

MEETING OF THE BOARD
Tuesday 6 September 2011 14:00 – 16:00
Civic Offices, Epping

MINUTES

Present

Simon Williams (SW) - Chair	Essex Police
Joan Bowerman (JB)	Local Town & Parish Councils
Keith Brown (KB)	Federation of Small Businesses
Julie Chandler (JC)	Chairman EFCP
John Houston (JH)	LSP Manager
Cllr Anthony Jackson (AJ)	Essex Police Authority
Derek Macnab (DM)	Acting Chief Executive, EFDC
Geoff Mangan (GM)	EFCP
Cllr Valerie Metcalfe (VM)	ECC
John Preston (JDP)	Chairman Sustainable Communities
Kasandra Polyzoides (KP)	EFDC
John Price (JP)	Epping Forest Chamber of Commerce
Cllr Penny Smith (PS)	Chairman Safer Communities Partnership
Brian Surtees (BS)	Representing Town and Parish Councils
Paul Thomson (PT)	City of London
Cllr Lesley Wagland (LW)	EFDC
Yvette Wetton (YW)	ECC
Caroline Wiggins (CW)	Safer Communities Partnership
Jeannie Wright (JW)	Epping Forest College

Presenting

Greg Myddleton (GM)	ECC
Adam Thompson (AT)	ECC
Julie Houston (JuH)	Harlow Council

Supporting Officers

Colin Rowell (CR)	LSP Administrator
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Apologies

Annalisa Armitage	Epping Forest Youth Council
Dr. Kamal Bishai	GP Commissioning Consortium
Gabriella Erratt	Epping Forest Youth Council
Richie Farrant	Essex Fire and Rescue Service
Jacqui Foile	VAEF
Dr. Pam Hall	NHS West Essex
Cllr John Philip	EFDC
Scarlett Stock	Epping Forest Youth Council
Sue Wainwright	Jobcentre plus
Stephen Wilkinson	Lee Valley Park

1. Welcome/ New Members/Apologies

The Chairman welcomed members to the meeting. JH read out the apologies and updated the meeting with new member names, Dr Kamal Bishai (GP Commissioning Consortium) and Cllr Joan Bowerman (Local Town and Parish Councils).

Round table introductions were given.

2. Election of Chairman

The Steering Group recommended that, in view of impending changes to partnership working in Essex, an interim LSP Board Chairman be elected. The Steering Group proposed Cllr Lesley Wagland for the position. This was moved by Keith Brown and seconded by Cllr Valerie Metcalfe. Cllr Lesley Wagland was duly elected as interim of the One Epping Forest Board.

3. Minutes of the last meeting (17/5/11) and Matters Arising

Most actions on Matters arising are complete. There are no outstanding issues. There were no matters arising from the minutes of the last meeting.

4. Introduction to Essex Insight

Greg Myddleton gave a presentation of the developing Essex Insight data warehouse. The presentation will be distributed with these minutes. This was followed by a question and answer session.

Question / Comment

Can non public body organizations add data to the system

How is the accuracy and validity of data ensured

JH noted that the availability of Insight will mean that documents / bids requiring this type of data will be much easier to produce using Insight as a data source.

What is the remit of the Insight Team. Is it to develop the system and present the data or can it help with data analysis

Can the system provide economic health data

Is the system publicly available

How is the system being publicized

Answer

Yes – as long as a named individual has responsibility for the data. The process would be the same as for public bodies.

This is achieved initially by discussion with the data owner. Meta data would also go some way to solving this. Disclaimers can be added to datasets. All public authorities will have a data quality strategy. The final arbiter would be the Insight Steering Group.

The first point of contact for analysis would be the data owner. The Insight Team could provide some help if needed.

It can hold this type of data, but it has to be provided.

It is available to the public, although registered users that have logins will get additional facilities

ECC representatives are visiting and presenting to groups in Essex, including children's partnership groups.

SW summed up by thanking GM for the presentation. It was agreed that it was incumbent on everyone to use the system where appropriate. The police will be referring to the system for neighbourhood profiles.

5. Implications and lessons from the recent riots

JH introduced the discussion by asking what has been learned from the recent riots, has anything emerged and are there gaps that events should have flagged up requiring a response from LSPs.

SW gave an overview from the police perspective. The situation was generally badged as rioting but it was overwhelmingly looting. It was different to the riots in the early 80's that were primarily directed at the police. Tactics were very different this time. Perpetrators were more mobile, moving on quickly when the police arrived. There was a significant amount of (unfounded) rumor circulating causing alarm and fear in relation to the district. It was

suggested that the LSP could assist with getting timely and accurate communication to the public about the situation in real time.

