



**Neighbourhood Management Programme
Board Meeting**

**MINUTES
27 September 2007 – 10am - 12.30pm,
Christchurch, King Street,
Great Yarmouth**

Attendance

Board members

Cora BATLEY	South Yarmouth Community Partnership
Michael BLANK - Chair	South Yarmouth Community Partnership
Lyn BLIZZARD	Gt Yarmouth & Waveney PCT
Paul CHEESEMAN	Voluntary Sector Partnership
Chris CHIDLOW	Central Yarmouth Community Partnership
Carol CONGREVE	Norfolk Constabulary
Joy COSAITIS	South Yarmouth Community Partnership
John HOLMES	Norfolk County Council
Valerie PETTIT – Vice Chair	Councillor – GYBC

Also present:

Holly NOTCUTT	Community Development Worker – Community Connections
Ruth THOMPSON	Administrator
Linda BERRY	Service Accountant - GYBC
Julie WOODS	Community Development Team Leader – Community Connections

Apologies

Alex DE ALMEIDA	South Yarmouth Community Partnership
Terry EASTER	Councillor - GYBC
Rob GREGORY	Acting Neighbourhood Manager
Tim HOWARD	Head of Regeneration and Environment - GYBC
Jamie MCGARRITY	South Yarmouth Community Partnership
Dan MOBBS	NORCAS
Bob PECK	Councillor and Cabinet member - GYBC
Aurelio SPINOLA	South Yarmouth Community Partnership
Nick TUPPER	Norfolk County Council

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
Arrangements confirmed for trip to Lowestoft.

Item 5d -Funding Principles – Pg 4
Discussion around this item.
Action: Agreed and approved by Board

Item 6 –Board Development
Request for Neighbourhood Renewal Advisor – Pg 4

Action: GoEast are sourcing for board development day

Mid-term evaluation Pg. 4
Declaration of interest received from John Holmes.
Michael Blank, Valerie Pettit and Paul Cheeseman had met to appraise bids.
3 bids were received.
Bid put forward by Priory Research scored highest. It showed a good understanding on the Neighbourhood Management process and local context.
Recommend that this is the preferred bid.

Action: Recommendation approved by board

Item 9 Opportunities/Events
Neighbourhood Management Network Awards - Pg.6
To be held on 14th November. Great Yarmouth’s application has been received. We will hear the outcome in early November.

 - National Neighbourhood Management Conference
Information to be confirmed and circulated to board members.

Item 5c – Other Projects-Street Outreach – Pg.4

Action: Approved by board to move forward.
5. **Working Group Reports**

Middlegate Focus Group:
The inception meeting of the focus group was held on 5th September. It is clear that across the NMA Middlegate remains the most deprived smaller neighbourhood, in all domains of crime,

health, employment, education and young people.

The group are proposing:

- The formation of a strategic working group focusing on the estate.
- The development of a “Vision for Middlegate 2010 and beyond”, which the Community Programme would facilitate. Our community Development team will start developing further work with residents around this.

A paper has been submitted to the LSP Executive requesting senior support for this.

The Board were asked to consider agreeing in principle to fund the facilitation of this visioning exercise. This will be over a period between November 07 – March 08. It will be necessary to buy-in some expertise to support this process and create a robust strategic plan for the estate. Figures will be presented to the next Board meeting.

Action: Board approved in principle to fund the facilitation of this visioning exercise.

Raising Aspirations Working Group: delivery plan to include sexual health and well-being. The Working Group have requested that the Board support two additional projects for this financial year:

1) The promotion of sexual health and contraceptive services through the KittyWitches Centre, King Street, through leaflets, posters, credit cards and other marketing methods. Amount requested **£3,000**

2) The delivery of supported IT pathway training for 50 local residents from First Move on a stop-start basis, marketed to South and Central Yarmouth residents. Amount requested **£3,763.50**

The Board were asked to ratify the above funding allocations.

Chris Chidlow queried why the NM was being asked to fund this and was it not a government issue. Valerie Pettit confirmed that it was about the NM supporting the services via marketing as it does fall into the Action plan criteria.

Action: Both agreed and approved by board.

Cleaner and Greener Working Group:

The group met on 10th September and reviewed the draft Clean and Tidy Agreement- To be circulated to all households with the Community Newspaper.

The group received updates on Grey 2 Green, Shelter and the dissolution of the Friends of St Georges Parkway. Items for consideration included;

1) Tightening enforcement activity around fly-tipping and gaining

resident support with this. This is not a resource issues but rather a coordination issue. More joined up work with the Safer Neighbourhoods Team is necessary.

2) Issues with decent homes. A consultation is currently being conducted, the findings will be available to support the delivery plans in years 3 and 4.

3) The working group looked at a proposal from Norfolk Constabulary to consider a street-art project from October-March. The proposal includes murals, sculptures and other art forms across the neighbourhood, working with young and older people to target areas that have a range of environmental issues. Costs for this would be £500 per project. 10 projects = **£5,000**

The Board were asked to consider this funding proposal.

Carol Congreve declared an interest.

There was a discussion around murals and the process in developing these projects.

