

Bracknell Forest ChangeUp Consortium Meeting

held at Fitzwilliam House, Skimped Hill Lane, Bracknell
on Tuesday 14 July 2009 at 10 am

Minutes

| | | | | | |
|-----------------------------|-----|---|------------------------------|-----|---|
| Barbara Briggs (VSF) | BB | - | Ros Middleton (PCT) | RM | - |
| Abby Thomas (BFC) | AT | - | Frank Brenchley-Brown (CTIB) | FBB | - |
| Ed Glasson (Federation) | EG | + | Judy English (Administrator) | JE | + |
| Isabel Mattick (Federation) | IM | - | Joyce Ward (BFVA) | JW | + |
| Laura Collard (CIC) | LC | - | Lesley Doyle (BFBC) | LD | + |
| Vicki Linton-Smith (Police) | VLS | - | Chris Cowap (BFVA) | CC | + |
| Martin Gilman (BFVA) | MG | + | Dilip Ladwa (ASP) | DL | - |
| Nick Higson (Rethink) | NH | - | | | |

Present (+) Absent (-)

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| 1 | Welcome and Apologies | Apologies were received from LC, NH, IM, BB, RM, DL and AT. In LC's absence LD agreed to chair the meeting. | |
| 2 | Minutes of last meeting and Matters Arising | <p>The minutes were accepted as correct. Matters arising:</p> <ul style="list-style-type: none"> MG reported that interviews for the Equalities Development Officer would be held on 21 July. DL had been involved with shortlisting and will represent the Minorities Alliance on the interview panel. East Berks Funding Advice Project – Carole Allen and Ray Emmans from Berkshire Community Foundation have been appointed as funding advisors plus a commissioning and procurement post and MG commented that they formed a strong team. MG will be applying for the £1000 available from Modernisation collaboration fund to look at positive collaboration across East Berkshire, ie an East Berkshire Consortium. CC reported that the workplan snapshot had been submitted and was copied to the committee. Measurement of impact – A brief outline of proposed work was sent out with the agenda. LC had expressed previously expressed interest in undertaking this. CC to talk to LC. | <p>MG</p> <p>CC</p> |
| 3 | Finance | <ul style="list-style-type: none"> CC reported that a list of items paid for from the £22,000 was available and a more detailed report would be issued once BFVA's accounts were signed off. The current year will show £2000 for impact assessment with £1200 remaining in the projects budget. The remainder covered salaries, etc. CC distributed and explained a report on infrastructure plans and funding. It was agreed that it is important to publicise what the Consortium does and how everything links together. | |
| 4 | Workplan | <ul style="list-style-type: none"> The workplan needs to be discussed at every meeting together with the set agenda items as shown on this meeting's agenda. The milestones for Outcome 1 (A1) and 2 (A3) are on target and as reported the impact assessment is in the process of being allocated. | |

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| 5 | Business and Strategic Plans | CC reported that a new plan is being produced which will include the 3 strands in the Consortium plan and that of the proposed East Berks Consortium. Eventually representatives will be needed from this consortium on the East Berks Group. MG commented that it is important for work to be locally based and led and our reports fed into the Capacity Builders report without their jargon. CC will circulate the new plan in due course and will reference it to the original Infrastructure Development Plan (IDP). | CC |
| 6 | Membership and terms of reference review | <ul style="list-style-type: none"> The membership needs to be reviewed eg is FBB continuing or will someone else represent Churches together? MG commented that more front line organisations should be represented. Times of meetings need to be varied, including evenings to allow more access. CC suggested that the Chief Executive of Age Concern should be invited to join. Terms of reference will be circulated with the minutes for discussion at the next meeting. | |
| 6 | Any other business | MG reported that plans are going ahead for an Information Point for Bracknell Forest in one of the empty shops for all agencies which will include volunteering and this will be manned by two librarians. | |
| 7 | Date of next meeting | To be arranged for early October at 7 pm. | |