LW endorsed the comments of SW and said that she had been given an excellent briefing on the situation by the Safer Communities Team and had spent a significant amount of time contacting ward councilors by phone to update them. A review of the current process is underway. Despite the timely messages on the EFDC website, LW noted at least one media complaint of lack of civic leadership, which EFDC had referred to their website.

The FSB received timely updates from the territorial police unit.

It was agreed that better use could be made of social networking tools, but that care must be taken to ensure that any messages are valid, accurate and from reliable sources and not from organizations or individuals trying to inflame the situation.

A police review is underway looking at how social media can be used when major incidents take place.

LW noted that the communication process can be very time consuming and that care must be taken to ensure any information contained in the communication could be legally disclosed.

There was a significant amount of mis-information in circulation, resulting in some retailers closing early. A major challenge is how to change the 'rumour factory' to fact.

It was agreed that official information must be available and publishable.

It was suggested that the EFDC texting service could be used as a secure source of accurate information.

It was agreed that the LSP should explore communication models with key partners and report back to the next Board meeting.

Action: 01 – JH

6. Partnership working across Essex

Adam Thompson gave a presentation on the current status of partnership working across Essex. The presentation will be distributed with these minutes.

Areas are being sought to pilot Locality Boards. Tendring is the first to do this and is holding its first meeting very soon.

SW gave the view from the LSP Steering Group. This is a very effective committee which achieves a considerable amount. It is not clear what its position will be under the restructure. There is concern that focus on local issues will be lost with this restructure. The diagram on page 3 of the presentation seems to support the view that the new structure will remove the influence of the LSP.

There was general agreement that any new structure should allow for localism and seek to empower local communities.

VM stated that there are many competing pressures. County are clear that one size does not fit all and that any new structure should build on what is already there.

KB expressed concern that there seemed to be no business representation under the proposed structure, unlike the LSP.

The question was asked, 'how many pilots will there be?' This is yet to be confirmed.

From the information available, it appears that Locality Boards are made up solely of elected members. AT noted that the make up of these groups could be determined by the locality.

DM noted that there was little point in conducting a pilot if the sub county commissioning boards dictated the nature of the pilot, it should be up to the locality to define the scope of the pilot. In addition clarity was needed around devolution of powers and funding to the Boards.

Concern was raised that localism could rapidly turn into regionalism and that this would be a backward step, just as people are beginning to understand the nature and benefit of the LSP.

SW thanked AT for attending the meeting, giving the presentation and listening and passing back comments made. SW asked that ECC confirm what financial support it will be making available to LSPs given the current funding situation. The new Chair Councillor Wagland will be having a meeting shortly with County and the question will be asked directly.

Action: 02 - LW

7. The Local Enterprise Zone

JuH handed out a document giving details of the Enterprise Zone and gave a verbal update on progress. The Enterprise zone covers 3 districts in West Essex, i.e. Harlow, Epping Forest and Uttlesford. The bid was submitted by the West Essex Alliance and seeks to build on existing R&D and manufacturing strengths. Businesses in the Enterprise Zone will benefit from reduced business rates, high speed broadband and access to a business support service.

By 2015 it hoped that there will be 100 companies creating around 2,500 jobs. Development of the Enterprise Zone must start in 2012. JuH expressed thanks for support received by partners in the bidding process and the partnership was committed to ensure that this support was continued. A question and answer session followed.

Question / Comment

Will specific monitoring be done to see how Epping is benefiting.
Could satellite zones (into Epping) be developed.
Businesses are likely to go to the Enterprise Zone to benefit from reduced business rates and relaxation in planning. One of the benefits of the zone will be that skills gained could be rolled out across the district. Is there any indication that any element of the business rate could be reallocated to Epping.
Benefits of the Zone will go to the LEP, for it to decide how they will be distributed.

Answer

There is little detail from Government on this, but it will be reviewed.
The business support facility will be available across West Essex
The detail of the reduced business rate is unclear.

There is no detail available on this at the moment.

There is a danger that local business could move to the Enterprise Zone. KB suggested that local businesses could be encouraged to become involved in the supply chain. It was suggested that there is an urgent to look at this and that a T&F group be set up. JH stated that Regeneration Officers are now meeting monthly and agreed to progress this within that group. It was agreed that a T&F group be established. **Action: 03 – JH**

SW thanked JuH and summed by stating that this is opportunity that must be seized.

8. LSP Managers Update

The WEP T&F group will report back at the next LSP Board with final recommendations for any Partnership restructure.

Proposals for County funding of LSPs is currently unknown. ECC has removed all funding for LSPs. The LSP is currently being supported by other partners, but long term viability is in doubt. No decision has been communicated that County will not contribute to the LSP. JH will again write to County seeking clarification. This issue will also be raised at a forthcoming meeting with Cllr Jowers.

