

# ONE Haverhill Partnership Board Meeting MINUTES

**13<sup>th</sup> June 2019 10:00am**

Unity Schools Partnership, Park Road

**Present:**

|                           |        |  |
|---------------------------|--------|--|
| John Mayhew               | JM     | Chair and Haverhill & District Chamber of Commerce         |
| Henry Wilson              | HW     | Vice Chair and REACH                                       |
| Anita Jones               | AJ     | Havebury Housing   |
| Colin Poole               | CP     | Town Clerk   |
| Councillor David Roach    | CllrDR | Suffolk County Council                                     |
| Councillor John Burns     | CllrJB | Haverhill Town Mayor                                       |
| Councillor Margaret Marks | CllrMM | Haverhill Town Council                                     |
| Councillor Pat Hanlon     | CllrPH | Haverhill Town Council                                     |
| Councillor Susan Glossop  | CllrSG | Cabinet Member for Planning & Growth, West Suffolk Council |
| Councillor Tony Brown     | CllrTB | Haverhill Town Council                                     |
| Dave Gooderham            | DG     | ONE Haverhill Partnership PR Consultant                    |
| David Osborn              | DO     | West Suffolk Council                                       |
| David Ruddy               | DR     | West Suffolk College                                       |
| Emma Gaskell              | EG     | West Suffolk CCG   |
| Helen Cullup              | HC     | Community Action Suffolk                                   |
| Ian Gallin                | IG     | Chief Executive, West Suffolk Council                      |
| Inspector Danny Cooper    | InspDC | Suffolk Police   |
| Jon Eaton                 | JE     | West Suffolk Council                                       |
| Lizzie Cocker             | LC     | Families & Communities Officer, West Suffolk Council       |
| Paul Turner               | PT     | River of Life  |
| Paul Vella                | PV     | Menta  |
| Sarah Garner              | SG     | Unity Schools Partnership                                  |
| Suzanne Stevenson         | SS     | LifeLink   |
| Warren Smyth              | WS     | Chief Executive, Abbeycroft Leisure                        |
| Alisha Jenkins            | AJk    | Minute taker, Office Administrator, Haverhill Town Council |

**Item****ACTION****1. Welcome, Declaration of Interest, Apologies**

John Mayhew welcomed everyone to the meeting and recorded his thanks to D. Woodward and Unity Schools Partnership for allowing the use of their meeting room for the Board Meeting and for their kind hospitality.

Apologies were received from:

Alex Till, CEO MENTA

Amanda Ankin, Suffolk Chamber of Commerce

Amy Morton, Community Action Suffolk

Andy Cuthbertson, Communities and VCS Lead People Services

Suffolk County Council

Councillor Paul West, Suffolk County Council

Darren Woodward, Director of Education (Primary) Unity Schools Partnership

David Collinson, Assistant Director - Planning, Regulation, Environment West Suffolk

Jacqui Singleton Work Related Learning Coordinator, Samuel Ward Academy

Lois Wreathall, Head of Primary Care, West Suffolk CCG

Michalina Partridge, Citizen Advice Bureau

5 members of the public were present.

Declarations of interest:

None.

**2. Previous Minutes & Matters Arising from the meeting held 28<sup>th</sup> March 2019:**

Substantive actions from previous minutes (Reference numbers from previous minutes)

2.1 JM was pleased to confirm sponsorship had been received from Sanofi totalling £4,000 which would be used to help cover core costs of the Partnership. Publicity of the grant has been delayed until approved by the Public Affairs Department within Sanofi Headquarters.

4.1 D. Gooderham had increased the communication surrounding the new meeting venue to help encourage members of public to attend.

5.3.1 D. Gooderham has been in contact with Task Group Chairs to update their strands within the business plan.

5.3.2 J. Mayhew had been in touch with Tim Passmore, Regional Crime Commissioner, regarding the crime data to explore the possibility of isolating Haverhill in the statistics. JM to report back on this.

**JM**

Previous minutes were approved.

**3. Governance:**

C. Poole advised that no nominations had been received by the deadline in respect of the appointment of a new Chair, but two nominations for the Vice Chair positions had been received from Alex Till and David Ruddy.

**The appointment of Alex Till and David Ruddy for the two Vice Chairs positions was approved by a show of hands.**

- C. Poole proposed 2 options to resolve the lack of nominees for Chair;
1. Suspend the Terms of Reference restricting the office of Chair to a maximum of three years, until a nomination comes forward. J. Mayhew would act as a 'caretaker' from September until replaced.
  2. Invite someone from outside the Board to be the Chair and figure head for the Partnership.

Alex Till had suggested that Task Group Chairs should be invited to attend Op's Group meetings to ensure effective communication and broaden the potential supply of Chairpersons.

J. Mayhew asked all Board members to email CP & JM with any comments or suggestions regarding the election of a new Chair, which will be revisited by the September Board. ALL

4. **Health:**

**4.1: Presentation – Update on East and West Suffolk Mental Health & Emotional Wellbeing Strategy:**

Emma Gaskell gave apologies on behalf of Hannah Neumann-May and Eugene Staunton who were due to lead the presentation and asked whether the Agenda item could be moved to the September Board meeting. CP to add this item to the next Board meeting. CP

EG advised that 200 patients who were not previously known to statutory mental health services have contacted the emotional wellbeing service so far.

