ATTENDEES

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<tr>
<th>Name</th>
<th>Position/Title</th>
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<tr>
<td>Adrian</td>
<td>Davey Councillor (Chair)</td>
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<td>Holly</td>
<td>Ramsey Councillor</td>
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<td>Pathumal</td>
<td>Ali Councillor</td>
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<tr>
<td>Frank</td>
<td>Brown Sutton Centre for Independent Learning and Living</td>
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<tr>
<td>Lorri</td>
<td>Dawson Refugee and Migrant Network Sutton</td>
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<td>Rev David</td>
<td>Dickinson Ecumenical Borough Deans</td>
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<tr>
<td>Razia</td>
<td>Sattar Sutton CVS and BME Forum</td>
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<tr>
<td>Faridah</td>
<td>Mugimba Kakyama Sutton Black History Group</td>
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<td>Meddie</td>
<td>Kakyama Mayanja Sutton Black History Group</td>
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<tr>
<td>Niall</td>
<td>Bolger Chief Executive, LBS</td>
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<tr>
<td>Keith</td>
<td>Fraser Principal Planner, Environment, Housing and Regeneration, LBS</td>
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<tr>
<td>Patrick</td>
<td>Whitter Senior Research Officer, Environment, Housing and Regeneration, LBS</td>
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<tr>
<td>Chris</td>
<td>Lyons Community Safety Manager, Safer Sutton Partnership, LBS</td>
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<tr>
<td>Jan</td>
<td>Underhill Executive Head of Wellbeing, People Services, LBS</td>
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<tr>
<td>Madeline</td>
<td>Barratt Head of Libraries, Heritage and Arts, LBS</td>
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<tr>
<td>Sam</td>
<td>Barker Head of Commissioning Support, LBS</td>
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<tr>
<td>Jisa</td>
<td>Prasannan Commissioning and Business Insight Officer, LBS</td>
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1. APOLOGIES FOR ABSENCE AND DECLARATION OF SUBSTITUTES

Apologies were received from the following members of the Forum.

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<tr>
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<tr>
<td>Callum</td>
<td>Morton Councillor</td>
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<td>Nali</td>
<td>Patel Councillor</td>
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<tr>
<td>Hanna</td>
<td>Zuchowska Councillor</td>
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<tr>
<td>Debbie</td>
<td>O’Neill Citizens Advice Bureau (Vice-Chair)</td>
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<tr>
<td>Judy</td>
<td>Okeke Age UK (Vice-Chair)</td>
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<tr>
<td>Eva</td>
<td>Serra Sutton Uplift</td>
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<td>Stephen</td>
<td>Hawkins Sutton Vision</td>
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The Chair informed the Forum that Stephen Hawkins (Sutton Vision) was retiring shortly and wanted to give his thanks to Stephen for his contribution to the Equality and Diversity Forum. The Chair also informed the Forum that Victoria Lawson had left the London Borough of Sutton. The Chair thanked Victoria for all her hard work supporting equality and diversity and for implementing initiatives such as the Integrated Impact Assessments across the Council.
2. **MINUTES (Pages 1 - 10)**

It was noted and agreed that the minutes should be amended to record that the Rev David Dickinson had given his apologies for the meeting on 10 November 2015.

Taking into account this one change, the minutes were confirmed as an official record of events.

The Chair asked if there were any additional updates from Forum members that needed to be added to the agenda. A member of the Forum asked if there could be an update given on the Council’s position on Syrian refugees. The Chair responded to confirm that the Council’s position remained the same as that discussed on 10 November 2015, and that the Council were continuing to wait for further guidance on the issue from Central Government.

3. **NIA LL BOLGER ON THE EQUALITY AND DIVERSITY CHAMPIONS GROUP (DEFERRED FROM NOVEMBER 2015 FORUM MEETING)**

Niall Bolger, Chief Executive, London Borough of Sutton, gave his apologies for being unable to attend the last meeting.

