













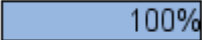


Equalities - Activities







Action Status	
	Cancelled
	Overdue; Neglected
	Unassigned; Check Progress
	Not Started; In Progress; Assigned
	Completed


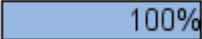


Theme 1 - UNDERSTANDING AND WORKING WITH YOUR COMMUNITIES





Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
COM21.8.1	Develop a Community Engagement Strategy and toolkit to guide the Council when working with communities (EQ)	Communities and Leisure		31-Mar-2023		We have successfully engaged over 100 Community Hubs and Partners in a collaborative operational partnership that has seen coproduced Events, Holiday Activities and Food provision, Winter Assistance Grant distribution and Winter Support Booklet production including Warm Spaces, Cost of Living support, CSC and VCS combined outreach provision in Community Hubs and mutual aid between VCS organisations and Commissioned Partners. A Contract has been




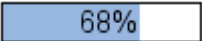




Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
						implemented with Nottm CVS to develop a VCS Support needs Strategy in 2023/24 which will inform a formal Council Community Engagement Strategy and VCS Resilience pilot over the forthcoming year 23/24.
COM31.6	Undertake targeted youth engagement to seek their views in order to influence provision of services	Communities and Leisure		31-Mar-2023		Gedling Youth Council (YC) members have undertaken a SWOT analysis of existing Young People's dedicated communications, led by a member whilst on work experience placement in the Communities Team during the Summer of 2022. Due to the need to ensure Young People's personal safety online, and the Council's current capacity issues in maintaining additional dedicated Communication for Young People. It has been agreed as phase 1 that young people's support and activity information is collated by YC members and shared to the County Council's existing Young Person Instagram and Facebook Accounts. These include social media platforms for the Countywide Youth Parliament and Youth Service led Youth Clubs in the Borough. This approach will be activated March - June 2023.




Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU01	Ensure all equalities data held or collected is published on the data hub.	HR, Performance and Service Planning		31-Mar-2023		Census data is updated on hub and also referenced on the "Equality and Diversity" page on the Intranet
EQU02	The Council does not currently collect data in respect of all the protected characteristics and should consider whether additional data should be collected and how. Any data collection must be GDPR/DPA compliant.	Governance and Customer Services		31-Mar-2023		SEDG determined that we had updated our data capture form and it was up to the customer what data they provided and as such this action was complete.
EQU03	The Joint Needs Assessment data includes useful data but due to lack of resources the Council does not have the capacity to go through it in as much detail as it could. It could be analysed in depth and used more in strategic planning.	HR, Performance and Service Planning		31-Mar-2023		<p>The Council has responded to the 2022 consultation on the Nottinghamshire Joint Strategic Needs Assessment (JSNA) review. This response has advocated for:</p> <ul style="list-style-type: none"> • A district and neighbourhood place profiles to uncover local health inequalities. • Use of lower super output area data, demographic and MOSAIC data to inform better insight and target commissioned services. • Use of local insight research to inform the JSNA, e.g. Active Notts physical activity insight pilots.




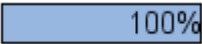
Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
						<ul style="list-style-type: none"> • Anecdotal knowledge and community engagement used to enhance data and insight. • Shared potential data sets for district and neighbourhood level insight. • Integrating insight management across the Health and Wellbeing Board and Integrated Care System.
EQU04	Participate in the planned government intention to produce Ethnicity Pay Gap data.	HR, Performance and Service Planning		31-Mar-2023		Not implemented locally; no definitive guidance and requirement to produce this data yet
EQU04A	Update the Community page of the Council's website to ensure Gedling Insight information is easily accessible to voluntary and community organisations. Recognising there is a gap in relation to data held by voluntary and community sector stakeholders	Communities and Leisure		31-Mar-2023		Progress has been made in obtaining access to Health Data at Borough level via the Children and YP Mental Health board and other agencies, and central toolkit webinars have been shared to Communities Team members to enable them to download and interpret Health and other demographic datasets.
EQU05	Review the Equality and Diversity Monitoring Form to ensure consistency of data collection.	HR, Performance and Service Planning		31-Mar-2023		Guidance and forms now updated and changes notified to Heads of Service and Senior Leadership Team



