



## Steering Group Meeting 15th<sup>th</sup> December 2016

**Present:**

**Residents:**

Peter Crawley (Chair), James Shaw (Vice-Chair), Torkel Larsen, Felicity Walmsley, Terry Dagnall, Andrew Fielding, Donna Lyon, Ute Pietsch, Rodger Read.

**Partners:**

Jayne Nendick (SHoRes.), Dave Edwards (WTC), David Burnby (Local Trust Rep), Tricia Read (WBL worker)

	Agenda Item	Action
<b>Part 1. Nominations and elections for Chair and Vice Chair. Chaired by Jayne Nendick (LTO)</b>		
1.	<p><b>Welcome and Apologies</b></p> <p>Apologies received from: Richard Willman, Jo Carter, Jayne Crossley</p>	<b>All to note</b>
2.	<p><b>Nominations and elections for Chair and Vice Chair</b></p> <p><b>Chair.</b> Two nomination had been received for Chair, Peter Crawley and James Shaw. The nominees spoke to their motivation, interest, experience and how they would approach the role and answered questions from members.</p> <p>PC stated that he would accept the nomination and undertake the role of Chair up to the end of the current plan and see the new plan in place but, if appointed would stand down at the end of June 2017.</p> <p>JS spoke to his involvement in developing and supporting Withernsea Big Local from its outset, his commitment to apply the experience gained as Vice Chair to the development and delivery the new plan and the ongoing support of Withernsea Big Local.</p> <p>Members considered the nominations and following discussion agreed with PC and JS that PC would be appointed as Chair for the 6 months to 30 June 2017, JS would be appointed as Vice Chair for the 6 months to 30 June 2017. During this period, JS and PC would continue to work closely together to ensure an effective transition. The priority during this transition period is the review, development and production of the new Plan and working with members to explore ways in which members and the wider partnership can be involved.</p> <p><b>Vice Chair.</b> Two nominations had been received for Vice Chair. James Shaw and</p>	<b>All to note</b>

	<b>Agenda Item</b>	<b>Action</b>
	Torkel Larsen. TL supported the idea of a “transition period “, accepted the nomination and agreed to stand as Vice Chair in 6 months’ time.	
	<b>Part 2. Business Meeting. Chaired by Peter Crawley.</b>	
3.	<p><b>Minutes of the Last Meeting held on 17<sup>th</sup> November 2016</b></p> <p>The Minutes of the previous meeting were accepted as a correct record.</p>	<b>All to note</b>
4.	<p><b>Matters Arising.</b></p> <p>There were no matters arising not covered in the agenda.</p>	<b>All to note</b>
5.	<p><b>LTO and Finance Update</b></p> <p>The report to Local Trust on plan spend/committed for May – October had been submitted by the due date of 25<sup>th</sup> November. The grant payment for the final period of the current plan had been received on the 4<sup>th</sup> December.</p> <p>The Finance report for November, including payments made since the last meeting was accepted. TR reported that issues with the payment of the grant to Withernsea Entertainers had been resolved and an all approved Grant Offers had been made, accepted and paid.</p> <p>The merits of producing pie charts illustrating budget spend were discussed and members agreed it would be useful to present information to the public in this way e.g. £1m, committed, spent, lost pending HEYCF insolvency work concluding.</p>	
6.	<p><b>Investing in Withernsea</b></p> <p><b>a) Social Investment Strategy</b></p> <p>DB and TR reported on the meeting held on 8<sup>th</sup> December with Rob Bilson, Social Investment specialist from Local Trust. The meeting was attended by TL, PC, RR, DB, JN and TR.</p> <p>Guidance papers from RB had been circulated with the Agenda: “Guide to social investment for Big Local”, “Big Local Social Investment Examples”, “Big Local areas social investment pathway, checklist and resources”, and Personal lending: tackling financial exclusion through social investment”.</p> <p>RB had given an overview of:</p> <ul style="list-style-type: none"> <li>• Social investment and Big Local</li> <li>• Local Trust Social Investment Process</li> <li>• Examples of what is happening in other Areas</li> <li>• Discussion of the Withernsea Piggy Lane Market project</li> </ul>	<b>All to note</b>

