

BOARD MEETING OF THE SOUTH DERBYSHIRE  
LOCAL STRATEGIC PARTNERSHIP

Held at the Civic Offices, Civic Way, Swadlincote  
on 13th October 2005 at 9.30 a.m.

**PRESENT:-**

**Local Authorities Sector**

County Councillor Joyce Sanders (Derbyshire County Council) and District Councillor Heather Wheeler (South Derbyshire District Council).

**Other Public Sector**

Simon Caines (Connexions Derbyshire), Chief Superintendent Tony Hurrell (Derbyshire Constabulary), Karen Jones (Trident Housing Association), Vicki Price (Derbyshire Dales and South Derbyshire Primary Care Trust – substitute for Nina Ennis) 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**

Graeme Royall (South Derbyshire Citizens' Advice Bureau), Jo Smith (South Derbyshire CVS) and Glenys Williams (Old Post Regeneration Association).

**Also in Attendance**

**South Derbyshire District Council**

Ian Reid (Deputy Chief Executive), Mike Greenway (Principal Policy Officer), Malcolm Roseburgh (Community Regeneration Officer) and Neil Betteridge (Principal Democratic Services Officer).

**Derbyshire County Council**

Jane Cox (Partnerships Co-ordinator).

**APOLOGIES**

Apologies for absence from the Meeting were received from Frank McArdle (Chief Executive, South Derbyshire District Council), Evadne Robbins (Derbyshire Association of Local Councils), District Councillors Barrie Whyman, M.B.E. and John Wilkins (South Derbyshire District Council), Nina Ennis (Derbyshire Dales and South Derbyshire Primary Care Trust), Ann Tipple (Derbyshire Chamber) George Tansley (Etete Limited), Julie Batten (People Express), Reverend Bob Hollins (Churches Together) and Helena Stubbs (Derbyshire Rural Community Council).

**LSP/12. APPOINTMENT OF CHAIR AND VICE-CHAIR OF THE BOARD – INTERIM ARRANGEMENTS**

Board Members were reminded that the LSP Constitution had been adopted at the Forum AGM on 24th October 2003. The Constitution required that the Chair and Vice-Chair would be elected by the Board Members and the terms of office should be two years from the date of election. Accordingly, it was suggested that the current Chair and Vice-Chair of the Board be elected for the period until the AGM on 19th January 2006, thereby allowing the Chair and Vice-Chair to be elected by the Board at an Open Forum event every two years thereafter.

**RESOLVED:-**

***That the current Chair and Vice-Chair of the Board be elected to serve until 19th January 2006.***

**LSP/13. MINUTES**

The Minutes of the Board Meeting held on 7th July 2005 were taken as read, approved as a true record and signed by the Chair.

With regard to Minute No. LSP/9 regarding the draft Statement of Community Involvement, Jo Smith (South Derbyshire CVS) confirmed that a response had been submitted on behalf of the Board.

**LSP/14. BUSINESS PLAN REPORTS – 2004/05 OUTPUT MONITORING AND 2005/06 PROGRESS REPORT**

The Board received a detailed report providing an update in relation to the 2004/05 and 2005/06 Business Plans. The Partnership had been awarded grant aid of £150,000 from the DDEP to spend in both the past and present financial years. The Vibrant Economy Group had been tasked with managing the overall process with the Council acting as the accountable body. As previously reported to the Board, projects contained within the 2004/05 Business Plan had spent their grant allocation. However, some of the projects still needed to report against leverage and output targets. The 2005/06 Business Plan had now been finalised in terms of approvals.

The Board noted the progress on the Business Plans and with regard to the 2005/06 Plan, it was reported that all five projects submitted to the DDEP had now been approved. Funding agreements had either been issued or were pending and three projects had commenced delivery. Although the overall plan to utilise the DDEP grant was still behind schedule, all projects remained confident that they were on schedule to deliver to the timescales.

Mr. Roseburgh advised that the Council was currently reviewing its support to the voluntary sector.

**LSP/15. ROLES AND RESPONSIBILITIES OF BOARD MEMBERS**

Jo Smith of the South Derbyshire CVS circulated forms to Board Members regarding their roles and responsibilities for completion and discussion. The issues related to reasons why Board Members were involved in the LSP, their Partnership role, what they brought to and expected from the Partnership,

rules/policies/procedures needed to operate effectively and achieve aims, transparency and improvements, and the identification of new community issues.

Board Members discussed these various issues and it was considered important that all Board Members felt comfortable in the surroundings of Board Meetings. It was accepted that a great deal of energy had been invested into the preparation of the Community Strategy and delivery was now a key issue for the Board. The Chair reported that delivery mechanisms would be considered by the Strategic Co-ordination Group.

The discussion led to the Chairing of Theme Groups and the need to review the Constitution and the Chair felt that community issues should be identified by the sub-groups. Jo Smith felt that clarity was required on the memberships and roles of these groups and Simon Caines reported that other LSP's were also discussing Terms of References for such sub-groups. The Chair considered that the Constitution should include the roles of the sub-groups and the various issues raised needed to be fed back to these groups.

#### LSP/16. **REPORTS OF THE STRATEGIC CO-ORDINATION GROUP (SCG)**

##### (a) Minutes of the Meeting held on 1st September 2005

The Board noted the Minutes of the Strategic Co-ordination Group held on 1st September 2005.

