

Make a Difference

How to be an active citizen
in the Bradford District

Volunteering
Bradford



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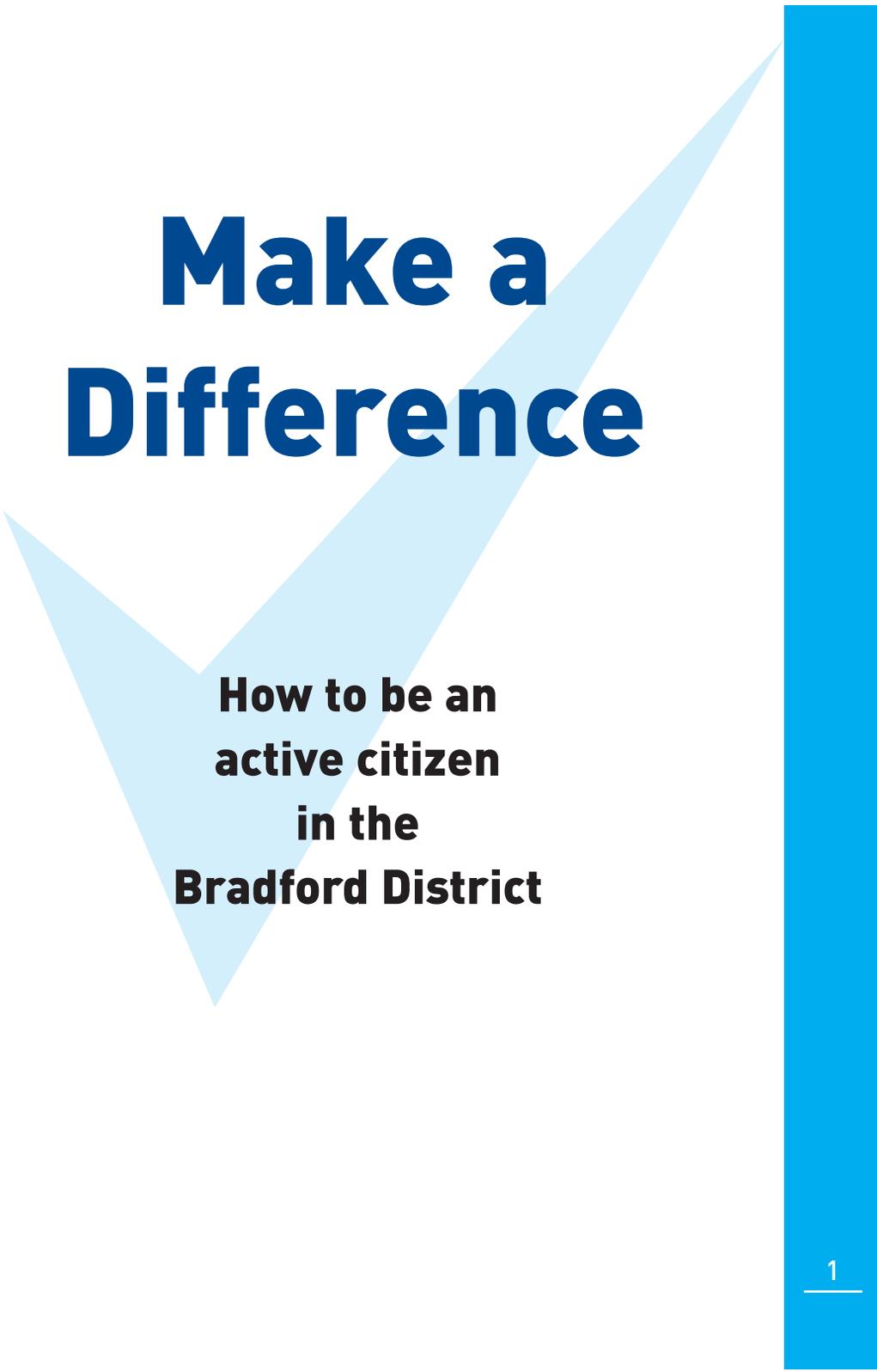
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Make a Difference

**How to be an
active citizen
in the
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1	Introduction	4
1.1	What is this booklet about?	4
1.2	Who is it for?	5
1.3	Who can take part?	5
1.4	How to use this booklet	6
1.5	Volunteering Bradford	7
1.6	For more information	7
1.7	Abbreviations	8
2	Health and Social Care	9
2.1	Patient and Public Involvement Forum Member	9
2.2	Expert Patient Tutor	11
2.3	Independent Visitor (for looked after children)	12
3	Community Safety	13
3.1	Magistrate	13
3.2	Youth Offender Panel Member	16
3.3	Independent Monitoring Board	18
3.4	West Yorkshire Police Authority	20
3.5	Lay Visitor/Independent Custody Visitor	21
3.6	Crime and Community Safety Roles	22
3.7	Neighbourhood Watch	24
3.8	Scrutiny Panels	25

4 Education	27
4.1 Childcare, Early Years and Play Provision	27
4.2 School Governor	30
4.3 Parent Teacher Association	32
4.4 Adult, Further and Higher Education Governor	33
4.5 Students' Unions	34
5 Local Governance	36
5.1 Parish and Town Councillors	36
5.2 Bradford and Keighley Youth Parliament	39
5.3 Public Appointments	40
5.4 Neighbourhood Forums	41
5.5 Charity Trustees and Members of Management Committees	42
5.6 Housing and Tenants Associations	44
5.7 Neighbourhood Action Planning Group	45
5.8 Trade Unions	46
6 Transport	48
6.1 Transport Groups and Organisations	48
7 Other Active Citizen Roles	51
7.1 Mentoring and Befriending	51
7.2 Campaigning and Lobbying	52
7.3 Getting Involved	53
Appendix	
Useful Organisations in the Bradford District	55



1.1 What is this booklet about?

This booklet is about how to be an active citizen in the Bradford District.

There are lots of ways to volunteer in our District, and there are thousands of volunteers in all sorts of projects, groups and organisations. Some of these volunteers play a significant part in influencing policy or the way the local services are run, and it is these roles in particular that we look at in this booklet.

Roles where:

- ★ volunteers get to have a say in local strategy, and sometimes in national policy as well
- ★ volunteers help local services decide what should be on offer, and how services should be delivered
- ★ volunteers campaign or lobby for changes in the law, policy or services

For some people, voting in elections is not enough, while others choose not to vote at all. However, many people want to play an active part in what happens in their area, and possibly to campaign on national or international issues as well.

At the same time, many organisations in our District want to include individuals and communities in decision-making, and some statutory bodies are required to involve local people in particular roles. Many offer interesting and rewarding ways to take part, where you meet new people and build up skills. If no one is addressing something that concerns you, you may want to set up a new group to tackle it.

This booklet sets out some of the opportunities and useful local contacts.

1.2 Who is it for?

The booklet is for anyone wanting to be active in helping shape policies and services.

You may have a lot of time or only a little. You may have experience of this kind of activity through your work or other commitments, or it may be new to you. You may be wanting to bring about change in an area or on an issue that matters deeply to you, or you may want to develop experience of influencing policy because it will help with your career or your personal development.

The booklet is also for organisations that advise people in finding interesting volunteering opportunities.

1.3 Who can take part?

Anyone can play an active citizen role. Many of the opportunities outlined here are open to anyone. Often, organisations are keen to involve and represent the clients and communities they serve. Some may want to encourage the involvement of groups that they feel are underrepresented, such as women, or people from black and minority ethnic communities.

Some roles have a minimum age. Sometimes, organisations are looking for people with particular skills or experience. Sometimes, if the volunteering means you will be working with people who are vulnerable, you will have to have a Criminal Records Bureau check.

There may be additional criteria - for instance, you cannot be a trustee if you:

- ★ are aged under 18 (unless the charity is a registered company)
- ★ have been convicted of certain offences (unless the conviction is regarded as 'spent')
- ★ are an undischarged bankrupt
- ★ have been previously removed or disqualified from trusteeship

Some roles are paid with an allowance and, therefore, are not strictly volunteering. If you are in receipt of benefits you should check if they will be affected in any way.

If you are keen to take part, get in touch with the organisation or body that you want to join. Find out what they are looking for, and think about what you have to offer and what you want to get from the experience. Remember that often there will be training and support to help you learn the ropes.

1.4 How to use this booklet

This booklet describes a number of different roles on offer in our District to people wanting to have an active role in influencing policies and services. Though we have tried to include as many as possible, we have not listed every way of being involved. We hope that you will find something in the booklet that will help you get started.

