

NOTICE  
OF  
MEETING  
**ONE BOROUGH**

will meet on

**TUESDAY, 16TH MARCH, 2021**

**At 11.00 am**

by

**VIRTUAL MEETING - ONLINE ACCESS ON [RBWM YOUTUBE](#)**

TO: MEMBERS OF THE ONE BOROUGH GROUP

Karen Shepherd – Head of Governance - Issued: 8<sup>th</sup> March 2021

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

**Recording of Meetings** – In line with the council's commitment to transparency the Part I (public) section of the virtual meeting will be streamed live and recorded via Zoom. By participating in the meeting by audio and/or video, you are giving consent to being recorded and acknowledge that the recording will be in the public domain. If you have any questions regarding the council's policy, please speak to Democratic Services or Legal representative at the meeting.

## **AGENDA**

### **PART I**

<b><u>ITEM</u></b>	<b><u>SUBJECT</u></b>	<b><u>PAGE NO</u></b>
1.	<b><u>WELCOME FROM THE CHAIRMAN</u></b>  To welcome members of the group to the meeting.	-
2.	<b><u>APOLOGIES FOR ABSENCE</u></b>  To receive any apologies for absence.	-
3.	<b><u>DECLARATIONS OF INTEREST</u></b>  To receive any declarations of interest.	5 - 6
4.	<b><u>MINUTES</u></b>  To consider the minutes of the meeting held on 8 <sup>th</sup> December 2020.	7 - 10
5.	<b><u>CENSUS 2021</u></b>  To receive a presentation on the upcoming Census from Charlotte Spear, Census Engagement Manager.	Verbal Report
6.	<b><u>EMBEDDING COMMUNITY RESPONSE PROJECT UPDATE</u></b>  To hear from Jesal Dhokia.	Verbal Report
7.	<b><u>DASH CHARITY UPDATE</u></b>  To receive an update from the charity.	Verbal Report
8.	<b><u>LIBRARY TRANSFORMATION STRATEGY</u></b>  To receive an update on the strategy from Anna Fallgren and Angela Huisman.	Verbal Report
9.	<b><u>SAFEGUARDING UPDATE</u></b>  To receive an update from Deborah Maynard.	Verbal Report
10.	<b><u>MENTAL HEALTH INTEGRATED COMMUNITY SERVICE</u></b>  To receive a presentation on the service from Sophia Howes.	Verbal Report
11.	<b><u>THAMES VALLEY POLICE UPDATE</u></b>  To receive a presentation from Louise Warbrick on the work being done to tackle county drug lines.	Verbal Report

12.	<u>PARALLEL WINDSOR UPDATE</u>	Verbal Report
	To receive an update from Andrew Douglass.	
13.	<u>MEMBERSHIP UPDATES</u>	-
	To receive updates from members of the group.	
14.	<u>DATES OF FUTURE MEETINGS</u>	-
	The dates of future meetings are as follows (all 11am):	
	<ul style="list-style-type: none"> <li>• Tuesday 22nd June 2021</li> <li>• Tuesday 14th September 2021</li> <li>• Tuesday 7th December 2021</li> </ul>	

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## 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

TUESDAY, 8 DECEMBER 2020

PRESENT: Karnail Pannu (Chairman), Councillor Samantha Rayner, Paul Samuels (Vice-Chairman), Jeff Pick, Isabel Santacruz, Ila Gangotra, Rebecca Mistry, Usha Parmar, Philip Reynolds, Evan Brown, Danielle Abri, Peter Haley, Tracy Muschamp, Andrew Douglas, Tiia Stephens and Bill Feeney

Also in attendance: Councillors John Baldwin, Simon Bond, Carole Da Costa, Helen Price, Gurch Singh and Amy Tisi

Officers: Andy Aldridge, Mark Beeley, Andy Carswell, Jesal Dhokia, Anna Fallgren, Vanessa Faulkner, Elaine Keating and David Scott

### WELCOME FROM THE CHAIRMAN

The Chairman opened the meeting and welcomed those present. He explained that he would do the agenda items up to and including the minutes, before passing over to the Vice Chairman who would Chair for the rest of the meeting.

### APOLOGIES FOR ABSENCE

Apologies for absence were received from Charlotte Lee, Alison Bourne, Barbara Grossman, Sophia Howes, Darren Pridmore, Nicola Davidson, Sarah Scott and Tracey Croucher.

### DECLARATIONS OF INTEREST

Councillor C Da Costa declared a personal interest as she was a trustee and Chairman of the West Windsor Hub.

