

Links are in red

From: "Newsham, Pamela" <newshamp@mendip.gov.uk>
To: "Mendip LSP"

Sent: 05 March 2008 13:28

Attach: 10b CIC progress report 11.03.08.doc; 1 Agenda 11.03.08.doc; 3 MSP Minutes 04 12 07.doc; 4 MSP-MCPs.doc; 4a Revised Partnership Agreement.doc; 5- Final Report to Mendip LSP on LBAP Mar 08.pdf; 7 Introduction of New National Indicators.doc; 8 SCS and LDF core strategy.doc; 9 Monitoring five Priority Action Plans.doc; 9a Notes of Monitoring Group - 12.02.08.doc; 10 MSP Funding Programme.doc; 10a BFSG minutes 29 January 2008.doc

Subject: Mendip Strategic Partnership Board Meeting

Dear MSP Board member and colleague

The next MSP Board meeting will take place on Tuesday 11th March, starting at 2.30pm in the Council Chamber, Mendip District Council.

Please find attached an [agenda](#) and supporting documents as follows:-

Item 3: Minutes of the meeting held on 4th December 2007

Item 4: The MSP and Mendip Community Partnerships together with appendices (Partnership Agreement and Terms of Reference indicating suggested amendments)

Item 5: Mendip Biodiversity Action Plan – there are a large number of supporting documents for this item which Board members will want to read. These documents will be sent under cover of a separate e-mail so that Board members can consider whether or not they wish to print them. The draft Somerset Biodiversity Strategy is also available which is 2MB in size but can be sent out upon request. However, the final version will be published on the Somerset County Council website and an electronic link will be sent in due course.

Item 7: Introduction of New National Indicator Set

Item 9: Monitoring the Five Priority Action Plans together with notes of the Monitoring Group meeting held on 12th February

Item 10: MSP Funding Programme together with appendices (minutes of the meeting of the Budget and Finance Sub-Group held on 29th January and update on the activities of the Mendip Environment Community Interest Company

My usual reminder – visitor car parking is extremely limited here at the Council Offices and parking anywhere other than in marked visitor bays can incur a fixed penalty fee of £60. I believe that car parking at Tesco for customers only is now also being rigorously enforced! Ample parking is available in the Commercial Road pay and display public car park which is 5 minutes' walk away from the offices.

I look forward to seeing you all next week but if there are any queries in the meantime, please do not hesitate to get in touch with either Sara (01749 341340, skirtons@mendip.gov.uk) or myself.

With kind regards.

Pam Newsham
Policy Assistant
(Community Planning and Consultation)

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Mendip Strategic Partnership
Board Meeting 11 March 2008
2.30pm in the Council Chamber, Mendip District Council

Agenda

- 1. Apologies**
- 2. Public Participation**
- 3. Minutes of the meeting of 4 December 2007**
- 4. The MSP and Mendip Community Partnerships** Paper from Ron Ballantine, MSP Chair and proposed changes to the MSP Partnership Agreement to allow more formal links with Mendip District Council's Community Partnerships
- 5. Mendip Biodiversity Action Plan** presentation from Liz Biron Somerset Environmental Records Centre and Joy Williams, Countryside Project Officer, Somerset County Council
- 6. Chairman's update** Verbal report from the Chair on recent events and meetings attended
- 7. Introduction of New National Indicator Set from April 2008 and the LAA Targets** Report from Sarah Guscott, Manager – Corporate Support Strategy and Research, MDC
- 8. The Sustainable Community Strategy and the Local Development Framework Core Strategy** Report to be presented by Sara Skirton and Simon Eames, MDC
- 9. Monitoring the Five Priorities Action Plans** Notes of Monitoring Group meeting held on 12 February 2008 and priority Action Plan update reports
- 10. MSP Funding Programme** Report about second homes council tax monies, notes of Budget and Finance Sub Group held on 29 January 2008 and an update on Mendip Environment Community Interest Company
- 11. LAA Update** Verbal update
- 12. Mendip District Council Community Partnerships** Update / feedback on MDC community partnerships
- 13. Local Community Planning** Verbal updates for information on Shepton 21, Glastonbury Plan and Frome MCTi
- 14. Any Other Business**
- 15. Dates of future meetings**
Board meeting dates for 2008 are 20 May, 16 September and 9 December, all commencing at 2.30pm in the Council Chamber, Mendip District Council.



Mendip Strategic Partnership

Minutes of the meeting of the Mendip Strategic Partnership held at 2.30 pm on Tuesday 4 December 2007 in the Council Chamber, Mendip District Council.

PRESENT:

Penny Baker	MACOC
Ron Ballantine	Chair
Robin Bradbury	SALC
Alan Brunt	Mendip Housing Ltd
Thomas Fowler	Elim Church
Andrew Freeman	Somerset County Council
Michelle Hawkes	Somerset Primary Care Trust
Roger Kershaw	Somerset County Council
Sonia Pike	Mendip CAB
Zena Pollard	Mendip Business Exchange
Tony Shepherd	Mendip Community Support
Harvey Siggs	Mendip District Council
Peter Smart	Devon & Somerset Fire & Rescue Service
Nikki Watson	Somerset East Police District
Stan Wilson	Mendip District Council

MENDIP DISTRICT COUNCIL OFFICERS PRESENT:

John Meeker	Senior Policy Officer – Planning Policy
Pam Newsham	Policy Assistant
Sara Skirton	Team Leader - Community Planning and Consultation

Agenda Item Number	Details	Actioned by
1	<p>Apologies</p> <p>Apologies were received from Trevor Ashford, Ian Bennett, Stuart Brown, Pauline Clarke, Richard Dixon, Stephen Fowler and Michael Hammond.</p>	

Agenda Item Number	Details	Actioned by
2	<p>Public Participation</p> <p>There were no matters on which members of the public wished to speak.</p> <p>Sara clarified the constitutional arrangements regarding representation from Mendip District Council's area community partnerships on the MSP Board. At the MSP Board Meeting on 26 September 2006, it was agreed that links between the two bodies would remain informal, with MSP Board members encouraged to attend and contribute to area community partnership meetings and vice versa. Cllrs Harvey Siggs and Stan Wilson are the nominated MDC representatives on the MSP Board although additional representation can be the subject of further discussion as necessary. The Chair reiterated that visitors and observers are always welcome to attend MSP Board meetings.</p>	
3	<p>Minutes of the Meeting on 18 September 2007</p> <p>The minutes were agreed as a correct record of proceedings.</p> <p>There were no matters arising which would not be dealt with elsewhere in the meeting.</p>	
4	<p>Presentation from the Devon & Somerset Fire and Rescue Service</p> <p>Commander Peter Smart gave the Board an insight into the responsibilities and statutory duties of the newly-formed Devon & Somerset Fire and Rescue Service.</p> <p>The Service Headquarters are based at Clyst St George, Exeter with dedicated Control Rooms in Exeter and Taunton. However, during 2009 a single regional control centre located in Taunton, responsible for resources in the south west will become fully operational.</p> <p>The Board was very interested to hear details of Devon & Somerset Fire and Rescue Service's Firebreak scheme which runs one day a week for an entire school term and is aimed at students who don't quite find everything they need in the classroom. The students are issued with uniform, fire kit and the course provides a varied range of activities designed to promote and improve confidence, teamwork, citizenship and self-esteem. At a pass-out parade, successful trainees demonstrate some of the skills that they have learnt and are presented with certificates in front of local dignitaries, family and friends. The scheme</p>	

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	<p>is still running but it is often difficult to obtain funding for it.</p> <p>The Chair thanked Commander Smart for an excellent and informative presentation.</p>	
5	<p>Chairman's Update</p> <p>25th September – attended a meeting of 5 district LSP Chairs with Carl Budden of the Regional Development Agency (RDA). The Government Office of the South West (GOSW) will have responsibility for production of the LAA while the RDA will be leading on economic development to encompass environmental issues. The primary focus of the LAA in district terms will be on deprived wards in districts rather than generic district-wide issues.</p> <p>29th October – an LAA technical day was held in Council Chamber, comprising a series of presentations by the lead officers on LAA themes.</p> <p>30th October – SINE roadshow in Bridgwater, the purpose of which was to explore current information needs at a local and regional level; and to explore how a changing policy and structural environment within the region, post sub-national review, will change information needs in the future.</p> <p>7th November – Somerset Strategic Partnership's annual business conference at Royal Bath and West Showground.</p> <p>8th November – LAA seminar held by GOSW at Weston-Super-Mare with presentations about the Local Government White Paper and the re-negotiated LAA. The first draft will be available in January 2008 and it is expected that it will contain fewer mandatory targets coupled with local priorities which should engage local communities and co-ordination across partnerships. Local Strategic Partnerships and elected members of district and county councils will have a stronger role to play in the identification of deprived wards which will require efforts and resources allocated to them.</p> <p>9th November – Businesses, local authorities and voluntary organisations across the county joined together at a special event to set out how they will make the community in Somerset stronger. The way forward will be shaped by the Somerset Community Cohesion Strategy (2004-2010), which has been developed by the Somerset Strategic Partnership and will be officially launched at the event. It was attended</p>	

