**PRESENT**

**Members of the Committee**

Councillor Gerard Hargreaves

Councillor Elizabeth Campbell

**Voluntary Organisations in Attendance**

Angela Spence (Kensington and Chelsea Social Council)

Michelle Abbey (Community Centres)

Val Patterson (Education)

Clare Richards (Education)

Jane Gray (Advice)

Charles Barber (Advice)

Helen Leech (Health and Well-being)

Jessica Wanamaker (Volunteering)

Jamie Renton (Equality and Inclusivity)

Vicki Davies (Community Centres)

**Also in Attendance**

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

Mike Potter (RBKC, Head of Commissioning – Early Years)

Stephen Morgan (RBKC, Head of Community Engagement)

Louisa Mitchell West London Zone

Danny Kruger West London Zone

**Minutes**

Helen Fagan (RBKC, Third Sector Development Officer)

1. **WELCOME AND APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Monica Press, Councillor Mary Wheale, Councillor Tim Coleridge, Marie Mulchay, Karimah Bint Dawoud.

The Chair and Advisory Group congratulated Mr Morgan in his future new post as Chief Executive of Basingstoke Voluntary Action. Mr Morgan will take up this role in October.

1. **DECLARATIONS OF INTEREST**

None

1. **MINUTES OF THE MEETING HELD ON 18 FEBRUARY 2015**
	1. In reference to paragraph 3.1 Tony Redpath confirmed that it was part of Council strategy to continue to make council owned buildings legally compliant. All new Council properties are to be compliant and the Council is working towards compliance in its existing properties. There will be some properties however where compliance will not be possible. Mr Redpath encouraged the voluntary sector to inform the Council if they have any issues.
	2. Jamie Renton offered his organisation’s professional support in making buildings as accessible as possible.
	3. Angela Spence requested previous action in paragraph 3.3 to be kept on as this has not yet been set up. Angela Spence was invited to propose Terms of Reference for a group to explore property issues affecting the voluntary sector and once received the Council can identify who would be best to sit on this.
	4. ***Action: Angela Spence to develop draft terms of reference***
	5. Mr Redpath confirmed that the statement of Council Policy on consultation as mentioned in paragraph 6.5 is not available on the website. This is because the Council is currently reviewing this.
	6. With regards to paragraph 6.5 Clare Richards encouraged the Council to look again at the timing of its consultations as people felt that decisions were already made before the consultation process began.

Angela Spence provided the example of the play commissioning process where clarity on the council’s consultation process may have helped parents that did not understand what consultation is and what the Council interpretation of consultation was. Angela Spence had previously sent an email to RBKC member of staff with links to examples of consultation web pages on other council websites. Angela Spence was asked to forward the email.

* 1. Mr Morgan confirmed he informed Housing colleagues to include the information outlined in paragraph 7.2.
	2. Paragraph 7.4 at the request of the Group the Council’s approach to rental policy for voluntary sector organisations is appended to these minutes.
	3. The minutes of the last meeting were accepted as a true written record of the meeting.
	4. ***Action: Angela Spence to forward the consultation email to Community Engagement Team***
1. **WEST LONDON ZONE**

(Presentation by Louisa Mitchell and Danny Kruger, West London Zone)

* 1. Louisa Mitchell and Danny Kruger presented on the work of West London Zone and its plans for future work in North Kensington and then answered questions on the subject. A copy of the presentation is appended to these minutes.
	2. Val Patterson queried whether when recruiting the link workers there is any focus to employ local people. Louise Mitchell confirmed that this is the ambition of the programme and that they would be willing to speak to local voluntary organisations such as Westway Trust to help them do so.
	3. Angela Spence highlighted how important it was to capture learning from the work in White City before beginning to implement in North Kensington.
1. **VOLUNTARY SECTOR MATTERS**

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

* 1. Angela Spence gave an update on the proposed Compact refresh and the key issues that need to be considered as part of this process. A launch event is being considered once the refresh is finalised.
	2. Gaps in funding payments is still an ongoing issue for some organisations though the number of issues are decreasing.

Mr Redpath confirmed that both BT and the Council were committing lots of resources to minimise the disruption and that payments to the voluntary sector have been prioritised. The Council is unable to commit to a timescale when all problems will have been resolved but we are working to get there. Mr Redpath encouraged all voluntary organisations to inform RBKC immediately if there is an issue with a payment as otherwise we may not be aware to prioritise the issue’s resolution.

