



## Coventry Partnership Leader & Advisors Meeting

### Notes of the meeting on Wednesday 24<sup>th</sup> June 2009

#### Present:

Dawn Ford	Coventry Partnership (Chair)
Tim Coleman	Communications Group
Peter Woodward	Environment Theme Group
Nigel Wain	Coventry Partnership
Sarah Perry	Coventry Partnership
Sarah Powell	Economy, Learning, Skills and Employment Theme Group
Debbie Briggs	Equalities and Community Cohesion Theme Group
Marc Harder	Children and Young People Partnership
Melody Stokes	Environment Theme Group
Richard Monk	Housing Theme Group
Stephen Banbury	VAC – Chair of Coventry Partnership
Tina Costello	Heart of England Foundation (For item 3)
Mandie Watson	Community Safety Partnership (For item 4)

#### Apologies:

Helen Shankster	PIE Group
Sara Roach	Community Safety Partnership
Sue Bent	Equalities and Community Cohesion Theme Group
Alison Porter	Physical and Sensory Impairment Partnership
Heather Thornton	Health and Well Being Theme Group
Jackie Fox	Neighborhood Management
Mark Nicholls	Environment Theme Group
Alice Davey	Cultural Partnership
Nigel Mills	Transport Theme Group
Priti Bharadwa	Regeneration Services
Jane Beaver	Economy, Learning, Skills and Employment Theme Group
Jane Malbasa	Economy, Learning, Skills and Employment Theme Group
Moriah Priestley	Older People's Partnership

Agenda No.	Item	Action
1.	<p><b>Welcome and Apologies:</b></p> <p>Dawn welcomed everyone to the meeting and introductions were made around the table. Apologies were noted.</p>	

<p><b>2.</b></p>	<p><b>Minutes of the last meeting and matters arising:</b></p> <p>The minutes of the last meeting were accepted as a true record.</p> <p><b><u>Matters arising:</u></b></p> <ul style="list-style-type: none"> <li>▪ Marc informed that under 4.4 of the last meeting Sharon reported that the OFSTED report had been delayed – this is not an OFSTED report, this is OFSTED guidance which has been circulated to relevant people in CCC and the Children's Partnership. Also, as part of the CAA quarterly performance profiles are being produced.</li> </ul> <p>Other issues were addressed by the agenda.</p>	
<p><b>3.</b></p> <p><b>3.1</b></p> <p><b>3.2</b></p> <p><b>3.3</b></p> <p><b>3.4</b></p>	<p><b>Heart of England Foundation (Tina Costello)</b></p> <p>The Heart of England Foundation was established in 1995 and is part of a UK-wide network of 57 Community Foundations. Working at grass roots level in Coventry and Warwickshire to link donor funds – individual, family, company and Government – with a vast network of local groups. This means money can be targeted where it will make the most impact and use every penny efficiently to meet local needs. Over £1m is distributed in grants per annum with Coventry receiving £714k (47%) of total funds during 2008-09.</p> <p>A number of funding streams are available from grassroots grants to European grants. Funding criteria is aligned to the SCS priorities. <b>For more information on the funding available contact 024 7688 4386 and speak to one of the grant officers.</b></p> <p>Tina expressed that due to the economic situation, finances are getting tighter for everyone; the Heart of England is trying to focus working with groups that have not accessed funding before. Groups that have previously been successful in obtaining funding are still able to apply for grants however more emphasis is being made on making groups/projects more sustainable and less dependent on grants.</p> <p>The group thanked Tina for her presentation.</p>	
<p><b>4.</b></p> <p><b>4.1</b></p>	<p><b>Community Safety Strategic Assessment (Mandie Watson)</b></p> <p>This years Community Safety Strategic Assessment was extremely comprehensive, work is currently being undertaken across the partnership to drill down and dissect the information.</p>	

