

EQUALITIES PANEL AGENDA

12th November 2007

at: Brownsfield Community Centre between 4-6pm

1. Welcome and introductions

New Members

- Chair – Toni Ainley
- Staff Management Reps – Jackie Hanson and Christine Leonard

Membership renewal or vacancy

- Bridget Keady, Staff Member

2. Minutes of last meeting (November 2006) and matters arising

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3. Equalities Panel Members' terms of reference and ways of working

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Toni Ainley

4. Equalities update and plan 2007-08

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Sigrid Fisher

5. Human Resources update

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Marian Mair

6. Belonging in Cambridge: towards our Race Equality Scheme

BME Staff Group (presentation on day – Our World in a Day attached)

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7. Future topics – informal and formal meetings

All

Date of next meeting

Monday 21st April 2008 TBC

Membership renewal or vacancy

- Ila Chandavarka

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PRESENT

Councillors: Hughes, Slatter

Staff Members: Graham Watts, Norah Al-Ani, Bridget Keady

Public Members: Graham Lewis, Nicky Wrigley

Presenting papers: Sigrid Fisher, Strategy Officer (Equalities) & Jackie Condon, Head of Human Resources (HoHR)

In attendance: Antoinette Jackson, Head of Strategy & Partnerships (HoSP), Jim Stocker, Buildings Manager (item 5), Cllr Nimmo-Smith, Leader of the Council (observing)

1 APOLOGIES FOR ABSENCE

Apologies were received from Gerri Bird, Cllr Bruce, and Ila Chandavarkar.

2 MEMBERSHIP

The Panel agreed option 2 as set out in the paper, ie. to agree the principle that, in the interests of continuity of knowledge and expertise, should any Panel member whose term of office has come to an end be interested in and willing to continue in their role, this should be automatic, for a maximum term of 6 years in total. After this panel members could re-apply, but through open recruitment. SF

The Panel also asked SF to undertake 'capacity checks' on members who missed two consecutive meetings, although noting that members may attend informal meetings in between. SF

CHAIRING

The Panel agreed to Graham Watts remaining Chair whilst an Independent Chair was sought. Graham would be leaving the Council in September 2007, so the arrangement was temporary. SF

The Panel placed on record its appreciation of Andy Yacoub's work as Chair over the last 18 months and asked that this be passed on. SF

3 MINUTES & MATTERS ARISING

The minutes of the meeting held on 5 June 2006 were approved.

The Panel noted the report on matters arising from SF. Item 4 - Cllr Slatter asked if the prospective candidates briefing had been better attended this

year. [Subsequent to the meeting – seven members of the public attended the event in November which was up on the previous held in February 06]

Re Item 5 Diversity in Employment, JC reported back. (i) on the request for information on staff sexual orientation she had circulated the leaflet that requested this and other information from staff and some of the relevant analysed data.

NW asked how the figures compared with the City. It was noted that this had been the subject of debate on the census at the last meeting and had not been possible to establish and as no direct data is collected. Staff groups following the exercise provided feedback and any future work needs to be more explicit about what the Council wants to find out. A question on sexual orientation will appear in the next staff attitude survey (due summer 2007).

(ii) transgender information was on the intranet but not widely publicised. This will be addressed in part by preparation for the Gender Equality Scheme due in April 07.

4 DISABILITY EQUALITY SCHEME AND ACTION PLAN

The Panel was advised that the Leader, following Strategy Scrutiny Committee on 20 November, had approved the Scheme/Action Plan. The Action Plan would be a 'living' document, reviewed annually and the Panel would be involved.

Cllr Slatter asked if the officers could make public (on the web?) the list of organisations consulted during the exercise.

SF

On the Action Plan – no.16 GL advised that Dhiverse had funding and capacity to provide training on 'HIV and employment'. SF stated that the Council would be written to by Dhiverse inviting it to adopt an HIV Policy.

5 MANDELA HOUSE LIFT

NA-A introduced the report and wanted the Panel to discuss what the Council's approach should be when the lift is out of order and Mandela House became inaccessible. This was a wider issue than the technical/facilities management side.

