

# Public Document Pack

## NOTICE OF MEETING



# ONE BOROUGH

will meet on

**WEDNESDAY, 11TH DECEMBER, 2019**

**At 10.00 am**

in the

**GREY ROOMS, YORK HOUSE, WINDSOR**

TO: MEMBERS OF THE ONE BOROUGH GROUP

Karen Shepherd – Head of Governance - Issued: 3<sup>rd</sup> December 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 **Mark Beeley** [mark.beeley@rbwm.gov.uk](mailto:mark.beeley@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.	<u>WELCOME AND INTRODUCTIONS</u> To welcome Forum members.	-
2.	<u>APOLOGIES FOR ABSENCE</u> To receive any apologies for absence.	-
3.	<u>DECLARATIONS OF INTEREST</u> To receive any declarations of interest.	5 - 6
4.	<u>MINUTES OF PREVIOUS MEETING</u> To consider the minutes of the previous meeting held on 11 <sup>th</sup> September 2019.	7 - 10
5.	<u>PRESENTATION ON PARALLEL</u> To receive a presentation from Klaartje Millington-Vest.	Verbal Report
6.	<u>ARMED FORCES COVENANT UPDATE</u> To receive an update from Vanessa Faulkner.	Verbal Report
7.	<u>UPDATE ON LIBRARY SERVICES</u> To receive an update on Mobile Library, Container Library and Home Library Service.	Verbal Report
8.	<u>GOODGYM</u> To receive an update on the opportunities available with GoodGym.	Verbal Report
9.	<u>PLASTIC FREE ROYAL BOROUGH</u> To receive an update from Paul Hinton.	Verbal Report
10.	<u>OPATLIS UPDATE</u> To receive an update from Belinda Dixon.	Verbal Report
11.	<u>THAMES VALLEY POLICE UPDATE</u> To receive an update on the above titled item.	Verbal Report

12.	<u>MEMBERSHIP UPDATES</u> To receive updates from Forum members.	-
13.	<u>DATE OF FUTURE MEETINGS</u> Date of the next meeting is 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 4

## ONE BOROUGH

WEDNESDAY, 11 SEPTEMBER 2019

PRESENT: Councillors Samantha Rayner

Also in attendance: Councillor John Baldwin, Councillor Carole Da Costa, Councillor Jon Davey, Councillor Helen Price and Councillor Joshua Reynolds

Officers: Andy Carswell, Nighat Ellahi, Anna Fallgren, Vanessa Faulkner and David Scott

### WELCOME AND INTRODUCTIONS

The Chairman welcomed everyone to the meeting and asked those present to introduce themselves and the community group they were from.

### APOLOGIES FOR ABSENCE

Apologies were received from Anita Ambasna, Shabana Farooq, Barbara Grossman, Belinda Dixon, Haroon Shirwani, Louise Warbrick and Josephine Crabb.

### DECLARATIONS OF INTEREST

None.

### MINUTES OF PREVIOUS MEETING

**RESOLVED UNANIMOUSLY: That the minutes of the meeting held on June 12<sup>th</sup> be approved as an accurate record.**

David Scott reminded members that it had been agreed at a previous meeting to create a membership directory, in order to make it easier for community organisations to contact each other and work together. To date however only eight community groups had submitted the required information. It was intended that the directory would be included as an item on each future One Borough agenda so that it could be amended. It was agreed that the clerk would circulate the template of the directory to the groups on the circulation list asking for details to be included.

### CITIZENS ADVICE BUREAU

Janice Haynes, interim CEO of Maidenhead Citizens Advice Bureau, welcomed everyone to the meeting, which was being hosted by CAB. She said that the nationwide CAB was formally launched the day after the outbreak of the Second World War, but the Maidenhead branch had been established before this and it was marking its 80<sup>th</sup> anniversary this year. A number of low key celebrations had taken place, although a large thank you event for the CAB volunteers had taken place last year and had been attended by Theresa May MP.

Janice Haynes states that the Maidenhead CAB had developed a working partnership with the Department for Work and Pensions, and CAB volunteers had advisers based at the Job Centres in Maidenhead and Slough to assist customers with queries relating to Universal Credit. A public access computer was available to customers in the CAB office in Maidenhead to help clients access Universal Credit. Janice Haynes said a partner referral form had been

created and was available on the website to allow customers to see what other services were available for them. It had been online for around a year and had proved to be particularly helpful for customers with mental health issues. Several attendees said they would be interested in forging links with CAB and registering themselves as a partner organisation.

### DEMENTIA ACTION ALLIANCE AND ASCOT AREA ALZHEIMERS

Karun Passi introduced the item and explained that the Dementia Action Alliance had recently recruited a new member of staff. He explained the DAA had been set up to give support to carers or people who had a family member suffering with dementia, and to advise on community support and benefits that were available. Referrals could also be made to the DAA via GPs and social prescribers; however they were finding that not all GP surgeries were familiar with the DAA and what they were hoping to achieve. DAA staff were also available to give external training to individuals and organisations.

