

The Kensington and Chelsea Partnership

Minutes of the meeting of the Partnership Steering Group
held at Kensington Town Hall, Hornton Street,
London W8 7NX at 5.00 p.m.
on Wednesday, 17th March 2004

PRESENT

Members of the Steering Group

Cllr. Merrick Cockell - Leader of the Council (RBC&C)
Cllr. Judith Blakeman - Minority Party (RBK&C)
Zrinka Bralo - Representative for Education and Employment (VOF)
Dominic Clout - Borough Commander, Metropolitan Police
Cllr. Timothy Coleridge - Cabinet Member for Housing (RBK&C)
Steve Crow - London Central Learning & Skills Council
Jed Davis - Forum of Faiths
Paul Haigh - Kensington & Chelsea Primary Care Trust
Menghi Mulchandani - Action Disability Kensington & Chelsea
Geeta Nanda - Octavia Housing Trust
Cllr. Nicholas Paget-Brown - Cabinet Member for Regeneration, Community Safety & External Relations (RBK&C)
Celia Rees-Jenkins - The Kensington and Chelsea Societies
Malcolm Spalding - Kensington & Chelsea Chamber of Commerce

Others in attendance

Tim Chidgey - Kensington and Chelsea Fire Chief
Helen Kay - Partnership Support Officer (RBK&C)
Christine Lawrence - Head of Regeneration and Partnerships (RBK&C)
Derek Myers - Town Clerk & Chief Executive (RBK&C)
Tony Redpath - Director of Strategy and Performance Improvement (RBK&C)
Similola Towry-Coker - Kensington and Chelsea Social Council
Ainsley Walcroft - Governance Administrator (RBK&C)

A G E N D A

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Doris Besant, Augustine Omara, Dez O'Neill and Karin Woodley.

2. MINUTES OF THE MEETING HELD ON 28TH JANUARY 2004

The Minutes of the previous meeting held on 28th January were confirmed as a correct record.

3. MATTERS ARISING

Welcome to Geeta Nanda and Dominic Clout

Geeta Nanda, Director of Octavia Housing Trust and Chief Superintendent Dominic Clout, the new Borough Commander, were welcomed as new members of the Steering Group.

Jobcentre Plus - Membership of KCP Steering Group

Christine Lawrence reported that the district manager of Jobcentre Plus, the Government's combined benefits and access to training and employment service, had recently approached the Partnership requesting representation on the KCP. Derek Myers offered to meet with the proposed member to assess their suitability. Concern was raised that incremental additions to the membership of the Steering Group should be kept to a minimum. It was agreed that any further discussion would be postponed until the review of the Partnership's Terms of Reference.

Update on Equalities Audit

Zrinka Bralo explained that the Race Equality Partnership was currently being constituted and would like to call a meeting on behalf of the Kensington and Chelsea Partnership to scope and co-ordinate an Equalities Audit. This would include disability assessments. The meeting would aim to come up with proposals for a way forward and budgets. The Steering Group noted that the audit would inform elements of the new Community Strategy.

RESOLVED –

- (1) That partners would arrange a meeting to discuss an Equalities Audit, develop proposals and budgets and agree on recommendations.

Action by: Similola Towry-Coker/Margaret Burns

Report from the Community Strategy Sub-Group

Cllr. Cockell reported that Kathy Herman, an associate of the Community Development Foundation, had attended the sub-group meeting of 19th February to help capture issues and themes for consultation on the new Community Strategy. The discussion included reasons for consulting and methods for reaching a wide range of people, for example using the Arts to reach young people.

There would be a launch event in June with consultation continuing through to the Autumn (five month period).

Citizenship

Derek Myers reported that progress was being made with the citizenship guide. A full update would be provided at the next meeting.

Strategic Area Review (StAR) Consultation

Steve Crow updated the Steering Group on the review of education provisional for the over-16s not in a college or university education. He explained that rather than distribute hard data, 11 shorter discussion papers had been sent out to stakeholders with a focus in education. In Kensington and Chelsea these included the 14-19 Forum and the Adult Learning Group.

The next stage of the review would explore options for doing things differently and ways of improving funding and capacity. He invited the Partnership to spend some time looking at options, and suggested that the July meeting may be the most appropriate if there was space on the agenda.

RESOLVED –

- (2) That Steve Crow and Helen Kay would discuss the best process for consulting the Steering Group, with a possible item to be included on the July agenda.

Action by: Steve Crow/Helen Kay

4. REVIEW OF PARTNERSHIP STRATEGIES AND PARTNERSHIP WORKING

Helen Kay presented the report to the Steering Group. She explained that although the Partnership need not go through the accreditation process to receive Neighbourhood Renewal funding this year, it should be able to demonstrate a rigorous methodology for managing the delivery of its Neighbourhood Renewal strategy. Also a reflective review on the success of Partnership working or 'health' had to be carried out, as well as developing an Improvement Plan for 2004/05. The Steering Group was invited to discuss and agree the framework of the review and the way forward.

It was pointed out that as well as being driven by the Government Office for London (GO-L) and the Neighbourhood Renewal Unit (NRU) the reviews and Improvement Plan would also have an impact on the new Community Strategy.

