



**NSP Executive**  
**25 February 2010**  
**Kenn Room, Town Hall, Weston-super-Mare**

**Present:**

Kay Wozniak (KW) Chair	Chief Superintendent Avon and Somerset Constabulary
Clive Bodley (CB)	Chief Executive, NSHousing
Chris Born (CBorn)	Chief Executive, NHS North Somerset
Bob Snow (BS)	Chief Executive, Voluntary Action North Somerset
Graham Turner (GT)	Chief Executive Officer, North Somerset Council
Paul Phillips (PP)	Principal, Weston College
Andy Hicklin (AH)	Wessex Area Planning & Communications Manager, Environment Agency

**Apologies:**

Charles Walker (CW)	Chairman, North Somerset Initiative
Stella Milsom (SM)	Government Office for the South West

**In attendance:**

Angela Hicks (AH) on behalf of Charles Walker	North Somerset Initiative
Jessica Harper (JH)	Sustainability Co-ordinator
Jenny Ford (JFord)	Regeneration Manager
James Foster (JF)	Strategic Policy Development Manager, North Somerset Council
Lorraine Bush	Policy & Partnership Development Officer, North Somerset Council
Beverley Butler	PA to CEO's Office, North Somerset Council (Minutes)

Item		Action by	Deadline
1.	<p><b>Welcome &amp; apologies</b></p> <p>KW opened the meeting and introductions were made around the table. Angela Hicks, substituting for Charles Walker, and Jessica Harper and Jenny Ford were welcomed to the meeting.</p> <p>Apologies were received from Stella Milsom, GOSW.</p>		
2.	<p><b>Minutes/Matters arising from meeting held 28 Jan 2010</b></p> <p>The meeting looked at the circulated minutes. CBorn questioned the pre-commitments for the Performance Reward Grant. JF reported that this is additional money for domestic violence and criminal damage.</p> <p>The minutes were accepted as a correct record of the meeting.</p> <p><b>Matters arising</b></p> <p><b>Funding for Domestic Violence</b></p> <p>LB reported that further to the discussions regarding the shortfall in funding for Domestic Violence services, funding had now been secured. Thanks to all those partners who contributed.</p>		

	<p><b>PRG Revised Guidance</b></p> <p>LB reported that the papers have been revised since they had been circulated for this meeting following discussions with Delivery Partnership Link Officers. There had been no dramatic changes rather a clarification of certain points. The principles as agreed at the last meeting were still reflected within the new revised guidance.</p> <p>KW said that there is a need to ensure GOSW are happy with the papers and the process that is to be done.</p> <p><b>JF/LB confirmed they would deal with this.</b></p>	<p><b>JF/LB</b></p>	<p><b>Next meeting</b></p>
<p><b>3.</b></p>	<p><b>LAA priority target: NI 188: Adapting to Climate Change</b></p> <p>AH introduced the item. He said it makes good business sense to acknowledge that there are consequences coming from projected climate changes and we need to consider and plan for how we need to adapt.</p> <p>JH then gave a presentation on adaptation to climate change and the requirements of NI 188. JH reported that she is currently preparing risk assessments of the threats and opportunities presented by a changing climate in North Somerset. These risk assessments need to be concluded by 31 March 2010 in order for North Somerset to achieve its LAA priority target of Level 2 adaptation.</p> <p>Once this target had been achieved, the prioritised risks and opportunities would be used as a basis for an action plan. The LAA target for 2010 / 11 would be to achieve Level 3, which would require completion of the action plan and a start on delivering actions by 31 March 2011.</p> <p>All of these tasks required the involvement of partners. JH requested the Executive's support and the engagement of their organisations.</p> <p>PP questioned where the predictions reported by JH in the presentation come from. JH reported that the UKCP09 projections had been published by the Government in the Autumn. They were the result of an extensive research programme bringing together scientists' best understanding of how climate will change, according to various emission scenarios.</p> <p>GT said his view would be that he is seeing more extreme weather and it does feel that something is happening and we need to start planning for it.</p> <p>AH said public perception of the risk is low and therefore there is a challenge to spending public money on it. JFord said the</p>		

