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Our Ref

Your Ref

Date: 15th June 2022

Dear Councillor

Council

YOU ARE HEREBY SUMMONED to attend the Meeting of the **Council** to be held at **Council Chamber**, The Delph, Swadlincote, on **Thursday, 23 June 2022 at 18:00** to transact the business set out on the attached agenda.

Yours faithfully,



Chief Executive

To:-

Labour Group

Councillor Gee (Chair), Councillor Dunn (Vice-Chair) and
Councillors Bambrick, Heath, Mulgrew, Pearson, Pegg, Rhind, Richards, Shepherd,
Singh, Southerd, Stuart, Taylor and Tilley.

Conservative Group

Councillors Ackroyd, Atkin, Bridgen, Brown, Corbin, Dawson, Fitzpatrick, Ford,
Haines, Hewlett, Lemmon, Muller, Patten, Redfern, Smith and Watson.

Independent Group

Councillors MacPherson and Roberts.

Non-Grouped

Councillors Churchill and Wheelton.

AGENDA
Open to Public and Press

- 1** Apologies
- 2** To receive any declarations of interest arising from any items on the Agenda
- 3** To receive any announcements from the Chair, Leader and Head of Paid Service.
- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 6** To consider any notices of motion in order of which they have been received.
- 7** EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT 2021-22 AND ACTION PLAN FOR 2022-23 **4 - 43**
- 8** ADDITION TO THE COUNCIL'S LIST OF OUTSIDE BODIES **44 - 47**
- 9** To review the compositions of Committees, Sub-Committees and Working Panels.
- 10** To review the compositions of Substitute Panels.
- 11** To review representation on Outside Bodies.
- 12** To review Member Champions.
- 13** The Chairman may therefore move:-

That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.

- 14** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.

REPORT TO:	FULL COUNCIL	AGENDA ITEM:7
DATE OF MEETING:	23 JUNE 2022	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	FRANK McARDLE (EXT. 5700)	
SUBJECT:	EQUALITY, DIVERSITY AND INCLUSION ANNUAL REPORT 2021-22 AND ACTION PLAN FOR 2022-23	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

- 1.1 That the Council approves the Council's equality, diversity and inclusion annual report for 2021/22 (**Appendix A**) and the equality, diversity and inclusion action plan for 2022/23 (**Appendix B**).
- 1.2 That the Council approves the diversity monitoring categories (**Appendix C**) for the collation or equality data across all service areas.
- 1.3 That the Council approves the diversity calendar for 2022/23 (**Appendix D**) to recognise and support different events throughout the year and that this calendar is updated and approved each subsequent year.

2.0 Purpose of Report

- 2.1 To consider the equality, diversity and inclusion annual report 2021/22 reviewing the activity carried out by the Council and its partners in 2021/22 (**Appendix A**).
- 2.2 To consider the proposed equality, diversity and inclusion action plan for 2022/23 (**Appendix B**).
- 2.3 To consider the proposed diversity monitoring categories to be used across all Council services areas for the collation of equality data (**Appendix C**).
- 2.4 To consider the diversity calendar that will be published and confirm the different events and celebrations that the Council will support during 2022/23 (**Appendix D**). This calendar will be reviewed on an annual basis and be submitted to Full Council for approval each subsequent year

3.0 Detail

- 3.1 Equality, diversity and inclusion is at the heart of the Council's activity to ensure customers, residents and staff are treated fairly and have equal and fair access to the services it provides.

Equality, Diversity and Inclusion Action Plan 2021/22

- 3.2 Following extensive consultation with residents and stakeholders in autumn 2020, the Council approved the Council's Equality, Diversity, and Inclusion Strategy 2021-25. This annual report sets out the actions carried out by the Council on equality, diversity and inclusion during the year 2021/22.

- 3.3 The action plan has five objectives and 51 separate actions:

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1. Encourage and enable a skilled and diverse workforce to build a culture of equality and inclusion in everything we do.
2. Demonstrate inclusive leadership, partnership and a clear organisational commitment to being a leader in equality, diversity, and inclusion in the District.
3. Involve and enable our diverse communities to play an active role in society and put the resident's voice at the heart of decision-making.
4. Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects cultural differences.
5. Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council.

3.4 Of the 13 measures for the objective (1) Encourage and enable a skilled and diverse workforce to build a culture of equality and inclusion in everything we do, seven actions have been achieved during 2021/22 and three have been partially achieved.

In addition, three actions have not been completed. These are to:

- Design and implement an annual employee survey – this is due to be implemented in 2022/23
- Use the Stonewall workplace equality index to assess achievements and progress in LGBTQ+ inclusion – a proposal for this will be put before Leadership Team and the Equality, Diversity, and Inclusion Steering Group in 2022/23
- Collate and maintain data on equality, diversity and inclusion as a shared resource available on the Council's internal and external web pages – this will be updated with the 2021 census data made available from 2022/23. It should be noted that the data is being released in different stages so not all will be available during 2022/23. The first data on age and gender is due to be released on 28 June 2022 followed over the next two years by ethnicity, religion, the labour market, education and housing plus, for the first time, information on UK armed forces veterans, sexual orientation and gender identity.

3.5 Of the six measures for the objective (2) Demonstrate inclusive leadership, partnership and a clear organisational commitment to being a leader in equality, diversity and inclusion in the District, three actions have been fully achieved during 2021/22 and a further three actions have been partially achieved.

3.6 Of the six measures for the objective (3) Involve and enable our diverse communities to play an active role in society and put the resident's voice at the heart of decision making, all six have been fully achieved during 2021/22.

3.7 Of the 18 measures for the objective (4) Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects cultural differences, 13 actions have been fully achieved and four have been partially achieved in 2021/22.

In addition, one was not completed. This is:

- Implement and promote initiatives such as Sign Live and the Hidden Disabilities Sunflower scheme to enable people with a disability to access Council services. Both schemes were implemented in 2021/22. Monitoring of the scheme was paused due to the work required on the COVID-19 grants schemes.

3.8 Of the eight measures for the objective (5) Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council, seven actions have been fully achieved during 2021, one has been partially achieved.

