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15th November 2011

Dear Sir/Madam

DISTRICT BOARD

The meeting will take place on **22nd November** at **4.00pm** in the Committee Room, Lichfield District Council

Yours faithfully



Cllr Mike Wilcox
Leader of the Council



Nina Dawes
Chief Executive

To: **Elected Members:**
Councillors Mike Wilcox and Colin Greatorex, Lichfield District Council
Councillor Matthew Ellis, Staffordshire County Council
Councillor Erica Bayliss, Staffordshire Fire Authority

Representatives from External Organisations:

Phil McFarlane, Staffordshire Fire and Rescue Service
Rosemary Crawley, Staffordshire Police Authority, Juliet Prince, Staffordshire Police
Angela Staplehurst (representing Heather Sutton), Staffordshire Probation
Rachel Chapman, Public Health Staffordshire; Graham Morley, South Staffordshire College; Rose Vakis, Lichfield and District Community and Voluntary Sector Support
Debbie Baker, Business and Economic Partnership
Julie Walker, Strategic Housing Partnership
Dr Gerbo Huisman, Clinical Commissioning Group

In attendance:

Nina Dawes, Helen Spearey and Lesley Bovington, Lichfield District Council
Wayne Mortiboys, District Commissioning Lead, SCC

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

Richard King, Jane Kitchen; Ruth Plant, Rita Booth, Neil Turner



AGENDA

1. WELCOME AND APOLOGIES

Nina Dawes and Heather Sutton; Angel Staplehurst representing
Note that Marie Duquesnay has now retired.

2. ACTION NOTES FROM PREVIOUS MEETING, 18th JULY 2011

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

3. MATTERS ARISING (20 minutes)

- a) Health inequalities within Lichfield District - Rachel Chapman - *attachment*
- b) Strategy for Tackling Low Income and Debt - Julie Walker - *attachment*

Decision needed by partners: to approve the Strategy and endorse the five key objectives

- c) Tamworth and Lichfield Strategic Business Action Plan - Debbie Baker

Decision needed by partners:

- i) Note the BEP Economic Strategy and its potential synergy with the Lichfield Strategic Plan / Community Plan - *attachment (please note this is a lengthy document and therefore you may not wish to print a hard copy)*
 - ii) Note the five themed implementation strands & champions;
 - iii) Provide support and assistance to help champions in the information and guidance gathering stage;
 - iv) Help and support the BEP and theme champions in the strategic outcomes implementation phase
- d) To consider any other matters not arising elsewhere on the agenda

4. UPDATE ON LICHFIELD ONE PLACE PROJECTS (30 minutes)

Rachel Chapman, Helen Spearey and Lesley Bovington to lead - *attachment*

Decision needed by partners:

- i) Lichfield One Place to continue to be a standing item on future agendas to ensure that the work continues to be aligned with the strategic direction of the Board
- ii) Endorse the use of the Lichfield One Place budget to support the ongoing implementation of the LWT project during 2012 / 13
- iii) Note and endorse deliverables achieved by the Supporting Families project and proposals for sustaining progress

5. LICHFIELD DISTRICT COUNCIL STRATEGIC PLAN / COMMUNITY PLAN 2012/16 (15 minutes)

Rita Booth to lead - *to follow*

Decision needed by partners:

- a) to endorse the themes and outcomes in the draft Strategic Plan and Community Plan for Lichfield District 2012 - 2016
- b) to note that a period of consultation will take place with partners (end November - mid December) and with the public (mid December - mid January 2012)

6. LICHFIELD DISTRICT STRATEGIC ASSESSMENT 2011 (25 minutes)

Juliet Prince to introduce - *attachment*

Daniel Maddock, Staffordshire Observatory to make a presentation

Jenni Coleman (Community Safety Manager, LDC) to be in attendance

Decision needed by partners:

- a) to endorse the recommendations outlined in the Strategic Assessment
- b) to note that the Community Safety Partnership Plan 2012/13 will be an item for endorsement at the next meeting of the District Board

7. DISTRICT CARBON REDUCTION PLAN (20 minutes)

Ruth Plant (Director, Operational Services, LDC in attendance) - *attachment*

Decision needed by partners: to note the Draft Carbon Reduction Plan and comment as appropriate

8. FINANCE REPORT (10 minutes)

To provide an update - Helen Spearey - *attachment*

Decision needed by partners:

- a) to note this report and the allocation of funding to Third Sector organisations
- b) to agree that the unallocated sum of £13,500 be ring fenced for the purpose of reducing harm caused by alcohol and to note that a further report on this issue will be brought to a future meeting of the District Board
- c) to note that the balance available to the District Board is £105k

9. ANY OTHER BUSINESS

9.1 Organisational changes - partners to provide an update as necessary

10. DATES AND TIME OF THE NEXT MEETING

Next meeting scheduled for Tuesday 27th March 2012