

Minutes of

William Morris Big Local - FORUM

William Morris Community Centre, 6-8 Greenleaf Road, Walthamstow, E17 6QQ

Tuesday 26th July 2016

Partnership members present

Adam Taylor (AT)
Chrys Christy (CC) – Chair
Cassie White (CW)
Peter Stanton (PS)
Mohamed Khan (MK)
Valerie Stapleton (VS)

Other representatives

Sian Penner – Local Trust Representative
Gabriel Edwards – WMBL Development Worker (minutes)
Alan Horne – Crest Waltham Forest (Locally Trusted Organisation)

Apologies

Gillian Jacob

	Action
<p>1. Welcome & Introductions</p> <p>CC welcomed everyone to the meeting and introduced herself. CC gave a brief history of the Big Local in the William Morris Ward for the benefit of people coming to the Forum for the first time.</p> <p>CC gave the location of emergency exits and washroom facilities for the building.</p>	
<p>2. Chair's Update</p> <p>CC explained that the William Morris Big Local project was into its third year Expenditure to date had been shared at the previous forum and £54k had been underspent and put into the new Big Local plan and budget for 2016-17. The new plan consisted of a budget of £139k and CC outlined</p>	

<p>the priorities for the William Morris Big Local and gave some highlights of what budgets had been allocated to each priority area.</p> <p>CC explained that the budget and the minutes would be uploaded to the William Morris Big Local website at <i>wmbiglocal.org</i></p> <p>Action – ensure budget and minutes of forums are available on WMBL website.</p> <p>CC welcomed WF Crest as the Locally Trusted Organisation (LTO for WMBL) and explained that they look after the financial resources and accounting administration for WMBL acting as an independent body.</p> <p>CC introduced the Partnership members who stood up to show the meeting who they were.</p> <p>CC explained the role of the Partnership and that the WMBL was currently seeking new members.</p> <p>CC gave some background of her own experience as a volunteer and chair of the WMBL</p>	<p>GE</p>
<p>3. Action Points from last Forum (26th April 2016)</p> <p>GE referred to the three action points that had arisen from the previous Forum and explained that these points had been discussed by the Partnership at the following Partnership meeting on 24th May 2016 with the following resolutions;</p> <ol style="list-style-type: none"> 1. Clarify article 12b of the Code of Conduct <p>Resolution: Partnership looked at the wording of article 12b in the WMBL <i>Code of Conduct</i> and voted to keep wording as it was as they felt that its meaning was clear.</p> <ol style="list-style-type: none"> 2. Review complaint procedure in Code of Conduct and consider ability for a member to go make a complaint direct to Local Trust. <p>Resolution: Partnership discussed internal complaint escalation procedure and sought advice from Local Trust Rep. Current two-step complaints process in the code of conduct deemed satisfactory. The ability to make a complaint to Local Trust is readily available, though not</p>	

explicitly mentioned in the code as Partnership want to encourage complaints to be resolved internally in first instance.

3. Review whether new members can join after the AGM Forum

Resolution: The Partnership felt this was a good suggestion and voted to allow new members to join part way through a serving year without having to wait to the next AGM.

It was decided that at each Forum there be an opportunity for new members to join if vacancies existed.

GE explained that WMBL was currently seeking new partnership members and that anyone interested could come speak to him at the end of the meeting for more information.

4. Development Worker Update

GE introduced himself as the William Morris Big Local Development Worker.

GE explained that he had been in post for 7 weeks and spent time on the admin structures and getting himself set up and settled in. He had gotten straight into the Wood Street Walls project, assisting with promotion & press releases.

GE explained some of the key elements of his role, namely;

- supporting day to day running of the Big Local project in William Morris Ward
- first point of contact for local people and organisations with enquiries, ideas and funding proposals.
- outreach in the community, speaking with residents, community groups, charities, organisations to raise the profile of WMBL and to encourage community participation in the project
- unify the ward's voices so to ensure best use of lottery funding and also give the ward a unified voice when engaging with the council or big organisations and developers operating in the area.

GE explained that he has assisted the Partnership in working through funding applications that had been held up in the absence of a Development Worker.

He explained that 8 applications had been received and that 3 applications had received a conditional funding offer from the WMBL.

GE explained that he could not divulge which applicants were successful

yet until all paperwork was complete but that information about the projects once ready to launch would be communicated through WMBL website, social media, posters and the newsletter.

Question from Forum, Received from a member of the public wishing to know about unsuccessful applications and the reasons behind them.
CC explained that WMBL was unable to communicate news about unsuccessful applicants out of respect for those organisations, but assured the forum that letters and feedback had been sent to all the organisations that had applied with the opportunity for those organisations to speak with GE for further discussion and feedback. SP informed the Forum that discussing applications was not part of the Forum agenda unless there were any representatives from the applicants present who wanted to disclose information and ask questions.

A further question was received from the Forum asking how funding decisions were reached.
CC explained that as things currently stood the Partnership was responsible for the processing and decision making of applications but that it was exploring the possibility of using a third party for handling applications.

5. Priory Court Community Centre - current plans being explored by LBWF.

Andrew Green, (*Library Local Transformation and Business Change*), Syma Kadri (*Corporate Programmes, Asset Management & Delivery*) and Shahid Mallam (*Housing & Growth*) presented an update on what options the council is exploring for the development of Priory Court Community Centre.

Shahid Mallam explained that Housing & Growth do not run community centres and that the lease on Priory Court CC that is currently with Circle 33 finishes in March 2017. At the point the centre will come back under the remit of LBWF.

LBWF has been looking at the current condition of the building and usage and conducted local assessments and met with the various user groups of the centre and local residents.

