



Orkney Community Planning Partnership Orkney Equality Forum

DRAFT Minutes of the meeting of the Orkney Equality Forum
held at 10 am on 17 September 2014 in Scapa Room, Balfour Hospital, Kirkwall

Present:	Frazer Campbell	Service Director, Blide Trust (Chair)
	Irene Cowdry	Administrative Assistant, OIC
	Fraser Devine	Team Leader for Volunteering
		Voluntary Action Orkney
	Colleen MacLeod	Orkney Inter-faith Group
	Joanna Murray	Community Safety Officer, Police Scotland
	Sandra Paton	Manager, Women's Aid Orkney
	Sarah Ratter	Administrative Assistant, OIC
	Sue Sulat	Pickaquoy Centre Trust
	Marie Love	Policy Officer (Equalities), OIC (Secretary)

Video conference link	Nigel Firth	Equality and Diversity Manager
	Liz Scott	NHS Grampian and NHS Orkney Equalities Manager, HIE

By invitation	Michael Harvey	Design Policy Planner Development and Infrastructure Orkney Islands Council
---------------	----------------	---

Apologies:	Hazel Aim	Co-ordinator, Orkney Disability Forum
	Gary Amos	Library and Archive Manager
		Community Learning and Development
		Orkney Arts Forum
		Procurator Fiscal
	Sue Foard	Corporate Services Manager
	Mhairi Hughes	Orkney Housing Association Limited
		Manager, Age Concern Orkney
	Caron Jenkins	Service Improvement Officer, OIC
	Carol McManus	Director of Nursing, Midwifery and AHP
	Elaine Peace	NHS Orkney
	Linda Russell	Head of Division (Care and Support) and Student Services Officer, Orkney College
	Gwenda Shearer	Elected member
Andrea Spence-Jones	Service Manager, Advocacy Orkney	
Anna Whelan	Strategy Manager, OIC	

1 Welcome and apologies

- 1.1 The Chair welcomed Colleen McLeod from the Orkney InterFaith Group to her first meeting of the Forum and introductions were made.

2 Kirkwall Placemaking proposals

- 2.1 Michael Harvey, Design Policy Planner, Orkney Islands Council, gave a presentation on the progress of the Kirkwall Placemaking proposals to date.
- 2.2 An Easy Read version of the proposals was being developed and once it was available Marie Love would forward this to members. **Action ML**

3 Minutes of last meeting held on 17 June 2014

- 3.1 The minutes were agreed.

4 Matters arising

Training on Mental Health Issues for Customer Services Staff (item 3.4)

Frazer Campbell informed members that the sessions that had been held on 19 and 27 June. These had been well attended and the feedback had been positive. Some of the feedback had indicated it would be helpful for future sessions to cover how to deal with customers who had mental health issues. Frazer confirmed that he was attending a training session the following week and he hoped that, following on from this, he would be able to improve the session for customer services staff further. It was hoped to run sessions in 2015 and Marie Love had a note in her diary to discuss this with Frazer. **Action: ML**

5 Improving Equality Outcomes Project

5.1 NHS Orkney and Orkney Health and Care Equality Outcomes 2013-2017; Feedback from Equality and Human Rights Commission for Scotland

Nigel Firth advised that he had now received detailed feedback from the EHRC on the content of the Outcomes document. The EHRC felt that the Outcomes were clearly stated, comprehensive and the document met all of the legal requirements. No changes were required.

The EHRC had reminded Nigel that, in line with the legislation, an update on the progress made to achieve the Outcomes was required by April 2015.

5.2.1 Orkney Islands Area Licensing Board Equality Outcomes

Marie Love advised that Orkney Islands Area Licensing Board Equality Outcomes had also reviewed their Equality Outcomes following feedback from EHRC. The revised Outcomes had still to be approved by EHRC and the Licensing Board. If members had any comments they should forward these to Marie before the end of the week and she would pass them on.

