

**4 Together Partnership
Minutes of the Board Meeting
Wednesday 2 September 2020
(Virtual Meeting – held via Microsoft Teams)**



PRESENT: **Partner Representatives**
Mark Booth – Clinical Commissioning Group
Paul Darby – DCC
Justin Parry – Fire Service
A/Insp Mike Sammut – Police
Angela Smurthwaite – Livin Housing
David Stothard – Business Representative (**Chair**)

Public Representatives
Len Potts
Dennis Ramsey (**Vice Chair**)

Elected Members
Cllr Brian Avery – DCC (**Vice Chair**)
Cllr Julie Cairns – Chilton Town Council
Cllr Pauline Crathorne – DCC
Cllr Alan Hodgson – Cornforth Parish Council
Cllr Christine Potts – DCC

OFFICER

ATTENDANCE: Lee Copeland – Principal AAP Coordinator
Callum Aitchison – Principal Community Development Project Officer
Paula Nixon – AAP Community Development Project Officer
Paula Stockport – AAP Support Officer

APOLOGIES: Cllr Peter Atkinson, Nigel Jones, Chris Cairns, Rita Jacobs, Carole Atkinson, Cllr Joe Makepeace, Tony Cutmore

Standard Board Meeting

A1. Introductions & Apologies

LC/DS welcomed everyone to the first virtual meeting of the 4 Together Partnership Board. Apologies for absence were noted, as above.

A2. Agreement of Minutes from Previous Meeting (4.3.20) - Matters Arising

LC reviewed the previous minutes for matters arising, actions and accuracy. The following points were noted:

- LC clarified that she hadn't made an approach to Red Supported Living to request a formal update report for Board members due to the COVID lockdown. LC will follow up with RSL to request a report (**Action 1: LC**).
- LC highlighted that Nigel Jones had been actioned to send information to Mark Booth in relation to examples of prepared templates for GPs to complete in relation to benefit appeal claims for further discussion with the Directory of Primary Care. LC will follow up with Nigel (**Action 2: LC/NJ**).
- DR highlighted that an issue he had raised at the last meeting in relation to an increase in the number of vehicle-related crimes across the 4 Together area during the neighbourhood policing discussion had been omitted from the minutes; this will be amended (**Action 3: PS**).

There were no further matters arising, and the minutes were **AGREED** as a true record.

A3. Area and Neighbourhood Budget Update

A3.1 Area Budget – Recap on COVID Response Funding

LC updated Board members in relation to the projects supported from the £100k COVID Response funding that DCC had allocated to the AAP at the start of the pandemic. LC gave a summary of the projects that had been funded; there were 24 grants issued in total, with a final funding allocation of £95,302. LC highlighted that Elected Members had also funded 6 x projects from their Neighbourhood Budgets, which had been made available to support the COVID Response work taking place across the AAPs.

There was a broad range of projects funded, which had been an invaluable source of support to our local communities at such a difficult time – and also demonstrated that we have some fantastic groups running in our area. Monitoring of these projects will take place in due course and Board members will be updated accordingly.

LC added that the AAP staff team had worked hard to support local groups and members of the community, particularly during the early stages of lockdown, as well as helping to support the work of the community hubs during their initial set-up.

A3.2 Area Budget – COVID Recovery

LC circulated a report for Board members to note. The report outlined the previous information which had been circulated to Board members in relation to AAP business continuity plans. LC recapped the main points:

