



		ACTION
	<p>PRESENT</p> <p>Mick Jewitt (MAJ) - Chair, Head of Service Communities, Hambleton District Council Sam Swinbank (SS) – Community Planning Manager, Hambleton District Council Peter Cole (PC) – Community Link Officer, Hambleton District Council Tracey Horseman (TH) – Community Safety Administrator, Hambleton District Council (minutes) Rosemary Taylor (RT) – Hambleton Community Safety Partnership / Safe Theme Group Helen Murfin (HM) – Stokesley & Villages Community Regeneration Group and People Theme Group Mike Barningham (MB) – Bedale & Villages Community Plan Forum Sally Anderson (SA) – Northallerton & Villages Community Forum Peter Walker (PW) – Thirsk Regeneration Initiative Tom Bryant (TB) - Senior Policy & Partnerships Officer, North Yorkshire County Council Kevin Holt (KH) – Northallerton and District Voluntary Services Association</p>	
1.	<p>APOLOGIES</p> <p>Alan Hayes (AH) – Prosperous Theme Group Phil Kirby (PK) – Healthy Theme Group Kate Needham (KN) – Healthy Theme Group</p>	
2.	<p>MINUTES OF THE LAST MEETING (Thursday 20 November 2009)</p> <p>The minutes of the last meeting were agreed as an accurate record.</p>	
3.	<p>MATTERS ARISING</p> <p>All matters arising were completed or included on the agenda for discussion, updates as follows:</p> <ul style="list-style-type: none"> • Police involvement at public events – Sam Swinbank advised that was now completed and that the draft proposed policy was now with North Yorkshire Police. • NYCC Traffic Management Strategy – Peter Cole advised that he had received the list of proposed transport schemes and timescales for the work to be undertaken/ completed and that the Northallerton Area Forum had received the information. • Development Officer Funding – Sam Swinbank advised that following a report to the LSP Board it had been agreed that £43,720 funding be allocated for 2009/2010 and that a working group are now looking at the long term sustainability of the post. • Migrant Worker Pack – Tom Bryant advised that this is an ongoing issue and that he would contact Phil Kirby again to arrange a meeting to ensure that the PCT are engaged with the process. • Business Against Crime – Peter Cole advised that following discussion Ken Blackwood is reluctant to provide that Safe Theme Group with reports relating to the work of the Co-ordinator; because of the limited hours of the post it would appear that there are a number of issues relating to funding for the scheme. Simon Wilson from Northallerton Police Station is involved with the steering group and he might be able to provide the information required. It was agreed that Peter would discuss with Chris Fields. • Speed Matrix Signs in Bedale – Mike Barningham to speak to Bedale Town Clerk and then contact Chris Fields. • Public Realm Projects and the Council's Section 117 responsibility – Mick Jewitt advised that this item is outstanding and that with Mark Haynes they still needed to check this previous resolution. • Change4Life and the Big Drinks Debate – Peter Cole advised that following 	<p>TB</p> <p>PC</p> <p>MB</p> <p>MAJ / MH</p>

