

# CORPORATE EQUALITY PLAN

2006 - 2008



# CORPORATE EQUALITY PLAN 2006-2008

## INTRODUCTION

The Corporate Equality Plan (CEP) 2006-2008 shows how Nottinghamshire County Council will continually improve to meet the national diversity agenda.

All local authorities must follow the Equality Standard for Local Government 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](http://www.idea-knowledge.gov.uk)

The CEP is updated and reviewed every 2 months at Corporate Equality Group following consultation and feedback from internal equality groups, eSDRs, community groups and our partners.

This 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 and includes many actions needed to reach Level 4. It also indicates where progress may be made towards Level 5.

Necessary actions for legislation are explicit throughout. The CEP is also the action plan for the Race Equality Scheme 2005-2008 [www.nottinghamshire.gov.uk/race\\_equality\\_scheme\\_final.pdf](http://www.nottinghamshire.gov.uk/race_equality_scheme_final.pdf), the Disability Equality Scheme 2006 - 2009 [www.nottinghamshire.gov.uk/disability\\_equality\\_scheme\\_final.pdf](http://www.nottinghamshire.gov.uk/disability_equality_scheme_final.pdf) and the Gender Equality Scheme to be published April 2007.

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

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](http://www.nottinghamshire.gov.uk/esdreviews)

Diversity planning and target setting is a rigorous process led by the Corporate Equality Group (CEG) 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

December 2006

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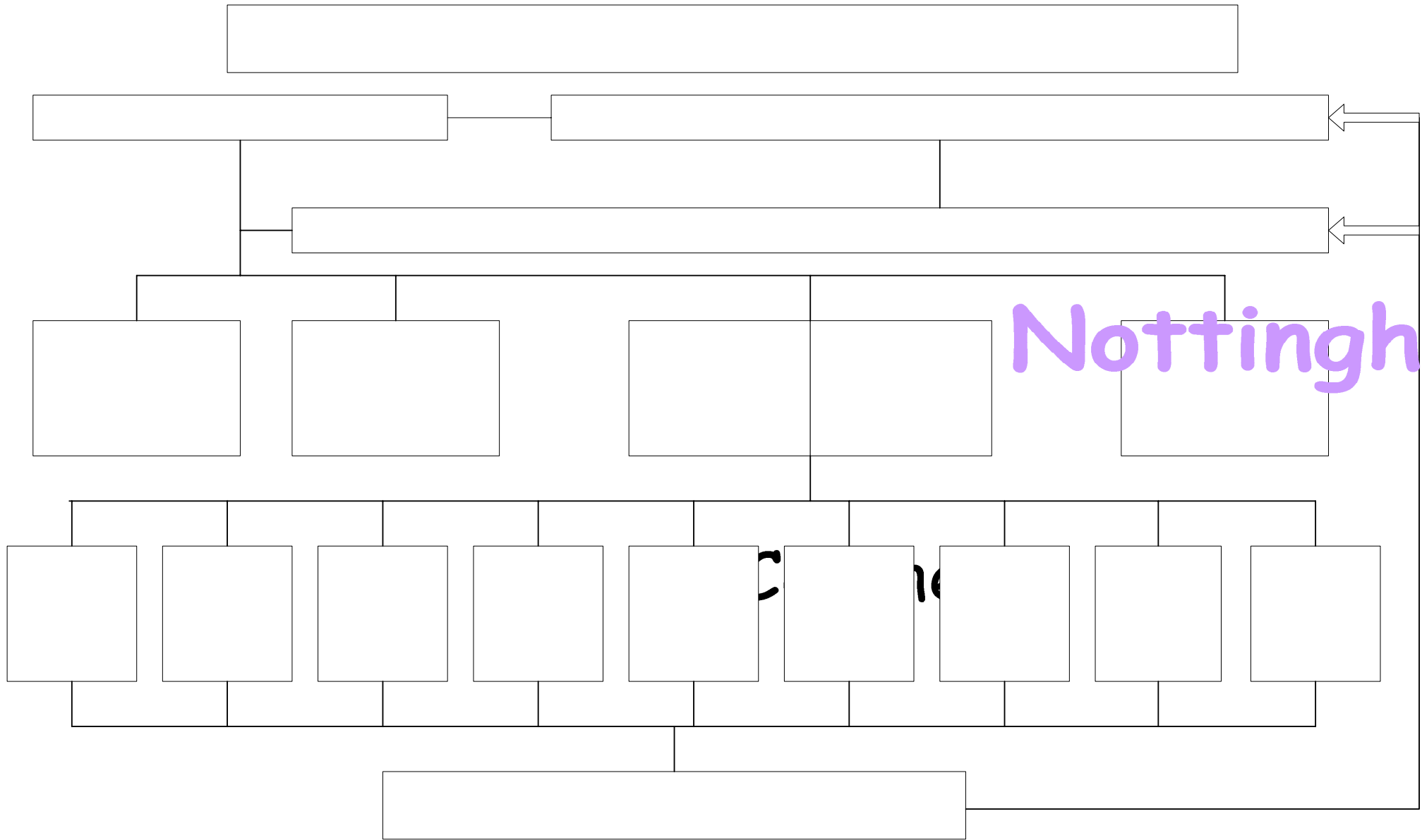
## ABBREVIATIONS

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
CEG	Corporate Equality 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
eSDR	Electronic Service Diversity Review
ESC	Employee Services Centre
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





