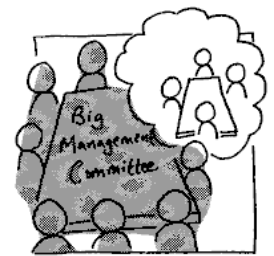


Wakefield Learning Disability Partnership Board Ethnicity Delivery Group



www.wakefielddpb.org.uk

**Meeting held on Tuesday 22 June
Upstairs meeting room Grange View**

Present: Rebecca Squirrell — Partnership Manager
Sara Pearson — Admin Co-ordinator
Ash Mahmood — BME Development Worker
Scott Williams — Cloverleaf
Alan Wright — Alternative Care Services
Stephanie Hobson — Alternative Care Services
Jan Upton — Alternative Care Services
Alan Heeley — Alternative Care Services

Apologies: Richard Smith — Assistant Manager
Chris Clark — Carers Wakefield and District
Gaynor Hodgson — Alternative Care Services
Kashif Ahmed — Equality and Diversity Compliant Manager
Leona Batty — CTLD North Manager
Yasmin Arshad — Equality and Inclusion Team Support Worker
Christine Herbert — CTLD South Manager

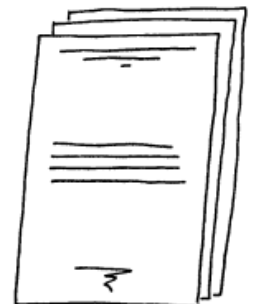
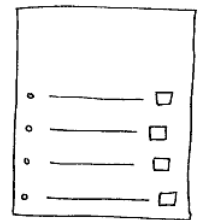
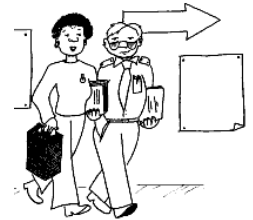
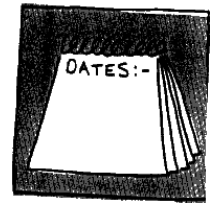
Copy for Information: Allan Dawson — Senior Day Opportunities Officer

1.	<p>Introductions and apologies</p> <p>Apologies listed above.</p>	
2.	<p>Minutes of the last meeting</p> <p>The last meeting was used to trial the Polish Awareness Training. The minutes of the meeting on Tuesday 16 February were approved as a true record.</p>	

3. Matters arising

- ◆ **Equality Impact Assessment for the Horizon Centre** — Kashif agreed to contact Ann Rutter Service Manager, for a copy of the Equality Impact Assessment for the Horizon Centre. This should be completed by the end of April. Kashif to feedback to the group.
- ◆ **Involvement Strategy for South West Yorkshire Partnership Foundation Trust** — Yasmin did not send dates for the workshops. We will ask her for feedback next time.
- ◆ **Engaging service users from the BME community** — Scott gave an update about the conference in London run by Pavilion about engaging with service users from the BME community. Scott was very disappointed with the conference, it didn't provide anything new.
- ◆ **Terms of reference and membership of the group** — Sara will continue to chase Hillcrest Residential Home regarding joining the group.
- ◆ **1.2 on Delivery Group Action Plan - BME Carer interested in joining the group** — At the last meeting Gaynor said she knew a family carer that would be interested in joining the group. We will ask her for an update next time.
- ◆ **Equality Impact Assessments** — Rebecca contacted the Contracts department to see if it could be made mandatory for organisations to have an Equality Impact Assessment. She was told that it is a legal requirement for councils' to have one but not for other organisations.

Ian Campbell and Mark Wakefield are looking in to the possibility of adding it to contracts in the future.
- ◆ **Costs for interpreter training** — At the last meeting Nabeela agreed to gather information together for costs of interpreters and how many would be interested in doing the training and send it to Rebecca. Unfortunately she didn't send it in time.
- ◆ **BME carers group** — There are now 2 groups. 1 for women which is a really good group, and 1 for men.

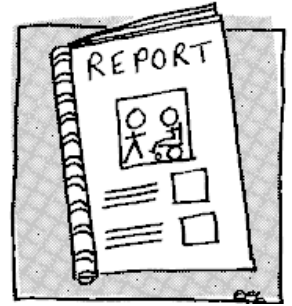


4. Advocacy Report

As part of the new advocacy contract Cloverleaf were asked to undertake a piece of work to find out the advocacy needs of the BME community in Wakefield.

The report was sent out with the agenda and the group read through the action points and came up with the following comments and suggestions.

