

**MINUTES of  
LOCAL STRATEGIC PARTERNSHIP STEERING GROUP  
11 DECEMBER 2009**

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**PRESENT**

Councillor Mrs P A Channer (PC)	<b>Chairman</b> , Maldon District LSP Steering Group
Terry Collin (TC)	Learning and Skills Council ( <b>Vice-Chairman</b> of Maldon District LSP)
Hazel Berrett (HB)	Director of Community Services, Maldon District Council
Councillor F A Delderfield (FD)	Maldon District Council (Chairman of the former Economic Development & Environment LSP Sub Group)
Laurie Fentimen (LF)	Performance Specialist, Audit Commission
Krista Levey (KL)	Essex County Council
Kenny Lewsey (JL)	Economic Development Officer, Maldon District Council
Julia MacKenzie (JMc)	Partnership Manager Community Safety & LSP, Maldon District Council (Chairman of Children and Young People's Strategic Partnership)
Paul Murphy (PM)	Maldon and District CVS (Chairman of Health Housing and Well Being)
Councillor L Schnurr (LS)	Heybridge Parish Council (Parish Council Link)
David Stevenson (DS)	Chairman of Local Delivery Group (Head Teacher, The Plume School)
John Symmonds (JS)	Essex County Council
Jan Yates (JY)	NHS Mid Essex (Primary Care Trust)

**In attendance**

Tara Bird (Minute clerk)	Committee Services Officer, Maldon District Council
Nick Fenwick (NF)	Essex Fire and Rescue (attending on behalf of Carl Pullen)
Lynn Marston (LM)	LSP Development Officer, Maldon District Council

**1. WELCOME AND INTRODUCTIONS**

- 1.1 The Chairman welcomed Laurie Fentiman, Jan Yates and Neil Fenwick to the meeting and introductions were made.

## 2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from:

Audrey Bancroft	Essex County Council
Chief Inspector Nick Lee	Essex Police
Clare Morris	NHS Mid Essex (PCT)
John Moulson	Essex Fire and Rescue
Carl Pullen	Essex Fire and Rescue
Alan Storah	Maldon District Council
Debra Wyrill	NHS Mid Essex (PCT)

## 3. MINUTES OF THE LAST MEETING

3.1 The minutes of the meeting held on Friday 11 September 2009 were agreed as an accurate record.

## 4. MATTERS ARISING

4.1 The following information was circulated at the meeting:

- Proposals for spending the Engage Essex Funding;
- Proposal for Business Engagement – December 2009;
- LSP news in brief.

4.2 LM asked if anyone had any feedback on the Engage Essex proposals circulated, please could they let LM know ASAP, as she needed to report to the NI4 lead at Essex County Council by the end of this month. The proposals were then discussed and LM emphasised the greater partner involvement and closer working with NAPs and Police. The importance to ensure that feedback was given to consultees and the general public in relation to this was noted.

**ACTION:** Any feedback on the Engage Essex Proposals should be with LM by Friday 18 December 2009.

4.3 LM informed the Group that the Police in conjunction with the Dengie Project Trust were working on a mobile service to ensure that the services offered at the One Place Centres were also made available to villages throughout the District. It was felt that this could be beneficial to the LSP. In response to a number of questions around this new mobile service JMc advised that details were published in the local paper this week and PAC suggested that any information regarding this service be published on the LSP website.

**ACTION:** Information regarding the mobile service to be published on the LSP website.

4.4 JMc in response to a comment regarding getting people, particularly young people together, that small groups in Maldon and Burnham were being set up and these groups would then get together once a month. Some of this work

would be carried out by the Youth Participation and Development Officer who would be in schools and aiming to carry out some consultations in the classroom. DS suggested it would be beneficial to look at the transition stage between primary and senior school.

- 4.5 PAC questioned if the Citizens Panel was to be replaced who would be on the new panel. LM suggested residents and that the Partnership bodies could attend to advise what they were doing etc.
- 4.6 LM reminded the group of a Health Inequalities Workshop taking place on 21 January 2010. Owen Thom had recently been appointed as Youth Participation and Development Officer.

