

# NOTTINGHAMSHIRE PARTNERSHIP MANAGEMENT GROUP

Monday 9 March, 2009

The National Water Sports Centre, Holme Pierrepont, Nottingham

## MINUTES

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### Present

Peter Baguley	Programme Manager: Environmental Sustainability (Gedling Borough Council)
Steve Barnett	Senior Manager, Audit Commission
Faye Booker	Temporary Service Director - Policy Development & Partnerships
Mick Burrows	Chief Executive, Nottinghamshire County Council
Nina Dauban	Health and Well-Being Partnership Chair (NAVO)
Steve Derbyshire	Nottinghamshire Partnership Support Officer – Sustainability and Economic Development
Dermot Dolan	Partnership Support Officer – Children’s and Safer Themes
Steve Edwards	Service Director, Strategic Services, Children’s and Young People’s Services
Peter Elderton	Head of Policy and Performance, Nottinghamshire County Council
Susannah Fish	Assistant Chief Constable, Nottinghamshire Police
Gill Francis	Assistant Director - External Relations, Nottinghamshire Probation
Ged Greaves	Strategic Manager, Policy and Performance, Newark and Sherwood District Council
Cathy Harvey	Programme Manager: Health and Well-Being (Nottinghamshire County Council)
Marie-Laure Huke	Director, Government Office for East Midlands (GOEM)
Chris Kenny	Director of Public Health, NHS Nottinghamshire County
Susan Lewis-Roberts	Nottinghamshire Partnership Manager
<i>Phil Lyons</i>	<i>Chair, Nottinghamshire Partnership Management Group</i>
Phil Marshall	Deputy Chief Executive, Ashfield District Council
Jean Pardoe	Chief Executive, Connexions Nottinghamshire
Nicola Reece	Performance Specialist, Audit Commission
Gary Thompson	Deputy Director, Commerce Strategy, NHS Nottinghamshire County.
Nikki Wright	Nottinghamshire Partnership Team

**Total Present: 22**

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### Apologies

Jacqui Bell	NAVO
Stephen Bray	Head of Strategy and Performance, Gedling Borough Council



Rob Crowder	Chief Executive, Rural Community Action Nottinghamshire (RCAN)
Kate Davies	Strategic Director, Nottinghamshire Drug and Alcohol Action Team (DAAT)
Terry Laws	Partnership Director, Learning and Skills Council, Nottinghamshire (LSC)
Geoff Hulse	Nottinghamshire County Council Business Improvement Board (Independent Observer)
Sue Maslowska	District Manager, Broxtowe Citizens Advice Bureau
Ruth Marlow	Managing Director, Mansfield District Council
David Pearson	Strategic Director, Adult, Social Care and Health, Nottinghamshire County Council
Sarah Pearson	Head of Community Engagement and Performance, Bassetlaw District Council
Christine Southwell	Area Manager, Nottingham and Nottinghamshire Locality Management Team, GOEM
Tom Stockwell	District Manager, Job Centre Plus
Simon Starr	Director, Sport Nottinghamshire
Lilli Tabiner	East Midlands Development Agency (EMDA)
Pam Wisher	Gedling CVS
Keith Wood	Newark and Sherwood Local Strategic Partnership

**Total Apologies: 16**





## MINUTES

NO.	ITEM	ACTION
1.	<p><b>Welcome</b></p> <p>The Chair welcomed new members of the Nottinghamshire Partnership Management Group: Gary Thompson, Deputy Director, Commerce Strategy for NHS Nottinghamshire County, Dermot Dolan, Partnership Support Officer for the Children's and Safer Themes and Susannah Fish, Assistant Chief Constable Nottinghamshire Police. The Chair also welcomes Nicola Reece and Steve Barnett from the Audit Commission.</p>	
2.	<p><b>Amendments to the Minutes of 5 January 2009</b></p> <p>Nina Dauban confirmed that she sent apologies for her absence at the last meeting and it was not documented in the minutes.</p>	
	<p><b>Matters Arising</b></p> <p><b><u>Unresolved National Indicators</u></b></p> <p>Susan Lewis-Roberts highlighted the National Indicators that are still unresolved.</p> <p><b><u>NI 154: Net Additional Homes Provided</u></b> Targets were not altered. This indicator will be reviewed in 2010.</p> <p><b><u>NI 163: Increasing the Proportion of the Population aged 19-64 for Males and 19-59 for Females Qualified to at Least Level Two or Higher</u></b> Has been reviewed in light of the economic downturn. It has been revised to be realistic. The board agreed that it needs to be a priority.</p> <p><b><u>NI 152: Working Aged People on out of Work Benefits</u></b> Work has been facilitated through GOEM to review this target. NCC, Jobcentre Plus and LSC were at the heart of these discussions.</p> <p>Jean Pardoe emphasised the need for clarity regarding this indicator. She stated that the response for unemployment is unclear. She asked for further clarification of what is happening and what each partner is doing.</p> <p>Phil Lyons confirmed that districts have plans in place.</p> <p>Jean Pardoe confirmed that there are regional budgets to use.</p> <p><b><u>NI 136: People Supported to Live Independently Through Social Services (all adults)</u></b> Susan Lewis-Roberts confirmed</p>	





