

**LSP Board**  
**8<sup>th</sup> February 2010**  
**Welbeck Estate**  
**9.30 am – 12.30 pm**  
**MINUTES**

**PRESENT:**

<b>Chair:</b>	<b>Councillor Michael Quigley, Leader of Bassetlaw District Council</b>
<b>Vice-Chair:</b>	<b>Lynn Tupling , Manager, Retford Action Centre</b>
Gillian Blenkinsop	Deputy Head of Community Engagement and Performance, Bassetlaw District Council
Bryn Coleman	Nottinghamshire Fire and Rescue Service
Cara Crossland	Bassetlaw District Council (minutes)
Richard Edwards	Pathfinder Manager, Manton Community Alliance
Cheryl George	Health Improvement Principal, Bassetlaw PCT
David Hunter	Chief Executive, Bassetlaw District Council
Geraldine Pearce	Director of Bassetlaw Community and Voluntary Service
David Pearson	Strategic Director of Adult Social Care and Health, Nottinghamshire County Council
Keith Poyser	Bassetlaw Area Strategy Group
Graham Sheppard	Senior Relations Manager, Job Centre Plus
Phil Sibson	Managing Director, Aquila Business Products Ltd
Karen Tarbuton	Rural Officer, Rural Community Action Nottinghamshire and Chair of Social and Community Development Sub-Group.
Dave Wakelin	Chief Superintendent, Nottinghamshire Police B Divison
Fran Walker	Consultant, North Nottinghamshire College and Chair of the Learning and Skills Sub-Group
Hannah Wharton	ENABLE
Derek Wilkinson	Retford and Worksop Churches Partnership
Joanne Wilson	Policy and Scrutiny Co-ordinator

**1. APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone to the meeting and everyone introduced themselves.

Apologies for absence were received from:

John Connolly	Principal, North Notts College
Nigel Clifton	Chief Executive, Doncaster and Bassetlaw Hospitals NHS Trust
John Everitt	Chief Executive, Nottinghamshire Wildlife Trust
Mary Mitchell	Hospitals Manager, Doncaster and Bassetlaw Hospitals NHS Trust
Sally Penn	Senior Children's Centres Co-ordinator, North Nottinghamshire College

## **2. MINUTES OF MEETINGS AND MATTERS ARISING**

Board minutes 18.11.09:

Item 3- It was stated that all Job Centre Plus vacancies were included on the BCVS website, the minute was amended to read 'some of the Job centre vacancies'.

Agreed that the Executive Minutes of the meeting held on 14<sup>th</sup> January 2010 be approved as a correct record.

### **Matters arising:**

- GP and GS are due to meet
- The purpose of setting up a youth panel (pg 8) is to set up intergenerational events and activities.

At this point item 5 was taken to accommodate the presenters additional meeting commitments.

## **3. UPDATE ON TRADE AND GROW**

The Social Enterprise Scheme presented at the last meeting is going ahead and will be launched in April.

At this meeting A1 Housing (Bassetlaw) Ltd outlined its proposals to create the Social Enterprise, the scheme will initially focus on the properties that A1 manages for Bassetlaw District Council and the green open space in these areas of social housing.

FW noted that Rethink a mental health charity, who operate in Clumber Park, may be interested in getting involved and there could also be links with the National Trust.

The update report recommended the creation of a review panel to oversee the progress of the initiative.

**Action: The creation of a review panel agreed**

## **4. LAA REWARD GRANT**

The LAA Reward Grant from LAA1 is due to be released. The first instalment should be released in April 2010. The funding protocol agreed by the Board November 2009 will provide the financial management framework. The grant allocation for the second year is currently only an estimated figure. The money will be 50% capital and 50% revenue. £75,000 Cohesion money will also be available, including any underspend from 2009/10.

MQ suggested delivering short, sharp projects that achieve maximum impact supported by the finance and noted that all projects need to deliver and achieve the Sustainable Community Strategy priorities/have linkages to the Nottinghamshire Local Area Agreement.

A refreshed Sustainable Community Strategy is due to be completed in June 2010.

## **5. FUTURE JOBS FUND**

Hannah Wharton introduced the Future Jobs Fund and circulated information.

