

MEETING OF THE BOARD
Friday 14 December 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
Toni Coles (TC)	WECCG
Jacqui Foile (JF)	Voluntary Action Epping Forest
Jess Ford (JFor)	WECCG
Cllr Anne Grigg (AG)	Chairman Sustainable Communities Group
John Houston (JH)	LSP Manager
Jennie Knight (JK)	WECCG
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
Sandra Valentine (SV)	Jobcentre Plus
Cllr Gary Waller (GW)	Chairman Community Safety Partnership

Supporting Officers

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

Apologies

Luke Collison	Essex Police
Ann Haigh	Multi Faith Forum
Cllr Anthony Jackson	ECC
Gwyn Owen	ECC
Jeannie Wright	Epping Forest College
Lonica Vanclay	ECC
Paul Thomson	City of London Corporation

1. Welcome/ New Members/Apologies

Members introduced themselves to the group.
Apologies were as noted above.

2. Minutes of the Last Meeting (25/09/12) / Matters Arising

Minutes of the last meeting were agreed. There were no matters arising not already covered by the agenda.

3. EFDC Local Plan – Responses to consultation

To date 6,000 representations have been received. There has been a high level of last minute, hardcopy responses. This has meant final analysis is very resource intensive. Further investigation may be required as a result of the response analysis. Workshops are planned in 2013 to review the evidence from responses with partners.

A preferred options consultation is scheduled to take soon after summer 2013. Government revocation of the East of England Plan will be effective from 3rd Jan 2013. This will result in questions being raised over the 5 year housing land supply and developers are already looking at options within the district. Permission has now been granted by the Government for the Harlow, Gilden Way development.

JH asked what the role of the Partnership might be in the next stage of the consultation. Communication is key to the process. The Partnership could be instrumental in facilitating communication between stakeholders, ensuring that they are fully aware of developments and able to cascade information.

BS noted that people have felt disengaged by the consultation and asked that the process be cascaded to Town and Parish Councils. This has been noted and taken on board for future elements of the consultation. Toni Coles is the West Essex Clinical Commissioning Group (WECCG) contact person for the consultation.

4. Public Sector Budget Update

This item is an opportunity for members to share any information they may have about their 2013 budgets.

EFDC has made £250k savings mostly from back office with no impact on front line services. Local authority grants will be published by Government on 20th Dec 2012. ECC has made £360m savings, with a further £200m to be saved in the next year. The PCC budget is not yet known, but plans are in place to progress this in time for deadlines.

VAEF will receive further funding from EFDC, which is encouraging. ECC funding to VAEF has been rolled over but there is no indication for how long. VAEF has received some funding from the CCG but is waiting to see if core funding will be available from the Health Service.

EFDC has funded 2 additional posts in the CAB to deal specifically with personal debt.

There have been major changes to education funding. From 2014, up to 19 year olds will be in education / training. This will result in greater competition for students from FE colleges, private and 6th form schools. FE funding will move from the course to the student. Guided learning hours will increase. The trend is towards delivering more for less.

EFC is not significantly affected by the changes to funding with most going into apprenticeships and work based training. The result of the appointment process for the new Principal will be announced soon. The Education Maintenance Allowance (EMA) has been replaced by support funds held by the college, which is lower than the EMA. The impact of this on the student intake is yet to be fully understood, but does not appear to be significant. Student application numbers also appear to be stable.

Training courses are being developed in conjunction with Jobcentre Plus. In many cases vacancies exist where there is no funding for courses, meaning the college cannot run the course. There has been some success in security guarding, book keeping and basic IT. It may be that a regional view is needed to give a more complete picture of the situation. EFC and JCP are working together to try and identify a match between courses and required skills.

Health Service funding is changing. Funding will be split between the Essex Commissioning Board and the Clinical Commissioning Group (for commissioning of local services). The National Audit Office has recently found that possibilities for reducing costs in the Health Service are almost exhausted. The coming year will see a drive for the CCG to deliver community services. Discussions are underway to look at which services might be centralized within Essex.

