



WEST NORFOLK DIVERSE COMMUNITY FORUM

Minutes of a meeting of the West Norfolk Diverse Community Forum Held on Tuesday 15th July 2008 at 9.30am in Meeting Rooms 1, 2 and 3, Kings Court, Chapel Street, Kings Lynn

Present:

Heather Farley (Chair)- West Norfolk VCA
 David Harwood - Borough Council of Kings Lynn and West Norfolk
 Daisy Line - West Norfolk VCA
 Kwai Li - West Norfolk & District Chinese Association
 Chris Lindley - KLARS
 Sandra Summerfield - Childrens Services
 Mick Farley - Julian Housing
 Olwen Guard - Norfolk Library Service
 Pat Kavanagh - Norfolk Constabulary
 Claire Bailey - County Community Cohesion Officer

Supported by:

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

Apologies for absence were received from:

Nigel Gant - Norfolk Constabulary
 Louise Heinemann - KLARS

		Action
1	<p>Introductions and Apologies for Absence</p> <p>Apologies were as noted above.</p> <p>Members of the Forum introduced themselves.</p>	
2	<p>Minutes of the Previous Meeting and Matters Arising</p> <p><u>Migrant Worker Children in Schools</u> Sandra Summerfield requested clarification as to which schools she needed to contact. David Harwood thought that secondary schools should be contacted although Daisy Line also considered primary schools as affected by migrant worker children. There was discussion</p>	

	<p>around whether there should primarily be focus on town centre schools or whether those in rural areas should be considered also.</p> <p>It was AGREED that:</p> <p>Information around the issues for schools generally regarding migrant worker children be gathered and reported back to the Forum.</p> <p><u>Dare you Face the Facts</u> Action for Daisy Line to contact Paul Kunes at the Chamber of Commerce to be carried forward.</p> <p><u>Community Cohesion Action Plan</u> Martin Slater explained discussions needed to be held regarding the Diverse event. Daisy Line highlighted the document ‘Why the East of England Needs Migrant Workers’ which had been circulated to the Forum.</p> <p><u>Consultation for Guidelines for Compulsory Identity Cards</u> Daisy Line explained she had received a thank you letter for the Forum’s response to the consultation.</p> <p><u>Improving Neighbourhoods Board</u> Sarah Dennis explained she had circulated the Board update to members of the Forum.</p> <p><u>NEAD Project</u> Martin Slater explained that Kaja Holloway from the NEAD Project had made a presentation to the Partnership Board on 30th June. There would be a new community worker based at the North Lynn Discovery Centre.</p> <p>It was AGREED that:</p> <p>The following officers be invited to join the Forum:</p> <p>Liz Falconbridge – Arts and Education Manager at the Borough Council Angela Jenner – Ecumenical Community Development Officer in North Lynn Inna Melnyk – Nead Community Development Officer.</p> <p>The minutes were agreed as an accurate record.</p>	<p>SS</p> <p>DL</p> <p>SD</p>
<p>3</p>	<p>Matters Arising</p> <p>This item was covered under item 2.</p>	
<p>4</p>	<p>Community Cohesion Action Plan & IDeA Migration Programme</p> <p>The Chair reported that responsibility for this programme had been devolved to the Forum. The Chair, along with Daisy Line had met with</p>	

Councillor Nick Daubney in his position as representative on the Hansa League, as it had been suggested that the proposed Diverse event could be linked to the Hansa Festival. The Chair outlined Kings Lynn's role in the Hanseatic League and explained Kings Lynn would be hosting the event next year. Nick Daubney would provide contacts in Lithuania and Poland for a possible twinning event with schools.

Daisy Line explained the Community Cohesion Strategy was in its draft form. Claire Bailey reported that the Strategy for West Norfolk had been considered in relation to the County Strategy. Best practice had been considered and it was important to share information in areas where there was activity. It was anticipated that the county Strategy would be signed off on 17th July 2008. Claire explained a framework would be created for tension monitoring, tackling hate crime as well as work around communication and understanding the term cohesion.

IDeA Programme

Martin Slater explained he had received a report outlining progress from a meeting held on 24th June between Partners and officers as well as the workshop day with Human Resources Managers. The IDeA had put a training module together for use by the Partnership.

Martin explained consideration was being given to a staff training package for both the public and voluntary sector. For example the Accident and Emergency department at the Hospital were keen to learn about health care in Eastern Europe in order to manage expectations. This could also take place for other services, for example the Police. E Learning was advantageous in that it could potentially reach a lot of people. Martin explained front line staff were challenged daily and this would assist with the constant improvement of customer service.

