

ONE Haverhill Board Meeting

MEETING MINUTES

3rd March 2017 10:00am

Haverhill Arts Centre

Present:

John Mayhew	JM	Chair and Haverhill Chamber of Commerce
Henry Wilson	HW	Vice Chair and REACH
Alison Blackwell	AB	Abbeycroft Leisure
Colin Poole	CP	Town Clerk
Councillor Betty McLatchy	CllrBM	Haverhill Town Council
Councillor David Roach	CllrDR	Mayor of Haverhill
Councillor John Burns	CllrJB	Suffolk County Council
Councillor Pat Hanlon	CllrPH	Haverhill Town Council
Councillor Paula Fox	CllrPF	St Edmundsbury Borough Council
Dave Gooderham	DG	ONE Haverhill PR Consultant
Ian Gallin	IG	Chief Executive, St Edmundsbury and Forest Heath Councils
Inspector Danny Cooper	DC	Suffolk Police
Jon Eaton	JE	Community Action Suffolk
Lizzie Cocker	LC	Families and Communities Officer, St Edmundsbury Borough Council
Lois Wreathall	LW	Head of Primary Care, W Suffolk CCG
Martin Bates	MB	Connect Project
Philip Sullivan	PS	Director of Operations and Deputy Chief Executive, Havebury Partnership
Alisha Jenkins	AJ	Minute taker, Haverhill Town Council Office Administrator

Also in attendance: One Member of the press and public

Item		ACTION
1.	<p><u>Welcome, Declaration of Interest, Apologies</u> John Mayhew welcomed everyone to the meeting and reported that Jason Andre and Phillip Sullivan would no longer be a part of the ONE Haverhill Partnership and the organisations that they represent will put forward another representative. Apologies were received from: Michael Attwood - Locality Officer, Suffolk County Council Sarah Howard MBE - Suffolk Chamber of Commerce Rosanne Kilbourn - MENTA Councillor Alaric Pugh - Cabinet Member for Planning & Growth, St Edmundsbury Borough Council David Ruddy - West Suffolk College Jacqui Singleton - Samuel Ward Academy Councillor Jane Storey – Suffolk County Council Councillor Anthony Williams - Haverhill Town Council</p> <p>Lois Wreathall asked if it would be possible for Jason Andre to still be a part of the board as a representative for the Haverhill public. The Chairman will take this back to the Ops group to consider</p>	JM
	<p><u>Financial overview:</u> Colin Poole reported that the new Town Council bank account in the name of ONE Haverhill Partnership had been opened. The funds for ONE Haverhill as of December 2016 remain in the original cost centres although this was not strictly necessary as the DCLG funding period had ended. The Neighbourhood budget had £5,156.17 left. The Grants budget has £19.24 left. Our Place Evaluation & Monitoring budget had £4,486.33 left. Some expenditure on PR and the website had been incurred since 31st December.</p>	
2.	<p><u>Previous Minutes & Matters Arising:</u> Previous minutes were approved.</p>	
	<p><u>Draft Business Plan:</u> Progress on the business plan will be a recurring item at every board meeting.</p> <p>CP reported that in discussing the Draft Business Plan, it was important to understand that there were a number of legacy projects to which ONE Haverhill was already committed. In time it was hoped these would be combined into one of the relevant Task Groups.</p> <p><u>Youth Strategy Report:</u> Colin Poole updated the board members on the Town Council's Youth Strategy that was designed by the Youth Action Group. It is the direct follow-on from</p>	

	<p>the strategy set out by the original ONE Haverhill business plan and therefore remains relevant to the Partnership Board.</p> <p>1. Engage with young people who are out on the streets: This is being cover by the On The Spot Van and detached youth work. Looking to get WiFi and to update the Xbox on the On The Spot Van, which was transferred last April from the Borough to the Town Council.</p> <p>2. Social Media Project: This Borough/Town Council project is to create social media channels to let young people know about event, information and news that is relevant to them. This has been started by creating a website called Have-You that will be a base for information distributed via social media.</p> <p>3. Youth Skills Project: A report was tabled on this successful project. It was started by ONE Haverhill Partnership in 2013 but has continued under the Town Council.</p> <p>4. Urban Sports Park: Held many meetings with the young people, and thought progress was being made at the New Croft site, but we are not sure that remains viable. We need to find a new site.</p> <p>5. Extension of the Arts Centre: Looking to increase creative arts facilities for young people which could be at the Corn Exchange or achieved by extending the Arts Centre.</p> <p>6. Creative Arts Strategy: This is looking to provide a broader range of art opportunities and is a collaboration between the Borough and Town Council. This project has already started by organising a Film-making Project from 11th March – 13th May at the Arts Centre.</p> <p>7. Chill-Out Zone: This project is run by Abbeycroft at the Haverhill leisure centre, which provides a safe place for young people to socialise. The leisure centre is looking to extend the existing Chill-Out Zone Project to a second night to split the evenings for the younger teens and older teens. Haverhill Town Council has approved funding for the new equipment, so this should be up and running soon.</p>	
	<p>The meeting then moved to a discussion of the Draft Business Plan and an update on the work of each Task Group.</p> <p>It was agreed that the Draft Business Plan would be a recurring item on all Board Agenda's.</p> <p>Ian Gallin offered resources to update the Business Plan with clear statements of 'why' the Board felt there was a problem to be solved. It would include references to the relevant data used by the Board to decide on which topics to focus and to tie them into relevant policy statements. The offer was accepted. It will be possible to fit the amendments within the current roadmap for the publication of the Business Plan. It was agreed that the suggested changes would also make the document more useful for funding applications.</p> <p>The roadmap has been amended post meeting.</p> <p>3rd March 2017 – To ONE Haverhill Partnership Board for consideration of</p>	IG

adoption as a first draft

28 April 2017– Updated Business Plan reviewed by Ops Group

8- 19 May 2017 Public Consultation – do residents and businesses agree with our choice of priorities? Do they agree with our choice of solutions? Can we improve them?

