

Minutes of the Fairer Derbyshire Partnership

Tuesday 7th May 2014

Present: Bev Parker
Paul Whittingham
Julie Hirst
Sylvia Green
Gary Greaves
Chloe Small
Jodie Cook (attending for Lorna Wallace)
Eric Thomson
Sarah Jane Pickering
Claire Thornber

Apologies: Lois Race
Teresa Waldron
Lee Bloomfield

Agenda item	Minutes	Action
1	<p>Welcome, Introductions & Apologies</p> <p>PW welcomed everyone to the meeting and noted apologies, introducing Claire Thornber in her new role of Partnership Assistant. Claire introduced herself, saying she has been working in the VCS for more than ten years in a range of roles with frontline and VCS infrastructure agencies which have mainly involved the delivery or coordination of training and events. She has worked in Derbyshire for the last five years building a network of contacts which will benefit the partnership and support delivery of the BLF project.</p>	
2	<p>Minutes of the last meeting</p> <p>Minutes of the last meeting agreed as a matter of accuracy with the following exceptions;</p> <ul style="list-style-type: none">• ET did send apologies for the last meeting• 'Matters arising' to be re-worded	CT

3	<p>Matters arising</p> <ul style="list-style-type: none"> • BP has met with most of the Steering group members and will arrange a meeting with ET • Strategic action plan – on agenda • Terms of Reference – on agenda 	ET / BP
4	<p>Strategic Action Plan</p> <p>BP has updated the Action Plan, making the changes suggested at the last meeting. BP feels the Action Plan is difficult to monitor and could be improved as a working document so has produced a set of milestones linked with the plan's objectives so the Steering group can more easily monitor progress. As far as possible these are based on outcomes already agreed with funders. She asked the group for their thoughts and whether they would like to add anything. SJP asked for clarification on BLF start / end dates as this may overlap with ASTF funding. BP confirmed the BLF funding is for three years, starting from 1st May when CT came into post. CT will meet with SJP to ensure the projects complement each other. JH agreed the Action Plan's milestones concerned process and it would be useful to be able to monitor actions. PW commented that it is useful to have both documents for different audiences and that the draft milestones were helpful and concise. He agreed the plan could now be shared and BP pointed out it will be available on the RAD website.</p>	CT / SJP
5	<p>Draft Communications Plan</p> <p>BP talked the group through the draft communications plan. She felt the plan should give a clear context for activity, crystallising the key audiences and topics suggested in the Strategic Action Plan. She feels that communication is key to the partnership's role and that any activity should 'join up' the work partners are already doing individually, creating added value to 'the day job'. The group made the following comments; PW – the question of whether to include Derby City will be discussed under agenda item 9 SG – DCC Senior Officers should be added to the audience list as they are key influencers BP asked the group whether employers should be added to group to influence. PW agreed the partnership needs to</p>	BP

	<p>begin to influence the private sector. BP would like to identify socially aware employers and build their profile as role models. PW – Futures Homescape have offered all employees free financial advice. JC added that Business in the Community are keen to support the VCS and business work closer together.</p> <p>As an example of possible partnership activity BP suggested targeting large employers with a low skilled workforce and offering them a ‘one stop shop’ with a range of services on offer from the partners, advice, training, access to a credit union etc. – combining each of the organisations ‘day jobs’ to make the partnership greater than the sum of its parts.</p> <p>BP asked whether the partnership needed a ‘brand identity’. Phil Morris at NEDCAB has offered some help with design. SG said the partnership needs a logo but not to spend too much time / money. PW agreed and BP will contact PM.</p> <p>The group discussed the activities outlined in the plan; JC – be wary of only attending large shows with expensive entrance fees.</p> <p>ET – be aware that The Derbyshire Times doesn’t reach the whole of the county.</p> <p>BP assured the group that she had been approached by the Derbyshire Times and they will be running a series of articles free of charge which will also be available online.</p> <p>PW – we should accept that not all the partnerships activities will reach everyone – we need to identify the risks and do our best to mitigate against them. PW questioned the timing – is July/Aug the best time to reach people?</p> <p>BP – the Derbyshire Times suggested the timing although more likely to be Aug/Sept before articles go to print.</p> <p>BP asked the group for their thoughts on a seminar for Council members. JH thought this will prove difficult. CT agreed citing the example of the Voice Project which had tried without success to deliver a VCS Briefing to County Councillors. PW suggested attending statutory events such as Local Area Committees. BP to contact Sarah Eaton at DCC who sets the agendas.</p> <p>JH offered support of the Public Health team with the ‘Eat Cheaply’ campaign.</p> <p>BP welcomed any other comments by email and will update the Communications Plan and bring to the next meeting for approval.</p>	<p>BP</p> <p>BP</p> <p>BP</p> <p>BP</p>
--	---	---

