



Equality & Inclusion Partnership

MINUTES

Tuesday 17th July 2018
10.00 am – 12.00 pm
Meeting Room, Friends Meeting House,
Ship Street, Brighton

Present

Val Cane	Community Works Small Groups Rep
Daniel Cheesman	Community Works Equalities Rep
Cllr Emma Daniel	Joint Chair & BHCC (<i>Chair for this meeting</i>)
Geraldine Des Moulins	Joint Chair & Third Sector Equalities Representative (Disability)
Angie Greany	Community Works
Debbie Ludlam	Brighton & Hove Clinical Commissioning Group
Tessa Marshall	University of Brighton
Emma McDermott	BHCC, Communities, Equality & Third Sector
Anne Richardson-Locke	BHCC, Health & Adult Social Care
Nicky Thurston	East Sussex Fire & Rescue Service
Anne-Marie Tierney	Crown Prosecution Service
Cllr Pete West	BHCC
Becky Woodiwiss	BHCC
Keira Woodroofe	East Sussex Fire & Rescue Service

Apologies

Paul Ross-Dale	BHCC, Finance & Resources
Sam Warren	BHCC, Communities, Equality & Third Sector

Action

1 **Welcome & Introductions**

The Chair welcomed everyone to the meeting. Round-table introductions were made, new members welcomed and apologies noted.

2 **Minutes of the Last Meeting & Matters Arising**

2.1 The minutes of the meeting held on 17th October 2017 were accepted as an accurate record.

2.2 ED congratulated those involved in Disability Pride, reminded the group about TransPride taking place that weekend and emphasised the importance of a sense of solidarity with the trans community.

3 **Collaboration Framework Action Plan**

3.1 Some partners had not yet contributed to the implementation plan produced to take forward the Framework's 6 principles.

	<u>Action</u>
Action: DL to send the CCG's actions to EM for circulation to the group; NT to chase up Sussex Police; ARL to send further examples from BHCC Health & Adult Social Care. All input needed by the beginning of September. EM to chase.	DL/NT ARL EM
3.2 The partnership agreed the Framework as a working document.	
3.3 A question was raised around whether 'Men in Sheds' was discriminatory. EM explained that as gender was a protected characteristic, this included men-only groups.	
3.4 A VCS Workshop was proposed to continue the conversation with Third Sector organisations around collaborative commissioning and gather feedback on collaborative practices across the city. Action: AG to keep the group updated on the work of the 'Taking Account Steering Group' on exploring collaboration.	AG
3.5 Action: A cross-sector EquIP workshop on each CF principle was proposed. EM & SW to follow up.	EM/SW
3.6 Action: Each partner organisation to consider its own internal processes on collaboration, utilising workforce surveys.	EM
3.7 Action: AG to ask the Community Works Reps Council if they would be prepared to take a role in evaluating processes and outcomes.	AG
3.8 Action: It was agreed to keep the CF as a standing item on the agenda.	EM
3.9 Action: Any other ideas around socialising the CF to be sent to EM.	ALL
3.10 Action: It was agreed that each organisation would monitor how the Collaboration Framework was working out, in terms of both current and planned actions, and feed back to the group in 12 months' time, prior to a report going to NICE Committee.	ALL EM
4 <u>EquIP's Terms of Reference - Review</u>	
4.1 The following amendments to the Terms of Reference were agreed;	
<ul style="list-style-type: none"> • 'Vision' - 'Enabling <i>appropriate</i> access to services..' to be changed to 'Enabling <i>fair</i> access..' • Crown Prosecution Service to be added to the list of members under 'Other' • Kent, Surrey & Sussex Community Rehabilitation Service to be removed from the list of members. They had opted out due to lack of capacity but could still be brought in on an ad hoc basis. • The University of Brighton to be added to the list of members in its own category under 'Education' • List of sub-groups to include the Public Sector Workforce Diversity Sub-Group 	

Action

and the word 'including' to be added to show that the list of sub-groups was not definitive.

- Include a sentence under 'Responsibilities of Members' to say that members would take responsibility for ensuring appropriate representation on subgroups (see 4.2.2 below).

Action: EM to make the above agreed changes to the Terms of Reference and circulate the updated version.

EM

4.2 Sub-Groups

4.2.1 EM clarified the reporting mechanism from the sub-groups to the main group. She also clarified the role of City Management Board and its relationship to Brighton & Hove Connected, and the reporting mechanism from Equip to CMB (as the decision-making body for BHC) on specific issues, eg the Public Sector Workforce Diversity post.

4.2.2 A question was raised around ensuring best representation from partner organisations on Equip, specifically in terms of effective contribution to sub-groups. It was pointed out that the current membership of the group was strong, with each partner organisation represented by its Equality & Diversity lead, and further assurance was given that the right members were involved on sub-groups, with other individuals and organisations brought in as needed. It was agreed to update the ToR accordingly (as above, final bullet point under 4.1).

