

# Carnegie Shadow Trust Board

## Minutes of the first meeting of the Shadow Trust Board on 5<sup>th</sup> February 2015 at the Carnegie Library

### Present

Carol Boucher (CB) - Chair  
Fred Taggart (FT) - Secretary  
Frances Lamb (FL) - Treasurer  
Colin Wight (CW)  
Cllr Jack Holborn (JH)  
Phil Isaac (PI)  
Helen Schofield (HS)  
Stephen Whaley (SW)

### In attendance

Christine Sipidias (CS) – Lambeth Council

### Apologies

Apologies were received from Laura Wirtz, L&Q Housing

1. Observers were welcomed to the meeting.
2. Minutes of the last meeting of the Project Group on 4<sup>th</sup> October 2014 were presented. Some matters of concern had been raised by Jeff Doorn (Friends of Carnegie Library), which were discussed.  
It was **agreed** that the Minutes be amended to say that Jeff Doorn had not resigned and had invited the Friends to nominate a replacement representative. **Action HS/ CB**
3. The Chair explained that Project Group preceded the Shadow Trust Board and had now completed its tasks of getting ideas for a Community Hub off the ground, procuring and managing the completion of the Options Appraisal process and delivering an exhibition and consultation with the local community. A Shadow Trust Board had been formed at the request of Lambeth Council in order to maintain momentum on developing the project until such time as a charitable body is in place.
4. The Memorandum of Understanding (MoU) was **noted**; also that this is based on a model used by Community Trusts and is not a legal document, but a statement of agreed principles and ways of working. It was **agreed** to add updated Appendix A (Members of the Shadow Board) to the MoU on the website. **Action PI/ FL**
5. Co-options: It was **agreed** to co-opt the following individuals to the Shadow Trust Board: Phil Isaac, Helen Schofield, Stephen Whaley.
6. It was **agreed** to confirm the positions of Chair, Secretary and Treasurer as above. HS undertook to take the minutes of this meeting.
7. It was suggested that there should be a folder of project documents placed in the Library, including minutes of Board meetings.  
It was **agreed** to place a folder as suggested and also include a note on the website about how to access these hard copies. **Action HS/ PI**

8. **Report on Working Groups** – there are four groups which will be reporting to the Shadow Trust Board in March to help to produce a costed Activity and Business Plan to enable the Shadow Trust to develop as a Community Hub within the Lambeth Cooperative Council Policy and to seek to secure sustainable funding.

**a. Community Services - HS**

A small group of volunteers from the community who have experience and interest in local community services is meeting to plan the activities which the Trust may be able to offer in this area; including shared use by a range of local groups/agencies. Potential service areas include bridging the generation gap, reducing isolation and loneliness, pre-school support, well-being.

**b. Business Group - SW**

This group of volunteers includes a wide range of experience and is developing plans for use of the building by social enterprises and small local businesses which will generate income but also benefit the community. This includes development of a cafe and ensuring sufficient usage, ensuring flexible spaces. The Business Group should draw together all the planned activity from the three groups as their plans develop, and this will feed into the Activity/Business Plan.

**c. Performance, Arts and Activities - PI**

This group of volunteers includes individuals with backgrounds and experience in this field and is meeting monthly online. The group is looking at Arts Council Quality Standards and at the types of activity which will attract the broad base of the local community.

**d. Communication - FL**

The Communications group is managing the flow of information through the Shadow Trust's website and social media Twitter and Facebook, as well as hard copy information, posters etc. This group will also coordinate the policies of the Shadow Trust and make these accessible. Consideration is being given to access for those who are sight impaired, and to wider languages.

It was **agreed** to establish clear ownership of the website by the Carnegie Shadow Trust.  
**Action CW/ SW/ PI**

The Working Groups will be reporting on progress by the end of March.  
**Action PI/ HS/ SW/ FL**

It was **agreed** to consider how best to engage the library staff with the work of the groups. **Action HS/ CB**

It was further **agreed** to continue seeking new members for the working groups, particularly to ensure that they are representative of the community.  
**Action HS/ SW/ PI/ FL**

9. **Financial Report**

A hard copy was circulated by the Treasurer and this shows that the Shadow Trust has a current balance of £11,100 from a grant of £25,000 from the Lambeth Cooperative Borough Fund. Lambeth funded the Options Appraisal from a capital allocation.

10. **Community Consultation**

CB reported that the Shadow Trust has consulted formally from November to January on the Options Appraisal including a six-week public exhibition with collection of public responses by various means including a questionnaire in paper and online formats; open

meetings, open evenings and meetings with local groups. The responses are being evaluated independently with support from Lambeth Council and will be made widely available once published. **Action CB.**

**11. Governance Options**

FT reported that the next stage is to agree the legal form of organisation that the Carnegie Trust will be; options include a Company Limited by Guarantee with Charitable Status, a Community Interest Company and a Charitable Incorporated Organisation. Advice is being sought to assist the Board in making the appropriate decision.

**Action FT/ CB**

**12. Next stage actions**

FT and CS reported on Lambeth proposals for managing the severe local government cuts going forward. There is a consultation on Lambeth Cultural Services 2020, including the impact on the Library Service. Current proposals would mean that from April 2016 the Council would no longer provide a library service from the Carnegie building but would welcome proposals from community groups willing to do this. Lambeth would make a fund accessible for bids from any group to bid to run library services in the borough, including at Carnegie and the other two libraries where services would no longer be run by the Council. It is anticipated that if these proposals are adopted by the Council there should be a bid to run a library in the Carnegie building. Such a bid would likely be dependent on a successful asset transfer of the building to a Community Trust such as the Shadow Trust Board now intends, with an achievable business plan to operate the building as a Community Hub. CS explained that at this stage the Council is keen to receive expressions of interest for asset transfer.

**It was agreed** that the Shadow Trust Board should look to submit an Expression of Interest for an asset transfer in the next 2 months. Lambeth is currently supportive of our intended expression of interest, but cannot make any commitment until it is received, reviewed and accepted. **Action HS/ CB**

**13. Next meeting. It was agreed,** the date to be notified and within 3 months.