Diversity Monitoring Categories



- 3.9 Council is also asked to consider and approve the diversity monitoring categories attached at **Appendix C**. If approved, these will be used across all service areas.
- 3.10 These categories have been developed with the support of the Equality, Diversity, and Inclusion Steering Group to provide a standard format for the collation of equality data to provide further insight in to how Council's services are accessed by and delivered to all customers and residents. This information can then be used to identify any opportunities to enhance accessibility to services or where changes may be required to make them more accessible. Subject to Council approval, training will be rolled out to employees to ensure these are used consistently when collating data and appropriate arrangements are in place to ensure the security, appropriate use and confidentiality of any data collected.

Diversity Calendar

- 3.11 A key objective from the action plan for 2021/2022 is to adopt a diversity calendar (**Appendix D**) which will form a framework for the Council to commemorate events relating to the characteristics that are not only protected by the Equality Act 2010 (age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation) but also other significant national events recognising historic events or supporting ongoing causes.
- 3.12 Each event on the Calendar will be supported by the Council with information on its website, social media campaigns or where appropriate the display of approved materials such as posters or other resources.
- 3.13 All events will be monitored and a review completed on the response from customers and residents. The Calendar will be reviewed and updated on an annual basis and be subject to approval of the Council.

Equality, Diversity and Inclusion Action Plan 2022/23

- 3.14 The proposed actions for 2022/23 are shown in **Appendix B**. These build on the work completed last year and will enhance the Council's reputation as a community leader and employer.
- 3.15 These actions have been presented to the Equality, Diversity, and Inclusion Steering Group and will be delivered with partners such as the South Derbyshire CVS.

Equality Impact Assessments (EIAs)

- 3.16 The Council has approved a framework for completing EIAs when a new project, strategy, policy or procedure or major changes to an existing one are being made. This has been supported by training and additional resources and the Council is developing its approach to ensure it becomes embedded across all service areas.
- 3.17 Further support is required to ensure that thorough EIAs are completed and the appropriate level of professional challenge and insight is available to the Council.
- 3.18 To move all this work forward in a timely and robust manner, it is recognised that additional resources within the Organisational Development and Performance Team is required. A review of options to provide more resources will be completed early in the current year with any proposals subject to approval of Leadership Team and Finance and Management Committee.



4.0 Financial and Corporate Implications

4.1 All implications are detailed in the reports.

5.0 Community Implications

5.1 All implications are detailed in the reports.

6.0 Conclusions

6.1 The Council has made considerable progress over the year following the approval of the Equality, Diversity, and Inclusion Strategy 2021-25 and Action Plan. With the support from all service areas and partners, this progress will be sustained over the coming year with work completed in the areas referenced in the action plan 2022/23 (**Appendix B**).

6.2 It is apparent that the needs of the Council's customers and residents will change over the coming year, especially around issues arising from the recovery from the pandemic and the predicted financial hardship that will impact on residents in the District. It is important that the Council continues to provide support either directly or with partners to help and support people and in particular making the Council services as fair and accessible as possible to make South Derbyshire a great place to live, visit and invest.

7.0 Background papers

7.1 Equality, Diversity and Inclusion Strategy 2021-25 and Action Plan 2021-22.



Equality, diversity and inclusion annual report

2021/22

www.southderbyshire.gov.uk



Foreword

Equality, diversity and inclusion is the very foundation on which we strive to ensure our customers, residents and staff are treated fairly and equitably by the Council; giving individuals the opportunity to be who they are and achieve the successes they aspire to.

Through this Strategy we have taken steps to promote understanding, celebrate diversity, tackle prejudice and remove or minimise disadvantage.

Our Equality, Diversity and Inclusion Strategy 2021-2025 provides a detailed insight into our ongoing commitment to equality, what we are looking to achieve and other arrangements for embedding equality, diversity and inclusion into everything we do and, where we need to further develop our approach.

We will continue to deliver collaborative services to meet the needs of all our communities just as we did during the COVID-19 pandemic.

We can only do this by working with our customers, residents and our partners in the public, private and voluntary sector.

This annual report highlights some of our achievements and work over the previous year to further our work on equality, diversity and inclusion.

In particular it demonstrates the work we have done around our five equality objectives set out in our strategy and the progress we have made throughout 2021/22.

Given our level of ambition, we accept that more work is still required to achieve our goals. This report highlights significant progress on our equalities performance indicators and lays out a series of case studies that demonstrate the various ways we have shaped our services to ensure they are fair, inclusive and accessible to our customers, residents and employees.

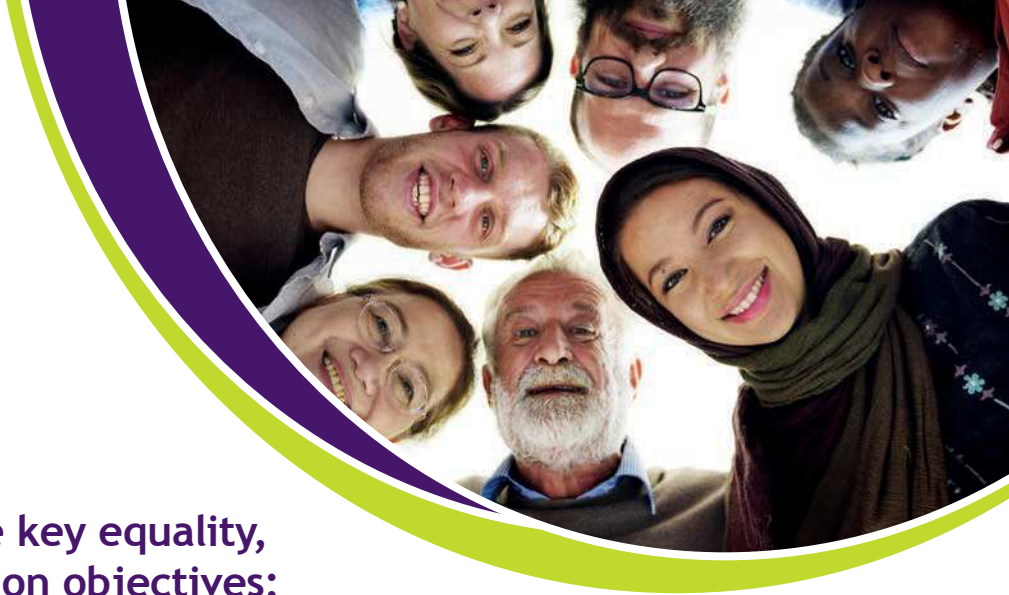
We will continuously assess and improve our performance, working closely with stakeholders and exploring partnerships that will help us to meet our equality outcomes to make South Derbyshire a great place to live, visit and invest.