<p>6</p>	<p>Social Policy Sub-group</p> <p>BP told the group that one of the key objectives in the Strategic Action Plan is to form a social policy sub-group but questioned whether convening another group was the way to achieve this and talked the group through the proposals.</p> <p>CS – there is still a role for FAAD to bring together data and identify emerging themes.</p> <p>EC asked whether the group would be pro-active or reactive.</p> <p>JH – the partnership can gather and act on data quicker via VCS advice agencies</p> <p>SG attended the group established by Advice Derbyshire and found it useful. SG said that options a) and b) would happen through delivery of the strategy but that a group should be maintained in some format.</p> <p>JH agreed the group could support DCC to identify where future funding cuts could do least harm.</p> <p>CS - the brand identity helps identify the partner agencies as a source of expertise, like a local ‘think tank’.</p> <p>BP agreed it will be useful to have a brand identity which can make comments on policy but questioned whether it needed a separate group. Could this be done by newsletter? Keen to avoid more meetings / information sharing not leading to action.</p> <p>ET suggested it be standing agenda item.</p> <p>JH – Phil Morris at NEDCAB collates information for the Public Health team which can be disaggregated by setting, i.e. Children’s Centres or GP surgeries. This info can be shared with BP.</p> <p>CS felt it important to keep the campaign element of the group</p> <p>PW – keep the focus on collecting data to support the strategy and using this to inform campaigns. He suggested a blend of both proposals using a ‘task and finish’ method, bringing together the expertise needed.</p>	
<p>7</p>	<p>Anti-Poverty Strategy</p> <p>The five themes have been identified and are being written, completed by the end of the week.</p> <p>SG added that D2N2 have some money for Financial Inclusion and are working with One EM to write a Social Exclusion Policy. SG suggested this should be informed by the Anti-Poverty strategy so Sarah Eaton will join this group.</p>	

<p>8</p>	<p>Food Bank Forum</p> <p>The forum reconvened on May 2nd Discussions contributed to the comments for the APPG on food poverty in the UK. The forum will continue to meet quarterly and proposed future agenda items. The process for identifying a new Chair has begun and this person will be invited to join FAAD. DCC are collating data from the food banks and the first quarter will be available mid-July. The Advice Derbyshire website has a food bank search function. JH will forward contact list to BP. Heather Wesson from DCC is making links between food banks and local allotments and piloting this in NE Derbyshire.</p>	<p>JH</p>
<p>9</p>	<p>Future Composition of the Steering Group</p> <p>BP asked the group whether there is scope to work in Derby City. She understands that the City are developing their own Financial Inclusion Strategy and identifying gaps such as Financial Capability training. JH clear that delivery should not take place in the City unless it is supported financially. CT said that there is some sense in delivering training in the city centre as it is easier to access for residents just outside city boundaries and is not excluded by either MSE or BLF contracts. PW – the partnership should not spend money where it is inappropriate given DCC have supported their work but that the city should not be excluded if they can support the partnership financially. SG agreed it would be wise to ‘leave the door open’ to work in the City of resources become available.</p> <p>BP asked the group whether the Terms of Reference need amending to allow partners to send representatives if they can’t attend or to allow an organisation to send a new staff member when the original rep has left the organisation. BP also asked the group whether meeting dates should be rescheduled to accommodate partners struggling to attend and whether bi-monthly was too often. The group discussed the origins of the ToFRs which were agreed to ensure continuity of attendance and the ability to make quorate decisions. PW pointed out that the group agreed bi-monthly meetings at a time of change and this could be relaxed now. BP to update Terms of Reference and send doodle poll to arrange new meeting dates.</p>	<p>BP</p>

10	Any Other Business PW suggested BP contact David Arkle at Amber Valley BC re Local Area Committees.	
11	Date of Next Meeting To be confirmed.	