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The Chair and Members of Community,
Customer and Organisational Scrutiny
Committee

9 April 2015

Dear Councillor,

Please see attached the report for Agenda Item 5 for the meeting of the COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE to be held on THURSDAY, 16 APRIL 2015, the agenda for which has previously been sent out.

Agenda Executive Member for Customers and Communities - Report on
Item 5. Draft Community Assemblies Annual Report (Pages 3 - 24)

Yours sincerely,

A handwritten signature in black ink, appearing to be "Donna Cairns".

Local Government and Regulatory Law Manager and Monitoring Officer

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FOR PUBLICATION

COMMUNITY ASSEMBLIES ANNUAL REPORT 2014/2015

MEETING:	COMMUNITY, CUSTOMER AND ORGANISATIONAL SCRUTINY COMMITTEE
DATE:	16 APRIL 2015
REPORT BY:	COMMUNITY DEVELOPMENT WORKER
WARD:	ALL
COMMUNITY ASSEMBLIES:	ALL

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS:

Community Assembly newsletters

Minor Grant and Community Chest applications and decision records

Available from the Policy Section room 1.15 at the Town Hall.

1.0 **PURPOSE OF REPORT**

1.1 To present for consideration the Council's draft Community Assemblies Annual Report for 2014/2015 and future plans.

2.0 **RECOMMENDATIONS**

2.1 That the draft Community Assemblies Annual Report be considered.

2.2 That consideration be given to future plans to further develop the Community Assemblies and associated Community Development programme.

3.0 **BACKGROUND**

3.1 Community Assemblies were introduced following a corporate review into how the Council engages with its communities.

3.2 Following this review former arrangements were replaced with four Community Assemblies covering the north, south, east and west areas of Chesterfield borough. Further information about Community Assemblies is detailed in the appended report.

4.0 **COMMUNITY ASSEMBLIES ANNUAL REPORT**

4.1 The draft Community Assemblies Annual Report is attached. It covers achievements and improvements over the last year and details of future plans. The report is intended to:

- Evidence the work, achievements and development of Community Assemblies and associated Community Development programme over the past year.
- Provide an overview of the effectiveness of Community Assemblies to date and how they are developing.
- Promote and raise the profile of Community Assemblies and their work.

4.2 Once the final report has been presented to Cabinet and Council it will be placed on the Council's web-site for public viewing.

5.0 **CORPORATE CONSIDERATIONS**

5.1 There are no risk, financial, legal or equalities considerations arising from the contents of this report.

6.0 **RECOMMENDATIONS**

6.1 That the draft Community Assemblies Annual Report be considered.

6.2 That consideration be given to future plans to further develop the Community Assemblies and associated Community Development programme.

7.0 **REASONS FOR RECOMMENDATIONS**

7.1 To promote the work and development of Community Assemblies and associated Community Development programme.

7.2 To enable the Community, Customer and Organisational Scrutiny Committee to inform and influence plans and decisions about Community Assemblies and the Community Development programme.

W. BLUNT
COMMUNITY DEVELOPMENT WORKER (POLICY SECTION)

Further information on this matter can be obtained from Wendy Blunt (Extension 5344).

Chesterfield Borough Community Assemblies

Draft Annual Report 2014/15

Putting Our Communities First

[Photos to be put here](#)



CHESTERFIELD
BOROUGH COUNCIL

ARE WE ACCESSIBLE TO YOU?

If not, ask us

- ✓ We want everyone to be able to understand us.
- ✓ We want everyone to be able to read our written materials.
- ✓ We aim to provide what you need for you to read, talk, and write to us.

On request we will provide free:

- ✓ Language interpreters, including for British Sign Language.
- ✓ Translations of written materials into other languages.
- ✓ Materials in braille, large print, on tape, in Easy Read.

Please contact us:

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INTRODUCTION FROM COUNCILLOR SHARON BLANK, EXECUTIVE MEMBER FOR CUSTOMERS AND COMMUNITIES

Welcome to Chesterfield Borough's Community Assemblies Annual Report for 2014/2015. The report highlights the work we have been doing over the past year to promote the Community Assemblies and also the community development programme work that has taken place in Chesterfield Borough.

