

Stoke Bishop, Westbury-on-Trym Neighbourhood Partnership Monday 13th June 2016

Report of: Andrew McGrath - Neighbourhood Coordinator

Title: NP Plan Update Report

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The NP is asked to:

1. Consider and agree the updated NP Plan priorities for 2016/17

1. Introduction

The HSBWOT NP Plan has been in existence for one year. As with the development of the plan last year each of the working groups has put in a substantial amount of work updating the priorities relevant to its area of interest. The updates below will provide the headline priorities for the working groups in the coming year. NP members will notice that the overall number of priorities has been reduced. Some of last year's priorities have been achieved, others have become obsolete, hence their removal. The reduction has mainly been due to the working groups wishing to focus more on outcomes (rather than process).

The right hand column relates to how the tasks will actually be performed, and by whom. This column is draft at present and will need to be the subject of discussion in the working groups. It helps to provide a focus for the NP on what input it can expect from officers. NP members' input needs to be added.

Communications Working Group

Priority (what we want)	by doing - local priority	evidence of need (and base line if known)	activity/project detail	DRAFT Engagement Plan Who will support the delivery of these priorities via engagement (NP members, NPC, NO, other)?
Increase community awareness and encourage residents to contribute their views in order to influence	Ensure stability of NP3's website: a. Agree a contract to enable the website to be hosted and maintained		c1. CWG to complete the negotiations, with the spec it needs, with KWMC. Contract to include training, problem-solving and updates.	NO, NPC to attend at least 4 CWG meetings per year NO, NPC and CWG to update and manage the NP website.
decisions.	b. Nominate a core group of Communications Group members who can regularly update the website; ensure they are trained appropriately.		c2. Have at least one person from each of the 3 (old) wards trained and a named administrator for the www.activenp.co.uk website.	
	PR/ 'Getting the message out': a. Regularly submit articles to local		c3. CWG to agree articles and editorials to be submitted to selected local publications. Authors to be selected	Chair of CWG, NO to liaise with authors and publications, and to submit articles.
	newspapers and magazines – especially Henleaze & Westbury Voice, BS9 and the		c4. CWG to agree (at each CWG meeting) publications to be placed	cwG members and working Group Chairs to write articles, as directed.
	b. Maximise the use of local notice boards to publicise NP		in noticeboards C5. NP Facebook account to be launched.	NO to develop and hold contact list of all local publications, websites and newsletters.
	meetings and activities c. Set up Facebook and Twitter		C6. CWG to name administrators of NP Facebook page.	NO to set up and launch NP Facebook page.
	accounts. Afterwards, investigate other social media options Facebook/ Twitter:		C7. CWG to promote the	NO/NPC and CWG members to provide regular content (up to 10 per month). NO to provide
			Facebook page using	coaching to all CWG

a. The NO and NPC	established methods members (as	ıs
to receive training to	administrato	ors) to be
set up and manage	C8. CWG to investigate able to mana	age and
Facebook and	using Twitter (and/or submit copy	to the NP
Twitter pages	other formats).	
	NO and NPC	C to
b. Make residents	monitor and	d report
aware of the	engagement	t statistics
Facebook/ Twitter	from Facebo	ook (and
pages.	other social r	media).
Resources for	C9. CWG to lead on the NO, NPC and	d NP reps
events:	design of NP leaflets to distribute leaflets at de	
a. NP Plan leaflet.	C10. CWG to gather events (see b	_
b. Any other bespoke	photos of the NP area to and door-to-	•
leaflets/ fliers – e.g.	use in publicity and directed by C	•
those generated by	promotional activities	CVVG)
the Working Group	promotional activities	
for Older People	C11. CWG to retain a	
Tor Order reopic	publicity pack, to include	
c. Keep a supply of	posters, fliers, pop-up	
photographs readily	banners, banners and	
available	other relevant materials.	
available	other relevant materials.	
d. Have one or more		
pop up banners		
available.		
Working with BCC:	C12. CWG to agree NO /NPC/NP	P reps to
	public events at which it attend the fo	ollowing
a. Maximise the use	wishes the NP to have a public events	ts to
of assistance from	presence publicise the	e work of
the NO and NPC to	the NP and it	its working
publicise meetings	C13. NP Officers to groups:	· ·
and activities	provide access to BCC 1. Stoke	ke Lodge
		ty in the
b. Maintain a contact	Communications Park	•
point with Corporate	assistance, when 2. Gold	den Hill
Communications in		nmer fair
case specialist help is	3. W-o-	o-T
required.		istmas Fair
	4. Henl	
	Chris	istmas
	Festi	
	5. Othe	
	200 1000 0	111 DOG
	NO/NPC to u	
	opportunitie	
	publicising N and informat	