SF

NA-A explained that meetings had to be re-arranged elsewhere and staff had worked from home. In future when the lift is out of action, should Human Resources be advised to think through the staffing implications? How does the Council continue to provide its services to the public?

GW advised that proper risk assessments should be undertaken by the

Departments and be in place to address these issues. Cllr Slatter suggested that whatever is decided the protocol/risk assessment should apply to all the Council's single lift buildings.

Jim Stocker acknowledged that on the technical side, lessons were learnt and the notification (to staff) should be a priority as well as updates. He would discuss with HR and agree protocols for the future. JS

6 COMPREHENSIVE EQUALITY AND DIVERSITY POLICY AND EQUALITIES VALUE STATEMENT

SF introduced the report, advising that the Leader, following consideration at Strategy Scrutiny Committee on 20 November, had approved the documents. Disseminating the Policy and Statement to staff would be the next stage, with briefings and training provided. SF was also in discussion about issuing some information with payslips. The Values Statement will be issued in poster format at the same time as a revised anti-violence statement.

BK asked whether corporately the Council is getting temporary staff to sign up to Values Statement etc. In Community Services, a one page document listing the Council's Values is included as part of a temps contract.

JC said that this had not been rolled out corporately but that it would be looked into. BK to send to JC Comm Services document. This should also apply to agency contracts.

JC/
BK

Councillor Slatter asked about the Parking Attendants (being subject of abuse). GW stated that their employer Legion Security had shared values with the Council, in addition the employees were all members of UNISON and were supported in that way.

7 PROGRESS WITH DIVERSITY IN EMPLOYMENT

Re 3.3 – Disability related leave: GL asked about those off sick because of their disability and how this was handled. JC stated that the Council's Management of Attendance Policy was being reviewed. GL asked that managers should interpret any Attendance Policy in a sensitive way.

Re 3.4 – Anti-hate campaign: JC was trying to get Barnados involved.

JC

The Panel confirmed that they wish to continue to receive these reports at future meetings.

JC

The Panel noted that the HR Diversity Officer (part-time) was now a permanent position.

8 GYPSY AND TRAVELLER ISSUES

Re. para 3, the South Cambs Development Plan document, SF advised that Bristol City Council had achieved success through an Equality Impact Assessment as it was not only a land issue but a housing and race issue – interlinked. The Panel were interested in receiving further information from that example. SF

9 BNP MATERIAL IN LOCAL AREA

The Panel agreed that at its next meeting it should have a report on what options the Council could do to respond to this type of material. NA-A said that IC would have information on this. SF/
BK/
IC

1 DATE OF NEXT MEETING

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To agree by email date and venue. Informal meeting in w/c 19 February. SF

To: Equalities Panel

Date: 12th November 2007

Report by: Strategy Officer (Equalities)

Minutes of meeting 27 November 2006 and matters arising

NB – In 2007 the Panel met informally to consider the Council's Gender Equality Scheme, and were also consulted on the Annual Equalities Review. No formal meeting was held as Panel members' attendance at the September Strategy Scrutiny Committee meeting for the Annual Equalities Review was classed as formal Panel business.

Matters arising

2. Membership

Due to the retirement of Graham Watts, discussions with Panel Members who had missed two consecutive meetings have not taken place. This will need to be followed up by Toni Ainley, the new Chair of the Panel.

4. DES and Action Plan

There is development of Equalities web pages to host a variety of information including key organisations participating in consultation and joint work. These pages will be developed as part of a new Strategy & Partnership intranet information resource.

A new email address 'disability@cambridge.gov.uk' has been set up and will be used as part of the Council's International Day for Disabled People (IDDP) promotion.

The Council has met with Dhiverse, and a new HIV policy is being developed between them and Human Resources. A film about HIV will be included in the Council's IDDP programme, to be shown on 28th November 2007.

6. Equality and Diversity Policy

This was distributed with staff pay slips in January 2007. It has been promoted in City Briefing and City Scene as well as publicly via a press release. Posters promoting the Equality Values and Anti-Violence Statements are displayed in public areas across the Council.

7. Diversity in Employment

A new Disability Policy has been developed in consultation with the Council's Disabled Staff Group and Papworth Trust. There is a planned programme of briefings for managers to promote this, and it will be formally launched at the Council's IDDP event on 3rd December 2007.

