**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 – CBAPCarla Boden – CRI HaltonBilly Elliot – COYIan Pye – Mako Education Michelle Forder (MF) – Halton Borough Council | **Apologies:**Mal Hampson – Halton speak outDonna Wells – Young AddactionBarry Lyouette – Child Bereavement UKJennifer Powell – Nightstop communities Leanne Mallison – Innovate volunteeringChris Sweeting – YOS Claire Lomax - Halton Play Council Joyce Reilly – Halton Play Council, Toy Library Karen Tonge – Halton sports partnership/ Table TennisAlison Gleeve - Halton and St Helen’s VCADanny Woodworth – Wellbeing EnterprisesSam Dutton – Catch 22Sue 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**

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| --- | --- | --- |
| **Meetings** | **Organiser/ contact**  | **VSF Representative** |
| **Halton Safeguarding Exec  Board**No update | Tracey Holyhead Tracey.Holyhead@halton.gov.uk |  Michelle Forder Michelle.Forder@halton.gov.uk |
| **Halton Safeguarding Board**No Update  | Tracey Holyhead Tracey.Holyhead@halton.gov.uk |  Sam Dutton Sam.Dutton@catch-22.org.ukDonna Wells d.wells@addaction.org.uk  |
| **Halton Children’s Trust**Meeting following day | Tracy Ryan Tracy.Ryan@halton.gov.uk | Norma Hornby boatproject.76@btconnect.com |
| **Children’s Trust Executive Group** No update | Tracy Ryan Tracy.Ryan@halton.gov.uk | Michelle Forder Michelle.Forder@halton.gov.uk |
| **Early Help and Support /Closing The gap**Meeting cancelled due to inspection | Tracy Ryan Tracy.Ryan@halton.gov.uk | **VACANCY** |
| **NEET Strategic group** No Update | Claire Gurney Claire.Gurney@halton.gov.ukPaula Edwards Paula.Edwards@halton.gov.uk | Alison Gleeve agleave@haltonva.org.ukNorma Hornby (deputy) |
| **Youth Opportunities** Meeting cancelled due to inspection | Christine Dooley Christine.Dooley@halton.gov.uk | Norma Hornby boatproject.76@btconnect.com |
| **Workforce development Date:** next meeting planned for January | John Gallagher John.Gallagher@halton.gov.uk | Michelle Forder 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 |  Ian Pye ian@makoeducation.co.uk |
| **Child and Family Poverty group** Cancelled due to inspection | Debbie Houghton Debbie.Houghton@halton.gov.uk | Norma Hornby boatproject.76@btconnect.com |
| **Commissioning Partnership**Cancelled due to inspection | Tracy Ryan Tracy.Ryan@halton.gov.uk | Michelle Forder Michelle.Forder@halton.gov.uk |
| **Placement provider forum**No feedback available | Sam Murtagh 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**