

# MINUTES



## LICHFIELD DISTRICT BOARD

Held at 4.00 pm on 19 November 2013 at Lichfield District Council, District Council House, Frog Lane, Lichfield

**Present:**

**Elected Members:**  
 Councillor Colin Greatorex (In the Chair), Lichfield District Council  
 Councillor Terry Finn, Staffordshire Fire Authority  
 Councillor Alan White, Staffordshire County Council

**Representatives from Partner Organisations:**  
 Sergeant Caroline Bailey representing Superintendent Simon Tweats Staffordshire Police  
 Nicky Burns representing Lichfield and District Community and Voluntary Sector Support (CVS)  
 Andy Kinsman representing Tim Hyde Staffordshire Fire and Rescue Service  
 Rita Symons South East Staffs and Seisdon Peninsular Clinical Commissioning Group  
 Julie Walker representing Strategic Housing Partnership.

**In attendance:** Lesley Bovington, John Brown, Jenni Coleman, Pat Leybourne, Helen Spearey and Diane Tilley of Lichfield District Council and Wayne Mortiboys the District Commissioning Lead of Staffordshire County Council

Minute Number	Minutes	Action
1	<p><b>Welcome</b></p> <p>Councillor Colin Greatorex welcomed everybody to the meeting particularly Sergeant Caroline Bailey, Jenni Coleman and Pat Leybourne.</p> <p>Apologies for absence were received from Tim Hyde of Staffordshire Fire and Rescue Service, Kate McConnell of Staffordshire Probation, Jon Topham of Public Health Staffordshire, Superintendent Simon Tweats of Staffordshire Police and Councillor Mike Wilcox of Lichfield District Council.</p>	
2	<p><b>Action Notes from Previous Meeting - 25 July 2013</b></p> <p>The Minutes of the previous meeting held on 25 July 2013 were agreed and the action points carried out noted.</p>	
3	<p><b>Impact of Welfare Reform</b></p> <p>Pat Leybourne and Julie Walker submitted a report prepared which highlighted partnership activity to mitigate the impact of Welfare Reform in the District of Lichfield. The Board was informed that additional money was available to assist people with the reforms through the Discretionary Housing Payments Scheme but demand had been lower than expected. Julie Walker reported that there had been a significant impact to tenants in Bromford Housing properties with an anticipated additional £90,000 in rent arrears by year end and Pat Leybourne advised that the number of telephone calls received by Lichfield Connects to the Revenues and Benefits Service had trebled if the figures for April 2012 were compared</p>	

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	<p>to April 2013.</p> <p>Councillor Alan White asked if there had been an impact on police activity and mental health issues as a result of the Welfare Reforms and was informed that whilst there did not seem to be an increase in crime activities it was considered that some families were adversely affected and thus issues of domestic violence and financial strain together with mental health repercussions were occurring. It was considered whether or not the costs might ultimately outweigh the benefits of reform.</p> <p>The effect of Universal Credit which was intended to replace a number of benefits including Housing Benefit with one single monthly payment were detailed and the potential effect identified through pilot schemes noted. The Board were informed that an increase in the number of reminders for the payment of Council Tax had been issued and that this was linked to those who had previously not been required to pay Council Tax not responding to the first demand. Councillor Alan White highlighted the Crisis Support Scheme which Staffordshire County Council had set up to help those people with food services and/or goods in emergency situations and informed the Board that only £26,000 from a total of £1.4 million had yet been claimed.</p> <p>Rita Symons offered to share a report that Lucy Heath is producing for the public health service on the impact of welfare reform.</p> <p>The conclusion was that whilst services were available there was a lack of awareness by those in need and this needed to be promoted.</p> <p><b>Decision:</b> That the report be noted.</p>	RS
4	<p><b>Supporting Vulnerable Young People and Adults into Employment</b></p> <p>Wayne Mortiboys submitted a report to inform the Board of the difficulties vulnerable young people and adults faced when seeking employment and to ask for support to allow those people to become work ready. It was highlighted that in Staffordshire the percentage of young people who were looked after age 16 and were not in education, employment or training at age 19 was 54% which was significantly worse than the national statistic of 34% (regionally 31%). Councillor Terry Finn referred to the work done to promote the activities of those with disabilities and mentioned that COGS had been invited by the Minister for Disabilities to share a platform which would be able to highlight their scheme. Councillor Alan White stated that Staffordshire County Council were trying to change the emphasis to identify what those with disabilities could do rather than what they could not do and examples were given of schemes where this had been successful.</p> <p><b>Decisions:</b></p> <ol style="list-style-type: none"> <li>1) That an undertaking be given to offer appropriate work placements where the needs of the individual could be met by a Partner Organisation.</li> <li>2) That a short piece of work to consolidate the existing local offer for vulnerable young people and adults who are out of work be supported working with the Lichfield District In To Work Group.</li> <li>3) That the Partner Organisations reflect on what they could do to</li> </ol>	All  WM