We have grouped the roles into different areas of activity, such as 'Education' or 'Community Safety'.

Each role that we cover has a short introduction, and is divided into four sections:

- ★ **What** does this role involve?
- ★ **Who** can get involved in this role?
- ★ **How** do I go about getting involved?
- ★ **Where** can I find out more information?

Note: Many of the roles described in this book are carried out by volunteers, who are only paid expenses. Some are paid in other ways, and where this happens the people involved are not volunteers. We are including these roles because they are an important way of being an active citizen in our District.

1.5 Volunteering Bradford

This booklet was created by Volunteering Bradford, supported by Bradford Vision, as part of a training project on citizenship and volunteering.

Volunteering Bradford realised that many people are interested in getting involved and having a say, but they don't always know where to start. The booklet is part of our wider work of promoting volunteering among people living and working in Bradford.

You can find out more about us by visiting our website:
www.volunteeringbradford.org

Or call us on: 01274 588233

Email: info@volunteeringbradford.org

For a list of some of the partner organisations we work with, see the Appendix, page 57.

1.6 For more information

There are many useful organisations listed throughout this booklet. The following are some of the key contacts for finding out about opportunities for active citizenship in our District:

CNet

www.cnet.org.uk

Tel: 01274 714144

Email: contact@cnet.org.uk

The Community Network for Bradford and District. One of its major roles is to promote community representation and deal with issues surrounding social and economic planning in Bradford and District.

The Diversity Exchange (c/o Bradford Vision)

www.bradfordvision.com

Tel: 01274 431262

Email: liz.hanney@bradfordvision.com

The Diversity Exchange aims to promote a Shared Future for the Bradford District. It supports groups and organisations to offer opportunities for communities to link, share ideas and experiences, debate difficult issues and learn more about the Bradford District.

www.divabradford.org.uk

Tel: 01274 433656

A database of voluntary organisations in the Bradford District.

Volunteer Centres:

Volunteer Centre Bradford

www.volunteeringbradford.org

Tel: 01274 720744

Email: info@volunteeringbradford.org

Volunteer Centre Keighley and District

Tel: 01535 609 506

Email: admin@keighleyvb.co.uk

Volunteer Centre Shipley

www.volunteeringbradford.org

Tel: 01274 588 233

Email: info@volunteeringbradford.org

1.7 Abbreviations

BKYP Bradford and Keighley Youth Parliament

CNet Community Network for Bradford and District

CRB Criminal Records Bureau

IMB Independent Monitoring Board (for prisons)

MP Member of Parliament

NHS National Health Service

NUS National Union of Students

PPC Programme for a Peaceful City

PPI Patient and Public Involvement

PTA Parent Teacher Association

TUC Trade Union Congress

YOI Young Offenders Institution

YOT Youth Offending Team

2.1 Patient and Public Involvement Forum Member

All NHS Trusts are required to run patient and public involvement initiatives. These are schemes which give people the chance to comment on the planning and delivery of health services.

The Government believes that the NHS will deliver better services through the constant involvement of, and consultation with, members of the public who use the service.

What are Patient and Public Involvement Forums?

Patient and Public Involvement (PPI) Forums undertake a range of tasks including:

- ★ monitoring and reviewing services from the patient's point of view
- ★ seeking the views of patients on health services
- ★ inspecting premises where NHS services are delivered

- ★ making reports and recommendations based on the views and experiences of patients and carers to the trust management (trusts are required to respond to these reports)
- ★ promoting the involvement of the public in decisions and consultations on matters affecting their health, not just the NHS
- ★ referring matters of concern to whichever person or body the forum deems appropriate, including the media
- ★ providing training and support to empower local communities, and in particular excluded groups, to identify issues affecting their health, and take action to influence change on those issues

Who can take part?

There are no restrictions on who can apply to be a member of a PPI Forum.

How to get involved:

To find out more about becoming a member of a PPI Forum, contact:

Commission for Patient and Public Involvement in Health

www.cppih.org

Tel: 0845 1207115

Email: enquiries@cppih.org

You can also find local contact details in the 'Find my local PPI Forums' section of this website and you can also download an application pack. The Commission has a regional centre:

Humberside and Yorkshire Regional Centre

Tel: 0113 227 2400

Alternatively, you can contact one of the NHS Trusts in the District, and ask to speak to someone in Patient and Public Involvement.

For more information:

Commission for Patient and Public Involvement in Health

www.cppih.org

Department of Health

www.dh.gov.uk

2.2 Expert Patient Tutor

The Expert Patient programme is a national scheme which aims to help the 17.5 million people who live with a long term illness. People who suffer in this way are often experts in how to manage their illness, and this programme aims to make good use of this knowledge.

What do Expert Patient Tutors do?

People with chronic conditions (such as arthritis, heart disease, asthma, multiple sclerosis or liver disease) are shown how to improve their quality of life by becoming experts in their own illness through taking part in an 'Expert Patient' course. The Expert Patient course tutors are people with personal experience of long-term health conditions. The courses run over six weeks, for approximately 2.5 hours per week. The courses offer people the opportunity to share information with each other about ways to reduce pain and improve their quality of life.

After finishing the programme, some people go on to become volunteer course tutors, to work with NHS staff to improve services, or to support others who have been newly-diagnosed. Some Trusts also use the expert patients as a reference group to consult on important issues, meaning that these people have the opportunity to impact practice and policy in their local health trust.

Who can take part?

Expert Patient courses are free and open to anyone over 18 years old who has a long-term health condition.

How to get involved:

For information about expert patient courses running in your local area contact:

Firdaws Khan
Senior Trainer
The Building Blocks Centre
Tel: 0113 277 8345
Email: firdaws.khan@nhsepp.org

For more information:

NHS Expert Patients Programme
www.expertpatients.nhs.uk/

2.3 Independent Visitors (for looked after children)

The 1989 Children's Act makes provision for all 'looked after' children (in local authority care) who do not have regular contact with parents or someone who assumes parental responsibility to have the right to an independent visitor.

What do Independent Visitors do?

Independent Visitors are members of the public who visit a child in care who has infrequent or no contact with parents and family. All children need an adult in their lives to take an interest in, support, advise and encourage them. An Independent Visitor is there for the child, and takes on a befriending role.

Most of the children are living in the Bradford District. However, some children are placed outside of Bradford, so people are also needed who are willing to travel once a month to visit a child placed in another area.

In the Bradford District, the Independent Visitor Scheme is run by Barnardos. People who are accepted as Independent Visitors receive guidance and training, along with support, travel costs and other out-of-pocket expenses. If you are matched up with a child, Barnardos ask you to make a commitment for five years.

Who can take part?

Any member of the public over the age of 21 can apply to become an Independent Visitor (however, people who work in the Council's Children's Services cannot apply). Barnardos' oldest volunteer is currently 80 years old and their youngest is 21.

How to get involved:

For more information, contact:

Seen and Heard

Barnardos

Tel: 01274 531466

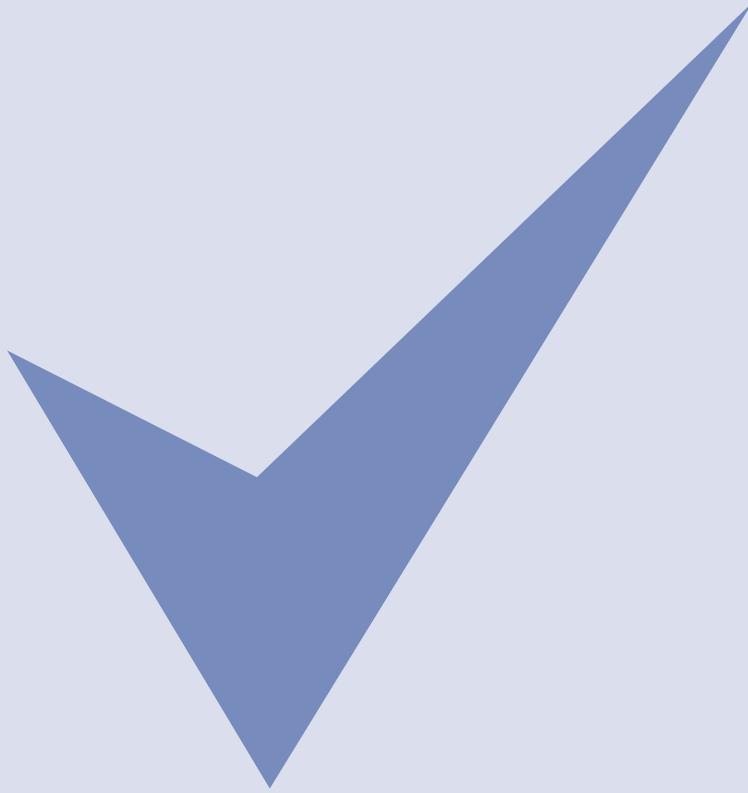
Email: seen&heard@barnardos.org.uk

Your local Volunteer Centre will also be able to provide you with contact information (see page 8).

