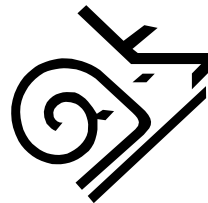


# **Corporate Equality and Diversity Plan**

**April 2005 - March 2008**

## **Community groups' comments and involvement in the Plan**



**DERBY CITY COUNCIL**

We can give you this information in any other way, style or language that will help you access it. Contact us on 255384 or minicom 258427, fax 255520 or e-mail [ann.webster@derby.gov.uk](mailto:ann.webster@derby.gov.uk)

Please contact us if you need help reading this document or any part of it translating.

Hindi

यदि आपको इस दस्तावेज़ को पढ़ने या इसके किसी भाग का अनुवाद कराने के लिए सहायता चाहिए तो हम से सम्पर्क करें ।

Punjabi

ਜੇ ਤੁਹਾਨੂੰ ਇਸ ਦਸਤਾਵੇਜ਼ ਪੜ੍ਹਨ ਲਈ ਜਾਂ ਇਸਦੇ ਕਿਸੇ ਭਾਗ ਦੇ ਅਨੁਵਾਦ ਕਰਾਨ ਲਈ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰੋ ।

Urdu

اگر آپ کو اس دستاویز پڑھنے میں مدد یا کسی حصہ کا ترجمہ کرانے کی ضرورت ہو،  
تو ہم سے رابطہ کریں،

## Introduction

Between September and December 2005, we met with equality groups in the community to discuss the Equality and Diversity Plan. The Plan was also on the Council's Equality and Diversity section of the website. This document gives details of which groups we involved, their comments on the Plan, and the Council's responses to these comments. We will amend the Plan to include the ideas and suggestions made.

These are the groups and we want to say a huge 'thank you' for all the effort everyone made to go through the document in such detail and attend the meetings. – 'Thank you very much'

- Minority Ethnic Communities Advisory Committee
- Derby Racial Equality Council
- Women's Advisory Committee
- Disabled People's Advisory Committee
- Black Employees Support Network
- Disabled Employees Network
- Conditions of Service Working Group
- Derby Millennium Network
- Derby Friend and arc

and this is what they said...

## Minority Ethnic Communities Advisory Committee and Derby Racial Equality Council

A small focus group of the wider Minority Ethnic Communities Advisory Committee and including Derby Racial Equality Council met to discuss the plan in detail.

Relevant section	Lead	Comments	Response
<b>Tackling discrimination, promoting equality and good race relations</b>  The section referring to the social model of disability	Policy	Explain a bit more about the social and medical model of disability	Cross reference this to the Equality and Diversity Plan which explains in detail and also in the glossary
The section referring to different council documents	Policy	Suggest including a glossary to explain about some of the documents referred to	Agreed
The section referring to consulting with Derby Millennium Network	Policy	Suggest also mentioning working with the voluntary and community sector as a whole	Community groups are mentioned in the document and we mentioned DMN in particular, because of the nature of the document and it being part of our Race Equality Scheme

Relevant section	Lead	Comments	Response
<b>Working for the Council</b>  The section about work life balance initiatives	Finance	Suggest that this be an action for all departments	Agreed to be all and to add 'All jobs will be assessed for work life balance initiatives by 2006'
The section about equality employment monitoring	All	Suggest that we start to monitor the number of minority ethnic employees who are successful at getting promoted at the Council	This is a requirement of the Race Relations Amendment Act, but our computer system at present cannot provide these statistics. We are looking into this for future reports and will also include gender and disability.
<b>Managing equality</b>  The section about school governors needing to represent the diverse community we live in	Education	Suggest that in the action to do an audit of how many minority ethnic and disabled school governors there are that we also include finding out what their experiences have been like while in this role.	There is already a section on equal opportunity forms to give feedback about experiences as a governor. There is also a section on the database to input this information.

Relevant section	Lead	Comments	Response
		<p>Another action should be to produce a leaflet for head teachers with innovative ideas for recruiting minority ethnic governors. The booklet should also include the roles of school governors. It was felt that head teachers and teachers needed to be encouraged to be more pro active when looking for new governors.</p> <p>Another suggestion was that there should be a photo board of existing governors at all schools.</p> <p>Having a 'governor champion' should be explored so that the individual could go into schools to help with ideas for recruiting school governors from diverse communities. They could also help with an advertising strategy.</p>	<p>We are producing a poster, rather than a leaflet, to give this information. Local Education Authority governors are recruited by the Education Service, but school governors are recruited by schools.</p> <p>The Education Service has suggested photo boards to schools, but it is up to the schools themselves to put these together and to fund them.</p> <p>The idea of a 'governor champion' would be a huge task for anyone to commit to. If it were to fall within the remit of an LEA governor, it would mean the role would be centrally controlled and as the Education Service does not have any funding for this role, an extreme commitment would have to be given by anyone taking</p>

