

Cambridge City Council – Comprehensive Equalities Programme 2006-07

DRAFT

Equalities Area	Actions	Completion Date	Action By	Progress
1. Race	a) Organise participation in and promote Black History Month	October '06	SF/NA/MG	✓ Level 3 '06 ✓
	b) Monitor progress on and contribute to the implementation of the Race Equality Scheme (RES) 2005-08.	Ongoing	SF/Depts/JEG	
	c) Continue to support and help develop the BME staff group to enable it to become self-sustaining in 2006-07.	Ongoing	SF/NA	
	d) Support and contribute to International Human Rights Day	10 th December '06	?	
	e) Support and contribute to Holocaust Memorial Day	January '07	NA	
	f) Support and contribute to Day to Eliminate Racism	21 st March '07	NA	
	g) Support and contribute to International Roma Day	8 th April '07	SF	
	h) Review progress against Equalities Standard and BVPI 2	April '06/April '07	AK	
	i) Heart of the World Music Festival	12 th -14 th May '06	Arts & Ents	
	j) Support and contribute to Refugee Week	19 th June '06	NA	
k) Participate in the Cambridge Ethnic Community Forum's (CECF) Study Circles	May and ongoing	NA/MG		
l) Address barriers to recruitment and promotion for BME staff (Tie in with Staff Attitude Survey)	2007/08	HoHR		
m) Develop links between HR and BME Staff Group	Ongoing	HoHR/MG		
n) Support BME Graduate Scheme and investigate similar BME projects	Ongoing	MG/pilot with E&P		
o) Develop a BME Housing Strategy	?	Housing Services		
p) Chair the multi-agency forum on Asylum Seekers and Refugees with the aim of developing an action plan to be fed through to the Regional Chairs Forum.	Ongoing Date for action plan?	Housing Services		
2. Religion and Belief	a) Support the organisation of the Annual Civic Inter-Faith event working in partnership with the Cambridge Inter-Faith group	December '06	NA	
	b) Support the organisation of the annual faith fair with the Cambridge Inter-Faith Group	March '07 ?	NA/MG	
3. Sexual Orientation	a) Continue to support and help develop the LGBT staff group	Ongoing	SF	
	b) Review and up-date evidence for Stonewall Index.	June '06	SF	
	c) Provide and staff a marquee for Pink Picnic	August '06	JEG	
	d) Support and contribute to LGBT History Month	February '07	JEG	

	<ul style="list-style-type: none"> o) Improving toilet facilities for disabled users at the Folk Festival p) Review of disabled access to the Guildhall Halls and the feasibility of providing a disabled toilet 	<p>July '06 ?</p>	<p>Arts and Ents Arts and Ents</p>	
5. Age	<ul style="list-style-type: none"> a) Support and contribute to International Day of Older People in conjunction with COPE b) Support and participate in National Play Day c) Work with Learning and Skills council on Launch of 'Young Apprenticeship Scheme' for 19-24 year olds d) Brief Departmental Management Teams on the implications of the new employment legislation on 'Age' and roll out 'Working Past 65' policy e) Ensure that the corporate Workforce Plan takes into consideration age related issues f) Review all HR policies to ensure compliance with Age legislation g) Write item for City Briefing and FAQ on intranet on new Age Equality Regulations h) Train DPA's on new Age Equality law – specifically with reference to Job Descriptions and Person Specifications i) Support departments in developing links with schools j) Continue to lead the multi-agency Cambridge Older Persons Homelessness Group 	<p>9th October '06</p> <p>2nd August '06 January '07</p> <p>May/June '06</p> <p>January '07</p> <p>September '05 August '06</p> <p>August '06</p> <p>Ongoing Ongoing</p>	<p>NA/MG</p> <p>Com Dev City Services/MG MG/DMTs</p> <p>VMD</p> <p>MG MG</p> <p>MG</p> <p>MG/E&P Housing Services</p>	
6. Gender	<ul style="list-style-type: none"> a) Begin preparation for duty to promote gender equality and the need to produce a gender equality scheme. b) Continue to support and develop a Women's Group within the council c) Contribute to the development of WIPSO d) Support and contribute to International Women's Day e) Run Women Aspiring to Management course twice a year f) Address barriers to recruitment and promotion for female staff g) Domestic Violence Policy – Implementation of Sanctuary Scheme 	<p>Ongoing to April '07</p> <p>Ongoing</p> <p>Ongoing 8th March '07 March '07 2007/08 June '06</p>	<p>JEG</p> <p>SF/MG</p> <p>SF/NA JEG VMD HoHR Housing Services</p>	
7. Travellers	<ul style="list-style-type: none"> a) Work with the Romany Theatre Company to support and promote 'Killimengro' in partnership with South Cambs DC and Cambs County Council. b) Participate in Travellers Officer Working Group and set up Traveller's Forum under CECF 	<p>June '06</p> <p>Ongoing</p>	<p>SF/NA/LR</p> <p>SF/NA</p>	