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	<p>by a leading national expert on community cohesion, Ruby Dixon, of the Improvement and Development Agency, who gave some of her insights into how community relations can be strengthened in the light of some of the challenges facing the county, such as demographic changes, anti-social behaviour, higher than national levels of teenage pregnancy and the need to promote more positive examples of community relations in the media.</p> <p>14th November – MSP Monitoring Group.</p> <p>20th November – Follow up session on the LAA technical day in Mendip.</p> <p>29th November – meeting of the Stronger Communities sub-group of the existing LAA. This group is evolving into a Health and Wellbeing sub-group and a similar priority action sub-group is to be created in the first half of 2008 under the auspices of the MSP. When it is formed, it is expected that a presentation will be made to a future Board Meeting of the MSP.</p>	
6	<p>Mendip Priorities Events 29 October and 20 November</p> <p>Sara provided the Board with updates on the LAA technical events held on 29th October and 20th November. Positive feedback from those members attending indicated an enhanced level of understanding surrounding the LAA and its themes. The second event had a Mendip focus and the Board agreed on the value of continued dialogue with a view to Mendip influencing LAA re-negotiation discussions.</p>	
7	<p>The Sustainable Community Strategy and the Local Development Framework Update</p> <p>Sara Skirton and John Meeker talked through the report previously circulated and drew the Board’s attention to the opportunities available for aligning activity on both the Sustainable Community Strategy and Local Development Framework processes. The LDF Core Strategy has a key role in turning the ambitions of the SCS into reality, particularly where the ambition has a ‘spatial’ element, for example deprived wards, and the provision of affordable housing. It makes sense to have one evidence base for both processes, and the revised LDF Core Strategy project timetable provides an opportunity to combine activity on area profiling, community engagement and ultimately the development of town strategies. Partner commitment and involvement in these processes is vital to ensure both the LDF Core Strategy and the SCS</p>	

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	<p>reflect local concerns and help deliver local priorities on the ground. Ways in which partners can contribute include sharing data, building consensus on priorities for Mendip and taking forward agreed local priorities in their own planning processes.</p> <p>Members of the MSP Board AGREED to:</p> <p>Support a joint approach to the review of the Community Strategy and the LDF Core Strategy process; and</p> <p>Commit to working in partnership to maximise the potential for these processes to improve wellbeing in Mendip.</p>	<p>All</p> <p>All</p>
8	<p>Monitoring the Five Priorities Action Plans</p> <p>Sara presented the notes and progress reports from the meeting of the Monitoring Group held on 14th November.</p> <p>Cllr Bradbury raised his interest in the Affordable Decent Housing for All priority and, in particular, the perceived potential barriers to providing affordable housing. Alan Brunt clarified that local resistance is often met to the idea of affordable housing in an area, coupled with various technical barriers surrounding planning legislation and funding. Cllr Siggs agreed that there is a need to raise awareness among people that affordable housing is provided for largely local people to enable them to live in villages and towns where they were brought up.</p> <p>Tony Shepherd circulated copies of the latest edition of the Mendip Community Newsletter.</p> <p>Members noted progress on each of the MSP priority action plans.</p>	
9	<p>MSP Funding Programme 2007/08</p> <p>Sara talked through the report which had been provided for information, detailing the MSP funding programme for 2007/08 which has been agreed. A review of 2006/07 Second Homes monies has just commenced, with recipients being asked to provide interim or final reports. This review will be presented to and discussed in detail by the Budget and Finance Sub-Group at its next meeting on 29 January 2008.</p> <p>Roger Kershaw reminded the Board that Second Homes monies become part of the annual review of Somerset County Council finance.</p>	

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	<p>He emphasised the importance when reviewing 2006/07 of being very clear about demonstrating the outcomes resulting from the allocation of funding. Roger reported that the County Council had in the past allocated some of the Second Homes monies towards helping local strategic partnerships achieve goals and objectives but that this undertaking would always be subject to an annual review. A clearer picture should emerge in the New Year. Cllr Siggs reiterated that there are always competing priorities for constrained finances at a County level.</p>	
10	<p>Mendip District Council Community Partnerships</p> <p>Zena Pollard reported that she had attended a recent meeting of the Central Mendip Community Partnership where discussions centred around bids for funding submitted by a number of parish councils.</p> <p>Similarly, the Chair had attended a meeting of the Mendip Area Panel in Frome on 22nd November where, again, discussions took place on allocation of its budget.</p> <p>Cllr Alan Copping reported that West Mendip Community Partnership would be meeting on 5 December in Glastonbury Town Hall and all were welcome to attend.</p>	
11	<p>Local Community Planning</p> <p>With regard to Shepton 21, Zena was pleased to report that a positive response had been received from RDA, indicating that the agency would be prepared to fund up to 50% of the costs of further feasibility work on the CATEC project. Sonia reported that the group will look at using this money to move the business plan forward.</p> <p>The town centre task group is also moving ahead with its plans with the town centre events manager working with the Academy theatre group on a number of events planned for the middle of December, details of which are available on its website: www.academytheatre.co.uk.</p> <p>With regard to the 'Vision 4 Frome', Tony Shepherd reported that a temporary voluntary 'executive' team has been set up to start the process and a larger 'Steering Group' of local representatives has met to be briefed and consulted on next stages. These teams are currently self selecting, and eventually they will be reviewed with a view to setting up a more formal and accountable structure. Starting from September</p>	

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	<p>2007, the group will consult as widely as possible with all of the communities in Frome to establish local priorities and uncover current and future issues. It is envisaged that a draft document will be ready in February 2008, when further consultations will take place. The final Community Plan should be ready by summer 2008.</p>	
12	<p>Any Other Business</p> <p>Andrew Freeman informed the Board that the local Area Working Panel is beginning a piece of work around engagement with communities within Mendip. This exercise is intended to map any consultation work going on and Andrew will be contacting partners to discuss activity. Tony highlighted the difficulty Mendip Community Support has encountered in raising awareness through the Area Working Panel of its activities. Sonia Pike would also welcome ways of engaging with the Area Working Panel.</p> <p>As a result of the LAA workshops, it became apparent that there are gaps in the MSP's short term priorities, particularly relating to health and well-being and community safety. The Chair confirmed that discussions surrounding this issue will be taking place towards the end of January and the views of all partners are welcome. In this connection, Nikki Watson urged the MSP Board to encourage more community safety input into its meetings and mentioned that the issue is given a very high profile within the South Somerset Together strategic partnership.</p> <p>Michelle Hawkes reminded partners to upload their data onto the multi agency toolkit in order to make the database as useful and as relevant as possible for all users.</p> <p>She reported that the Somerset PCT is providing funding for a number of health trainers who will work with residents in deprived wards offering support for healthy lifestyles, and provision of dietary advice and delivery of smoking cessation programmes. Currently advertisements are appearing for 8 part-time workers across the county, with 2 in Mendip – one in Frome and one in Glastonbury. Successful applicants will attend a nationally accredited course at the University of the West of England in Bristol.</p>	All

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Dates of Future Meetings

The next meeting of the MSP Board Meeting will take place on 11th March 2008 in the Council Chamber at Mendip District Council offices, commencing at 2.30 pm.

Members are asked to note future dates for 2008 as follows:-

Tuesday, 20th May

Tuesday, 16th September

Tuesday, 9th December

All to commence at 2.30pm in the Council Chamber, Mendip District Council.

Monitoring Group

Tuesday 12th February 2.30 – 5.00

Tuesday 29th April 10.00 -12.30

Thursday 4th September 10.00 - 12.30

Tuesday 25th November 10.00 - 12.30

Budget and Finance Sub-Group

Tuesday 29th January 10.00 -12.30

Tuesday 1st April 10.00 - 12.30

Tuesday 22nd July 10.00 - 12.30

Tuesday 11th November 10.00 - 12.30

There being no further business, the meeting closed at 4.50pm.

The Mendip Strategic Partnership

Agenda Item: 4

FROM: Ron Ballantine, Chair of MSP Board Date: 11 March 2008

SUBJECT: MSP and Mendip District Council's Community Partnerships

1. SUMMARY/INTRODUCTION

1.1 In 2006 Mendip District Council established three Area Community Partnerships across the District. At the time, discussions were held with the MSP as to how the Community Partnerships could relate to the Strategic Partnership and link with it for support and access to other agencies. It was accepted at the time that the MSP Board should not be increased in number by three additional members and that the link should be achieved by MSP members attending Area Partnership meetings.

1.2 Under review, this has not proved entirely satisfactory. MSP members have found it difficult to maintain regular attendance at Area Partnership meetings and these meetings have tended to be taken up (quite reasonably) with 'infrastructure' issues rather than strategic development and planning.

1.3 With the growing importance of the Local Area Agreement and the need to get community input to the Sustainable Community Strategy (SCS) and the Local Development Framework (LDF), it is felt that the Community Partnerships should be linked more closely with the Strategic Partnership.

1.4 The Community Partnerships would gain from greater exposure to the partner agencies making up the MSP, and benefit from inclusion in the strategic discussions and presentations at MSP Board meetings. The MSP would gain from stronger geographic area input, and it is hoped that Area Community Partnerships could strengthen the role that the MSP has in supporting Parish Plans and MCTi initiatives such as, currently, in Shepton Mallet and Frome.

2. RECOMMENDATION

2.1 Accordingly, it is now proposed that a representative from each of the three Area Community Partnerships becomes a member of the MSP Board to

bring to the MSP a community view on strategic issues, particularly in relation to development of the SCS and LDF.

2.2 The District Council will, like the other partner organisations on the Board, continue to have only one vote and the intention is that each of these representative councillors will attend to represent and speak for their area communities, and not to create a 'block' of District Councillors on the MSP Board.

2.3 It is also the intention to review this arrangement in a year's time.

2.4 I would ask you to welcome these representative councillors to our Board Meeting today.

Ron Ballantine
Chair



The Mendip Strategic Partnership Partnership Agreement and Terms of Reference

1. Introduction

1.1 This agreement sets out the structure, role, membership, principles and code of conduct for the Mendip Strategic Partnership (MSP).

