

**Minutes of meeting of Derby City Partnership Board**

**Monday 7 September**

<b>Present</b>	Councilor Hilary Jones Kim Harper Rev Stephen Greasley George Mighty Janet Holland Andrew Flack Julie Acred Adam Wilkinson Andy Wakeman Helen Bishop Bob Betts Professor John Coyne George Cowcher	Derby City Council Community Action Forum of Faiths for Derby Derby Millennium Network Chair, Children and Young People's Network Chair, City for Children and Young People Derby hospitals NHS Foundation Trust Derby City Council NHS Derby City Rolls-Royce plc Chair, Cultural City University of Derby Derbyshire and Nottinghamshire Chamber of Commerce
<b>Advisors</b>	Hazel Lymbery Steve Battlemuch	Derby City Partnership Government office for the East Midlands
<b>In attendance</b>	Abigail Steanson Gordon Stirling Beverly Parker	Minute Taker, Community Action For item 3 - Comprehensive Area Assessment For item 3 - Comprehensive Area Assessment

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<b>01/09</b>	<b>Introductions and apologies</b>	
	<p>Apologies were received from Graham Bennett, John Cadwallader, John Forkin, Steve Hall, Andy Hough and Prem Singh.</p> <p>Hillary formally introduced and welcomed Adam Wilkinson, the new Chief Executive of Derby City Council and asked him to say a few words.</p> <p>Adam stated that he has been in post for 7 weeks and that early on the leaders of the main parties were keen to identify priorities and objectives for Derby over the next two to five years. The agreement of these objectives has meant that there is work to do with a review to assess the current state of Derby City Council and future challenges it may face. The Council will be working with partners over common agendas and mapping the current position of the LSP. He stated that over the next few months the Council would be reviewing its structure and organization alongside significant budget issues to tackle which will impact upon partnership working relationships and responsibilities.</p> <p>There were no declarations of interest.</p>	
<b>02/09</b>	<b>Confirmation of the minutes of the meeting on 8 June and matters arising</b>	
	<b>Item 03/09</b> -Hazel Lymbery has meet with Sharon Squires to discuss Community Cohesion and will check about the DCP invitation for the	<b>Hazel Lymbery</b>

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	<p>workshop that is taking place.</p> <p><b>Item 04/09</b> -Kim Harper stated that the housing associations had been invited to attend the Safer and Stranger network and the Neighborhoods Network, which is where they sit within the project.</p> <p><b>Item 04/09</b> – Hazel Lymbery informed the meeting the she had met with the four Third Sector representatives in the previous week to prepare for the Board meeting.</p> <p><b>Item 04/09</b> – Kim Harper noted that the gaps had been indentified and that the information would be passed to Hazel to be disseminated.</p> <p><b>Item 07/09</b> – Hilary Jones noted that the letter to Ray Cowlshaw, on behalf of the Board had been sent.</p> <p>The minutes were confirmed as a true record.</p>	<p><b>Kim Harper</b></p>
<b>03/09</b>	<b>Comprehensive Area Assessment – Beverly Parker</b>	
	<p>Beverly Parker explained the Comprehensive Area Assessment process was ongoing and the presentation was a reflection of the current status of that process. Beverly noted that the final report will be in a very different style to usual Audit Commission reports, in terms of language, typeface and layout. It is aimed at the public of Derby and needs to be suitably accessible.</p> <p>A discussion took place about some of the items raised within the presentation. The red flag for alcohol was discussed as a big problem for Derby. It was noted that the partnership need to focus on alcohol issues and how to balance the night time economy.</p> <p>Beverly Parker explained that we will receive a draft copy of the PDF file of the web pages on Friday 16 or Monday 19 of October. The partnership then have 10 working days to appeal against any red flags. Beverly Parker also noted that the website would go live on 10 December. She stated that DCP have a good handle of their performance, which was not repeated across the country, she felt this was reflected in there being only one red flag.</p> <p>George Mighty stated that drug and alcohol abuse is such a complex issue as it cuts across so many themes and involves so many different agencies. He asked how realistic it was for the partnership to do anymore.</p> <p>Hazel Lymbery highlighted that she had met with Beverly last week and that Beverly is happy to receive more evidence about the prevention work that has been taking place. Beverly noted that the new treatment plan will need time to work and that it would be a while before the benefits would be seen. She also stated that the CAA team was aware that Alcohol services can be hard to get funding for but they were looking for how the resources for prevention and treatment have been pulled together.</p> <p>Andrew Flack queried the figure of a 6% drop in performance figures and noted that due to the recession surely all areas would see a drop in those Not in Employment, Education or Training (NEET). Beverly stated that although there had been a drop Derby had been good at meeting this challenge and that would be reflected in the text of the report.</p> <p>Andrew Flack stated that the GCSE results for 2008, which were really good</p>	

