

**MEETING OF UTTLESFORD FUTURES BOARD held at 1.30 pm at the  
COUNCIL OFFICES SAFFRON WALDEN on 28 JANUARY 2011**

Present:- Councillor Howard Rolfe – Chairman (UDC).  
Councillors Christina Cant, Janet Menell, Alan Dean (Economic Development Group), Keith Eden (Transport Group), John Mitchell (Chief Executive UDC), Gaynor Bradley (Community Partnerships Manager UDC), Maggie Cox (Democratic Services Officer, UDC), Sue Locke (Project Officer UDC), Kerry Vinton (Partnerships Officer UDC), Graham Fletcher (Federation of Small Businesses), Mike Jeffs (Environment Working Group), Ray Gooding (ECC), Steve Robinson (Essex Police) Stuart Hare (Essex Fire Service) and Yvette Wetton (ECC).

**F25 APOLOGIES**

Apologies for absence were received from Sue Sumner, Alison Cowie, Eric Hicks, Toni Coles and Alyson Wilson.

**F26 MINUTES**

The Minutes of the Meeting held on 11 November 2010 were received, confirmed and signed by the Chairman as a correct record.

**F27 BUSINESS ARISING**

The following items were still outstanding from the action list.

**i) Minute F14 (ii) – HCOP group – affordable housing**

It had not been possible for this item to be included on the agenda for this meeting. Gaynor Bradley said that the Healthier Communities Working Group had taken up this matter and issues would be reported to the Board. However the members felt that it could be beneficial for a specific item on affordable housing to be discussed at board level, as this was a cross discipline issue. The discussion should look particularly at concerns that were within the remit of the various sub groups and seek evidence of particular problems. It was agreed to invite the appropriate Director and Divisional Head to the next meeting with the discussion to include; a description of the problem, what the Council was trying to do and how it could be addressed.

AGREED that an item on affordable housing be included on the agenda for the next meeting.

**i) Minute F14 (ii)– Environment Group**

Mike Jeffs had circulated carbon reduction plans that had been received from six of the partners. The plans were ongoing and would be updated to reflect

changing circumstances. Mark Wilson, the new Corporate Strategy and Programmes Officer was willing to assist organisations in the preparations of the plans.

**iii) Minute F17 Budget and Funding update**

Essex County Council had confirmed that it had not included the £45,000 Capacity Building Grant for 2010/11 in its calculations. The Partnership had been advised that it was obliged to repay the sum requested and approximately £105,152 of the PRG funding had been repaid to Essex County Council.

**iv) Minute F19 – Essex Partnership Forum**

Yvette Wetton said that she had been unable to find relevant details about Place Based Budgeting to circulate to members. A full summary was currently being prepared which she would circulate to members when available.

**v) Minute F20 West Essex Partnership**

A meeting was to be held in a few days time and minutes of the meeting would be circulated to Board Members.

**vi) Minute F23 -HCOP**

It was noted that due to the changing arrangements for health care commissioning, it was unlikely that representatives from the PCT would be attending future meetings. It was important for an early connection to be made with the GP commissioning body for this area.

**F28 MINUTES OF MANAGEMENT TEAM**

Gaynor Bradley said it was important that all lead officers of the sub-groups made sure that the issues that came out of the Assembly were included within their action plans.

**F29 ACCESS TO SERVICES REVIEW UPDATE**

The Board was given details of the proposed Access to Services project. The Access Officer explained the background to the project. There had initially been an Essex wide project supported by the RCCE which had undertaken work in Uttlesford in 2008/09 and produced an analysis of existing services. The results of this review had been weighted and then a desk top analysis of parishes with equal residents had been carried out, which had identified two villages with a poor level of provision and one village with a good rating. These were Ashdon, Great Easton and the Rodings. The follow up work was to be undertaken by Village Agents, but lack of funding had prevented this from progressing.

