

**Meeting of the One South Lakeland Partnership Board**

**To be held in the Georgian Room,  
Kendal Town Hall**

**Friday 16<sup>th</sup> March 2012, 10.00 am**



**AGENDA**

<b>No.</b>	<b>Item</b>	<b>Lead</b>
1.	<b>Welcome and Apologies</b>	Graham Wilkinson
2.	<b>Minutes of the Last Meeting held on 20<sup>th</sup> January 2012</b> To approve the minutes of the last meeting and discuss matters arising	Graham Wilkinson
3.	<b>One South Lakeland</b> Partnership's, the way forward	Lawrence Conway
4.	<b>Task &amp; Finish Group Updates</b> Community Engagement Climate Change	Claire Gould
5.	<b>Cumbria Partnership Update</b> Local Enterprise Partnership Safer Cumbria Children's Trust Health & Wellbeing	Brendan Jameson Claire Gould Claire Gould Lawrence Conway
6.	<b>Local Area Partnership Update</b>	Cath Davenport
7.	<b>Communications</b> Website update South Lakeland News Partnership Day YDNPA Management Plan	Claire Gould
8.	<b>Any Other Business</b> Meeting dates	

9 **Date of Next Meetings**

All meetings commence at 10.00 a.m. and will be held in the Georgian Room, Kendal Town Hall

Friday 15<sup>th</sup> June 2012

Friday 14<sup>th</sup> September 2012

**Distribution List:**

Graham Wilkinson, Principal, Kendal College and Chair, One South Lakeland Board

Carl Lis, Chairman, Yorkshire Dales National Park Authority

Peter Rooney, Locality Director, South Lakeland NHS Clinical Commissioning Group

Brendan Jameson, Leader, South Lakeland District Council

Paul Kennedy, Chief Superintendent, Cumbria Police

Janette Jenkinson, CALC

Robin Battersby, Senior Development Officer, CVS

Carissa Lough, Policy Planner, Lake District National Park Authority

Cath Davenport, Chair South Westmorland Local Area Partnership

Becky Willis, Lake District National Park Authority

Lawrence Conway, Chief Executive, South Lakeland District Council

Claire Gould, Policy & Partnerships Manager, South Lakeland District Council

**Minutes of a Meeting of One South Lakeland**  
**held in the Georgian Room,**  
**Town Hall, Kendal**  
**on: Friday, 20 January 2012 at**  
**10.00 a.m.**



**Present**

**Members**

***Robin Battersby***

***Harold Brown (For Carl Lis)***

***Cath Davenport***

***Andrew Forsyth (Chairman)***

***Cllr Janette Jenkinson***

***Cllr Hilary Stephenson (For Brendan Jameson)***

***Graham Wilkinson***

**Also in Attendance**

***Claire Gould***

***Ian Roberts***

***Lee Teasdale***

***Cumbria CVS***

***Yorkshire Dales National Park Authority***

***LAP Chairs***

***Friends of the Lake District***

***CALC***

***South Lakeland District Council***

***Kendal College***

***South Lakeland District Council***

***Greengage Consulting***

***South Lakeland District Council***

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Paul Kennedy (Cumbria Constabulary), Carissa Lough (Lake District National Park Authority) and Carole Wood (NHS Cumbria).

The Chairman welcomed Harold Brown and Cllr Hilary Stephenson who were substituting for Carl Lis and Brendan Jameson respectively and also extended a welcome to Graham Wilkinson who was attending for the first time.

The Chairman advised that despite discussions with Eddie Martin, Cumbria County Council had unfortunately withdrawn all support for strategic partnerships across the county.

AGREED – That the apologies be noted.

**2. NOMINATION FOR CHAIRMAN**

Andrew Forsyth nominated Graham Wilkinson for the role of Chairman, he stated that the insight that he would be able to provide into education needs and skills training would be invaluable to the One South Lakeland Board. The nominated was seconded by Cath Davenport and agreed unanimously.

**Action Required By**

AGREED – That Graham Wilkinson be appointed as Chairman of the One South Lakeland Board, and that his Chairmanship is to commence from the next meeting on 16 March 2012.

**3. MINUTES OF THE LAST MEETING HELD ON 14 OCTOBER 2011**

Matters arising from the last meeting were discussed. It was advised that Rebecca Willis had been approached to act as an environmental representative on the Board; she had agreed and would be available to attend from the next meeting onwards.

Carl Lis had agreed to act as a representative for the Yorkshire Dales National Park Authority.

AGREED – That the minutes of the meeting held on 14 October 2011 be approved.

