

NEW DEAL NEW HORIZONS

Company Number 4582937

A Company Limited by Guarantee
Registered in England**Minutes of a Board Meeting held at
Blakenall Village Centre
on Wednesday 28th March 2007
at 6.30pm****1. In Attendance**

Tom Perrett	-	Chair
Directors		
Vicky Hodson	-	Patch Representative 1
Jean Moore	-	Patch Representative 2
John Jones	-	Patch Representative 3
Mick Taylor	-	Patch Representative 4
Albert Hodgkins	-	Patch Representative 5
Marc Ali	-	Patch Representative 6
Christine Hateley	-	Patch Representative 9
Roy Jones	-	Patch Representative 13
Shaun Fitzpatrick	-	Patch Representative 15
Stan Lyons	-	Patch Representative 16
Alan Venables	-	Patch Representative 17
Cliff Webb	-	Patch Representative 18
Keith Meeson	-	Patch Representative 19
Margaret Rowley	-	Patch Representative 20
Doug Gill	-	Patch Representative 21
Ray Walters	-	Patch Representative 22
Bryan Coney	-	Patch Representative 23
Paul Jay	-	Business Representative
Peter Monroe	-	West Midlands Police Representative
Bill Smith	-	Local Trader Representative
Jean Jevons	-	Community and Voluntary Sector Representative
Sam Ramaiah	-	Health Representative
Ian Robertson	-	Stakeholder Representative
Shane Best	-	Youth Representative

Officers

Paul Rowlands	-	Chief Executive
Beverley Mycock	-	Personal Assistant (Minutes)
Dick Hackett	-	Performance Manager
James Kelly	-	Interim Programme Manager
Louise Biffin	-	Finance Manager
Mike Brice	-	Neighbourhood Manager
Michelle Parry	-	Community Involvement Manager
Jo Basra	-	Project Officer (Stan Ball Centre)
Victoria Westwood	-	Patch Worker
Sarah Patrice	-	Anthony Collins Solicitors

Observers

Nigel Cavendish	-	Government Office for the West Midlands
Alison Jarrett	-	Accountable Body

Apologies and Confirmation Of Quorum

Mervyn Stonard	-	Patch Representative 7
Graham Morris	-	Patch Representative 11
Charlie Robertson	-	Patch Representative 14
Les Beeley	-	WMBC Representative
Arthur Bentley	-	Stakeholder Representative
Helen Denton	-	Education Representative
Tim Johnson	-	Accountable Body

It was noted that a quorum was present being one third of the Directors for the time being of whom the majority must be Resident Directors – Article 25.1.

Agenda Item		ACTION
2i.	Minutes of Last Meeting – The minutes of 28 th March 2007 were agreed as a true record. Proposed:- Doug Gill. Seconded:- Cliff Webb. The Board voted unanimously.	To note
2ii	Matters Arising from Minutes of 28th March 2007 There were no matters arising.	To note
3i	Declarations of Interest Mick Taylor declared an interest in agenda item 11 entitled “Bloxwich East Senior Citizens Centre, Abbots Street” and agenda item 19 which was in private session entitled “Site Access and Planning Issues – Stan Ball and Green Rivers.	To note
3ii	Alan Venables declared an interest in agenda item 12 entitled “Leamore Park Update” due to his membership of the Friends of Leamore Park.	To note
	Notification of Late Items There were no late items.	To note
4.	Correspondence A thank you message has been received from the Shopkeepers of Leamore Precinct for the work New Deal has and is doing for them.	To note
5.	Approvals The Interim Programme Manager informed the Board about the decisions taken by the Approvals Sub Committee at its meeting on Tuesday 20 th March 2007 and the Board resolved to:- <ul style="list-style-type: none"> i) not approve the 14-19 Transitions project because of concerns over value for money ii) approve spending of £115,000 for the School Improvements Fund – broadband connections subject to the following conditions:- <ul style="list-style-type: none"> a) evidence from schools as to the added value and expected impact of the project b) increased detail about the deficiencies of the existing connection c) record of any existing strategy or planned work to upgrade connections in the future 	To note