The Chief Executive explained that the London Borough of Sutton’s approach to equality and diversity was to ensure it was at the centre of everything the borough did. The Chief Executive informed the Forum that he chaired the Equality Champions Group (ECG) which had representation from colleagues’ right across the Council and could therefore steer the Council’s approach to equality and diversity. The ECG helped the Council ensure it was achieving the equality duty under the Act and that the Council was mainstreaming equality and diversity in service delivery, strategies and policies. An example of this was Sutton’s delivery of Integrated Impact Assessments (IIAs) to assess the impact of change. IIAs have been used extensively in the Sutton’s Future Programme which has consulted on proposed major changes to Council services.

The Chief Executive explained that over the past year, the ECG has focused on a number of key priorities. This has included agreeing to the updated Access to Information Policy, which gives officers guidance on translation and interpretation services to ensure consistency across the Council. The ECG has considered the updated Workforce Equalities data, supported the LGBT Staff Network to engage with the senior leadership of the Council, and made a commitment to Cumulative Integrated Impact Assessments, which went to the Strategy and Resources Committee.

The Chief Executive highlighted a number of potential areas for discussion on future working between the ECG and the Equality and Diversity Forum.

- Is there anything we are not currently doing which would improve our work on equality and diversity?
- How would the Equality and Diversity Forum like to be involved in the major piece of work around Sutton’s Local Plan?
- How can the Forum feed more into the Council and back out again to the Forum’s wider networks?
- We have an equality framework, would the Forum be interested in becoming mystery shoppers or test our policies and processes to provide feedback?
Are there other groups who should be encouraged to be part of the Forum?

The Chair of the Forum noted that even though the Forum is not a formal decision making Committee of the Council, it has managed to have major Council decisions presented to it before and after decisions are taken, to be able to feed into these decisions and their implementation. Libraries, Sutton Gateway and the Gypsy and Traveller Policies are just a few examples of where this has been achieved.

The Chief Executive supported this approach but also highlighted the opportunity for the Forum to engage with day to day activities, beyond the Forum’s scheduled quarterly meetings. The Council needs to be continually improving its approach to equality and diversity and feedback from the Forum could help with this. The Local Plan is a good example. It is being developed iteratively and being consulted on. There were plenty of opportunities as part of this consultation for the Forum to feedback to the Council.

A member of the Forum noted that it would be useful to have more frequent communication in between Forum meetings in order to keep the conversation going and to distribute information to the Forum.

Another member of the Forum highlighted concerns around the provision of care and support for disabled children from approximately 14 – 20 years of age. The provision for younger children was good, but for older children and young people provision was more difficult to find. The Chief Executive noted that this has been perennial issue and that the People Directorate was very much focused on this transition. There was a difference in service provision for these age groups, with there being increased choice for individuals in adult services when compared to children’s services.

The Chief Executive noted that the younger generation was definitely a demographic we needed to engage with more, particularly on issues like the Local Plan which would impact future generations to come.

A member of the Forum noted that the Local Plan was a big document and its various sections needed to be targeted at specific communities which may be impacted, to better engage residents in the consultation. Another member of the Forum noted that individuals as well as communities needed to be targeted as some individuals were not part of communities and felt disenfranchised.

The Chief Executive noted that as part of the consultation on the Local Plan, there would be a number of events in different areas to target a wide range of residents. In addition, part of the role of the Forum was to ensure we were reaching our communities and individuals and not missing people. Sutton has had projects to tackle social isolation, it is a big challenge, but not one we should be afraid to take on.

The Chair noted that this should not be a one-off item on the agenda and highlighted the continued need for the Forum to engage with the ECG and vice versa, to continue this conversation.

7. **BME FORUM UPDATE**

The Chair bought forward the second update under item 7 as the presenter had to leave early.
Razia Sattar from Sutton CVS explained that Sutton CVS has taken over responsibility for the BME Forum following the closure of Sutton Centre for Equalities. The purpose of the Forum was to give a voice to the Black and Minority Ethnic communities of Sutton by bringing together these Communities and those that work with them to explore how to influence decision making in the borough. There would be two Forum meetings per year, the first taking place on Thursday 10 March 2016 at 9.30am – 1pm at Grafners Community Centre. In between these meetings, the focus would be on capacity building and understanding need. Razia explained she would be able to take feedback between the BME Forum and the Equality and Diversity Forum. Forum members were invited to attend the BME Forum meeting and extend the invite to those who may be interested, and to RSVP to the details on the flyer which were distributed (attached as Appendix A).

