



FORUM MEETING

THURSDAY 21ST FEBRUARY 2013 @ CITY HOTEL, DERRY

In Attendance

	Violet Craig	John Loughran
Michael Arlow	Stephen Gault	Doreen McGee
Alan Brecknell	Eibhlin Glenholmes	Sandra Peake
Mitch Bresland	Peter Heathwood	Jeff Smith
Alex Bunting	Roberta Holmes	Ann Travers
Alana Burke	Elaine Johnston	
Lesley Carroll	Fiona Kelly	
Liz Clarke	Irene Kerrigan	

Present

	Neil Foster- Research Officer, CVS
Kathryn Stone- Chair, Commissioner CVS	Tina McCann- Forum Support Manager
Adrian McNamee- Head of Policy and Research, CVS	

Apologies

	Jennifer McNern
Geoffrey Hamilton	David Scott
Errol McDowell	Briege Voyle
Jude Whyte	

1. Minutes

The minutes of the last meeting were checked and verified and no amendments were made.

An update of the action points was given. Kathryn thanked the Forum members who participated in the Policy Seminar on the 14th February on Historical Investigations and Information Recovery.

The Forum are invited to the next seminar on *Troubled Consequences: a Report on the Mental Health Impact of the Conflict in Northern Ireland* which will be held in Malone House, Barnett Demense Belfast BT 9 5PB at 10.15am on Thursday 14th March.

AP1: Tina to issue invite to next seminar to all Forum members.

2. Matters Arising

Adrian discussed the letter issued to the VSS on request of the Forum at the meeting on January 24th and the response received from Anne Dorbie at the VSS. A discussion followed on individual financial schemes and the lack of clarification on this to date. This is to be discussed further in the Services Working Group.

AP2: Services Working Group to discuss VSS response and agree outcomes on behalf of the Forum.

3. Forum User Guide

Kathryn gave an overview on the need for changes to the Forum Manual and the rationale behind the inclusion of the Nolan Principles. Kathryn asked Forum members to forward comments to Tina by March 7th. The Forum media policy is to be included as well as a note on social media.

AP3: Amend User Guide to include Media Policy and Note on Social Media

AP4: Comments on User Guide to be forwarded to Tina by 7th March.

4. CVS Draft Work Programme

Adrian gave a presentation to the Forum on the Commissions Work Programme and Corporate Plan. After discussion it was agreed that Forum members would forward comment to Tina by the 7th March.

A discussion was held on the objectives and approach of the Corporate Plan and Work Programme and the Forum's contribution to it.

AP5: Comments on Corporate Plan and Work Programme to be forwarded to Tina by 7th March.

5. Training Opportunity

Tina discussed the opportunity to attend the 14th INCORE Summer School in University of Ulster, Magee. There are a limited amount of places available and if it is hoped a representative from each working group would attend and report back to their respective groups.

AP6: A member of each working group should notify the Forum Manager by Monday 25th February.

A discussion was held on the best use of a training budget for the Forum and it was suggested that the Commission should look at ways at building capacity of Forum members and the victims sector.

AP7: Commission to scope ways of utilising any available funds for training and further discussion at Forum Residential.

6. Residential

Kathryn briefed the members on the arrangements and plans for the Forum residential to be held on March 20th -21st in the Lough Erne Golf Resort, Fermanagh.

The Commission has devised a programme for the residential which will be forwarded by Tina in advance of the residential.

AP8: Tina to forward agenda and programme to Forum members in advance of residential.

7. AOB

Attendance - Kathryn was rightly reminded that the discussion about partial or non attendance of members formed an extensive discussion at Steering committee. Kathryn apologised for underplaying this and again requested full attendance from members as full attendance is vital to the credibility of the Forum.

Media spokesperson- Kathryn reminded the members that a woman media spokesperson was still needed and asked any interested members to give their name to Tina before close of play today.

8. Date and Time of Next Meeting

The Forum will meet next at the Lough Erne Golf Resort on Wednesday 20th March at 11am.