	discussion with Dave Goodwin, HDC is involved with these projects.	
4.	<p>COMPREHENSIVE AREA ASSESSMENT (CAA) – SELF EVALUATION</p> <p>Sam Swinbank presented the reports and the following three areas were discussed:</p> <ul style="list-style-type: none"> • Executive Summary – this has been produced of the Self Evaluation. • Gap Analysis Improvement Plan – the group discussed the Draft Improvement Plan and agreed the following actions: <ol style="list-style-type: none"> 1) Engagement – it was agreed that the Stronger Communities Working Group would be able to address engagement and the lack of a strategic framework - a meeting of the group needs to be arranged as due to capacity issues they haven't meet recently. Lindsay Ross should be involved regarding the improved engagement with businesses. 2) Feedback – Sam advised that at present a distinct LSP website is being developed with Hambleton District Council, IT Department; using the LSP branding this will raise the profile of the LSP to include the wider partners/agencies. Discussions took place regarding the value for money of the website, Sam advised that it was largely officer time to create and update the website. The website will be more 'user friendly' making searches easier to be undertaken and there will be the opportunity for the community to provide feedback. 3) Data Sharing – this will improve as Neighbourhood Profiles are developed, which in future will be available online (and in hard copy if required) for communities, citizens, stakeholder groups, elected representatives and public / private sector organisations. It was agreed that the Key Issues of each of the five Neighbourhood Profiles would be produced and circulated to the LSP Area Groups for information and to enable identification of local priorities – along with the full document. It was noted that the Countywide Data Hub is at present a long way off being available due to issues relating to resources and sharing the information with the public. Rosemary Taylor advised that a meeting is due to take place early April with the Police and NYCC regarding Neighbourhood Profiles which will identify local priorities. 4) Analysis – this links to the above. Rosemary Taylor advised it could also be linked to the HCSP funded analysis based at HDC and Mick Jewitt informed that HDC are at present in the process of recruiting a Consultation Officer. 5) Diversity Agenda – this links to the above. 6) Outcomes – Area and Theme Groups are to review their action plans and priorities. It was agreed that a Task and Finish Working Group needs to be set up by Sam Swinbank to look at the outcomes and performance management and the links to the LAA – this should include Rosemary Taylor, Tom Bryant and the HDC Performance Manager. 7) Performance Management – as (6) Outcomes 8) Sustainability – this will look at the longer term financial principals and as previously identified will include the post of Development Officer. <ul style="list-style-type: none"> ○ The group noted that it might be useful if some additional information was included in the improvement plan including the best practice achieved to date, targets and lead officers. • Peer Review Inspection – Sam advised that a draft programme of activities for the review will be circulated to the Executive for information and comment. 	<p>SS</p> <p>SS / PC</p> <p>Area / Theme Groups</p> <p>SS</p> <p>SS</p> <p>SS</p>
5.	<p>NEIGHBOURHOOD PROFILING</p> <p>Discussed under agenda item 4 (Gap Analysis Improvement Plan (3) Data Sharing)</p>	
6.	<p>LOCAL DEVELOPMENT FRAMEWORK (LDF) – LSP INFRASTRUCTURE GROUP</p> <p>Mick Jewitt presented the item to the Executive advising that it is anticipated that the LDF public examination will take place in September 2009 and that the LSP Infrastructure Group is to be developed to look at how the LDF will be implemented.</p>	
7.	<p>HDC ELECTED MEMBER AREA FORUMS – UPDATE</p> <p>Mick Jewitt presented the item to the Executive reporting that the next meetings are due to take place as follows:</p>	

	<ul style="list-style-type: none"> • Stokesley – 23 March, 7pm • Bedale – 24 March, 7pm • Easingwold – 26 March, 7pm • Thirsk – 31 March, 6.30pm • Northallerton – 1 April, 7pm <p>Mick advised that members of the LSP Area Forums are encouraged to attend to provide a linkage – it was noted however, that unfortunately the Elected Members nominated as the LSP link don't always attend the LSP Area Forums. It was agreed that this needs to be addressed.</p>	MAJ / PC
8.	<p>PROGRESS REPORTS</p> <ul style="list-style-type: none"> • Bedale – Mike Barningham presented the report advising that after 7 years he has made the decision to step down at the AGM as Chair of the group in the summer. It was noted that at present there is a lot of good work being undertaken in Bedale and Mark Haynes was thanked for his contribution. It was noted that Peter Cole would confirm with Economic Development the rental income from 17 Market Place for the forthcoming year. • Easingwold – Peter Cole presented the report noting that the issue of the One Stop Shop is now being progressed by the Area Forum and that the Community Plan is currently being reviewed to identify projects which have yet to be started, those which have yet to be completed and those which should be withdrawn. Parish and Town Councils are involved in this consultation process. • Northallerton – Sally Anderson presented the report advising of the hidden yards and corners project. A short animated film which was shown on a giant screen outside Northallerton Town Hall in January attracted a lot of public interest. DVDs of the film have been circulated and are available from Peter Cole on request. It is hoped that funding can be secured for improvement of one of the yards, owners will then be fully consulted and permissions obtained. Positive comments about the film have been received and screening it in the High Street has strengthened the argument for the Town Square Enhancement Project. Public consultation is underway for this project and initial feedback has proven positive. It was noted that Sam Swinbank would speak to Lisa Wilson about setting up a meeting with the Hambleton Community Safety Partnership and the Childrens and Young Peoples Sub-Group to look at the future long term sustainability of youth venues across the District. • Stokesley – Helen Murfin presented the report advising that steps are being taken to identify a new Chair for the group following Mike Richardson's decision to step down at the next AGM, due to be held in summer after 7 years in post. Consultation is underway for the North Road Regeneration project and the design brief completed. An application for Section 106 monies has been submitted to HDC (£100k) along with the other funding applications. The Stokesley Play Areas Action Group (SPAAG) is currently working on an application to Community Spaces (£50k). Improvements to both the Northfield and Paddock Play Areas are being considered. It is anticipated that if the project goes ahead it will be completed within 12 months. • Thirsk – Peter Walker presented the report advising that the Yorkshire Comedy Festival will run for one week commencing 17 July 2009, in 2011 for two weeks and it is hoped will achieve regional recognition by 2012 – this is linked to the 2012 Cultural Olympiad which is countrywide. It was agreed that LSP opportunities for involvement in the Cultural Olympiad need to be looked at by the People Theme Group and that Peter Cole would progress this issue. It was noted that the group have recently been reviewing the community plan and out of the 240 projects, 30 have been identified as a priority – Mick Jewitt requested a list of these be forwarded to him to enable HDC involvement to be identified. Peter Walker also advised that the HDC Elected Member actively attends the TRI meetings. • People – Helen Murfin presented the report advising that Fuel Poverty 	<p>PC</p> <p>SS</p> <p>PC</p> <p>PC</p>