A member of the Forum asked how the BME Forum intended to influence decisions given BME included a wide range of different communities. Razia explained that this was the work currently being done to understand who these communities were and what their specific needs were.

**Action:** Razia Sattar, Sutton CVS to be asked to give an update on the BME Forum meeting at the next Equality and Diversity Forum meeting on 10 May 2016.

### 4. CONSULTATION ON SUTTON 2031 (Pages 11-20)

Keith Fraser, Principal Planner, London Borough of Sutton acknowledged that the Local Plan and associated documents were large, so wanted to give a high level overview and then hone in on specific areas of potential interest to the Forum. The presentation given is attached at Appendix B.

**Key points to note from the presentation:**

- The Local Plan is what we want the borough to look like in 10-15 years’ time and how this can be delivered. The Plan will provide the basis for determining future planning applications so is very important.
- Key priorities for the borough include: accommodating more housing required by the mayor, provide for more jobs, and protect what’s important to local residents.
- The plan is currently at the issues and options stage. Following consultation, decisions will be made on what sites should continue to be in the plan. The response to the consultation would be reported to the Housing, Economy and Business Committee in June 2016. A draft plan will be produced in the summer and consulted on again in autumn 2016. It will then go to an inspector who will consider whether it is workable.
- There are three documents being currently consulted on. The Local Plan is statutory. The London Cancer Hub development framework supports and informs the Local Plan. The Sutton Town Centre Masterplan has been developed by consultants on behalf of the authority and will also inform the Local Plan. There is also a sustainability assessment which includes an equality impact assessment.
- Questions/scenarios being considered are: how much growth in terms of housing, employment, schools, offices and retail and where should this growth be located?
- The London Cancer Hub would be a longer term project, it is envisaged to become one of the top centres for cancer research in the world and would be located on the old Sutton Hospital Site which could have specialist/technology links to a new secondary school proposed at the northern end of the former Sutton hospital site.
The Sutton Town Centre Master Plan proposals include more housing, retail space and offices, a tramlink extension to the town centre and improving the public realm. Immediate, medium and long term strategic projects have been suggested.

Housing: issues to be considered are how much development by private developers and how much should be affordable housing? The % of affordable housing needs to be viable for developers. Consideration also needs to be given to the government’s initiative on starter homes and its impact on affordable housing.

Housing standards include a focus on larger market homes and smaller affordable homes. 50% of properties should be 3 bed or more. Recent changes in building regulations in respect of accessibility also need to be considered, Sutton’s proposals are above minimum recommended government standards.

Housing for the elderly: there have been changes in trends in how the elderly are accommodated. Sutton’s proposals are to not promote the creation of new care homes unless they meet a specific purpose currently not available in the borough.

Gypsy & Traveller sites: proposal is to safeguard existing two sites and consider creation of a new site in the borough, with two possible locations identified. There is work being done by central government regarding the definition of gypsies and travellers.

Education: proposals for new primary and secondary schools in the borough. The consultation was asking for feedback on potential locations.

Health & wellbeing: we have limited control over this.

Transport: consulting on parking, public transport and tramlink.

A member of the Forum asked how far the green element would be taken into account in the building of new homes. Patrick Whitter explained that, following the Government’s Housing Standards Review, the withdrawal of the Code for Sustainable Homes and the abandonment of the national target to ensure that all new homes achieve ‘zero carbon’ by 2016, the Deregulation Act 2015 makes it much more difficult in practice for Local Plans to require energy/CO2 standards over and above the minimum requirements of the Building Regulations. This means that the Council is no longer in a position to adopt planning policies which require new homes to deliver CO2 reduction standards over and above the minimum level which previously applied at Code level 4 (equivalent to a 19% reduction in CO2 emissions compared to the current 2013 Building Regulations.) We are also no longer able to retain the Council’s planning existing policies which require all new residential developments within Hackbridge to achieve ‘zero carbon’ standards in line with the One Planet Sutton Vision. However it should be noted that the London Plan 2015, which in actual fact forms part of the development plan for the borough, has retained its long standing policy requirement for all residential developments to achieve a 35% reduction. There is a possibility that the Draft Submission Plan may eventually propose to retain this higher standard in spite of the recent changes to Government policy.

