
Sustainable Essex Partnership (SEP) Executive Board

Essex Record Office, Chelmsford

Monday 10 May 2010, 09:30am

Board members

Cllr. Graham Butland	Chair, District and Borough Councils representative. Braintree District Council.
Cllr. John Buchanan	Essex Association of Local Councils representative. Billericay Town Council.
Canon John Brown	Stronger Essex Partnership representative.
John Hall	Voluntary Sector representative and Target Lead for NI 197, Biodiversity; LI 10.1, Living Landscapes. Essex Wildlife Trust.
Sarah Arnold (Representing Sandy Cruikshank)	GO East Representative.
Lynne Kelliher (Representing Ian Vipond)	Target Lead for LI 2.2, Affordable Housing; NI 154, Additional Housing. Colchester Borough Council.
Sue Sumner	Target Lead for NI 7, Thriving Third Sector. Essex Association of CVSs.
Paul Murphy	Target Lead for NI 6, Volunteering. Maldon CVS.
Suzanne Harris	Essex Rural Partnership Representative and Co-Lead for NI 4, Influencing Decisions. Rural Community Council of Essex.
Duncan Wood	Co-Lead for NI 4, Influencing Decisions. Essex County Council.
Nick Shuttleworth	Target Lead for LI 5.1, Access to Services. Rural Community Council of Essex.
Michelle Keene Representing Kevin Jones	Environmental Projects Officer. Essex County Council. Target Lead for NI 186, Carbon Reduction; NI 188, Climate Change Adaptation. Essex County Council.
Robbie Watson-Levey	Target Lead for NI 198, Children Travelling to School. Essex County Council.
Malcolm Knights (Also representing Jane Greer)	Co-Target Leads for NI 156, Temporary Accommodation. Brentwood Borough Council.
Matthew Searle	Lead for orchards and allotments workstream.

Officers:

Richard Gravatt	Essex County Council Lead for LI 5.1
Justine Atterbury (Also representing Janice Willsher)	Performance & Improvement Officers. Essex County Council.
Louise Crew	Essex Partnership Secretariat. Essex County Council (minutes)
Gwyn Owen (Also representing Dan Gascoyne)	Lead Officer for Sustainable Essex. Essex County Council. Target Lead for NI 5, Overall Satisfaction. Essex County Council.

Apologies:

Cllr Jeremy Lucas	Representative for Essex County Council. Essex County Council.
Claire Beecroft	Environment Agency representative.
Jason Searles	Target Lead for NI 191 Residual Waste Per Household; NI 192, Recycling; NI 195 Improved Cleanliness. Essex County Council.
Liz Saville	Target Lead for LI 5.2, Congestion. Essex County Council.
Jan Plummer	Essex Partnership Secretariat. Essex County Council.

1. Welcome, agreement of previous minutes and declarations of interest

Cllr Graham Butland opened the meeting as Chairman. The minutes of the 19 March meeting were approved as a correct record.

Declarations of Interest were received from:

Paul Murphy confirmed he is a Trustee of Maldon District Community Transport.

Suzanne Harris confirmed her husband runs the Community Transport Scheme in Maldon.

2. Performance update

NI 7 (Thriving third sector) – Sue confirmed they are in the process of revising the action plan with the final re-draft complete by mid May.

NI 6 (Volunteering) – Paul confirmed that the promotion campaign in March/April resulted in 1200 hits on the website. They are now looking at promotion in parish/district/county magazines and would appreciate if members have any key contacts for this to send to Paul. John Buchanan confirmed that EALC provide a monthly update to parishes and the parishes also send out their own magazines, so promo material could be included in both. **Paul and John to liaise regarding promotion material for parish magazines.**

NI 198 (Children travelling to school) – Robbie confirmed that the pilot project has been shortlisted for a National Transport Award and will find out the result in July.

NI 197 (Improved local biodiversity) – John confirmed that the target has been changed to 532 rather than 491 as discussed at the last meeting.

3. Revision of NI 4 target

Duncan and Suzanne took the group through their paper which proposed to reduce the 2011 LAA target for NI 4 from 40% to 30%.