Community Assemblies are public meetings which we want the whole community to be part of. Together we want to create a successful partnership to help shape the future of our neighbourhoods.

Together we will:

- *Assist communities to identify local issues and implement local solutions.*
- *Give a voice to communities via a wide range of methods.*
- *Build stronger more cohesive communities.*
- *Work to make Chesterfield Borough an excellent place to live, work, visit and learn.*
- *Encourage, inspire and enable people to be more active citizens.*

We are proud of the achievements during the past year, and our continued promotion of Community Assemblies. We believe we are making a real difference to the quality of life of our residents.

We are particularly pleased to highlight and share with you within this report:

- *the success of the Community Assembly meetings that took place during 2014/15;*
- *the relationship we have built with partner agencies and their commitment and attendance at the Community Assembly meetings;*
- *the development and introduction of Community Chairing at our Community Assemblies;*
- *the many groups that have been awarded funding from our Minor Grants Programme and Community Chest; and*
- *the new community development activity that has commenced in the Borough.*

Councillor Sharon Blank

1.0 COMMUNITY ASSEMBLY MEETINGS

For those of you not familiar with Community Assemblies here is background information about them.

1.1 There are four Community Assembly areas in Chesterfield Borough. Anyone who lives or works in each area is encouraged to get involved. The meetings take place four times a year (September, November, March and June). They are a chance for members of our community to attend meetings to:

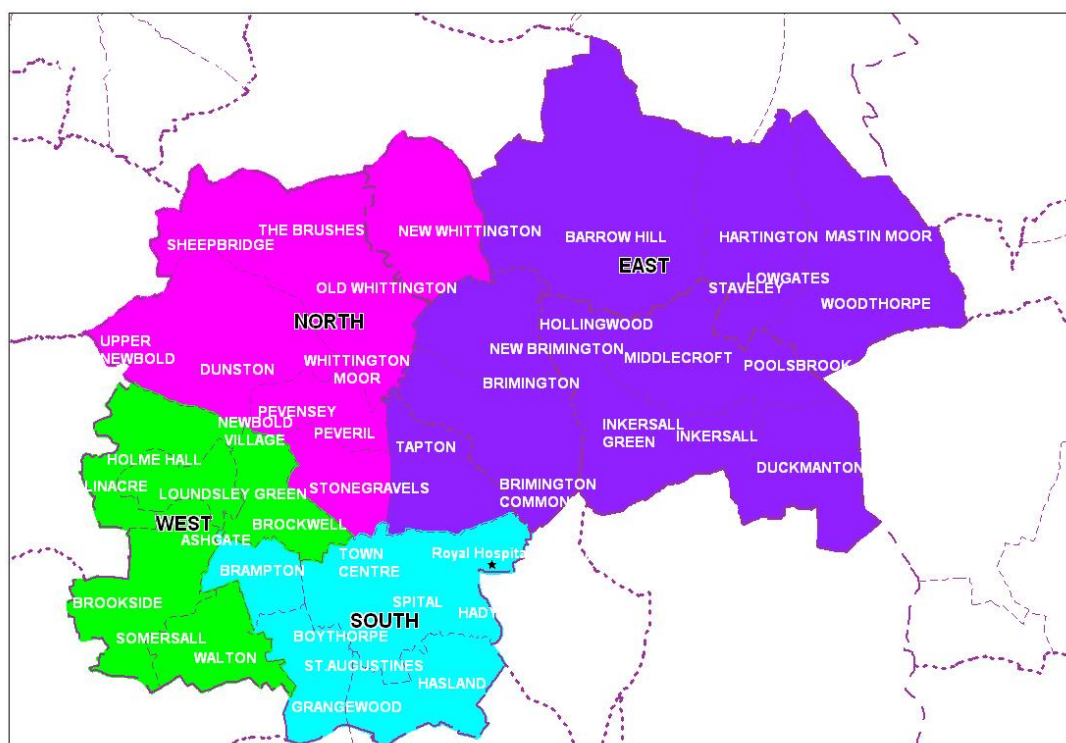
- Discuss and share what matters to them
- Work together to shape the future of their area
- Find out what is happening in their area
- Consider how funding available to their area is spent