Nottingham

## CORPORATE EQUALITY ACTION PLAN 2006/2007

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION	
1	<b>LEADERSHIP AND CORPORATE COMMITMENT</b>						
1.1	Update equality and diversity policy	Publish updated edition of Diversity and Equality Policy	December 2006	Latest update - January 2006		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 RRAA 1.2.2 RES 1.2.5 CPA 1.3.3 BV 1.4.1 DDA 1.4.8 DES 1.4.9 EE(SO) 2.1.1 EE(RR) 3.1.1 EA 3.1.5 3.1.10 3.2.1	
		Publish departmental equality plans	April 2007		✓	3.2.6 3.3.1	
		Publish other service action plans as require	As needed	Ongoing			3.3.2 3.3.9
		Publish RES	Jan 2006		✓	3.3.1 3.4.1	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION	
		Publish DES	Dec 2006		✓	DDA DES	
		Publish GES	April 2007	- CEG to give consideration to publishing NCC Equality Scheme - Gender Equality Champion appointed September 2006 - Gender Issues Group convened by Champion Sept 2006		SDA EA RRAA	
1.3	Ensure departmental equality and diversity plans are produced and reflect corporate requirements	Departmental plans produced by departmental equality teams	April 2006	5 <sup>th</sup> annual plans published April 2006	✓	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 high level support for the diversity agenda and support and resources for self managed workers groups	Provide annual equality and diversity budget	Ongoing		✓	1.1.6 2.2.1 3.1.6	
		Use for consultation on policies, procedure and impact assessments			✓		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		Support and finance all existing and any new self managed groups			✓	
1.6	Equality Champion for each equality area (Member and officer)	Champions to be appointed via Corporate Equality and Diversity Strategy Group	May 2007	Overall Equality Champions appointed May 2004 - Leader (specialising in race) and Chief Exec Disability Member Champion appointed May 2005 Disability Officer Champion appointed May 2006 Gender Equality Officer Champion appointed July 2006 Appointments for age and sexual orientation to follow		EA GES DES DDA
1.7	Ensure adequate resources are provided to carry out strategic equality function	Bid within budgets	December 2006	- Budget allocation for corporate equality and diversity £11K - Two full time staff - Strategic lead officers in all departments		DES DDA 2.2.4 3.3.4
2	<b>SCRUTINY</b>					
	<b>Overview and Member Scrutiny</b>					
2.1	Ensure scrutiny for all equality functions	Liaison and regular contact with the Overview and Scrutiny Committee	Ongoing	Advice and briefing as required <ul style="list-style-type: none"> <li>Formal presentation November 2006</li> </ul>		1.2.3 2.1.4 2.2.4 3.1.8

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				<ul style="list-style-type: none"> <li>Procurement - Select Committee will be considering equality in procurement</li> <li>Education- particular consideration of how equality issues are dealt with in Education Scrutiny</li> </ul>		
		Cabinet	Ongoing	Formal presentation annually		3.2.1 4.1.2 3.2.4 4.1.2

### 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 assessment and monitoring	Include all LGA performance indicators within PRIDE	October 2006	Successful pilot in Environment department complete		EE(SO) EE(RB) 1.2.3 2.1.4 2.4.6 3.1.2 3.3.6 4.3.1
		Ensure full equality monitoring is included in all employee and customer feedback ie add religion, belief and sexual orientation to all	September 2006 - October 2006	<ul style="list-style-type: none"> <li>County BV user satisfaction survey 2006 includes all NCC categories</li> <li>Corporate Complaints</li> </ul>		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		NCC customer monitoring forms		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 <sup>rd</sup> Equality and diversity survey, increase number of staff returning completed survey by 10%	September 2007 (40% return)	Diversity Working Group to re-convene November 2006		LGA standard RES, DES EA
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
		Analysis to be reported regularly.	April 2007	Implementation following additional information gathering as above- based on CRE monitoring guidelines		EE(SOR) EE (RBR) EA
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		1.2.8 RRAA RES BV 174 BV175 DES
		Corporate procedures for collecting incident information to be	January 2007	Fixed term sub group of CEG and self managed workers group reporting to		EE(RBR)

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		established and implemented		CEG September 2006		
		Devise a corporate policy on harassment of employees by customers- incorporate requirements Notts Hate Incident Partnership		Notts Hate Incident Partnership and customer policy corporate launch date to be decided via above		
		Publish a range of corporate publicity		Task of above group - will replace existing stocks of race incident promotional material		
		Training of staff at front line service points	Ongoing	Police and REC to do initial training, followed by cascade training locally as required	✓	
3.5	Improve processes for gathering information on aspects of school life such as bullying, education attainment and participation in school activities	Strategic meeting between equalities team and Lead Officer for CYPP	2006 - 2009	Took place November 2006	✓	DES RES EA Children's and Young Peoples Plan (CYPP) 2007/2009
		Relevant measures to be decided by CYPP steering group	December 06 February 07	Actions ( legal obligations and good practice) to be included in CYPP 2007/9		
3.6	Equality and diversity targets embedded into the Institute of Customer	Evaluate pilot project and analyse the make up and diversity of	December 2006	Evaluation of pilot in progress. Monitoring form will be circulated to all		1.3.1 3.3.2 3.3.3