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EQU06	Consider whether equalities information should be gathered by additional front-line services.	HR, Performance and Service Planning		31-Mar-2023		The latest ethnic grouping data set will be shared with SLT and included as a link in the Data Hub.
EQU07	Data currently gathered does not cover all protected characteristics. Conduct gap analysis and consider whether additional data should be collected.	HR, Performance and Service Planning		31-Mar-2023		<p>Following discussion between the Director of corporate Resources (Equality Lead), the Head of Governance and Customer Services and Head of HR, the shared view was that there is no evidence to suggest that equality data should be collected for additional services. It is currently collected for Customer Services (the main source of residents' and service users' contact), HR (recruitment and workforce), Leisure (membership) and Environmental Health. For all corporate survey work there is also now a set of equality and diversity questions that are consistently applied and which allow the analysis of issues and how they relate to equality and diversity.</p> <p>In terms of equality, diversity and inclusion data there is a substantial data source in the council's Data Hub which now also includes links to the current Census (2021). Data sets are in</p>

Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
						<p>place for EDI and more widely there is analysis of social and health equality within the borough.</p> <p>The latest ethnic grouping data set will be shared with SLT by email and included as a link in the Data Hub.</p>
EQU08	Ensure all equalities data is published on the data hub, so that it is readily available and can be taken into account in shaping services and when making decisions.	HR, Performance and Service Planning		31-Mar-2023		Census (and other) data now referenced both on the data hub and also on the "Equality and Diversity" home page on the Intranet
EQU09	Consider developing an Engagement Strategy which provides clarity about different levels of engagement and when these are appropriate to ensure the different needs of each protected group are fully understood and reflected in service delivery	Communities and Leisure		31-Mar-2024		Commissioning of Nottm CVS is in train to undertake scoping of VCS Needs and to define development approaches that the Council can support and contribute to. This will inform the Engagement strategy and determine appropriate levels of engagement to ensure equity of access to support by the various protected characteristics groups represented in the Borough.



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EQU11	Create and implement a Communications Strategy which adopts appropriate equalities related standards to ensuring accessibility and inclusion.	Governance and Customer Services		31-Mar-2023		Strategy complete, awaiting Portfolio Holder Approval; Website updated to ensure compliance with accessibility standards
EQU12	Consider broadening the scope of the Interfaith Forum to include representatives from other protected groups	Communities and Leisure		31-Mar-2024		This action has ben superseded by the development of the Strategic Equalities Group and Social Mobility Commission. The Gedling Community Hubs and Partners Network is the forum through which the Council now collaborates and advances protected characteristic support and inclusion initiatives.
EQU13	Identify whether there are any gaps in consultation with protected groups. If so consider whether national organisations which representation those protected groups should be consulted.	Communities and Leisure		31-Mar-2024		Major consultations are directed to groups representing protected characteristics, this needs to be embedded across the organisation
EQU14	Locality co-ordinators work with Locality Steering Groups which predominantly involve partners and stakeholders to inform	Regeneration and Welfare		31-Mar-2023		Locality co-ordinators are working with steering groups to identify any gaps and regularly look at the membership of these meetings to make sure they are representative of the area they







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	action plans. Identify any gaps in representation which need to be filled to better reflect the demographic of the areas.					represent. Invitations are sent out to partners, members, residents on a regular basis to invite them to either attend the meetings or to sit as part of the steering group on a more regular basis.
EQU16	Consider identifying and engaging with groups which represent other protected groups (e.g. Gender reassignment, disability).	Communities and Leisure		31-Mar-2024	<input type="text" value="0%"/>	
EQU17	To review the Council activities and events that promote positive relations to determine if all protected characteristic groups are included.	Communities and Leisure		31-Mar-2024	<input type="text" value="100%"/>	The GBC Events Programme and activity programmes for young people are proactively designed to offer inclusion of all faith and cultural groups, gender/ transgender, sexual orientation and abilities as represented in the Equalities Act 2011. Wherever possible our work on the promotion of Awareness days is linked to a local case study.
EQU18	Arrange the heritage tour of the borough for representatives from the Seniors Council, Caribbean elders and Syrian refuge community. Consult them on	Communities and Leisure		31-Mar-2024	<input type="text" value="0%"/>	


