

**Minutes of Coventry Partnership Meeting
Wednesday 17th May 2006
St Peters Community Centre, Hillfields**

Attendance:

Sue Bent	Coventry Law Centre (Chair)
Stella Manzie	Coventry City Council (Secretary)
Cllr Tony O'Neill	Deputy Leader, Council
Roger Lewis	Peugeot Citroen
Sheila Bates	Chair, Community Empowerment Network
Mark Tovey	Government Office
Sue Darling	Citizens Advice Bureau
Louise Bennett	Chamber of Commerce
Geoff Makin	Coventry City Council (Co-Chair, Health Theme Group)
Stephen Banbury	CVSC
Bob Keith	Groundwork Coventry & Warwickshire
Max Sahota	West Midlands Police
Les Ratcliffe	Jaguar Cars
Robert Dyson	University of Warwick
Ruth Snow	Coventry City Council
Cllr Lakha	Coventry City Council
Stephen Jones	PCT
Steve Stewart	Connexions
Susan Bassnett	University of Warwick
Ray Goy	Henley College

Apologies:

Cllr Ken Taylor	Leader, Coventry City Council
Peter Shearing	Learning & Skills Council
Jane Beaver	Job Centre Plus
Stewart Ferguson	Touchstone Housing
Madeleine Atkins	Coventry University
Mike Fowler	Coventry Cyrenians
Alice Davey	Coventry City Council
Cllr Mutton	Coventry City Council
Cllr Arrowsmith	Coventry City Council
Elaine Le Montais	Keynote Group
Joan Allen	Community Advocate

In Attendance:

Andy Williams	Coventry City Council
Adrian Cole	Coventry City Council
Joyce Lambert	Coventry City Council
Ros Chester	Coventry City Council
Sharon Mace	Coventry City Council
Angela Foran	Coventry Partnership
Sarah Crawley	Coventry Partnership
Helen Shankster	Coventry Partnership
Hema Chauhan	Coventry Partnership
Sara Roach	Coventry Partnership
Rob Allison	CVSC
Linda Gove-Evans	Common Purpose
Maggie Howie	Business in the Community
Jo Sandford	Business in the Community
Bob Pinner	Princes Trust
Nial McChesney	Coventry City Council
James Russell	Coventry City Council
Virginia Eneje	Community Advocate
Gwen Daley	Community Advocate
June Jeffrey	Community Advocate
Phil Jones	Observer

1. Welcome & Introductions

Stella welcomed Sue Bent as the new Chair of the Coventry Partnership. Sue welcomed everyone to the meeting and in particular the guests from the private sector who would be facilitating discussions in relation to private sector involvement in partnership activity.

2. Minutes & Matters Arising

- 2.1 Geoff Makin requested an amendment to the minutes in relation to Item 4 and asked that it should refer to 'good' and 'affordable' housing.
- 2.2 Sara informed the group that the PIE Group had agreed to support an evaluation of the NRF Commissioning Process in order to inform future commissioning.

3. Partnership Development Manager

Stella introduced Sara Roach as the new Coventry Partnership Development Manager who will be covering for David Galliers over the next 12 months.

4. The Contribution of the Private Sector to Neighbourhood Renewal

Les Ratcliffe gave a presentation on the role of the private sector in neighbourhood renewal and presented key issues from an Area Profile of the Business Sector in Coventry that had been produced in March 2006.

Les presented examples of how the private sector are adding value to partnership working and suggested that the partnership discuss how the Coventry Partnership could make better use of the business sector.

The meeting split into 4 working groups to discuss these issues.

(Please see attached appendix 8 – Private Sector Agreement Outcomes)

Action: Sara to produce a draft report containing findings from the working groups and then work with the business representatives to take this work forward. This report will be put on the forward planner for a future meeting.

5. Outcome of the Research into Ex Offenders

Sarah presented the outcome of the research into ex-offenders and explained how this work is being taken forward.