The current project had now been developed with the aim of establishing gaps in services; identify potential measures to remedy the situation and to ensure that villages in Uttlesford develop mechanisms and arrangements to access a wide range of services. This was a one year project with a timetable for completing various actions, These include consultation with parish councils and community groups to further develop the needs in the area and to communicate the aims of the project more widely; to prepare a critique of village services models as good examples and as a result to encourage parish councils to prepare community plans. As part of the plan it was proposed to hold community information events in the new community halls in Flich Green and Priors Green to inform of the services available and to encourage community involvement in these new areas.

The Board welcomed this initiative and hoped that it would be possible to measure the outcomes of the project at the end of the year. It would be useful for the working groups to be made aware of the project and to feedback any information that might be useful.

Members commented that this project fitted in well with the Big Society agenda. John Mitchell reported that the Essex Leaders and Chief Executives had been tasked with pushing this agenda and he would keep the Board informed of progress in this area.

#### AGREED

- 1 Gaynor Bradley to present the Access to Services project to the next meetings of the working groups.
- 2 John Mitchell to report to future meetings on progress with Big Society issues.

### F30 **THEME GROUPS UPDATE**

The Board had received detailed reports from the working groups. The following additional points were raised.

#### **i) Uttlesford Children's Locality Partnership**

The group previously known as the West Essex Children's Trust Board had become the West Essex Children's Commissioning and Delivery Group (WECCDB). Its membership had been reduced which would hopefully help it take a more strategic view and make decisions in accordance with services required locally. For Uttlesford most of the work would be undertaken at the locality partnership in conjunction with the children's centres and any issues would be fed to the Board. The Chairman said that it was important for the commissioning and delivery group to be aware of the key issues in the Uttlesford Area.

In answer to a question, Ray Gooding confirmed that funding for the children's centres was guaranteed for 2011/12.

Steve Robinson said that the proposal for two District Commanders to represent the Police on the group did not fit with its current organisational structure. An organisational review was being conducted but until the outcome was clear he suggested that the Superintendent for Neighbourhoods and Partnership should attend the meetings and feed in any comments from the District Commanders.

## **ii) CSP**

It had been necessary to hold back on some of the projects to ensure that there was sufficient funding for the Anti Social Behaviour Officer, who was key to this area of activity.

## **iii) Economic Development**

Alan Dean reported on the activities of the group and in particular mentioned a project to roll out high speed wireless broadband across the district, This had been undertaken in Malden District and was supported by the group as a positive initiative. The wood fuel project was now looking at a wood fuel provider to undertake a feasibility study.

Gaynor Bradley reported on the apprentice scheme and the progress of the Future Jobs fund. The last two cycles had been successful and a 58% employment rate had been achieved. The group asked for details of how many of these young people remained in employment for the longer term.

AGREED Gaynor Bradley to circulate the latest figures relating of the Future Jobs Scheme.

There was one further round of this scheme and then it was to be replaced. The new arrangements would involve only 2 major employers, so it was important to establish links with those organisations as soon as possible.

There was concern about reports that two London Boroughs were funding transport for apprentices from their area to work at the Stansted Airport when there was a genuine need for employment for young people in Uttlesford.

John Mitchell explained that the new Local Enterprise Partnership (LEP) comprising Essex, Kent and East Sussex had recently held its first meeting. This would be an influential group as it could capitalise on key areas of economic growth around London. Feeding into this group from the Uttlesford area would be the West Essex Alliance which comprised representatives from Uttlesford, Harlow and Epping Forest. It would represent businesses in that area and would have a voice to participate in the LEP. The first meeting of the Alliance had been held and had been attended by Leader of the Council. Other partnership work included a memorandum of understanding that had been approved by the three Councils. Uttlesford, Harlow and Epping Forest.

Alan Dean reported that the Economic Working Group had met with the Assistant Chief Executive at Harlow Council to discuss economic development initiatives. There had been much common ground although she

had not been aware of the degree of activity in Uttlesford. He was concerned that the group had not been consulted in relation to its role within the West Essex Alliance and was awaiting a response from the Leader. He commented that whilst there were many advantages with joint working and this should be pursued it was important to retain the local element.

AGREED that contact be made with the equivalent LSP officers at Harlow and Epping Forest to discuss collaborative working in relation to economic development and how to engage with the West Essex Alliance.