- Each AAP will have 1 main Area Budget fund for 2020-21 in order to give Boards maximum flexibility when looking at projects and to ensure that the processes will be manageable under the current circumstances. The 20-21 total per AAP for this enhanced AB fund is **£144,902** to focus on “COVID-19 Recovery” with our normal lower grant limit of £5,000.
- Each AAP will have 1 overarching priority of “**COVID-19 Recovery**”. This broad priority is to give Boards as much scope as possible to support projects they view as being important to the recovery of their community.
- It is anticipated that most projects that will request funding will come from the following 8 areas:
 - Employability initiatives
 - Advice and Guidance
 - Physical Activity, Mental Health & Wellbeing
 - Organisational sustainability
 - Food provision and support
 - Social Isolation
 - Support for the Voluntary and Community Sector, or
 - Support to small businesses (through a third party, not-for-profit organisation to complement existing DCC and external opportunities).This is not an exhaustive list; it is to give some guidance for Boards with any potential AB Callouts but as usual, any projects submitted to the 4 Together Partnership will ultimately be discussed, ranked and approved by the Board.

- Additional consultation with local groups, past applicants and service providers has been carried out by Paula Nixon, to obtain detailed local and county information around the Needs, Issues and Concerns during and as we recover from the effects of COVID-19. This information has been included in the Guidance & Processes document for 2020-21 and is intended to support the Board when making decisions about what would be the most important projects to aid Recovery in our communities. It also gives more detail as to what each of the 8 areas above really mean in relation to “Recovery” for the 4 Together area; a copy of this consultation information will be circulated with the meeting minutes for information (**Action 4: LC**).
- LC reminded Board members that they had previously agreed to fund the LADDER Centre with this year’s £10k Welfare Reform allocation to continue their ‘Benefits All’ project, and so this leaves us with a balance of £134,902 for COVID Recovery, of which a minimum of £24k must be allocated to capital spend.
- LC clarified the previously agreed grant limits, and the ranking process, which it is proposed to continue with for 2020-21.

LC asked Board members to note the recommendations to approve the proposal to progress with project callout as soon as possible under the COVID Recovery priority. Board members present **AGREED** with the recommendations, however as the meeting wasn’t quorate, LC will forward a copy of the report to all Board members by email to seek approval before proceeding (**Action 5: LC**).

A3.3 Neighbourhood Budget Update

CA briefly updated Board members in relation to recent NB spend and current balances for Elected Members. A few COVID Response projects had been supported via NB, and from June onwards Members had been able to support wider community issues, including CCTV installation, footpath improvements and a miners wheel project, all of which had been circulated to the Board previously by email for information and approval. CA will continue to liaise with Elected Members and support them with their NB proposals going forward.

[A/Insp Sammut joined the meeting]

A3.4 Holiday Activities with Healthy Food (HAHF) Update

CA updated Board members in relation to the previous rounds of Holiday Activities with Healthy Food funding. This funding was allocated to all AAPs in early February, the aim of which is to help ensure that as many children & young people as possible, whose parents and guardians struggle to feed them during school holidays, have access to food, alongside enriching activities. The fund provides the opportunity for groups and organisations to apply for a small grant to help them deliver projects locally.

CA highlighted that there’s been some great feedback from the projects that have taken place to date; final monitoring is still awaited from the projects supported for the Summer holiday period, but figures so far show that 349 individuals have benefited from the projects that ran during the Easter and May holidays. Board members will be updated further once all monitoring information has been completed.

LC added that further HAHF funding has been made available to the AAP for the October school holiday period (£2,500), which CA will be launching soon.

A3.5 2019-20 Annual Report

LC confirmed that work on our 2019-20 Annual Report has been delayed; this is currently being drafted and hopefully should be ready soon. LC confirmed that the 2018-19 Annual Report had been circulated recently by email to all Board members for information.

A4. **Local Neighbourhood Issues**

LC confirmed there had been no local neighbourhood issues submitted to the AAP team to bring to the Board.

A4.1 Neighbourhood Policing Update

A/Insp MS updated Board members in relation to current crime trends and emerging issues for the 4 Together area. There was a slight reduction in crimes during the lockdown period, but levels are more or less back to what they were previously. There have been a number of issues in the Ferryhill area recently in relation to exploitation of elderly residents. Lots of community work has taken place and as a result there have been some good outcomes, with 5 x convictions. There have been a few antisocial behaviour incidents in the marketplace area, but no huge rises.

