**Children and Families Third Sector Forum – Tuesday 11th January Action note**

1. **Welcome and Apologies**

**Attending**

Helen Davis, Chair (YAP), Monica Mochar (WellBeing Scotland ),Alex Collop (Circle),Wilma Murray (Carers of West Lothian),Catriona Foley (Safe Families),Fiona Brown (WLDAS),Raymond Branton (FCDWL),Alan McCloskey (VSGWL),Collette Moran (School Bank WL)**,** John Murphy (CAB),Tracy Kerr (VSGWL), Joanne Van der Berg (firefly Arts), Denise Arbiter (West Lothian Council),Hazel Tyson (Circle),Elaine Kinloch (LYPP), Rania Qussasi (WLFSS Action for Children), Rannia Quassai (WLFSS Action for Children)

**Apologies**

Daisy Drop in, Lesley Mount (Signpost). Received with thanks.

As there were a number of new members at the meeting, everyone gave a brief introduction of who they were and which organisation they were from.

1. **Minutes of previous meeting**

The note of the meeting was approved for accuracy.

1. **Current impact of COVID ( Shared views)**

Helen advised that some of the group had been in touch regarding the impact of staff shortages and current issues with covid and offered an opportunity for all to share their views.

Feedback received

* Raymond - childcare services have been affected and staff may have to be reallocated to cover absences.
* Fiona – staff had worked in bubbles since the start of the pandemic with some clients being seen face to face. Lots of clients were very anxious about covid. A concern was raised that staff would be needed in schools if they were affected by staff shortages.
* Joanne – asked the group how they got access to lateral flow tests for staff as her staff were finding it increasingly difficult to source them personally. Helen suggested requesting them from education when visiting any schools. Denise advised she would look into ways of getting supplies for the organisations in the group.

**Action: Denise to advise the group over access to LFT’s and pick up issue with Social Policy.**

1. **Brief Feedback from Children & Families Strategic Planning group meeting, ADP Children and YP sub group meeting, Community Safety group, Adult mental health group etc.**

Helen advised that this item is left on the agenda for any updates.

Children and Families Strategic Planning group meeting

Due to the holidays and cancelled meetings there were no updates. Next meeting is 18th January. Denise asked for any comments on the Children services plan to be sent to her for incluision.

ADP
Alex advised there was no change in the position of the bid to Corra. The next ADP meeting is at the end of January.

Adult mental health

Denise highlighted that ther would be a unpaid carers survey issued from mind-Jan to mid-March. The survey was aomed at young people who didn’t consider themselves as carers. The survey was hoping to reach as many people as possible. Denise highlighted the role and value of unpaid carers.

She added that SDS held a budget that could be applied for. More info on the funding to be made available at the next meeting.

1. **Mental Health and Wellbeing Framework - update**

This has been revised and helen will send out again to review. There are still gaps and wording is still focused on medical interventions and medical definitions.

Helen will be attending another meeting on this, this tomorrow (12th January).
**Action: Helen to send out for review.**

1. **Governance – terms of reference – review and election of chair**

Helen has been the Chair since 2016 and the Terms of Reference are from 2018. Position of Chair is to be re-elected. Helen is happy to step down or continue.

Any nominations for the position of Chair should be sent to VSGWL by 1 February who will report back at the next meeting.

Raymond will review the Terms of Reference and raise the new chair position at the TSSG meeting.

**Actions:**
**Helen to advise forum members to submit nominaitons for Chair to VSGWL by 1 February and send round original agreement appointing her as chair.
Raymond to review Terms of Reference.**

1. **Discussion/ Feedback - Draft Commissioning Plan – ongoing item**
* This has previously been agreed at a high level.
* One meeting has been held but future meetings are required.
* Helen will send around details of the draft plan again.
**Action: Helen to circulate draft plan**
1. **Group Member Updates**

There is an opportunity at the meetings to provide a short update on services.

* Children 1st will be doing work around developing mental health partnerships.
* Mental Health Partnership are running a open session drop in space on Mondays and Wednesdays for families and individuals to be signposted to most appropriate services or given information
* WLDAS Will be running a 2hr online event ‘lets talk about grief’ to let people know about services that can offer help. This is hoped to be held on a Friday afternoon to allow teachers to attend.
* School Bank WL advised 1040 children have been helped in the last 8 months surpassing the number helped in the previous 12 months. The winter warmer appeal for Jackets and Shoes was a success and £22000 was raised from 400 members of the public. An award from awards from all will fund 2x part time workers.

An offer was extended to all to do service updates at future meetings. Collette (School Bank WL) and Elaine (LYPP) will do a short update a the next meeting on 8 February.

**Action:Collette and Elaine**

**Action: all to consider for future meetings**

**AOB**

A question was asked about the additionality for the Mental Health funding. Alan confirmed this has been raised through TSI’s and feedback to Scottish Government. Subject to approval this should be a recurring fund

**Next meeting**

Date of next meetings

* Tuesday 8th February
* Tuesday 8th March