

## Wiltshire Coordinating Group

28 October 2008  
Board Room, Community First, Devizes  
10am – 12 noon

### AGENDA

1	<b>Welcome and Apologies</b>	
2	<b>Minutes of the last meeting</b>  To agree the Minutes of the meeting held on 17 September 2008 as an accurate record and to consider any matters arising	
3	<b>'Generic' issues</b> <ul style="list-style-type: none"><li>• Priorities for the Partnerships:<ul style="list-style-type: none"><li>○ financial downturn – closing remarks made by Jane Scott, Leader of Wiltshire County Council, to the Wiltshire Assembly Conference is attached</li><li>○ LAA refresh</li></ul></li><li>• Communications</li><li>• Area Boards and consultation. Relation between community partnerships and thematic partnerships</li></ul>	
4	<b>Research and Evidence</b>  Laurie Bell, Service Director for Policy, Research and Communications in the new Wiltshire Council, will give an overview of progress and the proposed way forward for research and evidence.	
5	<b>Update from Partnerships –Opportunities and Blockages</b>	
6	<b>Date of next meeting</b>  The next WCG meeting will be held on Thursday 20 November at North Wiltshire District Council offices, Chippenham, from 10 – 12 noon	

Priorities for the Partnerships:

Wiltshire Assembly: Closing remarks by Mrs Scott

In your pack you will see a note explaining the need to establish a local panel to respond to the Sustainable Communities Act. I hope you feel that that is a sensible way of getting this off the ground. We will provide a report to the next meeting of the Assembly about what has been achieved.

I should like to take this opportunity to come back to the point which I made at the beginning of the day, regarding the “credit crunch” and the financial situation which we face across the world.

We probably all feel powerless. Of course, we can't influence in any significant way the measures to stabilise financial systems across the world.

But we can anticipate the impact of the present problems on people living and working in the County. The impact might include:

- Higher levels of personal debt
- Rising costs of fuel and energy
- Mortgage and rent arrears
- Potential homelessness
- Family pressures
- Fewer new affordable homes
- Limited credit facilities for local businesses
- Possible closure, merger, or relocation of businesses

These issues affect us all. Because the effects are wide spread, no single organisation had responsibility. I have agreed with the Leaders of the other public bodies in Wiltshire – NHS, Police, College, etc. – that we shall consider the public sector response in the Accountable Bodies Group.

I have asked Keith Robinson to convene a meeting of the Wiltshire Co-ordinating Group to consider the role of our various partnerships.

I invite the Chambers of Commerce, the Community Partnerships, and the Voluntary Organisations to send me your thoughts on the impact and implications for your organisations.

When we have had an opportunity to think about these matters, I shall circulate a report to all of you who have attended the Assembly today.

## Wiltshire Co-ordinating Group (WCG)

### Minutes of a Meeting held at Community First, Devizes on Tuesday 28 October 2008

Present:

Peter Fanshawe, (C&YP Trust Board)	Julian Kirby, (Community Safety Partnership)
Simon Smith, (Environment Alliance)	Tim Mason, (Community Safety Partnership)
Andrew Reynolds, (Housing Partnership)	Philippa Read, (Infrastructure Consortium)
Nicola Cretney, (Health & Wellbeing PB)	Margaret West, (Stronger, Resilient Communities)
Sharon Britton, (WCC)	Keith Robinson, (WCG Chairman)
Niki Lewis, (WCC)	Len Turner, (WFCAP)
Laurie Bell, (WCC)	Caroline Lewis, (WSEP)
Annie Child/Karen Spence, (WCC)	John Wraw, (Observer)

Linda Watts (WCC) was present to take a note of the meeting.

Apologies were received from: Jim Smith (Children & Young People's Trust Board), Gary Mantle (Environment Alliance), Alan Feist (Transport Partnership), Stella Milsom (GOSW), Maggie Rae (Health & Wellbeing Partnership Board)

#### Minutes of the last meeting

The Minutes of the meeting held on 17 September 2008 were agreed with the following correction:

Caroline Lewis' minuted comments on the Countryside and Land based Group (CLBG) (Item 4) were misunderstood. The CLBG is not being wound up but it is to be recommended to the WSEP Board at its meeting on 16<sup>th</sup> Oct, that the Countryside and Land based Group becomes a Sub Group of WSEP, with WSEP being the strategic body to whom the CLBG reports and from which the CLBG takes direction. This recommendation also has yet to be put to the CLBG itself.

#### Matters Arising

##### Mapping Partnerships

Sharon Britton reported that this was in progress but that most partnerships had been mapped. The rationalisation of some partnerships is still subject to discussion.

##### Application to the RIEP

This has been positively received. WCG will need to discuss how its allocation will be spent.

**ACTION: WCG Members**

## **'Generic Issues'**

Keith Robinson referred to the closing remarks made by Mrs Jane Scott at the Wiltshire Assembly meeting on 3 October 2008. George Bright has been engaged to take forward a brief to co-ordinate an assessment of action that could be taken to address some of the local impacts of the economic situation. Keith Robinson invited partners to contribute to this activity, especially in relation to action planning.