The research included 3 different methodologies including CRES interviewing ex-offenders; Sarah and Nigel liaising with service providers; and some desktop research.

A number of key factors emerged from this work, in particular barriers to employment and housing.

It is clear that there are a number of services available in the City but it is very difficult for ex-offenders to find their way around them and access appropriate assistance. It was also recognised that the most important time to work with an offender is before release from prison.

Sarah outlined a number of projects, including recently funded NRF projects, that are available to or focusing specifically on ex-offenders and suggested that this work be co-ordinated through the existing Coventry Offender Management Group, which is a sub-group of the Coventry Partnership. The group agreed that this was the right approach but also suggested that the Jobs Strategy Group and the Housing Theme Group should also be aware and be working to increase access for ex-offenders and the whole range of vulnerable groups in the City.

Action: Sarah to make contact with Inspector Mandy Mason re attending the Coventry Offender Management Group meeting to ensure that these issues were being taken forward and addressed.

Sarah to also liaise with the Jobs and Housing Theme Groups to ensure that they are linked in with this work.

6. Local Development Framework

James Russell and Nial McChesney from Coventry City Council attended the meeting to present the draft core strategy which relates to the Community Plan

and other strategies, in particularly covering the development and use of land. The core strategy outlines overall strategy for delivering strategic development needs, i.e. Housing, employment, retail, and leisure.

James informed the group how the planning systems had changed over the last few years and that there was now a requirement to produce a Local Development Framework, which is a folder of separate documents. This makes it easier to review and revise individual sections. The project plan has now been approved and a statement of community involvement has been produced.

The Core Strategy sets down how the City Council and stakeholders want to see the City develop over the next 10-15 years. The detail focuses on specific elements which require separate policies. There are 2 key elements to the process:

- There must be much more involvement with communities, stakeholders and businesses at the earliest opportunity and all the way through the development process.
- Land use planning systems must be integrated with the community planning system and linkages must be explicit between physical developments and the objectives and outcomes contained within the Community Plan.

James explained that the core strategy represented work to date and they had been involved in a wide range of consultation. The purpose of presenting to the partnership was to begin the consultation process on the core strategy, particularly in relation to suggestions on growing the City in recognition that if the City is going to compete regionally and nationally, it will need to grow. This is one of the issues in particular that they would like comments on.

Stella reported that the City Council are currently working to understand in more detail exactly what their vision means locally and she would like this work to link in with discussions on the Local Development Framework. This might not fit with government timescales but she is keen that these 2 pieces of work are complementary and are discussed at a future meeting there would be further discussions and feedback about these timescales

Cllr Tony O'Neill was very keen that the Local Authority gets the Partnership's views on this work in relation to where we want to be in 15-20 years time.

Sue Darling suggested that we should not forget that we are still 1 of the 88 Deprived Neighbourhoods across the country and this should not be forgotten.

The group agreed that the secretariat should co-ordinate responses and produce a Coventry Partnership response.

Action: All comments on the core strategy to be forwarded to Sara Roach by 16th June. A draft response will then be sent back out to partnership members on the 23rd for any additional comments in order to meet the 30th June deadline for responses. An electronic copy of the strategy will be

circulated with these minutes.

7. Speed Networking

Sarah briefed the partnership on a speed networking event that has been arranged for the morning of 26th June. Sarah will be sending a pro-forma out to all members of the partnership and requested that everyone identify 2 people to attend. Ideally these individuals will not have had much exposure to the partnership, be interested in getting involved and will be in a good position to disseminate the learning back to colleagues.

Action: Sarah to forward pro-formas to the partnership for their completion.

8. Forward Planner

Members were asked to let the meeting know if they had issues which needed discussion by the partnership at future Partnership meetings.