Christina Cant commented that the partnership boundaries appeared to have been drawn arbitrarily and there were other neighbouring authorities that Uttlesford probably had more in common with. The Chairman replied that this process had to start somewhere but it did not prohibit engagement with other areas when appropriate.

#### **iv) Environment Working Group**

Mike Jeffs outline the recent activities of the group. It was generally looking at Global issues but from a local perspective. Having heard discussion around partnership activity he was keen discuss Environment issues with other LSP's in West Essex.

AGREED that contact be made with the equivalent LSP officers at Harlow and Epping Forest to discuss collaborative working in relation to Environment issues.

Councillor Menell said that she had requested a biodiversity workshop be held for members of the Development Control Committee and asked that the group to support this request.

#### **v) Healthy Communities & Older People Working Group**

The group had recruited new members from adult social care and from the Alzheimer's Association. Its current focus was on health and it was also looking at an older persons strategy for public and social housing.

#### **vi) Transport Working Group**

Keith Eden said that arising from a request at the Assembly, initial work had begun on setting up a transport users forum. Publicity would be required and he hoped that the District Council might assist with an article in a future edition of Uttlesford Life.

It had been noted that in the current economic climate there was likely to be a diminishing bus service particularly in rural areas. It was important to keep abreast of these developments so that Uttlesford Community Travel could be informed and if possible meet the shortfall.

The Walden cycle/walking path project was now seeking funding for a 20k survey. It was suggested that Councillor Eden speak to Councillors Chambers and Councillor Hume at the County Council with regard to possible funding.

**F31 BUDGET AND FUNDING UPDATE**

The Board noted the budget balance to date and was advised that there would be about £1,000 to carry over to the next financial year. It had not been possible to prepare the budget for 2011/12 as the amount of funding from the partner organisations was not yet known. Hopefully this would be available in the next few months and the information would be presented to the next meeting.

**F32 PRG PROJECTS**

The Board noted the performance grant project updates since the last meeting.

**F33 FUTURE OF PARTNERSHIP FUNDING**

**i) Essex Partnership forum**

It was explained that this group was responsible for overseeing the LSP in Essex. A meeting to be held next week would reveal how ECC intended to support the Partnership.

AGREED Gaynor Bradley to circulate the minutes to all members of the Board.

**ii) West Essex Partnership**

At the last meeting the partnership had set up a task and finish group to look at the various groups and what they were doing to establish where the links were, in order to get the best use of activity and avoid duplication.

**iii) Future of the LSP**

John Mitchell suggested that this item should be considered at a special meeting of the group. This was an important subject but many issues that might affect the future direction of the LSP had yet to be determined. There was likely to be little funding available and the LSP would need to work to a different model but there did seem to be a need for some kind of umbrella body to bring the various organisations together. There should also be some mechanism to raise local individual issues. An initial date would be arranged for late June/early July but could be deferred to a later date if the required information was not available at that time.

AGREED that Kerry Vinton arrange a special meeting of the Board for late June/early July to discuss the future of the LSP.

**F34 COMMUNITY FORUMS**

The next meetings of the Community Forums would be held on 1 and 3 March 2011 and would discuss the LSP and the Localism Bill. This would be an opportunity to update parish councils and the community on the work of the LSP. The working group chairman would be asked to give a brief outline of a key project, highlighting the benefits of the community working together. John Mitchell would then give a presentation on the Big Society.

**F35 ANY OTHER BUSINESS**

It was reported that the YIWG was arranging a celebration of youth work on 31 May 2011.

The LSP had donated £100 to the Saffron Walden Sports Awards. These would be held on 22 February 2011 and would be presented by the Chairman.

**F36 NEXT MEETING**

The next scheduled meeting of the Board were

7<sup>th</sup> April 2011  
3<sup>rd</sup> August 2011  
2<sup>nd</sup> November 2011  
25<sup>th</sup> January 2012

To be held at the Council Chamber, UDC Offices, London Road, Saffron Walden, starting at 1.30pm.

The meeting ended at 4.10pm