

# Item 6



## BOARD MEETING

Wednesday 21<sup>st</sup> July 2004  
Shildon Civic Hall

## NOTE OF THE MEETING

### PRESENT

#### Board Members

Sedgefield Borough Council  
Durham County Council

Area Forums  
Community Empowerment  
Network

Sedgefield Primary Care Trust  
Durham Constabulary  
Government Office for the North  
East (Observer)

Cllr. R.S. Fleming (Chair)  
Cllr. N. Foster (Vice Chair), County Cllr. C. Magee,  
Mrs. D. Jones.  
Cllr. A. Smith, Cllr. A. Hodgson, Cllr. M. Stott.  
Mr. D. Bolton, Ms. C. McVay, Mr. J. Cutting,  
Rev. S. Stevens, Mrs. L. Leach, Ms. A. Frizell,  
Mrs. M. Batey.  
Mr. N. Porter, Mrs. G. Wills  
Chief Superintendent M. Banks  
Ms. M. Wootton

#### Advisors

Sedgefield Borough Council  
Policy Group Co-ordinators

Mr. R. Prisk.  
Mr. A. Quain, Mr. B. Johnson.

#### Observers

Sedgefield Borough Council  
Sedgefield Primary Care Trust  
University of Durham  
Government Office for the North  
East (Observer)  
County Durham Children &  
Young Persons Partnership

Mr. A. Charlton  
Ms. M. Fordham  
Mr. D. Scott  
Ms. M. Wootton, Ms. J. Hope  
Ms. E. Alexandratou,

## 1. INTRODUCTIONS & WELCOME

The Chair, Councillor R.S. Fleming welcomed Members to the meeting and drew their attention to the Agenda for the meeting. It was decided to change the order of the Agenda to firstly address the Key Business, and then receive the Presentation.

### 1.1 Apologies

Apologies were received from Mr. P. Fisk (Business Forum), Mr. N. Vaulks (Sedgefield Borough Council), J. Robinson, (Area 3 Forum).

## **1.2 Question Time**

The Chair gave the Board Members an opportunity to ask questions on any matters of interest or importance connected with the work of the Board and the Partnership, or about the business items to be discussed at the meeting. No questions were raised.

## **2. KEY BUSINESS**

### **2.1 Consideration of 'Note of the Meeting' held on 28<sup>th</sup> April 2004**

These were agreed as a true and accurate record.

### **2.2 Matters Arising**

#### **a) Action Plan for further support to Board Members**

RP reported that the LSP Team are developing a Learning Plan for which a brief has been drafted. This will seek to utilise the experience of Neighbourhood Renewal Advisors to initiate a programme of activity which will include working with LSP partners to develop induction programmes for LSP Board Members and Alternates which clearly identify the role, responsibilities and key competences required for their role as Partnership Board Members. The Learning Plan will also lead to the development of a diverse training programme for Members which will include significant elements of the Performance Management Process to ensure the Board can rigorously monitor LSP activity as part of its overview and scrutiny role.

#### **b) Local Strategic Partnership and Community Empowerment Network Protocol for Consultation**

RP reported that the LSP / CEN Protocol had now been agreed, and it has been distributed to all partner organisations within the LSP.

#### **c) Performance Management Framework for the Partnership**

RP updated Members on the recent Annual Review Meeting with Government Office North East (GONE). The meeting considered four elements to provide a balanced overview of performance. Discussion focussed on the areas, which were identified for improvement.

The first element covered reflecting on last year's progress and was highlighted through the means of a short presentation. The second element covered the Review of the Performance Management Framework (PMF) by taking into account delivery themes, partnership working, the LSP's Improvement Plan and the LSP / CEN Protocol. The third element covered a review of the Neighbourhood Renewal Fund (NRF) in two aspects; spends against allocation and targeting of NRF. The final element considered the next steps and identified outcomes from the Annual Review.

GONE then explained that the traffic light assessment of the LSP's performance to the Neighbourhood Renewal Unit is for internal use to establish a baseline from which improvement can be measured and any problems will be identified and support given.

MW explained that GONE would give confirmation and feedback of the meeting in a letter to the Chair of the LSP in September.

**d) Identification of any matters Board Members might wish to discuss at future Meetings**

At the April Board, Members raised several issues for discussion. RP gave feedback on the Management Group's suggested actions.

i. Sustainability of the Community Empowerment Network

The Network and CAVOS are to produce a paper on the options available to the Network, including future funding for the Management Group's consideration by November 2004. The outcome of this could then be referred to January's Board Meeting.

ii. Building Schools for the Future

RP reported that one school in Sedgefield Borough (Sedgefield Community College) was in the first bid tranche and the remainder were in the second tranche. Durham County Council had held a series of information seminars on Building Schools for the Future at the beginning of July at which the LSP was represented. Cllr Foster commented that any announcements of the Programme from the Department of Education and Schools were not now expected until the autumn. He added that details of the County Council Primary School re-organisation would be available in the autumn.

iii. Impact of Locomotion, National Railway Museum in Shildon (NRM)

RP indicated that a visit to the NRM could be arranged to involve a tour of the museum followed by a presentation session with an opportunity for questions.