The Future Jobs Fund is a fund of around £1 billion to support the creation of jobs for long term unemployed people and others who face significant disadvantage in the labour market.

The fund aims to create 150,000 jobs – nationally. These will be aimed primarily at 18-24 year olds who have been claiming job seekers allowance for at least six months. This will support the Young Persons' Guarantee that from 2010 everyone in this age group who is out of work will get an offer for a job or training lasting at least 6 months.

A partnership bid was submitted on behalf of the Nottinghamshire Partnership by Enable and so far 50 organisations are involved in the project. The project has received a high level of support and all job vacancies are accessed via the Job Centre.

The project has secured EMDA match funding and also Wheels To Work funding.

BLSP Board Partners can get involved in a number of ways:

- As a Future Jobs Fund employer (All salary costs etc are covered and an additional incentive payment will be made to the employer to support them).
- By raising awareness and publicity to others
- Publicising the scheme with contractors who may work with eligible young people
- Promotion during weeks of action and at local events.
- Helping to create a legacy to Future Jobs Fund post the 6 month opportunity

GP noted that the Tuxford Mine of Information have taken on a Future Jobs Fund employee and The Crossing have interviewed 3 people.

GP/LT noted that they were willing to take on any referrals.

HW explained that the scheme is running until June 2011, DWP funding will be available until the end of March 2011 and then they are hoping to secure a further 3 months funding.

DWakelin noted his interest in supporting the scheme if the issue with vetting of potential employees was covered by the scheme.

GS explained that the referral process has had a few issues and needs refining but it is moving forward. It was noted that other Future Jobs Fund bids are being made and that A1 Housing (Bassetlaw) Ltd are putting in their own bid.

PS expressed that he thought the project was an excellent initiative but explained that currently in the private sector employers are reducing costs and staff and trying to move to shorter weeks so he was unlikely to be taking on any extra staff. He felt this could be an issue when gaining buy in from the Private Sector.

FW/RE suggested that the project needs to link to FEI in Worksop South East.

GS explained that there will be a hold on bids when the election is announced however it will resume after the election.

FW suggested that there could be a link with the National Wildlife Trust as they are currently involved in an apprenticeship scheme. Also there could be a link to Rethink who operate at Clumber Park.

DWilkinson suggested a link to Probation.

HW explained that the fund is already working with Probation.

DH noted that BDC is also downsizing but that the Council will try to assist if they cannot help directly.

CG noted that she would pass on the information to NHS Bassetlaw and check for opportunities within her organisation. CG also asked how links are being made to planning/regeneration and suggested getting involved in local development and infrastructure projects.

GS/HW asked that if any other jobs are identified to feed them though to Enable to avoid any duplication of efforts.

**Action: (1) JW to contact HW to confirm match funding  
(2) FW to contact HW with details of Rethink and FEI  
(3) CG to ensure Sonja Clark to contact HW – Link to neighbourhood approach**

## **6. UPDATE ON BACKING BASSETLAW CAMPAIGN**

PS explained that the loyalty scheme is hoping to increase footfall in local towns and so far 600 residents have signed up for a loyalty card, however the target is to increase that figure to around 7000 card-holders.

The scheme was recently promoted at Retford Oaks School and received a positive response.

GP noted that BCVS has been a sign up point since October 2009.

PS explained that meetings with traders highlight the issues of falling sales and that a number of businesses are at the point of closure. The issue of free parking has been raised several times to encourage business.

It suggested that as a Board we need to publicise the scheme and drive the importance of buying goods locally and to also consider our own buying procedures.

GP queried if the recent weather had impacted on local businesses.

PS felt this had happened but most local businesses have scaled back activities/productivity anyway.

DWilkinson explained how the night time economy is also being affected and making losses, which raises the issue of losses of local employment.

DWakelin noted that New Years Eve was a totally different experience and atmosphere than previous years. It was a quiet evening in terms of issues arising and that business was considerably reduced.

PS suggested the idea of free parking for an hour if displaying a Backing Bassetlaw sticker and that the Guardian may then take up positive publicity.

