

# Public Document Pack

## NOTICE OF MEETING

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# ONE BOROUGH

will meet on

**WEDNESDAY, 12TH JUNE, 2019**

**At 10.00 am**

in the

**MAIDENHEAD SYNAGOGUE, GRENFELL LODGE, RAY PARK ROAD, MAIDENHEAD, SL6  
8QX,**

TO: MEMBERS OF THE ONE BOROUGH GROUP

Karen Shepherd – Service Lead- Governance – Issued 04/06/2019

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](http://www.rbwm.gov.uk) or contact the Panel Administrator **Andy Carswell** [andy.carswell@rbwm.gov.uk](mailto:andy.carswell@rbwm.gov.uk)

**Accessibility** - Members of the public wishing to attend this meeting are requested to notify the clerk in advance of any accessibility issues

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## AGENDA

### PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<p><u>ELECTION OF THE CHAIRMAN AND VICE-CHAIRMAN</u></p> <p>To elect a Chairman and Vice Chairman for the One Borough Group for the Municipal Year 2019/2020.</p>	-
2.	<p><u>WELCOME AND INTRODUCTIONS FROM THE NEW CHAIRMAN</u></p> <p>Chairman to welcome forum members and forum members to introduce themselves and representative organisations.</p>	-
3.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>To receive any apologies for absence.</p>	-
4.	<p><u>DECLARATIONS OF INTEREST</u></p> <p>To receive any declarations of interest.</p>	5 - 6
5.	<p><u>TERMS OF REFERENCE</u></p> <p>To note the terms of reference for the One Borough Group.</p>	Verbal Report
6.	<p><u>MINUTES OF THE LAST MEETING HELD ON THE 4TH MARCH</u></p> <p>To consider the minutes of the last meeting held on the 4<sup>th</sup> March.</p>	7 - 12
7.	<p><u>ARMED FORCES COVENANT UPDATE</u></p> <p>To receive an update on the above titled item by Vanessa Faulkner, HR Manager (RBWM).</p>	Verbal Report
8.	<p><u>KEY DETAILS OF ONE BOROUGH GROUP MEMBERS</u></p> <p>To receive an update on the One Borough key details document.</p>	13 - 14
9.	<p><u>COMMUNITY WARDENS</u></p> <p>To receive a presentation on the above titled item by David Scott, Head of Communities, Enforcements and Partnerships (RBWM).</p>	Verbal Report
10.	<p><u>SECURITY OF FAITH CENTRES</u></p> <p>To receive a verbal update on the above titled item by the Chair.</p>	Verbal Report
11.	<p><u>GIVE AND TAKE CARE- PROJECT UPDATES</u></p> <p>To receive a project update from Anita Ambasani and Dawn Sines on the above titled item.</p>	Verbal Report

12. MAIDENERGY CO-OP

To receive an update from Nicola Davidson on the above titled item.

Verbal  
Report

13. MEMBERSHIP UPDATES

To receive updates from forum Members.

Verbal  
Report

14. FUTURE MEETING DATES

The dates of future meetings are as follows;

- 11<sup>th</sup> September 2019- venue to be confirmed
- 11<sup>th</sup> November 2019- venue to be confirmed



## MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

### Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they 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 the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

### Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) 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 licence 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.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

### Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

### Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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# Agenda Item 6

## ONE BOROUGH

WEDNESDAY, 13 MARCH 2019

PRESENT: Councillors Pannu (Chairman), Paul Samuels, Helen Price, Gabriella Spinelli, Hussam Allahham, Anthony Lewis, Tracey Muschamp, Robyn Bunyan, John Dlack, Jeffrey Pick, Nick Wright, Nighat Ellahi, Sharon Bowden, Ila Gangotra, Josephine Crabb, Lautaro Lompianon, Louiella Fernandez Lompianon

Officers: Karun Passi, Elaine Keating, Robin Hall, David Scott & Nabihah Hassan-Farooq

### WELCOME AND INTRODUCTIONS

The Chair welcomed all attendees to the meeting and gave thanks to Norden Farm for hosting the meeting.

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor S Rayner (vice chair), Debra Beasley, Safia Mohamud, Parwati Mistry, Nicola Davidson and Fran Hemsley.

### DECLARATIONS OF INTEREST

No declarations of interest were received.

### MINUTES OF THE LAST MEETING HELD ON WEDNESDAY 5TH DECEMBER

**RESOLVED UNANIMOUSLY; That the minutes of the meeting held on the 5<sup>th</sup> December 2018 were approved and agreed.**

**ACTION- That the agenda item on Mental Health training be scheduled for the next meeting.**

### ARMED FORCES COVENANT UPDATE

David Scott gave an update on the above titled item. Members of the One Borough Group (OBG) were informed that Vanessa Faulkner, HR Manager would now be the RBWM Lead for the Armed Forces covenant activity. Members of the OBG were told that she was unable to attend but that her presence would be expected at future meetings to provide the armed forces covenant activity update. The group were told that RBWM had achieved a silver award and were now considering aiming for the gold standard. It was outlined that Vanessa had begun working with Duncan Sharkey (the new MD of RBWM), and was currently working on a briefing note for the Corporate Leadership Team to this end.