Clare Richards highlighted an issue of there not being sufficient information included on remittance slips – e.g. no indication as to which department the payment was received from and amounts bore no resemblance to invoices submitted.

**Action: Community Engagement team to speak to BT to include required information on remittance slips**

* 1. Charles Barber gave an update of the decommissioning of the Housing Advice service previously provided by Staying First for TMO residents. Most of the services previously delivered by Staying First have been brought in house by the Council. The Borough’s advice agencies were invited to several meetings to discuss the decommissioning process and to identify the proportion of cases that will not be brought in house by the Council. These discussions ended prematurely after it was confirmed that no financial recompense will be provided for the agencies for picking up these additional cases as the Housing department believed that the provision of advice such as this fell under the agencies current funding agreement.

The Housing department sent written confirmation of the decision to assign those cases which were not being picked up by the council (specifically debt advice and welfare information for TMO residents) to the CAB and World’s End NAC three working days before the service was being decommissioned on 1 July.t.

Charles Barber highlighted that the agencies have a commitment to serve the individuals that seek their advice but have no obligation to the TMO and the additional monitoring and work that the TMO is trying to assign for these cases beyond the agencies’ normal working practice.

The two agencies affected made a joint response to the Housing department stating that no agreement had been reached and requested clarification as to how the Compact applied to this situation. At the moment the agencies are awaiting a response to their email. Mr Morgan confirmed that the Housing Department is working on a response and that the agencies should hear from them in the next week.

Mr Redpath thanked the agencies for raising this issue and confirmed that Corporate Services will be discussing further with Housing colleagues.

* 1. The Future – the voluntary sector recognises that we are still in a period of austerity and that it needs to continue to work closely with statutory agencies. The voluntary sector has identified that enhancing dialogue across sectors would be beneficial.
1. **COUNCIL GENERAL MATTERS**

(Report of the Head of Community Engagement)

* 1. Ask Nick 7 is being held on 9 July at Holy Trinity Brompton. The voluntary sector is encouraged to help advertise the event to service users.
	2. The Council is hosting a faith communities seminar on 21 July in the Mayor’s Parlour.
	3. North Kensington Library move – Angela Spence highlighted that it would be good if once the new site is finalised the old building could be utilised for community use as it is such an iconic building.
	4. A series of successful events were held in conjunction with the Volunteer Centre and other voluntary sector partners to celebrate Volunteers Week and formally launch Team Kensington and Chelsea. Information about the Council initiative is available from Stephen Morgan.
	5. Youth provision commissioning – Clare Richards questioned the delay in this process. Angela Spence felt there has been insufficient communication with the voluntary sector groups affected. Angela Spence received an email from Children’s Services confirming that it will be writing to affected organisations within two weeks, a timescale that has now lapsed.
1. **REVIEW OF ANNUAL MEETING**

(Report of the Third Sector Development Officer)

* 1. In reference to paragraph 5.2 Angela Spence corrected that she highlighted that there is a scrutiny committee in place to look at commissioning processes rather than questioning whether one could be set up. Mr Redpath has investigated this and confirmed that this scrutiny committee is focussed on the technical legal documentation of the commissioning process of large scale contracts so not really suited to the purpose outlined by Angela Spence.
	2. The feedback from the meeting was generally positive.
	3. Angela Spence highlighted that it would have been beneficial to have more Councillors in attendance.
1. **AGREEMENT OF TERMS OF REFERENCE FOR 2015/16**

(Report of the Head of Community Engagement)

8.1 There is a requirement for the group to review the terms of reference annually. This year contains 2 minor changes – cabinet member portfolios and a clarification of the annual meeting invite list.

8.2 Mr Potter made the recommendation in light of there being insufficient representation from the Health and Wellbeing sector that a representative from Public Health and another from the CCG be approached. Angela Spence confirmed she had approached CCG for representation on the Compact Implementation Group and this identified a capacity issue with the CCG not being able to join any more fora. Steve Shaffleberg and Pete Westmore are officers from the Public Health department who are both already invited to attend.

8.3 These changes were accepted by the group.

1. **VENTURE COMMUNITY ASSOCIATION FILM**

9.1 Feedback on the film was positive.

9.2 Val Patterson shared concerns over the redevelopment of the Venture Centre.

**Action: Cllr Campbell confirmed that the Council will re-clarify the plans for the new community centre with the advisory group once they are known.**

1. **ANY OTHER BUSINESS**

None

**Meeting Ended 20:10**

**The date of next meeting will be on 1 September 2015 at 6.30pm**