

## Coventry Partnership Leader & Advisors Meeting

### Notes of the meeting on Wednesday 19<sup>th</sup> Jan 2010

#### Present:

Dawn Ford	Coventry Partnership (Chair)
Debbie Briggs	Equalities and Community Cohesion Theme Group
Rachel Upton	Older Peoples Partnership
Simon Brake	Pie Group
Michael Checkley	Environment Theme Group
Nigel Wain	Coventry Partnership
Tim Coleman	Communications Group
Sarah Powell	Economy, Learning, Skills and Employment Theme Group
James Lawrence	Children and Young People Partnership
Jane Beaver	Economy, Learning, Skills and Employment Theme Group
Jackie Fox	Neighborhood Management
Stephen Banbury	Chair – Coventry Partnership.
Jane Craig	CYPSP
Tim Healey	Coventry City Council

#### Apologies:

John McNicholas	Transport Theme Group
Sue Bent	Equalities and Community Cohesion Theme Group
John Brady	Mental Health Partnership
Heather Thornton	Health and Well Being Theme Group
Richard Monk	Housing Theme Group
Janita Wesson	Learning Disability Group
Richard Monk	Housing Theme Group
Sara Roach	Community Safety Partnership
Alice Davey	Cultural Partnership
Faye Nicholls	PIE Group
Sarah Perry	Coventry Partnership
Peter Woodward	Environment Theme Group
Mandie Watson	Community Safety Partnership
Jenni Venn	Equalities and Communities
Jeanne Jenner	Cultural Partnership

Agenda No.	Item	Action
1.	<p><b>Welcome and Apologies:</b></p> <p>Dawn welcomed everyone to the meeting and introductions were given. Apologies as above were noted.</p>	
2.	<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>3.</p> <p>3.1</p> <p>3.2</p> <p>3.3</p> <p>3.4</p>	<p><b>Under 18 Conception (Jane Craig)</b></p> <p>Dawn referred to the red flag for Under 18 Conception that Coventry had received in the CAA assessment this year.</p> <p>Jane Craig reported that she had been in post since Nov 2009 to lead on activities to reduce under 18 conceptions. To meet the best evidence lead service provision as described in the National Model for Teenage pregnancy, 10 key elements needed to be in place. The priorities for Coventry are: - Delivery of Relationship advice outside schools, Up skilling of staff to give appropriate advice and the provision of an effective contraceptive service.</p> <p>Professionals recognised the need to give appropriate advice but few felt they were equipped to give advice. Different levels of training would be provided:-</p> <ul style="list-style-type: none"> <li>• Train the trainers</li> <li>• Level 1 Training, initially for staff within CLYP followed by Voluntary sector, PCT and subsequently included in commissioning of services.</li> <li>• C-Card training to ensure appropriate distribution of Condoms and Chlamydia screening .The C-Card scheme has replaced the previous condom distribution scheme and would now require registration and links with Chlamydia screening.</li> <li>• Staff would be up skilled to deliver pregnancy testing to address problem of young women presenting to anti-natal services late.</li> </ul> <p>The focus would be on at-risk groups:- looked after children and people in the Youth Justice System. 76% of teenage mums in Stoke had been in contact with social care.</p> <p>This service would work alongside the services in schools and other work with parents and carers.</p>	

