



**MEETING OF THE DRC PARTNERSHIP BOARD
Draft Minutes of Meeting**

**22nd February 2007
Welcome Hall, 4.30pm**

- Present:**
- | | | |
|------------------|-----|--|
| Marc Gardiner | MG | Resident Board Member, Chair |
| David Brown | DB | Resident Board Member, Vice Chair |
| Gary McKinnon | GM | Resident Board Member |
| Jon Best | JB | Resident Board Member |
| Chris Salmon | CS | Resident Board Member |
| Marge Richardson | MR | Resident Board Member |
| Roger Wills | RWi | Resident Board Member |
| Anne Freeman | AF | Resident Board Member |
| Sandy Borthwick | SB | Resident Board Member |
| David Nixon | DN | Board Member (Faith & Quality of Life Rep) |
| Richard Connolly | RC | Board Member (Housing & Environment Rep) |
| Will Blagdon | WB | Board Member (Business Rep) |
| Ann Leaves | AL | Board Member (Business Rep) |
| John Richards | JR | Board Member (Health Rep) |
| Viv Gillespie | VG | Board Member (Education Rep) |
| Sally Kittle | SK | Board Member (Employment Rep) |

- Attendees:**
- | | | |
|-------------------|-----|--|
| Peter McNamara | PMc | DRC Partnership Executive Director |
| Chris Byers | DCB | DRC Partnership Head of Development |
| Teresa Lakeman | TL | DRC Partnership Head of Programmes |
| Rene Wallace | RW | DRC Partnership Delivery & Coord Manager |
| Sandra Wilson | SW | Plymouth City Council |
| Sharon Winchester | SWi | DRC Partnership (minute taker) |

1.0 Introductions and Apologies ACTION

1.1 Apologies received from Chris Eastwood, Bruno Daniel, Pippa Ferguson, Mary Trickey, David Haydon, Clive Turner, Bill Stevens, Chris Mavin.

2.0 Chair's Items

2.1 The Chair introduced and welcomed new Resident Board Member Jon Best, along with Ann Leaves and Will Blagdon (Business Representatives). All 3 have been appointed by interview following advert. JB will serve until the resident Board Elections due to be held in the autumn of 2007. AL and WB will serve for 3 years.

2.2 MG read the reply received from Redrow regarding the wall demolition event in January 2007.

2.3 There will be a community event on 2nd March 2007 to mark the opening of Insight 'Into Vision' (Redrow's Information Centre) on Chapel Street. Redrow have held an art competition involving the local schools and this will be on display in the information centre; in time it is intended the hoardings will feature this art.

2.4 Representatives from DRC Partnership, EP, Redrow and Matrix attended the RTPI Awards in London where Devonport won the Sustainable Communities award for the Devonport Development Framework.

A nationally prestigious award adding to numerous other awards recognising the changes in Devonport. It has been suggested the awards feature in a public display, possibly in an educational setting. Noted

16:45 Richard Connolly arrived

3.0 Previous Minutes

3.1 Roger Wills and Rene Wallace are both noted as RW, Roger Wills to be notarised as RWi.

16:47 SB arrived

3.2 With the above noted the previous minutes were agreed as an accurate record.

4.0 Matters Arising

4.1 3.4 Housing Changes in Devonport Seminar
Board members are invited to the seminar to be held at Brickfields, 4.30pm on February 27th.

4.2 8.0 2006 MORI Survey
RW has contacted MORI regarding business statistics. This has not previously been compiled in Devonport and MORI are due to meet on 27th February 2007 where this matter will be discussed; MORI to contact RW after this meeting.

RW

It was also noted that MORI do keep in contact with respondents via newsletters.

4.3 11.2 200th Anniversary of Abolition of Transatlantic Slave trade

DB has contacted Gill Bourbon at Parkside, the school is linking with local primary schools to commemorate Worldwide Wednesday on 7th November 2007. RW to feedback to BD and explore other means of commemoration.

- 4.4 11.3 Community Involvement
Redrow have produced a Stakeholder Engagement Strategy, to be discussed at a Housing Workshop on 9th March 2007.

5.0 Appraisals & Approvals

5.1 13th February 2007:

- 5.1.1 VG suggested including more information linking proposed project funding, programme targets and performance management.

Decision: Agreed.

5.1.2 Project 1205 – Granby Community Empowerment – Project Extension

DB declared an interest and abstained from voting

Recommendation:

That the Board approve the extension in the sum of £15,547 NDC Revenue bringing the revised approval to £373,137 NDC revenue (subject to GOSW approval)

Delivery Plan

This funding can be accommodated within the current 2006/7 Delivery Plan.

