



Terms of Reference Coventry Partnership Business Group

Purpose

To provide strategic and operational input to the Coventry partnership, specifically:

- To provide a framework to consult with the Coventry business community
- To facilitate engagement of businesses in supporting the Coventry Partnership Theme Groups in their role of narrowing the gap between the most deprived and most affluent neighbourhoods in Coventry
- To nominate private sector members to the Board

Stakeholders, roles and responsibilities

- The Group is open to organisations that represent businesses and have a presence or membership in Coventry
- One person per organisation will be invited to attend meetings of the Business Group. They will need to have the seniority to represent their organisation and make decisions on its behalf.
- The role of Business Group members will be to provide an interface between their organisation's members and the Partnership that allows for effective two way communication
- The Business Group will act in an advisory capacity and will not have decision making powers in respect of the Partnership

Deliverables

The Business Group will:

- Work with the Partnership to ensure that effective consultation takes place with the Business Community on major strategies such as the Sustainable Community Strategy
- Meet prior to Partnership Board meetings to consider issues relevant to the business community. The decision as to what is taken to the Business Group will be taken jointly by the Secretariat, the Business Group Chair and the Chamber of Commerce.
- Work with Theme Groups to undertake smaller scale consultations on specific priorities
- Work with each Theme Group to identify one priority that will be promoted to businesses as an opportunity to help narrow the gap
- Establish a process for nominating private sector members for the Board that encourages take-up by a diverse range of business people



Resources

The Business Group will be chaired by Les Ratcliffe, the current Chair of the Partnership, until April 2008 when his term as Chair ends and after this the private sector representatives on the Partnership will take on the role in rotation.

The Coventry Partnership Secretariat will organize and administer Business Group meetings. The Secretariat will work closely with the Business Group Chair and members to shape agendas and review membership of the group. Member organisations will work with the Secretariat to produce information in a format that is appropriate to be circulated to businesses.

Timescales

The Business Group will meet for the first time in late November / early December 2007.

The initial task of the Business Group, to work with the Secretariat to consult businesses on the Sustainable Community Strategy, will need to be completed in time for the Strategy to be finalised by the end of March 2008.

Following this the Business Group will agree priorities with two Theme Groups by the end of March 2008, and will promote these to their members as opportunities for businesses to help narrow the gap. All seven Theme Group priorities will be agreed by March 2009.