For more information:

Barnardos

www.barnardos.org.uk



3.1 Magistrate

Magistrates are members of the local community who are appointed by the Lord Chancellor to hear both criminal and civil cases. There are about 30,000 magistrates in England and Wales.

Being a magistrate provides the chance for you to:

- ★ serve your community in a unique way
- ★ make an important contribution to upholding the law
- ★ develop a deeper understanding of your local community
- ★ gain a good working knowledge of the law
- ★ develop personal skills, such as decision making, communicating and team-working which can be invaluable in other areas of your life

What do magistrates do?

Magistrates usually sit as one of a bench of three magistrates. You will be hearing the less serious criminal cases such as minor theft and motoring offences. You may also deal with a range of non-criminal cases affecting families and children or young people, or with civil cases involving matters like licensing or Council Tax.

Magistrates 'sit on a local bench' for a minimum of 26 half days a year. A qualified legal adviser gives advice on points of law and procedure. Magistrates receive full training to prepare them for the role. Some magistrates take part in committees and conferences looking at wider issues of national policy and legislation, particularly through involvement in the Magistrates Association.

Who can take part?

To be a magistrate you need common sense and the ability to weigh evidence and reach reasoned decisions.

You must live or work in the area in which you are a magistrate and have good knowledge and understanding of your local community. Ideally, each bench reflects the community it serves in terms of occupation, political affiliation, gender, ethnic origin and so on. There is currently a particular need for more young people and people from ethnic minority backgrounds to enter the magistracy.

Certain groups of people are ineligible, including members of occupations which might be seen to pose a conflict of interest with the role of magistrate, such as traffic warden or police officer.

How to get involved:

Contact your local magistrate's court for more information:

Bingley Magistrate's Court

Tel: 01274 518325

Email: wy-keighleymags@hmcourts-service.gsi.gov.uk

Bradford Magistrates' Court

Tel: 01274 302035

Email: wy-bradfordmags@hmcourts-service.gsi.gov.uk

Keighley Magistrates' Court

Tel: 01274 518325

Email: wy-keighleymags@hmcourts-service.gsi.gov.uk

You can also get more information, and download application forms from:

Department for Constitutional Affairs

www.dca.gov.uk/magistrates

Tel: 01924 424030

For more information:

Criminal Justice System

www.cjsonline.gov.uk

Information about the criminal justice system in England and Wales, how it works, and who's involved.

Local Criminal Justice Boards

<http://lcjb.cjsonline.gov.uk>

Select 'West Yorkshire' to find out about criminal justice in our area, and volunteering opportunities.

Magistrates Association

www.magistrates-association.org.uk

Tel: 020 7387 2353

3.2 Youth Offender Panel Member

In 2002 a new court order - the Referral Order - was introduced by the government. This is given to most 10 to 17 year olds who plead guilty to a first time offence. The Youth Court refers the young person to a Youth Offender Panel, which is made up of two members of the community and one member of the local Youth Offending Team (YOT).

The Referral Order and Youth Offender Panel are two of a number of new strategies aimed at achieving 'restorative justice'. They bring victim and offender together to find resolution through negotiation and mutual understanding of the harm caused to all concerned.

What do Youth Offender Panels do?

As a member of the Youth Offender Panel you will be representing your local community in deciding how young people should be treated by the law. The Bradford Youth Offending Team works with young offenders across the District: it convenes four community panels, that normally take place on weekday evenings.

The Panel talks to the victim, the young offender and their parents or carers, and considers what is the best and most appropriate course of action to be taken. With the people involved, the Panel decides what form of recompense the young person will make.

To be on a Youth Offender Panel, you must complete a short training programme (two and half days plus two evening sessions). You will then be expected to volunteer for around three hours each fortnight, as well as reading some documentation on each case you are involved in.

Who can take part?

Youth Panel Members must be at least 18 years old, have an interest in their local community and be willing to make a small amount of time available on a regular basis. You will undergo a full Criminal Records Bureau check. However, previous convictions will not automatically bar you from Panel membership.

How to get involved:

For more details on becoming a Youth Offender Panel Member contact:

Bradford and District Youth Offending Team

Bradford Office: Tel: 01274 436060

Shipley Office: Tel: 01274 435050

For more information:

Bradford and District Youth Offending Team

www.bradford-yot.co.uk

Local Criminal Justice Boards

<http://lcjb.cjsonline.gov.uk>

Tel: 0113 2902 962

Select West Yorkshire on the website to find out about criminal justice in our area, and volunteering opportunities.

National Association for the Care and Resettlement of Offenders (NACRO)

www.nacro.org.uk

Tel: 01274 436060

Youth Justice Board

www.youth-justice-board.gov.uk/YouthOffenderPanels/

Other opportunities

Youth Offender Panels are part of a range of Restorative Justice Initiatives which are becoming increasingly common in the UK. Other initiatives include:

- ★ **Victim Offender Mediation:** an impartial and independent third party helps both victim and offender to communicate either directly or indirectly in an attempt to create a greater understanding between the parties that might ultimately lead to some form of tangible reparation.
- ★ **Victim/Offender Conferencing:** follows the same principles as victim/offender mediation but has a wider group of participants, bringing in families from both parties and in some cases members of the wider community with some relevance to the situation.

3.3 Independent Monitoring Board

By law, every prison and immigration removal centre in the UK must have an Independent Monitoring Board (IMB).

IMBs perform a vital 'watchdog' role on behalf of Ministers and the general public in providing lay and independent oversight of prisons and immigration removal centres.

There are more than 1,800 volunteers attached to prisons and immigration removal centres. They have an increasingly important role to play in ensuring that prisoners and detainees are being cared for decently and with humanity.

What do Independent Monitoring Boards do?

The work of a IMB members is wide-ranging, requiring a professional approach and a sensitive understanding of life in a prison or removal centre.

Board members visit their nominated establishment on a regular basis. These visits need not be announced and can take place at any time. Members hear complaints and requests from prisoners and detainees if necessary out of the sight and hearing of a member of staff. They get to know the staff and management whilst maintaining their independence. Board members may take up an issue with the establishment's Governor or, in some circumstances, even the Home Secretary.

IMB members can provide a vital link for prisoners, detainees and staff with the outside world. They can visit all parts of the premises at any time of the day or night, including the kitchens, education centres, recreation areas and health care centres. Members are also called in when there is a serious incident, to monitor how it is dealt with. You will be required to attend full Board meetings at least once a month and take your turn at handling request and complaint sessions. You will be part of a team, and comprehensive training is on offer. Being an IMB member takes up an average of 2-3 days per month.

Who can take part?

The only qualifications needed to become a member of an IMB are energy, commitment and a fair amount of free time. Prisoners may wish to discuss matters of a personal and private nature, so it is important that you are sensitive, tactful and open-minded.

People who have had previous experience of voluntary work within their local communities are particularly welcomed. IMBs are keen to reflect the diversity of British society.

Members of black and minority ethnic communities are particularly encouraged to apply as they are under represented on many boards.

How to get involved:

You can apply direct to the Clerk to the Board of Visitors at your nearest prison or immigration removal centre, who will supply you with the relevant application forms.

Alternatively, you can download forms from:

Independent Monitoring Board

www.imb.gov.uk

For more information, and to receive an application pack, you can also contact:

Home Office

Tel: 0870 267 8149

Email: imb@homeoffice.gsi.gov.uk

For more information:

Independent Monitoring Board

<http://imb.gov.uk>

HM Prison Service

www.hmprisonservice.gov.uk

Contains 'Locate a prison' with basic information on all the UK prisons.

Immigration and Nationality Directorate

www.ind.homeoffice.gov.uk/ind/en/home/0/immigration_removal.html

Contains basic information on all current UK Immigration Removal Centres.

3.4 West Yorkshire Police Authority

The West Yorkshire Police Authority oversees policing in the area on behalf of the public. Its main statutory duty is to secure the maintenance of an efficient and effective police force in the area. The Police Authority also has a key role in consulting with local people in West Yorkshire about the service provided by West Yorkshire Police.

