



WEST NORFOLK DIVERSE COMMUNITY FORUM

Minutes of a meeting of the West Norfolk Diverse Community Forum Held on Tuesday 13th November 2007 at 9.30am in The Council Chamber, Town Hall, Kings Lynn

Present:

- Heather Farley (Chair)- West Norfolk Voluntary and Community Action
- David Harwood - Borough Council of Kings Lynn and West Norfolk
- Everjoice Makuve - Norfolk Sexual Health Unit
- Daisy Line - West Norfolk Voluntary and Community Action
- Mick Farley - Julian Housing
- Pat Kavanagh - Norfolk Constabulary
- Kwai Li - West Norfolk & District Chinese Association
- David Bailey - Fenland District Council
- Louise Heinemann - KLARS
- Julie Whisker - Job Centre Plus
- Vicky Mitchell - Sexual Health Promotion & HIV Prevention Team

Supported by:

- Sarah Dennis - Democratic Services Officer
- Martin Slater - Partnership Delivery Officer

Apologies for absence were received from:

- Jenny Walker - Adult Education
- Linda Tree - Library Service
- Ray Boateng - Adult Social Services
- Pa Musa Jorbateh - MENTER
- Brian Pursglove - Freebridge Community Housing
- Chris Lindley - Churches Together

		Action
1	<p>Introductions and Apologies for Absence</p> <p>Members of the Forum introduced themselves.</p> <p>Apologies were as noted above.</p>	
2	<p>Minutes of the Previous Meeting</p>	

	The Chair pointed out her apologies had not been noted.	SD
3	<p>Matters Arising</p> <p>Daisy Line explained she had attended a meeting to discuss the issues surrounding child protection and highlighted a short training course due to take place in December for local health and social care practitioners.</p> <p>Daisy would circulate details.</p> <p>David Harwood had spoken to Sue Gee concerning the Norfolk wide Diversity Group and an event was planned for January 2008. Louise Heinemann had not been included on recent mailings.</p> <p>David would circulate details.</p> <p>Pat Kavanagh reported that he would be working with the Anglia Ruskin University as they had requested an accurate picture of migrant workers in Norfolk. Daisy Line reported that the County Community Cohesion Strategy Group were leading on putting the strategy together and there would be two new posts that would be putting together clear procedures for the counting of migrant workers.</p> <p>David Bailey explained that there was now a greater focus on outcomes, not just the numbers involved. If funding was required this evidence would need to be obtained. Martin Slater reported that all partners were encouraged to share information. He noted that the consultation document prepared for the Queen Elizabeth Hospital Foundation Trust Status did not offer translations into any Eastern European languages. The Chair highlighted the importance of liaising with Vince Muspratt to see whether any IIC funding was available.</p> <p><u>Hate Crime Statistics</u></p> <p>Pat Kavanagh reported that he had made a formal request to Ian Hudson, the Crime and Disorder Reduction Partnership (CDRP) analyst outlining the data required. The data could not be extrapolated electronically before September 2006 as it had been manually recorded. He would map hate incidents to identify crime hot spots.</p> <p><u>Co Worker for Crime and Related Incidents</u></p> <p>Pat Kavanagh explained this had been a scoping exercise and had arisen from the joint working with Breckland District Council. All staff would be trained in what constituted a hate crime and a co worker would be funded.</p>	<p>DL/SD</p> <p>DH/SD</p>
4	<p>Community Cohesion Action Plan & IDeA Migration Programme</p> <p>Martin Slater reported that a bid had been made to the IDeA Migration</p>	

