

**ONE NORBITON WORKING TOGETHER (LIS)  
Professional's Working Group**

**Minutes of Meeting held on 31<sup>st</sup> August 2011 at 3pm  
Room 41, Guildhall**

Present: Russell Styles (Chair) Martha Earley Neville Rainford Bill Heasman	Jill Darling Simon Oelman Dr Heidi Seetzen Gary Walsh (joined meeting late) Susan Samuels (notes)
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<b>1.</b>	<b>Apologies</b>	
	Apologies received from David Smith, Hilary Garner, Grahame Snelling, Catherine Sheppard and Jelena Nedeljkovic.	

<b>2.</b>	<b>Notes of last meeting and matters arising</b>	
	<p><u>Notes of last meeting</u>                      Neville Rainford to be added to attendance list.                      In agenda item 4 Cllr Steven Bristow should have read Cllr Stephen Brister.</p> <p><u>Matters arising</u>                      There are several additions and amendments to be made to the membership list. Will update for next meeting.</p> <p>Work on the Community Connected project still ongoing. Hilary has been on leave so will ask him to report back to next meeting.</p> <p>Offer still in place from Bill Heasman for the police to do door knocking as part of their 'street a week' initiative. There are still some concerns as to how this would be received in the community. However it has been successful in other parts of the borough.</p> <p>Neville reported that the sharepoint site has been set up. External users will need a password to access this. Internal users can just go straight into site. NR to contact ICT to find out what external people need to do and will send a link to internal users. Heidi to be added to list of external users.</p> <p>Martha to send out a list of the community working group members. Joint Professionals and Community Working Group meeting to take place in October.</p> <p>Hilary producing terms of reference for community working group and will bring to next meeting.</p> <p>Risk log needs to be updated still. Neville to send out to everyone as all need to contribute to this before he can update it.</p>	<p>ME</p> <p>HG</p> <p>NR</p> <p>ME</p> <p>HG</p> <p>NR</p>

<b>3.</b>	<b>Highlight Report</b>	
	Martha presented the highlight report.	

#### 4. Update on Progress Presentation

Martha talked the group through the presentation which will be taken to the Strategic Partnership Board and the Member/Officer Group.

The presentation includes:

- Explanation of what the project is about.
- The journey so far
- Use of resources
- Prioritisation exercise identified 11 themes – honeycomb chart
- The Big Count – top three themes
  - Housing Issues
  - Police and Safety
  - Maintenance of Communal Areas
- Benefits So Far
- Next Steps

There was limited time and resources available to carry out the prioritisation exercise, so previously produced research and consultation was used to help identify themes for the community to prioritise.

Several methods used to establish priorities, including a website developed by the Community Working Group. The exercise was community led and they took it out into Norbiton.

The exercise has been extended to 5<sup>th</sup> September as not all votes in yet. So final figures will be a little different for the Strategic Partnership Board.

There is an overlap between some of the themes i.e. Housing and Maintenance of Areas.

Some of the Community Working Group want more robust community research done. It was agreed by this Group that there comes a point when we have to say these are the main recommendations and we need to move on with them. We now need to sit down and look at the detail i.e. what do you mean by policing and safety? We need to get our engagement strategy right for the next stage of work when we take it back to the Community Group to inform the choices.

The fact that the Community Group are taking ownership is a huge step forward.

Need to now look at the top three priorities and produce an action plan + 3 priorities under each one. This is a big piece of work and Martha will need some support on this.

Bill agreed to help drill down what the Policing and Safety statement means.

It may still be necessary to do some further testing with partners and the community to check if they are correct. We could give examples at this stage because it is possibly too early to identify which ones. It may be necessary to take more time because we need to get this right.

The next steps are to share the community priorities with our partners. DS will take them to the Kingston Strategic Partnership Board. He will need to emphasise additional resources needed for development, training and communications.

It is now necessary to look at redirecting resources and the ownership of that. We need to see how we can free up resources to free up money.

Simon pointed out that some budgets are set in stone i.e. Quadron, so very inflexible. May be that external partners need to come on board too. Need to work on changing mindsets and negotiating on contracts.

	<p>It may be necessary to speak further to Ian Leete at the Cabinet Office. He has agreed to look into providing an accountant to scrutinise budgets</p> <p>Expression of interest being written for a neighbourhood budget. There are only two available in the country.</p>	
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<b>5.</b>	<b>Executive/Kingston strategic partnership</b>	
	David to take this presentation to the Kingston Strategic Partnership on 12 <sup>th</sup> September and the Member/Officer Group on 13 <sup>th</sup> September.	<b>DS</b>

<b>6.</b>	<b>Social Entrepreneur in Residence</b>	
	The new Social Entrepreneur in Residence, Eleanor Jones, will be in place by 19 <sup>th</sup> September. Half of her role will be devoted to Local Integrated Services.	

<b>7.</b>	<b>Community Working Group/Professionals' Working Group Joint Meeting</b>	
	<p>Date to be agreed for the Community Working Group and Professionals' Working Group to meet in order to be able to start working together.</p> <p>Ian Leete agreed to do a presentation + some of the professionals too i.e Bill on safety and Simon on Housing.</p>	<b>ME</b>

<b>8.</b>	<b>A.O.B.</b>	
	<p>Simon suggested it would be a good idea to think about lessons learnt from the recent civil unrest. How do we engage with alienated groups?</p> <p>It was noted that the consultation took place at the time of the riots.</p> <p>Heidi talked the Group through her evaluation proposal which was circulated</p> <p>There is a history of community engagement and partnership working.</p> <p>If we want to help the most vulnerable we need to try and reach all parts of the borough.</p> <p>Bill informed the Group that he has been allocated some money (in the region of £8k) from the Metropolitan Police Association (MPA) which must be spent by the end of March 2012. It is for use in respect of anti-social behaviour/violence against women. Bill to pursue further.</p>	<b>BH</b>