What do Police Authorities do?

The Police Authority is required to:

- ★ publish annual policing plans and performance reports
- ★ consult with local communities about policing in the area
- ★ determine the annual budget
- ★ appoint the Chief Constable, Deputy Chief Constable and Assistant Chief Constables
- ★ monitor the way in which the police deal with complaints from the public
- ★ secure 'best value' - a continuous improvement in the way services are provided
- ★ operate a scheme to provide an independent check on persons being detained in police cells

As an independent member you are expected to:

- ★ attend all meetings of the Authority and appropriate committees
- ★ engage with the performance management processes operating within West Yorkshire Police
- ★ participate in public consultation on local policing issues, including evening meetings and public speaking
- ★ keep up-to-date with developments in both local and national policing

A commitment of at least one day a week is required, for which an allowance and expenses are payable.

Appointments are normally for a term of four years.

Who can take part?

Most police authorities are made up of five independent members, nine councillors and three magistrates, supported by a team of staff. You have to be over 21 years old to apply to be on the local Police Authority. Places are normally oversubscribed. New independent members are selected through a recruitment process.

How to get involved:

Vacancies are normally advertised in the local media and on the West Yorkshire Police Authority website. Contact:

West Yorkshire Police Authority

www.wypa.org.uk

Tel: 01924 294000

Email: ed@wypa.pnn.police.uk

For more information**Home Office: Police**

www.police.homeoffice.gov.uk

3.5 Lay Visitor/ Independent Custody Visitor

All police forces have Lay Visitors, or Independent Custody Visitors. These are volunteers who make unannounced visits to police stations to carry out checks on the custody areas – the cells where people in police custody, but not yet convicted of committing any offence, are held.

What do Visitors do?

The role of Visitors is to ensure that those held in police custody are being treated humanely and are not subjected to unnecessarily degrading conditions or treatment.

You will be expected to make a minimum of 24 visits spread throughout the year. These will be a mixture of rostered and non-rostered visits.

As an Independent Custody Visitor you act as an independent monitor, checking on the welfare of detainees and ensuring that all their special needs are met. You also observe and report on the conditions of cells, detention rooms, charge rooms, medical rooms, washing facilities, kitchen areas, exercise yards and the operation of CCTV systems.

Who can take part?

Anyone aged 18 or over and living within the Police Authority's area can apply to be an Independent Custody Visitor. Applicants must be independent, so people who may face a conflict of interest such as magistrates, serving or former police officers and Special Constables, are not eligible.

How to get involved:

Lay Visitors are often recruited through local advertising campaigns and are appointed through the local police authority:

Independent Custody Visiting Scheme Administrator West Yorkshire Police Authority

www.wypa.org.uk

Tel: 01924 294000

Email: ed@wypa.pnn.police.uk

For more information:

Independent Custody Visiting Association

www.icva.org.uk

West Yorkshire Police Authority

www.wypa.org.uk

3.6 Crime and Community Safety Roles

The way in which policing is delivered at local level in the Bradford District has been changing, and this has had an impact on the ways in which people can get involved in helping their communities reduce crime and anti-social behaviour.

What roles are there?

There are a number of different ways that you can get involved in influencing community safety policy in your area, or in helping determine how services work to prevent and tackle crime.

These can include taking part in particular initiatives that focus on one area or issue. You can also join a local Neighbourhood Watch (see Section 3.7).

Contact Points have been set up across the District, to ensure better links between local residents and the police. These are staffed by volunteers from the local community who have a concern about crime and community safety issues.

Who can take part?

Anyone living or working in the District can find ways of getting involved in promoting community safety and influencing local services that play a role in this.

How to get involved:

Neighbourhood Policing Team

Each part of the District has a Neighbourhood Policing Team with Police Officers and Police Community Support Officers who work to address issues of concern to local residents.

For more details on getting involved, phone the West Yorkshire Police switchboard and ask to be put through to your local Neighbourhood Policing Team.

West Yorkshire Police Switchboard

Tel: 0845 6060606

On the West Yorkshire Police website's 'local' page, you can use your postcode to locate your local Neighbourhood Policing Team and find out about activities in your area. You can also subscribe for free automatic updates via email.

To do this, visit:

West Yorkshire Police

www.westyorkshire.police.uk

Safer Communities Officers

Local Safer Communities Officers are part of the Council's Neighbourhood Support Service. Their work includes linking communities with their Neighbourhood Policing Teams and encouraging the involvement of local people. They will be able to tell you of relevant local initiatives that you may want to join.

Keighley Co-ordinators Office

Tel: 01535 618008

Bradford North Co-ordinator's Office

Tel: 01274 431066

Bradford South Co-ordinator's Office

Tel: 01274 431155

Bradford West Co-ordinator's Office

Tel: 01274 432597

Shipley Co-ordinator's Office

Tel: 01274 437146

For more information:

Home Office: Police

www.homeoffice.gov.uk/police

Local Criminal Justice Boards

<http://lcjb.cjsonline.gov.uk>

Select 'West Yorkshire' to find out about criminal justice in our area, and volunteering opportunities.

Safer Communities Partnership Bradford District

www.saferbradford.org.uk

Tel: 01274 431446

3.7 Neighbourhood Watch

Neighbourhood Watch is the largest community safety organisation in the country, with an estimated 10 million members. Neighbourhood Watch aims to reduce the fear of crime through strengthening communities, improving local security and building communication between residents and the police.

What does Neighbourhood Watch do?

Neighbourhood Watch brings members of the local community together to deal with local crime related issues. As well as holding regular meetings, they may get involved in other initiatives, such as holding information sessions or raising money for safety initiatives.

Neighbourhood Watch schemes are run by their members through a volunteer co-ordinator. They are supported by the police.

Who can take part?

Any local resident can be involved in helping to set up or run a local Neighbourhood Watch scheme. Each scheme is run by a volunteer Neighbourhood Watch Co-ordinator from the local community.

How to get involved:

If you would like to be part of a Neighbourhood Watch scheme in your area, phone the police switchboard and ask to be put through to the Local Neighbourhood Watch Liaison Officer at your local police station:

West Yorkshire Police Switchboard

Tel: 0845 6060606

You can also contact your local Safer Communities Officer through the phone numbers listed on page 23, or the Bradford District Safer Communities Partnership:

Bradford District Safer Communities Partnership

www.saferbradford.org.uk

For more information:

Home Office Neighbourhood Watch

www.neighbourhoodwatch.uk.com

3.8 Scrutiny Panels

There are three Scrutiny Panels in the Bradford District, dealing with race hate crime and stop and search issues. They are hosted by each of the Bradford Police divisions (Bradford North, Bradford South and Keighley). A Homophobic Hate Scrutiny Panel is also being developed.

What do Scrutiny Panels do?

The panels meet on a monthly basis either at a police station or local community venues.

The panels scrutinise police approaches to investigating crimes classified as 'Hate Incidents'. To do this, six incidents are chosen, and all aspects of the investigation are reviewed, from initial call handling, conduct and supervision of the investigation to how the matter was finalised.

In addition to this, the panels also sample ten 'stop and search' records from the local area. They look at the reasons for the 'stop' and whether it was carried out lawfully. In particular, they explore whether stop and search is being used disproportionately, looking at whether people from visible minority ethnic communities get stopped and searched more often than people who are white.

All issues raised are pursued at the appropriate level, either locally or through the West Yorkshire Police Authority.

Who can take part?

The panels consist of members of the local community, together with the police and other partners such as the local authority, Victim Support and the Crown Prosecution Service.

How to get involved:

Contact the West Yorkshire Police head office in Wakefield for more information:

West Yorkshire Police Switchboard

Tel: 0845 6060606

You can also contact Bradford Hate Crime Alliance (BHCA), a partnership of agencies and voluntary organisations from across the District which have come together to tackle hate crime.

Bradford Hate Crime Alliance

www.hatecrimealliance.co.uk

Tel: 01274 786652

For more information:

Crime Prosecution Service West Yorkshire Race Scrutiny Panel

www.cps.gov.uk/west_yorkshire/partnership_working/race_scrutiny_panel

The website provides information about a panel set up to look at the way race cases are handled by the Crime Prosecution Service in West Yorkshire.



4.1 Childcare, Early Years and Play Provision

There are many activities and services on offer to children and their parents and carers in the Bradford District. These include childcare, nursery education, play provision, children's activities and family support. Parents and others can get involved in influencing policy and provision.

