

Schedule A | Lancaster District Insights Hub

The Insights Hub is a forum for actual and potential collaborators to meet, exchange ideas, offer mutual support and where appropriate friendly challenge to help the district flourish. Jointly led by Lancaster City Council and Lancaster University it will be a venue where collaborative projects and initiatives can be formed, tested and energised. Lancaster Insights Hub will welcome contributions from public, private or community organisations and groups who are aligned with the principles of

- Recognition, respect and joy at the heart of all we do
- An open sharing approach where collaboration is the norm
- Creating and sharing new knowledge, applied practically to address social and economic challenges

Insights

The success of the Hub will be underpinned by the availability and sharing of local information and data (where it is appropriate to do so) to provide 'insights' from which ideas, decisions and projects can emerge.

All partners will be encouraged to commit, where possible, to opening up the information and data they hold, to enrich local partnerships and provide, as far as possible, a single view of life in the Lancaster district.

To this end, the initial priority work of the Hub - alongside convening a collaborative group of participants - will focus on developing an accessible platform for 'insights' including wide-ranging quantitative and qualitative information as well as interactive maps and other resources.

Membership

Co-chaired by Dion Williams (Lancaster University's Director of Research, Enterprise and Innovation) and Sarah Davies (Lancaster City Council's Director of Corporate Services), the Hub will have a small core of permanent members drawn from Lancaster University and the City Council, augmented by other members as appropriate by invitation. Those undertaking collaborative projects between the Council and the University will also be members of the Hub. This will create an active, evolving membership.

Activity

The Hub will meet monthly, this will offer an opportunity for new project ideas to be pitched (possibly as a mechanism for official support by the hub), for projects underway to report on progress, for newly available insights to be shared, and also for the presentation of learning outcomes from projects drawing to a close.

The rotating nature of the Hub's participants (as new collaborators join and projects finish) will create an active network of collaboration-minded people in the Council, the University and beyond.

Monthly meetings may be supplemented by other activities in response to demand, for example if there is an opportunity that needs to draw together a large consortium, a special event could be hosted by the Hub to facilitate this.

Outcomes and outputs

Lancaster Insights Hub seeks to generate significant, tangible benefits to the District and significant knowledge and research outputs. These may be the result of collaboration on 'core business' that partners were undertaking in current spending or it may be in the form of an application for funding that could be either led by the Council, the University or another partner.

A Collaboration Framework will be developed to support the legal, resource and financial aspects of collaborations in the insights Hub.

Roles

The roles set out below relate more to the contribution than the person; so the same participant could play multiple roles at the same time. The success of the Insights Hub will be dependent on each of the roles being fulfilled to a certain extent.

Insights

Bringing new or newly presented information to the group, in order to inform discussions and activities.

Information could include:

- Content of 'community conversations' and other interactions
- Quantitative information about the district from a variety of sources
- New research or learning

Example: Morecambe Bay CCG colleagues provide a summary of community conversations held around Morecambe Bay

Implementation

Planning and delivering activities and initiatives to deliver on shared goals in collaboration, via project leadership and supporting roles.

Example: Lancaster District CVS officer agrees to lead a project on access to advice and support, with assistance and resources from all relevant partners; updates on the project are provided at future meetings

Strategy

Facilitating joined-up discussions between partners to enhance alignment of objectives, resources and activities.

Example: Lancaster CC Head of Public Protection hosts a discussion on reducing health inequalities

Coordination

Providing the conditions for partners to successfully collaborate, including support with administration, software and content

Example: support teams from across partners develop solutions on information sharing and meaningful interaction in between meetings