

Rugby Local Strategic Partnership (Minutes)

25 May 2017

Attendees: Cllr Emma Crane (Chair) Rugby Borough Council
 Adam Norburn (AN) Rugby Borough Council
 Paul Tolley (PT) WCAVA
 Phyllis Collins (PC) WCC
 Michelle Dickson (MD) Rugby Borough Council

Apologies: Charles Barlow
 Jag Tomlinson
 Joh Thomas
 Fran Poole

		Action
1.	<p>Introduction and welcomes</p> <p>A warm welcome was extended to Cllr Emma Crane who has taken over from Cllr Leigh Hunt as Chair of the LSP. Introductions were made around the table.</p>	
2.	<p>AGM</p> <p><u>Minutes of last AGM</u></p> <p>The minutes were agreed</p> <p><u>Chairman's Annual Report</u></p> <p>The organisations are working well with the community group. The LSP is focussed on the Regeneration Strategy and Action Plan. EC thanked Cllr Leigh Hunt for her hard work over the 10 years and we hope to continue that good work. LSP seems a success thanks to her dedication.</p> <p>PT to draft a letter of thanks to Cllr Leigh Hunt for her work on the LSP.</p> <p><u>Election of Chair</u></p> <p>Cllr Emma Crane was elected as Chair. This was seconded by Paul Tolley. All were in favour</p> <p><u>Election of Vice Chair</u></p> <p>Paul Tolley was nominated as Vice Chair. This was seconded by Cllr Emma Crane. All were in favour</p>	PT

	<p><u>Review of Terms and Reference for the LSP</u></p> <p>The Terms of Reference which were adopted on 26 May 2016 were agreed. The co-ordinating group which consists of Paul Tolley, Michelle Dickson and Charles Barlow are due to meet shortly and they will focus on the Regeneration Action Plan. This work is ongoing work and it was suggested that dates should be added to timescales</p> <p>All were happy with the Terms of Reference.</p> <p>The AGM closed</p>	
3.	<p>Approval of minutes from the last meeting and matters arising</p> <p>These were agreed and approved.</p>	
4.	<p>Update from Co-ordinating Group</p> <p>PT had met with Cllr Leigh Hunt and went through the Action Plan. An agreement was made to meet quarterly (June, August and September) in between the regular LSP meetings so that information can be reported back and a meeting will be organised in due course (PT to circulate some dates to the co-ordinating group). EC asked to be invited to this meeting. At this meeting the co-ordinating group will look in detail at the Action Plan and will come up with suggestions to take to the LSP Board.</p>	
5.	<p>LSP Survey Results</p> <p>The LSP Partnership Survey was adopted from the LGA tool and this survey was sent to LSP partners. The results were as follows:</p> <ul style="list-style-type: none"> • People do think that the LSP is strong • In respect of change, this is equally split • Accountability – need to look at a system whereby we can hold each other to account • Open and honest communications – LSP do have open and honest communications and so we should be comfortable with challenging and helping others <p>It was suggested that we should break down each of these objectives with timescales, which can be discussed at the co-ordinating group.</p> <p>EC suggested also focussing on the new GP surgery in Brownsover which will be going to Planning Committee in June. The business case was approved and now need to finalise the business approval by September. They are going out to tender to contractor in September.</p>	

	<p>A community facility is also to be built and RBC will need to agree the design spec. Heads of Terms have been drafted which Legal currently hold. Looking at a late summer/autumn opening.</p> <p>MD will speak to her NHS contact in respect of GP provision and how to recruit them and will also follow up on the Houlton GP surgery</p>	MD
6.	<p>Any other business</p> <p>Financial Inclusion mapping – this document is attached to the minutes and is a living document that will be updated as and when we learn of new activities/initiatives.</p>	
7.	<p>Date of next meeting</p> <p>Thursday 13 July – 2.30 pm – CR1</p>	