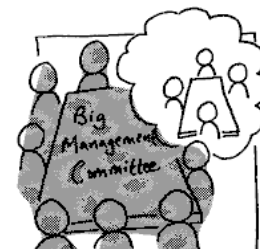


Wakefield Learning Disability Partnership Board Ethnicity Subgroup



www.wakefielddpb.org.uk

Meeting held on Tuesday 16 February 2010
Upstairs meeting room at Grange View

Present:

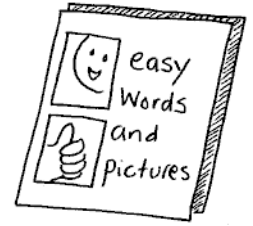
- Rebecca Squirrell — Partnership Manager
- Sara Pearson — Admin Co-ordinator
- Ash Mahmood — BME Development Worker
- Chris Clark — Carers Wakefield and District
- Phil Roberts — Day Opportunities Manager
- Don Clark — Your Voice Advocacy Worker
- Kashif Ahmed — Equality and Diversity Compliant Manager
- Vincent Knight — Workforce Development Officer
- Gaynor Hodgson — Alternative Care Services
- Christine Herbert — CTLD South Manager
- Nabeela Yasin-Iannelli — Language Services

Apologies:

- Scott Williams — Cloverleaf
- Allan Dawson — Senior Day Opportunities Officer
- Yasmin Arshad — Equality and Inclusion Team Support Worker

<p>1.</p>	<p>Introductions and apologies</p> <p>Apologies listed above.</p> <p>Kashif Ahmed will be attending future meetings instead of Yasmin Arshad.</p>	
<p>2.</p>	<p>Minutes of the last meeting</p> <p>The minutes of the meeting on Tuesday 01 December were agreed as a true record.</p>	
<p>3.</p>	<p>Matters arising</p> <ul style="list-style-type: none"> ◆ 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. 	

◆ **Involvement Strategy for South West Yorkshire Partnership Foundation Trust** — Workshops will be set up for service users, carers and professionals to attend and give their views and suggestions on how to make the strategy user friendly. Yasmin has agreed to send workshop dates to Rebecca and Arshad to pass on the BME Carers Group.



◆ **Housing questionnaire** — The housing questionnaire is now complete but no returns were received from the BME community. Arshad will be visiting people at home to find out why.



◆ **Advocacy needs of the BME community — Your Voice Wakefield** — The report should be finished by the end of March 2010.



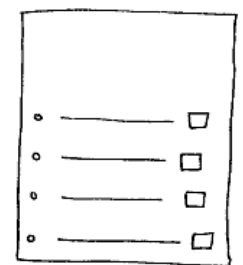
Don had a standard reply from the MP about lack of English training courses for the BME community as language is one of the main problems. Arshad agreed to meet with Don to discuss the possibility of a BME carer going with Don to meet the MP and discuss this further.



◆ **Engaging service users from the BME community** — Scott went to the conference in London run by Pavilion about engaging service users from the BME community. We will ask him for feedback at the next meeting.



◆ **Terms of reference and membership of the group** — The closing date for the Development Workers in the Primary Care Trust was 07 February. Short listing will take place soon.



Sara invited someone from Hillcrest Residential Home and Millennium Care Services to join the group. She will contact them again to find out why they didn't come.

4. Update on Delivery Plan

The group read through the Delivery Plan. Other comments as follows.

1.2 To have a BME carer on the Partnership Board — Gaynor knows a family carer that may be interested. They look after one person who has a learning disability and one person who



is sensory impaired. Gaynor will speak to Arshad about this after the meeting.

1.2 To have a BME carer on the Partnership Board — Rebecca is going to the BME carers meeting next week to try and raise interest in the Partnership Board.

2.2 To develop a guidance document for consultation with BME communities — Nabeela thinks there are a couple of things ongoing but isn't sure. Sara will check with Nicci Pearce in Public Information and Access to see what is happening.

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 course remaining for Carers Wakefield and District which will take place in March.

5.2 To identify other training courses required on other cultures — The CTLD's identified awareness training around Polish culture.