				DRAFT Engagement
Priority (what we want)	by doing - local priority	evidence of need (and base line if known)	activity/project detail	Plan Who will support the delivery of these priorities via engagement (NP members, NPC, NO, other)?
Providing a platform for the community to have a voice on environmental matters.	a. Continued publicity to increase awarenessb. Develop a network of environmentally aware residents	High priority at all neighbourhood forums	E1. NP to provide details of the work of the EWG on its website and encourage residents to join the EWG	NO and NPC to attend all (at least 4 per annum) EWGs, provide all relevant paperwork and agendas
	c. Encourage reporting of issues and provide a contact person for this	30 members currently of Environment Working Group	E2. Where appropriate, officers and EWG members to distribute information in the NP area	NP web administrators to place EWG updates on NP website NO, NPC, NP members to attend an agreed
	d. Provide visual and written feedback of information at Forumse. Include	Average 35 attendance at each forum	E3. Reports from ward reps to provide detailed written feedback, supported by verbal update and visuals	roster of events (see Engagement priorities) to promote the NP, including work of EWG
	Environment as an agenda item at each Forum f. Advertise Council services and contact points for reporting	70% of residents concerned about the environment. Above average for Bristol (66.5%) (QoL 2014	E4. Provide standard contact and reporting information on printed forum materials, to include BCC and other agency details.	NO to provide up to date contact details at all public events (including forums)
Consider and recommend financial support to appropriate projects from funds devolved to this group.	 a. Maintain a register of available funding b. Maintain a record of funded activities c. Ensure the WG is provided with adequate information on, and warning of, applications to ensure proper review. 		agency details. E5. NPC/NO to provide regular update on all NP budgets and, where appropriate, information regarding other funding streams E6. NPC/NO to provide regular budget update to EWG. E7. All applications	NPC to provide financial statement at each EWG NO to research funding and other opportunities as directed by the EWG NPC to manage and present all funding requests to the EWG.
			and enquiries from	manage delivery of

