

**Minutes**  
**HARLOW 2020 STEERING GROUP**  
Friday 6<sup>th</sup> March 10.00am, Committee Room 2A, Civic Centre,  
The Water Gardens, Harlow

**PRESENT:**

Adrian Coggins (AC)	NHS West Essex
Cath Shaw (CS)	Harlow Council
David Sprunt (DS)	Essex County Council
Jackie Sully (JS)	Chair Rainbow Services
Lynn Seward (LS)	Harlow Council
Maureen Pearman (MP)	Harlow Council

**IN ATTENDANCE:**

Alan Jones (AJ)	GPCA
Becci Court (BC)	Minutes Harlow 2020 Partnership
Jane Greer (JG)	(for A Murray) Harlow Council
Karen Bartlett (KB)	GPCA
Marina Sherriff (MS)	Harlow 2020 Partnership

**APOLOGIES:**

Nick Roberts	Essex County Council
Graeme Bloomer	Harlow Council
Sally Panrucker (SP)	Voluntary Action Epping Forest
Andrew Murray	Harlow Council

**ABSENT:**

Kathy May	Harlow Council
Sue Young	Harlow College
Nick Spenceley	Harlow College

**1. MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 16<sup>th</sup> December 2008 were agreed as a true record.



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**2. MATTERS ARISING**

2.1 Regeneration Strategy (5)

CS updated the group regarding the review of the regeneration strategy which will consist of a three-way grouping to include participation with NHS West Essex and Essex County Council. Data will be collated between organisations to identify priority areas in the town to produce area action plans. Considering that other members would have a role to play CS asked that a presentation be made at the next Steering Group meeting and this was agreed. **CS to action**

2.2 Transportation Board link to Steering Group (4)

The Board are developing next year's programme of work and there are a number of schemes ongoing to include removing barriers to cycling within the town. Business Plan initiatives are underway and Steering Group input would be useful. CS/DS agreed to provide regular updates to the Steering Group from the Transportation Board. **CS/DS to action**

### 2.3 Local Transport Plan (LTP) (4)

DS circulated a draft paper for LTP3 guidance setting out the policy framework and plan delivery. The LTP is more of an overarching document than in previous years and includes maintenance, asset management and the environment. The LTP is no longer linked to funding however the CAA could pick up issues which can have an effect on future funding. Discussion took place regarding school travel plans and the current Harlow work programme which tie in with health and CYPSP.

### **3. INCA (International Community Association)**

AJ presented information on the INCA. The GPCA seek approval, recognition and support from the 2020 Partnership for the INCA. The Civic link with Prague 15 requires strategic links with the LSP to enable a wider body of people to be engaged. KB confirmed that financial support is not being sought but operational support and development approval where possible. Prague 15 wish to expand their relationship with Harlow and the GPCA are limited in their range of expertise. JS stated that Board agreement would be required. AC offered NHS West Essex support and pointed out that the community link provided by the GPCA could support work undertaken with health inequalities, for example smoking cessation. JS agreed to speak with Malcolm Morley prior to the Board meeting and raise this as an agenda item. JS said she would meet with AJ/KB after the next Board meeting. *JS to action*

### **4. UPDATE FROM TARGET LEADS**

Housing – JG advised that the housing targets are not being achieved due to the downturn in the housing market, however 4 empty homes had being bought back into use from the private sector available for people in need of affordable housing. 32 new affordable homes have been delivered. Meetings have taken place with the Stansted Area Housing Partnership to try and progress housing projects. Meetings have taken place with registered social landlords. Discussion took place regarding GAF projects such as Clifton Hatch assisting with targets.

Health – AC circulated a progress report for health. Discussion took place regarding consultation on health issues from a range of youth groups.

Community/Cultural/Leisure – MP gave a key summary of activities which included family friendly sport sessions, weekly boxing sessions from April and Harlow Sports Awards (with 50 nominations). The Lifewalks Harlow project has provided opportunities for training in leadership and risk assessments. A brochure is being produced for the arts and sculpture collection and there are currently six new Window Works displays. Some of these projects will be funded by PRG.

Regeneration – CS advised that the Business registration target is not being achieved due to the economic climate.

Transport – DS advised that the initial stage of the First Avenue corridor has been completed and awaits funding for the second stage. Cycling facilities have been improved at the railway station and work on sign posts linking with the Harlow Council leisure routes is underway. The work on the dual carriageway has to be completed by 2011 and the re-design of the Burnt Mill roundabout has yet be implemented as there is no funding currently available. DS agreed to attend a meeting hosted by HDC later this month regarding school travel plans.