For: 13 Against: 0 Abstentions: 2

Decision: Agreed.

5.1.3 Project 904 – Brickfields Sports Hall Developments – Project Extension

DB, RWi and CS declared an interest and abstained from voting

Recommendation:

That the Board approve the extension in the sum of £73,424 NDC capital bringing the revised approval to £2,818,424 NDC capital and £252,800 NDC revenue (subject to GOSW approval)

Delivery Plan

The additional Capital can be met from the 2006/7 Delivery Plan through underspend on project 813 – New Health Premises

For: 11 Against: 1 Abstentions: 3

Decision: Agreed.

5.1.4 Devonport Health Campus – Feasibility Study**Recommendation:**

That the Board approve the proposal in the full sum of £69,675 NDC revenue

This work is scheduled to be complete by April 2007

Delivery Plan

This funding can be accommodated in the 2006/7 Delivery Plan through use of underspend on project 813 – New Health Premises

For: 13 Against: 1 Abstentions: 1

Decision: Agreed.

5.1.5 Project 505 – Community Transport (Minibus Scheme) – Project Extension

DB declared an interest and left the room for this entire item

Recommendation:

That the Board approve the extension in the sum of £34,180 NDC Revenue bringing the revised approval to £138,444 NDC revenue and £24,499 NDC capital. Board members also recommended that the Community Transport scheme be moved to the Brickfields Sports Hall site – subject to the agreement of the Community Leisure Trust.

Delivery Plan

This funding can be accommodated within the current 2006/7 and 2007/8 Delivery Plans

For: 12 Against: 1 Abstentions: 1

Decision: Agreed.

5.1.6 Project 706 – Retail Security Grants – Project Extension

AL and WB declared an interest and abstained from voting

Recommendation:

That the Board approve an additional £27,500 NDC Capital funding bringing the total approval to £30,810 NDC Revenue and £218,010 NDC Capital.

Delivery Plan

This funding is already included in the 2007/8 Delivery Plan at project line 706.

For: 12 Against: 0 Abstentions: 3

Decision: Agreed.

17:25 JR arrived

5.1.7 **Project 1305 – Devonport Inclusion For Youth (Mount Wise Youth and Community Project)**

AL declared an interest and abstained from voting

Recommendation:

The project is currently funded until 30th June 2007, but due to the growing popularity of the Youth Forum, a request within the 10% delegation limit was requested and approved for an additional £2,570 to be added to the budget for the project to allow the Forum Workers to work an additional 8 and 4 hours respectively a week. This brings the approval for this project to £322,303 NDC revenue (subject to GOSW approval).

For: 14 Against: 0 Abstentions: 2

Decision: Agreed.

17:40 Will Blagdon left

5.1.8 **The Voice of Devonport**

MG and JB declared an interest and abstained from voting

Funding requested in the sum of £500.

Application is considered at the Board meeting as item was agendaed for the 13th February 2007 Appraisals and Approvals meeting.

The Board commented on the title of the group which will be fed back to the group.

For: 13 Against: 0 Abstentions: 2

Decision: Agreed

5.2 **For information only, from 13th February Appraisals and Approvals Committee:**

5.2.1 **Project Ref: 010 – Bursary to Higher Education – Project Variation**

The bursary project was originally established to provide financial support to DRC residents who were undertaking a first-degree qualification.

Subsequently, 3 variations of this have been approved, being:

- The Pathway to your Future Bursary
- Access to Higher Education Bursary
- Employment / Training Grant

Work Theme Group Board members have endorsed a new variation to this project to enable 16-18 year NDC residents who are continuing in fulltime study to apply for a bursary of up to £400 per academic year. This variation can be met through the existing funding approval.

5.2.2 **Project Ref: 617 – PCC Development Coordinator – Project Extension**

For: 3 Against: 0 Abstentions: 0

Decision: Agreed funding in the sum of £17,871 NDC Capital, bringing the total approval to £61,237 NDC Revenue and £43,189 NDC Capital.

5.2.3 **Project Ref: 797 – Crime Theme Support Budget – Project Extension**

For: 3 Against: 0 Abstentions: 0

Decision: Agreed funding in the sum of £20,000 NDC revenue, bringing the total approval to £65,000 NDC Revenue

5.2.4 **Project Ref: 097 – Work Theme Support Budget**

As this piece of work will cost £6,750, Board members are requested to agree the amount which exceeds the Theme Group limit i.e. the additional £1,750 over the £5,000 Theme Group limit.