## **STRATEGIC BUSINESS:**

### **5. FEEDBACK ON THE RECENT ONE PLACE (COMPREHENSIVE AREA ASSESSMENT) REPORT**

- 5.1 LF was introduced to the Steering Group.
- 5.2 LF outlined the purpose of the Comprehensive Area Assessment (CAA) and the two elements to the assessment, along with the areas it focussed on. The assessment had four main themes; sustainability, inequality, vulnerable people and value for money. Green or red flags had been assigned to indicate exceptional performance or significant concerns, LF explained that Essex had received one green and one red flag.
- 5.3 The presentation outlined the Essex Strategy's four themes (Our People, Our Communities, Our Economy and Our World) and for each of the theme highlighted the progress and achievements. The group noted that Essex had been recognised as one of the best in the Country with regards to Community Needs.
- 5.4 Services for safeguarding children had a red flag, but LF explained that although a lot of work had been going on to improve this; more work was required so that all understand their role to the safety and wellbeing of a child. He also advised that Essex was working hard to tackle those not in employment, education and training.
- 5.5 The positive results with regard to low crime rates, and serious road accidents were noted. Essex had received a green flag for its response to the recession where it was judged as outstanding not just on County but also local issues.
- 5.6 LM advised that if this was something the LSP was going to work on for 2010 then they had to consider:
  - how what the LSP does could be more relevant to appreciation of where people live in the District;
  - whether the LSP could make an input at County level.
- 5.7 In response LF advised that the LSP would have to look at the detailed examples which are given and try and give these a local flavour. He said he

was very keen to work with the LSP to develop that conduit to pick specific Maldon issues and feed these into his work. TC felt this would be beneficial and referred to a recent meeting held to identify the LSPs priorities which included economic development and accessibility.

- 5.8 Further discussions were had specifically around the issue to ensure that anything done was not lost when it got to County level. Reference was also made to the LAA targets.
- 5.9 The Chairman thanked LF for his presentation. A copy of the presentation is attached as **Appendix 1** to these Minutes and would also be made available on the LSP website.

## **6. THE FUTURE OF CHILDREN AND YOUNG PEOPLE'S ISSUES WITHIN THE LSP STRUCTURE**

- 6.1 JMc reported that Essex County Council (ECC) in response to the red flag discussed above were restructuring the CYPSP arrangements and would be replacing these with Local Children's Trust Boards (CTB). The Mid Essex CTB will cover Braintree, Chelmsford and Maldon areas.
- 6.2 JMc outlined the options to be discussed regarding the Maldon CYPSP which had been discussed by the Maldon CYPSP itself last week. The preferred option to amalgamate the CYPSP with the local delivery group had been agreed. DS, Chairman of the Local Delivery Group (LDG) outlined the effectiveness of the group and how it now operated in a multi agency way. He provided detailed information on the work which had been carried out by the LDG including current funding. LM explained that the option would mean that the thematic working groups would continue but the core CYPSP group would be amalgamated with the LDG. JY proposed that this option should be agreed as it gave the opportunity to keep a strategic board but kept a local focus. PM felt that this was the best option and would ensure a continued service delivery. .
- 6.3 It was agreed that Option D (merging with LDG) would be approved. In response to a question regarding whether this was for a trial period, PAC advised that further clarity and information in relation to this would be brought back to this Steering Group. It was proposed and agreed that JMc would be the LSP representative on this new Mid Essex CTB.
- 6.4 In response to a question regarding the number of people on the board, JY advised that this sat within her area and any concerns should be fed back to her.

## **AGREED**

- (i) That the CYPSP amalgamate with the LDG;
- (ii) That JMc represent the LSP on the new Mid Essex Children's Trust Board.

## **7. REIVEW OF THE NHS MID ESSEX FIVE YEAR STRATEGY**

- 7.1 JY was welcomed back to the Steering Group.
- 7.2 JY outlined the significant progress to date on the Strategic Plan review. The presentation detailed the Strategic Health Authority planning assumptions, which included three scenarios being planned for 2011 / 12 onwards which was 'flat cash' – increased demand for the same money - and would require NHS Mid Essex to save around £90 by 2014. A major cost pressure which had to be taken into account was the increase in population, increase in demand for drugs etc.
- 7.3 The ten commitments to local people remained unchanged and JY advised that particular feedback from patients regarding things like safety etc, had be included as part of this list.
- 7.4 Benchmarking showed potential for improvement in Mid Essex and JY explained how analysis of other trusts across Essex had been undertaken. In response to a question regarding the emergency admission assessment centre, JY advised that this was still functioning, although not as efficiently as it could be. She then outlined some of the ideas for improving the service.
- 7.5 The revised strategic initiatives had been grouped into those areas related to shifting spend and some were in relation to efficiencies. JY provided further details on each of the initiatives. In response to a question regarding providing free food when in hospital, JY explained that this was on the list for consideration and would be investigated in the future along with a number of other items.
- 7.6 The Group were advised that the draft Strategic Plan would be submitted to the Strategic Health authority in January 2010 for approval. It was then planned that the Transformation Delivery Boards would take the plan forward and that stakeholder meetings would be held in Jan/Feb 2010 to discuss implementation.
- 7.7 In relation to the Community Hospital, the Strategic Outline Case was due to be presented to the Strategic Health Authority in November 2009. This had been extended in light of the 5 year Strategic Plan review and would be presented to the SHA in March 2010. A meeting of the Health Services Steering Group had been arranged for 16 December to update that group on progress. It was also noted that NHS Mid Essex were undertaking a further Estates and Premises Review to refresh the Strategic Service Development Plan during the early part of 2010.

