



Wiltshire Children and Families Voluntary Sector Forum



Minutes – 27 November 2018



Members present:


Name	Organisation	Initials
Bel Crompton	Chair	BC
Dawn Whiting	Exec & YAW / CF / Splash	DW
Jane Wheeler	Exec & Wiltshire Scrapstore	JW
Vanessa Bedford	Exec & Alabaré	VB
Pamela Woods	Exec & Relate Mid-Wiltshire	PW
Liz James	Exec & Barnardo's	LJ
Jill Bourne	Wiltshire Young Carers	JB
Dave Donaldson	Army Welfare Service	DD
Vicky Harker	Army Welfare Service	VH
Russ Martin	Spurgeons	RM
Trudy Scawley	Wiltshire Parent Carer Council	TS
Eleanor Cheetham	CAMHS	EC
Stephanie Davis	Kids WISA	SD
Tony Griffin	Tony Griffin Safeguarding Children Training	TG
Penny Schofield	Swan Advocacy	PS
Charlotte Sturgess	Rainbow Trust Children's Charity	CS
Sarah Hughes	Anybody Can Cook	SH
Yasmine Ellis	DWFRS	YE
Patricia Podger	Elizabeth House	PP
Freda Goddard	Elizabeth House	FG
Lucy Lewis	Wiltshire Council	LL
Emma Joy	minutes (Spurgeons)	EJ

Actions:

Action	BC	Chair
To obtain the new FACT sub-group list	BC	Chair
To send breakdown of who has responded on what elements of the FACT Safeguarding training evaluation	LL	Wiltshire Council

Item	Subject	Document or link
1.	<p>Welcome and Introductions – Bel Crompton (Acting Chair)</p> <p>No conflicts of interest were raised with the Chair.</p>	
2.	<p>Minutes of last meeting and matters arising (4 September 2018)</p> <ul style="list-style-type: none"> Invite AWS/Garrison Commander – COMPLETED Executive committee/chair to be part of EOI decisions- COMPLETED Single Point of Access (SPA) feedback to be sent to Tamsin Stone/Lucy Lewis – BC advised she has a meeting booked with Theresa Leavey, Programme Lead Children & Families on 28 November 2018 to discuss the outcomes framework as well as the possibility of a workshop on a single approach to evaluation of impact. 	

<p>3.</p>	<p>General Updates</p> <p><u>Significant news from the forum executive</u></p> <p>Exec confirmed BC as permanent chair, recognising her independence, close work with the exec and significant experience. This was unanimously approved by the forum.</p> <p>BC is to be supported by Spurgeons for admin for forum.</p> <p>BC also raised specific points to be noted:</p> <ol style="list-style-type: none"> 1. There is a current review of the terms of reference. 2. These will be published once fully signed off by the exec. 3. BC highlighted that while the forum received local authority funding to facilitate the meetings, this did not mean that there was any influence from the funder on the forum`s independence. <p><u>Outcomes of discussions with Wiltshire Council</u></p> <p>The tender for support of the forum has concluded with the appointment of Spurgeons and provision of EJ as admin support.</p> <p><u>Host introduction/approach to role</u></p> <p>RM confirmed that Spurgeons` only role would be to support the chair and exec as they fulfil their roles in leading the forum. No concerns or queries were raised.</p> <p>The forum was reminded of the contact email addresses for the chair and admin support (chair@cfvsf.org and admin@cfvsf.org respectively).</p>	
<p>4.</p>	<p>FACT feedback from members attending recent work streams</p> <p>It was noted that FACT is currently being reviewed, including looking at the re-alignment of work streams to reduce the number and to make the focus more thematic. Wiltshire Council has recognised that the current breadth and depth of scope is currently unfeasible with FACT being evaluated in recognition of the cost and commitment for attendance by WC staff and to a greater extent by other organisations, whose participation is often provided above contracted hours.</p> <p>BC will be compiling a list of the new sub-groups as they emerge to ensure that there is CFVSF representation. However, all members were encouraged to attend if they are able in order to represent their own organisations and to increase the voice of the voluntary sector as a whole.</p> <p>Action To obtain the new list of the groups for the Forum for matching</p>	<p>BC</p>
<p>5.</p>	<p>Vicky Harker AWS Welfare Support Officer and Dave Donaldson Community Support AWS</p> <p>A presentation was provided by VH and DD to provide the forum with an update on the Army Basing Programme and the emerging needs of military families.</p> <p>A copy of the AWS referral form, the presentation and a link to their Hive blog (web-based resource) provided opposite. It was suggested that a link to the forum be added to the directory on the Hive blog.</p> <p>Queries from the forum were around the numbers of families with children with disabilities both school age (shared with the local authority) and those below school age.</p> <p>BC noted that space sharing with AWS would also be useful for supporting outreach by Forum members.</p>	<p> 20180131 - Master AWS UWO Part 1 - ne</p> <p> 20161006-AWS_Referral_Form-O-Sensitiv</p> <p>Link to Hive blogspot</p>

