

# Merton Council

## Joint Consultative Committee with Ethnic Minority Organisations Agenda

### Membership

#### Councillors:

Fidelis Gadzama  
Abdul Latif (Vice-Chair)  
Edith Macauley MBE (Chair)  
Marsie Skeete  
Charlie Chirico

**Substitute:** Councillors Joan Henry, Adam Bush  
**Ethnic Minority Organisations**

African Educational Cultural & Health Organisation (AECHO)  
Deputy  
Ahmadiyya Muslim Association  
Asian Diabetic Support & Awareness Group  
Asian Elderly Group of Merton  
Asian Youth Association  
Bangladeshi Association of Merton  
Deputy

Bengali Association of Merton  
Deputy  
Bengali Women's Association of Merton  
British Muslim Association of Merton  
Ethnic Minority Centre  
Euro Bangla Federation  
Deputy  
London South West Chinese Community Association  
Merton African Organisation  
Merton Somali Community  
Merton Unity Network  
Mitcham Filipino British Association  
Deputy  
Morden Citizen's Advice Bureau  
Pakistan Cultural Association of Merton & Wandsworth  
Pakistan Welfare Association  
Deputy  
Positive Network  
South London Somali Community Association  
South London Tamil Welfare Group  
Victim Support Merton and Sutton  
Wimbledon Mosque

Revd Mrs H Neale

Mr A. Hadi  
Mrs N. Shah  
Mr M S Sheikh  
Mr T Hassan  
Mr. N. Islam  
Mr J Choudhury

Mr M Rahman

Mrs M Ahmed  
Mr B. Afridi  
Mrs Sabitri Ray/Mr A Savage

Mr Q Anwar  
Ms L Saltoon  
Mr C J Lusack  
Mr A. Ali  
Ms P Anderson  
Ms A Colquhoun  
Ms C Batallones  
Ms J Gillies  
Mr M A Shah  
Mr S U Sheikh  
Mr Rizvi  
Ms G Salmon  
Mr A Musse  
Dr P Arumugaraasah  
Mr A Morgan-Thorne  
Mr Z Khan

**Date:** Wednesday 9 December 2015

**Time:** 7.15 pm

**Venue: Council chamber - Merton Civic Centre, London Road, Morden SM4 5DX**

This is a public meeting and attendance by the public is encouraged and welcomed. For more information about the agenda please contact [diversity@merton.gov.uk](mailto:diversity@merton.gov.uk) or telephone [020 8545 4637](tel:02085454637).

All Press contacts: [press@merton.gov.uk](mailto:press@merton.gov.uk), 020 8545 3181

# Joint Consultative Committee with Ethnic Minority Organisations Agenda

## 9 December 2015

1	Declarations of Interest	
2	Apologies for Absence	
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4	Merton Safeguarding Children Board (MSCB) - Paul Bailey, MSCB Manager	5 - 6
5	Citizens Advice Bureaux - Hayley James, Chief Executive Merton and Lambeth Citizens Advice Bureaux	
6	Police Update - Chief Inspector Mark Lawrence	7 - 8
7	Victim Support - Anton Morgan-Thorne	9 - 16
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9	BAME Voice update - Evereth Willis, Interim Head of Policy, Strategy and Partnerships	19 - 24

### **Note on declarations of interest**

Members are advised to declare any Disclosable Pecuniary Interest in any matter to be considered at the meeting. If a pecuniary interest is declared they should withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter. If members consider they should not participate because of a non-pecuniary interest which may give rise to a perception of bias, they should declare this, withdraw and not participate in consideration of the item. For further advice please speak with the Assistant Director of Corporate Governance.