Relevant section	Lead	Comments	Response
		<p>Education needs to encourage schools to use minority ethnic governors as role models and to help with the curriculum by speaking to parents and to groups of children. Children would then go home and tell their parents that other children's dad or mum is a governor and word gets around</p> <p>Another suggested key action was promoting equality in schools and this would involve the Education Service helping and supporting schools with their Race Equality Schemes. Schools should be asking parents to get involved in implementing the scheme.</p>	<p>on the role.</p> <p>There is no advertising strategy, for governor recruitment, but there is a marketing strategy, which has been put together and is now being implemented.</p> <p>Schools are encouraged to promote governors as role models to pupils, however actually doing this is down to the schools.</p> <p>In Spring 2002, all schools received guidance on the Race Relations Amendment Act 2000 and its implications for them, including the requirement to have a Race Equality Policy. This provided a secure basis for effective development and implementation in all</p>

Relevant section	Lead	Comments	Response
			<p>schools. The guidance was consistent with school self-evaluation criteria provided by the Local Education Authority at that time within the context of Monitoring, Challenge, Support and Intervention guidance. This is linked to the Commission for Racial Equality's 'Learning for all: Standards for Racial Equality in Schools'. This guidance and updated model policy is on the Local Education Authority's website under Model Policies for Schools. A range of professional development has been provided to schools over the years, including anti racist training using dolls and dealing with racist incidents. More recently, professional development has been provided on race equality in schools and the promotion of the Stephen Lawrence Charter Mark. Other</p>



Relevant section	Lead	Comments	Response
			<p>service areas also regularly support issues of diversity in schools including in, most noticeably PSHE/Citizenship, the Youth Service and Early Years. Schools were issued with 'The management of cultural diversity good practice guide' in Spring 2000 and supported by significant professional development. The Access Service does expect all Ethnic Minority Achievement Grant funded schools to provide a reason for parent and community involvement including target activity and outcomes.</p> <p>All services within Early Years and the Childcare Team are delivered within an equalities framework. Support, training, advice and resources are available to all settings to promote equalities. The eight</p>

Relevant section	Lead	Comments	Response
			<p>children's centres, currently being developed are in areas of disadvantage and will offer a wide range of universal services to all local children and families to include integrated education and childcare, family support, adult and family learning, health advice and support close links into training and Jobcentre Plus. These services will also be developed in the next phase of children centres and within the extended school agenda. Family learning and out of lesson time learning, offers a wide range of activities across the city that are available to all.</p>

Relevant section	Lead	Comments	Response
<b>Equality training and awareness</b>  The introduction to the section about investigating complaints of bullying harassment and discrimination	Policy	It was stressed how important it was that anyone involved in investigating complaints with an equality dimension to it, must be experienced in investigating equality complaints	Fairness at work training has been piloted in Commercial Services and is being rolled out to other departments
The section about managers not discriminating against anyone in the recruitment process	All	Suggest amending the wording in the action to say 'Put systems in place to make sure <b>all</b> managers attend the mandatory refresher training	Two out of three managers have to be trained to sit on a recruitment panel
The section about arranging for our employees to attend cultural and race equality training	Finance	This should be an action for all departments, not just Finance	Take on board this issue and will explore the possibility of customer facing employees receiving this training. The e-learning programme has trained more people in all departments

<b>Relevant section</b>	<b>Lead</b>	<b>Comments</b>	<b>Response</b>
The section about training on equality impact assessments	Policy	The wording should be amended to say that this is for all departments, led by Policy	Explain that the work is done in Policy, but will affect other departments
The section about equality awareness	Commercial Services	Suggest that attending cultural events should be on all employees' achievement and development actions and this should be for all departments, not just Commercial Services	Not practical to include on everyone's achievement and development, but will look at employees who are involved in events. This particular action was intended for a very few employees to attend a cultural diversity fair and so the action has been amended in the Plan to reflect this.
<b>Communicating, consulting and involving</b>  The section about website information	Finance	Important to make sure that the Council's website has community language messages included on it and that it is accessible for minority ethnic communities whose first language may not be English	Our IT Section are already looking into this. We have recently been in consultation with a translation service to find out the costs involved. We are now identifying the key

Relevant section	Lead	Comments	Response
			<p>areas of the website that need translating. We are also looking at whether to extend these translations beyond the core languages considered by the Council.</p> <p>The housing benefit leaflets will soon be on the web in Urdu, Punjabi and Hindi.</p>
The section about involving culturally diverse communities in arts events	Development and Cultural Services	The Mela event, held two years ago, should be held annually. Nothing has been heard about any subsequent Mela since the last one was held	A funding bid is currently being pursued, which if successful will result in a celebration of cultural diverse arts at Arboretum in September 2006. If successful, we will hold the event again in 2007
<b>Accessing our buildings</b>  The introductory section	Development and Cultural Services, Education and Corporate	Many minority ethnic people do their shopping in Normanton. There were many shops that were not addressing the Disability Discrimination Act and so were not accessible for disabled people.	Agreed that the Access Officer will help and assist minority ethnic businesses in Normanton Road to comply with the Disability

