

BOARD MEETING OF THE SOUTH DERBYSHIRE  
LOCAL STRATEGIC PARTNERSHIP

Held at the Civic Offices, Civic Way, Swadlincote  
on 19th May 2005 at 9.30 a.m.

**PRESENT:-**

**Local Authority Sector**

Frank McArdle (Chief Executive, South Derbyshire District Council), Evadne Robbins (Derbyshire Association of Local Councils), County Councillor Joyce Sanders, District Councillor Heather Wheeler, District Councillor Barrie Whyman, M.B.E. (Vice-Chair) and District Councillor John Wilkins.

**Other Public Sector**

Gerry Bryant (Derbyshire Dales and South Derbyshire Primary Care Trust)(substitute for Nina Ennis), Chief Superintendent Tony Hurrell (Derbyshire Constabulary) (Chair), Karen Jones (Trident Housing Association) and Clare Williamson (Learning and Skills Council).

**Private Sector**

Susan Bell , O.B.E. (National Forest Company), Karen Bradley (Toyota UK) and John Oake (Sharpe's Pottery Heritage and Arts Trust).

**Voluntary/Community Sector**

Jo Smith (South Derbyshire CVS), Helena Stubbs (Derbyshire Rural Community Council) and Glenys Williams (Old Post Regeneration Association).

**Member of the Public In Attendance**

Mrs. B. Cowley (resident of Egginton).

**Also in Attendance**

South Derbyshire District Council

Ian Reid (Deputy Chief Executive), Malcolm Roseburgh (Community Regeneration Officer), Peter Woolrich (Policy and Best Value Officer) and Debbie Cook (Democratic Services Officer).

Derbyshire County Council

Jane Cox (Partnerships Co-ordinator).

LSP/66. **APOLOGIES**

Apologies for absence from the Meeting were received from Nina Ennis (Derbyshire Dales and South Derbyshire Primary Care Trust), Penny Coates (Nottingham East Midlands Airport), George Tansley (Etete Limited), Julie Batten (People Express), Reverend Bob Hollins (Churches Together), Graeme Royall (South Derbyshire Citizens Advice Bureau), Sharon Forton (Derbyshire Chamber) and Frank McArdle (Chief Executive South Derbyshire District Council) who was only able to attend part of the Meeting.

LSP/67. **DECLARATIONS OF INTEREST**

District Councillor Barrie Whyman recorded that he was a Board Member of DDEP.

LSP/68. **MINUTES**

The Minutes of the Board Meeting held on 17th March 2005 were taken as read, approved as a true record and signed by the Chair.

LSP/69. **MATTERS ARISING**

Further to Minute No. LSP/55 of 17th March 2005, Peter Woolrich advised the Board that a request had been received from both the County and City Council asking the Board to prepare a statement to be included in both the Derby Joint Local Transport Plan and the Derbyshire Local Transport Plan. Suggested statements of support were circulated for comment. Susan Bell asked for clarification of what the Board were being asked to confirm and was advised that the statement was merely to support the consultation process as the Plan had not yet been published. Susan Bell welcomed the opportunity to be involved in the process. Several Board Members made comments that issues such as the growth of tourism, health and community, employment and physical activity had been omitted from the statement. An amended wording to the Statement of Support was suggested and it was agreed that Officers would make such amendments and forward the statements to both the County and City Councils.

Further to Minute No. LSP/60, Jo Smith advised that the CVS were not at that time making a request for £13,000 to undertake a more inclusive consultation process with hard to reach groups just to the LSP Board.

LSP/70. **CHOOSING HEALTH WHITE PAPER**

Doctor Gerry Bryant, Director of Public Health for Derbyshire Dales and South Derbyshire Primary Care Trust gave a detailed presentation on the Choosing Health White Paper. This White Paper was published in November 2004 and the key messages of the White Paper were outlined, an important message being the need to make it easier for people to choose health and for work to be undertaken in partnership across Government. Targets to improve health and reduce inequalities had been established. The underpinning principles of the document were for an informed choice, personalisation (supporting people to make healthier choices) and working together. Priorities for action included targets to reduce the number of smokers, reduce obesity (particularly in children), increase exercise, support sensible drinking, improve sexual health and improve mental health and well-being.

