

**Draft Minutes
Northern Devon Futures
Thursday 28 November
9.30-12.00**

In Person Meeting at Caddsdawn Business Park, Bideford

Attendees

Peter Morrish (Chair) - Condition Monitoring Technology Group and Chair of NDF Economy, Innovation and Skills Action Group
Steve Hearse – Chief Executive Torridge District Council
Councillor Ken James – Leader, Torridge District Council
Marie Gould – NDVS and Chair of Place and Community NDF Action Group
Mike Matthews – Lineal
Marc Rostock – North Devon Homes Ltd
Councillor Pete Leaver - Deputy Leader, North Devon Council
Councillor Frank Biederman – North Devon Council
Stuart Elford - Devon and Plymouth Chamber of Commerce
Kurt Hintz - Principle and CEO Petroc
Tony George Department for Work and Pensions
Mark Burnett- Seiche Group
Tim Jones – Southwest Business Council and North Devon Plus
Alan Dykes - TDK Lambda
Ken Miles – Chief Executive, North Devon Council
Anne Barriball – MP Office Torridge & Tavistock
Andrea Beecham - One Northern Devon and Royal Devon University Healthcare NHS Foundation Trust (virtual)
Toby Davies - Superintendent Devon and Cornwall Police (virtual)
Philip Butterworth – Arts Council (virtual)
Katherine Allen – One Northern Devon and Royal Devon University Healthcare NHS Foundation Trust (virtual)

In attendance

Alex Farmery, Petroc
Bill Blythe, Petroc
Jon Walter, Torridge District Council
Chris Fuller, Torridge District Council
Kirsty Brown, Torridge District Council
Karen Hewlett, Torridge District Council (minutes)
Donna Sibley, Torridge District Council / North Devon District Council
Dominie Dunbrook, North Devon Council

Meeting Started 9:32

1. Apologies for Absence

Sir Geoffrey Cox MP, Anne Barriball was in attendance on his behalf.
Ian Roome MP, Cllr Frank Biederman was in attendance on his behalf.

2. Declaration of Interests

None received.

3. Minutes and Actions

The minutes were approved as an accurate record of the meeting with one minor amendment, Marc Rostock advised he was in person at the last meeting.

Action List

No.	Action	Owner	Due Date	Status/update
1.	Website Launch by next meeting	Secretariat	Done	Completed, needs updating with Interim chair etc
2.	List of Priority Actions for Community & Place Action Group NEW ACTION - MG to suggest definition of the group's remit, after which the Board can identify any gaps.	Board members	22 February 2024	
3.	X links consultation - Ken and Steve to pull together some points and circulate a draft consultation response to the Board before submission.	KM/SH	Done	Not taken for approval, extension for deadline for consultation requested Steve to circulate the response from Torridge to the Board
4.	Email to Keri Denton regarding funding (such as levelling up) post-election	BB	Done	Completed, with Phill Adams now Devolution document uploaded to the NDF website
5.	Present on "Ambassador Role" New Action - AF to invite Mark Burnett to the next Board Meeting (include in Agenda) for introduction of the work he has carried out	DD	Done	This role represents and covers the different topics within Action Groups and amplifies the vision and messages, the ToR describes the parameters of the role. The "Ambassador" role was approved and can be adopted for each group

3 - SH advised that the consultation response had been circulated. **DONE**

2 - MG queried an action as to the future remit and role of the Communities and Place Action Group and Chair advised this would be picked up during the meeting.

4. Establishing the NDF Board's Key Priorities for 2025

Chair introduced the item and advised of work that had taken place with One Northern Devon to consider ways of working more closely, explaining this would be an important theme for 2025.

One Northern Devon and Northern Devon Futures

A short presentation which had been presented to the One Northern Devon (OND) Board was shared with attendees, this highlighted the themes for the 2 organisations and possible opportunities for closer working. Attendees were then asked for their feedback.

There was broad support for the proposals, and there was recognition of the need for more collaborative joined up working, given the interrelated nature of the work.

Communication on the work of the two organisations was felt to be key moving forward. The developments in terms of the new Combined Authority were also noted - the need to engage with and feed into the process was felt to be essential.

Attendees were advised that the Chair of NDF and Katherine Allen were appointed as joint Chairs of OND – the benefits of this were highlighted and Chair summed up,

reflecting on the individual value of the 2 Boards and the importance of more partnership work in future.