What roles are there?

The ways in which services are run vary greatly. They depend in part on whether the service is run by the public, voluntary or private sector. As a result, there are various ways in which local people can get involved in influencing policy and services.

Voluntary sector organisations are likely to have a board of trustees or management committee, which you may be able to join. They may have groups that are set up to develop particular schemes that include parents.

In the public sector, organisations are likely to have methods for involving parents and carers in helping determine how services should be run:

- ★ some SureStart local programmes have parent 'directors' and parents' forums
- ★ nursery schools have boards of governors and sometimes parent teacher associations (see sections 4.2 and 4.3)
- ★ the newly-developing Children's Centres (providing learning, childcare, health care and family support for 0 - 5 year olds) have a range of user groups and forums
- ★ pre-schools and playgroups often have management committees
- ★ out-of-school childcare settings and holiday play schemes often rely on parents being involved in planning and management
- ★ Bradford Early Years and Childcare Service has a number of task groups, and holds a range of events

Who can take part?

Parents, carers and people concerned about childcare, early years and play provision can take on various roles. These could range from looking at District-wide provision and policy, to helping to run a local project.

How to get involved:

For up-to-date information about childcare, nursery education, children's activities and family support services, contact:

Children's Information Link

www.bradford.gov.uk/childcare

Tel: 01274 437503

For information on Children's Centres, and on a number of other opportunities for involvement, contact:

Bradford Early Years and Childcare Service (BEYCS)

www.bradford.gov.uk/earlyyears

Email: Earlyyears@bradford.gov.uk

Tel: 01274 431813

Meetings are advertised on the website, and through the free BEYCS newsletter (contact BEYCS to receive this).

To contact one of the District's SureStart programmes, search for 'Bradford' at:

SureStart

www.surestart.gov.uk

To find out about play and holiday schemes, contact:

Bradford Early Years and Childcare Service Play Team

www.bradford.gov.uk/play

Tel: 01274 431930

Email: play@bradford.gov.uk

Bradford Council Community Play and Activities Development Unit

Tel: 01274 432111

Bradford Area Play Association

Tel: 01274 597704

For more information:

The British Association for Early Childhood Education

www.early-education.org.uk

Under 'news', has links to current government consultation documents.

Free Play Network

www.freeplaynetwork.org.uk

The Pre-School Learning Alliance

www.pre-school.org.uk

Tel: 020 7833 0991

The Shipley and Keighley Pre-school Learning Alliance

Tel: 01274 563311

Email: office.skpla@btconnect.com

4.2 School Governor

School governors are one of the largest voluntary groups in the country. There are around 345,000 school governors at over 30,000 schools. They work to raise standards of achievement and to contribute to the strategic development of their school and its role in the community.

What do governors do?

The governing body has a range of duties and powers. It works strategically with the school to ensure good quality education for all pupils. Together with the head teacher, who is responsible for day-to-day management, the governors set the school's policies and aims as well as carrying out a range of other duties, including:

- ★ setting targets for pupil achievement
- ★ managing the school's finances
- ★ making sure the National Curriculum is taught, and is balanced and broadly based
- ★ appointing staff and reviewing staff performance and pay
- ★ planning the school's future direction

Who can take part?

Schools are keen to attract people in their community to become governors, and they aim to have governing bodies that are representative of the communities that pupils come from.

Governors need no formal qualifications or particular skills, but they do need to have time and commitment.

School governors are drawn from different parts of the community, such as:

- ★ parents
- ★ staff
- ★ local education authority
- ★ members of the local community

Anyone aged 18 or over can apply to be a school governor.

How to get involved:

If you want to be a governor somewhere in particular, you can approach the school direct. To find out about general vacancies for governors, contact the District's School Governor Service:

School Governor Service

Tel: 01274 385629

Email: school.governor@educationbradford.com

For more information:**Education Bradford**

www.educationbradford.com

Follow the link to the local school governor service pages.

Governornet

www.governornet.co.uk

4.3 Parent Teacher Association

A Parent Teacher Association (PTA) brings together parents, teachers and others who are interested in supporting a local school. It plays a key role in the life of the school by connecting teachers, parents and the local community.

What do PTAs do?

Your PTA is whatever you want to make it. There is no single legally correct model.

PTA activities vary to suit the needs of the school and the skills of the PTA members but most PTAs engage in the following activities:

- ★ fundraising to help the school provide 'extras' for the pupils
- ★ running social events for parents and children
- ★ providing helpers for outings and special events
- ★ helping organise clubs for sport, music or drama
- ★ running meetings to inform parents about education issues and new developments

Who can take part?

Any parent or guardian of a child at the school can be a member of the PTA, alongside members of the staff body. Some schools run Parents, Teachers and Friends Associations which allow members of the local community to get involved as well. The members of the PTA elect the members of the committee including treasurer, secretary and chairperson.

How to get involved:

The easiest way to get involved in a Parent Teacher Association is to contact the chairperson of your school's PTA or speak to the head teacher. If you do not have children attending school there may be a school near you that has a friends, parents and teachers association.

Education Bradford can provide information on local PTAs:

Education Bradford

www.educationbradford.com

Tel: 01274 385500

For more information:

National Confederation of Parent Teacher Associations

www.ncpta.org.uk

4.4 Adult, Further and Higher Education Governor

Governors in adult education help to determine the overall strategy for the institution. They oversee its activities and budget, determine future direction and foster an environment which enables students and staff to realise their potential.

What do governors do?

Each governing body is made up of people connected to the institution and independent members who have an interest in their local community. Governing bodies normally meet several times a year and new members are provided with training to help them fulfil their role.

Who can take part?

Anyone with an interest in education and their local community can apply to become an independent member of an adult education board of governors.

How to get involved:

If you are interested in being a governor at a college or adult education centre, contact:

Information for School and College Governors

www.governors.fsnet.co.uk

Tel: 0207 2290200

Email: iscg@governors.fsnet.co.uk

Vacancies are also publicised in the local press or you could contact your local adult education institution or further education college directly.

In our District, these include:

Bradford College

www.bradfordcollege.ac.uk

Tel: 01274 433333

University of Bradford

www.bradford.ac.uk

Tel: 01274 232323

Keighley College

www.keighley.ac.uk

Tel: 01535 618600

ShIPLEY College

www.shipley.ac.uk

Tel: 01274 327222

Email: enquiries@shipley.ac.uk

Workers' Educational Association

Yorkshire and Humber Region

www.wea.org.uk

Tel: 0113 245 3304

Email: yorkshumber@wea.org.uk

For more information:

Higher Education Funding Council for England

www.hefce.ac.uk/lgm/governance/

Open University, Yorkshire

www.open.ac.uk

Tel: 0113 2444431

Email: Yorkshire@open.ac.uk

University of the Third Age

www.u3a.org.uk

4.3 Students' Unions

Most adult, further and higher education institutions have a union set up and run by students. Nationwide, there are about 750 students' unions representing approximately five million students in further and higher education. The National Union of Students (NUS) is a co-ordinating and campaigning organisation for all local students' unions and is concerned with a wide range of issues in addition to education.

What do students' unions do?

Students' unions provide a range of services for their members. The union often plays a vital role in representing the views of students within the education institution, including having representatives on the board of governors. Students' unions also often offer welfare advice and information and catering and entertainment facilities. They get involved in fundraising, campaigning and volunteering. Most students' unions use the money they make on commercial ventures such as bars to subsidise their other activities.

Getting involved in your students' union means you can campaign on issues important to you. If you are a member of the students' union you can stand for election to official positions in the union which means you assist in the design and implementation of policy. This also offers the opportunity to get involved in important issues on a national level through the NUS.

Who can take part?

If you are a student in further or higher education, you can join the students' union at your education institution. In some institutions you are automatically a member.

How to get involved:

Visit the offices of your local student union. They normally advertise all the activities which members of the union are involved with.

For more information:

Bradford College

www.bradfordcollege.ac.uk

Tel: 01274 753011

Keighley College

www.keighley.ac.uk

Tel: 01535 618555

The National Union of Students

www.nusonline.co.uk

Open University, Yorkshire

www.open.ac.uk

Tel: 0113 2444431

Email: Yorkshire@open.ac.uk

ShIPLEY College

www.shipleys.ac.uk

Tel: 01274 327222

University of Bradford Students' Union

www.ubuonline.co.uk



5.1 Parish and Town Councillors

Parish and town councils can be an effective way to get involved in community life. They deal with local people and local matters on a day-to-day basis.

