

Carlisle Partnership Convenors Meeting

Monday 11 August 2008, 13.00 @ Slupsk Room, Civic Centre

MINUTES

PRESENT	
Convenor Members:	Partnership Officers:
Jocelyn Holland	Carolyn Curr
Jon Power	Ned Kemp (C)
Judy Prest	Suzanne Parkes (M)
Lynne Hutchinson	
Rachel Osborn	

Guests/Substitutes:	Observers:
Fiona Huntington (Cumbria PCT)	Trevor Hebdon

APOLOGIES		
Andy Davidson	Karen Bassett	Myrna Hill
Jane Muller	Mark Boyling	Vince Jubb

ABSENT		
Charles Green	Louise Wilkinson	Richard Pratt

2. Committee Business

2.1. Election of a Chairman and Vice Chairman

Carolyn Curr nominated Lynne Hutchinson for the role of Chairman. Fiona Huntington seconded. No further nominations were received. Lynne Hutchinson was appointed Chairman of the Convenors Group.

It was agreed to invite Karen Bassett to serve as Vice Chairman.

Action: Ned Kemp to invite Karen Bassett to serve as Vice Chairman

2.2. Defining the Convenors' Role

It is planned to write new Terms of Reference for the re-established group and attendees discussed their expected roles and responsibilities:

- Consideration on cross cutting issues at a strategic level
- Ensuring appropriate membership and interests on priority groups
- Overseeing and influencing the agendas of priority groups
- Receiving regular progress/performance reports from priority groups
- Communication of partnership successes and achievements

Ned Kemp reported that new partnership performance reporting processes are being developed. Trevor Hebdon suggested that short, regular reports could help identify issues. Jon Power recommended careful consideration of the regularity of such reports, in order to most effectively capture progress and not overload officers with additional work.

Action: Ned Kemp to strengthen the performance management framework (with specific objectives and quantifiable targets where possible) and to develop a priority group reporting template in order for the Executive and Convenors to receive informal but documented monthly updates

2.3. Confirming Group Memberships

Attendees discussed the priority groups and current gaps identified were:

- Rural issues: Jocelyn Holland recommended that the existing and successful Rural Support Group could be developed further as part of the Carlisle Partnership
- Cohesion and stronger communities: Lynne Hutchinson reported that she would like more attention on this area and there was potential for a dedicated sub-group. Carolyn Curr recommended embedding these issues across all existing priority groups
- Housing: Ned Kemp confirmed that an Issue Group had met last month to co-ordinate what is happening already and suggested that they report to the EDE priority group

Lynne Hutchinson expressed concern that the Third Sector as a cross cutting theme had been dropped from the Community Plan Report and Update 2008. Carolyn Curr confirmed that the cross cutting themes introduced in the original Community Plan 2007 are still valid.

3. Priority Group Reports

3.1. Healthy Communities and Older People

Judy Prest provided an update on current projects including Smoking Cessation, Health Networks, Lifestyle on the Road, On Your Bike, Worthwhile Days, Income Maximisation and Carlisle Credit Union.

In response to a question from Jocelyn Holland on rural access, it was confirmed that whilst some projects are district wide, others have an urban focus. Jon Power suggested analysing user data to establish who is accessing the services, e.g. male/female and rural/urban.

Possible future priorities identified during group discussion were:

- Drugs and alcohol (health implications and treatment targets)
- Teenage pregnancy

3.2. Children and Young People

Ned Kemp circulated notes from a recent meeting with Richard Pratt which outline concerns around the current Carlisle Planning Group agenda. Efforts will be made to re-address the balance on:

- Universal services for all children and young people regardless of need (i.e. not just those disadvantaged)
- Education, the academies and school performance

Attendees discussed the overlap between the Planning Groups and other groups such as the 14-19 Partnership. Jon Power suggested that in order to 'future proof' their work, partners need to understand implications of current changes in education on funding, policy and planning.

Action: Ned Kemp to arrange a presentation from the Learning and Skills Council at a future meeting of the Carlisle and Eden Planning Groups

Action: Ned Kemp and Richard Pratt to finalise their report and present at the next meetings of both the Carlisle Planning Group and Carlisle Partnership Executive

3.3. Safer Stronger Communities

Carolyn Curr reported that the CDRP is performing well and all crime levels are down, except for violent crime in urban Carlisle.

Community empowerment pilots are currently underway in Longtown and Harraby in order to establish the best approach to rollout across the city. It was confirmed that:

- A member and officer working group is running the pilots
- Recent discussions have involved local ward councillors
- It is hoped to establish three tier working in rural parishes
- The main risk is that organisations may not respond to what residents say that they want

Action: Carolyn Curr to circulate the draft project plan(s) for the Longtown and Harraby community empowerment pilots

Ned Kemp reported that developments on the 'Stronger' priority are also taking place within the Cumbria Strategic Partnership.

3.4. Economic Development and Enterprise

Ned Kemp circulated a draft report on the re-forming of the EDE group, including the proposed relationship between the Carlisle Partnership and the Carlisle Renaissance Board. It was confirmed that:

- The group would continue to own and review the Economic Strategy
- The group may co-ordinate delivery of the 'People' theme
- Clearly defined Terms of Reference would be established

Ned Kemp requested comments on the proposals by 13th August.

Jocelyn Holland suggested that the EDE group could learn from the very specific, time bound and 'rural proofed' economic objectives of Eden LSP.

Attendees discussed the proposed membership list. Jocelyn Holland provided a contact for the Hadrian's Wall Concern Group.

4. Housing Issue Group Update

Ned Kemp reported that the first meeting held in June included contributions on spatial planning, affordable housing, the housing strategy and the growth points bid. Possible areas of work identified for the Carlisle Partnership were:

- Contributing to the Local Development Framework (LDF)
- Encouraging individuals to take on small affordable housing projects

It was confirmed that although the role of the group is yet to be established, another meeting would be held at which representation would be sought from the finance and building/development sectors.

Jocelyn Holland questioned whether there is duplication between this and other groups such as the Housing Strategy Group.

Action: Ned Kemp to investigate the situation with other groups in order to avoid duplication of work, and report the initial position of the Housing Issue Group at the next meeting of the Carlisle Partnership Executive.

5. Forward Planning

It was agreed to develop the Covalent performance reporting system recently introduced within Carlisle City Council to report on Carlisle Partnership activity, as actioned under Item 2.2.

Carolyn Curr suggested that the Convenors Group could expand their forward planning function over time.

6. Any Other Business

6.1. Cycling in Carlisle

Draft copies of a joint City and County cycle guide were circulated.

6.2. Low Carbon Carlisle

Following the excellent work of Rachel Osborn with the Energy Saving Trust in developing an Action Plan for Carlisle, it was suggested that this good practice could be rolled out among partner organisations.

Action: Jocelyn Holland to contact Ned Kemp with details of a suggested presentation by the CSP Climate Change Officer to the Executive

7. Date of Next Meeting

The Convenors Group shall next meet on Monday 13th October, 13.00 in the Slupsk Room, Civic Centre, Carlisle.

END