

## Devon LNP Executive Group meeting 9<sup>th</sup> November 2012

### Minutes (actions)

Attendees: Tracy Brooks (Torbay Council), Peter Chamberlain (DCC, Chair), Paul Cottington (NFU), Steve Edmonds (EDDC), Tina Henry (PCT), Sarah Jennings (DCC, sec), Mark Robins (RSPB), Mark Rice (EA), Mark Lane (DCC), Robin Toogood (South Devon AONB), Heather Parris (DCC, sec).

Apologies: Cathy Fitzroy (NE), Susan Warren (DWT)

1. Terms of Reference / LNP structure	Action
<p><b>Information:</b></p> <p>All sectors (as agreed at last meeting) have now nominated Board members other than the LEP. LEP representation is in discussion.</p> <p>First Board meeting to be 3<sup>rd</sup> December 2012.</p> <p>PC made everyone aware of the limited resources for the secretariat function (to be provided through existing staff in DCC's Environment Group).</p> <p>NE has some funding which may be available e.g. to develop the Business Plan.</p>	<p>Pete C to continue to discuss LEP relationship with Liz Waugh (CEO of LEP).</p> <p>PC / SJ to organise Board meeting and send minutes etc to Exec Group.</p>
<p><b>Agreed:</b></p> <p>That an Officers Group is needed and that this should be called an Executive Group.</p> <p>That the composition of the group is currently fit for purpose other than:</p> <ul style="list-style-type: none"> <li>- The need to invite an officer to represent the economy sector / LEP to sit on the group.</li> <li>- Robin to check whether Plymouth LNP are happy for him to be their rep. on the Devon Exec or whether Kat Deeney (or another Plymouth officer) would like to attend</li> </ul> <p>Membership of the group to be kept flexible and others to be invited as required.</p> <p>That there should be a Forum which is open to all interested parties but that the proposed consultative forum is not required (consultation with the forum will need to be carefully thought through and the need for a consultative group discussed again if needed).</p> <p>That a key role for the LNP is to influence MPs and central government + to celebrate Devon's natural environment.</p> <p>The Board Chair should have a lead role in driving the LNP forward, and that this is especially important in the developmental stage.</p>	<p>SJ to amend Terms of Ref.</p> <p>Pete C / SJ to invite an economy / LEP rep to sit on the Exec Group.</p> <p>RT to discuss Plymouth rep with Plymouth LNP.</p> <p>SJ to set up Forum in Jan (when website improved)</p>
2. Six Month Action Plan / Business Strategy / Comms Strategy	
<p><b>Information:</b></p> <p>DWT (Peter Burgess) is producing a Framework for Landscape Scale Delivery (funded by DCC and DWT).</p> <p>Dartmoor and Exmoor National Parks have been commissioned to work with the LEP on green economy issues.</p>	<p>ALL – to comment on the draft proposal from Peter B, DWT – send comments to PB and SJ</p> <p>Paul C to send SJ info on the climate change work taking place in the Exe Valley.</p>



<p><b>Agreed:</b></p> <p>That a Press Release should be sent out for the first Board meeting.</p> <p>That a small task and finish group is established to produce a Comms Strategy. Mark Rice and Mark Lane both volunteered to help Sarah J with this.</p> <p>That a Business Plan is required.</p> <p>That the Six Month Action Plan and subsequent Business Plan objectives should reflect the White Paper</p> <p>That a task and finish group is required to take forward Green Economy work in liaison with the LEP + Somerset and Plymouth LNPs. Agreed that MR would lead on this for Exec Group (as leading for Somerset LNP).</p> <p>That the State of Nature report should not be the first publication of the LNP – and that this needs consideration as part of comms plan.</p>	<p>SJ to sort press release with DCC press team.</p> <p>SJ to set up T&amp;F group. Input from MR, ML + any other vols.</p> <p>SJ to send proposal to Exec Grp for comment.</p> <p>MR to send through initial thoughts reg. priorities for Business Plan and ensure wording of current action plan reflects WP.</p> <p>MR to lead on Green Economy and ensure that Sec / Exec agree with proposed approach.</p> <p>SJ to send the State of Nature draft to everyone when in a suitable state.</p> <p>DCC to produce a proposal for a State of Environment report and send to Exec Group.</p>
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**Next meeting January 2013.**