



## NOTTINGHAMSHIRE PARTNERSHIP MANAGEMENT GROUP

Thursday 13 November 2008

Old Council Chamber, Town Hall, Broxtowe Borough Council

## MINUTES

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### Present

Peter Baguley	Programme Manager: Environmental Sustainability (Gedling Borough Council)
Gillian Blenkinsop	Corporate Development and Policy Manager, Bassetlaw LSP
Craig Bonar	Head of Policy, Performance and Research, Mansfield District Council
Faye Booker	Temporary Service Director, Policy, Development and Partnerships, Nottinghamshire County Council
Stephen Bray	Head of Strategy and Performance, Gedling Borough Council
Barbara Brady	Public Health Consultant, Nottinghamshire NHS
Alison Brock	Research and Information Team, Nottinghamshire County Council
Les Cowling	Programme Manager: Children achieving their full potential (Nottinghamshire County Council)
Nina Dauban	Health and Well-being Partnership Chair (NAVO)
David Dickinson	Head of Finance, Newark and Sherwood District Council
Pete Elderton	Head of Policy, Partnerships and Performance, Nottinghamshire County Council
Gill Francis	Assistant Director – External Relations, Nottinghamshire Probation Area
Ged Greaves	Strategic Manager, Policy and Performance, Newark and Sherwood District Council
Cathy Harvey	Programme Manager: Health and well-being for all (Nottinghamshire County Council)
Marie-Laure Huke	Lead Negotiator, Government Office for the East Midlands (GOEM)
Geoff Hamilton	Nottinghamshire Partnership Team
Paula Jezewski	Nottinghamshire Partnership Support Officer: Stronger Communities and Health and Well-Being
Susan Lewis-Roberts	Nottinghamshire Partnership Manager
<i>Phil Lyons</i>	<i>Chair, Nottinghamshire Partnership Management Group</i>
Sue Maslowska	District Manager, Broxtowe Citizens Advice Bureau
Kate Miller	Nottinghamshire Partnership Team
Jean Pardoe	Chief Executive, Connexions Nottinghamshire
Joe Pidgeon	Service Head, Inter-Agency Planning and Commissioning
Christine Southwell	Area Manager, Nottingham & Nottinghamshire Locality Management Team, Government Office for the East Midlands (GOEM)
Tom Stockwell	District Manager, JobCentre Plus
Marcie Taylor	Service Director, Strategic Services, Children and Young People's Services, Nottinghamshire County Council
Steve Turner	Head of Strategy, Performance and Community, Broxtowe Borough Council
Jon Wilson	Service Director, Mental Health and Learning Disability, Nottinghamshire County Council



## Apologies

Jacqui Bell	Chief Executive, Networking Action with Voluntary Organisations (NAVO)
John Buckley	Assistant Chief Fire Officer/Head of Community Risk Reduction, Nottinghamshire Fire and Rescue Service
Mick Burrows	Chief Executive, Nottinghamshire County Council
Steve Calvert	Acting Corporate Director, Communities
Rachael Clark	Nottinghamshire Partnership Support Officer (NAVO)
Rob Crowder	Chief Executive, Rural Community Action Nottinghamshire (RCAN)
Kate Davies	Strategic Director, Nottinghamshire County Drug and Alcohol Action Team (DAAT)
Diana Gilhespy	Executive Director of Regeneration, East Midlands Development Agency (emda)
Sue Griffiths	Deputy Chief Executive, Rushcliffe Borough Council
Geoff Hulse	Nottinghamshire County Council Business Improvement Board (Independent Observer)
Chris Kenny	Director of Public Health, Nottinghamshire NHS
Liz Lesquereux	Programme Manager: Strong Sense of Place (Nottinghamshire County Council)
Alan Mellor	Chief Executive, Ashfield District Council
Celia Morris	Programme Manager: A Thriving Economy (Nottinghamshire County Council)
David Pearson	Interim Corporate Director, Corporate Services, Nottinghamshire County Council
Sharon Squires	Director of Change, Nottinghamshire County Council
Lili Tabiner	East Midlands Development Agency (emda)
Chris Walker	Programme Manager: a safe place to live (Nottinghamshire County Council)
Pam Wisher	Gedling CVS