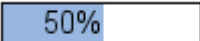
Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
	proposals for the heritage way to ensure access for different groups.					
EQU19	Collect information about the level of participation by different communities/protected characteristics as an elected Member (borough Council) and identify where there is under-representation.	Governance and Customer Services		31-Mar-2023		Census data has been used by Dem Services to establish the make up of the electorate as part of work to improve accessibility under the Elections Act 2022. This work was undertaken prior to the election. Dem Services also contacted community groups, youth and senior Councils and attended outreach hubs to promote participation in elections and Voter ID. Ongoing work to gather data in relation to underrepresented groups is included as part of the Democratic Services Service Plan.
EQU20	When conducting public consultation, ensure that organisations representing protected groups are given the opportunity to participate.	HR, Performance and Service Planning		31-Mar-2023		A standard set of EDI questions are now used for all consultation exercises. These allow for full analysis of issues and how they might relate to protected characteristics. Also, for appropriate questionnaires, the Customer Insight Officer is well-versed in the design of additional survey material to target specific representative groups or organisations in addition to the main survey. As a matter of course,





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						consultations are publicised on our social media channels to ensure the widest coverage in ways that are often most accessible.
EQU21	Explore further opportunities to promote the Youth Council and Senior's Council and their activities and achievements.	Communities and Leisure		31-Mar-2024		Gedling Seniors Council jointly hosted with Gedling Borough Council the Food for Life meal at Richard Herrod Centre during Q3. The event included representation for community groups across the Borough, the Syrian Society of Nottinghamshire and Ukrainian guests. Positive coverage of the event was generated by the attendance of Notts TV who broadcast interviews with attendees and footage from the event.




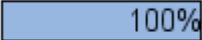




Theme 2 - LEADERSHIP AND ORGANISATIONAL COMMITMENT







Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU22	Introduce a revised Equality & Diversity Policy to include a clear commitment from senior leaders to a diverse workforce, clarity on what is expected from staff when	HR, Performance and Service Planning		31-Mar-2023		The two policies- Employment and service delivery have both recently been reviewed and implemented


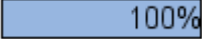
Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
	delivering services to the community and to improving equality in their area					
EQU23	Put in place a clear structure, including the creation of a Strategic Equalities & Diversity Group, to demonstrate leadership and organisational commitment, challenge inequalities and drive an improvement agenda.	Chief Executive		31-Mar-2023	 100%	
EQU24	Arrange Councillor training on the Policy and equalities obligations.	Chief Executive		31-Mar-2023	 100%	A briefing note on the Council's policy and Action plan will be added to Member's induction along with the link to equality training.
EQU25	Ensure the Council's website complies with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.	Governance and Customer Services		31-Mar-2023	 100%	On 9 March 2022 Gedling Borough Council received correspondence on behalf of the Minister for the Cabinet Office, who determined this accessibility statement is compliant.

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EQU26	Explore whether there are additional partnership arrangements where shared equality priorities, objectives and outcomes for the borough should be established.	Communities and Leisure		31-Mar-2024		<p>The Council is a key member of the South Nottinghamshire Place Based Partnership (PBP). The PBP has developed a vision "To enable people in South Nottinghamshire to live healthier lives and get the care and support they need when they need it." One of the key culture and behaviours adopted by this partnership is the "Promotion of equality, diversity and inclusion."</p> <p>The PBP has 4 Strategic Priorities that fit well well with those of the Gedling Plan: (1) Understanding the health and wellbeing needs of our diverse communities; (2) Community Development; (3) Personalised care and support and (4) Communication, involvement, and engagement. At the heart of this agenda is to tackle health inequalities through targeted community work programmes. Integration between GBC and PBP programmes has begun, with the Council acting as the Executive lead for the Community Development priority of the Partnership, to coordinate better outcomes for communities through the sustainable development</p>


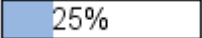



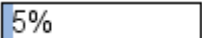


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						and growth of the voluntary and community sector. This aligns with actions in GBC's Equality Framework Action Plan such as the development of a Community Engagement Strategy and toolkit and the development of protected characteristic based engagement and consultation networks.
EQU27	Review the current EIA template.	HR, Performance and Service Planning		31-Mar-2023		<p>- Completed. A revised version created and circulated to HoS last year and again in August 2022. This can be used for policy development or general reports. Discussed with Fran to ensure that no other changes expected. DJA sent email to HoS august 2022 to remind/ refresh.</p> <p>Future consideration- Is it possible to embed this into existing report templates too (Dem Services function)?</p>
EQU28	Review the current information and guidance on the intranet to ensure that it is up to date and fit for purpose.	HR, Performance and Service Planning		31-Mar-2023		<p>- Completed; guidance is concise but the adds a general context to the revised EIA which is now much more expansive and relates to both internal and external impact and impact beyond protected characteristics in law. The EIA also now contains opportunity to clearly identify other consultation/ work</p>