1.2 The MSP's overarching aim is:

To work together to help create healthy, just, vibrant and sustainable communities in Mendip

1.3 The Community Strategy, prepared and adopted by the MSP, sets out the shared vision for the future of Mendip:

By 2026 Mendip will be a thriving, just and sustainable place to live in, work in and visit

2. Role of the MSP Board

2.1 The MSP will work towards achieving its vision by:

- Acting as a single strategic umbrella for other key partnerships in Mendip
- Overseeing the development of the Community Strategy for Mendip, which sets out the long term vision for the district and the steps for achieving it
- Encouraging partners to align their plans to help achieve the agreed vision, working together to provide local solutions to local needs
- Supporting voluntary sector partners to participate fully
- Monitoring and reviewing the Community Strategy Action Plans
- Ensuring that community priorities are reflected in the community strategy and community planning processes
- Maintaining an overview of local community planning activity in the area, such as Parish Plans, and Market and Coastal Towns Initiatives, providing support as practicable and appropriate

- Representing Mendip's interests at a County and Regional level to help ensure that they are taken account of in key plans that affect the district
- Sharing information and research activity to avoid duplication and identify knowledge gaps and, where appropriate, commissioning or undertaking joint research
- Ensuring that the work of the Partnership is open and transparent and that meetings are open to the public and accessible
- Reporting progress to communities and other stakeholders, celebrating achievements and successes

3. The Mendip Strategic Partnership

3.1 Structure

The partnership structure is set up to be inclusive, covering a balance of interests across public, private and voluntary agencies in Mendip, representing social, economic and environmental sectors.

It is dynamic and will respond to the need to include other agencies to ensure all sectors are covered. The structure will be reviewed annually.

The chart overleaf illustrates the current structure of the MSP which is made up of:

- The Partnership Board
- The Budget and Finance Sup Group
- The Monitoring Group
- The Communications Sub Group
- Five themed sub groups to take forward the MSP Priorities
- A Wider Partnership – to which the Board is accountable and reports annually

Further task or sub groups can be set up and dissolved as necessary. Generally they:

- Work towards specific agreed outcomes
- Have a limited life – until the board agrees that they have satisfactorily achieved their outcome
- Can run in parallel or in sequence – some start now, (–) some later
- Can link together for work that needs a synchronised response
- Have a main board member who leads each Task Group

To avoid duplication, existing District or County groups or partnerships that have the potential to fulfil this function may be asked to take on the role of sub- or theme group. These groups will report back to the MSP Board on progress or with recommendations.

3.2 Links with Other Partnerships – outside Mendip

The Chair of the MSP Board sits on the Somerset Strategic Partnership SSP and the East Somerset Crime Reduction Partnership.

Officers from neighbouring Local Authorities who provide support for their Local Strategic Partnerships meet regularly to discuss progress on community planning across the district

3.3 Wider Membership (Partnership) Role

A wider group of member organisations / partnerships are affiliated to the MSP and form an annual conference to which the Board will report on:

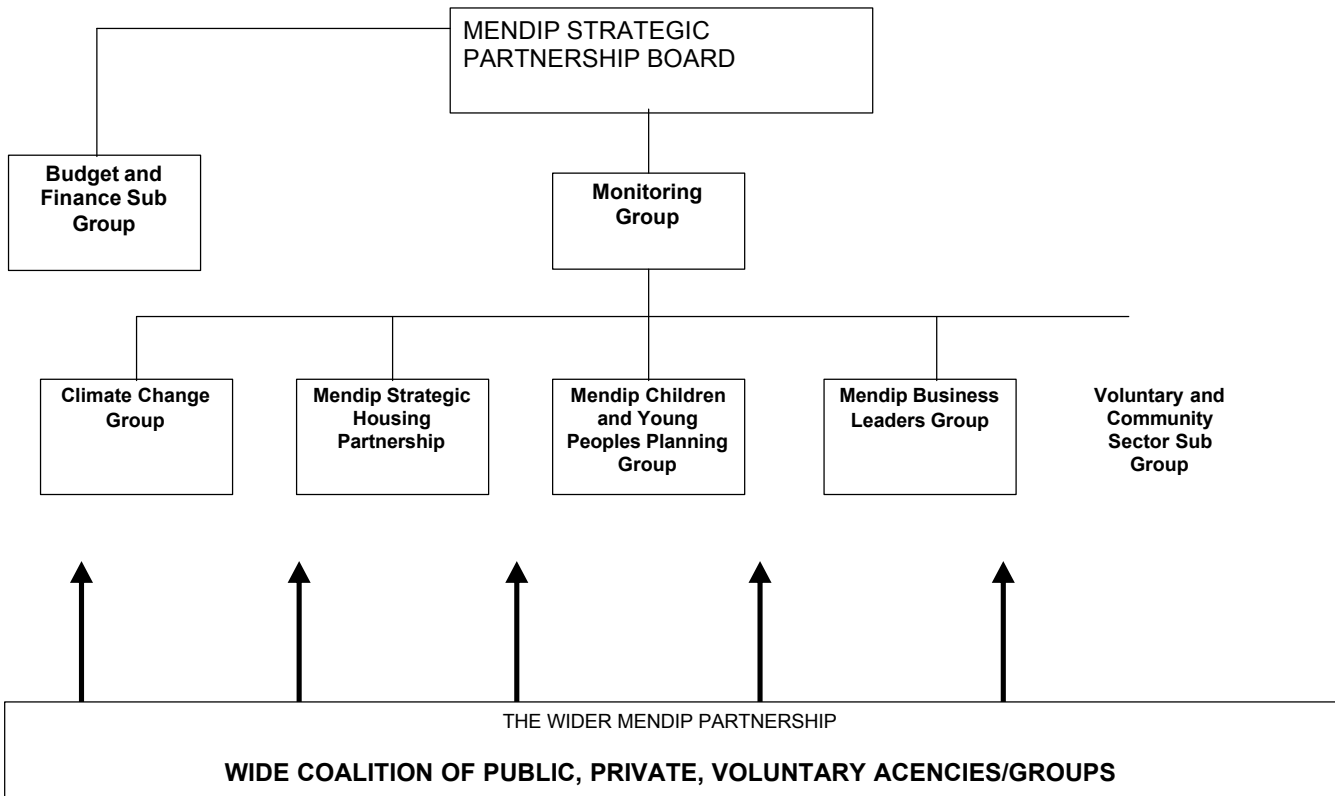
- progress against the vision and aims of the MSP
- progress on community planning
- achievements against the actions agreed in existing community plans
- good practice experiences across Mendip
- training / awareness raising and other events held
- resources bid for and achieved
- future action plans for the next twelve months

3.4 Wider Membership Criteria

This is open to public, private and voluntary agencies/ bodies which are delivering services or serving or representing the interests of residents of Mendip, and which have a commitment to:

- partnership working
- working for improvements in the quality of life for Mendip residents
- equality of opportunity
- sustainable development
- the community planning process
- actively support the engagement of hard to reach groups
- openness and sharing information and decision making

The Mendip Strategic Partnership



4. MSP Board Status and Decision Making

4.1 The MSP Board:

- is a representative partnership based on a will to achieve a shared common purpose
- is a non-statutory partnership
- is not a separate legal entity
- operates strategically, achieving its objectives through its associated partnerships, member organisations and working groups

4.2 Voting is limited to the Board members or named substitutes. Each partner organisation represented on the Board will have one vote only, regardless of how many representatives from an organisation may be present at a meeting.

Deleted: All representatives
→ have

4.3 Decisions shall be reached on a majority basis but cannot bind the individual member organisations.

4.4 A quorum of one third total membership is required at Board meetings in order for decisions to be made.

4.5 Proper records of all decisions, particularly those involving finances shall be kept.

4.6 Decision making will normally be by working towards achieving consensus. Where this is not possible a vote will take place. Any conflict or serious impediment would be referred to the Government Office South West as the MSP's 'higher authority'

5. Board Membership

5.1 MSP Board should comprise representatives from a balance of sectors and interests, with the right to call in 'expert witnesses' if an issue is not covered by members of the board. It should include the agencies responsible for delivering key services such as health / social care, housing, transport, education etc, plus representatives of statutory partnerships.

5.2 Local Authority representatives will be the elected representatives from the three tiers of 'local' government (County, District, Town / Parish Councils). This will normally be one, and no more than two, Elected Members from each tier.

5.3 In the case of Mendip District Council, a representative from each of the three Mendip Community Partnerships is invited to participate in Board meetings in order to ensure that the appropriate links are made between district wide community planning and local community planning activity.

5.4 Members should be from agencies that operate / deliver services / represent communities of interest etc within Mendip

5.5 Membership will be agreed by the Board and will not at any one time exceed 25 members. If vacancies arise, new members can be invited to join provided the balance of sectors is maintained and a majority of current members agree.

5.6 The criteria and membership will be reviewed annually.

5.7 Member requirements

5.7.1 Individuals members should:

- have responsibility, or delegated responsibility, to describe and represent the strategic direction of their organisation
- facilitate a two way communication process between the MSP and their own organisation or representative network
- be able to speak from a sector / agency perspective, even if they cannot speak for that sector as a whole.
- be able to exert influence within their own organisation in order to shape decisions and commit resources in order to deliver the Community Strategy (*subject to the constitution and accountability within that organisation. i.e. differences between agencies must be recognised and respected e.g. voluntary and statutory sectors*)
- be responsible and accountable to the Partnership for commitments they make regarding the implementation of the Community Strategy in within their own organisation / network / partnership
- be able to take a strategic view across the district of Mendip
- recognise that while sitting on the Board their aim is to develop the role of the MSP in Community Planning, and not to lobby for their own organisation or agenda.
- have a commitment to the Community Planning process, and what it can deliver
- respect the confidentiality of others and declare any particular conflicts of interest

5.7.2 It is up to partner organisations to determine who to put forward for the Board, including whether this is an officer or lay member of their organisation.