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	Service -ICS Customer Service Award Programme  See also 5.3 - Learning and Development	participants		pilot participants		3.3.6 RRAA RES EE(SOR) EE (RBR) EA
		Introduce equality and diversity monitoring of application forms the next round of the programme	January 2007			
		Undertake a Service Diversity Review to be used as model practice	December 2006	First stage complete November 2006		
		Raise awareness about the ICS customer service awards programme at all of the corporate diversity groups	January 2007	ICS awards leaflets distributed at all workers groups meetings Customer Services Manager guest speaker at consultation	✓	
3.7	Establish a range of monitoring groups to achieve the above	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 3.1.8 3.1.10 3.1.7 3.3.3 3.3.6
		SMB (current/ forthcoming projects)	As necessary		✓	
		CEDSG (highlight reports re Equality Standard, legislation and CEP)	Quarterly	Convened 2005 ongoing	✓	
		CEG (as above, plus inclusion of	Every 2 months	Convened 1999 ongoing	✓	



	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		departmental issues, new legislation and amendments to Equality standard)				3.4.4 4.1.3 4.1.6 RRAA EA BV CPA EE(SOR EE(RBR)
		Departmental monitoring groups (above issues within departments)	Quarterly	Convened 2000 ongoing	✓	
		Self managed workers Groups (consultation on all NCC policies and procedures, legislative codes etc)	Monthly	First group convened 1976 ongoing	✓	
		eSDR Quality Assurance Group (impact assessment quality assurance group - formal reporting system to above groups and managers)	Monthly	Internal staff /self managed groups meeting since July 2006	✓	
		Countywide Diversity Forum (see also Number 4.3)	February 2007	Partnership with NAVO - external representative community groups and statutory agencies		
4	<b>SERVICE DELIVERY AND CUSTOMER CARE</b>					
	<b>Strategy</b>					

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
4.1	To link into the work of community related corporate projects:	Implement Strategic Plan	April 2006 - March 2010	Published at <a href="http://www.nottinghamshire.gov.uk/home/your_council/alltogetherbetter">www.nottinghamshire.gov.uk/home/your_council/alltogetherbetter</a>	✓	1.2.7 2.2.2 3.2.5 4.1.6 RRAA RES DDA DES EE(SOR) EE(RBR)
			June 2007	Review as part of Annual Performance Plan		
		Publish Community Cohesion Strategy and Action Plan	September 2006	<ul style="list-style-type: none"> <li>Corporate group established 2004</li> <li>£50k projects supported 2005/6</li> <li>Partnership with Inter Faith Council established</li> <li>Action plan consultation March - August 2006</li> </ul>		
		Copy available from <a href="mailto:safercommunities.cc@nottscc.gov.uk">safercommunities.cc@nottscc.gov.uk</a>				
		Publish Community Strategy	April 2006 - April 2009	<ul style="list-style-type: none"> <li>Community Strategy approved by Nottinghamshire Partnership September 2005</li> <li>Partnership Group established January 2006</li> </ul>		
		Delivery plan published	September 2006	Draft delivery plan - June 2006		
		Develop Local Area Agreement	April 2007	Establish Nottinghamshire Partnership		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				<ul style="list-style-type: none"> <li>• CEP to be agenda item - November 2006</li> <li>• Full equality presentation December 2006</li> <li>• Ensure links to Community Engagement Strategy, Public Engagement Policy and NCPF</li> </ul>		
		Publish Community Engagement Strategy	September 2006	Nottinghamshire Consultation Practitioners Forum established June 2006	✓	
		Public Engagement Policy (and NCC plan)	October 2005	Copy available from <a href="http://www.nottinghamshire.gov.uk/home/whatdoyouthink">www.nottinghamshire.gov.uk/home/whatdoyouthink</a>		
		Publish Community Safety Strategy	September 2006	Copy available from <a href="http://www.nottinghamshire.gov.uk/home/youandyourcommunity/staysafe">www.nottinghamshire.gov.uk/home/youandyourcommunity/staysafe</a>	✓	
		Publish Community Safety Action plan	October 2006	Draft action plan available <a href="mailto:safercommunities.cc@nottscc.gov.uk">safercommunities.cc@nottscc.gov.uk</a>		
<b>Community consultation</b>						

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
4.2	Give visible high level support to minority groups in the county	Developing programme of Leader's visits to minority groups led by research into community activity. To include all equality areas - initial visits have concentrated on ethnic minorities	Ongoing	Communities and associated faith groups already visited include: Bangladeshi Chinese Greek /Cypriot Indian 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	June 2006 - May 2007	Programme of visits for the Chairman of Council, including Gypsy and Traveller site, CLGBTG Vietnamese community and Asian lunch and social clubs		
		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 consultation on equality and diversity with designated community groups	<ul style="list-style-type: none"> <li>Establish County Diversity Forum with NAVO for consultation, quality assurance</li> </ul>	February 2007	First meeting of key stakeholders 21 December 2006		2.2.1 3.1.3 3.2.3 3.2.4 3.2.6