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	<p>will, be lost, as last year the review could not use them as there were not validated and the CAA could use the invalidated 2009 results. Julie Acred asked if both trends and comparisons will be included in the report to ensure the whole picture was looked at.</p> <p>Bob Betts stated the scale of the problem with alcohol had come as a bit of a shock and asked if it was the scale of the problem or the inadequate response that had led to the red flag. Beverly responded that although Derby was ranked top for medical issues and conditions related to alcohol it was an inadequate response that had not been effective enough that had allowed the red flag. Beverly stated that the response needs to be greater to ensure the reductions that are required.</p> <p>Bob Betts stated that the partnership had been working to bring higher quality restaurants and shopping into the area within the evening to help the area change its evening profile. Bob felt that the partnership had not supplied sufficient evidence to show the changes that have been implemented.</p> <p>Adam Wilkinson asked if Derby had been assessed against a model to receive this red flag. He stated if they knew what was being asked of them, it was be easier to react. Beverley stated that Derby should move into the improvement planning stage, which would include looking at good practice examples, and support from government office.</p> <p>Beverly informed the Board that the publications from the South East Public Health Observatory had been used to develop the thinking around the alcohol issues, but Derby was measured against local perceptions.</p> <p>Helen Bishop queried the accessibility of the report just on a website and felt that some people would be excluded by this decision. Beverly replied that a lot of research had been done about the best way make it accessible. She noted that each LSP would be able to work with the local media and with the CAA team, to promote press releases and the headlines of the report. Beverly also reported that they were looking at digital TV red button technology. Beverly took the skepticism on board but felt the message would be promoted successfully.</p>	
<b>04/09</b>	<b>Swine Flu Update and Impact – Andy Wakeman</b>	
	<p>Andy Wakeman informed that Board that:</p> <ul style="list-style-type: none"> <li>• In June and July a new variant was reported in Mexico.</li> <li>• The World Health Organisation (WHO) declared the pandemic a level 6 July.</li> <li>• In Derby, there were a small number of cases to begin with, and then the numbers rapidly increased up until August. Derby’s level of cases was well below those reported in Birmingham, it was noted the outbreaks in some Birmingham schools had led to it spreading much faster.</li> <li>• The antiviral centre had been receiving up to 300 cases a day, which has now dropped to 20 a day, and just 6 cases on Sunday. This was indicating that the first peak was over.</li> <li>• At the end of July the National Pandemic Flu website and Phone line were launched which had a direct link to the antiviral distribution point at Coleman Street. The opening hours of the centre have now been</li> </ul>	

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	<p>reduced.</p> <ul style="list-style-type: none"> <li>• If the second wave occurs it may start in October, the NHS Derby City are currently checking plans to ensure they are fit for purpose and to make any improvements after the experience of the first wave.</li> <li>• The virus still appears to be mild and hospital and mortality rate estimates have been downgraded.</li> <li>• Vaccines will be available for the priority high risk groups and frontline staff in health and social care. Derby is seeking urgent clarification about how many vaccines Derby will have and when.</li> </ul> <p>Andy Wakeman stated that although there had been extra pressure Derby had coped quite well. He noted that they were currently anticipating an upsurge as the schools have returned. Immunisations and vaccinations will be planned for once the number of cases is known. Andy explained that it was expected that the uptake of the vaccines with health workers may not be high, but it would be offered.</p> <p>Julie Acred stated that even with all the continuity planning, a specialist team of consultants all got the flu and as such patients were affected. She felt there were lessons to be learnt from the 1<sup>st</sup> wave, with regards to the patterns it may take and that it may require a different sort of planning. Julie also noted that although the revised planning assumptions had reduced the hospitalization rates down to 2% that would still take all of the beds in Derby. She noted that even if it stays mild, we will still struggle, especially if you include the seasonal flue as well.</p> <p>Hilary asked if there were any tools that could be shared that others may find useful. Kim Harper stated the changes that Community Action had taken, such as cancelling non urgent meetings in October, doing more by email and extending the sick leave entitlement, without a Doctors note, to help try and reduce the pressure on GPs. She also stated that Community Action was currently working with the PCT to try and ensure the sector was ready.</p> <p>George Cowcher added that in the survey they completed 40% of businesses have no continuity plans what so ever. He noted that as the cases and media coverage has diminished so has the interest in continuity planning. George informed the Board that they were looking at what could be done to re-stimulate interest and was concerned at the amount of those that were unready to face a further wave.</p> <p>Andrew Flack asked if teaching staff were included in the list of the workers to receive vaccines. He noted that the impact of the school closures in Birmingham had a big effect and he felt it was a potential omission if they were not vaccinated. It was noted that it is currently normal for both parents to work, and if schools have to be closed because teachers are ill, it could have a major impact on the rest of the city.</p> <p>Adam Wilkinson stated that although the Business Continuity Plans (BCP) were robust, they did not allow for whole teams to be affected. This means there is improvement to be made to ensure all areas are covered.</p>	
<b>05/09</b>	<b>DCP Week Review</b>	

