

## Bradford District Assembly | Assembly Steering Group Meeting Minutes

Tuesday 13 July 2021 | 1pm via Zoom

**Present:** Janet Ford (JF) (CNet), Javed Khan (JK) (CNet), Helen Speight (HS) (HCF Forum Co-Chair), Ben Cross (BC) (BVCSA), Humma Nizami (HN) (Race Equality Network), Mark Nicholson (MN) (Equality Together), Soo Nevison (SN) (CABAD), Jon Royle (JR) (Safer Communities Forum Co-Chair), Nasim Qureshi (NQ) (Community Economic Forum Chair), Carlton Smith (CS) (Bradford Environment Forum Chair), Yasmin Khan (YK) (Safer Communities Forum Co-Chair)

**In attendance:** Saima Ashfaq (minutes), Kate Lightstead (Bradford Council)

**Apologies:** Steve Blackman

Item		Action
1	<b>Introductions, and apologies</b> NQ welcomed all Note: <i>i. Declarations of interest to be declared against each agenda item as appropriate</i> <i>ii. Equalities: Discussions/decisions/issues that may have a disproportionate effect on protected characteristics to be raised against each agenda item as appropriate.</i>	
2	<b>Minutes of previous Meeting and Matters Arising</b> Agreed as accurate <ul style="list-style-type: none"> <li>JF confirmed that a meeting took place with BC and PH. Agreed that all reps will be included on one directory. Currently waiting for mental health reps.</li> <li>Kamran will be invited to the next meeting to update on Local Access Fund. NQ said that they are currently at stage 3 and preparing a submission to the Access Foundation for September. Funding is for Enterprises, new start ups and other social enterprises who want to strengthen organisation, capital funding etc. Open to all sectors.</li> <li>JF sent over a collated risk register to James Drury. BC skimmed down to 5 via a survey. HS suggested circulating the ICP structure</li> <li>Governance meeting – no dates agreed as yet</li> </ul>	<b>HS to share ICP structure</b>

3.	<p><b>Child Friendly Status – Kate Lightstead</b></p> <p>Kate introduced herself and went through a Powerpoint Presentation (link)</p> <p>Key points and answers to questions:</p> <ul style="list-style-type: none"> <li>Logos/badges will be disseminated once launched</li> <li>How much does the programme influence the enforcement of children's rights? UNICEF are looking at progression and show that we have moved forward. Educating and empowering people to be aware of rights</li> <li>How does it link in with basic human rights and justice for children? All aspects of civil society are covered</li> <li>As a VCS what is the most valuable thing we can do together in terms of service delivery organisations embedding principles in a consistent way? Contributing to the discovery phase initially, have a young people and children guarantee, develop tools together to enable young peoples voice to be heard and have an impact, build in children's rights to what you do. Training will be offered to help with consistency</li> <li>JK raised concerns over accountability and measuring since Brexit. Will it have any real power and who is it accountable to? At a Bradford level it will be agreed at the Wellbeing Board and is a priority in Bradford. The Council has committed funding for 5 years, the plan support will be identified and funding to support</li> </ul>	
4.	<p><b>Assembly Conference Update</b></p> <p>The Assembly conference T&amp;FG meeting took place, ideas have been circulated. JF went through the draft plan from the meeting. Suggestions were made about a video to showcase, JK said that given time capacity and resources the format suggested by JF would be sensible one. JK asked for comments.</p> <ul style="list-style-type: none"> <li>Need to clarify what we want to achieve from the conference, what is the take away, can we make it short snappy and fun, needs to be very engaging</li> <li>VCS Recovery may not be as valid then, but perhaps a broader recovery may still be valid</li> <li>Broader aspects of sector funding should be covered</li> <li>Suggestion to have a market place and invite funders to give funding advice as this worked really well at the last conference</li> <li>Recording of conference and highlighted version suggested</li> </ul>	
5.	<p><b>Governance Update</b></p> <p>NQ informed all that Karl White has been appointed to produce a tender to put out by September.</p>	

6.	<b>Strategic Planning Update</b> JF has emailed out the updated document with leads of each objective for next steps. Capacity is an issues however, JF will reforward email with rough timescales for groups to put groups together.	
7.	<b>MH Provider Forum Link</b> JK said that discussions have taken place on how pathways can link in to ASG. Due to have follow up meeting next week. JF is waiting on Helen Davey and Maria to add reps to the VCS Reps list and they have asked for a rep at the Mental Health Forum meeting. JF has sent around notes of the meeting, will send again.	
8.	<b>Rep Feedback from Meetings</b> <ul style="list-style-type: none"> <li>Skills for work - NQ: no meetings since last ASG meeting</li> <li>Levelling up Fund – SN information will be sent out this week</li> <li>SCP – JR: Data presented on performance, talk about reviewing performance framework. Safer event to be held online soon. Presented proposed SCP plan with high level objectives.</li> <li>Community Partnerships: BC: potential change to Community Partnerships workshops took place – much talk about CP's being asked to do wider system delivery, resources not confirmed yet, could be significant changes in terms of service delivery and system thinking. May mean we have local solutions to local issues. CS added need to strengthen Anchors in the light of these changes. These may need to be reviewed.</li> </ul>	
9.	<b>AOB</b> None	
10.	<b>Date of next meetings</b> 18 October 2021  Meeting ended 2:45pm	

### Zoom Meeting chat

13:04:14 From Janet Ford CNET : bad connection may turn camera off now and then

13:21:29 From Ben Cross - The VCS Alliance : DEVELOPING OUR PEOPLE - Inability to attract and retain talent because of lack of job security, due to the short term nature of public sector contracts.

DEVELOPING OUR VOICE - WYCA/ICS/ICP pathways for voice and influence are not clear, with system decisions being made behind closed doors.

COLLABORATION AND PARTNERSHIP - Commissioners do not using the available 'vehicles' within the local VCS to ensure they use locally based organisations first.

COLLABORATION AND PARTNERSHIP - The created funding environment (including a lack of transparency) incentivises competition over collaboration, and value for money over sustainability, leading to a breakdown in trust.

ACHIEVING SUSTAINABILITY - An acknowledgement of the value of VCS preventative services and grassroots engagement, leads to increased demand which is not backed up with adequate long-term funding assurance.

BUILDING VCS CAPACITY AND RESILIENCE - Breakdown of relationships between key providers.

13:27:35 From Ben Cross - The VCS Alliance : This is the Full 39 VCS Risks all in one nice looking document - Thanks Janet.

13:28:26 From Yasmin Khan : Thanks Janet

13:39:29 From Humma Nizami : Thanks Ben, can't open the document

13:43:15 From Ben Cross - The VCS Alliance : I'll add it to Helen's email

13:44:06 From Yasmin Khan : Nasim, sorry I took Jon's spot earlier can Jon go next please thanks

13:53:11 From Humma Nizami : agree Helen, well said

14:02:14 From Humma Nizami : Janet REN produced a video in March - One Year On from Covid which you can use - it shows the covid response from BAME/CEE communities

14:02:55 From Janet Ford CNET : yes, that could be useful thank you

14:03:26 From Soo Nevison CAB&D : the conference is one of the things we need to deliver under the current grant - we have a had a year+ grace because of COVID

14:03:35 From Soo Nevison CAB&D : WE need it to be forward facing

14:04:20 From Humma Nizami : we need to look at the work we have delivered and what we plan to do as a sector going forward

14:13:19 From Yasmin Khan : Agree Soo

14:14:13 From Jon Royle : could we record event and make it available on websites? so smaller charities can watch it at their leisure