5.7.3 Forum representatives should ideally be the Chair or lead person (if appropriate), but it is up to the individual forum to choose who best meets the criteria, and they should have the remit to represent all views within the forum or organisation.

5.7.4 The three Voluntary Sector Board members will be selected by an inclusive voluntary sector election which will normally be held annually.

5.8 Attendance at Meetings

5.8.1 Members are expected to attend meetings as regularly as possible to ensure continuity and a positive working relationship with other MSP members. Each Board member should identify one nominated substitute who has to be briefed and fully informed by that member.

5.8.2 Where a Board member has missed three successive Board meetings without sending a substitute or offering apologies or having secured the Board's acknowledgement of the organisation's apologies, the member is presumed to have resigned the organisation's seat on the Board

5.9 Principles of the Partnership

- all partners have an equal voice
- we will check that we have a shared commitment before we act
- we will respect the constraints of partner organisations and sectors
- our meetings will be open to press and public
- we are committed to openness and transparency
- we will not work in opposition
- we will respect diversity and champion equality
- we will keep the partnership's membership flexible, dynamic and responsive to the needs of our communities
- we will champion the use of technology to aid better communication and access to information

5.10 Conduct of Partners

we will:

- respect and record minority views
- listen to each other and respect differences of opinion
- not talk over each other in meetings
- trust and be able to constructively challenge each other
- not use the partnership to lobby for our own personal or business interests

6. MSP Board meetings

6.1 The MSP Board will normally meet quarterly. Extraordinary meetings can be called if required by the Chair.

6.2 The meetings will be chaired by a Member of the MSP Board appointed by agreement of the other members of the MSP Board. This chairing arrangement will be reviewed by the MSP Board annually.

6.3 The MSP will prepare and publicise an annual report to describe progress on the Community Strategy.

6.4 Agendas and minutes for the Board meeting will be circulated to Board members electronically unless hard copies are requested.

6.5 The Chair of the MSP Board will agree the agenda at least 2 weeks prior to each MSP Board meeting. Other Board members may be involved in this process as appropriate.

7. Finance

7.1 The MSP agrees that Mendip District Council will act as the financially accountable body for MSP funds.

7.2 The MSP will monitor finances, with regular reports (at least quarterly) being produced by the Budget and Finance Sub Group.

7.3 Board members will be able to claim mileage allowance in line with the amount payable to District Council Elected Members, where they are not entitled to do so from their own organisations.

7.4 The MSP has adopted a financial protocol which is attached as Appendix A.

8. Support

8.1 The main responsibility for generating, servicing, and co-ordinating the MSP process will be taken by Mendip District Council with a nominated MSP lead officer being the main point of contact for partners. It is also expected that other partner organisations may be asked to offer support.

8.2 All meetings will be minuted with minutes circulated to MSP Board members and posted as public documents on the MSP website
www.mendipstrategicpartnership.org.uk

9. External Profile and Communications

9.1 Projects and events supported by or organised by the MSP will be identified by the use of the official logo on publicity material.

9.2 Press releases to promote achievements, successes, events and opportunities will be agreed by the Chair in conjunction with the Communications Group. All press releases will carry the MSP logo.

9.3 The preferred method of communication between Board Members is by e-mail.

9.4 All agendas and minutes will be published on the MSP website. All meetings are open to the public.

10. Review

10.1 This Partnership Agreement and Terms of Reference will be reviewed annually.

**Final Report to Mendip LSP on the
Mendip Local Biodiversity Action Plan (LBAP)**

March 2008

1. Background

This is a final report to the Mendip LSP following a successful application to support the review of the Mendip Local Biodiversity Action Plan (LBAP).

A report was presented to the Mendip LSP in September 2006 on the progress of this work, the Somerset Biodiversity Management Group would like to thank the LSP for considering and supporting these recommendations.

2. Progress update

The Somerset Biodiversity Management Group would also like to thank MLSP for its continued support following extensions to the timescale for this project. The Somerset Biodiversity Management Group did not fully anticipate the amount of time required to fully consult with the general public and specialists.

The extra time taken to produce the LBAP has enabled the Management Group to ensure full commitment to this process which will enable the LBAP to fully supported in its delivery.

3. The revised Mendip Somerset LBAP

The SBMG, of which MDC is a key partner, would like to request the Partnership's support for the habitat and species actions plans. The plans include:

- Adder
- Long Eared Owl
- Field Boundaries (dry stone walls)
- Heathlands
- Calcareous and Neutral Grasslands
- Woodland
- Purple Moor and Rush Pasture

4. Somerset Recommendations

In addition to the recommendations made for the Mendip Local Biodiversity Action Plan, there are a number of species and habitats that have been developed as part of a county-wide Somerset Biodiversity Strategy. These action plans will be coordinated at a county level, but will require support from all Biodiversity Management Group partners, and others. They relate to habitats and species that are wide spread throughout the county, rather than restricted to one or more Districts.

These include:

- Hedgerows & hedgerow trees
- Gardens and urban green space
- Traditional orchards

- Wood pasture, parkland and veteran trees
- Roadside verges and green lanes
- Ditches and ponds
- Water and wetlands

and

- Otter
- Bat
- Lapwing

5. Next steps

The SBMG is very appreciative that MLSP agreed to extend the timetable for this work and has continued to support the project.

SBMG would like to ask MLSP to fully support and endorse the Mendip LBAP and help to promote action within local communities.

Liz Biron, SERC
Joy Williams, SCC

March 2008

THE MENDIP STRATEGIC PARTNERSHIP

AGENDA ITEM: 7

FROM: Sarah Guscott
Manager, Corporate
Support Strategy and
Research

Date: 11th March 2008

**SUBJECT: INTRODUCTION OF NEW NATIONAL
INDICATORS FROM 1 APRIL 2008**

1. SUMMARY/INTRODUCTION

1.1 This is to inform the Board of the National Indicators for Local Authorities and Local Authority Partnerships which replace the Best Value Performance Indicators from 1 April 2008. There are 198 indicators in total, grouped into themes:

- Stronger communities
- Safer communities
- Children and Young People - this is sub-divided into:
be healthy;
stay safe;
enjoy and achieve;
make a positive contribution; and
economic wellbeing
- Adult health and wellbeing
- Tackling exclusion and promoting equality
- Local economy
- Environmental sustainability

Government issued on 29 February its final definitions and descriptors for 138 of the 198 indicators. The list of 138 is attached. The remaining 60 (including those relating to the Place Survey and the Assessment of Police and Community Safety) will be issued by end-March. The detailed definitions for the 138 indicators can be found at <http://www.communities.gov.uk/publications/localgovernment/nationalindicatorsupdate>.

2. CURRENT SITUATION

2.1 Outcome indicators and partnership delivery

Unlike the Best Value Performance Indicators that they replace, the focus of the National Indicators is on measuring improvement outcomes for an area. The increased emphasis on outcomes requires that all local partners have a shared understanding of the issues for an area, and how they will contribute through their priorities and actions to addressing those issues.

The National Indicators set includes some indicators that measure direct outputs, such as educational attainment, crime rates, health outputs, planning and land use etc. These indicators have also been selected to ensure a focus on driving up improvement and efficiency across the public sector.

The mechanism for reporting on the National Indicators will be through data drawn from Government Departments and public sector agencies, except in the case of an estimated 15 Indicators for which local authorities will file output information. All information from Government to support indicator measurement will be accessible through a central data hub. This will allow comparison between areas, and “real time” monitoring.

The National Indicators will form part of the evidence base for the Comprehensive Area Assessment, to be carried out starting in April 2009. In considering the overall extent of the improvement and issues for an area the assessment will make little distinction between what is delivered by any one partner such as the local authority and what is the responsibility of other agencies. This reinforces the role of the Strategic Partnership in identifying the key issues and aims for the area, and engaging partners to make progress on tackling the issues, and the work to develop the Sustainable Community Strategy will be an essential part of that.

Individual organisations should be able to identify where their activities support improvements in the area as measured through the indicators, and the action plan reports and any other monitoring information to the Board will provide the MSP with an understanding of how the intended outcomes are being addressed locally.

2.2 Local Area Agreement

Each LAA has had to select up to 35 National Indicators as its targets for improvement. There are also 16 education attainment indicators which all LAAs must report against.

Somerset County Council is leading the negotiation with GOSW on the 35 indicators for the Somerset LAA. The proposed list, as at 12 February, is attached.

2.3 Place Survey

Of the 198 indicators 19 are to be measured through the “Place Survey”, to be run in autumn 2008. It replaces the BV General Survey, and will assess local residents’ perception of the area and the way in which the local authority and other public agencies address local issues. The guidance and methodology has been the subject of consultation by CLG, and we expect the final guidance on the 19 Place Survey indicators to be issued end-March.

