

Equality and Diversity Steering Group Minutes of Meeting held on 21 December 2016 in the Brooke Suite

Present

Ann Pope	AP	Director of Human Resources (Chair)
Rano Bains	RB	Head of Equality and Diversity Coventry and Warwickshire partnership Trust
Rebecca Bennett	RB	Matron
Jatinder Birdi	JB	Chair WDFP
Elizabeth Dixon	ED	Accessibility Adviser
Suman Ghauwai	SG	Arden GEM CSU
Ruth Goode	RG	Deaf Group
Helen Kenyon	HK	Head of Operational HR
David King	DK	Arden GEM CSU
Santosh Kundi	SK	Patient Forum
Petra McKiernan	PM	Staff Side
Maggie O'Rourke	MO	Equality and Diversity Lead
Rosemary Pantling	RP	Chaplain
Sue Pike	SP	Staff Side Equality and Diversity Lead
Mark Rowlands	MR	General Manager for Hotel Services
Ranjit Sanghera	RS	NHS England
Geraldine Ann Tibbetts	GAT	Deaf Group
Jean Williams	JW	Workforce Information Manager

In Attendance

Lindsey Cotterill	LC	Administrator
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Minute

1.

APOLOGIES FOR ABSENCE

Apologies were received from Tracey Sheridan – General Manager for the Integrated and Community Care Division and Sue Newton – Patient Advice Liaison Service Chris Bains Health Watch Warwickshire.

2.

MINUTES OF PREVIOUS MEETING HELD ON 19 OCTOBER 2016

Action

The Minutes of the previous meeting held on 19 October 2016 were approved as an accurate record.

3. MATTERS ARISING

3.1 Update on the Implementation of the Learning Disability Toolkit

HL was to place this on the next Senior nurses Agenda and TA would liaise with Jackie Farrington with regards to adding dementia safeguarding to the toolkit and online training.

Action – MO would track this through the Task and Finish Group.

MO

3.2 Equality and Diversity Board Workshop

AP provided the group with feedback on the presentation that was given to the Board of Directors regarding the work of the Equality and Diversity Group.

The presentation was well received and the group had been invited to give an annual update to the Board, this would take the form of a workshop seminar during October/November 2017.

The Trust Chairman requested that focused consideration be given to access to the Trust and ensuring no hindrance was present for those with a disability.

3.3 Patient Advice Liaison Service (PALS) Representative

GAT had requested that a meeting with the new PALS representative to detail the needs and right to access. It was confirmed that this action had been completed.

3.4 Compassionate Leave

MR gave an update on the issue of cleaning staff raising concerns that leave would not be approved to attend funerals if not enough notice was given – MOR to follow up with MR.

3.5 Report from the Task and Finish Group

MO provided the group with an update on the Task and Finish Group which has been initiated by the Director of Nursing. This would ensure that all services delivered by the Trust followed the accessibility standard.

The British Deaf Associate (BDA) was included within the Task and Finish Group and meetings were taking place between the BDA and the Trust to ensure that all BDA Charter standards were being met. Warwick Race Equality Partnership would also join the Task and Finish Group. The IT department would be involved to audit and check the systems. It was envisaged that the group would run for a further 6 months with another

meeting planned for January 2017.

ED noted that although this was a large group, there was no dementia representative; however Matron Madeleine Curran who worked closely with the dementia group would be in attendance.

Action - MO would put ED on the circulation list for the Task and Finish Group and she could attend when needed.

HealthWatch Recommendations – Findings out of the 6 workshops forms Warwickshire Public Health – there were some challenges around how the Trust supported carers.

4 AGENDA ITEMS

4.1 PROGRESS REPORT ON EDS 2 AND WRES ACTION PLAN

MO provided the group with this update. The previous EDS report had focused on the clinical patient side; the latest report focused more of the HR and workforce side.

This report looked for good practice within the work of the Trust and staff were encouraged to provide examples of good practice via the website. The group pledged to send some good examples from the Trust.

4.2 UPDATE ON ACCESSIBILITY AUDITS VISITS

MR and ED had completed a walk round of Cape Road Clinic considering all accessibility issues.

The toilet needed consideration. It was felt that Emma Collier, the Monitoring Co-ordinator learnt a lot from the walkthrough. The group recognised that it would take three to four months to visit all of the community clinics. The findings would be presented to the owner of the building.

DK acknowledged that the Commissioners would be happy to offer support in addressing the access issues and encourage the Trust to provide suggestions and requirements to the Commissioners.

The group thanked ED for her continued hard work.

4.3 YOUTH PARLIAMENT – UPDATE ON MEMBERSHIP

In the absence of the Membership and Engagement Officer, the report

was provided and a brief update given by MO.

The Youth Parliament was now a member of the Equality and Diversity Group and the two were keen to work together on a number of initiatives in the future.

Members of the Youth Parliament were unable to attend the meetings due to their timings.

The Trust was also working with Warwick University to encourage younger members to join the Trust.

4.4

MULTIFAITH FORUM WELLBEING CONFERENCE FEEDBACK

JB was not present at the time of presenting and consequently MO provided the feedback.

JB completed a large portion of work with the local community and worked closely with the Trust. The conference had been well attended and the attendance of the Police and Crime Commissioner was noted. Although attendance was good the majority of attention was given to the riots at the Sikh temple. The leader of the Domestic Abuse group gave a strong presentation and more could have been gained if attention was equally shared.

4.5

EUROPEAN HEALTH DIVERSITY PROJECT UP-DATE

In the absence of JH this update was given by AP and MO.

The background to the European Health and Diversity Project was given. Several case studies had been completed that looked at the cultural barriers faced when patients accessed healthcare. A journal would be reported during the following year which would contain all case studies. Specialist online training would also be available.

The project gave a three year projection and each partner had objectives to deliver.

AP and MO had travelled to Vienna for the Health and Diversity project meeting during November 2016. Representation by the Trust was able to provide the project team with some perspective with regards to the program's ideas.

The next Health and Diversity Project meeting would take place in June 2017 with a specific focus on training.

4.6 **HEALTH WATCH WARWICKSHIRE UPDATE ON COVENTRY AND WARWICKSHIRE PROJECTS**

In the absence of CB, this item would be deferred until the following meeting.

4.7 **WORKFORCE DISABILITY STANDARD (PRESENTATION FROM SWCCG)**

NHS England and Members of the SWCCG attended to provide a presentation on the Workforce Disability Standard.

Action – MO would circulate the presentation slides to the group.

AP acknowledged that the information provided was extremely useful and the Trust would consider what could be done internally.

It was noted that Coventry and Warwickshire Partnership Trust had completed good work with 47 diversity champions; the Trust would welcome being a part of the pilot programme as well. RB offered to work with the Trust on this matter and MO would be in contact.

Action – MO to contact RB regarding the workforce Disability standard.

5 **ANY OTHER BUSINESS**

AP thanked the group for their hard work over the previous year.

The administrator would circulate the dates for the next meeting.

6. **DATE AND TIME OF NEXT MEETING**

24 February at 10.00am in Room B of the Medical Education Centre.