

Appendix 1

Luton Borough Council – Corporate Equality Scheme, Disability Equality Action Plan – Outcomes Progress Report as at 20th September 2008

Corporate and Customer Services 1 (CCS1)

| <p>Action</p> <p>Undertake a review of procurement and existing contracts to ensure that appropriate action is taken so enabling the Authority to meet its duties</p> | | | | | |
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| <p>Expected outcome</p> <p>Procurement and contracts reviewed, actions identified and incorporated into an action plan for inclusion in revised DES</p> | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| March 2008 | All existing corporate contracts reviewed. Report on progress | Corporate Procurement Manager | X | Ongoing, initial assessments underway, follow up actions being identified | |

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| | | | | Procurement and equalities staff involved in assessment and action planning | |
| April 2008 | Ongoing review of procurement documentation in conjunction with other authorities and Commission for Racial Equality (CRE – Now Equalities and Human Rights Commission EHRC). Internal corporate documentation is up to date and meets required standards. Easily accessible via Procurement area of inter and intranet 1.4.2008. | Corporate Procurement Manager | X | Work to update internal corporate documentation has started. Link to DRC Guidance included in Procurement area of intranet. | |
| May 2008 | All new contracts or contract renewals assessed and fit for purpose Report on major contracts and findings or | Corporate Procurement Manager | ? | Information not received from Department | |

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| | implications. | | | | |
| December 2008 | Adopt recently published RCE documents including specifically the Contract Review Equality Check Sheet. Check Sheet circulated and in use | Corporate Procurement Manager | | | |
| February 2009 | All departmental contracts are compliant and reviewed on a regular basis Evidence sought from departments on a sample basis | Corporate Procurement Manager | | | |

Corporate and Customer Services 2 (CCS2)

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| Action | | | | | |
| Investigation of the differences in outcomes in the latest recruitment statistics (covering period July- Dec 04 and subsequent statistics) to identify reasons, if any, for differential outcomes for disabled people. | | | | | |
| Expected outcome | | | | | |
| Report covering July – Dec 04 produced leading to actions to address differential outcomes. Further reporting to inform DES revisions | | | | | |
| Month outcome to | Expected Outcome | Responsible Officer | ✓ = met X not | Comments | Is it expected that the action be met, if not |

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| be completed in or by end of. | | | met | | already met, and if so when? If not why not? |
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| March 2008 | Process August 2007 Recruitment Survey specifically for responses by disabled people | Head of HR | ✓ | Completed | Not applicable, action met |
| | Discuss recruitment process and outcome of survey with d4 | Head of HR | ✓ | Completed | Not applicable, action met |
| | Discuss recruitment process and outcome of survey with Disability Challenge Champions | Head of HR | X | To be arranged after meeting with d4 | |
| April 2008 | Discuss recruitment process and outcome of survey with DAAF | Head of HR | ✓ | Taken to DAAF 5 th June | Not applicable, action met |
| | Seek discussions with successful applicants if they are now declaring a disability to discuss what has changed. Note: only if insufficient data from survey reports | Head of HR | ? | Information not received from Department. | |
| May 2008 | Produce action plan | Head of HR | X | Focus groups being set up. No action | |

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| | | | | plan as yet. | |
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Corporate and Customer Services 3 (CCS3)

| <p>Action</p> <p>Action taken to identify why there are differences between impairment types employed by the Authority leading to actions to achieve an appropriate balance.</p> <p>Expected outcome (this is a revised outcome, the original outcome did not relate to the action, that will need to be agreed as part of the revised DEAP)</p> <p>Report on employment of disabled people by the Authority by impairment type identifying any differences (e.g. lower proportion of one type of impairment when compared to figures for the working age population for that impairment), possible reasons for differences and actions to address differences where possible.</p> | | | | | |
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| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| July 2008 | Research & Develop final report | Head of HR | ? | Information not received from Department | |
| October 2008 | Final report to HRF/People Strategy group/Scrutiny | Head of HR | ? | Information not received from | |

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| | Committee/DAAF | | | Department | |
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Chief Executives Department 1 (CE1)

| Action: DRC Guidance on Gathering and Analysing Evidence to Inform Action for monitoring service delivery implemented | | | | | |
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| Expected outcome: Annual report covering all recommended areas showing comparisons between disabled and non-disabled service users and customers. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| March 2008 | Council wide Equality Coordinators group to look at guidance on Gathering and Analysing Evidence to Inform Action for monitoring service delivery and it's implications. | Head of Equalities | ✓ | Meeting took place 30 th Jan. | Not applicable, action met |
| June 2008 | Report on existing service information and | Head of Equalities | ✓ | Report taken to August | Not applicable, action met |

