

Big Local DY10

3 neighbourhoods, 1 voice

Special Meeting

10th July 2013, 7-8.30pm, Rainbow Children's Centre

Present	Apologies
Rev. Rose Lawley - Chair (RL) Rob Brown (RB) Carol O'Brien (CO) Terry Thomas (TT) Jo Knight (JK) Vander Browning (VB) Sarah Rook (SR) Jayne Nicholl (JN)	Siri Hayward (SH) John Stevenson (JS) Meg Mullen-Knight (MM) Sandra Weidrick (SW)
Observer	
Jackie Miller (JM)	
Invited	
Justin Bryant (JB) - Vestia Community Trust Helen Fairweather (HF) - Big Local Rep	

1	Introduction	<p>RL welcomed everyone to the meeting and thanked them for attending at short notice. The group agreed this would be a constructive meeting and all will be treated with respect.</p>
2	Background	<p>JB went through the timeline and his perspective of the current situation.</p> <ul style="list-style-type: none"> • Volunteers asked to form a photo comp sub group • JB & SW formed sub group • Group agreed to camera workshops • £500 equipment for Someone's Art agreed to deliver workshops • Someone's Art did not feel comfortable with this arrangement. • JB met with SW to discuss and develop an alternative proposal • Alternative proposal distributed to group for discussion/agreement <p>This led to a group discussion where elements of the timeline</p>

		<p>from JB were challenged. The following issues were highlighted by the group:</p> <ul style="list-style-type: none"> • Communication – group do not feel they have been kept informed • Roles within group – some confusion if SW is a volunteer on the group or representing a business or organisation • The workshop proposal changed after it was agreed • The revised proposal does not include the continuation of the workshops beyond the initial clubs – which is a key part <p>The group agreed the confusion started when the proposal changed.</p> <p>JB acknowledged that his covering email with the revised proposal was not clear enough and was responsible for some of the confusion. This was rectified in the follow up email asking for an explicit decision from the steering group.</p>
3	Comments	<p>SR acknowledged that projects can sometimes change however changes need to be communicated to the group. She felt that the comparisons between the current situation and that of BRAG and the community lunches was unfair as the community lunches were delivered by volunteers and are now becoming sustainable.</p> <p>RB suggested that all activity of the Big Local DY10 needs to have an on-going social impact so the clubs/workshops need to continue beyond this phase of the project.</p> <p>CO asked for clarity on the prizes being offered as originally it was digital cameras and canvas prints and now there were Tesco vouchers. JB said that they (JB & SW) had discussed rewards for young people to engage them with the project and felt vouchers would be a good way of doing this. Due to issues obtaining parental consent it was suggested that the club/workshop could be part of the school activity rather than an outside club. Therefore the overall prize would be for the school rather than individual. Feedback received by SW from the schools was that cameras were readily available within school therefore an alternative school prize of canvas prints was included on the revised proposal. CO stated that the purchase of Tesco vouchers did not fit with the ‘Sticky Money’ clause in the Terms of Reference.</p> <p>JN said that the group needs to be a bit more ‘business like’ in its approach to commissioning work and that if a clear process was in place from the start then we would not be in this situation.</p>

		<p>VB stated she's worried that if the clubs do not continue this term there will be a group of children in the area who will not have the opportunity to be involved as they will be leaving the schools.</p> <p>JK explained to the group how the process for the BRAG community Lunches worked:</p> <ul style="list-style-type: none"> • JK & SR developed proposal • Proposal distributed to group • Group decision made at Steering Group • Feedback to steering group on how activity went <p>The group agreed this process worked well.</p>
4	<p>What the group has agreed / Options</p>	<p>HF suggested the group use the flip chart to write down what has been agreed up to now.</p> <p>Agreed</p> <ul style="list-style-type: none"> • Photographic project good idea • £500 – Equipment – Cameras etc. • Purchase 10 disposable cameras/processing £50 • Refreshments £30 • Total £580 <ul style="list-style-type: none"> • Period 12 months – ‘Someone’s Art’ • Club in 3 / 4 schools • Admin - Vestia <ul style="list-style-type: none"> • 4th June agreed to reimburse SW for cost of materials bought asked for invoices to be paid by Big Local <p>HF suggested the group list the options available - listing positives and negatives for each.</p> <p>Option 1 – Agree proposal</p> <p>Positives</p> <ul style="list-style-type: none"> • Costs are clear <p>Negatives</p> <ul style="list-style-type: none"> • Not enough detail • Includes costs already incurred • Nothing included about camera clubs continuing <p>Option 2 – Proposal revised</p> <p>Positives</p> <ul style="list-style-type: none"> • Continuation of competition • Ensure local suppliers • Keep interest going • Meet Big Local criteria?

		<p>Negatives</p> <ul style="list-style-type: none"> • Proposal should be tendered if paying for peoples time <p>Option 3 – Proposal postponed</p> <p>Positive</p> <ul style="list-style-type: none"> • Would allow tendering • Will give more time for successful delivery • Would meet criteria <p>Negative</p> <ul style="list-style-type: none"> • Would let year 6 children down (Opportunity for these to enter as individuals) <p>Option 4 – Proposal not accepted (not clear enough at present)</p> <p>Positive</p> <ul style="list-style-type: none"> • Lessons learned <p>Negative</p> <ul style="list-style-type: none"> • Would have a negative effect on the Steering Group
5	Decision	<p>The group discussed each option in turn. RL asked for a vote on their preferred option.</p> <p>Unanimous vote was cast in favour of option 3, with 7 votes for and no votes against. Therefore the proposal is postponed to allow for a tendering process to be put in place.</p> <p>The group agreed that at the next meeting they will focus on writing a specification that can be distributed to interested organisations that are able to deliver workshops to the groups' specification and design.</p> <p>All members of the Steering Group will be invited to play a part in developing the Tender. However if any members of the Steering Group are involved with any organisations submitting a proposal then they will not take part in the decision making process.</p> <p>RB stated that whilst he doesn't know much about Someone's Art they appear to be a group, based in the Big Local areas that could deliver this and would welcome them to submit a proposal for the new tender. The group agreed with this.</p> <p>TT thanked SW for her hard work in getting this far with the workshops and her involvement. The group agreed and asked for their thanks to be conveyed to SW for her hard work.</p>

8	Other issues, comments, ideas	<p>Purchase of digital cameras There was some confusion over the purchase of the digital cameras. It was a group decision recorded in the notes of the meeting on 4th June 2013 so JB purchased however they now appear not be needed? Views were expressed over the reason for purchase. The group agreed to use some of the cameras for prizes.</p> <p>Breakdown of costs incurred The group discussed the 'costs already incurred' element of the proposal. Some views were expressed this should be paid and other views expressed were that they had not been specifically agreed by the Steering Group so shouldn't. The group felt that more detail was needed before a decision could be made by the group. It was agreed to ask SW for a further breakdown of costs before a decision is made.</p> <p>Training Certificates CO expressed her disappointment that despite attending the Community Researchers Training in February she had not received her certificate. JB apologised as these were given to him shortly after the training and he has brought them to several meetings but forgot to distribute. This has not been the fault of the training provider. JB will bring to next meeting.</p>
8	Date of next meeting	The group agreed to meet on Wednesday 24 th July 7:00 - 8:30pm. The venue is TBC.