Councillor Kevin Richards
Council Leader



Frank McArdle
Chief Executive



The Council has five key equality, diversity and inclusion objectives:

1. Encourage and enable a skilled and diverse workforce to build a culture of equality and inclusion in everything we do.
2. Demonstrate inclusive leadership, partnership and a clear organisational commitment to being a leader in equality, diversity and inclusion in the District.
3. Involve and enable our diverse communities to play an active role in society and put the resident's voice at the heart of decision-making.
4. Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects cultural differences.
5. Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council.

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General enquiries: Call 01283 595795 or visit www.southderbyshire.gov.uk/contact

Jeśli chcieliby Państwo otrzymać ten dokument w innym języku lub potrzebują Państwo usług tłumacza, prosimy o kontakt. Informacje te są również dostępne na życzenie w wydaniu dużym drukiem, w alfabecie brajla lub w wersji audio.

如果你需要这份文件的中文翻译，或者需要传译员的帮助，请联系我们。这些数据也备有大学体印本、盲人点字和录音带，欢迎索取。

ほかの言語でこの文書をご希望の場合、もしくは通訳サービスをご希望の場合はご連絡ください。

またこの情報は、ご要望により大きなプリント、点字版、また音声形式でも承っております。

यदि आपको ये दस्तावेज किसी दूसरी भाषा में चाहिये, या किसी दुभाषिये की सेवाओं की जरूरत है तो हमें सम्पर्क करने की कृपया करें। ये जानकारी माँग करने पर बड़े अक्षरों, ब्रेल या आडिओ के रूप में भी उपलब्ध करवाई जा सकती है।

ਜੇ ਤੁਹਾਨੂੰ ਇਹ ਦਸਤਾਵੇਜ਼ ਕਿਸੇ ਦੂਸਰੀ ਭਾਸ਼ਾ ਵਿਚ ਚਾਹੀਦਾ ਹੈ, ਜਾਂ ਕਿਸੇ ਦੁਭਾਸ਼ੀਏ ਦੀਆਂ ਸੇਵਾਵਾਂ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰਨ ਦੀ ਕ੍ਰਿਪਾ ਕਰੋ ਜੀ ਇਹ ਜਾਣਕਾਰੀ ਮੰਗ ਕਰਨ ਤੇ ਵੱਡੇ ਅੱਖਰਾਂ, ਬ੍ਰੇਅਲ ਜਾਂ ਆਡਿਉ ਦੇ ਰੂਪ ਵਿਚ ਵੀ ਉਪਲੱਬਧ ਕਰਵਾਈ ਜਾ ਸਕਦੀ ਹੈ।

اگر آپ یہ ڈاکیومنٹ کسی اور زبان میں چاہتے ہوں، یا اگر آپ کو کسی ترجمان کی خدمات درکار ہوں، تو براہ کرم ہم سے

رابطہ کریں۔ درخواست کرنے پر یہ معلومات بڑے پرنٹ، بریل یا آڈیو میں بھی دستیاب ہیں۔

Supporting our communities

The impact of the pandemic and ongoing challenges has identified wider inequalities experienced by groups within South Derbyshire. The Council is fully committed to reducing these inequalities and improving the life of all residents.

All services across the Council stepped up and worked in partnership with different Government, public health, third sector and community groups to coordinate and provide support for the community.





This work has included:

The distribution of more than £30 million to local businesses and residents facing hardship as a result of the pandemic as well as more than £100,000 in Test and Trace payments for people who were forced to isolate after receiving a positive COVID-19 test. We also provided support for residents unable to make their Council Tax payments.

Working with South Derbyshire CVS, we continue to distribute food parcels as part of the South Derbyshire food hub for the most vulnerable residents who are facing food poverty.

Between April and December 2021, we prevented 233 families from homelessness by providing support to enable them to stay in their homes or by finding suitable temporary accommodation. The Council has dedicated points of contact for people to call who have nowhere to stay or are at immediate risk of becoming homeless as well as for those who may find themselves without accommodation.

Dedicated support for residents who find themselves at risk of homelessness as a result of domestic abuse.

The Council carried out 172 interventions to prevent fuel poverty for residents.

An information leaflet was sent with Council Tax bills to every registered address in South Derbyshire with details on support available including advice on benefits, domestic abuse support, assistance with homelessness, contact points for different support agencies and helplines for people with physical or mental health issues.

During the pandemic many people had to rely on the internet and digital devices to access services for the first time. In some parts of the South Derbyshire, people have struggled to do things online; whether that's keeping in touch with family and friends, seeking job opportunities, accessing financial support, arranging medical appointments, ordering goods and food, or even transacting with council services.

We have worked in collaboration with Citizens Advice Mid Mercia to support residents who have physical disabilities and mental ill-health, through effective practical support and mentoring to use digital technology and online services.

This work provided the skills to those people who required support in using digital applications, which helped improve their health, wellbeing and quality of life.

In particular this work involved advice and support to help people improve their confidence in online safety when using a computer, tablet or smartphone.

Consultation and engagement with all our communities has always been important to us, but the pandemic pushed us to look at using different ways of reaching out to all communities.

During the last 12 months we continued to develop our social media platforms to connect with communities and to ensure they are included and updated.

Recognising that digital exclusion is a barrier for some people we also continued to use other methods of communication such as leaflets and postcards where appropriate to provide information and allow residents to take part in consultation.



Encourage and enable a skilled and diverse workforce, to build a culture of equality, diversity, and inclusion in everything we do

During 2021/22, we reviewed our equality, diversity and inclusion training for staff and councillors.

This training includes an overview of our equality objectives and priorities, statutory and legislative duties, completing equality impact assessments and case studies to increase awareness of the needs of different customers and the challenges of unconscious bias.

66%

of employees have completed equality, diversity and inclusion training

60%

of managers have completed training to carry out Equality Impact Assessments which are used to identify any potential opportunities or negative impact of our work on people, communities and our workforce.

We also provided similar training for the trustees, board members, employees and volunteers of Derby Museums.

To build our knowledge on the number of diverse communities we serve, how our services are used and the make-up of our workforce, we have refreshed and updated our equality monitoring categories to support us with the continued development of fair and accessible services and that our workforce become more diverse and representative.

This includes a profile of South Derbyshire's population based on the nine protected characteristics. This will be updated with information from the 2021 Census when it is made available from summer 2022.