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	<p>Hazel gave a brief presentation, followed by a discussion. Hazel highlighted a comment in which it was suggested making the event into two weeks. Stephen Greasley added that at the 3<sup>rd</sup> Sector Voices event others had suggested the event be spread over two weeks. He clarified that they were not looking for more events but spreading them out over two weeks, so to avoid conflict and enable them to attend more events. It was felt that by keeping it to just one week some of the audience was being limited. Kim Harper suggested linking in with other events such as the carnival or Derby Festé, could reach new people.</p> <p>It was noted that the turn out was much higher this year with many of the events well attended, however Julie Acred agreed with Hazel Lymbery in that the message of DCP was not fully conveyed to all across Derby.</p> <p>It was suggested to try and hit a wider audience by taking things to them like going into schools and colleges.</p> <p>Helen Bishop stated that last year the behind the scenes tours were very popular and this year the Community Learning Centre was opened up, and only a few people used the facility. So she felt it was going to be difficult to engage the public in different ways. Further discussions will be held at the October Management Group before it comes back to the December Board.</p>	
<b>06/09</b>	<b>Management Group Report</b>	
	<p>Hazel Lymbery noted that the Inspiring Communities bid was unsuccessful. Kim Harper said that the feedback considered that there was not enough demonstration of community engagement. Kim Harper added that a lot of effort and good partnership working went into the bid and it would be up to partners to see if any further work could come of it.</p>	
<b>07/09</b>	<b>Director's Report</b>	
	<p>The Board were asked to endorse the web based resource for Be Inspiring and for the team to integrate Be Inspiring into the work already being done.</p> <p>Kim Harper felt that this was a positive way to move forward but highlighted that the bids asking for grants would have to be explicitly linked to the theme of be inspired. The Board agreed to the planned work.</p> <p>Hilary Jones outlined that before the next Board meeting Hazel's term of office will have finished, however due to the period of change and evaluation, it would be possible for the secondment to be extended until march 2010. Andrew Flack stated that Hazel was from his team and as the host department, after a great deal of thought, they were happy for Hazel to carry on in the Directors role. However Hazel would also carry out a couple of roles for the department. He stated that the Director role would be the primary concern, and they would be careful not to overstretch her.</p> <p>George Mighty reminded the Board that Graham Bennett had previously stated it was not fair to keep changing the Director. George felt that with the seconding there was no continuity and he would prefer it to be a continual member of staff. Hilary Jones responded to George by saying she felt that</p>	

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	<p>the partnership were not currently in a position to offer that, and by extending the post, it would allow time to properly look at the situation and the options available. The extra time from Hazel, would allow a change to the structure and the post and for the LSP to feel confident in the requirements from the post holder.</p> <p>Adam Wilkinson stated that within the Council's review they would be revisiting the internal structure of the existing partnership, as well as considering how long the LSP has been in place. This review would include looking to see if anything needed to be changed, including the role of Director for DCP. Adam also pointed out that the results of the CAA could also have an effect on current relationships and structures.</p> <p>Helen and Kim were concerned that the Director's role remain a permanent one, and that any decisions regarding changes to it and the city partnership, should involve the partnership as they were all stakeholders and also offered funding to the Partnership.</p> <p>The <b>Board 'away day'</b> was highlighted, to take place on <b>12 October</b>. This will include a review of 'the state of the city' and how the partnership will meet existing and future challenges.</p>	
<b>08/09</b>	<b>Impact of the recession</b>	
	<p>George Cowcher reported that the third quarter economic survey showed that confidence is returning and that many companies now have a more optimistic outlook. Helen Bishop added that although that may be the case, Rolls Royce have had orders displaced, which will have a knock on effect and is unsure that we have seen the end of it yet.</p>	
<b>09/09</b>	<b>Reports from DCP Groups</b>	
	<p>The spotlight was on City for Children and Young People. Andrew Flack highlighted a couple of issues from the report for board (item 9c) including the Voices in Action presentation on Tuesday 17 November at the Spot.</p> <p>Andrew then introduced the presentation on reducing Child Poverty in Derby. He noted that the indicator for this issue sits within the City of Growth but it actually cuts across many of the Cities, particularly Children and Young People. Bob Betts requested clarification about how poverty is defined and if it includes the whole family. Andrew highlighted page 3 of the presentation which, detailed the factors by which it is measured.</p> <p>Janet Holland asked if there was any data to show that current strategy around working tax credits is having an impact. Andrew said he was unsure and would find out. Janet noted that this would be a further reason to try and keep the schools open during the second wave of the swine flu pandemic. The presentation will be shared at each city executive.</p>	<b>Andrew Flack</b>
<b>10/09</b>	<b>Any Other Business</b>	
	<p>Kim Harper asked that the finalisation of the partnership review of neighborhood working actually come to the partnership. She stated that the partnership review of neighborhood working, had not been to DCP board and</p>	<b>Hazel Lymbery</b>

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	she felt that if it was going to be called a partnership review that in terms of actions the Board should have some input into it. Hazel Lymbery said she would feed that back to Sharon Squires.	
<b>11/09</b>	<b>Date, time and venue of next meeting</b>	
	<b>Monday 7 December 2009, 2.00 - 4.00 DCP, Meeting Room 1, 7<sup>th</sup> Floor, St Peter's House.</b>	