



**Action Points**  
**Shropshire VCS Assembly Board**  
**8 September 2009**  
**1pm Wilfred Owen Room, Shirehall**

Item	Description	Action
3	<p><b>Consultation on Sustainable Community Strategy(SCS)</b></p> <ul style="list-style-type: none"> <li>VCS Board members asked to complete questionnaires asking for comments on the consultation document and also to take them back to their Forums of Interest.</li> </ul> <p><i>Completed- consultation closed</i></p>	VCS Board Members/FOI
5	<p><b>Agreement of Minutes of meeting 2 June 09 and matters arising Page 2 (item 3)</b></p> <ul style="list-style-type: none"> <li>Board members were asked to make sure they all completed FOI report forms before the next meeting.</li> </ul> <p><i>Received 10 (out of 13 possible)</i></p> <ul style="list-style-type: none"> <li>Board members to email costing of running a forum to HH</li> </ul> <p><i>One more received – now have 3 – need more to get full picture</i></p> <ul style="list-style-type: none"> <li>More information to be circulated on ISA.</li> </ul> <p><i>Completed – full details of event available through e-mail updates</i></p> <ul style="list-style-type: none"> <li>Presentation by Board members to the Board about the group they represent</li> </ul> <p><i>To be picked up as part of training package. The current position regarding training is that we have identified a suitable programme called ‘Skilling up for stronger voices’ which has been developed by NAVCA. Looking to a Feb date to deliver this. It would be useful to agree some potential dates.</i></p>	Board members  Board members  JB  HH
	<p><b>Page 3 (Item 5)</b></p> <ul style="list-style-type: none"> <li>Board are asked to email Forum of Interest (FOI) membership details to HH</li> </ul> <p><i>Have organisation lists for SIP, Health &amp; Social care, mental health, training providers, waste &amp; recycling</i></p> <ul style="list-style-type: none"> <li>FOIs/Community Council to promote membership_- try and find non registered organisations.</li> </ul> <p><i>Organisations belonging to FOI, but not registered on VCSA database have been identified and letters will go out shortly.</i></p> <ul style="list-style-type: none"> <li>Survey Monkey - Contact made with communication team, still awaiting response. HH to follow up</li> </ul> <p><i>Completed - Have statistics about use of website, included in item8, Enc5</i></p>	Board members  Board members/HH  HH

**Page 5 (Item 10)**

- GG and EG to find out how the money is allocated in practice at the Partnership meetings that they attend.

GG/EG

**Verbal Update**

- JB to contact Council re budget

JB

**Cecilia Motley to attend December VCSA Board**

**6 Local Resilience Action Plan (LRAP)**

Board/HH

- To amalgamate the LRAP and the VCS Assembly annual action plan to facilitate monitoring.

**Completed**

- Add a standing item to each FOI agenda to ensure that any additional pressures identified, on the local VCS, are brought to the attention of the Board. HH to amend feedback form.

**Completed**

- To complete a 2<sup>nd</sup> Recession Survey in May 2010 and subsequently update the LRAP

**On action plan**

**7 Operational Considerations**

- Cllr Bennett to be asked to attend a VCSA Board meeting. Michael Hyatt, Assistant CE, Shropshire Council would also be invited to attend a Board meeting.

JB/HH

**Completed**

- Board representation: Health & Wellbeing LSP Board rep to be changed to Heather Osborne.

RT

**Completed**

- EG/HH/JB to arrange to meet with Liz Nicholson (Chair of the Children's Trust). EG to organise the meeting.

EG/HH/JB

**Verbal update**

**Following the procedure agreed at the last board meeting the vacancy on the South Area Partnership Board has now been filled by Nicola McPhearson. A second space for a Representative is available on each area partnership group.**

**8 Compact Update**

- FOI asked to make contribution to the Draft Compact Paper which is out for consultation.

FOI

**Completed –consultation closed**

**9 Annual Work Plan**

HH

- Amendments to the Work Plan.

**Completed**

10	<p><b>Applications from new FOIs</b></p> <p>Waste and Recycling Network to be advised that their application has been approved.</p> <p><i>Completed</i></p>	HH
11	<p><b>Feedback from FOIs and Partnership Groups</b></p> <p>JB to contact Sam Hine (Head of Community Working) about making links with each area Team Leader</p> <p><i>Verbal update</i></p>	JB
	<p>FOIs to identify to the board any cross cutting issues which they felt, impacted on the VCS as a whole. The role of the VCSA Coordinator also encompassed ambassadorial support for the FOI.</p> <p><i>See Horizon scanning paper</i></p>	HH/Board members
	<p>Look into getting a grant to commission an artist to do a piece of work to promote the Assembly and the Voluntary &amp; Community Sector</p> <p><i>T.B.A if successful</i></p>	CF