

# LOCAL SPELTHORNE PARTNERSHIP – EXECUTIVE

## Notes of meeting on 16 July 2007

### 1. Present

Sue Metcalf	Age Concern Spelthorne
Rebecca Rose	Ashford and St. Peter's Hospitals
Jo Powell	BP International Ltd
Charles Napier	CAB
Wyn Pockett	Health and Social Care Partnership
Bill Fraser	Residents' association representative (South)
Councillor John Packman	Spelthorne Borough Council
Roberto Tambini	Spelthorne Borough Council
Dion Scherer	Spelthorne Business Forum
Simon Fraser	Staines Congregational Church
Elizabeth Moore	Voluntary Action in Spelthorne
Councillor Carol Coleman	Surrey County Council
Chief Superintendant Steve Rodhouse	Surrey Police
Jane Chandler on behalf of Anna Raleigh	Surrey PCT

### Also in attendance

Brian Harris	Spelthorne Borough Council
Nigel Lynn	Spelthorne Borough Council
Nicola Birch	Spelthorne Borough Council
Melvin Hartley	Spelthorne Borough Council

### Apologies

Margaret Newbigin	A2 Housing Group
Ian Mackenzie	Ashford and St. Peter's Hospitals
Nick Dunkley	Bishop Wand School
Eileen MacDonald	Government Office for the South East
Tim Griffiths	Residents' association representative (North)
Andy Stanley	Spelthorne College
John Clarke	Spelthorne Junior School
Pauline Hedges	Surrey Chamber of Commerce
Julia Penfound	Surrey County Council
Dave Steggles	Surrey Fire and Rescue Service
Viv Ottaway	Surrey Learning and Skills Council

Cllr John Packman was appointed chair of the meeting in the absence of Nick Dunkley.


Introductions were made.

Item	Agenda
<b>3. Notes of meeting held on 21 May 2007</b>	
These were agreed as an accurate record.	

<p><b>4. Matters arising not on the agenda</b></p> <p>In Julia Penfound's absence BTH updated partners that a Getting Around Spelthorne meeting had taken place. <b>Three to five priorities were agreed</b> to take forward to the LSP Assembly. The next meeting will be in October and hopes to include further partners.</p>	<p>1. ALL to note</p>
<p><b>5. Next Steps in revising the Community Plan</b></p> <p>1.) BTH presented a timetable for the revision of the Sustainable Community Strategy (SCS), including a change of date for the report on proposals to the SBC Executive to 17 July 2007. <b>These were agreed.</b>  BTH explained to partners that the themes of the SCS remain the same. The Community Plan themes and corresponding priority issues as identified in the last Assembly were set out. Partners were asked to send their top three to five issues to Melvin Hartley by 1 August 2007.</p> <p>2.) BTH informed partners that a new LSP Newsletter will be published. BTH requested that chairs send Melvin Hartley some developments or stories of interest to be included.</p>	<p>1. ALL to note</p> <p>2. Melvin Hartley to send out a reminder about priorities and newsletter</p>
<p><b>6. Draft agendas for Assembly and team day</b></p> <p>1.) BTH outlined a draft programme for the Assembly. The Assembly will be held on 17 September 2007 from 9.30 to 13.30 at Spelthorne Leisure Centre. It will include a question session with chairs for each of the themes. Delegates will have the opportunity to identify and then vote on the 3 key issues cutting across the different themes. <b>The Executive agreed the programme.</b></p> <p>2.) BTH presented some initial thoughts on the Team Day to be held at the Holiday Inn, Shepperton on 1 October 2007 between 9.00-13.30. BTH outlined proposed issues to be discussed including capacity building and the priorities of the LSP Executive for 2008/07. <b>The Executive agreed the outline.</b></p>	
<p><b>7. Voluntary Sector issues</b></p> <p>1.) Sue Metcalfe informed chairs of an upcoming Community Link Day on 24 September 2007, details of which will be sent out to partners. The event will celebrate 10 years of liaison between the Council and voluntary sector.</p> <p>2.) Sue also raised the issue of Partnership funding for the voluntary sector. <b>It was agreed that a letter should be sent</b> to Surrey County Council and Surrey PCT to get an early resolution to these issues.</p>	<p>1. BTH to e-mail Ben Collins (SCC) and Gabby Alford (SPCT) regarding concerns about partnership funding</p>

	<p>2. RT/BTH to discuss with Douglas Robertson at forthcoming meeting</p> <p>3. LSP to write formally to SPCT regarding concerns</p>
<p><b>8. Proposals for spending Progress through Partnership (PTP) funding</b></p> <p>BTH updated partners on the capacity building project for S.E LSPs. <b>The Executive agreed the outline.</b> Funds will be available through the Government proposals until March 2008 with each LSP credited £6000. <b>It was agreed that the LSP contribute £2000</b> towards a Surrey-wide event on LAAs and two-tier working, with the remaining £4000 to be spent on needs identified at the Team Day on 1 October 2006.</p>	<p>1. BTH to apply to PTP for funding</p>
<p><b>9. Safer Spelthorne</b></p> <p>1.) RT gave an update on Safer Spelthorne including the continuing expansion of the community neighbourhood scheme.</p> <p>2.) MH informed partners of a Home Office cut which will affect the Partnership. The LSP Board has agreed which areas will face cuts. Funds will be reallocated to Safer Stronger from Children and Young Persons. This will result in a final cut of £6,500.</p> <p>3.) Safety issues were raised by BTH as to the recent terror threat. Chief Superintendent Steve Rodhouse explained that focus is on raising public awareness of what to look out for and reporting suspicious behaviour. SR said that there is no evidence that Spelthorne would be a target. It was suggested that information for the public be added to the LSP website.</p>	<p>1. ALL to note</p>
<p><b>10. Update from Young People's Partnership (YPP)</b></p> <p>1.) BTH updated partners about Young People's Partnership. The Junior Council (Primary Schools) has now held 3 meetings. Discussions have included:</p> <ul style="list-style-type: none"> <li>▪ Safety</li> <li>▪ Bullying</li> <li>▪ Motorbikes</li> <li>▪ Inter-school cohesion</li> </ul> <p>The terms of reference for the YPP have been amended to give the Partnership a greater role and previous priority issues were agreed as remaining valid.</p> <p>2.) The Youth Council is currently working on a number of projects including:</p> <ul style="list-style-type: none"> <li>▪ Urban Games Event</li> <li>▪ Urban Dance and Yoga Sessions</li> <li>▪ Anti-Smoking Film</li> </ul> <p>3.) The Grant Givers has distributed money with £10,000 remaining. BTH also told partners of the possibility of an ice rink at Spelthorne Leisure Centre for a week in</p>	<p>1. ALL to note</p>

