


  <b>Executive Meeting</b>	<b>Date &amp; Time:</b>	6 <sup>th</sup> September 2010 13.00 – 16.00
	<b>Venue:</b>	Regional Forum Suite D10, Joseph's Well, Hanover Walk, LEEDS, LS3 1AB
	<b>Chair:</b>	Chris Hollins
	<b>Minute taker:</b>	Lucy Beckingham, Regional Forum


*Accountable Consensus-Oriented Effective Efficient Equitable Inclusive Participatory Responsible Responsive Transparent*

## Minutes

1	<p><b>Attendance and apologies</b></p> <p>Present: Chris Hollins (Independent Chair), Jo Jones (Fit 4 Funding), Fawzia Mir (PERS), Sarah Freeman (VAL), Jean Morgan (WYLC), Soo Nevison (VAC), Jill Jones (WYCAS), Rob Malyan (Northern Refugee Centre).</p> <p><b>In Attendance:</b> Lucy Beckingham (Regional Forum).</p> <p><b>Apologies:</b> Anthony Clipsom (BCVS), Val Johnson (VAK), , Dave Smith (West Yorkshire BME Consortium), Tina Chamberlain (RAY), Gill Thornton (VAWD), Salam (COEMO), Simon Duncan (Electroville), Dave Forrest (Volunteering Bradford).</p> <p>Introductions were made and apologies were given as above.</p>
2	<p><b>Minutes from last meeting (19<sup>th</sup> April 2010)</b></p> <p>The minutes were agreed as a correct record of the meeting.</p> <p><b>Minutes from AGM (12<sup>th</sup> July 2010)</b></p> <p>The minutes were agreed as a correct record.</p>
3	<p><b>Matters arising not on the agenda</b></p> <p>Chris agreed to go to District Infrastructure meetings by invitation. <b>Action:</b> All districts to contact Chris to arrange for him to attend.</p> <p><b>Action:</b> The results of the functional review to be uploaded on to the website as a reference/directory. Lucy to take forward.</p> <p><b>Action:</b> Could organisations forward details of the Quality Marks/ Standards that they work to, to Lucy.</p>
4	<p><b>Workshop Feedback (25<sup>th</sup> August 2010)</b></p> <p>The groups present had a lengthy discussion about the outcomes from the Workshop. Some of the key points were:</p> <p>Sub regional grouping does not fit with the emerging LEPs these are potentially themed based. How would we need to organise service structures? We need to look at more fluid interchangeable boundaries.</p> <p>Members felt their identities needed to remain they could work more in Partnership but ultimately</p>



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	<p>they wished to keep their independent identity. Co-location, sharing backroom support were preferred options.</p> <p>It was felt that frontline groups may need some educating about legal duties and the cost of the services that are currently delivered free. If they are to be charged for they need to know the real costs. In one area groups receive a free service but are given an invoice to gear groups up to thinking what real charges for services would be like.</p> <p>It was felt that we needed to know more about the market base. Who are the groups, what do they want, what are they interested in purchasing and how much would they pay to purchase services.</p> <p>Could WYLDA members offer an integrated package of services? What might this be and who would pay for services?</p> <p>It was felt that in order to make any decisions we would need some market research. Bradford have carried out a survey and LIC are in the process of developing a survey monkey to look at the needs of frontline VC groups. It was felt that it would be useful to carry out the exercise in each of the Districts to enable members to have an informed discussion about future services.</p> <p><b>Action: All districts to carry out a survey on the needs of groups. Lucy to contact LIC to look at using the format with the other districts. Lucy to pull the information together.</b></p> <p>Lucy and Richard Spencer agreed to look at developing a memorandum for working together. Members felt it would be more useful to have information about models of working together, for example the Central Manchester structure, (Community Central).</p> <p><b>Action: Lucy and Richard to prepare a paper for the next meeting.</b></p>	
5	<p><b>Social Media Strategy</b></p> <p>This item was postponed until the next meeting 18<sup>th</sup> October 2010.</p>	
6	<p><b>Volunteer Centre Proposal</b></p> <p>There is £2851 to be spent on Third sector development and research. Volunteering Bradford put forward a proposal to support joint publicity across West Yorkshire for the Volunteer centres. Members raised concerns that independently volunteer centres had been developing publicity and that there was less reliance on paper publicity and a move towards using social media and other forms of publicity.</p> <p><b>Action: Lucy to discuss the proposal with Dave Forrest in more detail</b></p>	
7	<p><b>Capacity Builders Review</b></p> <p>The review was due to come out at the beginning of August the expected date is now mid September. It is really important for organisations to have an input into the review process. The Yorkshire and Humber Forum will be facilitating an event to feed into the review process.</p>	

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8	<b>Digests/Written Reports from District Consortia/ sub-groups and Projects:</b> Tabled reports were noted.	
9	<b>Any Other Business</b>  Soo Nevison has had information back from Voluntary Action Sheffield on measuring impact. It was agreed to discuss at the next meeting 18 <sup>th</sup> October 2010, when more organisations who are using the VAS data base might be present.  Fit4funding have been short-listed as a funding beacon they are in the last twelve.  WYLC Have been asked to deliver another ILM accredited course on Volunteer Management to start in October.  WYCAS 10 <sup>th</sup> Birthday John Fisher from the Office for Civil Society will be the guest speaker.  The Joint modernisation project event will be 18 <sup>th</sup> November at a venue in Leeds the Guest Speaker is Craig Dearden-Phillips.	
10	<b>WYLDA Calendar</b>  18 <sup>th</sup> October 2010 – WYLDA Executive, 1 – 4 Regional Forum 29 <sup>th</sup> November 2010 – WYLDA Executive, 1 – 4 Regional Forum	
11	<b>Health Check</b> Meeting finished at 3.30pm.	