We will be transparent when collecting this data and ensure it is done in a consistent and fair way through the development of guidance and supporting resources to be used. Any information gathered will be added to our equality data on our website www.southderbyshire.gov.uk/equalities.

We will continue to add to this information so our customers, residents, councillors and workforce can view and support the steps we are taking to make our services and employment opportunities accessible to all.

We recognise that barriers exist to employment opportunities and have taken positive action to promote the 'Access to Work' scheme that enables financial or other support for current or future employees www.southderbyshire.gov.uk/access-to-work.

The Council promotes employment and training opportunities including volunteering for school leavers, the unemployed and those furthest from employment or self-employment, through attendance at careers events, job fairs and other events held.

During the year, we also developed our Supporting Aspirations action plan to support disadvantaged young people in South Derbyshire to realise their aspirations. This will focus on activities that we can take forward, and that will make a positive contribution to the South Derbyshire Partnership's aims to enhance social mobility.

Over the year the Council has increased the number of apprenticeships employed to six with another apprentice beginning work in April 2022.

Processes were adapted to support new ways of working in a virtual and remote environment for apprentices. Teams across the Council worked together to ensure apprenticeships were available with an inclusive and accessible recruitment process.

To support the national recovery from the pandemic we supported the Government's Kickstart programme and provided three placements for people to gain work experience and enabled them to progress to other employment opportunities within the Council.

We continue to enable access for existing staff to apprenticeship training programmes across a wide variety of disciplines and professional areas. Any future employment opportunities will be advertised on the Council's website: www.southderbyshire.gov.uk/jobs.



Demonstrate inclusive leadership, partnership, and a clear organisational commitment to being a leader in equality, diversity, and inclusion

Following extensive consultation with residents, councillors, staff, trade unions and partners the Council approved the equality, diversity and inclusion actions and milestones for 2021/22. This plan has been continually monitored through the year and 72 per cent of actions were achieved with an updated set of objectives being developed for 2022/23.

We refreshed our Equality, Diversity and Inclusion Steering Group to further expand its membership for voluntary, community and faith-based groups as well as trade unions, councillors, employees and senior council officers.

The group has updated its terms of reference and supports the Council to integrate and embed equality, diversity, and inclusion in the delivery of services and across the current and future workforce to make South Derbyshire a great place to live, visit and invest.

The group monitors and challenges the Council's performance in relation to its five corporate equality, diversity and inclusion objectives, to ensure that we meet the Public Sector duties under the Equality Act 2010 and establish ourselves as a role model for our local communities and workforce.

An Equality Impact Assessment framework has been introduced that will enable the Council to make an informed assessment on the potential opportunities and risks when new policies, strategies and decisions are made that have an impact on our customers and residents.

It is expected that this robust and transparent approach will support the Council to develop and improve its work around equality, diversity and inclusion and through sharing our work, it will benefit others in the community.





As a community leader, the Council takes its responsibility to recognise and support key events throughout the year that are associated with equality, diversity and inclusion. Working with the Steering Group, a diversity calendar of events is being developed and this will be supported by a range of activities to raise awareness of the events being recognised.

A full list of these will be made available on our website when this is approved.

The Council is a key partner in the South Derbyshire Community Safety Partnership which is a multi-agency group that works to reduce crime and the fear of crime. Through the partnership, the Council signposted people to support that is available.

During the pandemic, more people spent time at home and this resulted in an increase in domestic incidents, neighbour related anti-social behaviour, hate crime and cyber-crime. From April to December 2021, the Council intervened in 29 per cent more cases of anti-social behaviour compared to the previous year.

In October 2021, the Council promoted Hate Crime Awareness Week and supported the 16 Days of Action Domestic Abuse Campaign during November 2021 and secured over 162 properties through the CVS Safer Homes Scheme.

Work has also been carried out to promote the help and support available for people and employees suffering with physical and mental health issues, particularly in campaigns for Mental Health Awareness Week and providing information on the COVID-19 vaccine rollout.

The mental health of our workforce was also a key focus with more employees completing the Mental Health First Aider training to ensure support is available for staff suffering with any issues resulting in poor mental health.

A key focus for the following year will be to continue this work and to use our deeper insight of the needs of community to work with partners to improve the quality of life for residents, especially those facing financial hardship.

Involve and enable our diverse communities to play an active role in society and put the resident's voice at the heart of decision-making

Following extensive engagement with residents, voluntary, community and faith-based groups the Council adopted a Equality, Diversity and Inclusion Strategy in 2021 and developed an action plan for our work over the next five years.

Both documents are on our website and regularly updated to provide the community with details of our work, to celebrate our achievements and set clear targets for our further work to embed equality, diversity and inclusion into our services.

We delivered a broad range of cultural and other events that enabled local groups of people and/volunteers to participate in activities that promote equality, diversity and inclusion. Examples of these are:

- The Community Heroes Awards and Roll of Honour.
- Information packs were provided to residents aged over 60 in the absence of the Liberation Day event that had to be cancelled due to the pandemic. These packs included information on services provided by the Council and local charities and partners including help with mobility, financial support and social isolation.
- Positive manners worker group for mums to build their own network and reduce the risk of isolation.
- Litter picking groups including Rosliston Rangers began carrying out activities again in parks and open spaces following the pandemic.
- Community newsletter distributed to residents.
- Modern Curling competition delivered in primary schools for children with special needs.
- Establishing an Equality, Diversity and Inclusion Steering Group to advance equality, diversity and inclusion in the services provided by the Council.
- Training Mental Health First Aiders in the Council to provide support to employees.
- Using the Council website to signpost people to community groups and sources of support.
- The Supporting Aspirations action plan was approved by the Council which will provide support to improve the social mobility of young people in South Derbyshire to equip them with the skills to find employment or self-employment.
- Walking for Health groups regularly met at Rosliston Forestry Centre.



Working with 31 parish councils, we have progressed work to reach all sectors of the community to provide them with options to become more engaged and involved with the democratic process and decision making activities of the Council. This will be further developed in 2022 with plans for council meetings to be live-streamed allowing residents to view the meetings from home.

The Council also works with local schools and other academic centres to raise awareness of the services it provides for the community and to provide young people with an insight in to how they can get involved in this process or consider this as a future career opportunity.

A review of the effectiveness of the Community Grants programme for voluntary, community and faith-based groups has been carried out to ensure that it meets the needs of our communities. Grants of between £1,000 and £25,000 will be awarded as matched funding to support capital projects with a value of £4,000 and above. Those applying must demonstrate that being awarded the funding would improve the quality of life of residents in South Derbyshire.

Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects cultural differences

Unprecedented events over the past two years have really focussed our work in how we can better support people in our community. We have had to adapt to recognise the challenges facing people during the pandemic and afterwards to deliver responsible and accessible services.

A summary of our activities include:

Developing a Customer Access Strategy that will build upon our experience and lessons learnt to make it easier and quicker to gain access to Council services and takes into account the needs of all service users.

Developing an approach with partners to use community programmes to reduce social isolation and improve mental health, particularly amongst groups that live in rural areas, are elderly or have limited access to other support networks.



Supporting People Express with Safer Neighbourhood Funding to deliver a two-year Music Based Project for disadvantaged and disabled young people in South Derbyshire. The project, called Passport to Music, has been shortlisted for the Rocksteady Award for Progressive and Inclusive Music Education.

Modernising internal process to enable residents to join the Housing Register and view and express an interest in vacant Council properties along with progressing work to enable direct online access to housing rent accounts and repair ordering.

Supporting the distribution of new funding and grants schemes that included a multi-agency welfare group to support tenants and other residents through the on-line Universal Credit process to minimise delays in processing claims.

Supporting the Safer Homes and Sanctuary Scheme services to improve home security for victims of crime and domestic abuse. Promotional leaflets and referral forms were updated and circulated to referring partner agencies.

We have implemented and promoted initiatives such as Sign Live and the Hidden Disabilities Sunflower scheme to provide different access channels for people with a disability to use Council services.

Completing a review of our public buildings, parks and open spaces to ensure that they are accessible to all and have plans in place to further develop these facilities working with community groups and users.

We continue to offer an assisted bin collection service for residents.

Our Local Plan was used to develop best practice in terms of accessible homes. This will form part of the initial Local Plan consultation that will ensure that equality, diversity and inclusion are a key determination in our plans for the development of the district, provision of homes and other facilities.

Making better use of technology to enable access to our services which includes more online functionality via our website to pay for services, request services and the increased use of social media platforms to inform, respond to and publicise the services provided by the Council.

Reviewed our website information and implemented a set of standards to ensure that it is accessible and inclusive. This has been independently assessed and has met industry recognised standards for accessibility and use.

Recognising that digital exclusion remains a barrier for some people in the community, we provide information in different formats such as printed media, noticeboards and holding area forums across the District.



Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council

A common outcome from the pandemic is how people from different communities have come together to support each other. From this we have gained a deeper insight of our community which is supporting the continued development of the services we deliver, either directly or in partnership.

The development of our Equality, Diversity and Inclusion Strategy and Action Plan was built on extensive engagement with the community and we have used their feedback to shape our approach. In addition to this, we have established resources on our website that provides details on;

- The breakdown of our community by various categories.
- How this compares nationally and regionally.
- Details of different community groups that are established and can be used for engagement activities.
- The network of groups supporting our Equality, Diversity and Inclusion Steering Group and worked closely with South Derbyshire CVS to nurture and build collaborative and mutually beneficial relationships.





Further examples of different services where we have worked to develop our understanding of our diverse communities include;

- Using the 50+ age survey, to address the specific needs of the elderly population particularly around housing, social care and health and wellbeing.
- Promoting the Children in Care and Care Leaver Offer which provides support for young people leaving care at 18.
- Ongoing support is offered via the Active Community Directory, which gives local sport/physical activity clubs, community groups and facilities the chance to be listed, for free, in the Directory and on our website as a way of helping the public to know what opportunities are available.
- We also publicise an Active community events calendar that offers a range of physical activity and wellbeing-based events – from activities for children and young people, through to Nordic walking for adults.
- Working in partnership with transport services to improve the accessibility of transport services to people that live in rural areas.
- The South Derbyshire Sustainable Community Strategy and Partnership brings together representatives of public services, local businesses, voluntary and community groups and residents to work together to help improve the district. It concentrated on the issues local people have said are important for a better South Derbyshire.

Looking ahead

We are making progress but there is still more to do. Working with the Equality, Diversity and Inclusion Steering Group and other partners, we will build on the progress we have made this year and continue to make a difference to our community over the next 12 months.

Some of our upcoming projects and initiatives include:

- Continue with the delivery of our Equality, Diversity and Inclusion Strategy and action plan.
- Develop and enhance diversity monitoring across all service areas and use this data to deliver services that are accessible and available to all.
- Complete a gap analysis against an Equality Index and develop plans to advance LGBTQ+ equality.
- Publish and complete campaigns identified in our Diversity calendar.
- Re-establish our programme of events that celebrate and raise awareness of difference, inclusion and equality.
- Nurture and continue to build partnership working with external partners to advance equality, diversity and inclusion in South Derbyshire.
- Learn more about our community by reviewing the Census Data 2021 as it is released and enriching our information about our local communities. This analysis will be regularly updated, published and used to identify priorities for a local area.
- Work with communities to deliver services that are based on current data and research around the needs of our communities for example: financial hardship, food poverty, health inequalities, protection from hate-crime, disabilities, social mobility, education, older people and carers.
- Establish effective targeted communication and engagement methods to engage with a wider cross-section of local communities, providing them with a voice and opportunity to shape how our services support their needs.
- Work with partners to address the challenges faced by parts of community in terms of isolation and digital exclusion.
- Work with academic centres and schools to progress key actions under the Supporting Aspirations project for improving the social mobility of young people.
- Continuing with the review of our built facilities, parks and open spaces to improve access and accessibility for all.
- Work with partners and other groups through the South Derbyshire Partnership and Sustainable Community Strategy to improve life for people in the District.
- Work in partnership to deliver the volunteer development programme with a range of activities including supporting LGBTQ+ young people and safeguarding.

EQUALITY, DIVERSITY AND INCLUSION ACTION PLAN 2021-25

The following action plan sets out the key actions which will be undertaken during year two of the action plan - 2022-23 to support our objectives.

