



NOTTINGHAMSHIRE PARTNERSHIP MANAGEMENT GROUP

Thursday, 8 August 2008

Rufford Suite & Assembly Hall, Nottinghamshire County Hall

MINUTES

Present

Peter Baguley	Programme Manager: Environmental Sustainability (Gedling Borough Council)
Jacqui Bell	Chief Executive, Networking Action for Voluntary Organisations (NAVO)
Stephen Bray	Gedling Borough Council
John Buckley	Assistant Chief Fire Officer and Strategic Director, Nottinghamshire Fire and Rescue Service
Mick Burrows	Chief Executive, Nottinghamshire County Council
Steve Calvert	Strategic Director for Communities, Nottinghamshire County Council
Les Cowling	Programme Manager: Children achieving their full potential (Nottinghamshire County Council)
Kate Davies	Strategic Director, Nottinghamshire Drug and Alcohol Action Team (DAAT)
Steve Derbyshire	Nottinghamshire Partnership Support Officer – Sustainability; and Economic Development
Adrian Dudley	Development Officer, Safer Communities, Nottinghamshire County Council
Richard Edwards	Neighbourhood Manager, Manton Community Alliance
Peter Elderton	Head, Policy and Performance, Nottinghamshire County Council
Ged Greaves	Strategic Manager, Policy and Performance, Newark and Sherwood District Council
Cathy Harvey	Programme Manager: Health and Wellbeing for All (Nottinghamshire County Council)
Sharon Holmes	District Performance Manager, Jobcentre Plus Nottinghamshire
Marie-Laure Huke	Lead negotiator, Government Office for East Midlands
Ruth Hyde	Chief Executive, Broxtowe Borough Council
Paula Jezewski	Nottinghamshire Partnership Support Officer – Stronger Communities; and Health & Wellbeing
Chris Kenny	Nottinghamshire County Teaching and Bassetlaw PCTs
Tamara Khosla	Nottinghamshire Partnership Secretariat
Terry Laws	Partnership Director, Learning and Skills Council Nottinghamshire (LSC)
Susan Lewis-Roberts	Nottinghamshire Partnership Manager
<i>Phil Lyons</i>	<i>Chair, Nottinghamshire Partnership Management Group</i>
Ruth Mann	Nottinghamshire Partnership Secretariat
Ruth Marlow	Managing Director, Mansfield District Council
Sue Maslowska	District Manager, Broxtowe Citizens Advice Bureau





Jo Mathieson	Nottinghamshire Partnership Support Officer – Safer Communities; and Children and Young People
Anthony May	Acting Strategic Director, Children and Young People's Services, Nottinghamshire County Council
Celia Morris	Programme Manager: A Thriving Economy (Nottinghamshire County Council)
Sarah Pearson	Bassetlaw District Council
Diane Pollard	Nottinghamshire Partnership Finance Support (Nottinghamshire County Council)
Paul Randle	Assistant Chief Executive, Rushcliffe Borough Council
Ruth Rigby	Service Head, Strategic Housing & Supporting People, Nottinghamshire County Council
Sharon Squires	Director of Change (Communities), Nottinghamshire County Council
Simon Starr	Director, Sport Nottinghamshire
Heather Stokes	Head of Service for Strategic Planning (Communities), Nottinghamshire County Council
Lili Tabiner	East Midlands Development Agency (EMDA)
Marcie Taylor	Services Director, Strategic Services, Children and Young People, Nottinghamshire County Council
Richard Wilding	Scrutiny and Policy Manager, Ashfield District Council

