

Corporate Equality Management Group

NOTES

Location	Level 4 Conference Room Civic Offices, Bridgend	Date:	20.5.2010
		Time	3.30 pm – 5pm
<p>Attendees:</p> <p>Linda Smith – Policy & Performance Management Officer (Equalities)</p> <p>G Ennis - Head of Central Administration, (Communities Directorate)</p> <p>P Williams - HR Business Partner, (Human Resources)</p> <p>J Brooks - Policy & Business Development Manager, (Wellbeing Directorate)</p> <p>Les Jones – Partner & Commissioning Manager, (Children's Directorate)</p> <p>Pauline Allen - Administrative Assistant, (Corporate Development & Partnerships) (Notes)</p> <p>Apologies:</p> <p>David MacGregor – Assistant Chief Executive, Corporate Development & Partnerships</p> <p>B Davies - Customer Services Manager, (Resources Directorate)</p> <p>J Gregson - Children's Partnership Coordinator, (Children's Directorate)</p>		<p>Agenda: -</p> <ol style="list-style-type: none"> 1. Apologies 2. Note of CEMG 17th March 2010 3. Matters arising 4. Minutes of Cabinet Equalities Committee 4.1.10 5. Matters Arising 6. Briefing on Equality Act 2010 7. Briefing on WLGA Guidance on Equality Corporate Working Groups 8. Proposal to review Corporate Equality Scheme 9. Progress report on Corporate Equality Scheme Objectives 10. Up-date on EIA training 11. Training Needs Survey – initial findings (to be tabled at meeting) 12. Schedule of meetings 13. Items of the next meeting 14. Any Other Business 15. Next Meeting: 6th August 2010 TBC 10am-11.30am Level 4 Conference room 	

Record of meeting

Actions

1	Apologies	
1.1	Apologies received from D MacGregor, B Davies and J Gregson.	
2	Notes of CEMG 17.03.10	
2.1	Noted.	

3	Matters Arising & Review Actions	
3.1	LS advised the group that she would be meeting with MB and MT on 8 th July about guidance and training for School Governors with regard to the new Equality Act.	
4	Minutes of the Cabinet Committee Equalities 12.4.10	
4.1	Noted	
5	Matters Arising	
5.1	<p>Action: PW to provide information to the Committee with additional equality information about job applications.</p> <p>Action: LS to check when the new language measure will be coming into effect.</p>	<p>PW</p> <p>LS</p>
6.	Briefing on Equality Act 2010	
6.1	<p>Group made suggestions as to how to raise awareness to services, including delivery of the briefing to the Heads of Service and for the HoS to cascade through the directorates.</p> <p>Actions: LS to summarise the briefing and find ways to make it relevant for service areas.</p>	LS
7	Briefing on WLGA Guidance on Equality Corporate Working Groups	
7.1	<p>The group discussed the points raised in the briefing and made the following suggestions:</p> <ul style="list-style-type: none"> • Run a workshop with an external facilitator to look at options for developing the roles of the existing internal equality working groups and links to other relevant groups and reporting formats. It may be appropriate to involve representatives from relevant partnership forum. • Evaluate current terms of reference and reporting framework for the group to reflect new legislation and policy areas. • The workshop would give an opportunity to consider and review how progress on equality objectives is reported across the authority, including half-yearly exception reporting. <p>Action: LS to discuss with DRM the suggestions that CEMG hold a half day event held in Autumn.</p>	LS
8	Proposal to review Corporate Equality Scheme	
8.1	<p>A review of the Corporate Equality Scheme was proposed to take into account the new Equality Act 2010 which extends to duty and protected equality characteristics. This will be supplemented by new regulations about how public sector organisations set their equality objectives that will be introduced in Autumn 2010 by UK Government and Welsh Assembly Government.</p> <p>The CEMG recommended that the review start with high level strategic plans (Corporate Plan and Outcome Agreement) and then look at setting equality</p>	

	objectives in business plans in agreement with Directorates for more measurable and clear objectives.	
9	Progress report on Corporate Equality Scheme Objectives	
9.1	<p>The first annual monitoring report on the Corporate Equality Scheme was submitted to the Cabinet Committee Equalities on the 12th April 2010. Key issues to be progressed in the coming year are:</p> <ul style="list-style-type: none"> • Complete our job evaluation process – the target date for completion of the Council’s job evaluation process has been revised to February 2011 with implementation by May 2011. • Monitor Management Development – the programme is continuing but has been delayed until June 2010. An exercise will be undertaken to evaluate the programme and equality data. • Review current commissioning and procurement processes – as part of the councils commissioning toolkit and delivery plan. The procurement strategy for 2009/11 includes an equality statement and includes equality assessment in the tender process. 	
10	Up-date on Training on Equality Impact Assessments (EIA)	
10.1	<p>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 91 delegates trained so far. A further 27 attendees are booked into the course on the 28th June and 11 attendees booked into the 22nd June. However there are 35 on the waiting list.</p> <p>Action: LS to distribute the waiting list to CEMG for follow up.</p> <p>Action: LS to consult with Legal Services to seek clarification on the roll out of the process.</p>	<p>LS</p> <p>LS</p>
11	Training Needs Survey – initial findings (to be tabled at next meeting)	
11.1	<p>The Group were given a verbal up-date on the initial findings from the survey. There have been 53 responses received.</p> <p>Action: LS to assess the information.</p>	LS
12	Schedule of meetings	
12.1	PA has scheduled the meetings into everyone’s calendars for the current year.	
13	Items for the next meeting	
13.1	None.	
14	Any Other Business	
14.1	None.	
15	Next meeting 6th August 2010 10am – 11.30am Level 4 Conference Room <u>TBC</u>	