

Minutes of CVP Core Strategic Team/LWT Meeting
Hounslow Civic Centre
Monday, 15 April 2013

Item		Action
1.0	<p>Attendance: Russell Knight (BAA), David Alister (LBR), Andy Smith (LBH), Matthew Frith (LWT), Rupert Newby (TW), Ilse Steyl (GC), Jean Rolfe (GC), Lyn Jones (GC)</p>	
2.0	<p>Introduction to CVP Development Manager: JR welcomed and introduced Ilse Steyl - CVP Development Manager.</p>	
3.0	<p>Catchment Plan Officer Role/Community Survey:</p> <p>MF advised of staff turnover and changing roles within LWT. London has been divided into four regions, Andy Willmore now responsible for the new west regional office incorporating Richmond, Hounslow, Hillingdon, Ealing, Brent.</p> <p>Developing partnerships will be key part of role and managing Tom White (TW) and Alex Robb. Aim is to get Catchment plan to CVP by end of July.</p> <p>Date for next Catchment Plan meeting possibly May, TBA.</p> <p>CVP would like the Community Survey results expanded to help establish priorities and use data as a base for further work.</p> <p>DA suggested using information gathered by recent Force survey.</p> <p>MF stated that more data was needed upstream from Hillingdon; Harrow (etc) at Borough level which can be obtained by FOI, but hopefully as a last resort.</p> <p>Demographic information required for all wards/Boroughs/EA/BAA of the Crane.</p> <p>Further information needs pulling together and brought into the mix e.g. Force, Mayors Priority Parks.</p>	<p>IS to obtain copy of FORCE survey from Rob Gray</p> <p>IS to obtain Borough wide demographic data</p> <p>TW & IS: To undertake further analyses and get a better understanding of the trends within the results; examine gaps and assess potential strategic recommendations.</p>

<p>4.0</p>	<p>LWT CVP Conference:</p> <p>DA asked that the purpose of the Conference be clarified and the role of CVP in supporting its delivery</p> <p>It was agreed that CVP involvement was needed and MF stated that a process will be put in place to ensure communication between LWT and CVP is clear and that sign off remains with Core Strategic</p> <p>DA noted co-operation very welcome and applauded LWT for wanting to lead a truly partnership based conference.</p> <p>MR advised proposed date was Friday, 4th October at RFU with activities/entertainment at the end of day to attract more people.</p> <p>Discussion took place about timetable of activities, Practitioner focus. RN asked if Saturday was possible to enable more activities to be family/community focused. RN offered TW support with trade stand. Other trade stands to be invited.</p> <p>AS recognised need to get other Boroughs involved and practitioners within the Crane already active e.g. Force</p> <p>It was agreed that the date of conference (4th October) needs to be made public as soon as possible and LWT to propose four objectives, to be signed off by Core Strategic.</p> <p>Working party needs to meet and tighten up on Conference purpose and feedback to Partners.</p> <p>Discussion took place about speakers possibly from DEFRA, BAA Communities Trust.</p> <p>Also suggested Boris Johnson or Richard Benyon.</p>	<p>MF to provide communications plan and sign off milestones for Core strategic</p>
<p>5.0</p>	<p>On going projects and working partnerships:</p> <p>LWT</p>	

	<p>Andy to be key link between CVP and LWT. Matthew returning to old role but with a tweak - as Director of Policy.</p> <p>Alex Robb still based at Crane Park Island and focusing on activity there.</p>	
<p>11.</p>	<p>Date of Next Meeting</p>	<p>LJ to circulate date</p>