Objectives	Action Number	Action	2022-23 Quarter 1 Milestone (Apr-June)	2022-23 Quarter 2 Milestone (July-Sept)	2022-23 Quarter 3 Milestone (Oct-Dec)	2022-23 Quarter 4 Milestone (Jan-March)	Lead responsibility	Directorate
1: Encourage and enable a skilled and diverse workforce to build a culture of equality and inclusion in everything we do	1A	Review and deliver equality, diversity and inclusion (EDI) training for Council Officers and Elected Members. This includes training that covers employment, mental health and wellbeing, recruitment and selection, raising awareness of the needs of different users and customers and unconscious bias.	Upward Trend	Upward Trend	Upward Trend	Upward Trend	Organisational Development & Performance	Corporate Resources
	1B	Identify any areas of under-representation in the Council's workforce reflective of the working age community of the District and develop positive action initiatives to promote diversity in the workplace.	No action required	Discussion paper on the underrepresentation in the Councils workforce with a options paper for positive actions initiatives to promote diversity	Review of options to be developed and supporting resources/initiatives to be progressed.	Approved options to be progressed and rolled out/ Outcomes to be set and monitoirng arrangeemtns in place.	Organisational Development & Performance	Corporate Resources
	1C	Publish a Gender Pay Gap report, report on any issues and actions taken.	No action required	No action required	Draft Gender Pay Report for the Leadership Team to approve.	Gender pay report submitted to Finance & Management Committee for approval. Share report with EDI Steering group	Organisational Development & Performance	Corporate Resources
	1D	Design and deliver an annual employee engagement survey; ensure that it is accessible to all staff and includes questions that enable the Council to monitor trends and progress around equality, diversity and inclusion.	Proposal of an employee survey presented to Leadership Team.	Share proposed employee survey with EDI Steering Group, Employee Forum and Trade Unions	Issue employee survey	Commence analysis of the data returned and highlight any emerging trends	Organisational Development & Performance	Corporate Resources
	1E	Produce a set of standard equality and diversity monitoring categories so that Council Officers, residents and customers can declare information in a consistent manner.	Diversity Monitoring Categories are presented to Full Council for approval.	Roll out approved Diversity Monitoring Categories across all Service areas and agree date for these to be used.	All service areas to be using new monitoring categories.	Initial review completed on the use of the new monitoring categories to identify any development or changes that may be required.	Organisational Development & Performance	Corporate Resources
	1F	Use a recognised index or framework to assess achievements and progress in LGBTQ+ inclusion	A proposal will be presented at the Leadership Team for consideration. The proposal will be bought to a future EDI steering group meeting.	Seek feedback from the EDI Steering Group on proposals to assess achievements and progress in LGBTQ+ inclusion	Determine approach and seek formal Committee approval if required.	Commence the coordination or completion of data for any proposal approved.	Organisational Development & Performance	Corporate Resources
	1G	Publish an annual report on progress made, achievements and further actions to deliver on the key outcomes in the Equality, Diversity and Inclusion Action Plan 2021 - 2025.	Annual report for 2021/22 completed and submitted to Full Council and EDI Steering Group	Review actions or comments arising from the completion and approval of the 2021/22 annual report	Consult the EDI Steering Group on the proposed content for the annual report 2022.23 Commence preparation for the completion of Annual report, gathering of evidence etc	Collate evidence for the production of the annual report in quarter 1 2022/23	Organisational Development & Performance	Corporate Resources
	1H	Promote the 'Access to Work' scheme and any other national/local schemes that enable financial or other support for current or future employees.	Review R&S materials to include reference to the Access to Work scheme and other national/local schemes	Review R&S materials to include reference to the Access to Work scheme and other national/local schemes	Review R&S materials to include reference to the Access to Work scheme and other national/local schemes	Review R&S materials to include reference to the Access to Work scheme and other national/local schemes	Organisational Development & Performance	Corporate Resources
	1I	Collate and maintain data on equality, diversity and inclusion as a shared resource available on the Council's internal and external web pages, including the publication of the Equality Profile of South Derbyshire's population based on the nine protected characteristics, to help inform service delivery.	Maintain and review the data on the website. Include the Workforce profile	Maintain and review the data on the website.	Complete the annual Workforce Profile and present the information to Leadership Team and then to the EDI Steering Group.	Maintain and review the data on the website.	Organisational Development & Performance	Corporate Resources
	1J	Promote employment and training opportunities including volunteering for school leavers, the unemployed and those furthest from employment or self employment, through careers activities and attendance at careers events, job fairs and other events held in the District.	Deliver a young enterprise programme as part of Love Your Local Market. Support the annual 'meet the employer' mock interview programme with local secondary schools. Support delivery of the Way to Work job fair.	Update labour market information.	Research and review careers information.	Create dedicated careers area on Destination South Derbyshire website providing careers and labour market information.	Economic Development and Growth	Chief Executive