Parish councils are the first tier of local government in England and Wales and are closest to the people. They serve the smallest area and are responsible for the most local of matters. Parish councils tend to include villages and rural areas. Town councils cover more urban areas.

Alongside the Bradford Metropolitan District Council there are 13 parish and town councils in our District.

What do councils and councillors do?

Parish and town councils have a number of basic responsibilities. These cover three main areas:

- ★ representing the whole electorate within the parish
- ★ delivering services to meet local needs
- ★ striving to improve quality of life in the parish

Councillors have three main components to their work:

- ★ **Decision making:** Through meetings and attending committees with other elected members, councillors decide which activities to support, where money should be spent, what services should be delivered and what policies should be implemented.
- ★ **Monitoring:** Councillors make sure that their decisions lead to efficient and effective services by keeping an eye on how well things are working.
- ★ **Getting involved locally:** As local representatives, councillors have responsibilities towards their constituents and local organisations.

Councillors are elected, usually every four years, to represent an individual geographical unit on the council, known as a ward. In smaller parishes they may represent the entire parish area.

Following elections, councils appoint a chair or - in town councils - a mayor. Being a councillor takes up about 2-3 hours a week, although if you decide to sit on a committee this time may increase.

The following areas in the Bradford District have parish or town councils:

- ★ Addingham
- ★ Clayton
- ★ Cullingworth
- ★ Denholme
- ★ Haworth, Crossroads and Stanbury
- ★ Ilkley
- ★ Keighley
- ★ Oxenhope
- ★ Sandy Lane

- ★ Silsden
- ★ Steeton with Eastburn
- ★ Wilsden
- ★ Wrose

Other local councils are being set up.

Who can take part?

Most people aged 21 or above are eligible to stand to be a councillor. You do not have to have had experience of local government to get involved with your parish council, and the vast majority of town and parish councillors are independent of political parties.

How to get involved:

If you are interested in standing for election to your local council you must send a valid nomination paper to your local Returning Officer. You will then be considered for inclusion on the next ballot. Phone Bradford District Metropolitan Council for details of your Returning Officer:

Bradford Council

Tel: 01274 432111

For contact details of each of the town and parish councils in the District, visit:

www.bradford.gov.uk/asp/councillors/parish.asp?id=1

For more information:

National Association of Local Councils

www.nalc.gov.uk

Yorkshire Local Councils Association

Tel: 01904 645271

Email: ylca@williamhouse.co.uk

5.2 Bradford and Keighley Youth Parliament

The Bradford and Keighley Youth Parliament (BKYP) was set up to give young people aged 11-21 a voice. It aims to ensure that young people are listened to by local and national government, providers of services for young people and other agencies.

There are 30 members of BKYP, with representatives from Bradford North, Bradford South, Bradford West, Shipley and Keighley. All activities in the BKYP are youth-led. Members of the parliament tackle issues which are important to them and to other young people through targeted campaigns.

What does the parliament do?

The priority areas for the BKYP were set by a conference of about 300 local young people in March 2005. They are:

- ★ lack of youth provision (places to go, things to do)
- ★ drugs and gun crime
- ★ racism, and issues facing refugees and asylum seekers

Members work with voluntary and public sector organisations. They meet with local councillors, MPs and with a range of organisations to share information and put forward the views of young people.

Elections are held every two years. Elected members receive an eight-week training and induction programme. As a member of the BKYP, you are expected to attend at least one meeting each week, although there are times when the commitment will be higher.

For young people who don't want to stand for election as a member, Bradford and Keighley Youth Parliament has lots of opportunities to get involved in campaigns and events. You can also take part in on-line polls and debates.

Who can take part?

Anybody living in the District aged between 11 and 21 years old can stand for election and has the right to vote for their local representative.

How to get involved:

You can get involved either by contacting the BKYP offices or by attending one of the many different meetings they arrange locally. These are advertised on the BKYP website.

Bradford and Keighley Youth Parliament

www.bkyp.co.uk

Tel: 01274 431 849

Email: contactbkyp@gmail.com

For more information:

National Youth Parliament

www.ukyouthparliament.org.co.uk

5.3 Public Appointments

Public bodies (sometimes known as quangos) play a major role in determining local strategy and in making decisions about local services. There are currently over 800 government-sponsored public bodies in the UK, covering many areas such as community safety, health, environment, sport, science, the arts and other areas. Nationwide, there are approximately 22,000 public appointments which serve these bodies.

What do public appointees do?

Public appointees are members of boards which are involved in making decisions which develop, shape and deliver government policy and public services.

Most appointments are part-time and require a commitment of 2-3 days a month. However, the terms of appointment vary considerably. Some require a full-time commitment, others just a few hours each month. Many appointments are unpaid, some attract a daily fee, others an annual payment.

Who can take part?

Public appointments are made in different ways, depending on the remit and composition of different committees, quangos and boards. Usually anyone can apply, though an appointment may require particular expertise. This area of active citizenship can require experience of meetings and planning. There may be a significant amount of reading, along with other duties.

How to get involved:

Appointments follow an application procedure which may last from several weeks to several months between advertisement of the post and appointment.

You can find out about local opportunities through the following organisations:

Bradford Vision

www.bradfordvision.net

CNet

www.cnet.org.uk

Tel: 01274 714144

Email: contact@cnet.org.uk

Lists of currently available public appointments can be found at:

Public Appointments Unit

www.publicappointments.gov.uk

Appointments Commission

www.appointments.org.uk

For more information:

You can also visit the websites of different government ministries and public bodies to find out about vacancies.

5.4 Neighbourhood Forums

Neighbourhood Forums take place across the District. They enable active citizens to come together to talk about issues affecting their community. Forums encourage communities to develop and work together to improve their neighbourhoods. They provide an opportunity for local people to make their voices heard about local issues and to get updates on services and community activity in their area.

What do Neighbourhood Forums do?

Neighbourhood Forums are public meetings that take place in local communities two or three times a year. Local people, council departments and other organisations can arrange for issues to be put on the agenda for discussion. Neighbourhood Forums provide the chance for local bodies to provide information to the public as well as to seek local views on important issues.

Who can take part?

Anyone interested in local issues can attend a Neighbourhood Forum meeting.

How to get involved:

Meetings are advertised publicly, and anyone who has attended a previous meeting receives an invitation. You can contact Bradford Council or your local Area Co-ordinator, to find out when and where the next Forum is being held:

Head of the Neighbourhood Support Service

Bradford Metropolitan District Council

Tel: 01274 431447

Email: janice.thornton@bradford.gov.uk

Keighley Co-ordinators Office

Tel: 01535 618008

Bradford North Co-ordinator's Office

Tel: 01274 431066

Bradford South Co-ordinator's Office

Tel: 01274 431155

Bradford West Co-ordinator's Office

Tel: 01274 432597

Shipley Co-ordinator's Office

Tel: 01274 437074

5.5 Charity Trustees and Members of Management Committees

Charity trustees are the people legally responsible for the overall management and decision-making in a charity. There are around a million people currently serving as charity trustees in the UK, in a wide range of organisations: large national charities and small local ones; church councils; housing associations; Parent Teacher Associations and community groups.

What do trustees do?

Trustees are usually volunteers. They are involved in deciding aims, objectives and budgets, ensuring good governance and reviewing performance. Some charities provide induction and training to trustees to help them fulfill their duties.

If a charity has few or no staff, the trustees may be directly involved in the day-to-day running of the charity. In larger organisations, staff carry out the work of the charity while the trustees are responsible for strategic planning and governance.

Who can take part?

Sometimes charities need people with particular skills to serve on their boards - such as people with financial expertise or knowledge of human resources. They may be keen to involve people with experience of their services, or who represent the local community. They may particularly welcome board members from groups which they feel are under-represented on their management committee, such as women, people with disabilities, or people from black and minority ethnic communities.

Members of boards may be elected or invited.

How to get involved:

There are a number of ways to find out about trustee vacancies. If you are interested in helping a particular charity, you can approach the organisation direct. You can also contact your local Volunteer Centre (see page 8).

For a list of many voluntary sector organisations in our District, visit:

www.divabradford.org.uk

You can also find trustee opportunities at the following websites:

NCVO Trustee Bank

www.ncvo-vol.org.uk

www.do-it.org.uk

Enter your postcode and then select 'Trusteeship and Committee Work' from the drop-down Activities list.