the control of alien species. b. Identify Himalayan Balsam and prepare a treatment plan c. target potentially affect households with information and advice d. Use Payback teams to clear overgrown areas and litter pick. Defend and enhance the recreational facilities within P3 including Parks, other Green Spaces and Play Facilities. Defend and enhance the recreational facilities. Each including Parks, other Green Spaces and Play Facilities of Parks/Green Spaces/Play Facilities Parks Parks Pacilities Parks Pacilities Pacilities Pacilities Paces/Play Facilities Pacilities	Defend the natural features, waterways and wildlife within NP3, and promote	a. Identify infestations and Continue treatment of Japanese Knotweed	National guidelines and laws related to eradication of certain species	organisations seeking relevant funding to be forwarded to the group at earliest opportunity. E8. NO to be point of contact for all reports of invasive species in NP3 area. NO to be person	NO to manage the publicising of all local infestation issues. NO (working with NPC and NP reps) All homes
d. Use Payback teams to clear overgrown areas and litter pick. At which is a park open space weekly (Bristol average 34%) QoL 2014) Defend and enhance the recreational facilities within NP3 including Parks, other Green Spaces and Play Facilities. Defend Spaces and Play Facilities. Defend and enhance the recreational facilities officer to examine the status reports and identify needy issues c. Encourage reporting of vandalism, damage and deterioration to BCC and EWG d. Establish a register of Parks/Green d. Stablish a register overgown areas and litter pick. d. End to EWG on programmes for control/eradication programmes E10. EWG to advise on and agree information and advice programmes for local households, when required b. Park champion to with play facilities officer to examine the status reports and identify needy issues c. Encourage reporting of vandalism, damage and deterioration to BCC and EWG d. Establish a register of Parks/Green d. Stablish a register of Parks/Green b. Park champion to with play facilities officer to examine the status attaisfied with their parks and accessibility as well as aspirations for each park in the NP3 area. NO to negotiate and	the control of alien species. b. Identify Himalayan Balsam and prepare a treatment plan c. target potentially affect households with information and	responsible for liaising with appropriate services to ensure a proper control/eradication programme is devised.	backing on to Stoke Lodge to be leafleted and door-knocked. 50 homes to be leafleted and visited		
Defend and enhance the recreational facilities within NP3 including Parks, other Green Spaces and Play Facilities. Defend and enhance the reporting of vandalism, damage and deterioration to BCC and EWG Defend and enhance the recreational facilities and deterioration to BCC and EWG d. Establish a register of Parks/Green A7% of residents visit a park/open space weekly (Bristol average space weekly when required E11. EWG to identify and appoint a Parks Champion from the EWG membership. E12. (see E4 above) E13. Parks Register to be launched by EWG, to include condition comments on equipment, facilities and accessibility as well as aspirations for each park in the NP3 area. NO to negotiate and		teams to clear overgrown areas and	eams to clear vergrown areas and	back to EWG on progress of control/eradication	
enhance the recreational facilities within NP3 including Parks, other Green Spaces and Play Facilities. b. Park champion to work with Play facilities officer to examine the status reports and identify needy issues c. Encourage reporting of vandalism, damage and deterioration to BCC and EWG d. Establish a register of Parks/Green playgrounds, compared to Bristol average 67% (QoL 2014) EWG membership. E12. (see E4 above) September 2016 meeting NO to organise at least 4 Community Payback sessions per annum, in liaison with EWG			visit a park/open space weekly (Bristol average 34%) QoL 2014)	prepare and agree information and advice programmes for local households,	agree content of all information provided
Parks, other Green Spaces and Play Facilities. Work with Play facilities officer to examine the status reports and identify needy issues c. Encourage reporting of vandalism, damage and deterioration to BCC and EWG d. Establish a register of Parks/Green Work with Play facilities officer to examine the status residents are satisfied with their parks and open spaces (NP profile 2013, QoL 2014) E12. (see E4 above) September 2016 MO to organise at least 4 Community Payback sessions per annum, in liaison with EWG To be presented to September 2016 meeting NO to organise at least 4 Community Payback sessions per annum, in liaison with EWG	enhance the recreational facilities within	appoint a Park champion	playgrounds, compared to Bristol average	and appoint a Parks Champion from the	designated Parks Champion to produce the Parks plans for
needy issues c. Encourage reporting of vandalism, damage and deterioration to BCC and EWG d. Establish a register of Parks/Green their parks and open spaces (NP profile 2013, QoL 2014) EWG, to include condition comments on equipment, facilities and accessibility as well as aspirations for each park in the NP3 area. NO to negotiate and	Parks, other Green Spaces and Play	work with Play facilities officer to examine the status	94% of NP3 residents are	E13. Parks Register	To be presented to September 2016
in NP3 behalf of EWG.		needy issues c. Encourage reporting of vandalism, damage and deterioration to BCC and EWG d. Establish a register of Parks/Green Spaces/Play Facilities	their parks and open spaces (NP profile 2013, QoL	EWG, to include condition comments on equipment, facilities and accessibility as well as aspirations for each park in the NP3 area. NO to negotiate and manage content on	4 Community Payback sessions per annum, in

number and diversity of Trees within NP3 and	ghout the year. In Planning Cations where	funding (in elements). E17. Tree Champion to present planning concerns to the EWG to seek support for challenge	Where relevant, NO to undertake resident consultation (door-knocking) on siting (and contributing) to location of trees
appropriate to enhance the visual amenity and assist with carbon and pollution reduction and flood control. either trees reque for m Suppo Cham asked in a P Applic you a e. Adv prom Spons f. Esta Maint viable sites/ g. cor acces	affect trees and defend the under threat or est robust plans itigation. Ort the Tree pion when to get involved lanning cation debate if gree. Wertise and ote BCCs Tree corship scheme. Ablish and cain a register of etree planting schemes In pile an easy to seregister of all trees across	E18. EWG to support the Tree Champion and NO in promoting the Tree Sponsorship Scheme, as requested E19. Tree Champion and NO to provide an up to date list of TPOs in the NP3 area.	NO to promote Tree Sponsorship scheme (Leafleting)
	courage ents to report	E20. EWG to provide guidance to	NO , in liaison with NPC and EWG members to