2: Demonstrate inclusive leadership, partnership and a clear organisational commitment to being a leader in equality, diversity and inclusion in the District	1K	Continue to support apprenticeship and other national schemes to provide employment opportunities in partnership with local colleges and other providers.	Promote the apprenticeship programme through the Learning & Development newsletter which is distributed across the Council.	Review and update the work experience process	Develop an internal campaign to promote apprenticeships	Develop an internal campaign to promote apprenticeships and support National Apprenticeship week	Organisational Development & Performance	Corporate Resources
	1L	Continue to carry out an employee risk assessment should an employee's circumstances change in relation to any of the protected characteristics and put in place reasonable adjustments where necessary.	Develop approach to individual risk assessment as part of the introduction of new Flexible Ways of Working	Review of individual risk assessment as part of the introduction of new Flexible Ways of Working	Organise work spaces that are based around the different needs of employees, including the provision of adapted workstations	Review the arrangements in work spaces and identify any further reasonable adjustments that may be required.	All Services/ Head of Organisational Development & Performance	All Directorates
	1M	Review our recruitment process to ensure we proactively encourage diversity when people apply for jobs at the Council	Review the existing process and draft proposals to change the Council's approach to the recruitment and selection of staff to align with the implementation of flexible working.	Complete proposals to update the Recruitment and Selection Procedure and seek feedback from stakeholders, EDI Steering Group	Develop project plan to redesign the Council's approach to Recruitment and Selection that builds employer reputation, makes it accessible for all and enhances the benefits of the flexible working model	Commence the project plan and progress actions	Organisational Development & Performance	Corporate Resources
	2A	Review the Corporate Equalities, Diversity and Inclusion Steering Group governance and terms of reference to ensure that the Council's services are inclusive and accessible.	Review EDI Steering group Terms of Reference and present to EDI Steering Group in June.	Update the terms of reference on Connect	No action required.	No action required.	Organisational Development & Performance	Corporate Resources
	2B	The Council's Leadership Team and Elected Members lead and actively drive equality, diversity and inclusion to ensure that all services are accessible and that we work with partners, business and other groups to promote equality, diversity and inclusion across the District.	The Leadership Team and Full Council to approve the action plan and milestones for 2022/23.	EDI action plan and milestones to be presented to the EDI Steering group for comment and monitoring.	Update on EDI actions and milestones discussed at Steering group meetings	Update on EDI actions and milestones discussed at Steering group meetings. Commence the update of the plan for 2023/24.	Organisational Development & Performance	Corporate Resources
	2C	Develop and implement an Equality Impact Assessment (EIA) Framework to determine whether a part or full assessment is required and publish the results	Review EIA Framework and process against LGA and other recognised national equality frameworks	Provide a report on the review of the EIA's Framework and process	Provide an update on any changes made to improve the EIA process	No action required.	Organisational Development & Performance	Corporate Resources
	2D	Carry out an Equality Impact Assessment when considering new or changes to existing policy, service or processes in terms of how it might impact on different groups of people.	Consider role of EDI Steering Group in supporting with the completion of EIA as a critical friend to the Council - EIA on Flexible Working Policy to be used as a start point.	Report on EIA's completed and any feedback received.	Review EIA framework and identify any developments required. Discuss any proposed changes with EDI Steering Group	Update EIA framework and supporting materials as required.	All Services/ Head of Organisational Development & Performance	All Directorates
	2E	Use equality, diversity and inclusion best practice to inform Council activity.	Consider membership of EDI Steering Group and if any gaps need to be addressed. Work with colleagues on EDI Steering Group to inform ongoing	Establish link with regional Equality, Diversity and Inclusion network	Support any regional work groups of networks to promote EDI.	Use stakeholders and other groups to comment on Annual report and development of action plan for 2023/24	Organisational Development & Performance	Corporate Resources
	2F	Develop a programme of targeted communications to celebrate the diversity of our communities.	The EDI calendar proposal to be further discussed with the Leadership Team. The proposal will be presented at Full Council for approval.	EDI calendar implemented and shared across all service areas. Programme of events to be recognised will be published, supported with details on how the events will be supported.	Events Calendar used to complete the celebration of events during the quarter.	Events Calendar used to complete the celebration of events during the quarter.	Organisational Development & Performance	Corporate Resources
	2G	NEW To monitor the completion of EIA's and the actions proposed to address any negative/positive impacts	Report number of EIA's completed and monitor the actions proposed	Report number of EIA's completed and monitor the actions proposed	Report number of EIA's completed and monitor the actions proposed	Report number of EIA's completed and monitor the actions proposed	Organisational Development & Performance	Corporate Resources
3. Involve and enable our diverse communities to play an active role in society and put the resident's voice at the heart of decision-making	3A	Hold at least one annual equality, diversity and inclusion community event , involving councillors and officers to encourage joint working on shared aims and continue to develop future plans to embed equality, diversity and inclusion throughout our services.	An update on local and community events to discussed with the EDI Steering group. Support Liberation Day	Agree the detail on any community event to be supported during the year.	Work with key stakeholders in the development of the community event and determine arrangements.	Continue with the development of a community event whilst supporting other activities in line with the approved EDI calendar	Organisational Development & Performance	Corporate Resources
	3B	Review the involvement of diverse communities within the district with guidance on how they may be involved in the democratic processes of the Council.	Ensure up to date contact details of all Proper Officers at Parish Council's/Parish Meetings.	Establish links with Community Officer to establish other community groups.	Make contact with other community groups identified.	Provide information regarding Council/Committee meetings and advise of how communities may engage with the democratic process.	Legal & Democratic Services	Chief Executive
	3C	Ensure the Council delivers cultural events which are inclusive of the diverse community, inclusive of our local communities and our communities over the boundary.	Liberation Day targeted at 60+ audience. Festival of leisure due to take place. Jubilee events taking place- e.g. Beacon lighting	Summer Provision across Parish Councils and potential Holiday and Activities Food Programme. Music in the parks sessions.	Christmas activity programme. Remembrance Sunday	Holocaust Memorial Day	Cultural and Community Services	Service Delivery
	3D	Review the effectiveness of the Community Grants programme for voluntary, community and faith-based groups to ensure that it meets the needs of our communities.	Carry out a review of the CEPS funding allocations for the past 10 Years- Where has the money been spent geographically and on what time of project.	Commence reviewing the Project guidance and application process. Consider adding impact on EDI as a standard question or prompt in application form	Complete reviewing the Project guidance and application process. Consider adding impact on EDI as a standard question or prompt in application form	Consult with other funding streams (inc Foundation Derbyshire and South Derbyshire CVS) to identify any gaps across the District	Cultural and Community Services	Service Delivery
	3E	Review our website and council information and implement a set of standards to ensure that it is accessible and inclusive.	Best practice guidelines drafted as part of communications and engagement strategy, digital captions identified	Champions to review the content in their service areas	Amendments made to content of the Council website	Ongoing review on Council website	Organisational Development & Performance	Corporate Resources

