

## Bristol Race Equality Strategic Leaders Meeting - MINUTES

<i>Date</i>	<i>Time</i>	<i>Location</i>
24 <sup>th</sup> July 2019	2pm – 4pm	Room 1P 09, Bristol City Council offices,

<b>Attendance:</b>	
<b>Present:</b>	Mike Jackson, (Chair, BCC), Cllr Asher Craig, Mayur Bhatt (AWP), Helen Sinclair-Ross (BCC), Andrew Mallin (BCC), Alex Raikes (SARI), Sandra Gordon (CORE), Suzanne Carrie (UWE), John Smith (OPCC), Sado Jirde (BSWN), Sarah Marchant (CPS), Jas Kaur (NBT), Marilyn Harrison (Probation),
<b>Present for agenda items:</b>	Andrew Clarke, Director, BCDP Andrea Dell, One City Office
<b>Apologies:</b>	Liz Perry (NBT), Julia Clarke (BCH), Sarah Jenkins (SWAS), Simon Shilton (AFRS), Nishan Canagarajah (UoB), Morag Robertson-Morrice (BCH), Andy Bennett (A&S Police), Samantha Chapman (UHB), Catherine Wevill (CCG)

<b>No.</b>	<b>Item title</b>
1	<p><b>Introduction and Welcome</b></p> <p>The Chair welcomed new group members and all present introduced themselves to those attending the meeting for the first time.</p>
2.	<p><b>Apologies</b> - As listed above.</p>
3.	<p><b>Minutes &amp; Matters Arising</b></p> <p>Minutes from the previous meeting were reviewed, approved and agreed.</p> <p>Andrew updated the group that actions from the previous meeting have all been completed. A follow up discussion took place regarding the role of Trade Unions and representation.</p> <p><b>Action</b> - It was agreed that Sandra through CORE will take this work forward and liaise with this group should any additional support be required.</p> <p>Sandra queried whether the group have or will set specific targets. Mike stated that this is a likely outcome of the race data product to be produced in the coming months. This lead to the group discussing thoughts around future data and analysis that could be beneficial to progressing race equality responses and initiatives.</p> <p>Alex felt there is value in a wider gathering or conference to bring all agencies together to each provide an overview individually of what race equality they hold, be it in relation to staff and also ensuring that service users are also captured.</p> <p>Jas also flagged the existing WRES for partners to be aware of.</p> <p>John Smith suggested consideration be given to looking at a range of wider measures on top of the H.R. workforce data. Suggestions included criminal justice system data.</p> <p>John also suggested that linking our areas of focus to responses to the Race Disparity Audit report could be considered to provide a structure.</p> <p>Marilyn added that the statistics relating to the Lammy review work ongoing could be</p>

relevant to support this although this could significantly widen the groups remit and be resource intensive. Marilyn felt that ensuring focus on H.R. data and making significant progress on this aspect was still very important.

Suzanne added that key data sets for UWE were the student data.

Given the range of opportunities suggested and limited agenda time Mike suggested carrying out a more detailed discussion on these subjects during September's meeting.

Mike flagged that such additional requirements and demands will come with a requirement for additional resource to deliver this work and for members to consider this.

**Action** – Andrew to ensure dedicated time is set for this discussion at September meeting.

**Action** – Mike suggested Andrew circulate a range of options / topics for this discussion in advance of September's meeting for group meeting to give advanced consideration of.

#### 4. **Updates from the Chair**

Mike stated that he had shared with the group a latest update via e-mail prior to the meeting to inform partners of recent equalities related updates being delivered by Bristol City Council to follow up on discussions at previous group meetings.

Mike also drew the group's attention to the 'We Are Bristol' campaign that is focusing on promoting community cohesion and equality. A short summary video was played to the group. The film can be accessed at this link - <https://www.wearebristol.co.uk/>

Mike advised the campaign is actively seeking sponsorship and for partners to engage where possible.

- **Update on new group members**

New group members were formally welcomed by the Chair and existing members.

- **Group Terms of Reference sign off (attached)**

Mike stated that the group's Terms of Reference refresh has now been completed and thanked members for their co-operation on this.

**Action** – a follow up meeting is to be held between Mike and Sandra regarding the Terms of Reference and links between this group and the work of CORE.

- **Future group resource update**

Mike updated that as agreed at the previous meeting he had written out to all group members to request their support in continuing to ensure the group has dedicated resource to continue to deliver projects and outputs.

Mike thanked those members who have already responded positively but also flagged that a number of agencies are still to reply and requested that these decisions are confirmed as soon as possible to enable future decisions and plans to be made.

#### 5. **Progress update from H.R. Leaders group**

Helen updated the group on the Bristol is Hiring campaign which is an ongoing series of promotional events raising awareness of the work of partner organisations in targeted

communities. Over 100 participants attended the most recent event in the Trinity Centre.

The event aimed to generate interest in partner agency vacancies and future events are planned to grow this brand.

