

HALTON STRATEGIC PARTNERSHIP BOARD

Minutes of a meeting held on Wednesday, 12 December 2012 at the Karalius Suite,
Stobart Stadium, Widnes

Board Members:	David Parr	HBC Chief Executive (Acting Chair)
	Cllr Dave Cargill	Cheshire Police and Crime Panel Cheshire
	Martin Cleworth	Police
	Kate Fallon	Bridgewater Community NHS Trust
	Rev Ray Jones	Faith Community
	Eileen O'Meara	Director of Public Health
	Wesley Rourke	HBC – Chair, Employment Learning & Skills
	Terry Parle	Halton Sports Partnership
	Janine Peterson	Job Centre Plus
	Noel Sharpe	Halton Housing Trust
	Ann McIntyre	HBC – Children's Trust
	Michael Sheehan	Riverside College
	Alex Waller	Cheshire Fire and Rescue
	Sally Yeoman	Halton & St Helens VCA

Advisors to the Boards:	Lisa Driscoll	HBC – Policy and Strategy
	Tim Gibbs	HBC – Policy and Strategy
	Alan Graham	HBC – Marketing and Communications
	Shèlah Semoff	HBC – Partnerships

In Attendance:	Julie McFarlane	Halton Sports Development Team
	Steve Dooré	HBC – Policy and Strategy

Apologies for Absence: Nick Atkins (Halton Housing Trust), Sarah Boycott (Cheshire Constabulary), Paula Cain (Chamber of Commerce), Councillors Polhill, Fry, and Gerrard, John Rigby (Orminston Bolingbroke Academy).

15 MINUTES FROM THE LAST MEETING AND MATTERS ARISING

The minutes of the meeting held on 19 September 2012 having been printed and circulated were agreed as a correct record.

The Chairman reported that Chief Superintendent Richard Strachan (Cheshire Police) had moved on and had been replaced by Chief Superintendent Sarah Boycott. In addition, he reported that Rev Ray Jones was also attending his last meeting of the Board and that he would be replaced by Rev Jeremy Duff. He took the opportunity to place on record the Partners appreciation of the work undertaken by Richard and Ray during their time with the Board.

RESOLVED: That the Board place on record, a vote of thanks to Superintendent Richard Strachan and Rev Ray Jones for the work they have undertaken during their time with the Partnership.

16 PRESENTATION: SPORTS PARTNERSHIP

The Board considered a presentation from Mr Terry Parle, chair of Halton Sports Partnership and Julie McFarlane, Halton Sports Development Team. The presentation:-

- Set out the definition of sport;
- Outlined the HSP aims and objectives;
- Detailed the Halton Sports Partnership Structure;
- Outlined the working partners;
- Explained that six key themes had been identified in HBC's 2012-2015 Sports Strategy; increase participation and widening access; club development; coach education and volunteering; sporting excellence; finance and funding for sport and sports facilities;
- Gave details of the Halton Support Network;
- Outlined how it would improve outcomes for children and young people by targeting services effectively and gave details of a young people's case study;
- Set out how it contributed to health issues and employment learning and skills;
- Highlighted the Halton Sports Awards; the Club Accreditation Scheme and the Halton Sports Partnership Coaching Bursary Grant;
- Detailed the sports economic impact and the benefits of sport in Halton; and
- Detailed the bigger picture.

The Board noted that the number of under 18's football activities had significantly increased in Halton.

Clarity was sought on whether, in the current economic climate, the Partnership was 'at risk'. In response, it was reported that there was not as much funding available as in previous years, but the Sports Development Team were very focussed and sport addressed a number of community priorities. Elected Members were also committed to supporting the scheme. There was also a lot of family volunteers involved in the sports scheme and it was anticipated that sport would continue to be supported.

It was reported that support was available to anyone interested in volunteering, even if it was only for an hour. There were also coaching sessions taking place in individual sports in schools. The National Sporting Body had also invested funding into clubs who provided a range of sports and activities. The Sports Partnership also has an accredited Volunteer Incentive Scheme, it's own Club Development Programme and Leadership Courses (which includes volunteers doing at least 10 hours volunteer work in their local community).

RESOLVED: That

- (1) The presentation be received and the comments raised be noted; and
- (2) Mr Terry Parle and Julie McFarlane be thanked for their informative presentation.

17 INSPIRING FAMILIES (TROUBLED FAMILIES)

The Board considered a report which gave an update on the development of the Troubled Families Programme and sought support for the approach that had been developed in Halton. It was also reported that locally the Troubled Families would be called 'Inspiring Families' and there had been a 'soft' launch of the programme in October 2012.