6.	Break and Networking	
7.	<p>Round table members significant updates</p> <p>Those shared include</p> <ul style="list-style-type: none"> • WPCC: Wiltshire Council proposing to merge three special schools into one, Trowbridge based provision. Any concerned families can be directed to a link provided on the WPCC website and to the WPCC Helpline (01225 764 647 10.00 am - 5.00 pm, Monday – Friday). • Kids WISA: Kids WISA have now taken over the AFC contract since April for all SEND families 0-25 education support, redirection, tribunals and transitions. • Alabaré: There is a support evening post currently available. An “Air Wilton” for homeless veterans is to open on 1 April 2019 in Salisbury. On 13 December 2018 there is a Garrison Theatre homeless event. • Wiltshire Scrapstore: A new online shop has been launched. • Rainbow Trust Children’s Charity: A new referral form has been released • Barnardos: Looking for interview subjects as part of Hidden Sentence research. Also noted that information previously held on the iHOP website is now available from NICCO. • DWFRS: Free home fire safety checks are still available, however the criteria for accessing this service has now changed. Agencies and families are advised to phone in and explain why they are considered to be vulnerable. • Anybody Can Cook: The forum was reminded that courses are available for anyone aged 0+ and that Catherine is an accredited trainer who is also able to provide food hygiene training. • Tony Griffin Safeguarding Children Training: Virtual College free online training is available on forced marriage. Safer Internet Day taking place 5 February 2019. The Escalation Policy has been renamed as the Case Resolution Protocol. 	<p>Link to WPCC web article on special school changes</p> <p>Link to online Scrapstore shop</p> <p>Link to NICCO website</p> <p>Link to training on awareness of forced marriage</p>
8.	<p>Penny Schofield – Swan Advocacy update</p> <p>PS provided the Forum with an overview of SWAN and its general advocacy services including self and peer advocacy training and living wills, partnerships with Wilts CAB and the potential for further closer working with Young Carers and schools. It was noted that where training was requested, it was PS’ role to access funding for the training and not the requesting agency. Eligibility for courses is not attached to funding, but mainly practical restraints such as location.</p>	
9.	<p>Lucy Lewis – WSCB training offer update</p> <p>LL (Acting Commissioner for Looked After Children & Safeguarding) gave a presentation on the WSCB training offer from FACT. It was noted that provision of training on Saturdays and evenings would be useful. LL advised that the aim is for a first training course to take place in April/March 2019, and that the next step is to confirm the appetite for the training and the venue.</p>	 <p>Voluntary sector forum WSCB Training.</p>
10.	<p>Election of Executives for Jan 2019</p> <p>Forum members are advised that the election process has begun. Anyone interested in standing for (re)election is asked to provide a short paragraph expressing interest by 11 December 2018 to chair@cfvsf.org .</p>	

	<p>All expressions of interest will be put on a ballot sheet and sent to members.</p> <p>A response from members on the ballot sheet is required by 20 December 2018 to be sent to admin@cfvsf.org . There is to be a minimum of six exec selections, although it is hoped that there will be a body of around eight in order to ensure quoracy each time the executive meets.</p> <p>A decision on the exec membership will be advised at the beginning of January 2019.</p>	
<p>11.</p>	<p>Next Forum Meeting – 29 January 2019</p> <p>Possible speakers are:</p> <ul style="list-style-type: none"> • Sarah Heathcote- Public Health Vulnerable Adults/Children • Theresa Leavey Programme Lead Children & Families – Outcomes Framework 	