

Cambridge City Council

Report of: Chris Williams, Strategy Officer

To: Equalities Panel (21 November 2011)

Wards: All

Membership of the Equalities Panel

1. Introduction

1.1 Membership of the Equalities Panel for public and staff representatives lasts for three years, with the option of a second term. After this, vacancies must be filled by open selection. Two existing staff members and one public member of the Equalities Panel have now served two terms and the Council needs to open up the opportunity to new people. There is also one existing staff member vacancy. Panel members can re-apply through the open recruitment process.

2. Recommendation

2.1 That the Equalities Panel:

- a) thank Nicky Wrigley, Bridget Keady and Nacer Dali for their contribution to the Equalities Panel.
- b) comment on the recruitment and selection process set out in paragraphs 3.2 to 3.5.

3. Background

3.1 In November 2006 the Equalities Panel agreed to limit membership for public and staff representatives to three years, with the option of a second term. The aim of this was to provide continuity of knowledge and expertise. After members have served two terms, it was agreed that vacancies must be filled by open selection. The table below shows when each of the current members was appointed to the Panel. It highlights that Nicky Wrigley, Bridget Keady and Nacer Dali have all now served six years. There is also one existing staff member vacancy.

Name	Role	Date Appointed	Length of service in November 2011
Antoinette Jackson	Chair	June-11	5 months
Graham Lewis	Public Member	June-10*	1 year 5 months
Nicky Wrigley	Public Member	November-05	6 years
Norah Al-Ani	Public Member	June-09	2 years 5 months
Bintou Niangane	Public Member	June-10	1 year 5 months
Bridget Keady	Staff Member	November-04	7 years

Jackie Hanson	Staff Member	November-07	4 years
Nacer Dali	Staff Member	November-05	6 years
Vacancy	Staff Member	N/A	N/A
Cllr Gail Marchant-Daisley	Councillor Member	June-10	1 year 5 months
Cllr Sarah Brown	Councillor Member	June-10	1 year 5 months
Cllr Gerri Bird	Councillor Member	June-11	5 months
Cllr Salah Al Bander	Councillor Member	June-11	5 months

*Graham was originally appointed in October 2003, and successfully reapplied to be a member of the Panel in June 2010.

3.2 The Equalities Panel has also previously agreed that:

- Panel members can re-apply through the open recruitment process.
- Panel membership will strive to reflect the six diversity strands.
- There will be regular skills and knowledge audits of Panel members to identify areas of expertise, as well as any training needs.
- Panel members must live within Cambridge City Council's boundaries.
- Panel meetings must have a quorum of 6, made up of at least 2 representatives each from the public, staff and elected members.
- Panel members that miss two consecutive formal meetings should undertake 'capacity checks'.

3.3 Recruitment to the four vacancies will start in December 2011. The City Council's Independent Remuneration Panel also currently has a vacancy. In order to appeal to the widest pool of people and to make the best use of our resources we will jointly advertise for new members. We will use a variety of means to advertise the posts, including our website and proactively writing to a wide range of community groups.

3.4 The application pack will include the Panel's existing Terms of Reference and the Person Specification attached at Appendix A. Candidates will be required to complete a short form, which will ask for details about any relevant experience and training, as well as their skills, abilities and knowledge. Interviews will then be held to further assess the candidates suitability.

3.5 The Strategy Officer will hold introductory meetings with the new members prior to the Panel's next formal meeting on the 18th of June 2012.

4. Conclusion

4.1 The City Council benefits greatly from the knowledge and expertise provided by members of the Equality Panel. Recruiting new members will enable the Panel to continue to play an important role in supporting the Council to tackle discrimination, advance equality of opportunity and promote social cohesion.

Appendix A



Cambridge City Council Equalities Panel



Terms of Reference

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.

The Panel will:

- Monitor progress against the implementation of the Council's Single Equality Scheme.
- Monitor relevant national and local performance indicators and the Council's progress against the Equality Framework for Local Government.
- Monitor the Council's progress against the implementation of existing and future equalities legislation.
- Consider the equalities implications of the results of Council consultation.
- 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.
- Consider the results of annual employment monitoring.

Person Specification

- A strong interest in and a personal commitment to wide ranging equalities issues and diversity.
- Social awareness and respect for people from all different ethnic, cultural or social backgrounds.
- Demonstrable experience of involvement with minority or disadvantaged communities.
- Ability to understand and deal with complex and detailed information, and differing viewpoints.
- Ability to work as part of a team and possess good communication skills.
- Not been a Councillor or officer of Cambridge City Council, nor a relative or close friend of any current elected member or officer of the Council (within the previous two years).
- The absence of any matter that might bring the candidate or the Equalities Panel into disrepute.
- Must live within the city of Cambridge.