

**Corporate Equality Management Group**

**NOTES**

<b>Location</b>	Level 4 Conference Room Civic Offices, Bridgend	<b>Date:</b>	17.3.2010
		<b>Time</b>	2pm – 3.30 pm
<b>Attendees:</b> David MacGregor – Assistant Chief Executive, Corporate Development & Partnerships Linda Smith – Policy & Performance Management Officer (Equalities) G Ennis - Head of Central Administration, (Communities Directorate) P Williams - HR Business Partner, (Human Resources) J Brooks - Policy & Business Development Manager, (Wellbeing Directorate) J Gregson - Children's Partnership Coordinator, (Children's Directorate) B Davies - Customer Services Manager, (Resources Directorate) Pauline Allen - Administrative Assistant, (Corporate Development & Partnerships) (Notes)		<b>Agenda: -</b> 1. Apologies 2. Minutes of Cabinet Equalities Committee 4 January 2010 3. Notes of CEMG 28 January 2010 4. Annual Monitoring Report on the Welsh Language Scheme (Circulated 08.03.10). 5. Annual Monitoring report on the Corporate Equality Scheme (Circulated 11.12.09. Reminder 18.01.10 & 8.03.10) 6. Up-date on Training on Equality Impact Assessments 7. Any Other Business 8. Next Meeting: 9.30 on ...	
<b>Apologies:</b>			

**Record of meeting**

**Actions**

<b>1</b>	<b>Apologies</b>	
<b>1.1</b>	Apologies received from L Jones and Y Shen.	
<b>2</b>	<b>Notes of CEMG 28.01.10</b>	
<b>2.1</b>	Noted.	
<b>3</b>	<b>Matters Arising &amp; Review Actions</b>	
<b>3.1</b>	LS advised the group that the Customer Services, Language and Equality Training Needs survey to ensure that the organisational structure layout in Part 1 of the survey was accurate. The survey will be circulated to Heads of Service and Group Managers (copied to CEMG) week commencing 22 March with a	

	closing date of 9 <sup>th</sup> April 2010.	
<b>4</b>	<b>Annual Monitoring Report on the Welsh Language Scheme</b> (Circulated 08.03.10)	
<b>4.1</b>	SK presented the key points included in the draft report. CEMG were invited to make any final amendments to the report prior to submission to the Cabinet Equalities Committee and Welsh Language Board. It was agreed that the Authority have a way to go before it achieves the targets set out in the Scheme but that it was improving all the time.  <b>Action:</b> SK to make some minor changes to report before submitting to Committee Section.	
<b>5</b>	<b>Annual Monitoring report on the Corporate Equality Scheme</b> (Circulated 11.12.09. Reminder 18.01.10 & 8.03.10)	
<b>5.1</b>	LS presented an up-date on the Corporate Equality Scheme action plan. Concerns were expressed because information was still not being provided by Directorates. CEMG were urged to make sure that their relevant officers within their Directorates made submissions so that the report was ready for submission by the deadline for the Cabinet Equalities Committee meeting on 12 April.  <b>Action:</b> CEMG representatives to follow up within Directorates to enable LS to submit report to Committee Section.	
<b>6.</b>	<b>Up-date on Training on Equality Impact Assessments (EIA)</b>	
<b>6.1</b>	LS up-dated CEMG on the roll-out of the EIA training. 8 training sessions had been run in addition to the initial pilot session with Wellbeing Directorate in November 2009. The course content had been amended to reflect feedback and the evaluation forms showed high levels of satisfaction with the course by delegates. 10-12 delegates have attended each session with a good mix of officers from across the Authority. CEMG were provided with a breakdown of attendance by Directorates. LS reported that during the training sessions officers had raised concerns about how undertaking the EIA process may affect timescales for submitting formal reports to Cabinet, Council and Committees and questioned the implications of the procedure for decisions taken under delegated powers.  <b>Action:</b> LS to consult with Legal Services to seek clarification on these points.	
<b>7</b>	<b>Any Other Business</b>	
<b>7.1</b>	DM raised concerns about the provision of guidance and training to School Governors with regard to the new Equality Bill provisions.  <b>Action:</b> LS to liaise with Governor Support about future provision.	