Minutes of a meeting of the East Cambridgeshire Strategic Partnership held in the Council Chamber, The Grange, Nutholt Lane, Ely on Monday 10th May 2010 at 5.00pm

PRESENT

Councillor Fred Brown (Chairman) - East Cambridgeshire District Council
Kirsten Bennett - Cambs ACRE
Simon Clark - Sanctuary Group
Rod Craig - Cambridgeshire County Council
Darren Dixon - Culture & Community Advisory Partnership
Philip Eden - Sustainable Growth Partnership
Elsabeth Every - “Virtual” Business Skills & Enterprise Group
Councillor Brian Hayes – CPALC
John Hill - East Cambridgeshire District Council
Liz Knox - East Cambridgeshire Health and Wellbeing Partnership
Mick Lawrence - Fire and Rescue Service
Roderick Mair - VCAEC
Rob Needle - Cambridgeshire Constabulary
Ste Thornley – Community Safety Partnership

IN ATTENDANCE

Councillor Derrick Beckett (Agenda Item No 5)
Diane Bayliss - Isleham Parish Council
Julie Cornwell - East Cambridgeshire District Council
Janis Murfet - East Cambridgeshire District Council
Councillor Pauline Wilkes - Isleham Parish Council
Alan Williams - East Cambridgeshire District Council
Melanie Wright - East Cambridgeshire District Council

APOLOGIES FOR ABSENCE

Andrew Bullivant - Environment Agency
Councillor David Harty - Cambridgeshire County Council
Avril Hayter-Smith - Volunteer Centre Partnership
Adam Speed - Cambridgeshire County Council
Val Thomas - Cambridgeshire NHS
Councillor Hazel Williams - East Cambridgeshire District Council

52. PUBLIC QUESTION TIME

No questions were received from the public.
53. **WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting, and extended a particular welcome to Diane Bayliss and Councillor Pauline Wilkes of Isleham Parish Council.

54. **MINUTES**

It was resolved:

That the minutes of the meeting held on 15th February 2010 be confirmed as a correct record and signed by the Chairman.

55. **ISLEHAM PARISH PLAN 2009-2013**

At the invitation of the Chairman, Diane Bayliss, Isleham Parish Clerk, and Councillor Pauline Wilkes gave a presentation on the Isleham Parish Plan.

Councillor Wilkes commenced by reminding the Board that Isleham was growing in size, and as the last village appraisal had been carried out in 1999, it was felt that 2008/09 would be a good time to undertake a further survey.

The Steering Committee was formed in 2008 and a grant of £1,500 towards the cost of producing the Plan was received from Cambridgeshire ACRE. The Parish Council’s contribution included the Clerk’s time as well as office supplies used in the preparation of both the survey and the completed questionnaire. The survey was delivered and collected by a team of volunteers during the autumn of 2008; 294 households answered the survey, representing 716 people, including children living in these households.

Mrs Bayliss said that the feedback from the questionnaire had highlighted 5 key priorities:

- The need to retain the "Fenland Flier" bus service.
- A litter picker was required to monitor the public waste bins, emptying them during the week if necessary, and collect /bag up blown rubbish for the Monday collection.
- To lobby the County Council for a 20mph speed limit in Maltings Lane, and for the police to be lobbied regarding enforcement of parking restrictions outside the school.
- To investigate the possibility of a footpath along Waterside Road to the Isleham Marina.
- To make contact with the Cambridgeshire ACRE Rural Housing Enabler to establish the need for affordable housing and progress the issue as required.
From the Parish Council's perspective, the following priorities had been identified:

- The provision of additional Dog Waste Bins.
- To review the village notice board and find a suitable new location for it.
- To improve contact with the police.
- To investigate the possibility of revitalising the pond on East Fen Road.

Mrs Bayliss continued, saying that although there was excitement about the actions already undertaken, there were two issues that had yet to be addressed. It had been hoped to improve the signage on the A142 in respect of the carrot factory, in order to reduce the amount of traffic coming through the village. Also, the Stagecoach bus service to the village had now totally ceased and although Dial a Ride had stepped in to help, they did not accept the Gold Rider bus pass on their vehicles.