5.6 Housing and Tenants' Associations

Tenants' and residents' associations offer a shared voice for people who live in the same area, or who have the same landlord. Members work together to improve housing and environmental conditions in their neighbourhood and should represent the views of all tenants and homeowners in the area. Together, these activities encourage a sense of local community.

What are housing and tenants' associations?

Housing and tenants associations work together with landlords to improve the housing conditions and the local environment.

Tenants can expect to have a say in a range of issues including:

- ★ housing conditions and services
- ★ improvement programmes of housing stock
- ★ review and development of policy
- ★ performance of the organisation

Who can take part?

Associations are often set up by council or housing association tenants. However, any group of people can set up an association.

For example, associations can be run by people who rent or own their homes and who:

- ★ have the same landlord (such as the council, a housing association tenants or private landlord)
- ★ live in the same street, housing estate, flat complex or village
- ★ live in a sheltered housing complex

In most tenants' and residents' associations, anyone over 16 can be a member. If there is no association you can join, you may want to consider setting one up yourself.

How to get involved:

To find out if there is an association in your area, contact your landlord or speak to your neighbours. You could also ask in your local library.

You can get help and advice in setting up and running a tenants' and residents' association from the council - speak to your local tenant participation or community officer. Contact your Area Co-ordinator for more information (see page 42) or your landlord.

The following database of voluntary and community organisations in the Bradford District has links to a number of tenants' and housing associations:

www.divabradford.org.uk

You can also contact Bradford Community Housing Trust Group (BCHT), which is made up of the Bradford Community Housing Trust and six local housing trusts:

Bradford Community Housing Trust Group (BCHT)

www.bchtgroup.org

Tel: 0845 1208171

For more information:

Shelter

<http://england.shelter.org.uk/home/index.cfm>

Tenant Participation Advisory Service

www.tpas.org.uk

5.7 Neighbourhood Action Planning Group

Neighbourhood Action Planning Groups have been established as part of the Government's strategy to improve living standards in the most deprived neighbourhoods and communities through neighbourhood renewal. In the Bradford District, more than 66 neighbourhoods and communities have already accessed grants through this scheme to help improve their local area.

What is Neighbourhood Action Planning?

Neighbourhood Action Planning brings together local people who care about their local area to discuss what their local priorities are. Actions which are identified by these local groups are submitted to the people responsible for delivering services and determining how budgets are spent as part of local strategic partnerships.

Communities and neighbourhoods can receive up to £5,000 to help them draw up Action Plans and they can receive up to £20,000 to help them to carry out this plan.

Who can take part?

An application must come from at least three people who live or work in the local neighbourhood. This must include at least one resident, and at least one worker in a local public service.

How to get involved:

Contact the Neighbourhood Renewal Team, which holds regular training and information events in Bradford to raise awareness and help people gain the skills they need.

Bradford District Neighbourhood Renewal Team

Tel: 01274 432436

For more information:

Bradford Vision - Neighbourhood Renewal

www.bradfordvision.net/nr_what.php

Neighbourhood Renewal

www.neighbourhood.gov.uk/

5.8 Trade Unions

Trade unions represent the interests of people at work and negotiate with employers for better terms and conditions for their members.

What do trade unions do?

Trade unions usually provide a range of services for their members. These include negotiating agreements on pay and conditions; providing legal and financial advice; assisting with sickness benefits and education facilities, and supporting and advising individuals if they face issues at work.

Being a member of a trade union means that you are able to campaign and to have your voice heard on important issues, as part of a collective.

Who can take part?

If you are in employment, the law gives you the right to join a trade union wherever you work, whether this is recognised by your employer or not.

How to get involved:

If you want to join a trade union where you work, you should approach a representative such as a shop steward.

You can also contact the Trades Union Congress (TUC) and find out which union is most relevant to your work. You can get assistance setting up a branch if none exists at the moment.

For more information:

ACAS (The Advisory, Conciliation and Arbitration Service)

www.acas.org.uk

Tel: 08457 474747

Department of Trade and Industry

www.dti.gov.uk

Directgov

www.direct.gov.uk

Search for trade union.

Trades Union Congress (TUC)

www.tuc.org.uk

6.1 Transport Groups and Organisations

There is a wide range of groups and organisations concerned with transport issues. Some are based locally, and some are active across the region. Most are part of national organisations, and many are run on a membership basis. In some cases, providers of public transport and related organisations encourage customers to become involved in consultations or user groups.

What do transport organisations do?

Many of the transport organisations campaign for better services, and lobby for integrated transport planning on behalf of transport users. Some also provide information services. Members and activists may be involved in campaigns in a number of ways. They may also join the management committee, or represent the group at public meetings or external committee meetings.

Anyone concerned about transport issues in the area can explore ways of getting involved in influencing services and policy.

How to get involved:

If you use public transport, you may see posters, leaflets and ads at bus and railway terminals, telling you how to get involved. Below are some of the District or regional groups and organisations you can get in touch with. See 'For more information' for some of the national organisations that are active on transport issues.

Ramblers Yorkshire

www.ramblersyorkshire.org

Campaigns around transport as well as on other countryside and walking issues.

West Yorkshire Transport 2000

www.transport2000.org.uk/localgroups/localgroups.asp

Tel: 01274 666963

Part of a national environmental transport body looking for sustainable answers for transport problems and encouraging more use of public transport, walking and cycling. It includes the Streets for People initiative: a network of community groups, residents associations and individuals who want to improve their local environment.

West Yorkshire Metro

www.wymetro.com

Tel: 0113 251 7272

West Yorkshire Passenger Transport Authority

www.wypta.gov.uk

Tel: 0113 251 7272

initiative: a network of community groups, residents associations and individuals who want to improve their local environment.

Wharfedale Rail Users' Group

Tel: 01943 609142

Email: PJHonSecWRUG@aol.com

Yorkshire and Humber Cars Cutting Carbon

www.carplus.org.uk

Tel: 0113 234 9299

Email: info@carplus.org.uk

Run by Carplus, a national charity promoting responsible car use, including car sharing and local car clubs.

Yorkshire and the Humber Transport Roundtable (YHTAR)

www.yhtar.org.uk

Email: webmaster@yhtar.org.uk

YHTAR is an alliance of environmental transport groups interested in different areas of transport. It is part of a network of similar groups nationwide. It runs campaigns on different aspects of transport from cycling to aviation.

Yorkshire Branch, Railfuture

www.railfuture.org.uk

Railfuture is an independent, voluntary campaign group.

Yorkshire Dales Public Transport Users Group

<http://website.lineone.net/~travelinfo/dales/>

A local group that works to improve affordable public transport in the Yorkshire Dales area.

For more information:

British Transport Police

www.btp.police.uk

Tel: 0800 405040

Bus Users UK

www.bususers.org

Tel: 023 9281 4493

Email: enquiries@bususers.org

A national organisation which includes local groups.

Passenger focus

www.railpassengers.org.uk

Tel: 08453 022022

The national rail consumer watchdog.

Transport 2000

www.transport2000.org.uk

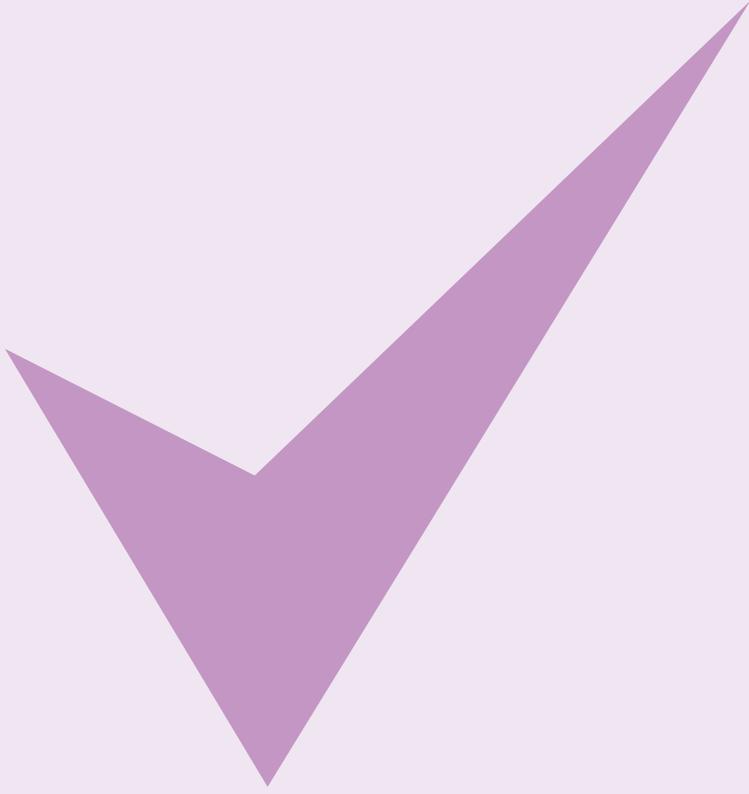
Yorkshire and the Humber Transport Roundtable

www.yhtar.org.uk

Email: webmaster@yhtar.org.uk

The website has links to a number of national, regional and local organisations, under the following headings:

- ★ aviation
- ★ car use reduction
- ★ cycling
- ★ environment
- ★ safety and health
- ★ public transport
- ★ transport
- ★ transport roundtables
- ★ walking
- ★ others



7.1 Mentoring and Befriending

Mentoring and befriending initiatives are becoming increasingly popular. Their use has grown significantly in recent years and continues to develop in a wide range of organisations. Mentoring and befriending are used in a variety of settings.