The HR Diversity Adviser has recently left the Council due to a change in personal circumstances, and the vacancy is to be advertised internally in the near future.

8. Gypsy and Traveller Issues

The Council's Traveller Officer Group has not met this year, but both Housing officers and the Equalities Officer attend the County Traveller Coordination Group. Details of the work at Bristol have been passed on to the relevant officers.

9. BNP activity

As Ila Chandavarka is not able to attend the meeting on 12th November 2007, it has not been possible to action this. However, Sean Risdale from the Go East offices of the old Commission for Racial Equality and the new Equalities and Human Rights Commission, has agreed to attend the Panel's next meeting in 2008 to talk about race and equality issues.

To: Equalities Panel

Date: 12th November 2007

Report by: Strategy Officer (Equalities)

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| <p style="text-align: center;">Terms of Reference and Ways of Working</p> |
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1. Purpose

Strategy Scrutiny Committee established the Equalities Panel in 2003 with the Terms of Reference as listed below, and once operative the Panel adopted the further Principles and Objectives as listed:

TERMS OF REFERENCE

- a) To monitor the Council's progress against the implementation of the Council's Race Equality Scheme
- b) To monitor relevant national and local performance indicators and the Council's progress against the Equality Standard for Local Government
- c) To monitor the Council's progress against the implementation of present and future equalities legislation
- d) To evaluate the equalities implications for the Council of the results of Council consultation
- e) To evaluate the work the Council is undertaking to help communities directly affected by equalities issues become more fully engaged in the work of the Council

PRINCIPLES AND OBJECTIVES

The Panel will support Council-led initiatives that:

- Play a leading role in the promotion of equalities and diversity
- Celebrate the diversity of lifestyles, faiths and cultures of the local population
- Respect and value differences
- Challenge and aim to eradicate discrimination
- Encourage the identification and sharing of good practice
- Establish networks and joint/partnership working internally and externally
- Develop and implement positive action to achieve cultural change
- Improve workforce representation in recruitment, training and promotion
- Promote positive relations and tolerance in the workplace and community
- Focus on the equality target groups:

- Black and Minority Ethnic communities, including Gypsies/Travellers, refugees and asylum seekers
- Women and transgendered people
- Disabled people
- Lesbian, gay and bisexual people
- Older people
- Children and young people
- Faith or belief groups

In addition, the Panel has taken the following decisions:

- Panel meetings must have a quorum of 6, made up of at least 2 representatives each from the public, staff and elected Members
- Membership will last for 3 years for public and staff representatives with the option of a second term, after which vacancies must be filled by open selection
- Panel Membership will strive to reflect the six diversity strands
- There will be regular skills/knowledge audits of Panel Members to identify areas of specialism and expertise, and any training needs

Since its outset, the Panel has raised other various issues about ways of working that require clarification. These are listed below.

2. Role and conduct of Panel Members

There are different aspects to this issue to address:

- Do Panel Members have a role in representing the Panel/Council at external events, 'championing' equalities and celebrating achievements, and if so how do they put this into practice?
- As Panel Members, should those Members adhere to the agreed Principles and Objectives outside of Panel meetings?
- Are there occasions where Panel Members may have a conflict of interests in terms of their conduct outside of this role?
- While Panel Members may come from a particular equalities perspective, they are not representatives for single issues or specific groups, and therefore there is a need to ensure that Panel Members are able to understand and respond to all equalities strands.

3. Training and information

Panel Members have been offered specific training, are able to access other Council training and briefing sessions for both Members and officers, and information is emailed about various external opportunities and initiatives. This assists the Panel in becoming a body that has a good knowledge and skills base in relation to equalities and diversity.

For new Panel Members there is an option of having induction training and accessing a 'buddy'. The Panel may also want to consider specific training

needs with regard to representing and influencing the Council’s equalities work, eg how meetings work, speaking at public meetings.

There needs to be a record of take up and attendance to keep skills and knowledge tracking up to date. Also those attending sessions could consider how to feed back what has been learnt to the rest of the Panel.

Currently Panel Members receive communications about meetings, events and equalities/diversity mailings. There may be a need to look at communication needs outside of meetings in terms of progressing actions that have been agreed.

