

MEETING OF THE BOARD
Friday 16 March 2012 10:00 – 12:00
Civic Offices, Epping

MINUTES

Present

Cllr Lesley Wagland (LW) - Chair	EFDC
Dr Kamal Bishai (KB)	Chairman GP Consortium
Julie Chandler (JC)	Chairman EFCP
Luke Collison (LC)	Essex Police
Jacqui Foile (JF)	Voluntary Action Epping Forest
Cllr Ricki Gadsby (RG)	EFDC
Liz Hand (LH)	Jobcentre Plus
John Houston (JH)	LSP Manager
Derek Macnab (DM)	Acting Chief Executive, EFDC
Cllr Gagan Mohindra	Chairman Sustainable Communities
Cllr Valerie Metcalfe (VM)	ECC
Gwyn Owen (GO)	ECC
Cllr John Philip (JPh)	EFDC
John Preston (JDP)	EFDC
John Price (JP)	Epping Forest Chamber of Commerce
Paul Thomson (PT)	City of London
John Tidbury (JD)	Essex Fire & Rescue

Presenting

Dr Laura White (DrLW)	ECC (Olympics Partnership Manager)
-----------------------	------------------------------------

Supporting Officers

Colin Rowell (CR)	LSP Administrator
-------------------	-------------------

Apologies

Cllr Joan Bowerman	Local Town & Parish Councils
Dr Pam Hall	NHS West Essex
Jeannie Wright	Epping Forest College
Geoff Mangan	EFCP
Cllr Penny Smith	Chairman Safer Communities Partnership
Brian Surtees	Representing Town and Parish Councils

1. Welcome/ New Members/Apologies

New members, Dr Kamal Bishai, Gwyn Owen, Luke Collison, Liz Hand and John Tidbury were welcomed. Dr. Laura White was welcomed as the presenter for agenda item 3. Apologies were as noted above.

2. Minutes of the last meeting (13/12/11) and Matters Arising

Matters arising are either complete or covered in the agenda. Minutes of the last meeting were agreed as correct.

3. The Olympic Legacy

VM introduced Dr Laura White and emphasized that ECC are fully committed to working with partners to ensure a successful Olympic legacy. Dr.LW gave a presentation on the Olympics and the Essex Legacy (circulated with these minutes). The Olympics is the equivalent of running 26 world championships. Discussion followed on the Sparks Will Fly event, a county wide Olympic cultural celebration. Two characters (Marina and Boreas) will bring glass spheres containing

district art to an event with 300 young dancers in Highlands Park. There will be a Sparks event at Waltham Abbey Town Show.

The White Water Centre has already has 120,000 visitors. Waltham Abbey has a rich tourism offering. A strategy is being developed in partnership with Broxbourne to develop links between the White Water Centre and Waltham Abbey. The torch relay will pass through Waltham Abbey on day 50, presenting a huge business opportunity.

Concern was raised over the impact of the Games on local business, in particular, capacity of the Tube, ability of technology to cope with potential increase in remote working, security issues etc. It was also noted that there will be no utilities work between 9th July and early September, resulting in major losses due to impact on contracts. It is expected that 20 – 30% of tube capacity will need to be freed up for the Games. Work still has to be done to ensure small businesses know what to expect. The message should be, 'business as usual'.

It was noted that EF district has a large, commuting, workforce, which will be affected. Central Government employees will be working away from London where possible. The Tube will be running earlier and later. Loughton jobcentre is actively promoting Olympic opportunities. A £10,000 funding grant has been secured to get more young people trying sporting activities.

It was stressed that small businesses need to be reassured and that communication was vital. LW asked that the approach to communication is co-ordinated, with any comments / suggestions passed to JH and DrLW. DrLW agreed to discuss this with Steve Coutnet at ECC. Any messages will then be cascaded via the LSP.

Action 01 : DrLW/JH

A further presentation can be done if needed.

There is no Olympic Newsletter that would be suitable for distribution to small businesses and members felt that this was a gap.

There is also a need for an FAQ mechanism, an email address and phone number to provide timely and useful information.