A member of the Forum asked for clarification on whether affordable housing included social housing. Keith Fraser confirmed that affordable housing did include social rent and shared ownership. The government were trying to bring in starter homes into the category of affordable homes and placing the duty on local authorities to make provision for starter homes.

A Forum member asked whether there was mention in the Plan of what it meant for different localities within the borough. Keith Fraser explained that it did and the consultation events taking place in different localities will focus on issues pertinent to that local area.
A member of the Forum noted that the delivery of the Local Plan depended on lots of different statutory organisations e.g. central government, Transport for London etc. and asked how the Authority would deal with this? It was explained that the Council had already consulted with key partners and would continue to have regular meetings with them and would together do their best to deliver the Local Plan.

Action: Forum members were asked to spread the message to their contacts to engage with the Sutton 2031 consultation.

Action: Forum members requested that the presentation be circulated to members and be attached to the minutes of the meeting.

Action: Keith Fraser was asked to speak to Razia Sattar about engaging with the BME Forum and perhaps attending the next Forum meeting to talk about the Local Plan.

5. UPDATE ON SUTTON’S LIBRARIES CONSULTATION (Pages 21-25)
Jan Underhill, the Executive Head of Wellbeing provided an update on the Sutton Libraries Consultation.

Residents engaged with the consultation in three main ways: hard copy surveys, online surveys, and telephone survey. The service worked hard to reach traditionally hard to reach groups such as 16-24 year olds by particularly targeting these groups using the telephone survey. Around 3,000 people took part and gave their views – this is a very good response rate.

Overall, people thought that the council leading with involvement from volunteers and community groups was the preferred model. The least popular option was outsourcing. There was overall support for closing Beddington Library and stopping the Mobile Library. There was also support for sharing with another Council, so this will be kept under review. Do nothing was not an option because of the savings needed. Given the state of change in library services in other areas, the changes going ahead in Sutton were on a much smaller scale. The Committee decision to go ahead with these changes will be implemented over the next 12 months. There will also be a review of service delivery and work done to develop two pilots for a community volunteering model. Pilots will take place in two areas with different needs and a year will be spent setting it up properly.

A member of the Forum asked about impact assessments done to inform the decision on the future of Sutton’s Libraries. It was agreed that this would be circulated by email to the Forum.

A member of the Forum asked for a breakdown of demographics of respondees to the consultation e.g. by area. It was agreed that the report which went to the Environment and Neighbourhood Committee which contained this type of detailed information would be circulated to the Committee.

A member of the Forum asked about the reason for the telephone survey. The Head of Commissioning Support, Sam Barker, explained the main purpose was to engage with harder to reach groups and non-library users who were less likely to respond to the consultation. During the consultation, data on location and standard equality and diversity information was also collected from responders. Jan Underhill added that the Library Service would work with Volunteer Centre Sutton to ensure volunteers in the pilots were representative of the communities they served and would look at creative ways to recruit volunteers. There was a lot of preparation to do first including
writing JDs and developing a volunteer training plan. The national libraries task force had developed a toolkit for library volunteers which was due to be published soon and would provide a useful point of reference.

A member of the Forum asked whether the friends of libraries was a good starting point for volunteers. It was agreed they were a starting point but the service wanted to also attract a wider mix of people as well.

The Chair suggested it would be useful to review progress in a year’s time.

**Action:** The Integrated Impact Assessment for the decision on the future of Sutton’s libraries to be circulated to the Forum by email.

**Action:** The report to the Environment and Neighbourhood Committee on the future of Sutton’s Libraries to be circulated to the Forum.

**Action:** An update on Sutton’s Libraries to return to the Forum in one year’s time.

6 HATE CRIME REPORT

Chris Lyons, Community Safety Manager provided an update on Hate Crime in the borough.

There has been an increase in hate crime reporting in the borough this year. This is a continuing trend especially for race hate crime and disability hate crime. In March, Safer Sutton Partnership are planning to set up an initiative with people with learning difficulties to increase understanding of hate crime and how to report it. Reporting from under 25s is low. MOPAC have created an app for reporting and the Safer Sutton Partnership are promoting it e.g. through the Safer Neighbourhoods newsletters and by including it on the team’s email signatures.

