

CORPORATE EQUALITY PLAN

2006 - 2008



**THE CEP IS A LIVE DOCUMENT
SEE CEP 2009 FOR ON GOING ACTIONS**

Amended: ARCHIVE COPY ONLY - last amendment - CEG/CEDSG September 2008

CEG/CEDSG December 2006
CEG/CEDSG May 2007
CEG/CEDSG December 2007

CEG/CEDSG March 2007
CEG /CEDSG July 2007
CEDG/CEDSG April 2008

CORPORATE EQUALITY PLAN 2006-2008

What is a CEP?

Our Corporate Equality Plan (CEP) 2006-2008 is published to show that we are treating people fairly.

The CEP shows how Nottinghamshire County Council will continually improve services to all service users and staff and meet the national diversity agenda.

The plan incorporates all the targets and actions that will allow Nottinghamshire County Council to maintain Levels 1, 2 and 3 of the Equality Standard for Local Government (ESLG) and includes many actions needed to reach Level 4. It also indicates where progress may be made towards Level 5.

It incorporates all legislative requirements and actions arising from the Council's Equality Scheme (see Legislation below).

The Equality Standard for Local Government

All local authorities must follow the Equality Standard for Local Government (ESLG) and show improvement from Level 1 to 5.

Each year we are required to report the level we have reached to the Audit Commission in central government. The Standard is available from www.idea-knowledge.gov.uk and by contacting the IDeA at Layden House, 76-86 Turnmill Street, London, EC1M 5LG, telephone 02072966880.

Legislation

Necessary actions for equality legislation are explicit throughout. The list of equality legislation is extensive. It is available at <http://www.idea.gov.uk/idk/core/page.do?pageId=5145524>

The CEP is also the action plan for the Race Equality Scheme 2005-2008 www.nottinghamshire.gov.uk/race_equality_scheme_final.pdf , the Disability Equality Scheme 2006 - 2009 www.nottinghamshire.gov.uk/disability_equality_scheme_final.pdf.

The Equality Scheme, incorporating the Race Equality Scheme, the Disability Equality Scheme and the Gender Equality Scheme is at the same link.

Earlier Corporate Equality Plans contained targets and achievements for Level 1 and 2 and the first Race Equality Scheme 2001-2004 and can be viewed at www.nottinghamshire.gov.uk/corporateequalityactionplan2003-4.pdf

Equality Impact Assessment

Within Nottinghamshire County Council, Impact Assessments are managed and monitored through an electronic Service Diversity Review system - eSDR. They are automatically published on the internet and can be viewed at www.nottinghamshire.gov.uk/esdreviews

All of the above documents are available in any other format or language by contacting Maggie Else - Service Manger Equality and Diversity, details on page 42

Performance and Improvement

Diversity planning and target setting is a rigorous process led by the Corporate Equality and Diversity Strategy Group (CEDSG) and the Corporate Equality and Diversity Group (CEDG) with close links to other strategic groups and the trade unions - see structure chart on page 9.

The CEP is supported by many implementation plans including Equality and Business plans in all departments.

Consultation and Involvement on the CEP

The consultation process is an active, on going process linked to equality impact assessment/SDR outcomes and the improvement framework.

The CEP is updated and reviewed every 2 months at the Corporate Equality and Diversity Strategy Group (CEDSG) and the Corporate Equality and Diversity Group (CEDG) following consultation and feedback from internal equality groups, impact assessment/SDRs, complaints, community groups and our partners. CEDG includes external representation/critical friends from the voluntary sector and the Business improvement Board.

Initial consultation on the CEP also included the distribution to all Members, over 300 partners, the Trade Unions, self managed workers groups and individuals on request.

All comments were taken into consideration during the planning process and people were notified appropriately.

Self Assessment

Departmental and corporate self assessment is carried out through the basic structure outlined on page 10., with overall monitoring being the remit of the Corporate Equality and Diversity Strategy Group (CEDSG). Closely linked to this are the Quality Assurance and Quality Control groups for impact assessment (SDR).

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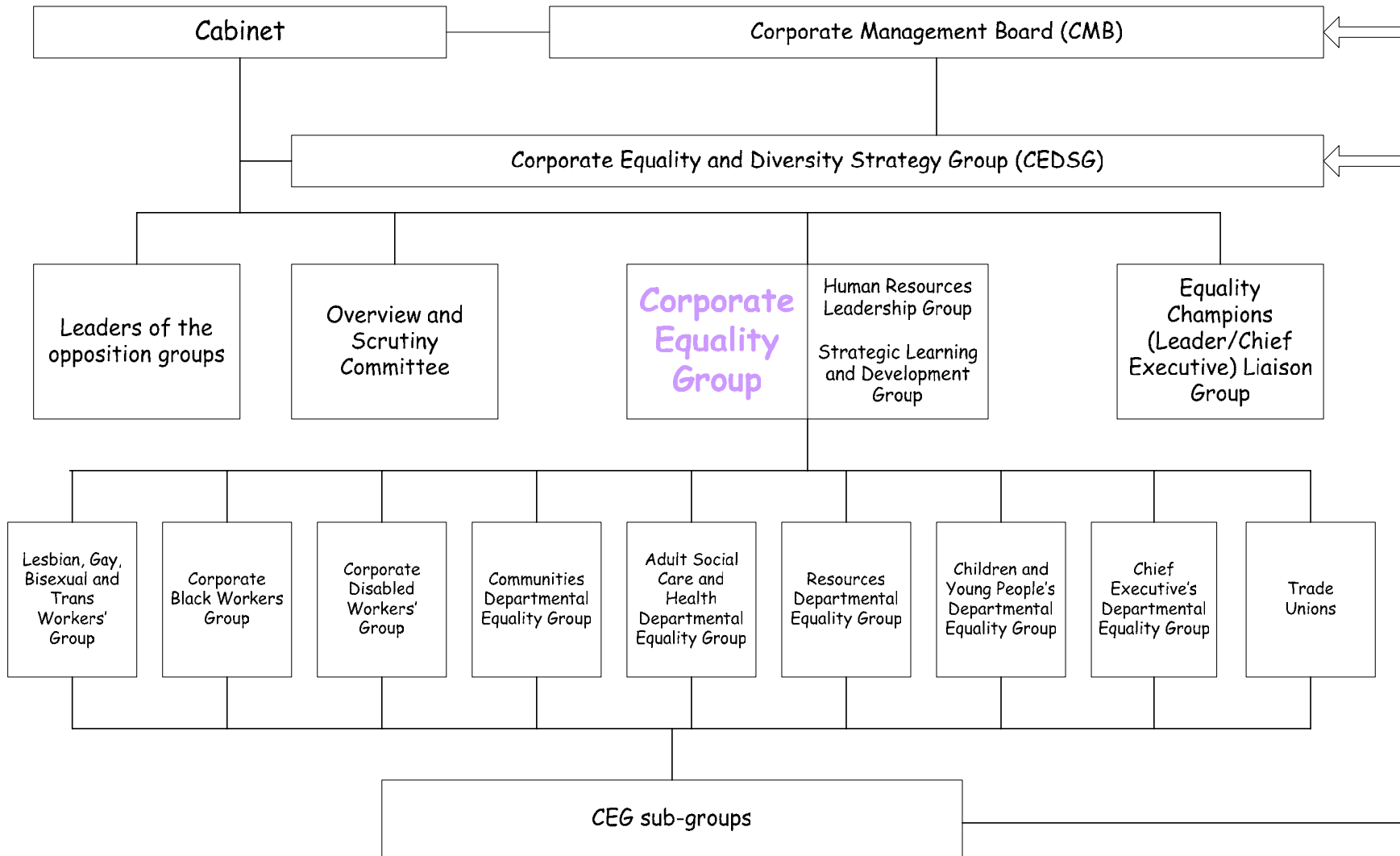
ABBREVIATIONS