## MINUTES

Meeting opened: 9.30 am

NO.	ITEM	ACTION
1.	<p><b>Welcome and Introductions - Chair</b></p> <p>Phil Lyons welcomed Management Group colleagues to the meeting and thanked Steve Turner for Broxtowe Borough Council's hospitality.</p>	
2.	<p><b>Minutes of the previous meeting held on 9 October 2008 - Chair</b></p> <p>There were no amendments for accuracy.</p> <p>Item 4: Susan Lewis-Roberts confirmed that the performance management information has been circulated to Management Group.</p> <p>Item 6: Marie-Laure Huke advised that the Local Area Agreement (LAA) "refresh timetable" has been shared with the Nottinghamshire Partnership team. <b>It was agreed that an electronic version will be circulated early next week.</b></p>	<p><b>GOEM</b> <b>SL-R</b> <i>b/f 28.11.08</i></p>
3.	<p><b>Finance Working Group Report - Chair</b></p> <p>The Finance Working Group report was discussed to agree recommendations to be taken to the meeting of the Nottinghamshire Local Strategic Partnership (LSP) Board on Monday 17 November 2008. The recommendations were discussed in turn:</p> <p><b>Recommendation one (3.1):</b> The current resource allocation is maintained for the next two financial years 2009/10 and 2010/11.</p> <p>Jean Pardoe suggested a caveat that a level be set for the amount of funding coming into the Partnership, particularly in the current economic climate. Marie-Laure Huke confirmed that there were no current announcements that there might be changes to funding levels but this position could not be guaranteed.</p>	





NO.	ITEM	ACTION
	<p>David Dickinson requested clarification on whether Partnership funds flowing through the Revenue Support Grant (RSG) would be included in this proposal. Peter Baguley confirmed his understanding that it would be included. <b>SL-R undertook to check the County Council’s position and to provide confirmation with the minutes.</b></p> <p>Gill Francis asked for further information on the funding streams coming into the Partnership, together with the Pump Priming money. The Chair referred to the financial information on the LAA pooled grant contained in the report brought to the Management Group meeting held in September 2008, which remains unchanged with the exception of any agreed amendments to reward grant arrangements.</p> <p>Gillian Blenkinsop highlighted the importance of linking this recommendation with performance management. This was agreed.</p> <p>Faye Booker updated colleagues on the Supporting People monies which form a significant part of the pooled fund. It was agreed that it would be helpful to bring a summary report to a future meeting.</p> <p><i>The recommendation was accepted with the caveat that each outcome needs to be carefully performance managed to ensure the money is being used effectively.</i></p> <p><b>Recommendation two (3.2):</b> The resource allocated be maintained for the same purpose in 2009/10 and 2010/11.</p> <p><i>The recommendation was accepted with the caveat that each outcome needs to be carefully performance managed to ensure the money is being used effectively.</i></p> <p><b>Recommendation three (3.3):</b> Any new resources are allocated into a New Initiatives Fund, which can be utilised according the LAA’s priorities.</p> <p>It was felt that this recommendation should be qualified as there are a number of grants which are not ring fenced. Nina Dauban asked if money available now could be used to meet current needs rather than be tied in to future targets, given current economic circumstances.</p>	<p><b>SL-R</b> b/f 28.11.08</p> <p><b>Future agenda item</b></p>





