

EQUALITY & DIVERSITY GROUP - STAFF

Minutes of meeting held on 12 April 2017 at 2:00pm in HR1

Present: Janine Brennan – Chair (JBr) Kate Bates (KB) Andrea Chown (AC)
Leanna Dennis (LD) Rachel Morris (RM)

In Attendance: Sarah Kinsella (SK)

	AGENDA ITEM	ACTION/ PAPER ATTACHED
	<p>For information: At the time the meeting was due to start the meeting was not quorate. However it was recognised that Leanna Dennis (LD's), a Physiotherapist with the Community Stroke Team, had given up her time to come and talk to the members about the BME Leaders Event that she had attended and those present expressed an interest in hearing about LD's experiences.</p> <p>LD explained the Visible Leaders Network, her experiences as a BME member of staff (both negative and positive) and her career pathway to her current band. This led to an interesting discussion about her experiences and those of others she knew in the organisation and how the staff survey results demonstrate that staff do believe that discrimination, harassment and bullying takes place at the Trust. The groups discussion brainstormed the types of things that may help to change the culture including cultural ambassadors providing support, possibly setting up a Diversity Group in the future, inviting EMLA to the Trust to talk about the Visible Leaders programme as LD explained that BME staff can get leadership courses for free.</p> <p>SK referred to the development and roll out of E&D training for managers, which will include information on equality/diversity, bullying/harassment and the ageing workforce. The training will also include a session with OD about behaviors, linking this to equality and bullying/harassment.</p> <p>Other suggestions were put forward such as ways in which the culture of the organisation could be addressed by social/cultural experiments that have taken place in the past. Videos available for online were mentioned. It was agreed that the ideas that people have along with links to the videos referred to should be sent to SK by 26 May 2017 and SK will collate these ideas into a presentation for the next meeting on 8 June 2017. In addition the members talked about collecting personal stories which would be meaningful and give a powerful representation of how individuals feel which will make people think. The expression 'More in Common than what Divides' was thought to be a useful strapline to use.</p> <p>LD was thanked for her contribution and asked if she would like to attend future meetings and contribute to the group and she agreed that she would. Following the meeting SK added her to the meeting contact list and invited her to the remaining meetings for 2017.</p> <p>KB provided a presentation regarding Breast Feeding awareness and it was suggested that this should be added to the Health and Well Being agenda. KB was asked if she would present to the H&WB Steering Group. SK to provide arrangements.</p> <p>These discussions took up the majority of time allocated for the meeting so brief updates were given for some of the other items on the agenda, as detailed below.</p>	<p>ALL SK</p> <p>SK/KB</p>
1	<p>Apologies: This item was not covered, but SK did received apologies prior to the meeting from: Liz Aldridge, Mark Battison, Julie Kelly, Clare Topping</p>	
2	<p>Minutes of last meeting:</p>	

	This item was not covered.	
3	Matters Arising: This item was not covered.	
4	Disability Confidence Scheme: This item was not covered. To be added to a future meeting GH to be asked to attend	SK/GH
5	BME Leaders Event: See 'For Information' section above	
6	Terms of Reference Updated & Workforce Committee Report: SK confirmed that the Workforce Committee approved the Terms of Reference for the group following their annual review and an update report had also gone to the Committee in January 2017.	
7	2016 Staff Survey E&D Data: SK confirmed that results/data relating to E&D were attached to the agenda for the meeting.	
8	Annual Report – Progress Report: SK advised that worked had commenced on the Annual Reports and they would be brought to the next meeting for approval prior to going to the Workforce Committee for final approval in July 2017.	
9	Workforce Race Equality Standard: SK confirmed that the data spreadsheet that needs to be completed and returned to NHS England will be sent out in mid-June for return by 1 August 2017. The NHS England report on the 2016 WRES returns for all Trusts is due to be published on 28 April 2017.	
10	Workforce Equality Objectives/4 Year Plan – Progress Report: SK advised that most actions had commenced and/or were ongoing and a couple had been completed.	
11	Divisional Equality Objectives Report: SK advised that there was an error on the agenda and the objectives report was due from Medicine and Urgent Care, but nothing had been received from the Division.	
12	Divisional Reports: This item was not covered.	
13	Corporate Update – verbal This item was not covered.	
14	Staff Side Update - verbal This item was not covered.	
15	Any other business: This item was not covered.	
16	Date and Time of next meeting: Thursday 8 June 2017 at 2:00pm in HR1	

“These minutes are to be treated in confidence. They may be subject to disclosure under the Freedom of Information Act 2000, subject to the specified exemptions, including the Data Protection Act 1998 and the Caldicott Guardian principles”

Action Log - Key points from meeting		
Agenda Item	Description	Action
	For Information Ideas that people have along with links to the videos referred to, to be sent to SK by 26 May 2017 and SK will collate these ideas into a presentation for the next meeting on 8 June 2017.	ALL/SK
	<u>Breast Feeding Awareness</u> KB was asked if she would present to the H&WB Steering Group. SK to provide arrangements	SK/KB
4	<u>Disability Confidence Scheme:</u> To be added to a future meeting GH to be asked to attend	SK/GH