**Halton Children and Young People’s**

**Voluntary Sector Forum (CYPVSF)**

Minutes December 2014

Castlefields community centre

1. **Welcome and Apologies**

**In Attendance:**

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| **In Attendance:**  Norma Hornby – CBAP  Carla Boden – CRI Halton  Billy Elliot – COY  Ian Pye – Mako Education  Michelle Forder (MF) – Halton Borough Council | **Apologies:**  Mal Hampson – Halton speak out  Donna Wells – Young Addaction  Barry Lyouette – Child Bereavement UK  Jennifer Powell – Nightstop communities  Leanne Mallison – Innovate volunteering  Chris Sweeting – YOS  Claire Lomax - Halton Play Council  Joyce Reilly – Halton Play Council, Toy Library  Karen Tonge – Halton sports partnership/ Table Tennis  Alison Gleeve - Halton and St Helen’s VCA  Danny Woodworth – Wellbeing Enterprises  Sam Dutton – Catch 22  Sue Davis – Knowledge Observatory  Zoe Gill – Business connector |

NB: Actions are highlighted in **bold**.

1. **Previous minutes and matters arising**

Previous minutes were accepted as a true representation of the last meeting. There were no matters arising or outstanding actions

1. **Children’s Trust Reporting**

All VSF members have the right to request agenda items on the above boards. MF encouraged awards and information be presented more often at EHAS and Children’s Trust to highlight the work done in the voluntary sector. Children’s Trust will be a set agenda item on the VSF in order to report a wider picture in future.

1. **Network event**

There has been a significant response from public and private sector partners to attend this event. However, MF has currently booked just 10 stalls from Voluntary sector organisations. MF urged organisations to book ASAP. There will be an information hunt, **organisations booking stalls will be asked to write a question that the attendees will need to find out from each organisation stand.** **MF to send out posters again to forum contacts.**

1. **Faith sector organisations / Name of VSF**

MF has met with Jeremy Duff from St Pauls, who felt that they were not always included in the business of the forum. The members stated that any faith organisations working with children and young people in Halton were welcome to attend any forum meetings, training or events. **NH agreed to meet with JD to invite into the forum and explain the history of the forum, and the fact that it was set up by the voluntary organisations and not HBC. MF to introduce NH and JD via email**

1. **Feedback from Boards**

|  |  |  |
| --- | --- | --- |
| **Meetings** | **Organiser/ contact** | **VSF Representative** |
| **Halton Safeguarding Exec  Board**  No update | Tracey Holyhead [Tracey.Holyhead@halton.gov.uk](mailto:Tracey.Holyhead@halton.gov.uk) | Michelle Forder [Michelle.Forder@halton.gov.uk](mailto:Michelle.Forder@halton.gov.uk) |
| **Halton Safeguarding Board**  No Update | Tracey Holyhead [Tracey.Holyhead@halton.gov.uk](mailto:Tracey.Holyhead@halton.gov.uk) | Sam Dutton  [Sam.Dutton@catch-22.org.uk](mailto:Sam.Dutton@catch-22.org.uk)  Donna Wells [d.wells@addaction.org.uk](mailto:d.wells@addaction.org.uk) |
| **Halton Children’s Trust**  Meeting following day | Tracy Ryan [Tracy.Ryan@halton.gov.uk](mailto:Tracy.Ryan@halton.gov.uk) | Norma Hornby [boatproject.76@btconnect.com](mailto:boatproject.76@btconnect.com) |
| **Children’s Trust Executive Group**  No update | Tracy Ryan [Tracy.Ryan@halton.gov.uk](mailto:Tracy.Ryan@halton.gov.uk) | Michelle Forder [Michelle.Forder@halton.gov.uk](mailto:Michelle.Forder@halton.gov.uk) |
| **Early Help and Support /Closing The gap**  Meeting cancelled due to inspection | Tracy Ryan [Tracy.Ryan@halton.gov.uk](mailto:Tracy.Ryan@halton.gov.uk) | **VACANCY** |
| **NEET Strategic group**  No Update | Claire Gurney [Claire.Gurney@halton.gov.uk](mailto:Claire.Gurney@halton.gov.uk)  Paula Edwards [Paula.Edwards@halton.gov.uk](mailto:Paula.Edwards@halton.gov.uk) | Alison Gleeve [agleave@haltonva.org.uk](mailto:agleave@haltonva.org.uk)  Norma Hornby (deputy) |
| **Youth Opportunities**  Meeting cancelled due to inspection | Christine Dooley [Christine.Dooley@halton.gov.uk](mailto:Christine.Dooley@halton.gov.uk) | Norma Hornby [boatproject.76@btconnect.com](mailto:boatproject.76@btconnect.com) |
| **Workforce development Date:**  next meeting planned for January | John Gallagher [John.Gallagher@halton.gov.uk](mailto:John.Gallagher@halton.gov.uk) | Michelle Forder [Michelle.Forder@halton.gov.uk](mailto:Michelle.Forder@halton.gov.uk) Norma to cover Jan 2015 – August 2015 |
| **Anti-Bulling Group /Esaftey**  **MF to contact group to add Ian and remove previous rep** | Susan Paine [Susan.Paine@halton.gov.uk](mailto:Susan.Paine@halton.gov.uk) | Ian Pye [ian@makoeducation.co.uk](mailto:ian@makoeducation.co.uk) |
| **Child and Family Poverty group**  Cancelled due to inspection | Debbie Houghton [Debbie.Houghton@halton.gov.uk](mailto:Debbie.Houghton@halton.gov.uk) | Norma Hornby [boatproject.76@btconnect.com](mailto:boatproject.76@btconnect.com) |
| **Commissioning Partnership**  Cancelled due to inspection | Tracy Ryan [Tracy.Ryan@halton.gov.uk](mailto:Tracy.Ryan@halton.gov.uk) | Michelle Forder [Michelle.Forder@halton.gov.uk](mailto:Michelle.Forder@halton.gov.uk) |
| **Placement provider forum**  No feedback available | Sam Murtagh [Sam.Murtagh@halton.gov.uk](mailto:Sam.Murtagh@halton.gov.uk) | Ross McCooey to investigate if Core assets already attend and if they could be the VSF rep |

A number of the meetings have been cancelled; this was acknowledged that this was due to OFSTED inspection. However, members felt that the cancellation of meetings for small organisations who have given up time to attend is very inconvenient and costs time and money when they could be doing front line work. **MF to raise specific cancellation with MG and NH to raise at the Children’s Trust to make partners aware of the concerns raised.**

1. **AOB**

Role of lead engagement officer – this has not yet been discussed, however a proposal has been put forwards that the CYP VSF will hold forum for 6 months with admin support. **MF to update one she has more information.**

There are a number of events and training to book on in January members were urged to book on ASAP. **MF to send out flyers with minutes.**

**Next meeting Wednesday 28th January 2015 10 -12pm Halton Stadium, Box 9**