NO.	ITEM	ACTION
	<p><b>It was agreed that the Nottinghamshire Partnership Team will e-mail a request for information from colleagues on current financial initiatives/issues and any pragmatic solutions which are being adopted in response to the current economic crisis. SL-R will share this information with the Nottinghamshire Improving Efficiency Group to avoid duplication.</b></p> <p>Marie-Laure Huke welcomed this action and requested that the information be shared with GOEM to meet Government's request for a fortnightly report on issues and responses to the current economic situation.</p> <p><i>The recommendation was accepted with the proviso that it be preceded with the clause: "For any new LAA funding which does not have any existing purpose....."</i></p> <p><b>Recommendation four (4.4):</b> It is recommended that all partners support the principle of agreeing to channel all new funding initiatives through the LAA in the first instance</p> <p>The Chair apologised to Barbara Brady, Nottinghamshire NHS that "Health Trainers" is still included in the list of funding which appeared not to have been channelled through the LAA (it is a PCT mainstream fund). The list will be amended to delete this entry.</p> <p>Jean Pardoe highlighted the difficulty in agreeing to this recommendation because of involvement in competitive tendering processes. Stephen Bray raised the fact that any funding received by the District Council, such as the Planning Delivery Grant, would need to be allocated to fill funding gaps to deliver services. It would not, therefore, be able to give assurances that non ring-fenced funding would be channelled through the LAA.</p> <p>The Chair suggested that the default position would be to inform of funding streams and to look at any connection with current work. The expectation would be that this funding would be shared through the LAA. Marcie Taylor added that this could be viewed as the principle of "consideration". Steve Turner suggested the need to first map funding streams before a decision could be made. Jean Pardoe suggested that informing of new funding initiatives could be a regular agenda item at Management Group meetings.</p> <p>Gill Francis highlighted issues raised by Home Office funding allocation which is received by the recipients direct. Marie-Laure Huke requested that examples of this be shared with</p>	<p><b>NP Team</b> b/f 28.11.08</p> <p><b>SL-R</b> b/f 28.11.08</p> <p><b>NP Team</b> b/f 12.12.08</p> <p><b>NP Team</b> b/f 28.11.08</p>





NO.	ITEM	ACTION
	<p>GOEM as they occur so that they can follow it up with the relevant individuals in the Home Office.</p> <p>It was agreed that the following recommendation would be circulated to colleagues for comments before it goes to the Nottinghamshire LSP Board on Monday 17 November 2008 for approval:</p> <p><i>The recommendation was discussed and it was agreed that:</i></p> <ul style="list-style-type: none"> <li><i>a) each partner will declare all new funding streams relevant to partnership working</i></li> <li><i>b) the appropriateness of channelling any new fund through the LAA would be determined at theme board level.</i></li> </ul> <p>The arrangements for the distribution of the reward grant (under 4.5 of the report) were discussed. The Chair highlighted the importance of funding to develop and promote new initiatives/new ways of working.</p> <p>Nina Dauban was of the view that any new initiatives should be agreed by the Nottinghamshire LSP Board. The Chair confirmed that the initiative would be discussed at Management Group before going to the LSP Board for approval. Stephen Bray requested clarification on how it was proposed the reward grant would be spent. Jean Pardoe suggested that money might be required to enable the Partnership to meet targets. The Chair confirmed that there may be a need for remediation as well as innovation if this related to changing circumstances but suggested that the money should not be used as a substitute for dealing with performance management issues.</p> <p>Gillian Blenkinsop raised concerns on behalf of the District LSP regarding how this would fit with the commissioning approach and was of the view that accountability should be strengthened. Stephen Bray continued that any changes to previously agreed funding to District LSPs would cause real issues, and particularly if the funding could solely be used to finance new initiatives and not for mainstream work. Each LSP is working on its Community Strategy, which will be in alignment with the County LSP, and it is viewed as a matter of trust and devolution. Steve Turner added that this issue was about supporting the District LSPs and not the priorities of the Nottinghamshire Partnership. The Chair confirmed that the purpose was to promote the golden thread to bring LSPs in "alignment" with the LAA.</p>	<p><b>AII/GOEM</b> Ongoing</p> <p><b>NP Team</b> b/f 14.11.08</p>







