



NOTTINGHAMSHIRE PARTNERSHIP JOINT CITY AND COUNTY DEVELOPMENT GROUP

Monday, 1 March 2010

Room H2 163, Nottinghamshire County Council

MINUTES

Present

- Allen Graham – Rushcliffe Borough Council (Chair)
- Joyce Liddle – Nottingham Trent University
- Jayne Francis-Ward – Nottinghamshire County Council
- Steven Bray – Gedling Borough Council
- Nigel Cooke – One Nottingham
- Phil Lyons – Nottinghamshire Partnership Executive Group, Chair
- Paul Roberts – Nottinghamshire Partnership Team
- Shannon Burns – Nottinghamshire Partnership Team (minutes)

Apologies

None

No.	Item	Action
1.	<p><u>Welcome and Introductions</u></p> <p>Phil Lyons welcomed everyone to the first meeting of the Development Group.</p> <p>It was agreed that Allen Graham should chair the Group.</p>	
2	<p><u>Development Group Terms of Reference</u></p> <p>Phil Lyons gave a summary about why the Group was created and discussed the Terms of Reference.</p>	
3	<p><u>Cooption of members</u></p> <p>All agreed that further cooption of members will occur when needed, and will be a standing agenda item. At present, only one additional representative from Nottingham City Council will join.</p> <p>The Group also discussed the importance of having a group which is balanced between the different sectors.</p>	





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4	<p><u>Creating a development agenda</u></p> <p>Phil Lyons discussed the highlighted paragraphs from the 'Structure & Governance of Nottinghamshire Partnership – A Discussion Paper'. The Paper highlighted the role and importance of this Group.</p> <p>He also gave an update on the approved funding for the Nottinghamshire Capacity Building Project of £71,800 from the Regional Improvement and Efficiency Partnership (RIEP). The Development Group will hold the responsibility of this fund and will approve any spending on the following (5) items:</p> <ol style="list-style-type: none"> 1. Developing and delivering a leadership programme to increase capacity of partner organisations 2. Shared services activity, to identify potential areas for merger/co-location/further collaboration 3. Developing a partnership induction programme for staff within partner organisations, establishing new ways of working 4. Continued work to rationalise and simplify partnership structures 5. Improvements required following CAA assessment that require an innovative approach. <p>Allen Graham said the funding was time sensitive and should be spent before March 2011.</p> <p style="text-align: center;">1. Developing and delivering a leadership programme to increase capacity of partner organisations</p> <p>Joyce Liddle discussed courses offered by the Nottingham Trent University that could support partner agencies to provide a leadership programme.</p> <p>Nigel Cooke talked about the One Nottingham Leadership Programme that offers different opportunities for staff in partner organisations to learn about leadership in a partnership environment.</p> <p>All agreed that background work is needed to assess what leadership programmes are available that contains an element of partnership working.</p> <p>Joyce Liddle offered to ask Sol Pearch, a PhD student at Nottingham Trent University, to carry out background work on what leadership programmes are available.</p>	<p>Action: Joyce Liddle to ask Sol Pearch if he would carry out background work on leadership programmes.</p>





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	<p>2. Shared services activity, to identify potential areas for merger/co-location/further collaboration</p> <p>All agreed that the Group will need to be conscious when considering shared services and should ask: what the Group can add value to; where are there examples of good practice; when is the right time to make changes; how will the public view shared services; and who is carrying out this work already.</p> <p>Nigel Cooke said it was important to share communication on current activity around shared services to ensure important links are made. Phil Lyons said the new Single Performance Management System would be able to store information on infrastructure changes.</p> <p>All agreed that an analysis of current work on shared services would need to take place.</p> <p>3. Developing a partnership induction programme for staff within partner organisations, establishing new ways of working</p> <p>The Group agreed that the One Nottingham Leadership Programme could be used as a pilot for new and current staff who work in partnership positions in the conurbation area. The pilot would last for one year with the hope to expand it throughout the County.</p> <p>Joyce Liddle will provide information on courses that Nottingham Trent University provides on partnership learning.</p> <p>4. Continued work to rationalise and simplify partnership structures</p> <p>The Group discussed its role in rationalising and simplifying structures.</p> <p>Joyce Liddle offered to ask the MBA Programme if they would carry out consultancy work on an analysis of structures within the Nottinghamshire partnership.</p> <p>5. Improvements required following CAA assessment that require an innovative approach.</p> <p>Phil Lyons updated the Group on the CAA Improvement Plan and the CAA Reference Group. The Reference Group has been tasked to oversee the CAA results and improvement plan.</p>	<p>Action: One Nottingham Leadership Programme to be used as a pilot programme.</p> <p>Action: Joyce Liddle to provide information on partnership learning</p> <p>Action: Joyce Liddle to talk with the MBA Programme to see if they have capacity to carry out consultancy work on partnership structures.</p>





No.	Item	Action
	<p>He also said this Group would support the CAA Reference Group and Improvement Plan, if change is needed.</p> <p>The Group agreed that the Nottingham Trent University consultancy work on the Safer Nottinghamshire Board should be fed back at a future meeting.</p>	<p>Action: Feedback on the consultancy work carried out by NTU on SNB</p>
5	<p><u>AOB</u></p> <p>None</p>	
6	<p><u>Next Meeting –</u> 6-weekly cycle – mid April</p>	