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# Agenda Item 3

## JOINT CONSULTATIVE COMMITTEE WITH ETHNIC MINORITY ORGANISATIONS 23 SEPTEMBER 2015

(Time Not Specified - Time Not Specified)

PRESENT Councillors Councillor Edith Macauley (in the Chair),  
Councillor Fidelis Gadzama, Councillor Abdul Latif and  
Councillor Marsie Skeete

Councillor Joan Henry, Councillor Agatha Akyigyina, Councillor  
Adam Bush  
Mr Rahman, Mr Savage, Mr Sheikh, Dr Arumugaraasah, Mr  
Mogan-Thorne

### 1 DECLARATIONS OF INTEREST (Agenda Item 1)

None

### 2 APOLOGIES FOR ABSENCE (Agenda Item 2)

Apologies were received from Mrs M Ahmed, Mr Hall and Mr Islam.

### 3 MINUTES OF THE LAST MEETING (Agenda Item 3)

The minutes were agreed.

### 4 MATTERS ARISING (Agenda Item 4)

There were no matters arising.

### 5 MERTON CLINICAL COMMISSIONING GROUP PATIENT ENGAGEMENT GROUP (Agenda Item 5)

A representative from the Clinical Commissioning Group (CCG) was unable to attend the meeting. The CCG will be invited to a future meeting to discuss engagement with the BAME community.

### 6 PREVENTING DIABETES IN THE SOUTH ASIAN COMMUNITY - STELLA AKINTAN, LBM SCRUTINY OFFICER (Agenda Item 6)

Councillor Brian Lewis-Lavender outlined the aims of the Overview and Scrutiny Task Group that has been set up to examine the prevalence of Diabetes in the South Asian community .

The task group is comprised of a small group of councillors. The panel members will look at the issue of diabetes in depth by speaking to witnesses, visiting services and receiving reports from officers. The task group will gather all the evidence and make recommendations to the Council and health partners on how best to reduce the level of diabetes in the borough's South Asian community.

Councillor Lewis-Lavender explained that Diabetes is on the rise, making it one of the NHS's biggest and most expensive challenges. Diabetes accounts for approximately 10% of the total NHS resource expenditure. This equates to £36 million per day.

South Asians are between three and six times more likely to develop Type 2 diabetes when compared to white Europeans. South Asians tend to present with diabetes at an earlier age, with an associated increase in the risk of disease-related complications.

Councillor Lewis-Lavender ended by asking 'How can we encourage more people from South Asian communities to increase their level of exercise and have a healthy diet?'

There then followed a discussion and it was suggested that as it was predominantly women who cooked in South Asian households, perhaps the task group could consider holding a focus group comprised of South Asian women.

It was also noted that the older generation may be more difficult to get them to change their eating habits and cook healthier meals.

It was highlighted that lack of exercise is a problem, especially for those at home all the time.

Concern was expressed that the charitable organisations will not be able to support communities properly because the organisations have lost funding and can no longer afford to put on some of the initiatives that they previously did.

It was also commented that people have access to information but there is no will form the council to support organisations that help to promote this agenda.

Numerous representatives commented that it is not as straight forward as reducing sugar intake and being healthy because some people lead health lifestyles but still inherit the illness. Once you get the disease all that can be done is to effectively manage it.

It was suggested that the task group speak to the Ethnic Minority Centre that has been implementing healthy lifestyle programmes.

Diabetes is a complex illness that has cultural and hereditary factors. It was suggested that the title should be changed because it is not just a South Asian issue but affects other BAME communities too.

The Health Champions is a good route to help promote healthy lifestyle. Work is being done already and a concentrated effort and consistency is needed to do things well.

The JCC representatives were encouraged to give further comments to Stella Akintan.

#### 7 FEED BACK FROM THE SAFER NEIGHBOURHOOD BOARD - ABAYEH SAVAGE (Agenda Item 7)

Abayeh Savage is the chair of the board, he reported that Stop and Search is decreasing but is still an issue for the BAME community. He explained that the SNB does not focus on petty crime but focuses on the MOPAC 7.

Abayeh was disappointed that no bids for SNB funding were submitted by BAME organisations.

Neighbourhood Watch canvassing is about to start with the aim of encouraging households to register.

It was suggested that the scrapping of Police Community Support Officers be discussed at the next SNB. It was felt that perhaps bids had not been submitted because BAME groups are frustrated with not getting their bids accepted.

