

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

Minutes of

**ANNUAL GENERAL MEETING
Held at
St Sebastian's Community Centre
MONDAY 27th July 2009**

IN ATTENDANCE

PARTNERSHIP BOARD

Ann-Marie Pickup	Community Representative
Kevin Coakley	Community Representative
James Eagle	Merlyn Electronics
Lee Craven	Voluntary Sector
Brenda Moore	Community Representative
Janice Lowndes	Salford PCT
Harry Davies	Community Representative
Dot Jones	Voluntary Sector Representative
Stella Elliot	Community Representative
Ann Olnier	Community Representative
Cllr Peter Connor	Ward Councillor
Cllr John Merry	Leader of Salford City Council
Cllr Matthew Mold	Ward Councillor

OTHERS

Tim Field	NDC
Alison Burnett	NDC
Anne Lythgoe	NDC
Bernadette Elder	NDC
Rob Ramwell	NDC
Dave Bird	NDC
Paul Walker	Salford City Council
Anne Godding	East Salford Neighbourhood Management Team
Paul Mullane	Contour Housing
Patricia Cordon	Local Resident
Lesley Whitehouse	Local resident
Barbara Tenant	Local Resident
Kath Lomas	Local Resident
Connie Crompton	Local Resident
Julia Dunbar	University of Salford

1. INTRODUCTIONS

Tim Field introduced and chaired the meeting up to item 7.

2. APOLOGIES

Apologies were received from Steve Aveyard, Steve Bailey, Ian Marshall, Pam Flynn, Les Smith and Linda Carr.

3. MINUTES OF AGM HELD 28th JULY 2008

Noted and agreed as a true record.

4. ANNUAL REPORT 2008/09

Ann-Marie Pickup thanked Anne Lythgoe, Bernadette Elder and Dave Bird for compiling the Annual Report. Tim Field described how the report broke down what had been achieved throughout the year by theme. He thanked everyone who had provided quotes for the annual report and highlighted the new expenses section.

5. GOVERNANCE REVIEW

Alison Burnett presented a report on the Governance Arrangements for the New Deal for Communities Partnership. She explained how the Governance Arrangements had been reviewed and were still 'fit for purpose.' However some changes had been made to the governance document as the programme moves towards succession. The key changes were highlighted.

The terms of reference for the Task Groups had been updated to include evaluating the performance and impact of NDC projects as they prepare for succession. In addition the results of the Task Group Review were highlighted which included forging closer links with the East Salford Neighbourhood Management Structures and, where appropriate, the merger with East Salford Task Groups.

A Finance Sub Committee had been set up to take on the functions of the former Appraisal Panel but also to take on responsibility for the overall financial management of the programme.

The current NDC Delivery Team now consists of 21 full time equivalent posts compared to 40 posts when the programme was at its height of delivery. Alison went on to state that as the NDC programme moves into the final eighteen months the situation will be reviewed by the Staffing Sub-Committee and the team will continue to be scaled down.

New guidance had been issued by the Department of Communities and Local Government on additional responsibilities for the NDC Partnership Board and the City Council, as the accountable body, and these had now been built in to the governance arrangements. These duties include developing succession strategies, mainstreaming, ensuring the benefits of local assets are continued and sharing learning/ best practice.

The Partnership Board:

- **Agreed the amendments detailed in the report**
- **Approved the up dated Governance Arrangements document (2009/10 – 2010/11)**

6. APPOINTMENT OF PARTNERSHIP BOARD

Tim Field informed the Board that there were a number of vacant positions on the Partnership Board due to Councillor Jimmy Hulmes passing away and James Powell and Phil Gellar stepping down from the Board.

Tim welcomed Councillor Matthew Mold to the Partnership Board. The Partnership Board went on to recommend that Martin Hall be contacted at the University of Salford regarding the vacant position and that a new business representative be sought.

Tim informed the Partnership Board that there would be no elections this year or in the final year of the programme (unless vacancies arose) and as such Partnership Boards community representatives would stay the same until the end of the NDC programme.

7. APPOINTMENT OF CHAIR/DEPUTY CHAIR

The Partnership Board agreed to re-appoint Ann-Marie Pickup as Chair and Councillor John Merry as Deputy Chair.

Lee Craven thanked the Chair and Deputy Chair for their contribution over the past year.

8. NOMINATIONS FROM BOARD TO TASK GROUPS / SUB COMMITTEES

Alison Burnett noted that Board Members have been re-nominated as members of Task Groups and Sub-Committees where this has been indicated. However should any Board members still wish to be nominated on to the Task Groups then this could be accommodated. **Ann Oler and Councillor Matthew Mold indicated they were interested in being involved in the Task Groups.** Alison agreed to contact them with details.

Alison Burnett requested nominations for the following vacant positions and received the following nominations:

Building Communities Task Group:

(Chair): **Councillor Matthew Mold (subject to more detailed discussions as indicated above)**

(Deputy Chair): no nomination

Programme Implementation Sub-Committee:

(University of Salford rep): **Martin Hall at Salford University to be approached (as indentified in section 6)**

(Accountable Body rep): **Paul Walker**

Staffing Sub-Committee:

(Public Agency rep): **Councillor Matthew Mold**

Monitoring and Evaluation Sub-Committee:

(Partnership Board rep): no nomination

Finance Sub-Committee:

(Community rep): **Ann Olnier**

(Councillor Rep): **Councillor Matthew Mold**

(Public agency rep): **Martin Hall at Salford University to be approached (as identified in section 6)**

Alison agreed to forward details of the sub committees to all new nominees.

The Partnership Board agreed:

The approval of all the above nominations to the Task Groups and Sub-Committees.

9. ANY OTHER BUSINESS/QUESTIONS

None