Councillor Beckett, District Council Ward Member for Isleham, commended the Parish Plan to the Board. He reiterated that much of the work had been carried out by volunteers, and was very important to the village. The Plan would next go to the meeting of the Soham and East Neighbourhood Panel.

The Chairman commented that transport seemed to pose a few problems, and Rod Craig said that he was able to provide an update regarding the "Fenland Flier". Having had some conversations with County Councillor John Powley, the lifespan of the scheme was to be extended to September 2011. He would ask Adrian Loades (Service Director, Strategy and Commissioning) to contact Mrs Bayliss and confirm this.

With regard to signage on the A142, Mr Craig thought that specific signage for lorries was probably not a high priority for the Highways department. Detailed discussions were due to be held with transport firms and he said that the matter would be raised.

Liz Knox said that efforts were being made to try and identify a site for a bottle bank in Isleham. The Clean Neighbourhood Officer would help to educate the public about recycling and litter, and it was encouraging to see that there was a desire for more dog bins.

Regarding the matter of Gold Rider bus passes, Philip Eden informed the Board that he would take up this issue with Stagecoach and feedback on the outcome.

It was noted that the Police Community Support Officers were having joint surgeries with Chippenham and Fordham on Saturdays. Rob Needle told Mrs Bayliss and Councillor Wilkes that the
reinstatement of police surgeries in the village could be escalated if they wished. Councillor Wilkes replied that consideration would have to be given to the timing of surgeries because there had been problems with them being held in the evenings.

The Chairman concluded by saying that it was apparent how much hard work had been put into producing the Parish Plan, and on behalf of the Board he congratulated all who had been involved.

56. **NI35 PERFORMANCE IMPROVEMENT**

The Board received a report which informed Members of the proposed action required to improve the Partnership’s score against NI35: Addressing violent extremism.

The Partnership Officer reminded Members that this was the only National Indicator for which the Strategic Partnership had responsibility. She would work with the Community Safety Officer to manage performance improvement and project delivery would be delegated to the new Community Cohesion Officer.

It was noted that officers would work with other minority groups as well as the Muslim Community.

It was resolved:

1) That the content of the report and Action Plan Table be noted.

2) That the proposed action to improve the current lack of understanding of and engagement with the local Muslim Community be approved.

57. **CAMBRIDGESHIRE TOGETHER UPDATE**

The Board received a report from which Members were asked to note feedback on key items.

A meeting had been scheduled for 24th March 2010, but was cancelled due to a lack of items requiring a formal decision. The standing agenda items were therefore circulated electronically.

The key items in the report were as follows:

(a) **Local Area Agreement (LAA) Refresh 2010**

The Secretary of State for Communities and Local Government had approved Cambridgeshire’s submission of the revised LAA. Changes for 2010 were significantly less in comparison to those for 2009, with the most
important changes being to those targets relating to employment and growth.

Targets for housing development had been reviewed and resubmitted to Government, taking account of the impact of the recession on partners’ ability to deliver stretch targets on growth.

(b) Future Jobs Fund

Jobs had been created in a wide variety of areas including community development, leisure and tourism, health, administration and conservation. Many of the organisations represented on the Cambridgeshire Together Board were actively participating in the programme.

The programme was on target to meet its delivery profile, being accountable to the Economic Prosperity Adult Learning and Skills Boards.

(c) Making Cambridgeshire Count

Making Cambridgeshire Count (MCC) had been shortlisted in the Municipal Achievements Award 2010, in the “Total Place Achievement of the Year” category. Winners would be announced on 24th June 2010.

John Hill said that the key debate for the next month would be to look at how to take forward Cambridgeshire Together and rationalise the partner groups. The focus was to be on delivery and it would be important to realise that some initiatives could not be delivered at County level.

It was resolved:

That the key areas of work be noted.

§8. SUSTAINABLE COMMUNITY STRATEGY 2009/10 - QUARTER 4 PROGRESS REPORT

The Board received a report from which Members were asked to consider progress during Quarter 4 of 2009/10.

At the invitation of the Chairman, Melanie Wright summarised the main points of her report, highlighting those objectives achieved and pointing out the areas identified as unacceptable or not meeting the target.
Referring to Aim 6, 4.9 (number of participants aged 60 and over in the free swimming programme), John Hill asked whether the target was a recalculation issue. Darren Dixon responded by saying that, as this was the first year of the programme, it had been necessary to make the figure an educated guess. Seven thousand people so far had taken advantage of the scheme, and next year’s figure would be more realistic.

