

**Minutes of Management Group meeting  
14 January 2010**

**Present:**

Kim Harper	Community Action
Hugh Hastie	Connexions Derbyshire
Adam Wilkinson (chair)	Derby City Council
Don McLure	Derby City Council
Rita Silvester	Derby City Council / Children and young people
Jonathan Guest	Derby City Council / City Growth
Helen Osler	Derby City Council / Cultural City
Hazel Lymbery	Derby City Partnership
Sharon Squires	Derby Community Safety Partnership
Chief Supt Andy Hough	Derbyshire Constabulary
Kam Basi	Derbyshire Fire and Rescue
Steve Battlemuch	Government Office for the East Midlands

**In attendance:**

Pop Gill	Derby Community Safety Partnership	(item 3)
Heather Greenan	Derby City Council	(items 4 and 5)
Verna Bayliss	Derby City Partnership	(minutes)

Item	Issue	Action
<b>1</b>	<b>Introductions, apologies and declarations of interest</b>	
	Apologies were received from Keith Burn, Andrew Flack and Prem Singh. Rita Silvester was attending for Andrew Flack. There were no declarations of interest.	
<b>2</b>	<b>Minutes of the meeting on 26 November and matters arising</b>	
	<p>The minutes of the meeting on 26 November were confirmed as a true and accurate record.</p> <p><b>Attendees:</b> Error in the designation of Sanita Gamblin.</p> <p><b>Item 4 (LAA):</b> Hugh Hastie explained that figures for NI117 were still progressing in the right direction. He emphasised the partnership involved to achieve this stretch target including schools, post-16 services, Connexions and others all working together. Derby's results are against the trend nationally, particularly for urban areas, and it could be a potential CAA green flag which would be very good news.</p> <p><b>Item 5 (21<sup>st</sup> Century Legacy):</b> Hazel had been asked by the Group to look into options and possible next steps for this project. She explained that she had had initial discussions with a number of people with responsibility for aspects of mentoring or coaching within schools, primary and secondary as well as the pre and post 16 age group. From these, there appeared to be a mixed picture of provision, funded in a variety of ways with some universal service and some targeted at vulnerable groups or specific neighbourhoods. Peer mentoring was co-ordinated and funded by core budgets through the Children and Young People's department within the Council, which included an annual training day for all secondary and special schools and follow up workshops, training and support to staff and students. Everyone contacted said that they valued this type of work and felt it did</p>	

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	<p>impact positively on the aspiration and ultimately on the attainment of the young people involved.</p> <p><b>Key points from discussion:</b></p> <ul style="list-style-type: none"> <li>• The EPB brand through Connexions does a lot of work in this area and indications are that it has a positive impact at improving attainment particularly on those who are predicated D or E grades at GCSE</li> <li>• There will be a city wide counseling service through CAMHS</li> <li>• The 21<sup>st</sup> Century project must link with work already going on in schools and be governed by their capacity to be involved with it</li> <li>• It is important not to underestimate the safeguarding requirements and on-going commitment required for mentoring and coaching. Getting the right sort of person and training them is very important.</li> </ul> <p><b>Actions agreed:</b></p> <ul style="list-style-type: none"> <li>• Phil Smith to be directed to the Be Inspiring Project Fund, any application would then be assessed against the set criteria.</li> <li>• City for Children and Young people will identify a link officer for Phil Smith to liaise with</li> <li>• The City for Children and Young People will consider if they wish to complete further work on the coordination of coaching or mentoring opportunities for children and young people.</li> </ul>	<p>HL</p> <p>RS</p> <p>RS</p>
3	<b>Neighbourhood Working</b>	
	<p>Sharon Squires and Pop Gill took the meeting through a presentation on the current activity in neighbourhoods including the emerging priorities.</p> <p><b>Key points from the discussion:</b></p> <ul style="list-style-type: none"> <li>• The neighbourhood Board and Forum model is now well established and we need to think about what is next</li> <li>• We need to consider how we strengthen our engagement and improve the way we take the priorities and views that come from neighbourhoods into our wider strategies, plans, service delivery and budgets decisions</li> <li>• It was recognised that Neighbourhood Boards and Forums are not all at the same level and some are still dominated by single interests, but they were all growing in maturity and confidence with many better able to listen to and seek a wider range of opinion</li> <li>• The challenge needs to be 2-way – we need them to challenge what we are doing but we also need to challenge them on their contribution and responsibilities. People expect to be able to choose the level of service they receive as this is what they do in the ‘market-led’ world</li> <li>• The Council is looking to increase empowerment, rather than ‘death by consultation’ through devolved budgeting but where do other partners fit in with this and do they have similar plans?</li> <li>• Having young people on some Neighbourhood Boards has made a big impact as it challenges adult perceptions – this needs to be extended across all Boards</li> <li>• We need better ways to inform, involve and empower local people as they tell us this is what they want. We need to change the dynamics of</li> </ul>	