Any lack of communication will create a fear of the unknown. DrLW agreed to feedback the above concerns to ECC.

Action 02 : DrLW

4. Stakeholder Conference Outcomes

The 2012 Conference was well received. Attendee numbers were capped at 90, resulting in a better environment for workgroups. It was suggested that workshops could have focused on more on innovation. Overall it was an excellent networking opportunity, VAEF recruited 2 new trustees.

It was suggested that quarterly mini conferences might be organized, resources permitting, on single key themes.

Following discussion concerning local retail, it was noted that Waltham Abbey, with the support of the LSP and the Chamber, will be bidding for funding from the Mary Portas scheme.

There was a discussion concerning young people's employment and skills in Epping Forest. Work is underway via the West Essex Alliance to bring more funding into the district. It was noted that NEETs numbers were up, but could not be tracked effectively due to the closure of Essex Connexions. ECC are bidding for government funding to support young people. Current bids are at the Pre Qualification Questionnaire (PQQ) stage.

JC/GO/JH will liaise and produce an update paper on available funding and bidding processes for the next meeting.

Action 03 : JC/GO/JH

5. Budget Review

This was an opportunity for partners to share any appropriate 2012/13 budgetary information and discuss any potential knock on effects of changes.

Epping Forest district has met required budget cuts while protecting where possible frontline services, this includes taking on debt that will allow flexibility to improve the house building and maintenance programme.

It was noted that with a move towards commissioning based funding from ECC, the voluntary sector is finding the situation very difficult. Some groups may have to close if interim measures are not taken. The commissioning process is to be reviewed at an upcoming ECC meeting.

The GP commissioning group has yet to finalise its West Essex policy on Voluntary Sector commissioning, but is aware of the important role that local third sector groups play. JH asked that any relevant budgetary information be sent to him to be distributed. GO gave an update on the ECC budget for the next 5 years; the revised budget is £938m, £123m has been saved, £49m is still to be found. A further £19m needs to be found with costs increasing to £926m.

JH noted that the local Business Charter has been agreed and signed to ensure local business gets improved opportunities to bid for public sector contracts.

It was agreed that understanding and responding to benefits and funding reductions could be a key priority for the LSP.

6. Community Budgets Update

DM gave an update on Community Budgets. ECC is a 'Whole Place' pilot area, and will be looking at a wholesale transformation of provision of public services (value £10.4bn), with a view to delivering them more effectively. Workshops focusing on the 4 local priorities of health and wellbeing, families with complex needs, worklessness and community safety have taken place. A team has been formed at county level to report back by Oct 2012. Mapping and data sharing work is also underway.

Better data sharing in particular is needed to joint partner action.

There are opportunities for partner organisations to be seconded into the pilot team with some already taken up.

Further information can be found at the Community Budget website www.wecb.org.uk
Twitter : twitter.com/#!/WholeEssexCB

Consultants have also looked at asset management and asset registers as part of the Community Budget review, an issue that has been raised several times locally.

It was noted that a single agency 'approach' to delivering public services would be a good thing. Concern was again expressed over local issues and how they will be dealt with at County level. It was generally felt that local issues are dealt with more effectively at local level and nothing should be done to set back the localism agenda.

7. LSP Managers Update

JH suggested that future resident's surveys be done as joint exercises between partners. This was agreed. JH will contact ipsos/mori to discuss and cost.

Action 04 : JH

Epping Forest could link into ECC for survey support. There are useful data available on Essex Insight, which is not well used at present. JH will canvass partners to determine what their data interests are.

Action 05 : JH

A local business survey should also be undertaken to test levels of confidence and investment. JH to investigate.

Action 06 : JH

It was agreed that the next meeting be held at the new Limes Centre.

Action 07 : CR

8. Oral Reports from Theme Groups

Children's Partnership – the EFCP draft action plan is complete. It focuses on 3 key priorities;

Early Years - Spurgeons West Essex is running the Children's Centres.

Family Support and Parenting – funding for domestic abuse (early intervention) has been secured. There are currently 500 known families with domestic abuse issues.

Young People – the option of setting up a Local Trust and outreach service is under investigation.