### WAYS INTO WORK- SUPPORTED EMPLOYMENT SERVICES

This item was deferred to the next meeting as no one present from WiW.

### GIVE & TAKE CARE: FUTURE PLANS

Gabriella Spinelli gave a verbal presentation on the above titled item. Members of the Forum were informed that the Give and Take Care was a Community Interest Company (CIC) had formed in 2015 and that they were delivering a time banking scheme with the ambition to become embedded in society long term. It was outlined that there were both care givers and

care receivers both of which were known as partners. It was highlighted that Give and Take Care delivered volunteered befriending support through existing charities and encourages regular one to one support visits which can become long term, meaningful friendships. Members of the OBG were told that this would improve the quality of care for many older adults by increasing connections with others and provide additional support with day to day activities. The scheme was available for those who were in existing family care arrangements, enabling family carers to bank some caring time for their own future needs. At present there was a limited volunteer pool and that the scheme currently operated across a number of regions including Windsor, Maidenhead, Wokingham and Leicester.

Give and Take Care had received a £1mil grant through the Better Care Fund (BCF) and Council funds. Members of the OBG were told that some of the work being carried out was to redefine attitudes around care and to work more widely with the demographic, as opposed to focussing solely on the aging population. The Forum were informed that a card had been created for volunteers to receive discounts. Breakfast meetings had been held with local businesses to encourage them to join the scheme. It was highlighted that there was a desire to coordinate the skills and talent from volunteers and to create an opportunity for all. There were opportunities to be developed with upskilling volunteers and wider opportunities for the community through this. Members of the OBG were informed that there was respite care available for those who provided care to others which was well received. It was outlined that there were concerns that some people who provided care had been receiving cash for their services and that the discount offering scheme would be more beneficial. The Forum were told that a BCF Fund had been placed in February for £550,000 and that this was a 1<sup>st</sup> phase bid for the Big Lotto Fund. It was outlined that there were currently 40 volunteers across the Windsor and Maidenhead area, 1000 volunteers nationally and 1500 hours of care were banked. Members of the OBG discussed ways in which they could distribute this information to their own networks. It was outlined that work with Optalis had been carried out in relation to training for volunteers. Members were informed that referrals were received from several clinics and that loneliness and isolation support was also offered.

Members of the OBG queried whether any work or contact had been made with local Housing Associations and it was confirmed that there had been work done in Rochdale with tenancy support and in providing 10 hours of free care to residents after moving into their new property.

**ACTION- That Give and Take Care provide an update at the next meeting.**

At the conclusion of the presentation, Members discussed the importance of including all carers and young people and to explore isolation and loneliness with the wider demographic.

Louella & Lautaro introduced their organisation, Busy Buttons and stated that they were registering as a charity. Their organisation focussed on 5-25 year olds and had been running since 2013 providing free creative activities.

**ACTION- That Busy Buttons give a verbal presentation at the next meeting on their organisation.**

## YOUTH COUNCIL

Elaine Keating, Youth Engagement Officer (RBWM) outlined the above titled item. It was highlighted that the Youth Participation Strategy 2018-2021 had been updated and that there was a need for a Youth Council in the Royal Borough. It was highlighted that representatives from all backgrounds were welcome to join and that there had been a proposal put to the Corporate Leadership Team (CLT) at RBWM for the proposed Youth Council to join the British Youth Council. It was stressed that the Youth Council would provide a platform for young people's voices and opinions to be heard and that it was intended for them to be directly involved in decisions made by the Council. It was hoped that the creation of the Youth Council



would change some negative perceptions of young persons. Members of the Forum were told that information evenings would be held over the upcoming months. It was highlighted that the British Youth Council had a good schedule of events confirmed for the upcoming year and that there were great opportunities for young people if they became involved, such as the “make your mark” campaign where Youth Council representatives had the opportunity to discuss issues at the Houses of Parliament.

Members of the OBG discussed that there should be some work carried out with social media and it was confirmed that this was being worked on across various platforms. Members of the OBG were asked to put forward any young people that would be suitable from the age of 13 upwards (younger candidates would be considered). Members representing St Johns Ambulance, Army Cadets and Thames Valley Police would contact Elaine with details of suitable young persons.

### DATES FOR 2019 SWAMI COMMUNITY STREET SHOWCASES - SLOUGH, WINDSOR & MAIDENHEAD

Anthony Lewis (SWAMI) outlined the above item. Members of the OBG were informed that SWAMI worked to bring together interfaith groups and volunteer groups across traditional locality boundaries. A street showcase was organised for the summer and Members were told that last year had been a success with over 50 stalls exhibiting. Members of the OBG were informed that the street showcases would be held on the following dates:

- Windsor High Street- 27<sup>th</sup> July
- Slough High Street- 6<sup>th</sup> July
- Maidenhead- to be confirmed.

