

ARBORETUM NEIGHBOURHOOD BOARD

Minutes of meeting held 12 December 2007 at PEAR TREE LIBRARY

Present: Shiraz Khan – Councillor Mohammed Sharief – Community Network Representative Fareed Hussain – Councillor Insp. Shaun Skelton – Police Louise Davies – Resident Malcolm Price – DCC		Nasreen Akhtar – Resident Jon Topham - PCT Paul Jeffels – Resident Pop Gill – CSP Tahra Waseem – Resident Rajeev Nath – CSP, Adviser Gary Robinson – CSP, Adviser Pauline Hough – CSP, Adviser
Apologies – Carrie Bria – Derby Homes Adam Martin – Resident Pam Sidhu – Fire & Rescue		
1/07	Welcome and Apologies Councillor Shiraz Khan welcomed everybody to the meeting of the Arboretum Neighbourhood Board	
2/07	Late Items for the Agenda No Late Items	
3/07	Declarations of Interest No declarations of interest	
4/07	Minutes and Matters Arising Previous minutes were agreed. Action - Tahra Waseem, Adam Martin and Rajeev Nath to meet Mohammed Sharief and consider suitability of training. To be carried forward	
	Neighbourhood Board and Forum Good Practice Guide Pop circulated an abridged – Key Points - version of the Good Practice Guide. The board reviewed the level of current membership and agreed that targeted approaches should be made to the following groups to encourage attendance at neighbourhood forums and involvement with the board: <ul style="list-style-type: none"> • Business community • Young people – defined as 16 - 25 • Young women • New and emerging community representatives <p>It must be stressed to these groups that there are limited places on the board. Discussions with these groups should also involve details of the neighbourhood forums.</p> <p>Action – Mohammed Sharief and Paul Jeffels to talk to the Normanton business cluster/City Growth to identify and engage a representative for the neighbourhood board.</p> <p>Action – Rajeev Nath to engage young people aged 16 to 25 years of age by contacting the Youth Services and the Citywide Youth Forum and writing to youth group organisations.</p>	Mohammed Sharief/Paul Jeffels Rajeev Nath

	<p>Action – Rajeev Nath to formally write to community centres and refugee/asylum seeking groups for representation on the neighbourhood board.</p> <p>Action – Jon Topham to provide Rajeev Nath with a contact for resident engagement in PCT programmes.</p>	<p>Rajeev Nath</p> <p>Rajeev Nath</p>
5/07	<p>Neighbourhood Plan Updates</p> <p>Neighbourhood Agreement</p> <p>Pop provided a brief summary of the Neighbourhood Agreement. The agreement is scheduled for launch in April 2008 and aims to:</p> <ul style="list-style-type: none"> • Raise awareness of the boards priorities for the neighbourhood • Set out the minimum standards of service delivery residents can expect • Detail actions being taken by the board to address agreed priorities • Expectations of residents as service users • Who to contact to raise issues <p>Action – Pop Gill to circulate draft version of the Neighbourhood Agreement</p> <p>Supporting Active Residents</p> <p>The board discussed support that active residents, especially those on the board, required in order to carry out their roles. Reference was made to the support Rajeev is providing through one to one meetings, training provided by JET and SOVA. General agreement was reached that the board needed to:</p> <ul style="list-style-type: none"> • Address the lack of awareness and a lack of confidence within the community • Make neighbourhood forums more focused • Make people aware of the neighbourhood forums and market them better • Inform residents about what is happening in the area on a regular basis • inform people about what the board is doing in the area <p>Action - Tahra Waseem, Adam Martin and Rajeev Nath to meet Mohammed Sharief and consider suitability of training. C/F from previous meeting.</p> <p>Action – Rajeev Nath to issue a suggestion form with all the invites to the neighbourhood forums and make a ‘Suggestion Box’ available at all forums</p> <p>Action – Rajeev Nath to talk to Sure Start and local Schools/PTAs about resident engagement</p> <p>Action – Board to develop a communication strategy</p> <p>Community Tensions</p>	<p>Pop Gill</p> <p>Tahra / Adam / Rajeev</p> <p>Rajeev Nath</p> <p>Rajeev Nath</p> <p>All</p>

Pop introduced the board to Pauline Hough from the Community Cohesion Unit, who will act as an advisor to the board. The unit is piloting a Protocol for monitoring assessing and building partnership responses of community tensions in Derby. Part of the protocol is to gather information from community sources to possible issues which can lead to tensions – form CT3. The form is intended for use by key community contacts/representatives and a variety of locations such as community centres, schools, Doctors and community and voluntary organisations. It is proposed that these community contacts complete the forms, detailing the nature of the tension, and pass the information onto the police, neighbourhood team or cohesion unit to elicit an assessment of the situation and provide a response. This is intended to ensure that information which circulates within communities has an outlet.