Relevant section	Lead	Comments	Response
	Services	<p>Suggest that the Council's Access Officer visit and offer help and advice to businesses in Normanton on making their premises accessible for disabled people. Access to toilets was also an issue that needed addressing on Normanton Road</p> <p>Access for disabled people needed improving at the Mandela Centre and Normanton Park toilets needed improving.</p> <p>Access for disabled people at the markets in the Eagle Centre and Guildhall were particularly difficult in some areas. Examples included goods blocking aisles, fruit and vegetables mainly out of reach for disabled customers and steps up to many stalls</p>	<p>Discrimination Act</p> <p>We will do an access audit of the Mandela centre and produce an access plan The Normanton Park toilets will be addressed in 2006/2007, subject to external funding being available</p> <p>Market employees will deal with obstructed aisles as they see them. Physical access issues to stalls are dealt with on the basis of reasonableness. We will provide a briefing note for market traders about their DDA responsibilities, including difficulties created by obstructing aisles. We will also make sure that when market stalls are re-</p>

Relevant section	Lead	Comments	Response
			furnished by the traders that they do not make access worse for disabled people, but do all they can to provide better access. We will also provide some temporary ramps to be held by the markets office for traders to use for their disabled customers.
<b>Accessing our services</b>  The introductory section on about Revenues and Benefits	Finance	<p>Suggest that the role of Ethnic Minority Community Liaison Officer be reviewed because of the new communities now living in Derby. There were 3,000 people in the Kurdish community and many had difficulty accessing the Council's Revenues and</p> <p>Benefits section and Council tax services. Language barriers and the way things are</p>	<p>We have already been looking into extending the role of the Ethnic Minority Liaison Officer to include support for some of the newer communities in the city. Our Ethnic Community Liaison Officer and Derby Advice, have made efforts to make contact with and offer support to the Kurdish community.</p> <p>This work is ongoing</p>

Relevant section	Lead	Comments	Response
		<p>done apparently cause the difficulties in access. There is too much paperwork and people in the community only have limited resources to help others with filling in forms and attending interviews. Sometimes people were terrified when they got a letter from the Council suggesting court action. In places such as Iraq, mentioning the word 'court' can have much more terrifying implications than here, so letters need to be more culturally sensitive.</p> <p>Suggest having a welcome to Derby video, DVD or web page in new community languages so that people new to the area and the country knew about paying Council tax and their rent on time and so on.</p>	Good idea which we can explore
<b>Overall comment</b>		Well laid out and a good booklet written with feeling	Thank you!



## Women's Advisory Committee

A small focus group of the wider Women's Advisory Committee met to discuss the plan in detail.

Relevant section	Lead	Comments	Response
<b>Working for the Council</b>			
The introductory section	Policy	Include the total number of employees	We will include this
The introductory section on	Policy	We need to include the work we have done to combat age discrimination in employment at the Council. We haven't 'sold' ourselves enough and should include the fact that we have had 'age' in our equality policy for many years	We will include this
The section about compulsory retirement preventing some employees from continuing to work, even though they want to	All	Delete the final section of the action, so it reads 'Advise all employees just before they reach 65 that they can continue working, if they want to.'	We will amend to what DPAC suggested as 'Closely monitoring the new anti-age discrimination Regulations and setting some equality actions when the new proposals are known. Agree to change the year to 2006/2007

<b>Relevant section</b>	<b>Lead</b>	<b>Comments</b>	<b>Response</b>
The section on about improving work-life balance for parents of school age children	Finance	This action should apply to all departments, not just Finance and the wording needs amending to say 'improve work-life balance for all', not just those employees that have school-age children	Agreed to change wording
<b>Communicating, consulting and involving</b>  The introductory section	Policy	The Council's website has got better  Need to mention the Youth Forum and Senior Forum where we mentioned the three equality advisory committees	Thank you!  Agreed
The section about involving culturally diverse communities in arts events	Development and Cultural Services	It is important that the Pakistani community is involved in arts events as some women felt that previously they have not been involved in the cultural diversity events	A new forum has been set up to help to develop the Assembly Rooms programme, with representation from the Pakistani communities. The Art Gallery is investigating an exhibition in 2007 on photography by Pakistani

Relevant section	Lead	Comments	Response
			artists, and working with Surtal Asian Arts towards this.
<b>Accessing our services</b>  The introductory section	Policy	<p>Overall concern about access to council services by asylum seekers and refugees.</p> <p>Need an action in the plan to improve access to services and information for these groups of people. Suggestions include flyers in various languages of where to go for help and advice. They could be available in schools and libraries and on the council website.</p> <p>The Council used to produce a very useful A-Z of Council services and it was suggested that this could be re-introduced</p>	<p>We will look into this as part of our communications Strategy</p> <p>There is an A-Z of services on the Council's website</p>
The introductory section	Finance	<p>The role of the Ethnic Minority Liaison Officer needs reviewing to address the needs of the newer communities in Derby. Leaflets advertising help with Council tax and Revenues and Benefits need to be made available in the newer communities languages such as Arabic and Kurdish</p>	<p>See previous comment on this under the comments from the Minority Ethnic Communities Advisory Committee</p>

Relevant section	Lead	Comments	Response
The section about completing a profile of social care staff delivering children in need services	Social Services	Very happy to see this particular action	Thank you!
The section about bereavement services	Commercial Services	Some of the women did not know about this service and suggested it is advertised where people pray, in schools for children to take home to parents, in shops, and amongst social care employees.  The training for Muslim community representatives is a good initiative	We feel it is more effective to provide this information to funeral directors  Thank you!
The section about providing a wider choice of food in schools	Commercial Services	Suggest introducing halal, gluten free and egg free foods in schools. Some Sikhs do not eat egg products	Gluton free food is a medical diet and is available already on an individual basis at the request of a nutritionist or doctor. We make Individual adjustments for egg free diets.

