



LICHFIELD DISTRICT BOARD

Held on Monday 28 June 2010 at Mansell House, Bore Street, Lichfield

Present:	<p>Elected Members: Councillors Mike Wilcox (Chairman), Helen Fisher and Val Richards representing Lichfield District Council. Cllr Matthew Ellis, representing Staffordshire County Council</p> <p>Representatives from Partner Organisations: Jean Collins, representing Lichfield and District Council for Voluntary Services (CVS); Ian Grant on behalf of Mick Harrison, representing Staffordshire Police; Phil McFarlane, representing Staffordshire Fire and Rescue Service; Sue Price, representing South Staffordshire PCT</p>
In attendance:	<p>Sharon Ashton, Lesley Bovington, Ruth Plant and Helen Spearey, Lichfield District Council</p> <p>Rachel Chapman - District Public Health lead for Lichfield, Graham Hunt - Community Partnership Officer for Staffordshire County Council, Pat Merrick – County Commissioner – Substance Misuse and Rose Vakis, Lichfield and District CVS</p>
Apologies:	<p>Anne Birch, representing the Children, Young People and Families Directorate, Staffordshire County Council; Nina Dawes, Chief Executive Lichfield District Council; Marie Duquesnay, representing the Health and Social Care Directorate Staffordshire County Council and Graham Morley, representing South Staffordshire College;</p>

Agenda Item	Minutes	Action
1	<p>Apologies and Welcome</p> <p>The Chairman welcomed everyone to the meeting.</p>	
2(a)	<p>Action Notes of the Previous Meeting, 22nd February 2010</p> <p>The minutes of the meeting held on 22 February 2010 at Lichfield Police Station, Frog Lane, Lichfield were received.</p>	
2 (b)	<p>Matters Arising</p> <p>Phil McFarlane briefed members on the outcome of the recent Special Meeting of the District Board which had focused on 'Dealing with the Burning Platform of Public Sector Finance' and started to consider the opportunities which the 'total place' model might offer to Lichfield District. The 'Let's Work Together' project had been proposed as a model for delivering more 'joined up' and cost effective public services and this approach could be built upon across the District. Helen Spearey reported that a funding bid is to be submitted to the West Midlands Improvement and Efficiency Partnership which could enhance capacity for the project.</p> <p>It was reported that neighbouring authorities were dealing with 'total place' in different ways and it was agreed it would be useful to investigate alternative approaches. Councillor Mrs Fisher (with Cllr Mrs Richards as</p>	<p>Cllrs Fisher and Richards</p> <p>Next agenda</p>

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	<p>substitute) volunteered to attend a Member briefing about the pilot taking place in the Blake locality, Cannock and feed back at the next meeting.</p> <p>Lesley Bovington reported that Lichfield District Council had recently hosted the first Countywide meeting to share good practice on locality working which could feed into the place agenda.</p> <p>A discussion took place regarding the financial prospects of the public and community sector partners in the District and it was agreed that an update should be provided at the next meeting. Ian Grant commented that resource sharing, rationalisation and re-investment in some areas were essential tools in times of restricted financial support.</p> <p>Decision: That a site visit be arranged to see the work being undertaken in Cannock regarding the Total Place Agenda, including either a visit to the Blake Project or a short presentation being made to a future meeting of the Board.</p>	<p>Next agenda (Graham Hunt)</p>
<p>3</p>	<p>Draft Alcohol and Drugs Strategy</p> <p>Pat Merrick (County Commissioner – Substance Misuse) attended the meeting and gave a presentation on the draft Alcohol and Drugs Strategy 2010-2015.</p> <p>It was noted that the document had been through a second round of consultation and was expected to be signed off in the near future.</p> <p>The Strategy aims to pull together all the elements driving substance misuse in a consistent and structured way and focuses on three stages: education and prevention; treatment and aftercare and support.</p> <p>The Board noted that there had been a significant reduction in the young people's budget, and this taken with other reductions in financial support meant that it would be necessary to add value to existing projects rather than commissioning new services.</p> <p>In respect of the impact for Lichfield District, Mrs Merrick advised that there would be fewer contracts related to the delivery of individual services. Instead one contract would be commissioned to undertake a range of services. Irrespective of where a person lives in Staffordshire they should be able to access relevant services at the point of need.</p> <p>Decision: That the Alcohol and Drugs Strategy 2010-15 be endorsed.</p>	
<p>4</p>	<p>Let's Work Together – Never Miss a Chance to Make a Difference</p> <p>Rachel Chapman and Phil McFarlane briefed the Board on the Project which is a development of proven models such as Operation Olive Branch delivered by Staffordshire Fire and Rescue Service (FARS). The underlying principle of the model is that any practitioner carrying out a home visit to a vulnerable person can use the opportunity to scan for risks within the home. These risks might include fire, cold, falls, home safety, smoking, alcohol consumption etc.</p> <p>Through the project, a standard checklist of risks will be identified and information provided so that customers / service users / patients / tenants can be signposted or referred to appropriate agencies which can take action to mitigate risks identified. , This approach has been in operation between Social Care and Health staff to the Fire and Rescue Service for some time (100 referrals to FARS have been made since January 2009); the Primary Care Trust has piloted a similar model through the roll out of 'brief interventions' training. The next stage is to</p>	

