

Minutes
HARLOW 2020 PARTNERSHIP BOARD

Friday 7 March 2007, Council Chamber, Civic Centre,
The Water Gardens, Harlow

PRESENT:

Cllr Eddie Johnson (EJ)		Essex County Council
Jackie Sully (JS)	(Chair)	Rainbow Services
Liz McGranahan (LM)		West Essex PCT
Malcolm Morley (MM)	(Vice Chair)	Harlow Council
Paul Taylor (PT)		Learning & Skills Council
Alison Cowie (AC)		West Essex PCT
John Wright (JW)		Free Time Action Group
Jon O`Connor (JOC)		HEC/Education, Learning & Skills Action Group
Lynn Seward (LS)		Harlow Council/CYPSP
Keren Mallinson (KM)		Harlow Council
Andrew Murray (AM)		Harlow Council/Homes & Neighbourhood Action Group

IN ATTENDANCE:

Marina Sherriff (MS)		Harlow 2020 Partnership
Becci Court (BC)	(Minutes)	Harlow 2020 Partnership
Dan Gascoyne (DG)		Essex County Council
Raine Hunt		Princess Alexandra Hospital (for Robert Powell)

APOLOGIES:

Adrian Coggins (ACo)		West Essex PCT
Andrew Bramidge		Harlow Renaissance Ltd
Bill Rammell MP		MP for Harlow
Cath Shaw		Harlow Council/Economic & Prosperity Action Group
Cheryl Lowe		GO East
Cllr Chris Millington		Harlow Council
Colin Hindmarch		Harlow College
Rob Matthews		BAA Stansted
Robert Powell		Princess Alexandra Hospital
Lonica Vanclay		Essex County Council

ABSENT:

Jonathan Clarke		Harlow & District Chamber of Commerce
Cllr Mark Wilkinson		Harlow Council
John Mauger		Essex Police
Paul Wood		EEDA

APOLOGIES FOR ABSENCE

Apologies were received as listed above.

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. MINUTES OF THE LAST MEETING

Ratification was deferred to the next meeting following amendments

JS to liaise with BC

JS/BC

3. MATTERS ARISING

3.1 Youth Councillors (3a)

A meeting is to be arranged with JS and the Harlow Youth Council to ascertain how timings of future Board meetings might be organised to include members of the Youth Council.

JS to report back at the next meeting

JS

3.2 2020 Partnership Support update (3b)

The Board welcomed BC as the new part time Support Officer.

3.3 Essex Partnership Forum (3d)

JS reported that the Forum membership includes representatives from across Essex and meets to discuss the LAA. The Forum consists of 115 members. Local representation ensures that Harlow is very much at the forefront and included in discussions.

4. HARLOW 2020 AWAY DAY – 29th February 2008

A report by Andy Holder was circulated following the recent Away Day with a list of recommendations. With the emergence of the LAA and priorities having possible overlaps it was decided that Harlow 2020 needed restructuring. Attendees felt the day had been beneficial and provided synergy for the group. The report reflected the conclusion of the day - that fewer and more realistic targets were needed. A Task & Finish group would be formed to take this forward.

MS to contact volunteers to arrange a meeting

MS

5. SOCIAL MARKETING

A report by ACo was circulated and considered. AC explained that Social Marketing is a public sector term, using marketing techniques to target the population for a social rather than business purpose. The suggestion was made of a Task & Finish group being formed but further discussion was deferred to the next Board meeting pending the new 2020 priorities outcome.

MS to add to next Board agenda

MS

6. HARLOW PUBLIC SECTOR BOARD

MM reported that Public Sector bodies are under pressure to demonstrate their economy efficiency effectiveness and how they invest their resources and service provision to the community. The PSB looks at how outputs and outcomes can be improved by working in partnership, using shared resources required to enable this to move forward. External resources are being sought to fund mapping of public sector investments in Harlow.

MM to update the Board at next meeting

MM

7. 2012 OLYMPICS

The new Gateway Leisure Centre has been selected as a pre-Olympic training camp out of a selection that were submitted. The Essex Legacy Conference in March would enable delegates to see 'the bigger picture' giving the Harlow Olympic Stakeholder Group a real focus. The scope of branding was discussed and it was advised that there were strong restrictions regarding Olympic branding and the Harlow Olympic Strategy Group had been considering the image of 'carrying the torch' for Harlow. A sub group of the Olympic Stakeholder Group has been formed to look at branding and marketing for Harlow.

JS to circulate information regarding the conference to Free Time and the Stakeholder Groups

JS

8. LAA2 – UPDATE

Dan Gascoyne from Essex County Council updated the Board on the LAA2. The LAA2 will include key actions to improve quality of life in Essex over the next 10 years and beyond. The technical evidence and public consultation will illustrate key issues and identify differences between districts. It will include a measure of targets and performance for all priorities to improve life in Essex. Learning from LAA1, the Government have now agreed a new framework, all targets being articulated at district level. Harlow was commended for providing its own LAA which contributed towards the shape of LAA2..

The process was discussed and the Board were advised that a second draft had recently been distributed following useful responses from Harlow and other districts in Essex. The County Council will be required to sign off the final document on 6th May and the Essex Partnership Forum will meet to agree the draft document on 22nd April. Feedback and data will be collected by ECC from all partners before the end of March and thematic partnerships will negotiate with districts what the targets are. The website for latest information is www.essexpartnership.org and email address for enquiries is scs@essex.gov.uk.