The Board was advised that as part of the Troubled Families programme, the Government had indicated that they had put in resources to incentivise and encourage local authorities and their partners to develop new ways of working with families.

The Board was further advised that The Troubled Families Unit had provided criteria for identifying 'troubled families'. The proposed profile for the number of families it was intended to work with in Halton were as follows:-

- 2012/2013 - 145 Troubled Families of which 120 would be eligible for payment by results;
- 2013/2014 - 165 Troubled Families of which 145 would be eligible for payment by results; and
- 2014/2015- 65 Troubled Families of which 48 would be eligible for payment by results.

It was also reported that a number of delivery options had been discussed, with the decision being made to lead the project from the Children and Enterprise Directorate. The Board noted the approaches and activities being undertaken in respect of the delivery model as set out in paragraphs 3.12 to 3.17 of the report. The Board also noted the work being undertaken in respect of performance monitoring and outcomes.

In conclusion, it was reported that there was still a lot of work to be done in respect of the development and implementation of the programme. However the key next steps were as follows:-

- Steps to make it easier for agencies to share data;
- Continued development of the delivery model;
- To formalise links with the Clinical Commissioning groups;
- For partners to support the prioritisation of individuals and families;
- The development of a stronger evidence base on the effectiveness of interventions;
- Further develop the tracking and monitoring system and performance framework;
- Agree the financial model for the investment of PBR; and
- Communicate to partners including operational staff the ethos of Halton's Troubled Families programme.

The following comments arose from the discussion:-

- It was noted that a data sharing agreement was formulating an information governance toolkit and when it was signed off in the near future, it would enable easier data sharing. It was reported that when families were signed onto the scheme, data sharing would be easier. The Members noted the difficulties in sharing health data as a result of the Caldicott Report. However, it was highlighted that these issues were being considered and a solution would be found;
- The Board agreed to receive a further presentation at the next meeting on the Inspiring Families Scheme;
- It was agreed that Alex Waller would be the representative from Cheshire Fire and Rescue Service on the Troubled Families Strategy Group;
- It was reported that the Partnership Team had been working with colleagues on the Inspiring Families Scheme and a presentation was being delivered to all SSPs. An action plan for raising awareness was also being developed. Members of the Board were encouraged to contact the Shelah Semoff or Alan Graham for further details or if they wished to receive the presentation;
- The importance of a sound Communication Strategy was noted and that the scheme had been advertised as 'Inspiring Families' not 'Troubled Families' was also noted. It was reported that in the first instance, front line partner staff were being targeted for the awareness training and in January a small key points newsletter would be sent to Board Members. A Monthly

newsletter would also be developed for front line staff and this would be rolled out to a wider group as the scheme progressed; and

- It was noted that the identified families would be using other programmes such as the ESF programme.

RESOLVED: That

- (1) Halton's approach to the Troubled Families Programme be supported;
- (2) The process of data information sharing processes required particularly from Health and Hospitals be supported;
- (3) Consideration and advise be given to the best approach to circulating information on 'Inspiring Families' to senior managers and frontline staff across partners;
- (4) All staff involved in the delivery of the Inspiring Families Project have access to the Inspiring database for the tracking and monitoring of families;
- (5) The development and introduction of a family assessment across all partners including adults be supported;
- (6) The letter set out in the report be approved and sent out to all Partners, ensuring ownership of the issue by the Partnership as a whole; and
- (7) The regular update reports be presented to the Board.

18 ENHANCED PARTNERSHIP WORKING (COST BENEFIT ANALYSIS)

The Board considered a report and presentation which detailed that a cost benefit analysis (CBA) model, based on an example of best practice from Manchester, had been developed for the Partnership that allowed the full range of economic, social and environmental costs and benefits to be calculated for a specific project and attribute the benefit and burden of the outcomes to specific organisations. This allowed service delivery activity to be planned or evaluated using systems thinking and a holistic perspective taken on outcomes. The model was particularly good at capturing the costs and benefits beyond the normal resources inputs (such as financial payments and the value of staff time).

The Board was advised that the CBA model had been applied to two areas selected from the Sustainable Community Strategy, the priorities of 'Health' and 'Employment, Learning and Skills'. Suitable projects had to involve a range of partners in their delivery. Telecare and the Halton Employment Partnership's (HEP) Tesco recruitment project had been chosen to demonstrate the model. The initial results from the CBA model was set out in Appendix 1 and 2 of the report.

The Board was also advised that the CBA model had significant relevance to two areas of national policy that were implementing the Localism and Devolution

agenda: Community Budgets and City Deals. Further details were available in the report.

