

The Arc
High Street
Clowne
Derbyshire
S43 4JY

Date: 21st September 2016

Dear Sir or Madam

You are hereby summoned to attend a meeting of the New Bolsover Joint Partnership Committee of the Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on **Thursday 29th September 2016 at 1000 hours.**

Register of Members' Interest - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 2.

Yours faithfully



Assistant Director of Governance and Monitoring Officer
To: Members of the New Bolsover Joint Partnership Committee

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NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE

AGENDA

**Thursday 29th September 2016 at 1400 hours in Chamber Suites 1 and 2,
The Arc, Clowne**

Item No.		Page No.(s)
	<u>PART A – FORMAL</u>	
	<u>PART 1 OPEN ITEMS</u>	
1.	<u>Apologies for Absence</u>	
2.	<u>Urgent Items of Business</u>	
	To note any urgent items of business which the Chairman has consented to being considered under the provisions of Section 100(B) 4(b) of the Local Government Act 1972	
3.	<u>Declarations of Interest</u>	
	Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of:	
	a) any business on the agenda	
	b) any urgent additional items to be considered	
	c) any matters arising out of those items	
	and if appropriate, withdraw from the meeting at the relevant time.	
4.	To approve the minutes of a meeting held on 3 rd March 2016	3 to 5
5.	New Bolsover Heritage Lottery Fund Project	6 to 24

NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE

Minutes of a meeting of the New Bolsover Joint Partnership Committee held in Chamber Suites 1 and 2, The Arc, Clowne on Thursday 3rd March 2016 at 1400 hours.

PRESENT:-

Members:-

Councillor M.J. Ritchie in the Chair

Councillors R.J. Bowler and D. McGregor

Bolsover CVP:-

J. Holmes (Community Organiser)

Derbyshire County Council:-

A. Gilbert (Historic Buildings Architect)

Officers:-

P. Campbell (Assistant Director of Community Safety and Head of Housing (BDC)), K. Wyatt (Conservation Manager), J. Jackman (Asset Management Officer), E. Leddy-Owen (Fuel Poverty Coordinator), M. Dungworth (Strategic Repairs Manager) and A. Brownsword (Governance Officer)

8. APOLOGIES

Apologies for absence were received from Councillors J.A. Clifton, T. Munro and B.R. Murray-Carr. An apology was also received from S. Ward (Friends of New Bolsover)

9. URGENT ITEMS OF BUSINESS

There were no urgent items of business.

10. DECLARATIONS OF INTEREST

There were no declarations of interest.

NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE

11. MINUTES – 23RD JULY 2015

Moved by Councillor D. McGregor and seconded by Councillor M.J. Ritchie

RESOLVED that the minutes of a meeting of the New Bolsover Joint Partnership Committee held on 23rd July 2015 be approved as a true and correct record.

12. NEW BOLSOVER HERITAGE LOTTERY FUND PROJECT

The Conservation Manager noted that the HLF Bid had been successful and staffing arrangements were now in place. A part time Training and Volunteer Coordinator would be in post by the end of April.

The Community Organiser (CVP) gave an update of activities and events which had taken place or had been planned for the next year. The Friends of New Bolsover Group continued to grow and was currently meeting once a month at 157 New Bolsover. The Chair of the Group had been a finalist in Elastic FM's 'Volunteer of the Year' and had attended 'Budget Buddy' training. A Christmas event had taken place at 157 New Bolsover which had been well attended.

A community clean up event was planned for 5th March 2016 to tie in with the 'Clean for the Queen' events. Work was also ongoing within the Primary School to raise awareness. Following the success of last year, another Big Lunch was being organised which was to be themed on the Olympics.

The BBC had been on site filming for the Inside Out programme which would be aired later in the year, after a follow up visit.

The Asset Management Officer noted that a Housing Officer was to visit every property, if possible to answer any technical questions. So far a mainly positive response had been received. It was also hoped to find out whether people were willing to move more than once.

The Assistant Director – Community Safety and Head of Housing (BDC) informed the Committee that a final specification had been received from the architects and were currently being checked. The Executive Director – Operations had approval to appoint the contractor once all the evaluation had been carried out.

The Conservation Manager noted that draft contracts were to be sent to private owners who needed to access grants. There was no clawback and the terms were that the property must be insured and maintained for 20 years. This would be coupled with possible enforcement action.

NEW BOLSOVER JOINT PARTNERSHIP COMMITTEE

The Assistant Director – Community Safety and Head of Housing (BDC) explained that there would be a local letting policy in place once the works had been completed. Some of the properties may be reclassified from 3 to 2 bedroom houses to make them easier to let. It was hoped that the project would maximise good tenants who wanted to live in the area. Right to Buy could not be restricted, but a minimum purchase price to cover the monies spent could be imposed.

