



Coventry City Council

Meeting Notes

Subject:	Economy Learning Skills & Employment Theme				
Venue:					
Date of Meeting:	17 th October 2008				
Present:	Carl Pearson Jane Beaver Dianne Williams Afzal Hussain Rebecca Young Trevor Howard Roger Dowthwaite Nigel Wain Heather Blevins on behalf of Alan Newbold Stan Thompson representing Coventry PCT Priti Bharadwa				
Apologies:	John Schouller Liz Millet Peter Shearing Richard Monk Russell Moseley Steve Stewart Helen Hardin Mark Tovey Harriett Little Paula Deas Dawn Ford				
Distribution as above plus:					
Date of Next Meeting	Wednesday 14th January	Time	10.00am ~ 12.00pm	Venue	Phoenix Room

		Action
1	Draft Terms of Reference Please send comments back by 3 rd Jan.	ALL Any comments to be sent to RY back 03.01.09

Deleted: Unless t

4	<p>LAA Delivery Plans PB gave an update on the current draft plans that will go to the PSB on 20.10.08.</p> <p>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.</p> <ul style="list-style-type: none"> - for the next meeting a map to be produced showing how the 5 plans within the else theme correlate (where appropriate) - NI 171 - New business registration rate will be introduced next year and will require a lead. Dianne Williams agreed to take on this role. <p>Further clarity required on link and accountability between ELSE Group/PSB and Coventry Partnership</p> <p>RD updated on the NEETS Delivery Plan – NI 117</p> <p>RY asked how action plans are balanced, do they contain any preventive measures in line with reactive measures. It was agreed that on balance the plan currently contains reactive actions and not many are of a preventative nature. Although examples were given by a number of people around the table of actions currently underway that are preventative. It was suggested that actual numbers and not just percentages were included in the plan so that a real pictures can be seen.</p> <p>It was agreed that a further discussion about NEETS would form a substantive agenda item for this groups' January meeting. PB to contact Steve Stewart to ask him to prepare some further information for discussion so ELSE Strategic partners can: see how there organisations can assist in this area of work e.g public sector apprenticeships; identify ways in which other programmes such as LEGI can support; discuss further joint delivery and innovative partnerships that could be formed; align different organisations resources if possible; and influence other partners in health and housing to help ELSE Theme achieve its targets.</p> <p><u>WORKING AGE PEOPLE ON OUT OF WORK BENEFITS – NI 152</u></p> <p>JB presented the current delivery plan for NI 152.</p> <p>A discussion was had about the change in the state of the economy over the last few months and how the target for this indicator is now even more challenging. Particularly as we start to see a greater in-flow of people onto the benefits register. Although when we look at the national picture, our area has the 2nd smallest increase. Looking at vacancies, the national change in vacancies is down by 10% but our region is only down 4%. Therefore the picture for Coventry is not at the moment as bad as other parts of the UK.</p> <p>It is likely that employers will want to take on the newly unemployed to fill vacancies as these people are likely to have the most up to date skills. This will increase the level of competition for those out of work for a long period of time.</p> <p><u>Priti updated on NI 164 and 79 as LSC were not present.</u></p>	<p>PB</p> <p>PB</p> <p>DW</p> <p>CD</p> <p>PB</p>
5	<p>Performance Management CD stated that the next Public Service Board (PSB) meeting takes place on 20.10.08. Half yearly reporting being pulled together. There is no formal review by GOWM at this point. CD stated that the Chief Executives department has designed a report card,</p>	

Formatted: Bullets and Numbering

	<p>which will gather information for each indicator. The report card is used as a scorecard and will be a visual medium with graphs to assist in understanding the current position.</p> <p>The group were keen to understand what the will PSB will do with the information. CD said that they would consider the report card for each indicator and look at overall progress for each theme. Based on the information they will identify actions that they believe should be taken by theme and indicator leads.</p> <p>Other issues raised by the group included the achievement of targets in the current economic climate; will we need to be prepared to defend the report card position?; who should attend when themes are being discussed e.g. CP is not a member of the PSB but is chair of the ELSE Theme?; will PSB want other general and economic information to put indicators into context, so indicators are not seen in isolation?</p> <p>CD said she would take these issues back to the PSB for clarity.</p> <p>It was suggested that for all of the ELSE Indicators we should identify some other indicators that could be used to show progress towards the target and that these should be available when going to the PSB.</p> <p>PB asked about the performance management system that will be used for monitoring the LAA. CD said the intention is to move quickly on this, a steering group is underway and something should be in place by the end of the year.</p>	<p>CD</p> <p>PB to co-ordinate</p>
6	<p>Update from the ELSE Management Group JB and JM gave an update from the ELSE Management Group meeting.</p> <p>It was also reported that a CSWP Redundancy Management Group is due to meet shortly. A number of people around the table had been invited. There was a discussion about the importance of co-ordinating this work across the sub-region to try and prevent those due to be redundant or recently redundant coming onto the register. It was recognised that for people in this position self-employment could be an option and that the LEGI programme would be able to support some of these people who may have aspirations to start their own businesses. It was also recognised that the majority of resources available to support redundant workers are geared towards large companies. However, it is the SME's that are in need of more help but these are not seen as large scale.</p>	
7	<p>Communications It was felt by the group that a message should go out about Coventry is still a good place to get a job, despite the current situation. This to be pursued after the outcome from the redundancy meeting is known on the 23rd.</p>	
8	<p>Forward Planner Due to time <u>constraints</u> we did not <u>discuss</u> the forward planner, however the NEETS issue was agreed to be a main agenda item</p>	
	<p>Dates for next meeting 14.01.09 22.04.09 21.07.09 21.10.09</p>	

Deleted: constraints

Deleted: discuss

Deleted: 19

... [1]

19	Forward Planner CP ~ To be devised	