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| | comparisons where available. Identification of gaps in knowledge and action plan to address priorities | | | DAAF meeting. Action Plan due at the October DAAF meeting. | |
| October 2008 | Disabled people consulted to identify priorities | Head of Equalities | X | Unable to get information from Departments to produce report for DAAF | Hope to bring report to December DAAF. |
| December 2008 | Report to Members/Chief Exec on further action needed and Corporate decision on areas to be acted on. | Head of Equalities | | | |

Children and Learning 1 (CL1)

| Action Every Disabled Child Matters Data Project form group to improve monitoring of disabled children and young people in Luton. Including: Ensuring consistent use of disability categories and recording on MIS systems, updating of software as required. Recording and monitoring of SEN and Social Care Transition Plans on MIS systems Implement long term procedures to ensure data is robust and informs better service planning. Phase 1 of the project relates to Children & Learning department services, after which Phase 2 will be implemented across all children's services in Luton. (Scoping report available on request) | | | | | |
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| Expected outcome To improve monitoring of disabled groups, ensure better knowledge of groups and their needs, ultimately improving service provision, and enabling better planning of future services. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| March 2008 | Produce monitoring reports on children with disabilities and services they are accessing | Jo Fisher, Service Manager for children with disabilities | ✓ | Data collection completed and systems being updated. Monitoring on disabled children to be implemented from April 1 st | Not applicable, action met |

Children & Learning 2 (CL2)

| Action Review Being Young In Luton and Tellus2 findings for differential outcomes and identify actions to address inequalities. | | | | | |
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| Expected outcome Inform service delivery and improve services for disabled children and young people. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| March 2008 | Review Being Young In Luton and Tellus2 findings for differential outcomes and identify actions to address inequalities. Report on disabled responses. Send findings to key partners | Change for Children Commissioning Unit – Steph Cash | ✓ | Report taken to June 08 DAAF. | Not applicable, action met |
| July 2008 | Collate feedback from key partners. Develop Action Plan with partners to improve service | Change for Children Commissioning Unit – Steph | ✓ | | Actions from BYiL survey incorporated into the 'Services for Disabled Children' multi agency action plan. See action |

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| | delivery August 2008 onwards. | Cash | | | CL7 below. |
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Children & Learning 3 (CL3)

Action

The Joint 14 – 19 Strategy for Vulnerable Young People in Luton (April 2007 – March 2010), written following the recommendations of Luton's Area wide 14-19 inspection (2006), which stated that 'the Local Authority, the local Learning & Skills Authority, Connexions Service and their partners should agree and implement a joint overarching strategy for provision for vulnerable groups, including young people with learning difficulties and disabilities (LDD)' with a focus on implementing 'effective actions to improve post-16 participation by young people with learning difficulties and other vulnerable young groups'.

Expected outcome

Increased participation of 14-19 year olds with learning difficulties and disabilities.

| Month outcome to be completed | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
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| March 2008 | Appoint two Transition Workers to support LDD young people make effective transitions from pre to post 16 local provision | Anne Futchter, Head of Access Service | ✓ | Officers in place from July 2008 | Not applicable, action met |
| September 2008 | Further develop alternative local provision for LDD learners as identified through the Improving Choice Pathfinder. | Anne Futchter, Head of Access Service | ✓ | | The Learning Skills Authority, working in partnership with LBC; has commissioned a consultant to audit and advise on future needs for post 16 LDD provision. Brokerage function for Improving Choice is now out to tender. LBC is considering whether to bid, if it did and is successful this would increase the likelihood of providing appropriate packages of support to allow young people with significant LDD to remain in Luton. (September 2008) |

Children & Learning 4 (CL4)

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| Action | | | | | |
| Publication and implementation of Multi Agency Anti Bullying Strategy | | | | | |
| Expected outcome | | | | | |
| Multi-agency bullying strategy published and distributed to stakeholders and partners | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| September 2008 | Multi-agency bullying strategy published and distributed to stakeholders and partners | Anne Futcher, Head of Access Service | ✓ | | The Strategy will be launched during Anti-Bullying Week 17 th –21 st November 2008, after being approved by scrutiny and executive. |