- The item on the Local Development Framework will need to be included as will the Housing Strategy.
- Colleagues from the Audit Commission will be offering some draft profiles of Coventry, asking the Partnership to consider some of the issues arising and to assess the value of the information.
- Discussion on the work that the Local Authority are involved in regarding their vision for the City
- Update of the Asylum Seeker & Refugee Strategy – Stephen Rudge
- Update on the Swanswell Development – Duncan Elliott
- Cultural Strategy - Consultation

If there are any other issues members would like to put forward, please contact The Coventry Partnership Secretariat.

9. Date of Next Meeting

Thursday, 13th July 5.00pm – 7.00pm – The Welcome Centre, 47a Parkside, Coventry.

Appendix 8

Private Sector Engagement

Outcome of discussions at the Coventry Partnership Board Meeting on 17th May 2006

The following is a summary of the conclusions from the table discussions:

- The partnership need to gain a better understanding of corporate social responsibilities, whether companies are obliged to have one, how they measure it and who it is accountable to.
- Need to map current private sector involvement both strategically and in local communities
- Need to raise awareness of how private sector involvement in LSP's can be mutually beneficial
- The Partnership needs to consider its profile within the private sector
- Need to promote and share existing good practice with the private sector and learn from what works
- Opportunity for private sector to be supporting young people leaving formal education by providing volunteering opportunities, work experience, cross-skills programmes and encouraging parental involvement and support.
- Engage employers in improving the health of their workforce and families

The following were agreed as potential mechanisms for addressing the above issues:

- Employ Business brokers to engage the private sector, their role might include:
 - Establish Private Sector Forums made up of SME's
 - Establishing peer mentors/advisors from large companies and matching them SME's
 - Help theme groups, projects and partners working with vulnerable communities of interest to find a business sector partner to help identify solutions to problems i.e. housing advice to young people, work placement/work experience for people living in hostels etc.
- Influence employers to target recruitment campaigns to geographical areas of high unemployment or to communities of interest under-represented in their workforce or industry.
- Ask businesses to sponsor environmental/home improvement schemes

**Minutes of Coventry Partnership Meeting
Thursday 13th July 2006
Welcome Centre, Parkside, Coventry**

Attendance:

Sue Bent	Coventry Law Centre (Chair)
Stella Manzie	Coventry City Council (Secretary)
Cllr Ken Taylor	Leader, Coventry City Council
Cllr Tony O'Neill	Deputy Leader, Council
Cllr Kevin Foster	Coventry City Council
Cllr Lakha	Coventry City Council
Mark Tovey	Government Office West Midlands
Sue Darling	Citizens Advice Bureau
Bob Keith	Groundwork Coventry & Warwickshire
Steve Stewart	Connexions
Mike Fowler	Coventry Cyrenians
Rob Allison	CVSC
Robert Hulland	West Midlands Fire Service
Sheila Bates	Chair, Community Empowerment Network
Anne Skene	Community Empowerment Network
Eric Shakespeare	Community Empowerment Network
June Jeffrey	Community Advocate
Ruth Snow	Coventry City Council
Justine Theman	Belgrade Theatre

Apologies:

Peter Shearing	Learning & Skills Council
Jane Beaver	Job Centre Plus
Stewart Fergusson	Touchstone Housing
Roger Lewis	Peugeot Citroen
Madeleine Atkins	Coventry University
Alice Davey	Coventry City Council
Louise Bennett	Chamber of Commerce
Geoff Makin	Co-Chair, Health Theme Group
Stephen Banbury	CVSC
Cllr Mutton	Coventry City Council
Cllr Arrowsmith	Coventry City Council
Elaine Le Montais	Keynote Group
Joan Allen	Community Advocate
Max Sahota	West Midlands Police
Les Ratcliffe	Jaguar Cars
Robert Dyson	Coventry City Council
Susan Bassnett	University of Warwick
Ray Goy	Henley College
Virginia Eneje	Community Advocate

Gwen Daley
Stephen Jones

Community Advocate
PCT

In Attendance:

Andy Williams	Coventry City Council
Adrian Cole	Coventry City Council
Joyce Lambert	Coventry City Council
Angela Foran	Coventry Partnership
Helen Shankster	Coventry Partnership
Hema Chauhan	Coventry Partnership
Sara Roach	Coventry Partnership
Phil Jones	Observer
Duncan Elliott	Coventry City Council
Susan Taylor	Whitefriars Housing Group
Jenni Venn	Coventry City Council
Colin Merker	Coventry PCT

1. Welcome & Introductions

Sue welcomed everyone to the meeting

2. Minutes & Matters Arising

The minutes were agreed as a true and accurate record.