It was reported that the model would take time to develop and it was likely that a few areas would be piloted in the first instance. It provided intelligence led information across the Partnership and resulted in a co-ordinated and cohesive delivery of outcomes collectively.

It was suggested and agreed that the model be shared with Knowsley Metropolitan Borough Council, looking at the City Employment Strategy, which would help benefit services and the City Deal.

RESOLVED: That the

- (1) Board note the usefulness of the cost benefit analysis (CBA) model output as set out in Appendices 1 and 2 of the report in the context of designing future projects;
- (2) CBA model be used as a best practice tool when designing joint interventions / service delivery collaboration across the Partnership be endorsed;
- (3) CBA model will sit alongside the suite of analytical tools the Partnership has developed (Customer Journey Mapping and the Resource Engagement Model) for designing joint service delivery; and
- (4) Board request the CBA model output when receiving reports from the five Specialist Strategic Partnerships on Delivery Plan progress.

19 COMMUNITY ENGAGEMENT STRATEGY ACTION PLAN

The Board considered a report which gave Partners the progress to date on the Community Engagement Strategy Action Plan and provided information to help make decisions on the way forward.

The Board was advised that there had been a number of delays in undertaking the implementation of the action plan. However, it was reported that the overall completion by 2015 remained on course.

The Board was further advised that there was an increase in partnership working under the strategy. It had been agreed, for example, in principal to share resources and training to increase the number and use of mystery shoppers across the strategic partnership, and to increase resident engagement in the evaluation of services.

Furthermore, it was reported that two options for the Community Engagement health check had been considered. Option One was based on evaluating progress against the ladder of engagement, as had been carried out as part of the development of the strategy. This, it was reported, would allow direct comparison. Option 2 was to measure progress against the strategic objectives contained in the

action plan. The two options had been considered by the Community Engagement Operational Group and they had decided to progress Option One. The format for this approach was attached to the report.

It was reported that the final paperwork for the community engagement health check would be sent out in February 2013. The deadline for submitting completed forms would be in April 2013.

The Community Engagement Action Plan had also been updated and a “progress” column had been added. The document was attached to the report. Some of the timescales had also been amended to reflect current progress.

It was reported that it had initially been decided to hold another community engagement conference similar to the action planning event. However, it was difficult to identify what the event would achieve at this stage, especially considering the resources involved in hosting such an event. It was, therefore recommended that at this stage such an event was unnecessary.

In conclusion, it was reported that The Community Engagement Operational Group would meet in the New Year to take the recommendations of the Board forward. The Community Engagement action plan was also now underway and each action had a progress note attached to it which explained its current status.

The Board noted that when the health checks were distributed in February 2013, there would be a resource impact on some organisations. Members of the Board were encouraged to take ownership of this work and ensure they were completed and sent back to the Partnership Team within the agreed timescale.

RESOLVED: That

- (1) The report and comments raised be noted;
- (2) The updated action plan be agreed;
- (3) The format and timescales of the community engagement health check be approved; and
- (4) At this stage, a further community engagement conference would not be appropriate.

20 SSP MID YEAR PERFORMANCE REVIEW AND DELIVERY PLANS

The key partners each had a discussion on their areas in respect of: Children and Young People (Children’s Trust), Employment, Skills and Learning; Environment, Skills and Learning; Environment and Regeneration; Health and Wellbeing Board and Safer Halton.

In particular the following points were noted:-

- In relation to Children and Young People (Children's Trust) it was reported that a key piece of work had been undertaken on the Level 2 Framework – the guidance of how to make decisions, responsibilities etc. Levels 1, 2, 3A, 3B and 4 were being redefined. Work was also being undertaken on the Early Years, Early Help Strategy which linked into the Health and Wellbeing Strategy. This would identify what support was available for young people between 0-5 years of age. The Board noted the significant increase in the number of people obtaining Level 3 qualifications. The Board also noted that teenage pregnancy had reduced in the last quarter;
- In relation to Employment, Skills and Learning it was reported that the ELS SSP Action Plan had been reviewed and updated early in the summer. As part of the ongoing monitoring, each of the plan's key themes were being scrutinised over a 12 month period which had commenced in October 2012.

The ELS SSP Executive Group had reviewed and updated its Risk Plan in July, removing those risks no longer relevant and replacing them with new/emerging risks with high levels of potential likelihood and impact.

