



Coventry Partnership Board Meeting

Minutes of the Meeting held on 18th March, 2009
5.00 pm – 7.00 pm St. Peters Community Centre

Present:	Organisation	Representing
Cllr Ken Taylor (Chair)	Job Centre Plus	
Les Ratcliffe	Jaguar Cars	Private Sector
Martin Reeves	Coventry City Council	Public Sector
John McGuigan	Coventry City Council	Public Sector
Ric Richards	Federation of Small Businesses	Private Sector
Stephen Jones	Coventry PCT	Public sector
Cllr Kevin Foster	Coventry City Council	Public Sector
Peter Woodward	Chair – Environment Group	Private Sector
Richard Monk	Whitefriars Housing Group	Public Sector
Melody Stokes	Coventry City Council	Public Sector
Steve Glover	West Midlands Police	Public Sector
Mark Tovey	Government Office West Midlands	Public Sector
Cllr Ram Lakha	Coventry City Council	Public Sector
Howard Anderson	Chamber of Commerce	Private Sector
June Jeffrey	Community Empowerment Network	Voluntary Sector
Michael Vincent	Age Concern	Voluntary Sector
Colin Green	Coventry City Council	Public Sector
Rob Allison	Voluntary Action Coventry	Voluntary Sector
Keely Hancox	Chamber of Commerce	Private Sector
Professor Donald Pennington	Coventry University	Public Sector
Steve Stewart	ConneXions	Public Sector
Deborah Harrod	West Midlands Police	Public Sector
Simon Shilton	West Midlands Fire Service	Public Sector
Lindsey Hunter	Federation of Small Businesses	Private Sector
Jos Parry	Coventry City Council	Public Sector
Afzal Hussain	Coventry NDC	Public Sector
Sue Bent	Coventry Law Centre	Voluntary Sector
Jane Beaver	Job Centre Plus	Public Sector
Ray Goy	Henley College	Public Sector
Dianne Williams	Chamber of Commerce	Private Sector
Dawn Nicolls	Advantage West Midlands	Public Sector
Sandy Taylor	C&W Partnership Trust	Public Sector

Apologies:		In Attendance:	
Yvonne Carter	Warwick Universtiy	Dawn Ford	Coventry Partnership
Louise Bennett	Chamber of Commerce	Nigel Wain	Coventry Partnership
Peter Shearing	Learning and Skills Council	Sarah Perry	Coventry Partnership
Cllr John Mutton	Coventry City Council	Myles Mackie	Coventry City Council
Cllr John McNicholas	Coventry City Council	June Morley	Coventry City Council
Jan Nicolls	Coventry City Council	Sharon Mace	Coventry City Council
Caron Grainger	Coventry PCT	Marc Harder	Coventry City Council
Jeanne Jenner	ICE	Steve Rudge	Coventry City Council
Roger Lewis	PSA Peugeot Citroen	Geoff Hyde	Coventry City Council
Jon Baldwin	Warwick University	Carl Pearson	Coventry City Council
Stephen Banbury	Voluntary Action Coventry		
Henrietta Lyttle	Advantage West Midlands		

Minutes of the Meeting

No.	Agenda Item	Action
1.	Welcome and Apologies: The Chair welcomed everybody to the meeting and apologies were noted.	
2.	Minutes of the last meeting and Matters Arising: The minutes of the 8 th January, 2009 were accepted as a true and correct record.	
2.1	Matters Arising – None	
2.2	Item 5 – Plenary Section – A feedback paper on the Thematic Group responses to the Economic Downturn were distributed on the tables for reference.	
3.	<p>Introduction to Outcome Based Accountability – The economic downturn and its impact of the city is starting to gain pace and although the partnership is addressing the issue, in partnership, outside the board meetings it was agreed that this meeting should once again focus on this topic.</p> <p>At the Operations Group it was thought that an Outcome Based Accountability workshop would focus the board on actions and closer working.</p> <p>A short presentation was given by Jos on the background, methodology, purpose and benefits of this results based decision making tool and she also explained that the tool has now been used consistently within the partnership for a number of activities and is widely regarded as a process to turn 'talk into action'.</p>	Approach Noted.
4.	<p>The Economic Recession - The board were allocated into themed tables covering: Housing, Consumer Confidence, Economic Regeneration and Getting People into jobs. A data book showing up-to-date information on the economic indicators for Coventry had been distributed with the agenda for reference.</p> <p>Each facilitated group then worked through the 'turning the curve' worksheet.</p>	
4.1	<p>Key outcomes for the exercise:</p> <ul style="list-style-type: none"> • It is important to agree what action(s) we can take as a partnership? • Note all actions [action plan sheet 1] • Feedback [feedback sheet 2] <ul style="list-style-type: none"> – Select 3 actions that you want the LSP to commit to – plus one off the wall 	
5.	Feedback Session – Each group identified the three key actions they wanted the LSP to commit to and their one off the wall idea.	Actions noted.
6.	Next Steps – It is important that the partnership consistently work together on key issues like the economic recession so that the city as a whole benefits. The	Leads identified