Relevant section	Lead	Comments	Response
<p><b>Monitoring and checking how we are doing</b></p> <p>The section about planning a programme of support intervention and training</p>	Education	Suggest the programme includes parents and encourage parents to get involved	The primary and secondary strategies are linked to national and local targets for attainment. The Education Service can only encourage schools to get parents involved – it is up to the schools to do this.
The section about making sure that governing bodies of schools are more representative of the community	Education	The Education Service needs to encourage head teachers to be more pro active in promoting governing vacancies amongst minority communities. Adverts need to be in community languages. Head teachers would be able to assist in the audit of the breakdown of the ethnicity minority and disabled governors	<p>School governor vacancies are not generally advertised, but the advertising of these is the responsibility of the schools. The Education Service only recruits local Education Authority governors. It is the head teacher's responsibility to look to having a governing body reflecting the ethnicity of the pupils. The Education Service does encourage schools to do this.</p> <p>The audit of minority ethnic</p>

Relevant section	Lead	Comments	Response
			and disabled governors is done directly between the Education Service and governors, so the head teachers are not at present able to assist with this.
The section about whether our services are being used by people who are eligible	Policy	Good actions, but after completing the plan consider rolling this out to other departments. Monitoring is important to establish multiple barriers for minority ethnic, disabled and older women.	After the evaluation of this action is done we will look at this suggestion
<b>How we will keep you informed and involved</b>  The introductory section about talking with minority ethnic communities	Policy	Keep the list up-to-date to include the new and emerging communities	Agreed
<b>Overall comment</b>		A good document	Thank you!

## Disabled People's Advisory Committee

A small focus group of the wider Disabled People's Advisory Committee met to discuss the plan in detail.

Relevant section	Lead	Comments	Response
<b>Working for the Council</b>  The section about positive action to provide training opportunities for women in the Derby Homes and Derwent Builds Employment Project	Commercial Services	Suggest amending the wording to read 'initially prioritising half the training places for women', instead of 'allocating half the training places'	Agreed
The section about employees continuing working when they reach 70, as long as they have successful yearly medical reports	All	Felt this was discriminatory towards disabled people and suggest re-wording to 'Closely monitoring the new anti-age discrimination legislation and setting some equality actions when the new proposals are known'. Suggest changing the year to 2006/2007 when the new legislation will be in force	Agreed

Relevant section	Lead	Comments	Response
The section about appointing a part-time recruitment manager to increase the number of minority ethnic teachers in the city	Education	Suggest adding disabled teachers too.	The part-time Recruitment Manager was appointed in the summer term to specifically develop an action plan and produce a report on the recruitment of minority ethnic teachers. However, with the introduction of the Disability Equality Duty, we can also look into exploring the recruitment of disabled teachers too.
The section about exploring the possibility of a taxi card scheme for disabled employees, similar to the one used in Social Services	Finance	This is a great idea and extremely important for disabled employees!	Thank you!
The section about exploring the possibility of providing a disabled employees' toilet on the ground floor	Finance/Corporate Services	Other disabled people's toilets should be checked to make sure that disabled employees in other departments have separate employee toilets, like non-disabled employees do.	Take this to the Asset Management Group and the Accommodation Strategy Group to explore the possibility of providing a unisex disabled people's toilet near to room 96 –



Relevant section	Lead	Comments	Response
			the training room on the ground floor. The other floors in the Council House do have separate disabled employees' toilets.
<b>Managing equality</b>  The section about collecting evidence from customer satisfaction surveys, customer profiles, and feedback from team meetings to develop an equalities action plan	Policy	Need to explore the reasons why some people do not use our services and also when they stop using them	Agreed
The section about school governors representing a diverse community	Education	Strong views that the Education Service should have a specific budget to help smaller schools contain reasonable adjustments for disabled LEA governors, such as expenses for BSL interpreters and providing information in alternative ways. The new positive duty on disability equality aims to encourage more disabled people to take part in public life, but	Schools are responsible for meeting the reasonable adjustments for disabled governors from their own budgets. For physical access however, schools can bid for capital funding through the Schools Access Initiative. Schools have to

Relevant section	Lead	Comments	Response
		without the adjustments, this will be impossible for some disabled people.	fund adjustments under £5,000 from their devolved budgets
<b>Equality training and awareness</b>  The introductory section		The document will not achieve its aims until everyone automatically thinks about equality as an everyday task – when the document will not be needed	Noted
The section about making contractors aware of our commitment to equality by providing them with equality details when we take out a contract with them	Finance/Social Services	Suggest contractors need to be made aware of our equality commitment, <b>before</b> the contract is taken out. There was also concern about sub-contractors and making sure that they too were aware of our equality commitments. Sub-contractors seemed to be an issue with Disabled Facilities Grants	This is being addressed by the Procurement Strategy Group
The section about producing an equalities toolkit for managers	Policy	Suggest that the toolkit includes a list of accessible meeting places for consulting with disabled people	Agreed