For: 3 Against: 0 Abstentions: 0

Decision: Agreed funding in the sum of £6,750 NDC revenue

5.2.5 **Funding Approval on Closed Projects**

Ref No	Project Title	Approval/£	Spend/£	Balance/£
005	Business Support Consultancy	7,744	7,671	73
802	Health Impact Assessment	40,851	37,136	3,715
1107	Community Development Events	15,000	14,451	549

Board members are therefore asked to approve that the approval figure for each project be reduced to the amount indicated in the spend column so that the projects can be formally closed.

For: 3 Against: 0 Abstentions: 0

Decision: Agreed funding in the sum of £7,671 NDC revenue for

project ref 005 – business Support Consultancy; £37,136 NDC Revenue for project ref 802 – Health Impact Assessment and £14,451 NDC Revenue for project ref 1107 – Community Development Events.

5.2.6 **Project Ref: 1311 – Devonport Community Learning Holiday Activities - Project Variation**

This project currently provides holiday activities for over 11's, and have requested that the remaining money of their approval, £2,062, be used to deliver a 5-day pilot residential course for up to 10 at risk of NEET (not in education, employment or training) young people from the NDC area. This work will support their social development and independent living skills. The project currently engages with NEET young people, but does not have the capacity or funding to develop this work.

This can be met from within the existing approval, which stands at £13,600 NDC revenue.

For: 3 Against: 0 Abstentions: 0

Decision: Agreed the budget variation at no additional cost to the project approval.

5.2.7 **Pembroke Local Repair and Maintenance Service (PLRMS) – Correction To Previous Approval**

For consistency it is recommended that Pembroke Street Youth Service project also be extended until 30th April. This would require an additional £4,686 NDC revenue bringing the overall approval to £204,369 NDC revenue (subject to GOSW approval).

For: 3 Against: 0 Abstentions: 0

Decision: Agreed the additional £4,686 NDC Revenue, bringing the overall approval to £204,369 NDC Revenue (subject of GOSW approval).

5.3 **Acorn 2 Application**

5.3.1 **Enriching Children With The Arts(Ref: CI SN 002/06/35)**

For: 3 Against: 0 Abstentions: 0

Decision: Agreed funding of £8,000

Unique Baton Twirlers (Ref: CI SN 002/06/36)

For: 3 Against: 0 Abstentions: 0

Decision: Agreed funding of £3,230

6.0 Audit Commission Report

- 6.1 SW presented the previously circulated report.

The Audit Commission found no evidence of irregularity or impropriety and noted that there is no requirement to produce separate accounts for the DRC Partnership.

An initial meeting has been arranged between PCC, DRC Partnership and GOSW to implement recommendations arising from the report with an update to a future Board meeting.

TL

Observer question: Does DRC Partnership have a bank account?

SW and PMc advised DRC Partnership does not have a bank account; it has a small imprest account which enables the organisation to raise urgent cheques on behalf of PCC, and is standard practice.

7.0 Annual Report, 2005/6

- 7.1 RW presented the previously circulated report, which follows the same format as last year. Noted.

8.0 DRC Partnership Website – verbal update

- 8.1 Gill Sincock circulated a sample copy of pages from the website.

The Website launch is planned for April 2007, with the Communications Assistants updating and maintaining the Website thereafter. The Website will include a community forum where residents are able to debate issues together with information on themed projects, a who's who of the Board and staff team and a directory of businesses and local services. The Newsletter and Annual Report will be available to download along with a link to the 'Grant Net' access site.

Noted

The Board thanked the staff team for the work put into both the Website and the Annual Report.

9.0 Education Theme Update

- 9.1 TL presented the February 2007 Education Theme Update. It was noted that 2 of Devonport's primary schools are either exceeding or near to the Plymouth average in Maths and English.
- 9.2 Education Theme Update noted.

10.0 Work Theme update

TL presented the February 2007 Work Theme update. It was noted that Citizens Advice Bureau are back in Devonport (at 38-40 Marlborough Street), that two free cash machines are available in Marlborough Street, the cash machine at Brickfields will be installed soon and that the overall worklessness rate in Devonport is falling.

Observer question: Will the rate of unemployment rise when decanted residents move back?

RC and MG commented that whilst the change of tenure in properties will create opportunities, the impact upon the overall worklessness rate is an unknown factor and that support for people seeking work will remain.

11.0 Any Other Business.

- 11.1 A DVD titled The Changing Face of Devonport was shown at the end of the meeting.

The meeting closed at 18:40

Date of next meetings

**Thursday 15th March 2007
4.30pm – 7pm
Main Hall, Welcome Hall, Fore Street
(To consider in particular the Managed Workspace application)**

**Thursday 5th April 2007
4.30pm – 7pm
Main Hall, Welcome Hall, Fore Street**