NO.	ITEM	ACTION
	<p>that the numbers have been revised.</p> <p><b><u>NI 146: Adults with Learning Disabilities in Employment</u></b> It was confirmed that NI 146 is a new indicator completing its first year in July. Therefore there are no current statistics, only wording which agrees to a 'significant statistical increase'.</p> <p><b><u>NI 187: Tackling Fuel Poverty</u></b> Peter Baguley confirmed that the targets had now been seen.</p> <p><b><u>NI 192: Percentage of Household Waste Sent for Reuse Recycling and Composting</u></b> Baselines and targets have now been agreed. Bassetlaw and Newark and Sherwood have agreed to minimum level of performance.</p> <p><b><u>NI 8: Adult Participation in Sport</u></b> Susan Lewis-Roberts confirmed target has been set.</p> <p><b><u>NI 1, 4 and 17</u></b> Marie-Laure Huke discussed the impact of issues with the weighting of the place survey. Susan Lewis-Roberts confirmed that in Nottinghamshire targets have been set and LSPB had a very positive discussion around the issue being narrowing the gap across the country.</p> <p>Nina Dauban stressed the importance of these three indicators in the economic downturn. She emphasises that they are essential and the delivery plans need to reflect this.</p> <p>Mick Burrows raised the issue of the importance of making Nottinghamshire feel safer. He is in talks with Criminal Justice Board, Police and Probation. He wants investment in thinking in collaboration with the City. He stressed the need for confidence building with a media campaign to help change perceptions. He stressed that Nottinghamshire's reputation is not rightly deserved. He concluded that this is a major concern.</p> <p>Phil Lyons thanked all who have taken part and stressed that concentration should now be placed on delivery.</p> <p>Faye Booker suggested that Management Group should have as a standard item on the agenda, feedback from the LSPB.</p>	<p><b>Secretariat to arrange.</b></p>
3.	<p><b><u>Finance Update</u></b></p> <p>Phil Lyons introduced discussion on whether early release of the NIF (New Initiatives Fund – utilising reward grant from LAA 1) was required. Programme Managers had stated that monies were required now to enable some of the LAA outcomes to be delivered. Chris Kenny emphasised that</p>	





NO.	ITEM	ACTION
	<p>again we can get bogged down by the monies, particularly where the real issue is about agreeing priorities and aligning mainstream funding.</p> <p>Jean Pardoe expressed the need to reprioritise and is hoping that governance is flexible and stressed the need for help for the economy and thinks that the next meeting will be crucial. Mick Burrows wants to focus on strategic priorities and guidance to the Local Partnership Strategic Board. Phil Lyons stated that the next meeting should be a workshop and asked for suggestions on how this would be carried out. Faye Booker added that some of this has already been completed. Susan Lewis-Roberts confirmed that programme managers are leading on how to achieve crosscutting outcomes. A programme manager meeting is being held on 10/03/09 to address the impact on the LAA of the economic downturn. This meeting is being led by Caroline Agnew. Mick Burrows suggested 'thinking sessions' to resolve gaps would be helpful. Phil Lyons expressed the view that we should concentrate on short term issues not 2026. Phil Marshall stressed the need to drive forward with urgency.</p> <p>Peter Baguley, Phil Lyons and Jean Pardoe volunteered to put information together for the focus of the next meeting.</p>	<p><b>Information to be put together for next meeting by PB, PL, JP.</b></p>
4.	<p><b><u>LAA Audit</u></b></p> <p>Steve Barnett discussed a brief overview of the LAA Audit. He confirmed that Nicola Reece is leading the audit. An online survey is to be carried out and it will be emailed to the Nottinghamshire Partnership Management Group. He confirmed that this will be followed by interviews with some Nottinghamshire Partnership Management Group members.</p> <p>He confirmed that it will conclude within the next month and a draft report will be ready in April.</p> <p>Mick Burrows asked if this would link in to the CAA work. He is concerned about duplication. Steve Barnett stressed that the LAA Audit is not irrelevant and that it is a useful tool. Mick Burrows thought it would be useful for the NPMG to understand how all this work links together. Faye Booker stated that mapping this work is underway.</p>	
5.	<p><b>New CAA Framework</b> (presentation attached)</p> <p>Steve Barnett presented excerpts from a National Presentation on the CAA.</p>	