- ◆ **Ensure availability of an advocate who can speak community languages and is from a BME community** — Scott suggested that other projects in Cloverleaf could help with this. Rebecca suggested a female member of staff from Cloverleaf should go along to the BME women's group to promote advocacy.
- ◆ **Provision of additional training around working with people from BME communities (including new and emergent communities)** — Rebecca said Arshad could help with this. He can provide training sessions for staff around Islamic Awareness.
- ◆ **Awareness of advocacy raising within BME communities, through accessing community groups, drop-in sessions etc** Rebecca suggested that Your Voice use Ash's networks for this. Scott will send advocacy leaflets to Arshad for him to give to the BME community.
- ◆ **Partnership working with other agencies to raise understanding and awareness of learning disabilities within BME communities** — This is mainly about developing links with our partners. The PCT run a group and Arshad agreed to make them aware of advocacy.
- ◆ **Expansion of current citizen and peer advocacy schemes through targeted volunteer recruitment within BME communities** — Arshad will pass on details of someone he knows is interested in this to Scott. The group agreed that a good number of volunteer advocates could help achieve a number of the other recommendations.



- ◆ **Initial visits to service users to be undertaken by 2 advocates to ensure consistency and availability in case of leave/sickness etc** — The group think it is not necessary for 2 advocates to go together and the point has been raised based on people’s experiences of other services. Advocacy relationships are usually short term and as such the likelihood of a change of advocate for a case is low.
- ◆ **Look into developing accessible resources for people from BME communities about advocacy** — There is lots of information and examples of good practice available nationally. Arshad agreed to send some information he has in Urdu to Scott.
- ◆ **Develop a ‘real’ presence within the BME community in order to build trust in the services** — Your Voice Wakefield to work in partnership with the BME Development Worker and link with his established networks.

Scott and Arshad agreed to meeting to discuss the actions in more detail.

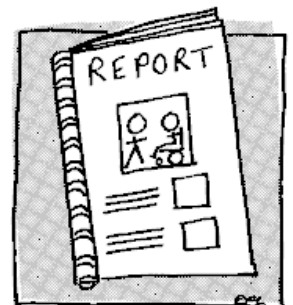


5. Equality Impact Assessment - Dimensions

The group read through Dimension’s Equality Impact Assessment.

Everyone agreed that the assessment hasn’t been filled in properly and there are a lot of gaps. Also there wasn’t any timescales or people responsible for actions.

We will contact Emma Judge in the Equality and Diversity Team and ask her to provide a 1 hour session for Your Voice Wakefield, Alternative Care, Carers Wakefield and District and Hillcrest Residential Home to complete the assessment template.



6. Update on Delivery Plan

The group updated the Delivery Plan.

1.2 To have a BME carer on the Partnership Board — At the last meeting Gaynor said she knew of a family carer that may be interested in joining the group. We will ask her for an



update in the new meeting. We have now got a BME family carer representative on the Partnership Board.
We also have problems in getting BME service users to the Hear Our Thoughts group.

2.2 To develop a guidance document for consultation with BME communities — Sara checked with Nicci Pearce in Public Information and Access to see if something exists already but it doesn't so we will have to start from scratch.

Please click on the following link to read the engagement toolkit from Wakefield District Partnership.

<http://www.wakefieldtogether.org.uk/NR/rdonlyres/7EFAE647-5511-471A-A97A-0212D4CC85AE/0/EngagementFrameworkToolkit.pdf>

3.1 To forge links with Highfield and Oakfield Park Schools to identify families and work with them on their transitions — Arshad has already attended an event and is linking with school advisors. This piece of work is ongoing.

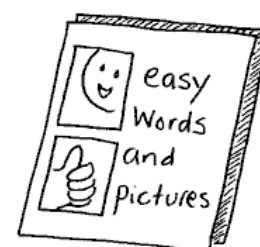
5.1 Remaining Islamic and Muslim Culture — one planned for KIDS on 30 June. There are some places left.




5.2 To identify other training courses required on other cultures — The CTLD's identified awareness training around Polish culture and money from the Learning Disability Development Fund will be used to carry out Polish culture training. This will be rolled out shortly.

6 To improve engagement with communities not accessing services, including travellers, economic migrants and asylum seekers and refugees. Arshad has been attending asylum seeker drop in sessions every 2 months and he has visited a travellers' site.

7.2 To develop guidelines for services on producing future publications — Sara checked with Public Information and Access to see if something has already been put together but it hasn't so we will have to start from scratch. It was agreed that this wasn't a priority at this time.

8.2 To establish regular community events/drop-ins — Arshad has attended asylum seeker drop in sessions every 2 months.



	<p>10.2 To develop and roll out LD awareness training to faith/voluntary sector leads — This still needs to happen.</p> <p>10.3 The directory has now been published. Ash agreed to inform community groups where it can be found on the Partnership Board website.</p>	
<p>7.</p>	<p>Change of chair</p> <p>Rebecca told the group she is leaving on 30 June and asked for a volunteer to chair the meeting until her replacement is in post. Unfortunately nobody volunteered.</p>	
<p>8.</p>	<p>Any other business</p> <p>None.</p>	
<p>9.</p>	<p>Date of the next meeting</p> <p>Tuesday 03 August 10am in the upstairs meeting room Grange View, Annie Street, Outwood.</p>	