



Better for everyone

4 Together Partnership Area Action Partnership (AAP) Minutes of the Board Meeting Wednesday 1 March 2023 Dean Bank & Ferryhill Literary Institute

PRESENT:

Mark Booth – Health Representative, Becky Brown – Fire Service Representative, Nigel Jones – Voluntary & Community Sector Representative, Victoria Murray – DCC Representative, Carole Atkinson, Tony Cutmore, Susan Kirby, Oliver Peeke, Dennis Ramsey (**Vice Chair**), Andrew Shaw, Cllr Peter Atkinson – DCC, Cllr Curtis Bihari – DCC, Cllr Julie Cairns – DCC (**Chair**), Cllr Pauline Crathorne – Cornforth Parish Council, Cllr Joe Makepeace – Ferryhill Town Council, Cllr Joe Quinn – DCC, Lee Copeland – Principal AAP Coordinator, Peter Garrod – Principal Community Development Project Officer, Paula Stockport – AAP Support Officer

OBSERVERS:

Ms J Evans (Public Health)

APOLOGIES:

Cllr Elaine Peeke, Insp Mike Sammut, Paula Nixon, Angela Blanchard

A1. Introductions & Apologies

Cllr JC welcomed everyone to the meeting of the 4 Together Partnership Board, and in particular Victoria Murray, who has replaced Mary Readman as DCC representative on the Board, as well as Peter Garrod who has joined the AAP team in the Principal Community Development Project Officer role. A brief round of introductions was made.

LC highlighted that this will be the last meeting for Carole Atkinson, who has reached the end of her four-year term as Public Rep. LC thanked Carole on behalf of the AAP team and Board. LC advised that ordinarily we would now go out to advert for applications to join the Board. LC will need to take advice on recruiting in light of the ongoing Community Engagement Review. There could be an option, with the Board's permission, to extend Carole's term. LC will look into this and bring a direction back to Board before the next meeting (**Action 1: LC**).

LC confirmed that apologies for absence had been received, as above.

A2. Agreement of Minutes from Previous Meeting (2.11.22) - Matters Arising

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

- LC highlighted that there is often an issue with the timing of our January meeting being so early in the New Year; Board members may wish to consider moving the date. This can be discussed later on the agenda (Item 5.5).
- In relation to Action 4 (to invite a rep from a local group/s to come along to a future Board meeting to give an update on their work), LC clarified that this has been deferred while we complete our current Area Budget process and will be picked up at a future meeting (**Action 2: LC**).

There were no outstanding actions or other matters arising, and the minutes were **AGREED** as a true record (Cllr JC signed a copy).

A3. Countywide Partner Issues

A3.1 Fire Service Community Risk Management Plan Consultation (Becky Brown)

Board members received an update presentation in relation to the Fire Service's consultation on their Community Risk Management Plan 2023-26. The aim of the consultation is to gather views on the proposed plans to tackle the risks our communities face every year, including where and how to use resources. Becky outlined the background and context to the consultation, including previous achievements and performance information, as well as the medium-term financial plan position.

Becky circulated copies of a consultation information booklet and questionnaire, with a request for all Board members to complete where possible. The consultation poses 3 x questions:

- We propose to crew all of our Wholetime fire engines with four firefighters. Do you agree with this proposal?
- We propose to review the Risk Based Inspection Programme for business premises to ensure our proactive protection and enforcement activities are aligned to identified risks, to maintain the reduction of non-domestic fires and ensure the continued safety, from fire, of employees and visitors to these premises. Do you agree with this proposal?
- Do you have any overall comments about our CRMP and approach to allocating our resources?

Questions/comments were invited from Board members and the following points were noted:

- Cllr JM asked whether any results/figures are available around response times since the new standards were implemented in April 2022. BB doesn't have this information to hand, but will check & provide feedback via the AAP team (**Action 3: BB**).
- Cllr JM asked for clarification around figures relating to retained appliances/crew. BB clarified that 4 crew would be the minimum standard for a retained appliance, although if 5 retained crew were available they would all turn out. BB clarified there is a degree of flexibility for retained staff given the nature of the role.
- OP commented that, as a lay person, he feels it's difficult to comment without historical context or cross-country data, for example how do County Durham compare with other regions elsewhere in the country? BB clarified that all of Durham's regional counterparts currently operate with 4 crew, having already made this cost-saving previously. Likewise nationally, the majority of services also operate with 4. OP asked whether there have been any noticeable

impacts reducing crew numbers, i.e. around fatalities or financial damage etc? BB clarified this has not had any adverse impact, the system works elsewhere and will help the Service to achieve significant savings.

- Cllr PA asked whether there will be any job losses resulting from the proposed crew changes. BB clarified there could be some 'natural wastage' resulting from an ageing workforce, but there will be no compulsory redundancies. Cllr JQ added that the Fire Service's Apprenticeship Programme will still be ongoing.

Becky highlighted that the consultation is open until 11 May 2023. Further information is also available via the website: www.cddfrs.gov.uk

Cllr JC thanked Becky for the presentation.

A3.2 Proposed Consultation Timeline – Community Engagement Review

LC updated Board members in relation to the Community Engagement Review which has been ongoing for a few months now, part of which includes looking at the AAPs and DCC's community engagement processes. The ERS Review document was published recently, and circulated to AAP Board members, and various other partners including the County Durham Partnership Board. There will now be additional consultation on the findings noted in the Review document, which will start on 13 March and run through until 23 April. Nothing firm has been agreed yet, but it is currently proposed to have four dates early in process for AAP board members to attend a session, hear an update presentation and have some input into the consultation. LC advised there will also be a countywide survey available, as well as a generic email address for people to send individual comments. At the moment it is planned that all collated data will be ready for a report to DCC's Cabinet in June 2023.