Concern was expressed that some members of the community were not reporting crime because they don't have the confidence that anything will be done. Abayeh undertook to report back to the SNB.

#### 8 BAME VOICE UPDATE - EVERETH WILLIS, LBM INTERIM HEAD OF POLICY, STRATEGY AND PARTNERSHIPS (Agenda Item 8)

Evereth Willis updated the meeting on the progress to develop BAME Voice in the borough. Initially it was envisaged that the new organisation would be launched in September, however, the steering group has not met for some time.

Evereth made an appeal for people to get involved to develop an organisation that supports the BAME community's interest well.

It was noted that part of the problem was the differing opinions on the steering group and this was hindering progress. It was felt that the steering group needs to have a mandate.

It was agreed that the launch should be done by November 2015.

9 COMMUNITY COHESION STRATEGY UPDATE - EVERETH WILLIS, LBM INTERIM HEAD OF POLICY, STRATEGY AND PARTNERSHIPS (Agenda Item 9)

Evereth Willis outlined the priorities for the refreshed Community Cohesion Strategy 2016-18 and invited comment. The JCC endorsed the timeline for the strategy and proposed priorities and local issues section.

10 ANY OTHER BUSINESS (Agenda Item 10)

Dr Arumugaraasah made an appeal for support for the South London Tamil Welfare Association because it can no longer afford to run some activities, particularly health activities for older people. Evereth undertook to make enquiries regarding Adult Social Care funding, however Merton Voluntary Services is the starting point. Abayeh undertook to support Dr Arumugaraasah.





The Merton Safeguarding Children Board is a statutory body established under Section 13 of the Children Act 2004 and the statutory guidance in Chapter 3 of Working Together 2015. The Independent Chair of the MSCB is Keith Makin.

The objectives of the Board as defined by statute are:

- (a) to coordinate what is done by each person or body represented on the Board for the purposes of safeguarding and promoting the welfare of children in the area; and
- (b) to ensure the effectiveness of what is done by each such person or body for those purposes<sup>1</sup>.

The MSCB has a well established Business planning process, with the Business Plan receiving regular scrutiny at each meeting of the Board's Business Implementation Group. The last update received by the Board at its annual Away Day in March 2015 is attached as an appendix.

Key areas of focus in the plan over the period of this report have been:

- quality assurance and challenge to improve direct safeguarding with children, young people and their parents in all local agencies,
- engaging with and listening to children and young people,
- continuous learning and feedback,
- better understanding of our local needs, including children with particular vulnerabilities<sup>2</sup>, with particular emphasis on child sexual exploitation (CSE emphasis added Nov 2014)
- greater involvement of schools and early years services as places where children and young people are best safeguarded,
- increasing understanding about chronic neglect and working to safeguard children who are particularly vulnerable; and
- better communication to the local community and to practitioners about safeguarding.

One of the strategic priorities of the Board is increased and effective engagement with Faith groups and BAME communities in Merton and safeguarding issues. **Our goal is to ensure that the Board is to support Faith groups and BAME communities to ensure that all Merton children are safeguarded and are empowered to achieve their full potential as citizens of a diverse and multi-cultural community.**

We realise that the MSCB cannot do this alone and must work in partnership in order to achieve this goal. Partnership implies mutuality both in terms of understanding, communication and information sharing. The Board also understands that an important part of its role is to listen to and learn from

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<sup>1</sup> Children Act 2004 Section 14

<sup>2</sup> *e.g. domestic violence, sexual exploitation, parental mental ill-health, neglect, alcohol and substance misuse, abusive cultural practices,*

all sections of Merton's diverse religious and ethnic communities; we want the partnership to be meaningful.

My purpose is to introduce myself as the Merton Safeguarding Children Board Manager and to continue the process of engagement.

The MSCB offers a wide variety of multi-agency training on a variety of safeguarding issues which is free to voluntary organisations and community groups.

