**Minutes of the BAME Network Group**

**Tuesday 20th of June 2017**

**11 – 12 PM in the undergraduate room Kent and Canterbury Hospital**

**Present:**

Chinekwu Davies, Consultant Anaesthetist (Chair) CD

Yvonne Davies, Ward Manager ICU (Deputy Chair) YD

Jazz Mallan, Head of Strategic Resourcing JM

Stella Adegoke, Ophthalmic Nurse SA

Ricardo Mora - -Rodriguez, Energy and Sustainability Engineer RMR

Rochelle Benjamin, Business Administration Manager RB

Dorothy Otite, Risk Manager DO

Sally Smith, Deputy Chief Nurse & Head of Quality SS

Ferenc Inkovics, CRS Team Manager FI

Biju Thomas, Office Manager, Outpatients BT

Brenda Asante, Clinical Photography BA

Bruce Campion Smith, Head of Diversity and Inclusion BCS

Susan Abbott, Diversity and Inclusion Officer SA1

**Welcome and Apologies for Absence**

CD welcomed everyone to the meeting

No apologies

**Declarations of Interest**

There were no declarations of interests.

**Minutes of the Meetings held 12th April 2017**

The minutes of 12 April 2017 were agreed as an accurate record.

**Updates;**

Website FI, the website is almost ready to go live when additional information has been added. It was also agreed that BA liaise with FI to offer any help that she can give.

**Action;**

SA1 to send amended membership form, ToRs and photos to FI

BCS to send NHS Confederation link and in the future details of any conferences that may be available for staff to attend.

It was generally agreed that we all have to spread the word about BAME and due to the increase in the meetings attendance, (attributed to BAMEs attendance in the hub and the meeting invitation mail drop to all BAME staff members), BCS suggested that all meeting minutes continue to go to all of the trusts BAME staff members.

It was also suggested that something akin to the information we gave out at the hubs is also taken to the Royal Victoria, Buckland and Queen Elizabeth Queen Mother hospitals.

SS asked if we have a BAME twitter account, not at moment.

**Action;**

SS to #twitter about this meeting

BCS to set up Twitter Account

SAB1 to set up dates for BAME information stalls at Royal Victoria, Buckland and Queen Elizabeth Queen Mother hospitals.

**Hub day** JM explained that on National staff Network Day JM BA and SA1, along with a member from the disability Council had set up in the hub at KCH (information board, enrolment forms and logo ideas). Everyone had worked to engage with other staff members talking to them about BAME and inviting them to become a member. JM was concerned that there seemed to be an issue with people who did not think that they were BAME. Posing the question how we reach everyone and how do we make this clear. CD agreed to blog about who comes under the umbrella of BAME and the support that Matthew Kershaw has offered supporting the networks meetings and allowing staff to come to them. To expand on explaining who and what the network are it would be helpful if we could put information into to staff induction packs. This could include pins/stickers, a postcard with the information about the BAME network and a membership form, this could also be placed in doctors/ overseas nurses’ induction packs .BCS also pointed out that on staff induction days there are often stalls to engage with the new staff members this was another option of marketing BAME and as the new doctors start in August it would be nice to have it ready by then.

**Action;**

JM and BA to develop pins stickers and postcards.

CD to blog.

SS to co-ordinate Doctors /overseas packs

BCS to co-ordinate with Rob on new starters packs

BCS; asked if anybody was prepared to become an anchor on their site. This would include anchoring video conferencing (re-meetings to save travelling time). Perhaps becoming known as the person to go to for information about the BAME.

SA agreed to become the anchor at the Royal Victoria site and RMR the anchor at Buckland.

YD reported on the international staff network day at the William Harvey hub.

There had been three of them on site. YD, CD and Francesca.

While YD had talked people into coming into the hub, CD and Francesca had explained about BAME and signed up some new members.

CD thought it would be a very good idea to have posters throughout all the sites explaining BAME, all agreed. Bruce suggested that we work with the communication team to produce marketing posters and will also look at funding.

BT suggested it would be nice to have a presentation that could be used in meetings. SA would like to also have the presentation to present to her division in team meetings as she has already been told that only one member of staff will be allowed to attend the BAME meetings.

If was agreed that video conferencing should be set up for the BAME meeting, this may mean that more staff can attend meetings. The question how long would the network last and what would the benefits be was asked., the answer was “hopeful forever”

.BSC explained that a network has an opportunity to have an impact on the Trusts performance in the fight against discrimination. JM pointed out that collectively we can influence change .

**Action;**

BCS will liaise with communications once the pins/ postcard has been developed

SA1 to send all information to BT

BT to do a PowerPoint presentation

A short discussion followed which debated the merits of inviting Matthew Kershaw to a

 Q&A, it was decided against at this time. However CD sits on the Diversity and Inclusion Steering group committee and will be able to ask questions when called for including about a budget for the BAME network.

**Branding;**

A vote was taken as to whether the network should be known as B.A.M.E. or BAME.

BAME was a clear favourite. It was decided that photos of current members should be used in marketing

**Action;**

SA1 will make the changes to all documents

SA1 to contact communications about attending the next BAME meeting to take photos.

**AGM**

The committee would like the AGM to be an all-day event, preferably held in the cricket ground event building.

 There is a cost to this, CD will try and raiser funding for food. CD and BCS to ask the Diversity and Inclusion Steering group committee for a budget. We will also need speakers. RB agreed to work with CD.

**Action;**

SA1 to look into the cost of hiring the cricket ground.

CD will try and raise funding for food

CD, BSC to approach Diversity and Inclusion Steering group committee for a budget.

A further discussion followed on the way to raise funds, it was suggested that we could hold a ball and a conferences where delegates paid to attend.

**AOB**

None

Date of next meeting;

July 18th 9 – 11 Conference Room KCH