DH/MQ noted that they are evaluating the Christmas initiative but explained to offer free parking would mean an increase in Council Tax.

PS noted that he would like to organise a meeting with the newspaper at senior management level, to talk about local issues.

MQ suggested that Bassetlaw News could be expanded further and could look at the possibility of producing a monthly edition.

DH noted that we are looking at sourcing goods locally wherever possible.

MQ noted that he is aware that the Police are being moved to purchase on a regional basis, which does not help in these circumstances.

The idea of printing vouchers on parking tickets, which offer a discount in local stores, was brought up.

CG explained that under the Health Sub-Group a shared communication function has been set up which could offer the opportunity to promote local businesses and raise awareness. CG also suggested that we need to use our town centres for holding larger events to pull in more local people.

DWakelin queried how he could promote signup with his employees. He noted that there will be a knock on affect for Policing Services in the Town Centres if they continue to lose business.

FW suggested the possibility of a case study feature in Bassetlaw News following a family showing how everything can be purchased locally.

LT suggested the possibility of employing people though the Future Job Fund to promote Backing Bassetlaw.

MQ noted that posts could be based within the voluntary sector due to staffing issues in the public/private sectors.

DWakelin highlighted the need for a PDF document explaining the concept and benefits of the Backing Bassetlaw scheme.

RE offered that the MCA database could be used to promote the scheme and that people would be more likely to sign up if a friend publicised the project rather than the Council.

PS noted that he is happy to attend any events and groups to talk about the Backing Bassetlaw scheme.

KT agreed to promote the scheme to rural communities with sign up via the internet.

RE suggested publicising the scheme via Facebook.

DWilkinson had launched Street Pastors on Facebook the previous week and it has already increased interest in project.

**Action: To support the scheme and look at raising awareness and at other methods of publicity – P Sibson to feed back suggestions**

## **7. UPDATE ON THE CONNECTING COMMUNITIES PROJECT, HARWORTH**

GB gave a précis of the project.

Harworth met the criteria of the Connecting Communities Scheme, helping to target communities hard hit by the recession and other local impacts such as ASB and migration. BDC submitted a bid, which was successful, and £78,000 has been allocated to be spent by the end of March.

It is hoped that this period can be extended and to carry forward the project as a third phase of the Scheme has been announced.

A Steering Group has been established at Serlby Park Secondary School with a Vice Principal as lead officer.

There is flexibility in spending the allocated money and there has been agreement from GOEM that sports facilities/community facilities can be developed by purchasing equipment with the funding.

A neighbourhood charter is being developed and external support has been secured from GOEM to help initiatives develop.

FW expressed that it was a pity not to involve Manton Community Alliance more in the project as learning could have been passed on.

FW proposed an update on progress at the next meeting.

**Action : update report to go on the next agenda**

## **8. NEIGHBOURHOOD MANAGEMENT PATHFINDER BID**

DWakelin presented the bid enclosed and explained that the Community Safety Partnership were asked to bid at short notice with a focus on Community Safety. Funding had not yet been confirmed. The Sandy Lane area of Worksop will be the focus of the bid, and it is hoped to include some intergenerational work if successful.

It was noted that if approved the approximate funding would be £74,000 to be spent by the end of March.

DWilkinson explained that the Home Office have asked if the Street Pastors could be expanded and could look at linking to these additional projects in Harworth/Sandy Lane to support them.

RE noted that Manton is a pilot for the Neighbourhood Charter and was happy to support this work and share the best practice.

CG noted that there needs to be a link with Sonya Clark at the PCT re intergenerational projects.

## **9. FURURE OPTIONS FOR NEIGHBOURHOOD MANAGEMENT IN BASSETLAW**

RE circulated an update report for information.

The Pathfinder was established in 2005 and is closely linked with the LSP. The Pathfinder gives opportunities to try new things, test them and learn from them. The key outcome is to influence, it enables residents as citizens to influence local service delivery.

The funding ends in December 2011 and the project requires support from all major parties for the approach to continue.