The group discussed the importance of streamlining and co-ordinating data between partners for district targets. Indicative targets should be provided subject to LSP agreement, MS and Graham Pearman to be copied in.

Comments were made that locally verified data has been inaccurate in the past. Locally tuned priorities, skills and expertise were not included. LAA1 was not appropriate here, however LAA2 does not have the same requirement and will work better. The reward grant from the LAA1 should enable further work with the LAA2. Sensitivity to context is a very important issue which is why the LAA2 articulates to district level.

District annexes will be another way of showing data – priorities, indicators, baseline targets – all for each district. The Lead contact person for each indicator will develop the targets with policy and locality representation. LSP Lead Officers have requested who is being contacted for data and who sits on the Thematic Partnerships in each district.

A point was raised that there seemed to be a lot of work to do before 28th March and it was agreed that a Task & Finish group would be needed to look at the draft document.

MS to contact appropriate members and arrange a meeting

MS

Concerns were raised from the Voluntary Sector that NI7 had not been included and that the third sector had been missed out of the document, being an important aspect of community activity. A report was provided to show how baseline NI7 could be measured. DG advised that NI7 was included in the Essex Strategy and requested the report be sent to him.

JS to forward copy of report to DG

JS

9. HARLOW 2020 BUDGET 2008/9

The budget spreadsheet was circulated. MS reported that savings on salaries, publications and advertising for 2007/8 had resulted in a healthy carried forward figure. The 'Vision' would be refreshed in 2009 which would require funds. The budget was produced on the assumption that future contributions from partners would remain the same.

Actual spend clarification was requested.

MS to produce for next meeting

MS

10. HARLOW 2020 EVENTS 2008

The Board agreed that the 2020 conference needed to be changed to a less structured event. Ideas of a Summer event, a roadshow and the 'Harlow Oscars' were discussed. Young Citizens Awards could be expanded to include volunteers and good neighbours, being a good showcase of a celebratory event. Bringing the young citizens into the community rather than holding a closed event was considered.

A Roadshow could be 'piggy backed' onto pre-existing arrangements ie Jack Petchey, Civic Awards to provide a more holistic approach. Awards could be widened to link in with new 2020 priorities and be given to organisations as well as individuals.

Suggestions were made to change how we engage and communicate to use other resources (ie journalists). Social Marketing would help target changes. Suggestions from the public would also be most welcome.

A Summer event date was not set due to absence of board members.

MS to email the Board with possible dates for Summer Event

MS

11. PERSONAL & COMMUNITY DEVELOPMENT LEARNING PARTNERSHIPS

PT provided a handout and proposal on PCDL Partnerships. Information included the extent of adult learning outside colleges in Essex and education/evening classes. There is a rich tapestry of provision in Essex and funding is safeguarded by Government to ensure this learning continues. It is not based on prior educational attainment and can enable adults to catch up on missed opportunities.

The PCDL has the beginnings of a group within ELSA and needs the use of the existing LSP structure to drive and deliver the agenda. The proposal fits in with 2 of the new priorities 'aspirations' and 'participation & inclusion'. A post has been funded to map local opportunities, provision and identify gaps.

Concerns were raised as to what resources will be required by the PCDL Partnership.

The Board stated that with extended schools and lots of local opportunities the opportunity to develop a PCDL Partnership would be welcomed. The Board agreed in principle to take this forward through ELSA, although the structure could be changing. A short task group was discussed to develop and deliver this work.

PT to discuss further with JOC and report back to next Board meeting

PT/JOC

12. QUESTION TIME

Concerns were made that public consultation isn't happening and that the hard work of the community is not appreciated. Minutes were not available beforehand and some individuals could not access pcs to print them off in advance.

- Reference to particular organisations could not be answered, unless specifically Harlow 2020. JS assured that community engagement and involvement was a priority.

MS and BC to ensure that all minutes will be on the website and at future meetings minutes and agendas will be available upon request.

MS/BC

A request was made that tables were laid out differently in order for members of the public to see the Board members rather than sit behind them.

- JS advised that this would be looked into.

MS to obtain views of Harlow 2020 members and report to JS for decision.

JS/MS

Citizens Awards such as YOPEY are being held in Sawbridgeworth for adults and young people who are involved in voluntary work. Sawbridgeworth Town Council would welcome any information sent so as to avoid duplication of work.

- JS advised this would be possible.

13. ANY OTHER BUSINESS

13.1 Compliments & Complaints Procedure

MS reported that Harlow 2020 is an independent partnership and should have its own policy and approach when dealing with compliments and complaints. MS circulated a standard draft to the Board and welcomed comments.

MS to bring amendments to next meeting

MS

13.2 New Voluntary Sector Forum Representative

Jan Dalrymple from Harlow Women's Refuge has agreed to join the Harlow 2020 Board from September.

13.3 Prague 15

Harlow 2020 is keen to make strategic links and develop their current relationship.

JS to meet with representatives to explore possibilities and structure

JS

13.4 Membership Packs

New information packs are being assembled and await the new priorities before issuing. These will be distributed to newly elected members, Harlow 2020 members, other stakeholders and the general public upon request.

MS to bring sample pack to next meeting

MS

13.5 HEEP

JOC informed the Board that the Harlow Education Employer Partnership (HEEP) is being developed by Harlow Education Consortium and is a gateway for partnership between learning providers and local businesses. A website is available for further information. It was agreed that Modern Apprenticeships could be shared across the

three sectors and could tie in with HEEP.

11. DATE OF NEXT MEETING

Friday 23 May 2008

MS to inform Harlow 2020 members of venue

MS