

Sustainable Essex Partnership (SEP) Executive Board
Rural Community Council Essex, Feering

Tuesday 17 March 2009, 09:30am

Board members:

Cllr. Graham Butland	(GB)	Chair, District and Borough Councils representative Braintree District Council.
Joy Sheppard (Representing Cllr. John Buchanan)	(JS) (JBU)	Essex Association of Local Councils representative.
Canon John Brown	(JB)	Stronger Essex Partnership representative. Rural Community Council of Essex.
Suzanne Harris (Also representing Duncan Wood)	(SH)	Essex Rural Partnership Representative and Co-Lead for NI 4, Influencing Decisions.
John Hall	(JH)	Voluntary Sector representative and Target Lead for NI 197, Biodiversity; LI 10.1, Living Landscapes. Essex Wildlife Trust.
Cllr. Michael Talbot	(MT)	Joint Waste Management Advisory Board representative. Tendring District Council.
Sue Sumner	(SS)	Target Lead for NI 7, Thriving Third Sector. Essex Association of CVSs.
Steve Nelson	(SN)	Confederation of Passenger Transport representative. Nibs Buses.

Target leads:

Ian Vipond	(IV)	Target Lead for LI 2.2, Affordable Housing; NI 154, Additional Housing. Colchester Borough Council.
Malcolm Knights	(MK)	Target Lead for NI 156, Temporary Accommodation. Chelmsford Borough Council.
Gemma Driscoll (Representing Kevin Jones, Jason Searles & Robert Overall)	(GD) (JSe) (KJ) (RO)	Essex County Council, Principal Environmental Project Officer Target Lead for NI 191 Residual Waste Per Household; NI 192, Recycling; NI 195 Improved Cleanliness. Essex County Council. Target Lead for NI 186, Carbon Reduction; NI 188, Climate Change Adaptation. Essex County Council. Essex County Council, Director for Environment Sustainability and Highways.
Paul Murphy	(PM)	Target Lead for NI 6, Volunteering.
Richard Gravatt	(RG)	Target Lead for NI 198, Children Travelling to School. Essex County Council.
Nick Shuttleworth	(NS)	Target Lead for LI 5.1, Access to Services.

Officers:

Gwyn Owen (Also Representing Dan Gascoyne)	(GO) (DG)	Lead Officer. Essex County Council. (Essex Partnership Secretariat. Essex County Council.)
Jan Plummer	(JP)	Essex Partnership Secretariat. Essex County Council
Louise Crew	(LC)	Essex Partnership Secretariat. Essex County Council (minutes)

EHOG Chair

Paul Gayler	(PG)	Essex Housing Officer Group representative. Maldon District Council.
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Apologies:

Frank Saunders	(FS)	Environment Agency representative.
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Cllr Jeremy Lucas	(JL)	LSP Chairs Forum representative. Castle Point BC.
Margaret Read	(MR)	Government Office East representative.
Liz Saville	(LS)	Target Lead for LI 5.2, Congestion. Essex County Council.
Cllr Pam Challis	(PC)	LSP Chairs Forum representative. Castle Point BC.

1. Welcome:

Cllr Graham Butland opened the meeting as Chairman.

2. Performance update

GB outlined the three indicators discussed at Essex Management Board last week (09/03/09):

NI 186 – EMB agreed with Kevin Jones to de-designate the target.

NI 197 – Baseline to be reassessed following changes by DEFRA.

NI 154 – EMB supported Ian Vipond to take Option 2 from GO East – targets to stay as they are in the LAA but to be reassessed in the 2010 refresh.

GO explained the LAA Delivery: 2008/9 Targets (Feb 09) A3 handout and confirmed the following; blue – waiting for data, green – on target, amber – in danger of not meeting target, red – predicted not going to meet target. This spreadsheet is to show current performance – Sustainable Essex doing well compared to other partnerships. NI 191 (Residual household waste per household) is over 15% ahead of target.

GO outlined the Sustainable Essex Workplan confirming that the overdue actions need to be addressed. NI 7 is in hand and due to be complete by end March. **GD to ensure JS works on SEP action plans.**

JH – NI 195b – not Target Lead for this, should be JS.

SH – NI 4 – SH should be added to Summary Sheet for this indicator as Co-Lead with DW.

NS – Workplan should have LI 5.1 next to NS not LI 5.2.