The outcome of discussions at the last meeting re. private sector involvement were attached as an appendix to the minutes. Angela Foran is looking to develop this work further and has arranged to meet with Business in the Community.

Sara reported that the Speed Networking Event had been very successful. Feedback suggested that these events should take place more often but with less people. This would allow an extra couple of minutes to network with individuals and also reduce the pressure on those involved who claimed it was hard to remember things when meeting so many people.

3. Local Development Framework

Bob Keith presented the Board response to the core strategy consultation process, following the presentation from James Russell at the last meeting.

Overall, 4 Theme Groups had responded and these comments were summarised in a report that had been sent to City Development.

The Board agreed the importance of continuing engagement with the preparation of the Local Development Framework and were keen that they had full involvement in this process.

The Board recognised that on occasions, there may be different opinions amongst members and theme groups and agreed that the Board should present a co-ordinated view back to the City Council.

The Board were keen to ensure that the Community Plan continues to inform the preparation of the Core Strategy.

It was agreed therefore that the Board:

- **continues to engage with the preparation of the Local Development Framework process in particular by presenting a co-ordinated and agreed response to future consultation phases; and**
- **ensures that the Community Strategy informs the preparation of the Core Strategy of the Local Development Framework, and not vice versa.**

Stella thanked Bob for preparing the response on behalf of the Board and encouraged full participation from Board Members in the future development of this work.

4. 12 Month Annual Report – 2005/06 Local Area Agreement

Sara reported back from the 12 month review meeting that had taken place with colleagues from GOWM earlier in the day.

GOWM were generally pleased with Coventry's progress on delivering the targets and outcomes contained within the 2005/06 Local Area Agreement. They were also satisfied that where targets are not currently being achieved, there were robust plans in place to address this.

The 2006/07 Local Area Agreement has been integrated into the Community Plan and this will allow us to work with GOWM in a more streamlined way when reporting progress on targets.

Copies of the full report and outcomes framework are available from the Coventry Partnership Secretariat.

5. Update on Self Assessment Process

Helen provided an update on the process that is in place to assess the work of Theme Groups and the Board and described how the Local Area Agreement, Community Plan and the Neighbourhood Renewal Floor Targets fit together.

Theme Groups are undertaking self assessments between August and October. Each theme group will review progress, agree improvements and where appropriate, identify suitable enabling measures that can be included in the refreshed 2007/08 Local Area Agreement. A summary of this work will be presented to the Board in November.

It was agreed at the Operations Group that the Board would also undertake a self assessment and this is currently being planned. It is anticipated that this will take place in October – early notification will be given to all Board Members in order to accommodate busy diaries.

Ongoing discussions are taking place with GOWM regarding the 12 month assessment process for the Board and how we can bring this together with the 6 month review of the Local Area Agreement.

6. Community Cohesion

Councillor Tony O'Neill presented the work that has been developing through the Community Cohesion Sub Group of the Equalities and Communities Theme Group. On behalf of the Board they have been developing the City's approach on community Cohesion. The Local Authority have also produced a Community Cohesion Strategy which will be going to full Council in September.

The Sub-Group have produced a light touch, fairly generic protocol to demonstrate commitment at the Board level to the community cohesion agenda. It includes the Board's vision, which reflects the government's definition and which has already been included in the Community Plan.

The Sub-Group have commissioned Richard Tomlins to produce some user friendly guidance to complement the protocol which will be designed to support organisations looking to develop their own strategies/work on community cohesion.

