

## STEERING GROUP MEETING

**Date:** 2<sup>nd</sup> March 2012

**Time:** 10.00 - 12.00

### MINUTES

#### Present

Cllr. Lesley Wagland (LW)	Chairman - LSP Board
Julie Chandler (JC)	Chair – Children’s Partnership
Luke Collison (LC)	West Essex Local Policing Area Commander
Jacqui Foile (JF)	Chair – Big Society T & F Team
Pam Hall (PH)	Chair - Healthier Communities Theme Group
John Houston (JH)	LSP Manager
Derek Macnab (DM)	Chair - Sustainable Communities T & F Team
Cllr Gagan Mohindra (GM)	Chair - Sustainable Communities Theme Group
John Preston (JP)	EFDC
Cllr. Penny Smith (PS)	Chair - Safer Communities Partnership

#### Notes

Colin Rowell (CR)	LSP Administration Support
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#### Apologies

#### 1. Welcome and apologies

The Chairman welcomed everyone to the meeting and members introduced themselves to the group.

#### 2. Minutes of the last meeting (22/11/2011)/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 and updates on items from the previous meeting – 22/11

Ref	Action	Owner	Outcome
22/11 - 01	JH to provide a view of JSNA work in progress.	JH	The Essex Insight Team attended a recent conference. Work is ongoing.
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	Contact has been made. This is being progressed.
22/11 - 04	JH will approach the Chief Buyer of Mothercare to speak at the Stakeholder Conference	JH	The Chief Constable was the main speaker at the conference.
3/3 – 01	DM invite Cllrs Liz Webster and Ricki Gadsby to the meeting.	DM	

Ref	Action	Owner	Outcome
3/3 – 02	Cllr Valerie Metcalfe will be asked whether she or Cllr Stephen Castle should be invited to the meeting.	JH	
3/3 - 03	Jason Fergus will be contacted with a view to him presenting at the meeting.	JH	
3/3 - 04	Community Budgets will be added to the agenda with DM to deliver. Police and Crime Commissioners (PCC) to be added for the June meeting.	CR	
3/3 - 05	1 person noted that the conference was not what they expected. JH will follow this up	JH	
3/3 – 06	JH is drawing up a Youth Trust business plan for presentation to County	JH	
3/3 – 07	LC will provide JC with further information on new IOM structure	LC	
3/3 – 08	LSP funding. LW agreed to raise with leader of ECC	LW	
3/3 - 09	Charity funders do not seem to be distributing funds	JF	
3/3 – 10	First meeting of Healthier Theme Group is being organized and new terms of Reference produced for endorsement.	JH	
3/3 – 11	Clare Hardy to be invited to speak at the Board meeting on the work of the Health and Wellbeing board	JH	

Agenda Item 8 – Written confirmation of £15,000 LSP funding from Essex not yet obtained.

### 3. Draft Board Agenda

Agenda Item 3 – Olympic Legacy. DM to discuss with Cllrs Liz Webster and Ricki Gadsby and invite them to the meeting.

**Action : 01 – DM**

Cllr Valerie Metcalfe will be contacted and asked whether she or Cllr Stephen Castle (Cabinet Member for Education and the 2012 Games) should be invited to the meeting.

**Action : 02 – JH**

Jason Fergus will be contacted with a view to him presenting at the meeting.

**Action : 03 – JH**

An item on Community Budgets will be added to the agenda with DM to deliver.

A Police and Crime Commissioners (PCC) update item was discussed. It was agreed that this should be an item for the June meeting.

**Action : 04 - CR**

### 4. Stakeholder Conference

JH gave an update on the conference. Approximately 80 people attended, representing a good cross section of partners and local organisations. Feedback has

been collated and shows good results. 1 person noted that the conference was not what they expected. JH will follow this up. **Action : 05 – JH**

The conference was considered to be an excellent opportunity for networking, with good ideas raised in discussion groups. JH asked that any discussion notes be passed to him and that a conference report will be produced. Any other comments or views on the conference should be passed to JH.

It was suggested that the public have more involvement in the conference and that perhaps attending agencies bring a member of the public along.

LW thanked everyone involved in the conference for their efforts.

#### **5. Future of Youth Provision and Family Intervention - update**

JC and JH are investigating whether the LSP can mediate on services that are being closed or run down to ensure that services continue to be provided in some form. The possibility of setting up a Youth Trust or community provision is being investigated. JH is drawing up a business plan for presentation to County.

**Action : 06 – JH**

There will be youth officers from the police under the new structure. There will also be a new Intergrated Offender Management (IOM) structure with police being dedicated to IOM teams. LC will provide JC with further information.

**Action : 07 - LC**

#### **6. Partnership restructuring / funding position**

Proposals for LSP funding are being progressed. Funding is currently received from the PCT and EFDC along with some income from projects. Essex has not provided funding for 16 months. This situation is not sustainable. JH is in discussion with other LSPs about future ways of working. LW agreed to raise this with leader of ECC.

**Action : 08 - LW**

#### **7. Higher Education Project**

A small LSP group has been setup to explore possibilities in this area. The University of Essex is to be contacted to discuss any plans it may have. JH is also speaking with the Corporation of London to determine how it may be able to help with funding.

#### **8. Big Society Task and Finish Group**

JF gave a verbal update. The group has identified a key item as being the availability of unused community buildings to local charities. Local micro charities seem to be coping with the financial crisis, larger (middle sized) groups are finding it more difficult. LW suggested that major funders may not be distributing funds as they should. It was suggested that the Big Society T&F group could investigate this situation further.

**Action : 09 - JF**

#### **9. Healthier Communities Theme Group**

This group is being reformed with Dr Kamal Bishai as Chairman. One of the key tasks of the group will be to formulate local priorities for presentation to the Health and Wellbeing Board. Adrian Coggins (Senior Health Improvement Specialist – NHS) will provide dedicated support to the group. First meeting being organized and new terms of Reference produced for endorsement.

**Action : 10 - JH**

#### **10. Safer Communities Partnership**

Work on Domestic Homicide Reviews (DHRs) continues LW raised the issue of neighbourhood disputes, noting that they seem to incur relatively large cost and effort. Work is underway to review the situation. The Analyst post has yet to be filled, but will be based in Chelmsford with possible hotdesk in Epping.

#### **11. Sustainable Communities**

One Shops Local is now running. GM distributed website stats for review. Visitor numbers were up from 75 in January to 927 by the end of February. Future developments will include One Eats Local and a similar fashion event. GM handed

round a Sustainable Communities workplan for review, this was endorsed. A tourism Task and Finish group is to be set up and led by EFDC and Epping Forest College.

#### **12. Epping Forest Children's Partnership**

A Youth Services Review is underway, concentrating on Limes Farm, Debden and Shelley.

A new youth facility has been setup in Waltham Abbey. It is funded by local business and provides a wide range of youth services in one place.

The EFCP draft action plan is complete. The main focus is bridging the gap in youth provision, with family support playing a major part. Emotional Health and Wellbeing underpins the plan. Funding of £38k for each of 3 years has been obtained from ECC to run a disability inclusion project with the Tottenham Hotspur Foundation.

DM has recently attended a Community Budgets Conference at which it was agreed that action should be taken on data sharing in particular to support intergrated working.with troubled families.

#### **13. Open Forum / AOB**

Clare Hardy to be invited to speak at the Board meeting on the work of the Health and Wellbeing board.

**Action : 11 - JH**

The St. John's Road consultation was raised. Details can be found on the EFDC website.

Future Steering Group meetings will start at 2:00 pm instead on 10:00 am, dates remain unchanged.