

## Single Equality Scheme Action Plan Performance Report

<b>Objective 1: To ensure that best practice in equality is rooted in all aspects of the Council's functions and is supported by a strong evidence base</b>					
<b>Overarching Actions</b>	<b>Milestones Set</b>	<b>Intended Outcomes</b>	<b>Date due</b>	<b>Rag Rating</b>	<b>Performance Update</b>
Ensure that information and facilities are accessible to all, taking into account the needs of different communities	Following impact assessment, Access Strategy in place reporting against action plan monitored at appropriate levels. Appropriate access to all services can be evidenced	All services using the correct vehicles to allow equal access and are able to demonstrate how different access needs are catered for	01/10/2010 Jan2011 April 2010	<b>Amber</b>	The Council's Access Strategy is in place. Elevate is now responsible for delivering the Strategy. Discussions are under way with the client group about ongoing monitoring.
Partnership Boards identify actions to address equalities and cohesion	Actions & targets identified 6 monthly reporting to CSP	Evidence of partners developing strategies to tackle access and equality issues with demonstrable outcomes	01/12/20 June 2011 and ongoing	<b>Green</b>	Each LSP Board received reports and provided action plans in autumn 2010 and summer 2011. CSP provided feedback, with the support of the Chairs of the Equalities Fora, with feedback from a review conducted of activity relating to community cohesion, equalities and third sector development. LSP Boards are currently receiving a presentation on the Mayor's Refugee and Integration Strategy as well as an update on equalities and cohesion. Boards have been required to provide a response in time for consideration by CSP at its May meeting.

<p>Develop and implement Child Poverty Strategy to be known as 'Raising household incomes: the best possible start for every child in Barking and Dagenham</p>	<p>Strategy impact assessed Strategy developed and adopted Monitoring against agreed NIs and local indicators in place and results reported to the Children's Trust Board</p> <p>Targets within strategy are met</p>	<p>Child poverty strategy in place</p>	<p>March 2011</p> <p>October 2011- ongoing</p>	<p><b>Amber</b></p>	<p>The government strategy has now been published with a new toolkit giving more indicators.</p> <p>A number of individual strategies including older people's strategy will address poverty. All of these strategies including the child poverty strategy will be developed into a Corporate Raising Household Incomes strategy, bringing together all of the elements that will support the elimination of poverty.</p>
<p>Continue to support and work with Equality Fora and develop method of 'Joined-up working to identify common issues</p>	<p>Establish a 6 monthly programme of fora chairs to advise CSP on relevant issues</p>	<p>Active Fora where relevant issues are discussed. Evidence that the services are using these fora as consultative / engagement mechanisms evidence. Consultation /involvement demonstrate influence on potential outcomes of services. Common issues brought to the attention of the Council</p>	<p>2010</p> <p>April 2012</p> <p>January 2011</p>	<p><b>Green</b></p>	<p>The Older People's Forum, Disability Forum, Faith Forum, LGBT Forum and Black, Asian and Minority Ethnic and Refugee Forum (BAMER Forum) have all been commissioned for three years from 1 July 2012. The Chairs met on 13 January 2012 and provided feedback on equality and cohesion issues. Each of the Fora are discussing one or more consultation at their regular meetings.</p>

<p>Continue to improve the feeling of safety and well being for all groups</p>	<p>Develop a communication and engagement strategy for the Community Safety Partnership taking into account the needs of different communities</p> <p>Delivery of the actions and outcomes of the year on year CSP plan</p>	<p>Increase in community feeling safe within the borough (National Indicators)</p>	<p>01/10/2011 targets to be achieved and ongoing</p>	<p><b>Green</b></p>	<p>A full team of community Safety Coordinators now in place and working effectively with police SNTs to provide local reassurance and problem solving. Public confidence in police and council has risen from LBB being the lowest in London to the London average. Work involves communication and engagement with residents via ward panels, meetings, newsletters etc</p>
<p>Streamline hate incident reporting with bullying/ harassment incident handling in schools</p>	<p>Develop appropriate reporting mechanisms</p>	<p>Incidents being reported in schools and information being used effectively to improve relationships within school communities and the wider community</p>	<p>Dec-10</p>	<p><b>Green</b></p>	<p>Forms have been developed and are now available and in use. Plans are being developed to launch through head teachers meeting. Some progress to streamline reporting and move away from paper to email and internet based reporting, but it is a slow process</p>
<p>Identify an establish a third party reporting site for disability hate incidents</p>	<p>Third party Disability group identified Reporting process agreed</p>	<p>Wider range of opportunities for disabled people to report hate incidents Increased number of disability hate incidents reported</p>	<p>01/12/2010 Feb 11</p>	<p><b>Green</b></p>	<p>The Racial Equality Project is to be reviewed as part of the Grants Review in 2012 to identify how it can also support the reporting of hate crime by disabled people.</p>