	<p>d) reasons for the focus on primary/nursery schools as opposed to secondary schools</p> <p>e) basis on which costs were calculated, with comparators</p> <p>f) evidence of discussions with schools regarding the contribution to the upgrade and any associated running costs beyond installation</p> <p>g) description of the existing relationship between Education Walsall and schools with regard to ICT provision</p> <p>h) increased detail about the relationship between this project and the School Improvement Fund project</p> <p>iii) approve spending of £322,354 for the Out of School project (Homework Club/Summer School) subject to the following:-</p> <p>a) an evaluation being carried out within 12 months of the project commencing and the evaluation report being brought to a Special Approvals Sub Committee at the first available opportunity after 12 months</p> <p>b) the project should consider all monitoring implications and ensure that the proposed monitoring systems contribute to the overall Delivery Plan target of improving 'data' systems to give individualised tracking information</p> <p>c) applicant to consider how output targets may be represented within the 34 standardised codings</p> <p>d) outputs and funding to be reprofiled to exclude elements for 06/07</p> <p>e) a consultation with a representative sample of local parents to be undertaken if at all possible</p> <p>f) that the project co-ordinator reports regularly on development of the referral system in order to establish a process of best practice and to ensure that linkages are preserved in the eventuality of staff changes</p> <p>iv) approve spending of £126,000 on the Business Incubator project subject to the following conditions:-</p> <p>a) officers to develop a performance management framework to be agreed by the Employment Theme for the project, setting out in detail clear baselines and targets. The Performance Management Framework to be reported to the next meeting of the Approvals Sub Committee following the Employment Theme meeting.</p> <p>b) the Performance Management Framework should give consideration to including targets regarding helping women and young people into starting businesses</p> <p>v) approve a variation to the Domestic Violence project to reduce spending to £50,000 for 2007/08 and to agree to receive a further report on options for further funding contributions in due course.</p>	<p>Education Theme Manager</p> <p>Education Theme Manager</p> <p>Economic Development Manager</p> <p>Health Theme Manager</p>
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	Proposed:- Bill Smith. Seconded:- Jean Jevons. The Board voted unanimously.	
6.	<p>Board Attendance</p> <p>The Chief Executive requested the Board's views on the representation of Keith Meeson, Patch 19 and of Chief Superintendent Peter Monroe, the Police Stakeholder. Furthermore that the Board formally receive the letter of resignation from Debbie Marshall (patch 12).</p> <p>The Chief Executive explained that Keith Meeson has been unable to attend a number of Board meetings due to the impact of his illness but he wishes to remain as a Board Director as he is still active on his patch on behalf of residents.</p> <p>Chief Superintendent Peter Monroe has been prevented from attending the last three Board meetings due to last minute major operations taking place. He has reassured the Chief Executive that he remains committed to New Deal and wishes to continue to be a Director.</p> <p>The Chief Executive asked the Board to formally record the letter of resignation from Debbie Marshall who has now moved out of the area and that the Board acknowledge the contribution Debbie has made during her time as Director.</p> <p>The Board therefore resolved to:-</p> <ul style="list-style-type: none"> i) allow Keith Meeson to remain a Board Director in view of his medical conditions and his intention to attend Board meetings in the future with Patch Worker support. Keith Meeson's Directorship will be subject to his future attendance being monitored by the Chief Executive and a further report being submitted to the Board as necessary ii) agree that Chief Superintendent Peter Monroe remain as the Stakeholder Director for the Police and to attend as many Board meetings as his work commitments permit iii) agree that Chief Superintendent Peter Monroe sends a Senior Police Officer to attend Board meetings where possible if he is unable to attend himself, although the Police representative would have no voting rights at the Board meeting iv) note the resignation letter received from Debbie Marshall, formally patch representative 12 and request that the Chair write to Debbie thanking her for her involvement as a Board Director. <p>Proposed:- Bill Smith. Seconded:- Shane Best. The Board voted unanimously.</p>	<p>Chief Executive</p> <p>To note</p> <p>Chief Superintendent Peter Monroe</p> <p>Chair</p>
7.	<p>Performance Management Review 2006/07 and Delivery Plan 2007/08</p> <p>The Chief Executive provided the Board with the final version of the Performance Management Review (PMR) for 2006/07 submitted to the Department for Communities and Local Government (DCLG) and key elements of the Delivery Plan 2007/08 submitted to Government Office</p>	