Action: 04 – JH

The Stakeholder Conference is due to take place in February 2012 at Epping Forest College. Members were asked to forward ideas for themes and speakers to JH.

Action: 05 – All

The GP Consortium have been invited and agreed to join the Board. It was suggested that the Epping Chamber of Commerce be invited to sit on the Board. This was agreed and John Price, who is already heavily involved in joint work with the LSP was invited to be the representative.

9. Oral Reports from Theme Groups

EFCP. JC gave a brief background to the Epping Forest Children's Partnership (EFCP). The group is made up of cross section of representatives from local young people's

organizations. It's latest focus is on the provision of services in light of funding cuts. It has reconfirmed it's priorities and, has completed the PQQ for Early Intervention funding via the District Council. However partners were shocked to be informed that this was unsuccessful. LW noted that this failure at the PQQ stage was inexplicable and has asked for clarification, expressing concern that an error may have been made in the process. GM was also shocked and supported this and will make his own enquiries.

A recent partnership project with County will result in the recently closed Loughton Youth Centre being reopened. Officers are working with ECC on the long term future of the facility in Borders Lane to ensure the long term sustainability of youth services in the area. A report will be brought to the next meeting.

Action: 06 - JH

Safer Communities. Figures up to July 2011 indicate an overall reduction in crime. There has been a 56% reduction in hate crime.

There is now a duty to perform Domestic Homicide Reviews (DHR) in domestic violence cases. The process is under development across Essex and is at different stages depending on the DV situation in the districts. Braintree is currently the only district that is undertaking a DHR.

The Integrated Offender Management (IOM) process is under review and from April 2012 there will be a joint Epping / Brentwood IOM approach. There will be 5 IOM officers from Essex police. There will be close co-operation with neighbouring London boroughs in this area.

A Domestic Violence information and networking event is taking place on 6th October 2011 at Theydon Bois Village Hall.

Electric Blanket testing is due to take place on 26th Sept at the Civic Offices.

SW gave an update on the Dale Farm situation. Basildon district council will be enforcing its planning decision in the near future. This will not affect the provision of police services in the Epping district. LW highlighted a legal distinction between two aspects of land occupation. If land is occupied without permission of the owner, this is trespass and can be dealt with fairly quickly under civil law. This would apply to council owned land. If, however, the owner does not object or the land is owned by the occupier, then planning and human rights law has to be considered. This would take much longer to resolve.

The police are in the process of giving crime prevention advice to local farmers and businesses.

Sustainable Communities. JP is now Chairman of this group after Cllr Grigg stood down. The group has set out a package of support to Harlowsave and Essex Savers Credit Unions. The Transport T&F reported it's findings at the last group meeting. It was noted that the Hail and Ride scheme in Brentwood works well and will now be introduced in the Epping district. The Business Charter is due to be signed at the upcoming event to be held at the White Water Centre. The Volunteer Charter is due to be signed in the autumn.

Epping links with the neighbouring boroughs are important and talks are continuing with the North London Strategic Alliance to develop these links.

Work on the LDF is due to accelerate in the autumn with a report to the LDF Cabinet Committee due in October. There have been some staffing issues in this area but progress is still being made. The draft of the Community Strategy delivery plan is complete.

KB asked if there was any progress on provision of Broadband services.

Invitation to Tender documents have been drawn up to provide an emergency backup infrastructure for EFDC. This will provide an opportunity to deliver Broadband to small businesses in the area. ITT's will be issued in September with responses due in November. The implementation timescale is to be determined.

Due to pressures of time no updates were given for either the Healthy Communities Group or the Big Society T&F Group.

10. AOB

Concern was expressed over the provision of flood prevention measures. A report is to be submitted to the Overview and Scrutiny Panel on 13th September.

It has been proposed by Government that Dartford crossing tolls be raised. Objections to this are being raised for submission to the LEP.

Concern was raised about the lack of a coordinated response to the aftermath of the recent fire and resulting smoke at the Sony Centre. DM will investigate and submit a short update report to the Board.
Action: 07 - DM

PS stated that there is some environmental data available which could be included as part of a general communication. Levels of pollution are thought to be small, but the Environmental Protection Agency will be contacted to determine the exact levels as part of the EFDC investigation.

Dates for 2012 meetings will be circulated for agreement by members.

Action: 08 - CR

Date of Future Meetings

Date	Time	Room	Building
13 Dec 2011	14:00 -16:00	Committee Room 1	Civic Offices, Epping
16 Mar 2012	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
15 Jun 2012	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
28 Sep 2012	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
14 Dec 2012	10:00 – 12:00	Committee Room 1	Civic Offices, Epping