

Appendix 2

Draft Equalities Action Plan – January 2013 to March 2016

|   | Action relating to   | Outcomes   | Measures  | Lead  | Timescale   |
|---|--|--|---|---|---|
| <b>Strategic Planning: Objective 1:</b> 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"> <li>All reports to Cabinet and Council have completed E&amp;SIAs</li> <li>Members' Panel to monitor quality of the completed ESIAs</li> </ul>                                | Senior Managers<br><br>Cabinet Member for Communities | Commence from January 2013<br>Review on a quarterly basis<br><br>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"> <li>Council Consultation Framework agreed and implemented</li> </ul>   | Senior Manager, Communications                        | June 2013   |
| <b>Service Development and Delivery: Objective 2:</b> 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"> <li>Proportion of people using social care who receive self directed support</li> <li>Number of safeguarding adults referrals per month that are repeat referrals</li> </ul> | 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"> <li>Improved educational performance at KS1, 2 and KS 4</li> <li>Narrow the educational achievement gap</li> </ul>            | 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"> <li>To be determined</li> </ul>   | 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"> <li>Numbers of learning opportunities accessed by people from socially excluded groups</li> </ul>                             | 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"> <li>Increased numbers recorded on Do-it database</li> <li>Numbers of volunteering opportunities and numbers filled</li> </ul> | 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"> <li>To be determined following approval of Health and Wellbeing Strategy</li> </ul> | 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"> <li>Review of existing frameworks, guidance, policies and practice</li> </ul>       | 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"> <li>To be determined</li> </ul>   | Senior Manager, Procurement, Property and Contracts and other Senior Managers responsible for contract management | Information published by March 2013 |

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| <b>Performance: Objective 4:</b> 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"> <li>• improved understanding of customer needs</li> <li>• decrease in silo working improved outcomes for customers</li> </ul> | <ul style="list-style-type: none"> <li>• Single system in place</li> </ul>                                       | 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"> <li>• To be agreed</li> </ul>   | Senior Manager, Customer and Business Improvement | March 2013                         |
| <b>Workforce: Objective 5:</b> 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"> <li>• Annual publication of information</li> </ul>                            | 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"> <li>• Measures will be introduced to address any issues identified</li> </ul> | 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"> <li>To be agreed</li> </ul>                   | Senior Manager, Skills and Economy | Ongoing   |
| <b>Communications: Objective 6:</b> 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"> <li>Publication of Strategy</li> </ul>        | Senior Manager, Communications     | By March 2014<br>Review communications routes with diverse communities about community safety, hate crime, cohesion, vulnerable victims and civil emergencies |
| <b>Partnerships: Objective 7:</b> 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"> <li>Levels of repeat victimisation</li> </ul> | 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"> <li>Measures to be determined as part of the Welfare Reforms Scrutiny Inquiry</li> </ul> | Senior Manager, Customer and Business Improvement | Following conclusion of Scrutiny Inquiry |