



**Neighbourhood Management Programme
Board Meeting**

**MINUTES
1 November 2007 – 12.30pm - 2.30pm,
Christchurch, King Street,
Great Yarmouth**

Attendance

Board members

Michael BLANK - Chair	South Yarmouth Community Partnership
Lyn BLIZZARD	Gt Yarmouth & Waveney PCT
Paul CHEESEMAN	Voluntary Sector Partnership
Chris CHIDLOW	Central Yarmouth Community Partnership
Joy COSAITIS	South Yarmouth Community Partnership
Terry EASTER	Councillor - GYBC
Jean FISHER	Central Yarmouth Community Partnership
John HOLMES	Norfolk County Council
Tim HOWARD	Head of Regeneration and Environment - GYBC
Bob PECK	Councillor and Cabinet member - GYBC
Valerie PETTIT – Vice Chair	Councillor – GYBC
Nick RUSSELL – SGT.	Norfolk Constabulary (Deputising for Carol Congreve)
Nick TUPPER	Norfolk County Council
Julie WOODS	Community Development Team Leader – Community Connections (Deputising for Dan Mobbs)

Also present:

Rob GREGORY	Acting Neighbourhood Manager
Ruth THOMPSON	Administrator
Lorraine FINCH	Resident
Jeanne GONCALVES	NM CLIP Worker
Simon O'LEARY	Target Engagement Lead - VSP

Apologies

Cora BATLEY	South Yarmouth Community Partnership
Carol CONGREVE	Norfolk Constabulary
Alex DE ALMEIDA	South Yarmouth Community Partnership
Jamie MCGARRITY	South Yarmouth Community Partnership
Dan MOBBS	NORCAS
Aurelio SPINOLA	South Yarmouth Community Partnership

1. **Welcomes** Chair – Michael Blank welcomed everybody to the meeting.
2. **Apologies** Refer to list.
3. **Minutes of the last meeting** The minutes were agreed and approved as accurate.
4. **Matters arising**

Item 4 -Lowestoft Together – Pg 2

There was a good press release in the Lowestoft Journal. Feedback on the programme was that Lowestoft was similar to the Comeunity in how it had developed and confirmed that the Great Yarmouth programme appeared on target. Propose that a return visit for Lowestoft be organised. Suggested that this coincide with future events so that programmes can be seen in action.

Action: Rob to follow up.

Item 9 Opportunities/Events
Neighbourhood Management Network Awards - Pg.6
 Although the Grey2Green programme was not short-listed on this occasion. It was recognised by Rt Hon Hazel Blears MP, Secretary of State for Communities and Local Government, that Great Yarmouth Borough Council has been recognised as an ‘empowerment champion’ thanks to Grey2Green.

Item 6. Finances
Working Group meetings – Pg. 6

At the recently held agenda setting meeting it was agreed that meeting to be held in December and subject to funding, meetings to be held early February/March, and then subsequently every month.

Feb/March meetings for evaluation and development. It was agreed that March would be more ideal as April is election period.

Action: Approved by Board
Community Newspaper
 Expression of interest from Paul Cheeseman-Norfolk Voluntary Services.
 As a result of the Making a Difference workshop held to review the first edition of the Community Newspaper on October 4th, a small group of residents met to appraise bids received to facilitate the extended pilot of the Community Newspaper.

Whilst several commercial companies expressed an interest to get involved only 1 bid was received by NVS. The panel were very impressed with the bid, particularly in NVS’s definition of their
5. **Delivery Plans**

role as a facilitator rather than a leader.

The panel were unanimous in supporting the bid, it reflected a real linkage into all of the other work we are currently supporting and a real emphasis on community empowerment.

Recommend that the Board approve the bid to the figure of £8,750.00

Action: Approved by Board

Middlegate Focus Group

Visioning exercise

An invite to tender is currently being circulated for a lead to facilitate a visioning exercise for Middlegate.

Michael Blank added that these issues need to be addressed on a more permanent basis, however does need to be aligned with the Neighbourhood Management approach. We could eventually look at sharing model to the wider neighbourhood. We need to demonstrate nationally how the programme is working. It was agreed that this needs to be resident led.

Sgt. Nick Russell confirmed that the Safer Neighbourhood Team need to be more involved in the Neighbourhood Management programme.

Action: Michael Blank to liaise with Carol Congreve and Sgt. Nick Russell of the Safer Neighbourhood Team.

Await outcome of bids and update at next board meeting on 27 November.

6. **Expenditure/
Budget 07/08**

This item was divided into three categories.

