



LICHFIELD DISTRICT BOARD

Held at 4 pm on 23rd March 2015 at the Council House, Frog Lane, Lichfield

Present **Elected Members:**
 Councillor Colin Greatorex, Lichfield District Council
 Cllr Terry Finn, elected member representative for Staffordshire Fire and Rescue

Representatives from Partner Organisations:
 Len Brown representing the National Probation Service
 Tim Hollingworth representing Staffordshire Fire and Rescue
 Rachel Joyce representing Staffordshire Police
 Superintendent Ian Coxhead representing Staffordshire Police
 Jon Topham representing Public Health, Staffordshire
 Sandra Payne representing Support Staffordshire (Lichfield and District)
 Debbie Baker representing Business Enterprise Partnership

In attendance: Susan Bamford, Jenni Coleman, Pat Leybourne, Helen Titterton, Diane Tilley, of Lichfield District Council, and Wayne Mortiboys, the District Commissioning Lead, Staffordshire County Council

Agenda Item	Minutes	Action
<p>1</p>	<p>Welcome</p> <p>Councillor Colin Greatorex welcomed Ian Coxhead and Tim Hollingworth to their first meeting of the District Board.</p> <p>Apologies had been received from:</p> <p>Councillor Mike Wilcox Councillor Alan White Julie Walker Rita Symons</p>	

Agenda Item	Minutes	Action
2	<p>Action Notes from the Previous Meetings</p> <p>2.1 Minutes of the Meeting on 10 November 2015</p> <p>The minutes were agreed.</p> <p>Councillor Colin Greatorex asked for an update on Let's Work Together. Sandra Payne advised that funding options are still being explored but that so far no further funding has been secured. She also advised that the use of e-learning is being considered. It was agreed to keep Let's Work Together on the agenda as an action point.</p>	SP
3	<p>Matters Arising</p> <p>3.1 Support Staffordshire Merger</p> <p>Sandra Payne advised District Board members that as of 12th January all 6 Support Staffordshire Boards had merged into one Board and the restructure is nearing completion. Sandra also advised that the Lichfield District telephone number remains the same and a new Support Staffordshire website is being developed.</p>	
4	<p>Community Safety Delivery Plan 2015/18</p> <p>The District Board received a report from Jenni Coleman about the three year Community Safety Delivery Plan, required under the Police and Justice Act 2006 and reviewed annually. The Plan is informed by information produced by the Staffordshire Observatory and also influenced by national and local legislative and policy changes, for example, the new Anti-Social Behaviour, Crime and Policing Act and Professor Jay's report into Child Sexual Exploitation in Rotherham (published August 2014).</p> <p>The Board was advised that the Plan identifies progress over the last twelve months and future plans for 2015/16 and includes 6 priorities which support the 4 priorities set out by the Police and Crime Commissioner. Jenni highlighted that one of the key areas of change was in how the funding was allocated, following its incorporation into the locality commissioning framework.</p> <p>Councillor Terry Finn referred to work being carried out in respect of Child Sexual Exploitation and Licensing. Ian Coxhead endorsed this, highlighting joined up work coming together across the county in relation to CSE and on line grooming, honour based crime, female genital mutilation and people trafficking.</p> <p>Decision:</p> <ul style="list-style-type: none"> The Board endorsed the Delivery Plan and agreed to receive further reports, as appropriate, including the mid- year progress report in the autumn. 	JC
5	<p>Locality Commissioning Update</p> <p>Wayne Mortiboys gave the District Board an update on the results of the</p>	

Agenda Item	Minutes	Action
	<p>locality commissioning process, which had moved on significantly since the Board last received a report in November 2014. He advised that a total of 73 applications were received by the closing date of 2nd January 2015; totalling a value of £1.6M. Applications had then been checked against eligibility criteria for compliance and following the initial screening, 54 applications went forward for scoring.</p> <p>Bids were scored by multi-agency officer panels comprising of representatives of the relevant funding bodies, plus specialists in the subject area covered by the Lot. Each application was scored against the published criteria with a threshold score of 65%. Following the Panel scoring process, the recommendations were presented to the Locality Commissioning Board (LCB) which provided a moderating role and made final decisions about the allocation of funding.</p> <p>The Board was advised that 13 organisations had been awarded funding totalling £332k, with no bids being received for Lot 7, Preventing Homelessness and Lot 11, Managing Offenders and no bids scoring above the 65% threshold for Lot 12, Increasing Public Confidence.</p> <p>The District Board was advised that discussions have taken place with successful applicants and those organisations who were unsuccessful have been given feedback, where requested. The projects and activities which will be undertaken by each provider have been reviewed by the LCB and the final Agreements will be signed off by the District Council’s Cabinet Member for Community, Housing and Health.</p> <p>The District Board was also advised that the Locality Commissioning Board has undertaken a mapping exercise to review the potential impact of the funding decisions on organisations which are currently funded by at least one of the partners (until 31st March 2015). Local organisations which deliver bereavement services, support to adults with learning disabilities and support to victims of anti social behaviour were identified as being the most affected. In addition those who support parents and children in the home were also identified. Partners will consider individually if there are any transitional arrangements they wish to put in place to support these organisations in the short term (although all affected organisations would have been aware that current funding arrangements expire at the end of this financial year).</p> <p>The Locality Commissioning Board has also considered the future funding position for the Work Clubs and the Let’s Work Together (LWT) project. Discussions are taking place with Business Development Services, Bromford and the Job Centre regarding the future Work Club need / provision within the context of reducing local unemployment. In the meantime, Support Staffordshire will sustain the existing Work Clubs (Jigsaw, Bromford Hub, Burntwood Library, Handsacre Methodist Church and St Paul’s Church Fazeley) until 30th June. A discussion is taking place within the CCG</p>	

