



Minutes of the Bishop Auckland and Shildon Area Action Partnership Board Meeting

Thursday 21 March 2024

Bishop Auckland Football Club

Present

Partner Representative

Deborah Richardson (DR) - Community and Voluntary Sector Representative
Insp Mark Edwards (ME) - Durham Constabulary
Paul Cooper (PC) – Durham County Council

Public Representative

Peter Quinn (PQ)
Nicola Craddock (NC)

Elected Members

Cllr Shirley Quinn (SQ) – Chair
Cllr Samantha Townsend (ST)
Cllr Mike Harker (MH) – Town and Parish Council Representative

Presenters

Steve Greenway (SG), Business Manager – Reed in partnership

Officers

Peter Garrod (PG) – AAP Co-ordinator
Sheilah Metcalfe (SM) - AAP Community Development Project Officer
William Lightburn (WB) - AAP Community Development Project Officer
Peter Henderson (PH) - AAP Towns and Villages Team Community Development Project Officer
Emma Walton (EW) - AAP Support Officer

Apologies

Rachel Edmunds (RE) – Believe Housing – Vice Chair

Colin Davis (CD) - County Durham and Darlington Fire and Rescue Service
Cllr Joanne Howey (JH) – Elected Member
Cllr Cathy Hunt (CH) – Elected Member
Cllr Charlie Kay (CK) – Elected Member
Jayne Nicholson (JN) – Public Representative
Tony Bird (TB) – Public Representative - Vice Chair

Public / Other Attendees – 6

Board Meeting

A1. Introduction and apologies

Introductions and apologies were made.

Please see page 1 & 2 for attendees and apologies.

SQ welcomed Board and Forum members to the meeting.

PG informed the Board that due to several apologies the meeting is not quorate. As a result, decisions covered in item 5 on the agenda will be deferred and business conducted electronically.

A2. Agreement of minutes and matters arising from previous meeting held 25 January 2024

The Board **AGREED** the minutes as a true and accurate record of the meeting.

A3. Declaring an Interest

There were no declarations of interest.

A4. Local Neighbourhood Issues

➤ County Durham and Darlington Fire and Rescue Service Community Risk Management Plan 2024 – 2027

In the absence of Colin Davis, Fire and Rescue service, there will not be presentation at tonight's meeting.

PG stated that the consultation, covering a three-year period, seeks the views on how resources are used to prevent and respond to emergencies in the future.

ACTION – BASH AAP team to circulate a copy of the presentation, contact details for CD and a link to the consultation to Board members.

Board and Forum members were encouraged to respond to the consultation. Further details in relation to the consultation are available via the website: <https://www.ddfire.gov.uk/community-risk-consultation>. The closing date for comments is 10 May 2024.

➤ **Reed in Partnership – Work Routes**

Board Members received a presentation from Steve Greenway (SG), Business Manager – Reed in Partnership on the Work Routes Work and Health Programme. SG gave an overview of the programme, the referral process and highlighted the support available.

The Board made the following comments:

ST asked how this programme differs from the Durham Enable service. SG stated that if any individual is already involved in a programme funded by the Department for Work and Pensions (DWP) they will be unable to participate in this programme. SG stated that Reed in Partnership have the contract from DWP to provide this service across the County Durham area. This programme receives referrals from the local Job Centre's whereas Durham Enable receives signposting from other sources.

SQ asked how long Reed in Partnership have been operating in the BASH AAP area. SG reported that the Work Route programme started in September 2023 and currently has 7 individuals engaged in the programme, from the BASH area. Work takes place on a 1-2-1 basis with case workers providing support and advice to those seeking employment.

ST asked if individuals can self-refer into the programme. SG confirmed individuals can self-refer into the programme.

PC asked how many individuals are involved in the wider programme. SG stated there are currently 39 individuals involved countywide. SG stated that recruitment is ongoing and has attended several events across the BASH AAP area to promote the programme.

PC asked how an individual can access the programme. SG stated once a referral has been received, DWP check their eligibility and a member of the Reed in Partnership team contact them to provide additional information on the programme. There is no cost to join the programme and financial support is provided.

SQ suggested linking with doctors' surgeries and promoting the service in community centres.

SQ thanked SG for the presentation.

ACTION – BASH AAP team to circulate the presentation to Board members.

PG reported that there were no neighbourhood issues raised by forum members.

A5. Priorities and Action Plans

➤ **Area Budget - Community / COVID Recovery**

The Board were provided with the Area Budget Priorities for 2024/25 report. A copy of the report was circulated, in advance of the meeting, with the Board papers.

In the financial year of 2024 – 2025 BASH AAP will have a total of £110,000 Area Budget funding to allocate to projects. This is made up of:

- £60,000 Area Budget Revenue funding
- £30,000 Area Budget Capital funding
- £10,000 Youth Fund Revenue funding
- £10,000 Poverty Action funding

PG discussed the report and highlighted the main areas of interest and outlined the key recommendations for the Board to consider.