Board members were invited to put comments and questions forward:

- Cllr BA commented that issues are being reported to him on a regular basis in relation to difficulties with Red Supported Living tenants. Cllr BA acknowledged that the situation is complex and there's no easy solution, but asked about cooperation with the police and DCC. A/Insp Sammut accepted the perception that some people may feel. He added there are a number of relevant factors which contribute to this perception, many of which are interlinked, however there is good communication taking place between representatives from RSL and the police. Perhaps some work could be done by RSL around improving communication with members of the local community to help improve peoples' perceptions.
- Cllr CP highlighted ongoing issues with vandalism to the bus shelter outside the library in Chilton and asked whether an increased police presence or intervention could be considered. There's no CCTV in this area and groups of youths gather there to access the library's free WiFi. A/Insp Sammut will forward this issue to local colleagues to look at.
- PN highlighted an issue in relation to the reporting process for disposal of used needles. This is an ongoing problem in various locations, in particular the Dean Bank area, and residents are unclear how to report an incident and who has responsibility for safe disposal. There has been conflicting advice received from both DCC and the Police when issues have been reported. A/Insp Sammut clarified that any incidents in relation to disposal of used needles should be reported to DCC in the first instance.
- Cllr PC commented that she had seen a recent Facebook post which stated Ferryhill has a new street warden, and asked for clarification whether this was funded through DCC or Ferryhill Town Council. LC asked CA to look into this and provide an update (**Action 6: CA**).

A5. Countywide Partner Issues

A5.1 Health Impact Assessment

LC advised Board members that Public Health have recently produced a Health Impact Assessment report on health inequalities in response to COVID-19. In addition, each AAP has been provided with a specific data set report, which provides a huge amount of information around areas including employment, housing, mental health and wellbeing, environmental issues etc.

The priority high impact areas identified by the HIA that require further action to reduce health inequalities are:

- Socio-economic factors - poverty reduction
- Mental health and emotional wellbeing
- Community assets and community mobilisation
- Inclusion of vulnerable groups integrated into the key priorities.

Findings from the report can be used by AAPs to:

- Identify actions to mitigate negative impacts and enhance positive impacts of the COVID-19 recovery response in their local area
- Integrate the key priorities identified by the HIA into all strategies and policies to contribute to a reduction in inequalities.
- Link the priorities to the NHS 5-Year System Plan
- Contribute to the recommendations made by the HIA
- Monitor data in priority areas to measure impact of future actions undertaken at a local level.
- Build on learning and support preparations for any second wave or local outbreak situations

LC will circulate a copy of the HIA report with the minutes for information (**Action 7: LC**).

A6. Board Discussion

LC invited Board members to give a brief update where relevant in view of the length of time since our last meeting.

- JP highlighted a significant premises fire in the Old Eldon area, which is currently ongoing. There's been a significant multiagency response to this incident, and work will continue. Local residents may notice the impacts from this later in the week when the wind direction is expected to change. AS asked JP for a Comms contact so that information could be cascaded to Living tenants to help get this message out to residents; JP will pass on via LC (**Action 8: JP/LC**).
- Cllr AH asked whether potential future 'area' lockdowns would fall in line with AAP boundaries. PD commented that the government provides information and guidance around escalation levels in relation to transmission & infection rates etc. Spikes could potentially be localised to specific villages rather than whole AAP areas. The AAP would however be involved in providing support and information sharing, reinforcing messages etc. Ultimately more stringent lockdown arrangements around closing businesses etc would be the government's decision.

A7. Date & Time of Next Meeting:

Wed 4 November 2020 (provisionally 2.00pm via Microsoft Teams)

LC clarified that if the current position with regard to COVID restrictions/physical meetings was unchanged, the meeting time would remain at 2.00pm via Microsoft Teams.

DS thanked everyone for their attendance, and the meeting was closed.