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		and impact assessment (see also monitoring groups number 3.5) <ul style="list-style-type: none"> <li>• Combine with Community Engagement strategy</li> </ul>				DES RES
<b>Partnerships</b>						
4.4	Ensure that all partners are aware of their equality and diversity obligations relating to NCC corporate policy and legal requirements	LAA Partnership operational arrangements	September 2006	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	April 2007	<ul style="list-style-type: none"> <li>• Briefing note and audio to be added to the Partnership website -</li> <li>• <a href="http://www.nottinghamshirepartnership.org.uk">www.nottinghamshirepartnership.org.uk</a></li> <li>• CD of above to be available to all other partners</li> </ul>		
		Equality and diversity issues and obligations discussed at LSPs	Ongoing	Regular agenda item at LSCs since 2004		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
4.5	Meet all new legislative requirements relating to Gypsies and Travellers	Publish County Code of Conduct/Protocol and obtain sign up from all relevant agencies	March 2007	Consultant to be appointed September 2006		RRAA RES 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	County Group established - funding being sought from Regional Assembly	✓	
		Continue to support the NGLG and Health and Well Being of Gypsies and Travellers Strategy	Ongoing	Group established 2001 Health passports for Travellers now a national pilot	✓	
		Appoint Gypsy and Traveller Liaison Officer	November 2006	To be advertised September 2006		
4.6	Meet legal requirements regarding CC Gypsy and Traveller transit site	Agree pitch allocation criteria and site status	November 2006	Corporate Property to discuss with site management		
<b>Communication</b>						
4.7	Enable access to all information, promotional and management material via a variety of formats	Update and expand Equalities in Communication element of Corporate Communications Strategy	March 2007	Copy available from <a href="mailto:corporate.communications@nottsc.gov.uk">corporate.communications@nottsc.gov.uk</a>		DDA RRA 3.2.2 3.3.3 RES DES
		All future NCC DVDs to	December	• CPU to build into		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		be available with subtitles	2006	<p>corporately governed media contracts</p> <ul style="list-style-type: none"> <li>• CEG/CEDSG reps to add to management team agendas for incorporation in all relevant policies</li> <li>• To be added to corporate communications strategy</li> </ul>		
4.8		Liaison with Corporate Communications' Practitioners' group and associated action plans	Ongoing	Equalities team to regularly brief the group on current equality issues		
	Implement an effective translation and interpreting service	Review the use of translating and interpreting services, including NCC service and the Braille Bureau covering all written, spoken and sign language	February 2006	Draft policy agreed April 2006	✓	
			January 2007	Implementation Strategy under negotiation with partners (Nottingham City Council et al)		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
4.9	Raise awareness of specific areas in the equality and diversity work programme	Designated member of staff to produce statistical information and regular articles for internal and external media.	July 2006	Ongoing	✓	3.4.4 RES DES
<b>Access</b>						
4.10	Ensure all IT systems are accessible	Chief officer to convene an IT accessibility group to be part of IT governance framework / ICT Board	January 2007	New governance group established - September 2006 SDR/impact assessment on systems completed by December 2006		3.3.3 3.3.4 DDA 2004 BV 156
4.11	Ensure access to all public areas of all Council buildings - see Notes - page 35	DDA 2004 Corporate Group established 2001	100% accessible by March 2007	£2million spent - 85% accessible March 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 2007	Impact assessment/SDRs in progress <ul style="list-style-type: none"> <li>• Access to County Contact</li> <li>• Access to library services</li> <li>• Physical access to library buildings</li> </ul>		



	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				<ul style="list-style-type: none"> <li>• Countryside Access</li> <li>• Country Parks Service : Marketing</li> <li>• Country Parks Service : Physical access and buildings</li> </ul> <a href="http://www.nottinghamshire.gov.uk/esdreviews">www.nottinghamshire.gov.uk/esdreviews</a>		
<b>Gender</b>						
4.13	Ensure all obligations of new legislative requirements relating to gender issues are addressed	Publish the Gender Equality Scheme	April 2007	Sub group of CEG - first meeting November 2006		EA SDA BV011a
		Chief Exec and AD from CEDSG to convene Gender issues Group to address career development issues	September 2006	First meeting 12 <sup>th</sup> October 2006 Terms of reference to include differentials within salaries		
4.14	Ensure service areas are engaged in meeting equality targets related to domestic violence	CEG to link to Domestic Violence Action Plan 06-08, LAA target for DV and CYPP targets for DV through CEG	Ongoing	Lead Officers for DV to do annual presentation at CEG		NCC Domestic Violence Strategy
<b>Age discrimination</b>						
4.15	Examine the implications of the next stage of the DoH/NSF to combat age	Publish Opportunity Age in Nottinghamshire:	October 2006	Implementation plan in progress		1.1.2 2.1.3 BGOP

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	discrimination	countywide strategy for an ageing population				NSF AGA
<b>Sexual Orientation</b>						
4.16	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	April 2007	Discussions with the CLGBT sub group underway Action plan to be finalised when the EA Codes are available for consultation		EA EE(SO)
<b>Asylum Seekers and Economic Migrants</b>						
4.17	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 needs assessment.	July 2007	NCC research team working with relevant local agencies to map economic migrant activity.		RRAA RES EE (RB) 2.2.3 3.2.3
<b>Health and well-being</b>						
4.18	Ensure that tackling and reducing health inequalities across communities with our health partners takes account of needs and aspirations of disadvantaged groups	Coordinate the outcomes of the HCOP LAA	2009	LAA agreed -delivery plan in place September 2006	✓	CPA DDA DES RRAA RES
		Traveller health and well-being working group	September 2006	Funding acquired for Traveller Health Education post from N&S PCT. Post to be based at N&S CVS	✓	
			September 2006	Health Inequalities Team Leader to join county group	✓	

