

**CHARLESTOWN AND LOWER KERSAL
NEW DEAL FOR COMMUNITIES**

Minutes of

NDC PARTNERSHIP BOARD

Held at

St Sebastian's Community Centre 29th March 2010

IN ATTENDANCE

PARTNERSHIP BOARD

Linda Carr	Community Representative
Councillor Peter Connor	Local Councillor
Lee Craven	Voluntary Sector
Harry Davies	Community Representative
James Eagle	Merlyn Electronics
Stella Elliot	Community Representative
Janice Lowndes	PCT
Brenda Moore	Community Representative
Ann Olnier	Community Representative
Les Smith	Community Representative

SUPPORT TO PARTNERSHIP BOARD

Alison Burnett	NDC
Bernadette Elder	NDC
Brian Enright	NDC
Tim Field	NDC
Anne Lythgoe	NDC
Roger Baldry	East Salford Neighbourhood Management Team
Rob Pickering	Salford City Council
Dave Bird	NDC (minutes)

1. Apologies

Apologies were received from Ann-Marie Pickup, Councillor John Merry, Ian Marshall, Keith Barnes, Steve Bailey, Steve Aveyard and Eddie Sawford.

It was agreed that James Eagle would chair the meeting.

James Eagle welcomed everybody and reported that Ann-Marie Pickup had informed him that Kevin Coakley had tendered his resignation from the Partnership Board. James reported that Ann-Marie would write to Kevin thanking him for his support. The Partnership Board expressed their support and appreciation for the work that Kevin Coakley had undertaken.

2. Declarations of Interest

James Eagle, Lee Craven, Ann Olnier, Linda Carr and Harry Davies all declared an interest in Item 6 (Succession Strategy; Development Framework Group).

Harry Davies and Les Smith (St Sebastian's) and Ann Olnier (Brunswick House) declared an interest in Item 3.

It was agreed that Item 3 (where applicable), Item 5 (Appendix 1 Finance sub-committee minutes) and Item 8 on the agenda were to be marked Part 2 – (not for publication or discussion outside the meeting). Notes from these items are contained within Part 2 of these minutes.

3. Minutes of 22nd February 2010

A.O.B from 30th November 2009

Brian Enright reported that a planning application for the waste transfer site on the former Hercules site had been approved allowing a temporary permission for 5 years. The application for the adjacent Manchester Doors site has been withdrawn.

A.O.B from 25th January 2010

The Partnership Board noted the briefing paper on the Chairs and Chief Executives meeting held on 4th/5th March, which had been circulated with the papers for the March meeting.

A.O.B 22nd February 2010

Bernadette Elder reported that the Environment Agency had removed trees along the bund and red path on Littleton Road as their roots could damage the membrane of the bund. This membrane has been installed as part of the flood resistance work.

Harry Davies reported that he raised the idea of installing eco-block parking along Littleton Road as potential additional parking for the Sports Village with the Environment Agency. Bernadette Elder agreed to investigate.

The Partnership Board noted the New Start article that highlights Salford NDC as having the biggest improvement in resident satisfaction out of all NDC areas, a copy of which had been circulated with the Board papers

4. Partnership Board Membership

Bernadette Elder presented a report seeking the Partnership Board's views about filling positions which are currently vacant on the Board in the final phase of the programme. These vacancies include a voluntary sector representative, a business representative and a community representative.

The Partnership Board discussed a number of options around filling the vacancies and noted the importance of community representatives and the need to be quorate.

The Partnership Board:

- **Recommended that arrangements are put in place for all vacant posts to be filled.**

5. Programme Update

Anne Lythgoe reported that expenditure for the current financial year was on target. She went on to provide a verbal update on total expenditure to the 29th March 2010 as £5.4 million out of a total expenditure of £5.5 million for the year.

The Partnership Board:

- **Noted the current levels of expenditure as stated in section 3 of the report and the verbal update provided by Anne Lythgoe.**
- **Noted the estimated outturn for the 2009-10 financial year.**
- **Noted the draft minutes from the February meeting of Finance sub-committee.**

6. Succession Strategy Update

Tim Field introduced a report on the progress made towards the final Succession Strategy. He reported that since the paper had been sent out to the Board feedback had been received from the Government Assessment Panel on the draft Succession Strategy submitted in October 2009. The Assessment Panel had raised issues around mainstreaming services, the Development Framework Group, Local Neighbourhood Action Planning arrangements and annuity arrangements. In addition clarification is being sought from Government Office with regard to several issues raised by the Panel

Bernadette Elder reported that the Development Framework Group had met on the 18th and 22nd of March to consider draft terms of reference,

membership, governance arrangements and resourcing plan for the group. It was noted that the Development Framework Group would like to see:

- An in principle agreement with Salford City Council for an annuity arrangement giving at least a ten year commitment to the area.
- A neighbourhood office established in part of the current NDC Office which would also provide a base for the group, with funding to support neighbourhood management being on the condition that staff are located in this space.
- The continuation of a local neighbourhood newsletter.
- An amendment to the current Partnership Board guidance notes to include task and finish groups as specifically recognised by the Partnership Board being eligible to claim attendance allowance.