The Chair expressed his thanks to the Officers and the Community Organiser (CVP) for all their hard work.

Moved by Councillor D. McGregor and seconded by Councillor R.J. Bowler

RESOLVED that (1) the importance of New Bolsover and the need for investment to keep and maintain this valuable asset be recognised,

(2) the delivery of this significant project be supported.

The meeting concluded at 1435 hours.

Bolsover

New Bolsover Partnership Committee

Date of meeting 29 September 2016

New Bolsover Heritage Lottery Fund Project
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Report of the Project Manager

This report is public

Purpose of the Report

- To provide members of the Partnership Committee with an update on the New Bolsover Model Heritage Lottery Fund project.
- The project will focus on New Bolsover Model Village which comprises 194 dwellings (138 of the properties are owned by Bolsover District Council). The project aims to carry out essential repairs, restore original architectural features (including windows) and where appropriate provide additional thermal insulation. The main aims of the project are:
 - To implement a programme of repair and restoration, which will include the reinstatement of architectural detailing such as windows.
 - To work in partnership with community organisations to strengthen community spirit and promote pride in local heritage.
 - To improve housing and housing conditions for local people through physical improvement, better maintenance, and improved thermal efficiency.
 - To provide local training and volunteering opportunities.
- The report will provide updates on community consultation, technical building works, public realm and energy performance.

1 Report Details

1.1.1 To provide an update on the work that has been undertaken since the last partnership meeting in March 2016.

1.1.2 It is critical that all partners in the scheme are kept up to date with progress and the community take ownership of the project. Overall the project is progressing well and working to the agreed timetable.

1.2 Community Consultation

1.2.1 This element of the project is progressing well. Please find attached a progress report from Jess Holmes and Elsa McPherson and a verbal update will be provided at the meeting. Elsa McPherson is the new Training and Volunteer Co-ordinator, appointed in May 2016 to assist Jess in developing volunteering and training opportunities for local residents.

1.2.2 A summary of the activities and events which have outlined below.

Friends of New Bolsover Community Group

- The friends Group continues to grow and has attracted some new members. They meet once a month at 157 New Bolsover and they now have a facebook page, website and blog site. They have been instrumental in organising a number of the events outlined below.

Video diary project

Junction Arts and CAN Do film have been commissioned to deliver a video diary and documentary project as outlined below. We have purchased 5 mini ipads and a training event was held in April this year.

- Over the course of the project we will document the progress of the HLF-funded conservation work, building on the filming that has already been produced during the consultation phase. The New Bolsover Film Crew (NBFC) will monitor the changes, both physical and emotional responses, at regular intervals over the 3 years and talk to residents about how things are progressing.
- The documentary film will be a valuable record and educational tool showing the improvement work that will be taking place and will be something that can be used in the future by researcher, advocates and local historians alike. The film will also record the changes in people's attitudes and day-to-day lives as the work progresses. The film will be a wonderful resource to promote the work of HLF and the impact of HLF funding towards supporting the positive impact of community participation in such projects to the wider community and further afield.
- A short documentary film of the "story so far" has been produced and was screened at the Heritage Open Day on Sunday 10th September. The film will be available to view on You tube.

Work with Primary School – led by Derbyshire Environmental Studies

Georgina Greaves and her team have completed a successful number of educational visits with Year 2 and delivered the following projects:-

- "My Community – My Model Village" Project.
3 pupil days delivered with Key Stage 1 pupils from New Bolsover Primary School focus "My Model Village": The children learnt about the design of the Model Village and the residents who lived in the properties when they were first built. A display of the work was on display at the Heritage Open Day. A Resource Pack is currently being developed and will be handed over the school in November.

Big Lunch / picnic – Provisional date booked for 12th June 2015 rescheduled for 21 August 2016

- The rescheduled Big Lunch on 21 August organised by the Friends of New Bolsover was a success with an attendance of over 80 people.

Heritage Open Day – September 2016

- This is a national festival which celebrates architecture and history in the U.K. The event at 157 New Bolsover was attended by 36 people many of whom had travelled (Sheffield, Doncaster, Lincoln, Belper) to find out more about the Project.

Green Doctor / Affordable warmth co-ordinators

- This project is being co-ordinated locally by Groundwork Creswell. Residents of New Bolsover will be offered energy advice and training through this scheme.

