

MINUTES OF THE NETWORK RYDE MANAGEMENT COMMITTEE  
MEETING HELD ON 3<sup>rd</sup> MARCH 2021 VIA ZOOM MEETING  
COMMENCING AT 7PM.

Present: Henry Adams, Malcolm Ross, Sue Lyons

In Attendance: Elizabeth Gough (Administrator and notes), Becky Swan (Youth Services Manager)

Also Present: Steve Hull, Claire Steen (Barnardo's), Lili-Mae Lane and Sarah Wetherington (Young People representatives)

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**01/21 WELCOME & APOLOGIES**

Apologies were received in advance from Cllr Michael Lilley, and Cllr Adrian Axford. We were also advised in advance that Claire Steen (Barnardo's) will arrive late to the meeting.

**02/21 DECLARATION OF INTEREST**

No interests were declared.

It was RESOLVED that the minutes of the Network Ryde Steering Group meeting held on 9 December 2020 be approved as a true and accurate record of the meeting and signed by the Chair.

**03/21 YOUTH WORK MANAGER REPORT**

The Youth Services Manager circulated her report prior to the meeting which included the following key points:

- a) Network Ryde has not been able to reopen fully due to the restrictions of the lockdown. A blended offer of 1-2-1 sessions, both at 147 and the allotment and the virtual youth club has been running instead.
- b) The youth workers have continued to support Aspire with the prescription and food parcel deliveries.
- c) Jo has done an artist's impression drawing of the allotment, and a greenhouse has been constructed. There has been some further funding received that will cover some of the staff costs, as well as additional equipment. A grand opening of the allotment is being

planned and will take into account any government restrictions that may be in place at the time.

- d) We are currently waiting for verification of completion of 5 young peoples Young Health Champions qualification. When confirmation has been received, arrangements for doorstep awards will be made.
- e) Duke of Edinburgh participants who completed their Bronze and Silver Awards have not been able to have a formal ceremony to receive their awards, but we arranged a doorstep award for them. The young people who are currently working towards their awards have mostly finished all sections except the expeditions, which will be conducted once the lockdown allows. We have a small number of young people sign up to do the Gold Award.
- f) The Kickstart scheme is now live, and we have 6 placements on offer at the job centre, with more to follow. There have been some issues with the set up of the scheme – none of which have been the fault of RTC/Network Ryde. There are further amendments to how the scheme can accessed.
- g) The Network Ryde website is now active. Network Ryde policies will be uploaded to the site once agreed.
- h) A couple of projects are still ongoing.

**04/21**

## **DATA REPORTING**

The Youth Services Manager circulated her data report prior to the meeting. There were no questions arising from this report.

**05/21**

## **POLICIES**

The Youth Services Manager circulated some policies and documents prior to the meeting for agreement:

- a) Anti-bullying Policy
- b) COVID-19 Policy
- c) Emergency Plan for offsite visits
- d) Safeguarding Policy
- e) Social Media Policy for Staff
- f) Volunteer Commitment Document
- g) Volunteer Policy
- h) Volunteer Role Description

It was RESOLVED that these documents were approved for circulation, subject to applicable policies being amended to reflect they are to be read alongside the relevant Ryde Town Council Policy.

The Youth Services Manager advised that she will add a glossary of terms to the documents.

It was RESOLVED that these policies will be reviewed in 1 year.

**06/21**

**PREMISES**

The purchase of St Thomas's has been completed.

The Youth Services Manager has met with some of the young people at the new site, and they have put forward some suggestions on how they envisage the site being used.

The heritage of the site is being looked into, as some aspects may need to remain, whilst other areas may just need covering to protect it.

An architect is being arranged and it has been requested that the young people's views be taken into account.

No timescales have been given for when the renovations are completed.

Some councillors have requested to visit the site. The Youth Services Manager will arrange suitable times.

The Young Peoples Representatives were thanked for their attendance and left the meeting at 20:05pm.

**07/21**

**FINANCE**

It has been confirmed that Network Ryde will receive a refund for the Business Rates incurred at 147 High Street due to the pandemic. It was RESOLVED that this money is to be ringfenced to be carried forward into the next financial year and to be put towards the refurbishment of St Thomas's.

The Youth Services Manager will be putting in a further application for funding from the Violence Reduction Unit to cover a full year of allotment sessions, which will include staff costs and specialist sessions for the young people to learn more skills.

