



**Coventry Local Public Service Board  
Minutes of the meeting held on Wednesday 22<sup>nd</sup> July, 2009 held in Room 77,  
Council House.**

**Present:**

Martin Reeves	Coventry City Council ( <b>Chair</b> )
Dawn Ford	Coventry Partnership
Cllr Ken Taylor	Coventry City Council
Peter Shearing	Learning and Skills Council
Richard Monk	Whitefriars Housing
Simon Shilton	West Midlands Fire Service
Stephen Banbury	Voluntary Action Coventry
Julie Lindsey	Job Centre Plus
June Jeffries	Community Empowerment Network
Terry Cotton	GOWM
Caron Grainger	Coventry PCT
Dianne Williams	Chamber
Gary Stevens	Audit Commission
Jos Parry	Coventry City Council
Adrian West	Coventry City Council
Carl Pearson	Coventry City Council
Geoff Hyde	Coventry City Council

**Apologies**

Deborah Harrod	West Midlands Police
Jenni Venn	Coventry City Council
Louise Bennett	Chamber
Barry Hastie	Coventry City Council
Jane Beaver	Job Centre Plus

No	Item	Action
1.	<b>Welcome and Apologies</b> – The Chair welcomed everyone to the meeting. Introductions were made around the table and apologies were noted.	
2.	<b>Minutes of the last meeting</b> –were accepted as a true and accurate record.  <b>Matters Arising:</b>	
2.1.	<b>Action Log Finance Items</b> – Work has commenced on obtaining relevant financial information for the CLPSB – BH will report back to the next board meeting.	<b>Item for 09.09.09 agenda.</b>
2.2.	<b>Migration Impact Fund</b> – The Coventry Partnership has been successful in its application. Awaiting letter from CLG to agree terms and conditions of funding.	
2.3.	<b>Item 3a – State of the City Report</b> – Findings reported to the Coventry Partnership on 17 <sup>th</sup> June, 2009. Final report will be ready in the Autumn.	

<p>2.4.</p> <p>2.5.</p> <p>2.6.</p>	<p><b>Item 3b2 – Equalities</b> – It was agreed at the previous meeting that Equalities across the LAA indicators would be examined.</p> <p><b>Item 4.2 – ABG Allocation</b> – The Coventry Partnership at its meeting on 17.07.09 approved the criteria for allocating the remaining ABG towards the partnerships priorities of worklessness and the economy.</p> <p><b>Item 5 – Proposed New Governance Arrangements</b> - These were agreed by the Coventry Partnership. The partnership also voted on the frequency of its meetings and it was agreed that they would now met four times a year rather than six.</p>	
<p>3.</p> <p>3.1.</p> <p>3.2.</p>	<p><b>Comprehensive Area Assessment (CAA)</b> – A copy of the CAA presentation by Gary Stevens from the Audit Commission was circulated to board members before the meeting. Gary's presentation captures the progress, issues and concerns and what more needs to be done under all the priority headings of the SCS and LAA.</p> <p>Some of the emerging Issues are:</p> <p><b>Health Inequalities</b></p> <ul style="list-style-type: none"> <li>• Health outcomes generally poor still within Coventry.</li> <li>• Making some good progress e.g. infant mortality, other areas not.</li> <li>• Under the Community Health Profile Coventry is worst in 19 out of the 32 indicators – clearly fairly serious concern – need to focus response and work in this area.</li> </ul> <p><b>Others</b></p> <ul style="list-style-type: none"> <li>• Strong and positive history of partnership working in Coventry</li> <li>• A track record of good services – 4 star council</li> <li>• Coventry good at flagging up its own areas of concern.</li> <li>• A City of contrasts – concentration of high levels of deprivation and inequality</li> <li>• Economy – This is an issue everywhere.</li> <li>• Crime – no longer considered a concern within Coventry for the assessment. Statistics show crime is generally falling in Coventry and the West Midlands and results of Place Survey are good.</li> <li>• Query on what additional work Coventry is doing to close the gaps on key areas that matter to local people?</li> <li>• Challenge of sustaining regeneration plans through the recession</li> <li>• Concerns about new housing provision, particularly additional homes.</li> <li>• Generally positive Annual Performance Assessment from Ofsted 2008</li> </ul> <p>Other work and assessments that are still ongoing e.g. worklessness inspection, NST within Health and UOR Council will be used to inform the assessment as the work is completed.</p> <p>It is extremely important that all 'good work' taking place within Coventry is captured e.g. Contact and Connect Project and what it is achieving. It is</p>	<p><b>Action points in 3.3.</b></p>