South Assembly (Chesterfield Town Centre, Brampton, Boythorpe, St. Augustines, Grangewood, Hasland, Hady and Spital)

East Assembly (Tapton, Brimington, Brimington Common, Inkersall, Duckmanton, Poolsbrook, Middlecroft, Hollingwood, Barrow Hill, Hartington, Staveley, Lowgates, Mastin Moor and Woodthorpe)

North Assembly (Stonegravels, Peveril, Pevensey, Dunston, Upper Newbold, Whittington Moore, Old Whittington, New Whittington and Sheepbridge)

West Assembly (Walton, Somersall, Brookside, Ashgate, Loundsley Green, Linacre, Holme Hall, Newbold Village and Brockwell)



1.2 Attendance at the meetings (16 standard assembly meetings) varied during 2014/15. The highest attendance figure was 51 in the South at the June 2014 meeting and the lowest was 29 in the South for the March 2015 meeting. The average attendance figure for 2014/15 was 37 people.

1.3 Along with regular agenda items including updates and question and answer opportunities from partner agencies (DCC Public Health and Chesterfield Constabulary) and participatory budgeting items, during 2014/15 we held a number of activities, workshops and presentations at the assembly meetings including:

- Public Votes for the Chair/Vice Chair Positions for each Community Assembly
- Update from Scrutiny on their Work Programme
- Environmental Services – Community Litter Pick Campaign and Love Where You Live
- Presentation by Leisure on Keeping Chesterfield Active
- Chesterfield College on the services they provide at the college
- Environmental Services Presentation on Green Spaces, Street Cleaning, Waste and Recycling, Building Cleaning, Bereavement Services
- Derbyshire’s First Contact Scheme
- Housing Services – Getting Involved
- State of the Borough Presentation
- Council Tax Setting Discussion
- Priorities for Spend Exercise
- Q&A Session with Leader/Chief Executive and Chief Finance Officer
- Healthwatch Derbyshire
- Neighbourhood Watch
- Crime Reduction
- Update from Scrutiny on the Dog Fouling Project Review Group
- Update from Chesterfield College
- Derbyshire County Council’s Public Health – Small Grants Scheme
- Alan Charles, Police and Crime Commissioner for Derbyshire
- Hardyal Dhinda, Deputy Police and Crime Commission for Derbyshire

2.0 COMMUNITY CHAIRING

2.1 When the Community Assemblies first started the meetings were chaired by Chesterfield Borough Council Heads of Service while preparations were made for the election of community chairs in June 2014.

2.2 In April 2014 we held briefing sessions on community chairing, provided training to anyone interested in potentially chairing assembly meetings in the future and/or wanted to gain confidence in chairing other community meetings. We welcomed applications for community chairing from residents within the particular assembly area they would serve, elected members for each area or statutory agency/third party employees with a strong link to the area.

- 2.3 Potential chairs and vice chairs were supported every step of the way to the June 2014 chair elections including assistance with their personal statements. Elections were held at the June 2014 assembly meetings and we are now proud to have eight enthusiastic new community chairs and vice chairs to help us to develop the assemblies further. Photos of our first Community Chairs/Vice-Chairs for the 2014/15 period can be found at Appendix 'A'.
- 2.4 The Policy Team have worked closely with the Chairs and Vice-Chairs during their first year of office and have built up an excellent working relationship with them all. We are extremely proud of how well they have handled all the meetings and the good rapport they have developed with the attendees at each meeting.
- 2.5 The Chairs have been excellent at controlling the meetings – sticking to the agenda and time limits, ensuring full participation of all who attend. They have always been very approachable and acted impartially at all times.
- 2.6 Elections for our 2015/16 Chairs will take place during the first two weeks of June.
- 2.7 A meeting was held with the Chairs and Vice-Chairs to look at what has gone well, what could have been improved, lessons learned etc. Details of findings can be found here:

Lessons Learned Information and Quotes
From Chairs/Vice-Chairs – to be inserted here.