A City Network event was held in June to demonstrate the power of staff networks. The group will act as a problem solving group to target highlighted issues. Attendees ranged from organisations with no staff networks through to those with well-developed networks. This work and the Terms of Reference will align with the objectives of the Equality Charter.

**Action** – Helen to share the draft Terms of Reference, LinkedIn information and dates of future events with the Strategic Leaders group.

Alex stated there are issues being identified around suffering of BAME staff in front line industries which this group may wish to take a look at in future.

The H.R. Leaders group is also promoting the sharing of D&I Equalities training and development resources between partner agencies.

Other current work includes Diverse Recruiters and a review of the group's Terms of Reference as well as potential further community facing events.

The Stepping Up Governance Board held its first meeting on 19<sup>th</sup> June. The next one to align with September' Strategic Leaders group meeting.

Helen stated that H.R. Leaders group representation has been much better from partners.

**Action** – Helen to review H.R. Leaders group attendance to share with Strategic Leaders group members individually where there are gaps in attendance from specific agencies.

6. **Festival of the Future City – Bristol 16<sup>th</sup> – 18<sup>th</sup> October 2019**

Andrew Kelly, Director of the Festival of the Future City event (and BCDP) attended to present an overview. The work of BCDP brings together Bristol City Council, UWE, University of Bristol, Business West and the Arts Council. Andrew stated that close links have been formed with Cllr Craig and Andrew to ensure that the Race Equality Conference forms part of the wider Festival (taking up the last day of the event).

In addition to this bi-annual event there is also an annual Festival of Ideas programme with both covering a vast array of subjects and content with speakers from all over the world attending. The Mayor of Bristol's State of the City speech will form a part of the 1<sup>st</sup> day agenda for this year's Festival of the Future City.

Other events to take place this year include :

Guilt and Cities, The Cargo Project, Future of Urban Tolerance, Muslim & Jewish Communities in Bristol and How the Windrush generation helped build out cities all culminating in the Race Equality Conference.

Andrew invited all group members and their organisations to attend events where possible with many being put on free of charge.

**Action** – Andrew Kelly to share a programme overview document with the group as well as contact details for any queries.

## 7. Annual work plan update – Development of Bristol’s Race Equality Conference

Andrew updated the group on the latest progress in delivering a national scale Race Equality Conference in Bristol (one of the key stated aims of the Strategic Leaders group in 2019. Fortnightly briefings are being held with Cllr Craig.

The event is now confirmed for Friday 18<sup>th</sup> October 2019, to be held in City Hall, Bristol between 09:30 – 15:45 as the final day of the Festival of the Future Cities event. This will be an accessible event with a Prayer Room also available throughout the day.

A range of high profile speakers have already confirmed their attendance including : - Baroness McGregor-Smith, Sir Simon Woolley, Mayor & Deputy Mayor of Bristol, as well as Senior Leaders from the Criminal justice, health, Private and voluntary sectors. There will also be central government input from the Cabinet Office & Race Disparity Unit (RDU).

Recent meetings with the RDU and Cllr Craig and Andrew have also been positive with the unit stating an in principle decision to also help financial contribute towards the event.

Breakout session presenters and content has also been confirmed including : -

Findings from the Race in the Workplace report - Ray Pay Gap reporting  
Showcasing of national good practice models - Future direction update from Government

Due to the expected costs of running an event on this scale there is a requirement to cover these expenses. The intention is to cover costs via a combination of : -

- Event ticket sales
- Sponsorship packages
- Financial contribution from RDU

There will be a free allocated ticket for each agency, key partner networks and speakers. Over and above this tickets will be charged to cover event costs (key partners will be offered first opportunity to buy tickets at early discount rate before wider general sale).

### **Request for partner agency support : -**

Andrew thanked partners for support received to date and highlighted that further partner agency support is still required to help deliver the conference in the following areas :

- Sponsorship is essential in order to help cover the costs of the event and it is requested that partners consider sponsoring the event or help signpost through their networks to organisations who may be willing to sponsor.
- Additional assistance required from partners on the day to help run the event.
- Support is required from partner’s who could assist with photography, videography and evaluation of the event on the day.

**Action – Andrew to send direct ask to all partners on these points for individual responses.**

**Action – Partners to consider being an event sponsor.**

**Action – Partner agencies to circulate the promotional poster and e-mail invite widely through their networks to help generate bookings.**

Jas indicated that North Bristol Trust may be able to assist with videography / photography.

