

Revised Single Equality Scheme – Action Plan

APPENDIX 1

Action	10/11	11/12	12/13	Lead Officer	Equality Group
1. Deliver appropriate sites for Gypsy and Travellers to meet assessed housing needs – 15 pitches by 2011.	Implement Gypsy & Traveller Action Plan developed in 2008-9.	Delivery 15 gypsy and traveller pitches	Continue Gypsy and Traveller needs assessment and identification of pitches process at 3% compound increase in pitch numbers by 15 pitch base line	Strategic Housing Manager	Race/Ethnicity
2. To support and promote activities aimed at improving community cohesion for migrant workers	To review the Forum for Refugees, Asylum Seekers and New and Emerging Communities Action plan	To review and prepare new strategy	To review and prepare new strategy	Housing Services Manager	Race/Ethnicity
3. Support local victims of Domestic Violence (DV) in Babergh and work towards reducing the level of DV in the district	Provide direct support to the Babergh Domestic Violence Forum Support the Freedom Programme for victims of DV Support Parenting Programmes Maintain a Sanctuary Scheme Support awareness raising initiatives	Evaluate sustainability of programmes delivered in previous year and work with Community Safety Partnership in developing new or revised programmes, if required.	Evaluate sustainability of programmes delivered in previous year and work with Community Safety Partnership in developing new or revised programmes, if required.	Community Safety and Leisure Manager / Housing Services Manager	Gender

Action	10/11	11/12	12/13	Lead Officer	Equality Group
4. Work in partnership with the CSP to offer diversionary activity for young people in priority neighbourhoods.	Deliver at least 2 area based projects and sustain increases on individual Be Active referrals. At least 90% of individual refers not to re-offend	Deliver at least 2 area based projects and sustain increases on individual Be Active referrals. At least 90% of individual refers not to re-offend	Deliver at least 2 area based projects and sustain increases on individual Be Active referrals. At least 90% of individual refers not to re-offend	Community Safety and Leisure Manager	Age
5. Promote Big Babergh Initiative (summer activities programme) project established during 2009/10 offering a range of free school holiday activities for a range of young people. *Paul to check	Maintain participation levels achieved in 2009/10	Build further capacity if possible through delivery by partners and if achieved increase throughout targets accordingly.	Build further capacity if possible through delivery by partners and if achieved increase throughout targets accordingly.	Community Safety and Leisure Manager	Age/Gender
6. Use BeActive focus to ensure that activities provided both by clubs and directly by the local authority are genuinely inclusive.	10% disabled participants in inclusive sessions.	10% disabled participants in inclusive sessions.	Further targets to be set following review of progress in 2010-12.	Community Safety and Leisure Manager	Age/Disability
7. Establish area-focused projects that provide opportunities for young people to engage in positive activities (including sports and arts).	Deliver further area based projects (a minimum of one per year), based on criteria already referred to.	Deliver further area based projects (a minimum of one per year), based on criteria already referred to.	Deliver further area based projects (a minimum of one per year), based on criteria already referred to.	Community Safety and Leisure Manager / Tourism and Arts Manager	Age

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8. Provide free swimming for people under 16s and over 60s.	Continue to provide free swimming for under 16s during set sessions	Review future of programme		Community Safety and Leisure Manager	Age
9. Work with NHS Suffolk to ensure the successful implementation of the MEND (Mind, Exercise, Nutrition....Do it) scheme	Increase number of schemes by 2 across the district.	Increase number of schemes by 2 across the district.	Further targets to be set following review of progress in 2010-12.	Community Safety and Leisure Manager	Age
10. Increase opportunities for young people to develop life skills and deliver various arts and music projects, theatre critic's project and running an annual Youth Conference. Support community groups focussed on youth and education to access funding including the council grants scheme	34 young people going through the Theatre Critic's Project 65 young people involved in youth conference.	Look to maintain numbers achieved in 2010/12, but may need to be adjusted depending on resources available.	Look to maintain numbers achieved in 2010/12, but may need to be adjusted depending on resources available.	Community Safety and Leisure Manager / Tourism and Arts Manager	Age

