

Notes of a meeting of the Corporate Equalities Management Group held in Level 4 Conference Room, Civic Offices, Angel Street, Bridgend on 19 November 2009

Meeting commenced at 4pm

Present:

D MacGregor (Chair)	-	Assistant Chief Executive (Corporate Development & Partnerships)
G Ennis	-	Head of Central Administration (Communities Directorate)
L Hutton	-	Transformation & Development Manager (Human Resources)
R Hughes	-	Group Manager (Wellbeing Directorate)
L Smith	-	Policy and Performance Management Officer (Equalities) (Corporate Development & Partnerships)
B Davies	-	Customer Services Manager (Resources Directorate)
R Crocombe (Notes)	-	Administrative Assistant (Corporate Development & Partnerships)

1. Apologies for absence

Apologies were received from L Jones, J Gregson and J Brooks.

2. Minutes of Cabinet Equalities Committee (CEC) 05.10.09

DRM queried the wording of the first resolution on page 36 of the minutes. It was agreed that LS would clarify this at the next meeting of CEC.

3. Matters arising

None.

4. Reports due to Cabinet Equality Committee 04.01.10

LS confirmed that the corporate equality training programme report will be initiated shortly linking to the Welsh language skills assessment and Customer Service Charter implementation programme. The group noted that the timescale is tight for this piece of work and it was noted that feedback on the training needs assessment will need to be submitted as soon as possible.

LS also confirmed that the reports on measures to promote awareness of hate motivated crime and equality within the council workforce are in hand.

5. Update on Equality Impact Assessments

LS presented an update report to CEMG outlining the background, current situation and next steps.

It was noted that LS sent an email to all corporate directors, and copied in CEMG members, requesting training nominations by 6th November. It was further noted that a reminder has since been sent.

BD reported that she had not been able to access these emails and that she would follow up to ensure nominations are received from the Resources Directorate.

LH passed a list of six nominations from HR to LS.

LS confirmed that 2 pilot EIA training sessions have been run with Wellbeing staff, both of which went well.

It was suggested that the IFWP which details forthcoming reporting deadlines could be inform a EIAs work programme.

It was agreed that:

- BD will follow up with Gareth Moss on putting together a list of nominees for training, LH will contact LS if any further names need to be added to the list of HR nominees, and all other directorates need to finalise their nomination lists for training and pass to LS ASAP.
- LS will look through the IFWP and the existing EIA priority list to help identify the prioritisation of nominees to receive training.
- LS and LH will meet to discuss the training delivery when all nominations have been received.
- The EIA toolkit will be made available on the intranet once it has been finalised.
- Those officers who were unable to attend the pilot Wellbeing training sessions will be offered alternative training sessions.
- LS will send out evaluation forms to those from Wellbeing who attended the pilot training sessions, and will contact relevant officers to progress the draft EIA on Bridges into Work and the Commissioning for Adult Social Care Plan within the next week.
- LS will speak with Eileen Davies regarding the finalising of the EIA toolkit.
- LS will populate a work programme taking into consideration appendix 1 of the Corporate Equality Scheme and timetables for corporate reports, and bring this to the next CEMG meeting.
- Managers will need to advise about the EIA reporting requirements through their usual management team meetings.

6. Update on community cohesion developments

DRM presented a report to CEMG on the background, current situation, outstanding issues and initial proposals, as well as a guidance document on the community cohesion fund.

It was reported that DRM and LS have met with VALREC and officers from Communities First and CSP to discuss how the WAG Community Cohesion Fund allocation for BCB (£69,000) can best be spent before the end of the financial year. It was reported that Communities First identified tensions in the community between younger and older people, but that the CSP went on to present hate crime statistics showing that a number of complaints have been made by residents regarding racism, homophobia and disability discrimination.

It was noted that the data was raw and therefore not easy to interpret at this stage. It was agreed that officers across the authority needed to be made more aware of hate crime and other evidence of community tensions and that the authority needed to deliver a clearer message on what action is being taken to address these issues. CEMG were advised that as a first step it had been proposed that a mapping exercise be undertaken using the Community Cohesion Fund and steps had been taken to put a formal proposal together to WAG.

It was agreed that:

- LS will monitor progress on this project and provide an update at the next meeting of CEMG.

7. Proposals on the monitoring report on the Corporate Equality Scheme

LS distributed a draft monitoring report for consideration. It was noted that the report is based on the way in which the authority reported on the Welsh Language Scheme, and is formatted in such a way that it can easily be built into business plans. It was further noted that the updates and RAG scores are as per the information submitted at QBR.

It was suggested that:

- The report be re-ordered so that actions appear in chronological date order - in order to help emphasise which actions need prioritising.
- Some actions have long timescales therefore can't easily be RAG scored, so these actions could be listed as continuous or ongoing.
- Any suggestions for improvement in the milestone descriptions, (to make them more SMART and therefore make RAG scoring less open to interpretation) were welcome.

It was agreed that:

- LS will email the draft document to CEMG asking for further feedback on the content and format before the next meeting.

8. Update on Equality Improvement Framework

LS provided feedback to CEMG on the WLGA session she had attended the previous day on the proposed EIF guidance.

LS confirmed that suggestions had been made to WLGA for the EIF guidance to be reviewed, preferably in a local authority setting, and for an easy to read, modular version of the document to be produced. It was also noted that feedback had suggested that greater clarification be provided on the criteria an authority must meet in order to be classed as an 'improving' or 'achieving' authority.

LS further reported that Swansea, Blaenau Gwent and Caerphilly council's have offered to exchange information as to how they are building the EIF into their business planning processes.

It was agreed that:

- LS will link in with these authorities on building the EIF into a business planning process.

9. Any other business

None.

Meeting closed 5.30pm