Partnership Strategies Review

Helen Kay described the first two of a total of four stages. Stage 1 (18th March to 16th April) would require cluster co-ordinators to provide factual evidence of progress on delivery of the strategies, including performance indicators. Cluster Champions would then need to commit time to working with Cluster Co-ordinators on Stage 2 (Week ending 23rd April). This stage would involve reaching a consensus on progress, reflecting on what has and

has not worked and the development of an Improvement Action Plan. The Steering Group agreed that all clusters should be included in the review but the suggested scoring system should not be used.

Cluster Champions were requested to arrange meetings with their Cluster Co-ordinators as soon as possible due to the restrictive timetable. Helen Kay would send out guidance to assist the process.

RESOLVED –

- (3) That Helen Kay would send guidance to all Cluster Champions.

Action by: Helen Kay

Partnership Health/Partnership Working

This part of the review would use the same six criteria as the previous year's Accreditation Action Plan to assess the contribution made by individual partners to the success of the Partnership and the added value it brings to the delivery of local services. Although it had been suggested by GO-L that two of the criteria could be assessed in greater detail, the Steering Group agreed that they would carry out a less detailed review for all six of the criteria.

RESOLVED –

- (4) That the review would assess all six criteria at a reduced level of detail.

Rather than reconvene the Action Planning Group it was agreed that the Agenda Planning Sub-group would discuss the review of the existing Accreditation Action Plan. They would need to suggest some additional future actions, or a programme of work, to satisfy the minimum requirements of the Improvement Action Plan. The Improvement Action Plan would then be agreed virtually by the Steering Group before 30th April and reported to the next full meeting of the Steering Group on 17th May.

RESOLVED –

- (5) That the Agenda Planning Sub-group would meet to complete the Improvement Action Plan.

Action by: Agenda Planning Sub-group

5. PROTOCOL BETWEEN KCP AND COMMUNITY EMPOWERMENT NETWORK (CEN)

Similola Towry-Coker from the Kensington and Chelsea Social Council presented the draft protocol agreement for the KCP and Community Empowerment Network (CEN). The nationwide rationale behind the

protocols was to ensure that relations between CENs and Local Strategic Partnerships (LSPs) across the country satisfied the recommendations set out in the Local Government Act 2000 and in “*A New Commitment to Neighbourhood Renewal: National Strategy Action Plan*” published in January 2001 by the Neighbourhood Renewal Unit. When the Partnership was set up in Kensington and Chelsea it was decided that the existing connection of groups that formed the Voluntary Organisations Forum (VOF) should act as the CEN for Kensington and Chelsea.

The Steering Group was informed that most of the draft protocol for Kensington and Chelsea had been based on the KCP Terms of Reference and the Compact, with new additions highlighted in bold. Malcolm Spalding raised the concern that membership of the CEN seemed to be biased towards statutory or voluntary bodies that provided a service. It was highlighted that links with residents’ associations were not listed in the existing document.

Cllr. Cockell remarked that the Community Strategy sub-group may also want to make changes regarding membership and other matters. He also suggested that the protocol and the Partnership’s Terms of Reference could eventually become a single document.

Simi emphasised the fact that the CEN was largely virtual in nature. It was noted that although some groups did not attend CEN meetings, they were on a mailing list and received regular updates. Derek Myers welcomed Similola Towry-Coker’s statements. He said they helped to clarify the inclusion of residents’ associations, faith groups and the Forum of Faiths, which play an important role.

Cllr. Paget-Brown suggested that the Community Relations Advisory Group and the Police and Community Consultative Group could be added to the list of Partnerships, the latter involving both residents and community groups. Cllr. Coleridge said that the format of the document could be simplified to make it accessible to a wider range of people. Zrinka Bralo supported this, and requested that acronyms be explained when used.

Similola Towry-Coker urged the Steering Group to forward any further suggestions to herself or Helen Kay via email.

RESOLVED –

- (6) That any further suggestions regarding the protocol be forwarded to Similola Towry-Coker or Helen Kay.

Action by: All

Certain inconsistencies and minor errors were identified in the draft, which Similola Towry-Coker undertook to rectify.

RESOLVED –

- (7) That corrections identified by the Steering Group be implemented.

Action by: Similola Towry-Coker

It was agreed that the protocol should not drive the Partnership's Terms of Reference. Instead, it should be an organic document that could be developed following pending changes to the Terms of Reference.

RESOLVED –

- (8) That the document be adopted as an initial draft, with further work to be undertaken, and will remain subject to amendment following changes made to the Terms of Reference.

Action by: Similola Towry-Coker/Helen Kay

6. IMPROVEMENT ACTION PLAN FOR THE PARTNERSHIP

The report was not available in time for the meeting, but a course of action was discussed under item 4.

7. AOB

Paul Haigh informed the Steering Group that central Government had asked Primary Care Trusts (PCTs) to consult with local people regarding obesity and smoking. He welcomed the views of the Steering Group on the best way forward.

RESOLVED –

- (9) That consultation on obesity and smoking will be suggested to the Agenda Planning Sub-group as an item for a future meeting of the Steering Group.

Action by: Helen Kay

The meeting ended at 7.12 p.m.

Chairman