

MEETING OF THE BOARD
Friday 28 September 2012 10:00 – 12:00
Civic Offices, Epping

MINUTES

Present

Cllr Chris Whitbread (CW)	EFDC
Dr Kamal Bishai (KB)	Chairman Health & Active Group
Quentin Buller (QB)	Epping Forest College
Julie Chandler (JC)	Chairman EFCP
Adrian Coggins (AC)	NHS Essex
Jacqui Foile (JF)	Voluntary Action Epping Forest
Cllr Anne Grigg (AG)	Chairman Sustainable Communities Group
Liz Hand (LH)	Jobcentre Plus
Ann Haigh (AH)	Multi Faith Forum
John Houston (JH)	LSP Manager
Cllr Anthony Jackson (AJ)	Essex Police Authority
Hannah Kilden (HK)	Essex Fire & Rescue Service
Derek Macnab (DM)	Deputy Chief Executive, EFDC
Cllr Valerie Metcalfe (VM)	ECC
John Preston (JDP)	EFDC
John Price (JP)	Epping Forest Chamber of Commerce
Cllr Brian Surtees (BS)	Local and Parish Councils
Dave Tayler (DT)	Essex Fire & Rescue Service
Paul Thomson (PT)	City of London Corporation
Sandra Valentine (SV)	Jobcentre Plus
Stephen Wilkinson (SW)	Lee Valley Park Authority
Cllr Gary Waller (GW)	Chairman Community Safety Partnership

Supporting Officers

Colin Rowell (CR)	LSP Administrator
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Apologies

Luke Collison	Essex Police
Richie Farrant	Essex Fire & Rescue Service
Geoff Mangan	14 – 19 Area Planning Group
Gwyn Owen	ECC
Lonica Vanclay	ECC
Jeannie Wright	Epping Forest College

1. Welcome/ New Members/Apologies

The Chairman welcomed Adrian Coggins as the new member representing public health and Dave Tayler who was standing in for Richie Farrant from the Fire and Rescue Service.
Apologies were as noted above.

2. Minutes of the Last Meeting (15/0612) / Matters Arising

Minutes of the previous meeting were agreed as a correct record.
The link to the Essex Supplier Portal (Ariba) will be circulated to Board members.

Action 01 - JH

Software from Local Futures Group has been jointly purchased by EFDC and Epping Forest College. Training has been completed.

The Youth Project in Waltham Abbey is progressing well under the chairmanship of Norma Green.

The Youth Chamber is up and running.

Gwyn Owen from ECC has provided updated NEET figures.

Youth Strategy Group meetings are now underway.

The first draft of the Young Persons Charter has been completed by Geoff Mangan.

An update on the troubled families initiative will be given at the next meeting.

Action 02 : JC

3. EFDC Local Plan – Issues and Options

JP gave a progress update on the Local Plan. It was emphasized that the Plan is currently at the consultation stage, no decisions have been taken. Considerable interest has been shown in the Plan by local people and organisations. There have been some issues, particularly concerning leaflet distribution which have been taken up with the distribution company. An update has been given to Full Council recently. Information has been made available via the EFDC website, drop in sessions, local meetings and reports to interested groups. Over 1,000 people have attended meetings.

A post consultation review will be carried out before the next stage of the process to present recommendations in 2013.

There are 2 weeks remaining of the consultation process, local organizations were urged to submit comments if they have not already done so.

Action 03 : All

CW commented that all staff involved in the process were doing an excellent job.

Attendees at a recent consultation in Nazeing, attended by Cllr Anthony Jackson, were very agitated, resulting in police be called.

BS commended staff involved in the process, but expressed the need for a PR exercise to ensure that the real facts of the consultation were known. Some Parish Councils have been involved in the consultation meetings and these have gone well.

4. Lee Valley Park – Presentation.

A presentation was given by Stephen Wilkinson from Lee Valley Park Authority followed by a question and answer session. The presentation slides will be circulated with these minutes.

There are 2 farms in the park – 1 working, 1 recreational.

A number of events are held in the Park, these include a fun run, cycle races, accessing nature at Gun Powder Park, bird watching at Fishers Green.

A proposal for 9 hectares of glass houses was recently refused and the appeal was rejected.

The White Water Centre is to be expanded and developed post Olympic Games.

