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| Minutes | Title of Meeting: | Equality Steering Group |
| | Time: | 3.00pm- 4.30pm |
| | Date: | 29th January 2015 |
| | Venue: | Chestnut Room |
| | Reference: | SAW/EB |
| | Chairman: | Helen Wyatt |

Attendees

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| Helen Wyatt | HJW | Patient and Engagement Manager (Chair) |
| Elaine Barnes | EB | Equality & Diversity Manager |
| Russell Brynes | RB | CCG GP Lead for Equality and Diversity |
| Cheryl Rollinson | CR | Project Manager |
| Govinder Bhogal | GB | Prescribing Advisor |
| David Waldie | DW | Mental Health Case Manager |
| Rachel Garrison | RG | Quality Assurance Manager |
| Peter Smith | PS | HR Business Partner |

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| 1. | Welcome/Apologies: Rebecca Atchinson (RA) Sarah Lever (SL), Lydia George, Sarah Whittle | Action By |
| 2. | Minutes from previous meeting 29th October 2014 The notes were agreed as a true and accurate record. | |
| 3. | Matters arising Joint Strategic Needs Assessment (JSNA) EB reviewed a number of JSNA and found that they were all specific in how they capture equality data. Although there are good practices, what would be helpful is to understand what it is that Rotherham CCG would like to see within JSNA. Next step is to understand what would be helpful in JSNA? Rotherham CCG has a memorandum of understanding. HW and EB will discuss this further with SAW and Robin Carlisle | |

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| 4 | <p>NHS RCGG Equality Implementation Plan 2014/16</p> <p>The group went through the evidence achieved against the actions and EB to update. Evidence for March 2015 will be collated and presented at the next ESG group.</p> <p>The next step would be to review the current Equalities Objectives and actions.</p> | |
| 5 | <p>EDS2/WRES</p> <p>EDS 2 is now a mandatory requirement with the 2015/16 NHS Standard Contract from April 2015.</p> <p>WRES (Workforce Race Equality Standards) is also in the 2015/16 NHS Standard Contract. The standard is to ensure that employees from black and ethnic Minority (BME) background have equal access to careers opportunity and receives fair treatment in the workplace.</p> <p>The WRES indicators were shared and discussed in the group. PS will gather the evidence and bring back to the group.</p> | PS |
| 6. | <p>The Armed Force Covenant</p> <p>A recent BBC One Show reported on a Freedom of Information across a number of Foundation Trust to establish how many veterans were being treated. From the responses received, many FT was unable to identified veterans. RDASH and TRFT have both been contacted to find out if how many veterans have access their services.</p> <p>A discussion took place in the group a number of activities to support veterans such as:</p> <ul style="list-style-type: none"> • Monthly activities at the Unity Centre • Specialist lead Nurse • PLT event for GP staff <p>Based in the activities which have taken place, it was felt that Rotherham has done a good amount of work to support veterans.</p> <p>Nagpal was the worker with responsibility for the work being done with veterans. RG will laisse with public health.</p> | |
| 7. | <p>Skill booster DVD</p> <p>The CCG has purchased the Equality Act 2010 training pack which includes scenarios on the protected characteristics.</p> <p>The first scenario was showed at the All Staff Meeting on Thursday 22nd January. The training package will become the mandatory E&D training for all staff and will be show over the next 3 years in the ASM.</p> <p>Colleagues found the DVD helpful.</p> | |
| 8. | <p>Child Sexual Exploitation</p> <p>Still outstanding is SAW is still to speak with SC re anything else that need to be done.</p> <p>EB has been doing some scoping exercise to establish if there has been an</p> | |

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| | <p>increase in reporting in referring of South Asian girl/women following the Child Sexual Exploitation.</p> <p>EB contacted 3 voluntary and community sector group and from the information received, there is no clear indication that there has been an increase in disclosing.</p> <p>A proposal has been submitted and further information is being asked for.</p> <p>The group acknowledge the culture dynamic which might prevent disclosure.</p> <p>EB and HW will provide a summary of all the feedback received and share with SAW.</p> | |
| 9. | <p>Communication and engagement sub committee</p> <p>The Communication and engagement subcommittee is a new committee which has been set up to provide strategic and operational leadership for the development of effective and patient engagement. The first meeting will be held on Friday 6th February.</p> <p>A discussion took place as to whether the Equality Steering Group could be part of this committee. It was felt that the Communication and engagement subcommittee has to meet/establish first. Also if next meeting is looking at new actions, may take some time</p> <p>The group felt that they could not make a definitive decision, and asked for this to come back in 6 months. It was also noted that the agenda took up the allocated one and half hour discussing Equality and Diversity issues.</p> | |
| 10. | <p>Terms of reference</p> <p>The ESG was reviewed, EB to update and circulate for further comments.</p> | |
| 11. | <p>Any other Business</p> <p>None</p> | |
| 12 | <p>Date of next meeting</p> <ul style="list-style-type: none"> • Wed 15th April 2015 at 3.00pm - 4.30pm in room 2.03 | |
| 13 | <p>Dates of future meetings</p> <ul style="list-style-type: none"> • Wed 15th April 2015 at 3.00pm - 4.30pm in room 2.03 • Wed 15th July 2015 at 3.00pm – 4.30pm in room 2.03 • Wed 14th October 2015 at 3.00pm - 4.30pm in room 2.03. | |