

**NOTTINGHAMSHIRE STRATEGIC PARTNERSHIP BOARD**

Monday 15 March 2010

Rufford Suite, County Hall

**MINUTES****Present**

Cllr Martin Suthers	Deputy Leader, Nottinghamshire County Council <b>(Chair)</b>
Cllr John Cranswick	Deputy Leader, Rushcliffe Borough Council
Cllr Carol Pepper	Strategic Planning Portfolio, Gedling Borough Council
Cllr Mike Quigley MBE	Leader, Bassetlaw District Council
Cllr Michael Rich	Leader, Broxtowe Borough Council
Cllr Tony Roberts	Leader, Newark & Sherwood District Council
Cllr Roger Sutcliffe	Deputy Mayor, Mansfield District Council
Cllr John Wilmott	Deputy Leader, Ashfield District Council
Mick Burrows	Chief Executive, Nottinghamshire County Council
Nina Dauban	Chair, Networking Action with Voluntary Organisations (NAVO)
Jayne Francis Ward	Service Director, Nottinghamshire County Council
Tom Fremantle	Chair, NHS Nottinghamshire County
Sue Griffiths	Deputy Chief Executive, Rushcliffe Borough Council
Richard Hodge	Nottinghamshire Police Authority
Julia Hodson	Chief Constable, Nottinghamshire Police
David Hunter	Chief Executive, Bassetlaw District Council
Ruth Hyde OBE	Chief Executive, Broxtowe Borough Council
Maria Lyle	Government Office East Midlands
Phil Lyons	Chair Nottinghamshire Partnership Executive Group
John Robinson	Deputy Chief Executive, Gedling Borough Council
Paul Roberts	Nottinghamshire Partnership
Paul Shackley	Head of Health and Housing, Ashfield District Council
Shannon Burns	Nottinghamshire Partnership <b>(minutes)</b>

**Apologies**

Cllr John Clarke	Chair, Nottinghamshire Police Authority
Cllr Neil Clarke	Leader, Rushcliffe Borough Council
Mrs Kay Cutts	Leader, Nottinghamshire County Council
Tony Egginton	Executive Mayor, Mansfield District Council
Dean Fathers	Chair, Bassetlaw PCT
Allen Graham	Chief Executive, Rushcliffe Borough Council
Ruth Marlow	Managing Director, Mansfield District Council
Phillip Marshall	Chief Executive, Ashfield District Council
Cllr Darrell Pulk	Chair, Nottinghamshire/City of Nottingham Fire and Rescue Authority
David Tantum	Government Office East Midlands



# MINUTES

NO	ITEM	ACTION
1.	<p><b>Welcome and introductions</b> Councillor Martin Suthers, Deputy Leader of the County Council welcomed everyone to the meeting.</p>	
2.	<p><b>Apologies</b> Apologies were noted as above.</p>	
3.	<p><b>Minutes of the previous meeting held on 14 December 2009 (attached)</b> Minutes were accepted as true record.</p>	
4.	<p><b>Matters arising</b></p> <p>4 – Phil Lyons to write to the Probation Service with this decision. Phil Lyons read out a response from the Probation Service regarding the Board's decisions. The Probation Service asked the Board to review its decision at a future meeting or the next AGM.</p> <p>5 – The Executive to produce an improvement plan and report back. This item was addressed within the meeting.</p> <p>6 – Board members to provide feedback to the Sustainable Community Strategy. Board members provided feedback to the Sustainable Community Strategy, and the feedback was taken into consideration. The Strategy was formally signed off at the 25 February 2010 County Council meeting.</p> <p>6 – The Executive should identify shared service opportunities through the Development Sub Group. This item was addressed within the meeting.</p> <p>8 – The Secretariat to write to Enable to give congratulations and tell them of the Board's decision. Martin Suthers wrote to Enable giving them congratulations and telling them of the Board's decision.</p> <p>9 – The Secretariat to prepare letters for the Chair and model letters for Board members. Martin Suthers wrote to Lord Adonis regarding the two infrastructure projects the Board highlighted on 14 December 2009. Board members are encouraged to send the model letters to Lord Adonis to give further support to the highlighted projects.</p> <p>10 – The Secretariat to add the ageing strategy "Opportunity Age" to the Nottinghamshire Partnership website. The ageing strategy was added to the Nottinghamshire Partnership website.</p>	
5.	<p><b>Comprehensive Area Assessment – Improvement Planning</b> Phil Lyons gave a verbal report on the Comprehensive Area Assessment (CAA) improvement planning process. The CAA Reference Group is the main group which oversees the development of the CAA improvement plan and the meetings with partners and Audit Commission.</p>	



