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NOTICE OF MEETING



BIG SOCIETY PANEL

will meet on

MONDAY, 7TH DECEMBER, 2015

At 7.00 pm

in the

DESBOROUGH 4 - TOWN HALL,

TO: MEMBERS OF THE BIG SOCIETY PANEL

COUNCILLORS CHRISTINE BATESON (CHAIRMAN), ASGHAR MAJEED (VICE-CHAIRMAN), NATASHA AIREY, GEORGE BATHURST, HASHIM BHATTI, JESSE GREY AND PHILIP LOVE

SUBSTITUTE MEMBERS

COUNCILLORS JACK RANKIN, CLIVE BULLOCK, DAVID BURBAGE, DAVID COPPINGER, MOHAMMED ILYAS AND SHAMSUL SHELIM

Karen Shepherd - Democratic Services Manager - Issued: Date Not Specified

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Wendy Binmore** 01628 796 251

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AGENDA

PART I

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3.	<u>MINUTES</u> To confirm the Part I Minutes of the previous meeting	5 - 12
4.	<u>REVIEW OF COMMUNITY RIGHT TO BID PROCEDURES</u> To receive the above report.	13 - 32
5.	<u>BIG SOCIETY PROJECT UPDATES</u> To receive the above report.	33 - 64

MEMBERS' GUIDANCE NOTE

DECLARING INTERESTS IN MEETINGS

DISCLOSABLE PECUNIARY INTERESTS (DPIs)

DPIs include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any license to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

PREJUDICIAL INTERESTS

This is an interest which a reasonable fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs your ability to judge the public interest. That is, your decision making is influenced by your interest that you are not able to impartially consider only relevant issues.

DECLARING INTERESTS

If you have not disclosed your interest in the register, you **must make** the declaration of interest at the beginning of the meeting, or as soon as you are aware that you have a DPI or Prejudicial Interest. If you have already disclosed the interest in your Register of Interests you are still required to disclose this in the meeting if it relates to the matter being discussed. A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in discussion or vote at a meeting.** The term 'discussion' has been taken to mean a discussion by the members of the committee or other body determining the issue. You should notify Democratic Services before the meeting of your intention to speak. In order to avoid any accusations of taking part in the discussion or vote, you must move to the public area, having made your representations.

If you have any queries then you should obtain advice from the Legal or Democratic Services Officer before participating in the meeting.

If the interest declared has not been entered on to your Register of Interests, you must notify the Monitoring Officer in writing within the next 28 days following the meeting.

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Agenda Item 3

BIG SOCIETY PANEL

MONDAY, 12 OCTOBER 2015

PRESENT: Councillors Christine Bateson (Chairman), Asghar Majeed (Vice-Chairman), George Bathurst, Hashim Bhatti and Jesse Grey

Also in attendance:

Officers: Wendy Binmore, Harjit Hunjan, David Perkins, Andrew Scott, Caroline Tack and Mark Lampard

APOLOGIES

Apologies were received from Councillors Natasha Airey and Philip Love.

DECLARATIONS OF INTEREST

None received.

MINUTES

PROGRESS OF THE DELIVERING DIFFERENTLY TO NEIGHBOURHOODS PROGRAMME

Members noted the following key points of the report:

- The report set out the progress to date and the next steps.
- It asked Members to endorse the progress so far.
- The Council was committed to transparency and localism.
- 13 of 14 parish councils delivered at least three services.
- In January 2014, the council was successful in obtaining funding for the programme.
- The project set out to deliver feasibility study working collaboratively with parish councils.
- The programme was identifying ideas for the future and sought solutions to potential barriers.
- The programme had received feedback via the parish forum; governance had been one issue that had come up so the team were working closely with parishes to come up with creative solutions.
- The benefits of the programme reinforced manifesto commitments to work with parishes.
- Progress to date included:
 - At the start of the programme, the team contacted Cornwall and Buckinghamshire councils and learned good practice and found there were areas the team could work on that they had not previously thought of.
 - As an authority, the council was taking a different approach; it was not about trying to save money or to cut services.
 - The team gained an insight into devolution.
 - Workshops had been held with parish councils.
 - A consultation had been carried out parish by parish.
 - Improved communication channels.
 - There was a desire to get better information on services carried out by the council.
 - The team were running bite sized sessions for parish councils to answer any queries.
 - DALC and BALC had both been involved with the programme.

- Highways contracts going out to tender with a clause contractors must work with parish and town councils. It will be specifically explained to the contractor so they knew what was expected.
- The framework for the tender process will be released so that other councils could learn from it.
- There were some volunteers from the parish conference who offered to engage with the procurement process which would enhance the process.
- The team had been listening to parish councils and they were building into the process good standards of working practice.
- The programme would continue to engage with parishes and meetings with individual parish councillors had been taking place and information had been provided to them on services. Parish councils had been providing feedback on that information on how they could devolve services.
- The parish councils should start to see actions by spring 2016.

The Head of Neighbourhood & Streetscene Delivery confirmed that following feedback from parish councils, they wanted to see a designated person they could contact regarding services that had been devolved. He added he had been looking at what could be implemented quickly and then once in place, they could look at a more longer term solution.

The Chairman requested a list of services which had been successfully taken up by parish councils; the Vice-Chairman requested the contact details of a parish liaison officer to be included in the next report on the Delivering Differently to Neighbourhoods report. The Head of Neighbourhood & Streetscene Delivery confirmed he was looking to continue the menu of services on offer but was also tailoring the offering to parishes that worked for them. Some of the services on offer might not have been applicable to all parishes. With regards to the highways contract, all authorities had highways contracts so the borough was not unique but, where the borough would be unique is in the tendering document; any potential contractors would have to liaise with parish councils. Flexibility was to be built into the process so whoever won the contract would know what was to be expected. That would build on the councils vanguard status. Cllr Grey commented it was encouraging to hear the lengths the borough was going to try and sell the devolution of services to parish councils.

Cllr Rankin queried whether the Windsor and Eton Town Partnership Board would be offered a similar programme as Windsor town was a non-parished area. The Head of Neighbourhood & Streetscene Delivery confirmed it was part of the programme to look at how to devolve services to non-parished areas. Conversations had taken place with Cllr Bathurst on how to devolve services for those areas. The Head of Neighbourhood & Streetscene Delivery had also requested the leader to pilot devolution to the Windsor UK group; there was a lot of potential in that area. The Chairman stated it was important to get ward councillors involved too.

- ❖ **Action:** for a list of services taken up by parishes to be included in the report for the next Big Society Panel meeting.

RESOLVED UNANIMOUSLY: That Members:

- 1. Noted Progress on the Delivering Differently in Neighbourhoods project and endorsed the future actions outlined in the report.**
- 2. Endorsed discussions with Windsor UK be brought forward to the earliest opportunity so the group may be added to the menu and for ward councillors to be involved in the process.**

LONELINESS UPDATE

The Community & Business Partnerships Manager introduced the report and gave a brief update which included the following key points:

- The report highlighted details of work that had been undertaken by the council with partners to address the problem of loneliness in the borough.
- Workshops had taken place and a plan of action had been produced.
- Terms of Reference had been established for the steering group and several meetings had been scheduled.
- There were two areas to work in collaboratively:
 - To make people aware of services available.
 - To plug gaps in services where gaps were found.
- Areas identified as greatest risk were listed in the report.
- It was a manifesto commitment to address the impacts of loneliness.
- The project tried to identify the biggest challenges, so the project started working with older people and then move on to address younger lonely people.
- The project used the JSNA ward profiles available for each of the boroughs wards and compared one ward against another.
- The project remained a borough-wide project, although it would initially focus on the areas of greatest need.
- There had been good engagement from different partners and the project had tried to communicate the services already available.
- An information leaflet had been produced that was also available online.
- The project addressed the number of visits to GPs and worked with Public Health to produced information for GPs to signpost lonely people to appropriate services.
- The project was also working with care homes in the adopt-a-home scheme.
- The project celebrated Silver Fortnight.
- There was no impact on budget as the project was about coordinating services and was done through existing budgets. However lead, should funding be required at a later date, the lead member for the project may come back and request funding in the future.
- There was a heat map produced which showed the largest concentrations of loneliness in the borough. There were other areas but, they were starting with the largest numbers first.
- A combination of factors made up the heat map such as those without cars, long term sick, disabled, the over 65s.
- There were lonely people in other areas of the borough, but the areas mapped were the highest concentrations. There was a long list of characteristics that made up loneliness such as assisted bin collections or falls. It was not an exact science.

Cllr Rankin stated it was good to hear the emphasis of the project was on partner collaboration. The Community & Business Partnerships Manager confirmed this was a joint project being undertaken with Adult Services as well as other outside organisations such as the Fire and Rescue Service. Cllr Grey commented that since the issue of loneliness had first been raised a lot of work had been done which was encouraging.

RESOLVED UNANIMOUSLY: That Members:

- 1. Noted and commented on the progress made in progressing the actions and activities detailed within the action plan.**

2. **Noted and commented on the findings of the mapping activity and ‘heat map’ produced to highlight the wards having the largest concentration of residents groups likely to experience loneliness. They had been identified as being Oldfield, Clewer South, Eton Wick and Clewer North.**
3. **Endorsed a recommendation that the wards detailed above are identified as initial pilot areas for local intervention and that a plan of intervention with clear milestones, outcomes success measures and partners responsibilities are produced for each area.**
4. **To also remember after looking at concentrations of loneliness already identified, to look into concentrations of loneliness in rural areas of the borough.**

OVERVIEW OF POLICY COMMITTEE WORK PROGRAMME

Details of the work programme for the Policy Committee were noted.

BIG SOCIETY PROJECT UPDATE

Devolution to Parishes

Members were referred to page 1 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted that Devolution to Parishes had already been discussed earlier in the meeting.

Adopt A Street

Members were referred to page 1 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- A newsletter had been circulated to all volunteers.
- A brief questionnaire had also been circulated asking volunteers how the borough could make volunteering easier.
- The Community & Business Partnerships Manager said he would check volunteer targets based on the target date of March 2016 and confirm them with the Panel at the next meeting.

Participatory Budgeting

Neighbourhood Budgets:

Members were referred to page 2 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- 1843 votes had been cast.
- A new round of voting commenced on 20 August 2015 and would run until 14 October 2015.
- There were 15 projects in the current voting round.

Greenredeem PB Scheme:

- the first round for the new scheme ended in September 2015.
- 25 groups were taking part.
- 3.5m points had been donated so far.
- Half a million points had been donated in the last week.

Member Budgets:

- 15 Councillors had spent some or all of their budget.
- £10,000 had been spent so far.
- All Members had been written to regarding spending or allocating their budgets.

Youth Participatory Budget:

- Online voting had taken place between 18 May and 1 June 2015.
- Winners would be announced on 8 June 2015.
- An update would be brought back to the next Panel meeting.