	<ul style="list-style-type: none"> • Wider offender management • Operation PHONETIC • City Licensing regime • Co-ordination of responsible authorities • Systematic and co-ordinated visits • Best Bar None • Multi-agency training <p>Key achievements of the group:</p> <ul style="list-style-type: none"> • Targeted intervention for regular offenders and regular victims • Improved co-ordination of licensing activity • Improving offender management regime • Increased drug testing <p>The difference the work stream has made:</p> <ul style="list-style-type: none"> • Reduction of violence in hotspot locations • 9% reduction in violent crime across the City (600 offences) • 11% Reduction in City Centre • Reduction in public disorder offences recorded • Evaluation of PHONETIC <p>Work still in progress:</p> <ul style="list-style-type: none"> • Continue emphasis on all work streams • Greater involvement in public and private sector • Work with Universities • Civil orders / banning orders • Achieve longer term culture change • Challenges of recession <p>The Chair thanked Steve for his presentation and the work that the Priority Crime Group had undertaken to make the city a safer place to live.</p>	
8	<p>Partnership DVD – As part of the promotional campaign for the partnership a DVD has been produced giving 'a flavour' of partnership working within Coventry and discussing the benefits of that work and what that has meant for the city. The DVD was shown to the board. The board were asked to approve the use of the DVD. The DVD will be placed onto the partnership website, used more widely on partner plasmas and at community venues and also as a presentation tool.</p> <p>Agreed: The DVD was well received by the partnership and it was agreed that it could be used as a promotional tool for the partnership.</p>	DVD approved
9	<p>Any Other Business</p> <p>9.1 Migration Impact Fund: Hazel Blears MP, Secretary of State for communities will announce on 19th March this new fund. There is likely to be two years of funding streams with £35 million available in the first year. The aim of the fund is to address short-term impact of migration on local services. Following the</p>	Bid to be drawn up

	<p>announcement GOWM will write to LSPs providing the criteria and giving them six weeks to develop bids for funding. Successful bids will be announced on 6th June and LSPs will be in receipt of the money by 15th June.</p> <p>The Coventry Partnership will work with partners to draw up a bid.</p>	
9.2	<p>Partnership Chair – It was noted that the next Chair of the Partnership commencing in post from May will be a representative from the Voluntary Sector. The Voluntary Sector Assembly Steering Group is meeting in April and will nominate a Chair for the Partnership.</p>	Noted
9.3	<p>Vice Chair - DF informed the partnership that the Constitution states a Vice-Chair will be appointed. After discussion it was agreed that forward planning for the next Chair was difficult and it was suggested that the out going Chair might take up the position of Vice-Chair.</p>	Review with Constitution
10	<p><i>The next meeting is on Thursday 14th May, 2009 at Peugeot, Pinley House, 2 Sunbeam Way, Coventry 17.00 p.m. until 19.00 p.m.</i></p>	
	<p>Forward Planner – The following items on the planner were noted:</p> <ul style="list-style-type: none"> • Priorities from the forward planning meeting (TBC) • Coventry Data Sharing Protocol Revision (TBD) • LAA Indicator Planning (TBD) • Communities that Care Survey (TBD) 	

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Coventry Partnership Economic Response - Summary Sheets
18th March, 2009

The tables on the next pages show a summary of the ideas, actions and information from the 'Turning the Curve' workshop held at the Coventry Partnership meeting.

