**Halton Children and Young People’s**

**Voluntary Sector Forum (CYPVSF)**

Minutes 30th September 2015

Box9, Halton Stadium, Widnes

1. **Welcome and Apologies**

**In Attendance:**

|  |  |
| --- | --- |
| **In Attendance:**  Paula Walker – Young Addaction  Paul Hurst – Groundworks CLM  Michaela Casey – Halton Carers  Hannah Sadler - RASAC  Jonathan Evans – Child Bereavement UK  Claire Lomax – Halton Play Council  Joyce Reilly – Halton Play Council  Sean o’Hare – Mako Education  Mark Morgan – Career Connect  Chris Sweeting – Youth Offending Team/ Graffiti solutions  Alison Gleeve – Halton and St Helens VCA  Pauline Ruth – Health watch  Michelle Forder – Lead engagement Officer, HBC | **Apologies:**  Ky Watson – Night stop Communities  Carla Boden – CRI  Karen Tonge MBE – Halton Sports Partnership & Halton Table Tennis  Oli Gomersall – Wellbeing Enterprises CIC  Deborah Cornes – Health Improvement Team  Rob Lunn – Mamma Fit  Colin Chambers – Mersey weaver scouts  Peter Sandiford – ? |

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

1. **Previous minutes and matters arising**

Minutes were read and agreedby the group. Actions to be carried over are:

**For JE to support/write press release once all business priorities are in place.**

1. **Business profile and areas of focus**

The terms of reference, Business plan and action plan all need to be updated for the VSF. Members were asked what documents and format the forum needed. It was decided that the terms of reference and representative agreement was still relevant. However the signature element could come off and a statement that if organisations are on mailing list, attend meeting or become Representatives that they adhere to the agreement just by doing so. **MF to amend and resend to members**.

There was discussion about the action plan and if it should be an action log and also are the business areas be summarised on the action plan or does there need to be a different business plan. It was felt that an action plan that has aims and show medium and long term goals, as well as a log to record significant work of the forum. Other business would be recorded through meeting minutes. **MF to update and send out for comments and document to be brought back to next meeting for comments and sign off.**

1. **Chair and representatives**

It was agreed that Halton Play Council would take the role of Chair and therefore attend Halton Children’s Trust. Other meetings will have other reps from the attendees of CYP VSF.



See representative list for further information

Early Intervention Partnership – This was CL first meeting, it is a large agenda but mainly dealing with the complex dependency programme which is around system change to support in a more efficient way those who have complex needs and are currently dependant on a number of different services. Work will be on an integrated front door across children’s and adults services and collocated multi-agency teams. There will be more over the next few months on this. **PH to attend next meeting on 23rd November 15** It was felt by members that there needed more network opportunities to be informed of changes in coming months. **MF to keep members up to date and look at a future event/session similar to the events (speed dating and network) that were organised to keep members informed around SEND and CART last year.**

There is also going to be a new E-CAF system in place from 4th January 2016 which means that CAF submissions will only be accepted electronically on a web based system. This is currently being rolled out and there will be training available in November and December. PR stated that in CWAC there is a charge for organisations to use the system; this has not been discussed in Halton.

Halton Children’s Trust – There will now only be 2 directorates at Halton Borough Council. These will be:

* People and Economy
* Community and Resources

 Gerald Meehan will lead People and Economy. Ian Leivesley will lead Community and Resources.

Sue Wallace-Bonner will be designated – Director of Adult Services. Sue and her Department will join Gerald in People and Economy as will Paul McWade and his Department. Chris Patino and his Department will move to Community and Resources, with Ian.

There is also a move towards ‘One Halton’ this is an integrated health and care model designed to make it easier for patients to access health and care. It is believed by developing a whole-system approach to wellbeing, health and care we can improve the quality of life for Halton residents, improve the quality of, and the access to, health care, and better meet the social care needs of those in need of support. It will also help us to make the most of the reducing resources we are managing.