1. Spending Projection up to March.

The financial projection indicates that the main spend for the programme will occur in the second half of the year. The only project we are not aware of starting is the Peer Mentoring Programme by Children Services. Possibly need to look at alternative agency to produce the work.

Action: Rob to contact Children Services to confirm the current situation regarding if they can deliver this service.

2. Underspend/Carry Forward

Michael raised the issue - Seven months from the end of the financial year 06-07 County has not yet given us a decision regarding the 'carry-forward' from last year.

It was proposed that Board directs the neighbourhood Manager to convey to County and GYBC our disquiet at the delay in deciding

this matter and Rob asks for a definitive ruling before Tuesday 6th November.

Action: Board approved.

3. Authorisation/Commission of Services.

There are procedures that need clarifying, i.e. the necessity of having a process of approving and monitoring spending that is not identified in the action plan and not specifically approved by the Board, i.e. departmental recharges.

Propose that a meeting with the Chair, Michael Blank, Vice Chair, Valerie Pettit, Neighbourhood Manager, Rob Gregory, Head of Regeneration and Environment, Tim Howard and Linda Berry, Accountant for Great Yarmouth Borough Council, takes place to draw-up an agreed authorising and monitoring procedure and to address the problem of procurement of goods and commissioning of services.

Action: Meeting by the above to be arranged.

7. Future of NM 08-10

Rob summarised a recent conference he and the Chairperson attended in London on the future of Neighbourhood Management. Implications for Comeunity 2008-10

At this stage funding has not yet been confirmed for 2008-10. The Norfolk County Strategic Partnership will receive two key recommendations at their meeting on 7th November.

1) That a transitional period of two years be agreed to allow for the design of new governance and allocation arrangements for pooled funding.

2) That existing funding programmes (Neighbourhood Element is one), be prioritised according to the risk of them not continuing. (Due to our clearly established contractual agreements Comeunity does not present a financial risk to GYBC should funding not be available for 2008-10, there is however a more detrimental risk in not continuing to deliver initiatives in what remain the County's most deprived neighbourhoods).

Some assurance will be offered to Comeunity by the LAA in writing before Christmas; however it is unlikely that funding allocations will be determined until March 08. The Neighbourhood Manager will keep the Board updated of progress.

The board discussed the effect this will have on staffing situation and the neighbourhood Centre.

Tim Howard added that need to look at the broader arena and to plan for some contingency was necessary.

Action: Meeting to be arranged between Tim Howard, Rob Gregory, Michael Blank, Valerie Pettit.

8. Communications

I heart G Y Campaign.

Holly advised the board that various residents had been

photographed for the campaign and these will be reproduced onto PIP (Public Information Pillars) adverts and be on public display from 19 November 2007.

Propose that the Communication sub-group made up of the following persons Valerie Pettit, Michael Blank, Carol Congreve and Chris Chidlow be reformed to set a schedule and agree concepts for future campaigns.

9. **Comeunity Builder Grants**

Jeanne Goncalves – NM CLIP Worker, presented to the board the process of applying for a Comeunity Builder grant.

Grant Application received from Great Yarmouth International Association

Amount applied for £4010.00 for integration work through craft and cookery.

Action: Approved by board, recommendation was that they worked closely with Comeunity. This should be reflected in the acceptance letter.

10. **A.O.B.**

Halloween

Rob reported that there was an excellent turn out; over seventy people attended the event at the Neighbourhood Centre. Congratulations to Jamie McGarrity for organising the event and thanks also to Jeanne and the rest of the team for assisting.

Cleaner and Greener

Resident, Jean Fisher introduced this item, expressed her concerns that no immediate response has been received from GYBC re Grey2Green projects.

St Georges Project residents concerned as a group and on an individual basis of the following

- a) People not being consulted.
- b) Correspondence not responded to
- c) Issues being ignored

John Holmes confirmed that meeting being held and that he had viewed copies of correspondence from residents.

Valerie Pettit confirmed that several items had been compromised for residents and at the moment the project is ahead of schedule.

Tim Howard added that it was essential that as a consultative programme there was a level of professional leadership.

Residents added that a lot has been lost because they feel removed from the process. Also a sensitivity and working in partnership process is needed.

Michael Blank confirmed that as chair of the Community Engagement Working group this issue will be addressed.

The Comeunity Programme has offered to facilitate a workshop with local residents to explore how community involvement in the

Parkway scheme ought to look.

Meeting closed at 2.45pm.

Next Board Meeting:

Date: **Tuesday 27th.November 2007, Christchurch, King Street**
Time: **10.00-12.30pm –Lunch not provided**