Caroline Lewis reported that a WSEP Board meeting had discussed work on relevant issues including businesses cash flow and confidence. She agreed that it would be helpful if this work could be completed by the end of January. Unemployment is now rising, in Salisbury, albeit from a very low base. Threats in relation to 'self-employed' businesses will not necessarily show up in the data. Relevant action could include local authorities paying bills more promptly and also Local Authorities speeding up planning applications from small businesses.

**ACTION: Keith Robinson**

John Wraw observed that there are economic impacts for people who live in Wiltshire but work elsewhere and also for migrant workers.

Len Turner reported that there has been some reduction in numbers of migrant workers but this trend may not be connected with the economic situation. He advised that it could be possible to make a difference in construction – a loss of local construction workers and plant would be irrecoverable, so progress on the public sector projects is key. Delays in progressing the LDF framework are problematic. He also made reference to the 'blocking' effect of planning application delays – release of new sites may be a catalyst.

**ACTION: Laurie Bell is to review further the planning processing timescales**

Philippa Read observed that the decline of local shops and post offices had an impact on social capital and there is a more concealed impact for people who work at home. A question to the Financial Inclusion Task Force may be informative. This relates to the stronger communities work stream. Links across to Economic Development need to be built. The impact for out-of-County commuters is to be checked

**ACTION: Caroline Lewis**

Nicola Cretney reported that advice on how to stimulate behaviour change has been provided to frontline PCT staff. Behaviour in relation to food was agreed to be a cross-cutting issue.

John Wraw suggested that in order for the Wiltshire Assembly to have a sufficient focus, a number of actions such as behaviour change need to be seen as an Assembly issue. The themes that Matthew Taylor raised are to be pushed.

The Wiltshire Times is interested in working jointly with partners to communicate the issues – some stories are needed at an early stage to exemplify the course of action.

**ACTION: Laurie Bell**

Julian Kirby advocated an intelligence-led, problem solving approach in the context of a jointly agreed strategic assessment.

Longer term issues are to be progressed in addition to more immediate responses. George Bright is to be invited to partnership meetings, if partnerships consider that helpful.

A brief reflecting this discussion is to be circulated to partnerships during the next month.

**ACTION: Keith Robinson**

An assessment from different partnerships would be needed to structure a WCG meeting in January. Partnerships were asked to provide an initial response to Keith Robinson by the end of December.

**ACTION: WCG Members**

### **LAA Refresh**

Sharon Britton reported that the near final revised LAA is to be submitted to Government by 2<sup>nd</sup> March - this deadline does not apply to any wider revision of the LAW.

John Wraw asked for suggestions on a keynote speaker for the next Assembly meeting.

**ACTION: WCG Members**

### **Communications**

Laurie Bell introduced this discussion. There is a need to continue exploring the role of different aspects of the Wiltshire family of partnerships. Otherwise, media opportunities need to focus on actual action. As a first step towards a communications strategy, Laurie Bell will draft an accessible explanation as to how the family of partnerships works and then an explanation as to how each partnership contributes.

**ACTION: Laurie Bell**

Andrew Reynolds suggested that the main queries and concerns that are being raised with partnerships are captured. It was agreed that 'Branding' for the Assembly should be taken forward, minimising the public sector "feel". Partners who are particularly interested in working this up are asked to make contact with Laurie Bell. Tim Mason expressed an interest. Also some of the time of the Community First marketing specialist will be allocated to this activity.

**ACTION: Laurie Bell**

## **Area Boards and Thematic Partnerships**

Len Turner observed that on a community area level, community partnerships do have thematic groupings and plans orientated to eight themes. But there is no process for linking with thematic partnerships.

Niki Lewis suggested that an annual cycle of activity should be established to promote local engagement in the June-September period each year that feeds into a 'State of Wiltshire' Assembly discussion in the autumn. Thematic Partnership assessments of issues would reflect contact with local representatives so that a geographic picture is constructed. Intelligence from a community area level will be important to partners working on issues such as health inequalities and anti-social behaviour.

Keith Robinson suggested that a paper is submitted to each Thematic Partnership addressing both the economic issue and also the potential linkage with Community Area Partnerships, given the emerging level of work.

**ACTION: Niki Lewis**

Keith Robinson proposed that he will suggest to Government that sufficient consultation arrangements are in place without adding further consultation activity.

**ACTION: Keith Robinson**

## **Research and Evidence**

Laurie Bell emphasised the work needed to share data that is being collated separately – and to update it. One data sharing protocol will be helpful as currently protocols can present barriers. Previous data sharing initiatives have lapsed. Collation of data sources will essentially identify 'gaps'. It was agreed that data reflecting variations at community area level is of most value.

**ACTION: Laurie Bell**

Future WCG discussion will include the new national surveys.

**ACTION: Linda Watts**

## **Update from Partnerships**

Caroline Lewis referred to the plethora of consultation exercises that are seeking to engage Wiltshire employers. On 18 November the Economic Partnership are holding an event to discuss how to co-ordinate employer engagement. Partnerships who are currently thinking of engaging employers are asked to contact Caroline Lewis to outline their proposals.

Julian Kirby advised that the Community Safety Partnership is scoping its role.

**Date of meetings**

The next WCG meeting will be held on Thursday 20 November at North Wiltshire District Council offices, Chippenham, from 10am – 12 noon.

WCG is also to meet at 2pm on Friday 23 January 2009 at the Community First offices in Devizes, to focus on the response to the economic downturn.