	<p>continues to be a concern for the group. It was agreed that a co-ordinated action is needed by all agencies/partners involved and the Executive identified the Places Theme Group and Eric Kendall as the lead officer to progress.</p> <ul style="list-style-type: none"> • Healthy – it was noted that the updated action plan was attached for information. Rosemary Taylor raised concerns relating to ‘Priority Area 4: Alcohol’ and the lack of involvement relating to more GP’s having access to alcohol treatment services – it was agreed that this is an issue which needs to be raised at the LSP Board with the PCT. Also further clarification was requested by the group about hotspot wards in the Hambleton in relation to teenage pregnancy. • Prosperous – the group noted the report and Mick Jewitt noted that he would like to see future agendas of the group focus on issues relating to businesses and the current recession and recovery plans – it was agreed that this would be raised at the LSP Board. • Places – the group noted the report and that no issues were identified for consideration. • Safe – Rosemary Taylor presented the report noting that the Hambleton Community Safety Partnership are continuing to implement DPPO’s; however there is an ongoing issue relating to evaluations from the Police – it was agreed that this would be raised at the LSP Board. • Development Officer – Kevin Holt presented the report and it was noted that to date in 2008/09 Nicky Smith has raised funds of £758,324 and that she continues to be involved in a number of projects across the district. It was noted that Nicky will be holding two events – 24th March Developing Rural Youth Activities at Appleton Wiske and 1st April Schools Fundraising at Thirsk Racecourse, both from 7pm-9pm • Delivery Team – Mick Jewitt presented the report and it was noted that the issues for consideration related to the Rutson Hospital building; which may become empty and could be a useful site for a number of projects included within the Northallerton Community Plan/RMT Masterplan. It was noted that the hospital, which was gifted to the health service by local community, is in an ideal position for projects which would service the local community. Exploratory discussions are being initiated with the PCT; however ownership of the building needs to be clarified. Rosemary Taylor suggested contacting the Strategic Health Authority Lead for Estates – Mark Haynes to progress. • NYSP / LAA – Tom Bryant presented the report highlighting the three targets which are an area of concern relating to the LAA, namely around the number of new affordable housing units provided, the proportion of mothers known to smoke during pregnancy and the percentage of 16 to 18 year olds who are not in education, employment or training. It was noted that several of the LAA targets will be directly affected by the economic downturn (such as affordable housing and business start-ups) and whilst targets will not be revised as such there is some room for discussion in the future with GOYH. The next meeting of the NYSP is due to be held on 12 March where partners will be looking at the critical issue of the impact of the economic downturn across North Yorkshire and it was requested that following this Neil Irving report back to the LSP Board. The results of the Places Survey were discussed and it was requested that a report is presented to the LSP Board as this relates to the CAA Gap Analysis Improvement Plan. 	<p>EK / SS</p> <p>SS / Board</p> <p>PK</p> <p>SS / Board</p> <p>SS / Board</p> <p>MH</p> <p>TB / NI</p> <p>TB / Board</p>
9.	<p>LSP FINANCE UPDATE</p> <p>Sam Swinbank advised that the following funding will be available for 2009/2010 – LSP Core Funding £23,000 and Second Homes Funding £25,000 (to be confirmed). This gives the LSP a total of £48,000; of which £43,720 has being allocated to the post of Development Worker – leaving a possible £4,280 available (to be confirmed).</p> <p>Rosemary Taylor noted that in 2008/2009 the LSP had been allocated the Area Based</p>	

	Grant Capital Funding from the Hambleton Community Safety Partnership; however it is thought that for 2009/2010 they will retain a large proportion of this to purchase mobile CCTV cameras.	
10.	ANY OTHER BUSINESS The Executive had nothing further to report.	
11.	DATE, TIME & VENUE OF FUTURE MEETINGS 2009 <ul style="list-style-type: none"> • Thursday 11 June 2009, 1.30pm - Hambleton District Council, Civic Centre, Northallerton / MR1 • Thursday 10 September 2009, 1.30pm – Hambleton District Council, Civic Centre, Northallerton / MR1 • Thursday 19 November 2009, 1.30pm – Hambleton District Council, Civic Centre, Northallerton / MR1 	
	Meeting Closed at 3.50pm	

MATTERS ARISING / ACTIONS (agenda item 3)