### MINUTES

**RESOLVED UNANIMOUSLY; That the minutes of the meeting held on 15<sup>th</sup> September 2020 were approved a true record.**

### EMBEDDING COMMUNITY RESPONSE PROJECT UPDATE

Jesal Dhokia, Transformation Project Manager, explained that it was a blueprint project in Clewer and Dedworth. 5 community response groups had met in September and engaged with residents, local people and councillors, with the 5 groups meeting at least three times each. From the meetings, 27 potential ideas had come out, with five projects due to be taken forward:

- Mini Youth Consortium – working with disadvantaged young people to help them to access things like workshops.
- Promoting a green community – planting more plants and trees, helping the local community to improve.
- Creating opportunities for employment/training – residents were not aware of the opportunities available or where to go. Work would be undertaken with the Citizens Advice Bureau.
- Supporting mental health and transport – encouraging transport by bikes, engaging with young people and working with local businesses, like Maidenhead Cycle Hub.

- Creating a network of food organisations – to ensure that everyone had support when it was needed.

Work had also been done to look at the skills gap and discussions would take place with volunteers to see what they wanted and hopefully match their skills to professionals.

Isabel Santacruz said that Thames Valley Police would be interested in taking part in the project. Jesal Dhokia said that she would share her email so that anyone interested could get in contact: [Jesal.Dhokia@RBWM.gov.uk](mailto:Jesal.Dhokia@RBWM.gov.uk).

## FUNDRAISING UPDATE

Nicola Davidson had passed on her apologies for being unable to attend the meeting but had sent across an update which was read out by the Vice Chairman:

“Nicola Davidson of Our Community Enterprise reported that charitable funders had been adjusting their priorities on the whole, to enable funding opportunities to continue for the causes that needed it the most.

If your charity or project supported residents of the Royal Borough and required funding support, or help to get ready for a funding search, you could contact Nicola using details on the group contact information sheet. This help would be free for organisations within the Royal Borough since we were contracted by the Council to make this support available to you.”

## PREVENT AND COVID UPDATE

David Scott, Head of Communities at RBWM, explained to the group about the Berkshire Public Health [website](#). Confirmed cases per 100,000 had reduced steadily over the past few weeks, with a current rate of 105.7. There was an information centre available where a report could be downloaded containing all the data on Covid-19 from across the county. David Scott shared his screen in the meeting and talked through the various graphs that were part of the pack.

The direction of travel had generally been positive and RBWM had been focussing on getting key messages out to residents. There was a desire to not have a spike in cases before Christmas, especially as rules would be relaxed for the 5 day Christmas window. Work was also being done with schools and community influencers which could help share key messages.

David Scott also gave an update on Prevent. This was the national strategy to prevent terrorism and was designed to safeguard communities to stop anyone being engaged or radicalised with extremist beliefs. Prevent came under the umbrella of Contest, which consisted of four Ps; Pursue, Protect, Prepare and Prevent. RBWM brought together a range of agencies to prevent people being brought into terrorism and it was important to promote awareness of the risks within the local community. There was also an ‘[Act Early](#)’ initiative which was targeted at family and friends who had concerns about someone. They would be given further support and advised what to do and how to make a referral. A handbook for elected members had been created on Prevent but it was also useful for organisations and residents as it contained a concise summary of what Prevent was about. RBWM ran a ‘Channel Panel’ which received referrals and investigated what could be done to support individuals. David Scott said that members of the One Borough group could help with the Prevent messaging and make sure that their communities were aware.

Jeff Pick said that he published information in a newsletter that he sent to a number of people, he would include some information on Prevent in the next one.



## ORGANISATIONS PLANS OVER THE CHRISTMAS PERIOD

The Vice Chairman said that this item would be considered as part of the Membership Updates item later in the agenda, where organisations could provide detail of their plans over Christmas as well as a general update on their activities.

## UPDATE ON WELFARE CALLS

Anna Fallgren, Library Supervisor, gave the group an update on welfare calls being made to residents during the pandemic. The helpline was operated Monday to Friday, 9am until 4pm. Advice could be given on what support RBWM could offer and residents could also be put in touch with community groups that would be able to offer support. While those on the shielding list were no longer required to shield, many residents still liked receiving the welfare calls. There were over 1,500 vulnerable residents on the database that still wished to be contacted, while 1,015 had declined further calls. Work was being undertaken with community wardens who would be able to visit some residents in person. In total there were four members of staff who could make and take calls, with each member making on average 13 calls a day. Feedback from residents had been positive and that they had appreciated the calls, it had also provided a good communication link between community groups and vulnerable residents.

