



Cambridge City Council

INTERIM RACE EQUALITY SCHEME 2008 – 2011

This Race Equality Scheme (RES) is an interim scheme, which will align with the Council’s Gender and Disability Equality Schemes in line with current developments in equalities legislation. It is anticipated that all Equality Schemes will need to come together as a Single Equalities Scheme as part of the Equality Bill. The Council intends to launch a Single Equalities Scheme in April 2010.

The emphasis within this RES is on ensuring that equalities issues are mainstreamed within the organisation; therefore, even though a lead ‘responsible’ person has been identified against issues, it is our aim that all managers and staff own and participate in the equalities agenda. The RES covers the themes of employment issues, Equality Impact Assessments, Equality Standard for Local Government, BME representation and engagement in local democracy, BME consultation, community engagement, cultural diversity, accessible information, BME representation in business, community cohesion, and reviewing the RES.

The Local Strategic Partnership (LSP) has identified community cohesion as a priority issue within the city, and so the Council will be working with partners to take this work forward.

The consultation period for this Race Equality Scheme runs until 26th September 2008.

Please forward any comments or queries to:

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Key themes	Specific themes	Actions	Deadline	Lead officer	Required by
Employment issues	Black and Minority Ethnic (BME) representation	Monitor representation of BME staff within the whole workforce and across departments	6 monthly reports – ongoing	Head of Human Resources (HR)	Equalities Panel BME Staff Group
		Promote positive action initiatives to address under-representation, in conjunction with Joint Equalities Group (JEG) work programme and planned events in the Council's Comprehensive Equalities Programme (CEP)	Ongoing	HR Diversity Adviser	
		Ensure BME communities are aware of Cambridge City Council job opportunities	Ongoing	Community Services & Human Resources	
	Employment Policy	Carry out Equality Impact Assessments (EqIAs) on current policies and practice, and all future employment policies	November 2008	HR Policy Officer	
	Recruitment and selection	Sustain equality throughout recruitment, selection and interview procedures, and take positive action to encourage applications	Ongoing	Head of HR (Recruitment Supervisor)	

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		from BME communities			
	Staff induction	Sustain equalities and diversity element to staff induction programme	Ongoing	Organisational Development (OD) Manager	
	Learning and workplace culture	Ensure that the Corporate Learning and Development Programme offers learning on diversity for staff and Managers	Ongoing	OD Manager	
		Ensure that the Corporate Learning and Development Programme offers personal development learning for people in minority groups	Ongoing	OD Manager	
		Embed the Core Competencies specifically in relation to 'Respect for Diversity'	Ongoing	OD Manager	
		Ensure that management development activities include diversity eg Managers' Capacity Building 2008/09 to include diversity within key activities	Ongoing		
	BME Staff Group	Continue to support and facilitate staff attendance at	Ongoing	Strategy Officer (Equalities), BME Staff Group	BME Staff Group CMT

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		meetings, training and personal development opportunities. Respond to issues raised by the group through provision of shadowing and mentoring opportunities.		facilitator, BME Staff Steering Group, and CMT	
		Continue to hold annual meetings with the BME Staff Group and the Corporate Management Team (CMT), and also a Joint Staff Groups meeting with CMT.	BME/CMT every October as part of Black History Month Joint Staff Groups/CMT every April	Strategy Officer (Equalities), BME Staff Group facilitator, BME Staff Steering Group, and CMT All staff group facilitators, Strategy Officer (Equalities) and CMT	
BME representation and engagement in local democracy	Encourage and enable BME community to get involved in decision making and democratic structures	Implement initiatives identified in the Democratic Services' Equality Impact Assessment (EqIA) 2008.	April 2010	Head of Democratic Services	EqIAs are a statutory requirement of the Race Relations (Amendment) Act 2000
Equality Impact Assessments (EqIAs)	Continue to review all relevant or proposed policies and functions	Review outcomes from EqIAs carried out that year each November, and identify outcomes for inclusion in service planning	Ongoing year-round process including quarterly reporting by Link Officers to Departmental Management Teams (DMTs),	Heads of Service/Departmental Equalities Link Officers	Continuation of duties from RES 2005-08