Outcomes:

- Crime has reduced; there has been the highest reduction across B Division and trust is at its highest for generations between the Police and local residents.
- Community engagement has turned around from no engagement to approximately 51% of local people being involved in the Pathfinder in some way.
- Co-production has developed influence over other service providers
- It is anticipated that 20% of people will vote in the next round of participatory budgeting, the highest level in the country.

The PCT and A1 Housing are now moving to a neighbourhood approach across the District.

The issue of co-production was discussed, and it was agreed that services need to work together with citizens on service design/delivery to provide better services without an extra cost.

MCA recommends that a review of the value of the Pathfinder beyond 2011, should be completed by LSP Partners. MCA has agreed it should roll-out the approach of MCA across the District as required.

MQ explained how he is involved in Total Place Work at Warwick University and suggested taking a Total Place approach for the District, all partners working together instead of taking a neighbourhood approach separately.

DWakelin agreed that this is the way forward as there are issues regarding communications, media, data analysis, and duplication of budgets.

CG noted that if we could commission a body to look at how this should be adapted across the District it would be an ideal way forward.

FW noted that she has been involved and worked in the Manton area for years. The model of children's centres and multi agency approach is a useful base to start from as they work closely with all the agencies in the area and share information.

The following Members agreed to be involved, Fran Walker, Dave Wakelin , Geraldine Pearce, Cheryl George and Gillian Blenkinsop.

GS agreed with what had been said and would like Job Centre Plus to be involved as there will be a mandatory approach to priority neighbourhoods from April.

PS agreed to be involved as support from the Private Sector.

DWakelin stressed that the main priority should be engagement of residents, as they want to know what is happening and to increase their confidence.

MQ agreed the recommendations and suggested that anyone who wants to get involved should contact GB.

**Action: GB to convene a meeting of a Review Panel Including the following members:  
Fran Walker, Dave Wakelin, Geraldine Pearce, Cheryl George, Graham Sheppard, Gillian  
Blekninsop and Phil Sibson .**

## **10. NOTTINGHAMSHIRE LOVES LEARNING UPDATE**

FW explained how success stories are key to changing local residents views of the area and promoting opportunities available. Success stories that have featured in the Bassetlaw News are from Sure Start, Wildlife Trust and Apprenticeships.

During valentine's weekend approximately 150 venues across Nottinghamshire would be holding events dedicated to learning with around 7000 people getting involved in learning something new.

The Nottinghamshire Loves Learning website has details of what events are taking place:

- Saturday morning 10am-1pm at the Priorswell Community Centre is the Anyone Can Sing event, which it is hoped will result in the formation of a community choir.
- Sunday at Idle Valley will be the Pots, Pancakes and Photographs event with the Wildlife Trust.

- Strictly Tea Dance will take place 2pm-6pm on Saturday at Idle Valley. PS has agreed to donate a helicopter ride for the prize draw for Haiti.

## 11. COMMUNITY COHESION FUND- BUDGET POSITION STATEMENT

MQ noted that the underspend should be able to be carried forward however he would like to allocate as much as possible of the money by the end of March 2010.

DWakelin asked if some of the money should be used to roll-out learning from Manton Community Alliance to build cohesion.

CG noted that the Health Group have already prioritised areas for a neighbourhood approach.

GP – stated that she was aware of two organisations that will be submitting bids.

MQ explained that it is important to use the money strategically to make the most impact.

DWakelin asked if it was a bidding process or commissioning and GB explained that it is currently a bidding process but would like to move to commissioning following the risk management workshop.

MQ noted the recommendations.

**Action: All partners with suitable projects to submit applications fore 2009/10 or 2010/11 as soon as possible.**

## 12. BASSETLAW LOCAL STRATEGIC PARTNERSHIP RESPONSE TO THE NOTTINGHAMSHIRE COUNTY COUNCIL BUDGET PROPOSALS

LT presented the letter written by LT,GB and GP in response to the consultation on behalf of the LSP and focused on four main areas concern. A direct response has not yet been received however an email of acknowledgement that the response will be integrated into the report back to Cabinet has been received by LT.

MQ noted that he is aware that some suggestions have been placed on hold and that transport schemes should be unaffected. He was fairly certain however that County Contact would not remain.

BDC have confirmed that recycling credits will continue to come to the Districts.