22 May 2017 – Revisions based on feedback from public consultation made. Partners are asked to endorse the resulting draft.

8 June 2017 – final draft to ONE Haverhill Partnership Board for adoption as Business Plan

The meeting agreed that a public consultation version would be required using plain English to make it as accessible and relevant as possible.

Task group leads presented an update to the work of each group.

Health and Wellbeing Task Group:

Lois Wreathall updated the board on the progress being made;

1. The group is currently mapping services and creating a directory for activities. A useful site for this is Info-Link, but the big issue is that not many people are aware of this site.
2. Social prescribing is about doctors prescribing social activities instead of using medication. On the 20th February there was a meeting held for social prescribing, where a lot of useful contacts were made.

Ian Gallin asked whether “mapping services” should be a standalone objective within the business plan or be treated as a means to an end, with focus more on actual outcomes like social prescribing.

The Health and Wellbeing Action Plan was approved on a show of hands.

Crime and Anti-Social Behaviour Task Group:

Inspector Cooper updated the board on the progress being made;

1. Identify available support for drug and alcohol problems. He went to Bury St Edmunds with a representative from REACH to have a look at a service they provide there.
2. Outreach worker to support people in HMOs. One of the key HMO landlords is looking to change the way that the houses are currently being run. This is to help make sure that the people that will be moving in have the support that they require.

The Crime and Anti-Social Behaviour Action Plan was approved on a show of hands.

Education, Training and Employment Task Group:

On behalf of David Ruddy, Colin Poole updated the board on the progress being made;

1. Mapping services, there are a lot of services in Haverhill that people don't know exist. The mapping would include a database that professionals and the public can access. He noted Ian Gallin's comments on mapping.
2. Using the database to identify gaps and explain why it is a gap and if it

	<p>is really needed.</p> <p>3. Tackling mental health barriers to education and training. Also looking at young people that are heading towards NEET and ESA claimants. Looking to create pathways for people with mental health issues.</p> <p>Ian Gallin proposed for a letter to be created to go out to the public bodies that asks to be informed about any future changes in existing services in Haverhill to help with creating and maintaining a directory.</p> <p>4. To promote adult education within Haverhill. To work with local business to identify skills gaps in the local potential workforce, to improve employability. West Suffolk College deliver further education at the MENTA site on Hollands Road, but doesn't seem to be advertised and the building is anonymous.</p> <p>The Education, Training and Employment Task Group was approved on a show of hands.</p> <p>Lois Wreathall left to attend another meeting 11:45am</p> <p><u>Culture – the missing task group?</u> Colin Poole asked for the opinion of the Board on forming a fifth task group that would focus on the cultural life of Haverhill. A brief plan has been put into the Business Plan using projects taken from the Youth Strategy as an example.</p> <p>Creating a fifth Task Group “Promoting the Cultural Life of Haverhill” was approved on a show of hands.</p> <p><u>Town Centre Masterplan Task Group:</u> John Mayhew read highlights of a report from Kirsty Pitwood on behalf of Cllr Alaric Pugh updating the board on the progress being made. There are 5 key work streams in progress</p> <ul style="list-style-type: none"> ○ <i>Workstream 1: Highways and movement</i> - Delivery of highway improvements ○ <i>Workstream 2: Marketing</i> - Advertising Haverhill and marketing specific sites ○ <i>Workstream 3: Site assembly</i> - Getting control, investing, influencing ○ <i>Workstream 4: Development briefs</i> - Creation of briefs from planning perspective - What are rules for sites? What constraints need to be put on? ○ <i>Workstream 5: Place management</i> - Town and borough council day job <p>It was reported that the Task Group has many strands at different stages of development which fit into the workstreams. Some are confidential as they involve planning issues. The Board will be updated from time to time. Ian Gallin proposed that the section of Business Plan for the Town Centre Masterplan should just give a brief description of what it is currently in progress</p>	<p>CP/JM</p>
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	and reference where further information can be found. The Board agreed.	
	<p><u>Update on Website:</u></p> <p>John Mayhew requested that Board members who have not yet supplied a photograph and biography for the web site should do so..</p> <p>Dave Gooderham informed the board that the new website will go live at 9:00am on Monday 6th March.</p> <p>DG gave a short presentation of the site to give board members a chance to see the new additional pages.</p>	ALL Board Members to check
	<p><u>Public Speaking:</u></p> <p>None.</p>	
	<p><u>Any Other Business:</u></p> <p>None.</p>	
	<p><u>Meeting Closed:</u></p> <p>John Mayhew declared the meeting closed at 12:05pm.</p>	
	<p><u>Date of Next Meeting:</u></p> <p>Thursday 8th June 2017, 9:30am Haverhill Arts Centre</p>	