3.0 SOCIAL MEDIA

- 3.1 The Community Assemblies have a slowly growing social media presence. People who are unable to attend the meetings and/or who want regular updates in-between the meetings can access both our Twitter and Facebook pages. We currently have 133 Twitter followers and 45 likes/friends on Facebook.

4.0 OUR PARTNERS

- 4.1 Something we are particularly proud of is the relationship we have built up with internal and external partners whilst working on Community Assemblies and the wider community development programme. Joint working between us

all has developed very successfully over the past year and we are particularly pleased to report continued support.

- 4.2 It is always pleasing to have police presence at our meetings and that usually comes in the form of a Police Inspector from 'C' Division who attends to update the meeting on local police matters and statistics. He regularly asks local PCSOs, PC's and sergeants to attend to give an overview of crime and anti-social behaviour in each area and answer questions and action concerns. The Inspector also organises special presenters to attend some of the meetings.
- 4.3 We are also grateful for the support of Derbyshire County Council (Public Health). They have allocated three of their officers to work with the assemblies to promote health and wellbeing in our Borough. They also update members of the public on local health matters and the County's Locality Plan at each meeting.
- 4.4 Chesterfield College have also effectively engaged with assemblies and send an Engagement Officer to each community assembly meeting and provide two-way feedback to the college and its students. We are particularly pleased that work with the college just doesn't end with Community Assemblies and that we work with them on other projects at the college and in the community throughout the year.
- 4.5 Support from other services at Chesterfield Borough Council has also been favourable with visits from Leisure, Environmental and Housing services as well as Scrutiny.
- 4.4 During 2014/15 our partners have made a fantastic contribution to our assemblies and we look forward to lots of joint working in the future and to be able to develop relationships further.

Quotes here from some of our partners about Community Assemblies

And partnership working

5.0 **WORKSHOPS AND PRESENTATIONS**

5.1 The year has shown a lively programme of presentations and workshops. Most of the speakers have been chosen by the public as indicated on their feedback forms or the chairs/vice-chairs of each area.

5.2 In June: (update section)

- Public Vote for Assembly Chairs and Vice-Chairs for each assembly area
- Update from Scrutiny – on their work programme (dog fouling)
- Environmental Services – Community Litter Pick Campaign and Love Where You Live
- Presentation by Leisure on Keeping Chesterfield Active
- Chesterfield College on the services they provide at the college

September (update section)

- Environmental Services Presentation on Green Spaces, Street Cleaning, Waste and Recycling, Building Cleaning, Bereavement Services
- Derbyshire's First Contact Scheme

November (update section)

- Housing Services – Getting Involved
- State of the Borough Presentation
- Council Tax Setting Discussion
- Priorities for Spend Exercise
- Q&A Session with Leader/Chief Executive and Chief Finance Officer

March (update section)

- Neighbourhood Watch
- Crime Reduction
- Update from Scrutiny on the Dog Fouling Project Review Group
- Update from Chesterfield College
- Derbyshire County Council's Public Health – Small Grants Scheme
- Alan Charles, Police and Crime Commissioner for Derbyshire
- Hardyal Dhinda, Deputy Police and Crime Commission for Derbyshire
- Healthwatch Derbyshire

6.0 ACTION PLANNING

(Details about the assemblies action plans to be included.)

7.0 COMMUNITY ASSEMBLY NEWSLETTERS

(Information about CA newsletters to be included.)

8.0 FEEDBACK FROM COMMUNITY ASSEMBLY MEETINGS

8.1 We ask participants to meetings to fill in feedback forms – analysis of their forms will be put here.

9.0 FUNDING

9.1 This section will look at the 2 forms of funding available via the Community Assemblies.

9.2 Minor Grants

(Case studies to be included including photographs)

Case study 1 – New Whittington Parent and Toddler Group

Case study 2 – Loundsley Green Christmas Tree Festival

Case study 3 – Brimington Bowling Club

9.3 Community Chest

(Details here about the Community Chest programme to be included here):

11.0 COMMUNITY DEVELOPMENT ACTIVITY

Financial Inclusion

Include details of Barrow Hill programme that took place in July and the Roll Out of Programme across the Borough.

