

MEETING OF UTTLESFORD FUTURES BOARD held at 1.30 pm at the COUNCIL OFFICES SAFFRON WALDEN on 27 JANUARY 2010

Present:- Councillor Howard Rolfe – Chairman (UDC)
Councillors Mark Lemon, Janet Menell, Alan Dean (Economic Development Group), Keith Eden (Transport Group) and Eric Hicks (UCVS), John Mitchell (Chief Executive UDC) Gaynor Bradley (Community Partnerships Manager UDC), Kerry Vinton (Partnerships Officer UDC), Fiona Gardiner (Anti Social Behaviour Officer) Graham Fletcher (Federation of Small Businesses), Paul Garland and Mike Jeffs (Sustainable Uttlesford), Stuart Hare (Essex Fire and Rescue) Ray Gooding (ECC) Hamish McIlwrick (UALC), Steve Robinson (Essex Police) and Sue Sumner (UCVS).

F97 APOLOGIES

Apologies for absence were received from Councillor Catherine Dean, Yvette Whetton and Toni Coles.

Paul Garland introduced Dr Mike Jeffs who had been a former member of the Inter Government Panel on climate change. He was now involved within Sustainable Uttlesford and was due to take over the Chairmanship of the Environment Working Group.

F98 MINUTES

The Minutes of the Board Meeting held on 30 September 2009 were received, confirmed and signed by the Chairman as a correct record subject to an amendment to minute F85 to include a statement that the Board supported the 10/10 Initiative.

F99 BUSINESS ARISING

i) Minute F85 – Job Centre Plus

The Job Centre plus was continuing in the Saffron Walden offices on 1 day a week. Paul Garland mentioned that he had experienced some difficulty in obtaining information from the job centre and there appeared to be a lack of awareness about the Future Jobs Fund scheme.

AGREED that the Community Partnership Manager raise this issue with the Job Centre.

ii) Minute F85 10/10 Campaign and F93 Peak Oil

A letter had been sent to partners seeking views on the above matters but no replies had yet been received.

ii) Minute F90 – Community Forum

The Chief Executive said that the idea of including more partners within the Community Forum had been discussed internally.

Sue Sumner said that she had recently met with council officers about the involvement of the voluntary sector.

AGREED that a draft proposal be brought to the next meeting.

iii) Minute F92 – Business Loyalty Card Scheme

The Board noted a report on progress with this initiative.

F100 LSP CHAIRS MEETING

Gaynor Bradley reported various issues from this meeting. Much of the discussion had centred on the reorganisation of the children's services and there was still some confusion about where the responsibility would lie and how the new Board would fit in with this process.

Councillor Menell said that the Manager was now in post and the children's centre in Great Dunmow was operational. The Saffron Walden centre was still looking for a dedicated property but the activities were continuing in the meantime.

AGREED that

- 1 ECC be informed that although the Board was supportive of the proposals for the reorganisation of Children's services it was concerned about the speed of implementation.
- 2 The Board be provided with a family tree of the new organisation.

F101 BUDGET UPDATE

The group received details of the budget to date and a copy of a proposed funding and application form to apply for funds from the Board.

At the last meeting it had been agreed in principle that the working groups should be allocated a small budget and the members discussed how this could work in practise. Given the limited budget available it was considered more practical for the Board to hold an overall budget and for the groups to make bids. The Board would allocate in accordance with the action plans and priorities. There was a question as to whether working groups should be given a sum for day to day working cash but members had not been aware of the need for petty cash.

AGREED that

- 1 The funding form be agreed for use.
- 2 The working groups receive funds from the budget on the lines set out above.

F102 **WORKING GROUPS ACTION PLANS**

Updates were received on the activities of the following groups:-

i) Economic Development

The results of the business survey were still to be analysed and this together with the issues from the business summit would be used to update the action plan. In the meantime all respondents to the survey had been written to and given a link to provide further feedback on line. A business summit was planned for 26 January; this would also review the business survey and look at possible initiatives.

A joint meeting had been arranged between the Economic Development and the Environment Group to consider a response to the latest LDF consultation and in particular economic development issues.

Councillor Eden asked about job opportunities in Uttlesford and how these could be matched to the young people that were seeking employment.