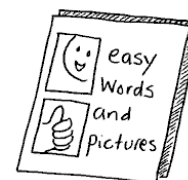
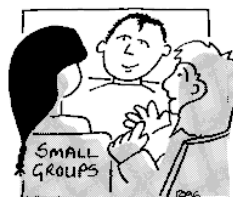
Gaynor will identify gaps for Alternative Care Staff.

6 To improve engagement with communities not accessing services, including travellers, economic migrants and asylum seekers and refugees. We will discuss this in another meeting.

7.2 To develop guidelines for services on producing future publications — Sara will check with Public Information and Access to see if something has already been put together.

8.2 To establish regular community events/drop-ins — Arshad will be attending regular asylum seeker and PCT drop in events and he will also make the Police and other services aware of his post.

10.2 To develop and roll out LD awareness training to faith/voluntary sector leads — The Delivery Group needs to find out what the demand is for LD awareness training.



10.3 To distribute the carers' directory to faith/voluntary sector
— We are still waiting for copies of the directory to be printed.

11 Services to complete equality impact assessments and develop actions to improve the cultural competence of their services — We still have Dimension's assessment to check.

- ◆ Sara will ask Hillcrest and Millennium to send a copy of their assessment for the group to check.
- ◆ Gaynor would need support to complete one for Alternative Care.
- ◆ Carers Wakefield and District will need support to complete one for their service.
- ◆ Don agreed to let Scott know to produce one for Your Voice Wakefield.
- ◆ Rebecca agreed to contact the Contracts department to see if this is or could be included in contracts in the future.



5. Interpreter Training

One of the main actions on the Delivery Plan is around interpreter training and Nabeela agreed to come the meeting to discuss this with the group.

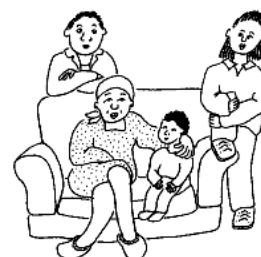
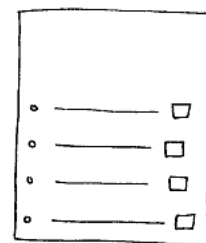
Language Services currently have 50 freelance interpreters that speak 40 languages, which are employed on a sessional basis. They are also employed on a sessional basis by other agencies.

Interpreters are booked through Language Services by Family Services, South West Yorkshire Partnership Foundation Trust and Wakefield District Primary Care Trust.

Providing training is really difficult as Language Services don't have a budget to do this. Even if they manage to find free courses, interpreters wouldn't get paid to do the training so they are unlikely to do it.

The CTLD's try to use the same interpreters for consistency with families. Christine agreed to find out how many CTLD cases use family interpreters instead of an impartial one.

The CTLD Nurses have agreed to provide a 3 hour one off training session.



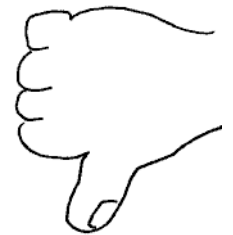
Christine agreed to ask the teams for experiences when using interpreters and Arshad will find out what the gaps are.

The group agreed that learning disability awareness and safeguarding training are really important so Rebecca will put in a bid for some money from the Learning Disability Development Fund to do this.

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.

The group discussed the possibility of stating that Family Services will only use interpreters that have done the training, but decided this could reduce the number of interpreters willing to work with us as they can always find work elsewhere.

Kashif agreed to try and find out if a training model already exists and send it to Rebecca.



6. Workforce Development

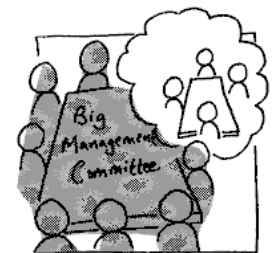
2 of the actions on the Delivery Plan (5.2 and 9.2) are to identify workforce training needs.

Vince Knight is Workforce Development Officer and he will be supporting the Partnership Board and working with the Delivery Groups to identify training needs for Family Services and across the independent and voluntary sector.

So far this group have identified the following.

