

Minutes
Northern Devon Futures Board Meeting
Thursday 22 February 2024
09.30 – 12.00
In person meeting at Caddsdwn, Bideford

Present

Councillor Rufus Gilbert, Economy and Skills DCC
 Marie Gould, NDVS and Chair of Place and Community NDF Action Group
 Steve Hearse, Torrridge District Council
 Councillor Ken James, Torrridge District Council
 Tim Jones, SW Business Council and North Devon Plus
 Sean Mackney, Petroc (Chair)
 Mike Matthews, Lineal
 Peter Morrish, Condition Monitoring Technology Group and Chair of the NDF
 Economy, Innovation and Skills Action Group
 Ken Miles, NDC
 Claire Gibson, Heart of SW and LEP (virtual)
 Alex Farmery, Petroc (minutes)
 Marc Rostock, North Devon Homes Ltd.
 Alan Dykes, TDK Lambda
 Councillor David Worden (virtual)
 Keri Denton, Head of Economy, Enterprise and Skills, DCC
 Louise Higgins, NHS and Chair of Health and Wellbeing Group (virtual)
 David Ralph, Heart of the Southwest (virtual)
 Philip Butterworth, Arts Council (virtual)
 Andrew Bell, Director of UNESCO Biosphere Northern Devon

In attendance

Bill Blythe, Petroc
 Dominie Dunbrook, North Devon Council
 Chris Fuller, Torrridge District Council
 Andrea Beacham, Senior Programme Manager for Health Inequalities (virtual)
 Sarah Jane Mackenzie-Shapland, Head of Place ND Council
 Jon Walter, Torrridge District Council
 Paul Whiting, Petroc

1. Apologies

Apologies were received from Stuart Elford and Kay Brennan, Toby Davies, Donna Sibley.
 Andrea Beacham to withdraw from the meeting at 11.00.

2. Declaration of Interests

No declarations were received.

3. Minutes and Matters arising, Actions

The minutes were approved as an accurate record of the meeting.

It was noted that whether the matter of the culture agenda should be considered within the Community & Place group or should have its own separate group would be considered under AOB at this meeting of the NDF board.

It was agreed to discuss Devon and Torbay Devolution under AoB.

Actions from 1 November 2023

No.	Action	Owner	Due Date	Status/update
1.	Website Launch by next meeting	Secretariat	22 February 2024	On the agenda 22.2.24

2.	List of Priority Actions for Community & Place Action Group	Board members	22 February 2024	Discuss as part of the strategy which identifies a smaller set of priorities.
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4. To review and discuss the draft NDF strategy

The Chair introduced the Strategy to the Board and the accompanying cover paper, which sets out the aim of the strategy, the agenda for the partnership, the role of the actions groups and the secretariat and how to define the value of the partnership.

It was agreed that the KPIs would be better represented in a separate document with the strategy focusing only missions, aims, objectives and strategic pillars.

Action - The secretariat was tasked to create a separate document and circulate to the Board.

Comments were received from the Board:

- Ensure that when publishing the strategy the board is certain it can deliver against all the objectives etc.
- Include comments previously received from the EIS Action Group chair
- KPIs need reliable data sources against which they can be measured
- Define some objectives that could be achieved fastest so the board could demonstrate how the partnership works
- Hold publication of Strategy until everyone is happy with the KPIs and the data sources are available
- The strategy requires actions and commitments from organisations and individuals
- The success of the partnership would need to be reviewed every two years to show the difference and impact the partnership has made
- Ensure the strategy clarifies that the objectives are not a responsibility but rather an objective
- Avoid duplication amongst the groups by working closely together and reporting back to the Board
- Individual strategies will need to complement each other, however there will be separate housing strategies for Torridge and North Devon
- Document needs to be nimble as times are changing quickly in particular with AI
- How does the document play in terms of leverage in the private sector
- “Foster vibrant, connected, resilient and healthy communities” – should the objective also feature in the Health and Wellbeing Action Group Aims?
- Can the strategy demonstrate a sense of priority amongst the aims and objectives?
- Can the Board monitor the impact that the partnership is making?
- Identify certain priorities that can only be achieved together
- Strategic pillars and approach captured NDFs approach effectively

The Board discussed the comments received and it was decided to change the wording on the Community & Place page to:
“Create coordinated approach for district housing strategies across Northern Devon”

The Board was asked to provide any further feedback to the Secretariat by the 8 March 2024 and it was agreed to then publish the document as the NDF final strategy. It was agreed that the strategy would be likely to continue to evolve over time and captured as effective as possible at the present moment the aims and approach of NDF.

It was resolved to provide feedback on the KPIs to develop and publish an action plan on how the NDF will implement its strategy.

5. Website launch

BB briefly summarised the way in which the logo and the website draft had been pulled together by an external company which had been decided on during the last Board meeting in November.

It was confirmed that all accessibility criteria had been checked.

The Board was taken through the layout of the website, some comments were received on the photographs used and cyber security, overall, it was approved by the Board.

It was reported that all of the photographs were representation of locations within Northern Devon.

