

City of Bradford Metropolitan District Council

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Minutes of a meeting of the Bradford Community Legal Advice Service Partnership Board held on 19 March 2008 at City Hall, Bradford

Commenced 1805
Concluded 1925

PRESENT

Members of the Board

| | | |
|------------------|---------------------------------------|------------------|
| Lindsay Johnson | Bradford Law Society | Private Sector |
| Lynette Kirk | Advice Network & Training Partnership | Voluntary Sector |
| Zahida Mallard | Voting Co-opted Member | Bradford Council |
| Howard Middleton | Liberal Democrat Group | Bradford Council |
| Dave Preston | Community Funding Unit | Bradford Council |
| Andy Taylor | Bradford CAB | Voluntary Sector |

Also present

| | | |
|----------------------|------------------------|------------------|
| Julie Robinson-Joyce | Community Funding Unit | Bradford Council |
| Claire Tomenson | Secretary | Bradford Council |

180. APOLOGIES

Apologies for absence were received on behalf of Councillor Adrian Naylor, Julie Pryke and Sikander Hussain.

181. MINUTES

It was agreed:

That the minutes of the meeting held on 16 January 2008 be accepted as a correct record.

182. MATTERS ARISING

- (i) Julie confirmed that updating of the CLASP Directory was still ongoing. Andy added that he would chase up the information to be provided by Liz. (Minute 170).

ACTION: *Andy*



183. REVIEW OF ACTION PLAN TARGETS UP TO END OF FEBRUARY 2008

The Board went through the targets contained within the Action Plan and additional points are noted below:

Financial Inclusion

Julie indicated that cases of Social Policy bad practice were still required. Work on the links between existing and future services was still to be done. It was also noted that Regeneration had found some funding and a bid for a worker was to be submitted.

Reducing Barriers to Staying in Work

It was noted that bids had been submitted in relation to training.

Joint Working

Julie explained that there was a slight delay regarding the agreement of the monitoring.

Access to Services

It was noted that some training had been given that day in relation to domestic violence. Lynette undertook to check the content of the training session.

ACTION: *Lynette*

Promoting Independence

Lynette tabled a schedule of training produced by the Advice Network and Training Partnership (ANTP) and explained that the sessions were proving to be successful.

Access to Services

With regard to the out of hours advice provision, Julie stated that it would need to be co-ordinated across the District. Andy reported that an out of hours telephone service had been established, however, it had not been widely publicised due to a lack of resources. Dave suggested that a proposal for the provision of the service one night per week could be submitted for consideration. Andy agreed to undertake the request.

ACTION: *Andy*

Reducing Childhood Poverty

It was reported that some Children's Centres were no longer commissioning advice services. Julie informed Members that it appeared that these were decisions made by individual Children's Centres. The Economic Wellbeing Sub-group had expressed concerns in relation to this course of action and was to investigate the matter. Dave confirmed that he would contact the Early Years and Childcare Service and express the concerns of the Board.

ACTION: *Dave*

Tackling Pensioner Poverty

It was noted that the majority of work being undertaken by this group was with regard to the 50 plus age group.

Access to Services

Members were reminded that representatives of the Barnardo's Parents Partnership Service had attended a meeting in November 2007 where it had been suggested that a training session could be provided. Lindsay added that Willisicroft & Co hoped to be able to offer more advice in this sector in the future.

With regard to school admission issues, Howard Middleton confirmed that the School's Admission Forum would be able to provide statistical information in relation to the allocation of school places, etc. Julie undertook to obtain the relevant information.

ACTION: *Julie*

Communications Strategy

Julie informed Members that little work had been undertaken since the Legal Services Commission (LSC) had withdrawn as partners. It was suggested that links could be made with other partners within the Board in order to publicise the service. Andy suggested that representation was required at a strategic level and indicated that the Advice Network Training Partnership were looking to approach the CVS for infrastructure support and to provide representation for the advice sector. Andy then agreed to arrange meetings between the organisations.

ACTION: *Andy*

Training

It was noted that traineeships had taken place in the sector and had proved successful, however, they were costly.

184. COMMISSIONING OFFICER REPORT

Julie tabled a paper (attached as Appendix 1) that gave an update on the following issues:

- Financial Inclusion Group
- Social Policy
- Children & Young People's Partnership, Economic Well-Being Sub-Group
- CLASP Directory

Julie reported that Leeds and Sheffield Council's had attained Beacon status with regard to financial inclusion. Simon Callaghan and Simon Bland, from the Council's Revenues and Benefits Service had informed Julie that they wanted to work more proactively on the theme of financial inclusion and would be attending the Financial Inclusion Group meetings.

It was also noted that posters with regard to the Money Lending Project were now available.

185. **SOCIAL POLICY REPORT**

Julie tabled a note (attached as Appendix 2) of the Social Policy cases reported for the period October to December 2007.

186. **ANY OTHER BUSINESS**

(i) **Building Communities Partnership**

Andy informed Members that the main focus of the Partnership was its new structure that would be split into five areas.

(ii) **Big Lottery Bids**

Julie reported that two bids had been received, one from the Girdlington Advice Centre that requested support from CLASP and the other from the Advice Network and Training Partnership (ANTP).

With regard to the Girdlington bid, Dave indicated that he was concerned that the improvements were to obtain a Quality Mark and requested that they be informed of the Boards reservations.

In relation to the bid from the ANTP, it was acknowledged that the request was reasonable and that the Board was happy to support the bid. Julie confirmed that she would contact both organisations and report the outcome of their requests.

ACTION: Julie

(iii) **Bradford Infant Health Workshop**

Julie reported that she had attended a workshop and gave Members a brief update.

Chair

Note: These minutes are subject to approval as a correct record at the next meeting of the Board.

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THESE MINUTES HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER