



DERBY CITY COUNCIL

MINORITY COMMUNITY DIVERSITY FORUM JUNE 2008

Report of the Co-ordinator of the Black Employees Support Network

Black Employees Support Network – Annual Report

RECOMMENDATION

- 1 To consider the report.

SUPPORTING INFORMATION

- 2.1 The Black Employees Support Network, BESN was established in January 2003. A report was presented to Chief Officers who agreed the re-establishment of the group, allowing paid time off for Black employees to attend meetings. This was also in agreement with the trade unions at the Corporate Joint Committee. The network and departmental contact group meetings take place quarterly.
- 2.2 Following the re-establishment of BESN, the network held their first meeting on 15 April 2003, where the terms of reference were agreed, see Appendix 2. At BESN annual meetings, we elect a Chair and Vice Chair and seek nominations for departmental contacts to signpost and offer support to Black colleagues, when needed, within their departments. The names of the departmental contacts are attached at Appendix 3.
- 2.3 The departmental contact group has devised and developed the current work programme to cover the period 2007 to 2008. The key work areas and focus for the year are promotion and publicity of BESN, policy and practice and guest speakers. The work programme is attached at Appendix 4. Susan Sanghera – Recruitment Officer Positive Action is co-ordinating both BESN and the departmental contact group.
- 2.4 The network has achieved the following:
 - A collaborative Employee Networks Seminar
 - Seminar findings presented to Strategic Human Resources group
 - Design of a employee networks display stand
 - Engaging in consultation on Council policy and practice
 - Employee engagement in equality impact assessments
 - Publicity and profiling of BESN in internal publications and the DCC website

For a more detailed listing please refer to appendix 4

- 2.5 We are working with other regional authorities to establish an East Midlands Regional Black Employees Support Network
- 2.6 The Annual General Meeting is to be held in July 2008 and nominations for both Chair and Vice-Chair will be sought from the floor:

The Current Chair commenced position in January 2008 as the former Chair resigned due to personal circumstances.

Kerry Gjokaj of Children and Young People Services - Chair

For more information contact:	Susan Sanghera 01332 255695 e-mail susan.sanghera@derby.gov.uk
Background papers:	None.
List of appendices:	Appendix 1 – Implications Appendix 2 – Terms of reference Appendix 3 – Departmental contact list Appendix 4 – Work programme 2007-2008

IMPLICATIONS

Financial

1. The Council approved £2,000 for all employee networks for 2007/08. This includes the Black Employees Support Network and the Disabled Employees Network and includes the LGBT – Lesbian Gay Bi-sexual and Transgender network.

This amount will also finance the cost for any additional support to attend, for example, British Sign Language Interpreters and any promotional and marketing information.

Legal

2. The Race Relations Amendment Act 2000 places a duty on public authorities to promote positive action and race relations in employment and service delivery.

Personnel

3. None arising directly from this report.

Equalities impact

4. The Race Relations Amendment Act 2000 places a positive duty on public authorities to actively promote race equality, avoiding race discrimination before it occurs. The BESN helps meet the positive duty by creating a forum where any impact on race discrimination can be identified at an early stage.

Corporate priorities

- 5.1 The proposal comes under the Council's objective of providing.

Giving excellent services and value for money

- 5.2 The proposal furthers the priority of:

Delivering our equality and diversity action plan

BLACK EMPLOYEES SUPPORT NETWORK

TERMS OF REFERENCE

Aims

To provide advice, assistance and support to black employees and ensure black service users have equal access to Council services.

Objectives

1. Influence Council policy and strategy affecting black employees, in terms of employment, promotion, training and other conditions of service.
2. Act as a forum for black employees and raise issues affecting them.
3. Discuss areas of concern with senior managers and leaders.
4. Examine departmental practice and procedure in the recruitment of black employees at all levels, making sure there is equality of opportunity.
5. Monitor policy and practices to highlight and eliminate discrimination.
6. Propose initiatives to further career development for black employees.
7. Provide a forum for black employees to network and exchange information.
8. Make sure service users have full access to the Council's services, highlighting concern, where there are gaps.
9. Review terms of reference annually.
10. Commitment from members.