NO.	ITEM	ACTION
	<p>Barnett expressed the need of an overview of how it fits together, to be summarised on two pages.</p> <p>Susannah Fish stated that her team understood the process. The Police Authority has been briefed and she will go back to the team to talk it through. She believes it is not focusing on delivery and the need to reduce and balance resources.</p> <p>Steve Barnett stressed improved co-ordination would now be achieved as all the inspectorates were being brought together.</p> <p>Phil Lyons again stressed the importance for a small CAA working group. Chris Kenny, Gill Francis, and Susannah Fish put themselves forward. A local Chief Executive is also needed.</p> <p>Gill Francis thought it was an opportunity to make a link between theme partnerships.</p> <p>Steve Barnett stressed that he needed a cross representation of people within the organisation for initial dialogue to direct him.</p>	<p><b>Representation is needed from all themes at reference group. Confirmation of attendees are required within 2 weeks.</b></p>
<p><b>6.</b></p>	<p><b>Annual Review</b></p> <p>Marie-Laure Huke confirmed that the report is now out of date. Next report template is due to be submitted on 9 March 2009. Finalised document will be available to all as soon as possible.</p> <p>Overview of the document was discussed.</p> <p>NI 20 is still flagged and there is no chance of meeting this target. It has been recognised as an area of significant concern and is now being focused on.</p> <p>The report is summarised as 'good progress'. This is the top category. Marie-Laure Huke endorsed everything that Phil Lyons has said on this topic. Focus on delivery is imperative.</p> <p>Susannah Fish saw no evidence of 'exciting things' that have been completed and wants it to be clearer in the next document. Therefore she believes Nottinghamshire was undersold in this report as things were missed.</p> <p>Phil Lyons suggested developing the report by getting an overview and judgements on it from partners, before circulation.</p> <p>Marie-Laure Huke confirms the next report will be published 1 April 2009.</p> <p>Chris Kenny stated that it was a helpful read but included no data on obesity. Marie-Laure Huke confirmed that this data</p>	<p><b>Secretariat to produce recommendations in liaison with GOEM.</b></p>





NO.	ITEM	ACTION
	was not available.	
7.	<p><b><u>Performance Reward Grant 2008-2011</u></b></p> <p>Susan Lewis-Roberts said this was an executive summary of the CLG report and worth a read.</p>	
8.	<p><b><u>Governance</u></b></p> <p>Phil Lyons asked the group if they had any further issues to bring forward.</p> <p>He stated that there was a good positive response and over 70 issues raised. The group agreed to a formal constitution being produced.</p> <p><b>Next stage</b></p> <p>An editorial team has been created comprising the LAAMG Chair, Chairman of NHS Notts, a District Chief Executive, Notts County Council as lead body and County Legal Services. They will produce the draft formal document for the April 2009 Strategic Board meeting.</p> <p>Chris Kenny was supportive; the principles are accepted and welcomed.</p>	
9.	<p><b>A.O.B.</b></p> <p><b>Appointment of Chair.</b></p> <p>Nominations for Chair of the Management Group 2009/10 need to be submitted in writing to the secretariat team within a fortnight. If more than one nomination is received a decision will be made by the group at the next meeting.</p> <p><b>Theme titles:</b></p> <p>Susan Lewis-Roberts explained and discussed the theme titles.</p> <p>Nina Dauban thought that 'Health and Well-Being For All' is definitely stronger as it is more people focused.</p> <p>Faye Booker explained that the titles were for the general public and therefore need to be clear and have a generic way of naming them all.</p> <p>Cathy Harvey stressed that she had received no information regarding a change of title. Therefore she has not discussed the suggestions with partners and has concerns. Chris Kenny agreed with the 'Health and Well-Being For All' title.</p> <p>Susannah Fish will discuss further with members.</p> <p>Faye Booker stressed that unity is needed.</p> <p>Phil Lyons alerted members to a meeting on Wednesday 11</p>	<p><b>Nominations for a new chair to be submitted to Susan Lewis-Roberts within two weeks.</b></p> <p><b>Discussions with other members regarding final Theme Titles.</b></p>





NO.	ITEM	ACTION
	<p>March to discuss this issue further.</p> <p>Peter Baguley has an issue with a 'Greener Nottinghamshire' title.</p> <p><b><u>Outcome Based Accountability meeting – 23 Mach, all day</u></b></p> <p>Susan Lewis-Roberts reminded the group that an email has been distributed regarding the OBA Meeting. She highly recommended attendance. Marie-Laure Huke agreed.</p> <p>Phil Lyons informed members of Susan Lewis-Roberts forthcoming secondment and thanked her for her past work. He confirmed that a successor is being arranged.</p>	
10.	<p><b>Next Meeting</b></p> <p><b>Monday 20<sup>th</sup> April 2pm – 4pm</b></p> <p><b>Reception Room, Civic Centre, Gedling Borough Council, Arnot Hill Park, Arnold, Nottingham. NG5 6LU.</b></p>	

Meeting Closed: 11:40am

