

Member Support and Governance
Committee Services
County Hall Chelmsford CM1 1LX
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West Essex Area Forum Meeting

Date: Tuesday 14 September 2010
Time: 10am
Venue: Adult Community College, Ongar (a [map](#) is attached on the reverse of this agenda showing the location and full address of the meeting venue).
Please sign in on arrival.

For bus and rail timetable information please contact Traveline on 0871 200 22 33 (calls cost 10p per minute from landlines), daily between 7am and 10pm or online at www.traveline.org.uk. Alternatively for traffic and travel or journey planning advice please contact the Essex Traffic Control Centre on 0845 6000 110 between 7am and 7pm Monday to Friday or online at www.essex.gov.uk/publictransport.

Area Co-ordinator: Yvette Wetton
Committee Officer: Vivien Door
Telephone: 01245 430935
Email vivien.door@essex.gov.uk

Membership of the Forum (set out overleaf)

The Forum comprises all County Councillors with electoral divisions in the Brentwood Borough, Epping Forest, Harlow and Uttlesford Districts, the Leader and Chief Executive or their nominee from each Borough/District Council and representatives from Essex Association of Local Councils, Hospitals & Primary Care Groups/Trusts, Police, Fire and Councils for Voluntary Service.

This meeting is open to the public and the press. This agenda is also available on the Essex County Council website, www.essex.gov.uk, in the 'Online services' box click on 'Council decisions & meetings'.

If you have a need for documents in the following formats, large print, Braille, on disk or in alternative languages and easy read please contact the Committee Officer before the meeting takes place.

If you have specific access requirements such as access to induction loops, a signer, level access or information in Braille please inform the Committee Officer before the meeting takes place. For any further information contact the Committee Officer.

NB: Tea and coffee will be available from 9.30am. Members and Officers will be available to discuss informally any matters that may be raised by the public present. Members of the public are invited to ask questions during the meeting specific to each agenda item.



MEMBERSHIP

County Councillors:

E Webster (Chairman)	A Jackson	A Naylor
B Aspinell	E Johnson (Vice-Chairman)	C Pond
S Barker	D Kendall	J Roberts
R Chambers	J Knapman	S Walsh
L Dangerfield	G McEwen	J Whitehouse
M Garnett	V Metcalfe	
R Gooding	G Mitchinson	

(ECC Members are requested to wear ECC identification badges at meetings)

Partner Organisations:

District/Borough Councils: Leader and Chief Executive (or their nominee)

Brentwood Borough Council: Councillor Louise McKinlay (Leader) and Joanna Killian (Chief Executive).

Epping Forest District Council: Councillor Diana Collins (Leader), Peter Haywood (Chief Executive).

Harlow District Council: Councillor Andrew Johnson (Leader), Malcolm Morley (Chief Executive).

Uttlesford District Council: Cllr Jim Ketteridge (Leader) and John Mitchell (Chief Executive).

Local Councils (1 Parish Councillor per District): Mr. Peter Baggott (Brentwood), TBC (Uttlesford), Cllr Jason Salter (Epping Forest).

Hospitals & Primary Care Groups/Trusts (1 rep. each): Catherine O'Connell, Chief Executive, West Essex Primary Care Trust.
Darren Leech, Executive Director of Delivery, Princess Alexandra Hospital NHS Trust, Harlow.

Police (2): Chief Superintendent Simon Williams (West Division, Essex Police), Chief Superintendent Michelle Dunn, (Central Division, Essex Police).

Fire (1): Ray Skinner, Essex Fire Service.

Councils for Voluntary Service (CVS's) (4): Brentwood (1), Epping Forest (1) Harlow (1) Uttlesford (1).