A4. **Local Neighbourhood Issues**

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

LC commented that Cllr Elaine Peeke has been representing the Partnership at the Council's Local Bus Board meetings. Cllr Peeke has recently advised that she will be stepping down from this role, and LC asked any Board member who may be interested in attending as the 4 Together rep going forward to let her know. The meetings are usually held twice yearly, and the aim is to look at various transport issues within the County. Any interested Board member/s, please contact LC.

A4.1 Neighbourhood Policing Update

Item deferred, no Police rep present at the meeting.

A5. **Area & Neighbourhood Budget Update**

A5.1 Area Budget Update

PG confirmed that a report had been circulated in advance, for Board members to note. PG briefly summarised the key points from the report; this year, the Partnership had a total Area Budget of £179,270 to allocate, made up of Area Budget, Older Peoples Social Isolation Fund (OPSIF), Youth Fund, Welfare Reform & Healthy Relationships funding. Organisations were invited to apply for funding through Expressions of Interest/project callout under the overarching Community Recovery priority theme previously agreed by the Board. All Board

members had previously been given the opportunity to comment on all eligible EOIs, and then a subgroup of Board members subsequently met to rank projects. From that, 16 projects were successful (and detailed within the report), and all have been invited to complete a full Area Budget application form. Some of these have already been received. All applications will then go through full technical appraisal with our Funding Team. PG asked Board members to note the content and recommendations within the report, and approve the decisions made by the ranking panel.

Cllr PA commented that the application from Ferryhill Town Council (Ferryhill Football Renewables) seems to be taking a long time to receive the offer letter, expressing concern that there's a good chance costs will be increasing. LC noted that this is a complex project, which includes various different strands of AAP funding, although acknowledged there had been some delays in us being able to pull together the ranking panel meeting. PG added that the complete application had only been submitted around two weeks ago and is currently with the Funding Team, the majority of the appraisal queries have now been addressed and so hopefully the funding offer letter should be imminent. PG has been keeping the applicant informed with regular progress updates.

Cllr JM queried the Supporting Futures (Ladder Centre) project. Ferryhill Town Council were looking at CAB to provide outreach work at a cost of £4k. LC stated that when the project was circulated to the Board for comment FTC could have expressed an interest in potentially being included in the project, but we weren't made aware of this. NJ added that the project is continuing their existing work and that they were only notified of FTC's project in the last few weeks.

OP asked whether any figures are available in relation to the Ferryhill Football Renewables project around projections for reduction to energy bills, and whether the project will be 'measured' on this going forward. LC clarified that all AAP projects are monitored on a quarterly basis and at completion. PG will double check on the projected figures and let OP know (**Action 4: PG**). Cllr CB added that documentation is available via Ferryhill Town Council's website which includes a breakdown of figures/projections for this scheme.

There were no additional comments noted and Board members **approved** the report and the recommendations of the subgroup.

A5.2 Neighbourhood Budget Update

PG confirmed that a report had been circulated in advance with the meeting papers, for Board members to note and make a decision on the approval/non-approval of those Neighbourhood Budget applications where a declaration of interest has been declared. Board members should also consider ways in which they or their service/organisation could add value to the applications included in the report.

There were no comments noted in relation to any of the applications included in the report, and Board members **approved** the report.

Cllr PC commented that she would welcome details of all Cllr spend/balances; Board members previously received copies of trackers and Cllr PC feels that Board members should be given full details of Cllr spend. PG clarified that details of all Elected Members' Neighbourhood Budget spend is available via the DCC

website and is updated quarterly. PG will circulate a copy of the NB tracker to show projects that have been approved, but not including any 'pipeline' spend which is not yet confirmed (**Action 5: PG**). Cllr JQ added that anyone is welcome to make an approach directly to a Cllr if they have questions in relation to NB spend or remaining balances.

A5.3 Towns & Villages Funding Update

PG gave a brief update in Angela's absence. For the main T&V programme (£210k), which is separate to the Elected Members T&V NB enhancement (£10k), there was a callout for Expressions of Interest, following which a ranking panel decided on 5 x projects. Two of these projects have now received their funding offers (totalling c.£88k). The three remaining schemes are still in project development, they're quite complex and Angela is continuing to support applicants through the process.

A5.4 Fun & Food Funding Update

PG briefly updated Board members in relation to the Fun & Food funding programme. The funding allocations are split between half term and end of term holidays. Each AAP has separate allocations for Easter/Summer/Christmas from the Department for Education (4 Together has £34,048), and the half term periods including February just gone and up to February 2024 (4 Together has £17,933). For the February 2023 holidays we allocated £4,107 to 2 x projects. For Easter, we are currently processing these at the moment; we received 3 x applications which are currently with our Chair and Vice Chairs for a decision. This will potentially see us allocating £8k for Easter. We will be launching a call for the May holidays on 20 March, and will promote this via Board members once it's open.

TC asked whether there is any scope for Summer funding to be released earlier, as activities etc can often be booked up well in advance. LC acknowledged this, but added that the AAP teams are held to fixed dates by a different service area. LC will raise the query at next internal Fun & Food meeting (**Action 6: LC**).

A5.5 2023-24 Board Meeting Dates

LC confirmed that a list of our 2023-24 Board meeting dates had been circulated in advance, following our usual bi-monthly first Wednesday dates. LC asked Board members' views in relation to the January 2024 meeting dates, and potential to put this back towards the end of January/early February or defer to March. Board members were in agreement to have a rescheduled date for this meeting towards the end of January/early February; LC will arrange (**Action 7: LC**).

A6. **Date & Time of Next Meeting: Wed 3 May 2023, 6:00pm (venue tbc)**

Cllr JC/LC thanked everyone for their attendance, and the meeting was closed.