**Agreed: That an opportunity for Board Members to visit the Shildon NRM site be arranged.**

iv. Local Government Re-organisation and its impact on LSPs.

RP reported that as LSPs are a key part of the Government's modernisation agenda, the options of there being either a single Unitary Council covering the whole of the County or three Unitary Councils should not affect the work of LSPs. As LSP's are concerned with changing the ways in which services are delivered, whatever happens in the Regional Assembly Referendum, LSP's should remain and have a role to play in strategic partnership working.

**2.3 Review of Partnership Board's Operation**

**a) Schedule of Board Members Nominations and Alternates**

A schedule of Board Members Nominations and Alternates was included with Members papers for the meeting. RP clarified with Members the procedure for the attendance of Alternates at meetings. A Board Member who is not able to attend the Board Meeting must put forward their apologies in advance of the Meeting to the LSP Team and confirm the attendance of the named Alternate. This will come into effect for the next Board Meeting scheduled for October. The Community Empowerment Network confirmed their second Alternate as Margaret Chappell.

**b) Nominations of Vice Chair from Community Empowerment Network**

With the recent resignation of the Vice Chair Ray Sunman, the Chair addressed Members for a nomination to fill this vacancy. SS from the CEN nominated Dave Bolton (DB). Everyone was in agreement. In the past alongside this responsibility the Vice Chair also represented the LSP on the County Durham Strategic Partnership. DB agreed that he was happy for this to continue.

**Agreed: DB to take up the position of Vice Chair on the LSP and represent the LSP on the County Durham Strategic Partnership.**

**c) Outcome of the Consultation on the Review of the Composition and Size of the Partnership Board.**

The Board in April 2004 agreed to undertake a consultation exercise to ascertain views of the LSP partner organisations on amendments to the size and composition of the Board. A report on the outcome of the consultation exercise and the recommendations from the Management Group was presented to the meeting. It was proposed that additional places should be offered to organisations on the following basis.

- Priority should be given to organisations that are not currently represented at Board level.
- Additional places should be allocated to organisations to fill strategic policy and theme 'gaps' in the current membership composition.
- Organisations identified should positively assist to drive the work of the Partnership forward in the delivery of the Community Strategy, improving service delivery and performance and assist to promote the well being of the Borough.
- An increase in size of 6-8 places would be preferable at this stage.

The Board considered the results of the proposals advanced and the balance of additional representation with particular attention to the involvement of the Police Authority and Local Town and Parish Councils. After a prolonged debate and in the absence of an overall consensus, the Chair agreed to a vote being undertaken on each of the proposed additional Board places. The outcome of this was:

<b>Policy Area</b>	<b>Organisations</b>	<b>No of Places</b>
Post 16 Education and Training and Lifelong Learning	County Durham Learning and Skills Council. Further Education College sector	2
Services to young people	County Durham Connexions Service	1
Environmental interests	One organisation selected from: Countryside Agency English Heritage Environment Agency Groundwork East Durham Durham Wildlife Trust	1

<b>Policy Area</b>	<b>Organisations</b>	<b>No of Places</b>
Community Safety and safer Neighbourhood interests	County Durham Police Authority County Durham and Darlington Fire and Rescue Service	2
Health sector-Clinician representation.	Primary Care Trust Professional Executive Committee	1
Local Councils Engagement	Local Association of Town and Parish Councils	1
Community	Community Empowerment Network	2

**Agreed: That the organisations/representative sectors indicated in the above Table be offered a place on the Board.**

#### **2.4 Sedgfield Borough Community Strategy**

The Board considered the draft of the Community Strategy in April 2003 and agreed it as the basis for a wider consultation. The revised Sedgfield Borough Community Strategy (2004 – 2014) now reflects the responses to this lengthy consultation process.

Following the end of the consultation period, most of the 140 comments received have been incorporated into the final version of the Strategy. The majority of amendments relate to updated information and enhancing links between different service policy areas to improve their co-ordination. Given the extensive public and stakeholder consultations that led to the development of the Strategy, there have been no significant representations made seeking changes to the Strategy's vision or its key aims.

The main changes in the Strategy relate to the format of the document, with key indicators and action plan information detailed in the consultation draft, being held over for the Action Plan and further detail provided as to the wider regional, sub-regional and local strategic context for the Strategy. A further cross cutting theme has been included to provide an emphasis on young people in the delivery of the Strategy.

In terms of delivering the Strategy, the forthcoming Action Plan is seen as a key document. This will be developed with reference to the LSP's Performance Management Framework and its Policy Groups and will provide details of the key activities to be undertaken, responsible lead agencies and the resources to be committed.

Once developed, the Action Plan will allow the five Local Area Framework documents based on the Borough's Area Forums to be created to provide a localised position statement and programme of action. These will be undertaken to complement and support the preparation of the Borough's Local Development Framework as a replacement for the current Sedgfield Borough Local Plan.