5. Health Summit Outcomes

The draft report from the recent Health Summit is available and was circulated at the meeting. It was agreed that the event was a very successful. Once outcomes from the summit have been agreed they will form a large part of the LSP Health Group delivery plan.

The partnership aspect of the summit was very strong and visible. AC led a discussion on the next steps. There is potential for integrating work programmes and budgets across agencies. There are economic benefits to improving the health of the less well off.

The Next Steps section of the report was reviewed. It was agreed that the LSP Health Group was the right vehicle to take these steps forward and that delivery plans for each outcome should be developed. As a result of the Summit, pharmacists are now represented on the group.

It was agreed that a regular Health Bulletin should be produced and circulated to the Board and as many other stakeholders as possible.

Action 01 - AC

It was suggested that a health inequalities programme be investigated and possibly piloted in the Waltham Abbey area. This was agreed.

Action 02 – AC

Outcome 5 – Members felt that this will need focus on longer term outcomes, perhaps 3 -5 years. It will be challenging and will need investment.

Better promotion and signposting is crucial to make people aware of what is happening

There are particular target groups deserving of more focus to establish needs, particularly young people. This will require work on what questions to ask.

Action 03 – AC

JH noted that specific funding was starting to be pooled under the banner of the LSP Health Group. AC, JH and James Warwick have specific responsibilities within the Health Group.

Age UK were thanked for funding the Health event, which had been an excellent start to work.

6. LSP Managers Update

It was noted that CR will be leaving and was thanked for the work he had done with the LSP.

A Youth Market is taking place today in Waltham Abbey between 3 and 7pm.

A broadband event is being run on 18th December at Epping Forest College. All are welcome to attend.

A tourism summit is being held on 31st January at the Waltham Abbey Marriott.

Lee Valley Regional Park has made a £2,000 donation to the LSP.

EFC continue to support the LSP in kind by staging a large number of events at no cost. The 2013 Stakeholder Conference is on 22nd February at EFC. The theme is Young People.

The Borders Lane project has been temporarily shelved as ECC now has a plan for the building. This will be reviewed after 6 months.

The issue of meeting attendance was raised. JH suggested that if a member did not attend for 3 meetings, a replacement should be sought and this was agreed. BS agreed to look into the particular issue that this relates to.

Action 04 - BS

7. Reports from Theme Groups

(a) Children's Partnership

JC updated the Board on the work of the theme group. Epping Forest Children's Partnership (EFCP) met in November and agreed an action plan for the group. The key priorities are 1) Early Years and Families and 2) Young People and Youth.

For priority 1) work is already underway focusing on getting children to school, family budgeting and relationships. The moving of the food and clothing banks away from the locality is a cause for concern. Provision of more local services of this nature will be reviewed in early 2013. The possibility of involving EFC students as volunteers is being investigated.

A joint bid with Harlow has been developed for Family Intervention funding.

The Local Delivery Groups (LDGs) and Homestart will be losing their current funding streams in March.

The EFCP has agreed a holistic plan for working with young people. JC circulated a document detailing the approach, which covers all age groups. It is anticipated that a plan co-ordinator will be recruited to monitor day to day progress of young people through the scheme. It was noted that Partners and the Police are very enthusiastic about this approach.

ECC has set up a new young peoples Strategy Group with £30 - £35k of funding available, which will be directed to the EFCP. The LSP will contribute £35k (previously earmarked for the Borders Lane project) to the new EFCP youth plan which will be unveiled at an upcoming Youth Conference.

The LSP is developing an apprenticeship scheme project to support young long-term unemployed residents.

It was noted that the number of families with complex needs is currently unknown.

Feedback from young people concerning sexual health shows that education in this area at secondary school is too late. Earlier intervention at junior school would be better. AC expressed interest in working with JC to look at appropriate health interventions and outcomes. The Youth Councilors have been consulted about this new approach and they are very positive.

