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Sent: Wednesday, 28 January, 2004 12:22
Attach: [7 Progress towards a Community Strategy.doc](#); [4 MSP Minutes 11 November 03.doc](#); [1 Agenda 03.02.04.doc](#)
Subject: MSP Board 3.2.04 Agenda

Dear MSP Board member, please find attached the agenda for meeting of the MSP Board on Tuesday 3 February, 3pm in the Council Chamber, Mendip District Council, Cannards Grave Road, Shepton Mallet, BA4 5BT.

Accompanying the agenda are the minutes from the previous meeting and a covering report for Agenda Item 7 - Progress Towards a Community Strategy for Mendip. Agenda item 7 asks the Board to consider the draft 'skeleton' Community Strategy document, which shows the work of the Multi Agency Task Group to date. As this document is 40+ pages long and contains a considerable amount of formatting, a hard copy is being sent by post today to each Board member, plus everyone listed in the 'to...' box at the top of this message.

If you require a copy to be sent to a substitute not named above, please let me know.

Regards

Sara Skirton
Community Planning and Consultation Officer
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Mendip Strategic Partnership
Board Meeting 3rd February 2004
3pm in the Council Chamber, Mendip District Council Offices

Agenda

- 1. Apologies**
- 2. Public Participation**
- 3. Welcome and Introductions**
To introduce and welcome new Board Members and David Thomson, new Chief Executive of Mendip District Council
- 4. Minutes of the meeting of 11th November 2003**
- 5. Shepton Mallet MCTI**
Presentation from David Rees and Cherida Fletcher - South West RDA
- 6. Mendip District Council's Corporate Performance Assessment (CPA)**
Presentation from Stuart Brown, Business Manager, Corporate Finance and Resources - MDC
- 7. Progress Towards a Community Strategy for Mendip**
*To consider the progress made to date by the Multi-Agency Task Group.
A skeleton Community Strategy draft document is being distributed to all Board members in hard copy*
- 8. Budget Report**
Verbal update for information
- 9. Any Other Business**
- 10. Dates of future meetings**
 - o 16th March 2004 *venue to be decided*



The Mendip Strategic Partnership

Minutes of the meeting of The Mendip Strategic Partnership held on Tuesday, 11 November 2003 at 3.00 pm in the Town Hall, Glastonbury

PRESENT: Ron Ballantine - Chairman
 Penny Church - Citizens Advice Bureau (Vice-Chair)

Inspector Trevor Ashford- Avon & Somerset Constabulary
 Penny Baker - MACOC
 Gaynor Clarke - Jobcentre Plus
 Nick Cottle - Somerset Association of Local Councils

Richard Dixon - Mendip Environment Forum
 Alan Gloak - Glastonbury Town Council
 Graham Livings - Victim Support
 Zena Pollard - Mendip Economy Forum
 Linda Rose - Strode College
 Cllr. Harvey Siggs - Mendip District Council
 Ian Wallace - Young Somerset

OFFICERS

PRESENT: Stuart Brown - Mendip District Council
 Peter Grainger - Somerset County Council
 Sara Skirton - Mendip District Council
 Claire Stenning - Mendip District Council
 Ros Wilkins - Mendip District Council

Agenda Item Number	Agenda Item
1	Apologies Ian Bennett - Strode College Cathy Bakewell - Somerset County Council Tony Shepherd - Mendip Community Support Elaine Pugsley - NCH Kate d'Inverno - Social Forum

	<p>Public Participation</p> <p>None</p>
3	<p>Minutes of the meeting of 16 September 2003</p> <p>The minutes were agreed.</p>
5	<p>Voluntary Sector Conference and Election of Voluntary Sector Representative to MSP Board</p> <p>Sara Skirton had prepared a report for information. Board members were urged to encourage voluntary sector colleagues to attend the conference hosted by Mendip District Council on 12th December. Important issues such as funding would be considered at the conference.</p> <p>Members asked for the arrangements for the new Compact to be covered at the conference.</p>
6	<p>The Great Cake of Life - Feeding Back</p> <p>Sara Skirton had been giving feed back on the consultation exercise to various bodies including Mendip's three Area Boards. A summary and a full report of the findings of the Great Cake of Life exercise would be posted to the MSP website.</p> <p>Harvey Siggs reported that Mendip's Cabinet Board had recently decided to continue to support the MSP.</p> <p>During the discussion some Members commented that it should be remembered that all Members of the MSP were equal partners.</p> <p>Alan Gloak noted that Mendip District Councillors had not yet returned to meetings of the SSP and SSPC. He felt this was a pity as important decisions, such as the expansion within Somerset of Broadband, were being considered.</p>
7	<p>Multi Agency Task Group</p> <p>At the first meeting of the Multi Agency Task Group it had been agreed that there should be an audit of the planned objectives of each of the agencies involved. Sara Skirton was currently collating this information. The Multi Agency Task Group was due to meet again the following week.</p>

