

MINUTES OF EQUALITY & DIVERSITY STEERING GROUP

Date: 28th November 2018

Venue: Room 2:03, Oak House, Rotherham

Present: Mrs Debbie Twell, Lay Member (Chairing)
 Ruth Nutbrown (RN), Assistant Chief Officer, RCCG
 Alison Hague (AH), Corporate Services Manager, RCCG
 Helen Wyatt (HW), Patient and Public Engagement Manager, RCCG
 Peter Smith (PS), HR Business Partner
 Sarah Hartley (SH),
 Dr Brynes (RB), SCE GP Lead

Quorum: A minimum of 4 members across at least 3 teams.

No.	Item	Action:
1.	Apologies	
	Apologies were received from Govinder Bhogal and Nigel Parkes.	
2.	Conflicts of Interest	
	There were no conflicts of interest raised at the meeting.	
3.	Notes from Previous Meeting and Action Log	
	Notes of the previous meeting held on 21 st September 2018 were agreed as a correct record.	
5.	Equality Delivery System EDS2	
	Members reviewed the NHS Rotherham CCG EDS2 self-assessment report. Clarification was sought on:	
	2.1 Improved patient access and experience – Feedback received from Healthwatch indicates that certain protected groups cannot access all services eg. Dual sensory loss service users. DT asked if this would change the grading to achieving from excelling. The Group discussed and HW explained the joint working taking place with Healthwatch and the CCG and the group agreed to change the narrative to say “Feedback received from Healthwatch indicates that certain protected groups cannot access all services eg. Dual sensory loss service users. The CCG are working closely with the Trust to ensure this group is not disadvantaged”.	
	2.4 People’s complaints about services are handled respectfully and efficiently – DT asked if the CCG follow up complaints to ensure there is a satisfactory outcome. RN informed members that we follow the complaints procedure. RN agreed to look at the procedure and include a moderate satisfaction survey.	
	3.2 A representative and supported workforce – PS recommended that the grade be changed from excelling to achieving. The CCG don’t complete equal pay audits as this is not required. The group agreed.	
	The EDS2 will be updated and be presented to Governing Body on 5 th	

No.	Item	Action:
	December 2018.	
6.	NHS Rotherham CCG WRES	
	<p>PS presented the WRES and informed the group that this is not a legal requirement for CCG's to complete but is best practice. Clarification was sought on Section 5 around the relative likelihood of staff being appointed from shortlisting across all posts. The factor score shows that the relative likelihood of a white candidate being appointed from shortlisting compared to a BME candidate is 1.42 times greater. RB asked if we are taking action on this figure. PS explained that the CCG is a small organisation and don't make many appointments. Also the Staff Survey showed that there was no discrimination. The Group asked that the narrative be updated to explain the above.</p>	
7.	Provider WRES Monitoring	
	<p>A discussion took place and it was agreed to invite the provider organisations to a future meeting to present their WRES figures and what actions they are taking.</p>	
8.	Future Meeting Dates	
	<p>The group agreed that future meetings will follow the PPE meeting. AH to circulate dates.</p>	
9.	Any Other Business	
	<p>AH agreed to arrange a meeting to pull together a forward plan of business for the E&D Steering Group.</p>	
9.	Items / Risks for Escalation	
	<p>None.</p>	
10.	Date and Time of Next Meeting	
	<p>TBC</p>	