built environment and infrastructure that impact negatively on the natural environment (e.g. planning and	pavement parking obstructions to BCC and the Police b. Encourage residents to report commercial activities		residents at forums and on the website showing how to report parking problems and illegal trading sites on the street	undertake leafleting of cars in 'hot spot' areas. 2 days (4 half days) per annum
CPNN*).	taking place using the streets as the trading site. c. Monitor planning applications and review (Working sub-		E21. Resident reps to continue to provide planning updates and investigations to the ward forums	
	group?) d. Consider the Equalities implications of proposed changes		E22. NPC/NO to consider equalities implications of all actions and to report these to the EWG and appropriate service deliverer	NO to provide Equalities Impact Assessments, where required
Be alert to, and report, any deterioration or reduction in BCC services required to ensure that NP3 remains clean, tidy and well maintained.	a. Encourage residents to report graffiti to the BCC clean up team b. Encourage residents to report fly-posting to test whether such activity has planning consent leading to removal of non legitimate fly posting c. Encourage residents to report uncollected litter and fly tipping to the Council. d. Encourage residents to report Council neglect of the small green spaces.	Forum reports. Quality of life stats. 55% of residents consider litter a problem in their area. Lowest in the city (QoL 2014)	E23. Provide standard contact and reporting information on printed forum materials and the website, to include BCC and other agency details.	NO to organise 2 days of action in designated areas of the NP (to be agreed by EWG)

Priority (what we want)	by doing - local priority	evidence of need (and base line if known)	activity/project detail	DRAFT Engagement Plan Who will support the delivery of these priorities via engagement (NP members, NPC, NO, other)?
Provide a platform for the NP3 Community to have a voice on transport and traffic matters.	 a. Organise and advertise quarterly Transport Working Group Meetings that are open to all residents for discussion of local traffic and transport issues. b. Support the Communications WG to promote the Transport WG and encourage residents to raise issues through the NP Forums. 	TO BE ADDED BY AMC	 T1. NP to provide details of the work of the TWG on its website and encourage residents to engage with the TWG T2. Communications WG to provide publicity channels for the TWG T3. NP to encourage residents to raise serious traffic concerns for debate at the Neighbourhood Forums 	attend all TWG meetings. NPC to attend occasional TWG meetings (as required). TWG, CWG, NO, NPC to promote the work of the TWG on the activenp website; Facebook page, in editorials to local publications All above to provide publicity to promote use of Traffic Choices
Prioritise and agree which schemes should be taken forward to the NP for approval, within Highways' current diktat of "one Minor Traffic Scheme per year, per NP"	a. Transport WG Chairman to maintain a database of "Highway Issues" - to be reviewed and progressed to implementation/rejection, within the constraints of all available BCC funding resources. The database is available for public scrutiny via the NP's website: www.activenp.co.uk/transport-2/		T4. Database to be made available to all residents at TWGs, NPs and provide updates at Forums T5. TWG to review all issues on its database and to advise the NP regarding what should be progressed and implemented	website TWG Chair, NPC,NO to include information on TWG issues' database at Forums
Encourage BCC's Strategic Transport function to engage with stakeholders at the earliest opportunity on all matters	a. Liaise with BCC's Strategic Transport function to ensure early and open disclosure of CPNN transport mitigation proposals for all public highway users - and their timely implementation.		T6. TWG to request up to date information regarding BCC Highways' negotiations with S. Glos regarding CPNN T7. Where it's able, to influence and advise	NO, NPC, TWG to pursue regular updates from BCC regarding progress on CPNN mitigation work and to publicise to the NP area

