



Coventry Partnership Board Meeting

Minutes of the Meeting held on 14th May 2009
5.00 pm – 7.00 pm at Peugeot

Present:	Organisation	Representing
Michael Vincent	Age Concern	Voluntary Sector
Dianne Williams	Chamber of Commerce	Private Sector
June Jeffrey	Community Empowerment Network	Voluntary Sector
Sheila Bates	Community Empowerment Network	Voluntary Sector
Steve Stewart	Connexions	Public Sector
Martin Reeves	Coventry City Council	Public Sector
Cllr Kevin Foster	Coventry City Council	Public Sector
Colin Green	Coventry City Council	Public Sector
Jos Parry	Coventry City Council	Public Sector
Cllr Ken Taylor	Coventry City Council	Public Sector
Afzal Hussain	Coventry NDC	Public Sector
Ric Richards	Federation of Small Businesses	Private Sector
Jeanne Jenner	ICE	Public Sector
Les Ratcliffe	Jaguar Cars	Private Sector
Julie Lindsay	Job Centre Plus	Public Sector
Roger Lewis	PSA Peugeot Citroen	Public Sector
Stephen Banbury (Chair)	Voluntary Action Coventry	Voluntary Sector
Trevor Seeley	Warwick University	Public Sector
Sarah Chand	West Midlands Probation Service	Public Sector
Richard Monk	Whitefriars Housing Group	Public Sector

Apologies:		In Attendance:	
Sandy Taylor	C&W Partnership Trust	Robina Nawaz	Coventry City Council
Peter Woodward	Chair – Environment Group	Claire Cheney	Coventry City Council
Louise Bennett	Chamber of Commerce	Alice Davey	Coventry City Council
Cllr John Mutton	Coventry City Council	Dawn Ford	Coventry Partnership
Cllr Ram Lakha	Coventry City Council	Tim Coleman	Coventry Partnership
Sue Bent	Coventry Law Centre	Sarah Perry	Coventry Partnership
Nigel Wain	Coventry Partnership	Rob Allison	Voluntary Action Coventry
Madeline Atkins	Coventry University		
Mark Tovey	Government Office West Midlands		
Ray Goy	Henley College		
Peter Shearing	Learning and Skills Council		
Jon Baldwin	Warwick University		
Simon Shilton	West Midlands Fire Service		
Deborah Harrod	West Midlands Police		
Jim Tittley	West Midlands Police		
Steve Glover	West Midlands Police		

Minutes of the Meeting

No.	Agenda Item	Action
1.	<p>Welcome and Apologies: Cllr Ken Taylor introduced Stephen Banbury as the new Chair for the coming year 2009/10. The Chair welcomed everybody to the meeting and apologies were noted.</p> <p>Roger Lewis welcomed everybody to the Peugeot building.</p>	
2.	<p>Minutes of the last meeting and Matters Arising: The minutes of the 18th March, 2009 were accepted as a true and correct record.</p> <p>Matters Arising:</p> <p>6.1 – Economic Recession – A date has been fixed for action plans to come back to this meeting.</p> <p>6.1 – Economic Recession – The Business Group reported that banks are still unwilling to lend to local businesses.</p>	
3.	<p>Review of the Constitution and Proposed New Governance Arrangements - Jos gave a brief presentation on the proposed new governance arrangements – The review stemmed from feedback from the Coventry Partnership Forward Planning meeting held last November and from induction meetings held by Dawn. The suggestions contained within the paper and the amendments to the constitution reflect the views of partners and will help to strengthen decision making and partnership arrangements.</p> <p>3.1 Suggested Key Changes:</p> <ul style="list-style-type: none"> ▪ Roles and Responsibilities of groups be clarified – booklet to be produced ▪ That the Operations Group is deleted ▪ CLPSB – undertake role of the Operations Group ▪ Constitution updated to reflect the current partnership arrangements ▪ Quarterly Coventry Partnership meetings ▪ Regular CLPSB meetings ▪ Vice-Chair – to be outgoing Chair ▪ Public Sector Chair to be from all Public Sector Organisations. <p>3.2 Sheila requested that a community representative have a place on the CLPSB as they previously did on the Operations Group.</p> <p>3.3 After discussion it became clear that partners are confused with terminology within the documents and have difficulty understanding the Partnership structures. It was agreed that a roles and responsibilities document across the whole partnership will be produced and circulated in draft for comments.</p>	<p>Agreed for Community Rep to be included on the CLPSB.</p> <p>Document to be produced & circulated. Report back to the next meeting.</p>

<p>4.</p> <p>4.1</p> <p>4.2</p>	<p>Cultural Partnership – Theme Group Update – Jeanne Jenner and Alice Davey gave a review of the work of the Cultural Partnership, why it is important for the city and how it dovetails into and compliments the current economic downturn agenda.</p> <p>Items covered in the presentation:</p> <ul style="list-style-type: none"> ▪ Cultural Partnership - structure and membership ▪ Cultural Strategy – importance and priorities ▪ National Indicators ▪ How work contributes to other National Indicators ▪ Economic downturn – How the work of the group compliments this and the Community Safety agenda ▪ Space shaping agenda ▪ Outcomes <p>Table discussions took place around what activities partners have taken part in and what they intend to in the next six months – key from this discussion was communication:</p> <ul style="list-style-type: none"> ▪ How to find out about the activities. ▪ Communicating to others your experiences of activities in Coventry. <p>A new website www.coventry.gov.uk/coventryactive is a one-stop database highlighting sport and leisure activities available in Coventry.</p> <p>The Chair thanked Alice and Jeanne for their presentation and the work that the Cultural Partnership had undertaken.</p>	
<p>5.</p> <p>5.1</p> <p>5.2</p> <p>5.3</p>	<p>The Coventry Compact – Rob Allison gave a brief overview - The Coventry Compact is about building true partnership working between the statutory, voluntary and community sectors and recognising the different contributions that partners are able to make.</p> <p>A Compact Steering group, members of all sectors in consultation with experts and practitioners from all sectors have revised three elements of the refresh for consideration tonight from partners:</p> <ul style="list-style-type: none"> ▪ Code of practice on commissioning ▪ Code of practice on funding ▪ Conflict resolution procedure <p>Table discussions took place on <i>"How can each of our organisations filter this down to our staff and embed it within our daily working practice?"</i> A summary of the information from the table discussion is shown in Appendix A.</p> <p>The Compact Steering Group will meet in June to take forward items in Appendix A.</p> <p>The Chair thanked Rob for his presentation and the work that the Compact Steering Group had undertaken.</p>	<p>All 3 codes adopted.</p>

<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p>Any Other Business –</p> <p>Coventry Partnership Conference: A date for the Coventry Partnership annual conference has been set as 3rd December 2009. The venue booked is the RICOH Arena Community Space and the theme will be Community Cohesion – a working title will be discussed once the planning commences in early June.</p> <p>Migration Impact Fund: Coventry's bid has been submitted based around engaging and training Community Champions – self help approach to New Communities. Bids had to be submitted by 1st May, 2009 and the panel sat on 7th May, 2009 and due to volume of bids also sat on 14th May. The bid is for £337k first year and £220k second year if successful. There is no guaranteed funding for a second year.</p> <p>The Chair thanked Roger and Peugeot for hosting the meeting.</p>	<p>Add date to diaries.</p>
<p>7.</p>	<p><i>The next meeting is on Thursday 15th July, 2009. 17.00 p.m. until 19.00 p.m. Venue TBC</i></p>	

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