<p><b>3.5</b></p>	<p>Jane asked the group if they had staff who could get involved in the C-Card scheme to contact her.</p> <p>A performance management framework to look at key indicators for the programme was being introduced.</p> <p>Dawn thanked Jane and reminded everyone that the Audit Commission would be looking for evidence of progress in this years CAA inspections.</p>	<p><b>Action All to send list of staff requiring training to Jane</b></p>
<p><b>4.</b></p> <p><b>4.1</b></p> <p><b>4.2</b></p> <p><b>4.3</b></p> <p><b>4.4</b></p> <p><b>4.5</b></p>	<p><b>Embedding Equalities and Cohesion into the LAA- Debbie Briggs</b></p> <p>Debbie referred to her paper which had been circulated prior to the meeting – Embedding Equalities and Cohesion into the Coventry Partnership and Local Area Agreement (LAA).</p> <p>Debbie reiterated the main objective of the Equalities and Communities Theme group was to embed equalities in the work of the Partnership and LAA.</p> <p>The Community cohesion strategy and guidance had been launched at the Conference in December. The Community Cohesion awards have also been launched with a closing date of April 30<sup>th</sup>. Theme groups were asked to ensure nominations were made from their Theme.</p> <p>A second focus of the group has been to have a dialogue with the Theme groups about priorities and to dig deeper to see what they were doing to promote equalities in their activities. Discussions with the ELSE, Community Safety, Children's Partnership and Housing have been held so far. All theme groups would have been approached by July 2002. Common Themes around working class young men are emerging and Groups need to look at disaggregated equalities data to set actions and targets for at risk groups.</p> <p>The Health group meeting is taking place in Jan, transport in March, Culture in May and Environment in July. In the future, the group might meet with the Communities of Interest groups.</p>	<p><b>Action Theme groups to encourage nominations for cohesion awards</b></p>
<p><b>5.</b></p> <p><b>5.1</b></p>	<p><b>Data management System- Tim Healey</b></p> <p>Tim explained he was attending to brief people on the Data Management System being developed for the Coventry Partnership. He presented the attached slides.</p>	

<p><b>5.2</b></p>	<p>The Audit Commission had previously criticised us for the way we shared and maintained data, the lack of consistency and duplication across agencies so The Coventry Partnership are developing an integrated system combining 2 software packages:- Ten and Instant Atlas.</p> <p>Ten is a performance management system for the National Indicators and LAA targets and has the data related to the individual targets.</p> <p>Instant Atlas stores data at a more detailed geographical level to enable mapping of data across the city.</p> <p>They are integrated via the Coventry Partnership web site. The main development challenge is to be able to navigate the system as quickly as possible. The landing page will be structured broadly along the lines of the SCS themes. Tim circulated some proposed headings (attached) for the next level of web access to enable users to view 'clouds' of related indicators. He asked the group for feedback as to the appropriateness of the access headings</p> <p>The main driver for the next phase of loading data is to meet the needs of the different Strategic Assessments that need to be undertaken. Sarah reminded Tim of the new requirement to produce the Local Economic Assessment and proposed that the data could be based around similar headings.</p>	<p><b>Action All to feedback to Tim</b></p>
<p><b>5.3</b></p>	<p>During discussion the following points were made:-</p> <ul style="list-style-type: none"> <li>• Data protection rules may restrict the availability of geographic data where there are small numbers involved.</li> <li>• The process for ensuring the data is correct is very important</li> <li>• In the past we had given people help and support with analysing the data, now people would be able to access data and draw their own conclusions and data would be open to interpretation.</li> </ul>	
<p><b>5.4</b></p>	<p>The launch date to the public would be July; the launch to the Coventry LPSB would be in April.</p>	
<p><b>6.</b></p> <p><b>6.1</b></p> <p><b>6.2</b></p>	<p><b>CAA report Back – Dawn Ford</b></p> <p>Dawn summarised the feedback from the CAA report, key areas had been identified. Dawn agreed to send out the audit assessment presentation with the minutes. Dawn stressed that we must be able to show progress against the issues they raised.</p> <p>A new person had taken over the on the CAA for Coventry. Garry</p>	<p><b>Action Dawn to include CAA presentation with minutes.</b></p> <p><b>Theme</b></p>

