

**Minutes of Management Group meeting  
20 August 2009**

<b>Present:</b>	Matthew Allbones Hugh Hastie Jonathan Guest - Chair Rita Silvester Helen Osler Don McLure Sharon Squires George Cowcher Gavin Tomlinson Andrew Wakeman	Community Action Connexions Derbyshire Derby City Council / City Growth Derby City Council / Children and Young People Derby City Council / Cultural City Derby City Council Derby Community Safety Partnership Derbyshire and Nottinghamshire Chamber Derbyshire Fire and Rescue Service NHS Derby City
<b>In attendance:</b>	Clare Labram Heather Greenan Gordon Stirling Stephen Munn	Derby City Partnership Derby City Council Derby City Council Déda (for item 3)

Item	Issue	Action
<b>1</b>	<b>Introductions</b>	
	Apologies were received from Garry Bryant, Andrew Flack, Michael Foote, Sean Frayne, Kim Harper, Andy Hough, Bob Kendall, Hazel Lymbery, Prem Singh and Adam Wilkinson.	
<b>2</b>	<b>Minutes of the meeting on 21 May and matters arising</b>	
	<p>The minutes of the meeting on 21 May were confirmed as a true and accurate record.</p> <p><b>Item 2 – Matters arising:</b> A detailed chart showing DCP sub-groups has been uploaded onto the DCP website.</p> <p>Migration Impact Fund: Derby has been successful in securing £500,000 from the Migration Impact Fund. This is less than the amount applied for and negotiations are ongoing to downsize the projects.</p> <p><b>Item 3 – CAA outturn report:</b> Rita Silvester and Andy Wakeman wrote back to minister regarding under 18 conception rate. They have also met with GOEM to discuss a number of actions to reduce teenage pregnancy. A National Strategic team from DCFS will be visiting Derby for a week in November to focus on teenage pregnancy.</p> <p><b>Item 6: Funding News:</b> Information on Single Programme Funding was circulated with the last Management Group minutes.</p>	
<b>3</b>	<b>Derby Festé</b>	
	Stephen Munn, Director of Déda, gave a presentation on the forthcoming Derby Festé from 4 – 6 September, highlighting the wide range of events taking place.	

	<p>Festé aims to:</p> <ul style="list-style-type: none"> <li>• Profile Derby as a diverse and creative city</li> <li>• Promote Derby as a cultural destination</li> <li>• Develop cultural audiences</li> <li>• Build the capacity of the local cultural sector</li> <li>• Develop a festival participation programme</li> <li>• Foster cultural collaborations within the city</li> </ul> <p>Derby Festé currently has a balanced budget of £128,000, with excellent engagement from partners. There has been a range of marketing for Derby Festé and it is hoped this will result in 33,000 visitors over the weekend.</p> <p>Jonathan Guest asked what more partners could do to support and help sustain Derby Festé into the future. Stephen noted that the development of Festé had been organic up to this point, but a Festival Strategy is being developed with suggested activity for the next five years. Helen Osler noted that a Single Programme application is being made to look at linking festivals throughout the year, with plans to start developing home produced acts that can be exported to other areas.</p>	
<b>4</b>	<b>DECATS project</b>	
	<p>Gordon Stirling presented a report on DECATS – Delivering Efficient Corporate and Transactional Services, which is being used to review all of the Council’s services. The diagnostic approach has been successfully used in Scottish authorities and consultants 4ps have been commissioned by CLG to develop a diagnostic approach for the sector in England.</p> <p>Derby is the only pilot authority currently being funded by a Regional Improvement and Efficiency Agency, with the other eight RIEPs waiting to see the outcomes of the Derby project before deciding whether or not to adopt the diagnostic approach.</p> <p>The project started in April 2009 and is now a week away from completion. Data has been gathered from 97 business units on 4800 full time equivalent members of staff.</p> <p>Gordon highlighted the main benefits of the project and noted that any lessons learned would be shared with partners at the end of the project, including a report to a future Management Group meeting.</p> <p>Sharon Squires asked how this piece of work links to the current organisational review within NHS Derby City and as there is an overlap between council and health services are there any options for making more savings? Andy Wakeman highlighted that NHS Derby City is facing short term financial challenges, as with all public sector partners, and felt that there could be some discussion about the use of back office functions.</p> <p>Gordon noted that there should be some results from the DECATS project in two weeks time.</p>	