	<p>for the West Midlands (GOWM).</p> <p>a) Performance Management Review 2006/07 It was reported that GOWM assessment which forms part of the submission is that Walsall's ND: NH is "improving strongly" which is the highest level of performance possible. The next stage is for the DCLG/Audit Commission to review all 39 New Deal for Communities and decide on their bandings (Excellent to Poor) and their 'Direction of Travel' (Improving Strongly to Not Improving adequately). At this time there is no further news. Board Directors will be updated as soon as there is anything to report.</p> <p>A full copy of the PMR can be obtained from Bev Mycock.</p> <p>b) Delivery Plan 2007/08 The Chief Executive reported that GOWM are less concerned this year with the detailed text of the Delivery Plan provided there is clarity in the Direction of Travel of the Partnership, i.e. there is a detailed programme activity, financial forecasting, evaluation and monitoring in place.</p> <p>The Board therefore resolved to:-</p> <ul style="list-style-type: none"> i) note the Performance Management Review for 2006/07 at Appendix 1 ii) note GOWM's opinion that the Partnership is "Improving Strongly" iii) note the final moderation from DCLG will be reported to Board Directors when available iv) approve the Delivery Plan for 2007/08 that was set out at Appendices 2 and 3 v) note that the Chief Executive is preparing text to accompany the Delivery Plan 2007/08 for submission to GOWM. <p>Proposed:- Mick Taylor. Seconded:- Doug Gill. The Board voted unanimously.</p>	<p>To note</p> <p>To note</p> <p>To note</p> <p>To note</p> <p>Chief Executive</p>
8.	<p>New Deal: New Horizons Succession Strategy The Chief Executive updated the Board on the most recent development towards a Succession Strategy for ND: NH. Anthony Collins Solicitors LLP (ACS) have produced a report which needs to be thoroughly reviewed with the Chair and ACS and a series of workshops for Directors, staff and key partners will be arranged for a suitable date in May/June 2007.</p> <p>The Board therefore resolved to:-</p> <ul style="list-style-type: none"> i) note that Anthony Collins Solicitors LLP has completed its initial report identifying issues and options for New Deal: New Horizons' succession strategy beyond 2011 	<p>To note</p>

	<p>ii) agree that the first of a series of workshops for Directors, staff and key partners will be arranged for a suitable date in May/June.</p> <p>Proposed:- Doug Gill. Seconded:- Cliff Webb. The Board voted unanimously.</p>	Chief Executive												
9.	<p>Pauline Merrick Memorial Fund The Community Involvement Manager updated the Board of the development of the Pauline Merrick Memorial Fund. She explained the fund has two funding elements:-</p> <p>(i) individuals – My Aspirations Fund (ii) groups to benefit young people of the New Deal area between the ages of 5 and 25 years of age – United Quests Fund</p> <p>A ballot was held to elect two Board Directors onto the panel involved in the processing of the 'My Aspirations' applications. The following votes were made:-</p> <table border="0" data-bbox="244 779 756 920"> <tr> <td>Mervyn Stonard</td> <td>-</td> <td>7 votes</td> </tr> <tr> <td>Cliff Webb</td> <td>-</td> <td>11 votes</td> </tr> <tr> <td>Alan Venables</td> <td>-</td> <td>7 votes</td> </tr> <tr> <td>Marc Ali</td> <td>-</td> <td>13 votes</td> </tr> </table> <p>Cliff Webb and Marc Ali were duly elected onto the My Aspirations funding panel.</p> <p>The Board therefore resolved to:-</p> <p>i) approve the Guidance, Procedures and criteria for the Pauline Merrick Memorial Fund as per the document attached to the report at Appendix 1</p> <p>Proposed:- Bill Smith. Seconded:- Jean Jevons.</p> <p>ii) approve the amendment of the Scheme of Delegations to include the Pauline Merrick Memorial Fund</p> <p>Proposed:- Sam Ramaiah. Seconded:- Jean Jevons</p> <p>iii) elect Marc Ali and Cliff Webb as Resident Board Directors to the applications processing panel of My Aspirations Fund.</p> <p>The Board voted unanimously.</p>	Mervyn Stonard	-	7 votes	Cliff Webb	-	11 votes	Alan Venables	-	7 votes	Marc Ali	-	13 votes	<p>To note</p> <p>ACS</p> <p>To note</p>
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10.	<p>Young Persons Information Centre (YPiC) The Neighbourhood Manager, Community Involvement Manager and the Finance Manager updated the Board on the refurbishment of the centre, the progress of the operational project and also the progress of the development of the Business Plan.</p> <p>The Board raised the following questions:- Is the Centre on schedule? Although the building is currently two weeks behind schedule this does not mean it will be two weeks later finishing. The roof is finished and the clearing out of the rubbish has commenced.</p>													