Pat Kavanagh explained that under the Race Relations Act there was a legal obligation to provide a service. Martin Slater explained the IDeA programme was currently being evaluated and explained there had been a great deal of input from the Borough Council and the Partnership.

There was discussion around how to spend the £35,418 allocated for a diverse event and some suggestions included a mini Olympics event or an event to link to Food Fortnight. Pat Kavanagh highlighted previous tensions around Christmas time and suggested a cohesion event at this time could prove advantageous.

There was also discussion around an event for schools and involving young children, and the possibility of involving the NEAD project in any events.

It was **AGREED** that:

1) Consideration be given to holding an event week commencing 25th October 2008

2) Kwai Li and Claire Bailey to be involved in planning the event with Pat

PK/KL/

	<p>Kavanagh</p> <p>3) Consideration be given to contacting Roger Partridge, Sports Development Officer at the Borough Council, Luke Cox, the Community Safety Projects Officer and Sports Activity Motivator for their input into the event.</p> <p>4) Any ideas for the event to be communicated to Pat Kavanagh as soon as possible.</p> <p>5) The Chair to attend any relevant meetings in the absence of the Diversity Officer.</p>	<p>CB</p> <p>PK</p> <p>ALL</p> <p>HF</p>
<p>5</p>	<p>Updates</p> <p><u>Welcome Pack</u> Daisy Line introduced this item and explained the Pack would be launched directly after this meeting. The Pack would also be on the Partnership website imminently as well as any other Partners websites. There had been 53 contributors for this Pack. Daisy explained the Pack would be invaluable for people new to West Norfolk. Daisy highlighted the funding received for a spoken Welcome Pack and explained this would be available in Russian, Lithuanian and English. The Chair reiterated the importance of the Pack not simply for migrant workers but for anyone moving into the Borough.</p> <p>Pat Kavanagh expressed his thanks to Daisy Line and the team that had produced the Pack.</p> <p><u>Regional Multi Agency Chairs Forum</u> David Harwood reported that the most recent meeting had discussed working with the media and a representative from Suffolk had given a presentation around their work with their local media. Daisy Line had attended the meeting and given a presentation also. David reported that King's Lynn and West Norfolk were way ahead of other areas in their work. David explained that EEDA and EERA would both expect councillors and managers to get involved in the process to ensure there was positive coverage. David reported that in future EERA would chair the meetings as opposed to representatives from the district MAFs.</p> <p>David Harwood reported that at the meeting three questions were posed to attendees and these would be circulated to the Forum for response to Menter.</p> <p>EEDA were also considering a tendering exercise for the distribution of Welcome Packs nationwide. David also noted that the Forum needed to report into the Regional MAF at each meeting. The next meeting would be held on 13th October 2008.</p> <p>It was AGREED that:</p>	

	<p>1) Documentation from the Regional MAF to be circulated to Forum members</p> <p>2) The three questions posed to attendees be circulated to Forum members for feedback to Menter</p> <p>3) Members of the Regional MAF meeting to be updated at each meeting with the work of the Forum</p> <p><u>Improving Neighbourhoods Board</u> Daisy Line introduced this item and explained that Pam Hardisty and Elaine Appelbee were the two Neighbourhood Renewal Advisors covering the Neighbourhood Manager's maternity leave. Daisy reported that after the good work completed on the Fairstead Estate the Board would now be focussing on North Lynn, although work was ongoing in all five Safer Stronger areas.</p> <p>It was AGREED that:</p> <p>Forum members be provided with a brief summary of work of the Improving Neighbourhoods Board to date.</p> <p><u>Community Cohesion Action Plan and IDeA Migration Programme</u> This had been covered under item 4.</p>	<p>SD</p> <p>SD</p> <p>DL/DH</p> <p>DL</p>
<p>6</p>	<p>Any Other Business</p> <p><u>Homelessness</u> Pat Kavanagh reported he was currently working on some issues regarding homelessness and noise nuisance with officers from the Borough Council, particularly around issues that were causing tensions in neighbourhoods.</p> <p>There was discussion around the issues experienced by residents and the links with the Safer Neighbourhood Teams along with Borough Council Officers.</p> <p><u>Staffing Issues</u> Daisy Line reported that her last day of work prior to a six week break would be 18th July 2008 and she would return to work on 2nd September 2008. Anyone needing to contact her should contact the Chair (heather.farley@westnorfolkvca.org)</p>	
<p>7</p>	<p>Date of Next Meeting</p> <p>The next meeting would be Wednesday 17th September 2008 at 9.30 am. Venue to be confirmed.</p> <p>The meeting closed at 10.32am.</p>	