



Coventry Partnership Board Meeting

Minutes of the Meeting held on Thursday 11th September, 2008
5.00 pm – 7.00 pm The Welcome Centre

Present:	Organisation	Representing
Cllr Ken Taylor (Chair)	Coventry City Council, Leader	Public Sector
Jos Parry	Coventry City Council	Public Sector
Colin Green	Coventry City Council	Public Sector
June Jeffrey	Community Empowerment Network	Community Sector
Yvonne Carter	University of Warwick	Public Sector
Jane Beaver	Job Centre Plus	Public Sector
Sheila Bates	Community Empowerment Network	Community Sector
Steve Glover	West Midlands Police	Public Sector
Steve Banbury	Voluntary Action Coventry	Voluntary Sector
Rob Allison	Voluntary Action Coventry	Voluntary Sector
Mike Attwood	Coventry PCT	Public sector
Cllr Ram Lakha	Coventry City Council	Public Sector
John McGuigan	Coventry City Council	Public Sector
Colin Merker	C&W Partnership Trust	Public Sector
Sandy Taylor	C&W Partnership Trust	Public Sector
Professor Donald Pennington	Coventry University	Public Sector
Ric Richards	Federation of Small Businesses	Private Sector
Cllr Gary Ridley	Coventry City Council	Public Sector
Peter Shearing	Learning and Skills Council	Public Sector
Steve Stewart	ConneXions	Public Sector
Jim Titley	West Midlands Police	Public Sector
Mark Tovey	Government Office West Midlands	Public Sector
Michael Vincent	Age Concern	Voluntary Sector
Dianne Williams	Chamber of Commerce	Private Sector

Apologies:		In Attendance:	
Cllr Kevin Foster	Coventry City Council	Dawn Ford	Coventry Partnership
Chris Boyce	Coventry City Council	Tim Coleman	Coventry Partnership
Cllr John Mutton	Coventry City Council	Nigel Wain	Coventry Partnership
Janice Nichols	Coventry City Council	Adrian Coles	Coventry City Council
Richard Monk	Whitefriars Housing Group	Priti Bharadwa	Coventry City Council
Sue Bent	Coventry Law Centre	Carl Pearson	Coventry City Council
Roger Lewis	PSA Peugeot Citroen	Helen Shankster	Coventry City Council
Deborah Harrod	West Midlands Police		
Jon Baldwin	University of Warwick		
Les Ratcliffe	Jaguar Cars		
Mike Fowler	Cyrenians		
Afzal Hussain	Coventry NDC		
Mark Taylor	WMFS		
Madeleine Atkins	Coventry University		

Minutes of the Meeting

No.	Agenda Item	Action
1.	Welcome and Apologies	
1.1.	The Chair welcomed everybody to the meeting and introduced Dawn Ford as the new Coventry Partnership Manager. Apologies were noted.	
2.	Minutes of the last meeting and Matters Arising	
	The minutes of the 9 th July, 2008 were accepted as a true and correct record.	
2.1	Matters Arising – None	
2.2	Sustainable Community Strategy – The Chair informed the board that copies of this strategy had been placed on the table for them and that consideration was being given to producing an Executive Summary. The board were asked if they would find this useful and they agreed that they would.	Agreed DF
2.3	Forward Plan – The Chair advised the group that, in light of previous board discussions regarding agendas for the partnership, that this item had been added as an opportunity for partners to shape future meetings and that Dawn would inform them more at that stage of the agenda.	
2.4	Feedback from Previous Table Discussions – Nigel Wain gave an overview of the note which had been circulated previously with the agenda. Some points for noting are:	
2.5	<ul style="list-style-type: none"> • Beacon Application – Partnership will know if they are successful in early October and if so, this will mean the Secretariat will be busy arranging publicity, visits, presentations and other activities. 	
2.6	<ul style="list-style-type: none"> • Household Survey – Results of the survey are on the Coventry Partnership website and Theme Group Leaders will be asked to consider this information in the work of the groups. 	
2.7	<ul style="list-style-type: none"> • Table Discussions – The Secretariat are looking to review these. The Chair pointed out that he is keen to improve these sessions and make discussions more meaningful so that partners can really contribute to change. 	
3.	Neighbourhood Renewal – A presentation of what NRF has achieved, identifying key learning and ways to take NRF forward was given by Priti Bharadwa and Adrain Coles. The NRF programme ran from 2001 and ended in March 2008 with a total spend of £10.6m. The programme was successful for a number of reasons, but some key examples were the real strategic buy-in from partners and the active involvement of Theme Groups in the commissioning of projects.	Agreed

