

**EQUALITY AND DIVERSITY FORUM  
7PM TUESDAY 10 NOVEMBER 2015  
MR3, CIVIC OFFICES, SUTTON  
DRAFT MINUTES**

**ATTENDEES**

Adrian	Davey	Councillor (Chair)
Holly	Ramsey	Councillor
Debbie	O'Neill	Citizens Advice Bureau (Vice-Chair)
Judy	Okeke	Age UK (Vice-Chair)
Joan	Parker	Sutton Carer's Forum
David	Parker	Sutton Carer's Forum
Frank	Brown	Sutton Centre for Independent Learning and Living
Lorri	Dawson	Refugee and Migrant Network Sutton
Olwen	Stewart	Refugee and Migrant Network Sutton
Eva	Serra	Sutton Uplift
Ben	Allievi	Sutton Fire Station
Chris	Lyons	Safer Sutton Partnership, LBS
Jan	Underhill	Executive Head of Wellbeing, People Services, LBS
Madeline	Barratt	Head of Libraries, Heritage and Arts, LBS
Simon	Breeze	Commissioning and Business Insight Manager, LBS
Jisa	Prasannan	Commissioning and Business Insight Officer, LBS

**1. APOLOGIES FOR ABSENCE AND DECLARATION OF SUBSTITUTES**

Apologies were received from the following members of the Forum.

Callum	Morton	Councillor
Nali	Patel	Councillor
Laura	Netley	The Smart Enterprise (Disability and Skills)
Niall	Bolger	Chief Executive, LBS

The Chair informed the Forum that Niall Bolger was unable to attend as he was unwell, and wished him a speedy recovery. As a result, Item 3 on the Agenda (Equality and Diversity Champions Group) will be deferred.

The Chair informed the Forum that Item 6 on the Agenda would be taken after Item 2, to allow Chris Lyons to leave the meeting once his item had been discussed.

The Chair relayed to the Forum Laura Netley of The Smart Enterprise's decision to leave the Forum as she was unable to commit the time needed. The Chair asked Jisa Prasannan to contact Speak up Sutton to see if they would be interested in joining the Forum to ensure Learning Disability users were represented.

**Action: Jisa Prasannan to contact Speak up Sutton to see if they would be interested in joining the Forum.**

**2. MINUTES (Pages 3 - 10)**

Minutes were confirmed as an official record of events.

**6. HATE CRIME REPORT (Pages 89 - 92)**

Chris Lyons of the Safer Sutton Partnership gave an update on Hate Incidents in the Borough.

The Forum were informed that a successful Hate Crime awareness event took place in Sutton High Street recently. Next year, the aim was to involve the Youth Parliament in order to help attract this age demographic.

Chris Lyons explained that there was an increase in the number of hate incidents reported, in the last quarter. The sanction detection rate (where those accused of crime have been arrested/given a caution) for Sutton was above the current Metropolitan Police Service average.

It was observed that the Stop Hate helpline fills a gap especially around disability hate, which is not readily reported to the Police. One of the reasons for this was that people often didn't view it as a crime.

A question was asked about whether the increase in hate crime was a result of more reporting or more hate crime. The answer to this was not clear and it could be a bit of both.

The Forum discussed why people didn't report hate crime, especially disability hate. It was thought that people may not report straight away, and only after a series of incidents. It was also thought that people may have a fear of reporting, in case it got worse. Also, often with hate crime people know the perpetrator which makes it difficult to report.

A member of the Forum noted that victims could report anonymously and the Police Community Safety unit took victim's vulnerability into consideration when dealing with reports.

The Hate Incidents Update report was noted.

**4. LIBRARIES CONSULTATION (Pages 11 - 88)**

The Chair of the Forum introduced the item, emphasising the community good of libraries and the need to ensure the Libraries Consultation is inclusive.