<p>3.3.</p>	<p>therefore important partners provide relevant information.</p> <p>It is not the intention of CAA to penalise where the gap is not closing, particularly where there has been long standing issues or ongoing national trends. The assessment will clearly demonstrate what actions and progress has been taken or made against these issues within Coventry.</p> <p>One cross inspectorate meeting took place in June and another is scheduled for early September, but unfortunately for Quarter 2 feedback – the next meeting of the CLPSB on September 9<sup>th</sup> is too early, but the 14<sup>th</sup> October is too late.</p> <p>Draft CAA report, which will make links to Coventry's priorities and capture progress against these, will be ready by 14<sup>th</sup> October, 2009 and published on 10<sup>th</sup> December, 2009. Partnerships are able to respond during the consultation period.</p> <p>The Chair thanked Gary for his report and his openness and honesty.</p> <p><b>It was agreed that:</b></p> <ul style="list-style-type: none"> <li>• Half day/day visit is arranged for with the Audit Commission on Health.</li> <li>• Half day/day visit is arranged for with the Audit Commission on Housing.</li> <li>• Environmental updates will be forwarded to the Audit Commission.</li> <li>• Communities that Count – Information to be sent to Audit Commission</li> <li>• Case Studies – CLPSB members to identify any good examples for the CAA report.</li> <li>• Re-schedule CLPSB for week commencing 14.09.09 if possible.</li> </ul>	
<p>4.</p>	<p><b>Employment Placement Initiative</b> – A copy of the Employment Placement Scheme Business Case was circulated with the agenda. Carl Pearson drew the board's attention to the key issues and points within the Business Case.</p> <p>The increase in unemployment in Coventry is now more than 1.5% above the national average. This is made up not only from the traditional hotspots in lower super output areas but also across the more affluent wards which are seeing a larger percentage increase in unemployment and redundancies. The largest increase is now in the non-traditional areas of professional and managerial standard occupational classifications.</p> <p>At present there are a number of specific programmes for people with health related issues, young people who are not in education, employment or training and the recently announced Future Jobs Fund which is to create job placements for the 19 to 24 year old age bracket who are coming up to 12 months unemployed. The City council and its partners have developed proposals to make these schemes</p>	<p><b>Action points 4.1.</b></p>

