

ONE Haverhill Board Meeting

MEETING MINUTES

14th September 2016

Haverhill Arts Centre
Meeting started at 10:30am

Present:

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| John Mayhew | Chair and Haverhill Chamber of Commerce |
| Henry Wilson | Vice Chair and REACH |
| Councillor John Burns | Suffolk County Council |
| Inspector Danny Cooper | Suffolk Police |
| Lynn Davis | 3CT The Voluntary Network |
| Councillor Paula Fox | Haverhill Town Council |
| Councillor Pat Hanlon | Haverhill Town Council |
| Sarah Howard MBE | Chair and President, Suffolk Chamber of Commerce |
| Rosanne Kilbourn | MENTA |
| Councillor Betty McLatchy | Haverhill Town Council |
| Councillor Alaric Pugh | Vice Chair and Cabinet Member for Planning & Growth, St Edmundsbury Borough Council |
| Councillor David Roach | Mayor of Haverhill |
| David Ruddy | West Suffolk College |
| Jacqui Singleton | Samuel Ward Academy |
| Philip Sullivan | Director of Operations and Deputy Chief Executive, Havebury Partnership |
| Lee Taylor | West Suffolk CCG |
| Lois Wreathall | Head of Primary Care, W Suffolk CCG |
| Michael Attwood | Suffolk County Council |
| Lizzie Cocker | Families and Communities Officer, St Edmundsbury Borough Council |
| Colin Poole | Town Clerk |
| Dave Gooderham | ONE Haverhill PR Consultant |
| Alisha Jenkins | Minute taker, Haverhill Town Council Apprentice |

Also in attendance: Three Members of the press and public

| Item | | ACTION |
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| 1. | <p><u>Welcome, Introductions, Apologies</u> Sarah Howard welcomed everyone to the meeting. Apologies were received from: Jason André - Castle Manor Academy Ian Gallin - Chief Executive, St Edmundsbury and Forest Heath Councils Warren Smyth - Chief Executive, Abbeycroft Leisure Councillor Jane Storey – Suffolk County Council Nick Keeble - Haverhill Arts Centre Manager</p> | |
| 2. | <p><u>Matters Arising:</u> Sarah Howard noted that the matters arising from the last Board meeting are Grant Scheme, New Chair and Vice Chair. These are agenda items anyway.</p> | |
| | <p><u>New Chair and Vice Chair:</u> The results of the survey monkey vote were that John Mayhew received the most votes for the role of Chair and Henry Wilson received the most votes for the position of Vice Chair. The Board ratified the vote by a show of hands. Sarah Howard thanked Councillor Betty McLatchy and Councillor Alaric Pugh for putting their names forward and invited John Mayhew to take the Chair for the rest of the meeting.</p> <p>John Mayhew thanked those who had voted and thanked Sarah Howard for her chairmanship over the previous years. He also thanked Councillor Pugh for his role as Vice-Chair. He said he saw his role as keeping ONE Haverhill focused around the task and action groups which are working well.</p> <p>John Mayhew asked that Michael Attwood organise an internal directory for the board, which would be private but ensure that all members had contact details for each other.</p> | MA |
| 3. | <p><u>Feedback from Task Groups</u></p> <p><u>Health and wellbeing:</u> Councillor Anthony Williams, Councillor Betty McLatchy, Warren Smyth, John Eaton, Lee Taylor, Lois Wreathall, Lizzi Cocker and Councillor Paula Fox</p> <p>Lois Wreathall: The meeting focused around promoting physical wellbeing. Lizzi Cocker and Ellie McCarthy to gather information of health groups and clubs in the Haverhill area, ready for the next meeting. The County Council Infolink site will be checked for completeness and being up-to-date so that the people of Haverhill have a single place to get information from; multiple forms of social media will be used to disseminate this. The group will look at GPs to direct people to help them become physically fit; this could have a massive impact on emotional and physical well-being. For this to work there has to be a variety and a choice of activities available</p> | LC EMc |

that people can choose from.
Haverhill to look to aspire to become Suffolk's "most active" town.

NEET Skills, Education and Training:

David Ruddy, Jacqui Singleton, Rosanne Kilbourn, Nick Stevens, Colin Poole, Jason Andre, Karen Chapple and Pat Hanlon.

Colin Poole:

The task group built on the Terms of Reference to think about outcomes and how they can be achieved.

Target 1 – Mapping Services:

Outcome: better informed population in respect of opportunities for education, training and apprenticeships.

Method: Build on the work already done by Karen Chapple on mapping opportunities for young people. Identify individuals who hold this knowledge.

Target 2 – Identifying Gaps

Outcome: More comprehensive range of opportunities for education and training.

Method: The work in T1 will identify gaps as a by-product of the research. Is it easier to merge these two targets?

Target 3 – Mental Health barriers to education and training

Outcome: ESA Claimants and young people heading towards NEET status are re-engaged and given the skills/opportunity to work

Method: Build confidence through appropriate opportunities identified in T1 above. Promote opportunities through networking and accessing funding opportunities to run new projects.

Target 4 – Adult Education

Outcome: Residents will be aware of opportunities and the range of opportunities will be broader.

Method: Look at the range of opportunities offered and seek sponsorship or underwrite directly the cost of putting on adult education courses.

David Ruddy advised that funding for FE and adult education was being reconfigured and educational establishments would have to bid for the funds to run these services.