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<p>11. Provide bus pass scheme that allows free travel at any time of the day for Babergh residents, over 60s, disabled people and visitors holding a bus pass</p> <p>Provide Travel Vouchers for eligible Elderly and Disabled persons</p>	<p>Ensure Concessionary Travel service is accessible and suitable for all eligible persons (Fairness and Equality agenda).</p> <p>Review of concessionary travel register prior to re-issue of bus passes (valid, received by holder and ready for use from 1 April 2011). Current passes issued and valid from April 2008 for 3 years, expiring on 31 March 2011.</p> <p>Increase take up of bus passes by 5%.</p> <p>Increase take up of Travel Vouchers by 5%.</p>	<p>If responsibility for Concessionary Travel remains with District, review level of take up to ensure appropriate level of increased take-up to match increase % of elderly within community.</p>		<p>Customer Access Manager</p>	<p>Age/Disability</p>
<p>12. Help older and vulnerable people stay put in their own homes by way of an effective Home Improvement Agency</p>	<p>Performance targets to be confirmed by January 2010 with Supporting People and provider.</p>	<p>Performance targets to be confirmed by January 2010 with Supporting People and provider.</p>	<p>Performance targets to be confirmed by January 2010 with Supporting People and provider.</p>	<p>Environmental Protection Officer</p>	<p>Age/Disability</p>

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<p>13. The promotion of take up of insulation measures installed by the National Warm Front Scheme in both private and council housing sectors.</p> <p>BDC input to maximise take up of Warm Front funding to reduce fuel poverty in District.</p>	<p>Improve the energy efficiency of private sector properties by working in partnership with Warm Front to meet the following targets:</p> <ul style="list-style-type: none"> - 125 insulation measures - 50 heating measures 	<p>Improve the energy efficiency of private sector properties by working in partnership with Warm Front to meet the following targets:</p> <ul style="list-style-type: none"> - 125 insulation measures - 50 heating measures 	<p>Improve the energy efficiency of private sector properties by working in partnership with Warm Front to meet the following targets:</p> <ul style="list-style-type: none"> - 125 insulation measures - 50 heating measures 	<p>Environmental Protection Officer / Building Maintenance Manager</p>	<p>Socio - Economic</p>
<p>14. To administer our Grants and Loans policy to provide financial help to enable vulnerable home-owners and tenants to have an improved standard of living.</p>	<p>Improve 65 properties occupied by people with disabilities or other vulnerable people such as those over 60 specifically through the council's grants and loans schemes (35 DFG and 30 non decent homes)</p>	<p>Improve 65 properties occupied by people with disabilities or other vulnerable people such as those over 60 specifically through the council's grants and loans schemes (35 DFG and 30 non decent homes)</p>	<p>Improve 65 properties occupied by people with disabilities or other vulnerable people such as those over 60 specifically through the council's grants and loans schemes (35 DFG and 30 non decent homes)</p>	<p>Environmental Protection Manager</p>	<p>Socio Economic/age/ disability</p>
<p>15. To promote the availability of floating support to vulnerable people.</p>	<p>Monitor the delivery and effectiveness of the support being delivered with the support provider</p>			<p>Housing Services Manager</p>	<p>Socio Economic/Age/ Disability</p>

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16. To encourage and enable the delivery of specialist supported housing schemes to meet identified housing needs	To contribute to the development of a new commissioning plan and needs database in partnership with the Supporting People team	Implement the supported housing programme.	Implement the supported housing programme.	Housing Services Manager	Age/Disability
17. Encourage and enable provision of suitable affordable accommodation to meet identified housing needs	Implement Strategic Housing Market Assessment & Housing Needs Survey Action Plan	Implement Housing Needs Survey Action Plan. Deliver affordable housing programme.	Implement Housing Needs Survey Action Plan Delivery affordable housing programme.	Strategic Housing Manager	Socio-economic
18. To deliver ensure the delivery of a Community Alarm Service for vulnerable people in Babergh	To work with Mid-Suffolk District Council towards developing a shared scheme.	To work with Mid-Suffolk District Council to deliver a shared scheme.	To work with Mid-Suffolk District Council to deliver a shared scheme.	Housing Services Manager	Age/Disability

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<p>19. Develop measures to help tackle homelessness</p>	<p>Ensure that such measures are responsive to the needs both of individuals and changing external conditions and to review and monitor the effectiveness of these arrangements in consultation with other stakeholders.</p>	<p>Reduce homelessness against the main causes and increase the number of positive homeless outcomes by 10% respectively over the 2010/11 baseline figure and review delivery plan</p>	<p>Reduce homelessness against the main causes and increase the number of positive homeless outcomes by 10%v respectively over the 2011/12 baseline figure and review delivery plan</p>	<p>Housing Services Manager</p>	<p>Socio-economic</p>
<p>20. Make Benefits information and advice more widely available through</p> <ul style="list-style-type: none"> • Health Centres • Good Neighbourhood schemes • Third sector organisations <p>Volunteers</p>	<p>Identify key partners within the voluntary sector and SCC and deliver benefit take-up events /surgeries across the district</p> <p>In partnership with CAB provide internet kiosk in Council Offices, Hadleigh – providing access to all public services and all benefits advice from all agencies.</p>	<p>Review impact of working with other organisations, provide further take-up events.</p>	<p>Review impact of working with other organisations, provide further take-up events.</p>	<p>Benefits Manager</p>	<p>Socio-economic</p>