NO.	ITEM	ACTION
4.	<p><b>Pump Priming Report – Susan-Lewis Roberts</b></p> <p>Susan Lewis-Roberts introduced the report on behalf of Diane Pollard, in her absence, highlighting the following options for allocation:</p> <ul style="list-style-type: none"> <li>- it could be left without any reallocation, in case those stretch targets currently forecasting an underspend require additional funding;</li> <li>- it could be reallocated to other stretch targets that require additional funding; or</li> <li>- it may be possible to effectively carry forward any underspend by swapping LAA grant funding with pump priming funding.</li> </ul> <p>With reference to Appendix One of the Finance Working Group’s report, no examples could be identified where additional money allocated would assist to meet the target set. Following a point of clarification from David Dickinson and Cathy Harvey, Susan Lewis-Roberts and Marie-Laure Huke undertook to check if pump priming under spends have to be returned to the Government.</p> <p>The Chair confirmed to Cathy Harvey that it was hoped that the work by the themes would be completed in time for it to be reflected in a report to the next meeting of the Management Group.</p>	<p><b>SL-R/GOEM</b> b/f 11.12.08</p> <p><b>Managmnt Group agenda</b> 11.12.08</p>
5.	<p><b>Nottinghamshire Improving Efficiency Group report – Susan Lewis-Roberts</b></p> <p>Susan Lewis-Roberts updated colleagues on actions following the previous meeting to clarify criteria on selection for funding. These are now confirmed as outlined in the report, together with those projects which were submitted and the outcome for each. There are seven proposals for consideration at the next meeting of the Nottinghamshire Improving Efficiency Group on 2 December 2008.</p> <p>It was agreed that clarification of the process was required. Expression of Interest forms are available via the theme leads. Craig Bonar suggested that consideration of proposals could be delayed until the process is confirmed.</p>	





NO.	ITEM	ACTION
	<p>Sue Maslowska asked how the voluntary sector might be involved in the process. It was confirmed that this funding is largely available to local authorities.</p> <p>Faye Booker requested that the process should not be made too bureaucratic. Cathy Harvey also agreed, highlighting that time was required for theme managers to consult with their Management Board on the suitability of proposals and that it would be useful to have timeframes and processes around this to ensure effective contribution. Nina Dauban suggested that the process agreed upon should fit all future funding bids.</p> <p>It was agreed that the sub-group which has been established should be asked to develop and publish the process for considering bids to ensure that ad hoc decisions are not made.</p>	<p><b>Sub-group</b> b/f 11.12.08</p>
7.	<p><b>Delivery Plans – Chair</b></p> <p>Susan Lewis-Roberts referred to the LAA Handbook containing proposed differentiated targets which was published on 10 November 2008. This information is not yet available for all targets as indicated by the narratives in the Handbook. Concern was expressed at the small number of new, innovative targets which were separately flagged.</p> <p>Susan Lewis-Roberts and the Nottinghamshire Partnership team were congratulated by colleagues for the hard work that had been involved in producing the LAA Handbook.</p> <p>Barbara Brady undertook to provide Cathy Harvey with an update on health data and targets. Cathy Harvey confirmed the importance of information coming through the programme managers, in general, in order to assist the work of the Nottinghamshire Partnership team.</p> <p>The Chair requested that Management Group colleagues own the targets, ensure that they are right for their organisations and provide an appropriate delivery plan for Nottinghamshire. The targets need to be checked, completed and provided to Susan Lewis-Roberts by Friday 28 November 2008.</p>	<p><b>NHS Notts County</b> b/f 28.11.08</p> <p><b>All</b> b/f 28.11.08</p>





NO.	ITEM	ACTION
	<p>An event on development of local delivery plans is being held on 18 November 2008 to which programme managers and district LSPs have been invited.</p> <p>Craig Bonar confirmed the desire for the LAA to work and the need to make it meaningful at district level. Gill Francis asked if there was scope to have a standard template for district plans. The Chair advised that this had been considered but a balance also needed to be struck in order to avoid unnecessary constraints and prevention of new initiatives.</p> <p>Paula Jezewski confirmed that much work is happening behind the scenes to align plans. Cathy Harvey expressed the view that a lot of the work which is being undertaken might not be considered as new but is still effective; people undertaking the work feel despondent that their work is devalued because it is considered as nothing new. The Chair confirmed that the key issue is not that something is new but that it is effective in meeting targets; however some innovative approaches are likely to be required, particularly to ensure that stretch targets are met.</p>	
9.	<p><b>Any Other Business – Chair</b></p> <p>Marie-Laure Huke reminded colleagues of a <b>regional event on worklessness</b> to be held on <b>Thursday 27 November 2008, at PERA, Melton Mowbray.</b></p> <p>Marie-Laure Huke also informed colleagues of a <b>new grant for “managing the transitional impact of migration” which will operate from April 2009.</b> Further information will be available in due course.</p>	
10.	<p><b>Next Meeting</b></p> <p>The next meeting will take place on Thursday 11 December 2008, at Bassetlaw District Council, at 9.30 am – 12 noon.</p>	

Meeting Closed at 11.30am

