Note of meeting of the Children and Families Third Sector Forum

Tuesday 25th October 2022

**1.00 -2.30** on Teams

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| Chair: | Helen Davis (YAP) | Note taker: | Tracy Kerr (VSGWL) |

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| Attendees: | Ashley Darge (Prince's Trust), Elaine Kinloch (LYPP), Fiona Brown (WLDAS), Fraser Taylor (Venture Trust), Gail (Homestart), Garry Walker (The Larder)  Hazel Tyson (Circle), Jocelyn Crawford (Safe Families ), Lesley Mount (Signpost), Raymond Branton (FCDWL), Roma Skjoldager (Venture Trust), Emma Jackson (Wellbeing Scotland) |
| Apologies: | Collette Moran (School Bank West Lothian), Corrie Boyd (Youth Homeless Prevention-Strategic Development Education Services), Tracy Murdoch (Kidzeco), Wilma Murray (Carers of West Lothian) |

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| **Agenda Item** | **Decision/Action** | **Action By** |
| 1. **Welcome and Apologies**   Helen welcomed everyone to the meeting. All introductions were made. |  |  |
| 1. **Action note from previous meeting/ Matters arising**   Previous minutes were agreed. |  |  |
| 1. **Brief Feedback from other meetings**  * Children & Families Strategic Planning group meeting   Education Scotland and the Care Inspectorate will be doing an inspection soon. Most of the contact will be with the council however the inspectors will want to meet with the group.  The Commissioning draft plan will be presented to the group in November and will be followed by public consultation. Helen will circulate this once it is available. The new plan will commence in April.  The Whole Family Wellbeing Fund was discussed at the most recent meeting.  The UNCRC was approved and will be circulated. Third sector representation is required for the year. Raymond volunteered to do this if no one else was able.   * ADP/ Whole Family Approach PSP   This is now called Wraparound West Lothian and is moving forward. The vacant posts have been filled. Information has been sent out about the service and some referrals have been received along with requests for presentations to give more information.   * Community Safety Group   The community safety plan is to be approved in November and Helen will circulate to all.   * C&F Performance Framework working group.   Denise confirmed that there is now a draft West Lothian performance framework. This will be brought to the strategic group in November and circulated for feedback. A third sector representative is required for this group. Helen volunteered to do this if no one else was able | All to consider being third sector representative on the UNCRC consultation.  All to refer any young people struggling with substance abuse including within family settings or staff who could use training.  Helen to circulate community safety plan once available.  All to consider being third sector representative on the working group. |  |
| 1. **Agency Presentations – Princes Trust**   Ashley gave an overview of the Princes Trust and upcoming courses they are delivering. She will send out details of any courses to be forwarded to the group through Tracy Kerr.  If anyone would like to get in touch with Ashley her email address is Ashley.Darge@princes-trust.org.uk | Tracy to add Ashley to the forum mailing list and meeting invitations. |  |
| 1. **Whole Family Wellbeing Fund Strategic Needs Assessment – Third sector consultation – Linda Roddie, Axiom Consultancy (Brief circulated)**   Helen introduced Linda Roddie from Axion Consultancy who advised the group that she wanted to have a discussion around the difficulties for families post covid and what the priorities are.  The discussion covered a number of issues which are outlined in the attached appendix.  Linda advised that she would also like to speak to any families engaging with services,that would be happy to give their views. It was decided that a focus group would be established to work on this.  A question was raised about the commissioning and if third sector bids would go to competitive tender bidding or if it would be flexible as mentioned in the guidance. Linda will discuss this further with the focus group.  Linda advised that the final report would be due in December.  Anyone wanting to get in touch with Linda should do so at linda@axiomconsultancy.co.uk | Helen to ask what dates she Linda is not available then advise forum members of suggested dates to meet as a focus group.  Linda to speak to the focus group about commissioning process for third sector bids to the fund.  Helen to put Linda in touch with Carers of West Lothian. |  |
| 1. **Feedback and discussion re Mental Health Oversight group**   Helen has attended the oversight group, chaired by Gillian Amos. The purpose of the group is to review existing services to ensure they are more joined up and meet the needs of young people up to the age of 25.  Terms of Reference have just been approved and Tracy will circulate these.  There will be 4 workstreams within the group and additional third sector representation is required. The workstreams are;   1. Mapping and landscaping - Helen is representing here however further third sector places are available. 2. Participating and engagement- Simon is representing but further third sector places are available. 3. Transitions into adulthood – third sector representation is needed. 4. Staff training and support – third sector representation is needed. | Tracy to send out the TOR and copies of the slide presentation.  Anyone interested in representing the third sector in any of the 4 workstreams should contact Helen. |  |
| 1. **Any other essential updates – other actions to be moved to the next meeting**   No essential updates. |  |  |
| 1. **D.O.N.M 22nd Nov – 1-2.30pm**   The next meeting will be on 22nd Nov – 1-2.30pm, hybrid either on Teams or at The Gateway, 20-22 King Street, Bathgate, EH48 1AX |  |  |