



# Tees Valley Nature Partnership

## Memorandum of Agreement

### 1. Purpose of agreement

This agreement is made between Tees Valley Wildlife Trust and the five Tees Valley local authorities; Darlington Borough Council, Hartlepool Borough Council, Middlesbrough Council, Redcar and Cleveland Borough Council and Stockton-on-Tees Borough Council, and to support the operation of the Tees Valley Nature Partnership.

### 2. Background to the Tees Valley Nature Partnership

The Tees Valley Nature Partnership (TVNP) was formed in 2012 in response to the 2011 Natural Environment White Paper (The Natural Choice: securing the value of nature). It is one of 50 Local Nature Partnerships recognised by Government in England. The partnership builds on existing close working relationships in the Tees Valley and brings together representation from environmental organisations, local authorities, government agencies, the health and well-being sector, business sectors and local communities to promote co-ordinated decision making and integrated delivery of natural environment benefits and services alongside wider economic and social benefits.

### 3. Roles and responsibilities of partners

**The parties to this agreement will undertake the following roles and responsibilities**

#### 3.1 Role of the Accountable body

The Tees Valley Wildlife Trust undertakes to carry out the following.

- I. Employ, manage and provide office facilities for the coordinating officer and any other staff of the TVNP.
- II. Ensuring that all resources are spent according to agreed TVNP plans and priorities
- III. Maintaining effective systems of auditing and monitoring spend and evaluation of the effectiveness of the TVNP.
- IV. Reporting to the Tees Valley Combined Authority Management Group at least annually and at any other time required.
- V. Make an annual financial contribution of £5,300.

#### Principle duties and responsibilities of the TVNP coordinating officer:

- I. Act as the central liaison point for the TVNP Steering Group, working groups and wider partnership.
- II. Coordinate Steering Group meetings with associated administration of TVNP between partners and working groups.

- III. Produce reports, papers and data to support TVNP's work. Coordinate delivery and research hosting meetings and events as required. Maintain strong relationships with key partners who currently play a role in the development of the TVNP.
- IV. Identify new partners from across sectors that will contribute to achieving the strategic objectives of the LNP.
- V. Advocate the role of the natural environment and TVNP to partner bodies.
- VI. Be responsible for the development and implementation of the TVNP Development Plan, identifying new opportunities, target audiences, potential partners and address gaps in coverage.
- VII. Develop a monitoring framework for the TVNP.
- VIII. With guidance from the Steering Group, seek to influence relevant policies and strategies of other partner bodies that promote the TVNP strategic objectives.
- IX. Communicate with national and local government representatives regarding the development of LNPs nationally.
- X. Maintain and improve communication links with adjacent LNPs, working together to achieve mutual benefits across boundaries.
- XI. Ensure that the TVNP website is updated regularly with relevant material and promotes best practice across the TVNP, encouraging the wider partnership to engage with the LNP objectives.
- XII. Act as an ambassador for the TVNP through presentations at external events, press releases and the local media.
- XIII. Communicate news of relevant research, policy, funding and local projects to the TVNP partnership.
- XIV. Support partners in identifying and drawing down appropriate grants and other external funding opportunities.

### **3.2 Role of partner local authorities**

- I. Provide a TVNP Steering Group member that is a representative of each Tees Valley local authority.
- II. Have a commitment to working with all partners to take forward the objectives of the partnership.
- III. Integrate the objectives of the TVNP into relevant plans and strategies of the local authority.
- IV. Promote the TVNP and its objectives within the local authority.
- V. Support other relevant local authority officers' engagement with the TVNP.
- VI. For this agreement period make a financial contribution of £5,300 per annum towards the coordination costs of the Partnership.

### **4. Communication and reporting**

Communications will be predominantly through representation on the TVNP Steering Group. The Tees Valley Combined Authority Management Group to receive reports on the progress and effectiveness of the TVNP annually or as and when requested by the group.

## 5. Duration of the agreement

The Agreement will be in effect from 1 April 2016 to 31st March 2019. The agreement may be updated at any point through written agreement by the partners.

## 6. Payment schedule

The local authority partners will administer their financial contribution to Tees Valley Wildlife Trust in annual instalments of £5,300, payable at the start of each financial year.

## 7. Resolving problems

Whilst it is anticipated that the partnership will run smoothly should a dispute arise, partners will make every reasonable endeavour to secure a mutually satisfactory resolution to the issue. Where the partners are still unable to achieve consensus on any issue, then the matter will be referred to the Steering Group of Tees Valley Nature Partnership who will act as an arbiter.

## 9. Signatures of parties' principals

The undersigned agree to this memorandum as described above.

| Signature   | Name             | Role   | Organisation                       |
|---|------------------|--|------------------------------------|
|  | Ian Williams     | Director of Economic Growth                    | Darlington Borough Council         |
|  | Denise Ogden     | Director of Regeneration & Neighbourhoods      | Hartlepool Borough Council         |
|  | Kevin Parkes     | Director of Economic Development & Communities | Middlesbrough Borough Council      |
| .....   | John Sampson     | Corporate Director                             | Redcar & Cleveland Borough Council |
|  | Richard McGuckin | Director of Economic Growth & Development      | Stockton Borough Council           |
|  | Jeremy Garside   | Chief Executive Officer                        | Tees Valley Wildlife Trust         |