**INVOLVE MEETING**

**HELD ON 23RD FEBRUARY 2015 AT 4PM**

**IN CRMZ**

Present

|  |  |  |
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| Chloe Buglass – HFV | Mark Grady – HBC | Tracy Ryan – SEND Local Offer Officer |
| Sarah Jones – Participation Lead, CiCC | Rebecca – Young Carers | Dave Chisnall – HBC |
| John Hunt - HSO | John Bucknall – HBC | Milly Miller – Young Addaction |
| Sarah Warren – Carers Centre | Natasha – Halton Youth Cabinet | Adele – Carers Centre |
| Thomas Norris – Halton Speakout | Des Chow - CCG | Dave - CCG |

1. **APOLOGIES**

 None

2. **MINUTES OF THE LAST MEETING AND MATTERS ARISING**

* Participation DVD – the group looked at images to use for the game show and land of participation videos. The group picked options 1, 3 and 5 for the game show video and are looking to merge images 2 and 4 for the land of participation.

**ACTION: Mark to feed back to Sean at MAKO and feed back to the group.**

* Youth Provision Tender – Chloe took part in the process

3. **EMPLOYMENT AND TRAINING**

* Dave Chisnall discussed a paper brought around Participation Ambassadors, a project sitting within a wider mentoring project aiming to support young people who are, or are potentially NEET.
* Looking for support around the overall mentoring project – young people shaping the service, mentoring received, how reviewed and evaluated, training and governance. A Project Board will be set-up and looking at ways to involve young people in this.
* Targeting age 16+
* In addition, looking at advice for how to get young people to act as mentors and offer advice to others, would receive accredited training. Dave had brought copies of a draft mentoring role JD.
* Dave is happy to meet with any groups, NYAS, Young Addaction, Canal Boat Project, Youth Cabinet, Halton Speakout, DofE, Prince’s Trust
* Sarah offered the opportunity to come to the Young Carers Group to discuss and give the opportunity to mentor.

**ACTION:**

* **Dave to circulate the JD.**
* **All information will be accessible to all.**
* **John to put Dave in touch with NYAS (Advocacy)**
* **Dave to contact local colleges, in particular Riverside and Ashley.**

**4. INVOLVE MYSTERY SHOPPERS**

* Phil proposed that this group develops common language around mystery shoppers and young inspectors.
* Some work has been done already between Bright Sparks and other groups, such as Canal Boat Project, as well as Halton Family Voice, around bringing processes together but needs developing further.
* Would remove any suspicion of any bias and frequency of inspections if more co-ordinated.

**ACTION:**

* **John H, Chloe and Angela/Sam from Commissioning Team to agree to meet to see how to make more progress from first meeting last year.**
* **John B to speak to fellow commissioners around coordinating processes.**

**5. SEND LOCAL OFFER**

* Tracy introduced the Local Offer – in place since September on all leisure, education, health, care and other support around Special Educational Needs and Disabilities.
* Today’s item follows on from the initial discussion in October around young people being involved in working on the website.
* A working group is being set up and looking for young people to be involved in this.
* The group was asked to look at ways to make information more accessible.
* Thomas explained that Bright Sparks have been looking at the site in the last week and will feed back.
* Case studies will be really useful, e.g. transition from Statements/LDA’s to EHC Plans.sector agencies.
* Working group will work on a job description for young people, parents and voluntary

**ACTION:**

* **John H to get feedback from Bright Sparks on the site and volunteers for the working group.**
* **John H to send through Bright Sparks Local Offer information to Tracy and more recent videos.**

**6. BEST PRACTICE COMMISSIONING GUIDE**

* Phil suggested we look at having best practice around involving young people in commissioning services.
* This would involve the ways it is done, at what stage, length of time, etc.
* Suggestion of putting together booklet of good and bad practice.
* It was felt that Do’s and Don’t’s should be brief to allow for practitioners and young people to put own stamp on own situation.
* Question asked around whether commissioning training will be offered again.

**ACTION:**

* **John B to look at examples that already exist.**
* **John B to look at whether to run training again for young people.**

**7. A.O.B.**

* Dave from CCG explained that looking at ways to involve young people in the CCG’s work around commissioning.
* Halton Health Forum this Wednesday (25.2.15) at the Stadium, all welcome to attend.
* Can we target schools by holding multi-agency events at schools.
* Mark asked which young people would like to attend the next Halton Children’s Trust Board – Natasha, Thomas and Leanne.
* Congratulations passed to Michelle for the birth of her girl over the weekend – Josslyn – mother and baby doing well.
* Mark passed round a young people’s job opportunity that he had received around planning for the Liverpool Carnival this summer.
* Boot Camp every Monday at CRMZ welcome to all 13-19 year olds.
* Youth Cabinet will put out online consultation on homophobic bullying this week.
* Thomas was recently in a play at the Brindley.
* Thomas and Milly enjoyed the recent DofE Awards at the Brindley and Thomas made a speech that was very well received.
* Des distributed a Community Nursing questionnaire for everyone to complete and is also available via this link <https://www.halton.gov.uk/questionnaire/communitynursing.htm>

**8. DATE AND TIME OF NEXT MEETING**

Monday March 30th, 4-6pm, Runcorn Town Hall, Civic Suite