**4. TASK & FINISH GROUP ARRANGEMENTS**

Ian Roberts from Greengage Consulting Ltd was present at the meeting to provide his findings from the workshop session on how the Board would form their work programme over the forthcoming year.

Taking the seven priorities highlighted at the last meeting into account, the current work programme of proposed and established Task and Finish Groups were reviewed.

It was advised that the Local Community Engagement group should broaden the piloting of participatory budgeting to include more partners and focus on the evaluation process of PB and share lessons learnt.

The Sustainability and Climate Change group was considered to be progressing well; an action plan had been agreed with a first meeting to discuss the Strategic Framework planned for February.

It was considered that the Health and Wellbeing group should be placed on hold until around July, at which time the correct people and structures should have been established based on the white paper.

The Diverse Employment, Homes to Meet Need and Community Safety Partnership groups were all currently being successfully delivered by other partnerships (Homes to Meet Need being in collaboration with Eden DC, and the Community Safety Partnership in collaboration with Barrow BC). The Board agreed that they be monitored by the One South Lakeland Board on a regular basis. An update was expected to be available on the Transport group being established by Cumbria CC in March.

It was advised that these groups would require a great deal of commitment at this highest level, and Officers would need to fully commit to the frameworks established.

AGREED – That the recommendations arising from the workshop session be noted.

**5. COMMUNICATIONS**

One South Lakeland now had its own web domain at [www.onesouthlakeland.org.uk](http://www.onesouthlakeland.org.uk). All minutes and papers from related meetings would be made available on this site (including those from all LAPS).

The website provides background information on The Partnership Board, Children and Young People, Local Area Partnerships, the Community Safety Partnership, Community Participation and Older People.

Links are also provided to each Parish with their plans through the Action with Communities (ACT) website. Future additions could include data from research and intelligence.

It was queried as to how the public were made aware of the links between each of the groups listed on the site. It was considered that a pictorial diagram showing the links between them would help make this clear.

There was a query as to whether visitor stats were being collated; it was advised that the IT department were preparing relevant stats.

Cllr Stephenson queried if the website had been advertised to Councillors. It was advised that the link would be made available on the Members portal and that CALC and all Parishes would also be advised.

Ideas for the sites further evolution were considered. Making the sites front page into a latest news section was discussed and the possible link to the 'Invest in South Lakeland' website was raised.

It was felt that having a dedicated section in each quarterly edition of South Lakeland News would help advertise the work of One South Lakeland.

It was considered that communications should become a standing item on the One South Lakeland Board agenda.

AGREED – That:

- (1) a diagram be added to the website which details the links between the mentioned groups and a latest news item on the front page;
- (2) the SLDC Communications team be contacted with a view to preparing a column on One South Lakeland for each issue of South Lakeland News; and
- (3) communications be made a standing item on the One South Lakeland Board Agenda.

CG

**6. ANY OTHER BUSINESS**

Discussion took place regarding the consultation on West Cumbria Managing Radioactive Waste Safety Partnership. It was

**Action Required By**

advised that a drop-in consultation would be taking place in Kendal Town Hall on Monday 23 January. Discussion took place with regards to whether a response on behalf of the One South Lakeland Board should be drafted, it was agreed that the board would not respond.

Graham Wilkinson thanked the outgoing Chairman Andrew Forsyth on behalf of the board for the diligent and hard working approach he had brought to the Board for the past six years, he was wished all the best for future ventures.

Andrew Forsyth thanked the group and recounted his pride at the success of the LAPS and the transition of the Board to its One South Lakeland format, wishing the Board the best of luck.

**7. DATE OF NEXT MEETINGS**

AGREED – That the dates of the future meetings be noted as follows:

Friday 16 March 2012

Friday 15 June 2012

Friday 14 September 2012



## Local Community Engagement Task & Finish Group

### March update

#### 1. Goals for the period to 31<sup>st</sup> March 2013

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- **Participatory budgeting is successfully piloted in one area in South Lakeland**
    - Local groups are fully involved in the pilot
    - A range of public sector agencies are involved in the pilot including SLDC, the PCT and the Police
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- **Public sector agencies in South Lakeland are challenged to strengthen their 'engagement culture'**
    - **Review community facing strategies and agree a participatory framework**
      - At the January meeting Emma Nichols circulated a paper giving an overview of current strategies and a proposed way forward to strengthen the engagement culture
      - The Group agreed that this could be achieved by using the Consultation Toolkit produced by SLDC as the agreed framework but reworked and aimed for use by the voluntary and community sector including Community Led Planning groups and partner organisations. Developers in the private sector have since been identified as a potential user of the toolkit as part of their requirement to consult with communities prior to planning applications being submitted as part of the Localism Act
      - Following the meeting Lorraine Smyth at Cumbria County Council, suggested that the reworked toolkit could be presented to the Stronger Group and with the aim for adoption countywide.
    - **Establish a Community Engagement Forum**
      - Unfortunately Jayne Thorpe who is leading on this piece of work was unable to attend the meeting, it is hoped an update will be made at the March meeting.
    - **Encourage community-led planning groups to take finished plans to LAPS**
      - Julia Wilson is running 4 sessions of Community Led Planning (CLP) Training for SLDC, the Community Led Planning Leaflet is distributed to all CLP groups who contact ACT and it's also available on the SLDC website.
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#### 2. Actions for the period to 31<sup>st</sup> March 2012