The district council has been awarded funding for a Young People's disability inclusion

project to run over the next 3 years in partnership with the Tottenham Hotspur foundation.

JC / GO agreed to discuss the long term sustainability of local delivery groups and the possibility of funding provision from ECC. The plan is circulated with these minutes. The Primary Prize event has been funded for next year and will go ahead.

Community Safety Partnership (update from Luke Collison)

The Police restructure is now live and will hopefully result in much more visible policing.

Street Pastors – the project is due to go live on 20th April. It is run by a partnership between 4 churches, providing 20 Pastors. Other Street Pastor projects were discussed, all of which were receiving very favourable feedback.

Domestic Homicide Reviews - Southend DHR has finished, Braintree and Harlow DHRs are ongoing, Tendring is not running a DHR.

IOM - The Epping cohort has been released. The new Integrated Offender Management structure has just gone live. Training starts now, with cases being actively worked on next week. Under the new structure, Police and Probation Service will be co-located and will co-lead the new organisation. The Prolific and Priority Offenders (PPO's) and IOM cohort will be combined into a single list and will be reviewed fortnightly. It was noted that the Epping cohort is disproportionately low. This is because the list is based on residency and the majority of offenders in Epping are from outside the district.

The data analyst post has been secured and re-advertised. It will be a shared post between Epping, Brentwood, Thurrock and Harlow. Updates on progress will be brought to future meetings

Action 08 : LC

Sustainable Communities Group (Business Team)

The Business Team plan has identified 25 items of work in a unified Work programme. The One Shops Local website is now live, 150 businesses have signed up. The first draft of the Economic Development Strategy has been produced for consultation.

Cllr Tony Boyce has agreed to chair a Tourism Task and Finish Group which will meet in two weeks. Future potential developments include One Eats Local, One Fashion Local, the introduction of local business awards and a local business 'e-briefing'.

Discussions are continuing with Essex University/Epping Forest College about the possibility of a local campus development.

The Townscape Heritage Initiative bid has passed the initial stage and is ongoing.

Debden Parish Council has requested material to promote One Shops Local, e.g. banners. This was agreed as a good idea and could be of benefit across the district. JP will feed this back to the next Town Centre Partnerships meeting.

JH suggested that sponsors be found to fund the creation of the new material.

A London Anglia Growth Partnership brochure which the LSP had helped write was circulated. The Partnership actively promotes investment and growth in the area. LW who sits on the Board of LAGP will keep the group updated on progress in this area.

Action 09 : LW

JDP reported that a new local plan framework is due from the Government and that will be a transition period between the old and new frameworks.

JP said that the plan must include input from the local community to make it a success.

JDP confirmed there will be extensive opportunities for consultation, and will feedback to the Board on progress and the timetable for delivery.

Action 10 : JDP

Healthier Communities Group

Dr Kamal Bishai has now agreed to become chair of this group with the support of Dr Pam Hall. Revised terms of reference and composition of the group have previously been agreed but the Board suggested and it was agreed that JF should be on the group.

The Healthy Living project at Limes Farm is coming to an end and has been a great success. It was agreed that the GP commissioning Group would ensure where possible that local commissioning for services was promoted.

Action : 11 KB/PH

JC reported that there has been verbal notification that a local bid for £75k to support an older people's toolkit project had been successful. It was hoped that the first meeting of the new health group would be held in the next two months. **Action : 12 KB/PM/JH**

9. AOB

JH has written a Locality Board paper which is currently under review.

The West Essex Clinical Commissioning Group (WECCG) will be live in shadow form from April. Applications for lay members of the group are now being sought. Further information can be found on the WE PCT website.

JP raised the issue of St. John's Road development. This is currently under consultation.

DrLW reported that she had attended an Olympic working group meeting at Harlow and asked whether the EF LSP wanted to do something similar. No decision was reached.

LW requested that, for future meetings, agenda items should be supported by short written reports for circulation prior to the meeting and should be no more than 1 page.

This was agreed

Action : 13 All/CR

10. Date of Future Meetings

Date	Time	Room	Venue
15 Jun 2012	10:00 – 12:00	TBC	TBC
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