

# Workforce Race Equality Standard (WRES) Strategic Advisory Group

MINUTES

28 OCTOBER 2015

11:00-13:00

STEWART HOUSE, LONDON

<b>MEETING CALLED BY</b>	WRES Strategic Advisory Group (Sir Keith Pearson, Chair)
<b>ATTENDEES</b>	See annex
<b>APOLOGIES</b>	See annex
<b>NOTE TAKER</b>	WRES SAG secretariat
<b>WELCOME &amp; INTRODUCTIONS</b>	Sir Keith Pearson

## Agenda topics

CHAIR PERSON

SIR KEITH PEARSON

<b>DISCUSSION/ CONCLUSIONS</b>	<p>Sir Keith Pearson welcomed and thanked members of the Strategic Advisory Group for their attendance. He reminded the group of their 'advisory' role on this important agenda, and the need for this role to be underpinned by clear data and evidence.</p> <p>Sir Keith outlined the theme of continuous improvements on workforce race equality and reminded the group of the length of time it has to make a real difference, thus highlighting the need for both efficiency and an outcomes-focused approach. Sir Keith emphasized the key message that a diverse and supported workforce creates a safe and efficient NHS, leading to better health outcomes for all patients.</p> <p>Minutes of the previous meeting of the group were accepted. Actions from the previous meeting were discussed. It was agreed that the role description for the Vice Chair for the group should be produced and circulated to group members, with expressions of interest for the role to be sent to Yvonne Coghill. It was noted that Shantelle Niles has been appointed as the WRES Implementation Team's administrator, with other appointments to the Team being secured by January 2016.</p> <p>It was noted that two WRES leaflets (for staff and for NHS Boards) had been produced. Routes and opportunities for dissemination were discussed, including at the forthcoming NHS Providers conference in Birmingham. The potential of co-production with other national healthcare bodies was discussed.</p> <p>A thorough discussion on the Away Day for the group took place and it was decided that such a session should be factored into the January WRES SAG meeting, followed by a dinner for the group.</p>
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TERMS OF REFERENCE

ANEEZ ESMAIL

<b>DISCUSSION/ CONCLUSIONS</b>	Aneez Esmail recommended that the draft Terms of Reference for the group be accepted. One minor amendment was called for on page one relating to frequency – in general, however, it was noted that the Terms of Reference were
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	fit-for-purpose.
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WRES IMPLEMENTATION UPDATE

ROGER KLINE & YVONNE  
COGHILL

<b>DISCUSSION/ CONCLUSIONS</b>	<p>Roger Kline and Yvonne Coghill presented an update on WRES implementation. The following points were noted:</p> <ul style="list-style-type: none"> <li>• Following the appointment of the team administrator, who started in the role on 19<sup>th</sup> October, the interviews for the team office manager and the engagement and policy posts will be held during November. The process of recruiting the full team has been slower than expected; interim support is being provided by Habib Naqvi of NHS England.</li> <li>• It was noted that there is likely to be a significant underspend of the programme’s budget for year one. Sir Keith Pearson noted that this is a two-year programme of work and that the start date should commence from when the WRES Implementation is fully recruited to.</li> <li>• An update on the scheduled WRES workshops was given, including 11 regional workshops during the month of November, a HSJ roundtable (leading to the production of a number of themed booklets) and seminars during spring 2016 to be delivered in collaboration with NHS Employers on the following topics:             <ul style="list-style-type: none"> <li>○ Recruitment</li> <li>○ Disciplinary action</li> <li>○ Bullying and harassment</li> <li>○ Career progression</li> </ul> </li> <li>• It was noted that a literature review would be carried out in this area of work – to be undertaken and overseen by Aneez Esmail. A discussion regarding replicable good practice examples in workforce race equality and the use of the WRES was had, including the importance of the need to bring these examples together and to profile them widely. This included a discussion on the need to include BME colleagues on all recruitment interview panels.</li> <li>• An update was provided on the forthcoming King’s Fund report, which will highlight the importance of ‘race’ as a key indicator for poor workplace experience and career progression. The report will also cite the common characteristics amongst those organisations that are doing well on this agenda.</li> <li>• A discussion was had amongst the group on the prospect of conducting a longitudinal study that looks at the relationship between these characteristics and health outcomes for patients. Dean Fathers suggested the development of an economic business case for such research that goes beyond the life-expectancy of this programme of work.</li> <li>• Roger Kline reported that 70% of all NHS providers had now either reported back with their WRES baseline data for July 2015, or had published it on their respective websites. He outlined that the Trust Development Authority had kindly agreed to write to the 30% that had not published or returned their data, and that Monitor will be approached to do the same.</li> <li>• Marie Gabriel stated that we need ‘continuous improvement’ on the WRES metrics from organisations, and not complacency from Chairs of organisations on being comfortable in what is seen to be the NHS ‘average’ areas for the metrics. Dame Gill Morgan offered to write a supportive letter to all NHS provider organisations regarding the importance of not being in the bottom 20%, and a ‘helpful’ forewarning of plans for a published list of all organisations.</li> </ul>
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**Paper: SAG1**

