

## Equality and Diversity Steering Group

Minutes of Meeting held on October 2017 in Room 5 John Turner Centre

### Present

Ann Pope	AP	Director of Human Resources (Chair)
Jatinder Birdi	JB	Chair WDFE
Santosh Kundi	SK	Patients Forum
Elizabeth Dixon	ED	Accessibility Adviser
Rev Sue Miles	SM	Chaplain
Polly Sharma	PS	Senior Equality and Diversity Advisor Warwickshire County Council
Sue Pike	SP	Staff Side Chair
Emily Fernandez	EF	Commissioning and Performance Lead
Fiona Burton	FB	Director of Nursing
Maggie O'Rourke	MOR	Senior HR Projects Manager

### In Attendance

Emma Woldanski	EW	Administrator
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### Minute

### Action

1.

#### **APOLOGIES FOR ABSENCE**

Apologies were received from Junaid Hussain (JH), Karen Higgins (KH), Mark Rowlands (MR), Anselme Uwihanganye (AU), Ruth Brooks (RB), Ann Tibbetts (AT), Tracey Sheridan (TS), Petra McKiernan (PMc), Health Watch Warwickshire.

2.

#### **MINUTES OF PREVIOUS MEETING HELD ON 25<sup>th</sup> AUGUST 2017**

The Minutes of the previous meeting held on 25<sup>th</sup> August 2017 were approved as an accurate record.

3.

#### **MATTERS ARISING AND ACTION UPDATES**

3.1

#### **British Deaf Association (BDA) Charter Signing**

MOR gave an update on the work that is being done with the BDA

following the signing of the Charter earlier in the year. The Trust is focusing on the A&E department and working with West Midlands Ambulance Service to improve the service for those who are deaf or hard of hearing.

The use of hearing loops within the Trust was also discussed and the importance of making staff aware that this is not a complicated process. MOR to include information in the Equality and Diversity Training.

**MOR****3.2** Accessible Standard Up-Date

FB and MOR are now working together on the Accessible Standard Implementation Plan.

The Task and Finish Group have now met on a number of occasions to focus on executing the action plan. There have been positive achievements to date (Enclosure B).

There are also new proposed initiatives, such as looking at apps that can be downloaded onto an iPad. Further progress to be raised at the next Board Meeting in December.

**3.3** WRES Update

AP gave an update on the WRES report. The report is required to be published in line with the next Board report. It was found that there is some duplication between the two reports and so AP has incorporated the narrative of the WRES in the HR report. The WRES report has now been uploaded to the internet.

**4.** CQC Visit

An unannounced CQC visit is expected at some point within the next 6 weeks and will last between 3-4 days. FB explained that this visit will not be as comprehensive as the one last year but will be more focused.

Areas that did not perform as well as hoped in last year's visit included Maternity and Paediatrics, A&E and End of Life Care. Staff have been encouraged to look at the progress that has been made within these areas and the continuing work being done to improve the services.

The Communications Team has included the changes and improvements to services in epulse to try to engage staff in this and also to continue to promote good practice.

5. **EDS2 Progress Report**

MOR provided a general update on the EDS2 Progress Report, lots of work still ongoing.

AP and MOR updated on the continuing work relating to the 'Smoke Free Sites' campaign. This has been a difficult policy to develop and implement, it is routinely being reinforced through epulse reminders. Information has also been issued in this month's payslips.

A brief update on the Carers Strategy Group was provided by SK, with the next key event coming up on the 22<sup>nd</sup> November 2017.

MOR informed the group that all work on the Health and Wellbeing sessions and training had now been completed and rolled out to staff.

JB raised the concern that had been highlighted regarding noise levels at night, in particular when a person has passed away and grieving families are called in. Clearly this is a highly emotional time and can also impact upon the other patients.

Alternatives to relatives being on the wards were discussed, however with each ward layout being different it was agreed that there were always going to be some challenges. PS recommended using signs to some extent. FB and End Of Life Care Team to look into this in more detail.

FB

6. **Draft Paper on Proposal for Staff Networks**

MOR explained the ideas behind introducing the Staff Networks and outlined examples of challenges that people are facing within the Trust.

MOR proposed that a Staff Networks Group meet, in the form of a workshop, to discuss the ways in which staff can be supported in the Trust and to agree what it is the networks would be looking to achieve.

It was discussed that similar ideas had been introduced in the past at the advice of the CQC but the Trust had found that there was very little interest and that it had not been well received.

PS agreed that it is a very sensitive project to manage but that the Council had achieved this with networks that are open to everyone. PS to send reference information across to MOR.

PS

MOR to set up Staff Networks Group for 03.11.2017.

MOR

7. **Warwickshire Public Health Annual Report**

EF presented the Health Inequalities in Warwickshire Report which highlighted a number of areas within the county, particularly within Bedworth and Nuneaton, of deprivation and issues relating to poor health.

The report also contained a number of key services that are available throughout the county that provide advice and support.

EW to distribute this presentation to the group.

EW

8. **Site Visits**

An update was received from ED on the site visits. There has been no improvement to the facilities at Stratford Hospital and no further visits have been made.

ED recommended getting photographs of the facilities as basic provisions are not being met and changes need to take place.

The lack of multi-faith space was also discussed at Stratford. SM informed that this was an ongoing issue as previously services had to take place in the day room. AP to follow up on this.

AP

9. **Annual Conference**

There has been some very positive feedback on the annual conference. MOR gave an overview of the event and some of the guest speakers.

Robin Ash (BDA) gave a presentation on 'Being Inclusive', James Nolan spoke about his experience as coming out as a gay man whilst at university and Jess Thom about the challenges that people with Tourette's face and about co-founding the Tourette's Hero project.

SK suggested having a faith speaker at future events and the idea of incorporating spiritual care into the theme was discussed.

10. **ANY OTHER BUSINESS**

SK informed that the Sikh Temple had taken part in the Two Castles Run again this year to raise money for charity. £9,000 had been raised in total, with £2,500 being donated to the Special Care Baby Unit at Warwick Hospital.

SK also advised of the upcoming Inter faith Week that will be taking place between 12<sup>th</sup> November and 19<sup>th</sup> November 2017. There will be a conference on the 18<sup>th</sup> November in Leamington which focuses on faith and inclusivity. ED will be speaking, along with representatives from Warwickshire Police and Warwickshire County Council.

MOR to help with the promotion of this event.

**MOR**

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

Friday 22<sup>nd</sup> December 2017 at 10.30am in the Brooke Suite, Warwick Hospital.