	<p>Carparking Issues This is currently due to contractors on site and deliveries being made. Close monitoring of the parking will occur when the Centre is operating, which will be undertaken by us as part of our “promises” to local residents.</p> <p>Have Disabled Users Been Taken into Account? A full disability audit is to be undertaken.</p> <p>Has any Match Funding been secured? The Community Involvement Manager confirmed that every effort was being made to secure additional and match funding and to date there had been no positive responses. However, this does not deter the continuing effort.</p> <p>The Finance Manager added that this particular area forms part of the Business Plan which sets out a strategy for securing external funding.</p> <p>Risk Assessments? The Chief Executive confirmed that each project has a risk assessment. The Finance Manager reported that the YPiC project also had a separate risk assessment built into the Business Plan.</p> <p>The Community Involvement Manager reported that meetings still took place every Monday involving the residents who live close to the Centre.</p> <p>The Board therefore resolved to:-</p> <p>i) note the contents of the progress made in implementing the Young Persons information Centre projects.</p> <p>Proposed:- Doug Gill. Seconded:- Shane Best. The Board voted unanimously.</p>	To note.
11.	<p>Bloxwich East Senior Citizens Centre, Abbots Street (Stan Ball) The Chief Executive and the Project Officer updated the Board on the current position on the development of the project and the work of the Project Steering Group. The Project Officer explained the project was a very ambitious, detailed project over £1 million and therefore the project will require the approval of Government Office for the West Midlands (GOWM). To ensure the project meets the requirements of GOWM, they have commissioned Colin Bishop, a Neighbourhood Renewal Advisor to appraise the proposal.</p> <p>The Project Officer reported that the first draft of the Business Plan would be produced by April 2007. He stated that the project was very ambitious and that work on the ground could only commence following the appointment of a contractor which is hoped will be this financial year.</p> <p>The Project Officer reported that he had verbal assurance and was awaiting written assurance that all services currently using the Stan Ball Centre would be temporarily relocated within the area whilst the work was carried out. The Neighbourhood Manager stated that consultations were taking place informing people of what would be happening to the Centre.</p>	

	<p>The Board therefore resolved to:-</p> <ul style="list-style-type: none"> i) note the progress that has been made on the Stan Ball Project ii) note the possibility of phasing the construction of the Stan Ball Centre to accommodate funding timescales iii) consider the opportunity to link the Stan Ball development to the purchase or commissioning of services by ND: NH and other funders from BCP and should be clearly identified in taking this Project forward to appraisal iv) note that the development of the Centre must be seen in the context of achieving the long term strategic outcomes for over 50's in the New Deal area v) note that detailed consideration will need to be given to the legal relationship between BCP and the ND: NH Succession Strategy vi) note the ongoing discussions with Green Rivers Trustees but that development of the Stan Ball project will not be delayed by this. <p>Proposed:- Bill Smith. Seconded:- Sam Ramaiah. The Board voted unanimously.</p>	<p>To note</p>
<p>12.</p>	<p>Leamore Park Update The Neighbourhood Manager updated the Board on Phase II of the Leamore Park project and informed them of the unforeseen issues which have arisen during the project which means that the overall project is due to complete in late April, early May.</p> <p>The Board raised a few questions:- Will the CCTV Cameras be installed? The CCTV cameras purchased some time ago will be placed in the park pending permission, which is being sought.</p> <p>Anti-social Behaviour / vandalism / burglary Issues The Neighbourhood Manager explained how night time security has recently commenced on the park, located in the Sons Of Rest building.</p> <p>Chief Superintendent Peter Monroe shared the concerns of the Board and stressed that <u>ANY</u> crime that has been carried out should be reported to the Police. These incidents will be recorded on crime reports and the true figures will highlight crime 'hot spots'. All residents need to be asked to report any crimes, even if they did not witness the crime themselves.</p> <p>The Chair of the Crime and Community Safety Theme Group stated he would speak to the Warden's Co-ordinator to encourage residents to report all crimes.</p> <p>Paragraph 5.6 of the report in relation to the retention of one side of the slang fence, should have read "programmed to be completely removed</p>	<p>Chair of Crime Theme</p>

