

## MINUTES

10.00 am – 12.00 pm

Thursday 16 April 2015

Lecture Room, Friends Meeting House, Ship Street, Brighton

### Attendance:

Annie Alexander	Public Health, B&HCC
Geraldine Des Moulins	(Joint Chair) & Third Sector Equalities Representative (Disability)
Tony Gurr	East Sussex Fire & Rescue Service
Jane Lodge	Brighton & Hove CCG
Emma McDermott,	Communities, Equality & Third Sector, B&HCC
Doris Ndebele	Third Sector Equalities Representative
Councillor Bill Randall	Lead Member for Communities & Equality, B&HCC (Joint Chair)
Kirsty Walker	Third Sector Communities Representative
Brian Warren	Business Representation (Chamber)
Laura Williams	Third Sector Infrastructure Representative

### In attendance:

Kate Gilchrist	Public Health, B&HCC
Nahida Shaikh	Community Safety, B&HCC
Sam Warren	Communities, Equality & Third Sector, B&HCC

### Apologies:

Carolyn Bristow	Children's Services, B&HCC
Karin Divall	Adult Social Care, B&HCC
Robin Kohler	Learning Partnership (Adults), Friends Centre
Councillor Mo Marsh	B&HCC
Nicola Maxwell	Kent, Surrey & Sussex Community Rehabilitation Company Ltd
Simon Newell	Brighton & Hove Connected
Valerie Pearce	City Services, B&HCC
Councillor Dee Simson	B&HCC
Councillor Liz Wakefield	B&HCC

		Action
<b>1.</b>	<b>Welcome &amp; Introductions</b>	
1.1	<p>Welcome and round the table introductions made by colleagues in attendance.</p> <p>Apologies were noted.</p> <p>Cllr Randall and Cllr. Wakefield informed the partnership that neither of them would be standing for re-election at the upcoming council election on 7<sup>th</sup> May. They said they had enjoyed being a member of the partnership and gave their full support to the partnership and wished it very success for the future. In response the members in attendance thanked Cllr. Randall for being an excellent chair and his drive and commitment to the partnership and to Cllr. Wakefield for her valuable contributions.</p>	
<b>2.</b>	<b>Minutes of previous meeting and matters arising</b>	
	The minutes of 10 February 2015 were agreed as an accurate record.	
2.1	<b>Influence Mapping and Strategy</b>	<b>All</b>
	Few proformas had been returned. Emma McDermott to resend proforma and members to submit asap so that this work can be progressed.	
<b>3.</b>	<b>Discussion: Disability Equality Assessment</b>	
	<p>Emma talked the meeting through the briefing note. See attached.</p> <p>Key points raised by partnership members included: points:</p> <ul style="list-style-type: none"> <li>• <b>Geraldine Des Moulins:</b> More meaningful and effective engagement with disabled people and organisations in the project would be achieved by taking as issues approach.</li> <li>• <b>Jane Lodge:</b> Concerned that a sweep of the information currently held might miss critical issues because we don't have any evidence about them. It was agreed that this would need to be considered when designing next steps.</li> <li>• <b>Geraldine Des Moulins:</b> the project should be aware and raise the interconnectivity between issues for disabled people.</li> </ul>	

	Action
<ul style="list-style-type: none"> <li>• <b>Laura Williams:</b> Can see value in the group approach as avoids duplication and trials a model of approach to be replicated and improved with individuals with other disability/disabilities.</li> <li>• <b>Doris Ndebele:</b> can we try and build in ways of reach those that don't usually engage. This is always an aim in projects of this type but many don't manage it.</li> <li>• <b>Nahida Shaikh:</b> By taking an issues approach it provides the opportunity to identify prejudice and discrimination within systems.</li> <li>• <b>Cllr Bill Randall:</b> Overall supports an issues-based approach identified with stakeholders from a general approach.</li> <li>• <b>Kate Gilchrist:</b> informed the meeting that an equalities profile was being developed on Community Insight which would be routinely and automatically updated when data is available.</li> <li>• <b>Jane Lodge:</b> would be good to engage service user experts early on to help shape the project.</li> <li>• <b>Emma Mcdermott:</b> agreed with Jane needed both services, disability group/organisation representatives and service users involved as early as possible and at the same time.</li> <li>• <b>Geraldine Des Moulins:</b> cautioned that involve service users whilst excellent approach the project must be very clear about their role and expectations.</li> <li>• <b>Cllr Bill Randall:</b> Make sure young people with a disability were not overlooked.</li> <li>• <b>Jane Lodge:</b> reminded the partnership that it should lead by example and make this a co-designed and co-produced project and therefore involved disabled people from the start.</li> <li>• <b>Emma Mcdermott:</b> suggested that an EQUIP subgroup be called to digest and discuss the Papworth Trust Style report for the city and decide next steps to ensure a co-designed/produced project. Most likely with the first step being a wide stakeholder workshop on the Papworth report.</li> </ul>	