ACEO	Assistant Corporate Equality Officer
ADA	Age Discrimination Act 2004
BGOP	Better Government for Older People
BME	Generic term for all ethnic minorities - Black and Minority Ethnic
BSL	British Sign Language
BV	Best Value
BVPI	Best Value Performance Indicator
BVSR	Best Value Service Review
BWG	Black Workers' Group
CDWG	Corporate Disabled Workers' Group
CEDSG	Corporate Equality and Diversity Strategy Group
CEDG	Corporate Equality and Diversity Group
CEO	Corporate Equality Officer
CEP	Corporate Equality Plan
CLGBGT	Corporate Lesbian Gay Bisexual and Transgender Group
CMB	Corporate Management Board (now SMB)
CPA	Comprehensive Performance Assessment
CWOPF	County Wide Older Persons' Forum
CYPP	Children's and Young People's Plan
DDA	Disability Discrimination Act 1995, 2004, 2005 and 2006
DES	Disability Equality Scheme
DoH	Department of Health
EA	Equality Act 2006

EE(RB)	Employment Equality Religion or Belief Regulations 2003
EE(SOR)	Employment Equality Sexual Orientation Regulations 2003
EIA	Equality Impact Assessment
EPA	Equal Pay Act
EPDR	Employee Performance and Development Review
ES	Equality Scheme
eSDR	Electronic Service Diversity Review
ESC	Employee Services Centre
ESLG	Equality Standard for Local Governemnt
FIANN	Federation of Irish Associations in Nottinghamshire
HR	Human Resources (Personnel)
HRLG	Human Resources Leadership Group
HRA	Human Rights Act
IA	Impact Assessment
JIP	Joint Investment Plan
JNC	Joint National Council
LAA	Local Area Agreement
LGA	Local Government Association
LGBT	Lesbian, Gay, Bisexual and Transgender
LSP	Local Strategic Partnership
MG	Monitoring Group
NCC	Nottinghamshire County Council
NHIP	Nottinghamshire Hate Incident Partnership (formerly Common Monitoring Project)
NSF	National Standards Framework (for Older People)
NSF/DoH	A New Ambition for Old Age 2006 - Next Steps in implementing the NSF

NTO	National Training Organisation
PATRA	Positive Action Training and Recruitment Agency
PCT	Primary Care Trust
PIs	Performance Indicators
PIYDA	Promotion of Independence of Young Disabled Adults
PR	Public Relations
PRIDE	NCC Performance Management System
RES	Race Equality Scheme
RRAA	Race Relations Amendment Act 2001
SLDG	Strategic Learning and Development Group
SMB	Strategic Management Board (formerly CMB)
SDA	Sex Discrimination Act
SDR	Service Diversity Review

Nottinghamshire County Council Equality Action Planning



CORPORATE EQUALITY ACTION PLAN 2006/2008

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
1	LEADERSHIP AND CORPORATE COMMITMENT					
1.1	Update equality and diversity policy	Publish updated edition of Diversity and Equality Policy	September 2009	Latest update - January 2006	Maggie Else	1.1.1 1.1.2 1.3.1 1.4.1 1.4.8
1.2	Develop and Produce comprehensive corporate and departmental equality and diversity plans	Publish CEP	October 2006		✓	1.1.3,,1.2.2, .2.5 1.3.3, 1.4.1. 1.4.8 1.4.9. 2.1.1. 3.1.1 3.1.5. 3.1.10. 3.2.1 3.2.6. 3.2.6. 3.3.1 3.3.2. 3.3.9. 3.4.1 RRA. RES. CPA BV. DDA, DES SDA, EE(SO). EE(RR). EA
			January 2009			
		Publish departmental equality plans	June annually	Ongoing		
		Renew and publish RES 2009 - 2012	April 2009			
		Renew and publish DES 2009 - 2012	April 2009			
		Renew and publish GES	April 2009			

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION	
		2009 - 2012					
		Update and publish Equality Scheme	April 2009	Consultation and involvement in progress	Margaret Radford		
1.3	Ensure departmental equality and diversity plans are produced and reflect corporate requirements	Departmental plans produced by departmental equality teams	April 2009	Annual plans published	Maggie Else	1.3.3 1.3.4 1.3.5 2.1.3 2.3.2 2.3.4	3.1.5 3.1.7 3.3.3 3.3.5 3.3.9
1.4	Comply with new and additional equality legislation as necessary	As required eg Legislative Equality Schemes	As issued by central govt	Ongoing	✓	1.1.4 2.4.7	
1.5	To continue support and resources for self managed workers groups	Provide annual equality and diversity budget	Ongoing		✓	1.1.6 2.2.1 3.1.6	
		Involve for consultation on policies, procedure and impact			✓		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		assessments				
		Support and finance all existing and any new self managed groups			✓	
		Clarify role in decision making processes of the council	December 2008		CEDSG	
1.6	Equality Champion for each equality area (Member and officer)	Champions to be appointed via Corporate Equality and Diversity Strategy Group	May 2008	All appointed - see Appendix 2	✓	EA GES DES DDA
1.7	Ensure adequate resources are provided to carry out strategic equality function	Bid within budgets	April 2007	- Budget allocation for corporate equality and diversity - Full time staff - Strategic lead officers in all	✓	DES DDA 2.2.4 3.3.4

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				departments		
2	SCRUTINY					
	Overview and Member Scrutiny					
2.1	Ensure scrutiny for all equality functions	Liaison and regular contact with the Overview and Scrutiny Committee (OSC)	Ongoing	Formal presentation to all Members February 2007	✓	1.2.3 2.1.4 2.2.4 3.1.8 4.4.1 - 4.1.6 5.2.1 5.2.2
		OSC to carry out a full strategic review of equality issues, including monitoring and SDR process (see 4.22)	July 2007 - April 2008	OSC report agreed at Cabinet 30 April 2008	✓	RRAA DDA EA
		OSC/ Scrutiny team ensuring that 6 recommendations are acted	Ongoing	Review paper - September 2008, October 2008, March 2009	Scrutiny team/ Cllr Llewellyn Jones/ Maggie Else	3.2.1 3.2.4 4.1.2 4.1.2