<b>5</b>	<b>CAA Update</b>	
	<p>Bev Parker from the Audit Commission had sent her apologies for the meeting, so Gordon Stirling gave an update on the CAA.</p> <p>Gordon noted that the CAA branding had changed and that the new website would be called 'Oneplace'.</p> <p>A series of themed discussions took place with partners in July covering community safety, narrowing the gap and sustainable communities. Feedback from the Audit Commission was very positive following the discussions.</p> <p>The Audit Commission also attended a city tour, with a number of presentations and visits to a range of organisations and projects throughout the day which was successful.</p> <p>Gordon noted that input from HMI Probation was expected this month and Bev will feed back on this in September.</p> <p>Gordon highlighted the timetable the report from the Audit Commission:</p> <ul style="list-style-type: none"> <li>• 19 October – full narratives received</li> <li>• 30 October – deadline for contesting any issues within the report</li> <li>• 27 November – results of any contested areas</li> <li>• 10 December -final report published on Oneplace website</li> </ul> <p>Rita highlighted concerns over upcoming inspections of Children's Services, noting that an unannounced inspection from OFSTED was expected shortly, followed by a published report on 9 September.</p> <p>Don McLure noted that the Audit Commission is awaiting a document noting Derby's response to the recession. It was agreed by Management Group that the plan to discuss the response to the recession at DCP 'city' executives in September then raise at Management Group in October would leave it too late for getting a response in to the Audit Commission.</p> <p>It was agreed that Strategic Leads would be asked to pull together a response by 11 September. This would then be circulated to Management Group by email for comments before submission to the Audit Commission. Clare Labram to co-ordinate this.</p> <p>Rita highlighted that a significant amount of work has been done to develop a basket of indicators around children in poverty which will contribute to the information about the recession.</p> <p>Hugh Hastie highlighted the recent success in securing Future Jobs Funding. Hugh noted the increase in both unemployment and the numbers of young people not in employment, education or training, but that these have increased at a lower rate than in the county.</p> <p>Gordon noted the recently published Audit Commission report 'When it comes to the crunch'.</p>	<b>Clare Labram</b>
<b>6</b>	<b>Strategic Intelligence Group</b>	
	<p>Clare Labram highlighted that the Strategic Intelligence Group is now established following endorsement from Management Group. The group was formed to support the development of a shared evidence base for the production of the Sustainable Community Strategy and other linked</p>	

	<p>strategies and plans across the partnership.</p> <p>The Strategic Intelligence Group is supported by four groups that feed information into the group:</p> <ul style="list-style-type: none"> <li>• Joint Strategic Needs Assessment Group</li> <li>• Communication and Engagement Group</li> <li>• Research and Consultation Group</li> <li>• Performance Support Group</li> </ul> <p>Sharon Squires noted that as well as the data required for the Sustainable Community Strategy, the police and the Community Safety Partnership are also required to undertake a Strategic Intelligence Assessment which they are required to consult on.</p> <p>Matthew Allbones asked if there was any third sector representation on the group. It was confirmed that there is no representation but this would be looked into.</p> <p>Jonathan asked that Management Group receive regular reports from the group to ensure that all partners understand the group's purpose and what it is achieving.</p>	<p><b>Hazel Lymbery</b></p>
<p><b>7</b></p>	<p><b>Place Survey results</b></p>	
	<p>Heather Greenan presented a report on the recently published Place Survey results. The survey results are used for 18 'citizen perspective' indicators from the set of National Indicators.</p> <p>Overall, 1417 residents submitted questionnaires from the 5000 issued. This met the minimum response rate but turnout was lower than average at 29% compared to the unitary average of 38%. As the fieldwork was conducted in late 2008, the context of the recession and the possible impact on the results must be kept in mind.</p> <p>The key findings from the survey are:</p> <ul style="list-style-type: none"> <li>• Overall, 77.5% of respondents reported that they were 'very' or 'fairly' satisfied with their local area (compared to the unitary average of 79.2%)</li> <li>• Most of the results appear consistent with unitary average figures (within 5%) although responses to fair treatment by local public services (NI 140) are significantly lower than average – 66.7% compared to a unitary average of 72.6%</li> <li>• There has been a general decline in satisfaction with public services from the last national Best Value survey (2006) – both nationally and shown by results in Derby.</li> </ul> <p>Heather reported that a workshop with key stakeholders is provisionally planned for 12 November to develop an action plan.</p> <p>Sharon noted the links between the survey and the current review of neighbourhood working with the focus on wanting to increase people's sense of belonging. Sharon asked for clarity on where the leadership for this area of work was coming from as some of the measures are cross-agency.</p>	

