



Coventry Partnership Operations Group Meeting

Wednesday 9 January 2008 5.00 pm – 7.00 pm

Lord Mayor's Suite, Council House

Present:

Stella Manzie, Coventry City Council (Chair)
Ros Roke, Coventry Partnership
Jos Parry, Coventry City Council
Les Ratcliffe, Jaguar Cars
Richard Monk, Whitefriars Housing
Deborah Harrod, West Midlands Police
Sheila Bates, Community Empowerment Network
Peter Shearing, Learning and Skills Council
Stephen Banbury, Coventry Voluntary Services Council

Apologies:

Cllr Tony O'Neill
Cllr Ram Lakha

In Attendance:

Paula Deas, Coventry City Council (Regeneration Team)

1. Welcome and Apologies

Stella welcomed everybody to the meeting and Ros notified the group of the apologies received as above.

2. Minutes of the Last Meeting

The minutes were approved as a true and accurate record.

3. Developing the New Local Area Agreement

Ros presented a brief update on the development of the new Local Area Agreement, referring to the paper 'Developing Priorities for the Local Area Agreement'. Ros informed the group that a number of regional partner organisations with a duty to cooperate in the development of the Local Area Agreement would attend the Partnership Board meeting on 16 January. Regional Partners to attend would include representatives from Sport England, English Heritage, the Health and Safety Executive and Advantage West Midlands.



Members of the group discussed the best way to update the Partnership Board on the latest developments to the new Local Area Agreement and how to include regional partners in useful discussions.

Deborah Harrod, West Midlands Police, asked what benefit there would be to engaging regional partners in the Local Area Agreement. Stella confirmed that some partners had a statutory duty to cooperate in its development which could help in delivering Coventry's local priorities and that those partners could contribute additional resources.

Peter Shearing, Learning and Skills Council, suggested that the Partnership Secretariat should contact regional partners and ask them to identify their top three priorities (from their own business plans). Stella acknowledged that there was limited time to undertake detailed research and suggested that Ros consider the business plans of regional partners (available through the Government Office West Midlands website) and identify a range of examples. Jos Parry, Coventry City Council, highlighted that the business plans would be regional and were not likely to include a specific focus on Coventry, although they would provide some potential examples.

Deborah Harrod, West Midlands Police, requested that the details of regional partners planning to attend the Partnership Board meeting be circulated to members of the Board prior to the meeting. This would allow Board members to consider the issues which regional partners would be interested in.

Sheila Bates, Community Empowerment Network, cautioned that the focus on outcomes should be maintained, as there could be a danger that the outcomes would be lost in the ongoing process of negotiating the Local Area Agreement. Sheila felt that some of the information about the Local Area Agreement was overly complicated, with too much detail. She suggested the use of clear diagrams to explain the proposed process for its continued development. Jos Parry, Coventry City Council, confirmed that a similar diagram had been developed to illustrate the relationship between the Sustainable Community Strategy and the Council's corporate plan and this could be tailored to reflect the Local Area Agreement.

Peter Shearing, Learning and Skills Council, questioned the performance management and the governance arrangements for the Local Area Agreement; the risk for partners and the implications if targets were not met.

Stella confirmed that the Coventry Local Public Service Board would drive the Local Area Agreement but recognised that the voluntary sector, the community and businesses would also have a role in this. She reiterated that the open invitation for Partnership representatives from the voluntary, community and business sectors to attend meetings of the Local Public Service Board remained but that more formal reporting back to the Partnership Board would need to be considered.

It was also recognised that the Partnership would need to consider the role of Theme Groups in the performance management of the Local Area Agreement and the relationships with key people within the Council.



Paula Deas, Regeneration, Coventry City Council, and Peter Shearing, Learning and Skills Council, suggested using images/pictures to represent the outcomes within the Sustainable Community Strategy when the final document was published. It was acknowledged that any involvement from schools and young people would require significant lead time and Stella recommended that members of the Council's Communications Team be involved, along with Sheila Bates (as Children's Champion) and Ruth Snow (Children, Learning and Young People). Paula also highlighted existing work produced through Creative Partnerships.

Actions:

- **Ros to research the business plans of regional partners and contact representatives from these organisations to identify those emerging LAA priorities which regional partners would be interested in influencing and could contribute to the delivery of.**
- **Ros to produce a short presentation to give the key messages about the new Local Area Agreement and make reference to some of the priorities/activities which regional partners could contribute to.**
- **Ros and Jos to produce a diagram to illustrate the relationship between the Sustainable Community Strategy and the Local Area Agreement and a further diagram to show the proposed process for taking forward further developments – proposing next steps, key dates and expected outcomes.**
- **Ros to identify any suitable images/creative work available through Creative Partnerships.**

4. Update on the Economic Development Strategy

Paula Deas, Regeneration, Coventry City Council, updated the group on the consultation activities around the Economic Development Strategy and the timeline for its further development.

Stella suggested that a brief update about this item be presented to the Partnership Board. It was recommended that comments on the draft strategy received through the Partnership Board meeting in November should be reflected and changes to the document as a result of the consultation activities should be identified. It would be important to show where comments from the Partnership had been taken account of.

A brief discussion about the Shadow Economic Development Board followed and Stella recommended that the membership and focus of both the Learning, Skills and Employment Theme Group and the Shadow Board be considered in more detail. Jos Parry, Coventry City Council, questioned whether the 14- 24 Strategic Partnership had been involved in the activities of either the Theme Group or the Shadow Board. There



was also concern about representation from the universities through either the Theme Group of the Shadow Board.

Stella questioned whether the CSWP Board had been involved in the consultations around the Economic Development Strategy and Paula confirmed that this had been the case. It was also recommended that Paula also consider the involvement of the Coventry Image Board.

Paula requested further clarification on how the final draft of the Economic Development Strategy should be presented to the Partnership Board on 21 February. In particular, how specific the feedback/information about any changes to the document should be.

The Operations Group recognised that this would depend of the issues which had been raised and the nature of any changes. It was recommended that Paula produce a briefing note to accompany the final draft of the strategy. The briefing note should summarise all of the feedback received through consultations and refer to the specific sections where changes had been made, as well as covering any general changes across the document.

Actions:

- **Ros to map representation from the universities across the Partnership.**
- **Paula to contact Pete Walters to explore the feasibility of involving the Coventry Image Board in consultations for the Economic Development Strategy.**
- **Paula to produce a briefing note to accompany the final draft of the Economic Development Strategy when it is presented to the Partnership Board on 21 February.**

There was a closing discussion regarding the proposed order of agenda items for the Partnership Board meeting. It was agreed that the agenda should be re-organised to allow for the item on the Local Area Agreement to move to the top of the agenda as this would allow regional partners to attend the first part of the meeting. It was recognised that the item on Local Employer Partnerships and the Skills Pledge could follow directly from the discussion around the emerging priorities of the Local Area Agreement.

4. Any Other Business