It was noted that whilst the preparation of the Community Strategy is a statutory responsibility of Sedgfield Borough Council, the Borough Council has agreed that

its preparation should be conducted through the LSP. The Board were asked to agree the revised Community Strategy (2004-2014) and to recommend approval to Sedgefield Borough Council.

The Chair, along with the Community Empowerment Network, thanked the LSP Team for the work undertaken in preparing the Community Strategy.

**Agreed:                    The revised Sedgefield Borough Community Strategy (2004-2014) be recommended to Sedgefield Borough Council for approval.**

### **3. ANY OTHER BUSINESS ITEMS**

#### **3.1 Schedule of Reports from each Policy Group Co-ordinator**

The Board received the reports from all six of the LSP Policy Groups.

#### **3.2 Report from the Community Empowerment Network**

DB gave feedback on behalf of the Community Empowerment Network (CEN) on the current work they are involved in, and how they are now engaging with the hard to reach groups and organisations within the Sedgefield area with whom they feel they need to work more effectively. The CEN are also developing training for the Network.

AF gave feedback on the five Community Forums, which were suspended in April 2004, in order that the Community Empowerment Network could reassess their value and review the format to try and ensure that they are engaging the communities more fully in the LSP process. It was suggested that, working with LSP Policy Groups, holding themed events across Sedgefield Borough during the year would take the LSP directly into local communities. This would also tie in with the GONE milestones for Sedgefield CEN, which asks for 'themed meetings to be held bi-monthly around LSP issues.'

An Induction and Team Building day for CEN representatives is planned for August. A repeat of the Borough familiarisation bus tours undertaken driving, is also planned for later this year and Members of the LSP will be invited to join the tours.

#### **3.3 Identification of any matters Board members might wish to discuss at future Meetings.**

- a) The Community Empowerment Network raised a point for clarification on the postcodes relating to cold weather payments in Sedgefield Borough. Some areas had postcodes relating to Stockton Borough and this affected the amount allocated, when communities only a mile or so different were issued greater payments.

**Agreed:                    Sedgefield Borough Council would contact the Benefits Service to obtain information on the operation of the cold weather winter payments system.**

**The Healthy Borough Policy Group be asked to consider this matter and its impact across the Borough.**

- b) DB raised the subject of the Disability Discrimination Act, which comes into force in October 2004, and asked whether all partners were working to comply with the Act.

The Chair assured DB that Sedgefield Borough Council were addressing this matter and felt confident that the County Council and the Primary Care Trust would be in a similar position.

SS suggested that all Policy Groups Co-ordinators should ensure that when allocating monies such as NRF Service Improvement Plans, organisations were asked if they already comply with the Act.

**Agreed: Policy Groups Co-ordinators be asked to ensure that the agreed NRF supported Service Improvement Plans take full account of the Disability Discrimination Act.**

#### **4. PRESENTATION SESSION**

##### **4.1 Children and Young People Services and the links to the Sedgefield Borough Children and Young People Strategic Partnership**

The Board received a joint presentation on the above subject from Debbie Jones, Chair of the County Durham Children and Young People Strategic Partnership, Melanie Fordham, Chair of the Sedgefield Children and Young People Strategic Partnership and Eva Alexandratou, County Partnerships Development Officer.

Debbie Jones asked the Board to note that the County Durham Children and Young People Strategic Partnership was created in 2002 with the aim of bringing together all agencies working with children and families. Building on the recommendation of the Children Bill and the “Next Steps” guidance it is anticipated that this partnership will work towards the integrated future of services by providing strategic leadership, strategic planning and strategic commissioning. A copy of the presentation is attached.

Melanie Fordham then asked the Board to note the developments that have taken place since the Sedgefield Children and Young People’s Partnership was launched in February 2004. These have included the establishment of an ‘Engine Group’ who have developed their terms of reference and aims as well as established a structural map of partnership relations. Three priority work streams covering the Sedgefield Plan for Children’s Centres, the Extended School Model and the Sedgefield 14-19 Area Review Group are currently underway.

Board Members then took part in a question and answer session around three key questions as follows;

- From a Community perspective what are the key issues that will affect the development of Children and Young People Services?
- From a Service Provider perspective what are the key issues facing Young People in Sedgefield Borough?
- How can the LSP change things for Young People?

Board Members were given the opportunity to forward any additional comments or responses to these questions to the LSP Team and this is to be reported back to the Board at the October Meeting. (A copy of the response form is attached).

The Chair thanked Board Members for their attendance and contributions.

The Meeting closed at 3.30 pm

**Next Meeting:**

**Date: Wednesday 20<sup>th</sup> October 2004**  
**Time: 6.00 pm**  
**Venue: Spennymoor Town Hall**

Agreed by the Sedgefield Borough Local Strategic Partnership Board on 20<sup>th</sup> October 2004 as a true record of the meeting held on 21<sup>st</sup> July 2004.

Signed: .....

Date: .....