

**MINUTES of  
LOCAL STRATEGIC PARTERNSHIP STEERING GROUP  
13 MARCH 2009**

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**PRESENT**

Councillor Mrs P A Channer (PC)	<b>Chairman</b> , Maldon District LSP
Terry Collin (TC)	Learning and Skills Council (Vice-Chairman of Maldon District LSP)
Sarah Dignasse (SD)	Head Teacher, The Plume School
Richard Holmes (RH)	Head of Leisure and Liveability, Maldon District Council (attending on behalf of Hazel Berrett)
Chief Inspector Nick Lee (NL)	Attending on behalf of District Commander, Essex Police
Julia MacKenzie (JMc)	Partnership Manager Community Safety & LSP, Maldon District Council
John Moulson (JM)	Essex Fire and Rescue
Paul Murphy (PM)	Maldon and District CVS (Chairman of Health Housing and Well Being)
Divine Nzubontane (DN)	Mid Essex Primary Care Trust
Carl Pullen (CP)	Essex Fire and Rescue (Chairman of Community Safety Partnership)
John Symmonds (JS)	Essex County Council
Steve Watson (SW)	Chief Executive, Maldon District Council
Salleigh White	Neighbourhood Team Leader, Moat Housing
Councillor Prof. Lew Schnurr (LS)	Heybridge Parish Council (Town and Parish Council Link/Essex Association of Local Councils)

**In attendance**

Tara Bird (Minute clerk)	Committee Services Officer, Maldon District Council
Councillor Bob Boyce	Maldon District Council
Ian Davidson	Audit Commission (Agenda Item No. 6)
David Eagles	Partner, PKF (agenda Item No. 6.)
Lynn Marston	LSP Development Officer, Maldon District Council
Alan Storah	Head of Planning Services, Maldon District Council
Councillor F A Delderfield (FD)	Maldon District Council (Chairman of the former Economic Development & Environment LSP Sub Group)
Representatives from Essex Police	(Agenda Item No. 2)

## **1. WELCOME AND INTRODUCTIONS**

1.1 PC welcomed all to the meeting and introductions were made.

## **2. COUNTER TERRORISM – PRESENTATION FROM ESSEX POLICE**

2.1 DCI Bob Chatterton from Essex Police provided a detailed presentation on the Prevent Strategy and the current position.

2.2 The Prevent Strategy is a Government Strategy put in place in response to the 7/7 bombings and aims “to stop people becoming or supporting terrorists or violent extremists”. The presentation highlighted the ways in which the Strategy could be used. The importance of engaging with local communities and working closer with partners was outlined and how this linked with the Prevent Strategy

2.3 Essex Police had received funding to appoint one Sergeant and two Police Constables to work on the Prevent Strategy, providing training and education to front line people.

2.4 SD provided information on Community Cohesion which Schools have a statutory duty to promote and are inspected on. She felt that now was a good time to work with Schools as they were currently looking at how the Community Cohesion could be promoted and this work could be linked with the Prevent Strategy.

2.5 DCI Chatterton asked that the Steering Group consider adding Community Engagement as a standard item on its agenda to link with the prevent strategy.

2.5 The Chairman thanked DCI Chatterton for his informative presentation.

## **3. UPDATE ON COMPREHENSIVE AREA ASSESSMENT AND HEALTH INEQUALITIES**

3.1 David Eagles reported on the progress of the Health Inequalities Review. He advised the Steering Group that there would be a follow-up to the review and a review of the outcomes in 2009 / 10. The Health Inequalities review team would be in contact with the LSP between January and April 2009 to capture details of progress in addressing these issues within the Maldon District.

3.2 The Steering Group received a presentation from Ian Davidson on the newly revised performance framework (Comprehensive Area Assessment). The first reports or assessments would be published in November 2009. The Assessments would be more user friendly and web based. The Assessments would be at County level but they would drill down to some issues at a local i.e. district or more local level.

- 3.3 There would be a strong emphasis on outcomes. The County would be reviewed and would submit their review documents to the Essex Forum. District LSPs would be asked to submit case studies around local issues by early June to Ian Davidson on locally key issues and how these were being addressed in partnership. The figures used by the Audit Commission would help to initiate discussion and tease out submerged facts and real issues.

#### **4. APOLOGIES FOR ABSENCE**

- 4.1 Apologies for absence were received from Hazel Berrett.

#### **5. MINUTES OF THE LAST MEETING**

- 5.1 The minutes of the meeting held on Friday 12 December 2008 were agreed as an accurate record subject to a few minor changes.

