

Please note that it may be possible to copy specific service related targets and outcomes from Equality Action Plans into Service Plans.

CHIEF EXECUTIVE DEPT. DRAFT EQUALITIES ACTION PLAN APRIL 2006 TO MARCH 2007

Key Issue 1: Leadership and Corporate Commitment			
The Council recognises the need to demonstrate strong leadership and commitment on all equality matters with regard to its responsibilities in purchasing, providing and monitoring services; recruiting, managing and developing employees; fostering and maintaining local democracy and contributing to and supporting strong partnerships.			
Key Objectives	Targets & Outcomes	Lead officers	Time scale
1. Improve performance on the duty to promote equality and eliminate discrimination across all six equality groups.	-Implement action plans from 2005/06 Equality Impact assessments; carry out new EIA; publish results of consultation & assessments. -Publish new Equality Scheme -Promote LGBT History Month and work towards becoming a Stonewall Diversity Champion	VG, JH, JI, RK & GB	Jan.07 Sept.06 Feb.07
2. Promote equality and diversity through procurement	-All relevant contracts & SLA to include equality clause and targets as appropriate and monitored & reviewed annually -Produce departmental procurement plan	As above	April 06 onwards April 06
3. Manage the Council's performance on equality and demonstrate year on year improvements	-Improve staff representation in all divisions, increase hate crime reporting; achieve Level 4 of the Standard and achieve equality of outcomes through CPA.	As above	Ongoing Oct.06
4. Promote the Council's commitment to achieving equality, diversity, cohesion and inclusion	-Promote positive images and messages in the press, marketing and publicity through targeted media releases	RH	Ongoing
	-Produce corporate branding guidelines and assist service managers produce accessible documents for second language users and disabled people.	RH & H of S	Oct. 06
	-In partnership with IM & HR ensure the website meets government guidelines in terms of accessibility and plain English -Review and update the photo library where possible to reflect all groups	RH RH.	Review Oct. 06 Oct.06

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Key Issue 2: Consultation, Community Development and Partnership			
The Council has a 'Duty' to promote equality and to effectively engage with the voluntary and community sectors in the development and delivery of quality services.			
Key Objectives	Targets and Outcomes	Lead officers	Time scale
1. Support the development and sustainability of the voluntary and community sectors	-Review consultation arrangements for Race, Disability and Women's Forum and the LGBT Steering Group	VG; NP	Sept. 06
	-Take corporate lead to establish effective consultation and communication arrangements with the voluntary and community sectors and ensure results are analysed and reported	NP & H of S	Sept. 06
2. Develop a consultation strategy for consulting and engaging with equalities interest groups and individuals	-Deliver consultation that is representative of the diverse communities and actively engaged with the six equality groups (gender, race, disability, sexuality, age & faith)	All H of S	Ongoing Sept.06
	-Ensure Scrutiny reflects the concerns of different community interests and involve users/groups in Reviews	GB	Ongoing Sept. 06
	-Produce departmental consultation plan detailing proposed consultation with the general public, stakeholders and staff as appropriate.	All	May 06
	-Carry out consultation on impact assessments and service delivery.	All	Ongoing Sept.06
	- Promote inclusion of equality and diversity issues in customer satisfaction surveys and use results to inform service planning/development	NP & H of S	Ongoing Sept.06
	-Improve the demographic profile and attendance at Council organised meetings as appropriate	JH & GB	Ongoing Sept.06
	-Produce annual monitoring report on the engagement & involvement of the six equality groups in the development and delivery of services.	NP & VG	March 2007

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Key Issue 3: Service Delivery and Customer Care			
The Council recognises that the development and delivery of appropriate services is central to bringing about the changes required to improve life chances.			
Key Objectives	Targets and Outcomes	Lead officers	Time scale
1. Inform Service improvement through needs assessment	-Demonstrate engagement/participation of all six equalities groups in the following activities: Emergency planning, community safety, affordable warmth, electoral process, grants, scrutiny, democratic participation & equality impact assessments.	All H of S SA	Oct.06
	CPA- Ensure service delivery is adapted to meet diverse needs	Jl, JH	OCT.06
	-Make the Electoral process accessible for ESL speakers	JH	
	-Review and ensure disabled access to elections and polling stations	All	
2. Increase the confidence of the communities in reporting hate crimes and increase satisfaction in the way incidents are handled.	-Use the Disability Equality Scheme to ensure that priorities of disabled people are included in service development	VG	Oct.06
	-Improve satisfaction of all equality groups with service delivery and reduce differences in outcomes	RN/JC VG/RN/JC	Ongoing Ongoing Oct. 06
	- Support the work of Luton Multi-Agency Racial Incident Group	All	
3. Provide services to meet the needs of all groups.	- Support groups working to address harassment and hate crimes in the community	VG/PC	October 06
	Consult and assess the demand for Braille and update Strapline message as appropriate.		

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Key Issue 4: Employment and Training			
The Council's objective is to ensure that its workforce reflects the local population as this will help to improve service delivery to the community.			
Key Objectives	Targets and Outcomes	Lead officers	Time scale
1. Ensure the Council's workforce reflects the diversity of its population (The corporate targets are :46% of women in top 5% of earners;11% BME in top 5% of earners; 8% staff disabled and 24% of staff from BME groups)	(Current CE performance: 54.55% women & 9.09% BME top 5% earners; 9% disabled & 13.4% BME) Increase top 5% of earners from BME by 1. 91% Increase % of employees from black and minority groups from 13.4% (8.97staff) to 20% (13.4 staff) Use positive action measures and traineeships where appropriate	JH, JI, GB, RH & VG	March 07
2. Enable the workforce to recognise and manage diversity	Train employees in CE Dept. to improve equality awareness and value diversity e.g. new responsibilities under the DDA, LGBT, Age and Faith.	All as above	October 06
3. Meet the requirements of the specific duty on employment in the RRA Act and the Disability Discrimination Act	Contribute to corporate monitoring arrangements and report on the following: recruitment & selection; departmental workforce representation; grievances; disciplinaries; complaints; promotions; training and leavers broken down by the corporate equality categories. Show improvements in targets & outcomes above.	All as above	Oct.06 & 6 monthly