

**GREAT AYCLIFFE & MIDDRIDGE PARTNERSHIP (GAMP)
MINUTES OF THE BOARD MEETING AND AGM
TUESDAY 18 JULY 2017, 6:00PM, AYCLIFFE VILLAGE HALL**



PRESENT: **Elected Members**
Cllr Eddy Adam – DCC
Cllr Jim Atkinson – DCC
Cllr John Clare – DCC
Cllr Scott Durham – DCC
Cllr Brian Hall – Great Aycliffe Town Council
Cllr Kate Hopper – DCC

Public Representatives
Sue Cooke
Alan Cooper
Chris Cunnington-Shore
Alan Jordan
Barry Knevitt
Grace Porter (Outgoing Chair)
Hannah Siddle
Graham Tarn

Partner Representatives
Carol Gaskarth – VCS Representative
Insp Sarah Honeyman – Police
Helen Johnson – Housing Representative
Colin Jones – representing Steve Robson
Kim Lawther – DDES CCG Health Representative
Graeme Metcalf – Fire Service
Oliver Sherratt – DCC Head of Service Representative

OFFICER

ATTENDANCE: Brian Riley – GAMP Coordinator
Adam White – GAMP Community Development Project Officer
Paula Stockport – GAMP Support Officer
Steven Johnson – DCC Clean & Green Team

APOLOGIES: Cllr Paul Howell, Steve Robson

OBSERVERS: V Crosby, R Mitchie, J Mitchie, C Robinson, L Allen, A Welsh, R Adamson, G Gray

Annual General Meeting

a. Introduction from Current Chair
BR briefly ran through general housekeeping procedures. BR asked for a show of hands to confirm first aiders present at the meeting; BK, Insp SH and AW.

GP opened the meeting, and a brief round of introductions was given. GP thanked her fellow Board members for their support during her term as Chair, and throughout her four-year term as a Public Rep. GP commended GAMP for their excellent partnership working, the Board have supported some fantastic local projects and GP is proud to have been part of such a proactive Board.

BR took the Chair.

b. Election of Chair & Vice Chairs

BR confirmed that he has been coordinating Vice Chair nominations for each third of the Board, and highlighted the following:

- Insp Sarah Honeyman will be Vice Chair representing the Partner sector and will therefore take the Chair for 2017-18;
- Alan Jordan will be Vice Chair representing the Public Rep sector;
- Cllr Eddy Adam will be Vice Chair representing the Elected Member sector.

BR thanked all those who had volunteered for the roles.

The above roles were **AGREED** and ratified by the Board.

c. 2016-17 Final Area Budget Update

BR confirmed that a final statement of Area Budget spend for 2016-17 had been circulated in advance with the meeting papers, for Board members to note. This highlights the AB allocation and current project status for all projects. BR highlighted the additional £10k allocation for Welfare Reform related schemes, as well as a small underspend returned from a previously funded project, which had been included in the total allocation for 2016-17.

d. Draft Annual Report

BR confirmed that the draft 2016-17 Annual Report had been circulated in advance by email with the meeting papers. BR asked Board members to review the document and forward any comments or queries to the GAMP team by Friday 28 July. Following this deadline, the final report will be uploaded to the GAMP website, and the link will be circulated by email to all Board and Forum members in due course. Hard copies will also be available on request via the office. BR thanked PS for her work in collating the relevant information for inclusion in the report.

Standard Board Meeting

1. Introductions & Apologies

Insp SH took the Chair, thanking Grace Porter as outgoing Chair. Insp SH welcomed observers to the meeting, pointing out they would be welcome to comment under Items 3, 4 and 5 on the agenda. Insp SH reminded Board members of the standard Declaration of Item on the agenda.

Insp SH clarified there has been a number of changes to Board members recently, as follows:

- Outgoing Public Reps: Ken Fox and Grace Porter
- New Public Reps: Sue Cooke, Alan Cooper and Hannah Siddle

- Outgoing Cllrs: Mike Dixon and Joan Gray
- New Cllrs: Jim Atkinson, Scott Durham and Paul Howell

- Outgoing Partner Reps: Phil Innis (Fire Service)
- New Partner Reps: Graeme Metcalf (Fire Service)

Insp SH commented that all outgoing Board members have been a great asset to GAMP throughout their respective terms, and formally noted thanks on behalf of the Board.