The MSCB is also available to offer advice and support to ensure that organisations and groups have policies in place to ensure that they are fully compliant with relevant legislation regarding safeguarding.

My name is Paul Bailey, I am the MSCB Business and Development Manager and I am based in the Civic Centre and can be contacted on 0208 545 4866 or at [MertonLSCB@merton.gov.uk](mailto:MertonLSCB@merton.gov.uk).

## Police Update - JCC for Ethnic Minorities Meeting December 2015

### General Performance, (up to 01/12/15)

Crime Type	Offences	Difference from Previous 12 months
Total Crime	11696	+7.7%
Residential Burglary	949	-18.2%
Personal Robbery	238	-13.5%
Theft from Motor Vehicle	902	-18.2%
Theft of Motor Vehicle	384	-0.3%
Non DA Violence with Injury	827	+18.5%
Domestic Violence with Injury	451	+7.9%

Crime overall is up compared to the previous twelve months. This can be attributed to a rise in low level, high volume crime such as criminal damage and minor theft. On a more positive note priority crime such as burglary, robbery, theft from and theft of motor vehicle have all seen reductions. Violent crime is still in an increase but the increase has now been stemmed. In December 2014 violence resulting in injury crime for domestic violence and non-domestic violence were up 31.3% and 17.3% respectively. As above, these are now down to 18.5% and 7.9% respectively. Much of this rise can be explained by changes in recording standards and how we classify violent crime. What used to be recorded as 'actual bodily harm', is now regularly classified as 'grievous bodily harm'.

The MOPAC 7 target for reducing key crime types by 20% by 31/03/2016 is well on track and currently the reduction is sitting at 22.3% against the 2011/2012 baseline.

### Hate Crime Performance, (up until 26/11/15)

Hate Flag	MPS		Merton	
	Offences	SDs	Offences	SDs
Racist and Religious	9458	25.2%	183	23.5%
Racist	9009	25.8%	173	27.2%
Faith	1068	18.4%	20	15.0%
Anti-Semitic	298	15.8%	1	0.00%
Islamophobic	647	19.0%	17	17.6%

Hate crime has increased across the MPS. The increase in race and religious crime in Merton is comparable within the MPS at 26%, understandably with a significant spike in recent weeks following terrorist attacks in Paris. The police in Merton continue to visit all vulnerable religious premises at least once in every shift. There are no particular

trends or areas of high concern for the borough and the vast majority of reports are limited to name calling.

#### Challenges

- **Murder.** Ongoing problems between the organised crime groups from the Tamil Community in Mitcham. This escalated to violent disorder on 23/11/15 from which three people suffered serious injuries, one of which proved fatal. The matter is being actively investigated by our Homicide Teams. To date one person has been charged and remanded with murder and other offences.
- **Fire.** As you will have seen a significant part of the estate at the Baitul Futuh Mosque was ravaged by fire following a suspected arson at the premises in September 2015. Two young men were arrested and bailed on suspicion of committing the offence. This is almost certainly not a hate crime and the community have shown tremendous resilience in a prompt return to business as usual.
- **Austerity.** Although no further cuts are now planned, the MPS has already had to make savings of £600m and depending on the result of a review on police grants, it is anticipated that a further £200m of savings may need to be found for 2016/17. Change processes are therefore likely to continue. No decisions have yet been made on police officer numbers, supervision ratios or the future of PCSOs.
- **Terrorism.** The MPS remains at a threat level of 'severe'. There is no intelligence to suggest that the threat is increased locally but the police remain on high alert.

Mark Lawrence  
Chief Inspector  
01/12/15



# Victim Support (Wandsworth, Sutton and Merton )

Find the strength

## What is Victim Support?

- Victim Support is an independent national charity for victims and witnesses of crime across England and Wales
- Established for over 40 years, with a direct and ongoing relationship with MOPAC, Victim Support understands the issues and challenges that victims and witnesses face and campaigns for their right to be at the heart of the criminal justice system at the highest level of government

## What does Victim Support do?

- Victim Support gives information, emotional support and practical help to people, regardless of whether or not the crime has been reported to the police or when the crime happened.
- Our services are free and confidential and every year we contact over 1.5 million people and support nearly 280,000 witnesses through trials.