Dragonfly Timebank

- The friends of New Bolsover have set up a Bolsover timebank, a mini branch of the Chesterfield timebank. All local residents are welcome to join, share skills, help one another and bank your time to ask for something in return, or donate your hour to the community pot. A number of timebankers have already signed up to the scheme.

Community sandbags

- Following a severe flood in June this year the Friends and partners worked together to stock pile a number of sandbags at 157 new Bolsover. There are 40 bags available and volunteers will be available to distribute the bags in the event of heavy rain,

Heritage Craft Group / Genealogy Group

- A heritage craft group has been established at 157 new Bolsover and meets every Thursday morning 10-12pm. A genealogy group has also been established.

Establishment of the new Bolsover community engagement and public realm steering group

- This working group has been established to oversee the delivery of the actions identified in the Activity Plan. A copy of the terms of reference and the minutes of the meeting held on 7th July are attached to the report. The next meeting is scheduled to take place on 11th October.

Links with Bolsover Castle

It is also important to recognise that this project offers the opportunity to link with other activities such as tourism in general and specifically Bolsover Castle. Contact has been made with the acting property manager at Bolsover Castle and they are keen to work together on the project and develop volunteering opportunities. They have kindly offered to host the walking for health training event on Friday 23rd September.

'Bolsover, A Gem of a Place' event on Saturday 19 November 10am-4pm, Bolsover Library.

- We will be working with the Civic Society on planning and promoting this event

Walking for Health

- A number of volunteers are being recruited for this project and a training event will be held at the Castle on September 23rd.

New Bolsover Informer news letter

- BDC is facilitating the production of a monthly newsletter which will be circulated to all residents providing updated information on the project

1.3 Building / technical work

1.3.1 Earlier this month we appointed Robert Woodhead Limited to carry out the repair and restoration of New Bolsover Model Village. The estimated completion date is 31 December 2018. The contractor was appointed through a new framework (sustainable refurbishment of historic buildings) which has been procured by Efficiency East Midlands (EEM Ltd) on the Council's behalf.

1.3.2 Meet The Contractor Event (3 October 2016)

Robert Woodhead Limited will be holding a 'Meet the Contractor' event Monday 3rd October at Bainbridge Hall, Chapel Rd, Bolsover from 3pm until 7pm.

At the event there will be a presentation with a chance to ask any questions . Presentations will take place at 4pm and repeated 6pm. There will also be a short presentation by Friends of New Bolsover during the event .There will also be information on when works are scheduled to take place and an opportunity to meet the people who will be onsite working on the project over the coming years.

1.3.3 Site set up

We will start to see a site presence in the Model Village, week commencing Monday 10th October, as the contractor will start setting up their site cabins, fencing and signage.

Friends of New Bolsover and Community Voluntary Partners are hoping to enlist the help of the community and local schools in the creation of art work to appear on the signage.

1.3.4 As part of the scheme, training and work experience opportunities will also be available to local people, with up to five apprenticeships on offer, 10 positions for local trades people, a Resident Liaison Officer and Admin Officer.

1.3.5 The private owners are required to sign a legal Contract in order to access the HLF grant. A total of 50 owners have signed the Contract and 6 have still yet to sign.

1.4 Financial information

1.4.1 The overall scheme costs will be in the region of £10.5 million, this will be funded by £1.9million from HLF with the bulk of the remaining £8.5m being met from within the HRA. There is also match funding of £50,000 being provided by Public Health and £10,000 pa from Derbyshire Council Conservation and Design.

1.4.2 The cost for the Council properties can be met from within the HRA.

2 Conclusions and Reasons for Recommendation

2.1 That New Bolsover is an important and valuable asset, but that has been neglected.

2.2 That investment is needed to ensure that the properties are brought to a modern standard, and that homes are safe and warm.

2.3 That the HLF funding of this project provides an opportunity for private owners to improve their homes

2.4 That there are a range of social added value to this project including. Community development, increased training and employment.

3 Consultation and Equality Impact

3.1 There has been extensive consultation throughout the life of this project. This has included

- Public meetings
- Individual visits
- Staff on site
- Questionnaire to residents
- Work with young people and local schools
- Setting up a resident group “Friends on New Bolsover”

4 Alternative Options and Reasons for Rejection

- 4.1 Do nothing. Rejected as the area is deteriorating and sift action is needed to address this.
- 4.2 Carry out less work. Rejected. The properties are in poor condition and are difficult to heat. This project will provide properties that are to modern standards and cheaper to heat, making the area more attractive.

