

MINUTES OF EQUALITY & DIVERSITY STEERING GROUP

Date: 24th July 2017

Venue: Room 2:03, Oak House, Rotherham

Present: Ruth Nutbrown, Assistant Chief Officer, RCCG (Chairing)
 Alison Hague, Corporate Services Manager, RCCG
 Lydia George, Planning Manager, RCCG
 Rebecca Atchinson, Public Health
 Peter Smith, Head of HR – Rotherham, Barnsley and Bassetlaw CCGs

No.	Item	Action:
1.	Apologies Helen Wyatt, Gov Bhogal	
2.	Conflicts of Interest There were no conflicts of interest raised at the meeting.	
3.	Notes from Previous Meeting Notes of the previous meeting held on 4 th November 2016 were noted.	
4.	Review Attendees RN asked the group to review a list of attendees and ascertain if all the appropriate attendees were listed. The following recommendations were given: <ul style="list-style-type: none"> RN asked LG to speak to Ian Atkinson on attendees and advise who would be attending from his directorate. RN also to speak to Wendy Allott to identify an attendee from the finance directorate. RN to speak to Sue Cassin for an attendee from the quality directorate. A discussion also took place around integrating the E&D Steering Group with the PPE Committee. It was agreed AH/RN would speak to Kath Henderson to explore the proposal.	LG RN RN AH/RN
5.	Equality and Diversity Work Plan The group reviewed the work plan and agreed the minor changes. A discussion also took place around the CCG E&D objectives and it was agreed that these would be reviewed and brought back to a future meeting. AH to bring back to the next meeting a progress report to date.	AH AH
6.	Any Other Business	

No.	Item	Action:
	It was agreed the refreshed WRES would be included on the next agenda.	AH
	RA agreed to send Equity Audit for information to AH and RN.	RA
7.	Items / Risks for Escalation	
	None.	
8.	Date and Time of Next Meeting	
	6 th November 2017 at 2.30pm, Room 2:03, Oak House, Rotherham	