## Effects of crime and support

- The ripple effect of crime can be devastating, and victims, witnesses, their friends and family often face many issues and challenges in the following days, weeks, months and even years.
- Crime is complex – many people can be affected by one incident, and the impact varies from person to person. It can also be devastating, not just for the victim but their family and the wider community.
- Our highly-trained staff and volunteers try to help and empower those affected by crime to find the strength to rebuild their sometimes shattered lives.



# Victim Care Unit

- 8am-8pm Mon- Fri, 9am to 1pm on Saturdays and 3pm to 7pm on Sundays
- VCU receives the referrals from the police and they try to contact each victim (including victims of Hate Crime) to assess their needs. This needs assessment includes emotional and practical help and also includes assessing the needs for the following services that we may be able to assist with:

Security locks

Financial assistance

Crime prevention

Removals

Childcare

CICA

Window and door repairs

Personal alarms

Transport/taxis

Cleaning

Advocacy

Witness service

# What is hate crime?

A hate crime is an incident which is a criminal offence, which is perceived by the victim or any other person as being motivated by prejudice or hate.

All hate crime is important. No Hate crime is too minor not to be taken seriously. Anyone can be the victim of a hate crime. We all have a racial identity, a sexual orientation, and have beliefs of some kind. Any one of us could be targeted because of some aspect of our identity.

A hate crime may be based upon the victim's ;

- Disability
- Race
- Religion or belief
- Sexual orientation
- Gender Identity.

## Contact Information

- **Victim Supportline 08 08 16 89 111**
- **Victim Support – London Region 0207 801 1777**
- **Victim Support (Wandsworth, Merton and Sutton)**

Victim Support  
Falcon Road Office  
Clapham Junction  
London  
SW11 2PH

Opening Times: Mon-Fri 9am-5pm

Email : [SW.London@victimsupport.org.uk](mailto:SW.London@victimsupport.org.uk)

Website: [www.victimsupport.org.uk](http://www.victimsupport.org.uk)



find the strength

**THE END**

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Find the strength

## Report for the JCC on the Safer Neighbourhood Board 30/11/2015

### How Safe Do You Feel in Merton?

Merton Safer Neighbourhood Board is the primary borough-level mechanism for local engagement and is funded by the Mayor's Office for Policing and Crime. Part of the SNB programme is to reduce key neighbourhood crimes by 20%, boost public confidence by 20% and cut costs by 20% from 2013 – 2016.

These are: violence with injury, robbery, burglary, theft from person, theft of motor vehicle, theft from motor/vandalism and criminal damage offence. Known as MOPAC 7

According to the Borough Commander, Stuart Macleod we are hovering at the 20% reduction mark whilst the overall MET is struggling to achieve 19%.

### Comparing 2013/2014 to 2014/2015

Criminal damage has increased by 25.3%, robbery down by -6.8%, violence with injury up by 22.6%, burglary up by 0.7%, theft from person down -9.7%, theft of motor vehicle up by 12.5% and theft from motor vehicle offences down by -14.1% k

Public confidence in the Borough's policing stands at 67% which is above the MPS average of 66%, whilst the top of the 32 Boroughs is Kensington & Chelsea of 79%, followed by Richmond upon Thames 78%, City of Westminster and Bromley 74% Kingston upon Thames, Sutton on 67%. The lowest being Haringey with 55% with the others hovering around slightly above 64%.

In terms of public satisfaction Merton stands at 81%, which is above MPS average of 80% Greenwich 83% followed Richmond upon Thames, Bexley and Ealing with 82%

Breaking the satisfaction level between BAME and White in Merton, there is an 11 point gap in satisfaction, White 86% and BAME 75%

Overall, Merton is not doing badly against the MOPAC 7. We are overreaching in 3 areas (minuses) but the other 5 areas remain a challenge (increases) The Borough Commander has promised to put more police in Merton and Morden as an attempt based on the 20/20/20.

