

## Equality and Diversity Agenda Plan

Oadby and Wigston Borough Council Equality Objectives 2013 - 2017

Red Tick ✓ = Item complete

**Green** text = Item being progressed

Eliminate discrimination and harassment And Advance equality of opportunity					
Duty	What will we do and when	How measured	Outcomes	What we have achieved	What further we intend to do
To create a skilled and confident workforce to enforce equality and diversity and to challenge negative behaviours	Roll out training for all staff and members in equality and diversity and EAs - June 2015	Conduct annual facilitated sessions or staff survey questionnaires and compare results	The Council through its employees will be better able to address discrimination effectively	<b>In progress</b>  ✓  ✓	<b>Formulate a programme of equality and diversity training for staff, to be delivered on a quarterly basis.</b>   <b>There is an Equality and Dignity at Work Policy and Procedure as to how this is applied. Introduced January 2014</b>   <b>How to report a Hate</b>
	Place equality and diversity in induction, on corporate website, intranet and all recruitment literature to raise awareness - June 2014	Results from training evaluation sessions	Cases of discrimination, harassment, bullying and so forth should reduce  Cases of hate crime in the borough should reduce		
	Place zero tolerance on harassment, bullying and discrimination towards employees and customers. - ongoing	Number of discrimination cases dealt with and outcomes			
	Work with partners to				

	<p>raise awareness of hate crime in the borough and reporting procedures - ongoing</p> <p>Ensure widespread knowledge of all policies and entitlements and that staff know how to apply - ongoing</p>			<p>✓</p> <p><b>In Progress</b></p>	<p><b>incident leaflet has been circulated to staff. It includes details as to how to report hate incidents by phone, the internet or via a reporting form.</b></p>
<p>Ensure that the workforce is representative of the community</p>	<p>Annual data to be published on website of employee data and analysis. - annually</p> <p>Ensure that recruiting managers are up to date with recruitment and selection training. - ongoing</p> <p>Use positive action and different media when recruiting if necessary. - ongoing</p> <p>Ensure that disability two ticks scheme is made aware of and followed. - ongoing</p>	<p>Analysis and comparison of annual data to look at trends and compare them to demographics of Oadby and Wigston</p>	<p>The Council will be better informed of its employees by their protected characteristics.</p> <p>The Council can take measures to ensure that discrimination is not occurring during the employee life cycle.</p>	<p>✓</p> <p><b>In Progress</b></p>	<p><b>Figures for workforce representation are collated and reviewed regularly by HR and available on Council webpage.</b></p> <p><b>Contact has been made with Jobcentre Plus to acquire the Two Ticks Charter mark standard.</b></p>

Foster good relations between people who share a protected characteristic and those who do not					
Duty	What will we do and when	How measured	Outcomes		
Continue to engage and improve engagement and communication with members of the community, ensuring all hard to reach or under-represented groups are given a voice	<p>Use the already existing multicultural group to bring all sections of the community together. - Ongoing</p> <p>Celebrate diversity by observing resident involvement in EAs - ongoing</p> <p>Consultation with community groups - Ongoing</p> <p>Make documents available in any other language or format as and when required -Ongoing</p>	<p>Satisfaction surveys</p> <p>EAs completed with resident input</p>	<p>Services are designed or redesigned to meet residents needs</p> <p>Residents feel satisfied with the Council and will be better prepared to contribute to decision making</p> <p>Barriers are removed and services are accessible</p>	<b>In progress</b>	<b>A Community and Engagement Officer has been recruited as of November 3 2014 to progress engagement and communication inclusive of all "hard to reach or under-represented groups.</b>
Advance equality of opportunity between people who share a protected characteristic and those who do not					
Duty	What will we do and when	How measured	Outcomes		
Understand who our existing service users are with the aim to ensure that services are utilised by all community members	<p>Capture and analyse customer data from all services. - June 2014</p> <p>Raise awareness of services to those who are</p>	<p>Analyse customer data by protected characteristics from services annually</p> <p>Residents survey</p> <p>Consultation with</p>	<p>The Council will understand its service users – who uses and doesn't use its services.</p> <p>Services are taken up by all members of the community.</p>	<b>In progress</b>	<b>Guidelines are in place for the monitoring to undertake and implement equality and diversity monitoring in relation to service provision and ensuring good employment practices.</b>

	not utilising them via media, leaflets, consultation exercises - June 2015  Carry out an EA on all new policies, as well as exiting policies when they are up for review. - Ongoing	service users		<b>In progress</b>  <b>In progress</b>	<b>To be organised by June 2015</b>  <b>All new policies particularly those related to budget savings have undergone an initial equality analysis. Training sessions on the implementation of the equality assessment process is to be rolled out quarterly.</b>
Eliminate discrimination, harassment and victimisation and other conduct prohibited by the Act And Foster good relations between people who share a protected characteristic and those who do not					
<b>Duty</b>	<b>What will we do and when</b>	<b>How measured</b>	<b>Outcomes</b>		
For relevant forums and boards to actively engage and contribute to the Community Engagement Forum	Ensure representation from boards and forums including the Health and Wellbeing Board, the three town resident's forums, Multicultural Group, Children and Young Persons Forum and Senior Citizens Forum are made on the Community Engagement Forum -Ongoing	Attendance and input is made from the Forums into the Community Engagement Forum	All encompassing approach is taken to equality and diversity  Awareness is raised throughout the Council in all areas  Knowledge is shared by the groups	<b>In progress</b>	<b>As part of the role of the newly appointed Community Engagement Officer representation from Boards and forums will be represented on the Community Engagement Forum. ✓</b>