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		on.				
		All relevant decision making Committee and Cabinet papers to have EIA attached or available and scrutinised by Members	October 2008	Members putting measures in place to ensure processes are fair	Chris Holmes/Cllr Llewellyn Jones	
			October 2008	Report of performance at OSC 13 October 2008	✓	
		Cabinet	December 2008	Formal presentation annually	Cllr Storey	
3	PERFORMANCE MANAGEMENT					
	Monitoring					
3.1	Monitor and evaluate equality in service take up and delivery- for the public and employees and ensure that systems are in place for self	Include all IDeA indicators within PRIDE	October 2006	Successful pilot in Environment department complete All other departments to start using PRIDE by 15 June 2007	✓	EE(SO) EE(RB) 1.2.3 2.1.4 2.4.6 3.1.2 3.3.6 4.3.1

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	assessment and monitoring	Ensure full equality monitoring is included in all employee and customer feedback ie add religion, belief and sexual orientation to all NCC customer monitoring forms	September 2006 - October 2006	<ul style="list-style-type: none"> County user satisfaction survey 2006 - 2008 includes all NCC categories Corporate Complaints monitoring - see number 3.3 and 4.16 	✓	
3.2	Gain further intelligence of how staff feel about working for the Council	Carry out 3 rd Equality and diversity survey, increase number of staff returning completed survey by 10%	June 2008	Diversity Working Group to re-convene November 2006	✓	ESLG,RES, DES EA
		Analyse	March 2009	Survey complete,		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		results - ensure incorporated into Deptal business plans		consultants analysis published. Discussion and action planning ELOG and CEDSG March 2009		
3.3	Equitable Corporate Complaints process	Sexual orientation to be added to customer monitoring	April 2007	Sexual orientation to be added to monitoring categories on all forms and information added to RESPOND, the complaints database	✓	1.3.1 3.3.2 3.3.3 3.3.6 RRAA RES EE(SOR) EE (RBR) EA
		Religion and Belief and Age to be added to complaints database monitoring	2008-2009	Equalites team and Complaints team working on a new equality monitoring page in RESPOND to allow detailed monitoring of		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				figures.		
		Analysis to be reported regularly.	2008-2009	Implementation following additional information gathering as above- based on CRE monitoring guidelines		
3.4	Enable collection of hate incidents to inform effective actions to reduce incidents across the county. See also Employment - Number 6.17	Remit of common monitoring project (Notts Hate Incident Partnership-NHIP) to be expanded to include hate incidents	March 2007	NHIP county steering group meet with statutory agencies and voluntary sector managers 4 times a year Launch February 2008	✓	1.2.8 RRAA RES BV 174 BV175 DES EE(RBR)
		Corporate procedures for collecting incident information to be established	August 2007	Fixed term sub group of CEG and self managed workers group reporting to CEG September 2006	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		and implemented				
		Devise a corporate policy on harassment of employees by customers- incorporate requirements of Notts Hate Incident Partnership	July 2007	Agreed at CEG, CEDSG and Trade Unions July 2007	✓	
			May 2009	Maggie Else Add to MRC	✓	
		Review with Police and City Council - Re launch NHIP following 6 month review	October 2009	REC funding agreed by Cabinet (February 2009) for April - October 2009	Maggie Else/Andy Peacock/Wendy Young	
		Training of staff at front line service points	Ongoing	Police and REC to do initial training, followed by cascade training locally as required .	✓	

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				Included in eBriefings		
3.5	Improve processes for gathering information on aspects of school life such as bullying, education attainment and participation in school activities	Specific target added to CYPP - Reduce the proportion of children and young people reporting a) concerns about and b) being bullied by 10% by 2009	2009	Relevant actions included in CYPP Draft Plan 2007/9	Malcolm Brookbanks	DES RES EA Children's and Young Peoples Plan (CYPP) 2007/2009
3.6	Establish a range of monitoring groups	Champions Liaison Group (highlight reports re Equality Standard, legislation and CEP)	Monthly	Convened 2003 ongoing	✓	1.2.3 1.2.6 1.3.3 1.3.4 2.1.4 2.2.3 2.2.4 2.2.6
		CLT (current/ forthcoming projects)	As necessary		✓	3.1.8 3.1.10 3.1.7
		CEDSG	Quarterly	Convened 2005	✓	3.3.3

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
3.7		(strategy)		ongoing		3.3.6
						3.4.4
		Departmental monitoring groups (except CEXs)	Quarterly	Convened 2000 ongoing	✓	4.1.3
		Self managed workers Groups (involvement in decision making processes)	Monthly	First group convened 1976 ongoing	✓	4.1.6
		EqIA Quality Assurance Group	Bi Monthly	Internal staff. Group established December 2006	✓	RRAA
		Publish Corporate Monitoring Policy	December 2008	Draft agreed at CEDSG - July 2007	✓	EA BV CPA EE(SOR) EE(RBR)
4	SERVICE DELIVERY AND CUSTOMER CARE					
	Strategy					
4.1	To link into the work of community	STRATEGIC PLAN	April 2006 - March 2010	Published at www.nottinghamshire.gov.uk/home	✓	1.2.7 2.2.2 3.2.5

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	related corporate projects and strategies:	Implement Strategic Plan		/your_council/all_togetherbetter		4.1.6
			June 2007	Review as part of Annual Performance Plan	✓	RRAA RES DDA DES
		COMMUNITY COHESION STRATEGY Publish Community Cohesion Strategy and Action Plan	September 2007	<ul style="list-style-type: none"> Corporate group established 2004 £50k projects supported 2005/6 Partnership with Inter Faith Council established Action plan consultation March - August 2006 Draft copy	✓	EE(SOR) EE(RBR)