BR confirmed that apologies for absence had been received, as noted above.

[CG joined the meeting]

2. **Minutes of the Meeting Held on 14.3.17 – Matters Arising**

The draft minutes from the Board meeting held on 14.3.17 had been circulated in advance with the meeting papers. BR reviewed the minutes page by page for matters arising, actions and accuracy.

BR highlighted an error on Page 1, in relation to the listed observers in attendance at the last meeting; this will be corrected in the final ratified minutes.

Cllr EA asked, in relation to Item 4 (Neighbourhood Policing) whether the Newton Aycliffe Neighbourhood Policing team is still short staffed. Insp SH clarified that there are still some vacancies, and is hopeful that these should be filled by around November. Insp SH commended the current team who are all working extremely hard to minimise any disruption to members of the public.

There were no outstanding actions or other matters arising, and the minutes of the last meeting were **AGREED** by the Board as a true and accurate record.

[GT joined the meeting]

3. **Introduction to the AAP**

Board members received a brief presentation from BR, predominantly for the benefit of new members, but also to act as a general refresher to all. The presentation outlined the make-up of the AAP, its role within the wider County Durham Partnership, and an outline of funding allocations and processes.

BR added that the GAMP team continually look to increase engagement and wider participation, encouraging new Forum members to sign up where possible, and requested that all Board members promote this opportunity locally throughout their respective networks as well.

CG asked about criteria and grant limits for this year's Youth Fund Grant; BR clarified that a report had been circulated to Board members in April 2017, and BR will re-send this to CG for information (**Action 1: BR**).

4. **Countywide Partner Issues**

4.1 Operation Spruce Up (Oliver Sherratt)

Board members received a presentation in relation to DCC's 'Operation Spruce Up' programme, which is scheduled to take place in the GAMP area in November 2017. The programme provides a targeted period of work, where a range of Council services come together at one time to clean up a designated area. Using staff knowledge, the Spruce Up team have drawn up proposals for the suggested target area for GAMP, and examples of work to be carried out, such as improving underpasses, painting fences, repainting and repairing signage etc, but the programme is very open to suggestions from Board members and members of the public to highlight specific priority areas for consideration also.

OS clarified that this is a pilot programme, being completed across the County over the course of a year, and will be fully reviewed and evaluated in the Autumn, with a view to consideration of potentially repeating the programme next year.

Discussion took place, and the following points were noted:

- V Crosby highlighted that the litter bin located outside Newton Aycliffe Youth & Community Centre includes an ashtray, and smoke therefore drifts into the Centre. VC asked if the ashtray section could be removed and the location of the bin reviewed; (**Action 2:** OS/SJ to action).
- Cllr EA commented that there are a lot of underpasses in our AAP area, and tidying up the approaches should be considered as part of the programme. Cllr EA added that Newton Aycliffe has a lot of 'green' areas with shrubbery etc, and litter can often collect in the shrubs. SJ clarified that there is a rolling programme of shrub removal and/or re-siting taking place across Newton Aycliffe currently.
- Cllr JC asked whether the Spruce Up will only take place on DCC owned land. OS clarified that there is an opportunity for buy-in from partners to extend and enhance the programme, e.g. livin.
- Cllr JC asked who will have overall responsibility for the organisation of the programme, including relevant promotion. OS clarified that there is a small team overseeing the programme, and the Civic Pride team have day-to-day responsibility, with a dedicated officer responsible for coordination, engagement, promotion etc.
- Cllr JC also asked about future sustainability. OS accepted that areas can deteriorate, adding that the Council is always looking for smarter and more proactive ways of working. Hopefully enhancing the local area will encourage a sense of pride among community members to help maintain the improvements.
- Cllr JA asked about engagement, often it's the same people who get involved with such initiatives. OS clarified that in addition to the standard local media promotion there will be an educational programme taking place in schools to try and encourage wider engagement, as well as a range of other activities to encourage participation.
- KL commented in terms of promotion that the CCGs have access to a number of health-based reference groups, where there could be an opportunity to link in.

