

**Present**

<b>Sue Robertson (Chairman)</b>	Ashford & St Peter's Hospitals Trust
<b>Sue Metcalf</b>	Age Concern
<b>Ruth Hutchinson</b>	NHS Surrey
<b>Tim Griffiths</b>	Residents' Association - North
<b>Richard Hewitt</b>	Residents' Association - South
<b>Paul Mitchell</b>	SCDT
<b>Alex Tribick</b>	Spelthorne Business Forum
<b>Roberto Tambini</b>	Spelthorne Borough Council
<b>Pauline Hedges</b>	Surrey Chambers of Commerce
<b>Paul Mitchell</b>	Surrey Community Development Trust
<b>James Painter</b>	Surrey County Council
<b>Denise Turner-Stewart</b>	Surrey County Council - elected member
<b>Les Dodd</b>	Surrey Fire & Rescue

**Also in attendance**

<b>Brian Harris</b>	Spelthorne Borough Council
<b>Joanne Jones</b>	Spelthorne Borough Council
<b>Geoff Chilton</b>	Assembly facilitator

**Apologies**

<b>Andrew Evans</b>	A2Dominion
<b>Danny Kington</b>	CAB
<b>Terry Collier</b>	Spelthorne Borough Council
<b>John Packman</b>	Spelthorne Borough Council
<b>Sharon Bush</b>	Surrey Police - Supt
<b>Elizabeth Moore</b>	VAIS

1	<b>Apologies</b>	Noted
2	<b>Notes</b> of meeting held on 12 July	Agreed
3	<p><b>Matters arising:</b></p> <p><u>Item 8:</u> Bus consultation. The 216 route was queried – it does not go as far as Ashford Hospital, which would be useful. As it is a London bus, the issue is not with Surrey County Council.</p> <p>Sue Robertson and Ruth Hutchinson were looking into the provision of information on bus times and routes to be made available at the hospitals.</p> <p><u>Item 11:</u> Communication. Bulletin supplement now cancelled in favour of stand-alone leaflet. Spelthorne Together stand has been created and was on display at Assembly, with promotional items and information.</p> <p><u>Item 12:</u> AOB. Youth issues – James Painter reported the youth needs assessment would go to the 11 October SCC meeting</p>	

4	<b>No conflicts of interest</b>	
5	<b>Election of RA reps.</b> Brian Harris reported that Richard Hewitt had been elected in the South and was present; Kathleen Croft had been nominated and been unopposed in Stanwell/Stanwell Moor but was not present; a tie had resulted in the North area, between Tim Griffiths (present) and Claudette Curtis Jenkins (not present). BTH proposed that both reps in the North be invited to join the Executive, each on different theme groups.	Agreed
6	<p><b>Spelthorne Together Assembly</b></p> <p>i) <u>Impressions:</u> Sue Robertson said there were a couple of issues with the new venue. Comments were good in the main and the marketplace was a success. If the tables could be oriented lengthways across the room, they would be about three deep and this would better suit those with hearing difficulties. (<i>The layout was chosen to accommodate the back-projected screen which needs 4m clearance behind it</i>).</p> <p>Tim Griffiths said the lower ceiling was better and made the event more cosy. Marketplace stalls were good, networking good and opportunities to catch up with people. Delayed start and slight over-run but generally run very well.</p> <p>Roberto Tambini said the acoustics were good but the screen was dull. The layout was the best ever and the networking was what people really enjoyed.</p> <p>Les Dodd suggested the relay screens could be used on future occasions.</p> <p>James Painter said he thought the event was similar to a Westminster conference and the prethought put into the day paid off. An independent facilitator kept the sessions on track. Richard Hewitt would have preferred the Q&amp;A forum not to be at the end – more time was needed for this.</p> <p>The feedback from tables had taken quite a while and the facilitators had wanted to speak on several topics each. It was thought the feedback system could be formalised at future events.</p> <p>ii) <u>Young people:</u> Brian Harris mentioned the lack of young people at the Assembly and suggested a return to a 4pm to 9pm event. Alex Tribick said it might be better to stage the event in August, out of term time.</p> <p>Tim G said the partnership needed to engage with young people and there used to be a schools contact on the LSP, while Sue Metcalf said schools needed to be encouraged to allow the young people to attend.</p> <p>Denise Turner Stewart said it would be possible to arrange transport from the secondary schools if necessary.</p> <p>iii) <u>Presentations:</u> Sue Metcalf liked the use of DVDs – quality needs to be punchy.</p> <p>Sue Robertson pointed out the need for better co-ordination to avoid for example, the duplication of music.</p>	<p>Streamlined feedback system to be devised – JJ</p> <p>Brian Harris to float ideas at next meeting with secondary schools</p> <p>Set up Assembly preview meeting with presenters in future</p>