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	<p>through the roll out of 'brief interventions' training. The next stage is to expand the approach to include other agencies.</p> <p>An awareness raising workshop, attended by a wide range of managers and practitioners, had taken place in February 2010 and it was felt that a similar 'refresher session' should be repeated at least annually. This raised awareness would then be cascaded to front line staff.</p> <p>The Board acknowledged that this simple concept could achieve real value for money gains in the use of staff resources and time and should become part of mainstream business delivery rather than an 'add on'. The model will be rolled out gradually, potentially targeting a geographical area or population group. Sue Price suggested that the elephant kiosks might be helpful in providing a resource for signposting; the Directory of Voluntary Services developed by CVS would also have a similar function.</p> <p>Decision: to endorse the recommendations outlined in the report, including that</p> <ol style="list-style-type: none"> 1. The Local Strategic Partnership (LSP) agrees to champion the project 2. Each partner organisation agrees to support and encourage staff to take part in joint training workshops and to share information appropriately. 3. The checklist tool for signposting be launched at Staffordshire FARS' Electric Blanket Campaign at the Lichfield Fire Station in September. 4. Partners support Staffordshire FARS' campaign in September, establishing a joint public presence and giving presentations as delivered in the February workshop for public information. 5. Staff are trained on the initial stages of a "Brief Interventions" approach to reduce the level of referrals that may otherwise threaten other agencies' capacity to respond. 6. The level of cross-referrals, activity and impact on capacity be reviewed after three months; an evaluation approach that captures outcomes as well as activity to be developed. 	<p>Phil McFarlane / Rachel Chapman / Marie Duquesnay</p>
5	<p>Climate Change</p> <p>Ruth Plant – Corporate Director Operational Services delivered a presentation on the draft Climate Change Strategy and the 'fit' with the work of the Sustainable Environment Partnership (SEP).</p> <p>The Climate change Act (2008) sets legally binding targets for reducing emissions in the UK from 1990 levels by 26% by 2020, and by 80% by 2050. To achieve this, the Council estate alone will have to reduce its emissions by 0.7% year on year to 2020, then 1.8% year on year to 2050</p> <p>Within Staffordshire, a 1.5% reduction per annum has been achieved for each of three years 2008/9, 2009/10 and 2010/11. Although only two years' data is available for Lichfield District, local our emissions rose by 0.3% in 2008/9.</p> <p>The SEP has completed a Climate Change Strategy Action plan which will be out for consultation during autumn 2010 with a view to subsequent adoption by the LSP. Progress on actions will be monitored through the SEP with regular reports back to the LSP.</p>	