It was resolved:

That the report be noted.

59. **LPSA PROJECTS - PERFORMANCE UPDATE**

The Board received a report which set out the status of projects for the period 1st January to 31st March 2010, that were being supported by East Cambridgeshire Strategic Partnership. The intention was to allow Members to assess their progress and give direction where appropriate.

At the invitation of the Chairman, Julie Cornwell summarised the main points of her report. She asked the Board to note that 12 projects had not met all of their targets/objectives and remedial action was being taken to address this.

Although the total overspend remained at £4,244.65 there was potential for at least two projects to underspend. Clarification was required as to which projects were likely to underspend and what the process would be for the reallocation of funding, particularly in respect of Countywide projects.

With regard to the "Green Grants" Fund, Mrs Cornwell informed Members that actions were on track, but there was potential for a significant underspend. In view of this she asked that thought be given to having a rolling programme for applications in the hope that more people might be encouraged to apply for funding. She also suggested that the amount of grant aid be increased to £2,500 per grant. Members supported this recommendation and noted that the matter would be viewed at the October meeting.

A couple of suggestions were made regarding ways in which the update of Green Grants might be increased. Kirsten Bennett said that it might be worth writing out to people who were producing Parish Plans to see whether they had any projects relating to climate change. Alan Williams suggested that Green Grants could be publicised via meetings of the Neighbourhood Panels. Whereupon,

It was resolved:

1) That the contents of the report be noted.
2) That a rolling programme for "Green Grants" applications be introduced, and that the amount of funding offered be increased to £2,500 per application.

60. SUSTAINABLE COMMUNITY STRATEGY SUB-GROUPS WORKSHOP

The Board received a report which updated Members on the work undertaken by each of the Sub-Groups.

The LSP Support Officer reminded the Board that it had been agreed at the September 2009 meeting that each LSP Sub-Group would make a presentation to the Board on their successes and challenges in 2009/10.

The Sub-Groups had also discussed the proposed new sustainability checklist to ascertain if it would be appropriate to use it to measure the merits of any proposed projects. It was suggested that the Sustainable Growth Partnership Sub-Group should trial the checklist for their 2010/11 projects, make amendments to it as appropriate following feedback, and that the checklist then be rolled out to all the Sub-Groups for their use. This would be subject to approval by the Board.

The next followed a short presentation from each of the Sub-Groups.

Aim 1 - Community Safety Partnership, Ste Thornley

The successes of 2009/10 included:
- Neighbourhood Panel - Anti Social Behaviour task group links
- Designated Public Place Order for Jubilee Gardens, Ely
- Establishment of a domestic violence children's sub-group to identify gaps in service

Challenges and lessons learned:
- An improvement with health engagement, especially in respect of Anti-Social Behaviour (mental health).
- Low numbers of prolific priority offenders (PPO's) in East Cambridgeshire eligible for the PPO Scheme.
- Engaging with minority communities balanced with the community in general.

Looking forward to 2010/11:
- Partial funding of Social Inclusion Officer
- Partial funding of Community Cohesion Officer
Aim 2 - Health and Wellbeing Partnership, Liz Knox

The successes of 2009/10 included:

- A new East Cambridgeshire focused group
- Work plan - health inequalities
- Littleport identified as a priority

Challenges and lessons learned:

- Identify priorities for ECDC
- Agree a manageable work plan
- Be mindful of resources

Look forward to 2010/11:

- Littleport draft action plan developed
- Smoking cessation
- Older People Strategy - Jane Hollingworth concentrating on this.

Aim 3 - Sustainable Growth Partnership, Philip Eden

The successes of 2009/10 included:

- Transport leaflet (a major success in 2009/10)
- Green Grants Scheme (requiring modification)
- Eco2 Homes Project

Challenges and lessons learned:

- Green Grants - publicity and encouraging applications
- Financial restrictions
- Bus stop audits (pre-set questions)

Looking forward to 2010/11:

- Electric car plug in points - feasibility of introduction in the District
- Eco2 Homes
- Energy Doctor
- Seed to Feed (grow your own food)

Aim 4 - East Cambridgeshire and Fenland Area Partnership for Children and Young People, Rod Craig (for Lorraine Lofting)

The successes of 2009/10 included:

- An agreed Area Partnership Plan
• Early signs of success and objectives
• Strengthened partnership

Challenges and lessons learned:
• Meeting the needs of East Cambridgeshire and Fenland areas together
• Lifespans and timescales of differing plans
• Clarity of Area Partnerships.

