

Minutes of

William Morris Big Local - Partnership Meeting

William Morris Community Centre, 6-8 Greenleaf Road, E17 6QQ
Monday 23rd January 2017

Partnership members present

Alison Caldow (AC)
Angela Rouse (AR)
Adam Taylor (AT) – Vice Chair
Cassie White (CW)
Chrys Christy (CC) – Chair
Gillian Jacob (GJ)
Peter Stanton (PS)
Lawrence Walker (LW)
Valerie Stapleton (VS)

Others present

Gabriel Edwards (GE) – WMBL Development Worker (minutes)
Sian Penner (SP) – Local Trust Rep
Alan Horne – Crest WF (L.T.O)
Cllr Stuart Emmerson (SE)

Apologies

Mohamed Khan (MK)

	Actions
<p>1. Welcome and Introductions</p> <p>CC welcomed everyone to the meeting and explained that the ward councillors had been invited to the first part of the meeting.</p> <p>CC informed the meeting that PS was standing down as a partnership member and that this would be his last meeting.</p> <p>CC expressed some words of thanks and presented a card and gift to PS. PS said a few words and wished the partnership well with the future of WMBL and said that he would stay in touch and would continue to support GE with the WMBL website.</p>	

<p>CW also announced that this would be her last meeting and that she was standing down due to outside commitments. The meeting expressed its thanks and best wishes to CW.</p>	
<p>2. Talk with Councillors</p> <p>CC welcomed Cllr Stuart Emmerson to the meeting and introductions were made around the table.</p> <p>CC explained that the reason for the invitation had been to establish a working relationship with the councillors and to open lines of communication. She explained that this year WMBL would be largely focusing on Greenspaces and Local Economy.</p> <p>SE expressed the following:</p> <ul style="list-style-type: none"> - Good to see the Partnership re-established with a vibrant group and good ideas - Acknowledged need for good working relationship between councillors and WMBL without stepping on each other's toes - Key ideas from councillors point of view is for open dialogue, promoting one another and attending one another's public meetings. - Claire Coghill a good contact at LBWF as cabinet member for Economic Growth & High Streets and soon to be Leader of the Council. - Grace Williams is very accessible as a councillor - Nadeem Ali has not been well of late and therefore not often available <p>Question for SE from the meeting</p> <p><i>Q: What are the ward councillors' top priorities for 2017?</i></p> <p>A: Local Businesses, Health, Opportunities for young people and ensuring that crime is kept low.</p> <p>SP gave an example of how relationships with councillors work in other Big Local areas.</p> <p>SP highlighted that particular advantages have included helping Big Locals get access to key officers in councils for key decisions</p> <p>AT added that his experience of working with councillors in the past was positive and had helped the reach and awareness of projects.</p> <p>Question for SE from the meeting</p> <p><i>Q: Has the council got a funding officer?</i></p> <p>A: It's entirely possible as historically had one. Will look into it. ACTION</p>	<p style="text-align: right;">SE</p>

SP pointed out that the new CVS, Community WF have the role of capacity building and bringing in funding to Waltham Forest.

Question for SE from the meeting

Q: *Is the structure of the Ward Forums being looked at?*

A: Probably going to be trying some new approaches this year.

Q: *Street surgeries?*

A: Possibly.

CC thanked SE for his attendance.

Stuart Emmerson left the meeting

3. Minutes of previous meeting & Matters arising

The minutes of December 12th were agreed and signed off by the Chair and Vice Chair

Action from last minutes

PS said he had looked into prices for a video camera and there were two on PC World listed at £250 and £289. GE said that he would include video camera and photography as part of the communications strategy and that he and PS could look at them in more detail when they meet about the website.

SP has made contact with Community WF Director and she is happy to come to a partnership meeting.

GE gave an update on a project which was still requiring evidence of WM Ward participation before being given full approval. The project had 15 people registered, 40% in the Ward, 33% just outside, 27% further afield. GE asked the partnership how to respond to the organisation based on this information. After discussion the following was agreed:

- Ask the organisation to conduct 1 final round of advertising with a focus on Priory Court. GJ offered to help distribute any leaflets or posters on the estate
- Need to achieve 75% WM Ward residents registration list by end of February, otherwise will have to withdraw conditional offer.