	<p>Excellence Programme which had been successful. There would be £17,000 worth of support and advice available. A meeting had been held with the IDeA representatives along with various agencies. Assistance had been requested with the cohesion strategy as well as calculating numbers of migrant workers. There were 11 programmes running nationally.</p> <p>Daisy Line explained that the IDeA have explored details of local issues at their first workshop and they would tailor a programme of support. There would also be the opportunity to visit locations where best practice existed. Martin also noted that a recognition from the IDeA that challenges existed in the Borough would also assist in levering in other support. Louise Heinemann expressed an interest in being involved in these discussions as the work would overlap with that of KLARS.</p> <p>The Chair reported that Churches Together had been doing some work on this also and read the following statement sent by Churches Together:</p> <p>‘Churches Together in Kings Lynn will issue a newsletter in December to inform people of the racism experienced by many migrant workers in West Norfolk and pointing out Christ’s command to love our neighbours. We will call for prayers in all Churches over the Christmas period for migrant workers and ask people to reach out to them wherever possible. We hope that this Newsletter will be distributed in most West Norfolk Churches. Also the Thought for the Week in the Christmas edition of The Citizen will be on this theme’.</p>	
<p>5</p>	<p>Updates</p> <p><u>Welcome Pack</u></p> <p>Daisy Line reported that the last of the focus groups had taken place that day. The Pack would soon be ready to print. An ‘infomercial’ would be recorded and broadcast about volunteering in Lithuanian, Russian, Portuguese and English. Wayland Community Radio would be helping volunteers with coaching and the technical recording and development of the downloads.</p> <p>In response to a question from Louise Heinemann regarding results of the bid for an audio version of the Pack, Martin Slater reported that he had been expecting to hear the previous week. The Chair explained the Pack would be launched in time for the Partnership Annual Forum and questioned whether there was a distribution plan for the Pack. Daisy explained after the Forum there would be a clearer understanding of where the Pack would be required. Information from the original distribution would be consulted.</p> <p>Kwai Li suggested that the Pack could contain each language with a corresponding page in English in order that users of the Pack could learn English. Everjoice Makuve supported this view. Louise Heinemann</p>	

<p>explained that if a non English speaker took their Pack to an agency and wanted assistance, it would prove difficult to assist them without having an English translation alongside.</p> <p>Louise Heinemann suggested that Parent Liaison Officers would find the Pack useful and a list of distribution points for the Pack would be very helpful.</p> <p>In response to a question from Everjoice Makuve regarding representation of other nationalities with whom to consult, Daisy Line explained that there were informal networks in existence. Everjoice explained it may prove useful to know who these groups were in order that they could inform the Forum, although Louise explained that it was often difficult for them to be involved as many of them were in full time work.</p> <p>In response to a question from Julie Whisker regarding the languages used for the Pack, Daisy Line explained the Pack would be in Russian, Lithuanian, European Portuguese, Latvian, English and Polish.</p> <p>It was AGREED that:</p> <p>1) Any requests for the Pack to be distributed to Safer Neighbourhood Teams to be sent formally to Pat Kavanagh who would distribute to the Teams</p> <p>2) Daisy Line to circulate the list of distribution points for the Pack to Forum members</p> <p>3) Kwai Li to distribute any previous edition Packs not utilised to the Chinese community.</p> <p><u>County Migrant Workers Forum</u> Louise Heinemann had been unable to attend the last meeting and reported that the next meeting would be in January 2008.</p> <p>It was AGREED that:</p> <p>Louise Heinemann to contact Sue Gee for an update regarding the County Migrant Workers Forum.</p> <p><u>Regional Multi Agency Chairs Forum</u> David Harwood reported that the meeting had been concise and he had prepared a briefing note to be circulated. David reported that the work of KLARS was held in high regard and expressed thanks to Louise for her work. In response to a question from Louise Heinemann regarding an update for the Rosmini Centre in Wisbech, David Bailey reported that this would form part of the Investing in Communities (IIC) programme.</p> <p>It was AGREED that:</p>	<p>ALL</p> <p>DL/SD</p> <p>KL</p> <p>LH</p>
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	<p>The update from the meeting to be circulated with the minutes.</p> <p><u>Sustainable Community Strategy</u> Martin Slater reported that the SCS would be formally signed off at the Partnership Annual Forum in December. He outlined the new Performance Framework for Local Authorities and explained the need to link this to the SCS. There were 198 indicators in total. Martin highlighted a sample of indicators that would prove relevant to the Diverse Community Forum.</p> <p>It was AGREED that:</p> <p>1) Performance Framework Indicators relevant to the Diverse Community Forum to be circulated to the group with the minutes</p> <p>2) Any comments regarding the indicators to be fed back to Martin Slater.</p>	<p>SD</p> <p>MS/SD</p> <p>ALL</p>
<p>6</p>	<p>Food Fortnight</p> <p>Martin Slater reported this had been a very successful event and there had been several articles in the press praising the event. BBC Voices had also been at the event. The Around the World in 80 Dishes event was very much about community cohesion. Martin explained a formal evaluation of the event would take place, which would then be taken to the Management Group in order that they could discuss frequency of the event, or indeed whether to run the event next year. The Chair explained the Management Group could consider the views of the Forum in determining whether to hold the event next year. Kwai Li reported that it would be preferable to hold the event annually, a view that was supported by Louise Heinemann.</p> <p>Pat Kavanagh reported that the staff at Lynnsport had been extremely helpful and professional and had worked very hard in preparing for the event. Martin explained that Gill Daniels, Food Fortnight Coordinator would be feeding this back to the Head of Leisure and Public Space.</p> <p>The Chair noted that there was potential for Food Fortnight to be as widely recognised as the Kings Lynn Festival.</p> <p>It was AGREED that:</p> <p>1) Discussions to be held with Gill Daniels to consider forming a sub group, made up of attendees from the Around the World in 80 Dishes event, to inform the Diverse Community Forum</p> <p>2) Formal evaluation of the event to be brought to the Diverse Community Forum in January 2008.</p>	<p>DL</p> <p>MS</p>