Agenda Item	Minutes	Action
	<p>regarding the impact of the ending of funding for Lets Work Together on 31st March 2015.</p> <p>The LCB is also seeking feedback from all applicants (and from the community and voluntary sector generally with the assistance of Support Staffordshire and VAST) to assess how the process could be improved from the ‘customer’ perspective.</p> <p>The District Board was advised that the Locality Commissioning Board has undertaken a review of the learning points which have arisen through this first locality commissioning exercise. In particular these identified the resource implications of the process, particularly for the District Council and the need to have more focussed needs and outcomes in some areas. The review also identified that whilst the term ‘commissioning’ has been used, the approach adopted is more consistent with a grant funding than a commissioning model and has implications for VAT treatment. The Locality Commissioning Board has therefore been advised that its terms of reference need to be revised, in order to be consistent with a grant funding model and the Terms of Reference of the LCB have been updated accordingly.</p> <p>Helen Titterton informed the District Board that £166k of the locality commissioning budget remains unspent as a result of no eligible applications being received against 3 of the Lots and in other areas, the quality of the applications failing to meet the minimum threshold level required. In addition, it is likely that some additional funding will be made available arising from reward grant (Building Resilient Families and Communities) and a further sum for prevention, loneliness and befriending (£15-20k anticipated). The Locality Commissioning Board will be meeting on 1 April to consider the options including delivering a further commissioning exercise during the summer.</p> <p>Councillor Greatorex thanked those involved for the significant work put into locality commissioning and highlighted that the process to date had already resulted in some significant achievements including the pooling of funding from 4 organisations, the development of a shared knowledge of common issues and recognition of where changes need to be made.</p> <p>Helen Titterton confirmed that all District Boards were taking a similar approach.</p> <p>Len Brown asked if there was any intelligence as to why no bids had been made against specific lots. Helen Titterton responded that the Locality Commissioning Prospectus had been promoted widely; including through Support Staffordshire and VAST channels but that for some lots it was more difficult to see how a specific organisation could directly relate to the lot outcomes.</p>	

Agenda Item	Minutes	Action
	<p>Sandra Payne also confirmed that for some organisations there were capacity issues, particularly at the point when other commissioning opportunities were also available, with some organisations concentrating their efforts at looking at core funding.</p> <p>Helen Titterton advised that organisations had 10 weeks to apply and Sandra Payne advised that organisations that work across Staffordshire had stated they hadn't had time to put together partnerships within these timescales, particularly taking into account the Christmas holiday period.</p> <p>Decision:</p> <ul style="list-style-type: none"> a) Members noted the report and endorsed the progress made by the Locality Commissioning Board b) Members approved the revised terms of reference for the LCB. 	
6	<p>Asset based Community Development</p> <p>Jon Topham informed the District Board that Staffordshire County Council (SCC) and commissioning partners, South East Staffordshire & Seisdon Peninsula Clinical Commissioning Group and Bromford Housing, have been reviewing the potential benefits of Asset Based Community Development (ABCD) approaches and have agreed to commission a number of pilot projects that will explore how these approaches can enable local communities to prevent and improve health and social outcomes.</p> <p>He advised that the pilot projects are an opportunity to contribute to the three priority outcomes:</p> <ul style="list-style-type: none"> • Be Healthier and more independent • Feel safer, happier and more supported by the community • Be able to access more jobs and feel the benefit of economic growth <p>The 3 pilot areas are Cannock, Tamworth and Lichfield and Burntwood, with the Lichfield district project being led by Bromford. The pilot projects will be evaluated, by an independent organisation.</p> <p>Councillor Colin Greatorex asked how the geography was fixed. Jon Topham explained that the exact geographical areas are still being fixed and would be focussing on areas of highest need.</p> <p>Decision:</p> <ul style="list-style-type: none"> • The District Board agreed to note the report. 	

