

ChangeUp Consortium Meeting MINUTES

13th March 2008

ACTION

Present: Jessica Wanamaker and Mesha Kullar [NELCF], Lynn Morris [Havering PCT], Kim Guest and Stephanie Lane [HAVCO]

Apologies: Heather Ball [CAB], Paul Kennard [Havering PCT] and Joyce Tapper [LBH]

1. Minutes from Previous Meeting

The minutes from the previous Consortium Meeting were agreed as a correct record.

2. Progress Report

Copies of the progress report were distributed and an overview presented by Stephanie Lane. Lynn Morris reported on the single equality scheme and impact assessment. It was noted that an impact assessment tool had been put together by the PCT for assessing policies covering the six equality strands of:

- Age
- BME
- Disability
- Gender
- Religion or Belief
- Sexual Orientation

3. Infrastructure Development Strategy and Infrastructure Business Plan

Printed copies of the Infrastructure Development Strategy (2008-2014) and Infrastructure Business Plan (2008-2011) plus appendices were distributed to attendees. Stephanie reported that these documents had been submitted to Capacitybuilders in December 2007.

4. Capacitybuilders – Consortium Development and Project Funding

It was noted that the 'Modernisation Project' proforma based on information included in the Business Plan had been submitted to Capacitybuilders. This project will:

- Research the use of performance tools in the VCS

- Disseminate best practice around performance improvement and quality systems to frontline VCOs
- Develop a series of training sessions around quality systems
- Implement the NAVCA toolkit across an infrastructure support organisation
- Raise the profile and develop taster sessions around best practice in relation to governance
- Provide one to one support for Board members and key staff
- Develop induction processes and board shadowing initiatives
- Provide organisational development training with other support projects

Decisions were expected to be made by April 2008.

Stephanie reported that the ChangeUp Consortium and Infrastructure Development Plan and Strategy had been assessed by Capacitybuilders as being 'fit for purpose' and that funding of £19,000 per annum for the next three years had been agreed for further Consortium development.

5. Improving Reach Funding

It was noted that the application for the Improving Reach funding had been submitted to Capacitybuilders in January 2008 to develop and capacity build the BME Forum for delivering infrastructure support to frontline BME VCOs in Havering. Results of this round were expected in May 2008.

5. Any Other Business

Kim reported that the East London CVS Network had submitted bids to Capacitybuilders under the Modernisation Projects funding, around premises and the setting up of a training providers network.

6. Dates of future meetings

Suggested future meeting dates to be emailed to Consortium members for agreement.

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