The meeting split into work groups to think through and discuss the concept of community cohesion and to provide feedback to the Community Cohesion Sub-Group on the protocol.

The outcome of the workshops included:

- Needs to be clear recognition that this is a long term approach and that community cohesion doesn't happen overnight.
- Needs to be clear it is not just a race issue.
- A lot of the issues are generational and we should be targeting our efforts on young people and working with schools.
- Recognition that in all communities there is already a level of respect, tolerance and people that value diversity. We should use this as a foundation to build on.

- When the Board or any organisation associated with the Board begin a project or develop a policy – undertake an assessment which looks at the impact on community cohesion.
- Do agencies understand the needs of different communities?
- Unless implementation of the strategy is monitored it will be tokenistic.
- The protocol needs to recognise that new communities need to be allowed time and support to develop a sense of their own collective identity before they are strong enough to come together with other communities. The protocol therefore needs to strike a balance between getting communities to mix and capacity building within communities.
- The wording of the protocol needs to include discouragement of behaviours that have a negative impact on community cohesion e.g. bullying
- We need to make more of occasions / festivals that build pride and a sense of collective identity between different communities – e.g. during world cup series St George's flag was carried by people from many nationalities / ethnicities
- It would be useful if the guidance challenged organisations to consider:
 - o Awareness of the mix of people from different backgrounds involved in the organisation
 - o Monitoring employees job level by different background
 - o Awareness of festivals & flexibility to take time of to celebrate those that fall outside of bank holidays

Sheila was very interested in being involved when the Sub-Group considered the outcome of this group work. It was agreed that Jenni would meet up with Sheila to work through any remaining concerns.

7. Chartered Institute of Housing & National Housing Federation Initiative

Sue Taylor from Whitefriars presented details of the Midlands United Campaign. The aim of the initiative is to influence the 2007 Comprehensive Spending Review and develop the case for government to recognise the potential for the Midlands economically and the importance of more housing investment in helping to drive economic growth.

The campaign will seek to put forward an evidenced and properly researched case to key stakeholders into why achieving the Government's aim of sustainable communities requires increased investment in housing and economic growth in the Midlands.

The purpose of the presentation was to gather support from the Coventry Partnership Board and to raise awareness about the campaign.

There were a number of concerns expressed, in particular whether it fitted with what the Housing Theme Group are doing. There was also concern about whether the campaign is fragmenting the approach that is already being driven forward by various bodies representing the region on a number of issues.

Action: The campaign will be considered at the next Housing Theme Group Meeting in order to understand how it fits with Theme Group work and the outcome to be brought back to a future Board meeting.

8. Swanswell Initiative

Duncan Elliott from the City Council's City Development Directorate presented an update on the Swanswell Development.

Duncan outlined progress to date and highlighted the work that they have been doing with the Housing Theme Group regarding housing mix within the development area.

Sara suggested that there should be a more robust process for theme groups to contribute to developments and regeneration schemes within the City.

Action: Sara to liaise with an officer within City Development to develop a manageable process for the Board and sub-groups to be included in the early stages and ongoing process for developments and regeneration.

9. Forward Planner

Eric Shakespeare suggested that a presentation on transport take place at a future meeting as there are ongoing issues within the community in relation to this.

10. Any other Business

The City Council have recently received 3 out of 4 through the CPA process. This is a fantastic achievement and particularly represents the strong partnerships that are in place within the City as well as improving local authority services.

In addition, the outcome of the Joint Area Review for Childrens Services achieved 3 out of 4 clearly reflecting Coventry's successful approach to delivering quality services to children and young people.

Sue informed the group that Chief Supt Chris Duffield has been recently promoted to Assistant Chief Constable and has moved to Birmingham. Chris has made an enormous contribution to the Coventry Partnership and associated groups and the Board formally expressed their thanks and good luck wishes to Chris for the future.