Agenda Item	Minutes	Action
7	<p>Universal Credit</p> <p>Helen Titterton advised the District Board that she was bringing this report to the Board on the back of previous concerns raised regarding the implications of Universal Credit (UC) and that a sub group had also been set up to look at the risks, including rent arrears.</p> <p>She confirmed that Universal credit was being rolled out slowly, starting on 23rd March in Lichfield District and affecting single people over 18 only, with Lichfield District Council (LDC) to undertake this role for local claimants.</p> <p>The District Board was advised that central to the delivery of Universal Credit is for claimants to self serve on line, with support being provided for those that need it by the front of house Connects Team. Personal Budgeting Support (PBS) will also be provided according to the individual needs. This support would be provided by Money Advisor who is employed by Bromford Housing but based at the Frog Lane office with the Housing Team. Helen also advised that LDC has also been working with landlords to help them understand the changes.</p> <p>The District Board was also informed that there is an expectation that, as the cohort widens, the support demands may increase and there may be a wider impact if families get into difficulties. However there is the option to send the housing costs direct to the landlord if the tenants are experiencing difficulties making payments.</p> <p>Officers have attended seminars and workshops and undertaken extensive training to help prepare for the introduction of UC. They have also been in close contact with DWP during recent months and a secure email has been set up.</p> <p>Decision:</p> <ul style="list-style-type: none"> The report was noted. 	
8	<p>Transforming Rehabilitation</p> <p>Len Brown confirmed that the Staffordshire and West Midlands Probation Trust came to an end on the 31st of May, with staff transferring to either the new public sector National Probation Service (NPS) cluster of Staffordshire and Stoke, or the new Community Rehabilitation Company (CRC) cluster of Staffordshire and Stoke. He advised that the Reducing Reoffending Partnership is now managing the CRC and is looking to co design a new business model, looking at new schemes including bond schemes, enhanced education and employment advice and the rehabilitation service.</p> <p>The Board were reminded that the following new provisions were introduced under the transforming rehabilitation programme;</p>	

Agenda Item	Minutes	Action
	<ul style="list-style-type: none"> • All offenders sentenced to more than one day's imprisonment will now be subject to statutory supervision in the community for a minimum of 12 months to provide them with rehabilitative services to help them reduce their risk of re-offending. • Two new requirements were added to the menu of conditions that offenders could be asked to comply with during their period of statutory supervision following release from custody – 1) drug testing, 2) appointment with a drug provider • A new rehabilitation activity requirement (RAR) was added to a Court based community penalty. The activity relations to a structured individual or accredited group work programme to addressing offenders behaviour, education, training and employment advise, specific services for women offenders, and access to drugs and alcohol provision. In addition the CRC and RRP are co-designing new innovation that will add to RAR provision in the autumn e.g. restorative justice and access to funding to support offender accommodation needs. The CRC will provide the RAR activity to all offenders in Staffordshire regardless of whether the NPS or CRC have responsibility for their risk management <p>Decision:</p> <ul style="list-style-type: none"> • The District Board noted the steps taken to date to put in place the Transforming Rehabilitation reforms. 	
9	<p>Partner Updates</p> <p>Wayne Mortiboys gave an update on Libraries and archives, Youth services and Best Start.</p> <p>He confirmed that following the consultation there will be 20 core libraries across Staffordshire, including Lichfield and Burntwood, with Shenstone being a community managed library which will be run by the parish council and with increased opening hours.</p> <p>The archives review is focussing on what and how the service is delivered, with the preference to move the archives currently in Lichfield to Stafford, where special storage facilities can be provided.</p> <p>So far as Youth Services are concerned, Wayne advised the District Board that all open access clubs and leaning disability groups had closed but that Liberty CIC and Beacon CIC would be providing services in Burntwood and Lichfield.</p> <p>Wayne also advised that changes are on the horizon for Children's Centres with effect from 1/9/15. A family hub will be provided at Charnwood School with the majority of children centres ceasing.</p> <p>Decision:</p> <ul style="list-style-type: none"> • The District Board noted the updates. 	

Agenda Item	Minutes	Action
<p>10</p>	<p>Any other business</p> <p>10.1 Child Sexual Exploitation</p> <p>Diane Tilley brought to the attention of the District Board the report relating to Child Sexual Exploitation following the inspection of Rotherham Borough Council. She drew the Board's attention to the report as an insightful example of how organisations work, how partnerships are run and the need for information sharing. It also gives an insight into the health of organisations and partnerships, governance and information sharing issues and how a board works together as a partnership and is therefore of relevance to the council and all partnerships.</p> <p>Ian Coxhead advised that Lichfield is the first area in southern Staffordshire to have a closure on licensed premises in respect of a premises persistently selling alcohol to under age.</p> <p>10.2 BEP Update</p> <p>Debbie Baker advised that the Business Enterprise Partnership would be meeting at the end of March to look at new ways of working and resourcing and she will feedback the outcomes of this to the next meeting</p> <p>Diane Tilley reminded partners of the opportunity to add agenda items for meetings of the District Board.</p>	<p>DB</p>
<p>11</p>	<p>Future Meeting Dates</p> <p>29 June 2015</p> <p>9 November 2015</p>	
	<p>The meeting closed at 5.40pm</p>	