

## BOARD MEETING OF THE NORTH NORFOLK COMMUNITY PARTNERSHIP

Minutes of the Board Meeting held on 21<sup>st</sup> March 2011, Paston College, North Walsham at 2:00 p.m.

### Members Present:

Philip Burton (Chair)	North Norfolk District Council
Jon Clemo	Norfolk Rural Community Council
Ian Doughty	North Norfolk Business Forum
John Archibald	Victory Housing Trust
Ted Gadsden	Norfolk Association of Local Town and Parish Councils
Mark Danson-Hatcher	Local Area Partnership Association
Linda Rogers	Voluntary Norfolk
Don Venvell	North Norfolk Skills Partnership
James Kearns	BUILD
Neil Baily (C. Insp.)	Norfolk Police

### Officers in attendance:

Beatrix Ward	NNCP Partnership Manager
John Mullen	Community Projects Manager
Sharon Garth	NNCP Administrator

### 1 WELCOME NEW MEMBERS, APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Philip Burton welcomed Board members to the meeting.

Apologies were received from Virginia Gay and Hilary Thompson

### 2 MINUTES FOR THE NNCP BOARD MEETING OF THE 27<sup>th</sup> JANUARY 2010

The minutes of the 24<sup>th</sup> January 2011 NNCP meeting were agreed as a true and accurate record.

### DECLARATION OF INTEREST

None

### 3 STANDING AGENDA ITEMS AND MATTERS ARISING

#### a. NNCP Manager's Report

Beatrix Ward asked the NNCP Board if they had any questions or comments they would like to raise from the NNCP Manager's report.

Don Venvell wished to reinforce the point he had expressed at the last North Norfolk Community Fund Grant Panel meeting that. Heritage projects should be considered by the fund. To date beneficiaries of the fund were mainly organisations making applications around young people, carers and people with physical disabilities. Philip Burton suggested looking at the Terms of Reference for the Norfolk Community Foundation, who administers the fund on behalf of NNCP, with the view to reviewing the criteria. It may then be possible for the NNCP Board to review the criteria previously set to include Environment and Heritage projects.

#### b. Community Projects Manager's Report

Philip Burton asked John Mullen to briefly run through his report, and to take any questions which might arise.

Ted Gadsden asked for more information regarding the North Walsham Leadership of Place program. John explained the program was only in its first stage which was to review assets and any initiatives which might be taken forward that would provide an indication as to the areas to concentrate on at the next stage. It would be at this stage that full appraisals would need to take place and where the community could get involved.

Philip Burton explained that a draft Action Plan was near completion and would be circulated to the NNCP Board. In anticipation of a possible future funding bid to the Partnership the NNCP Board

would be kept up to date with progress through regular reports.

c. LAPA Report

Philip Burton asked Mark Danson-Hatcher if there was anything he wished to add to his report. Mark replied he had nothing to add to the report.

Philip said this would be a good point to bring the Board up to date of recent communications between Mark Danson-Hatcher and himself regarding the LAP Scrutiny Committee Report.

Mark Danson-Hatcher set the scene and spoke of a number of concerns he had surrounding the LAP Scrutiny Committee Report, its integrity, validity, the methodology of its distribution and the formal NNCP Board endorsement. Mark concluded with a formally request for the LAP Scrutiny Committee report to be removed from the public domain.

After a lengthy discussion the NNCP Board members concluded that

- The LAP Scrutiny Committee Report was the views of the NNCP Scrutiny Committee members which had not been influenced in any way.
- Since the publishing of the LAP Scrutiny Committee Report, events had progressed and the report would be superseded by the consultants report on the review of the LAPs and VCS.
- The LAP Scrutiny Report had been distributed to NNCP Board members along with their papers for the NNCP Board meeting on 29<sup>th</sup> November 2011.
- The 29<sup>th</sup> November 2010 NNCP Board meeting had only one agenda item: " NNCP 2011 onwards" as did the Agenda for the 24<sup>th</sup> January 2011 NNCP Board meeting. Therefore, the Board had not had the opportunity of formally receiving the LAP Scrutiny Committee Report but noted its existence.
- The LAP Scrutiny Report would remain in the public domain with the following caveat  
'This document has been noted by the NNCP Board but not formally endorsed. A report by an independent consultant will supersede it.'

#### 4 **SUMMARY OF BOARD DECISIONS AND UPDATES**

a. Commissioning of LAPs and VCS Review

Philip Burton explained that the sub group of the NNCP Board had agreed the final brief to go out to consultants for the Review of the LAPs and VCS, a copy of which had been distributed with the NNCP Board papers. The LAP and VCS review brief was circulated to 5 Consultants, 3 of which were unable to tender due to the time restraints. Of the remaining 2 consultants who submitted a tender, one interview took place on Friday 18<sup>th</sup> March with the other interview due to take place on Tuesday 22<sup>nd</sup> March. It was hoped that a decision on the successful applicant would be made by the end of the week.

John Archibald asked for clarification on the funding for the LAPs and VCS agreed by the NNCP Board at the meeting on the 24<sup>th</sup> January

It was agreed that the 6 months' funding commitment would begin from the date of the meeting the report is received by the NNCP Board members.

b. Budget Update

Philip Burton told the meeting that he had recently received notification from County of an indicative figure for North Norfolk's 2<sup>nd</sup> homes income for 2011-2012. This was similar to last year but an actual figure would not be available yet.