Tony Hurrell talked about the need for GP's to share more information with other bodies. Gerry Bryant suggested that the Board could invite a General Practitioner to become a Member of the Board. Jane Cox advised the Board of a project being operated by the County Council to reduce smoking in the County through partnership working.

(At 10.05 a.m. Frank McArdle arrived).

Glenys Williams advised that 50%-75% of patients visiting their GP do not actually need to see a G.P. Jo Smith referred to the issue of isolation whereby people were probably visiting a G.P. in order to integrate. Barrie Whyman questioned the realism of some suggested healthy eating habits and asked how much choice people from deprived areas really had. Susan Bell asked if the PCT could look at how Pharmacists could play a bigger role and was advised by Gerry Bryant that a new G.P. contract was established last year, and a new pharmacy contract was to be put in place this year. John Oake welcomed the introduction of nurse practitioners able to prescribe certain medicines and Helena Stubbs referred to the problem with a lack of pharmacies in rural areas. Gerry Bryant advised the Meeting that a delivery plan had been produced and the targets were outlined. Gerry Bryant advised what the DDS D PCT was doing to respond to the Choosing Health White Paper. Measures included the introduction of healthy lifestyle advisors and an increased target for smoking cessation. John Wilkins queried whether the PCT intended to target disadvantaged groups and was advised that this was the case. Tony Hurrell stated that organisations should be working as a partnership to jointly tackle issues. He gave an example that if his organisation could make people feel safer then they might be less likely to smoke due to anxiety.

Gerry Bryant gave a general presentation on the benefits of stopping smoking. She also advised that there were 32,000 residents of South Derbyshire who were obese and 40 teenage pregnancies in the District every year. Frank McArdle emphasised the need for the community to provide the right role models and John Oake stated that effective initiatives should be sustained and rolled out (he referred to a pilot scheme at Newhall on healthy eating which had been very successful but that he had heard no more about it continuing).

(At 10.45 a.m. Frank McArdle left the Meeting).

Susan Bell referred to winning projects already established which promoted a healthy lifestyle such as those in existence at the Rosliston Forestry Centre. The Chair thanked Gerry Bryant for her informative presentation.

#### LSP/71. **SDLSP BOARD – STRUCTURES AND WORKING ARRANGEMENTS**

Further to Minute No. LSP/57 of 17th March 2005 where the Board were asked to consider a review of structures and working arrangements and agreed to discuss the matter further, the Board again received a detailed report suggesting different structures and working arrangements. It was agreed that six working groups based on the agreed themes of the Community Strategy should now be established formally. These groups would be responsible for delivering the Community Strategy, monitoring trends within their thematic area and planning for the future.

District Councillor John Wilkins expressed concern regarding the establishment of a Strategic Co-ordination Group. He stated that he did not feel that this Group would work in practise and that the secretariat could provide the services suggested. Ian Reid expressed some concern regarding this proposal. Gerry Bryant suggested that the Board needed more clarification about the Terms of Reference of the Working Groups. John Oake felt that more action was needed as the Board was still in “steering group” mode. Susan Bell expressed concern that the Board would “wither on the vine” with the establishment of the Strategic Co-ordination Group as

suggested and Jo Smith emphasised the need to determine roles within the Board. Karen Bradley queried why the Board was to establish such a co-ordination Group and was advised by Ian Reid that the majority of the work was being undertaken by people outside the Board and therefore represented the views of Officers of both the District and County Council. Barrie Whyman suggested that the Board could agree to introduce the establishment of a Strategic Co-ordination Group and if it did not work, re-visit the issue. Jane Cox advised that in other parts of the County, the approach suggested had united the Board and helped the LSP become more dynamic. Tony Hurrell stated that the suggestions were about allowing the Board to make more strategic decisions. Evadne Robbins suggested that the proposals be implemented and reviewed within one year. Susan Bell expressed concern about the commitment in time being a member of the Board involved but stated that her main concern was determining the role of the Board.

It was agreed to establish a Strategic Co-ordination Group to comprise the Chair and Vice-Chair of the Board along with the Chairs of the Working Groups. The District Council assisted by Derbyshire County Council would provide administrative and technical support. The main responsibilities of this group would be as follows:-

- (1) Formulating the agenda for Board Meetings.
- (2) Managing performance
- (3) Ensuring a co-ordinated and consistent approach to cross-cutting issues
- (4) Managing finances and developing plans to put the Partnership on a sound financial basis in the long term.