	Hammersley . He had asked to attend Theme group meeting.	<b>Groups to note</b>
<b>7.</b>	<b>Feedback from Theme Groups</b>	
<b>7.1</b>	<p><b>Community Safety Partnership (Mandie Watson by email)</b></p> <ul style="list-style-type: none"> <li>▪ The annual strategic assessment will be completed in March and Mandy asked for it to be added to the March meeting agenda</li> <li>▪ Community Safety had joined with Public Protection and they were already seeing the benefits.</li> <li>▪ The police are reshaping safer neighborhood teams to match ward boundaries</li> </ul>	<b>Action Add Strategic Assessment to March agenda</b>
<b>7.2</b>	<p><b>PIE Group (Simon Brake)</b></p> <ul style="list-style-type: none"> <li>▪ The data sharing protocol had been signed off by the Partnership</li> <li>▪ Child Poverty and Local Economic Assessment data collection is underway.</li> <li>▪ There has been a problem getting the required number of interviews for the Household survey due to the weather.</li> <li>▪ Targeted support funding has been received to help develop the Partnership Involve, Consult and Inform strategy and a workshop has been arranged for 25<sup>th</sup> Feb</li> <li>▪ A review of what constitutes a priority neighborhood is taking place but will not be published prior to elections</li> </ul>	
<b>7.3</b>	<p><b>Environment Theme Group (Michael Checkley)</b></p> <ul style="list-style-type: none"> <li>▪ There had not been a meeting since Dec 2009.</li> <li>▪ They were currently looking at more partnership working with 10 top CO2 emitters to see how data on emissions can be collected and shared.</li> <li>▪ A strategic carbon management group is being set up to help coordinate activities and spot any gaps.</li> <li>▪ Dawn congratulated the group on the success of Switch it off week</li> </ul>	
<b>7.4</b>	<p><b>Transport (Nigel Wain)</b></p> <ul style="list-style-type: none"> <li>▪ The group has input to the vision for the Local Transport Plan 3 consultation and on transport issues related to the City Centre Area Action Plan.</li> </ul>	
<b>7.5</b>	<p><b>Business Group ( Nigel Wain)</b></p> <ul style="list-style-type: none"> <li>▪ The last meeting covered improving links with the Communications Group, nomination of people to join the carbon management group, the city Centre Action plan consultation and an update on the economy.</li> </ul>	

<p>7.6</p> <p>7.7</p> <p>7.8</p>	<p><b>Communications Group (Tim Coleman)</b></p> <ul style="list-style-type: none"> <li>▪ 2 workshops were proposed to support the Theme groups in their focus on PR. There was a need for groups to highlight good news stories.</li> <li>▪ Tim was researching the possibility of hiring a shop to showcase theme group activity.</li> </ul> <p><b>Economy, Skills, Learning and Employment Theme Group (Jane Beaver, Sara Powell)</b></p> <ul style="list-style-type: none"> <li>▪ The ELSE Theme group had reviewed worklessness with Ethnic Minorities and as a result has commissioned some services through the Connecting to Opportunities funded activity</li> <li>▪ The last meeting reviewed work with Carers and how the group would contribute to the new carer's strategy.</li> <li>▪ The last of the twice yearly stakeholder events was successful, with over 70 people attending. The next event is on May 14<sup>th</sup>.</li> <li>▪ Jane asked for copies of the handouts showing the JC Plus Customer Journey available in Coventry to be circulated with the minutes – see attached,</li> </ul> <p><b>Children and Young People Partnership (James Lawrence)</b></p> <ul style="list-style-type: none"> <li>▪ The Commissioning board have developed a new work plan for the year – safeguarding is a key focus.</li> <li>▪ There was a 2 day unannounced inspection in Dec- the first under the new regime, Coventry did well.</li> </ul>	<p><b>Action Nigel to circulate with the minutes</b></p>
<p>8.</p> <p>8.1</p>	<p><b>Conference</b></p> <p>Dawn reflected on the successful Partnership Conference. Feed back was generally positive -original and innovative. PSIP had commented on the lack of any specific items around disabilities. Next year theme is likely to be around Climate change.</p>	
<p>9.</p>	<p><b>AOB</b></p> <p>Future items for the agenda were :-</p> <ul style="list-style-type: none"> <li>• Community Cohesion Awards</li> <li>• Communications Workshop are being arranged</li> <li>• Voluntary Assembly</li> <li>• Local Economic Assessment</li> </ul>	<p><b>Action Items for future agendas</b></p>

	<p><b>Future Meeting Dates:</b></p> <ul style="list-style-type: none"><li>• 16<sup>th</sup> March, 2010</li><li>• 18<sup>th</sup> May, 2010</li><li>• 6<sup>th</sup> July, 2010</li><li>• 21<sup>st</sup> September, 2010</li><li>• 16<sup>th</sup> November, 2010</li></ul> <p>All meetings are in Room 77, Council House, 10 am - 12 noon</p>	
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