<p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p>	<p>The priorities are:</p> <ul style="list-style-type: none"> <li>▪ Anti-social Behaviour</li> <li>▪ Criminal damage</li> <li>▪ Serious acquisitive crime</li> <li>▪ Violet crime – domestic violence and public pace.</li> </ul> <p>Nigel asked about business crime, Mandie reported that currently there are no targets for business crime, however, this will be looked into when the business strategic assessment is carried out.</p> <p>Melody asked about what is being done around climate change i.e. longer summers, Mandie reported that this has not been looked into fully yet, more information is needed to shape and inform.</p> <p>The executive summary is currently being finalised and will be distributed shortly to partners.</p> <p>The group thanked Mandie for her presentation.</p>	
<p>5.</p> <p>5.1</p>	<p><b>A guide to the Coventry Partnership</b></p> <p>A copy of the guide was circulated with the agenda and discussed. It was agreed that the following be included:</p> <ul style="list-style-type: none"> <li>▪ Include which LAA's relate to each theme within the SCS.</li> <li>▪ Include a section on what the Partnership is and what the Partnership isn't.</li> <li>▪ The use of the word Board needs to be looked into.</li> </ul> <p>The guide will go the Partnership meeting on 15<sup>th</sup> July to be signed off.</p>	
<p>6.</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p><b>Communication Calendar and Partnership DVD</b></p> <p>Tim played the Partnership DVD, which was well received by the group. Marc suggested that some text is required to support Narrowing the Gap strap line. <b>Action Plan:</b> Tim to add to the website</p> <p>Tim reported that 50 copies of the DVD have been produced and had been circulated to some partners (GOWM, Audit Commission). The DVD is currently showing on the screens in the Council House. <b>Action:</b> DVD to be circulated to partners.</p> <p>Tim explained that the Communications Group is piloting a number of social networking tools to improve its own communications and collaborative working across the city. Google provides a free interactive login called iGoogle, which offers many individual</p>	<p>Tim</p> <p>Nigel</p>

	<p>services including Google Docs and Google Calendar. Both of these are being used by the Communications Group, with Google Docs the shared repository for relevant shared documents, meeting minutes and agendas and a communications calendar. The communications/events calendar, a shared Microsoft Word document is now being translated into a Google Calendar which is also embedded into the homepage of the Coventry Partnership website, thus providing a live and evolving calendar which is publicly available. A link to a Partnership meetings calendar will also be placed on the homepage.</p> <p><b>Action:</b> All partners to forward any communications/events to Tim.</p>	All
<p><b>7.</b></p> <p><b>7.1</b></p>	<p><b>Feedback from Theme Groups</b></p> <p><b>Environment Theme Group (Melody Stokes and Peter Woodward)</b></p> <ul style="list-style-type: none"> <li>▪ Growing Coventry – launched on the 4<sup>th</sup> April which was a huge success and a lot of good press was received. A steering group has been set up, to link into the Godiva Festival and a harvest in September.</li> <li>▪ It has recently been announced that we have been successful in gaining £4 million for district heat and power schemes for WEHM and a heat line from the existing plant at Whitley to the city centre. Both schemes need to be complete by March 2010.</li> <li>▪ It has recently been announced that together with Birmingham, Coventry have been successful in gaining funding for 110 Low carbon vehicles. The scheme is led by design and engineering consultants ARUP.</li> <li>▪ Low Carbon Centre – locations are being discussed. Investigations are taking place in utilising retail space in the City Centre for energy advice.</li> <li>▪ The aerial thermal survey took place at the end of March, data is currently being processed and dialogue has begun with DIY outlets.</li> <li>▪ A Climate Change Adaptation workshop has been organised for Partners to learn more about the impacts climate change has on organisations service delivery. There are still a few spaces available, it is on Friday 17<sup>th</sup> July at 9.30 – 12.00 at the Ricoh Arena, Community Facility. If you would like to book a place please contact Sarah Perry.</li> <li>▪ Work is being carried out with the Business Group and Business in the Community to encourage businesses to sign up to the Princes May Day Network.</li> <li>▪ Switch it off Week will take place between 9<sup>th</sup> and 13<sup>th</sup> November with the big switch off between 4.30 – 6.30 pm on Friday 13<sup>th</sup>, a showcase of the environment groups work is being organised during the week. Melody encouraged all</li> </ul>	

