

Appendix 2

Draft Equalities Action Plan – January 2013 to March 2016

	Action relating to	Outcomes	Measures	Lead	Timescale
Strategic Planning: Objective 1: To consider the needs of and impact on diverse communities and clients in developing council strategies, policies and plans					
1.	Equality and Safety Impact Assessments (ESIAs) for all strategies, plans, policies and reports (as appropriate) to Cabinet and Council and integration into business and service plans	Contributes to <u>elimination of unlawful discrimination</u> by identifying the equalities and safety impacts and mitigating actions that can be considered prior to decision-making	<ul style="list-style-type: none"> All reports to Cabinet and Council have completed E&SIAs Members' Panel to monitor quality of the completed ESIAs 	Senior Managers Cabinet Member for Communities	Commence from January 2013 Review on a quarterly basis ESIAs published within a month of approval
2.	Review of consultations to ensure that they include all sections of the city's diverse communities	<u>Advances equality of opportunity</u> by improving methods of consultation and ensuring the council's needs assessments draw upon data and information held across the council	<ul style="list-style-type: none"> Council Consultation Framework agreed and implemented 	Senior Manager, Communications	June 2013
Service Development and Delivery: Objective 2: To provide customer focussed and accessible services, taking into consideration the changing diversity of the city's population profile and needs					
3.	Improving the quality of life for vulnerable and disabled residents	<u>Advances equality of opportunity</u> through enabling residents to become more self reliant and lead independent lives	<ul style="list-style-type: none"> Proportion of people using social care who receive self directed support Number of safeguarding adults referrals per month that are repeat referrals 	Director of Health and Adult Social Care	Agree specific action by March 2013

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4.	Identifying pupils from different backgrounds whose educational performance is lower than city average and deliver an action plan to help them improve their attainment	<u>Advances equality of opportunity</u> by narrowing the gap in educational attainment between city averages and pupils who perform less well and are from socially excluded backgrounds (Equality Duty, poverty and looked after children)	<ul style="list-style-type: none"> Improved educational performance at KS1, 2 and KS 4 Narrow the educational achievement gap 	Director of Children's Services and Learning	Agree specific action by March 2013
5.	Work with services to identify and remove unintentional barriers to access our services	<u>Advances equality of opportunity</u> through increasing accessibility of services	<ul style="list-style-type: none"> To be determined 	All Senior Managers	Ongoing
6.	Targeting access to community learning, particularly to those from socially excluded groups	<u>Advances equality of opportunity</u> by increasing numbers of learning opportunities gained by those from socially excluded groups	<ul style="list-style-type: none"> Numbers of learning opportunities accessed by people from socially excluded groups 	Senior Manager, Skills and Economy	September 2013 – review progress in previous academic year
7.	Facilitating volunteering and community links between the city's diverse communities	<u>Fosters good relations</u> by strengthening relationships between communities	<ul style="list-style-type: none"> Increased numbers recorded on Do-it database Numbers of volunteering opportunities and numbers filled 	Communities Manager, Environment and Economy Directorate	Ongoing

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8.	Identify and promote programmes and interventions that will reduce inequalities and ensure equality duties are met	To be added following approval of Health and Wellbeing Strategy	<ul style="list-style-type: none"> To be determined following approval of Health and Wellbeing Strategy 	Director of Public Health	April 2013
Objective 3: To ensure commissioning, contracting and grants decisions of the council take into account the diverse needs of city's population					
9.	Commissioning frameworks, guidance, policies and practice reflecting the needs of, feedback and take up from diverse communities	Contributes towards <u>eliminating unlawful discrimination and advancing equality of opportunity</u> if commissioning frameworks are based on customer need	<ul style="list-style-type: none"> Review of existing frameworks, guidance, policies and practice 	Senior Manager, Integrated and Joint Commissioning , HASC	Review completed by 2014/15
10.	Publish available equalities related procurement and contracts information	Contributes to <u>advancing equality of opportunity</u> as council suppliers able to demonstrate they meet needs of diverse communities	<ul style="list-style-type: none"> To be determined 	Senior Manager, Procurement, Property and Contracts and other Senior Managers responsible for contract management	Information published by March 2013

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Performance: Objective 4: To monitor regularly relevant service performance in relation to the groups identified in the Equality Act and embed equalities measures in the Council Plan					
11.	Open access for all managers to use all council data and customer feedback information including ethnic monitoring	<u>Advances equality of opportunity</u> through: <ul style="list-style-type: none"> • improved understanding of customer needs • decrease in silo working improved outcomes for customers 	<ul style="list-style-type: none"> • Single system in place 	Directorate Business Development Managers	March 2013
12.	Embedding equalities and safety performance within the council plan	To be agreed	<ul style="list-style-type: none"> • To be agreed 	Senior Manager, Customer and Business Improvement	March 2013
Workforce: Objective 5: To ensure that policies and practices in place are fair so that they do not discriminate against anyone and the council's workforce is reflective of the population					
13.	Publish on an annual basis, ethnic monitoring of the council's workforce	This contributes to <u>advancing equality of opportunity and fostering good relations</u> by a workforce that reflects the diversity of the city, driving improvements in understanding of customer needs	<ul style="list-style-type: none"> • Annual publication of information 	Senior Manager, Legal, HR and Democratic Services	March 2014 and annually thereafter
14.	Equal Pay	This contributes to <u>elimination of unlawful discrimination and advances equality of opportunity</u> through having a more transparent, simplified, fair and consistent pay structure for council staff	<ul style="list-style-type: none"> • Measures will be introduced to address any issues identified 	Senior Manager, Equal Pay, Corporate Services	2014/ 15

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15.	Access to learning, skills, apprenticeships, work placements, pre-employment training, enterprise and employment for local residents who are particularly disadvantaged.	This contributes to <u>advancing equality of opportunity</u> through increasing opportunities for residents, particularly young and unemployed people to develop their skills.	<ul style="list-style-type: none"> To be agreed 	Senior Manager, Skills and Economy	Ongoing
Communications: Objective 6: To ensure all council communications reflect the diversity of the city's communities					
16.	Develop and deliver a council Communications Strategy that includes improving communications with less engaged groups	This contributes to <u>fostering good relations</u> by reviewing the accessibility and images used on the council's website, council reports, posters, leaflets and other materials to ensure that they represent the diversity of the city	<ul style="list-style-type: none"> Publication of Strategy 	Senior Manager, Communications	By March 2014 Review communications routes with diverse communities about community safety, hate crime, cohesion, vulnerable victims and civil emergencies
Partnerships: Objective 7: To ensure that partnership activities, plans and initiatives take into consideration relevant equalities issues					
17.	Multiagency systems and responses to hate crime and harassment	Contributes to <u>eliminating unlawful discrimination, harassment and victimisation</u> and fostering good relations through improved responses to hate crime and harassment with targeting of resources to repeat offending/victimisation	<ul style="list-style-type: none"> Levels of repeat victimisation 	Community Safety Manager	April 2013

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18.	Poverty and the Fairness Commission	Contributes to <u>elimination of unlawful discrimination</u> and the <u>advancement of equality of opportunity</u>	<ul style="list-style-type: none"> Measures to be determined as part of the Welfare Reforms Scrutiny Inquiry 	Senior Manager, Customer and Business Improvement	Following conclusion of Scrutiny Inquiry