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						that arises from an EIA that shows substantial negative impact that cannot easily be mitigated against.
EQU29	Publish the revised EIA template and guidance on the intranet.	HR, Performance and Service Planning		31-Mar-2023		- Completed see EQU27 and 28
EQU30	Deliver training to all managers on the revised template and guidance so that they understand when an EIA is required and how to conduct a robust and meaningful assessment.	HR, Performance and Service Planning		31-Mar-2023		This is now provided through updated guidance on the Council's Intranet.
EQU32	Ensure equality considerations are imbedded into the new project management process.	Chief Executive		31-Mar-2023		Appropriate project management techniques are employed, including the full provision of project initiation documents, business cases, and regular monitoring at the Programme Board. Equalities considerations are an integral part of this process.
EQU33	Raise awareness of the equality objectives across the Council by ensuring they are published on the intranet.	HR, Performance and Service Planning		31-Mar-2023		Equality, diversity and Inclusion actions will be identified at the highest level in the Gedling Plan 2023-27 (with a link from the Intranet) and then annually in the Annual Report that will publicise the actions and successes of the Council including those that relate to EDI




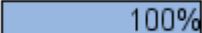
Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
						projects and activities.
EQU34	Introduce an Annual Equality report to Cabinet, which includes an update on progress of the action plan.	HR, Performance and Service Planning		31-Oct-2023		The annual equality report has been drafted, presented to SEDG on 6 September and will be presented to Cabinet at October's meeting.
EQU35	To review the equalities related objectives and actions in the Gedling Plan to ensure targets successfully measure intended outcomes e.g. are SMART.	HR, Performance and Service Planning		31-Mar-2023		the 2023-27 Gedling Plan is now being finalised. The Plan is at a much higher level than previous years' plans. Equality, Diversity and Social Inclusion is included as a specific theme in the priority of "Community" . Under this heading, in each of the four years of the plan there will be at least one specific piece of work or project designed to meet this criterion and this will be detailed in the appropriate service plan. Service plan actions are SMART in nature with the purpose of producing tangible outputs and outcomes.
EQU36	The Council does not have an Equalities Officer or dedicated resource to progress equalities work. Consideration could be given to allocating specific resources for supporting equality work.	Chief Executive		31-Mar-2023		The Council has now introduced a Strategic Equality and Diversity Group which is chaired by a cabinet member and fully serviced through senior officers and a PA. Whilst no single person is designated as Equality Officer the work associated with the delivery of actions is progressing. Staffing








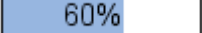
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						resources are reducing year on year and, whilst this subject area is extremely important for the Council, it is difficult to envisage how the resources for a dedicated officer could be found.
EQU37	Consider specifically requesting Overview and Scrutiny Committee to scrutinise and challenge equality analysis/ impact assessment objective setting and monitoring.	Chief Executive		31-Mar-2024		As part of the review of the equality framework for 2024 onwards, Scrutiny have included in their workplan for 2023/24 an action to form a working group to review the forthcoming framework.




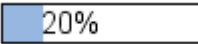
Theme 3 - RESPONSIVE SERVICES AND CUSTOMER CARE



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EQU38	Guidance should be available for suppliers on the equality requirements for the procurement and commissioning process.	Finance and ICT		31-Mar-2024		Included in the procurement strategy currently in draft form
EQU39	Contract specifications should take account of the different needs of users, for example through equality analysis/ impact assessments.	Finance and ICT		31-Mar-2024		The new Procurement Strategy (currently in draft form) will seek to address this along with guidance to be issued to departments.
EQU40	Monitoring requirements to be built into contracts to ensure equality issues are addressed.	Finance and ICT		31-Mar-2024		To be addressed in new Procurement Strategy (currently in draft form) and supported by guidance issued to departments.
EQU41	Introduce an established Social Value Framework (which could be included in the Procurement Strategy), that includes provision for the Social value of contracts to be measured.	Finance and ICT		31-Mar-2024		A Social Value Policy is to be included in the new Procurement Strategy (currently in draft form). Once approved, guidance will be provided to departments.