Jeff Pick said that he could put out a message in his newsletter about the welfare calls that being made and also to ensure that nobody was missed off the list.

## GIRLS POLICY FORUM VIDEO

Elaine Keating, Youth Engagement Officer, explained that the Girls Policy Forum had been set up two years ago for girls aged between 11-19. The group had been involved with a number of different projects and recently the girls spoke at the Inclusion Summit, where they made a pledge to make their schools more inclusive. They had joined up with Parallel Windsor, Sportsable and Braywick Leisure Centre to encourage more inclusivity and had created a video. Elaine Keating showed the video to the meeting, which could be viewed on YouTube [here](#).

Andrew Douglas said that the Girls Policy Forum was an incredible group who cared passionately about their local community and it had been great to work with them to produce a 'Festival of Inclusivity'.

Jeff Pick asked if the Girls Policy Forum was working with Angela Ferrucci. Angela Ferrucci said that she would be in touch with Elaine Keating in due course.

Councillor Rayner said it was a fantastic video and the Forum had done a great job. She said that it was one of the great successes of the One Borough group, that it allowed organisations and groups to connect with each other.

Isabel Santacruz asked if it was possible to refer girls who might be interested in joining the Girls Policy Forum. Elaine Keating said that she would be happy to discuss this with Isabel by email after the meeting.

## MEMBERSHIP UPDATES

Councillor C Da Costa said that the West Windsor Hub would be open until 23<sup>rd</sup> December and was offering food support to residents. The hub would open like normal in the new year. Emergency days were available on the hubs Facebook page. Unfortunately the hub had been broken in to last week but the public had responded amazingly and given the hub more than they had before the break in. There would be presents given to each family along with a substantial food hamper.

Norden Farm had been working on their annual big parade project which would still be going ahead, with plenty of workshops taking place. Christmas shows were taking place virtually with schools. The Community Outreach Programme had been a success and Norden Farm were currently evaluating all the work that they had done over the year. Norden Farm would be open until Christmas Eve, before reopening in the new year on 13<sup>th</sup> January. Shows would be running and the theatre was a Covid safe venue.

Councillor Baldwin gave an update on Food Share Maidenhead. He said that there were three different pods currently running, on Wednesdays, Fridays and Saturdays. Areli, the company behind the Nicolson's Shopping Centre redevelopment, had accommodated the food share in recent weeks, in the old Argos unit and also the old Tesco unit. The food share was expecting to distribute food to around 180 families over the festive period, which including the homeless could be increased to anywhere from 800-1,000. Therefore the site would be busy, which was open from 12pm to 6pm. Councillor Baldwin passed on his thanks to David Scott and other officers at RBWM for their help.

Tiia Stephens said that Driven Forward had a community fridge in Windsor, which would be closing on 21<sup>st</sup> December and reopening on 4<sup>th</sup> January. Deliveries would be happening and these were open to anyone along with supermarket collections if they were needed. If emergency supplies were needed over Christmas, Driven Forward could be contacted either by email or via their Facebook page. The organisation was looking to deliver around 30 food parcels across the festive period.

Rebecca Mistry said that the Baby Bank would be closing on 18<sup>th</sup> December and reopening on 4<sup>th</sup> January but would be available for emergencies.

Councillor Tisi said that she had worked with Councillor Price to produce an infographic with contact details for various organisations and groups in Windsor, she would share this with the group after the meeting.

Evan Brown said that St John Ambulance had been exploring different proposals to relocate to. He would be speaking to reserve members to see if they knew of any options too. Offering first aid training had been a challenge but Zoom sessions had been held with participants. The biggest challenge for St John Ambulance looking forward was playing a key role in administering the vaccine once it was available.

The Vice Chairman said that Men's Matters had recently received a donation of fudge from Waitrose in Maidenhead which was ready to be dispatched to its members for Christmas.

David Scott said that there was a Christmas tree trail on the north section of the Greenway, he would circulate details after the meeting.

Jeff Pick said that One Borough was one of the best meetings in the borough. He said that anyone could email him if they would like their activities shared in his newsletter, at [Jeffrey.Pick@thamesvalley.pnn.police.uk](mailto:Jeffrey.Pick@thamesvalley.pnn.police.uk).

## DATES OF FUTURE MEETINGS

Members of the group noted the dates of future meetings. The next meeting was due to take place on Tuesday 16<sup>th</sup> March 2021, starting at 11am.

The meeting, which began at 11.00 am, finished at 12.30 pm

CHAIRMAN.....

DATE.....