<b>Objective 2: To ensure that the work of the Council is informed by effective and inclusive consultation</b>					
<b>Overarching Actions</b>	<b>Milestones Set</b>	<b>Intended Outcomes</b>	<b>Date due</b>	<b>Rag Rating</b>	<b>Performance Update</b>
Adopt community engagement and empowerment strategy	Strategy adopted Strategy monitored through appropriate PIs.	Diverse/ representative cross-section of the community participating in engagement activities A coordinated approach to engagement with partners Increased opportunities to get involved for all communities More confident and empowered community Improved services as a result of the continued engagement. Improved services as a result of continued engagement. achievement of target NI4	22-Nov-11	<b>Amber</b>	Cabinet approved the Council's Engagement Strategy on 22 November 2011. The Engagement Officers' Group is responsible for delivery of the Strategy.

Develop approach to engaging the wider community in assessing equalities impacts	Develop approach to engaging the wider community in assessing equalities impacts	Evidence that there has been appropriate involvement in the review and development of service to improve access to the individual services Community have greater opportunity to be involved in the Equality Impact Assessment process	Apr-11	<b>Green</b>	Developing web information to allow equality fora to identify the EIAs they wish to comment / be involved in.
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<b>Objective 3: To ensure that promotion of Equality and Human Rights and the elimination of discrimination and harassment are embedded in all LBBB practices through leadership and commitment</b>					
<b>Overarching Actions</b>	<b>Milestones Set</b>	<b>Intended Outcomes</b>	<b>Date due</b>	<b>Rag Rating</b>	<b>Performance Update</b>
Robust monitoring of this action plan to ensure delivery	Quarterly monitoring by EDI Group Achievement report published annually	Performance and development is monitored at an appropriate level	April 2011 and ongoing; October 2011 and ongoing	<b>Green</b>	The Council's Equality, Diversity and Inclusion Group has received 6 monthly performance reports on this Action Plan.

<p>Within marketing and communications, continue to use 'positive images' of all equality strands</p>		<p>All communities are proportionately represented in LBBD literature, posters and leaflets etc and on the council's website and intranet pages.</p>	<p>Ongoing</p>	<p><b>Green</b></p>	<p>Remains a commitment within the work streams of the communication team</p>
<p>Ensure impact assessments are mainstreamed into performance management systems</p>	<p>Impact assessment process reviewed and updated to take into account the new protected characteristics Continued programme of impact assessment Review/revise monitoring framework</p>	<p>Programme of impact assessments and action planning carried out that will inform business plans/ services plans Services able to demonstrate how process has improved outcomes for different communities</p>	<p>October 2010 and ongoing Ongoing</p>	<p><b>Green</b></p>	<p>Each DMT will receive their first quarterly EIA performance report in January. The Council carried out a full Equality Impact Assessment of the cumulative impact of the savings proposals for 2012, which included actions being agreed which are being included in service plans where relevant.</p>

<p>Monitor Procurement and commissioning of services to ensure that equality is built into relevant contracts</p>	<p>Identify mechanisms and appropriate targets to evidence compliance with the Equality Act within Council procurement procedures and functions</p>	<p>Evidence that Equalities is mainstreamed into appropriate contracts at all levels. Programme of monitoring contracts including sharing good practice</p>	<p>Mar-11</p>	<p><b>Amber</b></p>	<p>An initial meeting has taken place. Further discussions will be held with Elevate to ensure the Council's legal obligations are met.</p>
<p>Customer profiling and equality mapping used by services to understand and be aware of who is using them, levels of satisfaction and gaps in coverage</p>	<p>Use of CRM to capture equalities data Output from CRM customer insight reports to services Evidence that services are acting on customer insight</p>	<p>The needs of individual services users are recorded and used to allow equal access. Information used to understand and develop services</p>	<p>December2010 Ongoing from August 2010 ongoing April 2011</p>	<p><b>Amber</b></p>	<p>Good use is being made of data collected by services. The project to use the CRM to collect equality data has yet to be commenced. The best resolution will be clear by June 2012.</p>

**Objective 4: To ensure the development of an effective and diverse workforce that is representative of the community it serves**

Overarching Actions	Milestones Set	Intended Outcomes	Date due	Rag Rating	Performance Update
<p>Cyclical review of training program to ensure that staff are appropriately trained on equalities matters</p>	<p>Review of programme conducted annually Amendments made to programme Review of attendance at programme and actions taken Annual corporate briefing /update on equality issues</p>	<p>All staff trained to an appropriate level for their work to enable them to understand their individual responsibilities Training is relevant and helps delivery of the Corporate priorities. Manager and staff kept updated on changes to legislation and best practice in case law. The council is fully compliant with its statutory duties under the equality act. all training accessible to part time and disabled employees</p>	<p>Annual review and ongoing</p>	<p><b>Green</b></p>	<p>Learning Pool has been introduced and is being rolled out, using modules in equalities and “How to Carry Out and Equality Impact Assessment” as some of the first services.</p> <p>Guidance has been issued on the Agency Workers Regulations 2010 and the removal of the default retirement age.</p> <p>Various briefings on equality related issues have been provided via "Lets Talk", and E-bulletin etc.</p>