3. RECOMMENDATION

3.1 The Board is asked to note the report.

Contact Officer: Sarah Guscott
Tel: 01749 341352 guscotts@mendip.gov.uk

National indicator definitions to be published in February 2008

Indicator No	Definition of indicator
NI 7	Environment for a thriving third sector
NI 8	Adult participation in sport and active recreation
NI 9	Use of public libraries
NI 10	Visits to museums or galleries
NI 11	Engagement in the arts
NI 13	Migrants English language skills and knowledge
NI 14	Avoidable contact: The proportion of customer contact that is of low or no value to the customer
NI 39	Rate of hospital admission per 100,000 for alcohol related harm
NI 40	Number of drug users recorded as being in effective treatment
NI 43	Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody
NI 44	Ethnic composition of offenders on Youth Justice System disposals
NI 45	Young offenders engagement in suitable education, employment or training
NI 46	Young offenders access to suitable accommodation
NI 48	Children killed or seriously injured in road traffic accidents
NI 49	Number of primary fires and related fatalities and non-fatal casualties, excluding precautionary checks
NI 51	Effectiveness of child and adolescent mental health (CAMHs) services
NI 53	Prevalence of breastfeeding at 6 - 8 weeks from birth
NI 55	Obesity among primary school age children in Reception Year
NI 56	Obesity among primary school age children in Year 6
NI 58	Emotional and behavioural health of looked after children
NI 59	Percentage of initial assessments for children's social care carried out within 7 working days of referral
NI 60	Percentage of core assessments for children's social care that were carried out within 35 working days of their commencement
NI 61	Timeliness of placements of looked after children for adoption following an agency decision that the child should be placed for adoption
NI 62	Stability of placements of looked after children: number of placements
NI 63	Stability of placements of looked after children: length of placement
NI 64	Child protection plans lasting 2 years or more
NI 65	Percentage of children becoming the subject of a Child Protection Plan for a second or subsequent time
NI 66	Looked after children cases which were reviewed within required timescales
NI 67	Percentage of child protection cases which were reviewed within required timescales
NI 68	Percentage of referrals to children's social care going on to initial assessment
NI 72	Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy
NI 73	Achievement at level 4 or above in both English and Maths at Key Stage 2
NI 74	Achievement at level 5 or above in both English and Maths at Key Stage 3
NI 75	Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths
NI 76	Reduction in number of schools where fewer than 65% of pupils achieve level 4 or above in both English and Maths at KS2

Indicator No	Definition of indicator
NI 77	Reduction in number of schools where fewer than 50% of pupils achieve level 5 or above in both English and Maths at KS3
NI 78	Reduction in number of schools where fewer than 30% of pupils achieve 5 or more A*-C grades at GCSE and equivalent including GCSEs in English and Maths
NI 79	Achievement of a Level 2 qualification by the age of 19
NI 80	Achievement of a Level 3 qualification by the age of 19
NI 81	Inequality gap in the achievement of a Level 3 qualification by the age of 19
NI 82	Inequality gap in the achievement of a Level 2 qualification by the age of 19
NI 83	Achievement at level 5 or above in Science at Key Stage 3
NI 84	Achievement of 2 or more A*-C grades in Science GCSEs or equivalent
NI 85	Post-16 participation in physical sciences (A Level Physics, Chemistry and Maths)
NI 86	Secondary schools judged as having good or outstanding standards of behaviour
NI 87	Secondary school persistent absence rate
NI 88	Percentage of schools providing access to extended services
NI 89	Reduction in number of schools judged as requiring in special measures and time taken to come out of the category
NI 91	Participation of 17 year-olds in education or training
NI 92	Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest
NI 93	Progression by 2 levels in English between Key Stage 1 and Key Stage 2
NI 94	Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2
NI 95	Progression by 2 levels in English between Key Stage 2 and Key Stage 3
NI 96	Progression by 2 levels in Maths between Key Stage 2 and Key Stage 3
NI 97	Progression by 2 levels in English between Key Stage 3 and Key Stage 4
NI 98	Progression by 2 levels in Maths between Key Stage 3 and Key Stage 4
NI 99	Looked after children reaching level 4 in English at Key Stage 2
NI 100	Looked after children reaching level 4 in Maths at Key Stage 2
NI 101	Looked after children achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English and Maths)
NI 102	Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stages 2 and 4
NI 103	Special Educational Needs - statements issued within 26 weeks
NI 104	The Special Educational Needs (SEN)/non-SEN gap - achieving Key Stage 2 English and Maths threshold
NI 105	The Special Educational Needs (SEN)/non-SEN gap - achieving 5 A*-C GCSE inc. English and Maths
NI 106	Young people from low income backgrounds progressing to higher education
NI 109	Delivery of Sure Start Children Centres
NI 112	Under 18 conception rate
NI 113	Prevalence of Chlamydia in under 25 year olds
NI 114	Rate of permanent exclusions from school
NI 116	Proportion of children in poverty
NI 117	16 to 18 year olds who are not in education, employment or training (NEET)
NI 120	All-age all cause mortality rate
NI 121	Mortality rate from all circulatory diseases at ages under 75
NI 122	Mortality from all cancers at ages under 75
NI 123	Stopping smoking

Indicator No	Definition of indicator
NI 124	People with a long-term condition supported to be independent and in control of their condition
NI 125	Achieving independence for older people through rehabilitation/intermediate care
NI 126	Early access for women to maternity services
NI 129	End of life care - access to appropriate care enabling people to be able to choose to die at home
NI 130	Social Care clients receiving Self Directed Support per 100,000 population
NI 131	Delayed transfers of care
NI 132	Timeliness of social care assessment (all adults)
NI 133	Timeliness of social care packages following assessment
NI 134	The number of emergency bed days per head of weighted population
NI 135	Carers receiving needs assessment or review and a specific carer's service, or advice and information
NI 136	People supported to live independently through social services (all adults)
NI 141	Percentage of vulnerable people achieving independent living
NI 142	Percentage of vulnerable people who are supported to maintain independent living
NI 143	Offenders under probation supervision living in settled and suitable accommodation at the end of their order or licence
NI 144	Offenders under probation supervision in employment at the end of their order or licence
NI 145	Adults with learning disabilities in settled accommodation
NI 146	Adults with learning disabilities in employment
NI 147	Care leavers in suitable accommodation
NI 148	Care leavers in employment, education or training
NI 151	Overall employment rate
NI 152	Working age people on out of work benefits
NI 153	Working age people claiming out of work benefits in the worst performing neighbourhoods
NI 154	Net additional homes provided
NI 155	Number of affordable homes delivered (gross)
NI 156	Number of households living in temporary accommodation
NI 157	Processing of planning applications
NI 158	% non-decent council homes
NI 159	Supply of ready to develop housing sites
NI 160	Local authority tenants' satisfaction with landlord services
NI 163	Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher
NI 164	Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 3 or higher
NI 165	Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 4 or higher
NI 166	Median earnings of employees in the area
NI 167	Congestion - average journey time per mile during the morning peak
NI 168	Principal roads where maintenance should be considered
NI 169	Non-principal roads where maintenance should be considered
NI 170	Previously developed land that has been vacant or derelict for more than 5 years

Indicator No	Definition of indicator
NI 171	New business registration rate
NI 172	Percentage of small businesses in the area showing growth
NI 173	Flows on to incapacity benefits
NI 174	Skills gaps in the current workforce reported by employers
NI 175	Access to services and facilities by public transport, walking and cycling
NI 176	Working age people with access to employment by public transport (and other specified modes)
NI 177	Local bus and light rail passenger journeys originating in the authority area
NI 178	Bus services running on time
NI 179	Value for money - total net value of ongoing cash-releasing value for money gains that have impacted since the start of the 2008-09 financial year
NI 180	The number of changes of circumstances which affect customers' Housing Benefit/ Council Tax Benefit entitlements within the year
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events
NI 182	Satisfaction of businesses with local authority regulatory services
NI 183	Impact of local authority regulatory services on the fair trading environment
NI 184	Food establishments in the area which are broadly compliant with food hygiene law
NI 185	CO2 reduction from Local Authority operations
NI 186	Per capita reduction in CO2 emissions in the LA area
NI 187	Tackling fuel poverty - % people receiving income based benefits living in homes with a low energy efficiency rating
NI 188	Planning to adapt to climate change
NI 189	Flood and coastal erosion risk management
NI 191	Residual household waste per household
NI 192	Percentage of household waste sent for reuse, recycling and composting
NI 193	Percentage of municipal waste landfilled
NI 194	Air quality - % reduction in NOx and primary PM10 emissions through local authority's estate and operations
NI 195	Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting)
NI 196	Improved street and environmental cleanliness - fly tipping
NI 197	Improved local biodiversity – proportion of local sites where positive conservation management has been or is being implemented
NI 198	Children travelling to school - mode of transport usually used

SOMERSET SUMMARY LAA Version 2b – 12th February 2008

Priority	National indicator	Comments
Community Cohesion	*NI 1 % of people who believe people from different backgrounds get on well together in their local area	
Improve consultation with all sections of our communities on issues that affect them, and make best use of the information in policy and service development	*NI 4 % of people who feel they can influence decisions in their locality	
Develop strength and role of community groups and voluntary organisations	*NI 6 Participating in regular volunteering	
Drug-related crime (particularly crime and re-offending)	*NI 16 Serious acquisitive crime *NI 30 Re-offending rate of prolific and priority offenders	
Anti social behaviour	*NI 17 Perceptions of anti-social behaviour PSA 23 OR *NI 24 Satisfaction with the way the police and local council dealt with antisocial behaviour	Advised by GOSW that NI 24 may be withdrawn
Domestic Abuse	*NI 32 Repeat incidents of domestic violence	

Priority	National indicator	Comments
Drugs and alcohol	<p>*NI 39 Alcohol related hospital admission rates</p> <p>*NI 115 Substance misuse by young people</p>	
Drug misuse and treatment	<p>*NI 40 Drug users in effective treatment</p>	
Improving safety on Somerset's roads	<p>*NI 47 People killed or seriously injured in road traffic accidents</p>	
Improve access to Child & Adolescent Mental Health Services (CAMHS)	<p>*NI 51 Effectiveness of child and adolescent mental health (CAMHS) services</p>	
Tackling Obesity	<p>*NI 56 Obesity among primary school age children in Year 6</p>	
Children with disabilities	<p>*NI 105 The Special Educational Needs (SEN)/non – SEN gap – achieving 5 A* - C GCSE inc English and Maths</p>	
Youth Offending	<p>*NI 111 First time entrants to the Youth Justice System aged 10-17</p> <p>*NI 45 Young offenders engagement in suitable education, employment or training</p>	
Reduce teenage pregnancy	<p>*NI 112 Under 18 conception rate</p>	

