

**Monday 5th November 2018: 10:00 – 12:00**

**Video links: Kent & Canterbury Hospital – Exec Meeting Room, QEQM Endoscopy Seminar Room, WHH Endoscopy Seminar Room**

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| **Present** | | |
| Bruce Campion-Smith | Head of Diversity & Inclusion | BCS |
| Susan Abbott | Diversity & Inclusions Officer | SA1 |
| Ferenc Inkovics | Deputy Head of IT Service Deliver | FI |
| Chinekwu Davies | Consultant Anaesthetist - **Chair** | CD |
| Stella Adegoke | Ophthalmic Nurse | SA |
| Yvonne Davies | Ward Manager (ICU) – Deputy Chair | YD |
| Adrian Simoes | Associate Specialist | AS |
| Francescah Hayward | Critical Care Nurse | FH |
| Manju Banerjee | Clinical Site Manager | MB |
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| **Apologies for Absence** | | |
| Sally Smith | Chief Nurse & Director of Quality | SS |
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|  | **Subject** | **Action** |
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| 1 | **Welcome**  Chi welcomed everyone to the meeting |  |
| 2 | **Declarations of Interests**  There were no declarations of interest |  |
| 3 | **Quorum** |  |
| 4 | **Minutes of Meeting on 3/9/18**  Read and agreed as being correct | All |
| 5 | **Black History Month – October**  The Black History hub feedback was very positive – attendees to the event were higher than anticipated (47 people attended), and several people joined the Network that day.  CH advised that there are several local Black History exhibitions both nationally that have free admission  <https://www.blackhistorymonth.org.uk/listings/region/greater-london/>  <https://www.blackhistorymonth.org.uk/article/section/latest-events/walter-tull-life-legacy/>  SA1 confirmed that Trust Communications have been contacted about the even and will advise within the Trust to promote awareness of event |  |
| 6 | 2-gether (formed from Serco staff serving EKHUFT & some non-clinical EKHUFT departments)  Discussion undertaken about whether or not their BAME members could be part of the EKHUFT BAME Network. It was suggested that this should not be a problem as 2-gether is owned by EKHUFT. However, 2-gether is not managed by EKHUFT. BCS was also unsure on this matter as the BAME Network Terms of Reference are with EKHUFT only – so this would need to be clarified. Potentially new Terms of Reference may need to be drafted if 2-gether was to be part of the EKHUFT BAME Network. It was suggested that Fin Murray, as Head of 2-gether, should be approached to discuss the matter further by a few of the BAME members – as a new governance system will need to be devised if both companies are to work together in the BAME Network.  BCS will arrange a meeting with Fin Murray and it was agreed that a maximum of 3 people should take part in the meeting ( BCS + YD + AS +/- MB +/-SA1). SA1 will also speak to Ricardo Mora-Rodriguez (2-gether) and ascertain whether or not he would also like to be part of this meeting. | BCS  SA1 |
| 7 | **Other local BAME networks**  Very few BAME networks in Kent. SA1 advised that though there is a BAME group/network in Canterbury they are not keen to link in with other groups. CD suggested that attempts should be made to contact and link in with other established BAME networks in Sussex / South London etc.  MB has some contact names for Sussex and will give to SA1 for her to approach and ascertain whether or not they would like to link in with our network. | SA1  MB |
| 8 | **Badges for new BAME members**  SA1 confirmed that these have been requested | SA1 |
| 9 | **SAS Doctors**  CD met with the Trust’s Chief Executive, Susan Acott in October to discuss the BAME Network. The Chief Exec is aware of the recent BAME survey and has advised that the Medical Director is going to work with the doctors on the issues raised.  SAS doctors to be encouraged to attend BAME network meetings as their input and feedback are valuable. AS to contact SAS doctors.  CD requested that this matter be kept on the BAME Agenda so that the Network is kept up to date. | AS |
| 10 | **BME Nurses**  BCS advised that the programme ‘Enabling BME Nurses and Midwife Progression into Senior Leadership Positions’ had not progressed due to poor attendance of the planned meetings. BCS stated that this issue needs to be raised again and get Sally Smith on board. The majority of BAME nurses are in the lower bands with very few at Band 7 and nil at Band 8 or above in this Trust.  It was discussed that more needs to be done to support the BAME nurses to achieve higher bandings e.g. help with writing/creating a Curriculum Vitae, interview skills, completing application forms etc. YD and SA willing to support junior BAME nurses with these skills | YD  SA |
| 11 | **Appointment/Interview Panels**  CD advised that the appointment/interview panel (for all potential EKHUFT employees/staff) needs to be reviewed and adjusted to ensure that a BAME member is included to ensure diversity. However, it was discussed that very few BAME members have actually had the relevant training to be part of an interview panel – and this needs to be rectified.  SA to contact HR to ascertain when the dates for Recruitment & Retention Course and circulate the dates to BAME members. | SA |
| 12 | **2019 BAME Conference**  CD raised the question about the next year’s BAME Conference. Advised that we all should be thinking about potential themes, the format, the venue and when it should take place. | ALL |
| 13 | **Any other business**  A BAME cookbook is a good idea to raise funds for a charity – ideally one would benefit BAME people e.g. Sickle Cell or similar or alternatively a charity that would benefit everyone e.g. The Air Ambulance Service (HEMS). All BAME members are encouraged to send in their recipes for this book.  Chi is retiring from the NHS, and this is her last meeting as the Chair of the EKHUFT BAME Network and we are all very sad to lose her. YD as Deputy Chair will chair the next meeting, but stated that she did not wish to become the next Chair for the network. As a result there was some discussion as to who might wish to take on this role – BCS suggested that FI might like to take up the post, but FI would not commit; advised that he would need to think about it. SA, FH and MB said they would consider the post if FI decided not to take on the position. | ALL |
| 14 | **Next BAME Network Meeting date**   * January 7th 2019: 10:00 – 12:00 * KCH Exec Meeting room, QEQM Pfizer MDT Room, WHH Endoscopy Seminar room | ALL |