

MINUTES

Wednesday 24th April 2019
10.30 am – 12.30 pm
Committee Room 1, Brighton Town Hall
Bartholomew Square, Brighton

Present

Carolyn Bristow	BHCC (<i>Agenda Item 4</i>)
Mia Brown	BHCC, Families, Children & Learning
Val Cane	Community Works Small Groups/Older People rep
Geraldine Des Moulins	Possability People (<i>Chair</i>)
David Fisher	BHCC (<i>Agenda Item 3</i>)
Dee Humphreys	BHCC, Policy, Partnerships & Scrutiny
Hannah Kinsey	University of Brighton (for Tessa Marshall)
Debbie Ludlam	Brighton & Hove Clinical Commissioning Group
Emma McDermott	BHCC, Communities, Equality & Third Sector
Nora Mzaoui	Community Works BME rep
Anne Richardson-Locke	BHCC, Health & Adult Social Care
Philip Waldman	BSUH (for Barbara Harris)
Sam Warren	BHCC, Communities, Equality & Third Sector (<i>Agenda Item 6</i>)
Keira Woodroofe	East Sussex Fire & Rescue Service

Apologies

Karon Chamberlain	Sussex Police
Cllr Emma Daniel	BHCC
Tessa Marshall	University of Brighton
Simon Newell	BHCC, Policy, Partnerships & Scrutiny
Helen Osborne	Friends Centre
Paul Ross-Dale	BHCC, Finance & Resources
Councillor Pete West	BHCC
Laura Williams	Community Works
Becky Woodiwiss	BHCC, Health & Adult Social Care

Action

1 **Welcome & Introductions**

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

		<u>Action</u>
2	<u>Minutes of the Last Meeting & Matters Arising</u>	
2.1	<u>Corrections</u>	
	The minutes of the meeting held on 16 th October 2018 were approved as an accurate record.	
2.2	<u>Matters Arising</u>	
2.2.1	<u>Collaboration Framework Implementation Plan</u>	
	The CCG had since provided information. EM chasing Sussex Police.	EM
	EM gave an update on Taking Account 4 in the absence of Laura Williams and thanked all those who had helped publicise the survey, which had now been completed. The resulting data was in the process of being analysed, with the report due in May.	
2.2.2	<u>Equip's Terms of Reference - Review</u>	
	Karon Chamberlain, Partnership Manager for Sussex Police, had joined the Partnership. Helen Osborne, Principal of the Friends Centre and Chair of the Adult Skills and Learning Partnership (ASLP) had also joined to provide a link with Adult Education.	
	EM to follow up with Sarah Springford on potential Chamber of Commerce membership.	EM
	Anne-Marie Tierney had left the CPS. GDM to find out if Gareth Morgan would be taking her place.	GDM
2.2.3	<u>Cumulative Impact of Public Sector Budget Reductions</u>	
	The Chairs had written to the Chair of CMB for feedback on the way forward with regard to the citywide snapshot. EM to chase a response.	EM
2.2.4	<u>Hate crime</u>	
	MK & AMT had met with Darren Jensen to start taking forward those conversations.	
	The proposal at the last meeting for an Equip Working Group around disability and hate crime had not yet been followed up.	EM
	EM to send Item 3 from the minutes to GR, Police Crime Commissioner, Lisa Bell and Ed de la Rue.	EM

