

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 16 January 2008 at City Hall, Bradford

Commenced 1805
Concluded 1920

PRESENT

Members of the Board

Lynette Kirk	Manningham Project	Voluntary Sector
Zahida Mallard	Voting Co-opted Member	Bradford Council
Howard Middleton	Liberal Democrat Group	Bradford Council
Dave Preston	Community Funding Unit	Bradford Council

Also present

Sikander Hussain	Key House Project, Keighley	Non-Voting Member	Co-opted
Liz Reveley	Bradford CAB	Voluntary Sector	
Julie Robinson-Joyce	Community Funding Unit	Bradford Council	
Claire Tomenson	Secretary	Bradford Council	

173. APOLOGIES

Apologies for absence were received on behalf of Councillor Adrian Naylor, Julie Pryke, George Scully, Andy Taylor and Sue Williscroft.

174. MINUTES

It was agreed:

That the minutes of the meeting held on 11 July 2007 and the notes of the meetings held on 12 September and 7 November 2007 be accepted as correct records.

175. MATTERS ARISING

- (i) Julie reported that the Barnado's Parent Partnership Service (PPS) would be placed on the CLASP Directory and added to the Advice Centre circulation list. It was also noted that the issue regarding solicitors with a Legal Services Commission (LSC) education contract would be discussed at the next meeting (Minute 170).



176. REVIEW OF THE CONSTITUTION

The current Constitution of the Board was tabled, discussed and approved without amendment.

ACTION: *Secretary*

177. REVIEW OF ACTION PLAN TARGETS UP TO END OF DECEMBER 2007

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

Financial Inclusion

Liz confirmed that she would provide Julie with information on case studies.

ACTION: *Liz*

Julie stated that she would ensure that the Credit Unions were provided with a revised CLASP Directory.

ACTION: *Julie*

Liz reported that the additional funding from the DTI was committed until the end of March 2008. A 3 month extension had been given and extra money was available, however, it was not known how it would be allocated. With regard to County Court sessions and cases covering Council Tax and Bankruptcy, Liz agreed to pass some details to Julie.

ACTION: *Liz*

Sikander added that organisations seemed to be less tolerant of debt at the moment and there had been an increase in the use of charging orders.

Reducing Barriers to Staying in Work

Liz informed Members that the additional funding ceased in March 2008. The closing date for additional funds was 4 February and the decisions would be notified on 4 March 2008. The extra worker had been beneficial to the Advice Centre and a substantial amount of money had been spent on their training, therefore work was ongoing to retain the person. It was also noted that the knowledge of volunteers had increased in relation to employment advice.

Profile Raising

Liz commented that in a recent survey 31% had indicated that the provision of advice was important. Julie added that the profile of CLASP was much higher now.

Access to Services

Julie reported that a training course on domestic violence was to take place for advice workers and that access to advice for people from Eastern European countries should be resolved within the next few weeks. Julie confirmed that she was the Commissioning Officer for the Domestic Violence Partnership and undertook to find out more information

regarding the Girlington Child Health Scheme.

It was noted that a venue had been offered to hold out-of-office-hours advice, however, volunteers were now required to staff the service.

Promoting Independence

It was noted that the issue had been discussed at the CLASP Sub-group meeting and that Sue Williscroft was to run a training session for the advice sector. Advice centre staff would then run signposting sessions.

Training

Julie outlined the successful development of traineeships at the Key House Project and the Girlington Scheme. Sikander indicated that he had spoken to Mike Cowlam, Assistant Director, Economic Development, with regards to obtaining more funding for traineeships.

178. FEEDBACK

Building Communities Partnership

Liz reported that a survey had been undertaken under the Sustainable Community Strategy and that “strong and active communities” had been voted as sixth most important when planning for the future of the District. Within the theme of “Stronger Communities” 31% had indicated that “access to services, information and advice” was important. During the next 8 weeks the recommendations would be developed for inclusion in the Local Area Agreement. Dave commented that it would need to be ensured that advice was given through the correct channels.

As an associated issue Howard Middleton stated that he had been present at a meeting where people had stated that they were giving advice, however, it had not been clarified and he indicated that the issue should be looked at.

Community Care Law Meeting

Julie confirmed that a meeting had taken place (see note above on **Promoting Independence**).

Commissioning Officer Report

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

- Financial Inclusion Group
- Illegal Money Lending Project
- Community Strategy
- Local Area Agreement
- Children & Young People’s Partnership, Economic Well-being Sub-group
- Domestic Abuse Partnership
- CLASP Directory
- Lotteries funding
- The Working Neighbourhoods Fund
- Community Justice Centre
- Be Involved

Affordable Warmth

Zahida informed Members that the Social Services Welfare Rights Team and South Bradford Community Network were currently involved in a pilot that was taking place in City and Great Horton Wards offering benefits advice as part of a Warm Zone Scheme.

Older People's Partnership

Zahida reported that the West Yorkshire Fire and Rescue Authority had visited a project in Nottingham which could be piloted in Bradford.

179. ANY OTHER BUSINESS

(i) Social Policy Report

Julie tabled a note (attached as Appendix 2) of the Social Policy Cases for the period July to September 2007 and highlighted the increase in immigration issues. She then requested that any comments on the cases be forwarded to her.

ACTION: ALL

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