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Minutes of a meeting of the Bradford Community Legal Advice Service Partnership Board held on 8 November 2006 at City Hall, Bradford

Commenced 1805

Concluded 1935

PRESENT

Members of the Board

Lynette Kirk	Manningham Project	Voluntary Sector
Zahida Mallard	Voting Co-opted Member	Bradford Council
Councillor Howard Middleton	Liberal Democrat Group	Bradford Council
Dave Preston	Community Funding Unit	Bradford Council
Liz Reveley	Bradford CAB	Voluntary Sector
George Scully	Bradford City Teaching PCT	Health Sector

Also present

Julie Robinson-Joyce	Community Funding Unit	Bradford Council
Andy Taylor	Bradford CAB	Voluntary Sector
Claire Tomenson	Secretary	Bradford Council

117. APOLOGIES

Apologies for absence were received on behalf of Jan Curry.

118. MINUTES

It was agreed:

That the minutes of the meeting held on 13 January 2006 be accepted as a correct record, subject to the amendment of "Lynette" to "Liz" in Minute 115 (paragraph 3).

119. MATTERS ARISING

It was noted that these were covered by substantive items on the agenda.



120. REVIEW OF ACTION PLAN TARGETS TO END OF OCTOBER 2006

The Board went through the targets contained within the Action Plan with particular reference to those with an October timescale. Additional points are noted below:

Tackling Financial Inclusion

Andy reported that one of the initial two people recruited was due to start work shortly and the other had nearly completing the training course. A further four were being trained and the final recruitment process would be undertaken in the final quarter of the year.

Joint Working

Dave stated that he would continue to approach the Legal Services Commission (LSC). Andy indicated that a meeting had been arranged with the 'Not for Profit' organisations who had contracts with the LSC. With regard to Profile Raising, Julie confirmed that work was progressing with the Building Communities Executive.

Shared Futures

Julie reported that the Council had recruited a new Domestic Violence Co-ordinator and that the Sub-Group would look at the issue. George questioned whether anyone from the Council would be able to contact the Primary Care Trust in relation to Domestic Violence. In response Julie confirmed that she would raise the issue at the next Domestic Violence Partnership meeting. Howard Middleton added that Peter Marshall, who worked in the Council's Service Improvement Team, could be contacted as he had previously carried out work in relation to domestic violence.

With regards to access to advice for Eastern Europeans, Julie confirmed that a report had been compiled that addressed all the issues and indicated that she would follow up the matter. It was noted that the Lottery funded Immigration projects had commenced on 1 March 2006 and that the advisors were very busy. The project offered telephone advice three mornings per week for two hours.

Andy commented that advice for people in full time employment had also been progressed with the recruitment of a manager and two telephone advisors who worked from 5pm to 8pm two evenings per week.

In relation to funding from Children's Centres, Julie stated that the funding for 2007 – 08 had been allocated, however, there was a possibility that funding could be available for groups to continue services in 2006 – 2007.

Ensure Availability of Resources for Training, Infrastructure Support and Publicity

With regard to the ACSG, Andy and Liz reported that they would be interviewing for the co-ordinators post and that the training programme was up and running.

It was also noted that changes were being made to the Quality Mark system

In conclusion Dave stated that the discussion of the targets with a timescale to the date of the meeting would now be a standard agenda item.

ACTION: Secretary

121. SOCIAL POLICY REPORT

Julie tabled a briefing note on the Social Policy issues that had been highlighted during July to September 2006 (copy attached as Appendix 1).

With regard to the issue of dentists, George reported that people could register with the Patient Advice and Liaison Service. It was noted that people were finding dentists, though they could be some distance away from the area they lived in.

In relation to debt problems, Howard Middleton indicated that bankruptcy was being presented nationally as an easy way out of debt, however, in the long term it was not and it should not be seen as a first option.

122. ADVISORY SUB-GROUP PROGRESS REPORT

The notes of the meeting of the Advisory Sub-Group held on 10 October 2006 were tabled (copy attached as Appendix 2).

With regard to the membership issues, Julie reported that it had been suggested that other people were invited to join the group. Bhulla Singh had been contacted regarding the progression of the neighbourhood element. It had also been agreed that the relevant cases within the Social Policy would be forwarded to appropriate partners identifying the action taken.

Julie then explained that she had met with Pam Bennett and discussed whether there was scope for developing what was currently happening in Bradford as part of the homelessness prevention agenda (copy attached as Appendix 3). An outline of a project already in existence in York had been considered along with a pilot that was taking place in Leeds regarding housing benefits. Julie indicated that the pilot may be of interest to the Board and that a presentation could be made to a future meeting. The idea of staff shadowing advice workers had also been suggested. It was agreed that this would be beneficial and Julie undertook to progress the matter.

ACTION: *Julie*

123. CALENDAR OF MEETINGS FOR 2007

It was agreed:

That Board meetings for 2007 be held on the following dates:

Wednesday 17 January 2007
Wednesday 7 March 2007
Wednesday 16 May 2007
Wednesday 11 July 2007
Wednesday 12 September 2007
Wednesday 7 November 2007

All meetings to commence at 1800 in Committee Room 5, City Hall, Bradford.

124. **ANY OTHER BUSINESS**

- (i) Andy explained that the Legal Services Commission (LSC) was currently consulting on a new unified contract. The Citizens Advice had produced a leaflet (copy attached as Appendix 4) that identified the latest news on legal services and a briefing on the proposed unified contract (copy attached as Appendix 5). He then gave the Board a brief overview of the documents. Dave indicated that at the end of the consultation period feedback on the proposed contract could also be presented to the CLASP Board.
- (ii) Julie informed Members of the Board of a child poverty question time, organised by Save the Children that was to take place on 8 December between 6pm and 8pm.
- (iii) Zahida stated that she would report back any issues from the Welfare to Work Conference.

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