7	<p>Hate Crime Statistics</p> <p>This item had been covered in item 3 – Matters Arising.</p>	
8	<p>Any Other Business</p> <p><u>Input from Paul Smith, Senior Housing Officer</u> Daisy Line reported that a presentation from Paul Smith regarding homelessness amongst migrant workers would prove useful at the next meeting of the Forum. Mick Farley supported this view. Martin Slater explained that the results of the BME Survey had been circulated to the Forum members although Louise Heinemann explained this was based on the 2001 census. There was discussion around the type of information the Forum required from the Housing department.</p> <p>It was AGREED that:</p> <p>1) Any specific request for information from the Housing Officer to be emailed to Sarah Dennis for consideration in the presentation</p> <p>2) The Housing Allocations Officer be invited to attend the next meeting also.</p> <p><u>Norfolk Constabulary Liaison Officers</u> Pat Kavanagh reported that there was a pilot training programme for four gay liaison officers as they were under-represented in Kings Lynn. Pat would be managing the training programme which would take place over the next 12 to 18 months.</p> <p><u>ESOL</u> Pat Kavanagh reported that he was attempting to set up some ESOL courses in local community centres although further details regarding costs and numbers of attendees were required. The Head of Key Skills had been attempting to get people to apply for ESOL courses but several were not eligible for free education. There was a considerable amount of Government legislation that prevented people from attending the courses. Pat reported he was working with Daisy Line, Louise Heinemann and Martin Slater to assist in setting up the courses. Kwai Li reported that a number of clients would have liked to join the classes although working hours and the need to pay for some of the courses had prevented them from enrolling.</p> <p>In response to a question from Vicky Mitchell regarding provision of ESOL courses along with other information sessions, Pat Kavanagh reported that the courses were not intended to be for conversational English, but linked to the need to obtain specific services.</p> <p>It was AGREED that:</p>	<p>ALL</p> <p>SD/HF</p>

	<p>Forum members to contact Pat Kavanagh directly if further information regarding ESOL courses is required.</p> <p><u>Police Advisory Group</u> David Harwood reported that he had attended a very productive meeting of the Police Advisory Group Committee and noted there was a great deal of involvement in community cohesion and diversity issues. The meetings would be held every two months.</p> <p>David Harwood raised some concerns surrounding the content at specific conferences. He would raise this at the Multi Agency Chairs Forum if appropriate. If no response was forthcoming the Chair would raise at COVER meetings.</p> <p><u>Lottery Bid</u> Daisy Line reported that she had received an email from a local voluntary organisation requesting support via Anglia TV to help them with a Lottery bid. The Chair explained there was also a bid from an organisation in Swaffham. It was left to the members to explore this and support whichever cause they preferred.</p> <p>Kwai Li reported that he was often approached by people to authenticate or translate documents for example passport applications. He explained a number of migrant workers did not understand how to make specific documents legal and binding.</p> <p>It was AGREED that:</p> <p>Any items for Any Other Business must be emailed to Sarah Dennis at least two weeks in advance of the Forum meetings.</p>	<p>ALL</p> <p>DH/HF</p> <p>ALL</p>
<p>9</p>	<p>Date of Next Meeting</p> <p>The next meeting would be Wednesday 23rd January 2008 at 9.00 am for 9.30 am in the Committee Suite, Kings Court, Chapel Street, Kings Lynn.</p> <p>PLEASE NOTE LOCATION</p> <p>The meeting closed at 11.20am.</p>	