4. Profile

There is a need to raise the profile of the Panel and its membership both internally and externally. There is information on the Council’s website and this needs to be developed further, to link with the ‘equalities@cambridge.gov.uk’ email address.

Panel Members should consider whether attending diversity or community events in an official capacity, or using the media, would raise awareness of the Panel and its work.

5. Attendance at meetings

There are two formal Panel meetings per year, plus informal opportunities for training, briefings and consultation. Records of attendance (see below) raise the question of capacity, and how the Panel should respond to this.

| | Nov 07 | SSC Sept 07 | Nov 06 | June 06 | Nov 05 | May 05 | Nov 04 | April 04 |
|----------|--------|-------------|--------|---------|--------|--------|--------|----------|
| Graham W | | | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Norah | | | ✓ | ✓ | X | ✓ | ✓ | ✓ |
| Bridget | | | ✓ | X | X | X | ✓ | |
| Nacer | | | X | X | ✓ | | | |
| Ila | X | | X | X | X | ✓ | | |
| Nicky | | | ✓ | X | ✓ | | | |
| Gerri | | | X | X | X | ✓ | ✓ | ✓ |
| Graham L | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

Recommendation: that should Panel Members miss 2 formal meetings in a row (ie one year), the Chair of the Equalities Panel discuss with them issues around attendance prior the next formal meeting, to establish capacity to continue in the role.

6. Comprehensive Equalities Plan

The Council adopts a CEP annually, which is monitored throughout the year by the Joint Equalities Group. The Panel may want to consider looking at this plan and identifying its own priority areas of work.

This may involve establishing sub- or working groups in relation to specific projects or actions, to look at bringing in the expertise of other specialists or to hold meetings focusing on particular issues.

7. Involvement

Currently Panel Members are invited to attend formal and informal meetings. It is possible for Panel Members to get involved in work outside of these occasions, to contribute to the development, progress and delivery of specific projects. This is not something that has happened to date, and the Panel may want to consider this.

8. Public participation

Meetings are open to the public, but there is an acknowledged low level of participation in this regard. The Panel needs to consider whether by engaging – informally or formally – with community groups, umbrella organisations, networks or other forums, it might start to build up interest and relevance for other agencies.

9. Relationship to the Council

The Panel is an independent body that supports the Council's decision-making process. The role of the Panel is to have balanced discussion around the Council's equalities progress and assist with forward planning. While not a 'committee' as such, the Panel reports annually to the Strategy & Resources Committee. It may be necessary for the Panel to clarify its role and responsibilities in relation to other Council committees, scrutiny bodies and decision-making procedures.

To: Equalities Panel

Date: 12th November 2007

Report by: Strategy Officer (Equalities)

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| <p>Equalities update and plan 2007-08</p> |
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1. Purpose

The Council's equalities work is embodied within the annual Comprehensive Equalities Programme, which covers actions within the Race, Gender and Disability Equality Schemes and Stonewall Workplace Index, as well as other departmental and corporate initiatives. This report highlights the key areas of work for 2007-08 and their progress, and will be listed according to equalities strands and general categories.

2. Age

The Council participated in and promoted a programme of work for International Day of Older People in conjunction with COPE, and a National Play Day for children. Training has been delivered throughout the Council on the new age legislation.

3. Disability

The Council's Disability Equality Scheme was launched in December 2007. An initial action was the provision of disability equality training, which was delivered jointly with the County Council.

Planning is underway for 2007's International Day for Disabled People, and World Mental Health Day local events were promoted. The possibility of delivering further training on disability equality and the social model of disability is being investigated within budget limitations.

The Council is playing a lead role in the annual Way To Be awards, due to take place on 21st November 2007. A fully reviewed and revised Disability Policy is due to be launched in December 2007, with a programme of briefings for staff and managers.

The second stage of the Equalities Impact Assessment for the new Customer Service Centre has been started, and consultation has taken place with various groups including disabled representation to ensure access considerations – as well as other equality concerns - are fully taken into account. Particular consideration has also been given to the needs of customers with learning disabilities particularly around accessible information.