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				available from safercommunities.cc@nottscc.gov.uk		
		COMMUNITY STRATEGY Publish Community Strategy	April 2006 -April 2009	Sustainable Community Strategy approved by Nottinghamshire Partnership September 2005	✓ Alistair McGrady	
		LOCAL AREA AGREEMENT Develop and implement Local Area Agreement (LAA)	June 2008	Nottinghamshire Partnership and equality principles embedded. Implementation plan to include disaggregated NI targets http://www.nottinghamshirepartnership.org.uk/index/laa/laadocuments.htm		
		Publish NCC impact	March 2008	Complete EqIA assessment for		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		assessment (EqIA) on transition LAA		LAA themes		
		COMMUNITY ENGAGEMENT STRATEGY - Publish Community Engagement Strategy	December 2006	Nottinghamshire Consultation Practitioners Forum established June 2006	✓	
		- Public Engagement Policy (and NCC plan)	October 2005	Copy available from www.nottinghamshire.gov.uk/home/whatdoyouthink	✓	
		COMMUNITY SAFETY STRATEGY - Publish Community Safety Strategy	September 2006	Copy available from www.nottinghamshire.gov.uk/home/youandyourcommunity/staysafe	✓	
		- Publish Community	October 2006		✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		Safety Action plan				
Community consultation						
4.2	Give visible high level support to minority groups in the county	Programme for Leader/ Deputy Leader/Champions' visits to minority groups led by research into community activity. To include all equality areas	Ongoing	Communities and associated faith groups include: Bangladeshi Chinese Greek /Cypriot Indian and ICCA Gypsy and Traveller West Indian Caribbean Vietnamese	✓	1.2.1 1.2.4 2.2.1 2.2.3 2.2.5 3.2.4 RES DES
		Civic support for minority and hard to reach groups	Annual programme June 2008 - May 2009	Programme of visits for the Chairman of Council, including Gypsy and Traveller sites, CLGBTG, Vietnamese community, Chinese Welfare Association, Asian lunch and	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				social clubs, disability sports events		
		Continue core funding and support for groups and organisations eg CVS, REC	Ongoing	Budget allocation annually in March	✓	
				Councillors and community development staff active participation in management boards	✓	
4.3	Establish systematic process for involvement and consultation on equality and diversity with designated community groups	Establish Countywide Diversity Forum (see also Number 4.3)	May 2007	Partnership with NAVO - external representative community groups and statutory agencies	✓	
		Establish Independent Equality Advisory groups and County Diversity Forum for	July 2007	First meeting of key stakeholders 11 May 2007	✓	2.2.1 3.1.3 3.2.3
	September 2008 - September 2009		Disability, Race and Ethnicity, LGBT , Religion and Belief in progress.	Jacqui Bell(CEO, NAVO)/, Maggie Else	3.2.4 3.2.6 DES RES EA	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		consulted on EqIAs and other issues (see number 3.8)				
		Citizens Panel of 8000 people fully representative of the community to be established for consultation	October 2008	Fully accessible process of recruitment and selection underway. All equality groups will be represented	✓	
	Equality data mapping	Annex to Con of Notts?	Summer 2009		Faye Booker	
4.4	Removal of Racist Graffiti	District Councils to action through Safer Neighbourhood Action Plans	Ongoing	Included within Nottinghamshire Multi Agency Countywide anti-social behaviour action strategy. christopher.walker@nottscc.gov.uk	✓	1.2.8
Partnerships						

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
4.5	Ensure that all partners are aware of their equality and diversity obligations relating to NCC corporate policy and legal requirements	LAA Partnership operational arrangements	April 2008	Lead Officer for LAA to include equality obligations and clauses relating to partnership working	✓	3.1.3 2.2.7
		All partners to receive access to free learning and development	August 2007	<ul style="list-style-type: none"> Briefing note and audio to be added to the Partnership website - www.nottinghamshirepartnership.org.uk CD of above to be available to all other partners 	✓	
4.6	Meet all legislative	Agree County Code of	March 2008	Gypsy and Traveller Liaison	Richard Hanson	RRAA RES

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	requirements relating to Gypsies and Travellers	Conduct/Protocol and obtain sign up from all relevant agencies		Officer (GTLO)		HRA EE (RB) EE (SO) 2.2.3 3.2.3 Home Office guidance "Managing Unauthorised Camping"
		County accommodation needs assessment of Gypsies and Travellers (Led by Newark and Sherwood DC)	October 2006	Report published April 2007	✓	
		Continue to support the NGLG and Health and Well Being of Gypsies and Travellers Strategy	Ongoing	<ul style="list-style-type: none"> • Group established 2001 • Health passports for Travellers now a national pilot • New Health 	✓ ✓ ✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				Advisor for G and T appointed January 2007 - see 4.18		
		Appoint Gypsy and Traveller Liaison Officer	April 2007	<ul style="list-style-type: none"> Based at NAVO NCC and NAVO management group 	✓	
4.7	Meet legal requirements regarding CC Gypsy and Traveller transit site	Agree pitch allocation criteria and site status	July 2008	Corporate Property to discuss with site management	Richard Hanson	
Communication						
4.8	Enable access to all information, promotional and management material via a variety of formats	Update and expand Equalities in Communication element of Corporate Communication	March 2008	Copy available from corporate.communications@nottsgov.uk	Liz Lesquereux	DDA RRA 3.2.2 3.3.3 RES DES

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		ns Strategy				
		Liaison with Corporate Communications' Practitioners' group and associated action plans	Ongoing	Equalities team to regularly brief the group on current equality issues	Liz Lesquereux	
4.9	Implement an effective translation and interpreting service	Review the use of translating and interpreting services, including NCC service/ Braille Bureau covering all written, spoken and sign languages	February 2006	Draft policy agreed April 2006	✓	
Access						
4.10	Ensure all IT systems are accessible	Chief officer to convene an IT accessibility	November 2007	New governance group to be established after enabling		3.3.3 3.3.4 DDA 2004 BV 156

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		group to be part of IT governance framework / ICT Board		process. Top 7 priorities for Resources business plan		ADA EA
		Improve procedure for disabled staff who have particular access requirements	October 2007 (draft policy)	Head of OHU to write OHU policy on reasonable adjustment process for disabled employees		
4.11	Ensure access to all public areas of all Council buildings - see Notes - page 42	DDA 2004 Corporate Group established 2001	100% accessible by March 2008	£2million spent - 85% accessible December 2006	✓	
4.12	Ensure all public County Council land is accessible and promote NCC country parks and footpaths to all community groups	Full impact assessment/SDR on all aspects of services	Various - up to December 2008	Impact assessment/SDRs in progress <ul style="list-style-type: none"> • Access to County Contact • Access to library services 	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				<ul style="list-style-type: none"> Physical access to library buildings Countryside Access Country Parks Service : Marketing Country Parks Service : Physical access and buildings www.nottinghamshire.gov.uk/esdreviews		
Specific Gender Targets						
4.13	Ensure all obligations of new legislative requirements relating to gender issues are addressed	Update Gender Equality Scheme	April 2009		✓	EA SDA BV011a
		Chief Exec and Champion from CEDSG	September 2006	First meeting 12 th October 2006	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		to convene Gender issues Group to address career development issues	September 2007	Focus group established tasks to be examined, include differentials within salaries and target setting	Jayne Francis	
Specific Age Targets						
4.14	Implement Opportunity Age in Nottinghamshire 2006 - 2009	Complete SDR as strategy progresses	October 2006	SDR published	✓	1.1.2 2.1.3 BGOP NSF AGA
		Improve services to socially excluded older people	2009	Partnership governance arrangements to include the Countywide Older Peoples Strategic Partnership, Nottinghamshire		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				Older Peoples Board and Locality Implementation Groups		
4.15	Ensure that older people are systematically involved in the Councils decision making process	<p>Involve the monitoring groups in equality impact assessment/S DR processes</p> <p>Ensure that older people have representation on the strategic county Groups, eg LSPs, LAA etc</p>	December 2008	Consultant establishing 6 Independent Advisory Groups, including Age	Richard Morley/ Jane Zdanska/ Felicity Briton/ NAVO	
4.16	Ensure that IEAGs and Diversity Forum are supported by NCC	Diversity Officer Community Involvement and	November 2008			EA, CAA

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		Partnerships to be appointed				
Specific Sexual Orientation Targets						
4.17	Examine the implications of the goods and service provisions of the Equality Act 2006	Ensure that the authorities specific legal obligations are met with regard to LGB customers	1 st May 2007	Discussions with the CLGBT sub group underway Action plan to be finalised when the EA Codes are available for consultation	✓	EA EE(SO)
	Continue support for LGBT issues	Complete submission to Workplace Index	September 2008	Improved position in January 2009	✓	EA, CAA
Asylum Seekers and Economic Migrants						
4.18	Increase awareness of asylum seekers and economic migrants activity within the county	Develop a picture of asylum seekers and economic migrants within the County and put measures in place for	October 2007	NCC research team working with relevant local agencies to map economic migrant activity.	✓	RRAA RES EE (RB) 2.2.3 3.2.3

