**INVOLVE MEETING**

**HELD ON 30th MARCH 2015 AT 4PM**

**IN CIVIC SUITE, RTH**

Present

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| Chloe Buglass – HFV | Mark Grady – HBC | Tracey Holyhead - Halton Safeguarding Children Board |
| Sarah Jones – Participation Lead, CiCC | Natasha Clieve – Halton Youth Cabinet | Andy Vint - CBAP |
| John Hunt - HSO | Des Chow - CCG | Thomas Norris – Halton Speakout (Chair) |
| Phil McClure – Halton Youth Cabinet |  |  |

1. **APOLOGIES**

* + John Bucknall
  + Emily Miller

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

* Participation DVD – The Group watched the two DVDs and felt they are much better with the backgrounds. The comments included:
  + Issues with subtitles and synchronising on the land of participation
  + Can we have a slide of options to give drama where appropriate on each video.
  + How can we show the No options on the game show video – need to make it more interactive.
  + The link to the videos is <https://www.youtube.com/playlist?list=PL6mCAyWhhjumNZh2Yupnn5Lfr03pY0tht>
* **Employment and Training - Action: Mark to check with Dave on progress around linking with the college.**
* INVOLVE Mystery Shoppers – Phil and John Hunt have met on these and we need to take this forward through INVOLVE. **ACTION: Draft on Mystery Shopper specification requirements to come to the next meeting of the group encompassing key points from Bright Sparks, Canal Boat Project and Halton Family Voice. John to convene meeting during April/May and report back to this group in May**
* **Commissioning Guides – ACTION: To be on agenda next time, all to send through their experience of being involved in commissioning decisions and best practice that they are aware of.**
* SEN – John H met with Tracy to update on progress and more feedback will be given by Bright Sparks following Easter Holidays.

3. **HALTON SAFEGUARDING CHILDREN BOARD ANNUAL REPORT-CHILDREN AND YOUNG PEOPLE’S VERSION**

* Tracey Holyhead explained her role as Business Manager of the Board.
* The Board has to produce an annual report to explain how they are safeguarding young people in Halton.
* This year’s report is available here - <http://haltonsafeguarding.co.uk/wp-content/uploads/2015/03/Draft-HSCB-Annual-Report-2013-14.pdf>
* The report is over 40 pages and so considering whether to have a young people’s version. If so:
  + Does it have to be written
  + Does it have to include everything in the main document?
  + What style?
  + Where should Tracey go for this feedback?
* Young people felt they would be interested in getting the key information in a short accessible format.
* Discussed whether all young people would be interested or only those who have experienced issues that has meant they have considered safeguarding more.
* Would it be used to help with commissioning decisions?
* The group asked whether it was possible to explain what safeguarding is in a video or an app – would get more interaction if it is interactive.
* There was a suggestion of three key messages to take to young people’s groups, school councils etc.
* Similarly interactive animations or a comic book – either looking at working with the CCG or look for a young person at the college to look at developing this as part of their course.
* If resources are developed they could be targeted at schools around key events such as Safer Internet Day
* Use events such as the Anti-Bullying Conference to get key messages to people.
* Resources can be used for surveys such as Cahoot – interactive surveys in lessons using I-pads.

**ACTION:**

* **Tracey will take forward these ideas and will report back to the group, in particular interactive resources and comic books.**

**4. COMMISSIONING TRAINING**

* Dates were circulated for the training – either 6th and 7th August or 7th and 14th August.
* The group noted difficulties with holidays, NCS, etc
* Could it be on consecutive weekend dates to increase the pool of people who could attend.
* Chloe confirmed 2 days is the right amount of time for the training and it was good training.
* Could it be open to Halton Family Voice members too if space?
* How many people would it be for?
* Should the training be targeted at each aspect of how young people can be involved in commissioning rather than the overall process? Make it more interactive with experience from young people who have been trained or have been involved in commissioning?
* Can we look at the slides from last year?
* Will the course again be accredited in a similar way to last year?

**ACTION:**

* **Mark to speak to John about this and discuss again next time.**

**5. OFSTED INSPECTION - PARTICIPATION**

* Mark took the group through the short document circulated that highlighted the references to participation in the recent Ofsted inspection for information, showing all the strengths of participation highlighted by the inspection.

**6. A.O.B.**

* Chloe highlighted the new ‘Care of the Chemist’ programme from April which will save doctor appointments – cough and cold medicines will be available for under 16s for free on prescription, as well as being the place to go for advice around these symptoms.
* Des Chow left Halton People’s Health Forum information for April’s meetings.
* Halton Youth Cabinet survey on homophobia is still available for young people to complete.
* Police consultation group meeting in May holidays – Phil will be organising a minibus to attend this regional group and all young people are welcome to attend.
* Autism Awareness Week this week on Thursday – Thomas encouraged people to wear pink or purple.

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

Monday April 27th, 4-6pm, Widnes venue, Spike Island Cafe