The Council's picture library now includes positive imagery of disabled people of all ages, for use in Council publications. Advertising of the Council as an employer of choice and responsive service provider has been featured in 'Able' magazine.

The Council is working in partnership with the Papworth Trust 'Engaging Employers' project to improve recruitment of and support for disabled staff. The Council's Disabled Staff Group has provided key contributions and advice in the development of this work.

The Council produced and disseminated widely the updated 2007 Guide to Services for Older and Disabled People.

4. Gender

The Council launched its Gender Equality Scheme in April 2007 in line with legislation.

The Council is supporting the establishment of a coalition of local women's groups and key organisations, including transgender representation. There has been an initial meeting and a further meeting is planned for December 2007, at which plans for celebrating International Women's Day 2008 will be discussed.

The Council has linked with the national Women's Resources Centre that supports local networks. The WRC provides comprehensive guidance on responding to the issue of no recourse to public funds, an issue identified within our Gender Equality Scheme (GES).

The Women's Staff Network meets regularly although attendance is currently low for general meetings. In line with the GES Action Plan, requests for women-only sessions on self-defence were met with the provision of six sessions, for which take-up has been good. A questionnaire was undertaken to identify issues for future meetings.

It is acknowledged that awareness around gender equality is low, particularly with regard to the difference between gender equality, gender neutrality and

'gender blindness'. It is anticipated that progressing the GES will require some work to clarify issues and priorities.

The Council has made links with a local transgender group who are undertaking a piece of social research into discriminatory practice. It is hoped that the outcome of this research will inform awareness-raising in terms of delivering our own services.

The Council's Equalities Officer has joined the County-wide multi-agency Domestic Violence Task Group.

A recent complaint about practices at Cambridge's lap dancing club was passed onto relevant officers within Environmental Services, and forwarded to other agencies including the police.

The Council recently responded to the closure of Rape Crisis Centres, supporting efforts to maintain this service locally.

5. Race

The Council is supporting capacity-building work with the Cambridge Ethnic Community Forum.

Events for Black History Month October 2007 were planned with other agencies including Cambridgeshire County Council, Cambridge University and community groups. A full programme of events was widely publicised. The Council hosted 'Our World in a Day', a very successful internal event for both City and County employees to celebrate the diversity of all staff. Photographs from this event are now on the City Council's website and available for use in publications.

The BME Staff Group met with the Corporate Management Team to highlight issues around the experience of living and working in Cambridge. The staff group, with a contact list of over 50% of BME staff, has provided specialist advice to Human Resources on tackling discriminatory practice based on race.

2008 will require the Council to fully review its Race Equality Scheme and develop a new one for 2008-2011. This work will be undertaken with the support of key external agencies such as MENTER, and will incorporate actions from the BME Consultation Project.

6. Sexual orientation

The Council has made a strong submission for Stonewall's 2008 Workplace Index. Areas of weakness are the lack of mandatory training for all staff on

sexual orientation issues, lack of senior 'out' managers, and lack of annual monitoring on sexual orientation for all staff.

Sexual orientation questions were included in various Council procedures including the staff attitude and citizens' surveys.

LGBT History Month 2007 took place in conjunction with the County Council and different community organisations, including a civic event at the City Council. Discussions are underway with the local LGBT network Encompass on plans for LGBT History Month 2008. For the first year, the Council will be working with Cambridge University on developing a programme of events. The University has requested the input of the City Council to develop its own LGBT staff group and has recently also joined Stonewall's Diversity Champions Scheme.

7. Religion and belief

Islam awareness courses have been promoted to and attended by both Members and officers. The Environment & Planning Department developed this idea further, organising its own Islam awareness day for its staff which was very successful.

Interfaith work is undertaken by the Council's Community Development department.

8. General

Equalities and Human Rights Commission

Operative since 1st October 2007, the new commission has adopted a 'soft launch' in order to develop its internal infrastructure. Therefore at this stage the full implications for the Council of the new commission's purpose, regionally or nationally, are not yet clear. It is anticipated that a Single Equality Act will be brought in by 2009 encompassing a General Equality Duty that will replace the current requirements around Race, Disability and Gender Equality Schemes.

