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24<sup>th</sup> March 2011

Dear Sir/Madam

### **DISTRICT BOARD**

The meeting will take place on **Tuesday 29<sup>th</sup> March** at **4.00pm** at Lichfield Day Centre, Braeburn Close, Lichfield, WS13 6NY.

Yours faithfully



Cllr Mike Wilcox  
**Leader of the Council**



Nina Dawes  
**Chief Executive**

To: **Elected Members:**  
Councillors Mike Wilcox, Val Richards and Helen Fisher, Lichfield District Council  
Councillor Matthew Ellis, Staffordshire County Council

#### **Representatives from External Organisations:**

Anne Birch, People Directorate, SCC; Marie duQuesnay, People Directorate, SCC; Phil McFarlane, Staffordshire Fire and Rescue Service; Rachel Chapman, Public Health Staffordshire; Juliet Prince, Staffordshire Police; Graham Morley, South Staffordshire College

#### **In attendance:**

Nina Dawes, Helen Spearey and Lesley Bovington, Lichfield District Council  
Graham Hunt, Community Partnership Officer, SCC  
Rose Vakis, Lichfield and District CVS.

cc. **Agenda for information only:**  
Councillors Louise Flowith, Colin Greatorex, Ian Pritchard, Neil Roberts and Margaret Stanhope, Lichfield District Council

Richard King, Jane Kitchen; Ruth Plant, Rita Booth



## AGENDA

### 1. WELCOME AND INTRODUCTIONS

### 2. ACTION NOTES FROM PREVIOUS MEETING, 8 NOVEMBER 2010

To agree the action notes as an accurate record - *attachment*

### 3. MATTERS ARISING (10 minutes)

- a) Partners to provide a further update on respective budgetary positions  
- *verbal reports*
- b) To consider any other matters not arising elsewhere on the agenda

### 4. UPDATE ON LICHFIELD ONE PLACE PROJECTS (40 minutes) -

*attachment*

- a) Let's Work Together Project - Rachel Chapman and Helen Spearey  
Carmel Warren, Let's Work Together Project Manager in attendance
- b) Supporting Families Project - Lesley Bovington  
Kerry Crowley, Supporting Families Project Manager in attendance

**Decision needed by partners:** to note progress made and consider whether further action is required

### 5. HEALTH INEQUALITIES WITHIN LICHFIELD DISTRICT (20 minutes)

Rachel Chapman to lead - *attachment*

**Decision needed by partners:** for each partner to consider the implications of the analysis for their own organisation and provide feedback for discussion at the next meeting of the District Board

### 6. TAMWORTH AND LICHFIELD STRATEGIC BUSINESS ENGAGEMENT ACTION PLAN (20 minutes)

To receive a presentation on the Strategy from James Roberts, Economic Development and Enterprise Manager, Business and Economic Partnership - *attachment*

**Decision needed by partners:**

- (i) note the progress of the Business Engagement Project and Action Plan
- (ii) each partner to consider how their organisations could contribute to the implementation of the Strategy and the Action Plan

## **7. FINANCE REPORT (10 minutes)**

Helen Spearey to lead - *attachment*

### **Decision needed by partners:**

- (i) To approve the approach to allocating the LSP budget so that:
  - 65% is allocated to support Third Sector organisations
  - 18% is used as a contingency for the Lichfield One Place projects
  - 18% is retained as a general 'fighting fund' contingency for up to twelve months
- (ii) To agree the criteria for allocating the funding
- (iii) To agree a select list of third sector organisations which would be invited to submit a proposal for financial support
- (iv) To request that three partner representatives form a sub group to co-ordinate the process of allocating the funding for decision at the next meeting of the District Board

## **8. WE LOVE LICHFIELD FUND (10 minutes)**

Councillor Mrs Fisher to lead - *attachment*

**Decision needed by partners:** to note update and consider any support which partners can offer to the Fund

## **9. FEEDBACK FROM STAFFORDSHIRE STRATEGIC BOARD (15 minutes)**

Councillor Fisher and Lesley Bovington - *verbal report*

- a) Lichfield District Strategic Partnership - a new way of working - *attachment*

**Decision needed by partners:** to endorse the future Lichfield District Partnership Environment

## **10. DATES AND TIME OF THE NEXT MEETING**

Monday 27<sup>th</sup> June 2011