	Action
<p>Group agreed the recommendations of the briefing note:</p> <ul style="list-style-type: none"> <li>○ A report and data collection sweep to better understand in basic terms the information that is currently available. Producing a local version of the Papworth Trust's Disability in the UK report to inform work going forward</li> <li>○ A discussion at the City Equality and Inclusion Partnership on approach – This to be delegated to a sub-group.</li> <li>○ A follow on stakeholder meeting to further develop and agree the approach which would include the Papworth Trust style report for Brighton and Hove.</li> </ul> <p><b>ACTION:</b></p> <p>EM to discuss with Kate Gilchrist resource availability and therefore timings for the production of a Papworth style report for Brighton and Hove.</p> <p>EM to put a call out for member of EQUiP to express interest in being on a sub-group for the project.</p>	<p>EM</p>
<p><b>4. Presentation: Community Insight</b></p> <p>Kate Gilchrist presented the item on behalf of John Guzek. See attached hand out.</p> <p>Questions and discussion points:</p> <p>Kate agreed to send the scope for what is being included in equality profile to EQUIP for input/comment. The profile is being developed over next 2 months.</p> <p>Information on the 'It's Local Actually' website is being considered for inclusion/reference.</p> <p>GP clusters will be mapped once firm.</p> <p>Kate asked for feedback on the profile report that can be produced.</p> <p>Have about 50 users per day.</p> <p>Training has and is being rolled out/offered. It's been tailored to the needs of different groups ranging from how to produce a neighbourhood profile for community development organisations to more detail for city analysts to more client specific for CVS organisations.</p>	

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<p>If individual EQUiP members would like a more detailed session on Community Insight KG encouraged them to get in contact with her. There is a Frequently Asked Question page for self-help.</p> <p>Whilst it is possible to draw down information on any geographical area in the city currently only system administrators can draw a map in the system to do this – the City Intelligence Network (composing of analytical staff from a wide range of organisations in the city) has been trained. Technically, it is very difficult, according to providers.</p> <p>KG asked EQUIP members to contact her if they have or know of local data that might be useable.</p> <p>Next development issue is how to include other reports for which the data doesn't automatically upload – need to think through process.</p> <p><b>ACTION:</b> KG to send EQUiP the scope of the equality profile for comment. EQUiP members to provide feedback.</p> <p>EQUiP members to contact KG if they have any data that could possibly be included on the site and/or if they'd like a specific session on the system for their organisation.</p>	<p>KG and ALL</p> <p>ALL</p>
<p><b>5. Community Engagement Framework Refresh - Update</b></p> <p><b>Sam Warren</b> talked the partnership through the rationale, process and timeline for refreshing the Community Engagement Framework (CEF). See attached documents.</p> <p>It was noted that at the time (2008) it was an excellent document establishing for the first time a citywide overview and commitment to community engagement. It is both a policy and a practical document setting definitions for community and engagement, establishing a policy position, standards for community engagement and actions to progress and improve engagement practices across the LSP – across all partnerships.</p> <p>However the context for the document has changed significantly with increasing pressure on public sector budgets, major welfare reform, and increasing expectations of residents. The original document was very much focused on the lower end of the engagement ladder on consultation and involvement. In light of the current context the refreshed document needs to</p>	

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<p>be focused and championing the higher end of engagement ladder - collaboration and empowerment. It needs to take on board the principles in not the language of demand management and changing relationship between citizen and state and co-operative/collaborative working between residents and services.</p> <p>An EQulP subgroup has met twice to scope out the change required and Sam circulated a redrafted introduction as a window to what the document might look like/do when refreshed.</p> <p>The deadline for launching the new CEF is December 2015 and it's envisaged that this will be alongside the update volunteering strategy for the city 'Joining The Dots'.</p> <p>Feedback and comments from the meeting included:</p> <ul style="list-style-type: none"> <li>• <b>Geraldine Des Moulins:</b> genuinely doing things together is the step change. How you sell the message to citizens to become that engaged/involved will be key and a potential challenge.</li> <li>• <b>Nahida Shaikh:</b> concerned about the use of the terminology citizen and state as citizenship and state had very particular meanings and connotations for refugees and asylum seekers and not always positive.</li> <li>• <b>Cllr Bill Randall:</b> specific amendment in 2<sup>nd</sup> paragraph change to help each other.</li> <li>• <b>Jane Lodge:</b> current draft reads very council- centric for a city-wide partnership document</li> <li>• <b>Laura Williams:</b> Reference to the third sector policy aim felt wrong. Again too council centric.</li> <li>• <b>Cllr Bill Randall:</b> Shorter</li> <li>• <b>Geraldine Des Moulins:</b> Plain English. Can we invite a communications specialist to support its development? Let's make sure it's accessible and inclusive as possible.</li> <li>• <b>Nahida Shaikh:</b> EQulP has a clear leadership role with this document.</li> </ul>	



