



WEM PARTNERSHIP MEETING MINUTES: 21st February 2022

Draft Minutes	Date: 21/02/22 6pm-8pm
Chaired by: Chris Price Minuted by Johnny Bean (Secretary)	Location: Zoom

Present and Apologies			
Partnership Members	Present	Apologies	Absent
Glen Duckett (GD)	✓		
Kat Hilton (KH)	✓		
Yak Patel (LTO) (YP)	✓		
Chris Price (Chair) (CP)	✓		
Lee Reevell (LR)			✓
Jayne Safari (JS)	✓		
Dan Spencer (DS)	✓		
Natalie Thomas (NT)			✓
Others present	Present		Not Present
Johnny Bean (Secretary) (JB)	✓		
Louise Bryning (Press Officer) (LB)		✓	
Sian Jay (Big Local rep) (SJ)	✓		
Joe Robinson (Community Development Worker) (JR)	✓		

Item 1.0: Apologies

Discussion: The Secretary (JB) gave the apologies received from those not present.

Item 2.0: Welcome & introduction from The Chair (CP)

Discussion: The Chair (CP) welcomed everyone to the meeting.

Item 3.0: Minutes of the Last Meeting/Outstanding Actions/Matters Arising

Discussion: The Minutes and Outstanding Actions of the Last Meeting were reviewed.

The following updates were given on 2 outstanding actions:

- Action 3: The Development Worker (JR) to prepare the report from the consultation for next meeting: the results have been incorporated into the draft action plan.
- Action 5: The Chair (CP) to phone round partnership to gather views on returning to physical meetings, and discuss potential venues with The Secretary (JB): the partnership were generally happy (with some exceptions) to return to face 2 face or hybrid meetings.

Decisions: The minutes were accepted as a true and accurate record of the meeting. Need to look at inclusivity/accessibility options in Zoom.

Action: The Secretary (JB) to publish the minutes of the meeting on the WEM website.

Action: The Big Local Rep (SJ) to send info to The Secretary (JB) on hybrid meeting equipment.

Action: The Development Worker (JR) and The Secretary (JB) to work on the practical options of returning to hybrid meetings and plan for them to start.

Item 4.0: Draft Action Plan Discussion

Discussion: The draft plan was circulated prior to the meeting and discussed in the meeting, and the next steps for the plan to be adopted were outlined: Partnership members need to sign off the plan with no gaps of significance. If approved by the partners, the plan will go to Local Trust for review by an assessor, who is then likely to visit and talk with The Chair (CP), Development Worker, Big Local Rep, LTO and will want to meet with all the partnership as a group. From submission to acceptance by Local Trust can take up to 6 weeks during which time we cannot spend significantly. A positive and lengthy discussion of the plan took place. All the partnership members present were really pleased with how the plan reflected conversations we have been having for months and the needs we have identified over a similar length of time. They were pleased with how it looked, and felt it was something WEM could be proud of. The Big Local Rep felt it was a very mature plan and reflected how much WEM had grown from its start, and presents a very good likelihood of WEM leaving a positive legacy.

Decisions: Flexibility exists within the plan to take on new projects should any fall through. The Big Local rep (SJ) felt that spend will need to be monitored/reviewed monthly to ensure every penny is spent by the end of the plan.

Item 4.1: CWE. A discussion took place on the Creative West End section of the plan looking at possible options.

Decisions: It was agreed that it would be unrealistic to enter into what would need to be a far more detailed and specific proposal document with CWE, and to spend the money before the end of October 2022. After discussion, the partnership decided not to commit the earmarked £50k for the additionality proposed by CWE. However, WEM has separately identified the potential where creative responses to some local issues may have a value and purpose. It was decided to ring-fence the £50k earmarked for WEM to commission work that may include creative outputs and outcomes. It is therefore expected that both CWE and its network members would be included within any open tenders to submit proposals.

Action: The Development Worker (JR) to convey the partnership decision on CWE to CWE.

Item 4.2: Partnership section. A short discussion took place on the Partnership section of the draft plan.

Decisions: It was agreed by those present to include short profiles of partners, with names. The Development Worker (JR) will add a "Meet The Partners" section to the plan.

Action: Partnership members to email The Secretary (JB) with 100 words about themselves and why they choose to give their time and energy to WEM as soon as possible.

Action: Partnership members to submit photos of themselves for inclusion in the plan.

Item 5.0: Development Workers Report

Discussion: There was no update this month as all information was dealt with in the previous item.

Item 6.0: Building Project

Discussion: The Big Local Rep (SJ) gave an update on her communications with Linda Rutter around confirming the 10 days of work and what it would involve. Some points of clarification still required. Glen interested to shadow on this. The Big Local Rep (SJ) to discuss with LR if this is possible.

Decisions:

Action: The Big Local Rep (SJ) to discuss further with Linda Rutter.

Item 7.0: Housing/Public Realm

Discussion (Housing): The Chair (CP) gave an update on a forthcoming visit from representatives of the New Economics Foundation, and a potential Housing event.

Discussion (Public Realm): GD has a personal meeting with Lancaster City Council representatives to discuss fly-tipping etc. in the West End and will report back on any gaps in provision that WEM might be able to look at. SJ advised that under Big Local rules, anything WEM do, would need to be over and above City Council areas of responsibility. This activity may follow up outside of WEM work, but GD will feedback.

Decisions:

Action: Glen to feedback on public realm talks at next meeting.

AOB

Discussion: We will have David Foulds as a guest at the next meeting who will be giving a 10-minute presentation on his mentoring work.

Next Meetings:

- Monday 11th April, 6pm-8pm
 - Monday 9th May, 6pm-8pm
 - Monday 13th June, 6pm-8pm
 - Monday 11th July, 6pm-8pm
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Summary of Actions:

Action: The Secretary (JB) to publish the minutes of the meeting on the WEM website.

Action: The Big Local Rep (SJ) to send info to The Secretary (JB) on hybrid meeting equipment.

Action: The Development Worker (JR) and The Secretary (JB) to work on the practical options of returning to hybrid meetings and plan for them to start.

Action: The Development Worker (JR) to convey the partnership decision on CWE to CWE.

Action: Partnership members to email The Secretary (JB) with 100 words about themselves and why they choose to give their time and energy to WEM.

Action: Partnership members to submit photos of themselves for inclusion in the plan.

Action: The Big Local Rep (SJ) to discuss further with Linda Rutter.

Action: Glen to feedback on public realm talks at next meeting.