



WEM PARTNERSHIP MEETING MINUTES: 21st June 2022

Draft Minutes	Date: 21/06/22 6pm-8pm
Chaired by: Chris Price Minuted by Johnny Bean (Secretary) from zoom recording	Location: The Venue, Sandylands/Zoom

Present and Apologies			
Partnership Members	Present	Apologies	Absent
Glen Duckett	✓		
Kat Hilton	✓ (via Zoom)		
Yak Patel (LTO)		✓	
Chris Price (Chair)	✓		
Lee Reeve			✓
Jayne Safari	✓		
Dan Spencer	✓		
Natalie Thomas			
Others present	Present		Not Present
Johnny Bean (Secretary)		✓	
Louise Bryning (Press Officer)		✓	
Sian Jay (Big Local rep)	✓ (via Zoom)		
Joe Robinson (Community Development Worker)	✓ (via Zoom)		

Apologies: The apologies were given.

Welcome & Introduction from The Chair: The Chair welcomed everyone to the meeting.

Item 1.0: Minutes of the Last Meeting/Outstanding Actions/Matters Arising

Discussion: The Minutes and Outstanding Actions of the Last Meeting were not reviewed.

Decisions: Review of the MOLM to be added to the next agenda.

Item 2.0: Action Plan

Discussion (1): News on signing off

Discussion (2): Keeping track of projects

Discussion (3): What will we focus on this year

Our new Action Plan has now been signed off by Local Trust. One action applies requiring our LTO to monitor how WEM makes decisions, and The Big Local Rep shared a Scoping document before the meeting on this matter. Local Trust are tightening up on processes as Big Local comes to a close. It is now a requirement of the LTO to ensure that a clear process has taken place for a decision to be made. LTO must now agree this process has been followed on signing off on any decisions, projects or payments. We need to have consistent framework documentation that tracks where we are on each project/idea that we can update

and that the LTO can easily see what we have agreed and what conditions apply. The Scoping Document makes a start on this and it was reviewed and discussed. The Plan reviewer noted that the plan was very ambitious and we need to get moving very quickly. The Development Worker gave a quick review of the current projects and their priority status.

Decisions: The Scoping Document to be reviewed over next 2 weeks. Feedback to be sent to The Chair/Big Local Rep. The Scoping Document will be completed by The Secretary and The Development Worker and will form a part of project discussions on future meeting agendas. GANTT chart to be considered to show how projects may cross. Current Yr1 priority projects for discussion: Mental Health Work, Stanley's, Centenary House, Food Poverty, Housing, Community Networking, WEM organisation/management and potentially Frontierland. A short preliminary discussion took place regarding putting priority projects out for proposals. If anyone is interested in joining Workplace to look at other Big Local projects, please contact The Big Local Rep. Local Trust may have up to 10 days of professional expert advice available if wanted.

Decisions: Kat and Development Worker to lead on a basic session to brief on local Mental Health to partnership to help clarify direction and potential partners/expertise required. Some research to be done on finding an expert advisor for assistance.

Action: The Secretary to begin trial use of the Scoping Document and add to the next meeting agenda.

Action: Glen to share a useful GANTT chart template.

Action: The Secretary to add Mental Health to the July agenda for lengthier discussion/planning.

Item 3.0: Yorkshire / Regent St Corner Celebrating Community proposal (see attached sheet)

Discussion: The Development Worker gave a briefing on the document circulated prior to the meeting re the hoarding eyesore on the corner of Yorkshire Street/Regent Street. The land recently came up for sale in auction but didn't sell. With Council help would WEM be interested in purchasing the land to fix up and deliver something for our Celebrating Community ambition? Opportunity for WEM to do a large community engagement study. A brief discussion took place.

Decisions: The partnership indicated a positive interest (pending lots of questions) in going to the council to discuss further.

Action: The Development Worker to follow up with the council tentatively with list of questions to ask.

Item 4.0: Big Local new process of support for partnerships

Decisions: Item moved to the next meeting.

Action: "Big Local new process of support for partnerships" to be added to the agenda of the next meeting.

Item 5.0: Housing session - brief update

Discussion: The Chair gave a brief report on the Housing meeting that WEM convened and was held recently at The Venue. The meeting went very well. Potential building to really empower residents to take more control over their housing situation. It is hoped partners will come together to offer residents a group for sharing concerns and empower them to take action.

Decisions: Follow up meeting taking place tomorrow.

Item 6.0: Centenary House - brief update and date for special meeting

Discussion: The Development Worker reported that at end of April The Good Things Collective notified that they were unsuccessful with a couple of grant applications on the project. A review took place to look at how to proceed. WEM are now obliged by Big Local to reach a conclusion and last week we requested GTC to provide information necessary for Niamh to make a decision. This was received and Niamh will be reviewing. Agreed with GTC that when Niamh makes her recommendations the partnership will review and discuss to make a decision. We will then meet with GTC face to face to give the decision. A brief discussion took place.

Decisions: A special meeting to be arranged after Niamh's recommendations are received to review and plan what action to take. If partnership feel more detail is needed in any areas after receiving Niamh's recommendations, we shall negotiate with GTC to discuss the particular areas of interest in more detail.

Action: Zoom meeting with partnership and Niamh to discuss recommendations to be set up.

Item 7.0: Stanley's - brief update

Discussion: The Development Worker reported that Clare Hodgson has now spoken to most of the partnership members.

Decisions: Clare (or Linda) will be attending the next partnership meeting in July.

Action: The Big Local Rep to chase Clare re contacting remaining partnership members asap.

Item 8.0: Workers update

Discussion: The Development Worker circulated his report prior to the meeting and gave a brief highlights update.

AOB

Discussion: The Chair reported that he had recently been on a leadership course sponsored by Local Trust, and a residential course meeting people from Big Locals all over the country. Finding Workplace more and more useful, recommends partners to use it more if not already doing so.

Discussion: The Chair proposes we hold an away day for us all to meet up for a few hours and relax and chat in a social environment and get to know each other more informally.

Date and Time of Next Meetings:

- Monday, 11th July, 6pm-8pm @ The Venue/Zoom
 - Monday, 6th August, 6pm-8pm @ The Venue/Zoom
 - Monday, 12th September, 6pm-8pm @ The Venue/Zoom
 - Monday, 10th October, 6pm-8pm @ The Venue/Zoom
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Summary of Actions:

- 1 **Action:** The Secretary to begin trial use of the Project Scoping Document and add to the next meeting agenda.
- 2 **Action:** Glen to share a useful GANTT chart template.
- 3 **Action:** The Secretary to add Mental Health to the July agenda for lengthier discussion/planning.
- 4 **Action:** The Development Worker to follow up with the council tentatively with list of questions to ask.
- 5 **Action:** "Big Local new process of support for partnerships" to be added to the agenda of the next meeting.
- 6 **Action:** Zoom meeting with partnership and Niamh to discuss recommendations to be set up.
- 7 **Action:** The Big Local Rep to chase Clare re contacting remaining partnership members asap.