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13th November 2012

Dear Sir/Madam

DISTRICT BOARD

The meeting will take place on **Tuesday, 20th November** at **4.00pm** at the offices of Bromford Living in Stowe Road, Lichfield WS13 6WA (map enclosed).

As this will be Nina Dawes' last such meeting before her retirement, District Board members are warmly invited to arrive for **3.30pm** for an informal gathering to mark Nina's contribution to the Board during her time as Chief Executive of Lichfield District Council. Light refreshments will be served.

Please note that Bromford Living is only able to offer limited visitor car parking, on a "first come, first served" basis, but the location of nearby public pay and display car parks can be found on the District Council website: www.lichfielddc.gov.uk.

Yours faithfully



Clr 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:

Paul Cullen, representing Tim Hyde, Staffordshire Fire and Rescue Service
Rosemary Crawley, Staffordshire Police Authority,
Dave Holdway, Staffordshire Police
Kate McConnell, Staffordshire Probation
Rachel Chapman, Public Health Staffordshire;
Graham Morley, South Staffordshire College;
Philip Mantom, representing 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
Rita Symons, South Staffordshire Primary Care Trust

cc. **Agenda for information only:**

Councillors Louise Flowith, Ian Pritchard, Val Richards, Christopher Spruce,
Margaret Stanhope and Alan White, Lichfield District Council

Richard King, Jane Kitchen; Ruth Plant and Neil Turner, Lichfield District Council

AGENDA

1. WELCOME AND APOLOGIES

To welcome Dave Holdway, Kate McConnell, Rita Symons, Philip Mantom (representing Rose Vakis) and Paul Cullen (representing Tim Hyde), to their first District Board meeting.

2. ACTION NOTES FROM PREVIOUS MEETING, 25TH JUNE 2012

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

3. MATTERS ARISING (5 minutes)

To consider any other matters not arising elsewhere on the agenda, to include:

- 'Saving Money, Saving Energy, Saving Carbon' project – Julie Walker
- Lichfield District Local Plan – Lesley Bovington

4. HEALTH AND WELLBEING (30 minutes)

a) The Enhanced Joint Strategic Needs Assessment – Next Steps

To receive a report from Rachel Chapman on the progress of the Enhanced Joint Strategic Needs Assessment for Lichfield District – *attachments (2)*

Decision needed by partners

- i) To consider and endorse the Lichfield District eJSNA
- ii) To adopt the Lichfield District eJSNA as part of the evidence base for the Lichfield District Strategic Partnership Plan 2012-16, and use it to inform the development of the annual action plan

b) Strategic Plan 2012-15 - South East Staffordshire and Seisdon Peninsula Clinical Commissioning Group

To receive a presentation from Rita Symons on the Strategic Plan 2012-15 produced by South East Staffordshire and Seisdon Peninsula Clinical Commissioning Group – *attachment*

Decision needed by partners

To endorse the Strategic Plan 2012-15 of South East Staffordshire and Seisdon Peninsula Clinical Commissioning Group

5. COMMUNITY SAFETY (25 minutes)

To receive presentations from Jenni Coleman, Dave Holdway and Rachel Chapman on:

a) The Strategic Assessment 2012 for Lichfield District *attachment*

Decision needed by partners

- i) To consider and endorse the Strategic Assessment 2012 for Lichfield District
- ii) To note that the findings and recommendations will be incorporated within the 2013/14 Partnership Plan for the District Board

b) Alcohol in Lichfield District *attachment*

Decision needed by partners

- i) That the District Board notes the progress to date and endorses the proposed way forward
- ii) That all partners consider how the organisations they represent might contribute to the work on Alcohol in Lichfield District

6. TALENT MATCH (10 minutes)

To receive a report from Philip Mantom and Lesley Bovington on the Talent Match programme and opportunities for Lichfield District – *attachment*

Decision needed by partners:

That members of the District Board note the report

7. UPDATE REPORTS (25 minutes)

To receive verbal update reports as follows:

- a) Supporting Families in Lichfield District – Wayne Mortiboys
- b) Let's Work Together – Philip Mantom
- c) Armed Forces Community Covenant – Helen Spearey and Wayne Mortiboys
- d) Police & Crime Commissioner – Cllr Colin Greatorex
- e) Transforming Local Voluntary Sector Infrastructure and Support – Philip Mantom

8. STAFFORDSHIRE STRATEGIC BOARD (STANDING ITEM)

The Board last met on 11th June and a verbal report was provided to the District Board on 25th June. The Staffordshire Strategic Board next meets on 6th December.

9. ANY OTHER BUSINESS

- To include consideration of the creation of a working group to review the current Partnership Plan for Lichfield District and to draft the Plan for 2013/14 – Helen Spearey

10. DATE AND TIME OF THE NEXT MEETING

Tuesday, 26th March 2013 at 4.00pm