I. Gallin added that West Suffolk Council has employed mental health workers for their homelessness teams because the services are just not in place to cope with the demand and need in the area.

Cllr M. Marks queried the nature and length of the pilot that was tested in Haverhill as the description was not in accordance with expectations.

Cllr J. Burns asked how the strategy plans to deal with those that do not seek medical help, but the public are concerned.

EG to send AJk the briefing to be distributed with the meeting minutes, to give attendees the opportunity to consider questions before the presentation. EG/ AJk

5. **Suffolk Public Health Annual Report 2019:**

The 2019 Suffolk Public Health Annual Report was circulated to Board members with the Agenda. Unfortunately a representative of Public Health was unable to attend this meeting.

C. Poole advised that the annual reports were closely themed and was not the document we anticipated. If Suffolk Public Health is to deliver a digest of the Haverhill stats on public health, then the 'State of Suffolk 2019' report might be more relevant. This can be found on their website:

<https://www.healthysuffolk.org.uk/blog/state-of-suffolk-2019>.

CP to add the Public Health report to the next Board meeting Agenda. CP

6. **DWP Jobcentre+ Haverhill4Jobs Update:**

R. Knight had given his apologies so his report is to be circulated with the minutes. AJk

D. Ruddy reported that progress on the Haverhill4Jobs initiative to reduce the number of economically inactive young people by half in the first 18 months had been relatively slow. So far, the initiative has had only 14 young people referred to it.

J. Mayhew added that the number of employers that have followed through with their pledges has been low and he was keen to keep the momentum of the project running. He had offered to meet R. Knight to discuss a Business Angel initiative to promote further. **JM**

Cllr J Burns asked whether there was a comprehensive list of all the businesses in Haverhill available J. Mayhew advised that a list of 247 businesses within the Town Centre was being collated, but GDPR has slowed down the process of collecting the information.

**7. Financial Overview:**

The year-end figures for 2018/19 were

Total expenditure: £10,492

Total income: £16,700, of which £5,400 is ring-fenced for the Health and Wellbeing Task Group.

Unallocated funds c/f: £808

J. Mayhew requested all Board Members to go back to their organisations to see if there are any CSR funding opportunities that the ONE Haverhill Partnership could use to cover the core costs and seed fund some prospective projects. **ALL to note**

**8. Public Speaking:**

Cllr Jim Meikle, Borough Councillor for Clare, Hundon and Kedington and Clare Town Councillor, outlined his vision for an express bus service between Cambridge Addenbrooke's and Sudbury rail station, via Haverhill, to coincide with the Sudbury rail timetable. He was seeking support from ONE Haverhill partnership for the proposal.

Cllr D. Roach advised that Suffolk County Council was holding a rural bus service meeting on the 14<sup>th</sup> June.

J. Mayhew to speak to Jim Meike after the meeting to get more information on the topic. **JM**

Mr D. Wendell thanked the Town and Borough Councils for their continued support with the local dementia groups. The Haverhill Arts Centre is now showing dementia friendly screenings on a bi-monthly basis; the next screening will be on the 2<sup>nd</sup> July at 1:30pm. D. Gooderham to aid in advertisement for the screenings. **DG**

Mr Wendell also reported that there had been a drop in people attending social groups and queried whether the doctor surgeries were still referring people to them. S. Stevenson informed that LifeLink was still sending referrals to local social groups and would speak to DW in more detail after the meeting. **SS**

**9. Task Group updates:**

**9.1 Health and Wellbeing Task Group:**

**Update on 'Early Adopter Site' Healthcare Alliance:**

9.1.1. E. Gaskell gave a basic outline on the project that would be shaped by communities, which would define new ways of organising and place based support to better meet the area's needs. The main key ambitions that were being

focused on were; strengthen support to stay well, needs, health and care sustainability.

Cllr D. Roach expressed concern at the low level of health provision available in Haverhill.

E. Gaskell advised that the initiative plans to use a co-ordinated approach which would use locality working, whilst setting up to provide services in the future. EG to send AJk the report to be distributed with the meeting minutes.

EG/AJk

9.1.2. S. Stevenson updated the Meeting on the progress of the Haverhill LifeLink project, AJk to circulate the report with the Minutes.

AJk

Cllr P. Hanlon queried whether the GP's and doctors surgeries in Haverhill were still referring people to the project.

S. Stevenson confirmed that the GP surgeries are reminded about referrals on a regular basis.

## **9.2 Education, Training and Employment Task Group:**

### **9.2.1. Social Mobility:**

D. Ruddy briefed Board Members that a parental programme was due to start in September, which would be running via the primary schools in Haverhill.

9.2.2. D. Ruddy explained that post 16 educational support is still a priority and evening and distance classes are proving popular. The interventions that are being put in place to engage NEET young people are working decreasing the number of NEET individuals by 1.6% in Haverhill.