Priority	National indicator	Comments
Improve the sexual health of people in Somerset	* <u>NI 113</u> Prevalence of Chlamydia in under 20 year olds	
To enjoy good health and well- being	* <u>NI 119</u> Self-reported measure of people's overall health and well-being OR * <u>NI 137</u> Healthy Life Expectancy at age 65	*NI137 preferred
Reduce within county differences in mortality from cardiovascular disease.	* <u>NI 121</u> Mortality rate from all circulatory diseases at ages under 75	
To be able to access good quality, affordable health and social care services easily	* <u>NI 139</u> People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently	Plus possibly <u>NI 130</u> (self directed support numbers) and/or <u>NI 136</u> people supported to live independently via Social Services, although reservations about both measures.
Strengthen and diversify the employment base of Somerset's market towns	* <u>NI 151</u> Overall employment rate	
People in Somerset are not necessarily excluded from paid employment	* <u>NI 153</u> Working age people claiming out of work benefits in the worst performing neighbourhoods	

Priority	National indicator	Comments
Affordable housing	<p>*NI 154 Net additional homes provided</p> <p>*NI 187 Tackling fuel poverty – people receiving income based benefits living in homes with a low energy efficiency rating</p>	<p>*NI 155 is also a possibility / priority</p> <p>There is some concern about this indicator (*NI 187) and we are looking at the feasibility of developing a local indicator</p>
A more highly skilled, rewarded and qualified Somerset workforce relevant to the future needs of the County's economy	<p>*NI 163 Working age population qualified to at least level Level 2 or higher</p> <p>*NI 165 Working age population qualified to at least Level 4 (Degree) or higher</p> <p>*NI 166 Average earnings of employees</p>	
A more productive and competitive Somerset economy	<p>*NI 171 VAT registration rate per 10,000 adults</p> <p>*NI 172 VAT registered businesses showing growth</p>	
Increased connectivity access to services and training: strengthening rural towns and villages and improving highway and transport infrastructure	<p>*NI 175 Access to services and facilities by public transport, walking and cycling</p>	

Priority	National indicator	Comments
Improved LG 2 tier working	*NI 179 Efficiency	
A county which is working in partnership to mitigate against and adapt to the impacts of climate change	*NI 185 CO2 reductions from LA operations OR *NI 186 Per capita CO2 emissions in the LA area *NI 188 Adapting to climate change	
Minimise waste production and manage it sustainably	*NI 191 Residual household waste per head	

MANDATORY CYP NATIONAL INDICATORS		
Priority	National indicator	Comments
<p>Monitor, support, challenge and intervene in schools, which do not meet Government targets for attainment and further raise standards across all key stages.</p>	<p>NI 72* Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy</p> <p>NI 73* Achievement at level 4 or above in both English and Maths at Key Stage2 (Threshold)</p> <p>NI 74* Achievement at level 5 or above in both English and Maths at Key Stage3 (Threshold)</p> <p>NI 75* Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths (Threshold)</p> <p>NI 83* Achievement at level 5 or above in Science at Key Stage 3 or equivalent</p> <p>NI 87* Secondary school persistent absence rate</p> <p>NI 92* Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile</p> <p>NI 93* Progression by 2 levels in English between Key Stage 1 and Key Stage 2</p> <p>NI 94* Progression by 2 levels in Maths between Key Stage 1 & Key Stage 2</p>	

	<p><u>NI 95*</u> Progression by 2 levels in English between Key Stage 2 and Key Stage 3</p> <p><u>NI 96*</u> Progression by 2 levels in Maths between Key Stage 2 and Key Stage 3</p> <p><u>NI 97*</u> Progression by 2 levels in English between Key Stage 3 and Key Stage 4</p> <p><u>NI 98*</u> Progression by 2 levels in Maths between Key Stage 3 and Key Stage 4</p> <p><u>NI 99*</u> Children in care reaching level 4 in English at Key Stage 2</p> <p><u>NI 100*</u> Children in care reaching level 4 in Maths at Key Stage 2</p> <p><u>NI 101*</u> Children in care achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English and Maths) PSA 11</p>	
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**Notes of the Monitoring Group Meeting
held 12 February 2008, 2.30 pm
at Mendip District Council**

Present from MSP: Richard Dixon (Chair), Andrew Freeman, Michelle Hawkes, Mark Holden, Tony Shepherd

Officers present: Sarah Guscott (Item 5 only), Phil Miller, Jo Milling, Pam Newsham, Nina Richards, Sara Skirton

Apologies: Ron Ballantine, Jenny Davies, Allison Herbert, Roger Kershaw, Jennie Wheeler

Item	Action by
<p>1. Welcome and Introductions</p> <p>The Chairman welcomed all to the meeting, introductions were made and apologies were noted.</p>	
<p>2. Notes of Monitoring Group Meeting held on 14 November 2007</p> <p>The notes of the previous meeting were accepted as a true record of proceedings. Matters arising were as follows:</p> <p>Potential meeting dates for 2008: The Chair reminded the Group of the dates and explained that they can always be reviewed if any appeared to be particularly inconvenient.</p> <p>Young people's representation on parish councils: Mark Holden reiterated his offer of facilitation between youth parish councillors, youth workers and MSP Board members. The Group agreed that the visit to the last MSP Board Meeting by a member of the youth parliament had been very informative. As youth service capacity is extremely limited, it was agreed that discrete dissemination through the Somerset Association of Local Councils might be an appropriate platform through which to encourage parish councils to consider engaging with young people. Richard and Sara will write to Robin Bradbury, the SALC representative on the MSP Board, informing him of Mark's suggestion. The inclusion of children and young people in the local democratic process will be considered afresh in the future development of the Sustainable Community Strategy.</p>	RD / SS

Item	Action by
<p>3. Updating the Priority Action Plans</p>	
<p><u>Investing in Children and Young People</u></p>	
<p>Mark Holden provided a verbal update on the report previously circulated with the agenda. The Group noted that, as from 1 April 2008, the Children and Young People's Service will be moving towards locality teams and locally delivered services. The membership of the Mendip Area Planning Group and its Terms of Reference are currently being reviewed. Although the APG still exists and Mark is still the MSP's representative, he believes that the membership will change and it is unlikely that he will retain his membership or remain as Chair. Mark reported that he is taking on the new role of Team Leader for West Mendip and that Chris Frost will be assuming the role of Area Manager looking after two localities. From a strategic point of view, it may be more appropriate for Chris to become the MSP's link with the APG.</p>	
<p>The Group agreed that it is vital for the MSP to maintain a link with the Area Planning Group and hoped that the relationship might be strengthened in the light of new working relationships. It is hoped that more clarity might be provided at the next Monitoring Group meeting at the end of April but, until such time, Mark agreed to remain the principal point of contact for the MSP.</p>	
<p>Sara reported that the application for Big Lottery Funding for the implementation of the Play Strategy in Mendip had been successful. However, as the application for SCC Area Working Panel funding for the Play Ranger resource had been refused, Rob Thurston is now seeking alternative funding streams.</p>	
<p><u>Tackling Climate Change Locally</u></p>	
<p>Jo reported on two main areas of progress, the first of which is the development of an action planning process for all the MSP partners. This has drawn together two projects: the Mendip Partnership for Energy which has been carrying out energy audits of partners' buildings, from which information obtained can be used in the implementation of the climate change strategy. The second project will be a facilitated workshop during April or May for all MSP partners, moving towards the practical phase of the climate change strategy and considering how climate change might impact on their organisations.</p>	

Item	Action by
<p>Small Organisations). This would enable MCS to assist other community groups reach that same level of accreditation. Some 970 other applications from the south west have been made against this funding stream so Tony will keep the Group updated.</p>	TS
<p>Somerset County Council has funded the five Somerset districts to work together on a collaboration project which will be led by MCS to carry out: mapping of county and district based infrastructure services, agreement on how the services work together to provide equity of services, a development programme and identification of improvements and efficiency gains. A final report is expected by the end of March.</p>	
<p>Tony reported that the database of community organisations now contains around 298 contacts.</p>	
<p>The next newsletter will be published in time for the Mendip Forum on Friday 7th March to be held in the Council Chamber. The Forum will contain workshops on establishing social enterprises / community interest companies, recruiting volunteers and funding advice from VISTA. Sara agreed to circulate the programme to all MSP Board members.</p>	SS
<p style="text-align: center;"><u>Regenerating the Mendip Economy</u></p>	
<p>Sara reported that the action plan work was ongoing, but that a progress report had not been received for this meeting. Allison Herbert had also had to send apologies for the meeting. The Group was sympathetic towards the prevailing circumstances but nevertheless disappointed with the lack of update and the Chair requested that an updated report be made available to the MSP Board at its next meeting on 11th March.</p>	AH / SS
<p style="text-align: center;"><u>Affordable, Decent Housing for All</u></p>	
<p>In Jennie Wheeler's absence, Phil Miller spoke to the progress report.</p>	
<p>All five county strategic housing managers will be participating in a county strategy day to be held in September this year at Taunton racecourse.</p>	
<p>Michelle Hawkes reported that the multi-agency toolkit is currently being evaluated with a view to extending it county-wide.</p>	