It was noted that young people with profound needs are not shown on the diagram. They will be included in the plan. JC would complete the funding plan and recruit to the Co-ordinator post as soon as possible. The Board endorsed the Plan as set out.

Action 05 - JC

(b) Safer Communities Partnership

Cllr Waller updated the Board on the work of the theme group. The PCC elections have now taken place, Nick Alston was elected. GW has met with the PCC and other CSP chairs in Essex. Partnership working is a high priority for the PCC. There will be twice yearly public engagement events as well as partner meetings.

PCC priorities were noted as

- 1) Diverting young people away from ASB. Crucial Crew and Reality Roadshow are both events that help in this regard. Booklets for Crucial Crew 2013 are being produced jointly for 4 districts – Epping, Uttlesford, Brentwood and Maldon. Sponsorship for the booklets is being sought. The LSP has agreed to sponsorship of £500.
- 2) Town Centre / Neighbourhood Safety. Issues with clients leaving nightclubs are being dealt with. Discussion with Club owners has taken place and CCTV has been

installed, which is part funded by the owners. Most problems seem to involve incomers. Taxi firms are also being consulted on preferential rates.

- 3) Reducing reoffending / IOM. The key to success in this area is providing support to people as they are released from prison. Offenders are classified according to a traffic light system, with red offenders being the most difficult to deal with. Members felt that it was important that there was serious attention paid to the rehabilitation of offenders as part of this process.

(c) Sustainable Communities

The initial economic development priorities produced by the Sustainable Communities Theme Group are being implemented, while longer term priorities were agreed as part of the Local Plan process.

The Productive Landscape document is to be presented at a future Cabinet meeting. Cross border discussions are underway concerning glass houses. Ideas will be brought to a food summit which will take place later in the year; the venue is to be announced.

The tourism website was launched at Ongar Station. The website has received 3,000 hits to date. JH noted that Partners are receiving more referrals from this website than Visit Essex, to which they need to subscribe, while the local scheme is free.

One Shops Local has 247 local businesses signed up. Harlow has purchased the site for £1,000 and will create One Shops Harlow.

Partners were asked to push the publicity of the Sustainable Communities websites to their staff and to distribute the fortnightly special offer email. This was agreed.

The Mary Portas pilot is underway in Waltham Abbey, with a delivery plan in progress. The Youth Market on December 18th was one of the projects.

A business bulletin has been developed and will be circulated to the Board

Action 06 - JH

It was agreed that the Business Bulletin template will be used for the new Health Bulletin.

A new fund of £35k has been allocated by EFDC for Town Centre support and development and this would be administered through a new Town Team Group of One Epping Forest.

In relation to the OEF Business Charter, BS noted that Ongar Town Council has agreed to use preferred local suppliers where possible and will set invoice payment to 2 weeks. This is supported by the LSP and could possibly be linked to One Shops Local. A review of the Business Charter and One Shops Local is being conducted and will be reported to the next Board meeting.

Action 07 - JH

8. AOB

The Chamber of Commerce has started a Youth Chamber. It was suggested that the first action of the Youth Chamber might be to organise a survey concerning health issues for young people. This was agreed.

Action 08 – JP/AC

The Youth Chamber has been set up to establish links between young people and business. Schools have been very supportive of the Chamber which will be looking for new members. It was suggested that the launch of the Youth Chamber could be linked to the LSP Stakeholder Conference. JP and JH will discuss this further.

Action 09 – JP/JH

BS noted that the new Ongar Health Centre was opened recently with support from the PCT. BS asked how the Town and Parish Councils will communicate with the new CCG.

Various forms of engagement are being developed including a sign up facility on the CCG website.

9. Dates of Future Meetings

Dates of 2013 meetings were agreed.

Date	Time	Room	Venue
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