<p>3.1</p> <p>3.2</p> <p>3.3</p>	<p>The NRF addressed strategic gaps across eight themes:</p> <ul style="list-style-type: none"> • Children and Young People • Cleaner, Safer and Greener • Equalities and Communities • Health • Housing • Jobs and Economy, Learning and Training • Neighbourhood Management • Transport <p>Some overall statistics:</p> <ul style="list-style-type: none"> • 25,586 beneficiaries • 524 people assisted into work • Over 100 partners and organisations involved in delivery • Programme far reaching <p>Underspend - There is a £165k underspend from the NRF project which can now be used against future projects. Drawing from the NRF experience and evaluation process the following criteria have been drawn up which the board were asked to approve.</p> <p>Criteria for projects drawing on NRF experience:</p> <ul style="list-style-type: none"> - Direct link to LAA National Indicators - Make a difference to priority neighbourhoods - Embedding service redesign and make real change - Outcome Based Accountability - Strong buy in and sponsorship - Intensive, swift, time limited intervention - Trial a model of working - Financially sustainable, where possible, cost saving <p>After discussion the board agreed the approach to spending the remainder of the NRF funding.</p>	
<p>4</p> <p>4.1</p>	<p>Update on Coventry’s Local Enterprise Growth Initiative (LEGI) – Carl Pearson and Diane Williams gave a presentation on the LEGI programme.</p> <p>About the programme:</p> <ul style="list-style-type: none"> • One of only 20 programmes secured through national competition • Won by demonstrating strength & innovation of partnership • Ten year programme – started 2006 • Vision – “to create an enterprise culture in Coventry, so that, more businesses are founded, and more survive and prosper • more established businesses grow and provide extra jobs • business investors identify Coventry as a preferred location • people seeking work become more enterprising and aspire to higher goals in terms of training, skills and employment” 	

<p>4.2</p> <p>4.3</p>	<p>LEGI seeks to:</p> <ul style="list-style-type: none"> • Narrow the Gap • Aligning Services • Who are we targeting <ul style="list-style-type: none"> ▪ Those that are economically inactive and/or on benefits ▪ People with disabilities ▪ Ex-Offenders ▪ Lone parents ▪ Refugees ▪ BME Communities ▪ Young People (14-30yrs) <p>What has been achieved so far:</p> <p>As of June 2008:</p> <ul style="list-style-type: none"> • 1400 people from the most disadvantaged areas engaged on a journey towards job or business outcomes • Over 470 people moved into employment • And 68% of new jobs created filled by people from the most disadvantaged areas • Over 260 business start-ups • Seen over 420 existing business supported to grow and develop • More than £500,000 worth of new sales to business as a result of intervention • 21 Businesses Safeguarded <p>The programme is all about organisations ‘doing things differently’ and aligning services. It is recognised that providers cannot exist separately they need to recruit together and evaluate together to achieve the Delivery Strategy.</p> <p>The Coventry project has been described as one of the best in the Country. The board’s thoughts on building on the existing success were therefore sought.</p> <p>A table discussion took place around the following questions:</p> <ul style="list-style-type: none"> • What will having a more enterprising culture help Coventry achieve? • Can we see new ways to link the achievement of health, housing, training and employment outcomes for disadvantaged people in disadvantaged communities? • What else do we need to do to ensure everyone in Coventry has access to employment, training and business start up opportunities? <p>The bullet points from the table discussion are attached to the notes as Appendix 1. This information will be used to enhance work within the LEGI programme.</p> <p>Literature on the LEGI project was placed on the tables for board members information.</p>	
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5	<p>Holocaust Memorial Day update – This National event is being celebrated in the City this year and Jos is Chair of the Steering Group who have put together a very wide programme of planned activities, examples being:</p> <ul style="list-style-type: none"> • Ann Franks Exhibition to be held at the Herbert • 110,000 snowdrops are being planted in parks, schools, at the Universities and Cathedral and these will be in bloom in January 2009 and will leave a lasting legacy for the city. • A March from the Railway Station to Belgrade Plaza called “Stand up to Hatred” which everyone will be invited to participate in. • Collection of shoes • Lectures • Film Shows • Theatrical production called ‘Cats and Mice’ at the Belgrade <p>It was reported that partners and organisations have been very enthusiastic and have come up with some fantastic ideas and plans. Jos encouraged partners to become involved in any way possible, sponsor activities or simply to take time for personal reflection.</p> <p>A brochure entitled “Stand up to Hatred” showing all the planned activities was placed on the tables for board members information.</p>	Deliver JP
6	<p>Voluntary Sector Contribution to LAA – An overview was given by Steve Banbury about the booklet entitled “The Third Sector” which was produced through Voluntary Action Coventry (VAC), under its previous title, Coventry Voluntary Service Council. VAC participated in the West Midlands Regional Improvement and Efficiency Partnership – Learning to Delivery Programme to assist the Coventry Partnership in gaining a better understanding of the contribution of the voluntary and community sectors in the delivery of the Sustainable Community Strategy and the Local Area Agreement.</p> <p>The booklet’s aim is to capture those contributions and the impact those activities have on improving quality of life within the city. 2500 booklets have been published and will be disseminated through a variety of organisations. <i>(Booklets were distributed on tables prior to the meeting).</i></p> <p>Steve wished to thank all the organisations who took part in the project.</p>	
7	<p>Forward Planner – The following items on the planner were noted:</p> <ul style="list-style-type: none"> • Central Television Service (November) • Coventry Data Sharing Protocol Revision (November) • Coventry Partnership Communications Update (November) • NDC Succession (November) • The Revised Coventry Health Strategy (November) • LAA Indicator Planning (TBD) • Comprehensive Area Assessment (TBD) • Communities that Care Survey (TBD - 09.07.08) 	