Transparency

Members were referred to page 4 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- There were 160 opportunities from 70 different organisations advertised on the WAM Get Involved website.
- A recent meeting had taken place to review the website with minor changes to be made.
- The business section of the website were to be given a higher priority.
- the team would continue to promote the WAM Get Involved website.

Recruitment to Parishes

Members were referred to page 5 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- At 15 September there were three vacancies on parish councils unfilled following the May 2015 elections.

Corporate Social Responsibility (CSR)

Members were referred to page 5 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- CSR was an ongoing project and a second CSR event would be held in 2015.
- There were nine corporate volunteering projects running since the last Big Society Panel.

Bright Idea Challenge Prize

Members were referred to page 6 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- The 2015/16 competition was launched on 22 September 2015 and would be open for entries until 30 October 2015.
- The ambassadors for the 2015/16 competition were Windsor Resident Roz Savage, the first woman to row solo across three oceans, and her partner Howard Luck, an environmental campaigner.
- To date, 30 ideas had been submitted.
- Park Run, from the 2014 competition was up and running and doing very well.

Start Your Own Business

Members were referred to page 8 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- One Strive course had taken place already.
- Two more courses were planned.
- The next course was funded by Housing Solutions.
- Radian were contributing in kind by providing champions and paying for their residents courses.

Pledgebank

Members were referred to page 8 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- ❖ There had been three active pledges set up through Pledgebank.
- ❖ Marketing and advertising was being developed through the use of social media.

Developing Social Enterprise

Members were referred to page 8 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted the key points of the update included:

- There had been two applications for Social Enterprise Grant Funding since March 2015 which the Working Party would need to discuss as soon as possible. They were:
 - Ways into Work – a former Council Service that had been established as a social enterprise.
 - WAMDSAD – is the commercial arm of SportAble. They were seeking funding to establish a new enterprise that would deliver specialist team building exercise focused round opportunity for employees to experience disability sports.

Loneliness

Members were referred to page 9 of Appendix A for a tabled breakdown of the current actions / next steps, SMART objectives and the Key Risks / Issues / Barriers.

Members noted that Devolution to Parishes had already been discussed earlier in the meeting.

RESOLVED UNANIMOUSLY: That:

- i. Members noted and commented on the progress of the projects.**

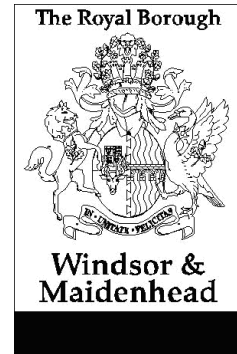
The meeting, which began at 7.00 pm, finished at 8.00 pm

CHAIRMAN.....

DATE.....

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Report for: INFORMATION
Item Number:



Contains Confidential or Exempt Information	No
Title	Review of Community Right To Bid Procedures
Responsible Officer(s)	Kevin Mist
Contact officer, job title and phone number	Andrew Green, Community Partnerships Officer 01628 682940
Member reporting	Cllr. Bathurst
For Consideration By	Big Society Panel
Date to be Considered	7 December 2015
Implementation Date if Not Called In	
Affected Wards	All
Keywords/Index	Localism Act, Community Right To Bid

Report Summary

1. The report reviews RBWM's policy and procedures in relation to the Community Right to Bid (CRTB) introduced by the 2011 Localism Act in light of experience to date and recent legislative changes that affect permitted development rights for licensed premises nominated under the legislation.
2. It recommends the adoption of a revised policy and process for dealing with the nomination of Land or Buildings to be categorised as Assets of Community Value.
3. The key changes recommended are:
 - That responsibility for the Register of Assets and associated procedures should remain with the Community Partnerships team but with closer involvement from Development Management; this position to be reviewed in 12 months time.
 - That responsibility for Listing Reviews (where the owner of a property appeals against a decision) should be undertaken by a senior officer nominated by CMT with support from Shared Legal Services.
 - That the Council should adopt the Revised Community Right to Bid Policy at Appendix A and the revised procedure at Appendix B.
4. Appendix C summarises the nominations received to date and lessons learned.
5. These recommendations are made to ensure that the Council continues to meet its responsibilities under the Localism Act.
6. There are no immediate financial implications arising from the adoption of the new policy.

If recommendations are adopted, how will residents benefit?	
Benefits to residents and reasons why they will benefit	Dates by which residents can expect to notice a difference
Community Right to Bid legislation supports local residents to ensure that land and buildings they value are retained for the benefit of the local community. Changes to the policy and procedure are intended to ensure the legislation is implemented as effectively and efficiently as possible.	January 2016

1. Details of Recommendations

1. That responsibility for the Register of Assets and associated procedures should remain with the Community Partnerships team but with closer involvement from Development Management; this position to be reviewed in 12 months time.
2. That responsibility for Listing Reviews (where the owner of a property appeals against a decision) should be undertaken by a senior officer nominated by CMT with support from Shared Legal Services.
- 2 That the Council should adopt the revised Community Right to Bid Policy at Appendix A and the revised procedure at Appendix B.

2. Reason for Recommendation(s) and Options Considered

Option	Comments
1. The Council retains its existing policy and procedures and does not make any changes.	Changes introduced by the Town and Country Planning (General Permitted Development) (Amendment) Order 2015 mean there are closer links between ACV listing and <i>Planning</i> status. It would be more appropriate for the process to sit within Planning.
2. Responsibility for managing the Register of Assets of Community Value should pass from Community Partnerships to Development Management.	Permitted Development Rights for drinking premises nominated under the legislation are affected – so there is a closer relationship between planning and community right to bid decisions.
3. Responsibility for managing the Register of Assets should remain with Community Partnerships but Development Management should be more fully involved in the process.	The Borough Planning Manager's comments at 2.9 indicate that the changes are not sufficient to turn the decision from a community rights to a planning matter and there could potentially be confusion around the decision arising from confusion between different sets of criteria. The changes could be addressed by closer co-operation between the two teams.
This is the recommended option.	

- 2.1 The original reason for ACV nominations being dealt with by the Community Partnership Team were firstly that the legislation conferred rights on the local community but, had no direct impact on the planning status of an asset and secondly because an appeal by the property owner has to be undertaken by a senior officer not involved in the original decision and removing Planning from the original decision would enable them to undertake this role.

- 2.2 However, changes to permitted development rights relating to public houses in the *Town and Country Planning (General Permitted Development) (Amendment) Order 2015*) mean that from 6th April 2015, planning permission is required for any change of use or demolition of a public house registered as an ACV. The removal of permitted development rights takes effect for a period of five years beginning with the date on which the building was entered on the list so for public houses, our most frequently listed building type, listing as an ACV now has a direct planning implication.
- 2.3 It's also the case that, where a public house is not listed as an ACV, the developer has to send a written request to the local authority to enquire whether the building has been nominated as an ACV before carrying out any development under permitted development rights.
- 2.4 In view of these changes it the responsible Lead Member suggested that responsibility for the Register of Assets of Community Value should pass to Development Management rather than Community Partnerships.
- 2.5 However, the Borough Planning Manager has been consulted in preparation of this report and considers it would be more appropriate for the procedure to remain within Community Partnerships as there could be an accusation that that the Local Planning Authority is making a judgement around the planning merits of a nomination rather than the community rights it enshrines. Whilst the change in permitted developments rights for drinking establishments changes the relationship between community rights and planning legislation the Borough Planning Manager does not consider that this makes the Asset of Community Value decision a planning matter. There is an argument for involving Development Management more fully in the process rather than them taking on full responsibility.
- 2.6 The Lead Member has agreed on the basis of this feedback that responsibility should stay with Community Partnerships at present with a further review totake place after 12 months.
- 2.7 If officers from Development Management are involved in the original decision they can not undertake a Listing Review if the decision is subsequently challenged. It is suggested Listing Reviews should be undertaken by a senior officer appointed by CMT with the support of Shared Legal Services.
- 2.8 A revised procedure picking up the above changes is attached as Appendix A.
- 2.9 The criteria for listing decisions has been reviewed in light of advice from Shared Legal Services. They recognize that community groups do not have to demonstrate that they have the resources to submit a bid but state that they should have a clear understanding that this is the intent and purpose of the legislation.

3. Key Implications

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
The Council has a revised policy and procedure in place by January 2016 for dealing with nominations to list land or buildings as Assets of Community Value under the CRTB.	The necessary changes are not in place by January 2016 and the Council fails to meet its legal obligations as a consequence.	The Council has a revised policy and procedure in place by January 2016.	N/A	N/A	January 2016
Decision on whether land or buildings should be included in the list of Assets of Community Value.	The Council fails to make one or more decisions within 8 weeks.	The Council makes decisions on 100% of nominations within 8 weeks (as required by regulations).	The Council makes decisions on 100% of nominations within 7 weeks.	The Council decides 100% of nominations within 6 weeks.	March 2016

4. Financial Details

a) Financial impact on the budget (mandatory)

The costs to local authorities associated with implementation of CRTB were covered by central government during the Spending Review period (2011/12 – 2014/15) but they are now required to cover the additional costs of administering the scheme and meeting compensation claims from within their own budgets.

The Localism Act allows for private property owners, who believe that they have incurred losses as a result of complying with these procedures, to apply for compensation from the local planning authority. Government provided a safety net until March 2015 for local authorities facing claims of over £20,000 in one year but this provision has now expired and the authority would need to meet any claims from within its own resources.

There have been two appeals against the Council's listing decisions (one of which is currently outstanding) but the Council has not to date received any compensation claims.

5. Legal Implications

5.1 The policy and procedure are intended to meet RBWM's obligations under the 2011 Localism Act.

5.2 Criteria for nomination have been reviewed with a view to establishing whether the Council can set criteria that relate to community groups' capacity to bid for assets if/when they come up for sale.

5.3 Advice from Shared Legal Services is as follows:

I have reviewed the legislation (Part 5 Chapter 3 of the Localism Act 2011, and the Assets of Community Value (England) Regulations 2012, which together deliver the Community Right to Bid) and government guidance in relation to the legislation.

As you are aware, under s90 of the Localism Act, if the Council receive a community nomination it must accept the nomination if the asset is in the Council's area, meets the definition, and is not excluded. The legislation does not provide for the Council to require the applicant to demonstrate a business plan when considering a nomination.

The definition of 'land of community value' only refers to the use of the building or land. The size or value is not referred to anywhere in the legislation or guidance. legislation makes no reference to the type of asset, only the use of land. The types of land which have been granted ACV status under the legislation include car parks, school playing fields, local parks and nature reserves, as well as pubs and village halls. The Council are therefore unable to limit the range of assets capable of being granted ACV status, based on the type or size of the asset, either the asset comes under the definition of 'land of community value' or it does not.

