

North East Local Nature Partnership 2017: 3rd executive meeting

Date 13th July 2017 **Start time** 2.00 **Finish time** 4.00

Location Salvus House, Aykley Heads, Durham, DH1 5TS

Attendees

Neil Wilkinson – Gateshead Council	Chris Watson - GroundworkNE	Philip Baker – Banks Group
Clare Steward – Environment Agency	Steve Bhowmick - DCC	Claire Thompson - NELNP
Helen Ryde - NELNP	Jim Cokill – Durham WT	Stuart Timmiss - DDC
David Feige – Northumberland Council	Mike Pratt – Northumberland WT	Geoff Hughes – Durham LAF
Dan Hattle – Sunderland City Council	Jude Leitch – Northumberland Tourism	Andy Smith – Intimation
Paul Black - Riverfoss		

Apologies

Frank Major - Chairman		
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Agenda

Item	Description	Owner	Time
1	Welcome and introductions	Mike Pratt	5 mins
2	Previous minutes and matters arising	Claire Thompson	5 mins
3	Financial update	Jim Cokill	10 mins
4	Transition programme – Executive approval <ol style="list-style-type: none"> 1. iiE 2. Capability Foundation 3. NEENP 4. Online presence 	Officers/ Exec	40 mins
5	Projects – Executive consideration/ approval <ol style="list-style-type: none"> 1. Forestry/ woodland hub and project 2. Elected Members Guide 3. Landscape partnership project pipeline 4. Natural Infrastructure Plan – 2.0 	Mike Pratt Helen Ryde Helen Ryde Helen Ryde	30mins
6	Landscape partnership update	Exec members	10 mins
7	AOB <ol style="list-style-type: none"> 1. Climate Change & Vision for Environmental Growth (VEG) 2. Local authority actions iiE and VEG 3. October board meeting 4. Partner photos and blurb for NEENP 		15 mins
8	Next meeting and close	Mike Pratt	Close

Action points from previous meeting on 27th April 2017

Item	Description		Owner
2	<ol style="list-style-type: none"> 1. Invoice remaining local authorities. 2. Revise business case including cash flow, governance amendments and action plan for delivering iE for next executive meeting 3. A press release will be prepared for w/c June 5th. 4. Share vision with partners for cascading in their organisations. 5. Amend ToR with the accepted and revised amendments. 6. Invitation to Natural England to attend next executive meeting. 7. Agreement on an engagement strategy with the NEENP to strength DEFRA relationship and communicating consistent messages to wider audiences. 8. Purchase IT equipment. 9. Initiate the process to find an intern and liaise with DCC. 10. Gateshead Council to provide legal services to review Capability Foundation documentation. 11. Refresh workshop and project commitments, distribute and update digital media. 12. Establish a working group to lead the Oct 19th board meeting and Capability Foundation event. 13. Preparation for October board event and 2018 conference. 14. Circulate conference review to partners and make available online. 15. Send links to iiE and Capability Foundation to attendees and media – starting to recruit our Capability business 300, Capability people 300 and iiE 300. 16. Create a standard slide for all 3 NPs in the region to use to promote our NPs and collaborative work. 17. Establish working group. 18. Balloon release policy for local authority sites . 19. Update on progress on engaging wider partners for the next executive group. 20. Share landscape partnership pipeline project. 21. Prepare procurement materials for iiE. 		