<p>8</p>	<p>Task Group Progress Reports</p> <p>Zena Pollard, representing the Communications Sub Group said that the second newsletter was now available. This would be distributed to as many relevant parties as possible.</p> <p>Speaking for the Transport Sub Group, Graham Livings felt it was important that agencies involved in transport strategy should appear to be less fragmented than they might do currently.</p> <p>The transport group was particularly concerned that young people be integrated into the process, as well as Parish Councils. It may be that a specific meeting be arranged by Parish Council representatives and the Transport Sub Group together with Communications.</p> <p>It was suggested that there be information pages for voluntary sector organisations on the MSP website. Penny Church and Zena Pollard would discuss this possibility outside the meeting. Members also wanted the MSP website to contain suitable links to the various organisations involved.</p>
<p>9</p>	<p>Shepton Mallet MCTI/Shepton 21 – Update</p> <p>Zena Pollard had recently Chaired a meeting of a Regional MCTi Conference She reported that Shepton Mallet MCTI, as a community group, had found the RDA very difficult to get information from.</p> <p>The next stage in the process was to hold a public consultation event. A marketing consultant would be employed to help with this project. It was hoped that one person from each street in Shepton Mallet would represent and pass on the opinions of their neighbours at the event.</p>
<p>10</p>	<p>Membership Issues</p> <p>Sara Skirton had prepared a report which considered the membership of the Partnership.</p> <p>During the discussion it was agreed that the Countryside Agency be approached to send a representative to replace the Environment Agency, which had withdrawn. Members also wished the NFU to be approached to see if they would like to be represented on the Board.</p> <p>Reports would come back to the Board as to increasing Parish Councils representation on the Board and it was agreed that Pastor Fowler from Elim-in-Wells be invited to attend the next meeting.</p>

	<p>The Board agreed that fully informed substitutes would be welcome at future meetings of the Mendip Strategic Partnership.</p>
11	<p>A Food Festival for Mendip</p> <p>The Sustainability Officer at Mendip District Council had prepared a report which outlined details of a plan to hold a Food Festival for Mendip. In preparation for this would be a workshop on the 18th November. Copies of the agenda for the workshop were available and members of the Partnership were encouraged to attend.</p>
12	<p>Budget Report</p> <p>Sara Skirton outlined the budget report for the Partnership. Given the timetable for making payments a request was made to delegate authority to the Chair and Vice-Chair to approve payments of up to £1,000 between meetings in order to meet the deadline. The Partnership agreed to this resolution.</p>
13	<p>Any Other Business</p> <p>Members noted that the website would need funding.</p> <p>In response to a question raised by Graham Livings, the Chairman said he felt the Partnership had not made fast progress yet but when a proper framework for the Community Strategy was in place he was confident that progress would come.</p> <p>There was a general concern that many people were put off becoming volunteers in organisations dealing with children because of the cost to them for police clearance.</p> <p>Members noted the launch of a public exhibition for proposals for the renewal of Taunton Town Centre on Friday, 14th November 12 noon in the Brewhouse Theatre.</p>
14	<p>Dates of future meetings</p> <ul style="list-style-type: none"> ○ 3rd February 2004 ○ 16th March 2004 <p style="text-align: right;">venues to be decided</p>

The meeting finished at 5.00 pm.

THE MENDIP STRATEGIC PARTNERSHIP

AGENDA ITEM:6

FROM: Sara Skirton

Date: 3rd February 2004

SUBJECT: **Progress towards a Community Strategy for Mendip**

1. SUMMARY/INTRODUCTION

1.1 In September 2003 the MSP Board commissioned the setting up of a Multi-Agency Task Group to produce a draft Community Strategy for Mendip.

1.2 This Task Group has been drawing together the key aims, priorities and actions plans of the various partners to determine how they will be incorporated into the Community Strategy and crucially, to look for potential opportunities to add value through two or more partners working together to take priority issues.

2. CURRENT SITUATION

2.1 The Task Group has now produced a skeleton Community Strategy draft document for consideration by the MSP Board. Board Members will receive a hard copy directly through the post. It should be noted that the document is a work in progress; at the time of going to print comments and amendments are being still being received from Task Group members.

2.2 This draft document sets out a working Vision for Mendip:

By 2021 Mendip will be a thriving, just and sustainable place in which to live, work and visit

and a number of long term aims to achieve that vision, under the following themed headings:

- A place to live
- A job to do
- Things to do
- Getting around
- Feeling safe
- Ways to learn
- Staying well –
- Food
- Environment
- Energy and Waste
- Sense of Community

It has become apparent to the Task Group that there are many linkages between the themes. The MSP Board may wish to identify some long term 'cross cutting' aims that it feels should be addressed as priorities.

2.3 The Strategy document will be supported by a detailed action plan, which will set out how the aims will be achieved, i.e. which partners will be involved, what they will do and when they will do it by. Early work has begun on producing the action plan, but it is not yet at a first draft stage.

2.4 If the MSP Board approves the approach taken by the Task Group to date, the next set of tasks will be to:

- Continue to complete and refine the information contained in this draft document
- Edit, proof read and remove jargon
- Develop the action plan to support the broader strategy document
- Consult on the draft with other key stakeholders not directly involved in the task group, in particular the Voluntary Sector and the Youth Service
- Determine how to integrate the work of Shepton 21 and other local community planning initiatives into the Community Strategy

2.5 The Task Group will then bring the further refined document to the next MSP Board meeting and will report progress on developing the action plan. If approved, the intention is that the document will be made available for public consultation from 1st April 2004. It is suggested that the Communications Sub Group agree how best to ensure the finalised draft reaches as wide an audience as possible.

2.6 It is envisaged that the public consultation period will run until July 2004, with the finalised Community Strategy for Mendip being published in September 2004.

3. RECOMMENDATION

Board Members are asked to consider and comment on / approve:

1. the work undertaken by the Task Group to date towards the production of a Community Strategy for Mendip
2. the working Vision for Mendip and the long term aims for achieving that Vision
3. the proposed next steps for the Task Group
4. the proposed timescale for production of the final Community Strategy

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