



Better for everyone

4 Together Partnership Area Action Partnership (AAP) Minutes of the Board Meeting Wednesday 6 March 2024 Dean Bank & Ferryhill Literary Institute

PRESENT:

Joanne Burnip – Livin Housing, Nigel Jones – Voluntary & Community Sector Representative, Richard Morgan – Fire Service Representative, Victoria Murray – DCC Representative, Carole Atkinson, Susan Kirby, Dennis Ramsey (**Chair**), Cllr Peter Atkinson – DCC, Cllr Curtis Bihari – DCC, Cllr Julie Cairns – DCC, Cllr Joe Quinn – DCC

OFFICER ATTENDANCE:

Lee Copeland – Principal AAP Coordinator, Louise Porter – Principal Community Development Project Officer, Paula Nixon – Community Development Project Officer, Paula Stockport – AAP Support Officer, Joanne Ashworth – Towns & Villages Project Officer

APOLOGIES:

Cllr Joe Makepeace, Mark Booth, Insp Mike Sammut, Oliver Peeke, Cllr Elaine Peeke

A1. Introductions & Apologies

DR opened the meeting of the 4 Together Partnership Board. LC confirmed that apologies for absence had been received, as above.

LC informed the Board that she has recently received the resignation of Cllr Pauline Crathorne from the Board in her capacity as Town & Parish (T&P) representative. LC is working with CDALC to seek an alternative T&P rep on the Board; nominations have been requested with a deadline of 9 April. LC will keep Board members updated on progress.

LC highlighted that we still have a Business Rep and 2 x Public Rep vacancies, and LC is working on the process around filling these positions.

A2. Agreement of Minutes from Previous Meeting (7.2.24) - Matters Arising

LC reviewed the previous minutes page by page for matters arising, actions and accuracy.

LC noted that there had been a previous action around seeking a replacement Vice Chair for the partner third of the Board following David Stothard's resignation. LC confirmed that Nigel Jones has kindly volunteered for the Vice Chair role, and this was **AGREED** by those present.

LC clarified there were no further outstanding actions or other matters arising, and the minutes were **AGREED** as a true record.

A3. Countywide Partner Issues

A3.1 Fire & Rescue Service Community Risk Management Plan 2024-27

Board members received a presentation in relation to the Fire & Rescue Service's Community Risk Management Plan for 2024-27. RM outlined the background to the consultation and some brief detail around the questions being posed as part of this year's consultation. All Board members were encouraged to read further detail and take part in the survey via the website:

[Community Risk Consultation](#)

The closing date for responses is 10 May 2024.

DR asked whether the locations for home visits are chosen at random or concentrated to specific areas. RM clarified that the visits are usually targeted and based on data analysis in terms of risk as well as to provide reassurance. People can make a direct request for a home visit, but the service would usually use information from partner agencies such as health services, local authorities etc when determining visit locations.

A3.2 County Durham Partnership Forum Update

DR briefly updated Board members after he attended the County Durham Partnership Forum meeting last week on behalf of the AAP. There had been a presentation from DCC's Humanitarian Support Team which had been well received. LC added that she had been asked to give a presentation in relation to the Towns & Villages programme on behalf of all 14 AAPs, to give a flavour of the various projects supported in different areas and information around match funding levered in by the T&V funding.

A4. Local Neighbourhood Issues

A4.1 Neighbourhood Policing Update

Item deferred, no Police representative present.

A5. Area & Neighbourhood Budget Update

A5.1 2024-25 Priorities & Funding Allocation

PN confirmed that a report had been circulated in advance with the meeting papers, for Board members to note. PN highlighted some of the key points from the report:

- For 2024-25 we will have a total budget of £127,740 to support projects which address local priorities (£90k Area Budget (£60k revenue/£30k capital), £10k Youth Fund, £10k Poverty Action, £10k Big Arts (separate info/criteria to follow for this element), and a small underspend from 2023-24.
- The Board has the scope to amalgamate AB/YF/PA into one pot (£117,740); the Big Arts funding will be separate with its own criteria.
- The preference will be to have at least 5 x Board members (with no DOIs) taking part in the ranking panel. If it's not possible to achieve 5 x members from the Board then the team will seek to identify additional panel members from other departments/local partner organisations with no DOIs.
- PN gave an outline of the callout/ranking process.
- The decisions of the ranking panel will be final.