OS clarified that further information on the Spruce Up programme is available via the website: <http://www.durham.gov.uk/spruceup>

5. Local Neighbourhood Issues

5.1 Neighbourhood Policing Update

Insp SH updated Board members in relation to crime figures, current policing activity across the GAMP locality, as well as local PACT priorities, and current/emerging issues, including ongoing issues with off-road bikes. Insp SH also highlighted upcoming PACT meeting dates for information.

Insp SH highlighted a new coordinated system which has recently been introduced, which brings together data and intelligence from a range of services including DCC, the Police, the Fire Service etc, and is proving successful in terms of sharing information quickly and helping to identify specific hotspot areas or emerging issues. OS endorsed this database also from the DCC perspective.

Discussion took place around the following issues:

- problems related to off-road bikes, particularly in terms of the importance of reporting names/addresses where possible
- issues with speeding vehicles in various locations
- private landlords and recognised management standards

BR confirmed that no other local neighbourhood issues have been submitted to the GAMP team in writing ahead of the meeting, but we have received telephone contact from an Aycliffe Village resident (Lynne Allen) who wanted to bring the following concerns to the Board's attention:

- the volume of larger/heavy goods vehicles using the A167
- an increase in litter on the A167, particularly McDonalds waste
- issues relating to car parking in Aycliffe Village, particularly around the school

BR confirmed that he will report the first two items to DCC Highways and Neighbourhood Services Departments respectively. In relation to the third item (car parking), BR has highlighted this to the relevant County Cllrs who cover that area. Insp SH added that the Police are aware of the parking issues also, particularly around school drop-off and pick-up times, and the PCSOs have been paying close attention; the issue has also been highlighted as a PACT priority.

BR confirmed, for the minutes, that Board members have received the following correspondence from the GAMP team since the last meeting:

- a 'Walk Through Life' public health infographic circulated by email on 16.6.17;
- GAMP ebulletin circulated 30.6.17.

If any Board member would like information on events, activities, projects etc circulating to the GAMP database via our ebulletin or Facebook page, please contact the GAMP team.

6. GAMP Coordinator's Update

6.1 Area Budget Project Callout Update

BR updated Board members in relation to progress with this year's Area Budget Project Callout. We officially launched the Callout on 9 June, and there's been an excellent response, with a total of 46 application packs sent to interested parties to date. We have received 9 applications so far, and the closing date is Friday 28 July.

BR clarified that all applications will be sifted by AW for eligibility, and all eligible applications will then go forward to the Task Groups for review and discussion. The Task Group will be asked to agree a consensus of comments and/or queries for each application, which will be put to the applicant for response where required. Once this process has been completed, BR will hold a Board subgroup meeting to complete the project ranking exercise. BR will need two volunteers from each sector of the Board to sit on the ranking panel, and will coordinate this by email later this week (**Action 3: BR**). Board members should give due consideration to any potential declaration of interest in projects before volunteering.

BR clarified that we'll know following the application closing date whether any of the priorities are either over or undersubscribed, and we may need to look at reallocating AB funding accordingly should that situation arise. Likewise, should

the funding be undersubscribed across all three priorities, we would need to repeat the callout process from the beginning, but BR anticipates this would be unlikely. The final stage in the process is for successful applications to be circulated to the full Board for final agreement and ratification before being passed to the Funding Team for technical appraisal.

BR will keep Board members updated accordingly.

6.2 Quarter 1 Project Monitoring Update

BR confirmed that the 2017-18 Quarter 1 updates (April-June 2017) had been circulated by email to Board members on 14 July, for information. The reports give an update on progress for all ongoing AB-funded projects. BR asked Board members to review the reports and direct any queries to the GAMP team in the first instance.

7. **Date & Time of Next Meeting:**

BR confirmed the next Board meeting is arranged as follows:

Tuesday 26 September 2017, 6:00pm at Middridge Village Hall

BR highlighted there are no specific partner presentations/agenda items currently confirmed for the next meeting.

Insp SH thanked all attendees, as well as Aycliffe Village Hall for hosting the meeting, and the meeting was closed.