COUNTY COUNCILLORS CONTACT DETAILS

BRENTWOOD AREA

	DIVISION	TELEPHONE NO.
Councillor Barry Aspinell	Brentwood North	07958 623233
Councillor Dr Ann Naylor	Brentwood Rural	01277 354841
Councillor David Kendall	Brentwood South	cllr.David.Kendall@essex.gov.uk
Councillor John Roberts	Brentwood Hutton	01277 225039

EPPING FOREST AREA

Cllr Valerie Metcalfe	Buckhurst Hill & Loughton South	0208 508 0272
Cllr Anthony Jackson	North Weald and Nazeing	cllr.Anthony.Jackson@essex.gov.uk
Cllr Chris Pond	Loughton Central	020 8508 2361
Cllr Gerard McEwen	Ongar & Rural	01277 821482
Cllr John Knapman	Chigwell & Loughton	cllr.John.Knapman@essex.gov.uk
	Broadway	
Cllr Elizabeth Webster	Waltham Abbey	01992 715957
Cllr Janet Whitehouse	Epping & Theydon Bois	01992 812503

HARLOW AREA

Cllr Lee Dangerfield	Harlow West	07533 740391
Cllr Guy Mitchinson	Harlow West	01279 422562
Cllr Edward Johnson	Harlow South East	01279 324689
Cllr Michael Garnett	Harlow North	

UTTLESFORD AREA

Cllr Robert Chambers	Saffron Walden	01763 838754
Cllr Susan Barker	Dunmow	01245 231250
Cllr Raymond Gooding	Stansted	01279 813103
Cllr Simon Walsh	Thaxted	07966 506403

Should Members from Partner organisations wish to have their contact details included in the above list please advise the Committee Officer.

Terms of Reference for the Forum:

To reflect their consultative role, forums have an advisory capacity. A forum may submit reports on matters of concern locally to the cabinet, overview and scrutiny committees or the Council as appropriate. Forums will:-

- (a) Discuss current issues, initiatives and developments relating to the delivery of the Essex Works Vision in the Area.
- (b) Discuss items of concern in the area.
- (c) Discuss with representatives of other local organisations matters of interest in the area.
- (d) Discuss community strategies.

Agenda

Part I
(Business to be taken in public)

10.00am

1. Welcome and Introduction of Members and Officers

2. Apologies

The Committee Officer to report receipt (if any).

3. Declarations of Interest

To receive any declarations of interest that any Councillors or members of staff may wish to make.

4. Minutes

To approve as a correct record the minutes of the meeting of the Forum held on [15 June 2010](#).

5. Emergency Services

10.10am

i) Fire Authority

To receive report ([AFW/17/10](#)) and a presentation from Councillor A Hedley Chairman of the Fire Authority and David Johnson, Chief Fire Officer, on a general update for the last year and how the financial cut backs will affect the service..

10.40am

ii) Police Authority

To receive a presentation from Councillor R Chambers Chairman of the Police Authority, Chief Superintendent Simon Williams, Western Division ([AFW/18/10](#)), and Chief Inspector Alyson Wilson, Uttlesford District ([AFW/19/10](#)), on an update of activity over the last year; how the financial cut backs will affect the service; any cross border work; including priority crimes for each district.

11.00am

ii) Crime and Disorder Reduction

To receive a presentation ([AFW/20/10](#)) from Ellie Sapsed, Crime and Disorder Reduction Officer on Essex County Council activity in West Essex to reduce crime and disorder.

11.20am

6. Items for Report:

Follow up information requested at previous meetings by the Forum:

- Bunting, Banners and Seasonal Decorations Policy report ([AWF/21/10](#)) from Yvette Wetton.

11.40am

7. Future Programme of Work

To receive and update the attached work plan ([AFW/22/10](#)) prepared by the Committee Officer.

11.45am

8. Public Questions

There will be a period of up to 15 minutes where members of the public may raise oral or written questions on any matters falling within the remit of the Forum. Questions should be directed through the Chairman of the Forum. Members of the public are requested to contact the Committee Administrator listed on the front of the agenda in advance of the meeting, should they require clarification of the procedure. The terms of reference for the Forum are attached for information purposes.

12noon

9. Dates of Future Meetings

The next meeting of the Forum is scheduled for Tuesday 16th November 2010, time and venue TBC.

The 2010/11 dates of future Forum meetings are as follows:-

- Tuesday 11th January 2011, time and venue TBC
- Wednesday 9th March 2011, time and venue TBC

10. Urgent Part 1 Business

To consider any matter which, in the opinion of the Chairman, should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.