Network Ryde is expected to receive the same budget for the next financial year.

A decision was made to defer an application to the IWC Short Breaks for funding until a consultation has been done with young people and the Short Breaks team on the service they would like us to offer.

**08/21**

**STAFFING**

The 12-hour post was recruited and started; however, the role did not align to their other commitments as well as had hoped and has therefore submitted his resignation. This post will be postponed until later in the year.

The Session Lead is currently on maternity leave and is expected to return in September. A review of her contracted hours has been requested, and

the Youth Services Manager will consider this request alongside the service needs.

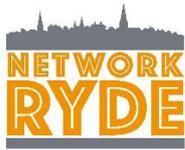
**09/21 ANY OTHER BUSINESS**

Claire Steen requested access to the young people for a focus group. The Youth Services Manager will follow up with this request.

Steve Hull requested a 'Meet the Management Committee' section on the Network Ryde website. This will be considered in June following the election process.

**10/21 DATE OF NEXT MEETING**

The date for the next meeting is Wednesday 9<sup>th</sup> June at 7pm, in person unless restrictions are still imposed, whereby the meeting will therefore be held online.



MINUTES OF THE NETWORK RYDE MANAGEMENT COMMITTEE  
MEETING HELD ON 9<sup>th</sup> JUNE 2021 AT 147 HIGH STREET  
COMMENCING AT 7PM.

Present: Richard May, Jo Parkes, Malcolm Ross

In Attendance: Elizabeth Gough (Administrator and notes), Becky Swan (Youth Services Manager (YSM))

Also Present: Paul Ferguson (Ryde Rotary), Carol Jaye (Ryde Arts)

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**11/21 WELCOME & APOLOGIES**

Claire Steen sent her apologies in advance and requested Sarah Riddick attend in her place.

**12/21 DECLARATION OF INTEREST**

No interests were declared.

**13/21 ELECTION OF CHAIR**

Cllr Richard May nominated Cllr Malcolm Ross to Chair the meeting, seconded by Cllr Jo Parkes. Unanimous decision by all in attendance. Cllr Richard May nominated Carol Jaye to Vice Chair the meeting, seconded by Cllr Malcolm Ross. Unanimous decision by all in attendance.

The meeting continued with Cllr Malcolm Ross as Chair.

**14/21 MINUTES FROM THE PREVIOUS MEETING**

It was RESOLVED that the minutes of the Network Ryde Steering Group meeting held on 3 March 2021 be approved as a true and accurate record of the meeting and signed by the Chair.

**15/21 YOUTH WORK MANAGER REPORT**

The YSM gave an overview of the manager report that had been distributed prior to the meeting. The YSM asked that if the new members of the Committee would like to see additional information within this report, it can be incorporated into the next meetings report.

Network Ryde is adhering to the current guidelines for youth work around social distancing, which differs slightly to the guidelines used within the schools.

There are currently around 4 young people who are accessing 1-2-1 support with the Youth Workers.

Susie Sheldon, the Lord Lieutenant formally opened our allotment. We welcomed 50-60 guests and some of the young people were there to show them their work and achievements.

The committee wished to express their disappointment that the Police did not pursue further action on the theft at the allotment, but we have been extremely grateful for the thoughtful donations from the local community.

Ryde Rotary Club have donated a rotavator to Network Ryde for the allotment.

The funding from the Violence Reduction Unit finished in March, however because of our capacity and the work we have so far achieved, Network Ryde have continued the sessions until the end of the school year, especially so that they can see the efforts of their hard work come to fruition, when the crops are ready to harvest. The YSM has put in another funding bid for additional funding for the coming academic year 8 students.

Network Ryde are currently planning the DofE expeditions; Rookley Community Centre have offered their land for the overnight camping. Interest in the DofE Award has increased since the passing of the Duke of Edinburgh. UKSA have donated some camping equipment, which will reduce the need for us to borrow from other organisations for the expeditions.

Kickstart is running well; there are currently 43 placements approved so far, with further placements going through the DWP for approval. There are currently 4 active placements with Ryde Town Council and Network Ryde. The committee wished to congratulate the efforts made by Kaiya, the Network Ryde Youth Support Worker through the kickstart scheme. In the short space of time working with Network Ryde, she has settled in well with the young people, eager to learn new skills and training and is helping to deliver our Summer of Fun programme. There is a generally low uptake on the Kickstart Scheme, across all employers and industries.