	<p>available locally. However these programmes are not geared to helping professional, managerial or new graduates in the market place. Many of whom may have never been unemployed in their lives. The Employment Placement Scheme asked for by the CLPSB still targets groups not supported by provision.</p> <p>This proposed 6-month employment placement scheme aims to provide 100 placements of which we expect almost 50% of individuals in placements to progress into sustained employment.</p> <p>The specific provision will be:</p> <ul style="list-style-type: none"> <li>• 50 placements for unemployed graduates</li> <li>• 25 placements for unemployed managers and professional</li> <li>• 25 placements for the NEET population</li> </ul> <p>This paper therefore looks at an option to intervene in what is considered at present a market failure for this section of the population.</p> <p>Emphasis was placed on the need for partners organisations to be champions for the scheme – it is hoped a network of employers will be established so that a legacy can be created for the scheme to be sustainable.</p> <p><b>4.1. After discussion it was agreed:</b></p> <ul style="list-style-type: none"> <li>• The scheme be financially supported from the ABG</li> <li>• Separate finance meeting to take place to discuss details of the scheme.</li> <li>• Project Board is set up to manage the scheme.</li> <li>• Job placements to commence in October 2009</li> <li>• Scheme to be evaluated and reviewed before October 2010</li> </ul>	
<p><b>5</b></p>	<p><b>LAA – Timetable for Review of LAA Indicators</b> – A proposed timetable for the review of LAA Indicators by the CLPSB was circulated at the meeting. The items for the next three meeting were agreed, these being:</p> <p style="text-align: center;"><b>09.09.09 – Health</b>  <b>14.10.09 – Economy and Housing</b>  <b>02.12.09 – Equalities and Cohesion</b></p> <p>The remaining themes of the LAA will be reviewed according to performance information being available.</p>	<p><b>Agenda item for 09.09.09.</b></p>
<p><b>6.</b></p>	<p><b>RIEP – Learning to Deliver Programme</b> – The Regional Improvement and Efficiency Partnership has introduced a new framework for the Learning to Deliver programme that is designed to help and support LSP's in implementing partnership improvements. Previous support was fragmented with not enough focus on improvement systems.</p>	<p><b>Agenda item for 09.09.09.</b></p>

6.1.	<p>There is an opportunity for the Coventry Partnership to access £100k for a project or projects that can identify efficiencies and VFM for the partnership and which can track and show changes to agreed baseline measures. The partnership would have the help of a Lead Local Improvement Advisor. A copy of the proposal assessment form for the new framework had been circulated with the agenda.</p> <p><b>After discussion it was agreed:</b></p> <ul style="list-style-type: none"> <li>• A representative from REIP is invited to attend the next CLPSB meeting to give a presentation on REIP and what help and assistance can be provided to the Coventry Partnership.</li> </ul>							
7	<p><b>Any Other Business</b></p> <p><b>Coventry Partnership Agenda – 17<sup>th</sup> September, 2009</b></p> <ul style="list-style-type: none"> <li>• <b>CAA Review – Audit Commission</b> – Main Agenda Item agreed</li> <li>• <b>Health Annual Report</b> - Agreed</li> <li>• <b>Joint Strategic Needs Assessment Health and Social Care</b> (Agreed – Short Item)</li> <li>• <b>NDC Succession Planning</b> (Agreed - pre-meeting to be arranged to discuss structure of presentation)</li> </ul> <p><b>Total Place Pilot</b> – A sub-regional meeting has recently taken place of key partners to broker the way forward on this project and how policy issues might be linked. A Programme Director has been appointed Robin Douglas who is recommended by the Local Government Leadership Centre. The group also discussed other areas where they might work collaboratively together to ensure sustainable growth across the sub-region. Cllr Taylor informed the board that he thought that Coventry, Warwickshire and Solihull are working well together and maturing, as a partnership and this will result in more sub-regional working.</p>							
8.	<p><b>Next meeting: 9<sup>th</sup> September, 2009</b></p> <p><b>Time: 2.30 p.m.</b></p> <p><b>Venue: Room 77 - Council House</b></p> <p><b>For your reference future meeting dates:</b></p> <table data-bbox="325 1648 932 1715"> <tr> <td>14.10.09</td> <td>10.00 – 12.00</td> <td>Room 77</td> </tr> <tr> <td>02.12.09</td> <td>10.00 – 12.00</td> <td>Room 77</td> </tr> </table>	14.10.09	10.00 – 12.00	Room 77	02.12.09	10.00 – 12.00	Room 77	<b>Dates for diaries.</b>
14.10.09	10.00 – 12.00	Room 77						
02.12.09	10.00 – 12.00	Room 77						

**Dawn Ford**  
**Coventry Partnership Manager**

[dawn.ford@coventrypartnership.com](mailto:dawn.ford@coventrypartnership.com)

Tel: 024 7683 4356  
 Mobile: 07535655211