

**Action Notes of the Equalities and Communities Theme Group held on
Tuesday 12th December 2006**

Present:

Jenni Venn, Debbie Briggs, Jaspal Mann - Coventry City Council, Corporate Policy
 Lisa Swift – University Hospital Coventry and Warwickshire NHS Trust
 Sue Darling – Citizen’s Advice Bureau
 June Jeffery – Community Empowerment Network
 Christine Trethowan – Primary Care Trust
 Joy Lambert – Coventry City Council NRF Team
 Rob Haigh – Coventry City Council Planning
 Clive Burgess, Alison Telford – West Midlands Police
 Alison Quigley – Coventry City Council, Community Safety Team

Apologies:

Fiona Scapens, Claire Wightman, Bill Hall, Sheila Bates, Sandra Daniel, Surindar Nagra, Phil Woodcock

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| <p>Theme Group Improvement Plan</p> <p>The group went through the Improvement Plan Template devised by the Partnership Office. The key achievements over the last 12 months and ideas for improvements in the coming year were discussed. It was agreed that Debbie would pull all of this information together and complete the proforma. This will then be circulated to all Theme Group Members for comment before being returned to the Partnership Office.</p> | <p>December 2006</p> | <p>Debbie Briggs and ALL</p> |
| <p>Feedback from Community Cohesion Sub Group</p> <p>Jaspal Mann fed back on progress in relation to the Community Cohesion Sub Group. The Community Cohesion Protocol, Framework and Resource Book are currently being finalised following Partnership Board approval in mid-November. The sub group will meet again in 6 months to look at progress and identify any gaps.</p> | <p>June 2007</p> | <p>Jenni Venn</p> |
| <p>Feedback from Equality Sub Group</p> <p>The Equality sub group are working with Sheila Bates who is producing an</p> | | |

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| <p>Involvement Guide for the City. This will be a practical guide which will look at involving different groups of people and will include practical information such as font size of text and how to communicate with people.</p> <p>The Equality Charter is also being produced and this is about getting people to commit to basic standards. This will be visible in a public place so that people can see what the standards are and where they can go if these standards are not met. Mystery Shoppers will be used to monitor this and good practice will be reported back.</p> <p>There will be a launch event in the Spring and this will be a joint event with the community cohesion sub group where the Involvement Guide, Equality Charter and the Community Cohesion Resource Book will be launched.</p> | <p>Spring 2007</p> | <p>Jenni Venn/ Christine Trethowan</p> |
| <p>Feedback from Involvement Sub Group</p> <p>This group is being chaired by Sheila Bates and is looking at involving local communities in looking at ways to improve local services. This group is called the Neighbourhood Element of the Safer and Stronger Communities Group.</p> <p>Sheila will be asked to provide a more detailed feedback at the next meeting.</p> | <p>March 2007</p> | <p>Sheila Bates</p> |
| <p>Feedback from NRF Sub Group</p> <p>Joyce Lambert circulated a brief paper on detailing progress and the key message is that targets are being hit or over achieved in most areas. This will be taken to the Commissioning Group meeting on 14th December.</p> <p>It was agreed that Joyce would circulate a leaflet about Coventry Neighbourhoods and Communities Fund to this group.</p> <p>It was noted that there has been a difficulty in obtaining a radio licence for Hillz FM radio. It was agreed that a joint letter would be sent from the Leader of the Council and West Midlands Police regarding this. Joyce</p> | <p>December 2006</p> <p>December 2006</p> | <p>Joyce Lambert</p> <p>Joyce Lambert</p> |

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| <p>will pass on information about who to address this letter to.</p> <p>The group welcomed the format of Joyce's report.</p> | | |
| <p>Disability Equality Schemes</p> <p>Debbie Briggs and Christine Trethowan reported that Coventry City Council and Coventry PCT have now produced their Disability Equality Schemes, which have been circulated to Theme Group members and are also available on their web sites. It was agreed that Debbie would also contact Sara Roach to see if links to each partner organisation's Disability Equality Schemes.</p> <p>It was agreed that Clive and Lisa would also provide Debbie with links to their Disability Equality Schemes.</p> | <p>December 2006</p> <p>January 2007</p> | <p>Debbie Briggs</p> <p>Clive Burgess and Lisa Swift</p> |
| <p>Dates of Future Meetings</p> <p>A provisional list of future dates was circulated. A decision has been taken not to hold meetings on a Tuesday next year as Sheila Bates is unable to make Tuesday meetings. June Jeffrey also asked that we avoid the first Wednesday's in each month. Sandra will draw up a new schedule of dates and circulate these to the group.</p> | <p>December 2006</p> | <p>Sandra Daniel</p> |
| <p>Local Development Framework</p> <p>Rob Haigh circulated a briefing note to the group to update on the situation regarding the production of the Core Strategy. There will be a further paper outlining proposals for development and comments will be sought from all theme groups. It was agreed that theme group members would let Rob know how they would like to be consulted on this.</p> | <p>December 2006</p> | <p>ALL</p> |
| <p>Interim BME Housing Strategy</p> <p>The group welcomed Ayaz Maqsood for this agenda item. Ayaz explained that the final version will not be a BME Housing Strategy on its own, but it will be a chapter of a bigger citywide document. There will also need to be linkages with other key strategies such as the Community Plan. The group fed back that there needs to be a target around the</p> | <p>December 2006</p> | <p>Ayaz Maqsood</p> |

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| percentage of new affordable housing that is 4 bedrooms +, and that accessibility also needs to be taken into consideration. Any further comments to be made directly to Ayaz. | December 2006 | ALL |
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