With regards to declining a nomination if the community group is unable to demonstrate how it can viably acquire and manage the asset in the future, section 4.3 of the ACV Guidance note states that;

"Nominations can be accepted from any unincorporated group with membership of at least 21 local people who appear on the electoral roll within the local authority, or a neighbouring local authority. This will for instance enable nomination by a local group formed to try to save an asset, but which has not yet reached the stage of acquiring a formal charitable or corporate structure."

In addition, when making a nomination, a community group is only required to provide the following:

- I. A description of the nominated land including its proposed boundaries. These boundaries do not have to be the same as ownership boundaries, for instance as shown on the Land Registry plan if the land is registered; nor is it necessary for all parts of the nominated site to be in the same ownership.*
- II. Any information the nominator has about the freeholders, leaseholders and current occupants of the site.*
- III. The reasons for nominating the asset, explaining why the nominator believes the asset meets the definition in the Act.*
- IV. The nominator's eligibility to make the nomination."*

Eligibility would therefore only appear to be decided on whether the group is able to provide the above information and whether it meets the definition of a "voluntary or community body" under s89 of the Localism Act.

6. Value for Money

The policy and accompanying procedure have been reviewed to minimise bureaucracy and to ensure value for money.

7. Sustainability Impact Appraisal

There is no direct impact on sustainability issues stemming from this report.

8. Risk Management

Risks	Uncontrolled Risk	Controls	Controlled Risk
Lack of clarity around roles, responsibilities and procedures leads to one or more nominations not being determined within the statutory deadlines.	Medium	The revised policy and procedure are intended to establish clear roles, responsibilities and procedures.	Low
Failure to adjust procedures in light of recent legislative changes could lead to confusion and uncertainty around the planning status of some land and/or buildings.	High	The recommendation that Planning should take the lead on ACV nominations is intended to address this risk.	Low

9. Links to Strategic Objectives

Residents First

- Work for safer and stronger communities by devolving power to the community

Delivering Together

- Strengthen Partnerships by working with the community to identify Assets of Community Value

Equipping Ourselves for the future

- Deliver effective services – by securing the involvement of local communities in delivering local services

10. Equalities, Human Rights and Community Cohesion

The legislation provides greater opportunities for those affected by closure and disposal of private and public assets to obtain and run them. The identification of

Assets of Community Value will be conducted in an open transparent way to ensure that all eligible groups have an opportunity to make nominations. Appropriate support will be considered for groups who require it, targeting those who lack the skills, expertise and knowledge to make a competitive bid for an asset.

11. Staffing/Workforce and Accommodation implications

There are no direct staffing, workforce implications arising from the report. If Members determined that this function should move to Development Management there would be training implications and a potential impact on other work undertaken by the unit should the workload around ACVs increase in future.

12. Property and Assets

There is no requirement within the legislation for the Council to dispose of its assets. The legislation will only be triggered if and when the Council has already decided to dispose of a council owned property or when a lease comes up for renewal.

13. Any other implications

None arising from the report

14. Consultation

15. Timetable for Implementation

The revised procedures reflect the current situation and would take immediate effect from the date of the Big Society Panel's agreement.

16. Appendices

Appendix A – Proposed Revision to Community Right to Bid Policy
Appendix B - Community Right to Bid Procedure
Appendix C –History of Nominations Received and Lessons Learned

17. Background Information

- 17.1 The Community Right to Bid (CRTB) came into effect on 21st September 2012. It gave communities a right to identify land or buildings that they believe to be of importance to their community's social well-being and wish to retain in community use.
- 17.2 Local authorities are required to develop, maintain and publish a list of Assets of Community Value. If an owner of a listed asset wants to sell they are required to notify the local authority, which in turn, has to notify interested parties. If local groups are interested in buying the asset they then have six months to prepare a bid to buy the asset before it can be sold.
- 17.3 The right includes private assets such as the local pub or village shop as well as assets owned and managed by the Council or another public body.

17.4 Nominations for listing have to be submitted by a 'relevant body'. Parish Councils and Voluntary or Community Groups with a local connection are defined as relevant bodies under the legislation. An 'unincorporated body' comprising 21 residents eligible to vote in the parish are also a 'relevant body' for the purposes of nomination although they would not be able to submit a bid.

17.5 The regulations require that a decision on whether or not to list a property or not must be made within eight weeks of a nomination being received. Local authorities have to decide which officer should make the decision as to whether or not land is of community value as defined by s.88 of the Localism Act.

18. Consultation (Mandatory)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Jenifer Jackson	Borough Planning Manager	11/11/2015	17/11/2015	See comments at 2.9
Kevin Mist	Head of Community Services	18/11/2015	18/11/2015	
Sean O'Connor	Interim Head of Legal Services	19/11/2015	20/11/2015	Section 5
Andrew Brooker	Head of Finance	18/11/2015		
Cllr. Bathurst	Lead Member for Policy and Performance	18/11/2015	19/11/2015	Changed recommendation/ Amended criteria.
Cllr. D. Wilson	Lead Member for Planning	17/11/15		
Cllr. Burbage	Leader of the Council			

Report History

Decision type:	Urgency item?
For information	No

Report no.	Full name of report author	Job title	Full contact no:
	Andrew Green	Community Partnerships Officer	01628 682940

Royal Borough of Windsor and Maidenhead: Community Right to Bid Policy – Revised November, 2015

1. Introduction and Overview

- 1.1 The Community Right to Bid (CRTB) gives communities the right to identify a building or other land that they believe to be of importance to their community's social well-being. If such an asset or piece of land comes up for sale, the community will be given a fair chance to make a bid to buy it on the open market. The right will include private assets such as the local pub or village shop as well as assets owned and managed by the Council. To the extent that they meet the definition it will also include premises owned by other public bodies.
- 1.2 Local authorities are required to develop, publish and maintain a list of assets of community value. If an owner of a listed asset wants to sell it they are required to notify the local authority who in turn have to notify interested parties. If local groups are interested in buying the asset they will have six months to prepare a bid to buy it before the asset can be sold.

2. Royal Borough of Windsor and Maidenhead (RBWM) Policy Position on CRTB

- 2.1 RBWM is committed to transparency and open government and will develop, publish and maintain a list of all properties owned by the Council on its website.
- 2.2 RBWM will publicise the Community Right to Bid on its web site and in resident newsletters and will provide links to the government's Community Rights web site where there is further information, support and advice for community groups interested in exercising the right. RBWM's Community Partnerships Team will actively engage local residents to ensure that they are aware of the right, its potential benefits and the associated responsibilities. The Council is committed to empowering local communities and will ensure that local community groups are fully informed and receive all necessary support. The Council will encourage neighbourhood planning groups to identify potential assets of community value as part of the neighbourhood planning process. However, in line with the requirements of the legislation, the responsibility for identifying land or property that communities value and would wish to take into community ownership, rests with the communities themselves and it is local community groups who will need to bring forward nominations.
- 2.3 The Council will put appropriate structures in place for responding to nominations from relevant bodies and will ensure that nominations are dealt with efficiently and effectively. The procedure for responding to nominations is outlined in Appendix B.
- 2.4 RBWM recognises, as does government guidance¹, that the provisions will impact the rights of private property owners. To avoid unnecessary bureaucracy that will potentially arise from the associated rights of appeal and compensation, the Council will establish clear criteria for supporting or rejecting nominations for listing that are put forward by community groups. The grounds for supporting or

¹ DCLG – Assets of Community Value Policy Statement, Sept. 2011

rejecting nominations are set out in Appendix A – Criteria for accepting or rejecting nominations for listing as Assets of Community Value.

- 2.5 The criteria will relate solely to the process of nomination for listing. Nothing in the criteria would prevent the Council (or another owner) transferring an asset to a community group outside the terms of CRTB if this will serve to improve local services or enhance local facilities.
- 2.6 Listing as an Asset of Community Value will not place any restrictions on what an owner can do with their property, once listed, if it remains in their ownership, because it is planning policy that determines permitted uses for particular sites.
- 2.7 There is an exception to this rule in the case of Drinking Premises where Changes introduced by the Town and Country Planning (General Permitted Development) (Amendment) Order 2015 will affect permitted development rights.

Criteria for accepting or rejecting a nomination for listing as an Asset of Community Value

1. The Department of Communities and Local Government has defined an asset of community value as follows:

“A building or other land should be considered an Asset of Community Value if:

- a) its actual current use furthers the social wellbeing and interests of the local community, or a use in the recent past has done so
- b) and that use is not an ancillary one
- c) for land in current community use it is realistic to think that there will continue to be a use which furthers social wellbeing and interests
- d) or for land in community use in the recent past it is realistic to think that there will be community use within the next 5 years
- e) In either case, this test applies whether or not that use is exactly the same as the present use or the use in the recent past
- f) it does not fall within one of the exemptions (e.g. residential premises and land held with them.)”²

2. Bids must be submitted to the Council’s Community Partnership Team by a parish council or a local voluntary or community organisation with a local connection. Nominating groups must have a primary purpose concerned with the local authority’s area or the neighbourhood where the asset is situated if this is in more than one local authority area.³
3. Nominations must include the following information, prescribed by statute for the Council to be able to consider them;
 - A description of the nominated land including its proposed boundaries
 - Any information the nominator has about the freeholders, leaseholders and current occupants of the site
 - The reasons for nominating the site and why the nominator believes the asset meets the definition in the Act
 - The nominators eligibility to make the nomination.
4. Nominations can be made at any time, including after an asset has been put onto the market. Community groups are encouraged to nominate assets of community value as early possible and if possible before they come to the market.
5. DCLG guidance recognises that certain categories of land should be excluded from listing. These are specified in the regulations and are:⁴

² Community Right to Bid non statutory advice for local authorities

³ Ditto

1. ⁴ Assets of Community Value (England) Regulations 2012 (SI 2012/2421) – Sept 21 2012

a) Residential premises, including sites for mobile homes and boats. For a building which is or includes residential premises this will include land held with the residence under a single legal title, which would go beyond immediate gardens, outbuildings, yards etc and extend to all land held under that title. The exception to the exclusion of residential premises will be premises which include living quarters which are an integral part of a pub or shop and which are otherwise eligible for listing

b) Operational land as defined in Part 11 of the Town and Country Planning Act 1990 – that is land used for transport infrastructure and some other related purposes by specified bodies with statutory powers.

6 In considering appeals against listing as an asset of community value made by owners RBWM will take into account the following:

- a) The eligibility of the asset
- b) The eligibility of the nominating body
- c) Any new factors that have come to light since the original decision was made
- d) Any irrelevant or improper matter which the local authority might have taken into account in reaching its original decision

7 RBWM will not take the commercial effect of a decision to list the land or buildings into account. This is a separate matter that will be dealt with in relation to any claim for compensation.

8. Community Groups are not required to demonstrate that they have the resources to bid for the property at the time of the nomination but they should have a clear understanding that the purpose of the legislation is to enable the community to bid for the asset if/when it comes up for sale or renewal of the lease.