The Partnership Board discussed the issue of board allowances and Councillor Peter Connor recommended that any board allowances should be clearly published.

Rob Pickering noted that the Council is currently reviewing office space requirements and the neighbourhood office; arrangements need to take this into account before making any decisions.

Bernadette Elder outlined proposals for the resourcing plan that would see additional support specifically for the NDC area in addition to the support of the East Salford Neighbourhood Management Team. Following a query regarding time scales relating to the resourcing plan Bernadette confirmed that this would be from April 2011.

Tim Field reported that the Kersal and Charlestown forums are working well. He went on to report that to avoid confusion the Local Neighbourhood Action Plan will be re-defined as Local Neighbourhood Action Planning Arrangements in the Succession Strategy, as this includes the Forums, Development Framework Group and other local arrangements.

Rob Pickering confirmed that with regards to the ongoing physical programme in Charlestown and Lower Kersal he and Dave Evans would take on this role and be responsible for championing and supporting the NDC Team in Year 10 and beyond.

Bernadette Elder reported that the draft terms of reference for the Beacon Centre Advisory Group are in place and that a further meeting is required to discuss them. As chair of the group Councillor Warmisham will need to call the meeting and Councillor Peter Connor requested a formal letter be sent on behalf of the Partnership Board to Councillor Warmisham to progress this issue as a matter of urgency.

Bernadette went on to report that arrangements for community involvement in the governance of Sports Village are progressing. She also reported that PULSE Regeneration has completed its assessment of where each social enterprise and the community hubs are up to.

Brian Enright reported that the arrangements put in place with the Lower Kersal Social Club to manage the adjacent Bowling Green were no longer viable. He went on to report that an alternative proposal is being worked up which would see the provision for a small pavilion using the remaining resources from the section 106 Agreement for Unity Quarter but noted that this would be subject to approval by East Salford Community Committee. Brian explained that that a further report would be presented to the Board outlining proposal of the scheme.

Alison Burnett reported that at February's meeting the Finance sub-committee agreed to a request from People's Voice Media for a discount on the rent for the community space at the Innovation Forum, which will see a contribution of £3,000 towards the annual rent until the end of March 2011.

Alison went on to report that discussions are ongoing with the Deputy Director of Children's Services regarding commissioning arrangements. She reported that a letter of support for the Succession Strategy has now been received from the Director of Community Regeneration with regard to Working Neighbourhood Teams.

Tim reported that an officers group has met to further consider the details of the annuity arrangements. A proposal of £150,000 per annum is currently being considered by the City Council, released on the basis of when NDC's assets become realisable. At present this would see annuity arrangements for between four and five years. Tim went on to report that the annuity arrangements could be reviewed on an annual basis and when the issue of Brunswick House is resolved this could extend the annuity by an additional three years.

Tim reported that a current unknown in relation to future value of NDC assets legacy is what may come from future land sales at Charlestown Riverside. He went on to explain that should the housing market improve in the coming years this could deliver positive land values, and reminded the Board that the Collaboration Agreement sets out that money received will be apportioned out accordingly including to the NDC successor body. It was proposed that from the 31st March 2011 the Development Framework Group should take on this role.

Rob Pickering confirmed that a report regarding the proposed annuity arrangements would also be considered by the City Council's Budget and Efficiency Cabinet Working Group prior to the next Board meeting.

Tim went on to outline that the next steps would include the Board to consider the draft response to points from the Government Assessment Panel by the 26th April. The Partnership Board suggested that as the next Board meeting is scheduled for the 26th of a request could be made to Government to extend the response date until 27th April.

The Partnership Board:

- **Noted the progress made with regard to the issues raised in section 3 of the report and commented on key issues.**
- **Agreed the draft terms of reference for the Development Framework Group.**
- **Agreed to seek an ‘in principle’ agreement with the City Council for an annuity for at least 10 years.**
- **Agreed to amend the Partnership’s current guidance note on attendance allowances to include specifically recognised ‘task and finish’ groups as agreed by the NDC Partnership Board, and noted that further proposals on the subject of allowances for the Development Framework Group will be submitted at a later date.**
- **Agreed that the role of the NDC Partnership in relation to the Collaboration Agreement be taken over by the Development Framework Group post 31st March 2011, once its remit and governance is agreed.**
- **Noted the timetable estimated for approval of the final strategy and requested that the date for the Board to consider the Government assessment panels’ points by 27th April 2010.**

7. Marketing and Communications

Bernadette Elder presented a report to update the Partnership Board on the progress of the NDC Marketing and Communications Strategy. She highlighted the progress made to date and went on to outline next steps including a proposal for the Development Framework Group to oversee a celebration event and AGM in 2010/11 which would involve bringing forward the AGM to March 2011.

The Partnership Board went on to discuss additional ways of promoting the NDC programme through submitting projects for awards, booklets with DVD’s capturing peoples impressions of the NDC programme and summarising projects.

The Partnership Board

- **Agreed the proposals outlined in the report for the remaining tools of the Marketing and Communications Strategy.**
- **Requested a further report on the progress made in September 2010 with more detailed proposals for a celebration event.**

Date and Time of next Meeting

(5.30 pm for) 6pm

26th April

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Salford Sports Village