The Board agreed to review the implementation and success of a Strategic Co-ordination Group in one year's time.

## LSP/72. **COMMUNITY STRATEGY AND ACTION PLAN – DESIGN AND PRESENTATION**

Under Minute No. LSP/58 of 17th March 2005, the Board had approved the final priorities and action areas together with the form and content of the Community Strategy. It also agreed that the working groups needed to make final recommendations in respect of the Year 1 Action Plan and authorised the Chair of the Board to approve the final version of the Plan.

It was now reported that a Meeting of the Group Chairs and the Chair and Vice-Chair of the Board was held on 29th April 2005 and the final version of the Action Plan was agreed and approved. Copies of the Community Strategy and Action Plan for 2005-2006 were circulated for information. A “glossy” version of the Community Strategy was circulated for approval. This showed the proposed design and layout of the Community Strategy and it was reported that a separate document would be produced to include the Action Plan. Ian Reid advised that the Council's Values and Attitudes Group had looked at the Council's Corporate Image and the designers employed were recommending that the Strategy be produced similarly to the Crime and Disorder Partnership's Annual Report. Jo Smith highlighted the need for alternative copies of the Strategy to be available for the visually impaired. It was reported that the Community Strategy would be launched at the AGM in July and a summary version could possibly be distributed within the Council's newsletter. Members of the Board asked that it be included that

the Strategy was published on recycled paper. The Board agreed the design and layout of the Community Strategy and Action Plan as circulated

(At 11.25 a.m. John Wilkins left the Meeting.)

LSP/73. **END OF YEAR REPORT – BUSINESS PLAN 2004/05**

The Board was reminded that the Partnership was contracted by DDEP to deliver a number of project originally submitted within a Business Plan to spend £150,000 of DDEP grant in the financial year 2004/2005. The Council, acting as the accountable body for the Partnership had issued individual funding agreements to the lead partners of projects detailing financial and output targets based on their approved submission. A detailed report was submitted to the Board detailing performance against outputs, a general overview of project progress and performance against financial targets. It was reported that due to the late project approval and the threat of losing grant, most projects focused on delivering DDEP expenditure. As that requirement had been met, the focus now needed to shift towards delivery and reporting of outputs. Those projects which had reported back and updates from projects still to deliver indicated a positive outcome.

The Board received a detailed end of year project progress report for the West Street redevelopment phase 1, Findern Access Centre, National Forest Business Grants, the Grid, Credit Union Outreach Services and tourism information point at Sharpe's Phase 1 projects. It was reported that full DDEP grant of £150,000 had been claimed after a minor under-spend on the National Forest Project was reallocated and claimed by the Findern Access Centre project. With regard to matched funding, the forecast was that the projects should reach their matched funding target. A mixture of projects running behind schedule and projects originally scheduled to run into 2005/06 meant that the final matched funding total would not be known until June 2005. The Board noted the progress made in relation to the 2004/2005 Business Plan.

LSP/74. **DDEP EXPRESSIONS OF INTEREST/BUSINESS PLAN 2005/06**

The Board was reminded that DDEP had confirmed a grant of £150,000 to the LSP for 2005/06 made up of £90,000 capital and £60,000 revenue. Projects must be at least 50% matched funding with a minimum total project value of £50,000. The projects must contribute to both the LSP's economic development strategy and to DDEP tier 3 outputs and complete spend by 31st March 2006. The Board was also reminded that in order to comply with the guidance and meet the prescribed timetable it agreed to reconvene the Vibrant Economy theme Working Group and task it with realising a business plan for 2005/06. This group had met regularly and agreed for six projects to be forwarded as expressions of interest following a prioritisation exercise, as detailed below:-

- (1) National Forest Business Grants
- (2) Woodville – Swadlincote Regeneration Action Area – wider options study
- (3) Tourist information facility – Phase 2
- (4) CVS Ideas into Income
- (5) Access to work
- (6) Business support network

Expressions of interest for 4 of the 6 projects (National Forest Business Grants, Woodville – Swadlincote Regeneration Study, CVS Ideas into Income and DCC Access to Work) were sent to DDEP in accordance with its timetable. Notice and explanation was given that two further projects would be submitting expressions of interest outside the prescribed timetable. The delays in submitting the two further projects were outlined to the Board. DDEP were able to accommodate the request and full applications for both projects had now been submitted. The Ideas into Income project had passed appraisal and a contract from DDEP was imminent. The Access to Work appraisal should be completed by 20th May 2005.

