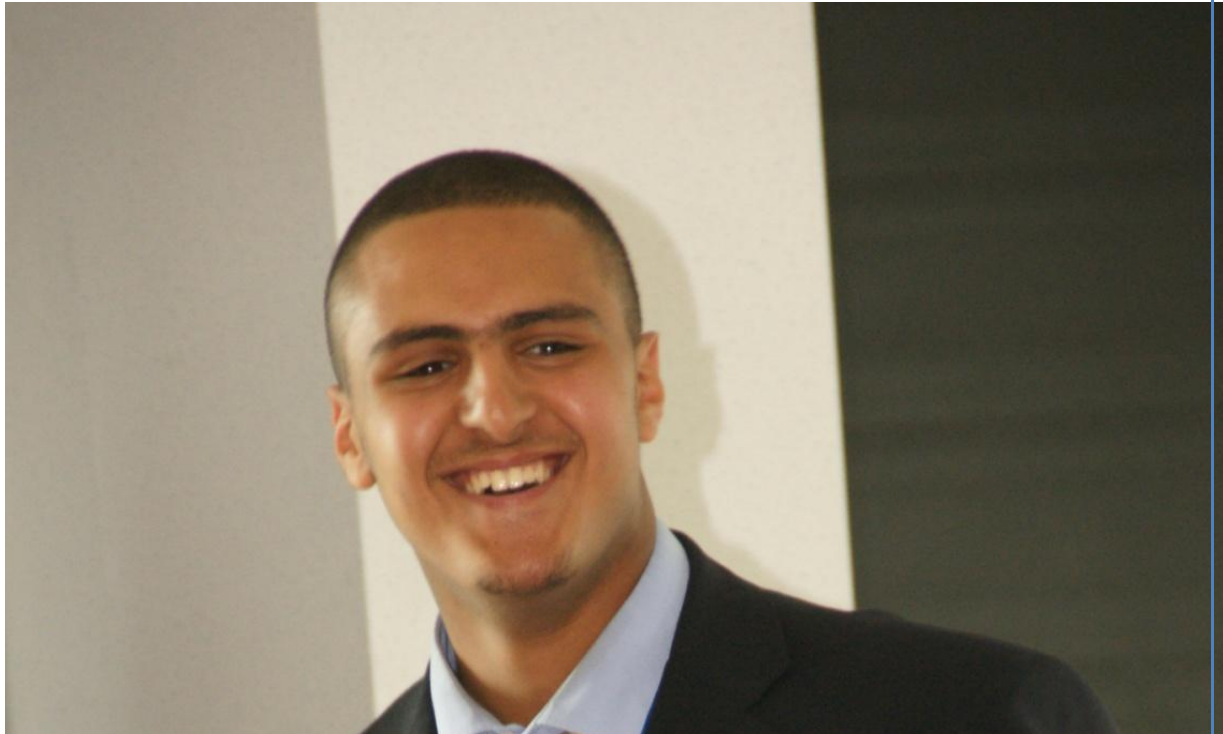




City of Westminster



Westminster Staff Diversity Group

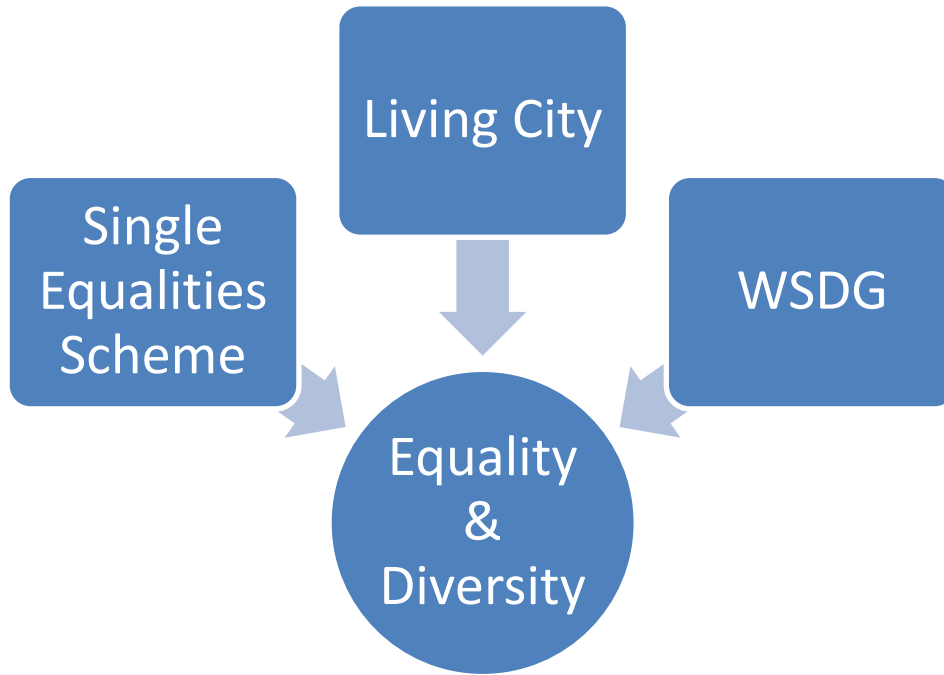
2010-2012 Strategy



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Westminster Staff Diversity Group “A Living City of Opportunity”



1. Introduction

Westminster City Council's ambition is to promote "A Living City of Opportunity". The City Council is also engaged in the Single Equality Scheme 2010-2013 for Local Government to bring about change and break down any unlawful or discriminatory barriers that may exist across the City Council. The Westminster Staff Diversity Group (WSDG) wish to assist the City Council achieve this ambition through raising awareness about equality and diversity and related issues that may directly or indirectly impact on employees, service users and partner agencies.

WSDG aims to help identify and address any barriers by actively participating and engaging in the development of effective policy and practice to contribute to service improvements. WSDG is led by a small Executive Group and since its inception in 2001, WSDG has played an important role within the City Council and provides a valuable resource used by the Strategic Executive Board, the Equalities Leadership Group, management teams and staff at all levels.

2. Key aims and objectives:

Delivery of the WSDG vision transcends gender, faith, sexuality, race, disability and creed. Its fundamentals lie in good management practices and the recognition that some individuals may be disadvantaged and that process need to be put into place to create a level playing field. WSDG aims are:

- i. To support the City Council to have the opportunity to share experiences, provide mutual support and develop their full potential.
- ii. To act as a forum for positively contributing to ideas for improving equal opportunities and diversity within a local authority context.
- iii. To add value and impact across the City Council both internally and externally.
- iv. To support and advise the City Council in pursuing its equality and diversity agenda and associated strategies.
- v. To champion equal opportunities and diversity within the City Council.
- vi. To act as an internal consultant on equality and diversity within a local authority context, championing the City Council and being pro-active in this area, specifically in relation to:
 - Internal staff recruitment, development and retention
 - Promotion and participation in training, coaching and mentoring programmes
 - Internal policy related issues
 - Black, Asian and Minority Ethnic (BAME) issues
