

**Notes of Equality and Diversity Committee meeting**

**9<sup>th</sup> May 2011 – Learning & Research Building, Southmead Hospital**

	<b>ITEM</b>		<b>ACTION</b>
1	<b>Present</b>	Nick Stibbs, Zahir Babur, Simon Wood, Lesley Mansell, Natasha Curtis, Dave Collins	
2	<b>Apologies:-</b>	Mooi Tay, Peter Russell, Tom Douglas,	
3	<b>Minutes and Actions from the last meeting</b>	The minutes of the last meeting were agreed with the following amendment: Section 6 Staff Satisfaction Survey should read Staff Attitude Survey.	
4a	<b>Matters Arising - “Misfits” – Arts Strategy</b>	Misfits – this was thought to be a good idea but there is no funding in the budget at the moment.	
4b	<b>Matters Arising - People with Learning Disabilities Review</b>	The last meeting agreed that Liz Nicholls be invited to talk about the People With Learning Disabilities Peer Review. Liz has now left and the alternative speaker, Emily Greentree, attended a recent meeting. It was agreed to invite Emily Greentree again the future.	
4c	<b>Matters Arising - Single Equality Scheme and Action Plans</b>	The summary of this report is almost complete. The action plans do not necessarily fit the Directorates exactly. Action plans need to be reported back on, however Directorates are finding it difficult to produce what is needed. Further request for information has been made.  Lesley is happy to sit with teams who are dealing with the action plans to help them identify the work they have carried out .	LM to produce a template / model action plan for Directorates to work from
4d	<b>Matters Arising - Equality Champions</b>	This went to Trust Board, and the suggestion was that each Board member should take up a different area of equality and lead on it. We are waiting for the Trust Board response.  These equality leads could be non execs as well as execs to make sure there is someone from each level.  These champions will work with Lesley initially. A role description has already been drawn up.	LM to work with champions
4e	<b>Matters Arising - Publicity – “Insite” – later this year</b>	This quarter various things have been publicised in Insite, including the Equality and Delivery system and LGBT history month. The intention is to put something new in each time.	
4f	<b>Matters Arising - LGBT Standard - update</b>	The LGBT standard was put together as an alternative to the Stonewall 100 champions scheme by the Bristol PCT. Lesley has adapted this for NBT and it needs to go to the Board for approval. The Committee agreed this Standard previously.	

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6	<b>BME Staff Progression – new projects</b>	<p>Not much has been done on progression for BME staff up to grade 7. We now have some funding so can go ahead. The proposal is to set up “Into Public Life” training for BME staff up to band 5, who may not have English as their first language, but may have other skills we don’t know about. This is being taken forward in partnership with the L&amp;R department. A mentoring project for BME staff up to 7 is also proposed. Jane Hadfield may possibly be able to link this in with the LEAD programme. There are no figures for career progression, but we have enough to run the 2 projects, at least as pilots.</p> <p>Connecting with the General Managers is important as they have to positively push this. The sessions would need to be planned and known about and could be part of appraisals. Lesley will email all the General Managers to find out who in their Directorate could benefit from this? We may be able to go outside – there may be staff in other Trusts who may be interested.</p>	LM to report back
6	<b>Equality Objectives</b>	<p>Trust Board have agreed the draft objectives. Lesley compiled these using existing evidence like the outcomes of the Equality Scheme. The objectives are broad and relatively loose and requirements of the equality delivery system . These will now need to be consulted on. There is a BNSSG cluster meeting later this month to work who will be looking at the next steps.</p> <p>We need to review our EIA process. These will continue until 2012 and the cluster will look at the best way forward with these. Currently our monitoring figures need to be improved. The Census figures are 10 years old. We need to monitor and improve our own processes to measure our performance.</p> <p>To reach “excellence” in the Equality Delivery System we would look to the work in the Women’s and Children’s Directorate, where more community work is carried out with hard to reach groups, such as drug users or homeless people. Lots has been done already, but it is difficult to capture it. Women’s and Children’s has a huge annual equality report with lots achievements. We need to link in with diverse communities and attract them towards our services.</p> <p>Zahir mentioned that a lot of Bristol mosques are closely linked with the BME community and therefore have better monitoring figures. We need to look at how we encourage them to use our system more. Increasingly we are being expected to carry out community development work. The PCTs, who have normally picked up this work are now disappearing. Currently, we don’t really have the capacity to take this work up. We know local authorities are cutting staff by 25%, but they cannot take anymore workers off front line health care. It may be worth linking up to community forums. Healthwatch won’t be set up until next year. There needs to be discussion with the PCTs on what needs to be done to deliver this.</p>	

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		The Government is promoting engagement, which is important, with the whole health service changing. The SHA are looking at an EDS, which will be first on the agenda when they start looking at where they are going to put their money. GP's need to know who their patients are and this can then help us as information can be filtered through to us.	
7	<b>Equality Monitoring</b> - <b>Ward Pilot Monitoring Form</b> - <b>Monitoring Protocol</b>	There is a big issue with Monitoring, but this may improve when Cerner comes in. SAS results show that 12% of staff who completed the survey are disabled – our own ESR figures show less than 2%. It would be really good if we could ask staff to fill in equality info as part of their appraisal. Lesley is meeting with Jason Young to discuss patient monitoring. We need to give a positive message to patients, showing we are thinking about them as people, not just getting them through the system.	
8	<b>Staff Attitude Survey Results - Disability</b>	<p>The SAS results have highlighted that the perception of disabled staff is worse than that of non-disabled staff. There are regular adverts on message of the day for 'Access to Work'. Lesley is going to give a presentation to the JCNC at end of May. New staff coming in know about the work we do for disabled staff, but we need to do something a bit more pro active for staff already here. We really need someone to champion this. It was not felt that we are doing enough at the recruitment stage, someone with an access issue needs to be able to communicate what their needs are. Partners should have the same level of training, but this was resisted in HR. The Communications team do a regular survey, they may be able to include questions to help identify more disabled people. Simon Wood will email Tim Bartlett to say this was raised at the Committee, and to contact Lesley about this.</p> <p>Action plans need to be done after discussions with the Directorates, as the SAS results were even worse than last year.</p> <p>Members are asked to submit any ideas to Lesley on how we can promote our work on disability.</p>	<p>Simon Wood to email Tim Bartlett to say this was raised in Committee, and to contact Lesley about this.</p> <p>All members submit ideas to LM.</p>
9	<b>Equality Impact Assessments</b>	There are a number of EIAs under way. Breast services require one as part of the change they are going through - Sarah Lloyd is project managing this.	
10	<b>Equality and Diversity Manager work report and papers</b>	<p>Lesley ran through her work report, which included the breakfast meeting on International Women's Day, which highlighted that staff feel they are not thanked and rewarded. It was suggested there could be an employee of the month award with a free car parking space as a prize!</p> <p>It was suggested that the staff charter has a more positive name.</p> <p>Lesley has been doing briefings on the Equality Act and the EDS and asking what staff need deliver this long term.</p> <p>Simon thanked Lesley and all HR colleagues for their work in keeping all these things moving forward.</p>	

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12	<b>Any Other Business</b>	There was no other business	
13	<b>Date of next meeting</b>	18 <sup>th</sup> July, 11 - 1pm	