



SAFER HARLOW PARTNERSHIP

FULL SAFER HARLOW PARTNERSHIP MEETING

Tuesday 31 March 2009

10.00am

Committee Room 2A and 2B, Civic Centre

MINUTES

PRESENT

- | | |
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| Ade Awoyinka | MOAT Housing |
| Adrian Coggins | Senior Health Improvement Specialist, West Essex PCT |
| Angela O'Connell | |
| Becci Court | (minutes) Support Officer, Harlow 2020 Partnership |
| Christine Selby | Respect Team Leader, Harlow Council |
| Claire Cochlan | Women's Aid |
| Julie Saggars | Team Leader Harlow/Epping, Connexions |
| Kathy Bull | Essex County Council |
| Kevin Jones | Team Manager, West Essex Youth Offending Team |
| Kim Shenton | Essex County Council (Traffic) |
| Lynn Seward (LS) | Head of Community Services, Harlow Council |
| Lynn Star | Essex Probation Service |
| Malcolm Morley | (Chair) Chief Executive, Harlow Council |
| Marina Sherriff | Project and Performance Manager, Harlow 2020 |
| Marysia Rudgley | Anti-Social Behaviour Coordinator, Harlow Council |
| Nick Morris | District Commander, Essex Police |
| Paul Adams | Licensing Officer, Harlow Council |
| Ray Skinner | Community Commander, Essex Fire & Rescue Service |

APOLOGIES

Richard Dennerly, Charles Cochrane, Supt Simon Williams, Nila Hibbert, Alison Cowie, Albert Hobdall, Chris Hopkins, Pauline Emberson, Paula Clugston and Leigh Fleming.

ACTION

1.	Welcome and Introduction MM welcomed the group and introductions were made.	
2.	Apologies for absence Apologies were given and noted above.	
3.	Minutes of the last meeting The minutes of the meeting of 11 November 2008 were agreed as a true and accurate record.	
4.	Matters arising There were no matters arising.	
5.	Review of Safer Harlow Partnership LS explained that a review is currently underway of the Safer Harlow Partnership (SHP), how it operates and how it is supported. It had been agreed that the under spend in the Responsible Authority Group's (RAG) fund will pay for a consultant to look at the structure, the action groups and their function. The review will also consider roles and responsibilities and the role of the support officer, looking at any synergies within other organisations, for example Harlow 2020. Chris Greenhill from Greenhill Consulting has been appointed and will be interviewing the action group chairs in the near future.	

6.	<p>2009 Strategic Assessment and 2008-2011 Partnership Plan Review An updated partnership plan review summary was circulated. Chairs of each action group will be including the amendments in their new action plans.</p>											
7.	<p>Review of 2008/9 spending programme A spreadsheet was circulated and MS advised that the balances remaining needed to be spent by the end of this financial year. NM reported that Kevin Whipps has not submitted invoices as yet. LS advised that if invoices were not received, funding would be returned leaving bills unpaid. MS confirmed she has heard from all lead agencies.</p>											
8.	<p>Consideration of 2009/10 spending programme LS advised that the RAG had recently met and has decided not to look at the proposed commissioning options put forward by the priority groups. Proposals were already stripping the amount of funding available. A more systematic and strategic way of commissioning is required to ascertain which projects meet agreed strategic objectives. LS will produce a template which will be circulated to each priority group. Each chair will work with the group using the template for funding proposals in identified problematic areas to be brought back to the RAG and SHP full meeting. A request has been proposed to have the capital contribution converted to revenue funding.</p> <p>It was agreed that a SMART commissioning process was needed. NM added that the Crime Group had lost its direction with regards to targets. There was discussion surrounding last year's projects and how their impact was measured. MS advised that balanced scorecards would provide more information on this. Qualitative measures such as questionnaires after course attendance can also be used, to reflect upon achievements. KS added that road safety figures showed great improvements. Using data proactively will challenge and improve people's perceptions. More centred targeting is needed to bids that are submitted rather than organisations aiming to perpetuate what they already do. MS said she would confirm the timescale on the funding being available and feed this back.</p>	MS										
9.	<p>Audit Commission: CDRP Self Assessment feedback LS provided feedback on the self assessment. There were many areas where the partnership is performing well and a proposed action plan to address any weaknesses is being developed.</p>											
10.	<p>Updates from Priority Group chairs Verbal updates were given by the following priority group chairs:</p> <table border="0" data-bbox="225 1368 1214 1554"> <tr> <td>Anti-Social Behaviour</td> <td>Ray Skinner</td> </tr> <tr> <td>Communications and Awareness</td> <td>Lynn Seward</td> </tr> <tr> <td>Crime</td> <td>Nick Morris</td> </tr> <tr> <td>Domestic Violence</td> <td>Peter Woollard</td> </tr> <tr> <td>Drugs and Alcohol Enforcement</td> <td>Yvette Wetton</td> </tr> </table>	Anti-Social Behaviour	Ray Skinner	Communications and Awareness	Lynn Seward	Crime	Nick Morris	Domestic Violence	Peter Woollard	Drugs and Alcohol Enforcement	Yvette Wetton	
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11.	<p>Any other business There was no any other business.</p>											