5 Implications

5.1 Finance and Risk Implications

There are clearly significant costs for the Council's HRA in funding the investment in New Bolsover Model Village. The Council owns some 138 properties of the 194 within the village, with some 30 of the properties being empty. Given the poor condition and the difficulty of heating these properties they have become hard to let, and an investment to upgrade the properties should ensure that we are able to secure higher levels of occupancy. The cost of the work involved is in the order of £70,000 per property, with each property generating in the region of £5,000 rental per annum. While the payback period – once other costs are taken into account – will be in excess of 20 years, the upgrades should secure a sustainable future for the properties and meet the Council's obligations in respect of their Grade 2 listed status.

5.2 Legal Implications including Data Protection

- 5.2.1 Private owners will be required to sign a Contract and 50 out of the 56 owners have signed up.

5.3 Human Resources Implications

All new staff are in post and costs are covered by the project.

6 Recommendations

- 6.1 That members recognise the importance of New Bolsover, and the need for investment to keep and maintain this valuable asset
- 6.2 That members support the delivery of this significant project.

7 Decision Information

Is the decision a Key Decision? (A Key Decision is one which results in income or expenditure to the Council of £50,000 or more or which has a significant impact on two or more District wards)	No
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District Wards Affected	Bolsover West
Links to Corporate Plan priorities or Policy Framework	

8 Document Information

Appendix No	Title
1	Progress report CVP
2	Terms of reference and minutes of Steering Group
Background Papers (These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Cabinet (NEDDC) or Executive (BDC) you must provide copies of the background papers)	
Report Author	Contact Number
Kim Wyatt	X2288

Report Reference –

Report of the Community Engagement and Training and Volunteer Co-ordinator January – June 2016

Summary of Activity:

Jess Holmes is the Coalfields Community Organiser covering New Bolsover, Carr Vale and the Castle estate, and Elsa MacPherson is the Training and Volunteering Coordinator for the New Bolsover Model Village Regeneration Project, newly appointed in May 2016.

157 New Bolsover Community House is used as a base for regular drop in sessions for local people, and also a venue for community meetings, workshops and training. The majority of consultation with residents so far has been done at 157 New Bolsover, or by officers walking around the village to interact with residents. We also tried doing an evening drop in session this quarter, which was successful.

Ongoing support is given to the Friends on New Bolsover resident's group, through CVP attending monthly meetings and sub group meetings where necessary. CVP will be encouraging the group to do some action/business planning looking at the coming years and plans for projects/activities, and supporting the group to apply for funding.

In April an issue around the housing consultation one to ones and general communication was highlighted by local residents and raised by CVP to Bolsover District Council (BDC) Housing Team. Kim Wyatt, Project Manager, organised for a housing officer to attend a Friends of New Bolsover resident's meeting facilitated by CVP to discuss this, which resulted in the residents forming a FAQ's list which BDC Housing frequently update and is posted on the Friend's website and Facebook page, and a community newsletter distributed regularly, printed by BDC and delivered by local people, with information and the FAQs as well as promoting community training opportunities, events, etc.

In April one resident expressed an interest in media and journalism and was signposted by CVP to Elastic FM Community Radio Station. He was supported with basic training and shadowing opportunities and now has been given a weekly slot on the station. Part of his remit is to report to listeners about the New Bolsover Model Village Project, and any other community opportunities and activities. This resident has also being given the opportunity to be involved, with support, in covering Bolsover Hill Race in May, and

will cover other local events such as the Friends of New Bolsover's Big Lunch Picnic in August. This resident has an interest in photography and film, and participated in the Video Diary workshop led by Can Do and Junction Arts. He also has set up his own camera to take a photograph of the green each day, to capture the changes of the Model throughout the project from start to finish, as well as event days, etc.

Also in April, CVP's Community Development Team met with Diane Sheppard from Chesterfield Age Concern and Barbara White from Chesterfield Time Bank to discuss the Working Together for Older People Project. Here CVP were able to build on previous links and develop the idea of a Time Bank scheme for New Bolsover and surrounding communities with the support of partners, with the idea being that the "new" Time Bank would be a branch off from the framework in existence already, building on and supporting Chesterfield Time Bank. Two local volunteers are working with CVP to promote the 'New Bolsover' Time Bank scheme and have recruited four members who have already 'banked' over 20 volunteering hours between them. A further 6 local residents have also come forward to join the scheme and are awaiting meetings to do this.

Some people who have lived on the Model for some time have said that the community is "not like it used to be" at present, referring to the lower levels of community spirit, but have said that the idea of Time Bank will encourage that community spirit to be built back up again.