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	the 'conversation' and talk about how we are going to achieve the things we want for the neighbourhood together. This will foster shared ownership and responsibility on both sides, rather than have them tell us what they want us to do.	
<b>4</b>	<b>Place survey</b>	
	<p>Heather Greenan explained that a workshop had been held on 12 November to consider the key findings, national results and focus group results from the last Place Survey. From this meeting an action plan had been created which would go to Council Cabinet on 16 February. The plan had 8 themes but for the Partnership three particular issues arise:</p> <ul style="list-style-type: none"> <li>• Developing consistent customer service standards across partner organisations</li> <li>• Potential review of branding of Partnership activities</li> <li>• Engaging with neighbourhood boards/forums to seek feedback on particular issues</li> </ul> <p>The next survey will be due in September 2010 so having a significant impact through the action plan will be difficult, but many actions had already been picked up and most were integrated into core work.</p> <p><b>Key points from the discussion:</b></p> <ul style="list-style-type: none"> <li>• Perception surveys do need to be treated carefully. Who are we asking they have confidence in? If it relates to different agencies and we all take different actions then we risk residents saying we aren't joined up.</li> <li>• It questions both confidence/security in where people live and confidence/satisfaction with services that are provided</li> <li>• We are in danger of being 'busy behind the scenes' we need to be better at demonstrating what we're doing and how it makes a difference</li> <li>• Should it be broadened further than a Council action plan?</li> <li>• CSP are working with the University of Derby in a low confidence neighbourhood to look at solutions with local people.</li> <li>• Community Action are running 2 courses with the University of Derby on voluntary sector leadership which are already both full</li> <li>• This shouldn't be a separate plan, except where it is on a very specific service, as it's about developing the sense of place and all partners should be very involved with driving this.</li> </ul>	
<b>5</b>	<b>Data Quality</b>	
	<p>Management Group approved a Partnership-wide data quality policy in November 2008 and this has since received national interest from other public sector organisations. This followed the recent Organisational Assessment of the Council as part of the CAA where data quality arrangements were assessed as performing well and the policy was highlighted as good practice.</p> <p>The policy is supported by an action plan, monitored by the DCP</p>	

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	<p>Performance Group, City Council internal audit and the Council's Accounts Committee. A self assessment process has been created to identify high risk LAA indicators and all of these have now been completed or are ongoing except for NI152 where internal audit were unable to access Job Centre Plus data.</p> <p><b>Key points from discussion:</b></p> <ul style="list-style-type: none"> <li>• some actions will be fed through Strategic Intelligence Group</li> <li>• cities need to 'own' their indicators and targets and provide more robust challenge with a critical approach to forecasts, targets and commentary in city meetings</li> <li>• there will be a clearer focus in future LAA rounds on indicators that can be measured <b>well</b></li> </ul> <p><b>Action agreed:</b></p> <ul style="list-style-type: none"> <li>• The results of the audit on the selected 2009-10 LAA indicators will come to the next Management Group</li> <li>• Although the current assessment is positive it was agreed that it was important to continue to improve data quality and all members were asked to raise awareness within their own organisations</li> </ul>	<p style="text-align: center;">HG</p> <p style="text-align: center;">All</p>
6	<b>Funding News</b>	
	The report was noted.	
7	<b>Directors Report</b>	
	<p><b>Infrastructure planning</b> – A core partnership group will be established with an initial meeting planned for February. Rob Salmon from the Council and the DCP Centre are coordinating this using additional support from the Planning Advisory Service.</p> <p><b>DCP Week</b> – Following agreement from Board, DCP week will go ahead this year and dates of Monday 28 June to Sunday 4 July have been agreed. The title will be Inspiring Derby 2010 – with the aims of showcasing excellence and partnership working and fostering pride in Derby. Board has asked that the week is used to consult on the initial Sustainable Community Strategy priorities. Colleagues in City for Stronger, Safer and Cleaner communities are also asked to lead on using the week to strengthen links with neighbourhoods, as raised by Management Group during their consideration of the evaluation of DCP Week 2009.</p> <p><b>Key dates</b> – Key dates were highlighted on the report including:</p> <ul style="list-style-type: none"> <li>• 18 January - Launch of the Be Inspiring Fund</li> <li>• 20 January - 2009-10 LAA Annual Review. Management Group slot from 9.30-10am before the 3 themed discussions.</li> <li>• 2 February - CAA briefings from Beverly Parker</li> <li>• 4 February - IDeA workshop using outcome based accountability looking at alcohol harm reduction as this area had been raised as a potential issue through the CAA. Funded through the REIP. It was</li> </ul>	

