

**Notes of LSP Communications Sub Group
Meeting
11 January 2006, Worthing Town Hall**



Present:

Farhang Tahzib (AAW PCT) Chair
Hannah Goss (AAW PCT)
Cllr Ann Barlow (WBC)
Wendy Knight (WBC - Communications)
Anne Jones (WBC – Community Planning)
Julian Carrington (WBC – Community Planning)
Clare Gardiner (WSCC)
Julia Carrette (WCVS)
Roy Barraclough (Fire & Rescue Service)
Tina Favier (WBC – Community Safety)

Apologies:

Sharon Clarke (Town Centre Initiative)
Roger Foregard (Federation of Small Businesses)

1. The Notes of the Meeting held 2 November 2005

These were agreed as an accurate record.

2. Updates on Newsletters

a. CDRP

Roy chairs the CDRP Communications Sub Group. Tina, Roy and the County Community Safety Media Officer are meeting with the Worthing Herald editor on 9 February and will report back at the next meeting.

b. Worthing Borough Council

Wendy explained that Ian Lowrie, Worthing Borough Council's interim Chief Executive, has announced that, within the six months of his tenure, ie by June 2006, there will be a Borough Council newsletter. He has invited Worthing Together and the CDRP to buy pages in this publication. At this stage, the commitment is for just one newsletter and Wendy is currently looking at costings etc.

It was agreed that the LSP should support this initiative (although concern was expressed that this might prejudice the independence of the LSP) and it was hoped this would lead to a regular publication. It was recognised, however, that it would take several months for the Borough to produce the newsletter.

c. Interim Worthing Together Bulletin

Farhang reminded those present that the Communications Sub-Group had been tasked by the steering group with producing a newsletter to promote the work of the partnership in order to maintain the impetus established by the Partnership Event and the distribution of the Annual Report.

It was agreed that it was important to get across the message that the LSP was about 'joined-up solutions through partnership working'. The newsletter should explain to the 'wider LSP' how the various partnerships work together. However, it was recognised that individual partnerships and organisations would continue to produce their own newsletters.

3. Way forward for LSP Bulletin

The scope and contents of the Interim LSP newsletter were therefore agreed as follows:

- 8 pages
- Photographs
- Written with the general reader in mind
- Contents covering all aspects of the Community Strategy

Articles so far agreed:

- Forthcoming WBC Newsletter
- What is Worthing Together?
- Worthing Together Annual Report
- Feedback from Worthing Together Partnership Event on 22 November 2005
- What is the Local Area Agreement (LAA)?
- Transport issues
- Youth issues
- Alcohol awareness
- Homelessness
- Masterplanning
- Worthing Together website
- Efficient use of water (article submitted by Southern Water)
- Graffiti project
- Drinking project
- What is CDRP and what's it doing?
- Corporate Social Responsibility
- VCS audit in Worthing
- Fire Service
- Diary section

Action: Hannah requested that all articles are sent to her by Friday 26 January at hannah.goss@aaw.nhs.uk

2000 copies will be printed, initially, for distribution through the Steering Group. The CDRP, PCT, WBC & WSCC agreed to contribute towards printing costs.

Action: Clare to obtain costings for printing.

The Newsletter will be emailed to the Steering Group for cascading to their colleagues, thematic partnership memberships etc

4. Distribution of Worthing Together Annual Report

Reports would be taken to the Steering Group meeting on 24 January and partners invited to take a bundle for their colleagues, networks etc.

In addition, the report would be put on Worthing Together's website.

5. Documents

Clare distributed updated 'Worthing Together Communications Strategy' and 'Protocol for Communications Work for Worthing Together' documents. She requested that comments were emailed to her by 20 January (clare.gardiner@westsussex.gov.uk).

6. worthingtogether.org

The partnership's website has been active for at least two years and includes The Town We Want, minutes of Steering Group meetings, and latest news such as the feedback from the Partnership Event last November. It was envisaged that the LSP bulletin would also be placed on the website.

7. Date of Next Meeting

It is proposed that the Communications Sub-Group will sign off the LSP bulletin on behalf of Worthing Together at their next meeting at **10 am on Wednesday, 1 March at 10 am** at the Fire Station, Ardsheal Road (just south of Broadwater Green).