

MEETING OF UTTLESFORD FUTURES BOARD held at 1.00 pm at the COUNCIL OFFICES SAFFRON WALDEN on 24 February 2009

Present:- Councillor Howard Rolfe (UDC)
Councillors Catherine Dean, Jan Menell, Alan Dean (Economic Development Group), and Keith Eden (Transport Forum), Gaynor Bradley (Community Partnerships Manager UDC), Kerry Vinton (Assistant to Community Partnerships Manager). Graham Fletcher (Federation of Small Businesses), Paul Garland (Sustainable Uttlesford), (Essex Police), Councillor E Hicks (CVSU), Alison Cowie and Helen Dear (West Essex PCT), Hamish McIlwrick (UALC) and Ray Gooding (Essex County Council).

F45 APOLOGIES

Apologies for absence were received from Councillor Mark Lemon, Kevin Wakefield, Brenda Towle, John Mitchell, Sue Sumner, and Ollie Holford.

F46 MINUTES

The Minutes of the Management Team held on 21 January 2009 were received, confirmed and signed by the Chairman as a correct record.

The Chairman commented that a minute was needed regarding the employment of Mr Rhenius. *(An addendum printed to follow these minutes refers to this.)*

F47 BUSINESS ARISING

i) Minute F44 – Membership

The Community Partnerships Manager referred to a list of members of Futures. The Chairman asked that an up to date membership list be submitted to each meeting of the Committee and that all groups be requested to review their membership.

Two typographical errors were noted for correction.

ii) Minute F43 – Community Conference

The Community Partnerships Manager informed the meeting about the Family Intervention Project which would feature in the conference.

F48 EMPOWERMENT WHITE PAPER

The Community Partnerships Manager gave a presentation on this paper incorporating recommendations headed “Uttlesford Futures’ Approach”.

It was felt that press releases should be used to publicise the new “grass roots” grants and to raise the profile of the Board’s activities, and the

Chairman also requested a standing agenda item to discuss the activity and involvement of other organisations with the Board's activities.

AGREED that the recommendations made in the presentation be noted and accepted.

F49 APPOINTMENT OF COMPACT CHAMPION

The Community Partnerships Manager explained that A Compact Champion was necessary to ensure that there was adherence to the Compact throughout the activities carried out by Uttlesford District Council for the Local Strategic Partnership.

It was suggested that the Partnerships Officer should undertake this role and the Community Partnerships Manager agreed to investigate this possibility,

F50 GROUP'S ACTION PLANS

The Community Partnerships Manager explained the next stages of development of the action plans and the Chairman informed the meeting of the grant funding which would be devolved to the Board for the activities in the plans.

Action plan updates were presented by the representatives of the organisations listed below.

Children & Young People's Strategic Partnership (Gaynor Bradley)

Healthy Communities & Older People Working Group (Helen Deare)

Economic Development, Learning & Skills Working Group (Cllr Alan Dean)

Environment Working Group (Paul Garland)

Transport Working Group (Cllr Keith Eden)

The Chairman considered that publicity should be geared to all the action plans presented as a coordinated strategy rather than as separate projects.

He also requested that presentations be made to future meetings by Brenda Towle and Paul Garland on the working of the action plans in their areas. He asked for a presentation from the voluntary sector and Councillor Hicks reminded the meeting that Sue Sumner would be unavailable for some months due to an operation. It was suggested that the Compact Champion should act in her stead on this matter.

F51 ESSEX COMPACT

Sue Sumner, Chair of the Healthy Communities and Older People Working Group, presented the Essex Compact, the statutory/voluntary sectors protocol, with five codes of practice for adoption.

She explained that it would be necessary to appoint a compact champion to embed the compact in organisations.

AGREED that the Compact be signed and the matter of appointment of a champion be brought to the next meeting of the Board.

F52 BUDGET

The Board received an update on the budget which was noted.

Councillor A Dean asked to be informed how much was available in the budgets of each thematic group.

F53 UTTLESFORD FUTURES GOVERNANCE ARRANGEMENTS.

The Board received written Governance Arrangements drawn up for its approval covering the constitution and terms of reference.

AGREED that the Governance Arrangements be adopted.

F54 TRAINING PLAN

The Board considered and noted a programme of training to be provided to members of the Board, the Management Team, partner agency representatives, Uttlesford District Council, and multi-agency community forums.

Councillor Menell informed the meeting that she was on the Regional Empowerment Steering Group and would report back at the next meeting of the Board.

Members were also informed that the Community Partnerships Manager had been invited to a meeting of Local Strategic Partnerships at Robinson College, Cambridge to discuss Comprehensive Area Assessment.

F55 CONFERENCE DATES/VENUE

The Community Partnerships Manager reminded the Board of the need to arrange a conference for partners and agencies. The Chairman added that the last event at Chesterford Park had been most successful and the new one would be an opportunity to invite a wider audience and the Press.

AGREED that the conference be planned for the second week in October 2009

F56 BOARD MEETING ARRANGEMENTS

Members discussed arrangements for future meetings of the Board.

- AGREED
- 1 that meetings will begin at 13:30 and no sandwiches will be provided.
 - 2 That an item about the "Vital Signs" paper be placed on the agenda for a future meeting and Toni Coles be asked to speak about this.

The meeting ended at 4.10pm