Jon Topham and Insp Shaun Skelton pointed out that the form could be used to gather information beyond tensions monitoring and would be more suited to front line workers, such as health staff. Pauline advised the board that this is a pilot approach only, and it was for the board and neighbourhood team to consider what caused us concern and send this information in. The protocol will be evaluated in January. Pop informed the board that he will be submitting monitoring forms for issues which are current on Weekly Tasking:

- Arboretum Park – racist graffiti/racial abuse
- Yates St – Drug Dealing
- Mount Carmel St – Anti Social Behaviour

Highways and Transport

Highways and Transport had previously investigated and consulted on the request for the conversion of Harrington St to one way, following application to Area Panel 3. Residents had not supported the proposal. In response to this, Highways and Transport have requested that the board reconsider the top three priorities for the Arboretum Ward. Additional suggestions for the board to consider were:

- St Michaels Lane – traffic calming and convert to one way
- Reginald St – convert to one way
- Madeley St – remove build outs from road
- Arboretum Sq/Arboretum St – resident only parking

Cllr Shiraz Khan suggested St Michaels Lane take priority as it would reassure the residents of the ward that the board was not concentrating it's efforts in only part of the ward. However, board members felt that any improvements would be felt on a small scale and the site of the lane fell within the city centre boundary. Similarly, any works on Madeley St, would have minimal affect upon traffic. It was agreed that Arboretum Sq and Street could be considered as part of the Rose Hill Market Renewal Project. The board agreed to prioritise Reginald St due to the problems around schools and affects upon Boden St and Grayling St. However, Cllr Hussain requested that

	<p>the issue of Harrington St be looked into further as the original proposals for one way traffic may not have met residents need hence the rejection of the proposal. It was also agreed that as the street fell within the Rose Hill Market Renewal Project, consideration could be given to including improvements through the project along side Arboretum Square and Street.</p> <p>The agreed priorities for 08/09 are:</p> <ul style="list-style-type: none"> • Reginald St, convert to one way. • Safer Routes to school - Implement Red Parking Zones around all schools, priority given to Mill Hill Lane/Mount Carmel St junction between St Chads School and St Josephs RC Primary School. • Undertake Traffic management in the residential areas of Princes St/Leacroft Rd/St Chads Rd and Rose Hill St in response to the high level of accidents. <p>In addition to the above priorities, the board had previously agreed works for the current financial year which were undergoing consultation and works:</p> <ul style="list-style-type: none"> • Convert Grove St car park to pay and display • Introduce pay and display on Grove St/Leonard Close • Provide resident only parking in Avondale Rd/Lime Avenue/Mill Hill Lane/Swinburne St/Twyford St • Open up Cummings St/Lowerdale Rd and relocate block past the car park. • Install pavement bollards at key locations along Normanton Rd. • Convert parking bays on Normanton Rd/Pear Tree Rd to pay and display. To be investigated as part of Cabinet Proposals for pay and display across the city. <p>Action – Pop Gill to forward priorities to Highways and Transport</p> <p>Action – Pop Gill to investigate previous consultation for Harrington St and provide update to board</p> <p>Action – Pop Gill to provide update on works scheduled for current financial year</p> <p>Action – Pop Gill to feed Highways improvements for Harrington St/Arboretum Sq/Arboretum St into the Rose Hill Market Renewal Project</p> <p>Celebrating Arboretum</p> <p>Mohammed Sharief led a brief discussion on marketing Normanton to the wider city. Initial ideas revolved around a regular street bazaar and a market on Grove St car park, possibly tying into festival dates. The board agreed to look into this further and discuss at the next board meeting. Sharief agreed to arrange a meeting with John Forkin – Director Marketing Derby – to progress ideas.</p> <p>Action – Mohammed Sharief to invite Pop Gill to a meeting with John</p>	<p>Pop Gill</p> <p>Pop Gill</p> <p>Pop Gill</p> <p>Pop Gill</p> <p>Mohammed Sharief</p>
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	Forkin Action – Agenda item for next meeting	
6/07	<p>Wider Themes and Priorities</p> <p>Due to time constraints, the board was unable to discuss this item at length. It was agreed that this should be an agenda item at the next board meeting. In general, the board agreed that due to the number of projects and activities focused on the area, the board needed to provide a single point for pulling plans together and ensuring that all plans complemented each other. This includes the need to focus on priorities beyond the safer and cleaner agendas and should consider how we engage Connexions, Learning and Skills Council, Jobcentre Plus, Rose Hill Market Renewal Project and EMDA to work together.</p> <p>Pop Gill circulated updates on responses to Neighbourhood Forum issues and items on Weekly Tasking.</p> <p>Proposed board meeting dates circulated.</p>	
7/07	<p>Budgets and Funding Community Budget</p> <p>Cllr Shiraz Khan informed the board that the Arboretum Ward has £2,495 available to support community groups/projects. An application process has been developed and the board now needs to agree on it's funding priorities before invitations to apply can be made public. Options for priorities can be limited to those agreed within the neighbourhood plan for a Stronger, Safer, Cleaner and Healthier Arboretum Ward, or can be expanded to include other priorities.</p> <p>Action – All to e-mail Pop Gill with suggested funding priorities by 18 January 2008.</p> <p>Participatory Budgeting</p> <p>Pop Gill advised the board that the funding proposals agreed at the last meeting have been costed and reviewed and will be submitted to Council Cabinet for approval on 15 January 2008.</p>	All

Dates of Future meetings

Board meetings –

Wednesday 30 January, 4.30 – 6.30, Pear Tree Library

Wednesday 05 March, 4.30 – 6.30, Pear Tree Library

Wednesday 16 April, 4.30 – 6.30, Pear Tree Library

Forum meetings –

Thursday 06 March, 6.30 – 7.30, St James Centre

Thursday 27 March, 6.30 – 7.30, St Chads School

Thursday 05 June, 6.30 – 7.30, St James Centre

Thursday 12 March, 6.30 – 7.30, St Chads School