- ◆ **Islamic awareness** — Arshad has already put a course together and delivered quite a few sessions, but his post is temporary so he will meet with Vince to discuss a long term plan.

Arshad also agreed to deliver the training to independent providers who are working with BME service users. The group agreed that this training should focus on specific issues and be separate from the standard induction package. Vince agreed to meet with Claire Bracewell in Staff Development to discuss including it in the list of training they put together every year.



- ◆ **Polish culture awareness** — Arshad has met with the Polish Forum and along with the CTLD Nurses they are willing to deliver some training sessions. This group's next meeting will be used to trial the training.

The group talked about holding a job fair in Wakefield. Vince also agreed to raise this with Claire and feedback to the group.



7. Learning Disability Development Fund bid

Chairs of the Delivery Groups can now put bids for money from the Learning Disability Development Fund to complete actions on the delivery plans. £160,000 is available and the Partnership Board will be deciding the outcomes at the meeting on 04 March.

Any money that is allocated will have to be spent by the end of the financial year otherwise it will be lost, so we will have to make sure we plan wisely.

Rebecca agreed to put bids together on behalf of the Ethnicity Delivery Group for the following.

- ◆ **Training on Polish culture** — for 6 sessions that will include staff from Carers Wakefield and District, Your Voice Wakefield, Alternative Care, Day Opportunities and the CTLD's. The cost is approximately £200 per session for 15 people.
- ◆ **Interpreter training** — Learning disability awareness and safeguarding training.
- ◆ **Bid in response to the Your Voice report** — Don agreed to send the draft copy of the report to Rebecca. He also agreed to speak to Scott about the possibility of putting in a bid to achieve outcomes from the report.

If anyone can think of any other areas of training please contact Rebecca no later than Friday 19 February.



8. BME Development Worker update

Sermons — The sermon at the Duke of York Street Mosque will take place in March.



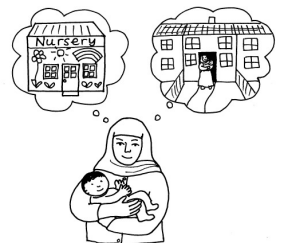
BME Carers Group — The BME Carers Group will be meeting again next week and Rebecca will be going along to raise awareness of the work of the Partnership Board.

Catholic Churches — Arshad is gathering information on where Catholic Churches are in South Elmsall and South Kirkby. He is working with a member of staff in the Primary Care Trust who is already working closely with members of the Polish community.

KIDS — Arshad's role has now extended across children's services so half of the week he will be working for adults and the other he will be working for children's.

KIDS is a signposting service that will cover the gap in information and support for disabled children aged 0 to 8. Children known to Family Services are not all known to the KIDS service so Arshad will be working closely with them to resolve the issue.

A lot more disabled children are coming through services so we could have a lot more family carers involved in the work of the Partnership Board in the future.



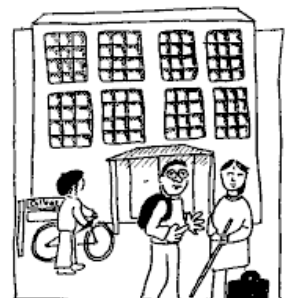
9. Any other business

- ◆ Phil Roberts — Phil told the group that Day Opportunities is currently going through a restructure. The 3 Day Opportunities Managers have been reduced to 2. Unfortunately he has been unsuccessful so this will probably be his last meeting. Either John Wallbank or Sue Bradbury will take his place.

Phil also updated on some of the changes that will be happening.

- ◆ Agbrigg and Belle Vue Community Centre — Day Opportunities will probably be starting in 2/3 months time.
- ◆ St Catherine's Church & St Swithuns — Service users using these bases will move to the Agbrigg and Bell Vue Community Centre.

Phil said goodbye to everyone and said how much he had enjoyed working with the group.



10.

Date of the next meeting

Tuesday 13 April 2010 at 10am in the upstairs meeting room, Grange, View, Annie Street, Outwood, Wakefield, WF1 2PW.

This meeting will be used to trial the Polish culture awareness training.