<p>7.2</p> <p>7.3</p> <p>7.4</p>	<p>partners to promote.</p> <p><b>Action:</b> Melody to send Tim information to add to the website.</p> <ul style="list-style-type: none"> <li>▪ Melody will be leaving CCC at the end of July for a new position at the Energy Saving Trust. The Group thanked Melody for her hard work and commitment to the partnership and wished her well in her new post.</li> </ul> <p><b>Equalities and Community Cohesion Theme Group (Debbie Briggs)</b></p> <ul style="list-style-type: none"> <li>▪ The Theme Group is continuing working through their agenda of theme group leaders giving presentations on how they are embedding equalities and cohesion into the LAA's.</li> <li>▪ Community Cohesion Strategy is still on-going and will be launched at the Partnership Conference on 3<sup>rd</sup> December.</li> <li>▪ Community Cohesion Awards are currently being put together and will also form part of the Conference.</li> </ul> <p><b>Housing Theme Group (Richard Monk)</b></p> <ul style="list-style-type: none"> <li>▪ Due to the success of last years Housing Fair, the housing theme group has planned another this year. It will take place in the Lower Precinct on 14<sup>th</sup> August there will be housing professionals from various organisations available to give information and advice relating to the home and housing services in the city.</li> <li>▪ The proposed growth in the sub region will be 82,000 new houses by 2026 in CSW with 33,000 in Coventry.</li> <li>▪ Several bids have been submitted for the eco-housing project for passive house retro fit.</li> <li>▪ There has been no reported increase in homelessness.</li> <li>▪ There has been a reported increase in debt services.</li> </ul> <p><b>Children and Young People Partnership (Marc Harder)</b></p> <ul style="list-style-type: none"> <li>▪ The latest Data Book has been published and is available on the Children and Young People's website.</li> <li>▪ The Communities that Care Survey results are being presented across the Partnership.</li> <li>▪ The 11 million takeover day is a national event about young people of all ages taking part and taking power in different roles which will take place this year on 6<sup>th</sup> November.</li> </ul>	<p>Melody/ Tim</p>
<p>8.</p> <p>8.1</p>	<p><b>Any Other Business</b></p> <p>Dawn reported that the Partnership Conference will take place on 3<sup>rd</sup> December at the Ricoh Arena Community Space; the theme will be around community cohesion and will be called "Our City, Our</p>	

<p><b>8.2</b></p> <p><b>8.3</b></p>	<p>People". Dawn reported that a slot on the agenda will be designated for theme groups to provide case studies on what they are doing to address/support the cohesion agenda.</p> <p><b>Action:</b> All to look into case studies that could be used at the conference.</p> <p>Dawn gave a brief update on the CAA - the Partnership Self Assessment is being worked on. The next Progress, Impact and Evaluation Group (PIE) on 3 July 2009 will look at the development of the Coventry Story of Place which will help identify whether priorities need to change. The Coventry Partnership meeting on the 15th July will then focus on the self assessment information currently collected and will be an opportunity for partners to further engage and challenge the information.</p> <p>Nigel reported that Phase 3 of the West Midlands Regional Spatial Strategy will be consulted on from the 29<sup>th</sup> June – 14<sup>th</sup> August. A copy of the summary Project was circulated and is attached.</p>	<p><b>ALL</b></p>
	<p><b>Future Meeting Dates:</b></p> <p><b>Please note that the next meeting was scheduled for the 2<sup>nd</sup> September this has been re-arranged for 8<sup>th</sup> September.</b></p> <ul style="list-style-type: none"> <li>• 8<sup>th</sup> September 2009, 10 – 12 , Committee Room 7, Council House</li> <li>• 18<sup>th</sup> November 2009, 10 – 12, venue tbc</li> </ul>	