My personal worry has always been about the benefits of having MOPAC 7 and whether having these as priorities had been at the expense of other crimes. There are about 21 other crimes listed and 16 are year on year increase.

The Borough Commander has promised this will not be the case, as all crimes are treated seriously and would like to see reporting of crimes on the increase. In summary, there are pockets of crime that if didn't happen would make people safer, better, increase confidence and satisfaction.

kABAYEH SAVAGE (JCC Representative) NB: Should you keen to know about figures rather than % ask me.



**Committee:** Joint Consultative Committee with Ethnic Minority Organisations

**Date:** 9 December 2015

Wards: All

**Subject:** Black, Asian and Minority Ethnic (BAME) Voice – Update

Lead officer: Evereth Willis, Interim Head of Policy, and Strategy & Partnerships

Lead member: Councillor Edith Macauley, Cabinet Member for Community Safety, Equalities and Engagement

Contact officer: Evereth Willis, Interim Head of Policy, Strategy & Partnerships ([evereth.willis@merton.gov.uk](mailto:evereth.willis@merton.gov.uk))

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## Recommendations:

- A. That members of the Joint Consultative Committee with Ethnic Minority Organisations (JCC) note the Black, Asian and Minority Ethnic (BAME) Voice activity that has taken place since the last meeting.
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## 1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. To provide members of the Joint Consultative Committee with Ethnic Minority Organisations with an update on the Black, Asian and Minority Ethnic (BAME) voice activity that has taken place since the last meeting.

## 2 DETAILS

- 2.1. The steering group met on 26 November 2015 and has produced draft terms of reference for BAME Voice (attached at appendix I).
- 2.2. At the meeting Hannah Neale from the African, Educational Cultural and Health Organisation (AECHO) was elected the Chair of the steering group and Slawek Szczepanski elected Vice-Chair.
- 2.3. A launch is planned for the 4 February 2016 and will be held at Vestry Hall. The programme is being developed and will include themed workshops. Invitations to the event will go out shortly to voluntary and community organisations, councillors and senior managers from the public agencies in the borough.

## 3 ALTERNATIVE OPTIONS

- 3.1. Community members could choose not to take this work forward but this would lose the momentum and commitment of those involved to date.

## 4 CONSULTATION UNDERTAKEN OR PROPOSED

4.1. The public event will be publicised through the council's website, Merton Connected website and newsletter, and various community mailing lists held by the council.

**5 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT**

- Draft Terms of Reference

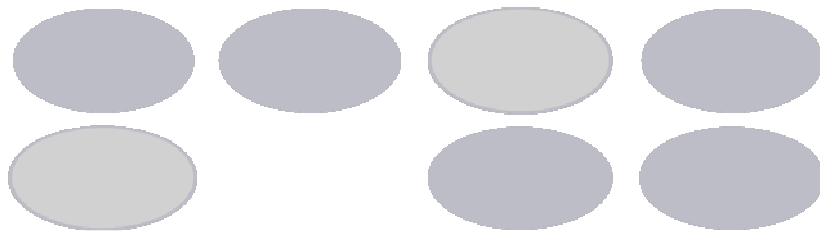
**6 BACKGROUND PAPERS**

6.1. None



**Merton Black Asian Minority Ethnic Voice**

**THE UNIFIED VOICE OF MERTON'S MINORITY ETHNIC COMMUNITIES**



**Working strategically to increase the influence, representation and active engagement of all Merton's Black Asian Minority Ethnic Voice and their communities in the decisions and policies that affect them.**

## **Merton Black Asian Minority Ethnic (MBAME) Voice**

### **Steering group terms of reference**

#### **Introduction**

**MBAME Voice** has been formally established in response to the need for an independent representative body to look at key local issues and their impact on minority ethnic communities who make up over 35% of Merton's population.

