



**Minutes of Meeting of Worthing Together held on  
7 March 2006 in the Gordon Room, Worthing Town Hall**

<b>CHAIR</b>	✓	Farhang Tahzib
<b>SECTORAL GROUPS</b>		<b>REPRESENTATIVE</b>
Voluntary Sector Forum	✓	Julia Carrette till 11.40 am
Crime & Disorder Reduction Partnership	A	Roy Barraclough
Worthing First	✓	Roger Foregard
Local Planning Group for Community Health and Social Care (& Housing)	A	Tony Chasteauneuf
Worthing Learning Network	✓	Trish Tame
Culture and Leisure	✓	Jo Hutchinson
Transport and Environment	A	Richard Wells
<b>INVESTORS IN WORTHING</b>		
Worthing Community Partnership	A	Jane Claxton
Area Investment Framework	✓	Paula Welland
<b>YOUTH ORGANISATION</b>		
WSCC Youth Service	A	Shirley Robinson-Viney
<b>FAITH GROUPS</b>		
Churches Together in Worthing	✓	Mike Tyler
<b>NEIGHBOURHOOD CHAMPION</b>		
Worthing Council of Community Assns	✓	Ian Richardson
<b>LOCAL AUTHORITIES</b>		
Worthing Borough Council	A ✓ ✓	Cllr Ann Barlow Cllr. Bob Smytherman Tim Everett (non-voting)
West Sussex County Council	A	Cllr. Colin O'Neill Phil Edwards (non-voting)
<b>OTHER MAJOR ORGANISATIONS</b>		
Adur, Arun & Worthing PCT	✓	Gill Blackwood
Worthing & Southlands Hospitals Trust	A	Martin Pearson
Sussex Police	A	Chief Insp Jason Taylor
<b>OBSERVER</b>		
GOSE	✓	John Crow
<b>SUPPORTING OFFICERS</b>		
WSCC	✓	Clare Gardiner
WBC	✓	Tina Favier till 11.20 am
WBC	✓	Julian Carrington
WBC	✓	Anne Jones

1. The **Minutes of the Meeting held on 24 January 2006** were agreed as an accurate record.

**2. Matters arising not on the Agenda**

i. **'LSPs – Shaping their Future' (ODPM Consultation)**

Julian distributed copies of the joint *Worthing Together* response that he prepared and submitted to ODPM. He thanked Roger and Cllr Geraldine Lissenburg, Cllr Smytherman's substitute on the Steering Group, in particular for their extensive contributions.

ii. **Partnership Manager post**

Farhang reported that funding is in place and the job description is currently being finalised.

**3. Supporting the Local Area Agreement**

A progress report had been distributed with the Agenda. Farhang reported that the West Sussex LAA would be signed by David Miliband at a meeting in Lewes on 23 March 2006. Block leads and LSP Co-ordinators would be invited to work on the geographical aspects of the LAA which will follow district council boundaries. A template will be produced to facilitate performance management. As no other new funds were available it was essential for all partners to consider supporting the LAA targets and priorities through mainstream funding. Farhang noted that some pump priming money was available for stretch targets.

Julia reported that CVSs across West Sussex had already met with Philip Coleman to plot how VCS organisations could contribute to all the targets.

**Action:** Standing item on future agendas.

**4 Sub Group reports**

i. **Communications**

a **LSP Bulletin**

Clare handed round copies of the LSP Bulletin which will be finalised and printed / emailed to partners in the next couple of weeks. Printing is being paid for by WSCC, WBC, PCT and CDRP. Clare thanked partners for their contributions and Hannah Goss at the PCT for drawing the bulletin together and making it look so attractive.

**Action:** Partners to email and distribute copies to their networks

b **Documentation**

Three updated documents had been distributed with the Agenda:

Protocol for Communications Work  
Communications Guide  
Communications Strategy

These will ensure effective LSP communications.

Farhang requested that the documents highlight the key role of good links between *Worthing Together* and the media. It was agreed to amend the signing-off procedure for press releases in the Protocol for Communications Work so that the Vice Chair as well as the Chair of *Worthing Together* could exercise this duty, and to give initial approval for press releases to an editorial board rather than the whole Sub Group. Communication is an ongoing proactive activity and the role of the communications sub group is vital.

**Action:** Communications Sub Group to add above to documents and bring to next steering group meeting for endorsement

**Action:** A Chair of the Sub Group was to be appointed as soon as possible.

## ii. **Transport Sub Group Progress Report**

### a **Programme**

Roger reported that the group has now met 3 times and at the last meeting heard from Julia about the anticipated brokerage scheme for co-ordinated community transport and Dial a Ride. They are currently drawing up a programme of work. A letter has been sent to EDAW with suggestions for the Masterplan and Roger is working on a letter to the Highways Agency re the A27 on behalf of the group. They will be meeting again in April when Dr Jeff Lake of the PCT will be speaking about the Active *Worthing* project and its links to the transport theme.