	Action
<ul style="list-style-type: none"> <li>• <b>Geraldine Des Moulins:</b> it should take an asset-based approach and definitely include case studies to bring the principles to live.</li> <li>• <b>Doris Ndebele:</b> Posed the question of do we know how effective community collaboration projects have been/are. Evidencing the benefit of the approach would be powerful.</li> </ul> <p>Sam thanked the partnership for its very helpful feedback and informed it that the subgroup was working on a stakeholder list for a key stakeholder event and was identifying other engagement activities/meetings forums that could be piggy backed upon.</p>	
<p><b>6 Information: One Voice Partnership</b></p> <p>Nahida Shaikh provided the group with a verbal update on the city's One Voice Partnership.</p> <p>In May 2013 in response to local, national and international situation regarding extremism, radicalisation, ISIS and Syria, backlash against Muslim communities and sadly the death of three young men from the city community liaison meetings chaired by BHCC Chief Executive &amp; Chief Superintendent of Sussex Police were called.</p> <p>The number and range of individuals increased at each meeting. All from different backgrounds and widening in terms of protected characteristic; not only Muslim but other faiths and range of BME communities and also LGBT and disability. Following discussion at an early meeting one attendee noted that whilst we are all from different background with similar and different experiences, concerns, and aspirations when a serious situation occurs we should speak as one voice. Hence the name for the partnership.</p> <p>From about its third meeting on (5 meetings so far) having developed and progressed a set of actions in immediate response to extremism, radicalisation and tackling Islamophobia the focus of the meetings has turned to racism and prejudice and unequal life chances for some sections/members of the city's population.</p> <p>Concerns were/are:</p> <ul style="list-style-type: none"> <li>• Inability to influence/counter negative media. A series of community members have come forward and been trained as BME media spoke people.</li> <li>• Preventative and Counter-Terrorism Bill – local concerns not being</li> </ul>	

	Action
<p>heard by national policy makers. Partnership successfully secured a Muslim representation on national Prevent Challenge Board.</p> <ul style="list-style-type: none"> <li>• City workforce not reflecting minority communities.</li> <li>• Concerns in city's education system –understanding and involving minority communities.</li> <li>• Voice in police decision-making/planning although there is now a Sussex BME consultancy group</li> <li>• Series of training has been commissioned on protecting children from unsuitable contact and sites on-line called Web Guardians.</li> <li>• Partnership agreed it would hold an event on World Day for Cultural Diversity for Dialogue &amp; Development 21<sup>st</sup> May to launch itself.</li> <li>• BME residents not feeling they have cultural space in the city.</li> </ul> <p><b>Geraldine Des Moulins:</b> Queried that there should be a link between One Voice Partnership and EQUIP. There are many common barriers and issues for residents with protected characteristic/from minority communities that a more joined up approach could successfully challenge and tackle. Nahida and members of the partnership agreed</p> <p>It was agreed to give more time for discussion on links at the next EQUiP meeting.</p> <p>21<sup>st</sup> May – circulate to partnership and attend.</p> <p><b>Laura Williams:</b> suggested that EQUIP could identify and develop spokespeople/person on community issues and as well as respond to negative media proactively but out positive achievements.</p> <p><b>ACTION:</b> Nahida to circulate information about the launch event on 21st May and EQUiP members to attend if possible.</p>	<p>NS and ALL</p>
<p><b>7. Any other business:</b></p> <p>There were no items of additional business.</p>	
<p><b>8. Items for next meeting</b></p> <ul style="list-style-type: none"> <li>• Update on BME needs assessment</li> <li>• Discussion on links between One Voice Partnership and EQUiP</li> </ul>	



		Action
<b>9</b>	<p><b>Date of the next meeting</b></p> <p><b>Tuesday 14<sup>th</sup> July 2015, 10.00 am – 12.00 noon, Friends Meeting House</b></p> <p>Future meetings:</p> <p>Thursday 15 October 2015, 10am – noon, Brighthelm Centre</p> <p>Tuesday 19 January 2016, 10am – noon, Friends Meeting House</p>	
<p><b>Summary of Abbreviations and Partnerships/Services referenced in minutes:</b></p> <p><b>Equip:</b> Equality &amp; Inclusion Partnership  <b>B&amp;HCC:</b> Brighton &amp; Hove City Council  <b>CCG:</b> Clinical Commissioners Group</p>		<p><b>NPS:</b> National Probation Service            Brighton &amp; Hove Connected (formerly the Local Strategic Partnership, LSP)  <b>CEF:</b> Community Engagement Framework  <b>DEA:</b> Disability Equality Assessment</p>