<p>Ensure the workforce at all levels, better represents the community it serves</p>	<p>Percentage of women, BME and disabled staff in management posts reflects the overall percentage of the workforce Establish recruitment and retention initiatives to attract and retain staff, including: 1. Work experience 2 Apprentices 3. Graduate schemes 4 flexible working 5. career development-work related training mentoring secondment succession planning</p>	<p>Achieve more representative workforce at all levels within the organisation Employment targets in OD and Workforce Development Plans / Strategies met Recruit and retain more people from the local community, especially into difficulty to recruit to posts Career pathways to develop staff to become managers</p>	<p>ongoing</p>	<p><b>Amber</b></p>	<p>Cabinet agreed the People Strategy including delivery plan on 10 May 2011. Quarterly Workforce Profile Reports are now being provided for the EDI Board and Dodges.</p> <p>Agency Workers Regulations have been used to review the Council's use of agency workers and alternatives including advertising posts on short-term contracts. Progress has been made on reviewing key employment policies and procedures.</p>
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<p>Pursue accreditation and benchmarks where appropriate</p>	<p>IIP and DWP Disability 'Two Tick' employers' accreditation. Continue to reapply for Stonewall Workplace Equality Index annually. Self assess against EFLG</p>	<p>Council has communication strategy embedded within the organisation and engages managers and staff on issues that affect them Council is fully compliant with its statutory duties, under the equality legislation Maintain/improve individual "score" in Workplace Equality Index</p>	<p>Reviewed every three years – next review due in 2014. annual review by DWP on the councils progress against 5 "two tick" commitments (July / August )</p>	<p><b>Green</b></p>	<p>IIP accreditation was retained in 2011. DWP "Two-Tick" accreditation was retained in 2011.</p>
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<p>Support staff networks and use as a consultative mechanism</p>	<p>Annual review of support to staff networks to ensure: Promoted effectively, increased awareness, engaged on delivering agreed aims, training needs identified/provided. Access demand /need for others. Contact staff attitude survey to assess engagement</p>	<p>75% of staff can identify groups. Healthy Staff networks with relevant reporting mechanisms. Staff networks consulted on the development of equality plans / employment policies, including impact assessments Staff networks contribute to accreditation processes and positively promote the Council as a good employer</p>	<p>May/June (yearly) ongoing</p>	<p><b>Green</b></p>	<p>HR continues to support Staff Networks and a monthly consultation forum meeting has been established with the Chairs and Community Cohesion Team. HR have continued to consult with and engage Staff Networks on:</p> <ul style="list-style-type: none"> <li>i) changes to employment policies and procedure</li> <li>ii) the introduction of new equalities related legislation</li> <li>iii) workforce monitoring and trends</li> <li>iv) accreditation, including "Two-Tick" and IIP Reviews</li> <li>v) promoting the Staff Networks</li> <li>vi) Temperature Check survey findings</li> <li>vii) Outcome of the annual Disabled Staff Survey</li> <li>viii) Equalities Day, HR Equalities Quiz</li> <li>ix) Equalities training</li> </ul>
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<p>Review of Human Resources policies and practices to ensure we will meet all requirements highlighted in the new Equality Act e.g. Maternity</p>	<p>Identify key employment policies and practices that covered by Equality Act and audit to ensure compliant with legislation; update as necessary, notify managers and staff of any changes          Agree programme to review and update employment policies ongoing, including equality impact assessments. identify training and support to be provided prior to introducing new procedures</p>	<p>Employment policies and practices are up to date and reflect changing legislation, “case law” and “best practice” The Council is fully compliant with its statutory duties, under the various equality legislation</p>	<p>2010 /2011</p>	<p><b>Green</b></p>	<p>HR are engaged on an agreed programme of reviewing key employment polices and procedures as prioritised by key stakeholders including senior management, trade unions and staff representatives.          Key policies and procedures have been audited (and amended as appropriate) to ensure compliance with the Equality Act and other related legislation that came into force in 2011 including:          i) the removal of the default retirement age (DRA) and          ii) the Agency Workers Regulations 2010</p> <p>In addition, the Council has already agreed and is in the process of introducing of new employment policies and arrangements, including:</p> <ul style="list-style-type: none"> <li>- Home-working (introduced)</li> <li>- Grievance Resolution (including bullying &amp; harassment)</li> <li>- Disciplinary procedure and rules</li> <li>- Employee secondment arrangements</li> <li>- Special leave and time off arrangements</li> </ul>
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