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		needs assessment.				
Health and well-being						
4.19	Ensure that tackling and reducing health inequalities across communities with health partners takes account of needs and aspirations of disadvantaged groups	Traveller health and well-being working group established - partnership across agencies, led by health partners	January 2007	Appoint liaison officer See 4.5	✓	CPA DDA DES RRAA RES EA
			September 2006	Health Inequalities Team Leader to join county group	✓	
		LAA implementation plan to reflect health needs of bme groups	June 2008	Health targets to be disaggregated		
Equality Impact Assessment (EqIA)						
4.20	Establish systems to maintain and monitor EIA system	Maintenance of system via project group - Reviewed and updates	March 2009	IT updating	Margaret Radford	1.1.4 1.3.2 2.1.2 2.2.2 2.2.4

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		agreed December 2008				2.2.5 2.3.1 3.2.1 3.3.3
4.21	Ensure staff understand the need to do impact assessments and are trained to use the EqIA system - see 2.1 and 5.1		Ongoing	Drop in sessions Workshops Incorporated in impact assessment briefing to targeted staff	Margaret Radford	3.4.9 4.1.2 4.1.6 RES RRAA DES DDA
4.22	Ensure that Members understand their specific legal obligations relating to SDR/impact assessments See 2.1	OSC review complete (see 2.1) Scrutiny team ensuring that recommendations are acted on.	Ongoing	All Councillors to consider and ensure fairness of decisions taken by examining SDRs and outputs from them.	Cllr Llewellyn Jones	
4.23	Ensure quality impact assessments are carried out on all services		Ongoing	Monitoring via EQIA QA group	Margaret Radford	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
Procurement						
4.24	Ensure that all elements of procurement meet County Council equality objectives and current legislation http://www.nottinghamshire.gov.uk/home/your_council/sellingtonottinghamshirecountyCouncil/procurementandequalityofopportunity.htm	Carry out internal audit	June 2006	Internal audit 1 st review 2004 2 nd April 2007 3 rd March 2009	✓	1.3.3 2.2.7 2.3.3 3.1.4
		EqIA Procurement Strategy	June - October 2008		Deborah Hinde	3.3.7 3.3.8 4.2.6
		Establish a cross functional Procurement Board that represents the authority on all procurement related decisions and coordinates all actions Involving advice from CEDSG, CEG and CPU as appropriate and linked	December 2006		✓	4.3.2 5.3.8 RRAA RES DDA DES EA

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		with the 3 year procurement business plan				
		Monitor through CPU and category manager network and Procurement Board	October 2006 - August 2009	Procurement business plan agreed and implementation in progress	Head of Procurement	
		Ensure organisations tendering for contacts and other related functions eg commodity and service board contacts have robust equality policies and procedures in place	August 2009	Implicit within the above		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		Develop proposals to meet procurement requirements of Level 2,3,4	August 2008	Report to go to Corporate Procurement Board		
		Refine and update equality clause	November 2007		✓	
5 LEARNING AND DEVELOPMENT						
5.1	Equality and diversity learning and good practice to be rolled out across the council to all staff, Members and partners by quality staff training and development	Develop and implement equality and diversity learning and development strategy 2005 - 2008	April 2005 - September 2007	<ul style="list-style-type: none"> • Introductory eBriefing launched to 2,500 managers • Impact assessment/SDR briefing to targeted staff 	✓	1.1.6 1.4.9 2.4.8 3.4.5 3.4.6 3.4.7 3.4.9 RES RRAA DDA DES EE (SOR) EE (RR)
			Launch June 2007	6 equality briefings for all staff - Age, Gender,	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				Sexual Orientation, Race, Religion and Belief, Disability		
		All partners/consultants to receive copy of CD/DVD	August 2007	2000 copies produced	✓	
5.2	Ensure equality objectives and targets are built into appraisal systems for managers	Equality and diversity competency established in all staff appraisal systems :	December 2008	Valuing Diversity - Key Leadership Skills programme in place	Brian Fairchild	
		Top tier managers	May 2007		✓	
5.3	Ensure equality objectives and targets are built into core competencies for all staff	Final stage of above programme for all staff	September 2007 - March 2008		Brian Fairchild	
6	EMPLOYMENT					
	Diversity					

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
Survey						
6.1	Encourage more staff to return completed forms	Chief Exec/Leader/ Equality Champions to provide reassurance of confidentiality 10% increase in overall returns ie 40% return	August 2008	3rd Diversity survey planned for June 2008 as part of employee survey	✓	EE (RR) EE(SO) RRAA DES EA
6.2	Managers to use survey info	Departmental monitoring teams to analyse trends and set departmental targets	March 2009		Departmental equality groups/ managers	
Equality schemes						
6.3	Ensure all employment policies, actions and monitoring	Task group including lead officers for equality in	Various - see number 1.2	Groups established - see Number 1.2 for detail	✓	3.4.1 DDA RRAA

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	are consistent with statutory equality schemes	employment, community members and staff				
Mediation						
6.4	Enable employees to address E & D issues informally	Develop and implement corporate mediation scheme for all staff	October 2007		✓	Staff E & D survey Q 24, 2005 HR Strategy
Addressing under representation						
	Improve recruitment of employees from under represented groups	New Head of Service function leads and coordinates specific workforce planning/ succession planning/ recruitment initiatives including : coordinating representatio	2009	<ul style="list-style-type: none"> Head of Service post appointed October 2006 All actions included in Excellence through People - HR Strategy 2006 - 2009 		1.4.1 1.4.2 1.4.6 1.4.7 2.1.5 2.4.2 2.4.3 2.4.6 3.3.3 3.3.6 3.4.2 DES RES GES BVSR - PIYDA

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		n at recruitment fairs with personnel staff and self managed staff groups				(Rec. 4)
6.5	Ensure publicity for vacancies does not unfairly restrict the range of applicants	Part of the Recruitment and Selection EqIA	December 2008	begun May 2007		1.4.5 2.4.4
Workforce Profiling (see also Appendices page 36)						
6.6	Validate equality monitoring data held on employees	Employees to be asked to voluntarily declare personal information related to	December 2007 - 2010		✓	RES DES CPA

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		diversity monitoring on a rolling programme				
6.7	Publish corporate policy on employee monitoring and evaluation	Policy to include categories and cover all aspects of corporate equality monitoring	December 2007	Draft to CEG and CEDSG April - July 2007	✓	3.1.2
6.8	Seek agreement on how future targets will be set at a corporate level	New system agreed with HRLG, CEG, CEDSG	July 2007	Extensive consultation between September 2006 - August 2007 involving, CEDSG, CPG, HRLG and CEG.	✓	1.4.2 1.4.7 2.4.6 3.1.9 BV11a & b BV16 BV17 DDA
			September 2007	Corporate working group to be established to research current workforce data and set future	✓	DES EE (SO) EE (RB) RRAA RES CPA Diversity Survey 2005

