

LEICESTERSHIRE TOGETHER (LOCAL STRATEGIC PARTNERSHIP) BOARD

E

Monday 14th September 2009

LEICESTERSHIRE TOGETHER WEEK – UPDATE REPORT

Report of the Leicestershire Together

Purpose

1. The purpose of this report is to request the Board's agreement to change the arrangements for this year's Annual event; replacing the conference with a week of programmed events between December 7th and 11th.

Background

2. In previous years, the Partnership has hosted a conference, hiring a single venue on a single day and running a series of workshops, events, stalls and presentations to a delegation list often approaching 200 people.
3. However, this year, it is proposed we will not host such an event. Partly due to the need to cut costs in the current climate, we are proposing to co-ordinate a series of events in the week December 7th-11th. The week would include a presentation of the key messages in the Leicestershire 2009 Area Assessment, which will be released on December 10th. It is estimated that this format could save us up to £10,000.
4. Some events will be hosted at County Hall, but we want events to span both the geography of the county and the work of the Partnership. To do so, we want a wide variety of venues, subject matters and formats (including time of day). For example, lead partnerships could run seminars on a particular subjects; briefings or site visits on specific projects; or host interactive or practical demonstrations of what work is being or will be carried out in the coming months.
5. The practicalities that partners would need to consider are:
 - **Venue Hire** – we hope that partners would be willing to donate the cost of the venue.
 - **Catering** - Leicestershire County Council will pay for catering costs but we would ask that events be arranged so that these costs do not include a meal – for example, limited to tea, coffee, soft drinks and snacks.
 - **Capacity** – Apart from 1 or 2 events at County Hall where we will plan for between 100-150 delegates, most events should be looked upon as the equivalent of a workshop or presentation at previous conferences and should target between 20-50 delegates.

- **Administration** – We will be distributing a programme for the week, via e-mail, in early October. Via this invite and the detailed programme attached to it, we will ask for partners to confirm their attendance.

Recommendations

It is recommended that the Board agree to a change in the format of Leicestershire Together's annual event i.e. the Conference being replaced by a week of events and briefings, culminating in the presentation of Leicestershire's CAA report.

Officers to contact:

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