Jan Underhill, the Executive Head of Wellbeing, provided some background on the consultation and Madeline Barratt, Head of Library Services, provided further details on the consultation process. The reports and appendices in the agenda were taken to the Environment and Neighbourhoods Committee. The Committee approved the recommendation to have a public consultation, which started on 23 October and will finish on 16 December 2015. The report attached to the agenda contains a detailed equality impact assessment. The Service wants to ensure that everyone in the borough is reached. The last libraries survey didn't receive a big response from young people, and the aim is to address this in this survey. The current picture in Sutton is set out in section 4 of the

report. Sutton has 9 libraries and 1 mobile library. There is also the current financial challenges faced by the London Borough of Sutton and local government generally which needs to be taken into consideration. In January 2015, a new Libraries Strategy was launched. There are 4 priorities for the service, set out in section 1.6 of the report. A new head of libraries has been appointed, Madeline Barratt, who is leading the change within library services including a restructure of staff at the manager and service manager level to ensure the right skills are in place to lead the libraries review and deliver the new libraries strategy. The service is also currently seeking capital investment in respect of its IT. The service wants to ensure that staff are skilled on the digital front to deliver on the libraries strategy.

Jan Underhill explained that the consultation was a high level one asking for views on different models of delivery and not specific options. The service needs to do more work around different community models. The service already has good demographic data to support findings from the consultation.

The consultation includes:

- Online survey
- Paper survey
- Random telephone sample
- Open meeting on Saturday 14 November at Sutton Central Library with panel discussion and Q&As and possibly group sessions to explore the community model options

There will be another report going to the Environment and Neighbourhoods Committee on 4 February 2016 with the results of the consultation and further research on the different models and internal efficiencies/modernising delivery.

The Forum asked whether the service had any insight from the consultation response so far?

- The message from residents so far has been clear.
- The consultation was not engaging enough 16-24 year olds, so the service has decided to specifically target this demographic group via the teenage discussion forum at Sutton Central Library.
- There will be an opening meeting on Saturday 14 November to hopefully engage new people. This will start at 10am.
- The service wants the E&D Forum to let them know if they have missed anything and how they could reach more people.

The Forum asked whether the service was constrained by the 1964 Public Libraries and Museum Act mentioned in the report. The service explained that it was not and the Act was in fact quite broad. It is important to understand that Libraries are not just about borrowing books, they are also about the wider context – being of social good for the local community. The service wants to continue to foster the view that Sutton Libraries are a safe social space for all residents. For example, the service wants to improve signage for people with dementia, and take library officers away from their desks and be more accessible, walking around the library with tablets.

Madeline Barratt explained that a new housebound service had started in September and because it was being run on the volunteer model, it could be as big as the demand. The service is therefore able to go into care homes and reach those in sheltered housing.

The Forum asked if the service had given consideration to how people with learning difficulties and/or language barriers could respond to the consultation. The service explained that staff at libraries could help residents to complete the online survey. The Refugee and Migrant Network Sutton offered to distribute paper surveys to their Wednesday morning language group and said they would be happy to also host a focus group if the service would find that helpful.

Age UK offered to ask its users to complete the consultation survey.

The Forum asked how long the survey would take to complete. Simon Breeze confirmed that it would take about 10 minutes but it depends on how much respondents want to write. The Forum were encouraged to ask their users who were completing the survey to also fill out the demographic questions (which were optional) as this would help the service understand who they have and have not reached.

The Chair asked for the service to return to the Forum in March 2016 to share the findings of the consultation.

**Action: The Libraries Service to be invited back to the Equality and Diversity Forum meeting in March 2016 to report on the findings from the consultation and next steps.**

## **5 REFUGEE CRISIS**

The Chair introduced the item by explaining that the Leader has been clear about the London Borough of Sutton's commitment to be ready to help refugees fleeing the warzones we see on the news. The Council has also encouraged Sutton residents to support the Refugee and Migrant Network Sutton (RMNS).

Lorri Dawson and Olwen Stewart from RMNS explained to the Forum that they welcomed Sutton Council's approach and support. They explained that they have had a lot of interest in their organisation since the media attention began in September 2015. Many residents have offered their support. Volunteers offering skills and time can be used at the moment. Donations of things like tents and blankets can't be used yet. At the moment, RMNS were sticking to their core offer for refugees i.e. offering advice and providing English classes. But RMNS does have the ability to provide a wider support offer to refugees. The RMNS asked if the Council could keep RMNS informed of central government's plans.

The Chair explained that like all local authorities, the London Borough of Sutton needed more information from Central Government on the plans to receive Syrian Refugees. The Chair explained that we could only be as prepared as we can be in these circumstances but that as a Borough we needed to maintain this energy around wanting to help.