	<p>Heather explained that the first part of the stakeholder workshop would focus on place shaping and that City for Stronger, Safer and Cleaner Community could contribute to this session. The afternoon session would focus on those results that are specific to Derby City Council. Heather to contact DCP city leads regarding their involvement in the action planning workshop.</p> <p>Jonathan noted that there is a need for the Council to focus on building community confidence in the council before focusing on achieving the specific targets. Hugh felt that this needed to be a medium to long term approach, noting that it takes time to change public attitudes and beliefs. Sharon felt that we need to tell people what we are doing jointly as a partnership to increase the public's confidence in services.</p>	<b>Heather Greenan</b>
<b>8</b>	<b>Performance Support Group</b>	
	<p>Heather Greenan presented an update on the Performance Support Group.</p> <p>The group was established in 2008 as a pilot to review performance and drive improvement across Derby City Partnership. The group's membership includes representatives from the Scrutiny Commission and DCP's State of the City Forum.</p> <p>As the pilot has now come to an end, an evaluation has been carried out to assess the role and impact the group has had. Overall, respondents felt that the Performance Support Group process was useful but could be improved if better monitoring of actions and outcomes took place. The Partnership has received positive feedback from the Audit Commission on the role of the group.</p> <p>Heather highlighted that a programme of meetings has been proposed structured around the five DCP cities, working to the quarterly performance cycle but with an additional meeting in May when the initial Quarter 4 results will be available. This programme was agreed.</p> <p>Matt Allbones questioned the figure of 59% of people finding the meetings useful and asked if there was a breakdown of which groups found this the most useful. Heather noted that the officers presenting their performance information at the meeting did not find the meetings as relevant as the representatives from Scrutiny or State of the City Forum.</p>	
<b>9</b>	<b>Funding News</b>	
	<p>Clare Labram highlighted the Funding News, noting a number of information items.</p> <p>It was noted that there is currently an under spend on ERDF Priority Axis 2 as around 50% of the projects submitted are not fitting with the priorities. There will be another call for bids following the next City Growth Performance and Commissioning Group on 24 August. Details of how to apply will be circulated with Management Group minutes.</p> <p>Sharon Squires gave a brief update on the Crowded Places Capital Fund. Sharon will be leading on a bid on behalf of the partnership for capital funding for improving security for high risk crowded places in Derby.</p>	<b>Clare Labram</b>

<b>10</b>	<b>Director's Report</b>	
	<p>Clare Labram presented the Director's report in Hazel Lymbery's absence.</p> <p>The success of DCP Week – Inspiring Derby 2009 was highlighted. There were over 100 events this year, a significant increase on previous years, including the Start the Week event with Marketing Derby, the Sustaining the Vision event with speed networking and Sir Christopher Ball's walk around Derby.</p> <p>Clare noted that an evaluation report is being prepared to take to the next DCP Board meeting to assess the purpose and aims of the week.</p> <p>Members felt that before the report goes to DCP Board for discussion that it needs to be taken to Management Group so their input can be part of the discussions. It was agreed that DCP Week would be raised initially at the September Board meeting then the full recommendations taken to the December meeting following input from Management Group in October.</p>	
<b>11</b>	<b>Any other business</b>	
	<p>Matthew Allbones noted that following the changes to Third Sector representation on DCP, there will be two Voluntary and Community Sector representatives attending the next Management Group meeting.</p> <p>Sharon Squires noted that the Community Safety Partnership is currently working with De Montfort University to review Derby's approach to neighbourhood working. A seminar will be taking place on 9 October to review the findings and revisit what neighbourhood working is trying to achieve. Sharon will report the findings back to Management Group following the seminar. Sharon will also be bringing an integrated report from the neighbourhood boards to the next Management Group.</p> <p>Helen Osler asked for an update on Be Inspiring. Clare Labram noted that the Aspirations Working Group was still meeting and had recently agreed a new focused approach to the project based on three areas:</p> <ul style="list-style-type: none"> <li>• A new web-based resource for partner organisations to access information to support their pledges.</li> <li>• The use of the Transitional Funding for a small grants scheme to support Be Inspiring.</li> <li>• An overall simplified approach to Be Inspiring with a specific focus on jobs, skills and mentoring.</li> </ul>	
<b>12</b>	<b>Date, time and venue of next meeting</b>	
	Thursday 8 October, 3.30pm – 5.30pm, 7 <sup>th</sup> Floor, St Peter's House, Gower Street	