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	<p>noted that there would be a National Support Team visit in February.</p> <p><b>Total Place:</b> Linking to the final item from Hazel's report, Leicester and Leicestershire had been one of the national pilot areas for Total Place looking at drugs and alcohol. While it was still at a very early stage, there was initial learning to be shared with other areas and, because of this topic being highlighted in the CAA for Derby; it was proposed that Derby could put itself forward as a shadow pilot area. Members were interested in the potential of Total Place and felt that was worth getting involved.</p> <p><b>Agreed actions:</b></p> <p>City for Stronger, Safer and Cleaner communities to lead on using Inspiring Derby 2010 to strengthen links with neighbourhoods</p> <p>All members to communicate information on Inspiring Derby 2010 within their own organisations and to put on events.</p> <p>Sharon Squires to draft a proposal for the next Stronger, Safer and Cleaner Communities Executive on becoming a shadow pilot for Total Place.</p>	<p>SS</p> <p>All</p> <p>SS</p>
8	<b>Review of DCP</b>	
	<p>Jonathan Guest advised the meeting that the review report was not yet ready for circulation but that he hoped to do this soon so that they could move to the next stage. While the conclusions were not radical, as a more detailed review would be done alongside the new Sustainable Community Strategy, there were still issues to be resolved around budgets and staffing.</p> <p>He confirmed that Hazel Lymbery would be returning to the Children and Young People's Department and that all efforts would be made to do this at the end of her current secondment in March, but there may be the need for her to cover to the end of April.</p> <p>Sharon Squires commented that Total Place was the next stage of partnership working and it was important that we assess what this will mean for Derby, so that the Partnership could position itself to be able to deliver it. This would mean much more working beyond organisational boundaries.</p>	
9	<b>2011-2014 SCS: Timetable and process</b>	
	<p>Hazel explained that the timetable given was a draft and that more detailed information and plans would be being developed over the coming weeks.</p> <p>Work on bringing together a shared evidence base across all partners was well underway, co-ordinated through the Strategic Intelligence Group, and partners were already benefitting from a strengthened joint approach. Links had also been made so that there was strong strategic and planning alignment with the Core Strategy.</p> <p>A small project team will be established but Management Group will have a critical role in developing the Strategy. All members are responsible for taking information and decisions back through their own organisation's decision making processes and communicating back into the Partnership. They also need to champion the SCS work within the five Cities.</p> <p><b>Key points from discussion:</b></p> <ul style="list-style-type: none"> <li>City Council officers had been asked to look at current information and</li> </ul>	<p>All</p>

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	<p>intelligence and start to forecast where Derby might be in 15 to 20 years time and work on a model of how we will get to the future we want.</p> <ul style="list-style-type: none"> <li>• The state of the city report will be critical and give us a chance to consider opportunity led regeneration rather than reacting to social problems. We need to get a sense of what the opportunities are for Derby – what does a successful city look like? Then be aspirational rather than looking at core business. Perhaps there should be a leadership summit?</li> <li>• We need to agree when we are moving from the 2020 end date</li> <li>• Developing the priorities for Derby should be inspiring and exciting, as leaders we need to demonstrate our passion and enthusiasm for the process</li> <li>• We need to strengthen our alignment with the SCS and challenge each other and other partners to show where the SCS fits in their own organisational business planning. It was hoped that others would follow the City Council lead in adopting the SCS priorities as their own.</li> <li>• Formal sign off for the plan will not be made until early February.</li> </ul>	HL
10	<b>Any other business</b>	
	<ul style="list-style-type: none"> <li>• <b>Future Jobs Fund</b> Kim Harper explained that they were currently behind profile with DWP talking about suspension. However timescales had been challenging for employers and there had been delays between offering the young person a post and starting. Also while there were 50 live vacancies with young people to fill them, there was not always a Job Centre Plus advisor available to link to. She asked for support from Derby City Council and Job Centre Plus colleagues with these issues. Steve Battlemuch explained that 5 areas were in this position in the East Midlands and he asked Kim to send him more details so that this information could be raised at a regional level.</li> <li>• Adam Wilkinson expressed everyone's good wishes for a speedy recovery to <b>Gary Bryant</b>.</li> <li>• The meeting was the last for <b>Jonathan Guest</b> before he retired in March because of annual leave and a planned operation. Adam thanked him on behalf of everyone on Management Group and the Partnership for his valued contribution and strong commitment and wished him a long and happy retirement.</li> </ul>	KH/DMcL SB/KH
<p><b>Date, time and venue of next meeting</b> Thursday 25 February 2010 3.30–5.30pm 7<sup>th</sup> Floor St Peter's House</p>		