The Board noted the report and AGREED in principle the following:

The Board AGREED in principle to remove the name Covid from the title of the priority but maintain a focus on the issues within the themes that still impact communities in the AAP area.

The Board AGREED in principle to delegate the responsibility of agreeing a brief and identifying themes for the overarching priority to the subgroup.

The Board AGREED in principle the funding timescale for 2024/25.

PG stated that due to the meeting not being quorate the Area Budget report will be circulated to the Board for their consideration, via email.

➤ **The Big Arts Funding**

The Board were provided with The Big Arts Funding report. A copy of the report was circulated, in advance of the meeting, with the Board papers.

PG reported that each AAP has received £10k from Public Health to deliver culture and arts-based projects that enhance mental health, wellbeing, and

resilience in our local communities. All projects will have to, at least, have commenced delivery by the end of September 2024.

PG discussed the report and highlighted the salient areas of interest, outlining the key recommendations for the Board to consider.

The Board noted the report and AGREED in principle the following:

The Board AGREED in principle allocate the funding via a call for projects.

The Board AGREED in principle to delegate responsibility to the AAP Team for agreeing the brief for the call for projects.

The Board AGREED in principle the funding timescale for The Big Arts Funding.

PG highlighted that due to the meeting not being quorate the funding timescales will slightly alter due to a decision not been able to be made at tonight's meeting.

The Board made the following comments:

PC asked if there has been any uptake on the funding available. PG stated that tentative discussions have taken place with several project leads.

PG stated that due to the meeting not being quorate the Area Budget and The Big Arts Funding report will be circulated to the Board for their consideration, via correspondence. PG stressed the importance of Board members in responding to the email.

ACTION – PG to circulate the Area Budget and The Bigs Arts Funding report to the Board. Board members were encouraged to respond to the email promptly.

➤ **Holiday Activities with Healthy Food**

WL notified the Board that the Holiday Activities with Healthy Food update will now be presented in a report. The report will be circulated, in advance of the meeting, with the Board papers.

WL gave a brief overview of the report and highlighted the main areas of interest.

WL informed the Board that BASH AAP has been allocated £99,562 for the Easter, Summer, and Christmas 2024 holiday periods. The latest round of funding was for the Easter holidays. Following a call for projects the funding panel AGREED 8 applications to the project value of £20,211.80. This leaves a balance of £79,350.20 for the remaining holiday periods.

The Board noted the content of the report.

The Board made the following comments:

ST asked if data is collected for those young people not on FSM to access the HAHF programme. WL confirmed relevant data is collected by FF team.

SQ raised concerns with the new guidance and highlighted the affect this would have on organisations applying for funding and the overall success of HAHF delivery, long term.

SQ stated that accessing the Fun and Food Tickets via the school's booking system has proved problematic for some however reported that this issue is being addressed.

PG stated since the last Board meeting additional funding has been secured for those on non-FSM for the remaining holiday periods. ST commented positively on the additional funding available.

➤ **Towns and Villages Revitalisation**

PH reminded the Board that BASH AAP had an additional £210,000 funding to address the priority of Towns and Villages over 3 years. In addition, elected members also received an additional £10,000 each to address Town and Villages Revitalisation. These funds have now been fully allocated. All projects have received their offer letters and T&Cs. PH gave an overview of the 7 projects supported through AAP Towns and Villages funding. This fund brought in an additional match funding contribution of £229,927.00.

SQ thanked PH for the work that has taken place and commented positively on the legacy the Towns and Villages funding will leave in the BASH AAP area.

➤ **Neighbourhood Budget**

WL stated Neighbourhood Budget will now be presented in a report. The report will be presented at future Board meetings. In addition, where required, the Board will also receive a monthly report that will be circulated via correspondence.

The Neighbourhood Budget report was circulated, in advance of the meeting, with the Board papers.

WL discussed the report and highlighted that the following Neighbourhood Budget applications are for information and comment only, with one application requiring Board approval.

Each project is subject to a full application and satisfactory project appraisal.

- **Durham County Council – Outdoor Facilities (DCC) - Jane Armstrong Play Area Improvement**
NB Contribution – £11,323 (£5,661.50 each from Cllr Joanne Howey and Cllr Cathy Hunt)
Total Cost - £13,221

There were no comments received from the Board.

The Board were supportive of the project.

- **Shildon ParkPlay – ParkPlay Limited**
NB Contribution – £5,000 (Councillor Matt Johnson £1,667, Councillor Shirley Quinn £1,667, Councillor Samantha Townsend £1,666)
Total Cost - £5,000

There were no comments received from the Board.

The Board were supportive of the project.

- **Jubilee Fields Target Hardening – DCC**
NB Contribution – £10,145 (Councillor Matt Johnson £3,382, Councillor Shirley Quinn £3,381, Councillor Samantha Townsend £3,382)
Total Cost - £23,685

There were no comments received from the Board.

The Board were supportive of the project.