Performance for NI 4 has been on a plateau of 27% since autumn 2008 and the highest score in England in the 2008 Place Survey was Newham at 46%, the highest scoring county was Norfolk with 32%.

Given the above and reasons highlighted in their paper Duncan and Suzanne consider it impossible to hit the current 40% target within the timescales of LAA2.

Cllr Butland suggested rather than reduce the target to 30% that the target should be reduced to 32% to try to match Norfolk as the best performing county. **This was agreed by the partnership.**

4. Agreement of final year target for LI 5.2, Congestion

Justine gave an update on behalf of the target lead, Liz Saville, proposing to keep the target as 2.19 minutes per mile. **This was agreed by the partnership.**

5. Construction of an additional indicator for LI 5.1, Access to Services

Nick and Richard took the group through the proposal for schemes to meet the extended LI 5.1 workstream which will also include the ECC Pledge to Promote Rural Access and Community Transport.

The access types proposed to be addressed are connections to train stations, access to shopping centres, and healthcare (GPs). If the partnership has any other suggestions they can send these direct to Richard Gravatt at ECC.

Sue commented that a social car scheme operates in Uttlesford which is a flexible and cheap service which is in need of extra support. Richard agreed to discuss this with Sue outside of the meeting.

The proposal was agreed in principle, on the understanding that a report will be given to the next meeting.

6. Draft Annual Report

Gwyn stated that the annual report will be presented to EMB on 17 June. As the partnership does not meet again before this meeting Gwyn suggested that the partnership sign this off on the condition that any additional input from the partnership will be incorporated and the report will be circulated prior to 17 June EMB. **This was agreed by the partnership.**

Gwyn commented that input is needed from target leads on the key risks section of the report.

John Hall suggested including a short summary of where each target is and how it is performing.

Sue highlighted the need to include a concluding paragraph on the decision making process for the future.

All the suggestions above were agreed by the partnership.

7. Prioritisation of PRG (should any additional funds become available)

Gwyn confirmed that any additional PRG will be discussed at EMB on 17 June and therefore thought it would be prudent for the partnership to have discussed and agreed their proposals to submit if funding becomes available.

Proposals from Paul Murphy (NI 6) and John Hall (NI 197 and LI 10.1) have already been received but if any other target leads would like to submit proposals they are welcome to do so.

Malcolm commented that he could use any slippage of funds from other workstreams to support NI 156 rather than submitting a new bid.

Duncan commented that it would be helpful if other target leads could consider how community engagement could help them deliver their target more effectively which would then impact on NI 4.

The outcome from EMB will be fed back to the partnership at the next meeting.

8. New members in light of new projects agreed at EPF

Matthew Searle, Head of Natural Environment at ECC, was introduced to the partnership as the lead for the orchards and allotments workstream. **The partnership agreed to Matthew becoming a member of Sustainable Essex.**

9. Rural housing workplan

On behalf of the target lead, Ian Vipond, Lynne took the group through the Rural Housing Workplan.

Lynne highlighted that engagement with parishes on housing needs surveys needs improving as some have completed the survey whereas other's have not.

Lynne also felt that the engagement of some partners with the Affordable Housing and Net Number of New Homes workstreams could be improved. **Gwyn will contact Lynne outside of the meeting to discuss whether a letter could be sent from Sustainable Essex to those partners asking them to participate more fully.**

10. Update on Temporary Accommodation

Malcolm gave a progress report on the countywide deposit scheme which contributes to reducing temporary accommodation by establishing countywide coordination of provision of rent deposits to secure temporary accommodation in the private sector. The initiative went live on 1 September 2009 and between then and 28 February 2010, 121 grants have been issued through the scheme.

11. Any Other Business

Gwyn stated that at the last meeting the future of the partnership post LAA was discussed. He queried whether the partnership would like an additional meeting scheduled to look at the future of the partnership post LAA. **It was agreed that this meeting should be a workshop session held in October once the new government has been in place for a few months.**

Sarah Arnold commented that the GO have concerns that the Gypsy & Traveller Coordination Group should not just look at services but also look at site provision. **Gwyn confirmed that all approaches will be considered before any group is formed.**

Close. The date of the next meeting is 14 July 2010. This will be held at the Essex Record Office, Chelmsford, 9:30-11:30.