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
<b>Impact Assessment and eSDR</b>						
4.19	Establish a system to ensure quality impact assessments are carried out on all services	Electronic system of Service Diversity Reviews (eSDR/Impact assessment) went live January 2006 <a href="http://www.nottinghamshire.gov.uk/esdreviews">www.nottinghamshire.gov.uk/esdreviews</a>	March 2007 - 100 SDRs	70+ eSDRs published on NCC website - August 2006		1.1.4 1.3.2 2.1.2 2.2.2 2.2.4 2.2.5 2.3.1 3.2.1
4.20	Ensure staff understand the need to do impact assessments and are trained to use the SDR system - see number 5.1	All staff to complete eBriefing by 1 November 2006	September 2006	Incorporated in impact assessment/SDR briefing to targeted staff		3.3.3 3.4.9 4.1.2 4.1.6 RES
4.21	Ensure that Members understand their specific legal obligations relating to SDR/impact assessments	Enhanced training and development for Members - especially those receiving SDRs at Cabinet and committee	February 2007	Appropriate ways of engaging Members are being planned by Leader, Chief Exec and relevant staff.		RRAA DES DDA
4.22	Establish systems to maintain and monitor eSDR system	Maintenance of system via project group	Ongoing	Next SDR system review January 2007		
		Set up Quality Assurance Group/critical friends consultation forum	July 2006	See Monitoring groups Number 3.5		
<b>Procurement</b>						

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
4.23	Ensure that contracts with all external providers have equality clauses that require compliance with County Council equality objectives <a href="http://www.nottinghamshire.gov.uk/home/your_council/sellingtonottinghamshirecounty_council/procurementandequalityofopportunity.htm">http://www.nottinghamshire.gov.uk/home/your_council/sellingtonottinghamshirecounty_council/procurementandequalityofopportunity.htm</a>	Carry out internal audit	June 2006	Internal audit section 2004 undertaken 2 <sup>nd</sup> review in progress	✓	1.3.3 2.2.7 2.3.3 3.1.4 3.3.7 3.3.8 4.2.6 4.3.2 5.3.8 RRAA RES DDA DES EA
		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 with the 3 year procurement business plan	December 2006	First meeting of Procurement Board - 3rd October 2006		
		Monitor through CPU and category manager network and Procurement Board	October 2006 - August 2009	Procurement business plan agreed and implementation in progress		
		Ensure organisations tendering for contacts and other related functions eg commodity and service board contacts have robust equality policies and procedures in place	November 2006	Implicit within the above		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
5	<b>LEARNING AND DEVELOPMENT</b>					
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 2006 - August 2006	<ul style="list-style-type: none"> <li>Introductory eBriefing launched to 2,500 managers</li> <li>Impact assessment/SDR briefing to targeted staff</li> </ul>		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)
			September 2006 onwards		6 equality briefings for all staff - Age, Gender, Sexual Orientation, Race, Religion and Belief, Disability	
5.2	Ensure equality objectives and targets are built into appraisal systems for managers	Equality and diversity competency established in all staff appraisal systems :		Valuing Diversity - Key Leadership Skills programme in place		
		Heads of Service and above	October 2006 - March 2007			
		Service Managers	March 2007 - September 2007			
5.3	Ensure equality objectives and targets are built into core competencies for all	Final stage of above programme for all staff	September 2007 - March			

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	staff		2008			
6	<b>EMPLOYMENT</b>					
	<b>Diversity Survey</b>					
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 by September 2007	3rd Diversity survey planned for 2007- preparation to begin December 2006	✓	EE (RR) EE(SO) RRAA DES EA
	<b>Equality schemes</b>					
6.2	Ensure all employment policies, actions and monitoring are consistent with statutory equality schemes	Task group including lead officers for equality in employment, community members and staff	Various - see number 1.2	Groups established - see Number 1.2 for detail		3.4.1 DDA RRAA
	<b>Mediation</b>					
6.3	Enable employees to address E & D issues informally	Social Services mediation scheme pilot successful Develop and implement corporate mediation scheme for all staff	October 2007	Scheme being reviewed as part of the HR integration exercise		Staff E & D survey Q 24, 2005 HR Strategy
	<b>Addressing under representation</b>					

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
6.4	Improve recruitment of employees from under represented groups	New Head of Service function to lead and coordinate specific workforce planning/ succession planning/ recruitment initiatives including : coordinating representation at recruitment fairs with personnel staff and self managed staff groups	November 2006	Head of Service post will be included within senior management structure in reorganisation		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 (Rec. 4)
		To review the Adult Social Care and Health pilot facilitated by Ready4Work on retention of disabled employees in the workforce	April 2007	Ready4Work presentations at all relevant internal groups eg CEG November 2006		
6.5	Ensure publicity for vacancies does not unfairly restrict the range of applicants	Part of the Recruitment and Selection SDR/impact assessment	April 2007	SDR to begin September 2006		1.4.5 2.4.4
<b>Workforce Profiling (see also Appendices page 36)</b>						
6.6	Validate equality monitoring data held on	Employees to be asked to voluntarily declare	January 2007 -			RES DES

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	employees	personal information related to diversity monitoring on a rolling programme	December 2011			CPA
6.7	Publish corporate policy on employee monitoring and evaluation	Adapt Social Services departmental policy on race monitoring to cover all aspects of corporate equality monitoring	December 2006	Draft to CEG September 2006		3.1.2
6.8	Seek agreement on how future targets will be set at a corporate level	New system to be agreed with HRLG and CEG	April 2007	Discussed September 2006, CEDSG October 2006, HRLG November 2006 CEG		
6.9	Meet the annual corporate health target via departmental action plans in respect of:	Top 5% Excluding teachers, NCC have 554 staff who are senior managers ie staff paid on or above point 47 - £37,476 per annum. For Best Value purposes these staff are known as Top 5%				1.4.2 1.4.7 2.4.6 3.1.9 BV11a & b BV16 BV17 DDA DES EE (SO)
6.10	Top 5% - black and ethnic minority employees in senior management (BV011b)	Increase % from 1.37 to 2.28	March 2007	Currently 7 people in the Top 5% are bme - by March 2007 we aim to have 13 bme staff in the Top 5%		EE (RB) RRAA RES CPA