CVP developed a draft Terms of Reference for the Community Engagement and Public Realm Steering Group Meeting planned for the 26th April, to which 2 resident reps had confirmed their attendance, but after sharing the document with partners decided to reschedule the meeting for a later date so that the aims of the groups could be discussed and given clarity as there was confusion around what the purpose of the meetings would be. After a meeting with Kim Wyatt it was decided that the purpose of this meeting was for delivery partners of the Activity Plan to coordinate work and develop a communication structure to share ideas, all of which could be fed to both residents as there would be community reps at the meeting, and also to the partnership group. Alternative ways for residents to interact with partners and the project were put forward, such as the school drop in sessions and potentially a residents forum moving forwards. Another Terms of Reference for the steering group was drafted by CVP which will be taken to the rescheduled meeting in Quarter 2.

From the Bolsover Eats and Treats event (March 2016) led by CVP with several partners, DCC Adult Education Team were keen to put some of their resources into the New Bolsover community, ensuring that sessions were more accessible to residents here and from Carr Vale. A 5 week recyclable craft course was run from 157 New Bolsover, with 3 regular attendees, 2 of whom originally came with family members for support, and have developed confidence to participate by themselves and also to enrol on an extra course at the Adult Community Education (ACE) centre. CVP supported with the promotion of the course, and bringing the sessions into Carr Vale and New Bolsover has been an ongoing discussion between partners. Further courses are being planned jointly with the ACE centre. Planned learning to be delivered from the community house at New Bolsover are:

- Family Learning activities – the whole family come together to learn about healthy eating, cooking skills, crafts and games,

forestry skills and so on.

- Heritage Craft Group – this will be based on the social capital ethos, whereby local people share their; skills, knowledge and experiences with one another but still have the support of ACE tutors when there are gaps in skills or low confidence levels. This group is due to start on 21st July. We currently have local people who have skills in rag rugging, knitting, crocheting, needlework, cooking and baking.

Paul Stears from Release Financial Charity was also keen to bring Budget Buddies training into local communities and worked with CVP to organise training at Bainbridge Hall in May. 4 local people were referred to this training by CVP, and 7 in total attended. One resident in New Bolsover is already a Budget Buddy, and we will look to develop this service bringing the volunteers together to discuss the idea of drop in sessions at 157 New Bolsover for local people to get support with money management, debt, and knowing who to ask for help, etc. The Friends of New Bolsover are also looking at linking with the Credit union/Community Bank to see how their services can be promoted within the community.

Throughout May and June, the Friends of New Bolsover were supported by CVP in planning for their Big Lunch event, paying tribute to how the green used to be used to bring the community together, which was set for the 12th June, but was cancelled due to bad weather – the flooding and drainage issues on the green made it impossible to host the event.

CVP encouraged partnership working for the event and linked the group with Village Games, Release Financial Charity, the Green Doctor project, and the Active Lifestyles Project. All partners are to be involved in the rescheduled event on 21st August. The Friends of New Bolsover were also partnering a local business in Carr Vale, Wacky World, who run toddler play sessions as well as other activities. A local volunteer interested in genealogy will also attend to offer information to residents about who lived in their house when the Model was first built, and gain interest to start a genealogy group/club. CVP will be helping the group to gain feedback and evaluation while consulting people about future activities. We will also be using iPads to capture people's experiences and views about the village and the project as part of the Video Diary Project being led by Junction Arts. The footage gained so far will be shown at the Heritage Open Day in September, as well as work done in New Bolsover Primary School by DCC Environmental Studies, and the community timeline showing the history if the Model being developed by Junction Arts.

CVP were successful in supporting the group to secure £400 from Derbyshire County Council's Community Leadership Scheme, as well as £100 from the Bolsover Mayor to support the Big Lunch Event. Photos and a report will be fed back to the Eden Project Big Lunch Team to promote the work done by the Friends of New Bolsover and residents.

A local tots and toddlers group at Bainbridge Hall has been supported to become independent by CVP after funding cuts meant that Bolsover Children's Centre can no longer run the group. They became established in May, and have built up membership since. The group have been given Bainbridge Hall free as a venue by Old Bolsover Town Council for 3 months, after CVP encouraged the group to go to a council meeting and promote their work. CVP also linked the group with Wacky World, the local business, who has

offered their venue free once a month to the community group and offered to support them through fund-raising events. CVP will continue to support the community group, looking at sustainability, and building up volunteers and membership. This group's members mainly live on the Model Village and in Carr Vale.

