

**Corporate Equality Management Group**  
**6<sup>th</sup> June 2012**

**NOTES**

<b>Attendance</b>	
Sarah Kingsbury	Head of Human Resources
Paul Williams	Human Resources
Rhiannon Crocombe	Human Resources
Sue Evans	Learning and Development
Bev Davies	ICT & Property
Gary Ennis	Communities Directorate
Nikki Sutton	Children's Directorate
<b>Apologies</b>	
Judith Brooks	Wellbeing Directorate

<b>Agenda item</b>		<b>Action</b>
<b>1</b>	<b>Apologies</b>	
1.1	Recorded above.	
<b>2</b>	<b>Notes of CEMG meeting held 9<sup>th</sup> January 2012</b>	
2.1	Approved.	
<b>3</b>	<b>Verbal Updates</b>	
3.1	<b>SEP</b>	
	<ul style="list-style-type: none"> <li>• Agreed</li> <li>• Working with Schools; delivery workshop next week</li> <li>• SE/NS to chase "stragglers" for session on 18<sup>th</sup> June 2012</li> <li>• Action Plan to be redrafted for Cabinet in September and will be discussed in CEMG in August</li> <li>• Planning on easy read version</li> </ul>	
3.2	<b>WLS</b>	
	<ul style="list-style-type: none"> <li>• Agreed and Published</li> <li>• Revised Action Plan</li> <li>• Will have a short form leaflet – request with Alan Powell</li> <li>• New Welsh Language Standards as yet unknown</li> </ul>	
3.3	<b>EIA Toolkit &amp; Guidance</b>	
	<ul style="list-style-type: none"> <li>• Legal commented that it was too long – PW &amp; RC to confirm in</li> </ul>	

	<p>relation to legality only with Legal and then proceed</p> <ul style="list-style-type: none"> <li>• SE to run a report on those trained for review by the Group</li> <li>• PW to attend CMB on 12<sup>th</sup> June 2012</li> <li>• PW to link with Trevor Guy regarding HOST</li> <li>• Launch of toolkit will be supported by an e-mail</li> </ul>	
<b>3.4</b>	<b><i>Equalities Monitoring</i></b>	
	<ul style="list-style-type: none"> <li>• Pilot conducted in HR and ICT</li> <li>• Information now loaded into Trent</li> <li>• Need to identify next area for action</li> <li>• Religious options need augmenting</li> <li>• Duty to monitor service users</li> </ul>	
<b>3.5</b>	<b><i>Deaf Club</i></b>	
	<ul style="list-style-type: none"> <li>• Responding to a request for an information booklet</li> <li>• Any ideas to be forwarded to RC</li> <li>• RC to liaise with other Local Authorities</li> </ul>	
<b>3.6</b>	<b><i>“Louder Than Words” Charter Benchmark</i></b>	
	<ul style="list-style-type: none"> <li>• May go for early assessment in August</li> <li>• SE &amp; BD to liaise with PW on Action Plan</li> </ul>	
<b>3.7</b>	<b><i>British Deaf Association Charter</i></b>	
	<ul style="list-style-type: none"> <li>• RC to pick up with NS</li> </ul>	
<b>3.8</b>	<b><i>Autism Awareness E-Learning Module</i></b>	
	<ul style="list-style-type: none"> <li>• Now ready</li> <li>• Will do a launch via Bridgenders</li> </ul>	
<b>3.9</b>	<b><i>Communication Methods</i></b>	
	<ul style="list-style-type: none"> <li>• Have dedicated text number for deaf community</li> <li>• Text relay for all Directorates</li> <li>• “My Friend” on the on-line transfer, currently free on trial</li> <li>• BSL videos on website</li> <li>• BD looking at training for her team regarding visually impaired</li> <li>• RC to draft a communication for circulation via Bridgenders to update employees on progress</li> </ul>	
<b>3.10</b>	<b><i>Bridgend Equality Forum</i></b>	
	<ul style="list-style-type: none"> <li>• RC requesting topics for discussion</li> </ul>	
<b>3.11</b>	<b><i>Community Cohesion Group</i></b>	
	<ul style="list-style-type: none"> <li>• Hate Crime Campaign has been launched</li> <li>• Domestic Violence Co-ordinator</li> <li>• GE to liaise with Angie Bowen</li> </ul>	
<b>3.12</b>	<b><i>National Carers Week</i></b>	
	<ul style="list-style-type: none"> <li>• Week commencing 18<sup>th</sup> June 2012</li> <li>• Steph has booked Reception Area for the 18<sup>th</sup> June 2012 for an awareness raising session</li> <li>• PW &amp; RC will organise message of the day pre-ceded by</li> </ul>	

	<p>Bridgenders message</p> <ul style="list-style-type: none"> <li>• Norah Clarke also organising event regarding “puppy walking”</li> <li>• Early stages of an awareness raising session on disability allowances; (goal is for a leaflet to be circulated to citizens) to educate everyone as to why assistance is provided</li> </ul>	
<b>4</b>	<b>Agenda Items Specific – Equalities and Welsh Language Training</b>	
<b>4.1</b>	<ul style="list-style-type: none"> <li>• Note circulated by SE who explained the content more fully</li> <li>• SE identified “next steps”</li> <li>• Group agreed proposals</li> <li>• SK to speak to Vanessa Young regarding budget arrangements</li> <li>• Helen Stephens will attend next Cabinet Equalities Meeting on 26<sup>th</sup> June 2012</li> </ul>	
<b>5</b>	<b>Matters arising from Cabinet Committee – Equalities 6<sup>th</sup> February 2012</b>	
<b>5.1</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>6</b>	<b>Cabinet Committee - Equalities 26<sup>th</sup> June 2012</b>	
<b>6.1</b>	<ul style="list-style-type: none"> <li>• Helen to attend regarding Equalities training</li> <li>• Reference to Code of Conduct and requirement to attend</li> <li>• 6 monthly workforce analysis report</li> <li>• Forward Work Programme – ideas to PW/RC</li> </ul>	
<b>7</b>	<b>Next Meeting</b>	
<b>7.1</b>	<ul style="list-style-type: none"> <li>• PW/RC to diary</li> </ul>	
<b>8</b>	<b>Notes of Last Meeting / Matters Arising</b>	
<b>8.1</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	
<b>9</b>	<b>Any Other Business</b>	
<b>9.1</b>	<ul style="list-style-type: none"> <li>• BD losing key member of her team (Lynsey)</li> </ul>	