IV commented that NI 154 is always going to be red until the targets are renegotiated next year and therefore should be classified as 'EXT'. GO confirmed that the Essex Partnership are aware of this and a caveat will be incorporated in the LAA to cover this.

GB asked what EXT meant – GO confirmed 'external influences'.

MT asked if when sending out the agenda we state hard copies will be distributed at the meeting to save all members trying to print documents.

3. Confirmation of PRG parked for NI 197 Biodiversity

JH outlined position with NI 197 including paper tabled at the meeting.



JH Report

DEFRA changed guidance so all partners supported JH's decision to revisit the baseline, which GO East has now agreed.

JH commented there were concerns expressed by Local Authorities, especially Maldon and Colchester, in ability to achieve the target. It is an ambitious target but will provide a major improvement to biodiversity in the County. GO East would also have reservations if we try to reduce the target now.

At the last meeting (27/01/09) £40,000 was 'parked' for this indicator, this will enable an estimated 100 – 120 Local Sites to be brought into PCM and therefore enable sufficient landowners to meet PCM.

All agreed to 'un-park' the £40,000 parked funds to assist in achieving the NI 197 target.

MT asked if the 94 acres at Martin's Farm will be included for PCM. JH confirmed that all Sites must become designated and meet certain criteria for PCM, which Martin's Farm does not meet at present. JH confirmed a Local Wildlife Sites Partnership has been set up which agrees the criteria for accepting Local Wildlife Sites and decides on any marginal sites i.e. whether they should be included or not.

PM asked if volunteering can be involved in the programme. JH agreed voluntary sector will be involved to help achieve targets. **JH and PM to discuss this separately.**

4. Common aims and principles of Sustainable Essex

Workshop session to identify common issues within the Partnership. Five principles were outlined for the Partnership to identify how it can apply them to work in Sustainable Essex.

Members split into five groups with a group leader, each to work on one of the five principles, to identify the main issues, three key issues for Sustainable Essex to focus on, how it can apply these across all partnerships, and support to understand and promote.

A detailed report of this workshop is below.



SE workshop

5. Draft annual report and priorities for next financial year

GO explained that the Performance Management Group have provided the six Thematic Partnership with a template for their annual report to help ensure a consistent approach. The first draft has been completed by GO and feedback requested from the group. The final draft of the report is due to submission to PMG by mid April.

JP commented that the PMG wanted the annual report to be focussed on achievements of each Thematic Partnership, therefore **members to send achievements to GO for inclusion.**

JH – Sustainable Essex covers a wide remit compared to other partnerships. This needs to be strengthened in the annual report.

SS – Needs a section on cross-links with other Thematic Partnerships.

IV – add links to LSPs in the 'next steps' section. Suggested changing the name of this section to Action Plan for 2009/10.

GB – what is full meeting of Sustainable Essex Partnership?

GO – In the SEP Terms of Reference it states two meetings a year of the full SEP will be held. If this is not going to happen we need to change the Terms of Reference.

SH asked if GO can send the group a copy of the invite list for the full SEP so that they can see the difference in attendees for each type of meeting. We can then decide if these full SEP meetings are necessary and will add value to the Partnership.

GB asked if each member can send their feedback to GO by the end of March so that he can make the necessary amendments and send a second draft to the members by email for consideration.



SE DRAFT Annual Report

6. Diversity and equality

JP gave an update from the last meeting – there is now a dedicated area on the Essex Partnership website for Equality & Diversity. JP to look through EIAs and offer support to individual leads on a 1:1 basis.

MK asked if the support guidance has been published on the website yet. JP confirmed that it has been collected but not yet published; this should be done by the end of March. It was agreed that only EIAs that had been completed and agreed by the Target Lead and Secretariat should be published.

GO commented that the 1:1 sessions will also include risk.

JP confirmed the following will be published: checklist, examples of EIAs, links to relevant websites/information. When this goes live it will be announced in The Essex Partnership Newsletter.

7. Any Other Business

SS explained that an email had been sent round from Essex Partnership on the allocation of PRG. She asked how the PRG was being distributed i.e. who to and when. IV commented he had been in conversations with ECC Finance who said they would be submitting a cheque. GO confirmed that he would take this back to the Essex Partnership Secretariat and report his findings back to the Partnership. GB stated that if the response is not satisfactory he will write to the relevant person at ECC on behalf of the Partnership to express the issues raised.

Close. The date of the next meeting is 12th May 2009. This will be held at the Essex Record Office, Chelmsford, 9:30-11:30.