Children & Learning 5 (CL5)

| Action Develop 3 coterminous fully integrated area educational provisions on High School sites for students with social and communication difficulties | | | | | |
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| Expected outcome Improved outcomes for pupils with communication and interaction needs. Mainstream teachers increasingly confident in working with young people with communication interaction difficulties. . | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| May 2008 | Develop 3 coterminous fully integrated area educational provisions on High School sites for students with social and communication difficulties. By May 2008 identify school and develop Primary provision | Anne Futcher, Head of Access | ✓ | High schools identified - Stopsley opened Sept 07, Lea Manor opening Sept 09, one will be through Building Schools for the Future (2011). Primary schools - five schools asked to be | Not applicable, action met |

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| | | | | considered for the provision, during May in the process of identifying final school to open latest Sept 09 | |
| July 2008 | Monitor progress of Stopsley provision. Parents and pupils are satisfied with support offered to young people | Anne Futchter, Head of Access | ✓ | <p>Stopsley provision established since September 2007. Teacher in post and from September 2008 4 teaching assistants. The provision will have 8 young people attending from September 2008.</p> <p>3 in year 7; 1 in year 8; 2 in year 9; 2 in year 11.</p> <p>Annual reviews of pupils provided positive</p> | Not applicable, action met |

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| | | | | feedback from pupils and their parents. | |
| October 2008 | Consultation with high schools in North and Central area and west and central area. 2 further SCD provisions open in Luton high schools | Anne Futcher, Head of Access | | | Lea Manor High School in the North area has been identified as the school for the 2 nd SCD provision. Building plans are underway along with planning with school for opening in September 2009. |
| January 2009 | Establish Primary provision | Anne Futcher, Head of Access | | | Wigmore Primary School has been identified as the site of the primary provision for September 2009. Funding has been identified for the new building and planning the development with school is taking place. |

Children & Learning 6 (CL6)

| Action Close current Key Stage 1 and 2 provision at Beechwood Primary School (BILD) and develop two new integrated provisions. | | | | | |
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| Expected outcome New intergrated provision to replace BILD | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| December 2007 | Close current Key Stage 1 and 2 provision at Beechwood Primary School (BILD) and develop two new integrated provisions. | Anne Futchter, Head of Access Service | ✓ | Beechwood provision closed | Not applicable, action met |

Children and Learning 7 (CL7)

Action**New National Indicator 'Services for Disabled Children'**

The Aiming High for Disabled Children report (DCSF & HM Treasury May 07) made a commitment to introduce an indicator on the provision of services for disabled children as part of the comprehensive spending review, which is now in place.

The indicator will be based on the results of a survey of parents and guardians of disabled children (aged 0-19, using DDA definition) with regards to the extent to which services for disabled children are delivered with:

- Good provision of information
- Transparency in how the available levels of support are determined
- Participation of disabled children and their families in service planning, commission and delivery
- Integrated assessment provided by different services in a coherent, coordinated way
- A clear and published complaints procedure allowing feedback on services

In Luton, proposals have been made to include this indicator as part of the 35 statutory targets in the Local Area Agreement as well as local monitoring

Expected outcome

Improved local data on disabled children population and improved services for disabled children.

| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
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| December 2009 | Annual local level robust survey of Parents/guardians of disabled children (0-19, DDA definition) results | Carole Brooks, Performance Review Manager | | | Consultation around the final definition for this indicator is currently underway (deadline for responses to |

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| | analysed. | | | | <p>'Communities & Local Government' is 31st Oct). The Multi agency action plan around indicator which was drawn up at the beginning of the year, is being reviewed by a multi-agency disability group on 23rd Sept . It now includes actions to improve services based on consultation with young people with disabilities from the being young in luton survey results.</p> |
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Environment & Regeneration 1 (ER1)

| Action: Full consideration and consultation on the position and availability of disabled parking in all parts of the Borough (not just the Town Centre) and how that supports or hinders take up of activities by disabled people. Activities to be interpreted in its widest sense. | | | | | |
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| Expected outcome: Report and action plan to deal with issues (if any) produced. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| June 2008 | Report to DAAF detailing the outcome of the Authority's consultation exercise on the position and | Engineering Services Manager | ✓ | Report submitted to DAAF on 6 June. Action plan to be | Not applicable, action met |