At the meeting on the 19<sup>th</sup> January 2012 it was agreed that:

##### Participatory Budgeting Pilot

- Although there was is uncertainty about the role of the CE T&FG there was a potential involvement through the evaluation process, plus opportunity for the pilot to circulate their engagement plan for feedback.
- Group to continue to provide advice on the process and will continue to do so
- Successful Participatory Budgeting Pilot group to present to Community Engagement Task and Finish Group (CE T&FG).
- JD to ensure that Community Engagement is mentioned at the first meeting of the pilot group.
- Progress on pilot at early stages as follows:-

1. Invitations to be involved sent out Oct 2011
2. Several initial enquiries received and invitations received to brief LAP/Parish meetings
3. Deadline for Submission of Expressions of Interest 21 Jan 2012
4. Two submissions received – Windermere Town Council and Ulverston Town Council
5. Selection Panel agreed to meet both Town Councils – this process is now progressing

It is envisaged the pilot will use a Steering Group to work through various steps to include:-

1. Initial facilitation on the purpose, the roles and expected benefits and who needs to be involved who is not already eg other agencies/partners
2. Early examination of data on what is delivered in the area and how much does it cost
3. Review known local priorities (eg Community Led Plan/LAP Plan)
4. Discussions about what changes to budgets might be put forward for consideration in budget processes of participating agencies
5. Future work – embedding the process as a regular way of working?

There is an opportunity to work with the national Participatory Budgeting Unit on this pilot, particularly in the early development stages, and this is being investigated.

### **Community Engagement Culture**

- o A draft version of the reworked toolkit will be submitted to the March meeting with the final version hoped to be ready for use by the end of April 2012 and partners to promote its use with their groups
- o It has also been identified since the meeting that groups might find a Questionnaire Design guide and question bank may be useful especially for Community Led Planning group, it is hoped to develop these over the next 6 months.

### **Members of the Task and Finish Group**

The following members attended the second meeting of the Task and Finish Group held on 19<sup>th</sup> January 2012.

<i>Name</i>	<i>Organisation</i>
Emma Nichols	SLDC
Robin Battersby	Cumbria CVS
Cath Davenport	South Westmorland LAP
Sonia Mangan	Age UK South Lakeland
John Dyer	SLDC
Julia Wilson	ACT





## Climate Task & Finish Group

### Programme of work Update

#### 1. Goals for the period to 31<sup>st</sup> March 2013

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- **Secure the commitment of public sector agencies in South Lakeland to a concise 'strategic framework' for actions to address climate change**
    - Clarify carbon reduction targets for each agency
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- **Establish an exchange of practice and experience between public sector agencies**
- 
- **Strengthen support to local groups**
    - Promote renewable energy including heat networks
    - Better signposting of schemes available to communities and individuals (such as the proposed 'Green Deal')
    - Focus on making houses more energy efficient to address economic pressure from rising fuel prices
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#### 2. Actions for the period to 30<sup>th</sup> May 2012

The group met and discussed the possibility of a strategic framework. There was little support for this from the Partners around the table as each organisation felt they had an organisational framework and targets to reach already and that there was little resource to move this forward. Taking account of this, a short policy statement will be written that outlines the agreement of the partners to work together to support initiatives that will benefit the community.

The following actions were agreed for taking forward:

- **Audit existing action on climate change in South Lakeland.**
- **Prepare the draft policy statement and circulate to Partners for approval..**
- **Engage elected members in preparation of the draft policy statement.**
- **Secure the commitment of the One South Lakeland Board to the policy statement.**

#### 3. Members of the Task and Finish Group

The following members attended the second meeting of the Task and Finish Group on 24th February 2012.

<i>Name</i>	<i>Organisation</i>
Layla Newby	SLDC
Claire Feeney-Johnson	Portfolio Member SLDC
Tom Barlow	Cumbria Affordable Warmth Project
Becky Willis	LDNPA
Merrill Tummey	SLDC
Jo Magne	SLAACtt