5.3 Orkney College UHI Equality Outcomes

Marie Love advised that Orkney College had also reviewed their Equality Outcomes following feedback from EHRC. The revised Outcomes were also

awaiting approval from EHRC and if members had any comments they should forward these to Marie before the end of the week and she would pass them on.

4 Orkney Community Planning Partnership Equality and Diversity Strategy 2012

Marie Love advised that the Strategy should be reviewed every three years as a matter of good practice. She asked that if anyone had any comments on the Strategy they should get in touch with her and she would then update and submit a fresh draft to the December meeting of the Forum. It was hoped that the new document would then be in a position to be submitted for approval to the Steering Group and individual bodies early next year. **Action: All/ML**

5 Orkney Equality Forum Terms of Reference 2011

Marie Love advised that the Terms of Reference was now out of date, and it seemed sensible to review it at the same time as the Strategy. Again, she asked members to get back to her with any comments and she would present an updated draft to the December meeting. **Action: All/ML**

6 Orkney Equality Forum Annual Report 2014

Marie Love had prepared a draft report and asked members for feedback or any suggestions which she would be happy to take on board. **Action: All/ML**

7 Culture Fund Bid Events Update

7.2 Marie Love had a list of those who had been invited. To date 35 people had confirmed they would be attending. Marie agreed to send Colleen Macleod an invitation for circulation to the Orkney InterFaith Group. Marie would also send details of the Conference to Fraser Devine for circulation to the Third Sector. **Action: ML**

7.3 Marie Love advised that she had issued a number of invitations. In addition to these she made a note to send an invitation to Colleen MacLeod from Orkney InterFaith Group. Marie will also send an invitation to Fraser Devine, VAO to send out to various other bodies on their circulation list. **Action: ML**

7.4 Marie would seek confirmation from Liam McArthur as to whether or not he would be attending. It was agreed that Marie would contact him the following week, after the Referendum. **Action: ML**

7.5 Frazer Campbell was in the process of arranging the guest speaker from Blide Trust. **Action: FC**

7.6 Marie Love confirmed that Orkney Housing Association Limited had offered £60 towards costs which was most welcome. Frazer Campbell intimated that if any more funding was required Blide Trust may be able to assist.

- 7.7 Marie Love advised members that Mara Menzies had given birth to a baby boy the previous week. Mara was looking forward to the visit to Orkney and was confident the baby would fit in with the arrangements being made. Marie Love advised that she was in discussions with Pam Besant from the Council to arrange the programme of storytelling for schools.

8 Scottish Mental Health Week

Frazer Campbell advised members that Scottish Mental Health Week was taking place between 6 and 10 October. There would be information boards in GPs' practices, the Library etc raising awareness of mental ill health. Marie Love asked for a board for OIC. Frazer advised that on 10 October, Mental Health Awareness Day, Orkney Blide Trust would be launching a book entitled "Kirkwall's Visions, Kirkwall's Voices".

9 Future Meetings

Marie Love would submit dates for next year's meetings to the next meeting of the Forum and asked if members had any preferences with regard to which day of the week meetings took place. Members asked that she avoid Mondays, Wednesdays and Fridays.

Action: ML

10 Any Other Business

- 10.1 Anna Whelan had asked for an item to be considered under Any Other business in respect of output from an Orkney Community Planning Partnership workshop which had been held on 15 September 2014. This item was to be considered by all the thematic groups and related to how the groups were going to embed the OCPP strategic priorities into thematic group business. However, as Anna had not been able to attend the meeting Marie would contact her regarding this and either circulate more information or put it on the agenda for the next meeting.

Action: ML

- 10.2 Frazer Campbell advised members that Linda Russell, Student Services Officer, Orkney College would be retiring in October. Frazer wanted to thank Linda for her valuable contribution to the Forum over the last few years, a view reiterated by members. Marie Love would pass on members' appreciation.

Action: ML

IC/SR
17.09.14