### b **Update re Night Bus**

It had been agreed at the last Steering Group meeting that the reinstatement of the night bus was not the solution to the problem of intoxicated young people getting home safely.

Tim advised the meeting that another initiative is currently being investigated by the CDRP. This advocates a 'Safety & Responsibility Taxi Card' allowing parents to guarantee to cover any unpaid but due taxi fares. Tina reported that the CDRP is also looking at a 'safe haven' option, a safe environment for young people to wait in until someone can come and collect them.

As different groups seem to be currently investigating this issue from different perspectives, it was agreed that the Transport Sub Group would be used as a hub to co-ordinate the various strands, especially as Roy Barraclough, the CDRP rep on *Worthing Together* also sits on the Sub Group.

Tina reported that the Drug and Alcohol Action Team is currently investigating the impact of the change in licensing legislation on the evening economy. Anecdotal evidence indicates that the staggering of closing times has led to fewer problems, however, the post Christmas period is generally a quiet time of year.

**Action:** Other groups investigating this issue to ensure co-ordination with Transport Sub Group (via CP Team)

### iii. **Young People's Focus**

Notes of the meeting held on 8 February 2006 to look at 'young people's issues' in the Borough had been distributed with the Agenda. Anne reported that a mapping exercise for the 0-19 age range is being carried out to find out what is currently available in the Borough. This will lead to better co-ordination and information on what exists and identification of gaps in certain age ranges, geographical areas and types of provision.

**Action:** This work will be completed before the next Steering Group meeting in May when the key findings will be presented.

*Worthing Together* members will also be invited to a workshop to develop a policy for a Local Play Strategy (LPS) in due course. The Borough Council is currently awaiting Big Lottery guidelines for the LPS.

Tim reported that there would be Section 106 developers' contributions towards youth and community facilities in the Durrington area. Paula reported that WBC had recently received £50,000 SRB funding for 7 youth shelters in local parks (to be spent by end March 2006!)

The 2004 Children Act had also extended local authorities' duties in terms of safeguarding children. Tim reported that Cllr Hazel Thorpe had been appointed Children's Champion.

It was suggested that the Adur LSP Children & Young People's Partnership provided a good model. This serves as the 'young people's arm' of the LPG, CDRP and LSP.

**Action:** Anne to investigate this.

Farhang asked whether Mark Lowe had completed his research into the provision of services for young people.

**Action:** Tim undertook to ensure that Mark reported back to the next Steering Group meeting.

Mike Tyler said that he felt that what was needed was a quantitative survey of young people's unmet needs and aspirations. Julia said that she felt that Awards for All funding could be obtained for this.

**Action:** Young People's Focus group needs terms of reference. CP Team to arrange.

Farhang reported that the new Principal of Northbrook College, John Percival, was keen on finding out about *Worthing Together* and requested permission to invite him to the next Steering Group meeting as an observer.

**Action:** Agreed – Farhang Tahzib and Julian Carrington

### iv. **Healthy Worthing – progress report**

Farhang reminded the meeting that *Worthing Together* and WBC had committed t to delivering the Healthy Worthing agenda by signing up to the Causeway Declaration in November 2004. The recent White Paper 'Choosing Health' had also highlighted the need

for closer working between the PCT and the local authority. This work links with LAA Outcome 22 ('improving the quality of life in the most disadvantaged neighbourhoods'), and the Better Health for All and all components of the LAA, and, in due course, a sub group with terms of reference and resources will be set up to take this forward.

The report from the Rapid Appraisal exercise commissioned by the PCT is due from the University of Brighton mid March. This will provide the evidence base for health intervention in the 'local neighbourhood improvement areas'. These are the priority wards from the Index of Multiple Deprivation (IMD) that will be addressed through LAA Outcome 22.

Farhang also mentioned that there is currently ongoing consultation on reconfiguration of Strategic Health Authorities, Primary Care Trusts and Ambulance Services. With respect to PCTs current discussions are for one West Sussex PCT with a locality focus and locality-based commissioning arrangements.

**NB** Minutes of steering group and sub group meetings are posted on the [www.worthingtogether.org](http://www.worthingtogether.org) web site.

Copies of the 04/05 Annual Report are also available for distribution – please let the CP Team know how many copies you would like.

## **5. Programme of work – Agreeing the Model**

Julian referred to the discussion paper distributed with the Agenda. This proposed that the LSP should agree an agenda for the coming year based on some current key issues/priorities which it would examine in detail and take forward through the establishment of ad hoc working groups. These might be termed Priority Action Groups or PAGs. Each PAG would have an appointed Chair and they would be responsible for championing the particular issue by:

- Bringing together practitioners relevant to the issue supported by an identified member of the Community Planning Team
- Establishing base line indicators and regular monitoring outcomes
- Drafting appropriate reports with clear recommendations for presentation to the Steering Group

The Steering Group would regularly review the work of the PAGs and make decisions on the basis of their reports.