Thursday 5 March 2009

Please Note – next meeting Thursday 11 June 2009. If an action/s has been set for you, please provide an update on progress and outcomes of your action/s to Tracey Horseman (TH) - Community Safety Administrator, Hambleton District Council – email tracey.horseman@hambleton.gov.uk by Thursday 14 May 2009 . Thank you.			
TB – Tom Bryant	PC – Peter Cole	MB – Mike Barningham	MAJ – Mick Jewitt
MH – Mark Haynes	EK – Eric Kendall	SS – Sam Swinbank	NI – Neil Irving
PK – Phil Kirby			
OFFICER	ACTION	PROGRESS/OUTCOME	
TB	Matters Arising from previous meetings:		
PC	<ul style="list-style-type: none"> • Migrant Worker Pack – contact Phil Kirby to arrange a meeting regarding the engagement of the PCT 	• .	
MB	<ul style="list-style-type: none"> • Business Against Crime – discuss the issues raised with Chris Fields 	• .	
MAJ / MH	<ul style="list-style-type: none"> • Speed Matrix Signs in Bedale – speak to Bedale Town Clerk and the contact Chris Fields 	• .	
	<ul style="list-style-type: none"> • Public Realm and the Councils Section 117 responsibility – check the previous resolution 	• .	
SS	Comprehensive Area Assessment (CAA)		
SS / PC	<ul style="list-style-type: none"> • Gap Analysis Improvement Plan ○ Engagement – arrange a meeting of the Stronger Communities Working Group ○ Data Sharing – Key Issues of the Neighbourhood Profiles to be produced and circulated to the LSP Area Groups for information and enable identification of local priorities – along with the full document 	• .	
Theme / Area Groups	<ul style="list-style-type: none"> ○ Outcomes – the each review action plans and priorities 	• .	
SS	<ul style="list-style-type: none"> ○ Outcomes – Task and Finish Working Group need to be set up to look at the outcomes and performance management and the links to the LAA, this should include Rosemary Taylor, Tom Bryant & HDC Performance Manager 	• .	
SS	<ul style="list-style-type: none"> ○ Improvement Plan to include the following information: best practice achieved to date, targets and lead officers 	• .	
SS			

	<ul style="list-style-type: none"> • Peer Review Inspection – draft programme of activities to be circulated to the Executive for information and comment 	<ul style="list-style-type: none"> • .
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OFFICER	ACTION	PROGRESS/OUTCOME
MAJ / PC	HDC Elected Member Area Forums <ul style="list-style-type: none"> • Address the issues of the nominated LSP link not always attending the LSP Area Forums 	<ul style="list-style-type: none"> • .
PC	Progress Reports <ul style="list-style-type: none"> • Bedale – confirm with Economic Development the rental income from 17 Market Place for the forthcoming year. • Northallerton – speak with Lisa Wilson regarding a meeting with the Hambleton Community Safety Partnership and the Childrens and Young Peoples Sub-Group to look at the future long term sustainability of youth venues across the District. • Thirsk – forward to Mick Jewitt list of projects identified as a priority to enable HDC involvement to be identified • Thirsk – Cultural Olympiad LSP opportunities need to be looked at by the People Theme Group. • People – Fuel Poverty : Places Theme Group and Eric Kendall identified as the lead officer to progress • Healthy – re: action plan ‘Priority Area 4: Alcohol’ and the lack of involvement relating to more GP’s having access to alcohol treatment services – issue to be raised at the LSP Board with the PCT. • Healthy – clarification to be gained regarding the hotspot wards in Hambleton in relation to teenage pregnancy • Prosperous – future agendas of the group to focus upon issues relating to businesses and the current recession and recovery plans – issue to be raised at the LSP Board • Safe – DPPO evaluations from the Police – issue to be raised at the LSP Board • Delivery Team – Rutson Hospital, ownership of the building, contact the Strategic Health Authority Lead for Estates • NYSP / LAA – provide report to the LSP Board following meeting on 12 March • NYSP / LAA – Places Survey results report to be presented to the LSP Board as this relates to the CAA Gap Analysis Improvement Plan 	<ul style="list-style-type: none"> • .
SS		<ul style="list-style-type: none"> • .
PC		<ul style="list-style-type: none"> • .
PC		<ul style="list-style-type: none"> • .
EK / SS		<ul style="list-style-type: none"> • .
SS / Board		<ul style="list-style-type: none"> • .
PK		<ul style="list-style-type: none"> • .
SS / Board		<ul style="list-style-type: none"> • .
SS / Board		<ul style="list-style-type: none"> • Issue resolved
MH		<ul style="list-style-type: none"> • .
TB / NI		<ul style="list-style-type: none"> • .
TB / Board		<ul style="list-style-type: none"> • .