December.	
<p><b>11. Surrey PCT profile</b></p> <p>Jane Chandler presented an update to partners. A transitional website is beginning to profile the areas covered in Surrey. The Surrey PCT profile can be accessed via Surrey PCT's website <a href="http://www.surreypct.nhs.uk">www.surreypct.nhs.uk</a> under the 'Who are we?' section &amp; contains useful information about the PCT Board &amp; structures etc.</p> <p>Health profiles have shown nothing out of the ordinary in Spelthorne except much higher rates of diabetes. The Spelthorne Health Profiles for 2007 are on <a href="http://www.apho.org.uk">www.apho.org.uk</a>.</p>	<p>1. All to Note</p> <p>2. NB to circulate copies of the health report</p>
<p><b>12. Feedback from Health and Social Care Partnership away day</b></p> <p>Wyn Pockett outlined the key points from the June meeting. Four main priority areas were identified and agreed by the group:</p> <ul style="list-style-type: none"> <li>▪ Health and Independence of Older People</li> <li>▪ Support for Carers</li> <li>▪ Improving Mental Health</li> <li>▪ Reducing obesity</li> </ul> <p><b>It was agreed</b> that the leads from Spelthorne Forums, with the support of VAIS, will meet independently to ensure that discussions remain relevant. Forum representatives will also contribute to priority working groups as appropriate WP said that nothing had been resolved regarding administrative support for the group but this will be discussed at the next meeting.</p> <p>The next meeting will be on 13 September 2007 and hopes to create an action plan for each priority.</p>	<p>1. ALL to note</p> <p>2. WP to action and report back to LSP</p>
<p><b>13. Update on Fit for Future Consultation</b></p> <p>The consultation is likely to begin in September.</p>	<p>1. AR to report progress at next meeting</p>
<p><b>14. Progress on LSP Executive Action Plan</b></p> <p>The action was noted.</p>	
<p><b>15. Update on Stanwell New Start including Stanwell Moor neighbourhood action plan and self-reliance</b></p> <p>1.) BTH presented an update on Stanwell New Start. The Surrey PCT has agreed to redevelop the former Stanwell Day Centre into a state of the art Health Centre with the hope of opening by November 2008. BAA is due to discuss a site for motorbikes and the Future Builders initiative.</p> <p>2.) BTH said that the Stanwell Moor Action Plan is progressing well with consultations carried out with a number of stakeholders including the Residents Associations, businesses and shop owners. Further meetings are planned including the Youth Club BBQ on 13 July 2007 and an open meeting at The Anchor public house on 7 August 2007.</p>	<p>1. ALL to note</p>

<p>3.) BTH gave an update on initiatives under the self-reliance work. SCC has allocated £150000 over 3 years. A small steering group has been formed to oversee the self-reliance work and is looking to put some of the partners on the group. There is a meeting scheduled for early September.</p>	
<p><b>16. Communications including any comments on logos</b></p> <p>1.) <b>The adoption of a new LSP logo and name was discussed and agreed.</b> It was said that the new logo will raise awareness of the different partnerships under the LSP making its structure and role clearer for the public and other parties to understand. The LSP would be branded as ‘Spelthorne Together’ in future, and this would be used on all promotional and published material. A design for letterheads/correspondence was also agreed which showed the logo and the words Executive and the six themes wrapped around it. The relevant theme would be highlighted depending on the context.</p> <p>2.) <b>It was also agreed to update the A-Z of local services</b> and reissue as an LSP initiative. The directory will include details of public services, housing associations and voluntary and community sectors. Circulation methods were queried.</p> 	<p>1. BTH to contact public sector partners about funding/contributions towards the A-Z</p>
<p><b>17. AOB and suggested dates for 2008</b></p> <p>1.) Dates were put forward by BTH for the first LSP Executive meeting of 2008 on 17 March. Cllr Packman suggested that these dates be sent out to partners to agree.</p> <p>2.) NL gave partners an Update on Thriving Partnership. New priorities have been proposed and targets set. Community cohesion is to be integrated and ‘Thriving’ will remain the theme. An assessment of culture is to be carried out though SBC Leisure Services and LSP partners may be contacted to help in August.</p>	<p>1. BTH/NB to send out dates for 2008</p>
<p>Meetings 2007:</p> <ul style="list-style-type: none"> <li>▪ 17 September 13:45 – 15:30, Spelthorne Leisure Centre after the Assembly</li> <li>▪ 19 November 15:30 – 17:30, Council Chamber, Spelthorne Borough Council</li> </ul>	<p>1.ALL to note</p>