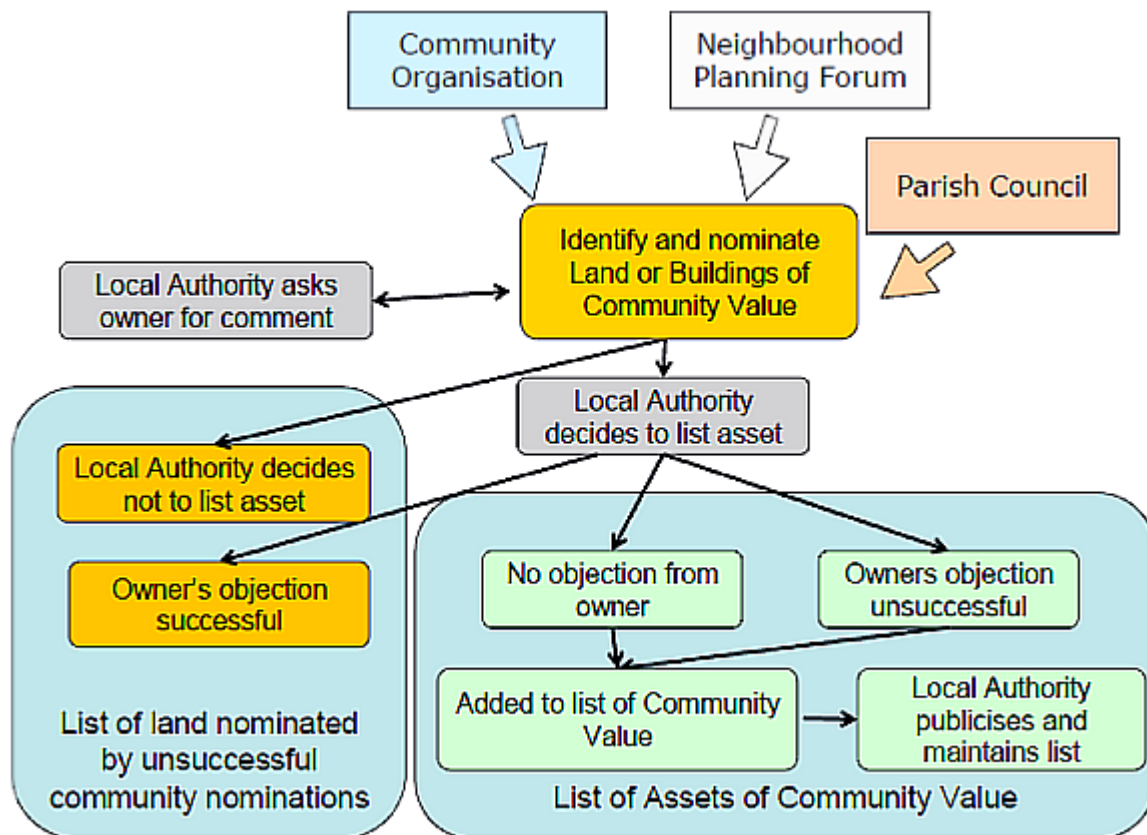
9. The procedure for assessing nominations against these criteria is outlined in Annex B.

NOTE:

- Listing as an Asset of Community Value – gives community groups an opportunity to bid for land or property if/ when it comes up for sale
- The legislation bestows a right to 'bid' and not a right to 'buy'. Listing will not trigger sale of a property and there is no obligation on the owner at the end of the six month 'moratorium' to sell to a community group
- Listing does not in itself limit what the owner can do with their property whilst in their ownership – that is defined by planning law.
- The legislation only applies to sale of a freehold or a lease for more than 25 years. There are certain other exceptions such as sale property without vacant possession or where the business is sold as a going concern.

COMMUNITY RIGHT TO BID PROCEDURE

STAGE ONE : NOMINATION AND LISTING



Source: DCLG Non-statutory advice note for local authorities

- 2.
3. 1.1 Nominations should be submitted to the Development Control Unit in the Corporate Services Directorate. .
4. 1.2 The Development Control unit will inform the relevant Lead Member and Ward Members as soon as possible that a nomination has been submitted.

What happens following nomination?

1.7 The Council has to decide whether or not to list the asset within eight weeks following the nomination. Once we have received the completed form we will check the technical issues, such as the eligibility of the nomination and the organisation making the nomination, completeness of the information supplied, and the fact that the asset is not in an excluded category. These checks will be undertaken by the Development Control Unit.

1.8 The Council will take all practicable steps to notify the owner and lawful occupants that it is considering listing the property on the Council's web page. We will also notify these people of the outcome of the nomination.

(This is not a requirement of the legislation and potentially confuses the situation.

)1.10 Decisions as to whether the nominated assets are of community value will be made by the Community Partnerships Manager in consultation with the Lead

Member for Policy and Performance and relevant members as appropriate and with advice from Shared Legal Services as necessary.

1.11 RBWM has established criteria, Annex B of the Policy and procedure, for establishing if the criteria established by the regulations have been met. These will form the basis for officers' deliberations.

The legislation envisages a two stage procedure where listing an asset and triggering a moratorium are separate events. Community Groups may nominate an asset at any time but are encouraged to nominate Assets of Community Value before a sale has been initiated wherever possible.

1.12 Assets that are considered to be of community value will then be added to the "List of Assets of Community Value". Assets will remain on the list for five years and a land charge will be registered against the property. When the five years have expired, an eligible community organisation can submit a new nomination.

1.13 The relevant Lead Member and Ward Members will be informed of the outcome together with the parish council and all of the parties specified by the legislation (i.e. the owner of the freehold and any relevant leaseholders).

1.14 The organisation which originally nominated the asset will be notified of the outcome. They will also be notified if the asset is subsequently removed from the list following a review of the decision.

1.15 If the nominated asset is not considered to be an asset of community value, or if the nomination was ineligible, we will provide an explanation as to why it was unsuccessful to the organisation which made the nomination. In such circumstances, the property will be added to the list of "Land Nominated by Unsuccessful Community Nominations" and will remain on the list for five years.

1.16 If we decide to list a property, the property owner can ask for a review. The review process will be led by Planning with representation from Legal, Finance and Property Services. Further guidance will be provided in a letter to the property owner.

1.17 The review of the initial nomination will allow the Owner and the Nominating Body to make representations on the evidence considered before the original listing but also submit further relevant evidence. Accordingly, the review will be of all the evidence including that after the initial listing. The review may result in upholding or rejecting the listing and such decision may be based on the same reasons given at the time of listing or for some other reason."

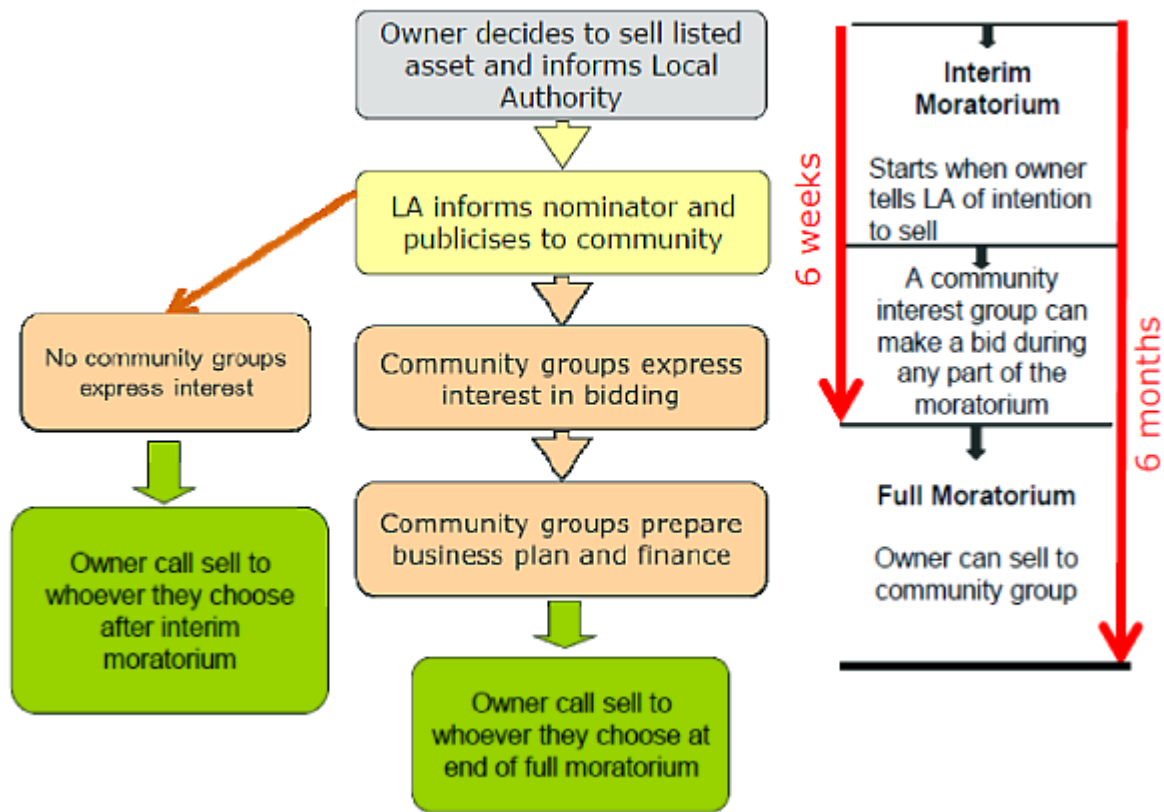
1.18 The timescale can be extended with the permission of the Owner.

1.19 If the appeal is not upheld, the owner has a further right of appeal to an independent tribunal.

1.20 Nominators are not able to appeal the decision made in respect of their nomination. However, they can make a complaint through the Council's complaints procedure if they feel the Council has not followed the correct procedure.

Nothing further will happen in relation to the asset unless and until the owner decides to dispose of it, either through a freehold sale, or the grant or

STAGE TWO : RELEVANT DISPOSAL



Source: DCLG Non-statutory advice note for local authorities

2.1 The owner of the property must advise the Council when they intend to sell the property and we will publicise this on our website and the Council will inform the nominator. If no community interest group notifies the Council within six weeks that it wishes to bid, the owner is free to sell their property as they see fit.

2.2 If an eligible community interest group notifies the Council within six weeks that it wishes to bid for the property, it will have up to six months in which to prepare its case.

Who can bid?

2.3 Only community interest groups that meet the Government's criteria can bid, not all groups that are eligible to nominate are also eligible to bid. Community interest groups should have a local connection with the asset and be one or more of the following:

- a Parish Council
- a registered charity
- a community interest company
- a company limited by guarantee
- or an industrial and provident society.

2.4 Full details of eligibility criteria can be found in the guidance notes for voluntary and community groups interested in nominating assets of community value and in the [Act](#) (Part 5, Chapter 3) and [Regulations](#).

