

North East England Nature Partnership 2017: 4th executive meeting

Date December 7th 2017 **Start time** 14:00 **Finish time** 16:00

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

Attendees

Jim Cokill – Durham Wildlife Trust	Stuart Timmiss – Durham County Council	Mike Pratt – Acting Chairman
Clare Steward – Environment Agency	Steve Bhowmick – Durham County Council	David Gardiner – Public Health England
Helen Ryde – North East England Nature Partnership	Jim Cokill – Durham WT	Chris Watson - GroundworkNE
David Feige – Northumberland Council	Neil Wilkinson – Gateshead Council	Geoff Hughes – Durham LAF
Dan Hattle – Sunderland City Council	Claire Thompson - NEENP	
Paul Black – Capability North East Trustee	Kate Welch – Capability North East Trustee	Ian Brown – Capability North East Trustee

Apologies

Frank Major - Chairman	Alister Scott – Newcastle University	Philip Baker – Banks Group
Jude Leitch – Northumberland Tourism	Andy Smith – Intimation	

Agenda

Item	Description	Owner	Time	Papers/ docs
1	Welcome and introductions	Mike Pratt	5 mins	No
2	Previous minutes and matters arising	Mike Pratt		Yes
3	Financial update	Mike Pratt	5 mins	Yes
4	Elected Members Guide 1) Review 2) Promotional plan	Claire Thompson	15 mins	Yes
5	Environmental Growth 1) Biodiversity and SUDS – NEENP & NWL 2) Biodiversity Strategy – Natural Environment Group 3) Data Catapult – Environment data workshop o ERIC	Helen Ryde Helen Ryde Mike Pratt/ Jim Cokill	30 mins	No Yes Awaiting
6	Capability North East 1) Meet the trustees 2) Schedule 3) Governance and structure 4) Policies 5) Financial reporting 6) iiE update	Paul Black Claire Thompson	50 mins	Awaiting
7	AOB 1) Forum – March 1 st , Centre for life 2) #Nee Littering 3) Defra and LNP comms 4) HLF funding update	Mike Pratt	10 mins	No
8	Next meeting and 2018 dates Close meeting	Mike Pratt	5 mins	Yes

Action points from previous meeting on 6th September 2017

Item	Description		Status
1	CT & ST develop a communications matrix and revisit LEP board member	ST/ CT	Done
2	Thank you letter to the Trustees of the Capability Foundation and a request to meet with the executive group.	CT	Done
3	Provide an update on the outcome of the Planning Framework meeting for George Mansbridge to executive group.	CT	Done
4	Provide a full update once all payments are received into the bank account.	CT	CT
5	Proceed with establishing Capability North East & Foundation using new model and proposed directors. Confirm payroll and banking support from DWT in short term Policies and procedures and approved Oct 2017	HR/CT	Ongoing
6	Engage Fiona Wharton at Ward Hadaway for Capability North East and Foundation work.	CT	Done
7	Capability North East dashboard to be reviewed by NEENP executive group	CT	Done
8	Defra family and NEENP to develop an agreement on ways of working moving forward. a. MOU	HR/ Natural England	On going
9	Natural England Area Action Plan and map to be shared with NEENP. a. Role of NEENP in sharing key messages with wider stakeholders. b. Focus Areas are in the NEENP area, a request is made for another focus area in our patch and for this to be an urban priority area. c. Examples of an Estate Management Plan to be provided to NEENP.	HR/ Natural England	On going
10	NPs role in the 25 year plan and messaging for Environmental Growth.	CS	On going
11	Natural England to share their plans to raise the condition of SSSI's.	HR/ Natural England	On going
12	CT to formalise process of Northumbria Uni/ Prof Scotts involvement with NEENP via executive group.	CT	Done
13	Arrange meeting with all local authorities and Prof Scott to identify opportunities to use some the models described above.	CT	Done
14	Planning Framework update will be provided to the executive by late Sept.	HR/ CT	Paused
15	NEENP local authority representatives to ensure senior attendance at NWLtd Sept 27th meeting.	ALL	Done
16	Select a new date for NEENP forum event late Nov/ early Dec.	CT	Done
17	VEG checkpoint template	CT	To do