	<b>KEY OBJECTIVE</b>	<b>ACTIVITY</b>	<b>TARGET DATE</b>	<b>PROGRESS MADE</b>	<b>OUTCOME ACHIEVED</b>	<b>LGA STANDARD / LEGISLATION</b>
6.11	Increase % of black and ethnic minority employees (BV017a)	Increase % from 2.3 to 2.5 (2003/4 was 1.41%)	March 2007	The aim is to reflect the community we serve ie 4.3% bme		
6.12	Top 5% - women in senior management (BV011a)	Increase from 45.31% to 51.02% (2003/4 was 44.13%)	March 2007	Currently 252 of the Top 5% are women -by March 2007 we aim to have more women than men in senior management to match 2004 population estimates which indicate that women make up 51.02% of the county's population		
6.13	Top 5% - disabled people in senior management (BV011)c	Increase from 1.26% to 1.31%	March 2007	Currently 6 people in the Top 5% are disabled - by March 2007 we aim to have 7 disabled people in the Top 5%		
6.14	Disabled employees in the workforce (BV016a)	Increase from 1.28% to 1.34% (2003/4 was 1.29%)	March 2007	The LLMO figures for disabled people eligible for work in Nottinghamshire is 11.8%. which means that disabled people are under represented in our workforce at all levels. We are aware from the Diversity Survey 2005 that a significant percentage of the workforce have not		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
				declared a disability		
6.15	Ensure equal treatment across all equality groups in respect of: - recruitment monitoring - harassment/ disciplinary/ grievance procedures - training and development take-up	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	Employee Service Centre (ESC) and CEG 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
		Monitor case work in terms of equality issues	Ongoing			DDA DES
6.16	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		EE(SO) EE(RB)
		Develop flexible retirement policy	January 2007	On target for implementation		EA 2005 E&D survey Q?
		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	✓	ADA
			April 2006	Sexual orientation provisions of Equality Act incorporated into current policies eg single sex pensions	✓	
		Promote and publicise	Ongoing	Systematically promoted at		

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
		schemes to all staff		EPDR, induction, intranet, internet etc		
6.17	Continue to support the Hate incidents (Common Monitoring Scheme)  See also Monitoring - Number 3.4	<ul style="list-style-type: none"> <li>Launch a corporate policy on harassment of employees by customers to include procedures for recording hate incidents linking to the Common Monitoring Scheme</li> <li>Update Harassment policy to include hate incidents and Common Monitoring procedures</li> </ul>	March 2007	Agreed to extend Common Monitoring Scheme to include all hate incidents at June 2006 CEG. Working Group established August 2006 to devise new policy and obtain corporate approval		2.1.5 BVPI 174/175 RRAA/RES DDA/DES
6.18	Respond to Equal Pay Act (EPA)	Respond to new pay structure	March 2007	Included as part of the phase 2 programme		1.1.5 3.4.3 1.4.2 3.4.11 1.4.3 5.4.5 1.4.4 RRA/RES 2.4.1 DDA/DES 2.4.3 EA
6.19	Age discrimination 2006	Publish guidance for	October	Review all recruitment	✓	Q 17 diversity

	KEY OBJECTIVE	ACTIVITY	TARGET DATE	PROGRESS MADE	OUTCOME ACHIEVED	LGA STANDARD / LEGISLATION
	(career development)	staff	2007	documents in line with new age regulations Include in Corporate Strategy -eBriefing to be issued in October		survey
		Provide Learning and Development for employees	October 2007			
<b>Hostile environment</b>						
6.20	Raise awareness of inappropriate behaviour at work	Reduce number of discriminatory jokes and comments in the workplace	August 2007	The results of the 2005 Diversity Survey indicated that 21.6% of staff heard discriminatory jokes and comments in the workplace during the last 12 months In 2007 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)
		Repeat circulation of manager's briefing	November 2006	To be circulated to all staff		

## NOTES

<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</p> <p>BVPI 165</p> <p>BVPI 178</p>	<p>There are several additional BVPIs relating to improvements for disabled people that are included in Departmental Equality Action Plans. eg</p> <p>Adaptations for pedestrian crossings for disabled people Monitored by the Communities Department</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.**

