

STEERING GROUP MEETING

Date: 22nd November 2011

Time: 13.30 - 15.00

MINUTES

Present

Cllr. Lesley Wagland (LW)	Chairman - LSP Board
Julie Chandler (JC)	Chair – Children’s Partnership
Adrian Coombs (AC)	Essex Police
Pam Hall (PH)	Chair - Healthier Communities Theme Group
John Houston (JH)	LSP Manager
Derek Macnab (DM)	Chair - Sustainable Communities T & F Team
John Preston (JP)	Chair - Sustainable Communities Theme Group
Cllr. Penny Smith (PS)	Chair - Safer Communities Partnership

Notes

Colin Rowell (CR)	LSP Administration Support
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Apologies

Jacqui Foile (JF)	Chair – Big Society T & F Team
Pam Hall (PH)	Chair - Healthier Communities Theme Group

1. Welcome and apologies

The Chairman welcomed everyone to the meeting and members introduced themselves to the group. Apologies were noted as above.

2. Minutes of the last meeting (06/09/2011)/Matters Arising

JH reported that actions from the last meeting were either completed or included on the agenda for this meeting.

The table below contains new actions from this meeting.

Note closed actions will remain in table for one meeting after they have been closed.

Ref	Action	Owner	Outcome
22/11 - 01	JH to provide a view of JSNA work in progress.	JH	
22/11 - 02	AC to bring Broadway crime stats to the next meeting.	AC	
22/11 - 03	JH to contact Caroline Wiggins (SCP Manager) and Quentin Buller (Epping Forest College) to assess their feelings on the racism issue	JH	
22/11 - 04	JH will approach the Chief Buyer of Mothercare to speak at the Stakeholder Conference	JH	

Ref	Action	Owner	Outcome
22/11 - 05	AC will approach the Chief Constable to speak at the Stakeholder Conference	AC	
22/11 - 06	JH to look into how EFDC can put out a call for people with financial and governance experience.	JH	
22/11 - 07	JH will approach Anglia Ruskin to discuss further their plans for additional campus	JH	
22/11 / -8	AC will meet with Caroline Wiggins to discuss continuing cross border liaison	AC	

3. Draft Board Agenda

Items on the draft Board Agenda were reviewed as follows

Item 3 – agreed with the following comments. GP Consortia. LW and JC have met with the Health and Wellbeing Board. PS reported that local Parish Councils are receiving a large number of requests for health consultations. It was agreed that it was important for any local information, e.g. on health deprivation, to be fed into the JSNA / Health & Wellbeing Board. It was noted that Health & Wellbeing Boards can only reject (and not change / feedback) recommendations from the JSNA. JH sits on the JSNA and was asked by LW to provide a view of work in progress.

Action : 01 - JH

Item 4 – item agreed.

Item 5 – item agreed.

JH suggested an additional item – Supporting the Local Economy. This was agreed. PS suggested the Small Business Enterprise be included in this item.

JH noted that the LSP has setup a series of HMRC tax courses and other small business training at the Civic Offices.

LW noted that she had carried out some mystery shopper evaluations of local businesses which had revealed big issues locally with customer service. There also seems to be little recognition by local business that Epping Forest College provides an opportunity for local business.

LW also noted that racism had surfaced in discussions with Jeannie Wright at the College. AC reported that racism has not been flagged as crime issue, but agreed to bring Broadway crime stats to the next meeting.

Action : 02 – AC

PS reported that racism did not appear in the top 5 issues in the Strategic Assessment.

It was agreed that JH would contact Caroline Wiggins (SCP Manager) and Quentin Buller (Epping Forest College) to assess their feelings on the issue.

Action : 03 – JH

Other items on the agenda were agreed.

4. Stakeholder Conference

The Stakeholder Conference will take place at Epping Forest College on 17th Feb 2012. After discussion, it was proposed that the theme of the conference should be 'Entrepreneurial Behaviour and Innovation'. Items that could be included in the programme were noted as Social Capital, the Future of Policing in Essex (highlighting smarter ways of working).

Marina Sherriff from Harlow is making the arrangements for the Conference.