#### **6. MATTERS ARISING**

- 6.1 LM provided an update on the following action points arising from the Minutes of the meeting on 12 December 2008 and highlighted those actions which related to an item on the agenda:

- The LSP Memorandum of Understanding would be added to the LSP website shortly;
- The revision to the Health, Housing and Wellbeing terms of reference were in progress ;
- A meeting of the small working group had been organised for 20 March 2009;
- The LSP website is now operational and Minutes and agenda would be going onto the website as a matter of course;
- The Essex Local Area Agreement actions were in hand;
- Sub-Group Chairmen were encouraged to sign the Funding Agreements for Agreed projects and return them to LM so that funding can be released.

- 6.2 PM advised that Essex Compact had been launched and a meeting of the Compact forum is being organised.

#### **7. SUSTAINABLE COMMUNITY STRATEGY UPDATE**

- 7.1 Copies of the Strategy were circulated at the meeting and would be launched on 21 May 2009 as part of the stakeholders gathering.
- 7.2 LM advised that the Strategy needed updating and this would be done shortly and link with the Housing Strategy.

7.3 LM proposed as part of the development that a working group be formed in the late summer/autumn to look at changes which may need to be made to reflect the new Children and Young Peoples plan due in June 2009 as well as additional data which may wish to be reflected in the Strategy.

## **8. GOVERNANCE PROPOSALS AND LSP STRUCTURE**

8.1 The revised Terms of Reference for the Steering Group, the Place Shaping Sub-Group and its two task and finish working groups were attached as Appendices 1 to 4 to the report.

8.2 PM advised that the Maldon and District Council Voluntary Service were proposing a name change at its AGM to the Maldon and District Community Voluntary Service.

8.3 The responsibility for implementing relevant actions agreed by the LSP, PM advised that there were a number of Sub-Group members who did not have statutory authority to do this as they were accountable to Trustee boards. PC advised that the document be changed to ensure this is covered.

8.4 LM suggested that a representative from the business sector be invited to join the Steering Group, she suggested the Chairman of the Maldon District Partnership Forum. This was agreed.

### **AGREED**

- (i) that the LSP notes progress to set up the new Place Shaping Sub-Group and its task and finish working groups;
- (ii) that the revised Terms of Reference for the Steering Group be approved;
- (iii) that the Chairman of the Maldon District Partnership Forum be invited to join the LSP Steering Group.

8.4 It was agreed that the Chairman and Vice-Chairman of the Steering Group should be from different organisations.

### **AGREED**

- (iv) that the Terms of Reference of the new Place Shaping Sub-Group and its task and finish working groups be approved, subject to amendments, including changes to the membership, which the groups may wish to make when they meet;
- (v) that the draft List of objectives and actions for the new Sub-Group be noted;
- (vi) that the proposal to form links between the Maldon District Business

Partnership and the Place Shaping Sub-Group be endorsed subject to a six month review;

- 8.5 The Maldon District Education and Skills Board was newly formed and had met in the autumn 2008 and would meet on a regular basis. SW advised that the group had come through the economic activity and skills agenda but the group had not met since its initial meeting. LM suggested that links with this group be revisited and she would email Group members with further details.
- 8.6 SD suggested that if a representative of an organisation involved in the development of skills and education in Maldon the Blackwater Vocational Partnership would be worth looking at.
- 8.7 JMc suggested that if a Youth Council representative was required then the Group would need to consider the dates and times of the meeting to take school days and holidays into account. LM advised that she would look into this.

#### **AGREED**

- (vii) that the proposal to forge links between the Strategic Housing Market Assessment Partnership Group (SHMA) and the new Place Shaping Sub-Group be endorsed, subject to a six month review.
- (viii) that the Terms of Reference for the Sub-Group Chairman's Group be agreed.

## **9. FINANCIAL UPDATE**

- 9.1 The current budget position was detailed in Appendix 1 to the report and the position for 2009 / 10 in Appendix 2.
- 9.2 LM advised that Steering Group were currently spending more money than they had, and were expecting some carry over into 2009 precise figures were currently unavailable. It was hoped that all commitments made would be met.
- 9.3 JMc informed the Group that funding was still required for the Youth Participation and Development Officer. She understood that Schools were looking at funding for their contribution.
- 9.4 The envelopes and leaflets had been printed for the Hidden Carers Project, but PM informed the group that it was proposed that the launch be delayed until May.
- 9.5 A Community Initiatives Officer has been in post since January 2009. JMc advised they would be working on specific research projects on two areas (drugs & alcohol users and domestic violence) aimed at rural areas and

working with Open Road and Women's Aid to raise awareness. Once these projects had been completed other areas would be looked at.

- 9.6 LM explained a recently added condition attached to the PRG money for the Voluntary Sector Building scoping project (MAL1). Pending the successful outcome of meetings in scheduled to take place in April 2009, the money would be ring fenced for this project. The Steering Group were advised of recent correspondence detailing how the money would be paid and LM advised she would be in touch with lead Officers.
- 9.7 In response to a question regarding negotiating funding on a case for case basis, LM advised that this was not possible, but had been investigated.
- 9.8 The Group considered the report (tabled at the meeting) detailing funding to support an admin role to assist the work of CYPSP and the Community Safety Partnership. LM advised that £10,000 was in the budget for Sub-Groups to support deliver and it would be possible for this money to be used to provide admin. The Steering Group discussed match funding and PC agreed with the concerns raised and as an LSP work should be done to gain contributions from partnerships.