Relevant section	Lead	Comments	Response
<b>Making new policies and reviewing old ones</b>  The section about doing an equality review of crematorium and cemeteries	Commercial Services	Access for disabled people at the crematorium needs to be addressed	Agreed and we will be liaising with the Access Officer
The section about planning a full equality review of Mayoral Support	Corporate Services	Agree that this is a good idea, particularly to support disabled people in public office	Thank you!
The section about a full equality review of Electoral Services	Corporate Services	More work needs to be done on postal voting, so that people get voting papers in plenty of time and also clear guidance is given on witnessing of signatures	Improvements to the postal voting system will affect all Derby electors. That said, the postal voting procedures used last year, seemed to have worked well.
The section listing policies, services and functions which will have equality reviews	Policy	Disabled Facilities Grants should be included in the list for an equality review	A major scrutiny exercise has already been done by the Scrutiny Commission and there are already a list of improvements to be made

Relevant section	Lead	Comments	Response
<p><b>Communicating, consulting and involving</b></p> <p>The introductory section</p>	Policy	Include the term 'hearing impaired people' as well as Deaf people. When documents are translated into other languages, they should have the title of the translated document in English too. This helps voluntary and community groups on road shows, giving out the correct information to minority ethnic disabled people or carers	Agreed
The section about the first contact leaflet	Corporate Services	Need to advertise the idea of the 'first contact' leaflet widely, including to Derbyshire Association for Blind People's newsletter, Derby Deaf Club. Not all disabled people will be able to know that this first contact leaflet is available	The intention is to advertise the leaflet as widely as possible and in a range of different formats.
The section about publicising interpretation and translation services to all employees and customers	Development and Cultural Services	Need to publicise the information to potential customers too	This already happens to an extent, but we will look at how we can improve this

Relevant section	Lead	Comments	Response
<b>Improving our buildings</b>  The section referring to us doing lots of work in making polling stations accessible	Corporate Services/Development and Cultural Services	Guidance on accessible polling stations needs to be given with postal voting information. Good access is not just about the polling station itself, but also about the surrounding pavements, and availability of dropped kerbs to get to the building	We try to use only accessible polling stations, but we will now also look at access to the surrounding area and liaise with Development and Cultural Services on this.
The section about improving reception areas	All	The display screen in the Council House reception area scrolls too fast, making it difficult for people with dyslexia and visually impaired people. It needs to be slowed down	Already done
The section about making sure the Access Officer and relevant equality working groups and advisory committees are involved in new facilities	Corporate Services	It is important that action is taken following comments and suggestions made by disabled people. This is cost effective in the long run, for example the stainless steel bollard issue, where changes now have to be made	Absolutely agreed

Relevant section	Lead	Comments	Response
The section about accessible meeting rooms	Corporate Services	Concern over meetings being held at Roman House as it is not very accessible to get to and there are no disabled people's parking facilities easily available	We accept the pavement along Friargate to Roman House is very difficult for wheelchair and scooter users and is a barrier to getting to Roman House. The pavement will be re-done in march 2007, as part of the Connecting Derby Scheme
The section about improving access for disabled children and adults to our schools	Education	The aim should be to provide for all pupils and students within the city, making it unnecessary to send disabled children to schools out of the area.	We agree and we do try to make sure through our disability strategy that there is a through path of accessible schools in each cluster for pupils from nursery to secondary. An assessment of each school has been done to determine how accessible the schools are. We can then advise parents on suitable accessibility and provide what additional help we can. We do whatever we can within

Relevant section	Lead	Comments	Response
			<p>the funding we have to make sure that as many schools as possible have provision for disabled children who at scheduled to attend.</p> <p>The other way to incorporate access requirements is where we are doing some alterations or new building work and these have to comply with building regulations. However, this does not always tackle individual needs and so we would need to make a user requirement. A new disability strategy is being sent to schools for them to prepare their own School Access Plan and they also have to consider the needs of visually impaired and Deaf children, as well as those with physical impairments and curriculum needs.</p>

Relevant section	Lead	Comments	Response
		The needs of disabled parents also need to be considered. The pupils may be non-disabled children, but their parents may be disabled people. They should not be denied access to parents evenings, school concerts and so on because of poor access or poor arrangements for room allocation	Where possible any access work would make the premises suitable for both adults and children. Under the new Disability Discrimination Act, schools will have to produce Disability Equality Schemes and they will have to consider the needs of disabled parents.
<b>Accessing our services</b>  In the introduction where it mentions customers being at the heart of everything we do	All	Need to include potential customers too and make sure we consult people with learning difficulties about decision making, and access to services	Agreed
The section about making sure that school meals are available to all groups	Commercial Services	Need to replace the word hydrocarbons with a more user-friendly term. Suggest having an action on availability of gluten free meals. Suggest including an action to educate people in schools about healthy eating	There is no word, but we could say oils and fats or carbohydrates. There is already a healthy eating campaign going on in schools.



