

**Consortium Minutes**  
**4<sup>th</sup> September at MPH**  
**In the Wrekin Room from 2.00 – 4.00**

**Present**

Mick Lloyd, Ella Sips, Beverly Harris, George Kinnell, Pete Beer, Diane Cuff and Mike Pugh.

**1. Matters Arising**

**2. Terms of Reference**

Mick explained that he had looked at the Black Country Terms of Reference and that it is a lot more detailed than the one which we have and Mary-Jane Peach had said that Shropshire's is similar.

Mick said that we should stay as an unincorporated body and George explained that an accountable body would be better for the Consortium. This will be discussed further at a later date

George said that when the Terms of Reference is clear, a copy should be sent to Voluntary and Community Groups for consultation.

**3. Self Assessment Day**

Ella said that she has spoken to Rick and the Self assessment day will be a step-by-step process for us all and that it is to show where we all are in terms of the Consortium.

Mick explained that Betty Taylor of the Black Country Consortium has also talked of a self assessment day through Capacity Builders.

**Ac: Ella to ring Rick to see if members need to prepare**

**4. Expenses Claim Form/ Finances**

George explained that one member of the Consortium has questioned the finances of the Consortium with members and its partners. Members agreed that this could be very damaging and that issues of this type should be dealt with cautiously and in confidence. Members of the

Consortium agreed that any concerns regarding budget or finances should be raised and dealt with from within the Consortium.

George said that people might start to think that the Consortium isn't as it seems and a break down of the Finances would be required which Ella had done to demonstrate spends.

It was explained that if the Consortium underspends, this will have to be given back to Capacity Builders.

Everyone has a copy of the Budget and it was agreed that this was clear and understood by all.

Ella said in December she will look at any underspend and see if it could be allocated to other activities. This would have to be agreed by Capacity Builders. Mick said to keep an eye on the budget and people can make suggestions where the money should go if we do underspend. A financial statement would be submitted at the Consortium meeting every 2 months.

Ella said that the £200 training is for every Consortium member and suggested that it may be of benefit to us if we all do some training together on strategic/business planning

**AC: It was agreed that the Strategic and Business plan will be done by the end of the year.**

It was agreed that the £1000 for training for members would need to be of benefit to the Consortium. Ella said that if anyone would like to do some specific training a case would need to be made to the other members.

George said that we may need some guidance as far as training is concerned. Mike asked if philanthropy training would fall in this category as it benefits other organizations. Mike needs to demonstrate how this will benefit the consortium.

Mike asked if training could be paid for in retrospect. It was agreed that there was a risk to this as the individual member would have to pay for it if it was decided by the Consortium the training did not meet the criteria.

**AC:** Ella is to draft training criteria to avoid confusion.

**AC:** Mike is to get the criteria for the training that he would like to do.

The Claim Form was given out and Mick said that Shropshire's charges are similar to our Consortium. The organisation's name was to be included on the Claim Form.

Diane asked to set dates for the away days which we will be having.

**AC:** Kas is to email Mike to confirm the consortium meetings that he has attended and to put the Claim Form on the Website.

It was explained that George and Pete will not receive any money for these meetings as they do not work for a Voluntary organisation. Mick said that the CVS may buy the GrantFinder when Colleen Wickstead starts with us on Monday 18th September.

Diane explained that it would be very beneficial for the Consortium to have access to the GrantFinder.

## **6. Compact Review**

Mick said that he had a call from Stuart Downing and the Telford & Wrekin Compact is to be reviewed. It was noted that the Compact needs to be reworked as a lot of people do not use it.

Mike said that he attended a meeting in Shrewsbury between April/May and people were enthusiastic about the Compact.

Bev suggested that the Compact could be a tool the consortium can use to further its activities.

Mick said that the compact was mainly council driven in its creation.

**Ac: George and Mick are to work on the compact and give feedback and undertake a review.**

## **7. Equality and Diversity Training**

Diane is to bring the booklet along on Friday's self assessment day.

Diane said that a date has not been set yet for the ALD and Mental Health training and everything is explained in another booklet which was handed out during the meeting.

There is a trainer coming from Fircroft and an analysis has been done to see what people wanted and free places are available to voluntary organisations.

£2,500 has been allocated in the Consortium budget to deliver this training. Consortium members approved the plan and budget submitted by Diane.

## **8. VCS & LAA**

George said that he has been asked if Telford & Wrekin Council can host this event on 19th October, George has told John Paye he would be happy to with this.

**AC: George and Mick are to go to this event and give feedback to the Consortium. Mike said that he would also attend this event.**

Diane recommended a discussion should be taken place on this.

## **9. Discrimination Advice Network**

Diane is exploring this with the CAB, Age Concern are establishing a human rights policy network. This is to be discussed at REDP AGM.

This is to look at existing agencies and how they can work as a wider advice network is needed. Also it is to bring agencies together for specific expertise.

Diane explained that small organisations are taking part and she is looking for funding to develop this, Diane expressed that it is about partnership working and getting the user focused.

## **10. Any Other Business**

Mick said that CVS is to consider setting up a small fund pot in November for organisations to help them grow. Mick explained that he was approached by Dag Saunders, a trustee to see if the CVS can minister a grant on behalf of the PCT for Young People's and Older People's Groups and BME Groups.

This would be administered through the Consortium. Mick has also spoken to Anna Stanley and he will email the criteria over.

Mick said that May-Jane Peach would like to meet with the Consortium after the Self-Assessment day, October was decided.

**AC: Mick to confirm this and speak to Mary-Jane with a view to her attending the next meeting.**

**Forthcoming Meetings are:**

**Friday 12th October 2.00 – 4.00 at MPH**

**Tuesday 6th November 2.00 – 4.00 at TREDP**

**Friday 7th December allday at MPH**

**Tuesday 11th December 2.00 – 4.00 at TREDP.**