##### (b) Chairmanship of Working Groups

It was reported that the Sustainable Environment Group had recently engaged with Groundwork Erewash, which was due to establish operations in South Derbyshire during this month. The Sustainable Environment Group believed that there would be great benefits in terms of Groundwork assuming the Chairing of the Group. However, at present, they were not members of the LSP Board and the Working Group believed that the Board needed to consider whether Groundwork should be invited to become Board Members.

With regard to the Lifelong Learning and Culture Group, the current Board representative from the Learning and Skills Council had been providing the role of Chair to the Group. However, she had now been instructed to relinquish the position of Chair by the Learning and Skills Council, as it was their policy not to Chair groups which they funded. At a recent meeting, the Group appointed a new Chair, Julie Batten, who was already a Board Member.

However, the Lifelong Learning and Culture Group had indicated some unease in relation to the Board appointing a Group's Chair and felt that it would be more appropriate for the Members of the particular Group to nominate and vote for a Chair. The Group felt that the Board could still identify its members to work with the Groups as 'champions' and oversee the achievement of their objectives and account for their progress and performance at the Board.

The SCG had been persuaded that ideally, Working Groups should be chaired by Board Members who would then be accountable through the Board for progress and performance of individual working groups.

There was no provision in the current Constitution that stipulated any requirements in respect of the Chairing of Working Groups. The Board had an opportunity to review the current Constitution and decide whether an appropriate item needed to be added. Furthermore, this also presented an opportunity for any necessary amendments to be identified and considered prior to the Annual Meeting on 19th January 2006, when any amendments recommended by the Board would be considered. In the interim period up to the Annual Meeting on 19th January 2006, it was suggested that the arrangements proposed by the Sustainable Environment Group regarding Groundwork chairing their meetings be supported.

**RESOLVED:-**

***(1) That the proposals of the Sustainable Environment Group be supported.***

***(2) That any amendments and changes necessary to the Constitution be considered at the next Board Meeting on 24th November 2005.***

(c) LSP Identity and Branding

It was reported that the SCG had discussed issues relating to the identity of the LSP. It was noted that currently, various meeting papers, including agendas, minutes and reports for the Board, the SCG and some working group meetings were generally despatched on the District Council's or other partners' letterheads and it was felt that this did not provide a proper identity for the LSP. The SCG members felt that to commence this process, a logo should be developed for the LSP which could be launched to a wider audience at the Annual Meeting to be held on 19th January 2006. It was suggested that a professional artwork organisation should be commissioned to undertake this work and a budget cost of £500 had been obtained, based on the suggested brief of preparing some draft designs for consideration and thereafter producing a definitive logo.

Board Members considered that an attempt should be made to identify local companies within the District which could undertake this work and it was felt that guidance on branding was also required. These matters could be incorporated into a future Communications Strategy.

**RESOLVED:-**

***That local companies within South Derbyshire be approached to undertake the necessary work and a further report be submitted to the Board in due course.***

LSP/17. **RURAL, SOCIAL AND COMMUNITY PROGRAMME – DEFRA CONSULTATION**

This item was not considered in the absence of Helena Stubbs (Derbyshire Rural Community Council).

LSP/18. **NEWS FROM PARTNERS**

Jane Cox advised that following the Derbyshire Partnership Forum on 16th September 2005, a workshop had been held to develop the next Derbyshire Community Strategy. This had been well attended by partners from across

the County and a draft consultation document was currently under preparation, based on the discussions at the workshop. The document would be distributed to partners by the end of October and partners were encouraged to convey their comments and ideas by responding to the document. It was suggested that this matter could be discussed further at the next Board Meeting on 24th November 2005.

Susan Bell advised of a partnership which had been formed in Leicestershire but would include South Derbyshire. This related to a Living Landmarks Lottery bid, which was community-based around a project with an established reputation. There were very few around the country and it was suggested that a presentation could be made at a future Board Meeting.

The Chair reported on the proposed transformation of police services following a meeting between the Home Secretary and all Chief Constables on 19th September 2005. Options for change had to be submitted by the end of October and the Chair outlined the timescales involved. There were likely to be changes across the country but the Chair did not anticipate an adverse effect in this area. A briefing had been provided to Members of the District Council on the previous evening and there would be a number of teams and bases within the District, built around neighbourhoods.

Vicki Price updated Board Members on the proposed changes within the NHS and the Government's consultation on "Patients' Choice". It was anticipated that locally, the seven PCT's across Derbyshire would become either one combined body or two bodies, being the County of Derbyshire and the City of Derby. The favoured option was one County-wide body and this status had been recommended in respect of Lincolnshire. Consultation was to be undertaken on two options for Nottinghamshire and nationally, savings made would be invested into cancer screening services.

The Chair advised that at the next Board Meeting, a progress report would be made relating to the Community Strategy.

#### LSP/19. **DATES OF FUTURE MEETINGS**

The dates of future meetings were noted, as follows:-

Thursday, 19th January 2006 - AGM/Forum  
Thursday, 16th March 2006 - Board  
Thursday, 18th May 2006 - Board  
Thursday, 6th July 2006 - Board  
Thursday, 27th July 2006 - Forum

T. HURRELL

CHAIR

The Meeting terminated at 11.30 a.m. Page 5 of 5