2.5 If more than one community interest group is interested in purchasing property, we would encourage the groups to work together.

How do community groups bid?

2.6 Within six weeks from the Council notifying the community that an owner wishes to sell their listed property, an eligible community interest group would need to let the Council know in writing that it wishes to bid. This then opens a six month period (from the day the owner notified the Council) in which to prepare a bid, this is known as the moratorium period.

2.7 The Council will acknowledge the request to bid and will notify the owner that the moratorium period has been triggered. The status of the listed asset on the list will be changed to reflect that it is for sale and that the moratorium has been triggered.

N.B. The term 'relevant disposal' indicates there are exceptions defined in the [Act](#) and [Regulations](#) that may mean that the disposal is not a relevant one.

STAGE THREE : CLAIMS FOR COMPENSATION

3.1 Private owners can claim compensation for loss and expense incurred through the asset being listed or previously listed. This can include a claim arising from a period of delay in entering into a binding agreement to sell which is wholly caused by the interim or full moratorium period; or for legal expenses incurred in successful appeal to the Tribunal.

3.2 The time limit for a compensation claim is specified in Schedule 2 to the Regulations as whichever is earlier of 13 weeks from the end of the interim or full moratorium period (as appropriate) or from the date when the land ceases to be listed.

3.3 Claims must be made in writing, state the amount of compensation sought and provide supporting evidence. They will be received by the Business and Community Partnership team for consideration by Chief Officers Management Team.

3.4 The local authority must consider the claim and is required to give written reasons for its decision. No time limit is specified as it may take time to assemble all the necessary evidence but once the evidence has been gathered the Council should come to a decision as quickly as is practicable.

3.5 The Council can then request the Department of Communities and Local Government for financial support providing evidence of the compensation costs incurred.

No further moratorium can be triggered for a protected period. (Eighteen Months)

Further details of the processes can be found in the Act and Regulations and explanatory notes published by the Government.

APPENDIX C : HISTORY AND KEY LESSONS FROM PAST NOMINATIONS

KEY FACTS	OUTCOME	LEARNING POINTS
<p>Wraysbury Lakes 1 and 2</p> <p>Nominated by: Wraysbury Parish Council - 23 November 2012</p>	<p>Removed from list following appeal by owners who successfully argued that sale of land on which a business is carried on, together with sale of that business as a going concern constituted one of the exemptions under the legislation. The Lakes are managed for fishing and as such their sale constituted sale of a business.</p>	<p>This was the Council's first experience of the Community Right to Bid. A sale by auction was imminent and there was huge pressure to list the land to the extent that the whole process was completed within 24 hours. The property was listed but the owners requested a Listing Appeal which was upheld</p> <p>Because the business was sold as a going concern the sale was not a 'relevant disposal' under the legislation so a six month moratorium could not be triggered. Given that the primary purpose of the Lake was to facilitate fishing, on a commercial basis the community use was an ancillary one and would not justify listing.</p> <p>The property should not in retrospect have been listed. This would have saved the time and effort involved in the subsequent review and avoided raising local people's expectations.</p>
<p>29 Lincoln Road, Maidenhead</p> <p>Nominated by: Hindu Society of Maidenhead - 3 December 2012</p>	<p>The property was listed February 2013 and will remain listed until February 2018.</p>	<p>The Hindu Society were encouraged to nominate a Council owned site that had once been a nursery school. This generated confusion as they were under the impression that they had been invited to bid for the property as a potential site for a Hindu Temple. Local residents were similarly confused and opposed listing on the basis that they thought it conferred rights on the Hindu Society as the nominating body. The Hindu Society applied for planning permission, for a Temple, on the site but were refused. An alternative site has since been identified.</p> <p>The property was listed on the basis that it meets the definition in the Act. Community groups were invited to bid for the lease and Property Services have agreed for a Pre-School to go on the site. Legal documentation has been signed and they are waiting for the tenant to get planning permission.</p> <p>The legislation is quite limited in what it can achieve but is sometimes 'over-sold' to residents and voluntary sector groups who expect it to do things it was not designed to do. It is particularly inappropriate for land the Council owns and that a community group is interested in purchasing or leasing. The Council and the interested party can come to an agreement to sell the land or not. Use of the</p>

		legislation adds a layer of complication and elongates the process.
<p>Golden Harp Public House</p> <p>Nominated by: Furze Platt Action Group (unincorporated body).</p>	<p>The property was listed 18th February 2013 and an appeal by Tesco turned down – but Tesco had already taken on and begun to convert the site at the time of the nomination. – so it remains a Tesco Local.</p>	<p>There was a concerted campaign by Furze Platt Action Group, an unincorporated body of 21 residents, supported by the Local Branch of CAMRA, but at the point the property was listed Tesco had already taken over the site and had begun a process of converting it.</p> <p>It still met the test of a community use ‘in the recent past’ but struggled to meet the test of a reasonable expectation it would continue in community use. It was eventually argued that use as a Tesco Local could in itself constitute a community use. A subsequent appeal by Tesco was refused but the only effect of listing is to prevent the land being ‘sold on’ for residential or other use.</p> <p>The legislation works poorly when a sale is already in process or has been completed. Local community groups should be encouraged to nominate sites that they value before a crisis presents itself.</p>
<p>Fifield Inn</p> <p>Nominated by: Bray Parish Council July 2013 -</p>	<p>The property was listed September 2013 and will stay listed until September 2018.</p>	<p>Straight forward – no particular complications or learning points</p>
<p>Holyport Real Tennis Courts</p> <p>Nominated by Holyport Real Tennis Club</p>	<p>Removed from list when no 'intention to bid' was received after six weeks.</p> <p>However, the original buyer withdrew and the property was sold to sympathetic owners, supported by the Real Tennis Club, who have retained Real Tennis on the site.</p>	<p>This was a notable success in that, although the property remains in private rather than community ownership, it has been retained for community use.</p>
<p>Quaker Meeting House, West Street, Maidenhead</p> <p>Nominated by: Maidenhead Quakers.</p>	<p>Nomination withdrawn by the applicants.</p>	<p>Maidenhead Quakers nominated their own building in the expectation that it would offer some ‘protection’ in terms of regeneration proposals in the Maidenhead area of opportunity. When it was explained to them that the principle effect of listing the property was to limit their own ownership rights they sought legal advice and subsequently withdrew their nomination.</p> <p>This is another example of a community group</p>

		having a misplaced conception of what the legislation can deliver.
Crown Public House, Burchetts Green Nominated by: Burchetts Green Village Association	The property was listed September 2013 but was removed from the List because no bid was received within the six month moratorium. Eighteen month moratorium when the property could not be nominated again expired March 2015.	Greene King announced an intention to sell October 2013. Burchetts Green Village Association formally announced an intention to bid October 2013 when the lease came up for sale but did not submit a bid for the property so it was removed from the list and could not be nominated again for a period of eighteen months. The nomination was prompted by concern around a change of tenant but the legislation can only prevent, or in fact delay, buildings passing out community use. Nothing was in effect achieved by listing the property and there was no real commitment from the Village Association to bid for the property.
Dew Drop Inn, Burchetts Green Nominated by Burchetts Green Village Association- September 2013	The property was listed September 2013 – listing will expire September 2018.	Relatively straight forward.
Alexandra Gardens, Windsor Nominated by: Windsor and Eton Society - 31 March 2015	The property was listed May 2015 and will remain listed until May 2020.	The original proposal sought to list Alexandra Gardens and the Goswells. Windsor and Eton Society were persuaded this was impractical and would delay matters as the two pieces of land are in different ownership, though both managed by the Council. The only other complication was that the bid was submitted during the pre-election Purdah period which made it difficult to secure appropriate political advice.
Theatre Royal, Windsor Nominated by: Windsor and Eton Society - 31 March 2015	The property was listed May 2015 and will remain listed until May 2020.	Relatively straight forward with the only complication being submission during the pre-election Purdah period.

<p>Crauford Arms, Maidenhead</p> <p>Nominated by: Furze Platt Action Group - 11 May 2015</p> <p>Current status: Listing Review Requested</p>	<p>The property was listed May 2015.</p> <p>The property owners have requested and been granted a Listing Review.</p>	<p>There was huge pressure from residents and members to resolve the nomination quickly as there was a mistaken, according to the owners, belief that it was imminently about to change hands. The decision was turned around in 48 hours.</p> <p>There was a dispute about whether the notice had been appropriately served and whether the time frame for requesting a review had therefore been met. The appeal suggests that the speed with which the nomination was turned round means that the authority did not follow proper procedures. SLS advice was that the notice had been properly served but that given the haste with which the decision had been made the Listing Review should be granted.</p> <p>Recent changes in the regulations mean that owners of Licenses premises are supposed to enquire whether a property has been nominated as an ACV before it can be sold. The same regulations limit permitted development rights for properties that have been nominated so it should not be necessary in future to determine nominations with such haste risking appeals and potentially claims for compensation.</p>
<p>Wagon and Horses, Pinkneys Road, Maidenhead.</p> <p>Nominated by: Slough, Windsor & Maidenhead CAMRA (Campaign for Real Ale) - 19 August 2015</p>	<p>The property was listed October 2015. Listing will expire October 2020.</p>	<p>Relatively straight forward.</p>
<p>Goswells, Windsor</p> <p>Nominated by Windsor and Eton Society, November 2015.</p>	<p>Still under consideration.</p>	
<p>Jolly Farmer, Cookham Dean</p> <p>Nominated by CAMRA, November 2015</p>	<p>Still under consideration.</p>	



Report for: INFORMATION
Item Number:

Contains Confidential or Exempt Information	NO – Part I
Title	Progress on the Big Society Projects
Responsible Officer(s)	Kevin Mist – Head of Community Services
Contact officer, job title and phone number	Harjit Hunjan, Community Partnerships Manager 01628 796947
Member reporting	Councillor Bateson – Chair of Big Society Panel
For Consideration By	Big Society Panel
Date to be Considered	7 December 2015
Implementation Date if Not Called In	Immediately
Affected Wards	All
Keywords/Index	Big Society

Report Summary

1. This report provides an overall summary of progress being made on the RBWM Big Society projects. Appendix A provides status updates on each of the fourteen projects. Appendix B presents a timeline of key milestones and completed and/or planned activities. Appendix C updates the Panel on the recent Volunteering Fair.
2. The report recommends that the progress on the current Big Society projects should be noted. These recommendations are being made to ensure that the Big Society projects are progressed as timetabled.
3. Eleven projects are marked as on track. One project is marked as amber.

If recommendations are adopted, how will residents benefit?

Benefits to residents and reasons why they will benefit	Dates by which they can expect to notice a difference
1. RBWM has developed this suite of projects to support the commitment to being a vanguard for the Big Society. The successful implementation of these projects will help to promote and enable a more active role for local residents within the Borough.	The projects have different implementation dates – please see Appendix B for details.