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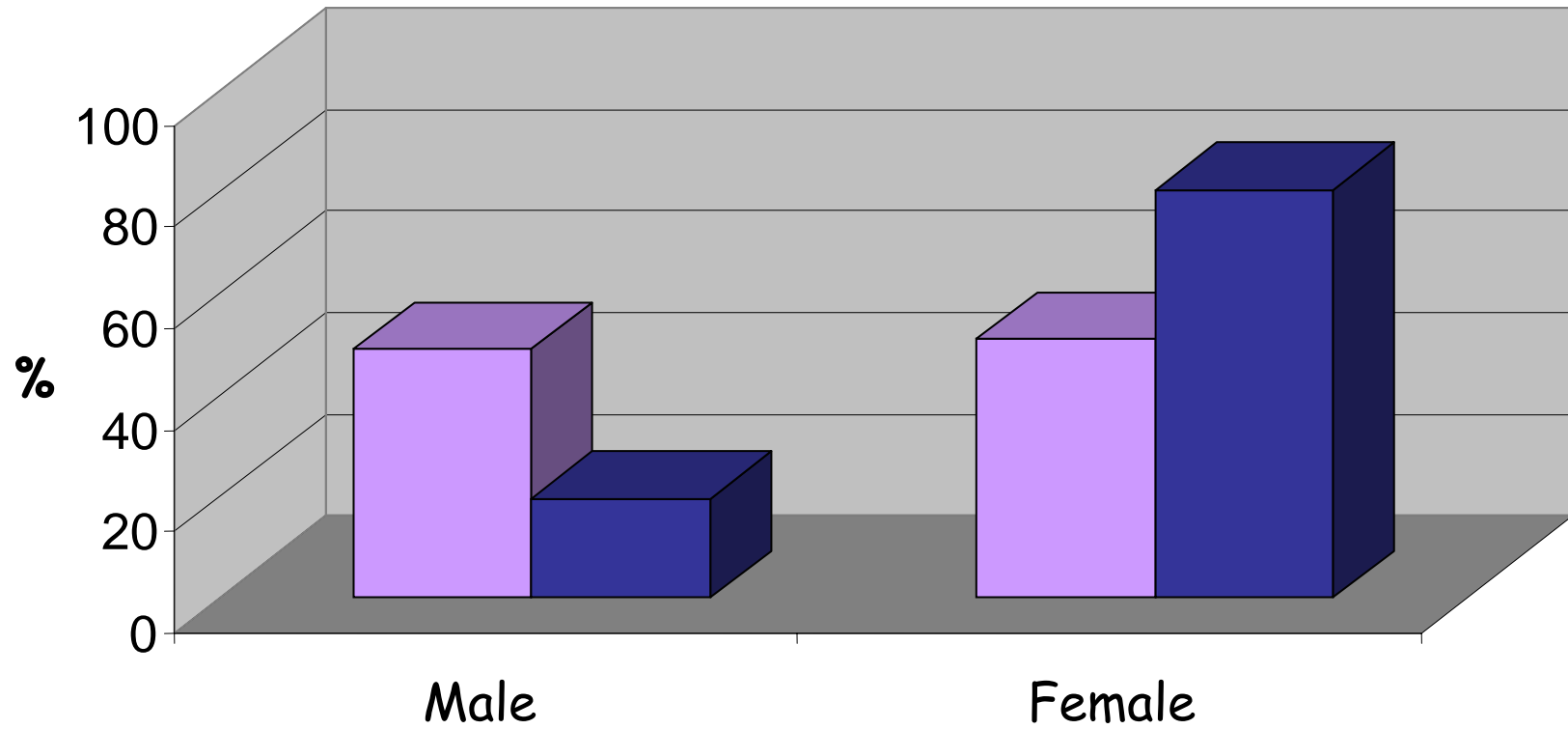
# APPENDICES

## WORKFORCE MONITORING 2006

### Statistical information

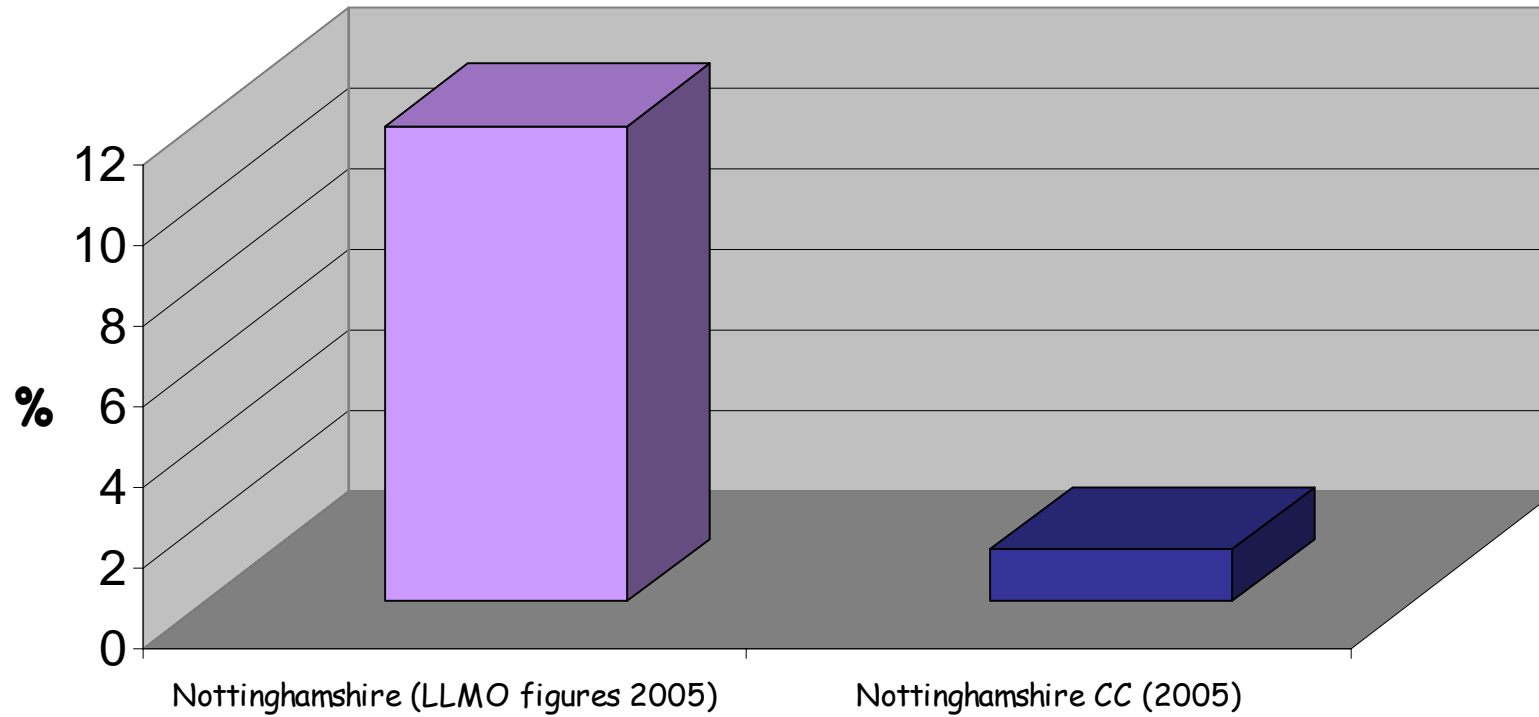
Appendix 1	Gender
Appendix 2	Disability
Appendix 3	BME
Appendix 4	Age