AJ commented that publicising Harlow's new infrastructure could attract new business. It was agreed that an information paper be prepared by MS with highlights of all Target Lead information for the 2020 website and would be included as a brief for Board meetings. *MS to action*

CYPSP – LS advised that priorities for commissioning had been established. These are: raising aspirations for young people, developing positive activities, mental health and emotional well-being, targeted parental support; young people who are NEET (not in education, employment or training) and ensuring that activities are targeted at areas with evidenced need.

The CYPSP has been considering how young people can be involved with the commissioning process. There are some capacity issues within CYPSP having taken on a large role, previously undertaken by ECC.

Safer Harlow Partnership (SHP) – LS advised that most areas have exceeded their targets for crime reduction. Crime detection targets are currently the best in Essex.

Current areas of concern are domestic violence and ‘millennium’ burglaries (taking car keys from houses in order to steal cars). Paula Clugston the Partnership Co-ordinator is leaving shortly and therefore the structure is being reviewed. A consultant (already appointed) will be leading on this.

Voluntary Sector – JS reported that the current economic downturn had put increased pressure on the local voluntary and community sector. PRG is available for the implementation of the Compact within West Essex and Rainbow Services will take this forward. The N17 action plan looks at training for small to medium sized voluntary and community groups to enable them to engage in the commissioning and contacting processes.

A progress report was circulated from SP. JS added that due to the economic climate volunteering within the public sector has sparked trade union interest as the plan to encourage volunteering within statutory bodies could be perceived as replacing the workforce.

## **5. TASK & FINISH GROUPS**

### 5.1 Health Inequalities

The previous meeting had been well attended and priorities narrowed down to include men’s health, obesity and smoking. The group had considered how to target partners and collect data to establish baselines. AC will chair further meetings. Resources may be an issue. The current under spend in the 2020 budget may be considered in order to drive projects forward.

### 5.2 2020 Vision

The group established that clear priorities were needed. The current Vision did not appeal to the people of Harlow. Document presentation is very important. A brief is to be prepared for a voluntary sector organisation to take the consultation work forward. This would ensure that as many people as possible are consulted and involved, as the voluntary sector are more connected to the community. £10k has been identified from the County PRG for NI4 to support work – further project brief to be developed and monies from the 2020 budget will also be used.

### 5.3 Recession

CS reported that recent economic developments have made a huge impact on regeneration work and also on the voluntary sector, health and other partners. It was proposed that a task & finish group be formed to help provide coherent information and give a partnership wide view on the current climate. JS circulated a copy of the ECC response to the economic downturn. It was considered that this was useful but did not include the voluntary and community aspect and that a task and finish group would embrace this. It was agreed that the Enterprise Hub, Harlow Renaissance Ltd, the Federation of Small Businesses and the Safer Harlow Partnership should be represented and JG, AC, LS and MP agreed to participate. JS added that the Voluntary Sector Forum would include this as an item at their forthcoming meeting. CS/BC to arrange subsequent meeting.

*CS/BC to action*

## **6. LAA2/HARLOW LAA2**

### 6.1 Performance Reward Grant (PRG)

MS advised that a letter of confirmation had been received regarding the funding and approved projects would need to invoice 2020 when the funds were available. A decision has been made not to fund the cycling project in order for the sports projects to continue. A small amount has been given to the Bio-Diversity team for their ‘Green Team’ project. MS added that a further £37k would be available for bids to support further project(s) commencing in November.

## 6.2 LAA2 refresh

The annual refresh of the LAA has taken place. County Target Leads have been negotiating with GO East and there are three new indicators which refer to children which 2020 will add to their 'have regard to' list.

## **7. PERFORMANCE MANAGEMENT**

MS reported that Bess Sayers is meeting with Target Leads to provide training on performance management. Chris Fluskey from Harlow Education Consortium has volunteered to pilot one of the PRG projects.

It was agreed that a contract needs to be drawn up with partners as to the Board's expectation following an approved funding bid. CS offered support in respect of a contracts template for MS to review. *CS/MS to action*

MS to meet with Jan Dalrymple to find smart ways of feeding information to the Board. MS stated that some Target Leads had not returned templates for progress reports or actions plans. These are needed by Thursday 12<sup>th</sup> March at the latest. JS suggested phone calls be made on this occasion to chase information. *MS to action*

## **8. ANY OTHER BUSINESS**

There was no further business.

## **9. DATE OF NEXT MEETING**

The next Steering Group meeting will be on Friday 12<sup>th</sup> June 2009 in Committee Room 2B.

The meeting finished at 12.15pm.