The Board agreed

- This was not featured in the original action plan.
- The Board will not rule out the concept of supporting murals, if this is part of a community led project.
- Propose that this to be taken back to Cleaner and Greener Working Group.

Action: The board did not agree to this funding proposal at this stage but agreed that the Cleaner and Greener working group need to work closer with Community Development Worker and Detached Youth Worker on future proposals.

Community Engagement Working Group:

The group met on 11th September and received updates on the Detached Youth Work and Community Facility consultation.

Paul Cheeseman declared an interest.

The Board have allocated £5,000 to the engagement of hard to reach groups in Community Partnerships. The Working Group have explored the potential of adding value to the “Engagement Reach” project of GYVSP to do some targeted community engagement with particular hard to reach groups. An outline is included:

Proposal: The Board were asked to ratify this recommendation.

Action: Approved by Board.

Community Newspaper

The pilot Community Newspaper is out on 27th September. A cost-analysis of its production has been conducted. The Working

Group discussed the potential development of this project.

The Working Group have asked the Board to consider

- The funding of equipment and resources to develop the Community Newspaper, i.e. IT software, Laptop, Digital Camera (funding for this is already allocated in the Communications budget). Total **£1,800**
- The funding of an extended pilot up until March 2008. Facilitated by a designated lead organisation. This will go through a tendering process. Total **£8,000**

Holly Notcutt explained that a 'Making a Difference' workshop was being planned with residents to look at a forward plan and an evaluation of the first edition. A very big thank you was extended to Holly for her excellent work in facilitating the first edition.

Proposal: The Board were asked to ratify this proposal.

Agreed that the cost for the extended pilot be increased to £9,000 to ensure unforeseen costs are built in to bid

Action: Approved by Board

Community Safety Working group:

The group met on Wednesday 12th September.

Peer mentoring- Children's Services are due to start this work this month. They have alerted the group to the likelihood that they will not spend the full allocation this year as the programme runs the length of the academic year.

Street-drinking- The working group to look at the development of a drop-in centre for vulnerable people is yet to reform. The working group considered the proposal from the Crime and Disorder Reduction Partnership to match-fund a 6 month period of street-based outreach to the value of **£8,387** (details circulated at the August Board meeting).

Chris Chidlow disappointed that there was no evaluation/feedback on crime from police due to their absence at the meeting.

Action: Carol Congreve will follow up.

The board were asked to approve this proposal.

Parenting intervention- Two elements of activity are currently developing around this.

- The Board has already approved the capacity-building programme for the delivery of parenting programmes across the neighbourhood. The Parenting Strategy are currently recruiting a lead on behalf of the project to deliver

this.

- Further discussions have been held with Ormiston (the lead agency for the “Super Nanny” project) and the Family Intervention Team (Children’s Services) around intensive work with the particularly “at risk” families in the neighbourhood. A proposal to deliver some intensive work with the young people from these families on a range of diversionary activities has been received by the Working Group. This will include 28 sessional activities with those young people between now and March 08. The working group were keen to support this proposal as it provided a more holistic approach to working with the families identified, rather than working with the parents alone. Total requested **£4,221**

The board were asked to approve this proposal.

Action: Both proposals approved by Board.

6. Finances

All four working groups have now signed off their delivery plans for this year. There are no further projects identified for funding in 07/08.

The Board are asked to consider an agreement in principle to managing any unallocated spend remaining for this financial year. This will include carry forward from 06/07, to be announced after the outcome of the Comprehensive Spend Review (3rd October 07). At this stage it is assumed that 5% of last year’s budget will be carried forward (approximately £20,000), however it may be more.

The Board were asked to agree a principle in allocating any remaining funds for this financial year.

For the rest of the year to March, the Working Groups will be monitoring the existing projects. However, the Community Development Workers in their engagement work, especially amongst young people, are identifying more issues for the community.

i.e. a continuing cry from the youngsters is for a free skateboard park. This could be a tangible facility for people who are not usually listened to. It would bring Neighbourhood Management to the young.

This is, of course, just one example of the possibilities for effective use of funds with due regard to the community’s issues.

The Board agreed that it would receive any proposals for unallocated funds directly from the Community Team to help best advance the action identified in the delivery plans.

Carol Congreve raised a concern that, as a resident driven

project, the object being to gain more residents and their involvement around the process at the working groups. However if the working groups are only meeting quarterly this could result in losing resident engagement, which is one of the key indicators of which the programme will be evaluated on.

Action: Michael, Valerie and Rob to discuss board concerns regarding the frequency of Working Group meetings.

Approved by board

In terms of spend it was asked if Neighbourhood management were on target?

Action: Linda Berry to meet with Rob, will produce a spend projection for next board meeting on 1st.November

Application currently in process.

7. Comeunity Builders

8. A.O.B.

Advertising/Marketing Campaign.

"I heart GY" Campaign

Concerns have been raised in that the programme is only focusing on negative issues. The "I heart GY" campaign was developed as a way of promoting a positive image of South and Central Yarmouth. Holly distributed some car stickers, prior to the campaign starting in November.

Meeting closed at 12 noon

Next Board Meeting:

Date: **Thursday 1st.November 2007, Christchurch, King Street**
Time: **12.30-2.30pm – Buffet Lunch from 12 noon**