Looking forward to 2010/11:
• Area Plan agreed with 3 main priorities
• Synchronising planning and delivery, linking to other plans
• Action Plan ready, working until 2012

Aim 5 - Business, Skills and Enterprise Partnership, Shirley Blake

The successes of 2009/10 included:
• 3 major investment sites approved
• New investment website
• Ely Business Hub

Challenges and lessons learned:
• Jobs growth and investment (creation of 13,000 jobs by 2031)
• Infrastructure
• Recession

Looking forward to 2010/11:
• Marketing phase two - 360 East Cambridgeshire
• Further development of Ely Business Hub
• E-Space improvement plan
• Green Business Club
• Local Economic Audit

Aim 6 - Culture and Communities Advisory Group, Darren Dixon

The successes of 2009/10 included:
• Reviewed the performance of East Cambridgeshire Cultural Sector
• Olympic Plan agreed
• Increase in participation across all sectors
Challenges and lessons learned:

- Communications
- Partnership Working
- Sustainability of work programmes
- Importance of services delivered by third sector.

Looking forward to 2010/11:

- Volunteering - support and training
- Pilot Communications Project - Social Marketing
- Library service to sheltered housing
- Community engagement by outreach

At the conclusion of the presentations, the LSP Support Officer expressed her thanks to everyone who had attended the workshop on 19th April, saying that it had been a worthwhile event.

In response to a question from Councillor Hayes regarding the number of people moving on from business "incubation" units, Shirley Blake said that there had just been a review of the E-Spaces. She did not have the information to hand but would email the details to him.

It was resolved:

1) That the presentations from the representatives of each of the Sustainable Community Strategy Aim Sub Groups be noted.

2) That the recommendations from the Sub-Groups regarding the proposed use of the sustainability checklist for Sub-Group projects, and the feedback to be received from the pilot use of the checklist, be noted.

ECSP SUSTAINABLE COMMUNITY STRATEGY 2011-2031

The Board received a report regarding consultation to be undertaken to assist with the formulation of the new Sustainable Community Strategy (SCS) for 2011-2031. Print-outs showing results already received in respect of phase 1 of the consultation were displayed in the Chamber.

The LSP Support Officer introduced her report by reminding the Board that phase 1 of the Consultation would conclude on 20th May. However, there were still a number of events to come where the ECSP would have a presence and she asked for support from any partners who could assist. Appendix B of the report set out the rota of the events already having taken place and those yet to come.
Immediately following the conclusion of phase 1, the new Sustainable Community Strategy would be drafted. It was noted that this part of the process would run from 24th May - 24th June 2010. Following on from this, it was proposed to have a presence at community events between 28th June - 21st August to seek feedback on the proposed new Strategy.

The Partnership Officer then addressed the Board regarding the new document, saying that the focus should be on cross cutting themes. She suggested that appropriate topics would be accessibility (including equality and diversity), environment, and active communities, with the short, medium and long term aims being specified for each.

It was not proposed to change the format of the Board, but rather to focus on added value through partners' strategies and plans.

The Strategy document would be concise (12 pages long), written in plain English with full colour illustrations. The general vision would be similar to the existing and would set the context as to how all the various elements interlinked.

It was noted that Members would receive an (emailed) advance copy of the draft document, and it would also be brought to the next Board meeting.

It was noted:

1) That the results to date for phase 1 of the consultation be noted.

2) That the timeline for the consultation and re-write process, as set out in Appendix A to the report, be noted.

3) That the Board supports the consultation process and Partners agree to provide staff support during the remainder of phase 1 and also during phase 2 of the consultation (28th June - 21st August 2010).

**ANNUAL SELF ASSESSMENT UPDATE**

The Partnerships Officer gave the Board a brief verbal update on the Annual Self Assessment.

