

**Minutes of**  
**William Morris Big Local - Partnership Meeting**

William Morris Community Centre  
Monday 2<sup>nd</sup> July 2018

Partnership members present

Adam Taylor  
Angela Rouse  
Chrys Christy  
Gill Jacob  
Emily Rogers  
Lawrence Walker  
Mohamed Khan  
Peter Stanton  
Rezia Wahid

Others present

Mohd Aslam – Co-optee  
Beverley Okoye – Co-optee  
Gabriel Edwards – WMBL Development Worker (minutes)  
Sian Penner – Local Trust Rep  
Chris O’Sullivan – Crest WF  
John Houghton - Locality

Apologies

Valentina Lewis  
Wendy Sugarman (Local Trust Rep)

<b>1. Welcome</b>	<b>Actions</b>
Chrys welcomed everyone to the meeting and introduced Beverley and Mohd who were interested in joining the partnership and had come to take part in a partnership meeting. Introductions were made around the table.	
<b>2. Minutes &amp; Actions from previous meeting</b>	
The minutes were agreed from the last meeting and actions looked at. Partnership members were reminded to complete the Partnership Survey	

form in order to help Local Trust with their monitoring and to continue to receive news and opportunities from them.

#### Ward Association update

- 1<sup>st</sup> meeting was a preliminary meeting in February (6 residents)
- Aims of WM Ward association were to; help organise community activities, raise awareness of issues facing residents, being voice of community, bring residents of ward together, be a platform to help the vulnerable in the ward, combine information and organisations
- Meeting in April with 8 residents, SNT presented
- 23<sup>rd</sup> May – 8 residents, mini Holland team presented. Councillor updates.
- Agenda for each meeting is set by residents at previous meeting.
- Next meeting 4<sup>th</sup> July including Palmerston Junction update, community safety and community health including a talk from Healthwatch
- Minutes of each WM Ward assoc meeting are on Slack

Peter asked if he could develop a website for the Ward Association. Cost in region of £200. There is a budget for it. Partnership agreed.

#### Open Space update

- 2<sup>nd</sup> meeting of Open space sub group (8 people currently)
- Group helps drive the open space plan forward
- Front Garden and Balcony Improvement Scheme + Tool Lending library two main activities to take forward in year 1. Brief will be developed for both pieces of work with interested organisations asked to come forward if interested in delivering.
- Different approaches possible for delivery of both activities
- Sub group also willing to be hands on.

#### Enterprise Update

- Launch event on 10<sup>th</sup> May
- Since event 20 people have enquired about the enterprise programme.
- Programme manager Chris Shutt has met with 15 people of which 9 appear to have a workable social enterprise idea.
- Enterprise areas including sports, arts and education.
- Youth enterprise offer to be developed this year which will link with the work that Community Theme is going to develop for a Youth offer. A piece of work will be commissioned to develop the Big Local Youth offer.

**Action** – Community Theme will put initial thoughts they have for youth offer of Slack. Youth Offer to be discussed at next Partnership meeting.

**Action** – Gabriel to link with council officers dealing with Mayor for London Young Londoners Fund

1. Community

2. GE

<p><b>3. Crest &amp; Harmony Hall</b></p> <p>The meeting welcomed John from Locality and Chris from Crest</p> <p>Crest presented the current situation at Harmony Hall and proposed ways in which WM Big Local might be able to support.</p> <p style="text-align: center;"><i>***Chris and John left the meeting***</i></p> <p>The partnership discussed the Harmony Hall situation and agreed actions for taking the discussion forward. No decisions were made.</p>	
<p><b>4. WMBL Staff Options</b></p> <p style="text-align: center;"><i>***Gabriel left the room***</i></p> <p>Actions &amp; Decisions:</p> <ol style="list-style-type: none"> <li>1. (Decision) Job Descriptions reflect the needs of the roles for the next plan period</li> <li>2. (<b>Action</b>) Person Specifications to be developed now that the JD's are agreed - Chrys</li> <li>3. (<b>Action</b>) Sub Group to be formed of Chrys, Lawrence &amp; Adam to: <ol style="list-style-type: none"> <li>a. Sign off the Person Specs;</li> <li>b. Agree the final salary based on the figures provided previously;</li> <li>c. Action the employment of Gabriel into the new post with Crest</li> </ol> </li> <li>4. (Decision) Day to day supervision and management of the role to be by a Partnership member as agreed as part of the new governance for the Partnership;</li> <li>5. (Decision and <b>Action</b>) Agreement with Crest to be updated and agreed - Gabriel</li> <li>6. (Decision and <b>Action</b>) Emily to provide support on the quotes from Crest which will be included within the updated agreement for following: <ol style="list-style-type: none"> <li>a. Tendering 3 days per tender</li> <li>b. Contract management of commissioned projects 2 days per contract</li> </ol> </li> </ol>	<p><b>4.</b> <b>CC/LW/AT/</b> <b>ER/GE</b></p>
<p><b>1. Any other business</b></p> <p>Garden Party – Gabriel circulated volunteer rota. Action – Gabriel will email out details of the how the Garden Party and Get Together will run.</p> <p>Rezia's daughter and friend are running a charity stall in Elphinstone Road</p>	

on Saturday 7 <sup>th</sup> July to raise money for the Rainforest. GE to help promote.	
<b>Next Meeting:</b> Monday 3 <sup>rd</sup> September – Big Creative Academy. 38 Clifton Avenue, E17 6HL	

<b>Summary of Action Points arising from meeting</b>	Person/s responsible for Action	Timescale
1. Community to put Youth Offer ideas on Slack	<b>Community</b>	<i>Before next meeting</i>
2. Gabriel to link to council officers dealing with Mayor for London, Young Londoners Fund	<b>Gabriel</b>	<i>Before next meeting</i>
3. Crest related actions	<b>GE/Crest/Partnership</b>	<i>For August Special Meeting</i>
4. Staff and resource related actions	<b>CC/LW/AT/ER</b>	
5. Email out details of the how the Garden Party and Get Together will run.	<b>Gabriel</b>	<i>asap</i>