**BLACK EMPLOYEES SUPPORT NETWORK
DEPARTMENTAL CONTACTS**

Name	Department	Telephone	E-mail
Samragi Madden (Chair) Until January 2008	Corporate and Adult Services Housing Services	25 6492	Samragi.madden@derby.gov.uk
Kerry Gjakaj (Acting Chair) Commencing January 2008	Children & Young People Locality Services	71 6814	Kerry.gjakaj@derby.gov.uk
Susan Sanghera (Co-ordination)	Corporate and Adult Services Human Resources Operations	25 5695	Susan.sanghera@derby.gov.uk
Pam Thompson	Corporate and Adult Services Democratic Services	25 8423	Pamela.thompson@derby.gov.uk
Tariq Iqbal	Corporate and Adult Services Human Resources Employee Development	25 8422	Tariq.iqbal@derby.gov.uk
Juan Ramirez	Corporate and Adult Services Housing and Advice Services	25 6586	Juan.ramirez@derby.gov.uk
John Dhamrait	Corporate and Adult Services Adult Social Services	25 6625	John.Dhamrait@derby.gov.uk
Gurpal Kooner	Environmental Services Environmental Health/Trading Standards	71 6347	Gurpal.kooner@derby.gov.uk
Errol Harriott	Environmental Services Facilities Management	71 6470	Errol.Harriott@derby.gov.uk
Vince Waring	Environmental Services Refuse Collection	71 6538	
Rab Singh	Regeneration and Community Highways and Transport	71 5047	Rab.Singh@derby.gov.uk
Beverley Lambert	Children and Young People's Services Strategic Support	71 7881	Beverley.lambert@derby.gov.uk
Pearlene Webb	Children and Young People's Services Locality Services	71 5710	Pearlene.Webb@derby.gov.uk
Hyacinth Nelson	Derby Homes Local Services	71 7868	Hyacinth.nelson@derbyhomes.org

Alistair Crosdale	Derby Homes Local Services	71 1070	Alistair.crosdale@derbyhomes.org
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Appendix 4

BLACK EMPLOYEES SUPPORT NETWORK

WORK PROGRAMME – April 2007 to March 2008

No	Work Area	Review Date	Responsible Section/Officer	Actioned	Date
1.	Promotion & Publicity of BESN				
	review details of BESN and departmental contacts on intranet	annual	Susan Sanghera - Co-ordinator	√	ongoing
	Review membership of BESN	annual	Co-ordinator	√	ongoing
	Provide leaflets and posters for existing, new starters and BESN departmental contacts		Human Resources - Operations and Employee Development	√	Ongoing
	Promote BESN to new employees via corporate induction		Employee Development, , Council Life, intranet BESN departmental contacts	√	Ongoing
	Promote BESN to employees via Council Publications		Co-ordinator Communications and consultation unit Payroll Salary Slips BESN departmental contacts	√	Ongoing
	BESN Developmental Event Employee Networks Seminar	annual	Co-ordinator and Chair-Samragi Madden	√	April 2007
	Seminar Report to Assistant Director Group		Co-ordinator	√	July 2007
	Present seminar findings to the Strategic Human Resources group		Co-ordinator and Chair Human Resource Managers	√	October 2007
	Set up a BESN email box		Co-ordinator	√	October 2007
	Profile BESN to Managers in the 'Leading Manager' publication		Co-ordinator Mark Edwards - Corporate Training and	√	December 2007

			Development Adviser		
	Promote employee networks on DCC website under equality and diversity in employment		Co-ordinator	√	December 2007
	Design a generic Employee Networks Display Stand with remaining budget		Co-ordinator and Chairs of all Derby City Council Networks – DEN and LGBT network	√	March 2008
	Setting up of a East Midlands Regional Black Employees Support Network		Co-ordinator		Ongoing-
2.	Policy and practice				
	Joint working and shared communication with DEN and the LGBT network		Co-ordinator Chair Kerry Gjokaj	√	Ongoing
	Inform BESN members of forthcoming recruitment events and job fairs		Susan Sanghera Recruitment Officer – Positive Action	√	Ongoing
	Employee engagement in Equality Impact Assessments		BESN members	√	Ongoing
	Provide progress annual reports to Minority Communities Diversity Forum and to BESN members	annual	Co-ordinator Chair – Samragi Madden	√	July 2007
	Share good practice with Derby Homes Black Members Group		Co-ordinator	√	July 2007
	Consultation on Single Equality Act		Ann Webster Equality Standard Project Manger	√	August 2007
	Complaints and Grievance Disciplinary and Dismissals procedure		Dave Parnham Human Resources Team Leader	√	October 2007 January 2008
	Working for the Council Employment statistics report	annual	Ann Webster	√	October 2007
	Consultation on Draft Interpreting and translation guidelines		Pam Thompson Consultation Support Officer	√	January 2008
	Feedback on employee survey action planning		Mark Edwards - Corporate Training and Development Adviser	√	January 2008

3.	Guest speakers				
	Networking and sharing of Information		All BESN members	√	Ongoing
	Dual, multi-heritage or mixed race		Vince Warring – BESN member	√	July 2007