1. Details of Recommendation

1. Members are asked to note and comment on the progress of projects.

2. Reason for Recommendation(s) and Options Considered

Option	Comments
The Panel notes the progress of the Big Society projects. This is the recommended option.	The attached brief provides details to Members on the Big Society suite of projects.
Officers do not provide updates on Big Society projects.	Members would be unable to assess progress and ensure objectives are being met.

- 2.1 Appendix A provides an update on progress against the Big Society projects since the last Panel meeting on 12 October 2015.
- 2.2 Eleven projects are marked as on track. One project the Bright Ideas Competition has been marked as Amber meaning that there has been slippage against the original timetable. The 2015/16 prize is on track but projects from 2014 are behind schedule or have not been delivered.
- 2.3 The Adopt A Highway project has been incorporated into the Adopt A Street Project as the aims and activities are similar.
- 2.4 Appendix B identifies key activities and milestones for each project in graphic form.
- 2.5 Appendix C is an update on the recent volunteering fair in Maidenhead Town Centre.

3. Key Implications

Defined Outcomes	Unmet	Met	Exceeded	Significantly Exceeded	Date they should be delivered by
Projects are on track to meet defined objectives.	< 12	12	12 with one or more projects having exceeded targets or delivered ahead of schedule.	12 with two or more projects having exceeded targets or delivered ahead of schedule.	Specific targets and the dates by which they should be achieved are identified in Appendix A.

4. Financial Details

Financial impact on the budget

There are no financial implications arising from this report.

5. Legal

There are no direct legal implications arising from this report. When the individual projects have required legal advice, this has been provided.

6. Value for Money

The cost of the various projects will differ but, all projects are designed with due regard to value for money considerations.

7. Sustainability Impact Appraisal

A number of the Big Society projects will contribute to the Council's environmental sustainability. Adopt a Street will increase recycling rates and contribute to keeping the environment of the Royal Borough free of litter and detritus. Finally, through Neighbourhood Participatory Budgeting and Greenredeem there is an opportunity for community renewable projects to receive funding.

8. Risk Management

Please see key risks identified in Appendix A – status grid.

9. Links to Strategic Objectives

All of RBWM's strategic objectives link to the Big Society projects:

Residents First

- Support Children and Young People
- Improve the Environment, Economy and Transport
- Work for safer and stronger communities

Value for Money

- Deliver Economic Services
- Improve the use of technology

Delivering Together

- Enhanced Customer Services
- Deliver Effective Services
- Strengthen Partnerships

Equipping Ourselves for the Future

- Equipping Our Workforce
- Changing Our Culture

10. Equalities, Human Rights and Community Cohesion

In line with RBWM's comprehensive equality policy, any new projects, or changes to policy will require completion of an EQIA. It is the responsibility of each project manager to ensure these have been completed.

11. Staffing/Workforce and Accommodation implications – None

12. Property and Assets – None

13. Any other implications – None

14. Consultation - None

15. Timetable for Implementation

Please see Appendix B – RBWM Key Milestone Reports

16. Appendices

Appendix A – RBWM Big Society Projects Status Grid

Appendix B - RBWM Key Milestone Reports

Appendix C - Feedback from the Volunteering Fair 14th November.

17. Background Information - none

18. Consultation (Mandatory)

Name of consultee	Post held and Department	Date sent	Date received	See comments in paragraph:
Internal				
Kevin Mist	Head of Community Services	26/11/2015		
Cllr Bateson	Chair of Big Society Panel			
Cllr Stretton	Principal Member Communities			
Cllr Burbage	Leader of the Council			
Andrew Brooker	Head of Finance			
Sean O'Connor	Interim Head of Legal Services			

Report History

Decision type:	Urgency item?	
For information	No	
Full name of report author	Job title	Full contact no:
Andrew Green	Community Partnerships Co-Ordinator	01628 682940

Appendix A: RBWM Big Society Projects - Status Grid for the Big Society Panel on 7 December 2015

Project	Status RAG ¹	Current Actions/ Next Steps	SMART objectives	Key Risks/ Issues/ Barriers
<p>1) Devolution to Parishes</p> <p>Lead: Dave Perkins</p> <p style="text-align: center; font-size: 2em; font-weight: bold;">37</p>	G	<ul style="list-style-type: none"> First round of engagement with parish councils re Delivering Differently completed. Attended by 42 parish councillors from 13 parish councils. Procurement of Highways Term Contract will incorporate flexibility for parishes. Cox Green PC to represent parishes throughout the procurement of the Highways Term Contract. White Waltham PC are reviewing a "basket" of services such as verge maintenance and rights of way with the aim of determining local service delivery. Sunningdale PC are actively engaged with street cleaning contractor to identify local issues and amend cleaning frequencies. Initial scoping meeting held to discuss devolution potential via Windsor UK. 	<p>Completion of the feasibility study by March 2016.</p>	<ul style="list-style-type: none"> The project is dependent on the degree of parish interest – this will be mitigated by regular meetings with parishes and continued communication.
<p>2) Adopt a Street (& Adopt A Highway)</p> <p>Lead: Kevin Mist/ Harjit Hunjan</p>	G	<ul style="list-style-type: none"> There are currently 1067 volunteers registered on the Adopt A Street Database. Currently agreeing marketing activity for Adopt-A-Highway with Lead Member. 	<ul style="list-style-type: none"> The targets for Adopt A Street to March 2016 are: 1100 volunteers supporting Council services. At least three 	<ul style="list-style-type: none"> A marketing plan is in place aimed at ensuring sustainable interest and support for current and new schemes. The key barriers to the Adopt A Highway element

1

Green	All milestones have been achieved and original timetable has been met.
Amber	The project is still progressing; however there has been some slippage in relation to the original timescales set.
Red	Progress has stopped, and there are significant delays in relation to the original timetable.

<p>38</p>			<p>further businesses signed up by March 2016.</p> <ul style="list-style-type: none"> • Four new secondary schools to be added to the scheme by March 2016. • Three fast food outlets to be signed up to Adopt a Street by March 2016. • 3 new employers joining the Adopt A Highway scheme by September 2015. 	<p>is identifying suitable stretches of highway based on need and securing the commitment of local employers to adopt the stretch of highway.</p>
<p>3) Participatory Budgeting</p> <p>Lead: David Scott/ Kate Lyons</p>				
<p>a) Neighbourhood Budgets</p>	<p>G</p>	<p>There were 15 projects added to the third round of voting held in August, September and early October.</p> <ul style="list-style-type: none"> • 2317 votes were cast. <p>Members allocated £3,500, between two projects:</p> <ul style="list-style-type: none"> • The Marist Schools were awarded £1,500. • The Maidenhead Community Lantern Parade were awarded £2,000. 	<ul style="list-style-type: none"> • At least 90% of Neighbourhood Budget to be distributed to local projects according to public vote by 	<ul style="list-style-type: none"> • Officers have continued to market and promote the Neighbourhood Budget scheme to maintain the level of voting and encourage more projects to come forward.

		A new round of voting commenced on the 22 October 2015 and will run until 9 December 2015.	March 2016.	
39	G	<p>The new Scheme began on the 1 July 2015 and 3.6 million points were donated in the first round. Twenty five groups were added to the scheme in the quarter which ended on the 30 September 15.</p> <p>The top 5 groups awarded funds (£1,000 each) were:</p> <ul style="list-style-type: none"> • Alzheimer's Dementia Support • Foodshare Maidenhead • Norden Farm – The Maidenhead Community Lantern Parade • Windsor and Eton Sea Cadets • 4th Maidenhead (Methodist) Guides 50th Anniversary Celebrations 	<ul style="list-style-type: none"> • At least 90% of the budget to be distributed to local causes determined by residents by March 2016. 	Officers are working with Greenredeem to ensure that the new scheme works effectively.
	G	<p>19 Councillors have spent some or all of their funds.</p> <p>£12,225 has been donated so far during the 2015/16 financial year.</p> <p>£30,525 remains in the budget to be spent between 44 members.</p>	<ul style="list-style-type: none"> • By 31 March 2016 57 Royal Borough Councillors to have accessed member funding or have identified projects to enable funding to be carried over to 2015/16. 	
4) Transparency Lead: David Scott/	G	<p>Items added or adjusted are:</p> <ul style="list-style-type: none"> • Business rates accounts in credit • Third Party Claims update 	<ul style="list-style-type: none"> • Ensure that hits on the 	<ul style="list-style-type: none"> • Risk of not knowing what else residents want to see. • Ensuring that the Council

Kate Lyons		<ul style="list-style-type: none"> • Budget Monitoring Reports • September Guarantee • School Admission for Secondary and Primary • School Preference data • IPMR Q1 Report • Manifesto Report <p>Working on for next month</p> <ul style="list-style-type: none"> • P card Data • Contracts Register update • Car Parking Scorecard 	Transparency page average at least 125 per month for 2014/15.	makes sufficient progress in meeting the requirements on the standards for publishing information.
5) Ways into Volunteering Lead: Kevin Mist/ Harjit Hunjan 40	G	<ul style="list-style-type: none"> • There are currently 160 opportunities from 70 different organisations advertised on the WAM Get Involved website. 248 groups are listed on the web site. • The 2015 Voluntary Sector Awards event, organised with WAM Get Involved took place 22 September in the Desborough Suite and was attended by around 70 guests. Guest speaker Roz Savage, MBE, Solo Ocean Rower, Environmental Campaigner and Life Coach spoke about her own personal experiences and paid tribute to the amazing work of the Volunteers and organisations in the borough. • There are currently 3418 volunteers supporting Council services. • A volunteering Fair was held at the Nicholson centre on the 14 November. Volunteers from 20 groups promoted their volunteering opportunities and services. Further feedback will be presented as Appendix C (To follow). 	<ul style="list-style-type: none"> • The target for volunteers supporting Council services by March 2016 is 4000 volunteers. 	<ul style="list-style-type: none"> • None

6) Recruitment to Parishes Lead: Kevin Mist	G	<ul style="list-style-type: none"> At 15 September there were 3 vacancies on parish councils unfilled following the May elections: 1 at Cox Green, 1 at Horton, and 1 at Sunningdale. 	The target for 2015/16 is to secure contested elections for at least 50% of casual vacancies.	Parish Councils are independent, autonomous organisations. The Council can seek to support and influence parish councils but has no direct control over the outcome.
7) Corporate Social Responsibility (CSR) 41 Lead: Kevin Mist/ Harjit Hunjan	G	<ul style="list-style-type: none"> Burger King – Completed team project activity for RBWM Datchet Children’s Centre (gardening and decorating). Gigneys Restaurant Windsor – Hosted free Coffee & Cake drop-In for Silver Week for about 20 older residents. Gigneys Restaurant Windsor – have now offered to host free Coffee & Cake Drop-In on a regular basis if there is a need. This will be trialed on a monthly basis. Radian will potentially use this as a meeting for some of their lonely and isolated residents as well as advertising it to those working with the elderly. Premier Inn – WAM GI have matched a team of employees with the Salvation Youth Trust to give talks at Youth sessions. Police Cadets – WAM GI have matched with potential organisations for Cadets’ voluntary work. The DASH Charity have had contact with both Sargeant’s and Salesforce since meeting them 	By March 2016, 10 new employer contacts (through correspondence and contacts).	<ul style="list-style-type: none"> The key risk is failing to secure employer involvement.