Sue informed the group that Sue Kingswell will be taking early retirement in August. Sue has been involved over a number of years and has made a significant contribution to the work of a number of groups in the city and has been an integral part of how the Partnership has developed. The Board wanted to formally thank Sue for all her hard work and wished her a long and happy retirement.

Sue informed the group that Hema Chauhan from the Coventry Partnership Secretariat has been offered a 2 year secondment within City Services and will therefore be leaving the Secretariat on 14th July. The Board wished Hema luck in her new role.

Date of Next Meeting:

13th September 2006 – venue to be confirmed.

Minutes of Coventry Partnership Meeting
Thursday 13th September 2006
St Peter's Centre, Hillfields, Coventry

Attendance:

Name	Representing	Organisation
Sue Bent	Chair, Voluntary Sector	Coventry Law Centre
Stella Manzie	Secretary, Public Sector	Coventry City Council
Cllr Taylor	Public Sector	Coventry City Council
Cllr O'Neil	Public Sector & Chair NRF Sub-Group	Coventry City Council
Cllr Foster	Public Sector	Coventry City Council
Cllr Lakha	Public Sector	Coventry City Council
Bob Keith	Chair, Environment Theme Group	Groundwork
Mike Fowler	Voluntary Sector	Coventry Cyrenians
Rob Allison	Observer	CVSC
Robert Hulland	Public Sector	West Midlands Fire Service
Sheila Bates	Chair, CEN	Community Empowerment Network
Anne Skene	Community Advocate	Community Empowerment Network
June Jeffrey	Community Advocate	Community Empowerment Network
Peter Shearing	Public Sector	Learning & Skills Council
Jane Beaver	Public Sector & Chair Jobs Group	Job Centre Plus
Stewart Fergusson	Public Sector & Chair Housing Group	Midland Heart
Roger Lewis	Private Sector	Peugeot Citroen
Madeleine Atkins	Public Sector	Coventry University
Geoff Makin	Co-Chair, Health Theme Group	Coventry City Council
Stephen Banbury	Voluntary Sector	CVSC
Virginia Eneje	Community Advocate	Community Empowerment Network

Apologies:

Ric Richards	<i>Federation of Small Businesses</i>
Louise Bennett	<i>Chamber of Commerce</i>
Cllr Mutton	<i>Coventry City Council</i>
Max Sahota	<i>West Midlands Police</i>
Les Ratcliffe	<i>Jaguar Cars</i>
Susan Bassnett	<i>University of Warwick</i>
Ray Goy	<i>Henley College</i>
Stephen Jones	<i>PCT</i>
Sue Darling	<i>Citizens Advice Bureau</i>
Steve Stewart	<i>Connexions</i>
Justine Theman	<i>Belgrade Theatre</i>
Mark Tovey	<i>GOWM</i>
Alan Durham	<i>Chamber of Commerce</i>
Howard Farrand	<i>Whitefriars Housing</i>

In Attendance:

Andy Williams	Coventry Partnership
Helen Shankster	Coventry Partnership
Su Edwards	Coventry Partnership
Sara Roach	Coventry Partnership
Nigel Wain	Coventry Partnership
Elaine Le Montais	Midland Heart
Phil Dunn	Coventry City Council
Jeanette Burrows	CEN
Phil Jones	CEN
Leslyn Rew	Coventry City Council
Sharon Mace	Coventry City Council
Janine Nichols	Coventry City Council
Rob Allison	Coventry CVSC
Afzal Hussain	NDC

Welcome & Introductions

Sue welcomed everyone to the meeting

1. Minutes & Matters Arising

The minutes were agreed as a true and accurate record.

Matters Arising:

- Page 2: The minutes have been amended on page 2 to reflect the recommendations that were agreed in relation to the Local Development Framework.
- Pages 3&4: The Community Cohesion Framework Protocol will be presented at the November meeting.
- Page 5: Sue and Sara have met with John McGuigan and are looking at ways of developing closer working between City Development and the Coventry Partnership.