Northern Devon Place Story

KM referred to the planned development of a joint place story for northern Devon and there was discussion around the opportunities this presented. The potential to explore the scope and widen out the focus further were explained.

Attendees were advised that initial enquiries with consultants had been made and were asked for their thoughts.

SH provided some context in terms of the development of the Torridge Place Story and the learning from this process. It was explained that initial discussions with KM had taken place to consider a way forward and the opportunity to widen the contribution to include a more diverse group of partners was noted, along with the benefits of this.

The potential of a Combined Authority was raised throughout discussion as a consideration, along with the mission of the Government. It was also felt that recent work on community engagement (also an agenda item for the meeting) could feed into a wider place story.

Chair suggested this should contain a strong input from Mark, Chris and Dominie to create an aspirational document and take on board the findings from Kailo.

Action: To commission a North Devon and Torridge Place Story.

Following a request from KM to discuss a northern Devon place story with partners and set up a meeting with the consultant from Inner Circle, there was agreement to move forward with the proposals and to discuss at the next meeting.

5. NDF KPI Dashboard Review

JW presented his report, circulated to the Board in advance of the meeting. Attendees were asked to consider which of the KPIs to focus on and provide a steer on specific measures that feed into the priorities of the Board.

During discussion a limit of 3 or 4 attainable KPIs for each group was suggested. It was felt important to have a clear public focus and demonstrate the progress of NDF, as well as the lobbying work undertaken. It was noted that the vision and place story could be used to highlight and identify some of these measurements.

The value of KPIs as a measurement was recognised, but it was requested they be overlaid with the risk register, and that they complement one another.

There was support for linking to the place story and it was suggested that KPIs didn't need to just focus on data but could look at sentiment too. Using stories from the community was felt to be an important marker too.

There was further discussion on the focus of the KPIs where it was suggested they link to link to the Strategic Pillars of NDF. As well as work that NDF have been responsible for and consider areas where there hasn't been the progress that was expected.

It was noted that some measures, with the biggest impact may take time (CYP work). It was suggested that process measures should be included, and they should monitor the process / set the targets required to reach an overall outcome.

Board members were asked to reflect on the discussions and email JW following the meeting. JW agreed to take back any feedback and feed into the place story, with the aim to report back at the next Board.

6. Reestablishing the Children and Young People Action Group

KH advised the next meeting of the Children & Young People Group was due to take place on the 8th of January and this would be a new grouping – an update to the membership was explained and new members were highlighted.

The focus of the group was explained in terms of impact and the planned focus. Access to the internet, work experience, apprenticeships and workplace training were all issues that were noted.

Chair thanked KH for leading on this work and noted how important the work was, especially from a skills point of view.

It was suggested that Katie Potter from the Kailo Programme could be invited, and it was confirmed a representative from the programme would be attending.

Work Experience – the Tech Frontier programme (linked to SW Social Mobility Commission) had secured funding for a tech-focused work experience programme in Torridge and North Devon. However, there was low engagement from schools and so the programme must be pulled. Routes need to be found to overcome hurdles like this and work collaboratively with both industry and education to improve the set up.

The group was felt to be the perfect avenue for addressing the above issues.

MG restated the need for the NDF action groups to not work in silo and look at the cross over of work.

It was agreed that an invitation to the group would be forwarded to Tony George from DWP.

7. Working together to improve the social determinants of health in Ilfracombe

AB and KM provided a detailed presentation covering the work taking place in Ilfracombe to improve outcomes in the local area and engage the community in the process.

KM provided an overview of the Ilfracombe Taskforce, why the taskforce was set up, it's membership and governance and the themes / purpose. The agreement of a social contract between those involved in the partnership was explained and KM went on to highlight the North Devon District Council (NDDC) role in relation to housing in the area.

A presentation from AB explained the Poverty Truth Commission in detail. It was confirmed that following a successful bid for funding by the OND there was agreement to focus the funding on Ilfracombe. The concept of Community and Civic Commissioners was explained, and it was confirmed that so far Ilfracombe had successfully allocated 10 members of the community as Community Commissioners.

Feedback on the recent launch event at the Landmark Theatre was provided and some of the Board members, who attended as Civic Commissioners, provided their own feedback of the event and how grounding it was. The learning gathered from the launch event is to be collated via Exeter University researchers and it was agreed that the newsletter would be shared with attendees.

Attendees were advised that further work has also started with Ilfracombe Futures Group around the setting up of a young person's poverty commission.

