

MINUTES OF MEETING NO 26 OF THE ST ALBANS AND DISTRICT LOCAL STRATEGIC PARTNERSHIP BOARD

held in the Council Chamber, District Council Offices, Civic Centre, St Peter's Street, St Albans on Monday 27 November 2006 at 7.00pm.

Present:

- Derrick Ashley - Councillor, Hertfordshire County Council;
- Niel Clements - St Albans Association of Local Councils;
- Laura Cronshaw - (Vice – Chair of LSP Board), St Albans Council for Voluntary Service (CVS);
- Rocco Di Lieto - St Albans Racial Equality Council (SAREC);
- Robert Donald - (Chair of the LSP Board), Leader, St Albans City and District Council & Portfolio Holder for Community Leadership & Communications;
- Philip Gillmor - (Vice – Chair of LSP Board), St Albans District Chamber of Commerce;
- Andy Hardstaff - Representative of the Environment Forum;
- Stephen James - Rothamsted Research;
- Brian Lee - Councillor, Hertfordshire County Council;
- Bert Pawle - Councillor, St Albans City and District Council (deputising for Teresa Heritage);
- Jean Peyton - St Albans District Access Group;
- Susan Wallis - Hightown Praetorian Churches Housing Association;
- Chris White - Councillor, Hertfordshire County Council.

Officers in Attendance:

- Claire Andrews - Corporate Policy Officer, St Albans City & District Council;
- Narinder Brar - Community Safety Officer, St Albans City & District Council;
- Fiona Breaker - Rolfe - Community Strategy Officer, Hertfordshire County Council;
- Daniel Goodwin - Chief Executive, St Albans City & District Council;
- Jo Grimes - Corporate Administrator, St Albans City & District Council;
- Rob Smith - Assistant Director (Environment), Hertfordshire County Council;
- Karen Wheeler - Interim Policy and Communications Manager, St Albans City & District Council

Observers

- David Dickson - Shopmobility /St Albans City & District Courage Club;
- Michael Ellis - Councillor, St Albans City & District Council and Portfolio Holder for Environment and Sustainability;
- Alan Witherick - Hertfordshire Police Authority.

Apologies for Absence:

These were received from the following:

Board Members:

- Mark Dawe - Oaklands College;
- Joanne Field - Churches Together, St Albans;
- Alison Roome - Gifford - Hertfordshire Constabulary;
- Philip Waters - University of Hertfordshire.

Officers:

- Patricia Adley - Strategic Director (Corporate Services), St Albans City & District Council
- Steve Welch - Strategic Director (Community Services), St Albans City & District Council

1. **INTRODUCTION AND WELCOME**

The Chair welcomed everyone to the meeting and in particular extended a welcome to Jean Peyton as the new Access Group representative on the LSP Board.

2. **MINUTES**

The Minutes of the previous meeting of the Board held on 28 September 2006 were agreed subject to the following amendments:-

- (i) Deletion of 'Chair' and substitution with 'Representative' in respect of Andy Hardstaff in Minute No 1.
- (ii) Deletion of 'boast' and substitution with 'boost' in respect of Minute No 10.

3. **MATTERS ARISING**

(i) Invest to Save Grants - Laura Cronshaw stated that she was deferring a bid until next year.

(ii) Letter to Gill Clutterbuck – Laura Cronshaw asked whether a letter of thanks had been sent to Gill Clutterbuck and was informed that this had been undertaken.

(iii) PCT Restructuring Updates

The Chair stated that this had been discussed at the St Albans City & District Council meeting held on 22 November 2006. Concern had been expressed that the previously proposed new hospital at Hatfield was not now going ahead. The Chair informed Board Members that the Primary Care Trust (PCT) Board would meet on 29 November 2006 at 2.30pm to decide about reduction of the services available at Harpenden Memorial Hospital and Board Members were encouraged to attend a demonstration planned for 1.45pm outside Harpenden Public Hall.

4. **OPTIONS FOR LSP BOARD MEMBERSHIP**

Board Members considered a report on the revised Membership for the LSP Board. The option contained in the report was to extend the membership of the Board from its current membership of 20 to 26.

Members discussed the following points:

- Including a representative from independent schools in the District
- Including a representative of young people, which the Children's and Young People's Strategic Partnership (CYPSP) can work to identify
- Including a representative from the Hertfordshire Chamber of Commerce to include larger businesses in the District
- That any faith group that sits on the Board would be given a place on the understanding that they would undertake to liaise with other faith groups in the District

DECISION

That the LSP agree the revised Board membership as outlined in Appendix 1 with the following amendments:-

- County Council membership to be reduced from three places to one place for the Executive Member with responsibility for LSPs
- That a place be made available for the Hertfordshire Chamber of Commerce
- That a place be made available for a representative of young people (with the CYPSP to advise on an appropriate representative)

5. LSP TERMS OF REFERENCE REVIEW

Daniel Goodwin reported this would be the subject of a report to the next meeting of the Board on 13 February 2007.