2. Report back from the Compact Review Meeting which took place on 25th July 2006

Stephen Banbury presented a report back from the Compact Review meeting that was held on 25th July. A small working group will be meeting in October to take forward the actions arising from the meeting. Progress will be reported back to future Board meetings.

4. Update on Self Assessment Process

Sara updated the Board on the self assessment process. All theme groups are currently undertaking their own self assessments in order to produce an improvement plan for 2006/07. The Leaders and Advisors Group will be reviewing all improvement plans at their meeting in November in order to identify generic areas for action and in addition, areas for learning and training that can be fed into the learning plan.

Carol Hayden has been commissioned as a Neighbourhood Renewal Advisor to support our Coventry Partnership self assessment. This work will come together in a Board Self Assessment Workshop at the end of November.

5. Introduction of the Review of the Coventry Partnership

Carol Hayden presented an overview of the work that she is currently involved in on behalf of the Coventry Partnership. Carol will support the Board in their review to:

- consider the fitness for purpose of the Coventry Partnership structures and processes;
- focus upon the extent to which partnership working is perceived to be inclusive and adding value; and
- agree how the partnership should develop to position itself to respond effectively to existing local and emerging national changes.

Carol asked the Board to write down on a post-it what was good about the partnership and what could be improved. This was followed by group work in sector groups to identify and agree questions that they would like the review to address.

The outcome of these discussions is attached as appendix 1.

6. Report back from the Leaders and Advisors Group

Sara presented a report outlining current activity across theme groups. The Board agreed that this information provided a very useful insight into actual activity that was ongoing to deliver the Community Plan. It was agreed that this is something that should be presented at each meeting for information and for members to identify any areas of work that they would like additional information on or a presentation at a future meeting.

7. Chartered Institute of Housing & National Housing Federation Initiative

Stewart Fergusson provided an update from the Housing Theme Group, following the last meeting. There were still concerns within the group in relation to this initiative and it was agreed that a small meeting would take place to discuss issues further.

Action: Stella to convene a meeting to further discuss issues arising re. this initiative.

8. Coventry Partnership Conference – 28 November 2006

Sue informed the Board that the next Partnership Annual Conference is being held on 28th November and requested all members put this in their diary and in addition, forward this date to appropriate representatives who should attend within their organisations.

The Board were asked for ideas re. the style and type of conference that should be organised and who the target audience should be.

Suggested audiences included the private sector and young people.

It was also suggested that members of the Board/Theme Groups should bring along a 'cynic' that they feel would benefit from hearing about the amount of work going under the name of the partnership.

Peter suggested that the morning should consist of trips to different projects so people can actually see partnership work in action. It was agreed that this idea should be pursued.

The Communications Group will meet at the end of September to develop this proposal further and a draft outline will be presented to the Operations Group on 19th October.

9. Forward Planner

Community Cohesion Protocol & Guidance – November
Equalities Charter - November
Outcome of 12 month LSP Review & 6 Monthly LAA Progress Report - November
Consultation on the Employment Strategy – November
Draft Compact Statement - November

Development of Vision for Coventry
Continued Involvement in the Local Development Framework process
Community Involvement Strategy

10. Any other Business

Sara informed the Board that there was currently money available through Round 9 of the Invest to Save Funding. There had been a number of people expressing an interest and only one project could be submitted from Coventry. This project should have the support of the Coventry Partnership and clearly demonstrate how it is delivering both the Local Area Agreement and the Coventry Community Plan.

Final bids are required by 27th October. It was agreed that a sub-group of the Operations Group should meet in early October to review those bids that are being put forward and agree which one best meets the priorities of the Coventry Partnership.

The Transport Theme Group have provided information on their proposal and this will be considered alongside others at the sub-group meeting.