NO	ITEM	ACTION
	<p>The CAA Area Assessment report named 70 different issues, which were narrowed down to 8 key areas of focus for 2010.</p> <ol style="list-style-type: none"> <li>1. Crime and community safety in the north of Nottinghamshire</li> <li>2. Safeguarding children</li> <li>3. Inequalities</li> <li>4. Adult skills (linked to employment)</li> <li>5. Qualifications for young people (linked to employment)</li> <li>6. Impact of the recession</li> <li>7. Impact of an ageing population</li> <li>8. Sharing of public services</li> </ol> <p>A development plan has been created in consultation with the Audit Commission. They have indicated that they will assess our progress based on:-</p> <ul style="list-style-type: none"> <li>▪ Evidence of good plans, capacity and partnership working</li> <li>▪ Evidence of tangible actions to address areas of under-performance</li> <li>▪ Evidence of any milestones being achieved</li> <li>▪ Evidence of positive outcomes improving</li> </ul> <p>The red flag for crime and community safety in the north of Nottinghamshire remains the most important for the Audit Commission. A sub group has been created to specifically focus on improvement planning against the red flag. This group reports directly to the Safer Nottinghamshire Board and is in regular contact with the Audit Commission.</p> <p>Julia Hodson said she was impressed with the progress on the action plan for crime and community safety in the north of Nottinghamshire.</p> <p>Phil Lyons agrees to supply the Board with additional information on the progress on the red flag with details on the governance structure and plans.</p> <p>Members discussed the importance of streamlining structures, understanding groups' roles, acting strategically and working together to improve outcomes around crime and community safety.</p>	<p>Board members to be supplied with details the governance process and plans in relation to the red flag.</p>
6.	<p><b>Performance Reward Grant</b></p> <p>Paul Roberts gave a presentation on the possible options for allocating the Performance Reward Grant and the changes to the first payment of the first instalment.</p> <p>On December 2010, The Board endorsed the Executive's recommendations on the percentage splits between Strategic (10%), District/Borough (35%) and Theme Partnerships (55%).</p> <p>A paper was sent to the Executive on 2 March 2010, which explored three options to split the weighted element (41%)</p> <p><b>Option 1</b></p> <ul style="list-style-type: none"> <li>▪ 14% to the 7 Theme Partnerships</li> <li>▪ 20% to Community Safety</li> <li>▪ 6% to Economic Development</li> <li>▪ 15% to Single Pot</li> </ul> <p><b>Option 2</b></p> <ul style="list-style-type: none"> <li>▪ 14% to the 7 Theme Partnerships</li> </ul>	



NO	ITEM	ACTION
	<ul style="list-style-type: none"> <li>▪ 25% to Community Safety</li> <li>▪ 6% to Economic Development</li> <li>▪ 10% to Single Pot</li> </ul> <p><b>Option 3</b></p> <ul style="list-style-type: none"> <li>▪ Any other proposal</li> </ul> <p><b>Payment of the First Instalment</b></p> <p>A complication occurred when the Department for Communities and Local Government (CLG) notified the Secretariat that the first payment of the first instalment of the Performance Reward Grant would be paid in two equal instalments over two years (March 2010 and March 2011). In addition to halving our first instalment a further £430,885 is being retained because of a question raised by audit. The impact of this is that our first payment is reduced from £6,980,343 to £3,274,729;</p> <p>We have been advised that the rest of the first instalment will be paid with the whole of the second instalment.</p> <p>Given this complication the executive were consider some “new options” for allocation of this reduced first payment.</p> <p><i>First Option</i> – applying the revised grant to the original proposal</p> <p><i>Second Option</i> – deferring the allocations to the Strategic and Theme areas. Meeting in full the original proposed amounts to Districts and Boroughs and allocating the remainder to Community Safety as this is recognised as our key priority.</p> <p><i>Third Option</i> – Applying the “preferred” option to the first claim when paid in full</p> <p><i>Fourth Option</i> – Revisiting the 55% share when the 2<sup>nd</sup> claim is approved</p> <p><b>Executive – 2 March 2010</b></p> <p>At the Executive meeting on 2 March 2010, the Executive recommended the <i>second option</i> and agreed to defer the decision on the remainder of the grant until we were certain about the timing and amount we will receive.</p> <p>Paul Roberts said there is a possibility of receiving all of the Performance Reward Grant funding within financial year 2010, instead of receiving two payments in March 2010 and March 2011. He will keep the Board updated on funding payment dates.</p> <p>Mick Burrows questioned if the percentage split between 50% capital and 50% revenue could be revisited on the allocation to Community Safety. Board members discussed how a conversation could be managed regarding capital and revenue percentage splits between partners.</p> <p>It was agreed that the Secretariat would send an email to partners asking how they propose to spend the capital element of their allocation of Performance Reward Grant. The Secretariat would collate the information on the proposed spend on the capital element with the hope of allocating more revenue to Community Safety and more capital to partners undertaking capital projects.</p>	<p>Paul Roberts to keep the Board updated on the PRG payment dates.</p> <p>The Secretariat to circulate an email to partners asking what proposals they have on spending the capital element of the PRG.</p>



