

**County Durham Economic Partnership  
Officer Delegated Group  
09:30, Wednesday 11 April 2007  
Committee room 1b, County Hall**

**MINUTES**

**In attendance:**

Bob Ward	CDEP Lead Officer Secretariat
Joanne Willey	CDEP Secretariat
Linda Edworthy	Durham County Council Chief Officer & Physical Development Group Chair
Claire Williams	CDEP Secretariat
John Pearson	Economic Regeneration Group Chair
Sue Parkinson	Business and Enterprise Chair
Nick Muse	One NorthEast
Neil Stokell	Teesdale District Council

**1. Apologies**

Nick James	Learning and Skills Group Chair
John Anstee	Knowledge Economic Advisory Group Chair
Melanie Sensicle	Area Tourism Partnership Chief Officer

**2. Declarations of Interest.**

None.

**3. Minutes of the last meeting**

Matters Arising:

Page 1, item 3. Action for secretariat to organise an event for the partnership to engage with the private sector. **In progress.**

Page 2, item 4. Action for secretariat to review the contractual relationship between EKOS, ARUP and the Partnership. **Complete** – EKOS have been re-employed and the Partnership is also looking to contract with EKOS and Shared Intelligence to progress the CDES Action Plan and Single Programme Investment Plan.

Page 3, item 5. Action for secretariat to draft a letter re TWCR response and circulate to the partnership. Bob Ward explained that the letter had been sent, however apologised, as it was not sent to the partnership as agreed.

Page 3, item 6. Action for secretariat to send out the summary of PIF responses and programme position documents to the wider partnership.

**Complete**

Page 4, item 6. Secretariat and WG Chairs to work together to identify problems and see if the provision of additional information to ONE would change the outcome of the decision. **Ongoing.**

Page 4, item 6. Action for Secretariat to make sure sponsors ensure that projects proceed within the timescales required. **Ongoing** - Had initial talk with ONE, still awaiting some final views.

Page 4, item 7. LAA coordinating group to prepare a roll forward draft plan.

**JP to update under item 11**

Page 4, item 8. Secretariat to produce a draft report from the NEECEP report, which would go to the SAP for their consideration, then a final draft be circulated to the ODG. **Complete.**

Page 4, item 9. Action for the KEAG to look at having a wireless County. **In progress.**

Page 5, item 10. Action for Melanie Sensicle to ensure the project plan for the County Durham Image and Reputation work is shared with the ODG.

**Ongoing.**

Page 5, item 10. Action for Melanie Sensicle to ensure the District Councils are made aware of this work before the media were informed. **Ongoing.**

#### **4. Single Programme 2006/07 Slippage**

Claire Williams spoke to the report as circulated previous to the meeting. She explained that the purpose of this was for the group to consider the justifications provided by sponsors for requests to carry forward funding into 07/08. She noted the points for consideration and invited the group to give comments. Nick Muse didn't think the future management arrangements for Single Programme post 2008 should stop the projects continuing. The management of projects was a factor. Linda Edworthy had received confirmation of approval from Richard Prisk who was unable to attend the meeting and also felt that a risk management approach should be taken. Bob Ward requested that a report detailing outputs and milestones for key projects should be included in the report at the next meeting and the issue of project management to be discussed further.

**Action: Secretariat**

The group agreed to support the slippage request.

**Agreed.**

Claire asked the group to consider the Stanhope Retail Distinctiveness Project to take forward the Action Plan that was being developed. The project had generated a lot of interest with local businesses. At this stage no actions or milestones could be given, therefore the group **agreed** in principle to support the project, subject to a presentation of what the Action Plan was going to do.

#### **5. Single Programme Investment Plan / Business Case**

Bob Ward stated that the Single Programme business case would flow from the development of the Economic Strategy. Nick Muse requested a schedule of key projects, initiatives and outcomes for 07/08 and onward commitments.

**ACTION: Secretariat**

#### **6. Lyons Enquiry Report**

The group received the report and had no comments.

## **7. Freud Report**

The group received the report and agreed that Jobcentre Plus should be invited to the next Board meeting to give a presentation on what's happening.

**ACTION: Secretariat**

## **8. London 2010 Olympic Games and Paralympic Games**

The group received the report and requested more information from Business Link North East and ONE about what is happening regionally.

**ACTION: Secretariat**

## **9. County Durham Economic Partnership Review**

Linda Edworthy updated the group. Working group meetings were being organised under the new structure. John Pearson felt that a lot of the items on today's agenda could have been circulated by e-mail. He suggested the group met less often and looked at things in more detail. Sue Parkinson agreed and felt that this was a role for chairs to ensure secretariats don't get overloaded with papers to write. Neil Stokell questioned where the CDEP would fit with the GHK review. Bob Ward stated that the Partnership would be moving towards an independent secretariat.

The paper 'Governance proposals for the integration of the County Durham Strategic Partnership and Local Area Agreement agenda' was circulated to the group. Linda Edworthy raised concerns about the timetable set out on page 10. Bob noted that he would be attending the LAA and CDSP board meeting on 18 April if any one had any comments before then.

## **10. County Durham Economic Strategy**

This item had been covered under matters arising.

## **11. County Durham Local Area Agreement**

John Pearson told the group he had sent a letter to BLNE to ask them to engage with the block. Meetings had been arranged to update/refresh the delivery plan. He felt that the LAA economy block needed a performance management framework which could then be translated into a performance management for the Partnership.

## **12. County Durham Image and Reputation**

An update could not be given as Melanie Sensicle was not present at the meeting.

## **13. Any other business**

Bob Ward shared some ideas that he had for the Partnership to consider in the forthcoming debates around the CDES and Action Plan:

Conference facilities – the Partnership may wish to invest in some market research to see what people want.

ICT – building on what’s been happening in other parts of the world looking at a Wifi County Durham.

Need to look at issues around carbon neutrality.

Weardale Railway – now up and running, need thoughts on where it might go next.

John Pearson mentioned that he wasn’t comfortable with his knowledge around skills. It was noted this was the topic for the Economic summit in the autumn.

#### **14. Date and time of next meeting**

The date of the next meeting was planned as 18<sup>th</sup> May – Novus Business Centre. **However, please note that following the meeting the date has had to be rearranged as it clashes with the launch of the RES Action Plan.**