### **9.2.3. Youth Obligation:**

D. Ruddy informed that 18-21 year old job seekers receiving Universal Credit will be mandated by the Department of Work and Pensions to take part in an intensive activity programme from day 1 of their claim. The programme is expected to be about 12 weeks long (as appropriate for each learner) and has been designed to provide learners with the skills and mind-sets including qualifications in basic English and Maths which will enable them to move into further training or employment.

## **9.3.Crime and ASB:**

9.3.1. Inspector D. Cooper advised that the drug support worker has currently worked with 14 people in Haverhill, encouraging them to attend support meetings and seek help with their drug addiction.

### **9.3.2. County Lines:**

The action plan for this strand was to increase its awareness through training. The Borough Council has organised a play which will be taken into the upper schools in Haverhill, to highlight the issue.

Knife awareness sessions are being arranged with schools to further educate young people of the dangers and consequences of knife related crime.

9.3.3. Inspector D. Cooper updated Board Members on police work that has taken place in Haverhill. Which included:

#### **Enforcement:**

- Five drug warrants leading to the discovery of approximately 130 wraps of class A drugs, Cannabis, prescription drugs, drug paraphernalia, cash and offensive weapons. (7 arrests)

- Three vehicle stops leading to an approximate total of 95 wraps of class A drugs and arrests on suspicion of drug driving (4 arrests)

Training and awareness:

- 'Alter Ego' play (County Lines) has taken place at Castle manor and Samuel Ward Schools (see above)
- This was followed up by PSCO Grant Skeggs who delivered knife crime input to same schools.

Cllr J. Burns advised that the anti-social behaviour arrests publicised on Social Media had been well received by the public.

#### **9.4. Town Centre MasterPlan Task Group:**

9.4.1. Shopfront project:

C. Poole advised that the quote for the decorating of shop fronts was within the budget for the project and we are awaiting a date in July for this work to start.

J. Eaton has been in contact with Sanofi regarding the possibility they will provide volunteers to support the project with the pre-decorating cleaning work. **JE**

#### **9.5. Business Engagement:**

No further update.

Board Members were asked to follow the monthly meeting of the Task Group reported in the Operations Group Minutes.

#### **9.6. Volunteering in Haverhill:**

L. Cocker reported that the Task Group had been working towards opening a volunteer centre in the old HSBC Bank in Haverhill, recently acquired by West Suffolk Council, to be called 'The People Bank'. C. Poole has received a quote from a local building contractor, regarding the work to make the building usable. L. Cocker has a meeting with property services regarding licensing for the building. I. Gallin observed that any Licence arrangement should be short and simple.

J. Mayhew is keen to see the project progress quickly to a business plan for which funding and sponsorship could be sought.

#### **10. Dates of Future Board Meetings:**

19<sup>th</sup> September 2019 – Unity Schools Partnership

28<sup>th</sup> November 2019 – Unity Schools Partnership

J. Mayhew asked that all members check their availability for the dates listed above.

**ALL**

#### **11. Any Other Business:**

None.

#### **Meeting Closed:**

John Mayhew declared the meeting closed at 12:20pm.

#### **Date of Next Meeting:**

Thursday 19<sup>th</sup> September 2019, 9:30am Unity Schools Partnership

**Digest:**

| <b>Item:</b>   | <b>Action:</b>     |
|--|--------------------|
| 2.5.3.2. J. Mayhew to chase Tim Passmore, Regional Crime Commissioner, to lobby for the data collection to be separated.   | <b>JM</b>          |
| 3.1. J. Mayhew asked all Board members to email CP & JM with any comments or suggestions regarding the election of a new Chair, which will revisited in September.   | <b>ALL</b>         |
| 4.1.1. CP to add the Emotional Wellbeing Strategy item to the next Board meeting.  | <b>CP</b>          |
| 4.1.2. EG to send AJk the briefing to be distributed with the meeting minutes, to give attendees the opportunity to consider questions before the presentation.  | <b>EG/ AJk</b>     |
| 5.1. CP to add the Public Health report to the next Board meeting agenda.  | <b>CP</b>          |
| 6.1. AJk to circulate the DWP Haverhill4Jobs report with the minutes.  | <b>AJk</b>         |
| 7.1. J. Mayhew reminded all representatives to go back within their organisations to see if there are any funding opportunities that the ONE Haverhill Partnership could use to cover the core costs and any prospective projects. | <b>All to note</b> |
| 8.1.1. J. Mayhew to speak to Jim Meike after the meeting.  | <b>JM</b>          |
| 8.1.2. D. Gooderham to aid in advertisement for the dementia friendly screenings at the Haverhill Arts Centre.   | <b>DG</b>          |
| 8.1.3. S. Stevenson to speak to DW in more detail after the meeting regarding the process of sending referrals to local social groups.   | <b>SS</b>          |
| 9.1.1 EG to send AJk the 'Early Adopter Site' Healthcare Alliance report to be distributed with the meeting minutes.   | <b>EG/AJk</b>      |
| 9.1.2. AJk to circulate the Haverhill LifeLink report with the minutes.  | <b>AJk</b>         |
| 10.1. J. Mayhew asked that all members check their availability for the future Board dates,  | <b>ALL</b>         |