6. DRAFT COMMUNITY STRATEGY

The Board considered the draft strategy ahead of going out to public consultation.. It was explained that the document contained an analysis of gaps where it has been identified where there is little or no co-ordinated work taking place, and it is intended that the LSP would be the lead partnership. Three areas of work were identified as not yet being sufficiently addressed (preserving and enhancing our heritage; supporting the voluntary sector; and encouraging community engagement and promoting volunteering). The LSP action plan for the Community Strategy would be a separate document, and it was likely that the final published strategy would be presented in a simpler version.

The following issues were raised by Board Members:-

- Deprivation – other areas of deprivation beyond Sopwell should be addressed
- Health Care Services – a re-assessment how the LSP would contribute to this was requested
- That it was unclear how success would be measured
- That the title of the strategy be adjusted
- That the LSP should give consideration to signing up to the Nottingham Declaration.

DECISION

- (i) That the framework for the new draft Community Strategy be agreed for public consultation
- (ii) That Board Members ensure that they consult with their organisations on the proposed new Community Strategy for St Albans District and feedback any comments by 26 January 2007.

7. ST ALBANS CHILDREN AND YOUNG PEOPLE'S PARTNERSHIP PRIORITIES FOR ACTION

The Board considered a report proposing priorities for action for the St Albans Children and Young People's Strategic Partnership (CYPSP) to be included in the new Community Strategy. Laura Cronshaw requested that these action points be included in the main Community Strategy and the Chair responded that the Management Committee would consider this request.

DECISION

That the Management Committee considers the incorporation of the CYPSP action plan in the new Community Strategy.

8. **SOPWELL UPDATE**

Laura Cronshaw presented a report informing the Board of the progress made in partnership working in Sopwell Ward, including the provision of Tai Chi and Chiropody services for elderly residents in sheltered accommodation in Sopwell; the plan for the provision of a community mini bus for shopping trips; local community groups having the opportunity to provide the skills by accessing CVS training as a result of a successful Neighbourhood Learning for deprived communities funding bid; and the upcoming work with local Asian Groups to raise awareness of health issues arising from smoking and abuse of tobacco.

DECISION

- (i) That the Management Committee to consider how to include the current work on deprivation in the Community Strategy.
- (ii) That District Council Officers ensure that the Sopwell Update report is referred to the District Council's Deprivation Working Group.

9. **GREEN TRAVEL**

The job description for the post of Transport and Environment Assistant to work at the University of Hertfordshire was circulated at the meeting. In response to the request for funding, Susan Wallis stated that she had made an offer on behalf of the Hightown Praetorian Churches Housing Association and Stephen James stated that he would make up the rest of the funding required from Rothamsted Research. The Chair warmly thanked both Board Members for this support.

DECISION

That officers are to inform Philip Waters of the offers of funding.

10. **LSP ANNUAL COMMUNITY CONFERENCE**

Claire Andrews informed the Board that the provisional date for this was Tuesday 12 June 2007 and that the meeting was due to start at lunchtime, finishing at 4.00pm. The agenda for the Conference would be agreed at a future meeting of the Board.

11. **CELEBRATING SUCCESS**

(i) Sopwell Project and Green Travel

The Chair referred to the success of these two projects and requested the issue of press releases.

12. **PROTOCOL FOR DEALING WITH PEOPLE WITH DISABILITIES**

Jean Peyton referred to the legal requirements for all public bodies to develop a protocol for all the work and processes that they perform and requested that a check list be formulated to take account of disability issues. Jean Peyton added that this was part of the Disability Discrimination Act requiring an action plan for disabled people in respect of issues such as employment, policies and access. Additionally, Alan Witherick referred to equality impact assessments with regard to ethnic and equality issues as well as those relating to disabilities.

DECISION

That the Management Committee is to be advised by Officers on both schemes.

13. **HEMEL HEMPSTEAD EXPANSION**

Claire Andrews informed the Board that the Planning Teams at Dacorum Borough and St Albans District Councils were working together on a consultation to address the potential of new housing between Hemel Hempstead and St Albans. This consultation would be sent to the LSP members for comment.

14. **FORWARD PLAN**

This was noted by the Board.