It was outlined that the showcases gave great exposure to organisations and gave opportunities for collaborative working and partnerships to be formed. It was highlighted that there would be dance performances and live entertainment

### COMMUNITY AND MEMBERSHIP UPDATE

John Diack (Neighbourhood Watch co-ordinator, Thames Valley Police) introduced himself to the Forum. Members of the OBG were told that there were 12 police areas in the localised area and that there were 43 active police forces in the UK. Members were informed that as part of his remit that he co-ordinated schemes under the Neighbourhood watch and that these were dependant on community needs and wants. Current work was being carried out on promoting Neighbourhood Watch schemes and looking at ways of engagement. It was outlined that referrals were made through, family, friends, concerned residents.

Members of the OBG discussed the need for their details to be shared with the One Borough Group and it was noted that it would be useful to have a working directory of contact details and an outline for each organisation who attended the One Borough Group. It was highlighted that work had been carried out with Optalis to creating a directory and that it would be useful to add to this piece of work if possible to give the best signposting and guidance for all members.

**ACTION- That DVS and NHF work together to produce an outline directory of OBG Members, their provided services and their contact details.**

Josephine Crabb (St Johns Ambulance) informed the Forum that there had been great youth engagement, holidays for those affected by a disability, first aid training, leadership and development and Duke of Edinburgh activities which were all planned to take place. The

Forum were also told that the “count me in” campaign would be launched and that there was a private dinner planned at Windsor Castle.

Norden Farm Centre for the Arts updated the panel that there had been a bid proposal submitted to the Arts Council for further funding for their social project. It was noted that the next youth project would include a quest family fest which would be free to all and would take place over the Easter holidays. Members were told that there would be workshops held on Good Friday which included how to make a robot, street drum skills, circus skills. The Forum were told that an evaluation of the social project was undertaken and that results were available online. Members of the OBG were reminded that funds were still available through the PCC Fund and to apply to Thames Valley Police for further details.

Members of the OBG were informed that Dementia Action Alliance was now set up across the borough and that there was work being carried out to encourage other businesses to sign up. The Forum were reminded that referrals could be made into the Dementias Alliance via the Town Hall, Council Offices.

Ila Gangotra informed the Forum that there had been a successful Mosque Open day in Maidenhead held on the 3<sup>rd</sup> March. Members of the OBG were told that Allison Bradshaw (RBWM) had given a presentation and that voluntary organisation/interfaith reps were needed for the Early Help Governance Board. Members were asked to contact the clerk if they wished to become a member.

**ACTION- That Allison Bradshaw attend a future meeting and give a presentation on the Early Help Board.**

Signal 4 Carers queried whether members would be aware of any unpaid carers and that they currently were marketing their services through their mobile bus service.

Captain Nick Wright informed the Forum that there was an event being held on the 4<sup>th</sup> April for the 80<sup>th</sup> anniversary of the guards and that there would be a Freedom parade held in Windsor on the 18<sup>th</sup> May.

Jeffrey Pick informed the Forum that a Food academy event had been held last weekend and that this had been funded by the Army covenant and the Windsor Lions- Dragon Den. It was outlined that TVP wished to have three food academy banquets a year and that it was planned to have one held in Maidenhead subject to finding a school with suitable catering facilities.

Members of the OBG were updated on crime in the area and were asked to be vigilant in regards to a phone scam which was targeting the elderly to part with their money or to undertake criminal activity. It was noted that there had been various reported instances of this occurring across the borough and that work was being done to tackle this scam.

David Scott (RBWM) updated the Forum with details of the fire which had taken place in the town centre recently and advised that work to secure the area was being carried out. It was highlighted that the roads would be open as soon as the area was deemed safe and that there was currently instability with the affected buildings.

Paul Samuels informed that SGI UK were currently planning an event for July 2020 and would focus on the contributions made across Windsor and Maidenhead by voluntary organisations. It was also updated that Mens Matters now had 21 members and that the oldest member was 95 years old. Members were told that the drop in sessions were held every Wednesday between 2-4pm at Maidenhead Community Centre to promote support to other men.

## DATES OF FUTURE MEETINGS

Dates of future meetings were noted as follows:

- 12<sup>th</sup> June 2019- Venue (to be confirmed )
- 11<sup>th</sup> September 2019- Taplow Court
- 11<sup>th</sup> November 2019- Venue (to be confirmed)

It was requested that any organisation inform the clerk if they are able to offer a venue for the upcoming meetings and to get in contact with [Nabihah.hassan-farooq@rbwm.gov.uk](mailto:Nabihah.hassan-farooq@rbwm.gov.uk)

The meeting, which began at 10.06 am, finished at 11.43 am

CHAIRMAN.....

DATE.....

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**One Borough Group- Key Details**

<b>Organisation Name, Registered Name and Charitable Status</b>	<b>Description of organisation primary focus (100 words max)</b>	<b>Type of work/ Services carried out</b>	<b>Key Contact Name(s)</b>	<b>Contact details</b>	<b>Operating hours/ sessions held and timings</b>
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