



Calderdale Community Forum

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DRAFT Minutes of the Management Group Meeting 30th April 2007, 4.00, VAC

Present

Angus Henderson	Halifax YMCA
Steve Duncan	Community Foundation for Calderdale
Clare Jones	Calderdale Women's Centre
Irene Naylor	Brighouse and District Community Forum
Kala Wild	Network Development Assistant
Laura Able	Network Development Officer (Health)
Jayne Leech	Network Development Officer (Children and Young People)
Joan Stocks	Calderdale Pensioners Association
Sue Bamford	Calderdale MBC
Alan Duncan	Calderdale MBC
Soo Nevison	Voluntary Action Calderdale
Andrew Pitts	Calderdale MBC
John Shepherd	Action Halifax
Angela Everson	Calderdale Women's Centre
Lynne Houlden	VOICE / Age Concern

1. Welcome & Introductions

2. Apologies

Mark Woodhead	Active Faith
Gordon Landall	Calderdale Pensioners Association

3. Minutes of last meeting (6.3.07)

P.5, item 6.i. Should read "there will be *three* representatives from Community Forum and a fourth from the Interfaith Council."

P.5, item 6.j. End of second paragraph should read "Children and Young People's Joint Commissioning Group *Trust*."

P. 6, item 8. (AOB) Signatories: should read AH, CJ, SD *or* PB, as in two of these four must be signatories to any CCF transaction.

With these amendments, the minutes of the last meeting were agreed.

4. Matters arising

P.3, Action 1. Citizen's Panel: SB to forward information to CJ.

Action: SB / CJ

P.4, Action 1. JS and MA do not have time to discuss engagement between Pensioners Association and Asian communities.



P6, Item 8 BASIS bid: SN has spoken to Big Lottery – we may alter the managerial post job description as long as the post still meets the stated outcomes. The CCF would have managerial support until 2011.

5. Local Area Agreement Update – SB

- a) The LAA was signed off on the 29th March 07.
- b) Now in the process of finalising the delivery plan, which should be complete by the end of May.
- c) First meeting of new Calderdale Forward board endorsed the general direction and agreed to progress with the plan.
- d) Calderdale Forward now advertising two posts: a director, and a supporting post. These have been advertised as secondments, as CF is still in developmental stages and posts may change further down the line. Not yet decided where they will be based. Generally felt to be a positive opportunity for VCS.

6. Partnerships, networks and thematic sub-groups

6.1 Older People sub-group – JS

- a) The Pensioners Association was moving ahead with the POPPS bid.
- b) Funding for OP advocacy secured through Action Halifax.
- c) Current themes within the OP sub-group: network strategy, 'home from hospital', fall prevention and a handyman service.
- d) As OP issues come into all the other themes, there was a discussion around developing an overarching OP strategy (similar to C&YP). Also there was a feeling that there were not enough older people on the sub-block – not yet run *by* older people *for* older people. It was also felt that 'Older People' too wide a section – the needs of 50-year-olds differ hugely from those of 80-year-olds.
Action: A stakeholders day on 18th May will look at these issues.
- e) The OP sub-group will monitor OP LAA outcomes.

Safer and Stronger Communities sub-group - SN

- a) There has not been a meeting since the last CCF meeting.
- b) SN asked how the SS sub-group linked into the Community Safety Partnership. SB explained that this was still in the developmental stages, though core LAA actions were agreed in January. AP highlighted the need for commonly agreed terms of reference, roles and procedures. It was also felt that there had been a lack of action from the Safer Stronger Communities Partnership.
Action: SB to circulate these core actions. AE suggested a letter be written to Ian Levitt (SSC Partnership lead) – agreed this should happen ASAP.
- c) It was strongly felt that 'safer' issues were taking priority over 'stronger' issues, (partly because they were always discussed in that order in meetings), and there was no-one lending statutory weight to 'stronger' in the way that 'safer' was championed. There was a discussion around the value of focussing on 'stronger' and a feeling that this focus would help lead to a safer community organically. It was felt that there needed to be more clarification of the very different agendas of 'safer' and 'stronger', and how with an executive for each, replication of issues could then be avoided (ie the same meetings taking place twice), with better clarification of people's roles.



Action: It was suggested that 'stronger' be put first on alternate meeting agendas.

- d) SN also pointed out that there were far more people representing 'safer' within the proposed new partnership for Safer Stronger Partnership, and that the answer was to narrow this down rather than bring in more 'stronger' reps as this would only make the SSC board huge and not actually address the issue of emphasis needed towards 'stronger' activities..
- e) SN felt that the SS sub-group meetings tended to be simply a regurgitation of the discussions had at Safer Community Partnership which are used to address legal obligations.
- f) The next membership review would be at the next Safer Community Partnership in three months.

