



Coventry City Council

# Meeting Notes

Subject:	Economy Learning Skills & Employment Theme				
Venue:	Phoenix Room, CC4, Floor 7				
Date of Meeting:	14 <sup>th</sup> January 2009				
Present:	Carl Pearson Trevor Howard Afzal Hussain Dianne Williams Rebecca Young Priti Bharadwa Liz Millet Jane Malbassa Jane Beaver Mark Tovey Stan Thompson Alan Newbold Peter Shearing Roger Dowthwaite Dawn Ford Steve Stewart				
Apologies:	John Scouller, Rick Monk				
Distribution as above plus:					
Date of Next Meeting	Wednesday 22 <sup>nd</sup> April 2009	Time	10.00am ~ 12.00pm	Venue	Committee Room 2, Council House, Earl Street

		Action
1	<b>Welcome, Introductions and Apologies</b> Recorded above	
2	<b>Minutes of last meeting</b> Recorded as correct	
3	<b>NEETS</b> SS went through a presentation on this subject (see attached) Members of the group debated a number of issues including: NEETS problems do not start at 16; suggestion of a pilot with next years NEETS cohort, preventative work is important, this is a x-partnership and needs to be tackled as such.	

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	<b>Action – The group to examine how partners can be more effective in supporting NEETS into positive destinations.</b>	<b>PB</b>
<b>4</b>	<b>Impact and Response to Economic Downturn</b> Due to time item was not discussed	
<b>5</b>	<b>Connecting to Opportunities – Funding opportunity via AWM</b> RY & DF presented a paper on this funding opportunity (see attached). It was agreed that the ELSE Strategic Group would strategically co-ordinate this opportunity on behalf of the LSP. It was also agreed that this money should not be spent on a series of "projects" but should be focused on a strategic response and fit to those issues and actions already identified in the LAA delivery plans (namely the ELSE plans, but could include others), the Economic Develop Strategy and the Employment Strategy.  A number of members expressed an interest in being involved in a sub-group who would be responsible for moving this forward. RY took a note of names.  <b>This item to come back to April meeting</b>	<b>RY</b> to convene a mtg of the sub-group <b>DF/JB</b> Outcome and issues raised from this discussion should be
<b>6</b>	<b>LAA Delivery Plans</b> PB gave an update on the plans and circulated a document (see attached)  Further work needs to be carried out on plans to ensure that leads are identified for actions – this will enable more effective performance management and accountability for the actions within the plans.  An LAA Performance Management System should be up and running by end of March 09  A refresh of the LAA due to be completed by March 09. Six or seven indicators are still to be agreed, some in ELSE area. By February 09, should have clearer guidance from government about certain indicators  Further consultation with this group at the April meeting may be necessary in relation to indicators	<b>PB</b>
<b>7</b>	<b><a href="#">Update from the ELSE Management Group</a></b> JB and JM gave an update from the ELSE Management Group meeting.  It was agreed that a summary of the minutes from the Strategic Group would be produced to send to Management Group	<b>RA</b>
<b>8</b>	<b>Communications</b> NEETs, AWM Bid, State of Economy monitoring	
<b>9</b>	<b>Forward Planner</b> If there are any additional items for future meetings please let Becky know	
	<b>Dates for next meeting</b> 22.04.09 – CR2 21.07.09 21.10.09	

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<b>19</b>	<b>Forward Planner</b> CP ~ To be devised	