Item	Action by
<p>A consultation exercise is taking place on the choice-based lettings IT system which is expected to be implemented in September of this year. As part of this process, all applicants will be required to complete new applications.</p> <p>Phil reported that as part of developing a sound understanding of the housing markets, six local authorities are working together on a joint project to capture, analyse and interpret housing needs data with a projected end date of June 2008. Professor Glen Bramley, a Board Member of the National Housing and Planning Advice Unit, has been commissioned to assist with this process. It is hoped that data obtained will inform new supplementary planning guidance in all districts.</p> <p>With regard to the provision of affordable housing, Sara reported that she had attended the Somerset Strategic Partnership Forum on 1st February where Jennie Wheeler had spoken very eloquently about the key issues. These will be incorporated into the SSP's refreshed Sustainable Community Strategy and also the Local Area Agreement. Phil agreed that local awareness of the need to make provision of affordable housing a priority has been raised over the last three years. There is increasing recognition among parish councils that young people in rural communities will require housing in the future and Mendip now has a waiting list of parishes coming forward with potential sites for provision of affordable housing.</p> <p>Phil was disappointed to report that although there is potentially an additional sum of £1m towards YMCA funding available for the provision of youth accommodation in the Street area, the intended site has been sold. However, it is hoped that money can be set aside to research other suitable sites and Phil stressed the importance of recognising other community housing needs particularly for the elderly, the vulnerable and move-on accommodation. In answer to a query from Mark Holden, Phil confirmed that the Section 106 Agreement is designated to the Street and Glastonbury area. The Town Council is very supportive of the project and is keeping Mendip informed of potential sites. Karen Deverell of the YMCA is keeping Mark informed of progress and he offered all possible support.</p>	
<p>4. Mendip Priorities, Sustainable Community Strategy and Local Development Framework</p> <p>Sara reported that the community planning team is working closely</p>	

Item	Action by
<p>with the policy planning team on a joint consultation exercise to provide qualitative information for the LDF Core Strategy and the refreshed Sustainable Community Strategy to make sure both documents are based on sound evidence of need and determine local residents' aspirations. As a first stage, public drop-in events will be held in each of the five towns. Mendip District Council is also commissioning baseline study work on facts and statistics at ward level. Sara has a slot at the Mendip Community Support Forum but would be happy to talk to individual community organisations. It is important that rural communities are fully engaged and that they have opportunities to raise issues and priorities to ensure the Sustainable Community Strategy has district-wide relevance. The events will be publicised through "Your Mendip" which is distributed to every household in Mendip and work continues on this with the Council's Senior Communications Officer. John Meeker from the Planning Policy team is working closely with the Vision4Frome group and Zena Pollard works closely with the MSP and Shepton 21 to ensure that resources are being fully shared.</p> <p>It is intended to hold a conference for all MSP Board members and wider partners in the late spring but Sara will have more details at the next MSP Board meeting on 11th March.</p>	<p>SS / SE</p> <p>SS</p>
<p>5. Introduction of New National Indicator Set from April 2008</p> <p>Sarah Guscott joined the meeting to update the Group on the suite of 198 national indicators which will be introduced from April 2008. For the most part, these reflect the themes in Local Area Agreements and will be centred around impacts and outcomes for an area and the improvements to be made. It is intended that all agencies involved in an LSP will be making a contribution to achieving those indicators.</p> <p>The 198 indicators are sub-divided: 19 will be measured through a place survey which will assess peoples' perceptions of their areas, how other agencies respond to anti-social behaviour, the level of volunteering involvement, and how cohesive a community is. Each district area will be measured on 64 of those indicators although some of them are not directly related to district council delivery, for example, mortality rates within districts. It is expected that central government will provide a definitive list by March 2008.</p> <p>Thus, the Monitoring Group will have an enhanced role in looking at how it uses those indicators which are relevant at district level, using</p>	

Item	Action by
<p>them as a set of benchmarks to judge how partners contribute to drive forward improvements in an area.</p> <p>The SSP is currently finalising 35 indicators or targets to be included in the LAA and have been selected on areas that either need attention, have reward grants associated with them or are a particular issue for the county. In addition, there will be a mandated set of 19 educational attainment targets.</p> <p>The Chair thanked Sarah for her report.</p>	
<p style="text-align: center;">6. Future Role of Monitoring Group</p> <p>Sara had circulated a discussion paper prior to the meeting. She felt it would be timely to discuss the future role of the Monitoring Group in the light of refreshing the Sustainable Community Strategy, checking priorities for Mendip and agreeing as a partnership what action needs to take place in order to achieve its stated priorities. This would take place within the framework of identifying appropriate outcome measures and cross-referencing with the new National Indicator Set and LAA targets and LDF monitoring. It may be beneficial to consider expanding the active membership of the Group to work alongside the Crime Reduction Partnership through Jenny Davies and the Health and Well-Being Partnership.</p> <p>It will be essential to bring wide professional expertise to bear on the development of the draft Sustainable Community Strategy, with partners taking responsibility for their particular areas, for example, the Primary Care Trust and the voluntary and community sector. It may also prove necessary to draw in other parties depending on the priorities which come forward from the consultation process. Although this Group supports the development of the SCS and supports the performance management framework, the MSP has ultimate responsibility for delivery of the agreed priorities.</p> <p>Before commenting any further, Mark felt he would need to discuss all implications with his new manager to ensure she was aware of the commitment required to feed into the strategic planning process. Tony concurred that it is vital to encourage members of the Monitoring Group to take responsibility for and deliver a particular action.</p> <p>It was agreed that this subject would require more detailed discussion which the time constraints of this meeting prevented. In principle, the Group accepted it would have a key role to play in</p>	

Item	Action by
developing and strengthening the MSP itself. Sara agreed to canvass partners' opinions on whether they wanted a single-topic meeting ahead of its next scheduled meeting on 29 th April.	SS
<p>7. March MSP Board – Reports From Monitoring Group</p> <p>It was agreed that the notes of this Monitoring Group, together with the update report for the Regenerating the Mendip Economy priority only, would be circulated with the agenda for the March MSP Board meeting. Any priority leads present at the Board meeting can deal with such queries as may arise.</p>	SS, Priority Leads
<p>8. Any Other Business</p> <p>In the absence of any other business, the meeting closed at 4.40pm.</p>	

DRAFT

The Mendip Strategic Partnership

Agenda Item: 10

FROM: Team Leader – Community Planning, Mendip District Council Date: 11 March 2008

SUBJECT: **MSP Funding Programme 2006/07, 2007/08 and MSP’s own funds**

1. SUMMARY/INTRODUCTION

1.1 The Budget and Finance Sub Group (BFSG) of the MSP met on 29 January 2008 to:

- review the 2006/07 spending programme
- consider requests from two projects for monies to be carried over into 2008/09
- consider two applications for additional funding

1.2 The notes from this meeting are attached as Appendix A to this report.

1.3 Also accompanying this report as Appendix B is an update on the Environment Community Interest Company, as requested at the BFSG meeting.

2. REVIEW OF SECOND HOMES MONIES 2006/07

2.1 Progress or final reports had been received for the following projects which had been supported by 2006/07 second homes council tax monies:

Priority	Project	MSP award	To be claimed
Tackling Climate Change Locally	Match funding the second year of the Invest to Save Budget “Mendip Partnership for Energy” project	£6,250.00	£0
	Support second phase of preparation of Climate Change Strategy and Action Plan for Mendip	£6,000.00	£6,000.00
	To set up a Community Interest Company	£20,000.00	£10,667.00
Affordable Decent Housing for All	Developing a Multi Agency Web based Toolkit - to continue to fund the Project Worker for remainder of the programme.	£12,000.00	£0.00
Regenerating the Mendip Economy	Retail training for market town traders	£3,000.00	£0.00
Strengthening the Voluntary and Community Sector	a) Research the current quality standards achieved by the voluntary and community sector	£2,900.00	£0.00
	b) Upgrade the means of managing the VCS database	£4,400.00	£0.00
	c) Mendip Forum Conference / Workshops	£1,500.00	£0.00
	Police Community Support Officers in Glastonbury	£10,442.50	£0.00

	Provision of Electric Bikes to Police Community Support Officers	£2,010.00	£0.00
	Towards delivering the Routes Project in Frome	£7,500.00	£0.00

2.2. Projects funded from 2006/07 would normally be required to have claimed and spent their award by 31 March 2008.

2.3 It was noted that the remaining £6,000 for phase 2 of the Climate Change Strategy will be claimed and spent in March or April 2008 at latest.

2.4 Since the BFSG meeting, MACOC have indicated that the sum of £4,000 towards the Business Investment Project will be claimed shortly and that a progress report is imminent.

2.5 Requests were received to carry over the following sums to 2008/9:

- £10,667 of the £20,000 allocated to the Environment Community Interest Company
- £4,000 of the £21,794 allocated to phase 2 of the Mendip Participation Project

3. SECOND HOMES MONIES 2007/08 AND MSP'S OWN FUNDS

3.1 The MSP had £100,851.26 of second homes council tax monies to allocate in 2007/08.

3.2 In autumn 2007 allocations totalling £100,473.00 were agreed. This left £378.26 to be allocated in 2007/08.

3.3 In addition the MSP had £15,103 of its own non-second homes monies

4. ADDITIONAL REQUESTS FOR FUNDING

4.1 On 29 January the BFSG considered two further requests for funding:

- Health and Social Needs Analysis Group(HSNAG) – request for a maximum of £1,000 towards the fourth Health and Social Needs Analysis report
- Forum for Equality and Diversity in Somerset (FEDS) – request for any sum towards running the One Somerset Event (appendices 3&4)

4.2 The BFSG made a recommendation to award £1,000 to the HSNAG project.

4.3 The group considered an award of up to £1,000 towards the FEDS project, subject to further information about the One Somerset Event. A letter has been sent to FEDS requesting further information

4.5 As only £378.26 of 2007/08 second homes monies remains, £621.74 of the award to HSNAG, and any award made to FEDs, would need to be met from the MSP's own funds or from any underspend from 2006/07 monies.

5. SECOND HOMES COUNCIL TAX MONIES 2008/09

5.1 Somerset County Council has indicated that the level of second homes council tax monies allocated to district LSPs for 2008/09 will be lower than in previous years.

5.2 A representative from Somerset County Council will attend the meeting on 11 March to explain the proposed new arrangements and respond to any questions.