Relevant section	Lead	Comments	Response
The section about making sure that our parks and facilities meet the needs of the local community	Commercial Services	Concern over the withdrawal of the Parkmobility Scheme at Markeaton Park. This should be set up again to provide better access for disabled people at the park. Also no discussion with disabled people about the withdrawal of the service	The Parkmobility Scheme was withdrawn over five years ago, as it had not been used for two years. With more people now, having their own mobility scooters, there has been very little demand for the service.
The section about making sure the Home to School transport arrangements run smoothly	Development and Cultural Services/Policy	Consider extra housing points for parents of disabled children, so that they can move closer to the schools they attend	We will explore this idea as part of our work on the Home to School transport
<b>Monitoring and checking how we are doing</b>  The introduction section about monitoring services		It is really important to monitor social services as this service affects disabled people in many ways	Agreed
The section about recording racist incidents in schools	Education	Need to include disability related incidents too	Monitoring forms for the year 2006/07 are being reviewed to include a new disability category and this

Relevant section	Lead	Comments	Response
			is being discussed with our data team.
The section about ethnic monitoring systems	Education	Need to do the same actions for disability too	Agreed
The section about bullying in schools on grounds of sexuality	Education	Need to include monitoring systems for recording bullying on grounds of disability too	Agreed
The section about identifying our potential customers	Policy	Many disabled people do not recognise that they are disabled people	Agreed, which is why we need to make extra efforts to let people know what is available to them and what their DDA rights are.
The section about monitoring agreed services, and identifying any gaps	Policy	Suggest introducing an exit questionnaire to find out why people stop using our services	Agreed
<b>Overall comment</b>		A well-written document, that flows and is easily to read. Particularly liked the 14 size font	Thank you!

## Black Employees Support Network

Relevant section	Lead	Comments	Response
<b>Tackling discrimination, promoting equality and good race relations</b>	Policy	On page 16 insert where the employment monitoring reports will be published – could put a summery in Council Life and on the Equality and Diversity website	Agreed
<b>Working for the Council</b>	Policy	Many employees have skills developed in other jobs, such as race equality training or mentoring. These skills can be used at the Council, if the Council were to develop a skills database. Another example would be to share particular skills and knowledge with other colleagues such as sharing how to care for African Caribbean people's hair. This would greatly improve the service offered to African Caribbean disabled people who may have personal care support needs.	Agreed
	Policy	Not generally aware of what training and development is available for employees. Training and development opportunities need to be promoted more pro-actively.	Agreed
		Add a new action to this section that	Agreed

Relevant section	Lead	Comments	Response
		courses be publicised more	
The section about employees continuing working when they reach 70, as long as they have successful yearly medical reports	Commercial Services	Concerned about the medical assumptions around this action	See previous comments on this and it is being re-worded
The section about disabled employees needing taxi services when they need to travel as part of their work	Finance	Excellent initiative to explore the possibilities of a taxi-card scheme, but this should be extended for all departments	Finance will work on the issue, but it will be applied to all departments
<b>Equality training and awareness</b>	Education	Did not know that the Education Service has an equality group – this should be included in the Education Newsletter.	Agreed
	Social Services	Inform Homecare employees about the Equality Standard and other equality issues using the Homecare Newsletter	Agreed
	Policy	More Council-wide publicity is needed about the Equality Standard	Agreed and there is now more information about the Standard on the Council's website as well as posters in all reception areas and on employee notice boards

Relevant section	Lead	Comments	Response
<b>Accessing our services</b>  The section about making sure bereavement services are accessible to everyone	Commercial Services	Suggest offering Sikhs as well as Hindus the opportunity to witness cremations at the Crematorium  Publicise the training opportunities for Muslim representatives more	This can be done  This training is restricted only to representatives nominated by the Muslim Funeral Committee, so further publicity is not required.
School meals	Commercial Services	Suggest including providing a 'balanced' vegetarian option and a query on 'hydrocarbons' – what are they?	See previous comments on carbohydrates and the healthy eating campaign

## Disabled Employees Network

Relevant section	Lead	Comments	Response
<b>Tackling discrimination, promoting equality and good race relations</b>	Policy	Include in introduction to this section on page 12: <ul style="list-style-type: none"> <li>• jobs fair attendance</li> <li>• Leavers questionnaire</li> <li>• Equality employment monitoring</li> <li>• Job tracking</li> </ul>	Agreed

Relevant section	Lead	Comments	Response
<b>Equality training and awareness</b>	Policy	<p>Use the Equality Standard as a theme for a future Council away day</p> <p>Provide more information about the Equality Standard and not just on personal computers</p>	Agreed and see previous comment about posters and information about the standard
<b>Working for the Council</b>  The section about disabled employees needing taxi services when they need to travel as part of their work	Finance	Pleased to see initiative to look into taxi-card scheme for disabled employees	Thank you
<b>Communicating, consulting and involving</b>	Policy	Emphasised how extremely important it is that when disabled people are consulted on issues that affect them, the Council acts on what they say	Absolutely agree
First Contact leaflet	Corporate Services	Very good idea, but it must be publicised well	Thank you and it will be

Relevant section	Lead	Comments	Response
<b>Improving our buildings</b>	Corporate Services	Signs in buildings need to be in other languages, not just English to meet the information needs of disabled people whose first language is not English  If the Council moves to a new building or when offices are changed, it is essential that disabled employees are fully involved in the discussions	We will look at this as part of our communication and customer care strategies  Absolutely agree
<b>Accessing our services</b>  The section about making our parks and facilities meet the needs of all the community	Commercial Services	Very important that our parks are accessible to disabled people, including accessible car-parking and toilets	Agreed and we will be working closely with the Access Officer on this

### Conditions of Service Working Group

Relevant section	Lead	Comments	Response
		A good document and no additional comments	Thank you!