Sutton has a 31% sanction detection rate, where offences reported result in a sanction. This is higher than the national average.

Islamophobia has increased in London. The rate of incidents in Sutton is relatively low, but an increase has been seen in the neighbouring borough of Merton. This is something the Community Safety Partnership will keep a close eye on. A member of the Forum asked what they, the Police and the Council could do to work with our local Islamic communities to increase reporting and awareness of hate crime, and to combat negative media reporting. Chris Lyons explained that the Council’s narrative was really important. The prevent agenda was also referenced, an initiative by the Council and statutory parties to curb extremism across the whole spectrum from the far right to the far left. There could also be continued training and awareness raising of hate crime and prevention across the Council, social work, and education. The Forum noted that some of this needed to be led by the Community itself in partnership with the Police.

A member of the Forum asked how the police was helping to build community cohesion. Chris Lyons explained that work had been done by the Community Safety Partnership and partners to map out faith organisations in the borough to reach out to them, but that this important work needed to continue systematically.
A member of the Forum asked whether actions taken against one group by another from the same religion was considered to be hate crime and whether these types of crime were being reported. It was confirmed that this could be recorded as hate crime but the stats would not show that the crime involved two groups from the same religion. Chris Lyons agreed to take this away and look at it.

A member of the Forum asked whether the police were misunderstanding certain cultural behaviours as hate crime. It was confirmed that there had been a couple of examples of this, but it had been teased out during the process of reporting.

7 UPDATES

Sam Barker, Head of Commission Support, provided an update on the results of the London Borough of Sutton’s workplace equality index submission to Stonewall. This was the first year the Council participated in the index. The top 100 organisations are published, Sutton was not in this group. There were a number of positives noted by Stonewall’s assessment including the LGBT staff network and staff engagement. The Council did not score as highly on other areas such as policies – which are being re-written. An action plan will be developed based on feedback from Stonewall. The Equality Champions Group will own this action plan.

A member of the Forum asked whether there were any local authorities in the top 100. It was confirmed that there were 14 and the top local authority was Leicester County Council at 7th place.

8 EVENTS

Jisa Prasannan, Commissioning and Business Insight Officer provided an update on recent events.

Holocaust Memorial Day
On Wednesday 27th January, the London Borough of Sutton marked Holocaust Memorial Day with a memorial event at Sutton Grammar School. The event was attended by approximately 200 Sutton residents and school students. The theme to reflect on this year was Don’t Stand By. We were very fortunate to have Mrs Eve Gill as the keynote speaker for the event; Mrs Gill is a survivor of the Holocaust, who shared her own experience of fleeing Nazi persecution in Austria. Councillor Adrian Davey introduced a selection of creative artwork by Sutton school students, which was exhibited at the event and afterwards at the Europa Gallery. Several Sutton Grammar Students gave presentations about the Holocaust and subsequent genocides, highlighting the theme ‘Don’t Stand By’. The event was concluded with a memorial prayer and minute of silence by Rabbi Shmuli Sagal from Sutton & District Synagogue.

LGBT History Month
An LGBT film festival was held in Sutton to celebrate LGBT (Lesbian, Gay, Bisexual and Transgender) History Month. This year’s theme of Religion, Belief and Philosophy was covered by a series of LGBT-themed films being shown at Sutton Central Library on Thursday evenings in February. The films portrayed the lives of LGBT individuals from different religious, philosophical and cultural perspectives through comedy, drama and documentary. Sutton’s LGBT Youth Group also showed its support for the history month and there was a Sunday LGBT brunch on 14 February in the borough.

The Chair extended thanks to Madeleine Neill and all those involved in the preparations to mark Holocaust Memorial Day.

A member of the Forum asked what the Council was doing to mark International Women’s Day. The Forum were informed information would be circulated on this after the meeting.
Action: Information on what the Council were doing to mark International Women’s Day to be circulated to the Forum.

Meeting finished at 9.10pm

The next meeting of the Equality and Diversity Forum is scheduled for Tuesday 10 May 2016.
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