transport mitigation function to openly engage with all North Bristol NPs to agree an equitable package of solutions. CPNN development, including provision of adequate bus and rail services. A reviewed and addressed. CE rev		1.5.000	D00111 1 000	
mitigation on proposals for South all North Bristol NPs to agree an equitable package of solutions. The oncourage affected NPs in north Bristol north Bristol or on adequate bus and rail services. A clear that any potential deleterious effects on the provision of on-street parking in North Bristol are reviewed and addressed. The oncourage affected NPs in north Bristol to work together to seek to influence the progress of BCC Highways proposals for CPNN mitigation The oncourage affected NPs in north Bristol to work together to seek to influence the progress of BCC Highways proposals for CPNN mitigation The oncourage affected NPs in north Bristol to work together to seek to influence the progress of BCC Highways proposals for CPNN mitigation The oncourage affected NPs in north Bristol to work together to seek to influence the progress of BCC Highways or promoted to a tendent and update resident's concerns on CPNN mitigation The name of the NPs area (or consultations regarding parking in the NP3 area (or consultations regarding parking in the NP3 area (or consultations that may affect NP3) are discussed with the TWG prior to launch, in order to enable the TWG to influence them (and their timing) appropriately relevant, in order to enable the TWG to influence them (and their timing) appropriately relevant, in order to enable the TWG to influence them (and their timing) appropriately relevant, NO to organise diodentify any "Minor Works Projects" that could be funded. The thing was followed the progressed as minor works and or leaflet drops to residents The thing was followed the projects that could be project that could be projects that could be projects that could be p	related to	b. Encourage BCC's	BCC Highways Officers	
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schools liaise with schools	nuuget.		-	NDC and NO +-
	1			liaise with schools
Issues raised a. Transport WG to T14. (See T11 and T12		· · · · · · · · · · · · · · · · · · ·		
through BCC's regularly review issues above)	through BCC's	regularly review issues	above)	

"Tracker"	raised through "Tracker"		
reporting system	and add to its "Highway	T15 . Provide advice	NO to provide
to be reviewed	Issues" database, if such	and guidance to	appropriate
on a regular basis	issues qualify for funding	residents attending	contact
and considered	within the NP's remit of	_	information at
		TWG meetings and	
along with all	"Minor Traffic Schemes" or	Forums regarding how	Forums and
other issues	"Minor Works" Projects.	to report serious	elsewhere
raised with the		pavement parking	
Transport	b. Advise the Police and	issues	
Working Group.	BCC Parking Services when		
	pavement parking is raised	T16. Ensure Police and	NO to liaise with
	as an on-going issue which	Parking Services are	the police on all
	presents a genuine safety	kept up to date	relevant issues
	risk to all road users. Also,	regarding particular	raised at any NP
	encourage residents to	problems in the NP3	meetings
	report such incidents to	area	
	BCC and/or the Police.		
Provide regular	a. Transport WG Chairman	T17. TWG Chair to	TWG Chair to
updates to the	to submit quarterly Reports	submit quarterly reports	negotiate with
Neighbourhood	to the NP to highlight	to the NP, which will	TWG members
Partnership on all	significant issues and,	include requests for	
transport and	where appropriate, request	funding the projects	
traffic issues,	funding from the NP's	recommended by the	
including	devolved funds for Minor	TWG.	
requests for the	Traffic Schemes and Minor		
Neighbourhood	Works Projects for BCC to		
Committee to	deliver.		
sanction funding			
for qualifying			
schemes.			
Jonethes.			

Working Group for Older People

Priority (what we want)	by doing - local priority	evidence of need (and base line if known)	activity/project detail
Continue to promote	a. Continued publicity to increase	To be added	NPC to attend WGOP
the work of the WGOP	awareness.	by AMc	meetings
and identify the people			
we are seeking to help.	b. Speak/ meet with local health care providers, church leaders and other community group representatives.		WGOP1. Provide publicity material to increase local awareness of the WGOP. To include mailouts, fliers,
	c. Attend relevant events where we can publicise our work.		posters
			WGOP2. Liaise with local
	d. Involve Neighbourhood Watch.		providers to help identify
			beneficiaries. Include BAB,
			Older People's Forum,

