

**Minutes of the meeting of Worthing Together LSP Steering Group held on
Thursday 7th September 2006
in the Gordon Room, Worthing Town Hall at 2.15 pm**

CHAIR	√	Farhang Tahzib
THEMATIC PARTNERSHIPS		REPRESENTATIVE
Voluntary Sector Forum	A	Julia Carrette
Crime & Disorder Reduction Partnership	√	Roy Barraclough and Pete Martin
Worthing First	√	Roy Stannard
Local Planning Group for Community Health and Social Care (& Housing)	A	Tony Chasteauneuf
Learning (Area B)	√	Carol Lucey (WCHP Service Manager)
Culture and Leisure	√	Maggie Nairn
Transport	√	Jo Hutchinson
	√	Roger Foregard
INVESTORS IN WORTHING		
Worthing Community Partnership	A	Jane Claxton
Area Investment Framework	A	Paula Welland
YOUTH ORGANISATION		
WSSC Youth Service	A	Shirley Robinson-Viney
FAITH GROUPS		
Churches Together in Worthing	√	Mike Tyler
NEIGHBOURHOOD CHAMPION		
Worthing Council of Community Assns	√	Ian Richardson
LOCAL AUTHORITIES		
Worthing Borough Council	A	Cllr John Rogers
	√	Cllr Bob Smytherman
	√	Tim Everett (non-voting)
West Sussex County Council	A	Cllr Colin O'Neill
	√	Mike Kendall (non-voting)
OTHER MAJOR ORGANISATIONS		
Adur, Arun & Worthing PCT	A	Catherine Scott
Sussex Police	A	Ch Insp Jason Taylor
SUPPORTING OFFICERS		
WSSC	A	Clare Gardiner
WBC	√	Tina Favier
WBC	√	Julian Carrington
WBC	A	Anne Jones
WBC	√	Maureen Ockenden (Note-taker)
WBC	√	Ed. McDermott
WBC	√	John Mitchell

Welcome and Introductions

Farhang explained that Tony Chasteauneuf had withdrawn from the Local Planning Group (LPG) and therefore would no longer be representing them on the Steering Group. Farhang introduced and welcomed Carol Lucey (WCHP Service Manager) to the meeting who was attending in place of Tony. In due course, the LPG should formally nominate Tony's replacement and a substitute.

Farhang welcomed Ed McDermott, the new Programme Delivery Officer dedicated to supporting the LSP, to his first meeting of the Steering Group. Farhang also welcomed Maggie Nairn to her first meeting. She has taken over from Trish Tame as the representative of the Learning Partnership on the Steering Group.

1. The **Minutes of the Meeting held on 11 July 2006** were agreed as an accurate record.

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

(i) **Masterplan and Local Development Framework**

Two nominations to join the LDF Sub-Group had been received, from Julia Carrette and Shirley Robinson-Viney.

Note: Since the meeting, Jane Claxton had offered to join the group. There was now sufficient membership to set up the sub-group.

3. **LAA Sub Group**

- (i) On behalf of Catherine Scott, who was indisposed, Julian reported the latest progress in developing Outcome 22 Reward Target Action Plans. The working group would meet again on 4 October to shortlist the different interventions with a view to presenting this to the Steering Group at its next meeting.
- (ii) It was agreed that the LSP Communications Sub-Group and the LAA working group would have a joint meeting on Tuesday 26th September at 2.30pm in the Gordon Room, to consider whether LAA Outcome 21 could be taken forward at the annual partnership event in November.

4. **West Sussex Stronger Communities Fund**

The steering group endorsed the process for allocating the WTSCF. The project proposal form will be available on the WT website under 'Latest News'. It was agreed that Worthing CLC should be informed & that Mike Kendall will endeavour to put our criteria before the CLC.

5. **Thematic Partnerships & Sub-Groups reports**

(i) **Youth Forum:**

The Youth Forum had met once and the next meeting was due to take place on Friday 8th September. The draft Terms of Reference were discussed and

Farhang hoped that the key outcomes would include spiritual and emotional development. In addition it was agreed to suggest the following amendments for the Youth Forum's consideration (*in italics and underlined*):

Purpose

'To provide strategic direction and co-ordination for the development of community-based action pertaining to young people and children in Worthing prioritising those most in need. This action will be in line with The Town We Want (Worthing's Community Strategy) and the West Sussex Local Area Agreement.'

(ii) Transport

Roger Foregard (Chair) reported that the group had met on 30th August. Discussions focussed on:-

- a) Off Road Link – Ian Richardson hoped that the LSP would support this initiative on the back of Outcomes 21 and 22 and the Safer Routes to Schools Programme.
- b) Current Bus Service – Concern had been expressed concerning the Compass Travel service between Lancing/Tarring(Worthing) which was restricted to Monday to Friday from 9.00 to 17.44 with no service over weekends.
- c) Partner Organisations should seek to adopt Travel Plans.
- d) Cycle Network – There had been a presentation by Richard Wells, Principal Transport Planner, concerning two proposed cycle routes at Broadwater and Durrington. The transport group had broadly welcomed the proposals but suggested that the Durrington route be extended to incorporate the anticipated development at Durrington and that both routes be off-road where feasible.