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	improve the employment opportunities for vulnerable young people and adults and to feed any information into the work referred to in 2 above.	All
5	<p><b>Talent Match</b></p> <p>Nicky Burns informed the Board that Lichfield and District CVS had now been confirmed as the Lead Body for the Staffordshire Talent Match Programme which was due to be delivered over the next five years in Cannock, Lichfield and Newcastle under Lyme. It was noted that the Multi Agency Project would deliver creative ways to help people to find work or start their own enterprise and would support young adults (18-24 years) to refer this away from the labour market.</p> <p><b>Decision</b></p> <p>That the report be noted together with the embargo on public dissemination.</p>	
6	<p><b>Intermediate Care Services for Local Residents</b></p> <p>Rita Symons presented a report referring to those older people for whom advancing age brought frailty and highlighted the efforts being made to keep people out of hospital by providing support in the community at home. It was noted that services in the local area are disproportionately bed based compared to others and highlighted the work being undertaken with East Staffordshire CCG and Staffordshire County Council. It was noted that there was a need for more community based facilities and reported that following consultation from 27 November to 4 December 2013 decisions were due to be made in January 2014.</p> <p>Councillor Alan White highlighted that the financial situation meant that there would be consequences for the way social care is delivered in Staffordshire and more self responsibility for health had to be taken. It was appreciated that the National Health Service were not going to be able to provide the same sort of safety net as they could have done before and people would have to take more responsibility for themselves with support from the voluntary sector.</p> <p>The important role of the Planning function of the District Council on the wellbeing of all ages was noted.</p> <p><b>Decisions:</b></p> <ol style="list-style-type: none"> <li>1) That the proposed new model of care be supported by the Board.</li> <li>2) That the comments made about potential consequences of the proposals be noted.</li> </ol>	
7	<p><b>Community Safety</b></p> <p>Sergeant Caroline Bailey submitted a presentation identifying statistical information on performance by Staffordshire Police in Lichfield District and provided the context to these. Areas of success and areas of challenge were identify and discussed.</p> <p>Councillor Colin Greatorex submitted a report on the progress made against the Lichfield District Safer Community Partnership Plan 2013/2014.</p> <p>Jenni Coleman submitted a report to update the Board on proposed funding arrangements for Community Safety and highlighted additional</p>	

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	<p>monies that would be available to the Police and Crime Commissioners in the future. The funding to Lichfield District Safer Community Partnership will be from the Local Deal Fund, Local Policing Fund and People Power Fund. It was agreed that particular consideration should be given to promoting the Family Justice Centre as a prime project proposal.</p> <p><b>Decision:</b></p> <ol style="list-style-type: none"> <li>1) That the reports presented be noted.</li> <li>2) That further reports be submitted in accordance with the District Board's role as Responsible Authorities Group for Lichfield District.</li> </ol>	JC
8	<p><b>Staffordshire Compact</b></p> <p>Nicky Burns submitted a report on proposals to develop a new Compact for Staffordshire and highlighted the key principles that the Voluntary Sector had identified for inclusion. Some concern was expressed about the minimum notice period of one month to be provided at the end of a contract and it was agreed that this be looked at further. Nicky Burns took note of all feedback given and undertook to ensure that this was taken into consideration by the Staffordshire Compact Steering Group.</p> <p><b>Decision:</b></p> <ol style="list-style-type: none"> <li>1) That the key principles of the proposed new Compact for Staffordshire be endorsed.</li> <li>2) That further consideration be given to the detail of the key principles.</li> </ol>	NB
9	<p><b>Lets Work Together</b></p> <p>Nicky Burns submitted a report on progress made on Lets Work together and informed the Board that the e-learning modules were currently being tested with the intention that the scheme would be ready to be activated by February 2014.</p> <p><b>Decision:</b></p> <p>That the report submitted be noted.</p>	
10	<p><b>Supporting Families in Lichfield District</b></p> <p>Wayne Mortiboys submitted a verbal report on the Supporting Families in Lichfield District Scheme and highlighted that good progress was being made with the 31 families referred to in the minutes of the Board of 25 July 2013 with all families now having a Lead Agency and Key Worker. Significant progress was being made in educational attendance and a further payment by results claim had been submitted.</p> <p>It was noted that 38 households relating to Looked After Children and those in Safeguarding were involved. An update was also given on the Innovation Fund, Accredited Providers List, Family Justice Centre and future cohorts and intentions. A detailed report will be made to the next meeting of the District Board in March 2014.</p> <p><b>Decision:</b></p> <p>That the report be noted.</p>	

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11	<p><b>Lichfield District Health and Wellbeing Group</b></p> <p>Helen Spearey submitted a report giving details of the Lichfield District Partnership – Health and Wellbeing Board Meeting held on 5 November 2013 and informed the Board that it was intended to focus on reducing sedentary behaviour, aging well (keeping well at home) proposals, the affect of alcohol, the health aspect of housing and the health aspect of planning.</p> <p><b>Decision:</b></p> <p>That the report be noted.</p>	
12	<p><b>Transforming Rehabilitation: A Strategy for Reform</b></p> <p>Diane Tilley circulated a letter received from the Ministry of Justice which gave details of proposed Transforming Rehabilitation reforms.</p> <p><b>Decision:</b></p> <p>That the report be noted.</p>	
13	<p><b>Lesley Bovington</b></p> <p>The Chairman informed the Board that this would be the last meeting to be attended by Lesley Bovington before she left the employment of the District Council. The Chairman highlighted the considerable amount of work done by Lesley Bovington in coordinating the activities of the Board.</p> <p><b>Decision:</b></p> <p>That the thanks of the Board to Lesley Bovington for the work done be recorded.</p>	
14	<p><b>Future Agenda Items</b></p> <p>Consideration was given to future agenda items.</p> <p><b>Decision:</b></p> <p>That reports on the following items be submitted to the March 2014 meeting:-</p> <ol style="list-style-type: none"> <li>1) Local Plan</li> <li>2) Supporting Families in Lichfield District.</li> <li>3) Business Support Programme Update</li> <li>4) Work Clubs</li> </ol>	
15	<p><b>Date and time of Future Meetings</b></p> <p>It was noted that the next meeting of the Board was due to be held on Tuesday 25 March 2014 at 4.00 pm. It was agreed that the meeting would take place at the Offices of Bromford Housing if that accommodation was available. It was also agreed that the meeting following would be held at Chasewater.</p>	
	<p>(The Meeting closed at 6.00 pm)</p>	