

## Eastern Sheppey Big Local Partnership extraordinary meeting Tuesday 3<sup>rd</sup> March 2015

**Present:** Paul Leacock, Chair; Andy Booth, Vice-Chair; Pat Sandle, Finance; Daniel Perriam, Paul Murray, Oasis Academy; Lyn Newton, Swale Borough Council; Sharon McNaboe, Sarah Williams, Swale CVS/Locally Trusted Organisation

**Apologies:** Lesley Murray, Secretary

1. The meeting was called by the chair to discuss a proposal from Swale CVS to undertake three months' intensive community engagement and project development on behalf of the Big Local Partnership. Before discussing this matter, some other items were discussed:
  - a. Lyn and Paul Leacock have met with the Business and Skills Officer at SBC and then briefly with the Community (Sport and Physical Activity) Officer regarding Street Games to establish what progress, if any, had been made around possible programmes. Sharon said that she would be interested in taking a lead on Street Games for the group. **Action: Paul to pass Street games proposal and contacts to Sharon.**
  - b. Sarah confirmed that SCVS is to remain the LTO until the AGM in November rather than the end of year 1 in June.
2. Sarah left the room so that the Swale CVS proposal could be discussed. Concerns over the financial situation of Swale CVS were discussed but it was confirmed that they have reasonable reserves. Jim confirmed that Local Trust had looked into the financial position of Swale CVS and were content for them to act as the LTO.
3. Pat proposed that Swale CVS undertake 3 or possibly 4 days a week' work up until the end of May [as per the proposal], on condition that recruitment of the Partnership's paid worker started at the same time.
4. Lyn raised concerns about project management capability and on would want to see the immediate commitment to recruitment of a project worker [see 3]. She felt confident they could do the administration and were good at community consultation and engagement which were key strengths of the organisation. Jim said that the actual project development would be quite limited as their main focus should be on getting the commissioning underway ie for the cycle hire project and community engagement in particular to recruit new partnership members.
5. Andy said that the impetus [for pushing forward Big Local] would still need to come from the people around the table. He felt that Swale CVS had a high level of commitment but would need some lines in the sand [milestones to make clear what is expected by the partnership]. He supported spending an extra £2000 to get an extra day a week [four days].
6. The group reached a consensus that four days a week until end of May [as per the proposal] was their decision and that the focus should be on:
  - a. **Commissioning**
  - b. **Community engagement** including recruitment of new partnership members
  - c. **Recruitment** of new project co-ordinator
  - d. Also; Street games, Communications and Social Media, Small Grants and the Benches.
7. It was confirmed that this new programme of work would supersede rather than be additional to the 1.5 day a week existing programme focusing on Communications and Social Media and Small Grants.
8. Proposals on Street games, Employment and Enterprise and a more detailed work programme from Swale CVS would be discussed at the Partnership meeting on Monday 9<sup>th</sup> March.