

Stronger Communities Partnership Board Minutes

Date	5 September 2019
Time	14:00 – 16:00
Venue	Carlisle Business Centre, Bradford.

Present	
Bishop Toby Howarth (BTH)	The Church of England Diocese of Leeds – Area Bishop of Bradford
Ian Day (ID)	Bradford Council
Adrienne Reid (AR)	Incommunities
Zahra Niazi (ZN)	Bradford Council – Stronger Communities
Ben Greener (BG2)	MHCLG
Bernadette Gallagher (BG1)	People Together (Keighley)
Cllr Matthew Bibby (Cllr MB) (Deputising on behalf of Cllr John Pennington)	Economic Partnership
Damon Boxer (DB)	Opportunities Area
Helen Speight (HS)	Thornbury Centre – VCS Alliance
Inspector Kevin Taylor (KT) (Deputising on behalf of Chief Inspector Karen Lindsay)	West Yorkshire Police
Javed Khan (JK)	CNET- VCS Alliance
Lorraine Hughes (LH)	People Together (Shipley)
Louise Keighley (LK)	NHS- Health
Mahmood Mohammed (MM)	Bradford Council – Stronger Communities
Michael Frazer (MF)	People Together (Bradford East)
Peter Tate (PT)	Bradford Youth Development Partnership (BYDP)
Tatiana Zaituni (TZ)	People Together (Bradford South)
Tina Williamson (TW) (Deputising on behalf of Sue Soroczan)	DWP
Tony Dylak (TD)	Royds Community Association
Apologies	
Cllr John Pennington (Cllr JP)	Economic Partnership
Chief Inspector Karen Lindsay (KL)	West Yorkshire Police
Ikra Shakoor (IS)	Young Ambassador
Professor Amir Sharif (AR)	University of Bradford
Sue Soroczan (SS)	University of Bradford
Guest attendees	
Helen Wong (HW)	Bradford Council – Marketing & Communication
Inspector Carl O'Brien (CO)	West Yorkshire Police, Bradford South Neighbourhood Inspector.
Matthew Henderson (MH)	Bradford Council – Stronger Communities
Neena Punnu (NP)	Bradford Council – Stronger Communities

No	Item	Actions
1.	<p>Welcome and Introductions</p> <p>Bishop Toby welcomed members and went through changes to the Board membership:</p> <p>Professor Amir Sharif from the University of Bradford will represent the University on behalf of Vice Chancellor, Shirley Congdon.</p> <p>Chief Inspector Karen Lindsay from West Yorkshire Police will represent the police on behalf of Divisional Commander, Osman Khan.</p> <p>Wahida Shafi will join the Board representing the faith sector, which came from an interfaith meeting..</p> <p>Manoj Joshi will join the Board representing local businesses.</p> <p>Inspector Kevin Taylor attended meeting on behalf of Chief Inspector Karen Lindsay</p> <p>Cllr Matthew Bibby attended meeting on behalf of Cllr John Pennington.</p>	
2.	<p>Declaration of interest</p> <p>Declarations of interests disclosed:</p> <p>Bishop Toby - Chair of the Linking Network.</p> <p>Helen Speight - Thornbury Centre, commissioned to deliver Bfd As 1 (previously known as Street Life)</p> <p>Peter Tate – BYDP, awarded Innovation Fund in Round 1</p> <p>Tony Dylak - Royds Community Centre, awarded controlling migration fund.</p> <p>Javed Khan- CNET, tendering for the Community Conversations contract. .</p> <p>Terms of Reference</p> <p>Bishop Toby checked if all Board members received the stronger communities' partnership Terms of Reference V0.2 (item 2). No comments or suggestions were made from members.</p> <p>The Terms of Reference for the Board were approved at the meeting and will be adopted by the Board and will be saved as V1.0.</p> <p>Deputy chair</p> <p>Open discussion amongst members took place regarding the appointment of the Deputy Chair for the Board. It was agreed Adrienne Reid would stand as Deputy Chair and Ian Day was appointed as third reserve Deputy Chair.</p>	