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			reporting to Performance Analyst, and inclusion of progress in Annual Equalities Review		
	Each department to review all policies and services over a 3 year rolling programme	In Service Plans identify any outcomes from EIAs and changes to services proposed, and confirm EIAs to be undertaken in the following year		Heads of Service	
		Review corporate progress in quarterly reports to DMTs, and report to CMT		Departmental Equalities Link Officers	
		Report to Equalities Panel		Strategy Officer (Equalities)	
Equality Standard for Local Government	Maintaining Level 3 or higher of the Equality Standard for Local Government, or other equivalent benchmarking system eg new Equalities Framework	Continue to monitor and respond to national trends and developments in benchmarking, and to relate the Council's equalities work to these best practice standards		Joint Equalities Group with recommendations to CMT/Councillors	Joint Equalities Group (JEG)
Cultural diversity	Culturally significant dates	Continue to organise and/or contribute to culturally diverse events such as Black History Month,	Various: 2008-11	Joint Equalities Group/Heads of Service	Equalities Panel

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		International Day to Eliminate Racism, Holocaust Memorial Day, Gypsy Roma Traveller History Month, faith festivals			
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Accessible information	Continue to provide interpreting and translation services	Issue guidelines for best practice and efficient use of services	Ongoing	Strategy Officer (Equalities) and Departmental Contacts	Continuation of duties from RES 2005-08
BME Consultation		Ensure City Council surveys include questions relating to ethnicity	Ongoing, and Place Surveys in Nov 2008 Nov 2009	Head of Strategy & Partnerships	Statutory requirement in Place Survey CMT
	Consultation project	Produce a report highlighting the issues raised by BME communities and outlining proposed action	February 2009	Community Development Officer (CDO) (Equalities)	
Review of Race Equality Scheme	Equalities Panel Diversity Forum	Annual reporting of RES within Annual Equalities Review, and RES to be included in Strategy and Resources Committee, Nov 2008.	Sept 2009 Sept 2010	Strategy Officer (Equalities)	Legal requirement
		Adapt RES in line with changes in equality legislation and public sector duties	As required	Strategy Officer (Equalities)	
Community engagement	Supporting engagement	Promote opportunities for BME community to get involved in local events such as Black History Month, the annual Civic Faith Event, and Arts & Entertainments' events	Ongoing	CDO (Equalities), Head of Arts & Entertainments	Equalities Panel

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	Duty to promote good relations	Develop partnerships and projects to visibly promote anti racism between different racial groups, with a clear and proactive approach to inter race relations		Head of Strategy & Partnerships	Legal requirement
	Community engagement	Promote ad-hoc events of importance to local communities	Ongoing	CDO (Equalities)	
		Improve use of visual communications including web-based, to promote diversity of the workforce and wider community, and ensure sensitivity of use of pictures and imagery	Ongoing	Corporate Marketing Manager	
BME representation in business		Promote City Council business to BME community, and promote BME small businesses to the City Council	Ongoing	Head of Committee Services, and Strategy Officer (Equalities)	
Capacity Building and Community Support	BME Groups	Sustain funding for Cambridge Ethnic Community Forum subject to satisfactory performance	Ongoing	Head of Community Services	
		Review and develop the need for an umbrella organisation to support BME	December 2008	Head of Community Services	

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		voluntary organisations			
		Support and development of BME Groups including funding issues, development work and other specific projects eg Asian Women's Group, work with young BME groups	Ongoing	CDO (Equalities)	
Community Cohesion	Ensure communities within Cambridge get on well together	Work through Local Strategic Partnership to identify key issues within the city for BME and faith communities, agree a joint work programme	March 2009	Head of Strategy & Partnerships	Local Strategic Partnership/Local Area Agreement (LSP/LAA)
		Implement the joint work programme			