Results of McGregor's Pond Application

Results awaited about this application.

Local Democracy Week

Working with Democratic Services and local schools on this project. Include details here.

Chesterfield College Conference

Include details here about working with Democratic Services and the conference which was on Identity at the College.

Chesterfield College Volunteering Liaison Group

Include details about providing the college with volunteering ideas for the students.

Freshers Week

Include details of the quiz the Policy Team did in September.

South Health and Wellbeing Group

Include details about this group and the networking benefits.

Meet Eat and Treat – Holme Hall

Include details about this project we did in March at Holme Hall Primary School. Lots of joint working with agencies in Chesterfield.

Federation for Positive Ageing

Include details about this project which is aimed at Elderly People's Groups working together and discussing things like:

- Decreasing membership
- Difficulties getting people to join committees
- Rising costs and reducing income
- And many more problems stemming from a variety of reasons

Also doing a presentation at their April event on Community Assemblies and the Funding available.

Working with Councillors on Projects – Langerfield, Wetland Project in St. Augustines

Community Noticeboard Consultation

Armed Forces Community Covenant

Armed Forces Community Covenant – Case Study

12.0 LOOKING FORWARD TO 2015/16

12.1 We have lots of plans for 2015/16 to further develop the Community Assemblies and associated Community Development programme including:

Include details about future plans here.

Financial Inclusion Roll Out Programme

Review of Community Assemblies

Review of Community Noticeboards

13.0 FURTHER INFORMATION

If you have any comments on our Community Assemblies Annual Report or would like to request further information please contact:

Wendy Blunt

Community Development Worker

Tel: 01246 345344

E-mail: wendy.blunt@chesterfield.gov.uk

You may wish to follow Community Assemblies on Facebook or on Twitter so you can find out more about the assemblies activities and events, you could take part in online discussions, surveys etc. or have e-mail updates.



@CBCAssemblies



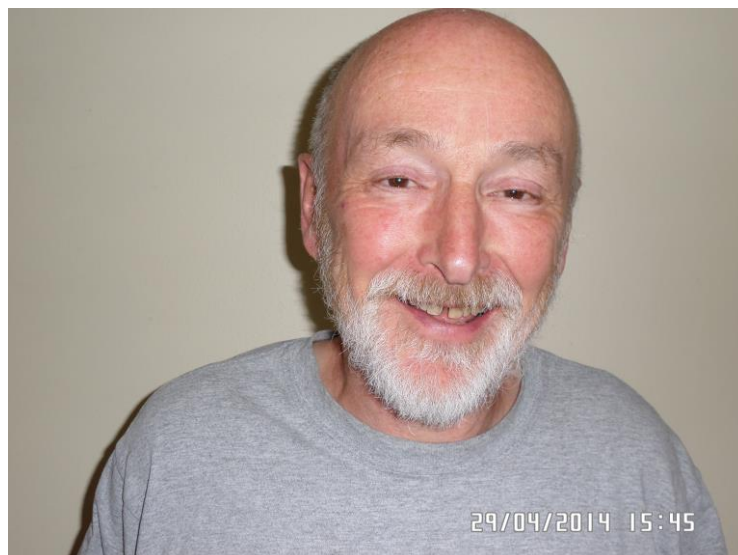
ChesterfieldCommunityAssemblies

Community Assembly (South)

Chair – Barbara Arrandale



Vice-Chair – Ian Edmundson



Community Assembly (North)

Chair – Kate Caulfield



Joint Vice-Chair – Gordon McLaren



Joint Vice-Chair – Michael Crossley



Community Assembly (East)

Chair



Jack Carrington

Community Assembly (West)

Chair – Shirley Niblock



Community Assembly (West)

Vice-Chair – Joye Dobbs



Community Chest Recipients – Second Tranche

Group	Amount of Funding Awarded	Funding Will Be Used for ...

Minor Grant Recipients – 2014/15

Group	Amount of Funding Awarded	Funding Will Be Used for ...