- **Thornhill Primary School Year 6 Residential - Thornhill Primary School**

NB Contribution – £3,450 (Councillor Matt Johnson, Councillor Shirley Quinn and Councillor Samantha Townsend £1,150 each)
Total Cost - £7,950

There were no comments received from the Board.

The Board were supportive of the project.

- **Infield Mower – Shildon Railway Sports & Social Club School**
NB Contribution – £2,500 (Councillor Matt Johnson £833, Councillor Shirley Quinn £833, Councillor Samantha Townsend £834)
Total Cost - £5,750

Cllr Matt Johnson has a declaration of interest in this project.

There were no comments received from the Board.

The Board received the application and **APPROVED** in principle a recommendation of approval of £2,500.

PG stated that due to the meeting not being quorate the Neighbourhood Budget application will be circulated to the Board for their consideration, via email. **PG** stressed that the application would need to be approved by at least three members from each sector of the Board to be quorate.

ACTION – PG to circulate the Neighbourhood Budget application to the Board. Board members were encouraged to respond to the email promptly.

The Board noted the content of the report.

A6. Coordinators Update

➤ **Review of Community Engagement**

PG stated that as a result of the Community Engagement Review consultation the AAPs will transition into Community Networks from May 2025. As it stands AAP Co-ordinators are on various workstreams looking at TofR, performance management, launch events, community engagement plans, streamlined funding process etc. The Board will be updated accordingly, once further information is available.

➤ **BASH AAP Office**

PG stated that from 31 March 2024, AAP's will no longer have an accommodation budget and as a result, the BASH AAP team will no longer reside in the Rest House in Shildon. Work has taken place with DCC Estates to try and identify alternative accommodation in the BASH AAP area however suitable accommodation was not identified. As a result, the team are in the process of moving to Green Lane, Spennymoor and will be based there from the beginning of April. The team will continue to implement a hybrid form of office / homeworking. PG reinforced that a presence in the BASH AAP area will remain.

➤ **Safe Durham Partnership Strategy Consultation**

The Safe Durham Partnership Strategy Consultation is now live. The closing date for comments is 5.00pm on Sunday 14 April 2024. Further information on the consultation will be circulated to Board members in the coming weeks.

➤ **BASH AGM**

The BASH AGM will take place on Thursday 23 May 2024, 4pm at Bishop Auckland Football Club, Heritage Park. At the AGM a presentation will be delivered to the Board regarding the work of the AAP over the past year and will highlight the future challenges going forward. In addition, projects will be invited to provide an update on the funding received from BASH AAP.

PG reminded the Board that the Chair and Vice Chairs for BASH AAP will be elected for 2024/25 at the AGM. It is the turn of Partner Representative to take the Chair for this year. PG explained the process and encouraged Board members to consider the roles of Chair and Vice Chair. An email will be circulated to the Board in due course.

➤ **Public Rep**

PG informed the Board that Bob Simm has resigned from the Board. PG thanked Bob Simm for his time on the Board. Recruitment for a new public representative will be launched on 25th March 2024. The closing date for applications is 5pm, on the 15 April 2024. Board members were encouraged to promote the public rep vacancy through their networks. Further details in relation to the vacancy are available by contacting a member of the BASH team.

➤ **Flood Wardens**

PG reported that the Environment Agency are looking for Flood Warden Volunteers in the High-Risk areas of West Auckland and South Church, Bishop Auckland. Further information on this will be circulated to the Board, shortly.

ST suggested linking with the newly established resident group in South Church.

A7. Countywide Partner Issues

➤ **Fire Service Update**

Due to the absence of Colin Davis, there was no update from the fire and rescue service.

➤ **Police / PACT Update**

Insp Mark Edwards gave an update on the main priority issues for the BASH area:

- A large-scale strike day took place yesterday. Several addresses were targeted across the area for controlled drugs. In total 11 arrests were made. DR thanked the police for the work that has taken place across the area.
- Police recruitment for new PCSO's is ongoing. ME reported there remains a commitment to increasing the number of staff in the neighbourhood policing team.
- The biggest complaint that the neighbourhood policing teams receive is speeding vehicles. Work is ongoing and key areas have been identified with enforcement commencing in April.
- The ParkSafe initiative will be take place at Escomb Primary school.
- Operation Snap allows members of the public to upload dashcam (and similar) footage to the Road Safety Bureau who will seek to prosecute people for offences such as illegal overtaking. Flyers and posters will be distributed to promote the initiative. A QR code will be displayed to allow people quick access to the portal.
- The issue of ASB remains. ME gave an overview of the ASB Case Review Panel and its process for dealing with persistent anti-social behaviour.
- The Councillors drop-in sessions continue to take place each month.
- There have been several horse related crimes. Work is ongoing to deal with this issue.
- The issue of off-road biking continues.

A8. Date / Time / Venue for next Board Meeting

SQ thanked Board and Forum members for attending the meeting.

Board / AGM - Thursday 23 May 2024, 4pm, Bishop Auckland Football Club