Roger advised the Steering Group that a letter had been sent to the Highways Agencies on the matter of congestion on the A27 and a response had now been received.

(iii) CDRP

Roy Barraclough reported that the first meeting of the Selden Resident Involvement Zone (RIZ) had taken place recently to engage local residents in addressing community safety issues. This ward had been identified in the LAA as a local neighbourhood improvement area. An implementation plan had been prepared to rectify some of the problems voiced by the residents. Amongst the topics raised were 'Cold Calling' and the proposed 'Safe Haven' to provide temporary secure accommodation for young people under the influence of drink. It was proposed the hours of the 'safe haven' would be from 10pm – 3am. Ian Richardson offered accommodation for the RIZ at East Worthing Community Centre if a room was needed.

The CDRPs in Worthing and Adur would be merged.

(iv) Local Planning Group for Health & Community Care (LPG)

John Mitchell reported that the last meeting of the LPG had been postponed. The next meeting is on 19th September.

Officers from the Borough, County and PCT are meeting with the LPG Chair and Vice-Chair to agree arrangements for the transfer of support to the LPG from County to Borough from 1st September 2006.

The Assistant Director, Health & Housing Services mentioned the importance of linking the work of the LPG with the social care, health and housing interventions being developed by the LAA Working Group on Outcome 22.

(v) VCS Forum

Julian reported on behalf of Julia Carrette that the VCS Forum corresponds to the 'active involved community' goal in the Community Strategy. The next meeting of the Forum would take place on 21st September when the Worthing Together Stronger Communities Fund would be launched.

(vi) Culture & Leisure

It was agreed that Culture & Leisure is a difficult area to take forward under one single over-arching partnership as it covers such a multiplicity of organisations and embraces a vast agenda - getting a coherent view is impossible. Previous attempts to bring together an umbrella group for sport have had a limited life. Tim Everett commented that the provision of cultural and leisure services accounts for over half of Worthing Borough Council's net revenue budget and it is therefore important to use resources as effectively as possible and in line with council tax payers' wishes. In Worthing, with so many older people, planning of Leisure Facilities would need to take this group into account. However, for the time being, the Youth Forum would be giving time to address the Leisure needs of Young People.

(vii) Worthing First including progress of Masterplan

Roy Stannard reported that Worthing First was composed of seven working groups:

Medium Business Group
Small & Home Based Business Group
Worthing Creative
VisitWorthing (Tourism including Hospitality & Hotels Association)
Marketing Communications & Inward Investment
Transport & Infrastructure
Workforce Development & Recruitment

The last session of the Masterplan project management group will take place on 11th September before the final draft is taken to the Council for approval. Subsequently, 2 new groups would be established responsible for the Project Implementation Plan.

(viii) Learning (Area B) – Children & Young People's Services

Maggie Nairn reported that Area B (Littlehampton, Worthing and Adur) had held the second meeting of the Area B Adult Curriculum Planning Forum, which is:-

- progressing the StAR priorities for adults
- auditing learning provision for 2006/07
- inputting into the development of a new adult learning strategy focussing on personal and community development learning (PCDL) in West Sussex.

She reported that two new ESF projects were about to commence. These were 'Neighbourhood Renewal through the use of Community Learning Facilitators' and 'Learning in the Community'.

Grants of up to £10,000 are available to voluntary organisations to support people in programmes that offer disadvantaged client groups opportunities to enter employment or further learning. The funding started in 2002 and end in December 2007.

Family Learning Week this year starts on 7th – 15th October, is an annual awareness campaign promoting and supporting organisations to run FLW events across the Country.

Farhang thanked the Thematic Partnerships and Sub-Groups for their reports but asked if the reports could be sent to Julian Carrington a week before the meeting.

6. Standing Items

(i) County Local Committee – Update

Mike Kendall reported that the main business of the CLC was traffic-related issues. From April 2007 the CLC would take on more issues relating to roads and parking enforcement to also include the Masterplan Traffic Issues and Health related problems.

Mike Kendall agreed to ensure that CLC minutes be emailed to Julian for circulation to the LSP SG meeting & vice-versa

(ii) Coastal West Sussex 21st Century

Julian reported in Paula's absence. Following a restructuring, the Area Investment Framework (AIF) had now changed its name to Coastal West Sussex 21st Century. In endeavouring to reduce the number of people attending the meetings, the board were not offering a place for LSP'. It would therefore be important to continue liaising with Paula to ensure the LSP had a voice with Coastal West Sussex 21st Century.

7. Any other business

Masterplan – The LSP had been invited to nominate a member of the Steering Group to represent the LSP on the new Masterplan Project Management Board.

Julia Carrette had expressed an interest and Farhang asked for further nominations to be made to Julian by the end of September.

8. Dates of future meetings

Next meeting – **Thursday 19th October at 2.30 pm** in the Gordon Room, Town Hall to discuss mainly LAA and 'Outcome 22'.

Partnership Event – 9.30am - Thursday 30th November to include lunch at Field Place.