Tim referred to three LSP models a) talking shops which tend to lose energy quickly; b) LSPs which mainly co-ordinate and prevent duplication and c) those with greater ambition which also add value by filling gaps.

We need to be clear what *Worthing Together* can provide as the 'partnership of partnerships' that no single partnership or organisation can provide. There was agreement that the paper's recommendations provide a good foundation for the strategic direction for *Worthing Together*. There is a need quickly to agree a framework for agreeing a smaller number of areas together, and to look at issues around linkage between thematic groups and the Steering Group. It is important that the various thematic groups work effectively as part of local partnership arrangements.

**Action** CP Team to convene a meeting of thematic partnership chairs / Steering Group reps to take forward.

There was some discussion about paragraph 5.9 of the paper – the need to strengthen the representation of culture/leisure groups on the Steering Group.

**Action** It was agreed that Tim would invite John Thorpe, Assistant Director for Culture and Leisure to the next Steering Group meeting to speak about WBC's cultural strategy.

## **6. 'Valuing the Voluntary Sector'**

Julia gave a powerpoint presentation on the research which the CVS had commissioned into the size and activity of the voluntary and community sector. 96 organisations had completed a detailed 18–page questionnaire which had resulted in a 49-page report. Headline issues included a fairly high volunteer turnover with resultant need to continually recruit and most volunteers being older women! The research had already led to new attendees at the recent CVS AGM but there will be a need to invest resources to keep the newly extended database up-to-date if the information gathered is to be of ongoing use.

In view of the discussion under the previous item, it was felt that there would be a need to identify relevant issues for the LSP.

## **7. West Sussex Stronger Communities Fund**

Julian explained that a small self-selected group consisting of Ian Richardson, Roy Barraclough, Julia Carrette and Julian Carrington (with Mike Tyler's apologies) had met to discuss a framework for the use of this money. The options were to allocate it now on the basis of current Community Strategy priorities that required VCS input **or** to wait for the emerging Programme of Work **or** a combination of the two. There was also the possibility of investigating combining the money with the money allocated to the Worthing County Local Committee (CLC). However, it is understood that the CLC has a limited brief, mainly transport and is officially a county council committee in which only county councillors have decision-making powers.

Tim suggested that it would be good to spend the 06/07 all on one project so as to have a measurable impact. Farhang reminded the meeting that there is also an encouragement in the guidelines to use the money to attract other resources from partners. It is necessary to reach a consensus on the use of the money. There will not be a bidding process.

**Action:** Julian will email a discussion paper and criteria to the steering group. Julian will also check with WSCC that the first £20,000 can be carried forward to 2007 as an earmarked reserve if necessary if there is an underspend.

## **8. Standing Items**

### **i. Masterplan**

Clare reported that the draft Masterplan will be produced during March 2006. There will be more public consultation during the summer. Tim reported that an Action Plan will be produced after the Masterplan has been adopted by Worthing Borough Council as the development control authority. The Masterplan is a long-term document with a 10-15 year

time frame which will influence future planning decisions and lead to the delivery of a wider vision over a period of time rather than the current piecemeal approach to planning applications.

## ii. **County Local Committee**

Clare reported that the second meeting had considered highways and transport issues; schools admission policies, especially in the Heene area, and special school transport. Cllr Smytherman said that this was also a problem in his ward of Tarring. The next meeting will be held at 7 pm on Wednesday, 26 April at Worthing College.

## iii. **Area Investment Framework**

Paula reported that Farhang had attended a recent workshop where 3-year priorities (2007-2010) for the AIF programme had been considered. AIF is the economic driver for the coastal strip but must also keep social inclusion issues in focus. AIF is also seeking to link proactively with the LAA, especially with block 4 (economic development and regeneration / sustainable communities). A stakeholder event will be held in the summer. Farhang commented that this link will also be important for *Worthing Together* as Community Strategies move to *Sustainable* Community Strategies.

AIF is currently funding East Worthing Access Road (EWAR) research, Worthing Masterplan and a managed work space study. The 5 Towns Network is bidding for funding for town centre research into the social and demographic make-up and economic yield to provide evidence to add to the current retail offer.

Paula also asked that partners put **3.30-5.30 pm on Thursday, 21 September 2006** in their diaries when an end of Single Regeneration Budget (SRB) Celebratory Event is planned.

## **9. Dates of Future Meetings**

All meetings will commence at 10 am and will be held in the Gordon Room, Worthing Town Hall.

Tuesday, 16 May 2006

Tuesday, 11 July 2006

Tuesday, 19 September 2006

Tuesday, 14 November 2006 (Proposed possible date for annual Partnership Event)