- 7.8 PM reminded the Group of the IAPTS initial five year plan around prevention and raised concern that people were aware of prevention and preventative levels. In response JY outlined the problems in relation to this in particular acute provider. PM said that the IAPTS had not been linking well with other partners etc., but that the LSP was happy to link with it. JY said she would take this forward.
- 7.9 The Chairman thanked JY for her informative presentation.

## **OPERATIONAL BUSINESS:**

### **8. SUSTAINABLE COMMUNITY STRATEGY**

- 8.1 Reports from the Accessibility and Natural & Built Heritage Task and Finish Working Groups were attached as appendices to the report.
- 8.2 JL gave an update on the new Skills and Training Group which had been set up. She tabled a motion to adopt a process for the maritime skills and to then use this as a template. Any comments on this document should be forwarded to JL.

**ACTION:** LM asked that the Steering Group's thanks be passed onto the Working Groups.

- 8.3 In response to a question regarding the actions and taking these forward, FAD confirmed it had been agreed that the actions would go onto the action plan of the Place Shaping Group.

### **9. PERFORMANCE MANAGEMENT**

- 9.1 Reports of the LSP's funded projects, action plan activities and indicators (including Local Area Agreement indicators) were attached as appendices to the report.
- 9.2 LM informed the Group of updates made to the TEN system to focus on delivery of the actions in the Sustainable Community Strategy and not the individual group action plans. Actions would still be monitored by the thematic action groups. LM advised that she would email a link to the new TEN model to all group members. Demonstrations were being organised and it was hoped in the future that progress reporting can be completed direct onto the system.

**ACTION:** LM to email a new link to the TEN system to all group members.

- 9.3 HB informed the group that she had seen the TEN demonstration and was impressed with the improvements and user friendliness of it. The Audit Commission had congratulated the LSP on the system and were using it as a model of good practice. HB thanked LM and Julia Bawden for their work in

developing this system.

9.4 LM asked that any comments or queries on the system be directed to her.

9.5 Following information from LS regarding a paper he was writing regarding Doctors in Heybridge, it was agreed that this would be added to the Steering Group's next agenda.

#### **AGREED**

- (i) that the Steering Group notes the report including the feedback on Projects, Actions and Indicators which were behind schedule or at risk;
- (ii) that the Steering group makes itself more responsible for the health service review and improvement of health services action and that the senior NHS Mid Essex representative on the Steering Group be the lead officer for these actions
- (iii) that discussions should take place with Essex County Council to help the LSP better address the issues around sustainable travel and to address engagement with businesses to encourage the use of sustainable materials and minimise waste
- (iv) that the LSP no longer monitors the LSP Local Indicators 1-2 and 4-8 and to modify LSP Local Indicator 9 (Vocational Training centre).

## **10. FINANCIAL UPDATE**

10.1 The LSP's current financial position was attached as an appendix to the report.

10.2 The group were advised that the Primary Care Trust (PCT) contributions had declined to £10k, £5k of which had already been committed to the youth post. HB advised that the Steering Group had to be cautious of the possibility of this further reducing in March 2010.

10.3 The Steering Group discussed the allocation of uncommitted monies and the following was agreed.

#### **AGREED**

- (i) that the Steering Group notes the 2009 / 10 financial position;
- (ii) that £2k which was uncommitted would be carried over to the next financial year;
- (iii) that £2k be allocated in 2010 budget from core monies to support the Maldon and District Council for Voluntary Service (CVS);

(iv) that the LSP continue to develop its Funding Policy and processes;

10.4 HB reminded that all the PRG monies had to be spent or they would be lost. LM advised that there was just one project which may be a problem and outlined the issues. Essex County Council had also requested that the Steering Group report back to them on the PRG projects.

## **11. COMPACT UPDATE REPORT**

12.1 Following the LSP signing up to the Essex Compact in December 2008, the Maldon District Compact had been reviewed and was attached as an appendix to the report.

**AGREED** that the Steering Group note the report and endorse the Maldon District Compact.

## **12. COMMUNITY ENGAGEMENT (PREVENT AGENDA)**

There was nothing to report.

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

13.1 LM advised that she would be circulating an item to the group regarding Village Agents.

## **14. FUTURE MEETING DATES**

14.1 Following discussions around the options available for the LSP Steering Group meeting it was:

**AGREED** that the Steering Group would continue to meet on the same day as the Responsible Authorities Group meeting, but meetings would start at 11:15am and finish by 1:15pm.

## **15. DATE OF NEXT MEETING**

15.1 The next meeting be held on Friday 12 March 2010 at 11.15 am in the Training Room, Maldon District Council Offices.