## **PRESENT**

## **Members of the Committee**

Councillor Gerard Hargreaves (Chairman)

Councillor Elizabeth Campbell

Councillor Timothy Coleridge

Councillor Monica Press

Councillor Mary Weale

## **Voluntary Organisation Representatives in Attendance**

Angela Spence (Kensington and Chelsea Social Council)

Clare Richards (Education)

Jane Gray (Advice)

Jamie Renton (Equality and Inclusivity)

**Also in Attendance**

Tony Redpath (RBKC, Director of Strategy and Local Services)

Stephen Morgan (RBKC, Head of Community Engagement)

Paul Williamson (RBKC, Head of Extended Services)

Peter Westmore (Tri-borough, Senior Public Health Officer)

Helen Fagan (RBKC, Third Sector Development Officer)

Chris Kelly (RBKC, City Living Local Life Project Officer)

Councillor Victoria Borwick (Observer)

Melanie Marshman (Observer)

**Minutes**

Jake Butterworth (RBKC, Community Engagement)

**1. WELCOME, APOLOGIES FOR ABSENCE, AND INTRODUCTIONS**

1.1 Apologies for absence were received from Helen Leech, Jan Halliday, Marie Mulcahy, Jessica Wanamaker, Vicki Davies, Val Patterson, Michelle Abbey, Charles Barber and Karimah Bint Dawoud.

**2. DECLARATIONS OF INTEREST**

2.1None.

**3. MINUTES OF THE MEETING HELD ON 7 JULY 2015**

3.1 The minutes of the previous meeting (7 July 2015) were agreed as a true and accurate record of the meeting.

3.2 In reference to paragraph 9, Angela Spence stated that the future of the Venture Centre would be discussed further at the voluntary sector peer network.

3.3 In reference to 5.2, Mr Morgan outlined that the Community Engagement Team (CET) had spoken to BT to ensure required information is included on remittance slips. BT informed the CET that remittance slips will be sent automatically in future.

**4. TEAM KENSINGTON AND CHELSEA**

(Presentation by Mr Chris Kelly, City Living Local Life Project Officer; Report of the Head of Community Engagement)

4.1 Mr Kelly provided an overview on Team Kensington and Chelsea and next steps for the initiative and then answered questions on the subject.

4.2 Cllr Borwick and Cllr Coleridge asked for clarification around brokerage services and what place had the Volunteer Centre in the initiative. Mr Kelly and Cllr Hargreaves explained that the Volunteer Centre perform its brokerage responsibilities, but Team Kensington and Chelsea is a broader recruitment campaign with actions which should make it easier to volunteer and increase volunteering in the borough.

4.3 Mr Morgan explained that the way in which people find wish to find out about volunteering is changing. Some go directly to a volunteer centre, others look online and others go directly to organisations of interest. Team Kensington and Chelsea is affiliated with Team London and that the initiative looks to increase residents’ access to volunteering opportunities via a variety of means and to diversify volunteering. The Council, through the scheme, will promote Council volunteering opportunities for residents.

4.4 Cllr Hargreaves highlighted that the initiative is targeting those individuals that have not volunteered.

4.5 Following Cllr Hargreaves request for opinions from the voluntary sector, Clare Richards said that volunteers tend to directly go to The ClementJames Centre for opportunities.

4.6 Mr Kelly and Mr Morgan outlined the Team Kensington and Chelsea publicity, such as flyers and booklets which are distributed at events, but the Team Kensington and Chelsea webpage ([www.rbkc.gov.uk/volunteer](http://www.rbkc.gov.uk/volunteer)) is the priority for information sharing as publications are expensive and tend to go out of date quickly.

4.7 Following Mr Kelly’s point about employee volunteering opportunities in his presentation, Cllr Press asked what RBKC’s current position is on volunteering opportunities in light of Hammersmith and Fulham having a corporate volunteering policy. Mr Kelly explained that an RBKC employee would need to take special leave should they wish to volunteer but as part of the initiative this is being looked at being changed to each employee having three days a year to use on volunteering responsibilities. Cllr Press highlighted the benefits of volunteering and asked if there is a plan/timeframe. Mr Morgan stated how the work is currently going on with HR to produce a corporate volunteering policy.

4.8 Cllr Hargreaves suggested bringing this corporate volunteering policy back to the advisory group at a later date, to which Angela Spence highlighted the importance of consulting with the voluntary and community sector on corporate volunteering. Mr Redpath added that it would be important for those employees that do volunteer to do so within Kensington and Chelsea, as they are still being paid to undertake a job within the borough.

**5.**  **REFRESH OF KENSINGTON AND CHELSEA COMPACT**

5.1 Mr Morgan introduced the item by giving a background about Kensington and Chelsea Compact, citing the Royal Borough as the first authority to bring in a Compact. The last revision of the Compact was in 2010, so the Compact Implementation Group (CIG) are currently looking at revising the document with Miss Fagan and Ms Siobhan Solis leading.

5.2 Miss Fagan outlined how within the refresh work, good practice had been identified from other authority Compacts and from Compact Voice, such as the inclusion of Social Value. The revised document is not to be made any longer, but modernised and brought up-to-date.