Equalities Standard

The future of the Equalities Standard is unclear due to the implications of the proposed new General Equality Duty. Currently the Council self-assesses to be at Level 3 of the Standard with the potential of reaching Level 4. However due to a new requirement to have Levels 3 and above externally validated – and the costs of that – it is not possible at this stage to proceed further without additional resources.

Annual Equalities Review

A comprehensive review was undertaken and approved by Strategy Scrutiny Committee in September 2007. This is available to the public on the Council's website.

Diversity Forum

A new multi-strand forum has been proposed as part of the Annual Review, in order to assist tracking progress of all Equality Schemes. The first meeting of this forum is anticipated to take place in May/June 2008. Membership will be made up of key groups or organisations representing the six equalities strands, as well as officers making up the Council's equalities infrastructure. The Equalities Panel will also be invited to participate.

Diversity Guidelines

The successful 'jelly beans books' will be updated in 2008 in the form of fact sheets, to be available electronically to all staff and Members.

Equalities Impact Assessments

A system of tracking EqlA progress has been developed by the Council's Performance Analyst, and those complete at Stage 2 have been published on the Council's website. All departments are now engaged in conducting EqlAs, and training is offered as part of the Council's Learning and Development Programme. Further bespoke training is delivered to teams and departments on request. Departmental Equalities Link Officers are responsible for local coordination of EqlAs, and a new role of Equalities Advocates has been introduced to allow departments to create teams of advisers to support this work. Link Officers report on EqlA progress as part of their quarterly equalities reports to Departmental Management Teams.

Cintra

A new contract was jointly tendered between the City and County Councils early in 2007 for interpreting and translation services, and Cintra were awarded this. Discussions have taken place with Cintra's new Director to ensure high quality delivery, and the City's operational management systems are to be updated in line with this. Guidelines on the use of interpreting and translation services will be included in the revised diversity guidelines due out in 2008.

Training and information

Additional sessions on Equality and Diversity have been included in the Council's training programme, delivered in-house. Further specific training has been delivered to new Equalities Advocates. City Briefing, City Scene, council-wide emails, publications and posters have all been utilised to

maintain a high profile for equalities issues and initiatives. Stonewall delivered a briefing on the new goods and services legislation with regard to sexual orientation. Staff from Strategy & Partnerships have attended e-learning training with the aim of creating on-line diversity packages in the future.

Staffing

The recent departure of Community Development's Equalities Development Manager has significant resource implications for progressing the Council's equalities programme in terms of reduced capacity. The Joint Equalities Group will be considering the impact of this as the annual work programme is reviewed.

To: Equalities Panel

Date: 12th November 2007

Report by: Head of Human Resources

Diversity in Employment – Progress Report

1. Purpose

To update the Panel on the progress in relation to the Human Resources Diversity Action Plan (this relates only to employment issues) and to brief the panel on work undertaken to date in 2007.

2. Improving the diversity of the workforce

| Definition | Target | Current Performance as at 25/9/07 |
|--|---------------------------------------|--|
| BV11a -% top 5% of earners that are women | 36% by 2009/10 | 36.51% |
| BV11b -% top 5% of earners that are from ethnic minority communities | 4.3% by 2009/10 | 1.59% |
| BV11c -% top 5% of earners that are disabled | 2.0% by 2009/10 | 3.17% |
| BV16 – employees declaring they meet the DDA definition of disability as % staff in post compared to the community | 2.5% stepping up to 2.75% by 2009/10. | 1.9% vs 10.7% in community |
| BV17 – ethnic minority employees as % of workforce compared to the community | 7.5% by 2009/10 | 6.6% vs. 11.3% in the community |

Our performance against corporate health performance indicators demonstrates that improving the diversity of the workforce remains a challenge, although in some areas we are doing well in achieving our

targets. The current target for the percentage of BME employees relative to the percentage of the BME economically active population (6% by 2008/09) has now been exceeded at the half year point. This represents an increase of 7 BME employees in the year to date.

In order to develop our approach HR is in process of commissioning work to raise the profile of the Council as an employer with community groups representing minorities in the town. Groups will also be consulted about any perceived barriers to regarding the Council as an employer of choice. This work is likely to include a specific promotional event/ 'recruitment fair' aimed at BME and other minority groups. This is an innovative project which has been developed in consultation with Community Development and reflects HR's concern to try new measures to tackle under representation in the workforce and deliver demonstrable improvement.