In respect of the half yearly performance report, it was highlighted that they were all on target with the exception of the following:-

ELS3 – The number of people classed as self employed. The target had been missed by 0.1%. However, it was reported that this was still maintaining a positive trend and the gap was closing with both regional and national figures;

ELS6 – The percentage of adults using the library. This was a proxy indicator (satisfaction levels) as the data was no longer collected. The satisfaction had fallen by 1 % to 94 % in the annual CIPFA Library Users Survey. However, Halton's libraries remained in the top quartile and were working with a growing range of services on both ELS and wider agenda's; and

ELS7 – Reduce the percentage of unemployed (JSA claim level) – The target for March 2012 was 5.2%. As at August 2012, the rate was 5.5%, the same as August 2011 and the number of claimants was 4262. In September, there had been a slight fall in comparison to the region where the rate had increased in recent months (up to 4.7% in August from 4.1% in March 2011).

- In relation to Environment, Skills and Regeneration it was reported that in relation to NI 177 – Local Bus Journeys it was below target for this year. This was as a result of the withdrawal of a number of services due to the economic climate and the lack of funding and budget cuts.

Household waste and recycling composting was on target for this year. The Board noted the financial pressure as a result of the increase in landfill tax and the importance of getting the message across to the community

regarding the importance of recycling. Work was being undertaken to improve this indicator.

Work was being undertaken on the Delivery Plan. A Sustainable Energy Action Plan was being developed and a lot of work was already being progressed in Halton i.e. the wind turbines at Runcorn Railway Station. The SSP were also looking at the impact of the delivery of 9900 new homes.

The Board noted that Halton Transport were extending their Route 26 to help with the removal of Route 13 which services Ditchfield Road, Widnes. It was also noted that there was a considerable amount of pressure on bus services who had received cuts in their subsidies due to the Government budget cuts. It was reported that a dialogue was taking place with bus contractors to encourage them to do things differently in order to find solutions to the budget cuts in order to avoid bus service cuts.

- In relation to Health and Wellbeing Board, it was reported that all the targets were on green and had been met. The alcohol and obesity targets had also been met and the teenage pregnancy rate had fallen. The smoking rate had also continued to increase, but people were using electronic cigarettes as a substitute and concern was raised that this could lead to addiction and contribute to the heart disease rate. Access to psychological services had also improved. However, there had been a slight fall in the breast feeding rate which after investigation was not as a result of the transitional arrangements. The Board noted the significant changes taking place in health and that Halton were improving their position.
- In relation to Safer Halton it was reported that the Police and Crime Commissioner (PCC) elections had taken place and the Police and Crime Panel (PCP) who were responsible for scrutinising the PCC had been established. The PCC would replace the Police Authority and set up a strategy for the Police regarding crime and disorder. The Chief Constable would remain in charge operationally. A meeting had taken place with the PCC and it was hoped that he or if appointed, his deputy would attend future meetings of the Board.

It was reported that crime generally was reducing or stabilising. However, anti-social behaviour in Widnes was increasing and Cheshire Police were targeting the problem areas. There was also a Christmas 'Don't Drink and Drive' Campaign taking place to ensure people were safe over the festive period.

The Cheshire Police representative reported that acquisitive crime - burglary in a dwelling in Widnes had increased and vehicle crime - theft from a vehicle had increased in Runcorn. Anti social behaviour had also increased since October around Halloween but was now on the decrease. Violent crime had also reduced as a result of an under cover operation. It was noted that there would be challenges in the future.

It was reported that the PCP had met once, and the Appointments Committee had met twice to appoint two independent people for the whole of the Cheshire Force area. The two names would be considered on Friday by the PCC in Winsford. The Conservative Group had met with the new PCC and the Labour Group had arranged a meeting with him on Friday. It was hoped that the two Independent Members would be agreed.

RESOLVED: That the verbal updates be noted.

21 WELFARE REFORMS AND JOINT WORKING

The Board deferred this item to the next meeting on 6 March 2013 so that full consideration could be given to the issue.

It was reported that letters would be sent out to individuals on low incomes this week raising their awareness and highlighting the impact of the reforms.

It was agreed that Members of the Board email Shelah Semoff their views on the Welfare Reforms and these would be collated in the report for the next meeting.

22 INFORMATION ITEMS

The Board received the following items of business for information only and which were not discussed by the Board:

- The Health and Wellbeing Strategy; and
- The SCS mid year progress report.

RESOLVED: That the information items be noted.

23 CHRISTMAS AND NEW YEAR

As this was the last meeting of the Board prior to the Festive Season, the Chairman extended his best wishes to the Members of the Board and Officers for a Merry Christmas and prosperous New Year. He also thanked the Members for their continued support and looked forward to the very positive future of the partnership.

Meeting ended at 11.50 am