		LinkAge
		WGOP3. Attend agreed
		events e.g. Celebrating Age
		LinkAge events
		WGO4. Utilise Ringmaster
		system to provide support
		for local older people and
		publicise WGOP events.
	a. Go to meetings older people are	WGOP5. See WGOP3 above
	likely to attend.	A list of agreed events to be
		drawn up by the group
	b. Speak with people attending	
	WGOP trips and/ or other activities.	WGOP6. Survey event
	,	attendees to ensure the
	c. Encourage feedback through	work of the WGOP remains
Consult with older	articles in local magazines.	relevant
people to understand		
their needs.	d. Encourage attendance at WGOP	WGOP7. Select local
	meetings.	publications to send
		articles/press releases to.
		WGOP to agree writing
		schedule from group
		members
		WGOP8. Publicise relevant
		meetings of the WGOP
	a. Keep the database updated.	WGOP9/10. Named WGOF
		group member (Secretary?)
Maintain a database of		to maintain database
those seeking help.	b. WGOP core group members to	
unose seeming merps	review the database regularly.	WGOP11. Seek new
		contacts at events attended
	c. Work with the community to	by WGOP
	increase the information held.	
	a. Identify and make contact with	WGOP12/13. See WGOP2
	other providers of support in our	above (keep this in?)
Mr. 1 201.7	area.	Weekla was I was
Work with/	F F	WGOP14. NPC and WGOP
complement the	b. Ensure we complement rather	members to provide
support provided by	than try to compete with actions	citywide perspective on
other organisations.	taken by other providers.	developments and activities
	a Ask the Neighbourhand Co	relating to older people
	c. Ask the Neighbourhood Co-	
	ordinator for feedback on activities	
Manago engeira	elsewhere in Bristol.	WCOD1E Chair of Crown
Manage ongoing activities.	a. Hold regular meetings (at least	WGOP15. Chair of Group
activities.	quarterly) to agree ongoing and	(in liaison with group
	proposed activities (e.g. trips, Over	members and NPC) to hold
	55s activities leaflet, attendance at	and prepare for the
	external meetings, holding ad hoc	quarterly WGOP meetings.
	events etc).	Agenda items and
		contributions to be sought

	b. Communicate by email between	between and in advance of
	meeting, if possible.	meetings
	a. Ask for some direct funding from	WGOP16. Group Chair to
Obtain finance for our	the Neighbourhood Partnership.	formally request an annual budget from the NP
work.	b. Consider making funding requests	
	to grant providers such as LinkAge, St	
	Monica's, Bristol Ageing Better etc.	

Well Being Panel

Priority (what we want)	by doing - local priority	evidence of need (and base line if known)	activity/project detail	DRAFT Engagement Plan Who will support the delivery of these priorities via engagement (NP members, NPC, NO, other)?
NP provides a fund for the community to have the opportunity to apply for grants in support of local projects	Providing a small grants process that is well understood and well communicated to residents A well administered		wb1. Hold quarterly panel meetings to make recommendations to the NP. Panel members to receive relevant paperwork in good time for considered discussion wb2. NPC to provide financial update at all panel meetings. Regular monitoring returns to be provided to the panel wb3. Panel to make recommendations to the NPC to improve the application and panel process. wb4. Clear	NPC, WB Panel to meet quarterly to make recommendations on applications received

process is run in accordance with good practice and BCC requirements, with clear recommendations made to NP committee	recommendations to be made to the NP based on detailed, minuted discussions. Record of panel votes to be reported	
Small grants panel uses successful applications to promote the work of the NP	WB5. Panel to work closely with the Comms Working Group to develop publicity promoting the Well Being process. To include leaflets, editorials, 'good news' stories, Facebook	NO, NPC, Comms WG to develop publicity plan to promote the well being process NO, NPC, Comms WG. Publicity plan likely to include regular promotions on Facebook, editorials in local publications, Leaflets for use when attending public events

Governance Working Group

Priority (what we want)	by doing - local priority	evidence of need (and base line if known)	activity/project detail	DRAFT Engagement Plan Who will support the delivery of these priorities via engagement (NP members, NPC, NO, other)?
The NP is recognised as democratic, transparent, open, even handed and fair	Hold annual resident elections to the NP in compliance with the NP's Terms of Reference		G1. GWG to plan the elections for the May forums. To include: publicity plan, candidate pack, election timetable	NPC to attend all GWG meetings GWG and NPC. Working with the Comms Working Group
				Comms Working Group to submit editorial and/or election ad in local publications and websites NO to publicise the elections across the Facebook membership
	Complaints and		G2. GWG to deal	N/A

	disputes resolution conducted fairly, financial compliance monitored	aı G uı pı re fu	rith complaints as nd when they arise 33. To monitor and pdate the rocesses for ecommending unding of NP rojects	
Equalities legislation and provisions are fully recognised within the NP	Discrimination issues are fully considered and transgressions avoided	w cc th	64. GWG to deal vith any issues or oncerns regarding ne equalities ractice of the NP.	Whole NP to ensure that equalities good practice is at the heart of all it does. To state this in publicity literature, when required
	Maintain a robust operational structure within the NP, together with robust processes and procedures	th de ar ar re up	65. GWG to monitor ne NP's processes, ecision-making, nd working group rrangements. To ecommend pdates/changes	NO, NPC, NP members to recommend changes and additions to the working group arrangements of the NP