CVP have met with Mark Smith from the Active Lifestyles Project led by Community Sports Trust to discuss partnership working. A Have your say event has been organised by Active Lifestyles on Vale Park with the aim of consulting local people from New Bolsover, Carr Vale and the Castle Estate about physical activity, and CVP have been invited to promote the NBMV project and to consult residents on other activities they would like to see in their community. We are in the process of setting up a walk leader meeting with local people who have shown an interest in leading walks, potential Walking for Health, and looking at how we can coordinate this moving forwards. One group would like to run on the Castle Estate and in Bolsover centre, and we will be including Carr Vale's Walk this Way group also to ensure everyone is working together, and leaders can support one another. There are ideas around guided walks by the Civic Society highlighting areas with historical relevance, weekly challenges for the route of Bolsover Hill race so more people can potentially participate in that event next year, buggy push walks for local mums who are visiting the Freedom Project Cafe, and also incorporating walks with photography and wildlife learning. Active Lifestyles have also been signposted to the Carr Vale Community Association who will be participating in the Have your Say event to promote their work, and also Castle Estate Resident's Group to look at partnership working there also.

The issue of flooding in part of the Model has been highlighted as a major issue. Previously, the Friends of New Bolsover invited County Councillor Joan Dixon to attend their meetings to discuss this issue, and were assured that this area had been identified as a priority for the County Council. In June there were serious issues again, involved a number of the properties being flooded due to the drains being blocked. CVP identified a local volunteer who is keen to help by acting as a 'Weather Warden' to help place emergency sand bags at the homes of the most vulnerable residents. CVP will support this by liaising with BDC to arrange for sand bags to be stored on New Bolsover and doing a consultation with the residents who are affected by the flooding to identify those who need help.

BDC have appointed Paul Hicking Associates to carry out swift and bat surveys within New Bolsover. Paul Hicking has been working very closely with CVP to promote community involvement with his surveys to help reduce the animosity that some residents have towards wildlife inhabiting their properties. Hicking Associates delivered a Swift Survey Workshop on 23rd June to train residents how to identify the birds correctly and submit requisite information. Only one resident was able to attend but was able to identify five different bird species on the subsequent survey. A total of four residents are actively taking part in the swift survey on a regular basis and reporting their sightings directly to Paul Hicking and regularly accompany him on his weekly surveys. A family bat survey is being planned for one evening in August.

Residents have suggested a "Drop in for tea" activity whereby families drop into 157 and make their own tea together. CVP will be

supporting volunteers to run this group themselves, as a social capital based group whereby residents (including children) share their recipes and money saving tips. CVP has identified a volunteer, who is also a trained Budget Buddy, who will be also to give advice (where requested) on budgeting for all household expenses not just the food bill. CVP are supporting the Friends of New Bolsover group to take ownership of this group and to help them raise funds for a cooker, freezer and cooking equipment.

CVP met with Tanya from Health Watch to discuss partnership work and to promote the NBMV Project. Information CVP has collected from a local resident around drug addiction and homelessness in the area was passed to Health Watch, who informed partners. This information has since been fed to CVP's Strategic Partnership Officer and will be fed into the Winter Emergency Group she sits on. A meeting with the Freedom Project has been set up with CVP to discuss this further. Health Watch will also be running a drop in session at 157 New Bolsover to identify themes of health related issues in the community.

CVP and one volunteer from the Friends of New Bolsover attending CO16 Conference and Training Residential around "Sustaining the Energy". It was an excellent chance to network and we were given the opportunity to have regional workshops, giving us links from other community activists and volunteers in the East Midlands area. The NBMV project was promoted here and at all workshops. Between CVP and the F of NB rep the workshops covered included Community Campaigns, Developing Community Businesses and working alongside the Local Authority.

Good practice & impact:

From the drop in sessions ran by CVP at 157 New Bolsover we have seen some added positive outcomes. The initial issue around communication was raised, and further FAQs have been added to the original list, ensuring that communication between residents and delivery partners is continually being increased.

Issues around anti-social behaviour have also been passed on from these sessions, with residents also being encouraged to report issues themselves, which has resulted in the Police stating they would perform a full risk assessment for one family and support them with providing CCTV and creating an ECINS profile (a multi-agency approach to support families in this situation). We have also been able to spread the word about Time Bank, other activities, and the Friends of New Bolsover group.

Progress against outputs & milestones – slippage, future forecasts:

- TARGET 1 Training and Volunteering Coordinator in post – Elsa started with CVP on the NBMV Project 12th May 2016
- TARGET 1 Community Engagement & Public Realm partnership established – Terms of Reference drafted and first meeting scheduled for July
- TARGET 1 Engagement Activity - This would have been the Big Lunch (12th June), this has been rescheduled for August.
- TARGET 1 Community rep on NBMV Management Group (Steering group) – 2 volunteers were aiming to attend the meeting in April, which was unfortunately cancelled. At least 1 rep will be attending on 7th July.