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| | availability of disabled parking throughout the town and an action plan | | | prepared with nominated representative from DAAF. Further report to be made to DAAF on 9 October. | |
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Environment & Regeneration 2 (ER2)

| Action: Investigation into the appropriateness and flexibility of the transport provided (whether direct or via contract) to and for disabled people. | | | | | |
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| Expected outcome: Report and action plan to deal with issues (if any) produced. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| June 2008 | Investigation into the appropriateness and flexibility of the transport provided (whether direct or via contract) to and for | Passenger Transport Unit Manager | X | Resources not available. To be raised with Portfolio Holder | The action will be met. An action plan has been produced and a report will be presented to DAAF in October 2008 |

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| | disabled people report produced. | | | | explaining how this will be undertaken |
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Environment & Regeneration 3 (ER3)

| Action: A group of officers, disabled people and relevant organisations formed to examine Disability Rights Commission Guidance for planning, buildings, streets and disability equality. This group to produce a report and recommendations for further action to be included in the DES in December 2007. | | | | | |
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| Expected outcome: Report and agreed action plan included in the review of the first year of the DES. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| June 2008 | Training provider contacted to produce a training plan and liaise with E&R Training Co-ordinator to obtain dates, costs, etc. | Equalities Support Officer | ✓ | Training resources of £1500 plus travel and expenses for one day's training identified. Dates of training being finalized. | |

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| June 2008 | Report to DMT to identify and agree funding/resources for training and how much time each officer will need to allocate to schemes and projects once they have been trained. | Equalities Support Officer | ✓ | Reported to DMT in June 2008. Funding has been agreed and dates to be identified for training to be undertaken | |
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Environment & Regeneration 4 (ER4)

| Action: Research into the number of working age disabled people in the Borough undertaken. | | | | | |
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| Expected outcome: An approximate figure produced (and reviewed) leading to appropriate targets in future DES. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| Feb 008 | Production of report. Report taken to DAAF | Paul Barton | X | Report to be taken to DAAF in October 2008 | |

Housing and Community Living 1

| Action: Group of Officers, disabled people and relevant organisations formed to examine Disability Rights Commission Guidance. This group to produce a report and recommendations for further action to be included in the revised DES Action Plan for DAAF February 2008 and continuing life time of the present DES (2009) | | | | | |
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| Expected outcome: Report and agreed action plan | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| April 2008 | Group formed, information and work plan agreed, action plan set out and agreed by Disability and Access Forum | Trevor Morrow/ Michael McMahon/Seon a Gordon/Sandra Legate | ✓ | Group met 24 th April. Plans not yet brought to DAAF. | Terms of Reference agreed group is an ongoing element of consultation and engagement process |
| | Undertake Equality Impact Assessment on the Housing Assistance Policy. EIA finalised and taken to forums including DAAF | Dave Stevenson/ Sandra Legate/Michelle Marvin | ✓ | Brought to DAAF June 2008 and Department asked to undertake further work and | Completed |

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| | | | | resubmit to DAAF before DAAF agreement. | |
| June 2008 | Group to present update report to DAAF for agreement | Chair of Group/ Sandra Legate | ✓ | Information not received from Department | 2 nd and final information taken to DAAF in June 08 |
| | A study undertaken within the Housing Sub Region to look at monitoring to be cohesive across the sub regional borders, in regard to disability and ethnicity. Report written and taken to DAAF. | Sarah Rowe | X | Information not received from Department | This will not happen, as Region have only agreed to undertake ethnicity regionally |
| August 2008 | Report agreed by DAAF | Chair of Group/Sandra Legate | X | | As above |
| | Consultation with users will be undertaken on the future of special needs housing. Strategy written and reported to DAAF. | Mike McMahon/Alan Thompson/Bernie Middlehurst | ✓ | | Full and detailed consultation is presently being undertaken with Adult Social Care on the Commissioning Strategies which cover learning disabilities and physical disabilities. |

Housing and Community Living 2

| Action: Analyse independent living needs and experiences of disabled people in the Borough. This to include take up of Direct Payments, access to Advocacy Services, access to employment, education, family life, appropriateness and effectiveness of transport provided by the Council etc (as per DRC guidance). To be linked to ongoing work on the performance on Social Care and Performance Management | | | | | |
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| Expected outcome: Report on independent living needs and the effectiveness of current policies and practices in supporting disabled people to live independent lives, obtained including the satisfaction levels and current and likely future needs of those who do live independently, the identification of those who would like to live independently but aren't and the actions needed to enable that to happen. | | | | | |
| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
| March 2008 | Commissioning Strategy for Adult Social Care services taken to DAAF for comment | Service Manager/s | ✓ | DAAF August for Consultation | |
| | To undertake 2 EIA's earlier than predicted in regard to Disability services to ensure that | Wendy Toomey/ Sandra Legate | ✓ | EIAs on Vocational Training Unit and d4 | Action met |