There is anxiety amongst the core user groups and LBWF has given reassurance that the transition from Circle 33 to LBWF management will be smooth.

LBWF is working on an interim plan as well as longterm plan and by September the interim plan should be confirmed.

Andrew Green explained that he was looking at the building and the practicalities of its day to day operation as well as the long term proposals alongside the need to update and enhance Higham Hill library.

Question from Forum – Will the running of the centre be put out to tender?

Tendering is not an option being looked at as the proposal is for the building to be operated by the Council.

Andrew Green handed out some images of how Higham Hill library look, explaining that the current building is not fit for purpose and needs to be improved as the provision of library service is an obligation of the Council's to deliver.

Question from the Forum – Is the proposal to relocate Higham Hill Library to Priory Court Community Centre?

Andrew Green replied that due to Higham Hill library building being impractical they were looking at relocating it to a re-imagined Priory Court building that may have a mix of public and commercial use to create a "community hub"

Question from the Forum – Under the restructure of libraries why has the Council given 28,000 books to a private company to sell with only 8% of each sale being passed back to the council?

Andrew Green explained he did not know the answer but that he would go to the Libraries department and find out and respond accordingly. Agreed that the answer would be provided back via the Forum.

Action – Andrew Green to provide answer to question

LBWF / AG

Syma Kadri shared a report entitled "*People Sharing Places*" conducted by a consultant that had been brought in to the Priory Court area looking at 2-3 year options for estate improvement, facilities, youth provision. It is looking at improvements to the Community Centre building, incorporation of the library, community hub, community café, yoga, and options for governance now and in the future.

Councillor Grace Williams expressed that this was an opportunity for consultations to begin and LBWF committed to keep the dialogue open with the WMBL.

6. Wood Street Walls – Project Update

Matt Dufour, Wood Street Walls artist by the name of ATMA presented an update on the William Morris Portrait Mural being part funded by William Morris Big Local.

Matt Dufour expressed that voting for the mural had now passed 1,000 votes, of which 750 were conducted online (through www.pickyourpattern.co.uk), and 250 through the A5 postcards that had been completed at the Garden Party in Lloyd Park. So far the *Willow Bough* design was leading the vote. Matt Dufour shared the following next steps for the project;

- Voting to end 1st August and results published shortly after.
- Planning in process but progressing well
- Workshops will take place in the William Morris Gallery.
- Permit for scaffolding
- Paint ordered
- HEET will insulate the wall on 18th August.
- 19th August painting will begin and take 2-3 days to complete.
- Documentary of the project also taking place

Question from the Forum; What % of residents consulted with are from the William Morris Ward?

Matt explained that as part of the voting process online and on the postcards, residents are asked whether they live in the ward or not and that those statistics will be provided.

GE expressed that when the figures were asked of Wood Street Walls a few weeks ago, the percentage of residents to date from William Morris Ward had been above 60%.

GE also informed the Forum that so far over 200 people had asked for further information on the WMBL as part of the vote process and that it had already created great exposure for WMBL.

7. Circle Housing – TRIME Energy Project

Marion Hofmann & Monika Kaman from Circle Housing presented the following;

- Circle are recruiting volunteer energy advisors as part of European funded TRIME project.
- Information available www.trime-eu.org

- This will support people with energy bills, saving money and is applicable to anyone living in social housing.
- Energy advisors will get full training, learn new skills and information and get equipped with energy saving tools such as energy saving shower heads and radiator foil.

Question from Forum – How many energy advisors is Circle seeking to recruit?

Marion Hofmann replied that Circle was looking to recruit 20 residents as advisors and that they were expected to commit for at least six months. Volunteers would receive an android tablet at the end of six months as an incentive.

Question from Forum – any info available other than online?

Door knocking will take place on 24th and 30th August around Priory Court estate and an event at Priory Court CC on the 6th September at 6-8pm. Training starts in September and a couple of households are being sought to volunteer to have a smart meter fitted.

There will also be an energy doctor at the event on the 6th September to help with energy bills, switching providers, and advising on ways to save energy.

Question from Forum – is the energy doctor just for Circle Housing residents?

Marion Hofmann replied that the energy doctor will be available to all local residents.

*****GE thanked everyone that had presented and the meeting then took refreshment break*****

8, 9, 10 - Breakout sessions on Green Spaces, Community Chest fund and Adult Learning Courses from W.E.A

GE welcomed back the meeting and introduced the breakout session for three priority areas;

SP explained the Community Chest consultation where ideas were being sought for good and bad points of community chest funds and where those funds should be focused.

GE explained the Green Spaces consultation exercise where the Forum was asked to indicate good greenspaces, potential areas for

<p>greenspaces and eyesores in the Ward using coloured dots and post-it notes.</p> <p>GE explained that opinions were sought on which Adult leaning courses could be brought in to the Ward through the Workers Education Association to supplement LBWF Adult learning courses.</p> <p><i>Question from Forum – will those courses be free for people to attend?</i> GE – yes, in the vast majority of cases or very low cost.</p> <p>The Forum then spent 30 minutes in breakout sessions</p>	
<p>11. Final Thoughts / A.O.B</p> <p>CC thanked everyone for attending and staying on later than anticipated and closed the meeting.</p>	
<p>Next Meeting will be on 25th October 2016 at (tbc)</p>	

<p>Summary of Action Points arising from Forum</p>	<p>Person/s responsible for Action</p>
<p>1. Action – ensure budget and minutes of forums are available on WMBL website.</p>	<p>GE</p>
<p>2. Action – Andrew Green to provide answer to question</p>	<p>LBWF / AG</p>