	<p>but will NOW be retained until everyone is confident that the park is a safe enough place to be fully open and accessible”.</p> <p>Concerns re: payments delayed from this financial year to next financial year.</p> <p>The Finance Manager reported that whilst there was some expenditure planned to spend in 2006/07 that will now slip to 2007/08, due to circumstances beyond New Deal’s control, this had been offset by expenditure planned for 2007/08 on other projects being brought forward to 2006/07. The net effect being that no grant would be lost and all expenditure could be accommodated within the overall budget constraints. The Board therefore resolved to:-</p> <p>i) note the progress being made on Phase II of the park</p> <p>ii) note the issues which have been raised during the course of the works around security and anti-social behaviour and the solutions which are being developed and delivered.</p> <p>Proposed:- Doug Gill. Seconded:- Bill Smith. The Board voted unanimously.</p>	<p>To note</p> <p>To note</p>
13.	<p>Accorn Fund</p> <p>The Community Development Worker gave an update to the Board on the progress of the Accorn Grant ‘Community Chest’ Fund. He stated that the vacancies from the Community and Voluntary Sector would be raised at their next Community and Voluntary Sector meeting and will be reported at the next Board meeting.</p> <p>The Chair of the Accorn Fund expressed his thanks to all of the Accorn Panel for the last 12 months and stated that next 12 months would be more demanding due to the increase in the higher limit of funding available from the Accorn Fund.</p> <p>The Board therefore resolved to:-</p> <p>i) note the report for information purposes.</p> <p>Proposed:- Mick Taylor. Seconded:- Albert Hodgkins. The Board voted unanimously.</p>	<p>To note</p>
14.	<p>Financial Performance Report 2006/07 Quarter 3</p> <p>The Finance Manager informed the Board of the Delivery Plan Financial Performance for Quarter 3 2006/07. She reported that should all current projects continue to perform in the remaining quarter as planned, the target delivery plan of £6.381million would be exceeded with a small overspend of approximately £65,657 which is approximately 1% of the varied funding agreement for the year 2006/07. GOWM have been notified of the possibility of a small overspend from the varied funding agreement and are in support of the forecast outturn.</p> <p>The Board therefore resolved to:-</p> <p>i) receive the financial analysis for Quarter 3, 2006/07</p>	<p>To note</p>

	<p>ii) note that the Quarter 3, 2006/07 results shows a forecast outturn for 2006/07 approximate to that set by the Delivery Plan and varied by Government Office.</p> <p>Proposed:- Albert Hodgkins. Seconded:- Cliff Webb. The Board voted unanimously.</p>	To note
15.	<p>Goscote Lane Corridor Development Update The Vice Chair informed the Board of the progress of the Goscote Lane Corridor Group and its activities and decision making to date.</p> <p>The first sentence of paragraph 4.1 of the report should have read “Two separate groups were formed, <u>both</u> comprising of councillors and community representatives.”</p> <p>The last sentence of paragraph 4.6 should have read “The Living Streets Initiative <u>may</u> be part of the later stages of the project.</p> <p>The Board therefore resolved to:-</p> <p>i) note the report.</p> <p>The Board voted unanimously.</p>	To note.
16.	<p>Walsall Council Local Elections 2007 The Chief Executive informed the Board of the processes that needed to take place at ‘Local Election Time’ with the aim of protecting the probity and reputation of New Deal: New Horizons within the local area with our residents and users and with our partner agencies which are:-</p> <ul style="list-style-type: none"> • Temporary suspension of Directors standing in the Local Elections May 2007 • Temporary suspension of media publicity in the lead up to the Local Election May 2007. He pointed out that paragraph 2.2vi) should have read “any press release issued by New Deal will not include any Board Directors with immediate effect up to 3rd May 2007” <p>Bill Smith, Local Business Stakeholder Director informed the Company Secretary that he would be standing in the local elections and so he would be suspended from New Deal: New Horizons when he was formally accepted by the Council.</p> <p>The Board therefore resolved to:-</p> <p>i) note that to comply with the Memorandum and Articles of Association, that Directors standing for the Local Government elections in May 2007 confirm their nomination with the Company Secretary/Chief Executive when ratified between now and 4th April 2007</p> <p>ii) note that an embargo on NDC press releases including all Board Directors or the Chair is in place until 3rd May 2007.</p> <p>Proposed:- Sam Ramaiah. Seconded:- Stan Lyons. The Board voted unanimously.</p>	<p>To note</p> <p>To note</p>