## Derby Millennium Network

Relevant section	Lead	Comments	Response
All	All	Council documents can be overwhelming, unless you are 'in the know'. This applies particularly if you are a volunteer and may be unfamiliar with Council documents. Is the plan meaningful? Unless you know what it is about, some people will not know which areas to concentrate on.	Ann offered to support any minority ethnic groups with more information about the themes in the Plan and would arrange interpretation support if needed
<b>Accessing our services</b>	All	Need to find appropriate access points to engage refugee communities in accessing Council information about services, such as Job Centre Plus, cafes, doctors' surgeries, barbers' shops, libraries. Information should be in leaflet or flyer form which could be delivered door to door, both city-wide and in Normanton	We are already working on this
<b>Communicating, involving and consulting</b>	Policy	Is the Equality and Diversity Plan and Race Equality Scheme accountable?	All departments are accountable for the Plan and monitor it through each departmental Senior Management Team.



Relevant section	Lead	Comments	Response
	Policy	There were several comments querying the role and breadth of representation of the Council's Minority Ethnic Communities Advisory Committee. There were also queries on how the Committee was publicised to the wider community and how wide the circulation of the newsletter was.	Pam Thompson from the Council's Consultation Support Team will organise a meeting with members of Derby Millennium Network as part of the review of the equality advisory committees
	Policy	Advertise equality events on the equality and diversity website	Agreed
	Policy	Language and images used in publications needs to be inclusive	Agreed

### Derby Friend and arc

Relevant section	Lead	Comments	Response
<b>Why have a Corporate Equality and Diversity plan?</b>  In the introduction about consulting with the equality advisory committees	Policy	Include arc in the list of organisations we consult, representing the lesbian, gay, bi-sexual and transgender community and also include faith groups	Agreed

Relevant section	Lead	Comments	Response
<b>Tackling discrimination, promoting equality and good race relations</b>  In the introduction about encouraging people from equality groups to apply for jobs with us	Policy	Include encouraging people from the lesbian, gay, bi-sexual and transgender community to apply for jobs	Agreed
In the section about taking part in events	Policy	Include reference to taking part in the first Gay May Day and offering continuing support	Agreed
	Policy	Include support for World AIDS day and insert 'transgender' after bi-sexual community	Agreed
	Policy	Add gender equality scheme for 2007 and sexuality scheme for 2008	Agreed, but need to establish if a sexuality scheme is being included in legislation
All	Policy	Include a glossary to explain some of the groups and documents mentioned	Agreed

Relevant section	Lead	Comments	Response
<b>Our proposals</b>			
Information about the Equality Standard Task Group	Policy	Include reference to sexuality	Agreed
	Policy	Surprised the Council does not have an official LGBT Officer	Noted, but we do have an Equality Standard Project Manager who will work with the LGBT community and employees
	Policy	Important that the Equality Standard Task Group is trained in equality for the LGBT community	Agreed and we will look into arranging this
<b>Working for the Council</b>			
In the introduction to this section	Policy	Suggest including sexuality in the equality monitoring section of the job application form. This needs to include 'prefer not to say' on it.	Agreed, but we need to explore the 'prefer not to say' option as this is not usually used in equality monitoring. If people do not want to say, they usually leave it blank

Relevant section	Lead	Comments	Response
	Policy	Include a section on the vacancy sheet about welcoming applications from the LGBT community	Agreed
	Policy	Set up a LGBT employee network – include an article in Council Life first asking if any employees are interested	We will take this issue to our Equality Working Groups and Chief Officer Group
	Policy	Provide a job stand at the Crown Inn on a Saturday to send a strong message to the LGBT community that the Council does welcome applications from them	We will take part in recruitment events within the LGBT community
	Policy	Arrange for jobs to be advertised in the Pink Paper	We will offer this as an option for departments
	Policy	Arrange for the Crown Inn to receive the vacancy lists	Agreed
The action to promote equality working patterns	All/Finance	Change wording to 'improve work-life balance for everyone'	Agreed

<b>Relevant section</b>	<b>Lead</b>	<b>Comments</b>	<b>Response</b>
The action about the workforce needing to represent the local minority ethnic community and disability community	Education	Include the LGBT community	Agreed
<b>Managing equality</b>  The action about school governors needing to represent the diverse community we live in	Education	Include the LGBT community in the actions, as well as disabled people and minority ethnic people	Agreed and we will liaise with arc and Derbyshire Friend to publicise governor opportunities to the LGBT community. Also agreed to raise the issue at the Head's Liaison Group and Governor Liaison Group meetings
<b>Equality training and awareness</b>  In the introduction about the pool of employees who investigate complaints of bullying, harassment and discrimination	Policy	Emphasise that the complaints procedure covers bullying, harassment and discrimination against LGBT employees	The Fairness at Work Policy clearly states it covers bullying, harassment and discrimination on grounds of sexuality and gender identity