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				targets		
			Septembr 2007	Corporate targets for 2007/8 will be set at SMB	✓	
6.9	Ensure equal treatment across all equality groups in respect of: - recruitment monitoring - harassment/ disciplinary/ grievance procedures - training and development take-up	Benchmarking exercise to establish how and what workforce profile information will be collected within the new structure with Corporate HR; ESC; LDS (Learning and Development System)	December 2006 onwards	Employee Service Centre (ESC) and CEDG have agreed a process for statistical collection	✓	1.2.8 1.4.2 1.4.7 2.1.5 2.4.6 4.1.2 RRAA/RES DDA/DES EE(SO)/EE(RB) EA 2005 E&D survey Q?
		Monitor case work in terms of equality issues	Ongoing			

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	Ensure equal access to : - parental leave scheme, - adoption leave scheme, - flexible working - maternity leave scheme, - career break scheme - pensions scheme	Develop carers leave scheme	April 2007	On target for implementation	✓	
		Develop flexible retirement policy	January 2007	On target for implementation	✓	
		Ensure legislative changes are implemented	October 2006	All aspects of new legislation is being incorporated into current policies - specifically - age discrimination, sexual orientation and religion and belief	✓	
			April 2006	Sexual orientation provisions of Equality Act incorporated into current policies eg single sex pensions	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		Promote and publicise schemes to all staff	Ongoing	Systematically promoted at EPDR, induction, intranet, internet etc	✓	
6.10	Build up a picture of where and who we recruit from	Expanding currently available information on community profiling to include a wider range of equality groups	December 2008		Faye Booker	2.4.2 3.4.2 4.4.5
6.11	Continue to support the Hate incidents (Common Monitoring Scheme) See also Monitoring - Number 3.4	Launch a corporate policy on harassment of employees by customers to include procedures for recording hate incidents linking to the Common	October 2008	Agreed to extend Common Monitoring Scheme to include all hate incidents at June 2006 CEG	Jack Markiewicz	2.1.5 BVPI 174/175 RRAA RES DDA DES

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		Monitoring Scheme				
6.12	Respond to Equal Pay Act (EPA)	Respond to new pay structure	November 2008	Included as part of the phase 2 programme When pay strategy agreed will be equal pay audited	✓	1.1.5 1.4.2 1.4.3 1.4.4 2.4.1 2.4.3 3.4.3 3.4.11 5.4.5 RRA/RES DDA/DES EA
6.13	Age discrimination 2006 (career development)	Publish guidance for staff	October 2007	Review all recruitment documents in line with new age regulations Include in Corporate Strategy - eBriefing to be issued in October	✓	Q 17 diversity survey
		Provide Learning and Development for employees	October 2007			
Hostile environment						
6.14	Raise awareness of inappropriate behaviour at work	Reduce number of discriminatory jokes and comments in	December 2008	The results of the 2005 2nd Diversity Survey indicated that 21.6% of staff	Maggie Else	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	LEAD OFFICER / OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		the workplace		heard discriminatory jokes and comments in the workplace during the last 12 months In 2008 this figure will be reduced to 15%		
		Include in the Corporate learning and development strategy	June - September 2006	First equality briefing circulated April 2006	✓	EA 2.1.5 2005 E&D survey EE(SO) EE(RB)

NOTES Update

<p>BVPI 156 and DDA 2004</p>	<p>BVPI 156 is measured by Part M of the building regulations and we expect to have 100% accessible to this standard by April 2007. In addition to this our buildings are accessible within DDA legislation and to the satisfaction of our customer groups. The Council do not believe that Part M on its own is good enough for customers and would like to see BVPI 156 measured differently. The Corporate Equality Officer has been in discussion with DCLG and Audit Commission and it is expected the indicator will change, but probably not until 2007/08.</p>
<p>Other BVPIs There are several additional BVPIs relating to improvements for disabled people that are included in Departmental Equality Action Plans. Eg</p>	
<p>BVPI 165</p>	<p>Adaptations for pedestrian crossings for disabled people Monitored by the Communities Department</p>
<p>BVPI 178</p>	<p>Length of footpaths and other rights of way that are easy to use by members of the public. Monitored by the Communities Department</p>

This document is available in other formats.