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| | by end 2009 all EIA's have been undertaken, and will be in line with aims stated in the Disability Equality Scheme. These will specifically look at employment issues | | | submitted to DAAF in June 2008. | |
| April 2008 | Analysis of information re independent living needs gathered and taken to DAAF | Seona Gordon/ Service Manager/s | ✓ | Taken to August DAAF | It is felt that the information contained in the Commissioning Strategies fully reflect this action. |
| | Performance Report on Direct Payments. Report taken to DAAF for comment. | Service Manager | ✓ | | Not applicable, action met |
| June 2008 | Strategy for increased diversity of day care opportunities. Initial report completed. DAAF updated on progress. | Seona Gordon/ Service Manager/s | ✓ | This action is contained in the Adult Social Care Commissioning Strategies | |
| December 2008 | Report on needs of disabled people to enjoy family life and how Housing and Community living can support that | Head of Culture Trust/Trust Managers | x | These organisations have now transferred into a Charitable Trust. | |

Action: Analysis of the current and future Luton needs for social care services, to include whether these are different to the groups nationally identified as in need and what action is needed to meet local needs.

Expected outcome: Report on the current and future social care needs based on involvement of disabled people; carers; organisations of and for disabled people and action plans to meet needs.

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| | including; Arts/Museums/Libraries/ Sport/ Community Centre's - to include any future actions where required | | | However, we will be monitoring how services are provided through the commissioning process. | |
| October 2009 | Review all existing service information for people with disabilities | Andy Bianchi Communicatio ns Manager Housing and Community Living | | | |

Housing and Community Living 3

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| Month outcome to be completed in or by end of. | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so when? If not why not? |
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| June 2008 | Analysis of the current and future Luton needs for social care services, to include whether these are different to the groups nationally identified as in need and what action is needed to meet local needs. Report written and taken to DAAF. | Wendy Toomey | ? | Information not received from Department | |

Housing and Community Living 4

| Action: Monitoring and Performance | | | | | |
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| Expected outcome: Housing and Community Living ensures the proactive use of monitoring to ensure accessibility of services to all within the community of Luton. | | | | | |
| Month outcome to be | Expected Outcome | Responsible Officer | ✓ = met X not met | Comments | Is it expected that the action be met, if not already met, and if so |

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| completed in or by end of. | | | | | when? If not why not? |
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| April 2008 | To set up a group of people who use Housing and Community Living services to assist in the monitoring and outcomes. To assist in the on going commissioning of services and service provision. | Heads of Service/Sandra Legate | ✓ (Partial) | In Planning Stage for Adult Social Care/begun for housing | |
| September 2008 | Complaints and Representation to be monitored to see types of representation made to LBC by people with disabilities. Complaints manager to visit LBC services to ensure people are aware of the right to complaint and how to complain. Reports taken on 6 monthly basis to DAAF including any action plans; 3 visits per year | Kam Bhangal/ Sandra Legate | | | |

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| | by Complaints Manage | | | | |
| | Monitor the take up of sign language interpreting service, how it used and why. Report to DAAF | Service Manager for Services for people with disabilities | | | |
| December 2008 | Monitoring the usage of services by people with disabilities within Housing and Community Living first progress report to go to DAAF. Reports taken on 6 monthly basis to all forums including any action plans | Maria Silver/ Sandra Legate | | | |
| March 2009 | Monitor the usage of services by people with disabilities within Housing and Community Living and to break this down further by race, age, gender, sexuality faith and religion. To look to see if there are any explicit disadvantages within | Maria Silver/Sandra Legate | | | |

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| | service provision, and if so to take further action. | | | | |
| | Complaints and Representation to be monitored to see types of representation made to LBC by people with disabilities. Complaints manager to visit LBC services to ensure people are aware of the right to complaint and how to complain. | Kam Bhangal/ Sandra Legate | | | |
| | Monitor the take up of sign language interpreting service, how it used and why | Service Manager for Services for people with disabilities | | | |