

**Minutes of the meeting of Worthing Together LSP Steering Group held on  
Wednesday 7<sup>th</sup> February 2007 at Worthing Homes at 10.00am**

<b>CHAIR</b>	√	Farhang Tahzib
<b>THEMATIC PARTNERSHIPS</b>		<b>REPRESENTATIVE</b>
Voluntary Sector Forum	√	Julia Carrette
Crime & Disorder Reduction Partnership	√	Roy Barraclough
Worthing First	A	Roy Stannard
Health & Wellbeing Partnership		Catherine Scott
Learning (Area B)	√	Maggie Nairn
Culture and Leisure	√	Jo Hutchinson
Transport	√	Roger Foregard
<b>INVESTORS IN WORTHING</b>		
Worthing Community Partnership	A	Jane Claxton
Area Investment Framework	√	Sharon Ward
<b>YOUTH ORGANISATION</b>		
Youth Forum	A	John Thorpe
WSCC Youth Service	A	Shirley Robinson-Viney
<b>FAITH GROUPS</b>		
Churches Together in Worthing	A	Mike Tyler
<b>NEIGHBOURHOOD CHAMPION</b>		
Worthing Council of Community Assns	√	Ian Richardson
<b>LOCAL AUTHORITIES</b>		
Worthing Borough Council	√ √ A	Cllr John Rogers Cllr Geraldine Lissenburg for Cllr Smytherman Tim Everett (non-voting)
West Sussex County Council	√ A	Cllr Colin O'Neill Mike Kendall (non-voting)
<b>OTHER MAJOR ORGANISATIONS</b>		
Adur, Arun & Worthing PCT	√	Catherine Scott
Sussex Police	A	Ch Insp Sharon Rowe
Environment Agency	A	Carina Strutt
Children's Fund	√	Debra Beardhall
<b>SUPPORTING OFFICERS</b>		
WBC	√	Julian Carrington
WBC	√	Anne Jones
WBC	√	Ed. McDermott

1. The **Minutes of the Meeting held on 7<sup>th</sup> September 2006** were agreed as an accurate record.

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

**(i) County Local Committee meeting minutes**

Cllr O'Neill reported that the circulation of the CLC minutes to the LSP Steering Group had not yet taken place. It is important that the meeting agenda and minutes of both the LSP and the CLC are exchanged to ensure that joint working can take place, and to avoid duplication.

**Action: Cllr O'Neill agreed to contact Mike Kendall to send CLC agenda and minutes to Anne Jones for circulation to Steering Group members.**

**In the interest of fostering relations between the groups, it was agreed that Roy Barraclough, who already attends the CLC for WSFRS, would also represent the LSP.**

**(ii) Masterplan Project Management Board**

The Steering Group endorsed Julia Carrette as the LSP representative on the Masterplan Project Management Board.

**(iii) Feedback from LSP Partnership Event – 30 November 2006**

The Annual Report was distributed to partners at the event, which had a presentation from Brian Stapleton, London Borough of Croydon, on how they prepared their Sustainable Community Strategy. There was also a workshop on how to engage with hard to reach groups, which should be useful when the LSP starts to address Outcome 21 of the LAA (see next item)..

**Farhang thanked the Community Planning team for organising the event.**

3. **West Sussex Local Area Agreement – Work of the LAA Sub-group**

- (i) Ed reported on the latest progress of the LAA Working group and the LAA Outcome 22 Action Plan, which has now been endorsed by the West Sussex Public Service Board. £200,000 has been allocated to each participating LSP to deliver the interventions within its LNIAs.
- (ii) Ed then updated the Steering Group on the new Terms of Reference for the group, now called the LAA Development and Delivery group.
- (iii) Concern was raised about the capacity of the group to include the delivery of Outcome 21 within its remit. Outcome 21 has a huge agenda, covering a broader scope than Outcome 22 and aims to:

- Increase community capability to influence planning and delivery of services and improve community cohesiveness
  - Nurture long term sustainable community strength and connectivity
- (iv) After a discussion it was decided that Outcome 21 should stay within the remit of the LAA Development & Delivery Group, particularly given the crossover with Outcome 22 and the particular difficulties of people living in LNIAs to make their views known. The group would determine whether to draw other partners into the group in discussing the wider issues of community empowerment or whether a separate group should be set up to do this.

**Decision – The Steering Group endorsed the new Terms of Reference for the LAA Development & Delivery Group, and will receive regular reports back.**

#### **4. Activities Voucher Scheme**

Debra Beardhall from the WSCC Children's Fund gave a presentation on the Activities Access Voucher Scheme, a West Sussex Children's Fund scheme established in 2004 in response to consultation with parents and children.

The scheme provides vulnerable children, identified by schools, with vouchers, giving free access to a range of out of school activities across the county.

Debra stated that there are currently 140 registered providers accepting the vouchers, and that they are always looking for new providers to expand the list. So far the activities tend to be sporting related, but drama and cultural groups are also included.

Jo Hutchinson mentioned the museum runs workshops for 5-15 year olds.

**Note – If any member of the Steering Group knows of a potential provider, please contact Debra.**

**Farhang thanked Debra for coming to the meeting and raising awareness of the Voucher Scheme, which is a Reward target within LAA Outcome 22.**

#### **5. Provision of Community Facilities through Planning Obligations (see paper)**

Julian presented the paper previously circulated to the Steering Group for discussion.