Sheila Holmes said the Chariot group had been trying to identify people who were susceptible to developing dementia, and were looking for more volunteers. Research had found DNA markers in specific genes that suggested certain people were predisposed to dementia. The Chariot group worked with GP surgeries within the M25 but were expanding their services; however they were being very specific in who they could recruit to help their research. Sheila Holmes said she was working with Chariot to put them in touch with the East Berkshire CCG. She added that NHS guidelines did not currently consider dementia to be a disease.

It was confirmed that there were no specific service signposts for residents looking to find dementia support in the Royal Borough. David Scott, Head of Communities, Enforcement and Partnerships said he would investigate specific advice signposting for dementia services.

### ETON COLLEGE VOLUNTEER PROGRAMME

Jeffrey Pick gave a brief update as Haroon Shirwani had sent apologies for the meeting. Jeffrey Pick informed the group that Eton College had a voluntary community work group amongst its pupils. However the pupils were regularly without work to take part in as nobody was contacting the College asking for their involvement. Pupils would happily take part in any form of community help. Anyone seeking to get pupils involved was asked to contact Haroon Shirwani. Jeffrey Pick gave a recent example of Eton pupils helping out at a homework club.

### ARMED FORCES COVENANT UPDATE

Vanessa Faulkner, HR Manager at RBWM, stated that the Council was trying to create a central register of army families and former service personnel living in the Royal Borough. A survey of RBWM staff showed there was one reservist employed by the Council and nine more had family members in the armed forces. It was hoped that having a more complete picture would enable the Council to run initiatives to support forces families. Vanessa Faulkner said that the Armed Forces Covenant was in the process of being updated and this would be available on the RBWM website within the next few weeks. The website would also contain signposting information for support available for forces families.

Cllr Rayner said the Armed Forces Covenant had been very successful and she was getting a lot of enquiries from veterans and serving personnel.

### MEMBERSHIP UPDATES

Paul Samuels said the SWAMI community street showcases had taken place in July in Slough and Windsor and had been extremely successful. Around 25 different community groups had taken part, and the showcases had allowed different groups to introduce themselves to each other. It was hoped that an event could take place in Maidenhead next year.



Jeffrey Pick advised that the week after the meeting was Knife Crime Awareness Week and asked for help from Councillors and members of the public in publicising it.

John Diack said the Neighbourhood Watch was thriving and a new scheme was starting every two weeks. A recent talk in White Waltham regarding preventing leaving a digital footprint online had been successful and another was planned for Hurley in the coming weeks. John Diack emphasised the point made earlier in the meeting about the need for a directory to be included in the One Borough agenda.

Eileen Denny said the next VCS networking forum would take place from 12-2pm on October 23<sup>rd</sup> at Maidenhead Synagogue, where a new fundraising initiative for local charities would be launched. Eileen Denny told the group that NHS accredited training courses entitled Making Every Contact Count would be taking place on November 4 and 12, and a safeguarding training course would be running on December 10 at the request of several community groups. The group was also informed that the mental health and NHS commissioning teams were setting up a voluntary sector mental health discussion workshop, which would be taking place from 10am-12pm on October 24 at Sportsable.

Nicola Davidson informed the group that the dilapidated St John the Baptist church hall in Eton Wick was in the process of being renovated. However input from the public was being sought on what use the redeveloped space should have and a consultation was being carried out amongst local residents and community groups that would potentially use it.

Anna Fallgren told the group that advice on fall prevention was currently being focused on at Windsor, Maidenhead, Ascot and Dedworth libraries.

Vanessa Faulkner advised that Human Resources were organising a Wellbeing day for RBWM employees from 10am-4pm on November 5 at the Town Hall. The session would cover a range of activities such as health, fitness, finances and mental wellbeing. Group were asked to contact Vanessa Faulkner or Sharon Haines if they had access to any services or health awareness programmes, such as the Dementia Awareness discussed earlier in the meeting, that could be of benefit to staff. Providers could either set up a stand or make available information/leaflets to be placed on noticeboards around the venue.

Nisha Parmar reminded members that the Royal Berkshire Fire and Rescue Service were available for home visits to fit smoke alarms, including for people with hearing impairments.

Sheila Holmes said that a daily living exhibition, advising on equipment and technology to help assist people in their homes, would be taking place in the Desborough Suite from 10.30am-4.30pm on October 2.

Angela Ferrucci informed the group that a talk entitled Resilience regarding adverse childhood experiences and how they impact on people in later life would be taking place in the Desborough Suite from 10am on October 14. This would be followed by a talk by a trauma specialist.

Cllr Da Costa said a model making for mindfulness course was taking place at All Saints Church in Dedworth.

The Chairman told the group that the Windsor and Maidenhead Community Forum would be holding a diversity day on November 10, which included a dinner at the Town Hall from 6-10pm.

## FUTURE MEETING DATES

The date and venue of the next meeting was noted.

The meeting, which began at 10.10 am, finished at 11.26 am

CHAIRMAN.....

DATE.....