 - To establish and maintain links with external BAME and other diversity staff groups where deemed appropriate to facilitate mutual support
 - The exchanging of information and good practice and to reflect the benefit of networking and informed decision making.

3. Membership

WSDG will aim to include representatives from all departments and have open membership to all staff, although this will be reviewed if numbers become too large for practical administration. WSDG will aim to meet every 6 weeks and hold an Annual General Conference. Members will be invited to vote for officer positions of Chair, Deputy Chair, Treasurer and Secretary and will be decided by a simple majority. No member of the Group shall exercise more than one vote, but in the case of an equal number of votes the Chair shall have a second casting vote. There is a need for 5 representatives to become quorate. All meetings will be minuted and these shall be public documents. Every effort will be made to ensure that minutes are circulated to members at least five days prior to schedule meetings, and copies will be placed on the City Council's staff website.

4. WSDG activities 2010 – 2012

The success of WSDG lies in its focus on demonstrating the delivery of its yearly priority areas. WSDG functions at three levels:



Key Priorities:

WSDG will align with the City Council's Corporate Plan and will contribute where appropriate to the development of policy and procedure. The key areas that will be reviewed will be:

Learning and Development

WSDG will organise learning and development events to develop the careers of all staff with particular focus on BAME staffⁱ as appropriate. WSDG will work with HR to provide a robust mentoring scheme and coaching programme for aspiring WSDG members.

Human Resources

WSDG will offer a continuous overview of HR issues relating to BAME staff and assist HR in selecting, developing, evaluating and monitoring HR policies that affect members.

Over the course of the next two years, WSDG propose to:

- Organise sessions on career development and work with HR and Organisational Development to discuss the training and development needs of BAME staff.
- Discuss regional and national policies and philosophies that impact on BAME individuals and comment on the impact on BAME staff or proposed policies and practices.
- Organise developmental seminars led by role models of BAME origin and provide peer group supervision to help staff development.
- Meet regularly with directors to discuss BAME staff employment issues and work to improve the working experiences of all staff.
- Provide a forum to discuss topical news issues that might affect BAME staff and produce a quarterly newsletter.