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EQU42	Consider whether any additional equalities data and evidence should be collected and considered as part of the service planning process.	HR, Performance and Service Planning		31-Mar-2023		<p>Following discussion between the Director of corporate Resources (Equality Lead), the Head of Governance and Customer Services and Head of HR, the shared view was that there is no evidence to suggest that equality data should be collected for additional services. It is currently collected for Customer Services (the main source of residents' and service users' contact), HR (recruitment and workforce), Leisure (membership) and Environmental Health. For all corporate survey work there is also now a set of equality and diversity questions that are consistently applied and which allow the analysis of issues and how they relate to equality and diversity.</p> <p>In terms of equality, diversity and inclusion data there is a substantial data source in the council's Data Hub which now also includes links to the current Census (2021). Data sets are in place for EDI and more widely there is analysis of social and health equality within the borough.</p>


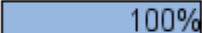


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						The latest ethnic grouping data set will be shared with SLT by email and included as a link in the Data Hub.
EQU43	Consider further development of mechanisms for service users to be consulted about service development and delivery to identify specific needs and appropriate service improvements.	HR, Performance and Service Planning		31-Mar-2023		In addition to the biennial residents' survey, this year a "Gedling Plan survey" was also undertaken and open to all residents of the borough. The purpose of the survey was to seek further input into which of the services were least and most valued and also asked participants to identify how resources should be identified. This data has been analysed in a number of ways, including with reference to equality, diversity and inclusion and has been reported to SLT and to Cabinet. The data has been used to help inform the production of the 2023-27 Gedling Plan which will, in turn, drive service plans for the next four years.
EQU44.1	Explore opportunities for Social Value and Collaborative Principles to be reflected in the practical service delivery - HR, Performance and Service Planning	HR, Performance and Service Planning		31-Mar-2023		Work has been done to establish a regular and creative regime of opportunities across the council but coordinated and centrally managed by HR. These include Supported Internships, the Kick Start Scheme (now concluded), work experience placements for young people, work



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						experience placements for working age unemployed people, engagement with HMP Nottingham to try to establish engagement from prisoners at the point of release.
EQU44.2	Explore opportunities for Social Value and Collaborative Principles to be reflected in the practical service delivery - Regeneration and Welfare	Regeneration and Welfare		31-Mar-2023		Now embodied in all our approaches
EQU44.3	Explore opportunities for Social Value and Collaborative Principles to be reflected in the practical service delivery - Finance and ICT	Finance and ICT		31-Mar-2024		Finance and ICT managers have been briefed about social value and collaborative principles in team meetings and will look to includes within service plans and other processes as necessary.
EQU44.4	Explore opportunities for Social Value and Collaborative Principles to be reflected in the practical service delivery - Governance and Customer Services	Governance and Customer Services		31-Mar-2024		
EQU44.5	Explore opportunities for Social Value and Collaborative Principles to	Environment		31-Mar-2024		Work remains ongoing in terms of facilitating opportunities across the Service Area supported by and

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	be reflected in the practical service delivery - Environment					coordinated at times by HR or from DWP direct. These include Supported Internships, the Kick Start Scheme (recently concluded), work experience placements for young people, work experience placements for working age unemployed people, engagement with HMP Nottingham to try to establish engagement from newly release prisoners, to offer an opportunity of employment in Waste to add to their CV moving forward. Student placement in Environmental topic areas at GCP to support studies and provide work experience.
EQU44.6	Explore opportunities for Social Value and Collaborative Principles to be reflected in the practical service delivery - Development and Place	Development and Place		31-Mar-2024		
EQU44.7	Explore opportunities for Social Value and Collaborative Principles to be reflected in the practical service delivery - Communities and Leisure	Communities and Leisure		31-Mar-2024		The Council is playing a key role in the health inequalities programme of the South Notts Place Based Partnership, in particular the development of Integrated Neighbourhood Teams, an initial focus of which will be Arnold. Social value will be considered as a key




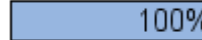
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						<p>measure of such work. The leisure service is also exploring modelling around social value reporting through its leisure management system through interaction with the national Moving Communities database.</p>
EQU45	Consider whether additional services should collect data to understand who Service users are.	HR, Performance and Service Planning		31-Mar-2023		<p>Following discussion between the Director of corporate Resources (Equality Lead), the Head of Governance and Customer Services and Head of HR, the shared view was that there is no evidence to suggest that equality data should be collected for additional services. It is currently collected for Customer Services (the main source of residents' and service users' contact), HR (recruitment and workforce), Leisure (membership) and Environmental Health. For all corporate survey work there is also now a set of equality and diversity questions that are consistently applied and which allow the analysis of issues and how they relate to equality and diversity.</p> <p>In terms of equality, diversity and inclusion data there is a substantial data source in the council's Data Hub</p>









