

MINUTES	
ATTENDANCE	
Cllr Gettings (Chair) (BG)	Ward Member and Children's Services Area Lead Member and Children's Champion
Cllr Karen Bruce (KB)	Ward Member
Vicki Marsden (VM)	Youth Offer Team, Children's Services
Helen Kerr (HK)	Morley, Ardsley and Tingley Clusters
Glen O'Malley (G'OM)	Youth Service
Jason Tabor	Breeze
Aretha Hanson (AH)	South East Area Support Team
Moira Burke (MB)	South East Area Support Team
Apologies:	
Cllr Lisa Mulherin	Ward Member
Jo Shiffer/Erica McMahon	Rothwell Cluster

1.0	Welcome and Introductions	<u>ACTION</u>
1.1	Councillor Bob Gettings chaired the meeting and welcomed everyone.	
2.0	Apologies	
2.1	Councillor Mulherin, Councillor Dawson, Jo Shiffer Councillor Gettings would like to pass on best wishes from the group to Jo Shiffer to get well soon	
3.0	Children and Families Sub Group	
3.1	The proposal for changing the name of the group was put forward. Reasons behind this were explained along with what the purpose and the functions of the new group will be. Members and Officers of the group were asked for their approval on changing the name.	
4.0	Background / Terms of Reference	
4.1	The group reviewed the proposed Terms of Reference looking at the membership and functions of the group. The group were asked for their opinions on who they think would be the key people, looking at who would be more focused on making sure that the priorities for the Outer South would be delivered. The following suggestions were made regarding the associated members : <ul style="list-style-type: none"> • Youth Offer Team – Vicky Marsden and Ian Jones to attend jointly 	

	<ul style="list-style-type: none"> Outer South Children's Centre Manager – AH to contact Julia Manning to see who would be the best placed to attend Outer South Police Inspector – AH to liaise with Paul Sullivan Town Parish Council reps – depending on the agenda if a representative needs to attend. Dates of meetings and agendas to be shared with town and parish councils 	
4.2	The group were asked to consider functions/priorities that had been put forward in the terms of reference.	
4.3	AH produced a draft action plan noting the 5 outcomes with the 12 priorities. The action plan will be used to help the group be more focused on the priorities set and to help to deliver them effectively.	
4.4	A suggestion of including Child Exploitation as one of the group's main priorities was put forward and agreed.	
4.5	Action: HK to share Dashboard Data	HK
5.0	Out of School Activities	
5.1	A report outlining the outlining the activities carried out and part funded through Area Committee Wellbeing funding was circulated. It was agreed that clusters would report back to the sub group re Area Committee Wellbeing funded activities.	JS/HK
5.2	Glen O'Malley suggested looking at activities that could be aimed at children that fall under the Leeds Adoption and Fostering services to help engage more with in these areas.	
6.0	Youth Service Update	
6.1	<p>Glenn O'Malley provided an update:</p> <ul style="list-style-type: none"> Youth Matters and Cluster Groups continue to assess the activities going forward and building on what has been good practice. Rothwell Young Peoples Group has been put on hold as waiting on guidance on how to move forward. <p>Action : meeting to be held outside this meeting to discuss to include (Youth Service, Youth Offer Team, Clusters, Area Support Team)</p> <ul style="list-style-type: none"> The Youth Service restructure is now finished. GO'M noted that he will be based at Morley Town Hall. GO'M to consult with members at the next round of Ward Based Briefings around what areas they think should be targeted. 	<p>AST to progress meeting</p> <p>GO'M</p>
6.2	<p>JT suggested the Breeze Art & Music van being used in some of the areas that are not classed as super output areas and to work in the areas where the Youth Bus cannot get to.</p> <p>Action: to look at where the Youth Bus attends now and to look at costing's for the use of the Breeze Bus and submit application for funding via Youth Activities Fund which will look across all areas within the Outer South so more provision can be provided.</p>	JT

7.0	Youth Activities Funding	
7.1	<p>Updates provided :</p> <ul style="list-style-type: none"> • Update given on the projects going forward for 2014/15 • Deadlines for 2014/15 applications as follows <ul style="list-style-type: none"> ○ Briefings for projects out by 11th April 2014 ○ Applications summarised by 17th April 2014 ○ Application Summaries to YP by 24th April 2014 ○ Feedback from YP on 23rd May 2014 ○ Summaries to be circulated to members for approval 24th May 2014 ○ Report back to organisations with decisions by the end of May 2014 • Quality Assure Process to be put in place. Action : conversation to take place with the Youth Offers Team around putting in place a spot check process on the projects that have taken place • Funding to be approved for Mini Breezes to take place (subject to feedback from YP groups) • Funding to be approved for activities at Herd Farm (subject to feedback from YP groups) • JT gave a brief update on a new swipe and on line system that is being piloted by Breeze. Swipe cards work well at major events but organisations found the online system worked better. The online system will be open to all organisations that are registered with Breeze. Through the online system data will be easier to access. Action: Training to be given to Officers who will be requiring the access to Breeze data • Funding for 2014/15 will be split based on the number of children within the wards 	
8.0	Future Meeting Dates	
8.1	<p>Suggested meeting dates going forward for 2014/15. Members were asked to approve the following dates:</p> <p>Wednesday 25th June 2014 Wednesday 17th September 2014 Wednesday 19th November 2014 Wednesday 25th February 2015</p> <p>All meetings will be 10.00 to 11.30 am and held at Dewsbury Road One Stop Centre.</p>	All to diaries dates