

**Devon Rural Network  
Rural Voluntary and Community Sector Action Group Minutes**

**4<sup>th</sup> April 2007 Ockment Centre, Okehampton**

**Present**

Jay Talbot (Chair)	CCD
Debbie Williams	Devon Fire & Rescue Service
Sue Tucker	Diocese of Exeter
Melanie McLoughlin	Devon Community Foundation
Karen Nolan	Devon Assoc of CVS
Jen Anderton (secretariat)	Devon Rural Network

**Apologies**

Scott Jacobs-Lange	GOSW
Paul Delahoy	Devon Towns Forum
Jane Williams	Torrige Community Transport
Duncan Wood	Involve Mid Devon
Ewan Rae	Devon Heartlands Community Partnership
Jo Pickering	Devon Rural Carers
Geoff King	Adult & Community Services DCC
Lynn Thornton	Devon Rural Transport Partnership

**Agenda:**

<b>1.</b>	<b>Welcome and Introductions</b>
	The chairman welcomed the group and thanked everyone for coming to the third meeting of this new action group.
<b>2.</b>	<b>Minutes of the meeting held 5th December</b>
	<p>The group felt that the minutes were an accurate depiction of the last meeting. The chairman went through the actions of the last meeting:</p> <p><b>1c.</b> In the last meeting the group talked about adding representatives from other key sectors of the voluntary sector, such as Devon PCT, Youth Services and Elderly.</p> <ul style="list-style-type: none"> <li>• Devon PCT – Becky Jenkins/Ian Tearle</li> <li>• Youth Services – Mark Goodman</li> <li>• Age Concern/ Elderly – Ann Ovens</li> </ul> <p style="margin-left: 150px;">} Jay Talbot to follow up after initial contact</p> <p><b>4c.</b> JA has discussed the possibility of the Rural VCS representative joining the DRN PSG at the Management Advisory Group it was agreed and a representative can be volunteered. The PSG have been nominated for 2007-08 but a rep could still attend.</p>
<b>3.</b>	<b>Matters Arising</b>
<b>3a.</b>	<b>Draft Terms of Reference</b>
	JT and KN have revised the ToR, all agreed (ToR attached)
<b>3b.</b>	<b>Information form Pro Formas</b>
	SS collated the information received so far from the returned proformas. The proformas were designed to collate information about the VCS organisations in Devon, and to be able to look at the gaps and overlaps.

	<p><b>3bi. Organisation Pro Forma</b></p> <p>11 Organisations have sent in their Pro Forma but there are still a few missing</p> <p><b>ACTION: Pro forma attached with minutes for those who have not completed it, send back to JA</b></p> <p><b>ACTION: All members to disseminate pro formas to their members/partners appropriately.</b></p> <p><b>3bii. Individual Pro Forma</b></p> <p>10 individual pro formas have been received, there are still a few to go.</p> <p><b>ACTION: Pro forma attached, all members of the group to fill in the form and return to JA</b></p> <p><b>3biii. Best Practice Pro Formas</b></p> <p>So far there are 5 best practice forms that have been received, there needs to be 10 before they can be submitted to website.</p> <p><b>ACTION: ALL members committed to get 1 best practice example for the website by the next meeting.</b></p>
<b>3c.</b>	<b>Website Page</b>
	Changes have been made to VCS web page as requested. These minutes will be posted when all agreed.
<b>4.</b>	<b>Devon Rural Network Business</b>
<b>4a</b>	<b>Devon Rural Strategy</b>
	JA updated the group on the Devon Rural Strategy development. The Strategy has been completed and will be launched at the DRN AGM on 11 <sup>th</sup> April at Escot House, Ottery St Mary. The Strategy title has changed to <b>Devon Rural Strategy 2007 – An Action Plan for 2007 onwards</b> . The strategy will be uploaded on to the website as soon as possible along with the appendices.
<b>4b.</b>	<b>DRN staff changes</b>
	<p>Since the last meeting Sarah Streeter has left the DRN to take up a position at South Hams District Council as Sustainable Tourism Officer. This is a great opportunity for Sarah but she will be missed, everyone thanked Sarah for her support.</p> <p>The post has been advertised and interview take place on Tues 1<sup>st</sup> May.</p>
<b>5,</b>	<b>Devon Consortium –New Change Up Programmes</b>
	<p>The Devon Consortium is made up of 22 VCS organisations. New medium to short term Government funding has been announced through the Change Up programme administered through Capacity Builders. Note funds are for infrastructure development. Devon has two funds, the Consortia Projects Programme has £100,000 to April 2008, 20% of which is allocated to keeping the consortium going. The rest of the money goes on 3 other projects as below: A new Consortia Development Fund is also available for forward planning.</p> <p>1. Compact More codes of practise are being developed to create to complete the Devon Portfolio. Also activities</p>

to promote the Compact way of working into public sector organisations are planned. See [www.dacvs.org.uk](http://www.dacvs.org.uk) for more details  
KN gave an update to say that a Part Time worker has been recruited to develop the consortium, due to start in early May. Timescales are going to be very tight as target dates are slipping.

A county wide event was held in the South Hams on the 12<sup>th</sup> March, 29 delegates attended including reps from the Police, Devon PCT, Community Safety Partnership and so on. The event was run through the LSP to promote the Compact.

Events are being planned in each district to be run through the LSP's, the idea is to make the compact a way of working.

### 2. Performance Improvement

Focus on Governance activity for VCS, includes diversity training which will build on previous programmes. If there is money there will also be activity on workforce development and making infrastructure organisations more able to help at the grass roots level.

Currently there are 6/7 projects going through such as tool kits, web use, diversity training for example.

### 3. Representation

Establishing a county level representative database and protocols for representation.

There are 6 thematic areas – with leaders for 4 of them – children and young people, elderly, health, safer and stronger communities, DSP/LAA and equalities. KN to update further at next meeting.

There is the Consortium Development Fund of £35k to develop the consortium. The consortium has been in place for 3 years and is now ready for next 3 years, is consortium fit for purpose? There is a county level body who is working on a delivery plan. The current local infrastructure plan is for 12 years and this needs up to date input from the Voluntary/Community Sector.

## 6. Working Groups

It was decided that a presentation on specific areas was needed at each meeting and to update on work such as the consortium activities.

JT advised that it would be best to pick a few areas to concentrate on and make a difference in..

The suggested areas at the last meeting were as follows:

Rural Transport  
Representation  
Health and Social Care  
Social Enterprise  
Rural Funding

Of those areas it was decided that representation is being looked at by the consortium. JT identified key tasks that the working groups might consider:

- networking/partnership development
- Effectiveness of sector/avoiding reinvention
- Better service delivery/developing the role

The suggested working groups to focus on are:

	<p>Rural Funding – Duncan Wood leading MM supporting          Accessibility (start with community safety) – Debbie Williams leading KN supporting          Community Buildings – JT leading ST supporting          Transport – LT leading JT supporting</p>
<b>7.</b>	<b>AOB</b>
	<p>It was agreed by all that there should be a standing agenda item on interesting projects and partnership development.</p> <p><b>Action: JT and KN to give a presentation on Rural Volunteering (RSCP project) at next meeting</b></p> <p>KN updated that the diversity steering group is less active for funding reasons but the group wants to be reinstated and include rural.</p> <p>JT highlighted a CCD conference that will be taking place on 17<sup>th</sup> October on the 21<sup>st</sup> Century village. This will be at Halberton nr Tiverton</p>
<b>8</b>	<b>Date and time of next meeting</b>
	4 <sup>th</sup> October 2007, Okehampton Fire Station 2pm. Map will be sent with agenda nearer time