He also felt that the proposal regarding cuts to Concessionary Fares would stay and LT voiced her concerns that cost of travel for the most vulnerable in the District will increase.

The charges for services in adult social care and health will rise incrementally.

DH noted that BDC had offered to run services such as Blue Badge applications, if properly recompensed.

DH expressed his concerns around the Community Safety cuts proposed. CSPs are being approached to pick up extra contributions to cover NCC and Home Office deficits.

MQ noted that Home Office money for anti social behaviour would also be halved.

### 13. CAA RESULTS

GB presented partners with a summary of the findings of the CAA Report for information. One red flag for Community Safety was issued.

MQ noted that he is aware that the NCC Cabinet Member is trying to ensure remaining financial resources can be targeted at the North of the County to address the red flag issues.

DH noted that the Safer Nottinghamshire Board are aware of the need to address priority areas and that Ashfield is the main priority.

DWakelin explained that it is essential to have a partnership approach and that the Police are moving resources North to address red flag issues.

### 14. REVISED EQUALITY POLICY

GB noted that there will be a BDC inspection in April to reach the achieving Standard for new Equalities Standard. The consultant currently advising BDC has revised the BLSP Policy as part of the process to ensure that the Partnership is fully compliant. All partners present approved the revised policy.

**Action: (1) Further work will be needed to ensure equalities issues are embedded in the work of the Partnership**

### 15. RISK MANAGEMENT WORKSHOPS

GB noted that BDC is providing financial support for a piece of work around risk management of the Partnership.

GB asked partners for their commitment to two workshops.

MQ queried if it would be possible if partners could allow other officers with a risk lead to attend.

**Action: (1) The 29<sup>th</sup> March clashes with Easter week, GB look to reschedule the date for the week commencing 16<sup>th</sup> April.  
(2) GB to check capacity of Workshops should additional staff wish to attend.**

At this point members discussed an additional agenda item tabled at the meeting.

### UPDATE ON STREET PASTORS

DWilkinson circulated an update to members present.

DWilkinson explained that they are hoping to achieve a Centre of Excellence Award for the Street Pastor scheme in the next 18 months.

Evidence and statistics are needed to prove the impact the scheme has had:

- A&E admissions (cut feet)
- Awareness of public safety
- Reduction in Anti Social Behaviour
- Cleaner streets

The key aims are to increase public confidence in our towns, to keep people safe through direct support and interventions e.g. provision of flip flops, water, preventing glass bottles from coming out of licensed premises. It is hoped that Bassetlaw could become a training area for other groups wishing to roll out this scheme elsewhere.

MQ explained how he has been out with the Street Pastors in Retford and observed the valuable service they provide and has seen evidence of the relationship between regular visitors to the towns and the Street Pastors.

DWakelin suggested using Eleanor Brockel to commission analysis of impact.

DWakelin and DWilkinson are looking to roll-out the scheme in Newark next month.

PS asked what positive press has there been?

DWilkinson- everyone very positive and supportive except the Guardian.

**Action: (1) CG to follow up alcohol related A&E admissions and get feedback from hospital staff  
(2) Partnership Analyst to establish baseline and monitoring arrangements to demonstrate value of the scheme**

**16. Q3 PERFORMANCE REPORT 2009/10**

JW presented the report and it was noted by the Board

**17. FEEDBACK FROM CONSULATION**

The Board was given a copy of the report for information, any comments or feedback please contact Richard Schofield or Tom Bannister at Bassetlaw District Council.

**18. NOTTINGHAMSHIRE SUSTAINABLE COMMUNITY STRATEGY**

If any member wishes to view the latest version of the strategy or requires any information please visit [www.nottinghamshirepartnership.org.uk](http://www.nottinghamshirepartnership.org.uk) .

**19. BASSETLAW PRIMARY CARE TRUST – APPOINTMENT OF AN INTERIM CHIEF EXECUTIVE**

Members were given a copy of a letter from the Chairman of the BPCT announcing the appointment of Felicity Cox as Interim Chief Executive.

**20. ANY OTHER URGENT BUSINESS**

There was no other business; the Chairman closed the meeting at 12.35

