



DERBY CITY COUNCIL

DISABLED PEOPLE'S DIVERSITY FORUM
5 JULY 2007

Report of the Co-ordinator of the Disabled Employees Network

Disabled Employees Network – Annual Report

RECOMMENDATION

- 1 To consider the report.

SUPPORTING INFORMATION

- 2.1 The Disabled Employees Network, DEN was established in 2003. A report was tabled at the Council's Equalities Cross-Service Working Group in March 2003 recommending the establishment of DEN. The group agreed that a network was needed and referred the report to the Chief Officer Group, who also supported it and agreed to allow paid time off for Disabled employees to attend meetings. This was also in agreement at the Corporate Joint Committee. The network and departmental contact group meetings take place quarterly.
- 2.2 Following the establishment of DEN the network held their first meeting on 15 December 2003, where the terms of reference were agreed, see Appendix 2. At DEN annual meetings, we elect the Chair and Vice Chair and seek nominations for departmental contacts to signpost and offer support to Disabled 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 2006 to 2007. 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 DEN and the departmental contact group.
- 2.4 The network has achieved the following:
 - agreed terms of reference
 - raised awareness of DEN to managers requesting they allow disabled employees time off to attend meetings
 - identified departmental contacts
 - reviewed and updated the current membership list
 - incorporated network information on the intranet and the Council's corporate induction
 - publicised the network widely throughout departments within the Council

2.5 In addition, during the period 2006 to 2007, DEN has:

- received consultation on the Corporate Equality and Diversity plan
- received consultation on Customer Service Training
- received consultation on the Communications Strategy
- received and commented to Unison's Equality Representatives
- received and update on the Disability Equality Duty
- contributed to Derby City Council's Employees Network Seminar

2.6 At the Annual General Meeting held on 13 April 2006, the following were elected:

Dennis Jackson, Corporate and Adult Services – Chair

Mick Bayley, Derby Homes – Vice Chair

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|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| 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 2006-2007 |

IMPLICATIONS**Financial**

1. The Council approved £2,000 for all employee networks for 2006/07. This includes the Disabled Employees Network and the Black Employees Support Network and will include the LGBT – Lesbian Gay Bi-sexual and Transgender network in 2007/08. 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 Disability Discrimination Act 1995 as amended 2005, places a positive disability equality duty on all public authorities to promote disability equality in everything they do.

Personnel

3. None arising directly from this report.

Equalities impact

4. The Disability Discrimination Act 1995 as amended 2005, places a positive duty on public authorities to actively promote disability equality. The DEN helps meet the positive duty by creating a forum where any impact on disability discrimination can be identified at an early stage. DEN members also work closely with other diversity networks to make sure that disability is looked at in the wider sense of equality, for example minority ethnic disabled people's issues.

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

DISABLED EMPLOYEES SUPPORT NETWORK TERMS OF REFERENCE

Terms of reference

Our aim is to remove barriers in the workplace facing disabled people and provide support for disabled employees

We will do this by:

- influencing Council policies and strategies in all areas of employment, including promotion, training and development, conditions of service and retention
- acting as a forum, with departmental contacts, to share information and good practice on disability equality in the Council
- discussing issues of concern with Senior Management and the Leadership
- examining departmental practices for equality in recruitment and selection
- monitoring policies and practices and advising on reasonable adjustments under the Disability Discrimination Act
- acting as advisors on improving customer service and accessible information provision for disabled people
- seeking corporate commitment

Meetings

We will meet four times yearly and publicise the network widely throughout the Council and to new employees

**DISABLED EMPLOYEES NETWORK
DEPARTMENTAL CONTACTS**

| Name | Department | Division |
|-----------------------------------|--------------------------------------|------------------------------|
| Dennis Jackson – Chair | Trade Union Representatives | Trade Union Representatives |
| Mick D Bayley – Vice-Chair | Derby Homes | Investment and Regeneration |
| Susan Sanghera – Co-ordination | Corporate and Adult Services | Human Resources |
| Ann Webster | Corporate and Adult Services | Human Resources |
| Eddie Skeates | Corporate and Adult Services | Adult Social Services |
| Lisa Beris | Corporate and Adult Services | Adult Social Services |
| Maggie Fennell | Corporate and Adult Services | Housing and Advice |
| Mick Allen | Environmental Services | Park Ranger – Darley Fields |
| Will Watson | Environmental Services | Finance and Administration |
| Mick Watts | Regeneration and Community | Regeneration |
| Ann Fabiano | Regeneration and Community | Culture |
| John Orme | Regeneration and Community | Car Parks – Saxon House |
| Trudy Jackson | Regeneration and Community | Community Safety Partnership |
| Peter Hughes | Children and Young People’s Services | Locality Services |