- TARGET 2 Community Activities – The Swift Workshop went ahead on the 23rd June 2016 as discussed above. The second activity would have been the Big Lunch (12th June) which is rescheduled for August.
- TARGET 125 Community Engagements – 124 engagements took place across Carr Vale, New Bolsover and the Castle estate via drop-ins, attending meetings, being in the community, and attending public consultations.

Additional outcomes:

- 1 New group established – the Bainbridge Hall Tots and Toddlers Group became established on 12th April 2016.
- People reported improved mental health & wellbeing – see case study, the local resident became a presenter at Elastic FM on 4th May 2016.
- New volunteers – 3 new volunteers have signed up, as well as 7 current volunteers still being active. Chesterfield Time Bank partnership established 27th May 2016.
- There have been 50+ volunteer hours put in by local people – they have devised their own time sheets to capture the hours put in from now on

NBMV HLF Project Community Engagement & Public Realm Implementation Group Terms of reference - May 2016

Purpose / role of the group:

- To plan, co-ordinate and facilitate delivery of the Community Engagement and Public Realm elements of the Project Action Plan
- To report to the NBMV HLF Project Steering Group
- To feedback and liaise with local residents

Membership:

Membership of the group is open to all project delivery partners, District & Town Council representatives and Local resident representatives. The following groups/individuals have been identified as key members:

- Kim Wyatt – NBMV Project Manager
- Matt Connley (or representative) – Leisure Services
- Peter Campbell (or representative) – Housing Services
- CAN Rangers
- Police (PCSO)
- Debbie Whitehead (BDC – Youth Council)
- Steve Brunt – Street Services
- Carol Heeley – DCC ACE
- Georgina Greaves - DCC Environmental Studies
- Wendy Fletcher - Local School(s)
- Public Health representative
- BDC Councillor representative (Cllr Rose Bowler)
- Old Bolsover Town Council Representative (Cllr Bernard Haigh)
- Professional staff / consultants (working on project)
- Bolsover Civic Society
- Junction Arts
- Elsa MacPherson – CVP – Training & Volunteering Co-ordinator
- Jess Holmes – CVP – Community Organiser
- Lorna Wallace – CVP – CEO
- Residents representatives (min. 2)

Accountability:

The Implementation Group is accountable to the NBMV HLF Project Steering Group and to Local Residents

Review:

The implementation Group will review its performance and the Terms of Reference annually for the lifetime of the project

Working methods / ways of working:

- The Implementation Group may establish sub groups from time to time e.g. Public Realm
- Meetings will be held at least quarterly
- Meetings will be Chaired by a CVP representative – normally the CVP CEO
- The secretariat to the meeting will be provided by BDC and/or CVP
- A standard agenda will be agreed by the Implementation Group however, any member of the group can add items to the agenda by notifying the group secretariat in advance of the meeting

- Meeting papers will be circulated at least one week prior to the meeting
- The Implementation Group will be an open meeting - open to new members and to observers but will not be a public meeting. Public engagement will be provided through regular drop-in sessions
- Implementation group members will be expected to work collaboratively – sharing information and resources and through open and honest dialogue.

New Bolsover Model Village Restoration Project

Community Engagement and Public Realm Steering Group Meeting

7th July 2016

Facilitated by CVP CEO Lorna Wallace

Attendees: Lorna Wallace (CVP CEO), Kim Wyatt (BDC NBMV Project Manager), Jess Holmes (CVP), Elsa MacPherson (CVP), Rob Jourdain (F of NB), Amanda Deveril (F of NB), Amy Smith (Junction Arts), Jane Sheppard (DCC Public Health), PCSO Ben Perry, Bernard Haigh (OBTC & Civic Society), Steve Brunt (BDC Street Services), Wendy Fletcher (NB Primary School), Matthew Connley (BDC Leisure Services)

Apologies: Georgina Greaves (DCC Environmental Studies), Ami Aubrey (Junction Arts), Aly Stoneman (Junction Arts), Cllr Mark Dixey (BDC), Cllr Rose Bowler (BDC & OBTC), Sharon Ward (F of NB), Richard Gadsby (BDC Improvement Officer), James Green (DCC Public Health Manager), Carole Healey (DCC Adult Education)