Total present: 39 people

Apologies

Gillian Blenkinsop	Corporate Development and Policy Manager, Bassetlaw LSP
Nina Dauban	Health and Wellbeing Partnership Chair (NAVO)
Gill Francies	Assistant Director - External Relations, Nottinghamshire Probation
Diana Gilhespy	East Midlands Development Agency (EMDA)
Nick Holmes	Nottinghamshire Police
Geoff Hulse	Nottinghamshire County Council Business Improvement Board (Independent observer)
Helen Jebb	Programme Manager: A Safe Place To Live (Nottinghamshire Police)
Liz Lesquereux	Programme Manager: Community Cohesion and Participation (Nottinghamshire County Council)
Alan Mellor	Chief Executive, Ashfield District Council
David Pearson	Strategic Director of Adult Social Care and Health, Nottinghamshire County Council
Joe Pidgeon	Programme Manager: Vulnerable People (Nottinghamshire County Council)
Tom Stockwell	District Manager, Jobcentre Plus Nottinghamshire
Chris Walker	Programme Manager: Health and Wellbeing for All (Nottinghamshire County Council)

Total apologies: 13 people





MINUTES

Meeting opened: 9.30am

NO.	ITEM	ACTION
1.	Welcome and apologies Chair	
2.	Presentation of draft delivery plans Programme Managers	
	<p>The Chair summarised the planning process to date and thanked Programme Managers for their efforts in producing the first versions of delivery plans. These form a starting point in delivery planning.</p> <p>The Chair outlined the way that the presentation of delivery plans would take place – in a round robin format in the Assembly Hall – and put forward discussion points for each table to consider. In particular, officers were asked to lodge strategic issues with Programme Managers, but not to delve in the detail of delivery plans.</p> <p>Officers moved to the Assembly Hall to present draft plans.</p>	
3.	Summary of key issues arising from presentations on delivery plans Lead Facilitators	
	A summary of the key issues arising is being compiled by the Secretariat and will be sent out to officers shortly.	Secretariat to compile key issues
4.	Minutes arising from meeting of 7 July 2008, including update on <ul style="list-style-type: none"> ▪ Action Log ▪ LAA handbook Chair	
	<p>There were no amendments to the minutes from 7th July 2008.</p> <p>There have been no changes on the Action Log. The results of today's workshop will be translated into specific actions for the Action Log.</p>	Secretariat to update Action Log with outcomes of workshop.





NO.	ITEM	ACTION
	<p>The Chair reminded partners about the LAA Handbook, which will have differentiated targets. Many of these were expressed in the delivery plans and the Secretariat will process these.</p>	<p>Secretariat to copy differentiated targets from delivery plans into LAA Handbook.</p> <p>Programme Managers to provide Secretariat with differentiated targets where appropriate.</p>
<p>5.</p>	<p>Finance update Diane Pollard</p>	
	<p><u>Update on 2007-08 spend</u></p> <p>Audited level of spend for last year showed a £1.3 million slippage to the next financial year. There are no plans for reallocating these funds.</p> <p>Some officers felt that there needs to be more efforts in analysing expenditure and commissioning/allocating funds. Not doing so is bad practice. There needs to be a better understanding of the reasons behind under-spends.</p> <p>The Chair noted that unspent funds could be a way of creating necessary 'headroom'. The need for a headroom fund has not yet been grasped.</p> <p>The Chair also noted officer concerns about underspend and recommended that funds be fully expended.</p> <p><u>Update on current year spend</u></p> <p>The current year funding allocation is approximately £60 million. The appendix for the finance report gives the details of actual funding streams.</p> <p>There have been some problems in that the new grant will not be paid until October.</p> <p>There are also some issues with capital grants, specifically the Waste Infrastructure Capital Grant and the Safer and Stronger Capital Grant. The Treasury has been slow to approve these, but this will happen (although timing is out). The grants will probably come in for the whole year.</p>	