		<p>at the recent CSR event.</p> <ul style="list-style-type: none"> • Opportunities for business to community involvement are listed on the WAM Get Involved web site. An employers CSR volunteering toolkit is also available on the site and is promoted at networking events. 		
<p>8) Bright Idea Challenge Prize</p> <p>Lead: Kevin Mist/ Harjit Hunjan</p>				
<p>a) Bright Idea 2015/16</p> <p>42</p>	G	<ul style="list-style-type: none"> • Entries for the 2015/16 competition closed on 30 October. There were sixty three entries of which seven were from young people under eighteen. • There were fewer entries than last year (130 of which 30 were junior) but there have been some key changes to the competition to emphasise delivery of the winning ideas rather than simply coming up with them. • The shortlisting panel met on 23rd November and have identified a number of entries for further consideration: <ul style="list-style-type: none"> ○ Exploring potential collaboration between 4/5 entries related to community allotments/ surplus food from allotments/ community café – contacting various entrants and reporting back to panel. ○ Erection of a 'swift tower' to help threatened birds. 		<ul style="list-style-type: none"> • The key risk is committing to projects that can not be delivered. • There have been changes to the 2015/16 competition to engage more fully with contestants at the judging stage and emphasise delivery of projects rather than just coming up with an idea.

		<ul style="list-style-type: none"> ○ Personalised shopping bags – a local company printing designs created by customers onto bags, with a possible link to the green redeem scheme. ○ A Story Circle meeting once a month to allow people to share their stories. ○ A health fair/ competition (Junior entry). ○ 'Bin bags' outside shops to promote re-use of plastic bags (Junior entry). <ul style="list-style-type: none"> ● Judges will reconsider these ideas in light of further discussion with the winners to be announced in February/ March 2016. 		
<p>b) Bright Idea 2014 43</p>	<p>A</p>	<p>Implementation of 2014 projects has been as follows:</p> <ul style="list-style-type: none"> ● Leihomas (or substitute grandmothers) project: The idea is being adapted to fit within Children's Services' safeguarding parameters. Children's Centres and Innovations are planning a workshop in December that will bring together key stakeholders across generations with a view to a pilot starting in January based in Broom Farm/Dedworth area as this is a CC and Innovation target area. ● The 'Amazing Maidenhead (maze) project was officially launched to the public at Oaken Grove Park on October 22. ● Maidenhead Park Run continues to attract 180 plus runners and 15-18 volunteers each Saturday morning. ● Wildlife Homes: There are now 47 additional bird boxes in 12 schools in the borough: Fifteen owl boxes and the rest for smaller species like blue tits. ● There has been no further progress on the winning 	<ul style="list-style-type: none"> ● Deliver all six of the winning/ runner up projects by January 2016. ● Secure 20 innovative solutions to local problems submitted by residents for the 2015/16 competition. ● Secure 3 sponsors for the 2015/16 Challenge Prize 	<ul style="list-style-type: none"> ● The key risk is that if projects are not owned and effectively driven forward this could impact future competitions. ● Lead Officers have been appointed for each project and are supported by Lead Members. Progress is reported to the Big Society Panel on a regular basis.

		<p>junior idea, a cycle related event that was to be developed with Claires Court School or the ball dispenser idea that also came from the school.</p>	<p>by December 2015.</p>	
<p>9) Start Your Own Business</p> <p>Lead: Kevin Mist/ Harjit Hunjan</p> <p>44</p>	G	<ul style="list-style-type: none"> The first STRIVE course of the 2015/ 2016 year was launched on 11 September 2015 with 30 people attending the taster session. 10 workshops have been held for participants with a graduation day to be held on 27 November at the Macdonald Hotel Windsor. Cllr Burbage along with Grow our Own and the Enterprise cube provided residents with an idea of how the course can enhance and encourage new business ideas within the Borough. Two further courses are planned for Windsor and Maidenhead with support from Housing Solutions(January 2016) and RBWM (March 2016). 	<p>50 participants to be recruited onto the programme by April 2016.</p>	<p>The future of the programme is dependent on confirmation of future funding.</p>
<p>10) Pledgebank</p> <p>Lead: David Scott/ Kate Lyons</p>	G	<ul style="list-style-type: none"> There has now been one active Pledge set up through PledgeBank Marketing and advertising is being developed through the use of social media. 	<p>3 new pledges made by April 2016.</p>	<ul style="list-style-type: none"> The scheme will need to be effectively promoted by all means available to ensure that there is sufficient uptake to justify expenditure. Directorates will need to come forward with pledges and identify resources to ensure that they are

				effectively followed up. <ul style="list-style-type: none"> • Pledges will be moderated to ensure that they are sensible and consistent with the Council's priorities.
<p>11) Developing Social Enterprise</p> <p>Lead: Kevin Mist/ Harjit Hunjan</p> <p>45</p>	G	<ul style="list-style-type: none"> • The Social Enterprise Working Party met 27 October to consider a request from the Solar Energy group Maid Energy that, in view of changes to government fuel tariffs that will come into effect from January 2016, the Working Party should either release additional funding earlier than previously agreed or invest in the recently launched community share offer. • It was agreed that, subject to certain assurances, including written confirmation that the launch will be underwritten by another Co-Op, the Working Party will consider investing £10K in the community share offer. • There will be a piece in the November Around the Royal Borough, featuring the Maidenhead Cycle Hub, to promote the social enterprise fund. 	The target for 2015/16 is to secure 5 new social enterprises applications by April 2016.	<ul style="list-style-type: none"> • A key risk is failure to attract sufficient applications. Currently working with Communications Team to promote the scheme. • There is risk is that the applications that come forward may not be investable or meet the required criteria. Officers will work with and through WAM Get Involved to promote the scheme across the voluntary sector and link to appropriate training and support.
<p>12) Loneliness Project</p> <p>Lead: Kevin Mist/</p>	G	<ul style="list-style-type: none"> • The Loneliness Steering Group met in September and a sub group has been established to identify local initiatives in the relevant areas for taking the project forward. 	Objectives to be agreed once a clear baseline position has been established.	

<p>Harjit Hunjan</p> <p>46</p>		<ul style="list-style-type: none"> • Discovery Zone (3) are training people from the Older Persons Forum (90 so far) to use smart phones. • The Community Partnership Team and WAM Get Involved are co-ordinating and promoting activities for Silver Fortnight (22nd September to 7th October) encompassing UN Day for Older People (October 1st) Silver Sunday (October 4th) and Falls Week 23-30 October. • Carebank have been approached regarding proposals for establishing a local good neighbour scheme. • Experian's 'heat map' identifying the wards were the strongest concentration of mosaic groups likely to experience loneliness indicated that Oldfield (9.8%), Clewer South (9.1%), Eton Wick (8%) and Clewer North(7%) have the highest penetration of the groups most likely to experience loneliness. • This has been overlaid with data from other sources: falls data from the Clinical Commissioning Group (CCG), data from the Joint Strategic Needs Analysis and (JSNA) ward profiles that seems to reinforce this analysis. 		
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RBWM Big Society Programme

47

Key Milestone Reports

Big Society Panel
November/ December 2015

Devolving Power to Parishes – Milestone Report



Q2 July - Sept 2015

October 2015

November 2015

Local engagement with Town & Parish Councils to discuss local service priorities

Consultation with parishes through series of workshops and focus groups.

- △ Scoping potential to devolve non statutory adult services.
- △ Performance review of each service area.
- △ PESTLE and SWOT analysis.
- △ Governance and management analysis..
- △ Commissioning analysis

- ◇ Parish Conference 1 October 2015
- △ Training for Parishes re Planning - 8 October 2015

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Review options and health check viability of options.

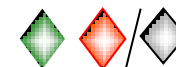
- ◇ Report to Overview and Scrutiny Panel 15 January 2016
- ◇ Report to Big Society Panel 19 Feb 2016
- ◇ Parish Conference 24 Feb 2016
- ◇ Report to Cabinet 18 March 2016
- ◇ Completion of Delivering Differently Feasibility Study – March 2016

Key:

Delivery milestone/ met



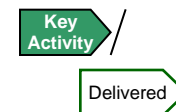
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



Adopt a Street – Milestone Report

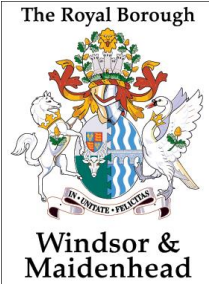
Q2 July - Sept 2015

October 2015

November 2015

Maintaining & Supporting existing volunteers, increasing no. of resident volunteers & participation of schools, community groups and local businesses.

△ Refresh of Adopt A Street Database.



**RBWM
Big Society
Projects**

Key:

Delivery milestone/ met



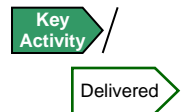
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



49

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Maintaining & Supporting existing volunteers, increasing no. of resident volunteers & participation of schools, community groups and local businesses.

▲ Promote good news in local papers, web page, volunteer newsletter & social media –

▲ Promote good news in local papers, web page, volunteer newsletter & social media –

Participatory Budgeting – Milestone Report



Q2 July - Sept 2015

October 2015

November 2015

Continuing allocation of member budgets to local projects



PB Sub Committee
19 August

Neighbourhood Budgets/
Recycling PB continue on
10 week cycle.



PB Sub
Committee
21 October

Continuing 10 week cycle

**RBWM
Big Society
Projects**

Key:

Delivery milestone/ met



Critical milestone/ met



Key meeting/ held



Key activity/ delivered



50

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Continuing allocation of member budgets to local projects



PB Sub
Committee
16 Dec

Neighbourhood Budgets/ Recycling
PB continue on 10 week cycle.



PB Sub
Committee
17 February
2016

Continuing 10 week
cycle

Transparency– Milestone Report

Q2 July - Sept 2015

October 2015

November 2015

The Royal Borough



Windsor & Maidenhead

Ongoing publication of relevant information.



- Additional Council Contracts are redacted and published
- Procurement information
- Fraud

**RBWM
Big Society
Projects**

Key:

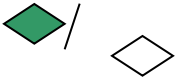
Delivery milestone/ met



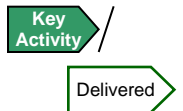
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



51

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Ongoing publication of relevant information.