<p>3.</p>	<p>Approval of the last minutes & actions</p> <p>The last Board meeting was an Introductory meeting for new and old members to form together. Notes were taken and circulated with the presentations and programme information.</p> <p>CL requested that all meetings are audio recorded for the purpose of minute taking. Members consented to being recorded for this purpose. The audio will be destroyed once they are no longer needed.</p> <p>It was agreed that draft minutes will be discussed and signed off at each Board meeting and then will be made available publically.</p>	
<p>4.</p>	<p>Standing Items</p> <p>4.1 – Programme Status & Financial Report</p> <p>ZN summarised the programme status and highlighted key areas of work:</p> <p>Full team now employed, projects are up and running.</p> <p>Programme will run up to March 2021</p> <p>The benefits on the 7 Keys is red due to the short time scale of the programme. It will be difficult to see the long term benefits of the programme at population level. This will likely stay red on the report throughout the programme.</p> <p>The work on the District values (shared community values) continues. We have already spoken to over 100 people – asking them what is important to them. The final draft will be ready for a wider public and partner online consultation in early autumn. Once the Board ratifies the values, a campaign will be used to encourage people and organisations to sign up. ID suggested we map the values against our four pillars.</p> <p>The new brand, 'Bradford for Everyone' - communications slide pack (Appendix B) has been used to discuss Bradford For as the over arching brand for all Partnerships. There has been discussion with Geoff Podmore, David Walmsley, Susan Hinchcliffe and Kersten England about the place it should have long term by it being incorporated into the 2040 vision and plan. Zahra emphasised the importance we play in supporting the 2025 City of Culture bid. Bradford Council's Communications team will work with the team to develop a communications strategy and plan. Damon raised that there is already a Bradford For 'Teaching' and it might be worth making connection.</p> <p>ID asked for clarification on the Finance report regarding DWP spend. ZN clarified that £125,000 from the £250,000 which was provided by MHCLG has been transferred to the DWP for year 1.</p> <p>Decisions</p> <p>Branding - Board approved the branding for Bradford for Everyone and welcomed the new brand.</p> <p>District Values - The Board agreed to align the values with the four pillars - ensuring that there is reference to our place as well as our people and our personal growth. The work of the branding and values needs to link in with the Living Well brand from Public Health and the pixelated B.</p>	

	<p>The board acknowledged progress made on item 4.1 programme status report & approved the high level format the financial report was presented.</p> <p>Actions Members to review proposed values and feedback comments to Neena Punnu at Neena.punnu@bradford.gov.uk</p> <p>Branding and values needs to link in with the Living Well brand from Public Health and the pixelated B</p> <p>4.2 – Project Performance</p> <p>CL gave an update on the Innovation Fund Projects – currently signing off grant agreements and issuing payments.</p> <p>MH (Project Support Officer) explained how the Innovation Fund process works and how the Participatory Budget event went in July. This process was shared with the other integration areas around how we devolve decision making to local people and community groups.</p> <p>MF - People Together member gave an update on how brilliantly well Global Bradford went (a project funded by the Innovation Fund)</p> <p>The Board asked how feedback will be sought from participants who attend events and take part in projects and activities. The team has an Evaluation and Project Improvement Officer who will work closely with the Project Support Officers to gather feedback on all projects. A tool kit for evaluation has been developed for the Innovation Fund and will be trialled with the first round of projects. To support the Innovation Fund projects an Evaluation Workshop will take place on 16th September 2019.</p> <p>As this is a test and learn programme the Board discussed the importance of reflecting on both positives and the things that don't work.</p> <p>BG confirmed that some projects will also be nationally evaluated by IFF. This was also outlined in the report. .</p> <p>Innovation Fund for Round 2 will be launched at the end of September; Participatory Budgeting won't be used in Round 2 due to the smaller number of projects that can be funded through this round but will be used in Round 3.</p> <p>Actions</p> <p>Board members were invited to visit projects but to ensure to check with the organisations first. Please contact Zahra in the first instance</p> <p>Set up a focus group for Round 2 of the Innovation Fund.</p> <p>4.3 – Anti-Rumour & Critical Thinking Strategy</p>	<p>All</p> <p>DB / ZN</p> <p>All</p> <p>ZN</p>
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	<p>MH (Project Support Officer) talked through and summarised the strategy- initially the focus is to set up a network of support agencies, develop strapline and logo to use across the District to raise awareness of critical thinking.</p> <p>It was suggested to speak with the Changing Places programme and take learning from their approach. There has been a lot of intensive work with communities.</p> <p>The launch to commence this work will be 17 October over Hate Crime Awareness Week. The Board agreed that more thought was required on the finer details of this work.</p> <p>The Board was invited to the showcase event on Changing Places project happening on 26 September.</p>	
<p>5.</p>	<p>Discussion Items</p> <p>5.1 - How does a place contribute to making stronger or weaker communities</p> <p>BG gave a summary of the Placed Based Approach – focusing on Holme Wood. Members of the Board gave their perspectives of Holme Wood and the current issues and concerns as well as good practice relating to housing; education; health care; businesses, transport, crime and people. Discussion took place around; joining up work and what needs to be done with investment to improve the area.</p> <p>The Board broke up into smaller groups to discuss. Feedback from discussion groups was shared with everyone. This information will feed into the visit planned on 25th November with Whitehall members</p> <p>Actions</p> <p>Flip chart notes to be typed up and shared with the Board.</p>	<p>CL</p>
<p>6.</p>	<p>Date of next meetings</p> <p>Tuesday 26th November 2019 - 2-4pm Open house session - 12.30-1.30pm Venue: Ernest Saville Room, City Hall</p> <p>Tuesday 25th February 2020 - 2-4pm Open house session - 12.30-130pm Venue: Ernest Saville Room, City Hall</p> <p>Tuesday 21st April 2020 - 2-4pm Open House session - 12.30-1.30pm Venue: The View Room, Margaret McMillan Towers</p>	