Provide a Focus for Partnership actions / activities(fewer) to do a smaller number of things exceptionally well
- Encourage complementary actions / activities
- Provide a critical friend for partners when requested

Structure and Membership

- Structurally and operationally, “light touch”; lean and flexible to aid communication and decision making
- LSP board membership is open to the most senior board level representatives from each of the key stakeholders. The LSP board is chaired by the leader of East Herts Council.
- LSP strategy group membership is a senior officer level mirror of the board and is chaired by the chief executive of East Herts Council
- The LSP Strategy group will also provide / include the lead officer for any of the sponsored thematic partnerships or task and finish groups^{i**}

Partners will:

- Continue to develop a shared vision and commitment to improve services and making the best use of all available resources
- Provide a critical friend for partners when requested
- Be aware of fellow partner organisations' priorities, activities and actions
- Recognise and respect the tensions between organisations' priorities
- Partners will recognise and respect that priority setting is a political process which is unique to each organisation but focus on the areas of common ground

LSP Board

- Overall responsibility for shaping and sustaining a vibrant and outcome focused LSP.
- Overall responsibility for the development and delivery of the community strategy and the annual action plan.
- Strategic responsibility for influencing and responding to regional and national policy.
- Review and agree on an annual basis a small number of priorities to provide the main focus for partnership/joint commissioning
- Agree and sponsor a small number of specific key projects
- Responsibility for joint funding / joint commissioning

LSP Strategy Group

- To advise the board on all matters relating to the LSP, the community strategy
- Responsibility for the development and delivery of the community strategy and annual action plan.
- Develop, support and sponsor a small number of specific key projects to be taken forward by thematic partnerships or sponsored task and finish groups **
- To propose to the board and administer funding and commissioning programmes for the LSP.
- Represent the LSP, support and provide the lead / interface for the work of issue focused sub- partnerships
- Promote and celebrate complementary activities
- To advise the board on new issues, opportunities and threats as they arise.

- Provide a platform and route where smaller projects can seek cross - organisation support
- Enable and support a virtual LSP Forum

A Virtual LSP Forum

A web based forum for information exchange

- sharing ideas and information,
- identifying complementary activities / opportunities
- developing understanding and strengthening partnerships,
- proposing new initiatives

^{i **} It is envisaged that each priority project will be delegated to one of the existing thematic partnerships. In exceptional cases a sponsored task and finish group may be formed, lead by an existing member of the Strategy Group.

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Agenda Item 9

FORWARD PLAN

LSP BOARD

2 September 2011

(to be determined by the Board)

	Date	Officer
Partners to report on priorities	September	Partners
Quality of Life	Autumn	David Thorogood
Sustainable Communities Strategy and PRG	All scheduled meetings	Mekhola Ray
Localism Bill	Autumn	
Health and Wellbeing Board	As and when required	Peter Wright
“It’s your NHS – Lets use it right” – presentation	September	Peter Wright
Affordable Homes and Rents	TBA	Murray Foster and Chris Wright

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