It was noted that an "away day" had been held to work on the Board’s Improvement Plan, and this would be repeated on an annual basis.

Members were informed that although the East of England Regional Assembly was now obsolete, the diagnostic toolkit "Aspire 2 Perform" was to be retained. There was funding for Local
Improvement Advisors to ensure that officers could learn all the skills needed to be mentors.

Assessment interviews were scheduled for 15\textsuperscript{th}/16\textsuperscript{th}/17\textsuperscript{th} June, and they would be used to build on the improvements already put forward.

The Partnerships Officer concluded by asking Members to let her know of any suggestions or improvements they might wish to make.

It was resolved:

That the update be noted.

63. **NEIGHBOURHOOD PANEL UPDATE**

The Board received a report which gave details of the latest progress in the Neighbourhood Panel project, and asked Members to discuss current development issues.

At the invitation of the Chairman, Alan Williams summarised the main points of his report. It was noted that Panel meetings continued to have good attendance, with an increase in the variety of topics for discussion. Feedback from the second half of 2009 and to date in 2010 indicated greater confidence, based on impressive actions being taken and outcomes achieved.

Members were informed that there was to be a review of the Neighbourhood Panels on 13\textsuperscript{th} May 2010; funding of the scheme was a critical issue.

With regard to further establishing and developing Panel processes, it was noted that there would be two co-options, a Newmarket Town Councillor and Forest Heath District Council Officer, to the South Neighbourhood Panel. Mr Williams also said that he would like to see the health sector involved in the Panels, as partners.

On this latter point, Rod Craig asked whether the intention was to engage with someone at a local or strategic level. Mr Williams replied that it would be useful to have someone local who could link to the strategic level. They would not necessarily be required to attend Panel meetings on a regular basis, but to do so if there was a health related item on the agenda.

The Chairman commented on the difficulties experienced by the Littleport Panel in getting someone from Health to give them a presentation. However, he agreed that broadening the membership of the Panel was a means by which to increase engagement with the public, and the scope of topics for discussion.
It was resolved:

That the contents of the report be noted.

64. **NEIGHBOURHOOD PANEL CO-ORDINATOR FUNDING**

The Board received a report informing Members of the situation regarding funding for the Neighbourhood Panel Co-ordinator post, and the efforts to secure funding for 2011/12 onwards.

The Partnerships Officer introduced her report by reminding Members of the background to the issue. She explained that funding for the post had been provided through Local Public Service Agreement (LPSA) Reward Grant, but this was due to expire on 31st March 2011.

The District Council was committed to Neighbourhood Panels and was willing to make a financial contribution towards the construction of the Co-ordinator post for a further 3 years. A similar commitment was now being sought from key partners, and paragraph 4.1 of the report gave details of the budget requirements.

It was noted that, should funding not be secured, the functions carried out by the Neighbourhood Panel Co-ordinator would have to be delivered through the key agencies involved in the Neighbourhood Panels. If there was no capacity for this, Neighbourhood Panels would cease to operate in their current format.

During the ensuing discussion, the following points were raised:

- Councillor Hayes expressed concern that 1/8th of the costs were for the public to use a public building, and being charged for it.

- Rob Needle said that the police (and many other bodies) were facing uncertainties regarding the new government, and it was a case of waiting to see where the budget cuts would be made. There might have to be some hard choices made, but he reiterated that the Cohesion post and the East Cambridgeshire Neighbourhood Panel model was valued.

- Rod Craig suggested that funding from the new government might not be such an issue as it was possible that Neighbourhood Panels could become more important. The County Council was looking to review the current model and therefore he felt it would be better to await the outcome of the review before making any firm decisions. There was also an issue in respect of the replication of some reporting and this too required consideration.
• The Chairman agreed that the Board should await the results of the County review and then see what was wanted from the East Cambridgeshire model.

It was resolved:

1) That the contents of the report be noted.

2) That the outcome of the County Council review be awaited before identifying key agencies to approach for funding, and the key contacts within those agencies.

65. **FORWARD AGENDA PLAN**

The Board reviewed the Partnership's Forward Agenda Plan, and the LSP Support Officer asked that she be notified of any changes.

It was resolved:

That the Forward Agenda Plan be noted.

The meeting concluded at 6.57pm.