



Public Health, Community Development and Equality Committee - MINUTES

Venue: Room 13, Education Centre
Sandwell Hospital

Date: 13th September 2018; 1400 - 1530

Members Present

Mr Richard Samuda (Chair)
Mr Waseem Zaffar
Mrs R Goodby
Dr D Carruthers

RS
WZ
RG
DC

In Attendance

Mrs R Wilkin
Mrs Chris Rickards
Mr P Hooton
Ms S Bullock

RW
CR
PH
SB

Minutes	Paper Reference
1. Welcome, apologies, declarations of interest	Verbal
Apologies were received from Prof K Thomas, Mr T Lewis, and Mrs P Gardner	
2. Minutes of the previous meeting held on 1st June 2018	PH(09/18)001
The minutes were approved as a true record.	
3. Matters arising from previous meeting (action log)	PH(06/18)002
<p>The following actions were discussed:</p> <ul style="list-style-type: none"> • Early Release – Mr Samuda queried whether target completion date needs to be brought forward from November. Mrs Goodby stated this was realistic based on work being done on policies and taking them through committees and training. Discussion to take place around weekend deaths and early release. Need to engage with Funeral Directors as they are best placed to know the procedures following death. • Pet Therapy Progress Report – Working very well. Therapy dogs and Shetland ponies have visited the site and were well received. Trust hoping to raise money from charity raffle and charity sky dive to purchase a Paro Seal Robot which has been evidenced to help patients, particularly with dementia. 	
4. Smoke-free Sites by 5 July 2019	Verbal
Ms Wilkin gave a verbal update. Trust going smoke-free from 5 th July 2019. We have marked first big milestone of 300 days at the weekend. Staff have been notified of the date and are being encouraged to prepare. There are various support mechanisms in place for people who want to give up smoking.	

<p>A taskforce will be established internally, with stakeholders from across the Trust to work through and recommend through the Public Health CLE Committee, the preparation, implementation and sustainability plans. Various scenarios will need to be considered including contractors on site, palliative care patients, how staff challenge anyone who is seen to be smoking on the premises and replacement therapy such as vaping.</p>	
<p>5. Mental health Tender and Implementation</p>	<p>PH(09/18)003</p>
<p>On 1st September the Trust introduced ‘We Mind’ which is our new mental health support programme for staff. The programme includes services provided by Care First and Kaleidoscope. All staff have access to a Freephone number accessible 24/7 to speak to a trained counsellor. The advice given is based on cognitive behaviour therapy, backed up with face to face counselling. Various data will be collated for management reports but the service is completely anonymised. Staff will also be offered an app, ‘Stress Free Island’ which is free for staff to access. The Trust has negotiated access for 7,000 colleagues. There is to be a Health & Wellbeing Day on 3rd October where people from Care First and Kaleidoscope will be available to promote their services and get staff signed up and assist in downloading the app.</p> <p>The Mental Health Commission and Combined Authority ‘Thrive At Work’ initiative has lots of information and guidance which the Trust will be working through to ensure all areas are covered. The person leading on this at the Combined Authority is Sean Russell and he may be able to assist in raising our profile.</p> <p>It is recognised that Line Managers will be key in the success of this initiative and how well they are able to talk to their staff and refer to the service.</p> <p>Recommendations: The Committee were asked to:</p> <ul style="list-style-type: none"> • Receive and note the Care First Launch materials. 	
<p>6. WRES Data 2018</p>	<p>PH(09/18)004</p>
<p>We submitted our data on 10th August and we have until 28th September to submit our Action Plan. We are consulting with the</p> <p>BME staff network and looking at Model Action Plans from other organisations and working closely with the national WRES team.</p> <p>It was noted that there is work to do to increase the number of non-clinical staff at Band 8a and above. The Stepping Up programme is a regional programme instigated within our Trust with 3 other acute Trusts in the area to work in partnership. This is a specific leadership programme for BME colleagues and it is hoped that this will encourage and increase the number of, particularly non-clinical staff, to move up the career ladder into leadership.</p> <p>There was a query around whether interview panels were now representative and included BME members. Mrs Goodby stated that they were, however Mrs Rickard fed back that further work needs to be done so this is not seen as being tokenistic. BME colleagues should be included in the whole process from shortlisting through to interviewing and not just called upon to attend the interview.</p> <p>The Committee felt that Indicators 5 and 6 surrounding harassment, bullying or abuse were very concerning and asked what we are doing to support staff around this. Mrs Goodby informed the Committee that our statistics fell around average of other Trusts although recognised that this did not mean we weren’t acting on the findings.</p>	

<p>Recommendations:</p> <p>The Committee was asked to:</p> <ul style="list-style-type: none"> • Note the 2018 data submission • Approve the submission of the 2018 data to national WRES team • Note deadline for the Trust's WRES Action Plan publication by 28th September <p>Agreed</p>	
<p><i>Action: To bring data to the next meeting to demonstrate the number of recruitment interviews that have happened and are representative and set up a focus group about how the BME staff felt they were included and their experience.</i></p>	
<p>7. Eastern European Network Launch</p>	<p>Verbal</p>
<p>First meeting was due to be held on 7th September, however there were no attendees. There are other organisations that we can utilise to help launch the Network, e.g. the Polish Ex-Pats Association in Birmingham and NASHDOM. Events could be arranged on specific festival days incorporating traditional food. Unison is devising an Equality Calendar which incorporates all days where there is an event for any equality issue in the country.</p>	
<p>8. Matters to raise to the Trust Board</p>	<p>Verbal</p>
<ul style="list-style-type: none"> • Mental Health Initiative • Smoke-Free 	
<p>9. Any Other Business</p>	<p>Verbal</p>
<ul style="list-style-type: none"> • A fruit and vegetable stall has now been launched which is open 7 days a week , 3 days at Sandwell and 4 days at City offering discounted fruit and vegetables for staff and patients. Venues to be promoted. • Employer with Heart Charter has been signed which means new parents with premature babies will be paid until Maternity Leave would normally have begun if the babies were born around their due date. • School nursing contract – Deadline for submitting the first tender is tomorrow. Dave Baker is looking at this. • External guests – Committee to have a think about who could attend. <p>Date of Next Meeting: Thursday, 15th November 2018; 1400, Room 15, Education Centre, SGH</p>	