Some guest speakers were suggested – Mary Portas, Jayne-Anne Gadhia (Chief Exec of Virgin Money), Alan Sugar, the Chief Buyer of Mothercare, the Chief

Constable. JH will approach the Chief Buyer of Mothercare, AC will approach the Chief Constable

Action : 04 – JH

Action : 05 – AC

5. Future of Youth Provision and Family Intervention

It was reported that County are reducing funding in this area, and that there are a significant number of underused facilities in the district. A proposal has been made to set up a Youth Trust which would provide a central organisation to manage these facilities. JH has submitted a paper to the Director of Essex Youth Services detailing the proposal. JC has also met with Lonica Vanclay from Essex Youth Services, looking at wider family issues.

DM noted that EFDC would need to be satisfied with EFDC involvement and governance.

It was noted that the paper submitted to County was the first step in a big project.

DM asked whether it was felt that there were sufficient people with the right skills to run the Youth Trust organisation. It was suggested that existing local organisations could be brought in. LW thought that a number of smaller trusts or sub trusts, similar to task and finish groups may be a better way of getting things done.

It was agreed that JC and JH continue with this project. LW suggested that EFDC put out a call for people with financial and governance experience. JH will look into this.

Action : 06 – JH

JH will consider this as item for discussion at the Stakeholder Conference.

6. JCP Bid

A bid for funding has been submitted to Jobcentre Plus, but was rejected. It was felt that services being offered by the bid would duplicate Jobcentre Plus offerings. 15 voluntary groups were involved in the bid which would have operated using a voucher scheme. JH is awaiting further feedback as to why the bid failed and assessing whether another bid could/should be made..

7. Feedback from WEP meeting.

The Primary Prize will run again in 2012, letters have been sent to schools.

The WEP was asked to approve the establishment of a common asset register to clarify which organisations own buildings and land across West Essex. This would show what is available for communities to bid for under the localism bill. WEP declined but EFDC wished to progress discussions given the needs of the Local Plan for this information. Discussion took place about this and what would likely happen to asset values under this scheme. It was agreed that One Epping Forest should continue with this, but with caution.

8. Funding position

Verbal agreement has been given that County will provide £15,000 of funding to local LSPs. DM will seek confirmation of this in writing. Action 07 DM

9. Higher Education Project

JH reported on a proposal to establish a Higher education campus linked with Epping Forest College. A working group has been established, but has yet to meet. It was agreed that Di Collins be invited onto the working group. LW noted that Anglia Ruskin is looking for 1 more campus, which could provide the project with an opportunity. JH will approach Anglia Ruskin to discuss further.

Action : 07 - JH

10. Big Society Task and Finish Group

The last meeting of the group is due to on 24th November 2011. Jacqui Foile will feedback at the LSP Board meeting.

11. Future of Healthier Communities Theme Group

JH presented proposed revised terms of reference for the Healthier Communities theme group, bringing together health provision and healthier living. This was agreed.

12. LSP Theme Group reports

SCP – the police analyst has resigned. PS stressed the value of the information he provided to the SCP. AC reported that a number of options are being investigated to

replace him. It was agreed that a partnership analyst was a key role. PS stated that cross border liaison had been a great success and should continue. AC will meet with Caroline Wiggins to discuss this.

Action : 08 – AC

PS has written to the PCT reminding of their obligation to the SCP. LW suggested that, given the reorganisation underway in the PCT, the GP Consortium be invited to join the SCP. This will be discussed at the next Health Group meeting.

Sustainable Communities – JP reported that Business Charter has been launched and that the Volunteer Charter was to be launched at Zinc.

JH gave an update on the Business Team. A distinct Business Team has been set up under the Sustainable Communities Group. The group has developed the One Shop Local website which is due for launch on 29th November at Epping Forest College.

Other scheduled events include

Procurement Event on 25th January

One Eats Event on 25th June – promoting local food

Fashion Show – no date or venue

JH reported that excellent support for these initiatives has been received from the FSB and Chamber of Commerce.

It was agreed that local retailers be invited to the Stakeholder Conference.

EFCP – A new Action Plan is being developed covering 4 main areas, Emotional Health and Wellbeing, Young People, Mental Health and Family Support. The best use of the Early Intervention fund is being planned.

Chairs of Essex Children's Partnerships have met with County representatives and stressed the need for a better local voice, in all aspects including local commissioning, at County level.

LW suggested that districts could work as a block to influence County and suggested that the LSP could work on a long term policy to develop this and identify issues in this area.

13. Open Forum / AOB

Nothing to report