4.2.3 **Action:** ED to follow up an attendance issue with the Brighton Chamber of Commerce and ASLP.

ED

5 Partnership Priorities

5.1 Update and review of progress on 2017/18 priorities

5.1.1 Cumulative equality impact assessment of public sector funding savings

Updates from the group were noted;

B&H CCG CCG had made good progress on embedding EIAs across the organisation, improving quality and providing training. The CCG had also facilitated engagement events and focus groups. The Caring Together Equalities Group provided additional scrutiny of EIAs and the recommendations of ECHO groups had also been used to feed into the recommissioning of services.

The Chair commended this collaborative approach using BHCC expertise to support the process, and using the community sector as a feedback mechanism to improve quality.

	<u>Action</u>
<p><u>Sussex University</u> Currently piloting an EIA review process with high level decision-making committees. This would run for one year and would inform the process becoming mandatory for all committees, and an annual audit was being done. Quality was being monitored and a number of sources feeding in.</p> <p><u>CPS</u> Action: AT to check with colleagues in CPS the extent to which the EIA process was relevant to the way the CPS worked and come back to EM on this.</p> <p>Action: Public sector partners to let EM know within the next two weeks whether they would be able to produce a snapshot of information on funding and resources decisions with an EIA, for a particular point in time (possibly April to December, EM to confirm) highlighting the communities most impacted by them. EM offered to coordinate support for that work if required.</p> <p>Action: Report back to Equip in due course before presenting the citywide snapshot to City Management Board.</p>	<p></p> <p>AT</p> <p>All</p> <p>EM</p> <p>EM</p>
<p>5.1.2 <u>Public Sector Workforce Diversity & Equality Manager</u></p> <p>EM confirmed that the post had gone out to advert the previous week as a one-year post. It would be supported by the funding organisations (ESFRS, Sussex Police, University of Sussex, CCG and BHCC), line managed by BHCC HR and overseen by the Equip sub-group.</p>	
<p>5.1.3 <u>Oversight of the Fairness Commission recommendations</u></p> <p>Only two recommendations had not been taken forward, one of which was Digital Log Books for housing tenants. Action: EM to double-check the second item and confirm following the meeting.</p> <p>ED reported that the city's food poverty work and received national praise and commented that the city had a more holistic action plan than most.</p> <p>ED updated the group on the Deaf Services Liaison Forum and reported that the D/deaf community was very positive about the work that public sector partners were doing around this. Action: Partner organisations not already involved but would like to be, to let EM know.</p> <p>Secondary schools were now becoming more flexible and receptive to the messages around 'Poverty Proofing the School Day'. 'Period Poverty' campaigners would be attending Full Council to seek support from the council for the national campaign, and it was noted that the University of Sussex already provided these services for students and there were other local campaigns. The option of adding the 'C Card' to this service in schools was being considered.</p>	<p>EM</p> <p>All</p>

Action

Action: ED said that she would be sharing a point of contact for the provision of free school uniforms with the social work team and Community Works.

ED

VC reminded the group she was active in her local union and local education organisations and asked if anyone thought she could help with any of the above to contact her.

All

It was noted that two autism centres were to be set up, at Dorothy Stringer School and Hove Park School, funded by a local Trust. There were plans for everyone at these schools to receive training from a national autism charity, with the potential to roll this out to all schools.

PW raised an issue around obstructions in the city caused by pavement-parking and poorly-sited scaffolding, and the impact of this in terms of equalities and accessibility. He also expressed concern around levels of enforcement. It was recognised that it was not for the Equip partnership itself to address this, beyond the equalities impact.

Action: EM to write to Nick Hibberd on behalf of the partnership for an update and clarification of the resource issues around enforcement, and to request information on levels of complaint. EM to circulate this information once available. The partnership to agree next steps at its next meeting.

EM

5.2 Priorities for 2018/19

5.2.1 One of the Fairness Commission outcomes that had not yet been progressed by the city was for BHCC and its partners to develop and implement a clear plan to address issues raised by the FC in relation to BME communities.

5.2.2 After discussion it was felt that a cross-sector, timed campaign and messaging project around cohesion and combating hate crime would work best. The focus would be on celebrating diverse communities, debating unity and addressing the impact of 'Brexit' on people's sense of belonging. The group could bring in Melinda King (BHCC Communities Coordinator attached to the Home Office) to assist, and also liaise with One Voice and BHCC's Communications Team.

There was broad enthusiasm for this and specific offers of support from the CPS and ESFRS.

Action: AG to discuss with CW Team and Reps Council how to start the conversation. All partners to take this back to their organisations. For further discussion at the October meeting.

AG

All

		<u>Action</u>
6	<p><u>Any Other Business</u></p> <p>PW raised an issue around the accessibility of information from the partnership. To be picked up with EM outside the meeting.</p>	EM
7	<p><u>Date of the Next Meeting</u></p> <p>Tuesday, 16 October 2018, 10.00 am - 12.00 pm, Brighton Town Hall, Committee Room 1</p>	