PN asked Board members to note the recommendations in the report:

- To agree to continue with Community Recovery as a single priority (with the same themes as last year, outlined at Section 2.2 of the report).
- To agree to progress with project callout to allocate funding, using the process outlined at Section 3.4 of the report.

Cllr PA asked when groups will be able to start applying for funding. PN clarified that, with the Board's approval, we should hopefully be ready to launch our call for projects from early to mid-April. The team will have a timeline to follow, and considerations such as pre-election publicity periods will need to be taken into account.

Cllr JC commented that she would like the Board to consider setting a maximum limit for the number of applications permitted from one organisation. Cllr JC feels this will help groups to prioritise and focus what they really need in terms of funding; having to consider multiple projects from one organisation can put pressure on the ranking panel.

PN suggested that Board members may wish to consider breaking down the funding into three elements for the purposes of determining any potential cap on EOIs, i.e. main Area Budget, Poverty Action and Youth Fund, which would give organisations 3 x opportunities to apply.

Cllr JQ asked what would be deemed a Declaration of Interest for the purposes of sitting on the ranking panel, for example 5 current Board members are also members of Ferryhill Town Council and if FTC were to submit an application would this preclude them from taking part. LC clarified that if you are a member of FTC and they had submitted an application, this would be classed as a DOI, or as another example if a Board member was a member of an applicant group's management committee this would also be a direct DOI.

DR asked Board members for their decisions on agreeing the recommendations from the report, as outlined above. Board members **AGREED** with the recommendations.

DR asked Board members for their decision on agreeing to cap the number of applications permitted from one organisation to no more than three; Board members **AGREED** with this recommendation.

A5.2 Neighbourhood Budget (NB) Update

PN noted that an updated summary of NB spend was circulated in advance with the meeting papers, for information. PN added that the team are currently working on reviewing all NB balances as they relate to previous 'intent to fund' pipeline projects, and we'll be in touch with the relevant Cllrs shortly with more information on this. LP added that she aims to meet up with all Elected Members over the coming weeks by way of introductions.

A5.3 Community Engagement Review

LC updated Board members. As previously mentioned, we are one of 6 x AAPs who will be moving bases shortly due to loss of our premises budgets going forward. The 4 Together team will be relocating to a base at Chilton Depot from early April and are currently working on decommissioning our current base at

Haig Terrace over the next few weeks. Space at Chilton Depot will be limited for meetings, but the team will hopefully be able to manage these requirements in our locality as needed going forward.

A5.4 Towns & Villages (T&V) Funding Update

JA gave Board members a brief presentation in relation to our Towns & Villages funding, and the projects supported by the Board with the original £210k funding allocation. JA noted that the funding had supported 7 x local projects and levered in an additional £72k in match funding for our area. JA gave a brief outline of the projects supported, noting that there was a good mix, and also highlighted that Elected Members had supported a good range of T&V projects with their £10k allocations as well which complemented the wider T&V programme.

LC thanked JA on behalf of the Board for her update and support with finalising our T&V funding allocation.

A5.5 Fun & Food (F&F) Funding Update

LP gave a brief update. The February holiday period provision went really well; the team are still waiting for some of the monitoring returns, but based on the information available so far, there was good attendance.

In terms of the Easter holiday period, our project leads/providers have now received their grant offer letters. We will have 33 x sessions taking place in our area, which is fantastic considering the recent Dept for Education criteria changes. LP has been starting some initial conversations with local schools, given that the funding should be more targeted going forward, and LP will be emailing schools next week with some follow-up information as well.

A5.6 2024-25 Board Meeting Dates

LC confirmed that a list of 2024-25 meeting dates had been circulated in advance with the meeting papers, for information. Board members were in agreement to continue with the current venue for future meetings. In terms of our January 2025 meeting date, LC asked if Board members would be happy to push this back to February, as we had this year, to avoid attendance problems with the January date being so early in the New Year; this was **AGREED**.

**A6. Date & Time of Next Meeting (AGM):
Wednesday 1 May 2024, 6:00pm (venue tbc)**

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