AH requested an additional invoice approver from the partnership to replace PS. It was agreed that LW would take the role. Invoice approvers confirmed as CC, AT and LW

GE

<p>GE presented the idea of using the online teamwork tool 'Slack' for helping manage communication and projects for WMBL.</p> <p>Following discussion by the meeting GE said he would trial the free version of the software and report back to the partnership on the success of it. GE also said that should 'Slack' be rolled out that he would organise a training session on it.</p>	<p>GE</p>
<p>4. Reflections on away day</p> <p>As time was becoming short at the meeting GE handed out a document summarising the Local Economy and Greenspaces ideas that had come out of the Away Day to be looked at the same time as agenda item 5.</p>	
<p>5. Looking ahead at February's Forum</p> <p>GE handed round a document called <i>Partnership Key Areas for 2017</i> and explained that the document showed what would need partnership consideration both in relation to the existing plan and development of the next plan. GE highlighted some of the considerations needed such as timescales for round two of the Community Chest and whether to launch a second main grants window in 2017.</p> <p>SP informed the meeting that the Partnership did not have to stick strictly to the existing plan and that it could be amended or even cut short and that the budget could also be amended as the partnership saw fit.</p> <p>SP said that it was difficult to measure impact of Big Locals if they only act as a grant funding body in an area citing Brixton BL as an example of where it had provided lots of good work but had failed to capture the impact of the work in the area.</p> <p>The role of commissioning, as another possible way to move things forward was presented by SP, but she stressed that any commissioned work needed to be embedded both during and following delivery to ensure that work was not just parachuted into the area. This approach was discussed in relation to whether it could work for Greenspaces and Local Economy.</p> <p>LW said it might be time to change the WMBL approach away from main grants and commission some relevant research and community engagement. He said that Community Chest grants were good.</p>	

<p>AT expressed that grant schemes were important in maintaining support for local groups and organisations who do really good work locally. He suggested a combined approach of grants and commissioning.</p> <p>AR said that the Community Chest was good, and that having a mix of grants schemes and commissioning could work well.</p> <p>VS said she felt WMBL was ready for a large overarching project.</p> <p>The meeting asked SP what other Big Local's were doing and SP gave examples from Brixton who were getting involved in prevention of gang crime and Hackney Wick who had commissioned Community researchers including Youth Community researchers to help shape young people's services and priorities.</p> <p>GJ asked what was going to be provided for older people by WMBL over the next 10 years.</p> <p>CC suggested that partnership members take the key areas document away and work through it putting down their suggestions for each area. ACTION</p> <p>AR asked if GE could email round the ideas that came out of the away day. ACTION</p> <p>LW suggested that for the upcoming Forum it could be good to see what the public makes of the partnership's current thinking on Local Economy and Greenspaces.</p> <p>GE said that he had started to put together a programme for the Forum and that he would finish it with input from SP and CC and circulate round the Partnership for their input.</p> <p>CC said that we needed to entice people along to Forums and also invite potential new partnership members. CC said that she had met a fellow parent with fundraising experience and had invited her to the Forum.</p> <p style="text-align: center;"><i>CC ended the meeting</i></p>	<p style="text-align: center;">ALL</p> <p style="text-align: center;">GE</p> <p style="text-align: center;">GE</p>
<p>6. Next Meeting – 6th March location tbc</p>	

Summary of Action Points arising from meeting	Person/s responsible for Action	Timescale
1. Find out if Council have a fund raising officer	SE	
2. Provide feedback to organisation on partnership's proposal.	GE	<i>immediately</i>
3. Trial 'Slack' software and feedback to partnership	GE	<i>6th March</i>
4. Work through key areas document and note down suggestions for each area	ALL	<i>6th March</i>
5. GE to email round away day ideas document to partnership	GE	
6. GE to circulate Forum programme to Partnership	GE/PS	