

**Big Local Partnership Meeting Notes**

**16th November, 2016**

**St Ambrose’s Social Club**

1. **Present:**

Brenda, Jayne (from 7.45pm). Alex (from 7.45pm), Suzie, Mark, Vander, Siri, Helen, Adrian

1. **Apologies:** Jo, Tammy, Terry
2. **Agreeing the notes from last meeting:** Notes agreed.
3. **Conflicts of interest on agenda items for this meeting:** None declared.
4. **Capacity Support:**Confidential item discussed without workers present.
5. **Future Governance Structures for DY10 – Questionnaire**  
   Alex presented a questionnaire to Partners on behalf of Vestia, with the aim of gathering feedback from Partners and getting an idea of what partners would like from a future delivery vehicle. There was some discussion around this needing to be a bigger piece of work so that Partners felt ready to comment and make suggestions.   
   After some discussion, it was agreed that Alex would research other Big Local areas nationally, finding out what steps they are taking to make a lasting impact that will go beyond the 10 year programme.  
   It was agreed to carry a discussion forward after March 2017.
6. **Updating Terms of Reference**  
   Confidential item - will be circulated to Partners at next meeting.
7. **Safeguarding Policy**

Alex updated that since circulating the policy she had been advised by Justin at Vestia to refer to it as a ‘protocol’ rather than a ‘policy’ because part of the LTO’s role is to ensure that Big Local Partnerships comply with their LTO’s Safeguarding Policy. Alex updated that the document included both elements of the LTO’s policy as well as references that were more relevant to Partners in their capacity as community volunteers.

There was some discussion around DBS checks and if Partners would benefit from Safeguarding training. Due to the fact that some Partners already received training as part of their paid employment, it was agreed that just Alex and Jayne should continue to receive training and complete DBS checks.

It was agreed by Partners that the Safeguarding Protocol should be adopted. Vote proposed by Siri and seconded by Adrian.

1. **Greener Living Fair – 28th January**  
   Brenda updated Partners about the Greener Living Fair and suggested St Oswald’s Primary School were asked to showcase their project, having received a Big Local Grant for their ‘smelly garden.’
2. **A.O.B.   
   Awards Evening** – Following on from previous discussions about an Award in memory of Sharon Tansley (in recognition of a young volunteer) and John Stevenson (in recognition of an adult volunteer), it was agreed to arrange a Big Local DY10 celebration event in Spring 2017 that would include awards and invites to active groups and organisations who have received a Big Local grant.  
     
   It was agreed that for 2017 Partners would decide who should receive the Awards, but from 2018 onwards there would be a nomination process. Vote proposed by Siri and seconded by Vander.  
     
   Apprentice – Brenda updated that the Apprentice Katie had resigned due to personal circumstances and they hoped to re-advertise and protect the funding that had been earmarked by other partners.  
     
   Alex asked Partners if they had any objection to Big Local paying for the Santa’s Grotto for the Horsefair and Proud Christmas event and then deducting the amount from the Big local Grant they would be receiving. This is due to the bank account not being set up in time and the invoice needing to be paid in advance of the event. It was agreed by Partners as a ‘one-off.’

Alex updated Partners about the Domestic Abuse priority that has been flagged as an issue for Broadwaters Ward by Safer Wyre Forest. The White Ribbon Campaign would be supported at the Horsefair Christmas event on December 3rd with a £300 grant from Safer Wyre Forest towards the event.

Brenda updated Partners on the Big Engagement meeting and explained future meetings were taking place about preventative and educational work around ‘healthy relationships’ that would support the Domestic Abuse work currently taking place.

Helen updated Partners on some future Local Trust events and shared details about the latest newsletter.

Brenda shared some sensitive information about illegal loan sharks operating in the Big Local aware, encouraging Partners to be aware.

**Date of Next Meeting :** **18th January 2017, at 7 p.m.**