#### **AGREED**

- (i) that the current 2008 / 09 budget position and allocation for 2009 / 10 be noted;
- (ii) that Sub-Groups be encouraged through the Sub-Group Chairmen to apply for the NHS Mid Essex funding for 2009 / 10 and that the allocation of this money be decided at the Steering group meeting on Friday 12 June 2009;
- (iii) that a further £10,000 be allocated to the RUSTIC Home from Hospital project from the 2009 / 10 NHS Mid Essex budget;
- (iv) that determination of the RCCE's application for £1,000 for its Linking Communities project be deferred to the June 2009 meeting of the Steering Group.
- (v) that funding £5,000.00 towards a support role to ensure that the Children and Young People's Strategic Partnership (CYPSP) and the Maldon District Community Safety Partnership are able to deliver the SCS be agreed.

## **10. PERFORMANCE MANAGEMENT**

- 10.1 The Steering Group noted the progress reported and the actions currently outstanding in relation to these.
- 10.2 Additional information regarding the review of performance indicators and review of performance were circulated a the meeting.

## **AGREED**

- (i) that the progress on the performance management system (TEN) and the need to slightly modify the previous timetable in order to further develop the system be noted;
- (ii) that the performance management reports on LAA indicators, action plans and funded projects be noted;
- (iii) that the LSP notes the Essex LAA2 Refresh and agrees to delete NI 47 Killed and Seriously injured from the list of indicators the LSP has regard to;
- (iv) that the LSP agrees to adopt / have regard to NI 55 Obesity in primary school age children in Reception and NI 151 Overall employment rate;
- (v) that the progress update on the Risk register be noted;
- (vi) that the Sub Group Chairmen's reports be noted.

## **11. POWER TO PROMOTE OR IMPROVE WELL-BEING**

- 11.1 The Steering Group noted the power to promote or improve economic, social or environmental well-being, created for principal local authorities (including County and District Council) to do any they consider to promote this. The power came into force in October 2000. The report outlined the key criteria for the use of the power and examples of the use of the well-being power.

**AGREED** that the Steering Group note the potential of the Power of Well-being

## **12. INFORMATION ITEMS**

### **12.1 Essex County Council's response to the economic downturn:**

- 12.1.1 LM advised that information relating to this had been circulated as a point of information.

### **12.2 Community Hospital:**

- 12.2.1 PC asked DN for an update on the Community Hospital. DN advised that the PCT were very committed to developing a modern community hospital. Documentation available on the PCTs website outlines the PCT strategy for development of health services across Mid Essex for the next five years. The Maldon Community Hospital is outlined in this document as a priority for the PCT.

- 12.2.2 A business case for the hospital was currently being put together, with plans for it to be approved by the Strategic Health Authority around September

2009. DN informed the Group that it was an objective of the PCT to see a modern hospital in operation by mid 2013.

### **12.3 Vocational Training Centre:**

12.3.1 PC advised that this was the last meeting SD would attend before she left the Plume School.

12.3.2 SD provided an update on the Vocational Training Centre, informing the Steering Group that plans were moving quickly with appointment of a project management and architect. They would shortly be applying for planning permissions and submitting a detailed application to the LSC for funding. A public meeting would be taking place on 24 March 2009 and the meeting would detail why the centre is needed, what it would look like and why the site in particular had been chosen.

### **13. ANY OTHER URGENT BUSINESS**

13.1 LM advised that there would be further opportunity to identify local projects under the Sustainable Communities Act as part of the annual cycle in October.

13.2 Engage Essex: this is a portal for all consultation across the country and LM has asked them to give a presentation to the next meeting of the Steering Group. £10,000 was being offered to all LSPs to do on the street engagement or consultation.

13.3 Sub-Group presentations: Starting from the June 2009 meeting each Sub-Group (in-turn) will give a 15 minute presentation advising what the issues within their remit are and how they are addressing the issues..

13.4 A Stakeholders Event: Would be taking place on 21 May as part of the formal consultation with the LSP relating to the local Development Framework's Core Strategy and the Maldon DC's draft Housing Strategy. LM advised that the venue is likely to be in the United Reformed Church, Maldon.

13.5 Vocational Training Centre: SD advised that invitations had been sent out for the public meeting on 24 March 2009, and could be attended by any representatives of the LSP. SD then outlined the format for the evening.

13.6 PC thanked SD for her contributions and support to the LSP and wished her every success in her new role.

### **14. DATE OF NEXT MEETING**

14.1 The next meeting be held on Friday 12 June 2009 at 11am in the Training Room, Maldon District Council Offices.