A Park Development Framework has been developed and is available from the website at www.leevalleypark.org.uk

A new Lee Valley logo has been developed.

It was commented that the Park is an enormous resource. The White Water Centre is popular with schools, the British Canoe Union is based there and the World Championships will be held there in 2015.

Q - What is the annual LVP budget

A - Approximately £18 million

Q - What is the Epping Contribution

A - There is no direct contribution from Epping. Contributions come from Essex and Hertfordshire Counties and London Boroughs.

Q - Are there any plans to develop the East India Dock area

A - The land is designated as Metropolitan Open Land with a similar status to Green Belt and is thus difficult to develop.

Q - Are there any links with the arts and conservation

A - There are a number of conservation areas in the park with plans for development of others. Arts events are encouraged and there are sculptures in certain areas.

Q - Is there any indication that the park is being used to improve public health

A - A sports development programme is being run with the East London Legacy Group, one of the themes targets public health.

There is an extensive sports development programme based around legacy venues.

Work is underway to build a degree of local engagement with one of the prime drivers being that the space is available to local people suffering deprivation.

Q - Is there any demographic data available on park usage

A - Socioeconomic, ethnicity and gender data are known. 60% of visitors come from further than 3½ miles..

The need to coordinate the tourism offer across the district was noted.

There should be a balance between the Parks need to protect and conserve and the need to support local jobs.

SW noted that the number of glass houses in the area has declined, with a move towards larger units. A recent report on the glass house industry noted that there are 1,700 jobs and that Lee Valley was not the best place for glass houses.

CW asked that the presentation be given to the Overview and Scrutiny Committee. DM will arrange for this to be added to the meeting agenda. **Action 04 : DM**

5. Visit Epping Forest – Presentation

The Tourism Task and Finish Group developed from a need recognized by a number LSP forums and a general groundswell of opinion.

A presentation, followed by question and answer session, was given by Quentin Buller, slides will be circulated with these minutes.

Meetings of the T&F Group are very well attended.

Futures Group software is now being used for mapping. There are few hotels in the district with a larger number outside.

Data are being gathered on local events and will be used to cross promote district events.

Large local events are likely to contribute to the local economy, a good example of this is the steam railway which has resulted in significant benefits to local businesses.

Some areas in the district have specific facilities that will be developed to promote the area. Loughton library for example is the National Jazz Archive.

The tourism website (www.visiteppingforest.org) has not been officially launched but has already had upwards of 1,000 visits. It has a page devoted to what's on in the district.

Presently this is a simple, but is being enhanced to be more interactive. Staff at the Waltham Abbey Tourism Shop will eventually be keeping the page up to date.

A tourism summit is being planned and will include all local businesses that are involved in leisure. The website will be officially launched after the summit.

Action 05 : QB

Q – The Tourism Task and Finish was commended for its work. How will the success of the group be measured.

A – Feedback from Summit attendees and business activity will be measured in areas of tourism activity. Research from 2011 indicates that tourism represents 7% of economic base.

Q – has North Weald market involved

A – They will be invited to the Summit and be contacted to be included in the website

Q – BS asked, Is there any way an indication of disability friendliness at venues / events can be built in to the tourism development proposal.

A – The Parish Council are welcome to contact the group to develop this

Q – Are clusters of events being promoted

A – The group is promoting awareness of such events and looking at banding activities. The possible development of a 'trail' app for smartphones is being considered.

There is an issue with the range and scale of local hotel accommodation. Some members pointed out that some are of mixed quality.. The number of local hotels has reduced. It is hoped that the increase in tourism will drive accommodation standards upwards.

6. Police and Crime Commissioners Update

Cllr Jackson updated the Board on this item. There are currently 8 candidates. The final candidate list will be published on Oct 11.

The registration period is from 19 – 31 Oct, each candidate will require 100 signatures plus £5,000 deposit.

The election takes place of 15 Nov and will be counted on 16 Nov. The post will be taken up on 23 Nov. A proposed policing plan is due by 31 Jan 2013.

The Police and Crime Panel exists in shadow form with 18 members. AJ suggested that, although Safer Essex is presenting itself to the PCC, local CSPs also ought to promote their services and arrange an early briefing session with the new Commissioner.