Network Ryde has done some guerrilla gardening in the square outside the Co-Op in Ryde.

The Garlands of Light display that was due to take place towards the end of 2020, had changed to the Spring Windows display. Some feedback was received from Island Roads regarding the flowers painted on the pavement outside 147; we need to ensure that the correct permissions are in place before any further street art is done.

We have introduced 'Voice of the Child' – Feedback has been received from young people doing the DofE Award.

Network Ryde is considering its programme offering when restrictions allow. It may not be the same as pre-Covid.

The first volunteer of Network Ryde is due to start on 23<sup>rd</sup> June 2021, working at the allotment. A couple of other volunteers are also in the process of joining the Network Ryde team.

Ryde Academy have approached Network Ryde, to run an alternative provision with the Duke of Edinburgh Award Scheme. This will be for 6 year 9 students, working with them once a week for the whole school year, and support them through the Bronze award. Ryde Academy will provide a member of staff, and cover the costs of the enrolment, staffing and any activities involved. Ryde Academy hope that if this provision is successful, the group will continue to the Silver Award in year 10, whilst also bringing in another year 9 group to do the Bronze.

A Summer of Play programme is being agreed for the young people to come and do some fun activities – free of charge to the young people. Funding has been secured to deliver these sessions.

#### **16/21 DATA REPORTING**

The data reports were discussed. Generally, there is a link between the young people and Ryde, however Network Ryde has just started to see young people start attending who do not live in nor go to school in Ryde.

#### **17/21 POLICIES**

It was RESOLVED that the Safer Recruitment policy be approved and to go to Full Council for sign off as an RTC adopted policy.

#### **18/21 PREMISES**

The YSM updated the new members of the committee with the covenants surrounding what can and cannot be done within St Thomas's Church.

Potential architects have visited the church and RTC are reviewing the submissions.

#### **19/21 FINANCE**

The High Sherriff is also a trustee of the Daisy Rich foundation, and they have funding available that we should be able to apply to, for things such as the development of St Thomas's Church.

The Responsible Financial Officer (RFO) is still in the process of setting up a bank account for Network Ryde which will allow the Network Ryde team to make purchases themselves, instead of relying on staff reclaiming expenses and using petty cash.

The YSM is hoping to provide a Network Ryde financial statement to the Management Committee in future meetings, which is reliant on being provided the necessary information from RTC. This is a work in progress. There are financial transactions that are not sitting in the correct budget line or accounted for correctly, which is therefore showing over and under spends on incorrect items. The YSM will be addressing this with the RFO and Accounts.

ACTION – Cllr Malcolm Ross to address the bank account and budget issues with the Clerk.

## **20/21 STAFFING**

The Youth Support Worker, appointed on a kickstart placement, has become a highly valuable member of the team, and the YSM is looking into how she can be retained at the end of her placement (October 2021).

The DofE expeditions will be moved and incorporated into the summer timetable, negating the need for staff to do additional hours on top of their usual hours to cover the expeditions.

The Session Lead Youth Worker will be returning to work on full time hours after her maternity leave (increasing from 30 to 37 hours a week).

The Allotments & Facilities Contract Officer for RTC is currently working as a Youth Support Worker for 5 hours a week, additional to his hours at RTC.

Another kickstart placement is due to start next week, in an Administration and Social Media assistant.

## **21/21 ANY OTHER BUSINESS**

Cllr Malcolm Ross raised a question on how we incorporate Home Educated young people into our program. The YSM advised that we haven't got many home educated young people coming through the service at the moment, but they are welcome to attend the current sessions, and additional sessions can be considered if there is a requirement for them.

A consultation will be done with the Short Breaks young people to understand what sessions they would like, before we apply for funding for those sessions.

Andrew Wheeler from the Violence Reduction Unit is bringing Donna Jones, the new Police and Crime Commissioner, to the Network Ryde Allotment for an informal visit, to show the achievements of the young people and what their funding has been put towards.

Cllr Richard May asked if there is anything that the Councillors can do to help the service. The YSM requested that the committee members come and visit the young people in the session.

ACTION – The Administrator to arrange DBS checks for the committee members.

ACTION – Cllr Malcolm Ross to request the Full Council whether they would like DBS checks.

**22/21**

**DATE OF NEXT MEETING**

The date for the next meeting is Wednesday 15<sup>th</sup> September 2021 at 7pm, in person unless restrictions are still imposed, whereby the meeting will therefore be held online.