Child and Family Poverty Group –Youth Cabinet brought an agenda item they have been working on around School uniforms that main issues raised are around the expense of uniforms, which are often supplied by a single supplier. Youth Cabinet are currently challenging Halton schools to look into this issue. Another idea was to set up a school swap shop which is a great idea! I took this idea and the reports from Youth Cabinet to Halton Family Voice this week, they thought it would be a good idea but some parents said they wouldn’t use it despite uniforms being so expensive.

More discussion took place around having a pop up shop during the summer months that had more of a ‘boutique’ feel where parents could buy for a reduced cost 2nd hand (but good quality) uniform. It would be great if a voluntary sector organisation could set up this as a CIC model . SH said he would have some links to help get something going. It was suggested to get everyone around the table to discuss. **MF to invite relevant people**

Commissioning Partnership – discussions also about complex dependency as above. Halton CCG is currently completing a plan that has to be submitted for the CAMHS transformation programme. They will hopefully receive funding from this in order to ‘transform’ CAMHS in Halton as part of a national project. There is a tight turn around on this of a few weeks. Once bid is submitted CCG will seek to set up more working groups that partners can be involved with.

CSE – PW was filling in for DW and so had nothing to report from the CSE meeting. However, asked what information the group wanted back from future meetings. Members suggested some information about signs and symptoms to look out for on z-cards or just in a few bullet points as well as hotspots. It may be good to have someone visit the forum from the CSE team. **PW to take back to CSE group.** PW did suggest there is now less YP on the street of an evening but it is thought that they are now in other dangers due to attending house parties, this is an issue as addaction staff cannot work with them at these parties.

SEND Local Offer – The local offer is a statutory duty to show activities, services and provision available for children and young people with disability or additional needs. It is now thought that more than just services for disabled children and young people should be available but it should also be clear what the accessibility or ‘offer’ is for those with a disability or additional need on organisations websites. Organisations are urged to ensure their websites are up to date and clear what their services are and who can access it. Tracy Ryan is the coordinating officer who can advise further her email is [tracy.ryan@halton.gov.uk](mailto:tracy.ryan@halton.gov.uk)

1. **CYP VSF logo**

It was discussed at last meeting that the forum needed a new logo that was more recognisable and that could be used on documents and paperwork. Members had sent through logos to MF to ensure no new logo is similar to another. Thoughts were that the logo needed to look ok in black and white as well as in colour. That there should not be a bridge on it or the green colour used on the council logo. There was also a discussion around the name of CYP VSF being long winded and the acronym not being useable or understandable.

SoH mentioned a Logo that had been designed but not used under the name ‘fusion’ Members liked this as a name. **SoH to send MF the Logo.** MF to research the name and what other VSF have. Maybe come up with some other names that could be discussed at the next meeting. Members thought it would be better to have the logo with a ‘shape’ that could be used without its name in future.

1. **Future agenda items and guests**

10 minutes presentation slots were arranged as follows:

|  |  |
| --- | --- |
| **November** | Child Bereavement UK  Toy Library |
| **December** | Health Watch  Career Connect |
| **January** | RASAC  Mako Education |
| **February** | Wellbeing Enterprises (TBC) |
| **March** |  |

1. **Business in the community**

Business in the Community is a British business-community outreach charity promoting responsible business, CSR, corporate responsibility, and is one of the Prince's Charities of Charles, Prince of Wales. SH a project manager from fujitsu (an IT organisation) has now been seconded for a year to business in the community. His role is to link voluntary and 3rd sector with business, with the aim to work together and support voluntary sector. This is not doe through actual money but through the offer of volunteers and ‘stuff’.

SH is currently working on a project which would collect and clean computers and kit from SME business’s and give them to voluntary and community groups. The aim is to process about 10 a month. If anyone has ideas or wished to work with SH his email is [Steve.Howarth@bitcconnect.org](mailto:Steve.Howarth@bitcconnect.org).

1. **AOB**

PR is attending training today called ‘prevent’ which is around radicalisation signs. PR will report back at future meeting.

MAKO are starting a computer games design course on Monday evenings, this has not been advertised yet. Places normally go very quickly so if organisations had referrals for YP please contact [info@makoeducation.co.uk](mailto:info@makoeducation.co.uk)

**Date of next meeting:**

**Wednesday 20th October 2015 10-12 – Play resource Centre, Runcorn**