7. LSP Managers Update

Most items have been covered or will be covered by other members. JH asked that members encourage their organisations to support the LSP by providing some funding. It would be of benefit to the LSP to have a large number of supporting organisations even if they contributed a relatively small amount – e.g. £1,000. It was agreed that JH would write to partners on this issue.

Action 06 : JH

8. Reports from Theme Groups

Children's Partnership

The 2012 – 2013 Action Plan has been agreed.

New providers of children's centre's are in place and delivering.

Local families in need are being targeted and receiving support where needed.

Multi agency arrangements for supporting young people are being established.

£76,000 of funding has been secured from Essex County Council to run a disability integration sports project.

An investigation has shown that young people with Statements of Educational Needs and students who accessed Alternative off-site Education courses during their final two years in school do not necessarily become NEETs. It is more likely that young people with low self esteem will become NEET. A NEET Prevention project has been developed and is being run by Geoff Mangan in his role as the EF Secondary Schools 14-19

Coordination role to tackle this problem. It contains a number of elements including Lambourne End and Epping Forest College and is proving to be very successful so far.

In conjunction with ECC a local youth strategy group has been developed.

Funding from PRG which is still available for local youth projects will be used to develop the Borders Lane facility if this can be progressed with ECC. VM noted her support for the use of this money to bring this state of the art facility back to life..

A recommendation will be made to the Strategy Group from EFCP that capacity for support to young people be developed in Ongar, Loughton and Limes Farm.

NEET statistics were noted as follows

Immediately post Connexions closure NEETs numbered	94
At Sept 2011, NEETs were	237
NEETs are now	149

Statistics for Unknowns show that they peaked at 600 but are now down to 426.

BS noted that the Ongar youth facility had been closed and that there was very little communication to indicate that this was happening. It was agreed that this was unsatisfactory, and that the new Strategy Groups were a positive way forward enabling local oversight and improved communication.

Community Safety Partnership

The Partnership Analyst starts on 1st October and will be based in Epping.

Project Albatross, focusing specifically on burglary, has received funding and starts in October.

A Domestic Homicide Review is due to take place with the first meeting of the panel taking place on 1st October.

Funding (£1,400) has been obtained to employ a part time neighbour dispute mediator.

A bid has been submitted for funding towards installation of security measures in the homes of vulnerable people.

Concern was raised that the full extent of domestic abuse is not known but the CSP is very active in responding to local issues..

Sustainable Communities Group

The recent tour of the district was well received. Invitees included The Chief Executive of Stansted Airport (also the Chairman of the West Essex Alliance) and the Chairman of the London Anglian Growth Partnership along with representatives from bordering authorities.

One Shops Local (OSL) is doing well (230 businesses signed up). JH asked that all partners cascade information about OSL to their staff.

Action 07 : All

BS noted that Ongar businesses are not really participating in OSL. A representative from the Chamber of Commerce will be visiting local areas to promote OSL to businesses. A concerted effort is needed to increase the number of participating businesses.

OSL logos are available for inclusion on partner websites. A new Chamber of Commerce website is under development and will include a link to OSL, part funded by One Epping Forest.

It is planned to develop a Christmas shopping trail for the website.

Healthier Communities Group

Two main items were discussed at the last meeting of the group.

The Health and Wellbeing Board Strategy. This is out for consultation and covers 4 main areas

- Giving children the best start in life
- Healthy living
- A positive experience of health care
- Improving the local environment

A health summit, sponsored by Age UK is due to take place on 12th October at the Waltham Abbey Marriott Hotel. The summit covers a broad definition of health and it is hoped that attendance will be high. Board members were invited to attend

9. AOB / Open Forum

Dave Tayler from Essex Fire and Rescue Service attended the meeting to highlight an issue with unused and derelict buildings. He asked that where an owner notifies EFDC

that a building is unoccupied (and therefore not liable for rates) that a reply letter be sent reminding the owner of their security obligations. There are a growing number of instances of unsecured buildings being subject to arson attacks. DM agreed to look into this.

Action 08 : DM

10. Dates of Future Meetings

Date	Time	Room	Venue
14 Dec 2012	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
15 Mar 2013	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
21 Jun 2013	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
4 Oct 2013	10:00 – 12:00	Committee Room 1	Civic Offices, Epping
13 Dec 2013	10:00 – 12:00	Committee Room 1	Civic Offices, Epping