Housing:		
Populations	High young student population	Who will deliver?
Key Actions:	<ul style="list-style-type: none"> • What does the data mean? • Need better data from lenders who are in difficulty • Numbers reporting as being homeless because of difficulty numbers of repossession • Speed + rate of change is problem • Rent arrears what are they - are they increasing? • More information on speed of processing of housing benefit claimants DWP claiming for mortgage interest payments. 	Jobcentre plus Lenders Benefit Agencies Young People leaving homes Health advice to and support
Projects:	<ul style="list-style-type: none"> • Maintaining People in their Homes • Ensuring that the right information gets to people in difficulty very quickly and them to JCP, employers and advice agencies. • Gather the recent experiences of people from the current recession and use this to help others e.g. focus group and develop help tool. 	

Consumer Confidence:		
Populations	All residents, individuals, business and visitors	Who will deliver?
Key Actions:	<ul style="list-style-type: none"> • Positive News Stories and promote city image. • Empty Shops – Bring back to use in some form • Local Procurement by all Partners / Councils • Help businesses – rates, grants etc. • Banks – Building Societies understand what the position is not transcending. • Successful businesses need to promote themselves. • Support max access to credit and benefit claims. • Wrap around feel good event programme • City centre in twilight having to encourage people to use it after work 	Coms/Media CV1-CCC Chamber/Partners Business Group Business Group CV1 – Chamber CCC – Partners CV1-CCC
Projects:	<ul style="list-style-type: none"> • Deliver promotions – using void shops e.g. deliver temporary services (benefits advice or Health checks), at reduced rents or free (temporarily) to community groups, colleagues for information, displays etc • Feel good factor programme – celebrations and activities within city Centre – wrapped around existing activities and align with good news stories about Coventry. • Ensure partners work together to maximum people's uptake of their entitled benefits. • Businesses that are doing well need to instil confidence in workforce 	

Economic Recession:		
Populations	City Wide – Narrow the Gap – Priority Neighbourhood focus.	Who will deliver?
Key Actions:	<ul style="list-style-type: none"> • Encourage Central Government to remove "admin blocks" around planning so schemes that start can get off the ground quickly. • Encourage small business to export whilst £ is low and up-skill. • Identify emerging Business opportunities • Positive PR for things the City is doing well – keep it realistic "YES WE CAN" • Review the Economic Regional Plan – talk to successful organisations and move "Coventry Together" forward. Find out what the blockings are "Help us and diagnose issues" 	Coventry Partnership/Gov LSC/Business Group etc. Employers /LSC / CCC / etc Communications Group Coventry Partnership and Business Sector.
Projects:	<ul style="list-style-type: none"> • Encourage Central Government to remove "admin blocks" around planning so schemes that start can get off the ground quickly • Encourage small business to export whilst £ is low and up skill • Review the Economic regional plan – talk to successful organisations and move "Coventry Together" forward. Find out what the blockages are "Help us and diagnose issues" 	

Getting People into Jobs		Who will deliver?
Populations	Vacancies within travel to work area.	
Key Actions:	<ul style="list-style-type: none"> • Work with cohort to volunteer (not just in voluntary sector) so people can see what offer is • Marketing drive – employer ledge for those who are out of work to shadow target larger employers • All employers to let JC+ know of all vacancies & interview guarantee • Kidnap health sector leads in a room to agree to have jobs advertised more widely • Keeping people in work – can existing employers work on changing vacancies to PT / Job share etc • Each partner organisation have a rep to sign up for appointment with LSP to sign up to an hour of time on what could do agreement • Vol Sec & JC+ sign up to meet& agree • Monthly local jobs summit • Self employment – Particular focus 	JC+/ VAC Chamber / CCC / JC+ Partnership / PCT / CCC / Carl Pearson
Projects:	<ul style="list-style-type: none"> • Promotional workshop with partner Chief Executives to explore how they 	

	<p>can use their organisations to improve employment opportunities for disadvantaged groups within the city.</p> <ul style="list-style-type: none">• Monthly updates to Managers and Officers on the current economic climate, current rules and new or emerging government guidance.• Exploring and using the skills and attributes of Senior Executives who have experienced recent redundancy to improve the capacity of the voluntary sector and to provide them with a vehicle back into the employment.
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