DISABLED EMPLOYEES NETWORK

WORK PROGRAMME – April 2006 to March 2007

| No | Work area | Review date | Responsible Section/Officer | Actioned | Date last Actioned |
|-----------|-------------------------------------------------------------------------------------------------|-------------|----------------------------------------------------------------------------------|----------|--------------------------------------|
| 1. | Promotion & Publicity of DEN | | | | |
| | Set up and review details of DEN and departmental contacts on intranet | Annual | Co-ordinator | √ | April 2006 |
| | Review departmental contact role across departments | Annual | Co-ordinator | √ | April 2006 |
| | Review membership of DEN | Annual | Co-ordinator | √ | April 2006 |
| | Provide leaflets and posters for existing, new starters and DEN departmental contacts | Ongoing | Human Resources - Operations and Employee Development | √ | Ongoing |
| | Promote DEN to new employees during induction | Ongoing | Employee Development, Departmental Personnel Officers, DEN departmental contacts | √ | Ongoing |
| | Hold a DEN Developmental Event Employee Networks Seminar | Annual | Co-ordinator and Chair | √ | April 2007 |
| 2. | Policy and practice | | | | |
| | Departmental contacts work programme | Annual | Recruitment Officer – Positive Action | √ | April 2006 |
| | Provide progress reports to Disabled People’s Diversity Forum and others on the work of the DEN | Annual | DEN Co-ordinator DEN Chair and Vice-Chair | | 1st report to be presented July 2007 |
| | Consultation on Corporate Equality and Diversity Plan | | Ann Webster - Equality Standard Project Manager | √ | April 2006 |
| | Consultation on customer services training | | Helen Corbett – Customer Service Training Officer | √ | July 2006 |
| | Unison Equality Representatives | | Sukhi Kainth – Unison representative | √ | July 2006 |
| | Update Disability Equality Duty | | Ann Webster - Equality Standard Project Manager | √ | October 2006 |

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|-----------|-------------------------------------------------------------------------------------------------------------------------------------|--------------|---------------------------------------------------------|---|--------------|
| | Feedback on Disability Equality Workshop for Managers | Ongoing | Ann Webster and Mick Watts | √ | October 2006 |
| | Consultation on Communications Strategy | | Andrew Auld – Head of Communications and Consultation | √ | October 2006 |
| | Update on legislation for disabled people | Ongoing | Ann Webster and Mick Watts | √ | Ongoing |
| | Disability Discrimination Act and reasonable adjustments at work | | Ann Webster | √ | April 2006 |
| | Discuss progress on access for disabled customers at Council buildings | Ongoing | Mick Watts – Access Officer | √ | April 2006 |
| | Inform DEN members of forthcoming recruitment events and job fairs | Ongoing | Susan Sanghera Recruitment Officer – Positive Action | √ | Ongoing |
| 3. | Guest speakers | | | | |
| | Receive presentation from CAMTAD on issues facing deaf people at work | October 2006 | Margaret Eldred CAMTAD | √ | October 2006 |
| | Receive presentation from Derbyshire Association for the Blind – Sight Support on issues affecting visually impaired people at work | October 2006 | Pat Taylor DAB – Sight Support | √ | July 2006 |
| | Receive presentation from mental health organisation – MIND | January 2007 | Alvar Thomas Chair of Derby Mind | √ | |
| | Presentation from Disability Direct highlighting the range of services they provide for disabled people | January 2007 | Rachael Collis Information Officer | √ | |
| | Networking and sharing of Information | Ongoing | All DEN members | √ | Ongoing |
| 4. | Additional Areas to be covered 2007-2008 | | | | |
| | Policy and practice | | | | |
| | Workforce statistics report | Annual | Human Resources - Operations | | Feb 2004 |
| | Recruitment statistics report | Annual | Human Resources - Operations | | Jan 2005 |
| | Discuss training opportunities for disabled employees | | Human Resources - Employee Development | | |
| | Receive update on support under the Access to Work Scheme | | Job Centre Plus | | |
| | Discuss progress on minicomms and videophones at the Council | | Ann Richardson Voice Network Manager | | |