5.3 CIG and commissioners are to be involved in the revision and Miss Fagan encouraged anyone volunteering to be involved in the sounding board to contact her ([helen.fagan@rbkc.gov.uk](mailto:helen.fagan@rbkc.gov.uk)). Miss Fagan particularly encouraged the input from commissioners and procurement colleagues.

5.4 The revised document is to be launched in Compact Week (first week of November). Compact Week is an annual national initiative that aims to promote and celebrate the Compact.

5.5 Angela Spence said that feedback from the BVOAG annual meeting came a request from the voluntary sector that there should be a specific code for commissioning/procurement in light of the increasing reliance on commissioning.

**6. ADVICE NOW**

6.1 This item was initially going to be led by Charles Barber but as he was unwell the item was led by Angela Spence, Jamie Renton and Jane Gray.

6.2 Jamie Renton outlined Advice Now as a group of organisations that meet where advice is central to their remit. These organisations are Citizens Advice Bureau, Action Disability Kensington and Chelsea (ADKC), North Kensington Law Centre, Nucleus, Al-Hasaniya, World’s End Neighbourhood Advice Centre, and Kensington and Chelsea Social Council. The intention of the group is to share knowledge and best practice. A success of this partnership working has been training, which ADKC and ClementJames Centre have benefited from. There now needs to be greater understanding of the value of these organisations.

6.3 Jane Gray explained that a consultant has been brought in to look at the value of Advice Now with an aim to look at new ways to improve advice services.

6.4 Angela Spence further explained that this coming together of organisations is to look at sustainability and the evidence based gathering undertaken by the consultant ultimately should lead to a greater understanding of client based needs. This will result in a document or toolkit which, will be shared with the group in due course.

6.5 A significant reason for the consultant’s work is the need to help the same (or more) amount of people, but for potentially less money. The consultant is therefore looking at ways to make savings by looking at elements such as a greater use of technology for traditionally face-to-face frontline services. (Jake I don’t recall us saying this re: help more clients for less money but agree the consultant is looking at ways to deliver advice services in the future given the economic challenges facing the borough. I think the point about greater use of technology etc was raised by Cllr Press

**Action: Angela Spence to bring consultant’s report to the next BVOAG.**

**7**. **DRAFT TERMS OF REFERENCE FOR THE PROPERTY WORKING GROUP**

(Report of the Chief Executive Officer of the Kensington and Chelsea Social Council)

7.1 In order to look further into the issue of premises for the voluntary sector in Kensington and Chelsea, Mr Redpath had previously suggested to Angela Spence to produce a proposed Terms of Reference for a property working group. Angela ran through the proposed terms with the group which was circulated with the papers for the advisory group.

7.2 Mr Redpath expressed a need to get the Social Council, himself, Property colleagues and any other relevant officers in discussion in order to move the proposed working group forward. Mr Redpath asked if it was possible if the voluntary sector can get an idea of premises demand, to which Angela Spence explained would be challenging.

7.3 As a commissioner, Mr Williamson expressed a keenness for the voluntary sector to explore new ways of working together and sharing premises. It would be beneficial if service departments were included as members of the working group in the Terms of Reference.

7.4 Mr Redpath reiterated the point that it is not RBKC’s responsibility to provide voluntary sector property but the Council can be part of the solution.

7.5 Cllr Press stated that in Council policy there is a requirement to provide access for services and so it would be useful for BVOAG to look further at locations of facilities to ultimately ensure there is an event distribution of services when building new facilities.

**Action: Any comments on the proposed Terms of Reference to be sent to Mr Morgan. A meeting with Council departments to then be held to look into producing a final Terms of Reference for the working group.**

**8**. **VOLUNTARY SECTOR MATTERS**

(Report of the Chief Executive Officer of the Kensington and Chelsea Social Council)

8.1 Angela Spence went through the Voluntary Sector Matters paper.

8.2 The voluntary sector would be keen to continue having discussions about the future with the Council. This has already started with Adult Social Care, where discussions are being had around looking at working with the voluntary sector going forward. It would be beneficial to have further discussions at BVOAG about the future.

8.3 KCSC has begun a summer snap poll to gauge confidence levels of the local voluntary and community sector.

8.4 The meeting with youth commissioning around the future of youth services was extremely useful to the voluntary sector and hope engagement with commissioners continues.

**9. COUNCIL GENERAL MATTERS**

(Report of the Head of Community Engagement)

9.1 Cllr Hargreaves brought to the groups attention the success of the faith communities engagement event held on 21 July.

9.2 Angela Spence expressed gratitude on behalf of the sector for the length of time allowed for submissions for the Public Health grants. This has allowed opportunities for consortia working.

9.3 Clare Richards stated that there has recently been an influx of homeless people, predominantly Eastern European, looking for assistance at the ClementJames Centre. Streetlink are telling individuals of non-British background to go back home if they are homeless.

**Action: Community Engagement to feed information back to Community Safety Team/Homelessness Team**

9.4 Ms Fagan stated that the Silver Sunday event booklet is to be distributed to key locations and to all freedom pass holders over the age of 70.

10. **ANY OTHER BUSINESS**

10.1 Cllr Hargreaves and Angela Spence expressed thanks for the work Mr Morgan has undertake in his role in the Community Engagement Team as this meeting was his last BVOAG before leaving RBKC to become Chief Executive of Basingstoke Voluntary Action in October.

**Meeting ended 19:47**

**The date of the next meeting will be on 1 December 2015**