	<b>Agenda Item</b>	<b>Action</b>
	<p>Social Investments are an option for Big Local areas to consider when creating and delivering their plans. Any decision to make social investments with Big Local money must fit with outcomes identified in the Big Local Plan.</p> <p>It was noted that The Withernsea Local Plan is a two-year plan, ending in May 2017. This Social Investment support from RB (funded by Local Trust) is a key strand of work in preparation for developing and delivering the new Withernsea Big Local Plan for 2017 onwards. Social investment options are a potential way to create a lasting impact and make the Withernsea Big local £1m go further.</p> <p>A social investment is a loan to be paid back not a grant which is not repayable. The investment aims to make a positive economic, social or environmental impact. There are different types of social investment including personal lending, loans to self-employed (microfinance), to small and medium enterprises to help local businesses and to charities, community organisations and social enterprises.</p> <p>It had been agreed that Withernsea Big Local needs to understand what is involved in the process of setting up a new route for funding which will be a fundamental change to how the steering group works, consider the benefits and risks and how social investment can support the delivery of the 10-year programme. What do steering group members want to have in place in 10 years' time?</p> <p>RB will meet with the sub group in January and will attend the February meeting of the Steering Group.</p> <p><b>b) Piggy Lane Community Market</b></p> <p>Interest in social investment had been prompted by work with local market traders to explore the possible purchase and development of the local market which is for sale and its development as a community market. TR had send RB a copy of the recently completed feasibility study and business plan.</p> <p>If the market project is to go ahead before June 2017 it would need to be viewed as a new project in the existing plan under the current outcomes. Withernsea Big Local would need to answer questions from Big Local about the model, support for the project, outcomes and impact etc.</p> <p>The Steering Group will need to explore the idea of the Steering Group setting up a community company limited by guarantee with an asset lock into the community. Effectively being a landlord for the market traders. Taking this option forward, subject to the commercial evaluation of the market and the final asking price, would fundamentally change the nature of Withernsea Big local from a grant giving group responding to local ideas to potentially being a partner in</p>	

	<b>Agenda Item</b>	<b>Action</b>
	<p>delivering a social investment project. DB to seek guidance from Local Trust about the implications for members and Local Trust in taking this initiative forward in this way. forward.</p> <p>Niamh Goggin, Director of Small Change will be invited to the next meeting of the social investment sub group to explore and advise on the implications of taking this work forward using a mix of grant and social investment loan.</p>	
7.	<p><b>Celebration Event and AGM. Evaluation and lessons learned.</b></p> <p>Attendance at the open meeting had been disappointing. 19 residents attended, along with 5 children and two guests from Greatfield Big Local.</p> <p>The video presentation and Annual Report had been useful and the buffet was enjoyed by those attending.</p> <p>It was agreed that next year and moving forward with the new Plan we would seek improve communication, engagement and involvement:</p> <p style="padding-left: 40px;">We will liaise with local media and partners to publicise and raise the profile of Withernsea Big Local and the work it supports</p> <p style="padding-left: 40px;">People who asked to be contacted and gave their contact details to be contacted on at least one more occasion during the 6 months leading up to the new Plan to update on ideas and progress.</p> <p style="padding-left: 40px;">Organise issue/themed/outcome based sessions with the wider partnership</p> <p style="padding-left: 40px;">Consider developing the idea, seeking additional funding for and supporting a Withernsea community led local development programme in response to local requests for training and development support e.g. first aid, food hygiene, health and safety, safeguarding, getting started, working with children and young people, fundraising etc.</p> <p style="padding-left: 40px;">Advertised a month before making best use of local media and contacts</p> <p style="padding-left: 40px;">A speaker, on a topic of local interest/theme to open the 2017 event.</p> <p style="padding-left: 40px;">Formally present the Annual Report, highlighting achievements in the second year of the Plan (2016 -2017) and presenting a video/power point</p> <p style="padding-left: 40px;">Projects funding/supported during the year be invited to attend and showcase “case studies” of their supported work</p> <p>DB expressed his opinion that Withernsea Big Local has “done brilliantly” over the last year. The Steering Group is stable and committed with volunteer members</p>	<b>All to note</b>

	<b>Agenda Item</b>	<b>Action</b>
	giving up their time to conscientiously and seriously take work forward, an investment model is being set up, the new plan will be developed and with 8 years to go the on the 10-year programme exciting things are on the horizon.	
<b>8.</b>	<b>Big Local Support Update</b>  The Worker Activity Summary November – December 2016 had been circulated with the minutes. TR asked members if they had any questions or comments on the report. The report was accepted.	<b>All to note</b>
<b>9.</b>	<b>Media and Communications</b>  Members had previously discussed using local radio and local press to publicise the projects supported by Withernsea Big local, update on the development of a revised/new plan and raise the Withernsea Big Local profile. TR noted that following the AGM the Gazette had expressed a willingness to run regular features on Withernsea Big local and Seaside radio was encouraging members to speak about local work. A meeting of the Media and Communications sub group to be convened in the new year to co-ordinate this publicity initiative with the development of the new plan.	<b>All to note</b>
<b>10.</b>	<b>Any Other Business</b> <b>a) Second Withernsea Big Local Plan June 2017</b> PC drew the attention of members to the need to have a new plan endorsed by June 2017. The Finance and Forward Planning sub group will meet in the new year to develop an outline work programme for members to consider and develop.	<b>All to note</b>
<b>11.</b>	<b>Date and Time of Next Meeting</b>  <b>The next meeting will be held at 7.00pm on Thursday 19th January 2017 at the Shores Centre.</b>	<b>All to note</b>

TR/2017214 Draft V1.