

STEERING GROUP MEETING

Date: 20 September 2013

Time: 12 noon

MINUTES

Present

Cllr. Chris Whitbread (CWh)
Julie Chandler (JC)
Adrian Coggins (AC)
Cllr. Anne Grigg (AG)
John Houston (JH)
Marc Jordan (MJ)
Derek Macnab (DM)
John Preston (JP)
Cllr. Gary Waller (GW)

Chairman – LSP Board
Chairman – Children’s Partnership
ECC Public Health (deputising for Dr Bishai)
Chairman– Sustainable Communities Theme Group
LSP Manager
Essex Police
Deputy Chief Executive EFDC
Director of Planning and Economic Development, EFDC
Chair – Safer Communities Partnership

Apologies

Dr. Kamal Bishai
Jacqui Foile
Andy Prophet

Chairman – Healthier Communities Theme Group
Vice-Chairman – LSP Board (VAEF)
Essex Police

1. Welcome and Introductions

The Chairman welcomed everyone to the meeting and introduced Marc Jordan from Essex Police. Apologies were noted.

2. Minutes of the Last Meeting

The minutes of the meeting held on 14 June 2013 were agreed as a correct record, subject to a correction from Cllr Waller to the record of the Community Safety Partnership report.

3. Matters Arising

(a) Minute 4

The Welfare Reforms Conference had not taken place due to pressure on resources. It was agreed that this should become the theme of the Annual Stakeholder Conference in 2014.

Action 01: JH

(b) Minute 8

JH reported that the Youth Employment Taskforce was on hold due to pressure on resources but the Food Taskforce had been launched.

(c) Minute 11

JC reported that progress was being made on the use of Borders Lane Youth Facility as a Pupil Referral Unit.

4. Draft Agenda for Next LSP Board Meeting (4 October 2013)

Amendments to the draft agenda were agreed as follows:

- Add a presentation from the Princes Trust
- Delete the items relating to the Economic Development Strategy and Asset Register
- Reorder the agenda to take the Health Presentation and Princes Trust items first.

5. Community Safety Partnership Update

It was noted that the name of the group had been changed from Safer Communities Partnership to Community Safety Partnership.

GW reported on progress with key work streams:

- Homesafe packs were being distributed by estate agents and being very well received.
- Trading Standards were working more closely with the Partnership and electrical items testing was underway.
- The Domestic Homicide Review had been delayed due to legal factors outside local control but was now very near completion of the final report.
- Prison Me No Way was a very exciting and successful programme that was being expanded, as was Crucial Crew.

Serious concern had been raised about the degree to which a local secondary school was supporting joint activity with the police and local partners. Members felt that this was a key issue to be addressed. It was suggested that meetings should be held with governors, or members of the partnership that had an Education role, to seek clarity and resolution of outstanding issues.

ACTION 02: MJ

6. Sustainable Communities Update

AG updated members on the work programme. Significant initiatives were underway - the Food Taskforce, the Tourism Taskforce, One Shops Local, Visit Epping Forest, the new Town Centres Initiative, Portas Town Team in Waltham Abbey, were all being progressed. There were however, major issues on resourcing these projects, in particular staffing, which was significantly impairing delivery. These issues were being raised at the most senior levels with members and officers at EFDC and speedy resolution was hoped for. EFDC had just informed the Partnership that they were no longer paying for LSP Manager support on this programme from August. Two days of support was being reimbursed up until that date; however, in effect, actual commitments had recently been running at 3.5 days to cover for AD's maternity leave.

ACTION 03: AG/DM

7. Children's Partnership Update

JC updated the Steering Group on the work of the Youth Futures Project led by Laura Betteridge, whose post was funded by One Epping Forest for a year. Significant progress was being made and funds might potentially become available to extend beyond the initial one year contract. Train to Change courses were starting soon at King Harold School and Land Management and Fine Turf courses were on-going through Lambourne End Outdoor Centre and local golf courses. A mapping exercise had revealed that the highest level of NEETs was actually in Epping rather than, as had been anticipated, in Waltham Abbey, where several partnership projects have previously been targeted. More work was clearly needed around better understanding of the factors driving this situation and adequate multi-agency responses.

ACTION 04: JC

8. Healthier Communities Group Update

AC reported that partners had been pulling together the Epping Forest segment of the West Essex Community Well Being Strategy. The core item locally was around delivery/added value in the areas of greatest need and tackling health inequality. ECC was however reviewing its structure and potentially reducing capacity to support inter-agency health work locally. This would make delivery of existing and planned activity difficult. Members were concerned at this situation and requested that it be raised at the West Essex Executive Board for clarification.

The latest edition of the Health Bulletin (draft) was circulated for comment; a number of typos etc. were picked up. It was an ambition to run again the highly successful Health Summit. However it was pointed out that no financial contribution from the CCG had been received for partnership work this year, whereas £10k had previously been made available. Projects such as the Health Bulletin were actually being paid for by One Epping Forest, with officer support from a range of partners but lead by AC.

ACTION 05: AC/KB/DM

9. LSP Manager's Report

JH reported that OEF had been invited to send a Panel Speaker to the LSCC conference on Future Towns.

10. Open Forum

No items were raised.

11. Date of Next Meeting

Friday 29th November at 2 pm.

Actions from this Meeting

20/09-01	Annual Stakeholder Conference 2014 to be on the theme of Welfare Reforms.	JH
20/09-02	Liaise with GW and Caroline Wiggins. Progress to be reported to the next Steering Group meeting.	MJ
20/09-03	Clarify position as soon as possible re payment for previous services rendered and confirm future requirements and arrangements for programme delivery.	AG / DM
20/09-04	Prepare Action Plan in discussion with key partners.	JC
20/09-05	Raise issue with the relevant officers at CCG/ECC.	AC / KB / DM