

Windmill Hill - Big Local

Partnership Meeting



25th March 2014 at 5.00 – 7.00 pm

Priory View



Attendance:	Apologies
Mike Shepherd (Resident and Chair)	Claire Hunter (Children's Centre)
Mike Burrows (Resident and Vice Chair)	Susan Humphreys (Norton Priory)
Cllr Pauline Hignett (Vice Chair)	Niall McDonnell (LHT)
Jane Smith (LHT)	Iain Hunter (Resident)
Jim Rotheram (Resident)	Dave Walker (Resident)
Nicola Goodwin (HBC)	Billy Elliot (Resident and COY)
Tim Slack (Big Local Representative)	Louise Rowlands (Resident)
Dan Ellis (Groundwork)	Leanne Rodaway (Resident)
Frank Hargrave (Norton Priory)	
Josh Gilligan (Resident)	
Phil Thornton (Reach NW CIC)	
Claire Bradbury (Power in Partnership)	
Shelah Semoff (HBC)	

Minutes / Action Points

1.	Minutes of Previous Meeting - 06/03/2014 Agreed PH / MB  minutes of BL meeting 06 03 14.pdf	
2.	Partnership Training: <ul style="list-style-type: none">• Shelah Semoff (Partnership Officer at HBC)• Ground rules for good partnership working  best of partnerships for big local 25-03-14 Few of the discussion points: <ul style="list-style-type: none">• TS – Partnership “When a partner can articulate the agenda of another partner.”• SS - Induction to Partnership for new members really important.• SS - Consistency of message when communicating - must be honest and upfront - strong leadership - prepare for what can go wrong – risk management.• NG - Continuity plan of how to tackle issues when they come up. Can share documentation.• MS - Avoidance of duplication between partners.• MS - Transparency – post minutes on the website	NG

- SS - conflict resolution – how to manage it?
- SS “three potholes!” if don’t get it right at the outset it will just get more and more difficult.
 - Publicity
 - Procurement
 - Paperwork
- SS - Annual Review – is the Partnership doing what it said it would do?
- SS – Celebrate successes – helps engage more people.
- CB - Must feedback to residents
- SS - Be realistic about what you can accomplish!

Handouts:

- Partnership Checklist



- Top Ten Partnership Killers



3. **Vision and Profile: DE**

- Draft Profile presented. Document in 3 parts.
 1. Description of Windmill Hill based on Big Local guidance.
 2. Consultation Report: Appendix A.
 3. Ward Profile Statistics: Appendix B.
- Other Appendices to be attached but not presented
 4. Big Local Leaflets: Appendix C.
 5. Wishmastree Wishes: Appendix D.

When Profile documents are approved they can be sent to London and Big Local can release pathways funding.

Profile Documents approved subject to amendments / alterations received.

Electronic versions to be emailed to Partnership

DE

Partnership asked to read and review draft profile documents and respond to DE by 5 pm Monday 31st.

ALL


Chair asked to minute the Partnership thanks and acknowledge a good set of Profile Documents.

4 **Next Steps:**

- Pathways Funding £18k (from the £1m)
- £2k for the Plan writing stage.
- LHT need to apply to Big Local to continue as Locally Trusted Organisation (LTO) to manage the Pathways and

TS/LHT

	<p>Plan funding.</p> <ul style="list-style-type: none"> • The LTO for the £1m needs further discussions. Community Foundation may be a possibility. Needs a focussed piece of work. Need to consider the managing of loans etc. • Ideas for Pathways £18k funding: <ul style="list-style-type: none"> ○ Village fun day/week. Windy festival. ○ Community Chest / Local grants (benches) ○ Publicity and Promotion (banners, T-shirts etc) ○ Newsletter and communication • Also need to include support time to manage the Pathways fund to make sure activities happen. Approximate breakdown of costs needed in application to London. • Kerry Ramsbottom and Friends of W. Hill keen to support W.H. Festival 	ALL
	<ul style="list-style-type: none"> • Because of tight timescale partial approval from London may be possible. TS to check? 	TS
	<ul style="list-style-type: none"> • Task and Finish group to work on breakdown of Pathways Funding over the next couple of weeks. DE to arrange 	DE
	<ul style="list-style-type: none"> • If anyone has ideas for the Pathways funding please let DE know, ideas and costs asap. Won't be sent it off before having the Partnership approval. 	ALL
	<ul style="list-style-type: none"> • Agreed the £2k for Groundwork to write Plan. 	ALL
	<ul style="list-style-type: none"> • Groundwork to present back to the Partnership about how they intend to write the plan – to agree a framework. To be an Agenda item for the next few meetings. Doesn't need to be rushed. 	DE
	<ul style="list-style-type: none"> • Also need to think about the best level of support for the Partnership moving forward in the longer term. 	
	<ul style="list-style-type: none"> • Next Partnership meeting – looks at the Pathways Funding suggestions and DE to put forward ideas on writing the plan. 	DE
	<p>Tim's replacement.</p> <ul style="list-style-type: none"> • Tim's support for the Partnership finishes when the Plan is completed. MS will be contacted by Big Local to discuss the replacement process. They will suggest some local facilitators and local people to be interviewed. • Tim hopes to step back by June / July and hand over to new Facilitator while plan is still being worked on. • Social Investment Advisor for Big Local, Clare Babbs wants to meet the Partnership. Ask for Clare to share her Brief and invite to the May meeting. 	

5	<p>AOB:</p> <ul style="list-style-type: none"> • Big Local Spring Gathering. 7th May in Manchester – anyone from the Partnerships are invited. TS to forward details to DE. • Phil Thornton (Claire’s brother) introduced himself. Director of Reach Northwest CIC – interest in the creative arts, film, radio, oral history. Aspiration for a ‘Media Hub’ in Priory view to facilitate digital inclusion for more residents. • NG Carnegie Trust – examples of Digital Inclusion. Really good examples. Could organise a site visit to a local digital neighbourhood. Internet access increasing vital for employment, social wellbeing, education etc. E.g School age children without internet access suffering with their school work as schools expect internet access. <div style="text-align: center;">  Carnegie Trust Making Digital Real.pd </div> <ul style="list-style-type: none"> • Green Deal – idea of estate assessment rather than just individual properties. • Opportunities for Big Local match need to be looked at. Reaching Communities? ERDF across Big Local areas? European New Transitional Funding ~ Halton has been allocated £17m and will be a commissioning process to deliver key objectives – employment, social inclusion etc. 	<p>TS</p> <p>PT</p>
6	<p>Date of Next meetings:</p> <ul style="list-style-type: none"> • Tuesday 15th April 5-7 pm at Priory View. Full Partnership Meeting. • Meeting before 15th April that to discuss the Pathways Funding. DE to arrange • Tuesday 6th May 5-7 pm Partnership Meeting 	<p>ALL</p> <p>DE</p> <p>ALL</p>