

**NORTH NORFOLK COMMUNITY PARTNERSHIP
Scrutiny Committee**

**Minutes of the Meeting held Wednesday 7th October 2009
Committee Room, NNDC Offices, Holt Road, Cromer
2.00pm – 4.00pm**

Present:

Richard Draper (RD)	Benjamin Foundation
Charles Tucker (CT)	North Norfolk Business Forum
Stephen Read (SR)	Victory Housing
Judy Youngs (JY)	Norfolk Adult Education

Officers in Attendance:

Beatrix Ward (BW)	Partnership Manager, NNCP
Sharon Garth (SG)	Administrator NNCP

Apologies:

DClr Cath Wilkins	North Norfolk District Council
CCLr David Callaby	Norfolk County Council

1 WELCOME

The meeting opened at 2.00pm.

The Chair (RD) welcome new member JY to the committee. The Chair continued to say the drive to recruit new members to the committee should continue as this meeting was only just quorate, and cited this for the reason that the previous meetings were cancelled.

APOLOGIES

Apologies were received from Cath Wilkins and David Callaby.

2 MINUTES FROM THE MEETING – 21ST OCTOBER 2008

The Minutes from the 21st October 2008 were agreed

The committee agreed that the draft minutes were to be circulated to the Chair and members for comments prior to the next meeting.

3 DECLARATION OF INTEREST

There were no declarations of interest

4 MATTERS ARISING

INTERREG 4b – Welcoming Regions and Cities

BW told the meeting that the reworked proposals of the first submission mention in Matters Arising of the Scrutiny Committee Minutes - 21st Oct 08 had been submitted. At a meeting between Interreg delegates and delegates from the Economic Development service of NNDC in July, a request for more detailed information was made to be submitted by the end of September 09. This information had been submitted with the expected outcome known at the end of October 09.

5 ELECTION OF A NEW CHAIR

RD formally resigned as Chair as per the Scrutiny Committee Terms of Reference and handed the meeting over to BW for the election of the new Chair.

BW told the meeting she had received one nomination SR, and asked if any of the other members present wished to be considered. There were no other proposals.

RD formally proposed, seconded by CT and agreed by all SR would be the new Chair of the NNCP Scrutiny Committee

6 COMMUNITY PARTNERSHIP MANAGER'S REPORT.

It was suggested that BW went through the report section by section, updating and answering questions as they arose because of the enormous progress the NNCP restructuring process had made since the Scrutiny Committee's last meeting.

7 UPDATE ON THE PROGRESS OF NNCP.

BW told the meeting the NNCP Board had been streamlined and was working towards having a commissioning role. An Awayday has been arranged for the Board on the 2nd December 2009 to pursue this theme. The Thematic groups are very active and meet on a regular basis, submitting reports to the NNCP Board at each meeting as a standing agenda item. Each Thematic group has their own Action Plans and formed their own task groups to develop embryonic ideas into possible, feasible, collaborative projects. All these plans and actions have been amalgamated to become the North Norfolk Community Partnership Action Plan 2009-2011.

8 BRAIN STORMING SESSION

BW asked the committee for their ideas on how it views its role of being the 'critical friend' to the NNCP Board in making the LSP become more transparent.

Points raised were

- Communication - Feedback from the Board.
The committee wanted to have more connection with the board. It was felt that one way of doing this was to submit a report to the Board similar to those submitted by the Partnership Manager and Thematic groups as a standing agenda item.
- Membership
The committee felt it definitely needed more members it was suggested that statutory partners Police and the PCT should be approached for representation also the association of Local Councils and the rural Community Council.
- Job Description/Personal Specification
The committee felt it was important to work on what the role of a scrutiny member should be to be able to attract the person with the right mind set i.e. capable of thinking independently, be community focused or have a community interest.
- Added Value
Did the committee add value to the partnership and in what way?

BW thanked the committee for their views and points, saying this provided a good basis to start to build a Scrutiny Committee work plan from.

9 **A.O.B.**

The Chair (SR) said one of the roles of the Scrutiny Committee was to monitor any complaint, and asked if any had been received.

No complaints had been received.

10 **FUTURE MEETING DATES.**

The date of the next meeting was arranged for Tuesday 8th December at the NNDC Offices starting at 9.30 am.

Items for the agenda would be

- Scrutiny Member Job Description
- Scrutiny Committee Work Plan to include meeting dates
- Results of the NNCP Board Awayday
- Sharing Resources – draft funding criteria.

Meeting closed at 16:10.