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21. To embed the process of Equality Impact Assessments within the Council's procedures.	Fairness and Equal Access Group to monitor Equality Impact Assessment outcomes and ensure all identified actions are delivered	Fairness and Equal Access Group to monitor Equality Impact Assessment outcomes and ensure all identified actions are delivered	Fairness and Equal Access Group to monitor Equality Impact Assessment outcomes and ensure all identified actions are delivered	Fairness and Equal Access Group	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation
22. Outcomes of all Equality Impact Assessments publish on the website	Completed EqIAs published on the website and outcomes addressed	Completed EqIAs published on the website and outcomes addressed	Completed EqIAs published on the website and outcomes addressed	Fairness and Equal Access Group / Relevant Officers	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation
23. Develop and agree the Equality and Diversity Action Plan and associated schemes and policies.	Reports to Management Team / Members every 6 months (EFLG Action Plans have already been agreed. Progress monitored and managed on an ongoing basis)	Reports to Management Team / Members every 6 months	Reports to Management Team / Members every 6 months	Deputy Chief Executive	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation
24. To identify significant equality and diversity events held throughout the year to celebrate and promote diversity	Ensure celebrations (and commemorations) of diversity are publicised on the website and intranet.	Ensure celebrations (and commemorations) of diversity are publicised on the website and intranet.	Ensure celebrations (and commemorations) of diversity are publicised on the website and intranet.	Fairness and Equal Access Group	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation

Action	10/11	11/12	12/13	Lead Officer	Equality Group
25. Promote positive images of disabled people	Increase public awareness of achievements of disabled people	Increase public awareness of achievements of disabled people	Increase public awareness of achievements of disabled people	Fairness and Equal Access Group	Disability
26. Create a working environment that does not tolerate harassment or bullying	Review, consult upon, agree and publish the Council's Harassment and Bullying policy			Human Resources and Organisation Development Manager	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation
26. To develop an improved and consistent approach to translation and interpretation	Review the Council's translation and interpretation services	Implement any recommendations from the review	Implement any recommendations from the review	Fairness and Equal Access Group	Race / Ethnicity
27. Monitor Staff by Racial Group using the following categories: <ul style="list-style-type: none"> • Staff in post • Applications for employment • Promotion • Training • Performance • Appraisals • Grievances • Disciplinary Action • Reasons for leaving their employment 	Findings published annually:	Findings published annually:	Findings published annually:	Human Resources and Organisation Development Manager	Race

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28. Monitor the implementation of HR policies and procedures, new and existing, to ensure they meet the needs of all equality groups.	Demonstrate all information collected is used to identify possible inequalities; investigate possible underlying causes of under representation of certain groups; remove any discrimination of disadvantage; make reasonable adjustments.	Demonstrate all information collected is used to identify possible inequalities; investigate possible underlying causes of under representation of certain groups; remove any discrimination of disadvantage; make reasonable adjustments.	Demonstrate all information collected is used to identify possible inequalities; investigate possible underlying causes of under representation of certain groups; remove any discrimination of disadvantage; make reasonable adjustments.	Human Resources and Organisation Development Manager	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation
29. Develop a policy for carers	Prepare and adopt a Council Policy for Carers	Ensure flexible solutions are available for carers	Ensure flexible solutions are available for carers	Human Resources and Organisation Development Manager	Gender
30. Respond to any changing diversity / equalities legislation	Conduct full review of all HR policies to ensure compliance and adoption of good practice			Human Resources and Organisation Development Manager	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation

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31. Ensure that contractors meet the requirements of equalities legislation	Continue to ensure the pre-qualification questionnaires are completed and provide information on contractors' compliance with various Acts in relation to equality and diversity	Continue to ensure the pre-qualification questionnaires are completed and provide information on contractors' compliance with various Acts in relation to equality and diversity	Continue to ensure the pre-qualification questionnaires are completed and provide information on contractors' compliance with various Acts in relation to equality and diversity	Head of Contract and Asset Management	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation
32. Ensure services at Babergh meet the need of all our customers regardless of age, disability, gender, faith/belief, race/ethnicity or sexuality.	Set up an Equality Panel to seek the views of all equality groups on our new and existing plans	On-going recruitment to Equality Panel at events likely to attract members of the equality groups	On-going recruitment to Equality Panel at events likely to attract members of the equality groups	FEAG	Age / Disability / Gender / Race/Ethnicity / Religion/Belief / Sexual Orientation