Two areas of work from the taskforce work were highlighted and explained -the development of cultural plan strategy for Ilfracombe and Ilfracombe Healthy Homes group.

KM went on to explain that NDDC recently purchased empty run-down properties in Ilfracombe which had been HMOs, these were being renovated and rebuilt via a new provider using money from CCA. The aim being to provide decent quality accommodation. It was explained that one property had been converted into 10 bedsits, and the District Council had plans to remodel so that 6 larger sized flats would be made available.

The loss of bedspace was recognised, but this was being balanced with the need to provide good quality housing. In terms of managing the displacement this could cause, it was explained that so far properties had been empty when purchased, but complexities of the project were recognised and would be considered moving forward.

Chair thanked presenters.

It was asked that the North Devon MP Office and Councillors be linked into the work taking place in Ilfracombe and offered their support.

The need to balance this work with positive messaging around the vibrant business community in Ilfracombe was also highlighted during discussion.

8. Update from each Action Group

Health and Well Being

Chair advised this work area had already been covered on the agenda.

Place and Community

MG advised that the group were still struggling to identify an overall purpose and what role the group should have. It was proposed that a separate discussion on composition take place following the meeting and for a way forward to be identified before the next Board meeting. The need for Housing and Transport groups was also noted.

Climate

DS advised the group are still struggling to find a focus and it was felt there was some duplication of work across the groups. It was confirmed that Andy Bell was considering a way forward for the group and Board members were asked to share any requests they may have.

Economy

A report was submitted and shared with Board members prior to the meeting.

Innovation and Skills

A report was submitted and shared with Board members prior to the meeting.

Alan Dyke– North Devon Plus

AD provided an update on the work of North Devon Plus and advised of the progress over the last 12 months, noting the impact of a change in Government. Attendees were also advised that North Devon Plus had successfully recruited a new officer – Clean Maritime and Green Energy Officer – and this role was now in place, working across North Devon and Torridge and funded through the Shared Prosperity Fund.

It was suggested that North Devon Plus have their own item on the agenda.

9. Update from Mark Burnett on regional maritime sector

Mark Burnett introduced himself and explained the work of the Seiche Group – a North Devon based SME. An overview of the work of the company in the maritime sector was provided.

MB highlighted some of his roles within the Maritime sector and went on to explain the establishment of the North Devon and Torridge Maritime Network. It was confirmed that a scoping document had been completed, which aligned the network with the Maritime UK Southwest and a Terms of Reference was also in development. The objectives and areas of focus were explained in detail and MB provided an overview of meetings that had taken place so far.

Chair thanked MB for presenting and reflected on the positives of having such expertise in the area on these issues.

The Babcock Devonport deal in Plymouth and potential impact on skills locally was discussed and MB explained how the North Devon & Torridge Maritime Network aimed to compete and foster collaboration within the region – using Appledore as a skills base.

CF confirmed that work was already underway to look at exploring international opportunities and the opportunities that Appledore presents in terms of access to water.

Following mention of Scotland and their links to the Hydrogen sector CF advised how to consider the right kind of manufacturing opportunities needed in relation to the local infrastructure.

It was requested that Board Members provide feedback or any support to help.

10. Key ask Document from Transport SWOT

BB provided a detailed presentation on the SWOT Analysis of Transport & Infrastructure in Northern Devon exploring the key themes and asks.

It was confirmed that a NDF response to the to the Integrated Transport Plan for Devon and Torbay Combined Authority had been circulated and a draft was being finalised to be sent later that afternoon.

Following discussion, it was confirmed that a response needed to be submitted by the end of the week and Board Members were asked to contact Bill with any feedback they felt needed to be added.

11. AOB

Board Members were asked to advise of any agenda items for the next meeting and a date for the next meeting would be confirmed using doodle poll as usual.

It was asked how the Board could support and contribute to Petroc's efforts in terms of work placement and KH advised there were 2000 work experience placements, and they would be grateful if the Board could all get involved and also encourage partners as well.

Following discussion on X Links and also future Floating Offshore Wind, and the potential impact for the area, CF advised talks were already underway and various models had been explored and learnt from, with engagement also underway with various regional partners. This would now be led by the Clean Maritime and Green Energy Officer.

12. Written update on Devolution*

Keri Denton had provided an update circulated to the board in advance of the meeting. KD advised she was happy to answer any questions anyone had.

Meeting ended: 12:11