The Engaging Employers project is getting established and is operating well, with Papworth Trust clients (people with disabilities) being supported to find jobs and work placements within the Council. Three new starters registered themselves as having a disability in the period July- September 07.

The Council has renewed its feature in the Stonewall Recruitment Guide, highlighting our role as a 'friendly' employer for Lesbian, Gay, Bi-sexual and Transgender staff. In addition, we have developed a partnership with Connexions, the advice and information service for 16-19 year olds, so that all suitable Council vacancies are now advertised in the Connexions vacancies bulletin, which goes to all Cambridgeshire schools on a fortnightly basis.

3. Disability related leave

We have revised our policies on disability related leave in the light of comments from the Disabled Staff Group. The new policy is incorporated within a wider piece of work, the Health and Well Being Framework, specifically the Managers' Toolkit within this. This work has been approved via JTUG and managers are currently being briefed.

4. Flexible retirement

Following the legislative changes in April of this year, we have changed our policies to allow flexible retirement, giving staff the option to take a more managed and gradual approach to ceasing work. These changes have been communicated to staff.

5. Equal pay

The Council's first Equal Pay Review (EPR) was completed in December 2006 to provide a comprehensive audit of Council policy and practice. A

summary of risks and issues arising from the analysis will be incorporated into the Pay and Reward Strategy and action plan for action in 07/08 and 08/09.

6. Racial harassment reporting

The Dignity at Work procedures have been reviewed. The proposals are for a greater emphasis on the provision of independent (non HR), informal support at the early stages, and early resolution/mediation where possible. In the interests of parity and clarity, it is proposed that the formal part of the Dignity at Work policy will be largely the same as the grievance procedure, but will include special attention to the monitoring of any Dignity at Work issues raised, in order to ensure that trends are identified and managed.

7. Staff Survey 2007 -

The Staff Survey 2007 has included a range of strengthened diversity related questions. These include questions about the extent to which staff perceive the City Council as a fair employer and staff experience of discrimination. We will also be able to assess staff views on their access to training and the reasons why training requests are being refused (this has been a source of concern from the BME staff group). In line with best practice and after consultation with the staff groups, staff sexual orientation will be monitored. Survey results will be available towards the end of November.

8. People development/performance management

Diversity features as a core component of the forth-coming Core Competencies Framework, applicable to all staff, which will be going to JTUG and CMT in later in November.

9. Participation

HR has participated in a number of awareness raising events operated across the Council, specifically 'Our World in a Day' organised by the BME Staff Group in October as part of Black History Month, celebrating the diversity of the Council's workforce.

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Our World in a Day was part of Cambridge City Council's celebrations for Black History Month 2007, showing the diversity of the City and the people within. Working in partnership with Cambridgeshire County Council, the day reflected the diversity of the City we all call home.

Talks, displays, stalls, food and traditional dress made the event a global and inclusive experience, and people taking part found they had many connections and much in common.



Artefacts from Nigeria



Trinidad map from Althea Mejias, City



Tulat Raja, City



Joe Ajayi-Obe, City, and Dave Walton, County



Camfed and Shahzad Jan, City



Polish food courtesy of Marta, County



Tony McMullen and Graham White, City



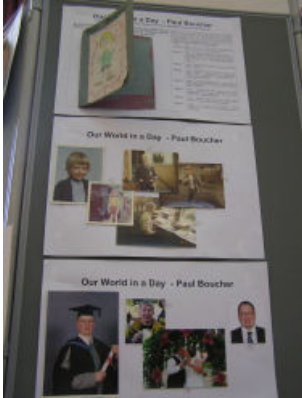
SOS Children's Villages charity



Americans in Cambridge exhibition



Paul Canning & Theresa Lawson, City



Display by Paul Boucher, City



Put yourself on the map!
Birthplaces...



Alexander Finlayson, City



Tulat Raja and Rob Hammond, Chief Executive, City



Danish artefacts from Anette Grindsted, City



Mo Tsentesides, City



Mayor Jenny Bailey with attendees at Our World in a Day