

BOARD MEETING

**Tuesday 30th April 2013
Toyota Motor Manufacturing (UK) Ltd**

MINUTES

Attendees

Chris Hughes (CH)	Derby University
Ian Stephenson (IS)	Derbyshire County Council
Tom Moat (TM)	Natural England
Tony Walker (TW)	Toyota
Tony Hams (TH)	E M Biodiversity Partnership
Tim Farr (TF)	Trent RFCC
John Everitt (JE)	Nottinghamshire Wildlife Trust
Helen Ross (HR)	Public Health Nottingham City Council

In attendance

Heather Stokes (HS)	Nottinghamshire County Council
Janet Valenti (JV)	Nottinghamshire County Council
Alison Millward (AM)	Alison Millward Associates Ltd

1. Welcome and Introductions

Tony Walker, in his capacity as host, welcomed everyone to the meeting.

2. Apologies

Sophie Churchill (SC)	National Forest
Alan Gorringe (AG)	Saint-Gobain
Cllr Martin Suthers (MS)	Nottinghamshire Health & Wellbeing Board

3. Minutes of last meeting and matters arising

Priorities for next 12 months

It was agreed that the action point to provide a briefing paper for the Health & Wellbeing Boards should be carried forward.

Action: HR to provide briefing paper for the next meeting on 25th June 2013.

Update on Ministerial meeting

TW confirmed that he had written to the Chair/Chief Executive of D2N2 LEP, the Chair of the Peak District LNP and the Leaders of the County Councils requesting a meeting to establish contact and agree working arrangements. All responses were extremely positive.

A meeting has been arranged for the 10th May 2013 with the Chair & Chief Executive of the LEP. AM, TH and HS had confirmed their availability to accompany TW and an invitation was extended to any other Board members wishing to join the meeting. Meeting dates with the Chair of the Peak District LNP and the County Council Leaders are still to be confirmed. As TM sits on the shadow Board of the Peak District LNP, it was suggested he attend that meeting.

Duty to Co-operate

IS co-ordinated a meeting of DCC/NCC officers to discuss the way forward in providing responses to strategic planning matters.

County Planning Colleagues will provide the partnership with professional planning advice to enable the LNP to respond to consultations. A protocol or Service Level Agreement will be required between the Partnership, Derbyshire and Nottinghamshire County Councils. Major projects such as HS2 which affect the LNP area will also require a co-ordinated response.

Action: IS to provide draft protocol to next meeting on 25th June 2013.

Future resources for the LNP

It was agreed that the action point to produce a draft Work Programme should be carried forward.

Action: JE, HS, TF, RC to produce draft work programme and provide for the next meeting on 25th June 2013.

4. Evaluation – draft case study profile

HS summarised the main points of the draft case study profile produced as part of Defra's evaluation. Comments are required by the 10th May.

There was general consensus that the paper needed to be more concise and that the key messages needed to be highlighted.

JE suggested 3 priorities should be highlighted in the body of the text:

- Relationship with the LEP
- Function of our duty to co-operate ie planning
- Funding

Action: HS to feed back to Defra's consultants.

Action: Members were asked to email any comments to HS before 10th May.

Action: HS to circulate any further iterations of the report to the Board.

5. Trent Valley Vision

IS provided an outline of the paper. This requires further development and could possibly be an item of work for a project co-ordinator.

The Board agreed that this was a good, concise paper but felt that there were a number of areas where further work was required:

- Introduction also needs to incorporate minerals and housing.
- Potential link to Nature Improvement Areas.
- Power industry – current needs and future restoration.
- Local case studies.
- Stronger economic case – will need external help for this.
- Full list of stakeholders, including Wildlife Trusts.

AM suggested sourcing someone local to the East Midlands to provide environmental economy input as they would have a greater knowledge of the local resource.

Action: HS to co-ordinate further comments.

Action: IS to feedback to Adam Lathbury and report back to the Board at the next meeting on 25th June 2013.

6. Update on LEP project

AM previewed the PowerPoint presentation for the meeting with the LEP. IS highlighted developers' need for certainty from LEP/LNP/local authorities and suggested that this should be placed at the top of the bullet points. JE suggested that, by getting the ground rules right and simplifying the planning process, we will be better placed to get the right development in the right place.

The Board agreed that a more direct approach was required under the heading "What the LNP could do for the LEP?" and that we should offer to co-author documents rather than contribute. We should also ask the question "What can the LEP do for the LNP"?

TW is impressed with the huge progress made to date and passed on his thanks to AM.

Action: Members of the Board were asked to email any comments to AM.

7. Sherwood Landscape Partnership Bid

HS provided a verbal update

The Sherwood Landscape Partnership bid is being co-ordinated by a partnership of voluntary and public sector organisations. A Stage 1 Bid for Heritage Lottery Funding will be submitted at the end of May 2013. The overall bid is for £3m over a period of 5 years and will help to deliver a number of key objectives for the LNP.

Board members are aware of or engaged with a number of projects across the LNP area. It was agreed that it would be useful to collate this information in map form and HS confirmed NCC has GIS (Geographic Information System) resource. It was agreed that NCC would produce a combined map.

Action: Board members to send digital mapping data re projects to HS.

8. Future resources for the LNP

Following the discussion at the last Board meeting, Derby University and Toyota have offered funding of £10,000 each but TW would need to see contributions from the two County Councils to secure the Toyota funding. IS confirmed he is happy to discuss with colleagues and that DCC could provide £5,000 this year, with a possible further £5,000 next year. If more is required, he would have to raise this matter with the Leader of DCC. DCC is also providing contribution in kind. Nick Moyes, Biodiversity Project Officer, will work 2 ½ days every other week for at least 2 years. DCC and NCC will also provide in-kind contributions through the planning advice SLA. HS agreed to pursue the possibility of NCC matching the £5k contribution from DCC.

Certain skill sets are required:

- Project planning
- Co-ordination skills
- Interest in environmental issues
- Good negotiating and influencing skills

The Wildlife Trusts have offered to host the Co-ordinator post. There is also a potential option to ask the LEP if they will host alongside their own officers. It was agreed that this possibility would be explored as well.

TH advised the Board that Sophie Churchill would be prepared to provide cash (up to £5,000) towards a project benefiting the National Forest.

With the employment of a Co-ordinator, the LNP would have support from:

Nick Moyes	-	DCC
Heather Stokes	-	NCC
Co-ordinator	-	LNP

A job description, detailed costs, hosting options and work programme are all required. JE agreed to co-ordinate this.

Action: JE to co-ordinate production of documents.

9. Any Other Business

JE raised the question of how we communicate with wider constituents? It was agreed that we need to improve our communication and to explore the potential for Nick Moyes to co-ordinate via website.

IS suggested we could organise an event showcasing what the LNP has achieved. HR agreed this would be a good idea and suggested including the Health & Wellbeing Board.

10. Dates of future meetings

Tuesday 25th June 2.00pm, Toyota offices.

Tuesday 27th August 2.00pm, Toyota offices.

Tuesday 29th October 2.00pm, Toyota offices.