Please contact Maggie Else - Service Manager Equality and Diversity

phone 0115 9774438

fax 0115 9773030

email equalities@nottsc.gov.uk

APPENDICES

Appendix 1

WORKFORCE MONITORING 2006

Statistical information

1.1 *Gender*

1.2 *Disability*

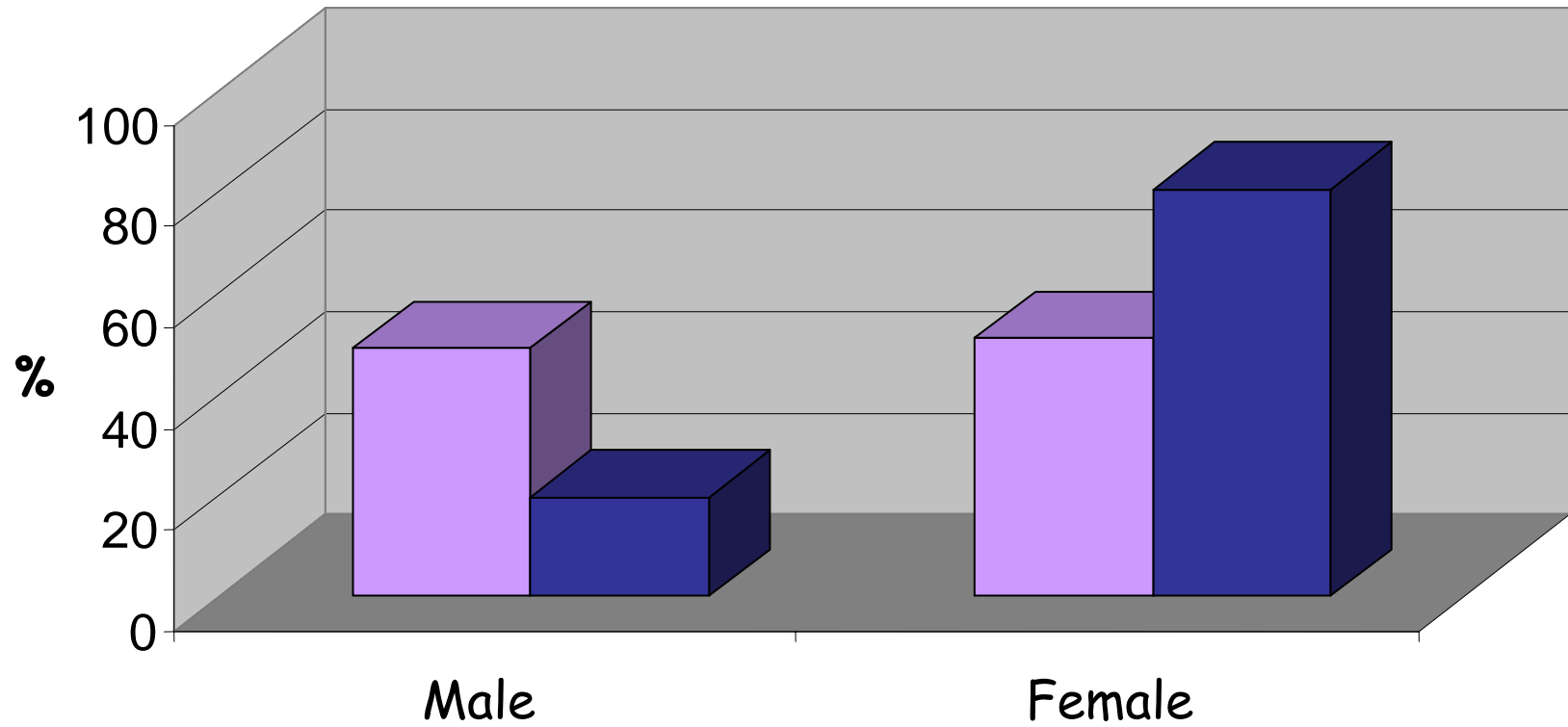
1.3 *BME*

1.4 *Age*

Appendix 2

EQUALITY CHAMPIONS

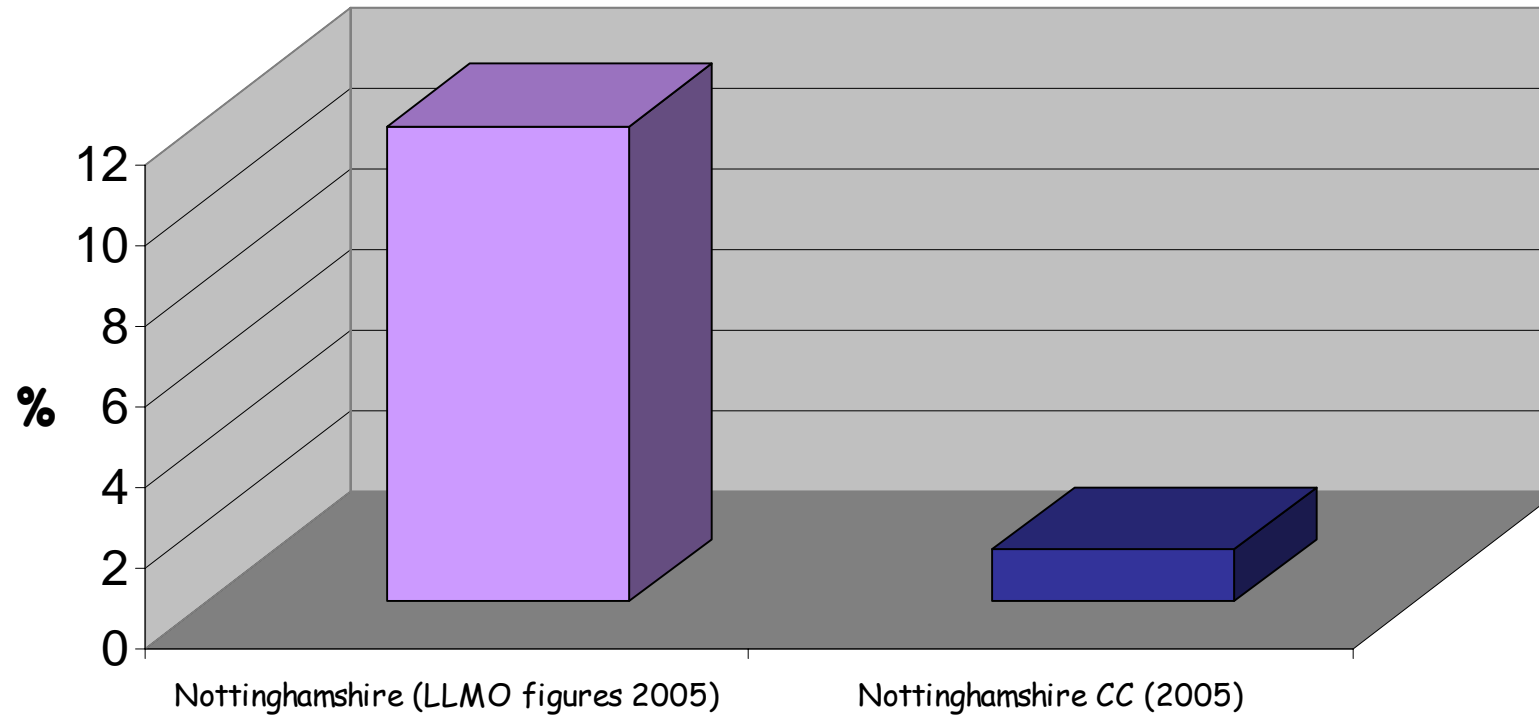
GENDER



■ Nottinghamshire (2001 census) ■ Nottinghamshire CC (2005)

Appendix 1.1

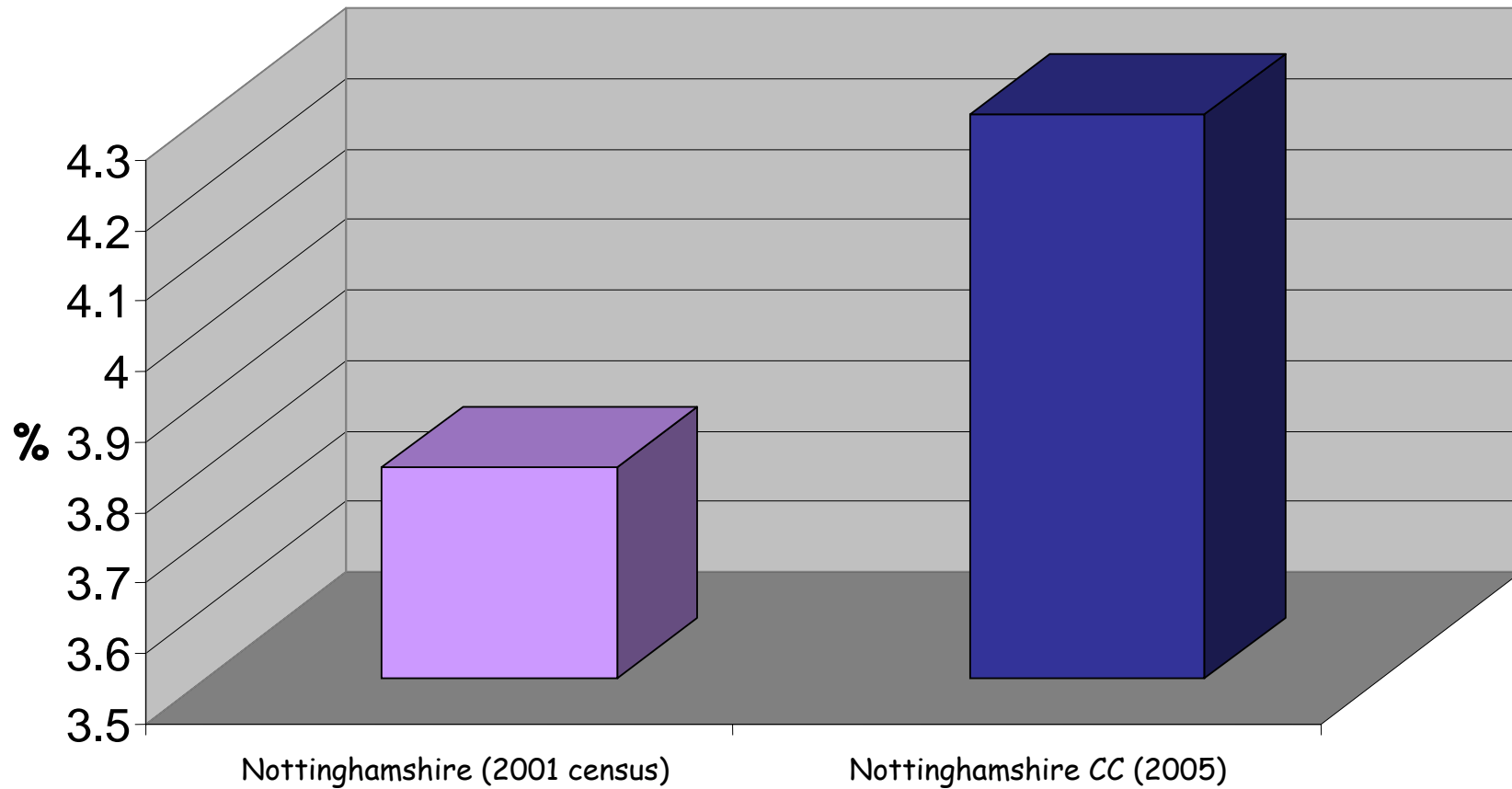
DISABLED PEOPLE (AVAILABLE FOR WORK)