6.3 Environment sub-group - PB

- a) The first Environment sub-group meeting would be held on 23rd May. PB and LA have begun work on a list of groups to invite. Main themes would be housing, transport, waste/recycling, climate change and resources.
- b) Tom Miskell is leading this LAA block.
- c) Calderdale Council had tendered a contract for the handling of all household waste. This could be a model for VCS tendering and bring more money into the VCS.
- d) It was felt that VCS service procurement was happening haphazardly. PB pointed out that better communication was key. AP suggested that the council may like to think about making it someone's role to understand and champion the VCS. SB pointed out that there needed to be better rules and procedures in place. PB said that Social Enterprise also needed to be highlighted.

Action: An event to raise awareness across the sectors

6.4 Children and Young People sub-group and network - JL

- a) The C&YP sub-group has met twice and is drafting its terms of reference. The core representatives attending have very different agendas. Reps have been asked to identify areas of strategic involvement for feedback. JL felt there needed to be monthly sub-group meetings for the first few months, then bi-monthly.
- b) The C&YP network had secured funding until March 2008, and hoped this would continue in the longer term.
- c) A mapping report had been carried out which showed VCS involvement. Evidence such as this can be used as evidence in the councils APA assessments. VCS Mapping will sit alongside statutory mapping and help to identify gaps in service.
- d) A successful event had been held in March, with workshops held on Compact, joint commissioning and the Healthcheck Toolkit for VCS groups. An evaluation report would be produced.
- e) Play strategy each local authority has been allocated £150k to develop play across the district. John Bates, Parks & Streetscene Manager, Calderdale MBC is leading on the project. It has to be a partnership approach to developing both



greenfield and brownfield sites. Emphasis on natural play, all elements including fire.

- f) Children's Workforce Development Council has an allocation of £20k for each council working in partnership with 3rd and independent sector. Children's Trust to lead. Working in partnership with statutory partners.
- g) A virtual map available from council. A system has been developed that shows a virtual map of all greenspaces, community building etc. Could be a useful tool for VCS to have access to and supply information to. Contact John Bates, Parks & Streetscene Calderdale MBC.

6.5 Health sub-group and network - LA

- a) The first Health sub-group meeting was held in March, there was a discussion around VCS influence on health authorities.
- b) LA explained some of the issues that were being raised at the Health Network meetings. It was agreed that the networks could write appropriate letters that would be signed by the Network Officers, but that would not have the weight of the CF behind them.
- c) There was a discussion around how
- d) There had been a 'Moving Back to Work' workshop earlier led by Alison Knight (JobCentre Plus).

6.5 Economy and Enterprise sub-group - LH

(See separate report.)

6.6 Locality sub-group - IN

- a) There has not yet been a Locality sub-group meeting.
- b) IN said it was important that the Locality sub-group feed into the Safer and Stronger sub-group.
- c) It was felt that locality groups impact heavily on targets related to 'giving local people a voice' across Calderdale but as yet there was no representation of these voices in Todmorden, Hebden Bridge, Brighouse etc.

6.7 It was agreed that in future this feedback would be in the form of written reports which could be distributed with minutes.

7. Community Forum development post

A draft job description was being written up. Funding should soon be in place, once confirmation received from HBOS (£45k over 2 years). It was agreed that Sarah Manfredi would be part of the recruitment process.

8. Compact

- a) A Compact/LAA scorecard had been sent out to members to gauge progress. It was agreed we would attempt this as individuals, and work through it as a group at the next meeting

Action: Agenda item for next meeting.



- b) There will be a Compact event on the 7th November to raise awareness and celebrate progress. There will be a national speaker and presentations from across sectors.
- c) LA highlighted the Health Network's Compact workshop on the 8th May.

9. Any other business

9.1 The CCF AGM will be held on 17th July, 2 – 7pm at the Kings Centre, Halifax.

9.2 The Local Network Fund had produced a report on its impact in West Yorkshire (£800,000 has been given out in grants in the borough through CFFC). Contact SD if you would like a copy.

9.3 VAC, CFFC and Action Halifax have been successful in the Capacity Builders bid (£50,000), meaning that VAC will be able to become an umbrella organisation for CRB checks. Action Halifax to follow up. £25,000 of this is available as small grants through CFFC for capacity-building in local VCS groups. The money is for groups to access for specialist training, going through PQUASSO quality mark accreditation, child care costs, transport costs etc. CFFC is offering a fast-track programme for groups to apply for £500.

9.4 SN had done some work clarifying the different roles of VAC and the Community Forum. This had appeared in the VAC newsletter.

Action: SN to email newsletter to KW/BM for distribution.

9.5 Neighbours Day – 27th May

9.6 VAC will be putting on lots of events in June for Volunteers Week.

9.7 LH made reference to the Economy and Enterprise sub-block report – figures show the economic value of the VCS. LH said she was continuing to raise awareness of other Thematic Partnership members.

10. Next Meeting

Monday 4th June 07, 4.00, VAC

And finally...Olivia had given birth to a baby boy, Harvey, weighing in at 7lb 3oz... congratulations to Olivia from the Community Forum!