RMNS mentioned they had written to the local MP seeking clarity on the government response to the Refugee Crisis. However, they had not yet received a response to this letter. Cllr Ramsey explained that she and the Chair could speak to their local MPs about this.

The Chair also mentioned that the Leader of the Council had already taken this issue to a number of national forums.

A member of the Forum asked which parts of the Council would be involved in supporting refugees. The Chair explained the S&R Committee and Full Council were likely to be involved in making decisions. Once the Council receives further details from central government, they will have a better idea of which services will be involved but it is likely to affect the whole authority.

The RMNS explained that although they were a very small organisation, they were ready and waiting to help. The RMNS highlighted that some of the other voluntary sector organisations in the Forum and across the Borough would also have a role to play.

A representative from Sutton Fire Station asked RMNS whether refugees would be given information on how to summon emergency services as many countries don't have dedicated emergency services especially Fire Services. RMNS confirmed that those who access their courses are told but not all refugees and migrants in Sutton access their courses. Sutton Fire Station offered to put together an induction pack for RMNS as the Borough Commander was happy to help.

The Chair suggested that this should be matched with information from London Ambulance Service and the Met Police.

**Action: Officers supporting the Equality and Diversity Forum to get in contact with London Ambulance Service and the Met Police to ask if they can match the offer from Sutton Fire Station and if so, to put them in touch with the RMNS.**

## 7 UPDATES

A representative from the Black and Minority Ethnic Forum was not present to provide an update. However, the Chair expressed a big thank you on behalf of the Forum to Joseph Jeffers and the BME Forum for the activities that took place over Black History Month in October. The Chair explained that Black History Month highlights the contributions Africa and African peoples make to the economic, social and political landscape of London and the wider UK. It takes place in October each year.

Eva Serra was asked to talk about Sutton Uplift, a new service for Sutton. Cllr Davey declared a non-pecuniary interest in respect of this item as he was the Joint Commissioning Manager for Mental Health at Sutton CCG.

Eva Serra explained that Sutton Uplift provided support for a full range of wellbeing needs. The service went well beyond just providing psychological therapies. The service is a partnership between South West London and St George's mental Health NHS Trust and local voluntary sector organisations (Age UK Sutton, Off the Record, Sutton Carers Centre, Imagine and Carerstrust). The service launched on 1 July 2015 so it is still early days. The launch was well attended.

The Forum were encouraged to visit the [Sutton Uplift website](#) to find out more and some leaflets were distributed, attached as an **appendix** to these minutes.

The Chair confirmed that Sutton Uplift will become a permanent member of the Equality and Diversity Forum.

## 8 EVENTS

Simon Breeze, Commissioning and Business Insight Manager provided an update on Holocaust Memorial Day Planning.

- This year's event will take place on Wednesday 27 January.
- The planning has linked in with the national Holocaust Memorial Day organisation.
- The Theme this year is 'Don't stand by.'
- The Council were looking to invite various Sutton schools to the event (students from grade 10).
- A Holocaust survivor will talk at the event.
- Students will be asked to produce art work based around the theme.
- As Holocaust Memorial Day is also about remembering other genocides which have taken place, it is important to try and have representatives from other faith groups present at the event.

A member of the Forum suggested promoting Stop Hate at the Holocaust Memorial Day event.

**Action: Simon Breeze to circulate Sutton HMD agenda to the E quality and Diversity Forum once it is ready.**

Simon Breeze also updated the Forum on Bi-Visibility day which took place on 21 September 2015. The purpose of the day is to get people thinking about bisexuality issues, bring down barriers that bisexual people face and celebrate the bisexual community. The Council promoted and participated in the Big Bi Tweet.

The Chair reminded the Equality and Diversity Forum of the E&D events calendar on Sutton's website which lists international and national events and key dates. Members of the Forum can have local events added to the calendar by contacting [equalities@sutton.gov.uk](mailto:equalities@sutton.gov.uk).

Judy Okeke from Age UK mentioned the Imagine Arts Festival in Sutton had finished and Age UK Sutton had taken part. There would be a video going up on the [Age UK Sutton website](#) with lots of work from festival.

Lorri Dawson from RMNS asked for their recently published [annual report](#) to be shared with the Forum.

---

Meeting finished at 8.20pm

The next meeting of the Equality and Diversity Forum is scheduled for Tuesday 1 March 2016.