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	<p>Partners were asked if they had any climate change action plans and if so SEP would be grateful for a copy and for feedback on any major themes or actions that had been omitted.</p> <p>Councillor Ellis sought reassurance that local activities on climate change are consistent with the approach being taken countywide; he also referred to a Sub Committee of the Cabinet which has been established to review the transport system across Staffordshire although it was acknowledged that given Lichfield's proximity to several major roads, reducing carbon emissions from vehicles would continue to be a challenge.</p> <p>Decision: That the work undertaken by the Sustainability Environment Partnership be noted and that the process for the completion and consultation on the Climate Change Action Plan be endorsed.</p>	<p>All to note</p> <p>Ruth Plant</p>
6	<p>Draft Annual Report of the LSP</p> <p>Councillor Mrs Fisher briefed the Board on the draft Annual report of the LSP with a view to obtaining the Board's endorsement for publication of the document.</p> <p>Councillor Wilcox suggested that partners and volunteers be invited to an event to be held on Wednesday 15 September to celebrate and thank them for their support and discuss the issues raised in the Annual Report. Invitations would be issued in due course.</p> <p>It was also suggested that the Annual Report be tied into the Volunteer Staffordshire launch event and it was agreed that investigations into this be made.</p> <p>Decision: To endorse the Annual Report for Publication</p>	
7	<p>Strategic Commissioning/Pooled Funding</p> <p>Lesley Bovington reported that a sub group of the LSP Officers Working Group had recently met to confirm the funding available to the LSP and the potential strategic themes for investment; £319k is available of which £61k has to be used by March 2011. It was noted that the aim of this piece of work was to adopt a more strategic approach to the funding available to the District both now and in the future.</p> <p>A two-phased approach was agreed with funding allocations being proposed immediately up to the value of £61k. It was noted that a small task group would meet to agree the process for commissioning against the remaining agencies and partnerships.</p> <p>Decision: to endorse the recommendations outlined in the report, including that</p> <p>(1) The District Board endorse the recommended two-phased approach, under which:</p> <ul style="list-style-type: none"> • £61,000 be allocated immediately, and • A commissioning process be developed in respect of the remaining £257,715; with proposals for spend to be brought to the District Board in November 2010. <p>(2) The District Board endorse the immediate allocation in principle of</p>	

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	<p>£48,000 to the Lichfield District Integrated Family Intervention Project.</p> <p>(3) The District Board endorse the immediate allocation in principle of £13,000 to the Capacity Building in the Third Sector Project and that the opportunity to value add work that is already underway be investigated.</p> <p>(4) Councillor Mrs Fisher, Portfolio Holder for Community at Lichfield District Council be granted delegated authority to sign off the proposals at (2) and (3) above, acting together with the Police for the proposal at (2) above and with Staffordshire County Council for the proposal at (3) above.</p>	
8	<p>Local Public Service Agreement 2 Reward Funding – Performance Report (LPSA2)</p> <p>Councillor Mrs Fisher briefed the Board in respect of the outcomes achieved from the Local Public Service Agreement Reward Funding (£57k) which was received to support the work of the LSP and allocated by the Board in November 2009. Progress in relation to the following was outlined:</p> <ul style="list-style-type: none"> • The Hope Centre • Carbon Reduction Support Officer • Business Engagement • Children's Trust Partnership Manager • Lichfield District In To Work Group <p>Decision: That the District Board note the outcomes achieved through LPSA2 investment</p>	
9	<p>Feedback From the Executive Board</p> <p>Helen Spearey gave feedback from the meeting of the Executive Board, which was held on 11 March 2010.</p> <p>Decision: That the report be noted</p>	
10	<p>Any Other Business</p> <p>Sue Price reported that the second PCT conference for elected Members would be held on the afternoon of Thursday 15 July 2010 and that invitations for Members and officers would be distributed in the near future.</p> <p>Sue Price also reported that this would be her last meeting of the District Board and that Rachel Chapman would take her place at future meetings.</p> <p>Board members thanked Sue for her contribution to the work of the Board and wished her well for the future.</p>	
11	<p>Date and Time of Next Meeting</p> <p>It was noted that the next meetings of the District Board would be held on Monday 8 November 2010 at 4pm at the District Council Offices, Frog Lane, Lichfield and that the following meeting would be held on Tuesday 29 March 2011 at 4pm at a venue to be arranged.</p>	