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						<p>which now also includes links to the current Census (2021). Data sets are in place for EDI and more widely there is analysis of social and health equality within the borough.</p> <p>The latest ethnic grouping data set will be shared with SLT by email and included as a link in the Data Hub.</p>
EQU46	Ensure that relevant services carry out mapping exercises to identify and review current participation and to highlight gaps.	HR, Performance and Service Planning		31-Mar-2023		<p>Following consultation with services to determine what equalities data they currently collect, discussion took place between the Director of corporate Resources (Equality Lead), the Head of Governance and Customer Services and Head of HR; the shared view was that there is no evidence to suggest that equality data should be collected for additional services. It is currently collected for Customer Services (the main source of residents' and service users' contact), HR (recruitment and workforce), Leisure (membership) and Environmental Health. For all corporate survey work there is also now a set of equality and diversity questions that are consistently applied and which allow the analysis of issues and how they relate</p>







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						<p>to equality and diversity.</p> <p>In terms of equality, diversity and inclusion data there is a substantial data source in the council's Data Hub which now also includes links to the current Census (2021). Data sets are in place for EDI and more widely there is analysis of social and health equality within the borough.</p> <p>The latest ethnic grouping data set will be shared with SLT by email and included as a link in the Data Hub.</p>
EQU47	Disaggregate complaints, compliments and residents' satisfaction data by different protected groups. Analyse the data to identify and introduce business improvements.	HR, Performance and Service Planning		31-Mar-2023		Complaints and compliment report now includes analysis of whether a complaint relates to an equality issue or not. If it is the case then the narrative of the complaint can be explored to determine the nature of the complaint and if there is any commonality.
EQU48	Review the Equality Impact Assessment form and guidance to ensure that it makes it clear that data about access to services and user satisfaction should be considered.	HR, Performance and Service Planning		31-Mar-2023		- Completed – see EQU27/ 28/ 29











Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU49	Human Rights refresher training should be delivered to Officers and Members	Governance and Customer Services		31-Oct-2023		A Human Rights briefing note for Officers and Members was approved by SEDG on 6 September and is to be circulated to Members and Officers.


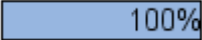



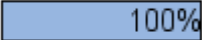




Theme 4 - DIVERSE AND ENGAGED WORKFORCE


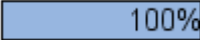
Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU50	Explore whether additional data needs to be gathered to ensure the Council is clear about its local labour market	Regeneration and Welfare		31-Mar-2023		EGR Manager is very clear that there needs to be a focus on capturing and collating more data
EQU51	Develop a new Workforce Strategy, which includes equality as one of its strands and a specific action to allow race and disability groups to receive job vacancy information with objective being a higher rate of application and selection.	HR, Performance and Service Planning		31-Mar-2023		Workforce Strategy 2020-23 already in place and adopted



Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU52	Ensure that Appointments and Conditions of Service Committee are trained in recruitment and selection (including unconscious bias).	HR, Performance and Service Planning		31-Mar-2023		Training has been provided through a detailed guidance note. Further face-to-face training will be delivered when the new committee is constituted post-election
EQU53	Complete the review of the Equality Policy (Employment) which is currently underway and ensure it includes a reasonable adjustments policy (employment).	HR, Performance and Service Planning		31-Mar-2023		
EQU54	Once approved, put in place measures to implement and monitor the equality aspects of the workforce strategy.	HR, Performance and Service Planning		31-Mar-2023		Monitoring of the Workforce Strategy 2020-23 is achieved through Service Plans and also through the use of Pentana (alongside the monitoring of the actions identified in the Equality Framework document)
EQU55	Ensure that an EIA is carried out when introducing new/amending employment policies and procedures to ensure they are assessed for their impact on people with protected characteristics.	HR, Performance and Service Planning		31-Mar-2023		This practice is now becoming embedded in employment policy formulation as a matter of course

Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU56	Put in places processes to ensure all employment and training related policies are regularly reviewed	HR, Performance and Service Planning		31-Mar-2023		This has been achieved through the corporate work (and following audit recommendation) that listed all policies including those relating to employment. Heads of Service have been charged with implementing these reviews. Should the reviews not be undertaken to SLT satisfaction then further controls could be applied to ensure compliance such as using Pentana to record progress against the review schedule corporately identified
EQU57	Proactively use workforce data to develop training and development strategies that can support a wider equalities agenda for employees	HR, Performance and Service Planning		31-Mar-2023		The previous method of delivery of equality training demonstrated through PIs that a majority of the workforce had not received training. The method of training and the content have both now been reviewed and an e-learning package bespoke for the Council has been developed. Roll-out has now just commenced (Sept 22).
EQU58	Further develop employee relations training for managers developed so that it is delivered in a more structured and regular way to all managers.	HR, Performance and Service Planning		31-Mar-2023		the learning carousel continues to be offered. A training needs analysis will be conducted during 2023 to review the content of the offering

Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU59	Continue to encourage employees to provide relevant data and introduce initiatives to increase the disclosure of equality information by employees.	HR, Performance and Service Planning		31-Mar-2023		The action to issue reminders to improve coverage will be carried forward to 23/24. Improvements have been made to the recording of documentation for starters more generally, including equality information, so that data will be improved through general turn over.
EQU60	Continue to review activity to maintain the Disability Confident employer standard.	HR, Performance and Service Planning		31-Mar-2023		Embedded as regular review to meet national standard. Carried out by HR
EQU61	Introduce regular equality and diversity refresher training for all employees, which includes 'unconscious bias'.	HR, Performance and Service Planning		31-Mar-2023		roll out of new e-learning equality material now commenced. Methods being developed for "group learning" for non-pc staff
EQU62	Explore delivery of equality training through on-line material that would be accessible to all employees.	HR, Performance and Service Planning		31-Mar-2023		Roll-out commenced
EQU63	Re-commission the training drama group to deliver equalities-based training which was due to be delivered at the Employee Conference 2020.	HR, Performance and Service Planning		31-Mar-2023		

Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
EQU64	When planning learning and development for employees ensure that equality issues are taken account of	HR, Performance and Service Planning		31-Mar-2023		Individual personal needs for any training course are and will be accommodated where possible (access/ mobility, hearing etc)
EQU65	Introduce equality training for all Members	Governance and Customer Services		31-Mar-2023		Equality Training for Members is being delivered as part of the Induction training post election.
EQU66	Ensure that induction training for new Members following the next borough elections includes equality training.	Governance and Customer Services		31-Mar-2023		
EQU67	Complete the review of the Equality Policy (Employment) which is currently underway and ensure it includes a reasonable adjustments policy (employment).	HR, Performance and Service Planning		31-Mar-2023		
EQU68	Provide training so that managers understand how to implement reasonable adjustments.	HR, Performance and Service Planning		31-Mar-2023		This is provide now in two ways; - As part of the Carousel of Learning Programme, the Sickness Management Module is used to discuss examples of how managers can make such adjustments, the requirements in law and the issues to consider.

Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
						<p>- Case by case support is offered to managers by HR when employees have declared Equality Act health conditions which have, for potentially have, an impact on their job which makes it unsafe to continue that work. Advice and guidance is given to managers to provide meaningful and tangible support when it is needed.</p> <p>In addition the new IT-based EDI training is a mandatory requirement for all staff and managers and this training covers issues of disability in the workplace as a Protected Characteristic under the Act.</p>
EQU69	Further develop the close relationship with occupational health to identify and address absence trends	HR, Performance and Service Planning		31-Mar-2023		<p>A good working relationship exists with occupational health although the value is mainly with individual cases rather than their ability to identify trends. That said work has recently been completed for he Chief Exec (not using he Occ Health Service) to identify possible trends in the PASC and Waste Services through bespoke reports produce by the HR Team. This work is</p>

Code	Title	Responsible OUs	Status	Target Completion Date	Progress Bar	Last Note
						carried out as required and in addition to the extensive data that is produced for SLT monthly and for committee (JCSC) both quarterly and as an annual summary of reasons for absence.
EQU70	Deliver the team member and manager training for support of mental health in the workplace which has been delayed due to the covid pandemic (planned 2021).	HR, Performance and Service Planning		31-Mar-2023		This was completed at the start of 2022/23