6. Economy – hot topic

The group chair introduced a summary of the Action Group Report naming some of the activities that had been happening since the last Board meetings, such as:

- Skills session (21.11.23) – including Petroc
- Maritime Event held 31st Jan – official launch of North Devon and Torridge maritime cluster
- FLOW RWE Supplier event 9th Feb
- Focus on setting baseline metrics
- Makers Map in development – NDMA, Petroc and local businesses
- Ongoing engagement with and support to the Kailo action research project
- Q1 objective to review PESTLE and SWOT analysis (external / internal factors)

This was then proceeded by a presentation with updates on the Economy, Innovation and Skills Action Group including any progress that had been achieved over the last 12 months, challenges faced and project progress updates.

It was reported that the Action Group was still struggling to connect with and get support from secondary schools. It was noted that the Children and Young People Action group are due to hold their first meeting in March and this could be something the group could work together.

It was agreed that there is an importance of building partnerships, and the Board would need to support this, action groups should reach out and make use of the knowledge and experience of the Board.

As part of the presentation the Board were introduced to the “Makers Map” which will be a website developed in conjunction with the North Devon Manufacturing association for people of all ages being able to find out about businesses in Northern Devon, work, retrain and apprenticeship opportunities. A draft of the map would potentially be available at the next Board meeting.

The Chair commented on the presentation and asked:

Q. What social value would the Board like to see?

What are the opportunities here of the Board to influence this?

A. Social Value piece could include:

Local Procurement – chamber of commerce, NDMA

Training opportunities – College

Direct community dividend – fund or beneficial rates of buying energy

Would it be worth mobilising the full partnership by putting together a proposal to secure funding from the Torridge place board, submit the proposal to Ministers by June?

It was agreed that we have not had consistent representation of the two local MPs who are both members of the board.

It was agreed to write to the MPs urging them to either participate where possible or send a representative.

A brief discussion was held about North Devon Makers and Made in Devon and the need to be careful regarding duplication.

The Board was reassured both schemes have a different purpose but would be brought together to avoid duplication.

ACTION – *Torrige Place Board – SM present written progress/update report to next NDF meeting*

ACTION – *social value documents and papers to be sent to Secretariat*

7. To note the reports from the Action groups

7.1 Children and Young People

It was reported that the first meeting of the Children and Young People Action group is scheduled for March.

7.2 Health and Wellbeing

The Group chair circulated two reports to the Board on “One Communities” (<https://onenortherndevon.co.uk/wp-content/uploads/2024/02/Place-programme-Report-Feb-2024-1.pdf>) and “Poverty Truth Commission” ([PTC Feb 24 Project update \(canva.com\)](https://canva.com)) for perusal before the meeting and explained the first report included updates from Northern Devon communities, also pointing out that One Northern Devon was merging with the Local Care Partnership to avoid duplication and combine efforts to support Health and Wellbeing across Northern Devon and the second report included an update from the Poverty Truth Commission on Poverty in Ilfracombe and the underlying issues with the Group chair inviting input and involvement from the Board

There were also **Good News stories** that had been shared as part of the circulation.

- Our InHIP Remote Monitoring project was featured in [The Guardian](#)
- We [presented](#) the work of the One Communities at the King’s Fund Delivering Effective Placed-Based Care Conference
- Our InHIP Primary Care outreach project was presented at the [Royal Society of Medicine’s Tackling Inequalities through Innovation and Entrepreneurship conference](#)
- OND’s Flow Team won the [What Matters Award](#) at the [South West Personalised Care Awards](#)

7.3 Community and Place

The group chair reported on the Lottery funding opportunity, any progress and activities since the last meeting such as the Sewerage and water quality issues, isolated communities, the ongoing workshops of the group but also any major upcoming events and opportunities.

7.4 Climate

It was reported that the Climate action group met in January to work through the strategy as well as focusing on:

Devon Carbon Action plan
Climate and diversity crisis
Energy Action plan



Contact/relationship with Southwest net zero climate hub in Plymouth
Energy Action Plan

8. Board discussion of the theme for the next meeting, date and venue

It was noted that according to the cycle of business and as per previous meetings held, the next hot topic for the agenda would be Health and Wellbeing. According to the terms of reference the Board would meet every six months, but it was agreed to meet a little more frequently until the action groups are well established and the strategy has been finalised. The date for the next meeting was suggested to be during the week commencing 20 May 2024 with a doodle poll being sent out as soon as possible.

ACTION - *It was questioned if AI could also be on the agenda due to its fast-progressing nature. This could be an Addendum to the presentation in coordination between Lou Higgins and Tim Jones*

ACTION - *Add social value piece to agenda for May*

9. AoB

9.1 Devon and Torbay devolution consultation

The Board discussed if NDF should make any contribution to the Torridge Place Board and it was agreed the answer should be yes, with more details to be advised to the Board after the first Devolution meeting.

ACTION – SM draw up a proposal on behalf of the NDF partnership and submit to Board in advance of the deadline of 24 March 2024

9.2 Culture split from Community and Place Action Group

Due to the suggestion made by the Community and Place action Group to split out the Culture part of the group, different options were discussed. It was agreed, as a North Devon Culture Board is already set up and delivering on the culture strategy, to receive periodic reports from the Culture Board to the NDF Board.

It was agreed not to establish an extra Action Group.

The Board thanked David Ralph for his time on the Board and his contributions and wished him all the best.

The meeting closed at 12.17