Crime and Anti-Social Behaviour

Henry Wilson, Michael Attwood, Inspector Danny Cooper and Phillip Sullivan

Inspector Danny Cooper:

The last meeting looked closely with crime associated with HMOs.

Police work on this is ongoing.

The task group actions for the next 3 months will be examining information sharing and the support provided to landlords and to occupants of HMOs.

John Mayhew:

What help do people get regarding understanding tenancy agreements?

Inspector Cooper:

I cannot speak for the provider, but I'm sure that they go through the tenancy and then they sign it. Some people will just ignore the rules and that's the sort of people that we're up against.

Philip Sullivan:

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| | <p>Positive steps are happening by including other organisations to find the best support.</p> <p>Henry Wilson: Support is the key problem with some housing, but there are also really good supportive organisations and shared houses in town.</p> <p><u>Town Centre Masterplan Task Group</u> Councillor John Burns, Councillor Alaric Pugh, John Mayhew, Councillor David Roach and Phillip Sullivan.</p> <p>Councillor Alaric Pugh: This group is still working and moving forward although there was no task group meeting this morning. There is a consultation on Highways issues that is in progress of being created, once this has been up and running we will be looking at the information that it will provide.</p> | |
| | <p><u>DCLG Employment Skills Day:</u> Sarah Howard reported to the Board: In June Sarah, Karen, Colin and Lizzi facilitated a workshop at DCLG's HQ in London. This was with representatives of Our Place programme localities regarding initiatives in respect of employment and skills. This was sharing knowledge from Haverhill and between each other; it also gave Karen a great opportunity to get a few more contacts. This was part of the ONE Haverhill contribution towards shared learning from the Neighbourhood Budgets programme and serves to cement ONE Haverhill's reputation as an exemplar in delivering DCLG programmes.</p> | |
| | <p><u>A1307 Update</u> John Mayhew reported that there has been no real movement on this issue at the moment. However, there will be a meeting held 7th October regarding the road and Matthew Hancock MP will be the Chair. We will know what's going on closer to the time. In the afternoon there will also be a meeting about a potential lorry park. As lorry drivers have a time slot to drop off the products and if they don't make it in time then they will have to wait until the next slot, this can create a build-up of lorries especially late at night, so this meeting will be looking to see if there is an opportunity to build a lorry park. John will update the Board about this in the next meeting.</p> <p>Colin Poole: The Haverhill Area Forum meets up every 2-3 months and bring together communities around Haverhill, through their elected representatives at all three layers of local government. 5th December will be the next meeting and the main agenda item will be the A1307 corridor. The Town Council hopes that this will help create a common understanding of the issues facing communities affected by the A1307 and take steps towards a common agreement on a solution, so political messages are not diluted by disagreement.</p> | |

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| | <p>Mayor David Roach added that this meeting is held in public and people are welcome to attend. Colin Poole said that guests will be invited to address the Forum on aspects of the A1307 and the Chamber of Commerce can be invited.</p> | |
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| | <p><u>Youth Strategy Update</u> Colin Poole updated the Board: The Youth Strategy is being implemented by the Youth Action Group, and it has not met since before the summer so there is not much to update. The On The Spot Van has been running throughout the summer. Karen Chapple has also been working very hard with businesses and young people creating apprenticeships and has also been successfully running a Junior Signpost and Signpost Group for young people which is running well and effectively making a difference in the lives of these young people.</p> <p>Sarah Howard advised that there are more apprenticeships available than apprentices to fill those spots so far, but this will probably change by Christmas time.</p> <p>David Ruddy: Open days are an effective way of advertising apprenticeship placements.</p> <p>Ellie McCarthy: The deadline for the young people's survey has been extended until 30th September to give more people a chance to fill in the survey.</p> <p>Councillor John Burns offered to advertise the young people's survey on the Haverhill UK page on Facebook, if Ellie can send the link.</p> | <p>EMc</p> |
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| | <p><u>Grant Scheme</u> Colin Poole advised that Councillor Paula Fox, Jon Eaton, McLatchy, David Ruddy, Henry Wilson had volunteered to form the advisory panel to consider grant applications. As at the date of the Board meeting, no actual applications had been received. It was agreed to extend the deadline to facilitate another round of promotion.</p> | |
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| | <p><u>Any Other Business</u> Communications Dave Gooderham has started to put together a PR plan, and asked for people to keep feeding information through to him. The social media pages are picking up nicely, the website is a good news portal and also a free advertising site, so feel free to put something up.</p> <p>John Mayhew asked that everyone check and update their own information on the ONE Haverhill Partnership website.</p> <p>Apprenticeship Awards: Dave Gooderham: 11th November is looking to be the date of the apprenticeship awards although this date might still be pushed back a week. It is looking to be very similar to</p> | <p>ALL</p> |

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| | <p>last year's awards. We are hoping that once we have finalised the date of the awards to be proactive and advertise to companies to nominate their apprentices. We will be looking to use a variety of different advertising techniques to help get the word out.</p> <p>Sarah Howard: We are looking to ensure that there will be plenty of time and notice for applicants and a deadline will be sent once a final date is confirmed.</p> <p>.</p> | |
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| | <p><u>Dates and Venues of Board Meetings</u> December 7th – 10am – Midday – Arts Centre</p> | |
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| | <p><u>Meeting Closed</u> John Mayhew declared the meeting closed at 11:55am.</p> | |