CVP = Community Voluntary Partners

OBTC – Old Bolsover Town Council

BDC = Bolsover District Council

F of NB – Friends of New Bolsover

DCC = Derbyshire County Council

<u>Agenda Item</u>	<u>Comments</u>	<u>Actions</u>
1. Welcome and Introductions		
2. Terms of Reference	Some spelling/wording alterations to make. Add local groups category to attendee list.	Jess Holmes
3. Community Engagement Update	Report of community engagement so far given by Jess Holmes and Elsa MacPherson. Update from Matt Connley regarding Public Realm – Castle leisure Park should be completed with a Multi-Use Games Area (MUGA), flood lights and security gates in the next few months, and Carr Vale Park should be fitted with new play equipment in the next 6 months. Consultation is ongoing. There was a suggestion from Friends of New Bolsover that they would like some responsibility in the running on Castle Leisure Park. Matt has said it will be open free of charge	Matt Connley to continue to liaise with Friends of New Bolsover regarding Castle Leisure Park.

to the community, and that Extreme Wheels can be organised to use this space more regularly.

Jess Holmes gave update on DCC Environmental Studies team's work in the school which took place over 2 half days in July.

Jane Sheppard offered the support of DCC Public health in setting up a SuperKitchen in Bolsover should the Drop in for Tea project develop, with a start up grant of £1850 for Fair Share and SuperKitchen membership fees and the food delivered for the first year. Jane talked about the support that could be given to develop a 2 year sustainability plan with the volunteers. The BDC Health and Wellbeing Grants were also offered as a suggestion to support this project get off the ground initially.

Jane Sheppard to send through information to Jess Holmes around Superkitchen.

Bernard Haigh offered the support of Old Bolsover Town Council with projects that are running at Bainbridge Hall, and also that this venue could be used to bridge the gap between New Bolsover and Carr Vale.

Matt Connley agreed that Walk leader training could be brought to Bainbridge all should there be enough interest.

Elsa MacPherson to gauge interest in Walk leader Training and liaise with Matt Connley to set up at Bainbridge Hall.

Steve Brunt explained that BDC are looking at planting wail flowers in the boggy area of the New Bolsover green, which should thrive in that environment, and will be maintained twice a year.

The Friends of New Bolsover have asked for a power source on the green which will be added to the list of considerations.

The tenders from the contractors will be back and a contractor taken on board in the next few

weeks.

4. Plans for the coming 2016/17 and Priorities

There will be a need for a sub group to develop Public Realm in the project, which needs to include resident representatives and consult with wider community.

CVP to set up sub group meeting and invite partners

A hydrology survey will be done by BDC on the green to determine where the water is coming from.

Junction Arts are leading on the Timeline Project, with the aim of it being finished and showcased for the Heritage open Day on 11th September. Jess suggested that they link in with the Environmental Studies Team as they have done a Timeline with the school children.

Jess Holmes to send Georgina Greaves contact details to Ami Aubrey. Junction Arts to link with DCC Environmental Studies regarding Timeline.

There will be a 'meet the contractor' event for residents when there is one on board. They will also take on a Tenant Liaison Officer who should be part of this steering group in the future.

Jess Holmes to ensure Tenant Liaison Officer is invited to future meetings.

Jane Sheppard explained that Live Life Better Derbyshire can offer a good service to residents, and that if there are a minimum 6 people interested, they can have a monthly presence in the community.

Jess Holmes to liaise with Jane Sheppard around Live Life Better Derbyshire.

Junction Arts will also run a workshop for the Lantern Parade at 157 New Bolsover, with the plan of running a mini parade on the green. A drone could be used to take photographs.

CVP, F of NB and Junction Arts to liaise around Lantern Parade Workshop.

CVP and F of NB to attend 'A Gem of a Place' event in November to promote the project and link in with guided walks.

F of NB will look to link in with Bolsover Rotary

F of NB to contact

Club again for a Christmas Event.

Bolsover Rotary to
organise Christmas
Event.

Upcoming events:

11th Aug & 2nd Sept – Explorer Activities, Village
Games, Hornsdroft Park

21st August – Big Lunch Picnic, New Bolsover
green

6th September – Festival of Arts, First Arts

11th September – Heritage open Day, 157 New
Bolsover

19th November – A Gem of a Place, Bolsover Civic
Society and partners

It was suggested that the F of NB could create an
online diary of events for their website.

**5. Decide on frequency
of the steering group
meetings**

Quarterly – keep circulating information in the
meantime.

CVP and Kim Wyatt
to organise next
meeting with Sharon
Beniston, BDC.

New Bolsover Primary School dining room offered
as an alternative for future meetings if more
space is needed.

6. AOB

None