Relevant section	Lead	Comments	Response
	Policy	Add a new action to arrange LGBT equality training for employees involved in equality work, including impact assessments and complaints	Agreed
<b>Making new policies and reviewing old ones</b>  All this section	All	It is important that officers doing equality impact assessments are aware of issues affecting the LGBT community	Agreed
The equality impact assessment for the taxi licensing function	Corporate Services	Please include arc and Derby Friend in the equality impact assessment as there are issues about how some taxi drivers treat the LGBT community	Agreed
The equality impact assessment of the registration of births, marriages, civil partnerships and deaths	Corporate Services	Please include arc and Derby Friend in the equality impact assessment	Agreed

Relevant section	Lead	Comments	Response
The equality impact assessment of Mayoral Support	Corporate Services	Pleased to see this section included as it is really important that all Mayors are aware of and understand equality issues	Thank you
	Development and Cultural Services	Consider doing an equality impact assessment of the provision of CCTVs in the city, as there are none in the main area of Curzon Street where the LGBT communities meet	Full Council meeting recently agreed this as a top priority, and as soon as resources allow it will be followed up
<b>Communicating, consulting and involving</b>			
The section on website and information technology	Policy	Add the arc and Derby Friend website to useful links in the Equality and Diversity website	Agreed and this has been actioned
The section about involving culturally diverse communities in arts events	Development and Cultural Services	Arrange an event for Gay History Month in February and invite the gay author who appeared in the media recently to do some readings in the museum or in the libraries	Not clear about the identity of the gay author referred to here, but the principle of arranging for a gay author to do some readings in libraries is an idea we shall pursue

Relevant section	Lead	Comments	Response
	Development and Cultural Services	Arrange an event for World Aids in December	We will consider this as a possible initiative in 2006
	Development and Cultural Services	Make sure that gay artists are included in programmes	Many gay artists are currently working in Derby's arts scene, employed by our arts organisations and appearing in the Assembly Rooms programme
<b>Improving our buildings</b>  Reception areas	All	It is important that all reception areas have access to a private room available for people from the LGBT community to discuss issues in private	We will look into this as part of our review of reception areas
<b>Accessing our services</b>  The introduction page	Policy	Include another bullet point... <ul style="list-style-type: none"> <li>Arc told us that it was important that a private room was available if required by someone from the LGBT community. We will be including this as an action within this document and involving arc in</li> </ul>	Agreed and arc have been involved in the consultation around the Housing Allocations Policy equality impact assessment



Relevant section	Lead	Comments	Response
		the equality impact assessment of the housing allocations policy	
Introduction page	Policy	Include an example of a scheme to encourage the LGBT community to use Council services	Agreed
<b>Monitoring and checking how we are doing</b>  The action on reporting and monitoring incidents of bullying in schools on grounds of sexuality	Education	Pleased to see this action, but another action is needed about raising awareness to school children about the effects of bullying on grounds of sexuality	This is already currently part of the PSHE programme in secondary schools
<b>How we will keep you informed</b>	Policy	Reword to LGBT, instead of gay communities	Agreed

## Additional comment from the website

Relevant section	Lead	Comments	Response
<p><b>Monitoring and checking how we are doing</b></p> <p>The section about recording racist incidents in schools</p>	Education	<p>Parents do not seem to be made aware of by schools whether an incident of bullying is being recorded as a racist incident. It appears to be the school making the decision whether and incident is racist or not. Suggest that schools should give parents or carers a copy of the recorded incident form and there should be a space on the form for carers and children to record their own views.</p>	<p>Agreed, that there should be consideration of the views of parents and children in determining the status of an incident. The decisions on these matters are for schools, and the Council's role is limited to providing guidance and collecting returns from the schools. We will be looking at including this suggestion as part of the review of guidance to schools.</p>

## Additional issues raised by disabled people as a result of the new Disability Equality Duty

Relevant section	Lead	Comments	Response
<b>Making new policies and reviewing old ones</b>	Development and Cultural Services	Need to include 'highways' in the list of equality impact assessments that need to be done, particularly in relation to advertising boards, street furniture and paved surfaces including tactile paving.	An equality impact assessment will be carried out in 2006/07 on the use of advertising boards. We will also carry out equality impact assessments in that year for the proposed cyclist access in St Peters Street, and also for the public transport information that the Council produces. Street furniture and paved surfaces, including tactile surfaces will be equality assessed in 2007/2008.
	Development and Cultural Services	Need to include 'cycling' in the list of equality impact assessments that need to be done, particularly in relation to the proposed pilot scheme of allowing cyclist more use of the pedestrian areas on St Peter's Street.	
	Development and Cultural Services	Need to include 'transport information' in the list of equality impact assessments that need to be done	

## **Who to contact for more information**

This document refers to comments and suggestions on the Equality and Diversity Plan 2005-2008. Please contact us if you need a copy of the Plan. You can contact:

Ann Webster  
Equality Standard Project Manager  
Policy and Industrial Relations Unit  
Corporate and Adult Social Services  
Room 161  
PO Box 6292  
The Council House  
Corporation Street  
Derby  
DE1 2XL

Telephone 01332 255384  
Fax 01332 255520  
Minicom 01332 258427  
e-mail [ann.webster@derby.gov.uk](mailto:ann.webster@derby.gov.uk)