7.1	<p>Central Television Service Project - The Chair gave Steve Stewart the opportunity to talk about this project which received £3.5m ERDF funding to create television studio facilities. The project has helped 370 small and medium enterprises, with Coventry and Nuneaton, to create short advertisements about their companies an opportunity which they would not normally have afforded to do. The advertisements promoted on the internet.</p> <p>The project is coming to an end in December and there are fantastic opportunities, from early in the New Year, to widen the project out to the private, public and community and voluntary sector to create promotional material. There is scope to create TV channels such as: Business, 2012, Community Action, Democracy, Health etc. A pricing structure will be created to meet the different sectors.</p> <p>Board Members will be able to view these new facilities at the Forward Planning Evening on 26th November, 2008.</p>	
8	<p>Any Other Business</p> <p>8.1 Partnership Forward Planning –This evening has been organised for the board to review where the partnership is at the present time, celebrate what it has achieved and to set some key priorities for the next twelve months. The evening will take place at Connexions on Wednesday 26th November, 2008 commencing at 5.00 p.m. An agenda will be organised and forward to group members in late October.</p> <p>8.2 Induction Meetings - Dawn informed the group that she will be arranging appointments with board members over the next two months to meet with them and to discuss the partnership.</p> <p>8.3 City In Bloom – Coventry today has received a Gold Medal for City in Bloom which is wonderful news.</p> <p>8.4 Future Venues – Warwick University is happy to host future board meetings.</p>	<p>Agreed DF</p> <p>DF</p>
	<p><i>The next meeting is on Thursday 6th November, 2008 at St. Peter's Community Centre from 17.00 p.m. until 19.00 p.m.</i></p>	

APPENDIX 1

Item 4 - Coventry Partnership Meeting – 11th September 2008

Bullet Points from Table Discussion – information will be used to enhance work within the LEGI programme:

Table One – Bullet Points – Facilitator: Diane Williams

- Ability to be inventive
- Growing in confidence/self esteem
- To be infectious with creativity and enthusiasm
- A new lifestyle and culture change which should start at school
- Fame – reach for your ultimate goal
- Avoiding the failure culture – embrace failure as ok, it makes you realise what doesn't work.
- New ways to link achievement for disadvantaged communities? Individual support, mentoring, encouragement and teach life skills which are not on the syllabus.

Table Two – Bullet Points – Facilitator: Priti Bharadwa

- Need to ensure front line services understand what LEGI has to offer (i.e. Mental Health Services, Sub-stance misuse issues)
- Over 60's mentoring on enterprise – starting businesses.
- NEETS – working with over 60's
- Inspire and Engage – this is important and can be difficult – need to build on this (initial confidence leads to a variety of opportunities.
- How do we ensure effective communication between partner agencies to link service areas (through LSP, LAA?) and ensure aligned/complementary services?
- Work based learning/apprenticeships
- Need to build on strength of partnership and incentives shared outcomes/influencing joint commissioning
- Can LEGI incentivise the area of public sector organisations employing local people (largest employers, CCC, NHS – targeting)
- Does LEGI survey where there are gaps in the market so people can make informed choices (Inward Investment)

Table Three - Bullet Points - Facilitator: Carl Pearson

- Health LEGI/JC+PCT talk about strategic service links **(Arrange follow up meeting)**
- Pathways to work
- Mental health and well being in work
- Reshaping role of GP's in helping people into work
- Young apprenticeships – particularly with the Council, Health and Police etc. (Needs rights skills and attitude)
- Need supporting infrastructure to give employers confidence
- Success breeds success
- People who succeed could become mentors to others
- JC+ 'integrated employment and skills assessment' – West Midlands Pilot 28.09.08