**Minutes**

**Present**

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| **Name** | **Role/ organisation** | **Initials** |
| Victoria Stark | Patient representative, lay member of Governing Body, chair | VS |
| Sheila Durr | Director of Communities and People, Royal Borough of Kensington and Chelsea | SD |
| John Foster | Health & Wellbeing Strategy and Delivery Manager – Grenfell Recovery, Royal Borough of Kensington & Chelsea | JF |
| Michael Ashe | Volunteer Centre Kensington and Chelsea | MA |
| Ryan Price | Epic CIC | RP |
| Anthony Graham | Working with Men | AG |
| Carrie Hirst | Community Champions – Notting Dale | CH |
| Lucy Cook | Central and North West London NHS Trust | LC |
| Angela Spence | Kensington and Chelsea Social Council | AS |
| Filsan Ali | Midaye | FA |

**In attendance**

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| **Name** | **Role/ organisation** | **Initials** |
| Jason Strelitz | Public Health, Westminster City Council | JS |
| Alison Kirk | North Kensington Engagement Lead, WLCCG | AK |
| John Foster | Royal Borough of Kensington and Chelsea | JF |
| Adrian Phelan | West London CCG | AP |

**Apologies**

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| Nafsika Thalassis | BME Health Forum | NT |
| Malcolm Phillips | Hestia | MP |
| Mary Fortheringham | Kensington and Chelsea Mind (Healing Minds (Consortia)) | MF |
| Mona Hayat | Director for North Kensington Recovery Programme, WLCCG | MH |
| Sarah Cahn | Insight Young Peoples Drugs & Alcohol service | SC |
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| **Item** | | **Action** |
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| **1** | **Introduction** | |
| 1.1 | **Welcome and Introductions**  The Chair welcomed members and attendees to the meeting.  Apologies were noted as above. | |
| **2** | **Minutes of the meeting held on 19th March 2018**  The minutes of the meeting held on 19th March 2018 were accepted and agreed. | |
| **3** | **Update on health needs assessment**  JS provided an update on the health needs assessment in terms of the work that is moving forward:   * Draft evidence review will be shared with the Forum once completed * Outreach –based piece of work with Working with Men is underway – community research programme aimed at young men to understand need * Subjective reading of evidence base and community engagement evidence to date has informed a set of ‘Foundations for the Future’ principles. These set of principles are a starting point for discussion on the things that are important to local communities. The principles will be used as a starting point for discussion which will be delivered through engagement with RBKC’s community engagement team and voluntary and community sector partners.   AS proposed that the process has to be as inclusive as possible from an equalities perspective. JS said he is happy to take advice on how to take this forward as keen for this piece of work to be received as not being another process/consultation with the community – it needs to align with and compliment and not duplicate.  **Action: JS to provide an update at the next meeting in May** | |
| **4** | **Community Based Asset Mapping**  AK introduced this item and set out a proposed approach to undertake a community asset mapping process. AK added that this approach is being considered following feedback from both local community members and voluntary and community sector organisations and groups that there as skills and resources within the community and for statutory services to utilise this skills and resources to help the community become resilient.  The proposed approach is set out in the attached slides    AK then invited discussion and feedback from the members on the proposed approach. It was felt that that there has to be acknowledgment that there are different communities and different abilities within these communities that would enable involvement in this approach. Ensuring community understanding is key and this may require educating community members on the approach and what it is looking to achieve. FA said that the approach would need to be delivered in a timely way and not rushed and importantly any approach will need to be culturally appropriate.  MA suggested that time-banking may be seen as a backward step with some community members as such and similar initiatives have been around in the community for some time. It will important that the mapping takes this into account in terms of its starting point.  AS reported on a piece of work that is currently underway using the Asset Based Community Development approach which is training members of the community with the skills that will enable them to go out and have community meetings/discussions. Any work that is taken forward needs to take account of this. AK said that she agreed and discussions were underway with partners to understand what is currently taking place and how this programme can work alongside and support current work as appropriate.  CH added that any approach has to have sustainability and to acknowledge that there are communities within communities and we need to ensure that any approach does not create tension.  The discussion also suggested that there will be a need to harness collaboration across communities is key to ensure delivery and to acknowledge that there will be some organisations who are reluctant to change – this could impact any response to the community asset mapping findings. Organisations need to change their culture and commissioners need to think about what role they can play in supporting and enabling change to happen one way of achieving this to consider a grant funding approach which is outcome based but has the flexible for organisations to deliver an agile approach and that also promotes partnership and collaboration. | |
| **5.** | **Grenfell Tower public inquiry and one year anniversary**  AK reported that the CCG were currently planning and contacting organisations, faith leaders and community groups to speak to them in terms of what support, beyond the current NHS provision, maybe useful to the community to support them through the Grenfell Tower public inquiry and the first year anniversary. A discussion with the members of the multi-agency forum would input into this and feedback could be used to inform any additional or alternative service provision and communication and information provision.  AK asked members if they had any specific plans in the run up to the inquiry and anniversary.  FA – we were looking at setting up a wellbeing group but with Ramadan wouldn’t work  Arabic group wants to continue to meet. Looking to align with mental health services working alongside partners but don’t know what this will look like/work.  AS – co-ordinated message about what support is out there and promoting the existing offer of services.  Knowing who is doing what and get this information out to partners. CNWL are planning to deliver support where required.  Support for staff within organisations to understand what the offer of support is available will be important to get this information out to staff to enable them to communicate with those they are working with. This could also include teachers within the local schools.  JF – work currently underway to identify community spaces – quiet zones where residents will be able to go/get away. It was suggested that this spaces include family areas away from any obvious focal points within the community and for these spaces to provide support for families.  No specific plans from schools in relation to activities although discussions are on-going and will inform any potential offer.  Get messages out through faith groups and organisations.  Demystify the Inquiry – communication and information for organisations working within the community that sets out:  What each stage of the inquiry consists of  What to expect at each stage of the inquiry  Support available and how to access it  This communication and information needs to readily available to local organisations to ensure that this can be given in an appropriate manner to those they are working with e.g. by word of mouth. | |
| **7.** | **Any other business**  AK reminded members that when the group met initially a discussion took place in regards to having the minutes and papers from meetings made publicly available on the NHS Grenfell website. AK asked members if they are happy for the minutes to be made available. All members agreed.  **Action: AK to ensure all minutes and papers for meetings are available on the NHS Grenfell website** | |
| **9.** | **Time and date of next meeting**  21 May 2018, 3.00pm – 5.00pm, Museum of Brands | |