6	<p>iv) <u>Facilitator feedback</u>: Geoff Chilton said Spelthorne’s event this year was up among the better ones.  The new venue and voting for projects was good; stands were far better than before, as was the networking. He said more time could be devoted to networking if less was spent on presentations. He mentioned “the usual suspects” being present yet again.  The Housing, Infrastructure and Environment theme group was getting going, while Economic Development was vital and driven.  Plusses – cross-cutting nature of the event; communication was needed in the form of feedback in a month or two.  Need to be clear on priorities.  Need to identify what the Partnership is doing at a time when there is pressure on budgets; effects on Economic Development of the disappearance of a number of regional and national bodies; on Health and Well Being of the disappearance of PCTs/more locality based working/changes in public health function.</p> <p>Sue Robertson asked about the future of LSPs, to which Geoff Chilton replied that borough-based partnerships needed to plan ahead.  Les Dodd suggested that at the end of the event, there could be a round-up of how the theme groups and partners actually work together.  Tim Griffiths said the average resident needed to see what partnerships were doing for them; Les Dodd added Stanwell New Start was a good, practical example of partnership working and other examples were needed.  Roberto Tambini cited the initiatives undertaken by Safer Stronger including PADs Days/Junior Citizen/Construction Bus/collaboration with Age Concern on domestic abuse/drug awareness week and so on. While things will get harder with less money, we need to prioritise.</p> <p>v) <u>Vote For Action</u>: Delegates had enjoyed the voting for a specific community project and it was generally thought by the Executive that it would be a shame not to support the “unsuccessful” projects, given that all were popular projects and each had received a good share of the votes.  Various sources of funding were discussed including unused Progress through Partnership grant, borough council members’ Better Neighbourhood Grants and Local Committee allowances. Efforts should be made to obtain support for the projects through these channels - <i>see item 10</i></p>	<p>JJ to sound out grant bodies about re-allocating money; circulate details of the 6 bids to members &amp; local committee with view to finalising donations by next Exec meeting</p>
7	<p><b>The Big Society: A view from the community – seminar</b></p> <p>James Painter said policy bulletins could be sent to members if necessary and a Big Society presentation made to the next LSP Executive</p>	<p>Invitation to be sent to Exec mailing list (<i>done</i>)</p> <p>JJ/JP to liaise over presentation</p>

8	<p><b>Progress on themes</b></p> <p>a) <b>Housing, Infrastructure &amp; Environment:</b> Paul Mitchell reported on the group's second workshop funded through PtP – it went well.</p> <p>b) <b>Health &amp; Well Being:</b> Ruth Hutchinson said the NHS and county were holding a Priority Places Day on 19 October, about Health Champions, at Dorking Halls, to which LSP Exec members were invited – email to be circulated</p>	JJ to pass on email – (done 28/9)
9	<p><b>Voluntary Sector issues:</b></p> <p><b>Age Concern:</b> Sue Metcalf said the group was facing challenges and changes in respect of the PCT; Spelthorne Council had delayed informing them about future funding and there were issues over accommodation at Knowle Green. All in all a period of deep uncertainty. The merger with Age Concern Runnymede was going ahead, which would mean greater financial stability – they would be in a better position for bidding for funds. A lot of hard work had gone into achieving the Queen's Award and Sue thanked those who had contributed to this, and for the invitation to be represented on the LSP Executive.</p> <p><b>VAIS:</b> Joanne Jones reported on VAIS's behalf. The Elmsleigh Centre information centre was closing that week until after the new year. James Painter had been asked if space at the library could be made available while the shop was unavailable.</p>	James Painter to investigate and report back
10	<p><b>Communications</b></p> <p>Joanne Jones reported the deadline for inclusion in the winter Bulletin had come and gone with insufficient quality stories and photos of Partnership working having been submitted to make it viable. An alternative – stand-alone A4 newsletter, to be produced in-house and distributed by e-mail, on the website, through Partner organisation mailing lists and 1,000 hard copies for libraries, drop-off and limited postal delivery. This would free up around £1,400 of the targeted support grant from Surrey County Council allocated to pay for the 4 pages in the Bulletin. The residue would be put towards fulfilling the Vote for Action projects outlined at the Assembly. A further £2,000 Progress Through Partnerships funding previously allocated to improved communications and LSP website had also become available – the website was unlikely to become reality before the end of the financial year; a microsite hosted on the Spelthorne BC site would also not require funding to this extent when it eventually happens. Thus around £3,400 would be available to support the Vote For Action projects.</p> <p>The dissemination of information and requests via the Executive group emails was not working as well as it should. Messages seem to be reaching the named recipient but are not being dispersed further. The idea is that Partners use their own organisations' mailing databases and staff newsletters etc to disperse invitations (eg Assembly, Have Your Say) and requests (eg partnership working success stories)</p>	<p>JJ to get print quotes for A4 newsletter and send out requests for Partnership working stories/photos</p> <p>Agreed</p>

11	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>i) Les Dodd said he would like an update on Stanwell.</li> <li>ii) James Painter mentioned a 3 November seminar for the Surrey Performance Team and Leadership, 10-12.30. There was also a schools confederation meeting coming up.</li> <li>iii) Sue Metcalf suggested that Older People could become a theme group, much like Children &amp; Young People was. Sue Robertson queried if it had been previously, while Roberto Tambini pointed out there was already a young persons' group – yet there could well be more older people than younger in the local population. Should the groups be increased to six – or cut to four (without CYP)?  Tim Griffiths said it was not an issue of age, but of meeting the challenges that arise at certain times.  Sue Robertson put the point that each theme group should ideally be thinking of the needs of young and old according to the group's area of interest.  Roberto Tambini suggested there was no need to stick with specific titles – saying that within Safer Stronger for example, there was plenty being done which included younger and older people.  Tim Griffiths said that he had found the presentation by the 2012 Young Leaders Tanya and Miriam to be most moving – their enthusiasm at having the opportunity to become involved, motivated and promoting the Olympics and Paralympics highlighted that the role of the LSP was to remove barriers.</li> <li>iv) Denise Turner-Stewart requested action on the six community projects – for details to be sent to Local Committee members</li> <li>v) Tim Griffiths requested a calendar of events be published on Page 2 of the Bulletin. Roberto Tambini added that an update of key people should also be included.</li> </ul>	<p>JJ to arrange for next meeting</p> <p>JJ to send to James Painter  RT to discuss with Rowena Davison</p>
12	<p><b>Next meeting:</b> 22 November, 3.30pm, Council Chamber, Knowle Green July, Knowle Green.</p>	<p>Dates for 2011 to be circulated prior to 22 Nov for comment - JJ</p>