	<u>Action</u>
<p>The joint meeting with One Voice had not yet been set up. EM to follow up.</p> <p>Partners had confirmed their involvement in the campaign.</p>	EM
<p>2.2.5 <u>International Migrant Needs Assessment Plan</u></p> <p>The B&H Connected Reference Group had not met since the last EquIP meeting. DH would flag the issue around the lack of immigration advice in the city at their next meeting.</p>	DH
<p>2.2.6 <u>Gender Pronoun Campaign</u></p> <p>Thanks extended to public sector partners for contributions to the pronoun awareness campaign, which had been very successful and feedback had been positive. There had been very low levels of transphobia during the campaign and engagement with the campaign had been more positive than the previous year.</p> <p>All other actions had either been discharged or were on the main agenda.</p>	
<p>3 Street Clutter</p>	
<p>3.1 David Fisher, Highway Enforcement Manager, outlined the responsibilities of the Highway Enforcement Team (HET), ie dealing with licensing or enforcement in relation to anything placed on the highway, getting items either moved or licensed.</p>	
<p>3.2 There had been a reduction in complaints in 2018/19 (601) compared with 2017/18 (707) and more officer time had been freed up for on-the-ground enforcement since the introduction of an online system for processing license applications.</p>	
<p>3.3 The HET had been working with Sussex Police on 'Operation Crackdown', tackling the issue of abandoned vehicles and bicycles. It was noted that anyone could use the DVLA website to check the MOT or tax status of a vehicle.</p>	
<p>3.4 Obstruction/clutter issues were reported by email, phone, social media and via the contact centre and reported issues were assessed according to level of danger, with response times between 24–72 hours accordingly. The Enforcement Team provided some weekend cover.</p>	
<p>3.5 The HET enforced the requirement for all footways to provide at least 1.3m clear footway. Offenders were permitted '3 strikes', separated by 12-week periods, prior to suspension and court proceedings if necessary.</p>	
<p>3.6 Alternatives to advertising using A-boards had been explored and the permitted allowance for A-Boards had been reduced to one per business. Local businesses</p>	

Action

were strongly against a ban on A-boards. Any dangerously situated items were removed quickly and there had been relatively small numbers of complaints.

3.7 DF had visited Disability Groups and was trying to get more powers, eg to issue fixed penalty notices, but this had stalled when the Brexit negotiations began.

3.8 **Action:** DF to check whether it might be possible to add the Highways Terrier Map link to the website, if possible for it to be public.

DF

3.9 GDM had received some feedback that matters relating to street clutter were getting worse, but DF was able to give examples of areas of improvement, e.g. Duke Street had been cleared to provide 2m clear footway each side.

3.10 It was noted that Andrea Hall of the Highways Basic Maintenance Team was the BHCC contact for condition of pavements, not the HET.

3.11 BHCC had very limited powers of enforcement with regard to parking on pavements. However, a government consultation on pavement parking was in progress. It was noted that disability groups were against the use of 'shared spaces'.

3.12 VC commended the HET on dealing promptly with an issue she had reported via 'Fix my Street.com'. DF confirmed that issues reported to this website went through to the HET but that outcomes were not fed back through that website.

The group thanked DF for his helpful comments and explanations.

4 Special Educational Needs & Disability (SEND) Strategy

4.1 The current strategy was due to expire in 2019. CB gave the context for the new strategy and explained that it was 'SEND' (rather than 'SEN') to reflect that it included all ages. The 0-25 age bracket would remain the primary focus and was not expected to be diluted by the extended vision of the new strategy.

Action: CB to provide a link to the Strategy for the minutes.

CB

4.2 The new approach would impact the delivery of SEND in the city and CB gave examples of changes already happening to reinforce consistency, eg the SEND Guide for Professionals produced by BHISS (Brighton & Hove Inclusion & Support Service) to reinforce consistency. Consideration was being given to changing the way BHCC delivered training to professionals.

4.3 The newly combined BHCC Children & Adults Service was fully on board, but further work was to be done on engaging wider adult health services. There was also more to be done to engage the post-25 age group. Intersectionality would be addressed at every stage of designing the SEND strategy.

Action

4.4 Work was continuing on the commitment to involve service users and a wide range of other stakeholders. Family groups and key stakeholders had already been involved in discussions, and a starting point for the priorities reached.

4.5 CB gave an overview of the 5 priorities of the current strategy. There was more work to be done on each of the priorities and it was expected that these would therefore continue into the next strategy. Key points around ongoing and planned work as follows:

- The priority around inclusion would involve focus groups for families and school staff, aiming to arrive at a city vision. Specialist provision would be part of the inclusion package.
- Although the majority of the extra funding from the Department of Education next financial year would be absorbed by expected pressures, consideration would be given to using some of it to build more capacity in the system.
- The increase in exclusions had recently begun to reduce. Better data was being collected in relation to hidden children and exclusion, which would help to direct resources more effectively.
- Brighton University Disability Development Team keen to be involved for the 18-25 & 25+ cohort. **Action:** HK to give CB the relevant contact details for her university colleagues.
- Schools and colleges were all engaged with the agenda to ensure that whatever SEND pathway an individual was on was a positive one.
- Work was also ongoing around improving SEND sufficiency across the city, particularly in the use of data and commissioning a broader range of creative provision, improving transition points and improving aspirations for young people with SEN, as a priority, looking at good practice locally and nationally.
- There would be a move away from local authority branding in order to affirm the new strategy as a citywide strategy, not council-led, and creative ways of publishing the document were under discussion.
- Performance measures and other scrutiny measures would run alongside each priority, addressing short term and longer-term deliverables.