For example:

- ★ **In schools and other educational institutions** – to raise achievement, self confidence, personal and social skills;
- ★ **For those needing support** – for example the socially isolated, those in temporary crisis, those in need of emotional support;
- ★ **In support of ill health groups** – for example mental health groups, groups for people with long term illnesses;
- ★ **In business** – to support human resource strategies, personal development and in support of self employment and business development;
- ★ **With groups at risk of social exclusion** – such as homeless people, refugees, lone parents; vulnerable young people.

Who can take part?

Mentors and befrienders are usually aged 18 or over. In some cases they can be under 18, while in others age and experience can be an asset. You do not have to be a teacher, parent or counsellor to become a mentor or befriender. Sometimes people who have worked with a mentor or befriender progress on to becoming mentors or befrienders themselves. If you join a scheme working with young people under 18 or vulnerable people, you will probably have to go through a Criminal Records Bureau check.

How to get involved:

To find out about opportunities in West Yorkshire contact:

Mentoring and Befriending Foundation (Yorkshire and the Humber)

www.mandbf.org.uk

Tel: 07971 199326

Email: liz.brearley@mandbf.org.uk

You can also contact your local volunteer centre (see page 8).

7.2 Campaigning and Lobbying

Campaigning and lobbying are about trying to bring about change.

What do campaigners and lobbyists do?

Campaigners may be active in national pressure groups or local groups (sometimes affiliated to national campaigns, sometimes with a local focus). The campaigns may be short term or on-going. The roles volunteers take on may be related to management committees, fundraising, raising awareness, running events and demonstrations, publishing newsletters or a wide range of other activities.

Lobbying is the business of trying to influence government policy by working with members of parliament or other government representatives. Volunteers can contact their local political representatives or Members of the European Parliament to encourage them to prioritise particular issues, or they may take part in lobbying initiatives run by a particular organisation.

Who can take part?

Anyone can be a campaigner. Experienced campaigners and lobbyists build up a range of skills and networks. It may be that if you join a campaigning organisation, you will get some training to help you be effective. Or you may set up your own group.

How to get involved:

For details of a wide range of voluntary and community organisations in the District, contact your local Volunteer Centre (see page 8).

For a list of voluntary and community organisations in the Bradford District (including a section on campaigning) visit:

www.divabradford.org.uk

For more information:**Volunteering England**

www.volunteering.org.uk

In their 'I want to volunteer' section of the website, they list a number of national campaigning organisations.

Do-it

www.do-it.org.uk

7.3 Getting Involved

Active citizenship is about taking part and one of the simplest ways to do this is through attending a meeting on local issues. Meetings can be good starting points for linking up with others interested in the same issues as yourself, and for finding out about different ways of getting more involved. You may also take part in initiatives such as community consultations, local research and other events that aim to find out what local people want and involve them in helping shape policy and services.

In the Bradford District there are a range of different public forums where you can both find out information and make your voice heard.

Alongside the range of opportunities already listed in this document you can get involved or get more information about local meetings from:

- ★ volunteer centres (see page 8)
- ★ your local library
- ★ the Council Area Co-ordinators (see page 42)
- ★ the local Safer Communities Officer (see page 23)
- ★ Bradford and Keighley Youth Parliament (see page 39)

The following two networks are also good starting places:

Cnet

CNet (Community Network for Bradford and District) provides support and training for community representatives who are elected through CNet to sit on the Bradford Vision Board and the associated family of partnerships. These include: the children and young people's partnership; the safer and stronger partnership; the health and older people partnership and the economy partnership.

CNet runs programmes of support for all kinds of representatives at both local and the strategic level. It works to ensure that people's voices can be heard in a variety of different ways in different forums.

A major priority is to reflect the diversity of the local population and ensure that 'forgotten' and marginalised communities and those living in deprived areas are included and have equal access to information and opportunities. CNet can provide support to local groups and initiatives wishing to organise, and can help support their involvement and develop local infrastructures. It can tell you about local events and ways of getting involved.

CNet also supports the work of networks and small groups through small funding grants.

Cnet

www.cnet.org.uk

Tel: 01274 714144

Email: contact@cnet.org.uk

Programme for a Peaceful City (PPC)

The Programme for a Peaceful City is a network of over 100 academics and others, who live and work in the Bradford District. Members include representatives of the voluntary and statutory sectors as well as members of the public. The aim of the programme is to develop relations between the University and the City of Bradford to contribute to community peace and development through sharing of research, running workshops and other activities.

PPC

Lisa Cumming, Programme Officer

www.bradford.ac.uk/acad/ssis/activities/ppc/

Tel: 01274 23 4173

Email: l.f.cumming@bradford.ac.uk

For help and further information, contact one of the following:

Voluntary Sector

Volunteering Bradford - including:

Bradford Volunteer Centre
19-25 Sunbridge Road
Bradford BD1 2AY
Tel: 01274 720744
Email: info@volunteeringbradford.org

Shipley Volunteer Centre
(also Bingley and Baildon enquiries and Millennium Volunteers)
14 Commercial Street
Shipley
Bradford BD18 3SP
Tel: 01274 588233
Email: info@volunteeringbradford.org

Keighley and District Volunteer Centre
8-10 North Street
Keighley BD21 3SE
Tel: 01535 609506
Email: admin@keighleyvb.co.uk

Employee Volunteering

Bradford Cares
Kingswood House
80 Richardshaw Lane
Pudsey
Leeds LS28 6BN
Tel: 0113 205 8200
Email: yorkshire@bitc.org.uk

Statutory Agencies

Volunteering Unit -
Bradford Metropolitan District Council
1st Floor,
Jacob's Well
Bradford BD1 5RW
Tel: 01274 437970
Email:
volunteering.unit@bradford.gov.uk

Voluntary Services Nurse Manager
Bradford Teaching Hospitals
NHS Foundation Trust
Duckworth Lane
Bradford BD9 6RJ
Tel: 01274 364309

Bradford Vision
The Design Exchange
34 Peckover Street
Little Germany
Bradford BD1 5BD
Tel: 01274 435480

University of Bradford
UCAN Volunteer Coordinator
Richmond Road
Bradford BD7 1DP
Tel: 01274 233278
Email: ucan@bradford.ac.uk

Volunteer Services Co-ordinator
West Yorkshire Police
PO Box 9, Laburnum Road
Wakefield WF1 3QP
Tel: 0845 606060
Website: www.westyorkshire.police.uk

The **bvolunteering** partnership comprises representatives of the main strategic volunteer-involving bodies in the Bradford District. Its main functions are to promote all aspects of volunteering and volunteering good practice, including organising and participating in promotional and celebratory events.

For further information about these organisations and other members of the bvolunteering partnership, visit: www.bvolunteering.org

Notes

Make a Difference

This booklet is a useful guide to ways of making a difference in our District by being an active citizen.

Thousands of people volunteer across the Bradford District, in all sorts of roles and organisations. Some are in positions which mean they have a say in local or national policies, or in how services are delivered. They may be on committees, or active in campaigns. These are the sorts of roles we mean when we talk about active citizenship.

This booklet is a starting place for people wanting to get involved in this way.

Further copies are available from:

Volunteering Bradford

14 Commercial Street

Shipley

Bradford BD18 3SP

Tel: 01274 588233

Email: info@volunteeringbradford.org

Downloadable from:

www.volunteeringbradford.org

www.bvolunteering.org

Volunteering
Bradford