NO	ITEM	ACTION
	<p>The Board agreed the following:-</p> <ul style="list-style-type: none"> <li>a) To endorse the proposal to distribute the first instalment of £3,274,729 as follows <ul style="list-style-type: none"> <li>▪ £2,443,000 to Districts/Boroughs - £349,000 each</li> <li>▪ £831,729 to the Safer Nottinghamshire Board.</li> </ul> </li> </ul> <p>That the Partnership Manager takes the following action:</p> <ul style="list-style-type: none"> <li>b) To pursue with GOEM the action necessary to deal with the qualification on the audit.</li> <li>c) To arrange audit of the remaining targets and prepare the claim for the second instalment.</li> </ul>	<p>Paul Roberts to pursue with GOEM the action necessary to deal with the qualification on the audit.</p> <p>Paul Roberts to arrange audit of the remaining targets and prepare the claim for the second instalment.</p>
7.	<p><b>Development Group – update</b></p> <p>Phil Lyons gave an update on the Joint City and County Development Group chaired by Allen Graham from Rushcliffe Borough Council.</p> <p>The Development Group highlighted four agenda items:</p> <ol style="list-style-type: none"> <li>1) Leadership Programme – an assessment has been undertaken to look at leadership programmes offered by partners to assess whether a countywide programme should be offered.</li> <li>2) Cross-border activity – the Group would like to review current cross-border activity, particularly between the City, the conurbation area, and the County.</li> <li>3) Single Performance Management System – Regional Improvement and Efficiency Partnership (RIEP) funding to create a countywide performance management system.</li> <li>4) Merged services – the Group would like to clarify what is happening with merged and shared services and explore options on coordinating and holding information on this work.</li> </ol> <p>Mick Burrows questioned if the Development Group would be the best forum to consider merged and shared services as other groups such as the Nottinghamshire Improvement and Efficiency Group (NIEG) and the Chief Executives Forum have this on their agendas. The Board agreed these two groups could provide the necessary coordination and overview on our work relating to shared services.</p>	
8.	<p><b>Local Area Agreement 2009 – 2010 Quarter 3 Performance Report</b></p> <p>A performance report went to the Board for information on the LAA 2009 to 2010 Quarter 3.</p> <p>The performance report can be found at:  <a href="http://www.nottinghamshirepartnership.org.uk/index/howarewedoining/performance-reports/">http://www.nottinghamshirepartnership.org.uk/index/howarewedoining/performance-reports/</a></p>	



NO	ITEM	ACTION
9.	<p><b>Any other Business</b></p> <p><b>Next Meeting</b></p> <p>All agreed that the next meeting should combine the Board, Executive and the Partnership Forum on Friday 25 June 2010 from 9.30 am to 12.30 pm. The meeting will discuss the Nottinghamshire Partnership annual review and improvement planning.</p> <p><b>Executive minutes</b></p> <p>Board members agreed that they would like to receive Executive minutes. Please use the link below to go to the Executive minutes from 2 March 2010:</p> <p><a href="http://www.nottinghamshirepartnership.org.uk/index/meetings/nottinghamshire-partnership-executive-group/">http://www.nottinghamshirepartnership.org.uk/index/meetings/nottinghamshire-partnership-executive-group/</a></p> <p><b>Local Area Agreement Refresh</b></p> <p>A number of LAA indicators have been refreshed – a full copy of the LAA Refresh has been updated and included on the Nottinghamshire Partnership website.</p> <p><a href="http://www.nottinghamshirepartnership.org.uk/index/publications/">http://www.nottinghamshirepartnership.org.uk/index/publications/</a></p>	
10.	<p><b>Date of the next meeting:</b></p> <p>Friday, 25 June 2010 from 9.30 am to 12.30 pm, venue TBC</p>	