The Board was advised that the National Forest Business Grants project was to be treated as an extended project and subject to a satisfactory statement concerning the relationship between additional and projected outputs should also receive formal approval to continue. Currently, progress on other projects had been slower. The Woodville-Swadlincote Regeneration Study had been worked up into a first full application that should have been discussed at the Vibrant Economy Group Meeting scheduled for May 12th 2005. However, that meeting was cancelled and rescheduled for June 10th, so feedback from group members would be received and collated electronically. In its first draft state, the estimated cost of the study was below the DDEP £50,000 threshold although they had indicated that they may be able to treat it as an exceptional case.

The Tourist facility Phase 2 project involved detailed, complex and inter-dependent negotiations, actions and decisions between a number of partners including SDDC, Sharpe's Trust, the landowner and People Express. Consequently, it was taking time to bring all the project elements together and produce a fully worked up submission. The business support network project was still evolving as the Chamber had discussions with interested local business people and other partners and tried to identify the most effective projects. At the same time, it needed to identify and secure sources of match funding.

Due to the different time-frames involved with each of the projects, DDEP had suggested issuing an individual grant offer letter for each project to the LSP setting out the key points for that one project only. However, as the projects came on-stream one by one the LSP would be required to monitor them as an overarching action plan.

The Vibrant Economy Group had proceeded on the basis of supplying DDEP with project information requiring grant in excess of the £150,000 allocation. This was done deliberately in case of project failure, project restructuring or availability of additional funds. Due to the difficulties highlighted, the position remained the same in that whilst three projects looked likely to gain formal approval in the near future, the other three projects were not yet worked up enough to establish costs and other parameters. The current position was summarised to the Board.

It was reported that, to assist with both forward and contingency planning, the Vibrant Economy Group requested the District Council work up a bid related to signage and other improvements on SDDC industrial sites. However, due to the reasonable condition and small number of SDDC sites the project was not viable. The Group therefore requested the Council explore through discussions with Groundwork whether projects related to general industrial facelifts or improvements to gateway sites were deliverable.

The potential for the projects had been raised at a meeting with Groundwork and they were now being considered alongside other pieces of work for inclusion in an initial service level agreement.

Tony Hurrell emphasised the need for the Vibrant Economy Group to ensure that plans could be delivered. Councillor Whyman asked whether any Board members were to be trained in appraising bids and was advised that Members had been nominated to undertake SPAG appraisal training, but this had not yet happened. The Board noted the progress and approved the direction in relation to the 2005/06 Business Plan.

LSP/75. **NEWS FROM PARTNERS**

Glenys Williams advised that the Old Post Regeneration Association had recently been successful in obtaining a further £325,000 Lottery funding. She also reported the successful completion of the Community Police Office in Newhall, utilising the old toilet block.

LSP/76. **ANY OTHER BUSINESS**

Further to Minute No. LSP/59 of the Meeting held on 17th March 2005, Helena Stubbs queried the need to discuss how to progress Derbyshire County Council's LSP fund application. Jane Cox advised that some applications had been forwarded and were to be determined over the next few weeks. She undertook to keep the Board informed.

LSP/77. **DATES FOR FUTURE MEETINGS**

The dates of future meetings were outlined as follows:-

Thursday, 7th July 2005 (SDDC)  
Forum, Thursday 28th July 2005 (Mickleover Court Hotel)  
Thursday, 15th September 2005 (SDDC)  
Thursday, 24th November 2005 (SDDC)  
AGM/Forum Thursday, 19th January 2006  
Thursday, 16th March 2006 (SDDC)

Ian Reid asked the Board to confirm the venue for the AGM/Forum on 19th January 2006. Karen Bradley suggested that the Toyota Visitor Centre could be used and it was agreed to look into this matter and report back to the Board. There being no other business, the Meeting terminated at 11.40 a.m.

T. HURRELL

CHAIR