	<ul style="list-style-type: none"> <li>Sir Keith Pearson highlighted the importance of making recommendations to the Equality and Diversity Council on a small number of actions to be taken – including the presence of BME representatives on all recruitment panels. The recommendations should be drafted and circulated to the group prior to the January meeting of the Council.</li> </ul>
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**IMPLEMENTATION OF WRES BY ALB'S**

**YVONNE COGHILL AND  
ROGER KLINE**

<b>DISCUSSION/ CONCLUSIONS</b>	Yvonne Coghill noted that she had been meeting Chairs of all major ALB's with Sir Keith Pearson. They had recently met with Ed Smith (NHS Improvement), who agreed to become a member of the SAG and attend the January meeting. Roger Kline noted that more work has to be undertaken with some of the other ALB's.
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**WRES STRATEGY**

**YVONNE COGHILL**

<b>DISCUSSION/ CONCLUSIONS</b>	Yvonne referenced the draft WRES strategy and the strategic map document, and called for thoughts and comments, via email, on these documents from the group before the January meeting.
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**AOB**

<b>DISCUSSION/ CONCLUSIONS</b>	A discussion was had on whether deputies can attend the SAG meetings where members are unable to attend themselves in person. It was agreed that due to the time-limited nature of this programme and the need for continuity, full members should attend the quarterly meetings. The dates of meetings have been sent to members for the forthcoming year.
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
1. Development of job description for the Vice Chair of the Group and circulation to group members for expressions of interest for the role	WRES SAG secretariat	9 <sup>th</sup> November 2015
2. Inform SAG members of the Away Day session to be planned as part of the January Sag meeting in London	WRES SAG secretariat	9 <sup>th</sup> November 2015
3. Dates for the planned HSJ roundtable to be sent to relevant SAG members as early as possible	Roger Kline	20 <sup>th</sup> November 2015
4. Scoping of good practice examples of workplace race equality	Roger Kline and Mala Rao	5 <sup>th</sup> January 2016
5. Supportive letter to NHS provider organisations regarding future publication of a WRES 'league table'	Dame Gill Morgan	27 <sup>th</sup> November 2015

## Paper: SAG1

6. Draft recommendation for the EDC on including the presence of BME representatives on all interview panels.	Roger Kline/Yvonne Coghill/Habib Naqvi	20 <sup>th</sup> January 2016
7. Comments and feedback on the draft WRES strategy to Yvonne Coghill	All SAG members	11 <sup>th</sup> December 2015

<b>DATES OF FUTURE MEETINGS</b>	Tuesday 12 <sup>th</sup> January 2016, Tavistock House, Tavistock Square, London WC1H 9LG  Time and dinner arrangements - tbc
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## Paper: SAG1

### Annex

#### Meeting of the WRES Strategic Advisory Group Attendance 28 October 2015

##### **Present**

Jabeer Butt	Deputy Chief Executive Officer, Race Equality Foundation
Aneez Esmail	Professor of General Practice, University of Manchester
Professor Dean Fathers	Chair, Nottinghamshire Healthcare NHS Trust
Marie Gabriel	Chair, East London Foundation Trust
Sir Keith Pearson	Chair, Health Education England
Professor Mala Rao	Public Health Consultant, Public Health England
Dame Gill Morgan	Chair, NHS Providers
Rajan Madhok	Board member, Clinical Leaders Network
Dr Michelle Drage	CEO, London-wide LMCs

##### **Apologies:**

Lord Victor Adebawale	Non-Executive Director, NHS England
Danny Mortimer	CEO, NHS Employers
Sir Andrew Cash	CEO, Sheffield Teaching Hospitals NHS Trust
Baroness Joan Hanham	Chair, Monitor
Sir Peter Carr	Chair, Trust Development Agency
Sir Malcolm Grant	Chair, NHS England
Joanna Owen	Lawyer, Equality and Human Rights Commission
Lord Kamlesh Patel	Chair, Bradford Hospitals NHS Trust
Joy Warmington	Senior Trust Board Member, BRAP
Jacqueline Dunkley-Bent	Director of Nursing, NHS England Professor
Poppy Jaman	Non-Executive Director, Public Health England
Kate Nealon	Non-Executive Director, Health Education England
John Restell	CEO, Managers in Partnership
Terry Roberts	Director of Workforce, Kingston Hospital NHS Trust

##### **In attendance:**

Yvonne Coghill	WRES Implementation Team, NHS England
Roger Kline	WRES Implementation Team, NHS England
Dr Habib Naqvi	Equality & Health Inequalities Unit, NHS England