	<p><b>Action</b> – All group members to ensure they book their allocated spaces through the Eventbrite link when this is sent to them directly from the Mayor in the coming days.</p>						
8.	<p><b>One City Plan – potential alignment of targets with work of the Race Equality Strategic Leaders group</b></p> <p>Andrea Dell, Head of the One City Office (job share with Ed Rowberry) presented an overview of the One City Plan. This aims to align hundreds of city wide strategies by bringing partners and sectors together to work collectively to achieve the targets set.</p> <p>The plan sets Bristol vision for 2050 with a range of measures timelined to achieve these. These measures will regularly be reviewed with an annual plan refresh to update. The next iteration of the plan is due in January 2020. The plan’s 6 key themes are :</p> <table border="0" data-bbox="183 593 1244 672"> <tr> <td>Connectivity</td> <td>Economy</td> <td>Environment</td> </tr> <tr> <td>Health &amp; Wellbeing</td> <td>Homes &amp; Communities</td> <td>Learning &amp; Skills</td> </tr> </table> <p>Andrea added that there was scope for this group to feed in to one of the One City’s leadership boards to advise on race equality related matters.</p> <p>Andrew Mallin presented a breakdown of the specific race related employment measures stated in the plan to ensure members were aware of these and had opportunity to collectively review and comment.</p> <p>Andrew stated that despite plan’s vision being for 2050 there were a number of measure listed between 2022 and 2040 that were specifically relevant to the work of this group and were worthy of consideration on how the group responds to these.</p> <p>One example highlighted was the 2030 target that states – “the proportion of BAME staff employed by public sector agencies reflects the diversity of the city’s working population”. Andrew stated that by this stage the BAME population of the city is highly likely to have increased significantly again by this date which needs to be factored in to any trajectories.</p> <p>A range of options were presented to the group for consideration on how work could be aligned with that of the One City plan.</p> <p><b>Action</b> – Mike requested that agenda time is put aside at September’s leader’s group meeting to look at the detail of the plan’s stated targets, so the group can consider each of these and the timescales currently set against them.</p> <p><b>Action</b> – Andrea and Andrew to also work together to include community focused and service user race equality related measures for inclusion in the September discussion.</p> <p>Mike stated that this could be a good topic for a One City Office drop in session.</p> <p><b>Action</b> - John Smith flagged the importance of a regular refresh and requested to Andrea that consideration be given to serious violence and knife crime being included in the next iteration of the plan, as well as being the focus of a drop in session.</p>	Connectivity	Economy	Environment	Health & Wellbeing	Homes & Communities	Learning & Skills
Connectivity	Economy	Environment					
Health & Wellbeing	Homes & Communities	Learning & Skills					
9.	<p><b>Update from the Commission on Race Equality</b></p> <p>Sandra stated that CORE are due to undertake a review of the roles of Chair and Vice Chair as well as reviewing various wider group Terms of Reference. The intention is to try and align the group back to being more strategic as many operational projects have been picked up by CORE diverting some focus from the required strategic overview.</p>						

	<p>Sandra is to meet with Mike in the coming weeks to look at alignment and review the Terms of Reference of the Strategic Leaders group.</p> <p>Commission membership and representation is also being looked at and Alex is engaging with this to ensure wider community groups and networks are engaged.</p> <p>There will also be a recruitment exercise to replace CORE members who have moved on.</p> <p>The current areas of focus with the work plan are : -  Criminal Justice            Leadership and Representation            Education.</p>
10.	<p><b>Annual work plan update – Progress of Bristol’s 2<sup>nd</sup> Race Equality Data Product</b></p> <p>Andrew informed the group that despite two further confirmed responses still being awaited work is now beginning on collation of the data.</p> <p>All 11 of the version one respondents have again submitted their data to allow for trends and comparisons to be made with an additional public sector response from the CPS and also a submission pending from the probation service. 5 private sector partners and one charitable organisation have also engaged on this occasion to broaden the reach.</p> <p>Some first time respondents do not have the same sophisticated H.R. systems available so there is a range in the level of detail of responses which will have to be accounted for.</p> <p>Andrew is currently liaising with ONS and Cabinet Office for latest Bristol population data.</p> <p><b>Action</b> – Andrew to return to September’s meeting with a first draft / presentation of the data for the strategic leaders group to review and input.</p> <p>Private sector respondents have asked to be engaged with the setting of actions plans due to their input. The group will consider the best way of doing this at September’s meeting.</p> <p><b>Decision :</b> -  The group felt consistency to version 1 was important where we compared collective H.R. data against the city of Bristol population, although the travel to work population will also be referenced. Also whole population and working age populations will also be referenced.</p>
11.	<p><b>Any other Business -</b></p> <p>Andrew stated that the Race Disparity Unit have paid their 2<sup>nd</sup> visit to Bristol in the last 2 months and again fed back how impressed they have been with the range of multi-agency and community facing initiatives being run across the city.</p> <p>Both Mayur and Cllr Craig stated that the R.D.U. are planning to use Bristol as the focus for a number of national case studies of good practice.</p> <p>Alex Raikes again raised the importance of each agency ensuring that they are represented by Strategic Leaders at each meeting and where substitutions are concerned.</p> <p><b>Action</b> – The Chair requested that all present feed this matter raised by Alex back to their organisations to ensure representation levels are appropriate for each organisation.</p>
	<p><b>Date and time of next meeting - Wednesday 25<sup>th</sup> September 2019</b></p>