6. RECOMMENDATION

6.1 Board members are asked to:

- note the report, including the update on the Environment Community Interest Company
- approve the recommendations to allocate funding of:
 - £1,000 towards the HSNAG report
 - up to £1,000 to FEDS, subject to the Chair of the MSP finding the additional information requested to be satisfactory

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	<p>become more visible when the website is completed and fully operational.</p> <p>The CIC carries out most of its work through project work, the largest of which is the Mendip Energy Volunteers Scheme and two limited-term project workers are currently in post embedded into the environment community and recruiting volunteers. Funding for these posts has been received through DEFRA's Central Energy Efficiency Fund. Other projects include an initiative by the Glastonbury Chamber of Commerce which has secured funding from Mendip District Council from the new financial year in a joint project to reduce carrier bag usage.</p> <p>AGREED: Jo to produce a 1 page report on the progress of the CIC for the next Board meeting of the MSP, to include an indication of the funding level from DEFRA. The Chair wished that as much information as possible about the work of the CIC should be made available to the public.</p> <p>A request has been received from the Mendip Participation Project to carry over the remaining allocation of £4,000 to the financial year 2008/09. The report previously circulated indicates that this request is due to staffing changes.</p> <p>The Sub-Group expressed its concern over the Business Investment Project. The MSP award of £4,000 has yet to be claimed and there has been no communication from the project leader regarding the progress of this project, despite Sara having sent a letter, and e-mail and making a follow-up telephone call.</p> <p>AGREED: Sara will write a letter on behalf of the Sub-Group expressing its disappointment over the apparent lack of progress on this project. The project leader will be informed of the Sub-Group's intention to withdraw the allocated amount of £4,000 if no response is received by 29th February 2008. This would provide an opportunity to offer further funding to other projects.</p> <p>Deputising for Nikki Watson, Sean Williams reported</p>	<p>JM</p> <p>SS</p>
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	<p>that the electric bicycles for Police Community Support Officers have been moved around to different locations to allow for more effective use of this resource. He told the Sub-Group that as from the financial year 2008/09, funding for the PCSOs will be allocated from both the Home Office and from Somerset County Council but that the Avon & Somerset Police Force will be making bids from different services in an attempt to secure additional funding.</p> <p>AGREED: the Sub-Group agreed to recommend the requests from the Mendip Participation Project and from the Mendip Community Interest Company to carry over the remaining funds of £4,000 and £10,667 respectively to 2008/09.</p>	
<p>3</p>	<p>Funds Currently Available to MSP</p> <p>Sara talked to the report previously circulated to the Sub-Group and stated that, out of a total of £100,851, the MSP allocated all but £378.00 and the Sub-Group noted the details of those monies. Projects have until March 2009 to spend their funding.</p> <p>With regard to 2008/09 monies, Somerset County Council is at present considering the allocation of second home council tax monies to Local Strategic Partnerships and the MSP should be aware that it may not be awarded the same level of funding as in previous years. A joint meeting of Council Leaders and LSP Chairs is taking place on 8th February. Sara reported that although Mendip District Council has provided for around one-fifth of match funding in its budget for the next financial year, it may be this decision is reviewed if the County Council were to change its level of funding.</p> <p>The Sub-Group agreed that there would be implications for the Local Strategic Partnership if there was a reduction in second homes council tax monies. Partners would face a major challenge to achieve their objectives without additional resource. Sara hopes to be able to provide the MSP with a clearer picture at its next Board Meeting on 11th March. Discussion followed on possible alternative sources of funding in the light of recent government legislation and reference to Local Strategic Partnerships. Monies may</p>	

	<p>be made available through the Local Area Agreement process; Tony reported that the Regional Development Agencies are considering changing their funding criteria to assist counties in meeting their LAA objectives. It will be critical, when revising the Community Strategy, to ensure that priorities and targets are closely aligned with those contained in the LAA.</p> <p>AGREED: The Sub-Committee noted the report.</p>	
<p>4</p>	<p>Additional Requests for Funding</p> <p>Sara reported that two additional requests for monies have been received. As a reminder, £378 remains unallocated and there may be additional funds available from unclaimed allocations from 2006/07. The MSP has £15,000 available to spend, the residue of initial contributions from Somerset County Council, Mendip District Council, Mendip Housing Limited and Mendip Primary Care Trust.</p> <p>The Somerset Health and Social Needs Analysis Group (HSNAG) is seeking between £500 and £1000 to assist in producing its fourth report. The HSNAG report provides a multi-agency information set for Somerset, mapped out to electoral ward level, providing data that individual organisations would not be able to collect alone. The reports are widely used by statutory and voluntary organisations to help plan services, target resources and to provide evidence for funding applications. The data is made available on CD-ROM and is also web-based.</p> <p>Tony agreed that the HSNA reports are an excellent source of independent evidence and can be used by a wide spectrum of agencies in the community. Sean Williams was unaware of this report but agreed that it could be invaluable in the work of the community policing team.</p> <p>AGREED: The Sub-Group agreed to allocate funding of £1,000, to be made up of the unallocated funds of £378 with the remainder to come in the first instance from any unclaimed allocated funds and then from MSP's own monies.</p>	

	<p>A second request for funding has come from the Forum for Equality and Diversity in Somerset seeking support for the One Somerset event in 2008. One Somerset promotes equality of opportunity and celebrates diversity within the county by bringing together the six equalities strands to educate and entertain. Between 2,500 and 3,000 attended the One Somerset event held in April 2007.</p> <p>After discussion, the Sub-Group felt it needed to have more information on the likely budget for the event, the anticipated need and demand and where any match funding would come from. The Chair will speak to colleagues from other county LSPs to gauge their opinion on whether the event would be more appropriately funded by the County Council.</p> <p>AGREED: Sara will write to the Forum for Equality and Diversity in Somerset to seek more clarification on the Event and to invite them to submit a proposition for funding as part of the MSP's formal bidding process.</p>	SS
5	<p>Any Other Business</p> <p>Sara reported that she will be submitting a report to the next MSP Board meeting on the possibility of holding a workshop in the late Spring as part of revisiting the Community Strategy, consultation on the new Sustainable Community Strategy priorities, and a wide-ranging review of membership.</p>	

The meeting closed at 10.50 am.

Mendip Strategic Partnership; Tackling Climate Change Locally and Mendip Environment CIC

Introduction

The MSP has assisted the development of the Mendip Environment Community Interest Company (CIC) with grants of £20,000- in 2006/7 and £15,000 in 2007/8.

This report is to update Board members on the development of the CIC.

Community Choices for Sustainable Living

The Ecos Trust won funding from DEFRA for it's Community Choices for Sustainable Living project in 2005. The project promoted individual behaviour change in terms of the day-to-day choices people make about waste and energy throughout Somerset, Dorset and Devon and aimed to equip people with the tools necessary to initiate change through the provision of information, advice, support, training and motivation.

The MSP funded a Mendip version of the project which was able to:

- Recruit 13 community champions
- Support action by 19 existing and new groups
- Hold two training events for community champions
- Produce a Mendip Sustainable Living Information Pack

The community development and capacity building work undertaken by this 1 year project has underpinned the development of the Mendip Environment Community Interest Company.

Mendip Environment Community Interest Company

The Mendip Environment Community Interest Company (CIC) is being developed to;

- Provide a collective voice for local voluntary organisation with an environmental focus
- Work with communities to find new approaches to tackling climate change
- Provide local advice and information
- Advise local businesses and tradesmen
- Provide advice and help with grant funding for community environmental projects
- Work with Parish Councils on environmental issues

It is providing a focus for community action and acting as a local champion on tackling climate change.

The CIC currently has Board of 4 volunteer directors and is developing a business plan and website with the help of the Ecos Trust.

It has already secured £26,740 for the "Mendip Energy Efficiency Volunteers" programme from DEFRA's Community Energy Efficiency Fund.

This project is recruiting a team of volunteers, who are prepared to carry out basic energy audits within their own communities. The CIC will help householders to access grants such as Somerset Warm and Well, Warm Front and Carbon Emissions Reduction Target (CERT) schemes. This project will cover insulation, heating systems and renewable energy. There are around 5000 people living in fuel poverty in Mendip, which means they are spending more than 10% of their income on energy to heat and light their homes. Many of the fuel poor are to be found in privately owned or privately rented housing. A high proportion of homes in Mendip are hard to treat, being solid walled with no roof spaces. This can mean that high heating costs push people into fuel poverty.

Action on fuel poverty and climate change are being linked, reducing energy costs for householders and reducing carbon emissions. Initial calculations indicate that up to £2.5 million could be drawn into the District in grants for energy efficiency improvements in local homes.

24 people have been recruited as volunteers, and training commenced on 3rd March. This will lead to a City and Guilds qualification for volunteer assessors. The scheme has been very well received and considerably more volunteers have come forward than can be trained at this stage.

The Community Interest Company is continuing to work with local groups to develop further projects. This includes;

- an initiative in Glastonbury to reduce plastic carrier bag use, and
- a bid to “The Big Green Challenge” to introduce a local carbon calculator and an annual competition for Mendip’s towns and villages, to encourage and measure reductions in carbon emissions (set up along similar lines to Britain in Bloom).

Conclusion

In its first year the Mendip Environment CIC has

- Developed capacity in the community to take forward action on climate change, building on existing networks
- Secured project funding of £26,740 from external sources, with the potential to access funding for implementation of measures of up to £2.5 million
- Raised awareness of climate change and responses to it, across the District
- Provided a forum for the development of further action to tackle climate change and secure further funding from external sources.

The development of the Mendip Environment Community Interest Company has created a local champion for action on climate change, it has focused local community activity and enabled the community to access funding from external sources.