

EPHING FOREST LOCAL STRATEGIC PARTNERSHIP BOARD MEETING

Date: 18 December 2008

Time: 2.00 - 3.30 pm

MINUTES

Present:

Mrs D Collins	Epping Forest District Council
C O'Connell	Epping Forest Locality Director, West Essex Primary Care Trust
J Foile	Chief Officer, Voluntary Action Epping Forest
Mrs A Grigg	Epping Forest District Council
Mrs A Haigh	Epping Forest CYPSP
D Macnab	Deputy Chief Executive, Epping Forest District Council
B Surtees	Representing Parish and Town Councils
C Thompson	Representing Parish and Town Councils
S Williams	Essex Police

Supporting Officers:

Amanda Wintle	Principal Planning Officer
Epping Forest District Council	Colin Rowell

Apologies:

A Cowie	Director of Public Health, West Essex Primary Care Trust
G Ellis	Representing Faith Communities
P Sadler	Principal, Epping Forest College
R Skinner	Essex Fire and Rescue Service
A Hall	Epping Forest District Council
J Preston	Epping Forest District Council
P Thomson	Superintendent, City of London - Epping Forest Conservators
T Glynn	Essex County Council
Y Wetton	Essex County Council

1. APOLOGIES FOR ABSENCE

Apologies were read out by Colin Rowell

2. MINUTES OF THE PREVIOUS BOARD MEETING

Minutes of previous Board Meeting (25 September 2008) were agreed. There were no matters arising

3. NEW PARTNERSHIP AGREEMENT

Derek Macnab presented the paper entitled 'New Organisational and Constitutional Arrangements'. Matters for Consideration and Recommendations were dealt with in order with the following outcomes

3.1 Refocusing the LSP's Role

All recommendations agreed

3.2 Future Ambitions and Priorities

The priorities are not in weighted order
Priority 3 – Cabin should read Carbon.
Priority 5 – social care should read sound care
All recommendations were agreed

3.3 Proposed New Structure and Ways of Working

SW questioned the positioning of the Steering Group in the diagram. DM said that communication with groups may not be through the Steering Group. The Steering Group will support the Board. It was agreed that Task and Finish groups need clear briefs and timeframes. An annual business plan will need to be written for the new structure.

Recommendation 3 was agreed.

3.4 Alignment of Existing Action Groups

The areas of responsibility for the Multi Faith Forum need agreement. This is to be discussed with Rev Gay Ellis.

Recommendation 4 was agreed.

3.5 Membership of Board, Steering Group and Thematic Action Groups against the 4 new Thematic Action Groups.

It was agreed that the current LSP Board be retained and reviewed at the next AGM.

Recommendations 5 i , ii, iii, iv and v were all agreed

3.6 Chairmanship of Groups

It was agreed that Group Chairs should be elected from within the Groups.

Recommendation 6 was agreed.

3.7 Constitutional Changes

There was an agreement to discuss a process for reviewing Board membership at the next board meeting. It was agreed Task and Finish Groups should have more commercial involvement. LSP Board Meetings are now being published on the COMS system.

Recommendation 7 was agreed.

4. GYPSY AND TRAVELLER CONSULTATION

Amanda Wintle gave a brief presentation on provision of sites and the process for making representations concerning the proposals. The Government directive is that 49 sites must be available by 2011 with a 3% growth thereafter. There was discussion concerning how responses from individuals and organisations would be counted and reported. It was noted that where an individual responds individually and as part of a group, these will be counted separately. The method for ensuring that

responses from individuals and organisations were counted and reported correctly is to be investigated by Amanda

Action : Amanda

Training is being organised for groups that want to respond. The response will be by questionnaire. This training is aimed mainly at residents groups. It was suggested that the LSP should submit a response at a strategy level. The Board response will be based on responses from the partner organisations. These responses should be submitted to the LSP Manager by Jan 23 2009 via email.

Action : Partner Organisations

They will be considered at a Board Meeting on Feb 3 2009 at 2:00pm.

Action : LSP Board

It was noted that there will be a separate response from Police, PCT and VAEF. Amanda referred those present to the Epping Forest Council website which has a section dealing with the Gypsy and Traveller Consultation.

5. LSP MANAGER APPOINTMENT

There were 13 applications, 5 were short listed and 1 dropped out. 4 candidates were interviewed on Jan 16. A provisional offer has been made to John Houston. This appointment was recommended to the board and was accepted.

The Chairman thanked Derek Macnab, Chris Overend and Colin Rowell for their support of the LSP in the absence of an LSP Manager.

6. QUARTERLY BUDGET REPORT

Chris Overend acts as treasurer to the LSP. It was noted that the balance was a healthy £77,737. The cost of the Away Day facilitator was questioned. Derek Macnab gave a breakdown of his costs. It was generally agreed that the Away Day was a useful event. The County Council will be providing £45,000 in 2009 for Capacity Building.

7. MULTI-FAITH FORUM

The Multi Faith service scheduled for Feb 8 2009 has been cancelled. There is to be a meeting in early 2009 to discuss the new event. Cllr Ann Haigh suggested that the group would benefit from funding from the Council.

Cllr Ann Haigh gave feedback on an excellent briefing she has attended at Westminster on ways of developing cohesion and understanding between faiths

8. EFDC CONSULTATION ON BUDGET 2009/10

The Council brought the budget report to the LSP for consideration. Derek Macnab gave a summary of council expenditure, local regeneration projects and support for local businesses.

There was general discussion concerning involvement of the commercial sector in the LSP. John Gilbert (CDRP) has had an enquiry from the local business forum about their involvement in the CDRP. It was agreed that the LSP should look to seek their involvement more widely.

Action : LSP Manager

Jacqui Foile raised the issue of CABs and asked that the Council ensure they are supported at this time. Cllr Ann Haigh said this has been raised with the Council.

9. ANY OTHER BUSINESS

Amanda Wintle provided additional copies of the Traveller Consultation Documents

10. DATE OF NEXT MEETING

Tue 3 Feb 2009 at 2:00 pm EFDC Offices.

To formulate LSP response to the Traveller consultation

CHAIRMAN