John Archibald asked if the financial report circulated was the NNCP Budget that the Board would be asked to agree or if it was a position statement. Philip replied that it was a financial position statement at a point in time.

c. Locality Delivery Group

This item was deferred and discussed in conjunction with agenda item 5.

d. Sustainable Community Strategy 2011-2015

Philip Burton updated the Board members on the position of the new Sustainable Community Strategy 2011-2015. Philip said the original plan had been to take both the Community Strategy and the NNDC Corporate plan to the first business meeting of the new NNDC Council in June 2011; this now appears to be slightly ambitious due to the impending local elections, their results and the

induction process for new councillors. Philip continued to say the new timescale for the Community Strategy and the Corporate plan to be signed off by the council would be September 2011. It was proposed to produce a final draft version by June that could be consulted on over the summer period and taken to the Council meeting in September 2011. This is a longer timescale than previously estimated. However the Sustainable Community Strategy was to cover a 4 year period rather than 3 and would last the full term of new NNDC Council and the current government.

e. Structural changes at NNDC

The Board were told by Philip Burton that because of the Central Government cuts to the Local Authorities and the introduction of the Localism Bill, NNDC had to re think its structure and the way it delivered its services.

One of the NNDC restructure consultations in progress involved the Supporting Communities team which is where the Local Strategic Partnership team sits. Philip carried on to say that as the consultation process was in progress he could not go into too much in-depth detail. However, he told the Board that after initial consultation, there has been one or two changes from the original proposal and this defined the new structure which would involve the bringing together of the Property, Coastal and Communities teams into a new Localities Team. This week would be the start of the individual consultations with staff, who would be notified how this restructure affected them individually.

Philip assured the board that a short paper would be circulated to them advising them of the new structural changes and how it would affect the LSP.

The Board asked if the restructure would involve any redundancies and when the restructure would be complete. Philip replied that unfortunately there would possibly be 12 redundancies throughout the council in the year 2011-2012 with more anticipated in 2012-2013. It was anticipated this consultation would be completed by end of June.

**5 TRANSITION ARRANGEMENTS FOR NEW STRUCTURE AND PROPOSED WORKSHOP**

An Agenda for the proposed NNCP workshop was tabled at the beginning of the item. Philip Burton advised the meeting this was a first draft which would be re-worked to take into consideration the revised timescale for the publication of the new community strategy – minute 4d refers.

Philip continued to suggest that the workshop would now focus on the governance and operational matters of the new structure, and not the community strategy, and asked those members present for their availability on the 24<sup>th</sup> May 2011. Philip also asked if the Board would think of their organisations representation at the workshop to support the new NNCP Board and/or the Locality Delivery Group with the view to providing names for either or both.

After a short discussion the Board agreed the date of 24<sup>th</sup> May 2011 for the workshop, Philip Burton would send confirmation of the venue by the end of the week, and Board members were to investigate their organisations to provide nominees for representation at the workshop to support the Board and/or the Locality Delivery Group.

**6 OTHER BUSINESS**

a Norfolk County Council – Local Sustainable Transport Fund Bid – Draft Proposal

A paper outlining a funding bid by Norfolk County Council was presented to the Board for consideration and possible endorsement / funding by the NNCP. The bid was initiated by NCC Department of Transport after the announcement of a new funding stream that would support the local economy facilitating economic development to reduce carbon emissions. The paper laid out Norfolk County Councils progress to date and the areas which it was concentrating on – a triangle which took in Dereham, Fakenham and Swaffam, the outcomes of the proposal and matters for the LSP to consider.

The Board discussed the proposal and requested that whilst the aims of the project are admirable it should be noted that:

- when proposing high tech solutions, consideration should be taken for the high proportion of elderly people in Norfolk rural areas
- the sustainability of the long term commitment should be clearly defined so that expectations are not raised and initiatives not started that cannot be financially sustained.

With regards to the North Norfolk LSP commitment to the bid, the LSP would like in principle to become a partner in the proposal but would like clarity on 'providing a resource contribution to help

identify 'Community Champions' to assist with the behaviour change' aspect of the proposal. It was also the opinion of the Board that as the proposal was at such an early stage it could not commit to providing any financial contribution until more detail is known but welcomed the opportunity to share its knowledge of North Norfolk to gain the community engagement in support of the proposal.

Beatrix Ward would reply to Norfolk County Council and engage with the process.

b Shaping Norfolk's Future (SNF)

A copy of the letter to Philip Burton from the Chair of SNF requesting the same funding contribution to support SNF- as had previously been made - was circulated to Board members prior to the meeting.

The NNCP Board discussed the letter and acknowledged the role that SNF has been playing in the development and creation of the New Anglian LEP. The NNCP Board also understands the request is for a full year's funding and that SNF is expected to wind up within a very short time. The NNCP Board, taking into consideration that at this stage in the New Anglian LEP's development there is no published strategy or action plans, found it very difficult to assess the value that SNF, during the period of transition over the next few weeks, will bring to the North Norfolk community.

Therefore, the NNCP Board agreed to decline the invitation to participate in the SNF funding at this stage as there is not enough evidence to justify any investment from North Norfolk.

Beatrix Ward will write to SNF advising them of the NNCP Boards decision.

**7 AOB - BOARD MEMBERS**

Board members were asked for any other business items.

Ted Gadsden told the meeting this would be his last meeting as representative for the Norfolk Association of Local Councils as he would not be standing again in the forth coming local elections. Philip Burton thanked Ted for his enthusiasm & support on behalf of the Partnership and wished him well for the future.

**8 FUTURE MEETINGS**

NNCP Workshop – Tuesday 24<sup>th</sup> May 2011, 09:30-13:30 venue to be confirmed

Meeting Closed at 16:20 pm