

Social & Community Development Sub-Group
22 September 2004
2pm – 4pm
Assembly Room, Worksop Town Hall

MINUTES

Attending:

Pauline Elliott (Chair)	Bassetlaw District Council
John Bentley	Bassetlaw District Council
PC Bill Brown	Nottinghamshire Police
Helen Carrington	Bassetlaw District Council
Jackie Collins	Sure Start West Bassetlaw
Jonathan Dawson	Bassetlaw District Council/ NRCC
Richard Edwards	Manton Neighbourhood Manager
Kath Hobart	Tuxford MOI/ MTI
Jo Lindley	Bassetlaw District Council
Roger Ranson	Bassetlaw District Council
Frank Raspin,	NCC
Vicky Rawson,	FOYPIB
Malcolm Robson	Bassetlaw District Council
Stephen Saddington,	Bassetlaw CAB
Kay Sutton	CLSP
Ann Vallance	North Notts College

1. Introductions and Welcome

PE welcomed everyone to the meeting and members introduced themselves for the benefit of new members/ presenters.

2. Apologies

Steve Brown, BDC; Eddie Burgess, Nottinghamshire County Council (Youth Services); Martyn Clark, Bircotes & Harworth MTI; Annie Fletcher, Centreplace/ HUG; Sue Gill, Bassetlaw PCT; Alison Gimingham, National Trust; Rob Packer Nottinghamshire County Council (Youth Services); Nicola Simpson, NCC; Sharon Stoltz, Bassetlaw PCT; Andrew Tatham, BCVS; Elizabeth Whittles BDC; Tony Wright BDC.

3. Minutes of last meeting and matters arising

The minutes of the last meeting were agreed as a true record.

Minute 4

The meeting between Richard Keaton, Peter Clark and Sharon Stoltz had taken place with discussions on how BDC Leisure could refocus on health priorities i.e. Obesity.

PE also updated situation of PFI developments. Further decisions as to designs etc. will be made in January 2005, however Bassetlaw District Council had notified NCC Cabinet that Balfour Beatty was the District Council's preferred contractor. A decision as to the contractor would be made at NCC's next Cabinet meeting.

Minute 5

BB noted that the certain funding streams related to children and young people were being integrated into the proposed Local Area Agreements. The current proposals are for County Council's to administer certain funding for this area, community safety, older people, and healthier communities. This would also be impacting on future PSA agreements.

4. Bassetlaw Market Towns Initiatives

Retford

RR noted that the Action Plan Manager had left the post recently, and that the Chair of Retford Local Area Forum had resigned. One of the key focuses is the involvement of Community and Voluntary Sector organisations in Retford, including St. Swithans Church and the Rugby Club. However, targeted work with the Issue Groups is progressing slowly.

Harworth/ Bircotes

RR noted that Martyn Clark's post was funded through the Countryside Agency and SRB monies. The MTI group meets regularly, and they have drawn down money from a variety of funding streams to support local community projects. Key activities include:

- Snipe Park Regeneration (external funding)
- Litter bins
- Alleyways – maintenance/ safety
- Community notice boards
- Christmas Lights.

The MTI is funded until June 2005.

Tuxford

KH reported that the Co-ordinator Sarah King had left, and that she was currently standing in until a replacement was recruited. She then gave a brief summary of what had been achieved over the last year. The MTI covers 32 villages and Tuxford. A written update will be circulated with the minutes for members' information.

Action: JL to circulate the update provided by Martyn Clark for the Harworth-Bircotes MTI. KH to send a written update

to JL for circulation with the minutes. All MTI Co-ordinators to continue to keep the Sub-Group informed of progress and highlight areas where BLSP involvement is needed.

5. **Draft BLSP Equal Opportunities Policy and Diversity Issues – presentation and discussion by John Bentley, Policy Officer, BDC**

John Bentley from the Policy Department, Bassetlaw District Council briefed members present on a Draft Equal Opportunities Statement, which had been produced. The general aim was to produce a Policy Statement that all BLSP Partners could sign up to, affirming our commitment to Equal Opportunities across the district.

JB outlined 7 points for action:

(a) Focus on outcomes

Each Sub-group should focus on Equal Opportunities, measuring their respective involvement with the issues.

(b) Influencing the partnership

The Social & Community Development Sub-group as the lead for the BLSP should influence the other Sub-Groups to take on the agenda.

(c) Statutory responsibilities

It is vital to share priorities with other BLSP partners

(d) Information Sharing

The Sub-Group needs to raise awareness of issues, and ensure transfer of information between the different levels of the BLSP.

(e) Training and events

The BLSP need to assess any training needs of partners.

(f) Review and scrutiny

The BLSP should review all Action Plans

(g) Equalities standard for local government

JB explained the different levels that local authorities have to comply with:

Level 1 – Adopt a Policy

Level 2 – Review the content of the Policy, and organisational practices

Level 3 – Consultation on Organisational Strategy and content

It was also noted that the Sub-Group/ BLSP must seek agreement on Equalities Targets. Once agreed by the Sub-Group the Policy Statement will be passed on to the BLSP Board for ratification.

Action: All members to read through the draft policy statement and pass comments to JL re any amendments. Members also requested to provide examples of any policy they are currently signed up to within their own organisations. A final version of the policy statement will be discussed at the

November meeting, and then passed to the BLSP Board for action and agreement.

6. Update on Childcare Issues from last meeting

JL notified members that a request had been made to Helen Richardson from NCC's – Early Years and Childcare Development Partnership, for a report outlining the current extent of Childcare within the District. The Sub-Group's proposals for this area of work were explained, and a report should be available for the November meeting.

KH noted that the crèche in Tuxford needed more qualified staff, and queried whether there was a bureau of staff. They had assistants but were struggling to find suitable leaders.

JC agreed to pass on contact details to KH. She also noted that Bassetlaw Employers Forum did not link to childcare but did provide information on term-time jobs.

Action: JL to chase NCC Officers for the report for discussion at the next meeting.

7. BLSP Social & Community Development Action Plan

Members were reminded of the reporting system for the Action Plan and the need to ensure regular reports were sent to JL. A deadline for updates on the Action Plan to ensure all information was correct to publish the 2005 version was set as 15th October. The new version will be available following the Christmas break.

Action: All members to respond by the 15th October.

8. BLSP Feedback Conference and Annual Report

BB suggested that the Conference was tied in to the launch of the new Community Safety Strategy launch. Volunteers from the Sub-Group to assist with the organisation of the Conference include:

Frank Raspin
Richard Edwards
Vicky Rawson
Kay Sutton

Members were also asked to forward information on potential Case Studies for the Annual Report to JL as soon as possible.

9. Proposed Dates for 2005 meetings – venues TBC

Members were given the proposed dates for 2005 and asked to check them against their diaries and notify JL of any preferred dates. Unless the dates are queried they will remain as stated.

Wednesday 19 January, 2pm-4pm
Wednesday 23 March, 2pm-4pm
Wednesday 18 May, 2pm-4pm
Wednesday 20 July, 2pm-4pm
Wednesday 21 September, 2pm-4pm
Wednesday 23 November, 2pm-4pm

10. A.O.B.

JC requested that the contact list for the Sub-group be circulated with the minutes.

KS explained that the Capita Debt Advice Line which we had been promoting since summer 2003, had now been replaced with a CLSP advice line – Community Legal Service Direct. She outlined the purpose of the advice line, and the involvement of the CLSP and CLSC.