HK

Action: CB to send information to the group on the workshop to be held in early June by email. Anyone interested in participating in the workshop to let CB know.

All

Following the workshop, an online survey would be sent to a wide range of stakeholders and the strategy was expected to be ready for publication in early

		<u>Action</u>
	autumn. BHCC and all partners to take it through their individual sign-off processes. The strategy would then be held by the SEND Partnership Board. CB's email address to be included in the minutes: carolyn.bristow@brighton-hove.gov.uk	
	Action: EM suggested CB should attend the City Volunteering Partnership, within the consultation timeline, to link in with volunteering opportunities for post-16 SEND.	CB
	Action: CB to follow up concerns around the level of support provided by Amaze for BME individuals/families who did not have a good understanding of English, eg provision of interpreters. CB confirmed that support for BME people would be addressed in the workshop.	CB
	Action: ARL to link up with CB on work around services for adults with disabilities in residential care.	ARL
5	Unity Campaign	
5.1	EM provided a recap on the campaign, the Working Group discussions and input from Community Works. EM and Melinda King had met with the CW reps and the overriding view had been that the campaign should be intersectional with positive messaging.	
5.2	Branding and a mission statement had been discussed and the slogan 'I live in Brighton, I believe in unity' had been put forward as a starting point. A 'unity intersectionality' networking event had been proposed, as well as neighbourhood-based unity events. Action: Any other suggestions for slogans welcome.	
5.3	A global sharing event on 22 June could potentially provide a platform to launch the campaign, and linking in with any other appropriate events, eg Refugee Week.	
5.4	The campaign would be taken to grass roots groups and residents, not CVS groups, facilitating networking and sharing between them, although small/medium-size CVS organisations could be involved at some level. Elected and unelected councillors' knowledge of these groups could be used to assist. A template pack to be produced for use by groups and organisations.	
5.5	DH recommended a move away from the word 'tolerance' and this was noted. BHCC Comms would advise on messaging, but this was not a council campaign.	
5.6	Action: EM to ask the Chamber of Commerce to suggest any design companies who might be willing to do the design work free.	EM
	Action: EM to reconvene the Working Group.	EM

		<u>Action</u>
	<u>Action:</u> EM to bring this back to the next meeting on 23 rd July.	EM
6	Collaboration Framework	
6.1	SW gave the background to the Collaboration Framework and the Implementation Plan. During the second year of the IP, there would be 6 workshops every two months on each of the 6 principles to ensure the practice was embedded, creating buy-in and for organisations to pledge actions.	
6.2	SW gave examples of a range of actions and initiatives that had happened under the 6 principles of the Framework so far, highlighting successes as well as areas where there was still work to be done, which the workshops would address.	
6.3	EM asked for ideas on how the workshops might run and what they might focus on. The weight of the Partnership behind the CF was felt to be very important for collaborative commissioning and a workshop around how to collaborate better to promote unity was proposed.	
7	Any Other Business	
7.1	<u>Disability Pride</u>	
	MB mentioned that FCL intended to take a stall at Disability Pride and asked how DP was coordinated. Actions: EM to put MB in touch with Jenny, DP's organiser. MB to let Tom Goodridge in CETS know if other council directorates were involved. HK to contact TG.	EM MB HK
7.2	<u>Video for Unity Campaign</u>	
	HK enquired about involvement in the video for the Unity campaign. EM had approached Year 3 film students at the university, who had produced a client brief. A video was now being produced, to include public sector workers. Anyone willing to be involved, please let EM know.	All
8	Close and Date of Next Meeting	
	Tuesday 23 rd July 2019, 10.30 am – 12.30 pm, Meeting Room, Friends Meeting House, Ship Street, Brighton. The meeting closed at 12.30 pm.	