	<ul style="list-style-type: none"> c) Training in Traveller Awareness d) Travellers - Develop a welfare assessment form, a standardised template for legal action and training for front-line officers e) Continue to provide training in general awareness of traveller issues 	<p>19th June and as required ?</p> <p>Ongoing</p>	<p>NA/CHYPS</p> <p>Housing Services</p> <p>Housing Services</p>	
8. Service Delivery	<ul style="list-style-type: none"> a) Organise and provide administrative support to two formal meetings of the Equalities Panel and informal meetings as appropriate. Manage recruitment of Panel members and provide training as required. b) Provide training and support to departmental Equalities Link Officers c) Support and monitor progress on completion of EIAs including providing training as requested. d) Successfully let contract for interpretation and translation services in partnership with ESPO and Cambs County Council, and ensure smooth implementation of new contract . e) Organise 4 'Food for Thought' and 'What is?' sessions. f) Compile Annual Review and new CEP and take to CMT, Equalities Panel and Strategy Scrutiny Committee g) Write City Scene and City Briefing articles on equalities issues as appropriate h) Attend meetings of EERA Equalities Network i) Support and contribute to Democracy Week – focusing on BME groups j) Encourage service departments to use 'equalities days' as an opportunity to promote the inclusiveness, access to and relevance of their services to ALL citizens of Cambridge k) Review and rewrite Council's equalities policies l) 'Mainstreaming Equalities Project' with three Community Groups m) Set up Regional Equalities Forum for the Voluntary Sector in partnership with MENTER n) Diversity Workshop for DMT and other managers 	<p>June, Nov '06</p> <p>6-weekly meetings</p> <p>Ongoing</p> <p>By November '06</p> <p>June, September, October, December '06</p> <p>July '06</p> <p>Ongoing</p> <p>As appropriate October '06</p> <p>Ongoing</p> <p>July '06</p> <p>Ongoing</p> <p>?</p> <p>July '06</p>	<p>SF/AJ</p> <p>SF</p> <p>AK</p> <p>AK/SF</p> <p>SF/NA</p> <p>SF/AK/JEG</p> <p>SF/MG</p> <p>SF/MG</p> <p>Central Services</p> <p>SF/JEG/LO's</p> <p>SF</p> <p>NA</p> <p>NA/Com Dev</p> <p>Central Services</p>	

	<p>o) Complete EIA of Customer Access Strategy</p> <p>p) Set up Corn Exchange users group to discuss how the service might be improved including access and equalities issues</p>	<p>May '06</p> <p>?</p>	<p>SF/FB/AK/MT/JW</p> <p>Arts and Ents</p>	
9. Employment	<p>a) Provide training in equalities and diversity related topics through the Corporate Learning and Development programme</p> <p>b) Relaunch Dignity at Work policy including training for support officers and investigators</p> <p>c) Develop Recruitment and Retention Strategy including:</p> <ul style="list-style-type: none"> - launch of recruitment portal - launch of Resourcelink module - review of recruitment and selection processes including revision of application form and information to candidates <p>d) Develop and launch work/life balance and flexible working policies</p> <p>e) Review and develop Terms of Reference for Diversity Working Group</p> <p>f) Develop 'Jellybean' branding as Corporate Diversity Branding for employment related products</p> <p>g) Review and update Equality Monitoring in conjunction with Resourcelink</p> <p>h) Pilot 'Aspiring to Management' course for under-represented groups</p>	<p>Ongoing</p> <p>October '06</p> <p>January '07</p> <p>March '07</p> <p>March '07</p> <p>13th/14th June '06</p>	<p>VD/MG</p> <p>MG/SC/VMD</p> <p>MG/BM BM BM/MG</p> <p>JC/MG DWG/JC</p> <p>MG/BM</p> <p>MG/MW</p> <p>VMD</p>	

Key: (EDT) = Equalities and Diversity Team in Community Development

(S&P) = Strategy and Partnerships

(HR) = Human Resources

JEG = Joint Equalities Group (Sigrid Fisher, Alison Kemp (S&P), Norah Al-Ani (EDT), Martha Goodhill (HR))

DWG = Diversity Working Group (representatives from staff groups, HoHR, Sigrid Fisher, Debbie Kaye, Dave Wood)

LO's = Departmental Link Officers

CHYPS = Childrens and Young People's Services in Community Development

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