



Coventry Partnership Operations Group – 16th August 2007

Present:

Stella Manzie, (Chair) Coventry City Council
Steve Banbury, CVSC
Peter Shearing, Learning & Skills Council
Chief Supt Debbie Harrod, West Midlands Police
Cllr Ram Lakha, Coventry City Council
Cllr Tony O'Neill, Coventry City Council
Les Ratcliffe, Jaguar Cars and Land Rover
Jenni Venn, Coventry City Council
Chris Thomas, Coventry City Council
Sara Roach, Coventry Partnership
Helen Shankster, Coventry Partnership

Apologies:

Stephen Jones, Coventry tPCT
Richard Monk, Whitefriars Housing Group
Shelia Bates, CEN

1. **Minutes and Matters Arising**

The minutes of the last meeting were agreed as a true and accurate record.

Stella informed the group that Rosalind Roberts is due to start as Partnership Development Manager on 3rd September 2007.

2. **Update on the Development of a Local Public Service Board**

Stella updated the group on the current consultation process for the development of a Local Public Service Board which ends on 7th September. A report will be presented at the next Partnership Board informing them of the outcome.

3. **Update on the Development delivering the Community Plan and LAA**

Jenni Venn tabled a briefing note outlining the work that needs to take place over the next 6 months in order to develop the Sustainable Communities Strategy and the Local Area Agreement. The Sustainable Communities Strategy (SCS) will build on the current Community Plan and will clearly outline the Partnership's vision and objectives for the next 20 years. The LAA will be a 3 year document, negotiated with Central Government, made up of a number of key targets which will deliver the SCS.

The PIE Group are currently co-ordinating a range of both quantitative and qualitative data in order to provide information to individual theme groups. This will be used at theme group workshops to explore both the challenges and opportunities that potential growth will bring.

During these theme group discussions, they will also be looking at the issue of sustainability, community cohesion and equalities as cross cutting issues.

There was a discussion in relation to what growth would look like and the likely size of the city, if the Regional Spatial Strategy dictates growth for the local area. Jenni has recently commissioned the Greater London Authority to undertake some work in relation to population mapping which will provide a good basis for this work.

Action: Jenni to present the proposed process for developing the LAA and SCS to the Partnership Board in September.

4. **Coventry Climate Change Strategy**

Chris Thomas from the Council's Sustainable Development Team presented the draft Climate Change Strategy. The Draft Strategy will be presented at Cabinet on 11th September, which will mark the launch of a public consultation which will continue until the end of December. The final strategy will be published at the end of March 2008.

Chris outlined the content of the Strategy and indicated that the draft focuses principally on the Council's impacts and actions ahead of the next stage, which will involve input from Coventry's wider community.

The Group discussed the strategy and agreed that there should be a presentation and discussion at the Partnership Board in September.

Councillor Tony O'Neill said that it would need to be very clear what was being asked of the Board and perhaps we should ask them to contribute to and influence the questions that will be asked during the consultation process.

Stella agreed that the discussion would need to be structured and as long as the Board received the paperwork in advance the session could be used to ask Board members what their immediate reaction was to the strategy and in addition, what questions should be asked through consultation.

Stella asked Chris to bring along some of her team so that they could facilitate the table discussions.

Action: Chris to produce a covering note for the Partnership Board making it clear that it is a council strategy and that the

Environment Theme Group will be working very closely with the City Council in the developing the strategy further.

Chris to present the draft strategy to the Partnership Board in September.

Chris to bring members of her team to facilitate group discussions at the Board meeting in September.

5. Update on Outcome Planning

Helen presented an update on progress re. the use of the outcome planning approach.

An obesity workshop was held on 17th July 2007 with key policy makers and practitioners in order to identify which partners need to be involved in addressing childhood obesity and how value could be added to what is already going on to make a bigger impact. The outcome of this event will contribute to the developing Childhood Obesity Strategy and work with the Children's Partnership to develop an action plan. There were a range of ideas arising from the process and participants generally felt that the evidence base was useful for looking at trends, understanding the scale of the problem that they were tackling and also contributing to telling the story behind the evidence.

Overall 5 pilot workshops have taken place and the approach is proving successful.

Helen suggested that the Secretariat should work up some detailed plans and costs for learning activities across the wider partnership which will enable wider use of these techniques for action planning. This will be funded through the NRF allocation for the Partnership Learning Plan.

Debbie Harrod asked whether other systems had been considered, for example lean systems or ADID. Stella said that the outcome planning approach had recently been introduced and had been piloted but this did not mean we were excluding other techniques if they would be more effective.

Action: Helen to obtain information on lean systems and ADID in order to compare/contrast the use of these against the outcome planning approach.

Helen to continue to develop a plan and costs for a training programme across the partnership to cascade this learning.

Helen to work with the PIE Group to roll out the approach for development of action plans for at risk LAA targets.

7. **Coventry Partnership Communications Group**

Sara presented a report to update the Operations Group on recent discussion that had taken place in relation to re-establishing the Coventry Partnership's Communications Group.

The Communications Group has not met since September 2006 and on arrival into post, Nigel Hart, Partnership Communications Officer met with all members of the group to find out whether they were still interested in meeting. There was a number of concerns raised during these meetings regarding the value of the group in its current form, particularly now there was a full time Communications Officer for the Partnership. Therefore the group did not meet again.

More recently, Nigel has been liaising with all of the senior press officers within the public sector who have expressed an interest in reconvening a Partnership Communications Group with a different remit.

The Group would enable the sharing of best practice and provide a co-ordinating role for partnership and organisational campaigns. It would provide a range of mechanisms for developing and disseminating joint messages.

The Group would also have a role in understanding the various consultation processes that the different organisations were involved in with a view to streamlining/rationalising some of the approaches to local communities.

There was concern that the group would only bring together the public sector and it was suggested that the CEN Communications Officer and others who might be interested should be allowed to attend.

Action: Nigel Hart to produce a draft terms of reference for the group and present this to the Partnership Board in September for endorsement.

8. **Coventry Partnership Agenda September 2007**

It was agreed the agenda of the next Coventry Partnership Board meeting would include:

- ❖ Process for the development of the SCS and LAA – Jenni Venn
- ❖ Presentation: Draft Climate Change Strategy & Groupwork – Chris Thomas
- ❖ Update on the Local Public Service Board – Stella Manzie
- ❖ Establishment of the Communications Group – Nigel Hart