■ Nottinghamshire (LLMO figures 2005) ■ Nottinghamshire CC (2005)

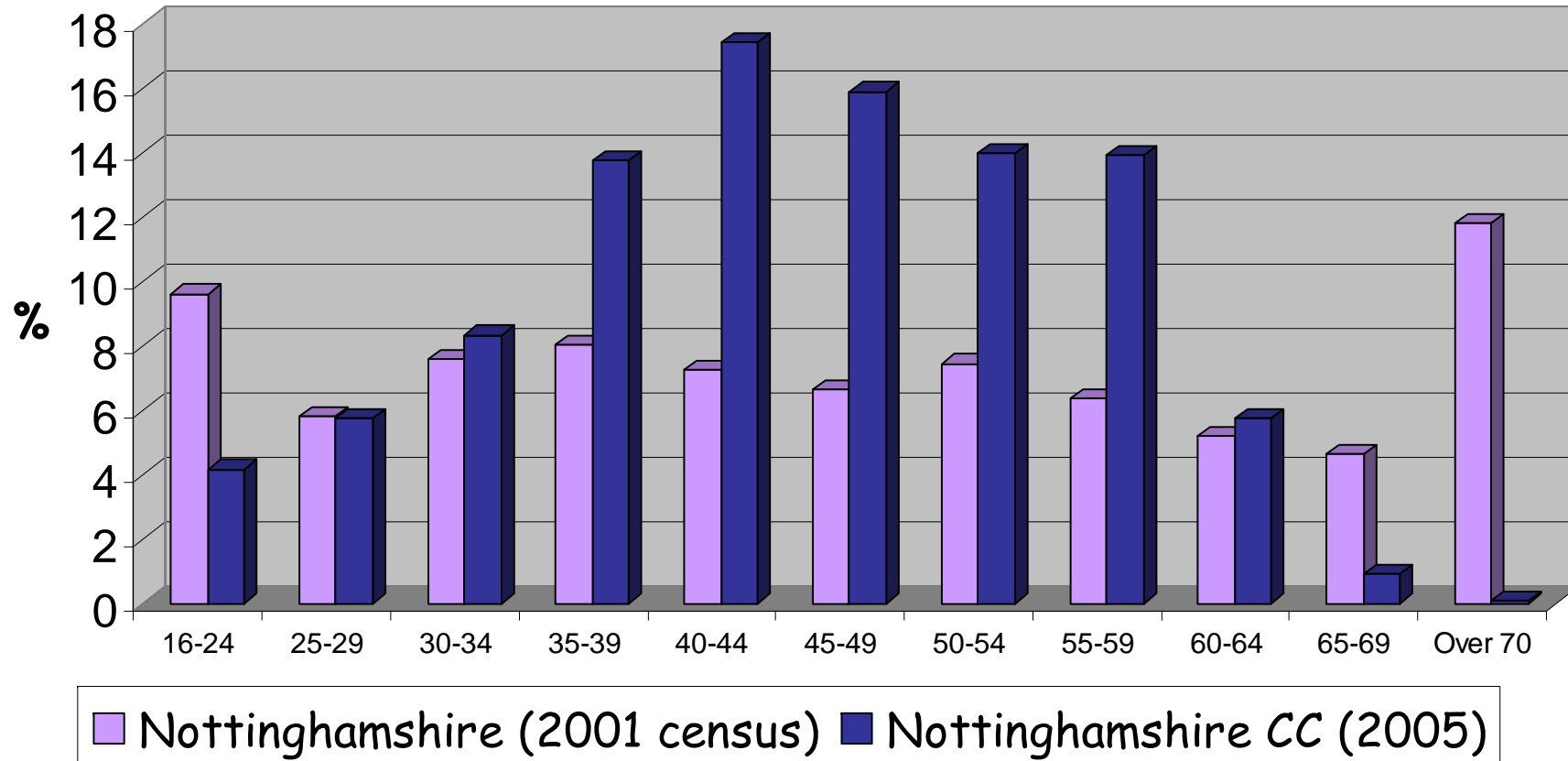
Appendix 1.2

BME



Appendix 1.3

AGE



Appendix 1.4

Appendix 2

EQUALITY CHAMPIONS		First appointed
Overall Equality Champions	Leader - Cllr David Kirkham Chief Executive - Mick Burrows	May 2004
DISABILITY		
Disability Champion	Service Director Human Resources - Marge Toward	May 2006
Member Champion	Cllr Alan Rhodes	April 2008
GENDER		
Gender Champion	Head Of Law and Democracy - Jayne Francis	July 2006
Member Champion	Cllr Mick Storey	April 2008
AGE		
Age Diversity Champion	Service Director Strategic Resources - Linda Bayliss	July 2006
Member Champion	Chair Of County Council - Cllr Joan Taylor	April 2008

SEXUAL ORIENTATION		
Sexual Orientation Champion	Service Director Strategic Resources - Steve Edwards	February 2007
Member Champion	Cllr Mick Storey	April 2008
RELIGION AND BELIEF		
Religion and Belief Champion	Acting Strategic Director Communities - Steve Calvert	February 2007
Member Champion	Cllr Pat Lally	April 2008
RACE		
Race Equality Champion	Steve Sankey	February 2007
Member Champion	Cllr Jim Creamer	April 2008

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