Members mentioned opportunities that did exist including the young apprentice scheme at Essex County Council but all these relied on a commitment from businesses.

ii) Environment Working Group Steve Rhenius was giving officer support to the group until there was a replacement for Jake Roos. Paul Garland mentioned the carbon reduction plan and reported that so far only the Fire Service had signed up to this. The working group would pursue this. The Green Travel Plan and the lift share project were now on the Council's website and was being coordinated by the Council's Principal Environmental Health Officer.

ii) Healthy Communities & Older People Working Group

Sue Sumner reported that work was still ongoing to produce a comprehensive picture on access to services and the report on alcohol was finished. Once terms of reference were complete the group then intended focused on action and concentrate on particular parishes in need.

iii) Transport Working Group

Keith Eden reported on the activities of the 4 sub-groups; bus, QTP, cycling and mobility. Sue Sumner hoped that the issue of disability access to transport would be kept in mind during discussions.

iv) CDRP

The Chairman asked if the Police felt they received sufficient assistance from the Board. Steve Robinson said that the support was about right given the very low crime base of the district. One area where more focus might be needed in the future was on the increasing incidences of travelling crime.

Alan Dean mentioned the problems that car parking on pavements caused to partially sighted people and a leaflet campaign that had been taken up by the blind society. He also mentioned on street parking violations that occurred in the evenings and questioned whether parking wardens worked out of hours.

v) CYPSiP

Councillor Menell reported that she had been appointed as a member of the Uttlesford Childrens Partnership reporting to the West Area Board of the Children's Trust. There was still concern at how the new Boards would operate and how this would involve the Uttlesford LSP..

AGREED that the next meeting ask questions of the PCT as to how the LSP can be involved in and influence the agenda of the Children's Trust.

F104 PRG PROJECTS

The group noted the progress of the various projects. The Chairman said that it was important to show the outcomes of the completed projects to ensure that the project funds had been well spent.

F105 REPEAT VICTIMISATION AND ANTI SOCIAL BEHAVIOUR

Fiona Gardiner, the Anti Social Behaviour Coordinator presented a report on the background to this activity and explained how the service operated in the Uttlesford Area along side the Police and other agencies. It was noted that a full review of antisocial behaviour was being undertaken by the CDRP and would be reported to a future meeting.

It was noted that that there was a very low number of serious repeat incidences. The JAG meetings were working particularly well as it now had the involvement of the mental health team. However it continued to be difficulty to get the involvement of social services. The Board asked for further details as to the number and types of cases that were dealt with.

AGREED that data on the number and type of ASBO issued in the Uttlesford Area be provided for the next meeting.

F106 COMMUNITY ENGAGEMENT TASK AND FINISH GROUP

The Board was informed of the groups progress on developing a consultation and engagement mechanism for consultation on the Sustainable Community Strategy and other future consultations. It was developing a bottom up approach and was encouraging the production of parish plans. The group was progressing with looking at consultation methods and engagement opportunities and working towards a final report. The Board was keen for the group to now come forward with a plan that could be put into practise and tested.

AGREED that the group prepare a report for the next meeting of the Board

F107 SKILLS PLEDGE

Alan Dean reported that Uttlesford District Council had recently signed up to the Skills Pledge and thought that this might be appropriate for other partners. Its aim was to develop skills of employees and to train them to a basic acceptable level of NVQ level 2 or equivalent. The Chief Executive said that about 20 district council employees had been involved in this scheme and had attended Harlow College and had benefited from the additional skills and a greater commitment to the organisation.

AGREED that the Economic Working group promote this initiative with other partners.

F108 COMPACT

Sue Sumner spoke about the Essex Compact which had recently been revised. The Compact was an agreement between statutory and voluntary/community sector organisations which aimed to work in partnership for the benefit of local people. There was West Essex Pilot project running up to March 2010 which was helping to support the implementation at a district level.

AGREED that the Board support the Compact but note that it was the responsibility of all individual partner organisations to sign up to the Compact.

F109 ANNUAL ASSEMBLY

The Board discussed how to move forward following the Assembly in October in terms of responding to the suggestions made. The Community Partnership Manager said that the next stage was to do a detailed analysis of the responses in the questionnaires and the points raised during the sessions. Initial areas of concern that had been identified were the need to reduce obesity, the lack of career advice and access to rural services. It was suggested that a summary of the issues should be sent to parish Councils and publicised on the website.

AGREED that each working group should take account of the issues raised at the Assembly and incorporate them into the work plan.

The Chairman thanked all those involved in the organisation of the Assembly.

F110 MEMBERSHIP OF THE BOARD

It was reported that the Essex Police Authority had asked if it could be represented on the Futures Board. The members agreed to this request given the importance of the Police within the LSP and the fact that the Police Authority had a slightly different role and perspective. It was also noted that the Police Authority was a member of the other LSP Boards in Essex

AGREED that a representative of the Essex Police Authority be invited to attend Future meetings of the Board.

F111 ANY OTHER BUSINESS

Gaynor Bradley said she would be writing to Essex County Council to clarify the level of LSP funding after 2011.

Uttlesford Futures now had an area on the District Council website and each working group had its own dedicated page.

F112 NEXT MEETINGS

21 April 2010
21 July 2010
20 October 2010.

The meeting ended at 4.05pm