# GENDER



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

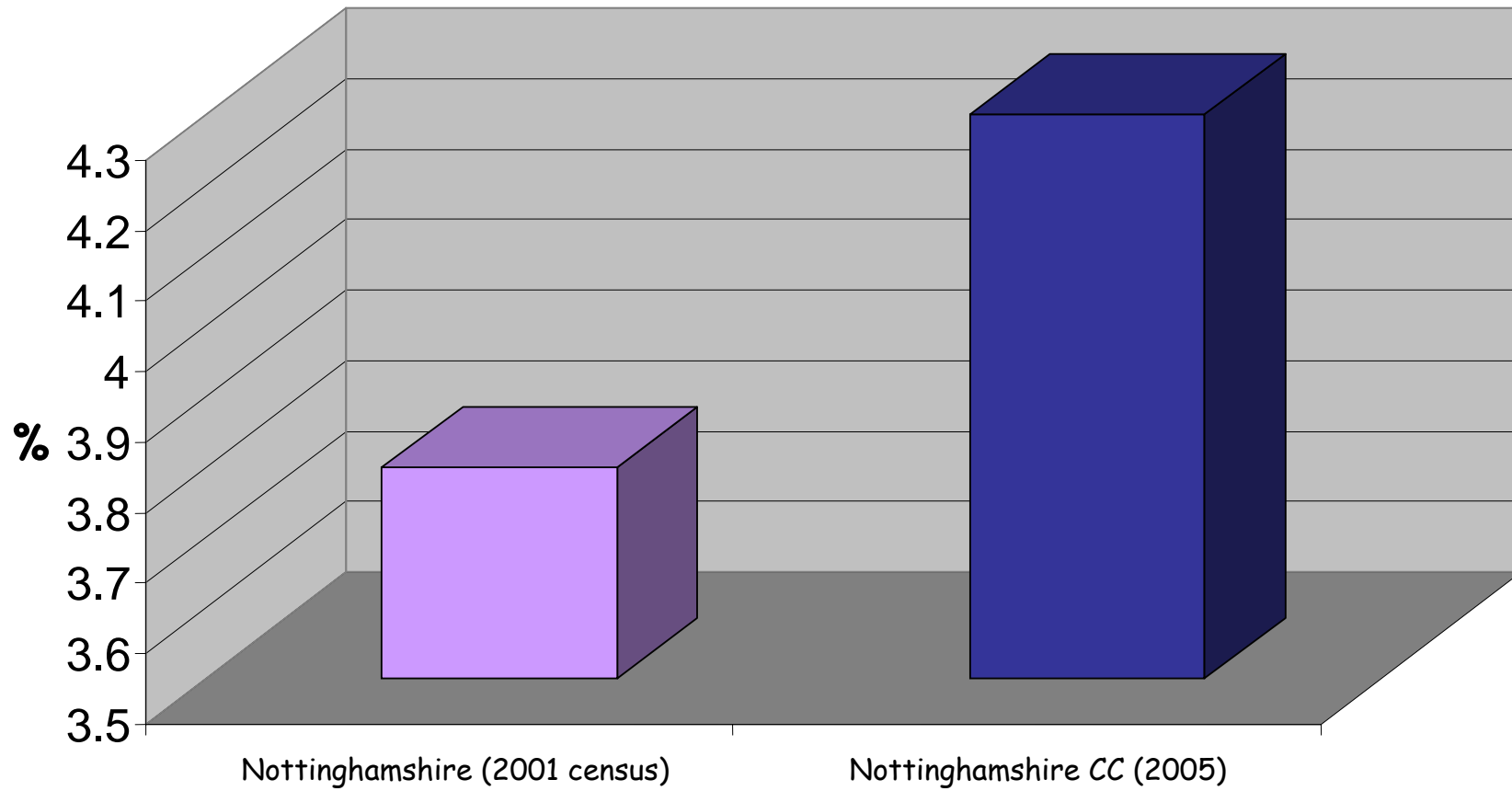
# DISABLED PEOPLE (AVAILABLE FOR WORK)



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



# BME



# AGE