<p>NSC Sustainability Team is to have a student placement to look at weather events in the area over the last 10 years. This would enable the team to look in detail at the impact and costs of extreme weather conditions within communities.</p> <p>JF said his view is that it would be better to have a single Climate Change plan rather than many plans across organisations. JF questioned whether the TEE group could be the holder of the document with other delivery partnership input.</p> <p>AH said he would like to see the draft proforma go to individual delivery partnerships and to look at these in the detail and for these to come back to the TEE Group. JFord explained that the risk assessment must be completed by the end of March and requested any comments on the document and what organisations are doing to be returned to the Sustainability Team as soon as possible.</p> <p>JF said it would be good to highlight that one of the key areas of focus for PRG money was to 'Tackle climate change by reducing emissions of greenhouse gases with a focus on disadvantaged communities and those in fuel poverty.'</p> <p>CBodley said the key strategic thrust of where the document is going and what is needed is missing. He felt it needed to have a sense of where the strategy was taking them and the key points that needed to be addressed. AH agreed that it would be helpful to have the key messages on the front of the document</p> <p>PP said they are running a conference at the College for education providers and suggested that this be linked with this work. PP said he would ask the organisers of the event to contact JFord/JH on this.</p> <p>AHlcks reported that they are also organising event for businesses on this issue at Cadbury House.</p> <p>KW then summarised the issues raised as follows:</p> <ul style="list-style-type: none"> <li>• <b>JH to send the risk assessments to Delivery Partnership Chairs requesting comments. This should be accompanied by a short briefing explaining the background, implications and what was needed. It was acknowledged that the Chairs may not have sufficient time to involve all of the Delivery Partnership members at this stage, but that the process was iterative and there would be further opportunities for wider partnership engagement in developing the action plan. Delivery Partnerships would be asked to nominate representatives for workshops to develop the action plan.</b></li> <li>• <b>It was agreed that there should be one joint action plan</b></li> </ul>	<p>PP</p> <p>JH/ALL</p>	<p>ASAP</p> <p>ASAP</p>
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<p>GT asked that the LAA indicators be monitored quarterly by the Delivery Partnerships, and not half yearly as per the document. The meeting confirmed they were happy with this.</p> <p>LB said the indicators are not set in stone and they will evolve over time. AH said there also needs to be a management judgement on these targets if the data is not available. AH said this is a good place to start and now we need to firm up the information contained therein.</p> <p>BS questioned where the data came from for aim 2 – support the development of the voluntary and community sector. LB reported that this was from a national third sector survey, which she gave details of. LB agreed to get the details of the data/survey to BS.</p> <p>AH said it was good report, but would be good to eventually move to exception reporting only, which the meeting agreed to</p> <p>PP reported that the GOSW are setting targets that are not the same as the targets the Government set. He suggested that a conversation is required with GOSW on this. GT reported that NSC have a Strategic Meeting scheduled for 8 March with GOSW and he will raise this issue with them. GT asked PP for examples of this issue to take to the meeting.</p> <p>LB gave details of the feedback received from the Delivery Partnerships. JF said it would be helpful if the Chairs of the Delivery Partnerships could ensure this document is looked at to help us to move forward a performance management culture</p> <p>KW then summarised the issues/actions on this section:</p> <ul style="list-style-type: none"> <li>• <b>GT/JF to pick up with GOSW at their meeting on the 8 March clarity on target setting.</b></li> <li>• <b>Ensure clarity on the collection of data</b></li> <li>• <b>Until happy with the data collections a full report will go to the meeting. After which it will then move to a position of exception reporting, perhaps with a fuller commentary and the Chair of the Delivery Partnership to report on the current position.</b></li> </ul> <p>JF said there is work to be done on this issue but we will get to a position where there is a strong arrangement.</p> <p>PP reported that they have been informed that funding for the over 25 vulnerable people training is to be withdrawn from the college. . From 1 August, this issue is to be handed over to Social Services will be expected to fund training opportunities. He said this is a major issue for the community and will dramatically affect North Somerset. PP reported that he has a meeting arranged with Social Services to discuss this issue and</p>	<p>GT/JF</p>	<p>08/03</p>
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	<p>will keep the Executive updated.</p> <p>GT and JF suggested that this could be raised at the NSC's strategic meeting with GOSW and PP agreed to pass details on.</p>	GT/JF	08/03
5.	<p><b>Local Area Agreement</b></p> <p>JF introduced the item and took the meeting through the circulated document.</p> <p>BS gave details of the target relating to participation in regular volunteering - how they are trying to increase this target and drive up the profile. CBorn said we need to ensure that people are made aware that they are a volunteer. KW said it has been suggested that this is looked at within organisations. AW suggested that school governors are looked at as they are will be volunteers.</p> <p>JF reported those targets that were underperforming but stressed that the overall picture was good. JF then went on to give details of the LAA review/refresh that is due to be carried out.</p> <p><b>That the Executive agreed that sign off of the fully refreshed LAA should be delegated to the Chair of the NSP.</b></p>		
6	<p><b>Governance Review</b></p> <p>LB introduced the item and gave background details. She asked whether the Executive were happy with the policy on quorum as agreed in August 09 or whether it needs to be reviewed. AH questioned whether we can explore using technology (conference call, video conferencing) if attendance at the meeting cannot happen. GT said there needs to be compatibility of equipment for this to happen. KW said this needs to be looked at. CB questioned whether the rules need to be changed for this. <b>It was agreed that the meeting notes would act as the amendment to the adopted quorum principles.</b></p> <p>JF then gave details of the corporate governance inspection as previously reported. He said that a partnership governance inspection area has now been added to the report, which would allow an inspection at 24 hours notice. JF reported that the team had looked at key lines of enquiry and characteristics in relation to our partnership working. He said he would email the report to the Executive for comments.</p> <p><b>Email PGI analysis to Executive Members</b></p> <p><b>The meeting agreed that it would look at the document and come back with comments.</b></p>	<p>P&amp;P Team</p> <p>ALL</p>	By next meeting

<p><b>7</b></p>	<p><b>AOB</b></p> <p>LB reported that the Place Survey final report is available. It can be found at <a href="http://consult.n-somerset.gov.uk/consult.ti/Place_survey_2008/consultationHome">http://consult.n-somerset.gov.uk/consult.ti/Place_survey_2008/consultationHome</a></p> <p>LB said it is possible to pull out information in relation to the variables that the partnership had identified when the place survey was developed, if this would be helpful.</p> <p>CBorn questioned whether this would assist with the equalities work. LB explained that work was currently being undertaken to analyse the place survey results in relation to equality groups. Once this report was complete it could be circulated to the Executive for their consideration. It was agreed that this would be helpful and KW would look at the work with LB once available.</p> <p><b>To circulate place survey equality analysis to Executive</b></p> <p><b>KW/LB to consider results when available</b></p>	<p><b>P&amp;P Team</b></p> <p><b>KW/LB</b></p>	
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