NO.	ITEM	ACTION
	<p><u>FWG meetings</u></p> <p>Representation from districts at the Finance Working Group meetings is improving, although not all regularly attend.</p> <p>One officer asked about whether there are any links between the Finance Working Group and the Nottinghamshire Finance Officers Group. While the Finance Officers Group deals with much broader issues than the Finance Working Group, which deals solely with the LAA, it was recommended that links between the two groups be improved and formalised.</p> <p><u>Pump priming</u></p> <p>An update about how pump priming funds would be distributed/used was provided.</p> <p>Half the pump priming funds have been used while half remains.</p> <p>The year-end forecasts are optimistic – there will be no spare funding for reallocation.</p> <p>Exact spend will be known by October and the forecasts will be validated by Christmas, so there will be time to reallocate any funds if necessary.</p> <p>Queries were raised about the outcomes of expenditure. It was noted that the percentage of spend from the first three years was certified against “original reallocation principles”.</p> <p>Most Programme Managers felt able to report on relationship between outcomes and expenditure.</p> <p>The Chair noted that the link between expenditure of pump-priming funds and outcomes could be a forthcoming agenda item.</p> <p><u>Delivery planning and resource requirements</u></p> <p>As the delivery planning timescale has been extended, financing of the LAA will no longer fit in with the Finance Working Group timetable.</p> <p>However, some general recommendations can be made. If extra resources are required, the resource needs to be found within existing mainstream budgets.</p> <p>It is not the intention of Finance Working Group to target aligned funds for reallocation, as this needs to be done by partners.</p> <p>New financial deadlines need to be reassessed and partners/Programme Managers will need to provide finance information for the next meeting of the Finance Working Group.</p>	<p>Secretariat to ensure a forthcoming MG agenda item on links between pump priming funds and outcomes.</p> <p>Programme Managers to provide Diane Pollard with required finance information.</p>





NO.	ITEM	ACTION
6.	<p>CAA update Peter Elderton</p>	
	<p>The pilot in Nottinghamshire was discussed.</p> <p>There will be a meeting on the 15th August with the inspectorates. Partners were asked to ensure they are represented (queries through Peter Elderton).</p> <p>If any officers have questions about the new white paper or the pilot itself, they should feedback to Peter Elderton.</p> <p>The results of the pilot will be brought back to Management Group so that a collective response to the Audit Commission can be drafted.</p> <p>Initial feedback will be available from the 3rd September. Final feedback will be available on 30th September.</p> <p>It was noted that the Audit Commission have put up a model of a final report which officers can view and use to inform feedback.</p> <p>Feedback to Peter Elderton is required by the end of August.</p> <p>Some questions were raised about how the CAA links in with the work of World Class Commissioning, who seem to use similar criteria for inspecting work.</p> <p>The Chair noted this query and asked Peter Elderton to take to CAA. GOEM will also provide a response.</p>	<p>Officers to ensure they are represented in CAA pilot. Feedback to Peter Elderton.</p> <p>Feedback on CAA process and pilot to Peter Elderton by end of August 2008.</p> <p>Peter Elderton to query Audit Commission on links between World Class Commissioning and the CAA. Marie-Laure Huke to provide a response on same.</p>
7.	<p>Any other business Chair</p>	
	<p>1. Rushcliffe raised concerns about the recent effectiveness of the Performance Officers Group. This group seems to be lacking focus and there were particular concerns about the meeting in July. First quarter figures are not yet out. The Chair noted the concern and was happy to meet with Rushcliffe outside the meeting to address.</p>	<p>Phil Lyons to meet with Paul Randle regarding concerns about Performance Officers Group.</p>





NO.	ITEM	ACTION
	2. The Secretariat told officers that there will be a regional event hosted by GOEM on 17 th September. Members have been invited already. The Partnership will be presenting examples of good practice to date. If any officers would like to attend, please contact Susan Lewis-Roberts for more information.	Officers who wish to attend the regional event by GOEM on 17 th September must contact Susan Lewis-Roberts.
8.	Next meeting Chair	
	4 th September 2008, 9.30am – 12.30pm To be hosted by Gedling Borough Council. Exact venue details to be confirmed.	

Meeting closed: 12.00noon

