

MINUTES of a meeting of the **CABINET MEMBER FOR HEALTH AND COMMUNITIES** held on 13 December 2016 at County Hall, Matlock

PRESENT

Councillor D Allen – Cabinet Member

Also in Attendance – Councillor C A Hart

100/16 **MINUTES RESOLVED** that the minutes of the meeting of the Cabinet Member for Health and Communities held on 22 November 2016 be confirmed as a correct record and signed by the Cabinet Member.

101/16 **NEW BURDENS FUNDING FOR DERBYSHIRE RECORD OFFICE** The Derbyshire Record Office (DRO) was the official Place of Deposit (PoD) for public records relating to Derbyshire. In 2015, the Constitutional Reform and Governance Act 2010 had changed what was known in the Public Records Act as the ‘thirty year rule’ to the ‘twenty year rule’. This meant that, in future, public records would be transferred to the PoD once they were twenty years old.

In order to manage the transition to the twenty year rule, PoDs would be taking in one extra year’s worth of records every year over ten years to catch up with the backlog created by the change in policy. The Government had allocated New Burdens funding to support local authorities in taking on this unanticipated quantity of records over 2015-2024. This funding was managed by The National Archives (TNA), and in order to claim New Burdens funding, PoDs had to send in an annual return to TNA stating the quantity of public records taken in over the past year. The total available funding was divided up each year between PoDs according to the quantity of records taken in, so payments would vary over years. In 2015, DRO had taken in 48 linear metres of extra public records, for which it had received a New Burdens payment of £28,900. The funding would be used for activities such as cataloguing and preserving public records. It would also be used to invest in physical or digital storage solutions that would increase general capacity to collect and manage future transfers of records. For audit purposes, DRO would be required to provide evidence of the spending of the New Burdens payment to TNA.

As New Burdens payments would vary from year to year, permission was sought to create a dedicated reserve for New Burdens payments so that the money could be retained for the purposes for which it had been given, and money could be spent across financial years.

RESOLVED to (1) note the report; and

(2) agree to the creation of a dedicated reserve for New Burdens payments so that the funding could be used towards the costs incurred in complying with the changes to the Public Records Act.

102/16 PROPOSED REGULATORY COMPLIANCE OFFICER – TRAILBLAZER APPRENTICESHIP SCHEME The Department for Education had approved an Expression of Interest to develop a new apprenticeship standard for a Regulatory Compliance Officer. The next step in the process was to get a Standard for the apprenticeship scheme agreed, and this would set out the expected knowledge, skills and behaviours required in the role. Examples of the tasks associated with the role were provided, and it was anticipated that the apprentice could be working for a local or national regulator or a private sector business.

It was expected that the apprenticeship would take two years to complete and would be a Level 4 qualification. The Standard had been provided, and had been approved by the Minister on 14 September 2016. The next stage in the process was to submit an Assessment Plan which described what the apprentices must do to be able to demonstrate that they had achieved the requisite level of competence. The 'End Point Assessment' was likely to include multiple choice questions, an observation of professional practice, and a portfolio of evidence together with a professional interview.

The Steering Group was currently in discussions with training providers to determine how the apprenticeship training would be provided. Both training providers and assessors had to be registered with the National Apprenticeship Team, which was part of the Skills Funding Agency within the Department of Education. The target date to have the Scheme up and running was Spring 2017.

RESOLVED to note the report.

103/16 AWARD OF GRANTS TO EXTERNAL RECIPIENTS Grant requests had been received from High Peak, Chesterfield, North East Derbyshire and South Derbyshire Community Safety Partnerships, and totalled £23,840. A request had also been received for funding of £10,000 to explore the potential to develop a countywide project to provide mentoring services for young people. This would require further consideration to see how the proposed project fit in with current provision across the County before a decision could be made on funding. The costs of the grants would be met from the Community Safety budget.

RESOLVED to approve the award of grants of:-

- £6,000 to High Peak Community Safety Partnership
- £3,000 to Chesterfield Community Safety Partnership

- £9,800 to North East Derbyshire Community Safety Partnership
- Up to £5,040 to South Derbyshire Community Safety Partnership