Cllr O'Neill mentioned that WSCC was also heavily involved in Section 106 discussions, with districts and boroughs re. infrastructure improvements, and should be consulted in any relevant matters. Duplication was to be avoided.

Julia declared an interest in promoting new or better premises for both CVS and CAB premises as they had outgrown their current offices.

Cllrs Rogers and Lissenburg welcomed the paper, and agreed that the LSP would have the knowledge to identify community need.

Cllr Rogers went on to say that at the Borough Council's OSC meeting on 8<sup>th</sup> February, he had asked officers to bring a report to him in due course on commissioning a research project to investigate the capacity of existing facilities and where/how they might need to be improved, particularly in the 5 LNIAs.

## **6. Developing the Sustainable Community Strategy**

Julian gave an overview of the review group that has been set up with the approval of the LSP Chair to review The Town We Want and develop a Sustainable Community Strategy (SCS) for Worthing.

This would be in line with developments arising from the introduction of the West Sussex Local Area Agreement, the Worthing LDF, and the duty upon local authorities and their partners to produce a SCS which takes into account environmental issues as well as social and economic.

John Mitchell, WBC Assistant Director (Health & Housing Services), had been proposed as the chair of the group, and Clare Gardiner nominated to represent West Sussex.

Julian mentioned that this would also be an opportunity to review the LSP and make sure it is fit for purpose, taking into account the structure and membership to ensure the right coverage.

**Action – The Steering Group endorsed the Terms of Reference and the Project Initiation Report.**

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

Anne reported that, with Chair's authority, the £40,000 Stronger Communities Fund had been allocated to 4 projects to be spent over the next 2 years:

- Worthing Churches Homeless Project – Funding to set up a web-based client recording IT system.
- Jubilee Church - Worthing Food Bank
- Worthing CVS - Funding to continue the Voluntary and Community Sector Forum
- Worthing CVS - Development of an interactive Voluntary and Community Web Base to provide easily accessible information on voluntary and community organisations working in the town

## **8. Standing items**

(i) WSCC Worthing County Local Committee

The next meeting is 7<sup>th</sup> February and standing items are:

- Bus Services
- Highways
- Rat running

- Community Grant Scheme
- West Sussex Fire & Rescue Service Integrated Risk Management
- Minerals and Waste Development

The group was in agreement that a reporting structure between the CLC and the LSP needed to be implemented.

(ii) Coastal West Sussex 21<sup>st</sup> Century

The group welcomed Sharon Ward to the meeting who has taken over from Paula Welland as Programme Manager.

At the last meeting it was reported that the board was not offering a place to the districts' LSPs in order to reduce the number of people attending. Sharon stated that the membership of the board was being reviewed in March, and LSP involvement would be raised.

(iii) Masterplan

Julia reported that she did not attend the last board meeting.

(iv) Thematic Partnerships

a. Transport Sub Group

Roger updated the group on the 2 meetings that have been held since the last Steering Group meeting.

Roger reported that, in a discussion about VCS transport services, Roy Stannard had mentioned that the local company, Adverts on the Move, were now promoting the opportunity to brand individual Shopmobility scooters with company signage. There was also potential commercial sponsorship for Dial-a-Ride and the Community Transport Brokerage Scheme. Cllr Rogers reported that although Shopmobility scored higher, it was not high enough for a Service Level Agreement.

On the issue of the coastal cycle route, which has been supported by the LSP, Cllr O'Neill stated that funding is still in place for cycling across West Sussex, however no Worthing routes were guaranteed. Roger is drafting a letter to Cllr Tex Pemberton, and will raise this within it.

b. CDRP

Sharon Rowe has taken over as Divisional Commander/Chief Inspector for Worthing, and Chair of the CDRP.

Roy also reported that Tina Favier would soon be going on maternity leave. Tanya McKay, who was to be seconded into the post, will also be leaving to take up a position with West Sussex CC.

c. Worthing First

Roger reported that Worthing First had taken a stand on the KWASH (Keep Worthing & Southlands Hospitals) campaign. A successful dinner was staged, raising £2,000, and James Braithwaite from SEEDA had attended a press conference.

d. LPG

This group has been renamed the Worthing Health and Wellbeing Partnership.

e. Culture & Leisure

Jo Hutchinson reported that a number of overseas students are staying in the area in paid accommodation.

**9. Any Other Business**

(i) Ian raised the issue of taking the LSP into local communities, both to find out what is going on at first hand and to raise awareness of its work. He proposed getting a bus to go out into the community to engage.

Roy mentioned that WSFRS has an information bus, which can be used for this type of activity.

**Action: The Steering Group delegates responsibility for organising this to the Communications Sub group, chaired by Julia Carrette.**

(ii) Cllr Rogers mentioned that the Rotary Carnival will be held on the 27<sup>th</sup> August this year. Please contact Cllr Rogers for further information.

**10. Dates of future meetings**

**Next meeting – Tuesday 27<sup>th</sup> March at 2.30pm in the Goodwood Room, West Sussex PCT.**

**Future meetings:**

**Tue 5 June, Town Hall**

**Tue 25 September, Town Hall**

**Partnership Event – Wed 14 November, 9.30am – 1pm, Field Place.**