Date of Next Meeting:

Thursday 16th November 2006. Venue to be confirmed

Review of the Coventry Partnership – Scoping discussion – 13th September 2006

The review of the Coventry Partnership will consider the fitness for purpose of the Partnership structures and processes; with a focus upon the extent to which partnership working is perceived to be inclusive and to add value; and agree how the Partnership may want to develop to position itself to respond effectively to existing local and emerging national changes.

Members of the Partnership were therefore asked to consider two questions:

- What is working well? And
- What could be improved?

What is working well with the Coventry Partnership?

Members agreed the Partnership was working well in the following areas:

Agenda:

- there is a common agenda and the opportunity to influence this agenda;
- there are a wide range of activities taking place, with some having a real impact;
- there are multi-agency opportunities; and
- work streams are more joined up which helps achieve better effects.

Partnership working:

- cross section of opinion and Coventry sectors;
- culture of partnership working at general level;
- the way the various sectors work constructively together; and
- relationships that have been built will lead to action.

Membership of the Partnership:

- healthy partners commitment;
- rich mix of information and people;
- numbers of groups participating;
- very inclusive; and
- a good mix of people representing Coventry.

Networking:

- enables a more joined-up approach to delivering services in Coventry;
- good structure and willingness to work together;
- spirit of partnership and networking;
- networking and co-operation;
- great opportunity to meet partners/organisations in an informal way; and
- networking and the exchange of information.

What could be better about the Coventry Partnership?

The involvement/commitment of different sectors;

- greater involvement of the business sector;
- the involvement of young people;
- familiar faces [and few new ones?];
- some partners/sectors are seen as less enthusiastic; and
- acceptance of partnership working at middle management level.

Greater focus:

- sharper clarity on the impact of action and closer working;
- the Partnership has a broad scope of action, there may be some lack of focus;
- lack of clarity of purpose;
- reporting arrangements and clearer structures;
- size of agenda [too big?];
- more decision making;
- focus on doing not talking; and
- defining and achieving clear, tangible goals.

Communication within the Partnership and to the wider public:

- feeling of remoteness from real action on the ground for some people;
- measurement of impact at grass roots level and communication of that measure;
- communications between theme groups and to the public;
- communication to those not directly involved; and
- lack of publicity to the general public.

Priority and cross cutting issues:

- tackle social exclusion, for example the most vulnerable;
- continue work on the joining up of delivery initiative;
- more community issues to be on the agenda.
- cross-cutting [links between theme] groups, for example housing and the environment; and
- links to other strategic partnerships.

Questions members would like the review to address:

- **Making links to local/regional/national opportunities** – are we maximising opportunities that are there from the Government and other external bodies? How are links made regionally and sub-regionally with regional/sub-regional partnerships?
- **Including the private sector** – how do we better engage the private sector? How can we get greater involvement from the private sector?
- **Added value** – what is the added value of the partnership and where should the focus be (we need some clarity of purpose)? What can we do that no-one else can do, or do as well? What is the return on our investment in terms of time and resources – is it too complex?
- **The LAA** – what has the LAA ever done for us? How successful has the partnership been at mainstreaming funding opportunities? What stops us doing things or doing them better?
- **Sharing data and resources** [for better targeting] – what can the Partnership do to help us share more data to help target our resources, for example the location of IB claimants? How can we work together more effectively to address the needs of groups of people or communities of interest?
- **Communication** – how can we communicate with the public, and make things real at the board level? How do we improve our communication methods to ensure we improve on the number of measurable outcomes? Can we detail examples of how the Partnership has narrowed the gap?
- **Sustainability** – what is the partnership doing to ensure sustainability, for example the involvement of future generations?

Some additional questions to ask the review (handed in at the end of the meeting):

- What difference is the Partnership making?
- Is the Partnership going in the right direction, have we fulfilled our regional vision?
- Is the Partnership getting value for money?
- Are Partnership discussions translating into activity?
- How does the Partnership interact with other regional partnerships – especially Warwickshire?
- Private sector – what is being achieved by their membership? What is the value to them? Can they make a difference?
- How can we better communicate our achievements/successes and the profile of the partnership?