15. **DATES OF FUTURE MEETINGS**

It was noted that the next meeting was scheduled for 13 February 2007 but that the meeting set for 13 September 2007 might have been altered.

NOTE

Future meeting dates are scheduled as follows:

- Tuesday 13 February 2007
- Wednesday 6 September 2007 (altered from 13 September 2007)
- Tuesday 19 February 2008

The meeting ended at 9.58pm

(Signed)
CHAIRMAN

Proposed Membership of the St Albans and District Local Strategic Partnership Board

Proposed total membership: 26

	Organisation/Sector/Cross-cutting issue	Representative	Reason for Inclusion
Public Sector organisations – number of seats on Board = 11			
1	St Albans City and District Council *	Conservative Group Representative	Key public sector organisation
2	St Albans City and District Council *	Labour Group Representative	Key public sector organisation
3	St Albans City and District Council *	Liberal Democrat Group Representative	Key public sector organisation
4	St Albans City and District Council *	Independent Group Representative	Key public sector organisation
5	Hertfordshire County Council **	Conservative Group Representative (if elected to represent the district)	Key public sector organisation
6	Hertfordshire County Council **	Liberal Democrat Group Representative (if elected to represent the district)	Key public sector organisation
7	Hertfordshire County Council **	Labour Group Representative (if elected to represent the district)	Key public sector organisation
8	St Albans Association of Local Councils	Chair of Association	To ensure adequate representation from Parish and Town Councils in the District
9	Hertfordshire Constabulary	Member of Constabulary	Key public sector organisation – sets the strategic plan for the Constabulary
10	Hertfordshire Police Authority	Member of Police Authority	Key public sector organisation – provides direct link to operational policing
11	West Hertfordshire Primary Care Trust	Member of Primary Care Trust	Key public sector organisation

Voluntary and Community Sector organisations – number of seats on Board = 6			
12	Voluntary Sector umbrella group	St Albans District Council for Voluntary Service	Umbrella group would represent a wide number of voluntary organisations
13	Faith organisation representative	Churches Together in St Albans	To ensure the LSP's commitment to equality and diversity
14	Racial equality umbrella group	St Albans Racial Equality Council	To ensure the LSP's commitment to equality and diversity
15	Racial equality umbrella group	St Albans Racial Equality Council	To ensure the LSP's commitment to equality and diversity

	Organisation/Sector/Cross-cutting issue	Representative	Reason for Inclusion
16	Environmental group	St Albans District Environment Forum	Environmental sustainability will be a key part of the next Community Strategy
17	Local Housing Association	Likely to be individual organisation chosen from sector – current representative is Hightown, Praetorian and Churches Housing Association	Housing provision will be a key part of the next Community Strategy

Private Sector / Education and Skills organisations – number of seats on Board = 4			
18	Business umbrella group	St Albans and District Chamber of Commerce	Umbrella group would represent a wide number of business organisations
19	Local private sector organisation	Rothamsted Research	To share knowledge and experience of private sector practice
20	Local post 16 education provider	Oaklands College	To represent the local providers of education beyond 16 (pre 16 provider of education already represented on the Board by the County Council)
21	Local University	University of Hertfordshire	To represent the local providers of education beyond 16 (pre 16 provider of education already represented on the Board by the County Council)

Cross-cutting issues – current number of seats on Board = 5			
22	Children and Young People	St Albans District Children and Young People Strategic Partnership	To ensure links with local partnership which will be involved in delivering key parts of the Community Strategy
23	Crime and anti-social behaviour	Crime and Disorder Reduction Partnership (CDRP/Community Safety Partnership)	To ensure links with local partnership which will be involved in delivering key parts of the Community Strategy
24	Health and well-being	Health, Housing and Social Care Partnership	To ensure links with local partnership which will be involved in delivering key parts of the Community Strategy
25	Older people	Individual agency to be identified (e.g. Age Concern) as no individual partnership has been identified	To ensure the LSP's commitment to equality and diversity

	Organisation/Sector/Cross-cutting issue	Representative	Reason for Inclusion
26	Disability advocate group	St Albans and District Access Group	To ensure the LSP's commitment to equality and diversity

* For the places allocated to St Albans City and District Council, a place will be reserved for a representative of each of the political parties who have Councillors in the District. The Portfolio Holder whose responsibilities include the District Local Strategic Partnership will sit as their political group representative on the LSP Board.

** For the places allocated to Hertfordshire County Council, a place will be reserved for a representative from each of the political parties who represent a county division in the St Albans District area. It will be for the County Council to decide whether the Executive Member whose responsibilities include Local Strategic Partnerships will sit on the Board as a representative from their respective party rather than a local County Councillor.