Ways into Volunteering – Milestone Report

Q2 July - Sept 2015

October 2015

November 2015

△ Volunteer Co-Ordinators Network Event – 28 July

Developing a further programme of activities to engage with residents and encourage volunteering

△ Volunteering Awards Event – September 22nd

△ Volunteer Co-Ordinators Network Event – 3 November

△ Maidenhead Volunteering Fair– 14 November.

52

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Continuing activity to promote and encourage volunteering.

The Royal Borough



Windsor & Maidenhead

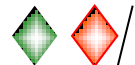
RBWM
Big Society
Projects

Key:

Delivery milestone/ met



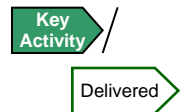
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



Recruitment to Parishes – Milestone Report

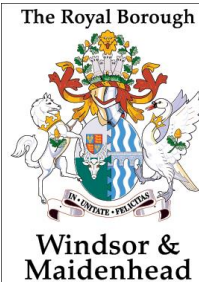
Q2 July - Sept 2015

October 2015

November 2015

Potential elections to fill outstanding and/or casual vacancies.

◇ Parish Conference
1 October 2015



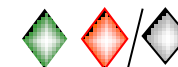
**RBWM
Big Society
Projects**

Key:

Delivery milestone/ met



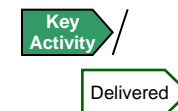
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



53

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Potential elections to fill outstanding and/or casual vacancies.

Corporate Social Responsibility (CSR)

Q2 July - Sept 2015

October 2015

November 2015

The Royal Borough



Windsor & Maidenhead

Build on existing RBWM relationships and develop new links with employers with offices in RBWM

**RBWM
Big Society
Projects**

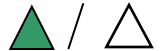
△ Centrica project at Datchet Children's Centre

◇ CSR Event- 8 Sept at Gigney's, Windsor.

54

Key:

Delivery milestone/ met



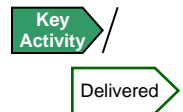
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Continue to build on existing RBWM relationships and develop new links with employers with offices in RBWM

◇ Quarterly CSR Event

◇ Quarterly CSR Events

◇ Quarterly CSR Events

Start Your Own Business Project Milestone Report



RBWM Big Society Projects

Key:

Delivery milestone/ met



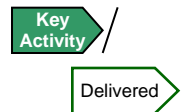
Critical milestone/ met



Key meeting/ held



Key activity/ delivered



Q2 July - Sept 2015

October 2015

November 2015



Options report to BS Panel 11 August.

Delivering New Strive Projects for 2015/16



New Strive Programme launched – Sept. 2015

55

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Delivering New Strive Projects for 2015/16



Two further Strive courses in Windsor and Maidenhead January and March.

Bright Idea Challenge Prize - Milestone Report



RBWM Big Society Projects

Key:

Delivery milestone/ met



Critical milestone/ met



Key meeting/ held



Key activity/ delivered



Q2 July - Sept 2015

October 2015

November 2015

Continuing Implementation of 2014 Winning Ideas

△ Nest Boxes distributed to schools late summer.

△ Maidenhead Maze installed October 2015.

▲ Launch of 2015/16 competition – 22 Sept 2015

Residents invited to submit Bright Ideas.

△ Entries closed 30 October

△ Deadline for officer comments- 14 November

△ Judges shortlisted 23 November

Officers invited to comment on Bright Ideas submitted.

56

December 2015

Q4 Jan – March 2016

Q1 2016/17 - Q2 2016/17

◆ Judges meet shortlisted entrants _ Jan 2016

◆ Awards event February/ March 2016.

Implementation of 2015/16 Winning Ideas

Pledgebank- Milestone Report

Q2 July - Sept 2015

October 2015

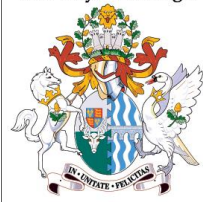
November 2015

Marketing and Promotion activity continues



Working to develop two potential pledges.

The Royal Borough



Windsor & Maidenhead

**RBWM
Big Society
Projects**

Key:

Delivery milestone/ met



Critical milestone/ met



Key meeting/ held



Key activity/ delivered



57

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17

Marketing and Promotion activity continues



250 Residents to be signed up by April 2016.

Developing New Social Enterprises - Milestone Report



Q2 July - Sept 2015

October 2015

November 2015

Continue to receive and consider applications



Social Enterprise Working Party 28 July: awards to 3 new social; enterprises; Ways into Work CIC, WAMDSAD/ Sportsable and Maidenhead Cycle Hub (Full Circle Cycles).



Social Enterprise Working Party met re Maid Energy proposal 27 October.



Report to Big Society Panel 11 August : Achievements to date and lessons learned.



Publicity for scheme through WAM Get Involved

RBWM Big Society Projects

Key:

Delivery milestone/ met



Critical milestone/ met



Key meeting/ held



Key activity/ delivered



December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17



Publicise the scheme in Around the Royal Borough to secure more applications.

Loneliness– Milestone Report

Q2 July - Sept 2015

October 2015

November 2015

Continuing task of identifying and targeting residents likely to be lonely.

The Royal Borough



Windsor & Maidenhead

Silver Fortnight 23
September to 7 October.



Steering group met
September



UN Day for Older People 1
October – Older Persons'
Drop in at Gigneys Windsor.



Silver Sunday 3 October.

59

December 2015

Q4 Jan – March 2016

Q1 2016/17
- Q2 2016/17



Two local projects
addressing loneliness to
be established by March
2016.

Key:

Delivery milestone/ met



Critical milestone/ met



Project Board / held



Steering Group/ held



Key activity/ delivered

Appendix C

Ways into Volunteering

Volunteer Fair – Saturday 14th November 2015.

Background

Encouraging more people to volunteer in their community is a council manifesto commitment and aims to provide tangible encouragements to increase the numbers of volunteers within the Royal Borough of Windsor and Maidenhead.

Following the council's Big Society day held on Saturday, 14th March 2015 in Peascod Street, Windsor, Members asked if a further event could be organised and held in the High Street, Maidenhead. This would be seen as an opportunity for residents to find out what is happening in their local areas. Information would be available about how they could volunteer or they could simply find out about local services could benefit them.

Volunteering Fair overview

The council's Community Partnership team and WAM GetInvolved organised a Volunteer Fair to be held in the High Street, Maidenhead on the 14th November. Due to the adverse weather conditions an agreement was reached with the Centre Management to move the event and host it in an empty retail unit within the Nicholson Centre.

The event was promoted by WAM GetInvolved as an opportunity for local charities, community groups and council directorates to showcase their work to local residents. They would provide information on services and activities in the local area as well as opportunities for community involvement and volunteering.

Event Outcomes

18 groups attended the event including Maidenhead Lions, East Berkshire Diabetes UK group, Family Friends, Salvation Youth Trust, Royal Voluntary Services, Riverside Children's Centre and the Alzheimer's Society. Approximately 100 people were reported to have visited the Fair.

Groups attending the event provided very positive feedback about the event. They raised the issue of an opportunity for the use of a permanent shop for charities or even access to a shop on an on-going basis on certain Saturdays for example.

The only negative feedback received was:-

- It was cramped in the shop and there was not enough space for all the groups who took a stand
- The poor weather conditions had affected the footfall within the shopping centre.

Local publicity

The event received extensive local press coverage; examples of the articles appearing in local newspapers are copied below.

In pictures: WAM Get Involved volunteering fair

Night-saving volunteers who patrol the streets helping Maidenhead's party-goers were among the organisations raising awareness of their work at Windsor and Maidenhead (WAM) Get Involved's volunteering fair.



Vivien Lee was among seven volunteers representing Street Angels Maidenhead. The team help revellers who are in need of assistance, water, or safety every Saturday night and the last Friday of every month in Maidenhead town centre. She said she did not expect to sign up new recruits on the day, but the event was a chance to let people know about the Street Angels' work.

She said: "We're trying to raise our profile. We've got quite a lot of leaflets and lollipops. It's raising awareness and getting people to think a little bit

"We normally recruit through the churches in the town. We are not fussy about which church."

At the fair, which was held on Saturday in the Nicholsons Centre, around 20 groups were promoting the work they do. Colin Gault was representing WAM, he said Lions Club of Maidenhead, Maidenhead Heritage Centre, the Alzheimer's Society and various charities and educational groups were among the organisations represented.

He said: "It's going really well.

"We've had enquiries about volunteering and other aspects of their work as well."





WANTED: MORE HELP: Participants in the WAM Volunteering Fair in the Nicholsons Centre. Ref:124183-3



HELPING OUT: Lavinia Dowling from the Richmond Fellowship. Ref:124183-21

Seeking others to lighten their load

Town centre: 20 groups join in volunteering awareness fair

By Simon Macchiani
@simonmacchiani
@simonmacchiani_DM

NIGHT-TIME volunteers who patrol the streets helping Maidenhead's residents were among the 20 groups that joined the town centre's volunteering awareness fair on Saturday.

SPEED READ: A VOLUNTEERING fair saw around 20 groups set up stalls in the town centre on Saturday. Declaring the event a success, the organisers said it prompted visitors to ask about volunteering opportunities.

ent the group at the fair, said she did not expect to sign up new recruits on the day but the event was a chance to let people know about their "We're trying to raise our profile," she said



VITAL HELP: Lizz Barr from the Alzheimer's Society, Geraldine Richardson from Healthwatch and Jane and Abigail Hurrell, from Royal Voluntary Service. Ref:124183-17

RAISING AWARENESS: Claire Allison from Family Friends, Dele Williams, from the National Institute for African Studies and Ahmed Butt, from the Salvation Youth Trust. Ref:124183-9



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We've got quite a lot of leaflets and lollipops. It's raising awareness and getting people to think a little bit."

"We normally recruit through the churches in the town."

About 20 groups were at the fair in the Nicholson's Centre, promoting the work they do, including the Lions Club of Maidenhead, the Maidenhead Heritage Centre and the Alzheimer's Society.

Colin Gault, representing WAM, said: "It's going really well."

"We've had enquiries about volunteering and other aspects of their work as well."



NIGHT SAVERS: Street Angels Maidenhead. Ref:124183-1

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Volunteers stay inside



Observer 20/11/15

Visitors explore the WAM Get Involved volunteering fair

WET weather drove charities and community groups taking part in a volunteering fair indoors on Saturday.

They were delighted to be offered space in the Nicholsons Centre, Maidenhead, so that the event could go ahead.

The last minute offer of space meant the 18 participating charities and groups were able to stay warm and dry, as well as members of the public who learned about services in the area while being offered opportunities for community involvement and volunteering.

Ramesh Kukar, chief officer of WAM Get Involved which organised the event, said: "It all turned out right on the day, thanks to the offer from the Nicholsons Centre.

"We were delighted to be able to carry on with the event and we met lots of local residents who were interested in getting more involved in the community.

"We have signed up lots of potential new volunteers, as well as helping people by providing information on services that could help them."

Visit wamgetinvolved.org.uk