**" Too often in the past we have devoted too much time and energy in analysing the problems and not enough time in developing and delivering practical solutions that connect with real lives"**

#### **Key aims and objectives**

- To advocate on behalf of **Merton's BAME** communities in their dealings with public sector agencies and other statutory and non-statutory organizations.
- To provide a unified and strategic voice within the Borough ensuring that the **BAME** communities are actively involved in strategic decision making and that services provided meet the needs of these communities.
- To identify commonalities, but recognise the need to work through the issues a particular community might have.
- Reach out to newly settled minority ethnic communities and assist them in setting up structures and gaining access to services as well as delivering good quality services to their Users.

We also aim to promote and encourage mutual co-operation, assistance and the sharing of resources, expertise and information between its members.

## 2. Priorities for Action

Specific areas of interests within the **BAME** communities are in the following eight thematic groups that were identified in the **BAME** Strategic Plan.

1. *Children and Young People*
2. *Community Safety, Crime & Disorder*
3. *Education and learning*
4. *Employment, Skills and Enterprise*
5. *Health, Social care and Well-being*
6. *Housing, Regeneration & The Environment*
7. *Older People*
8. *Stronger and Sustainable Communities*

### Leadership and Management

The steering group will be formed as a company limited by guarantee and a registered charity. It will have a board of directors with overall responsibility for the focus and work of the organisation. The board members will comprise one selected representative (with a deputy) from each registered **BAME** organisation and represent a range of **BAME** communities within Merton. It will appoint representatives to the various local Strategic Partnerships, the JCC and other bodies within Merton and be linked to the Involve Network. The Board will meet at least four times a year, hosted in turn by a representative group. The Board's tasks will be principally to:

- Ensure that **BAME** voluntary sector groups are made aware of policy decisions and initiatives which will have an impact on their communities
- Give **BAME** organisations the opportunity to analyse issues, agree priorities with others and more crucially, have the power to instruct representatives to take the key priorities forward to the relevant bodies
- Identify, monitor make representations where necessary when **BAME** communities/individuals are disadvantaged
- Work in partnership with statutory and non-statutory organizations to advance equality of opportunity, promote cohesion and act as a reliable resource to public agencies.
- To improve communications, raise the profile of **BAME** groups in Merton and be the primary focus for improving community cohesion in the borough.

An overall Chairperson and Vice-Chair will be elected. In the absence of the Chairperson or Vice-Chair another Member will be nominated to chair the meeting.

- Thematic groups shall be formed from organisations whose primary work falls within particular themes. E.g. Young people education and Learning, Employment Skills and Enterprise, Strong Sustainable Community/Crime and Disorder, Older people and Wellbeing.

Invite guests from key agencies and influential local people could also be invited to attend. Chairpersons will be nominated for each of the thematic groups.

Sub-groups which shall meet as and when required to look in more detail at issues affecting the **BAME** community in each thematic area and relay suggested action to the Board.

The board will ensure that the day-to-day running of the organisation is done effectively by independent administrative support and identify ways of securing future funding.

Meetings of the steering group officers will be held every three months or as becomes necessary, to look at issues around the eight identified thematic groups. Any agreed action will require the full agreement of the Board.

### **Funding**

The Board will facilitate funding streams at local, national and international levels. Core funding will be requested from Merton Council and strategic partners, being the host Borough (time based) and from local commissioning agencies. The board will be proactive in bringing in funds to assist with various projects and activities e.g. Training to meet the specific needs of the different **BAME** communities and for the various community annual events e.g. Black History Month, (Oct) Gypsy Roma Traveller month (June), Refugee Week (June); Holocaust Memorial Day (Jan), other Merton cultural events.

### **Membership**

Practicing **BAME** groups or organisations and their communities will be encouraged to become members of the steering group and supported in any contributions they might wish to make to the board's programmes and activities.

### **Review**

The steering group will review and update its terms of reference as well as the **Merton BAME** Strategic Plan annually to reflect developments which might arise.

### **Governance**

An Annual General Meeting will be held to elect board members.