	3F	Review planning consultation practices to encourage and enable groups that are not currently engaged in the planning process.	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	A review of the Statemtn of Community Involvement is to be undertaken in advance of the issues and options consultation into the Local Plan in an effort to increase participation in the process	Planning and Strategic Housing	Service Delivery
4. Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects cultural differences	4A	Use building regulation to ensure that developments meet the necessary standards for disabled access and other accessibility standards.	100% target achieved	100% target achieved	100% target achieved	100% target achieved	Planning and Strategic Housing	Service Delivery
	4B	Use the Councils Local Plan to develop best practice in terms of accessible homes	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	This will be undertaken as part of the conulation on Issues and options for the Local Plan review.	Planning and Strategic Housing	Service Delivery
	4C	Review parks and open spaces service as part of the Green Open Space Strategy development ensuring they are accessible and appropriate for all.	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Hold regular meetings with internal and externa stakeholders	Adopt Green Space Strategy.	Cultural and Community Services	Service Delivery
	4D	Implement and promote initiatives such as Sign Live and the Hidden Disabilities Sunflower scheme to enable people with a disability to access Council services.	Initiatives in place. Review in line with face-to-face trial.	Initiatives in place. Review in line with face-to-face trial.	Initiatives in place. Review in line with face-to-face trial.	Initiatives in place. Review in line with face-to-face trial.	Customer Services	Corporate Resources
	4E	Deliver the Safer Homes and Sanctuary Scheme services to improve home security for victims of crime and domestic abuse.	Repromoted referral forms to relevant agencies.	Hold Quarterly monitoring meeting and promote scheme at Area Forums	Hold Quarterly monitoring meeting and promote scheme	Review SLA	Cultural and Community Services	Service Delivery
	4F	Develop internal safeguarding information to assist Council Officers with making safeguarding referrals.	Updating of policy. Cross refer of how it sits with the equalities group.	Update Council Safeguarding Internet Site	Review corporate safeguarding training	Hold Safeguarding Group	Cultural and Community Services	Service Delivery
	4G	Make portable hearing loops available for Council meetings - COMPLETE NOT C/F 2022/23	No action required	No action required	No action required.	No action required.	IT and Business Change	Corporate Resources
	4H	Review Council-owned public buildings to enable access for people with a disability.	Review completed DDA surveys	Procure appropriate DDA works	Progress works	Complete works	Corporate Property	Corporate Resources
	4I	Continue an approach with partners to use community programmes to reduce social isolation and improve mental health, particularly amongst groups that live in rural areas, are elderly or have limited access to other support networks.	Facilitating with partners the offer through the SAIL scheme.	Mental Health Partnership priorities identified and supported	Sustainability of SAIL Officer identified	Number of initiatives supported across the District. E.g. Financial inclusion, Connect SD, Befriending Service	Cultural and Community Services	Service Delivery
	4J	Develop the Council's website to signpost people to services that are delivered in partnership with other organisations.	Commence overview of current website and content that is available to the community and organisations	Present initial overview to EDI Steering Group and request for feedback to identify any gaps or areas for further development	Develop programme of work to review and update the website following feedback and identified areas for development	Provide update to EDI Steering Group	All Services/ Head of Organisational Development & Performance	Corporate Resources
	4K	Make available appropriate communication channels to inform staff, residents, customers and our partners of ongoing and future work.	Each service area to identify digital champions to ensure content is up-to-date and accessible	Champions to review the content in their service areas	Amendments made to content of the Council website	Ongoing review on Council website	Organisational Development & Performance	Corporate Resources
	4L	Enhance the online process for applying to join the Housing Register and for viewing and expressing an interest in vacant Council properties.	Follow Up all potentially vulnerable applicants with documentation outstanding	Re registration complete/Project complete	No action required.	No action required.	Housing Services	Service Delivery
	4M	Provide direct online access to housing rent accounts and repair ordering.	Devise Implementation Plan with software provider and Business Change Team	Commence Implementation	Subject to previous	Subject to Previous	Housing Services	Service Delivery
	4N	Host the multi-agency welfare group which will continue to support tenants and other residents through the on-line Universal Credit process to minimise delays in processing claims.	Hand over hosting of the group to another agency	Re shape SDDC involvement	Update on the progress made to continue to support tenants and residents	No action required.	Housing Services	Service Delivery
	4O	Develop a Customer Access Strategy that will make it easier and quicker to gain access to Council services and takes into account the needs of service users.	Revisit customer access strategy and review in line with face-to-face trial	Consult on customer access strategy	Consult on customer access strategy	Launch strategy	Customer Services	Corporate Resources
	4P	Signpost employees, residents, customers and partners to digital support services.	Work with partners to reduce digital exclusion and support local and national initiatives that enhance the access to digital based services.	Work with partners to reduce digital exclusion and support local and national initiatives that enhance the access to digital based services.	Work with partners to reduce digital exclusion and support local and national initiatives that enhance the access to digital based services.	Work with partners to reduce digital exclusion and support local and national initiatives that enhance the access to digital based services.	All Services	All Directorates

	4Q	Develop online systems that are user friendly for our staff, elected members, residents, customers and partners to gain access to Council services.	Revisit CRM procurement following delay due to COVID.	Consult internally on proposed solution.	Procure solution	Procure/launch solution	IT and Business Change	Corporate Resources
	4R	To work with partners to develop a joined up Telecare service that enables vulnerable or elderly people to retain their independence.	Service under formal consultation with DCC- Engage in Consultation	Receive results of consultation	Provide Options Report for Housing and Community Services Committee	Subject to Previous Quarter	Housing Services	Service Delivery
<p>5. Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council</p>	5A	Data collected on harassment and hate crime (in South Derbyshire) is monitored and analysed and work is carried out to raise awareness of Hate Crime and the local support services	Monthly Hate Crime stats received and reviewed. Attend Quarterly Hate Crime Network Meetings	Monthly Hate Crime stats received and reviewed. Attend County Hate Crime Network Meetings	Monthly Hate Crime stats received and reviewed. Promote Hate Crime Awareness Week	Monthly Hate Crime stats received and reviewed. Attend County Hate Crime Network Meeting	Cultural and Community Services	Service Delivery
	5B	Report on our comments, compliments and complaints and take positive action to address any equality, diversity and inclusion issues.	Comments, compliments and complaints are currently reported to committee. Equalities issues are captured on monitoring sheets.	Review methodology of reporting and monitoring internally.	Review methodology of reporting and monitoring internally.	Deliver new methodology and ensure it is reflected in reporting.	Kevin Stackhouse, Director of Corporate Services	Corporate Resources
	5C	Continue to monitor harassment and hate crime (reported to the Council) and analyse with appropriate action taken to address the issues identified.	Monthly Hate Crime stats received and reviewed	Monthly Hate Crime stats received and reviewed	Monthly Hate Crime stats received and reviewed	Monthly Hate Crime stats received and reviewed	Cultural and Community Services	Service Delivery
	5D	Produce the Communications and Engagement strategy to enable residents, partners and customers to be involved in the development of the Council's Plans	Draft Communications and Engagement Strategy	Consultation on Draft Communication and Engagement Strategy	Communication and Engagement Strategy approved by Elected Members	Guidance available to support Communications and Engagement Strategy	Organisational Development & Performance	Corporate Resources
	5E	Use the 50+ survey, to address the specific needs of the elderly population particularly around housing, social care and health and wellbeing.	Finalise the headline findings and report	Identify priorities for future service planning	Integrate into the SAIL, Housing and Careline offer and wider determinant of health agenda	Number of actions that have been identified from the survey and how many have been implemented.	Cultural and Community Services	Service Delivery
	5F	Continue to promote inclusion and develop support for children and young people from marginalised groups such as LGBTQ+, children with disabilities, Gypsies and Traveller communities and young carers.	Throughout the year promote the Children in Care and Care Leaver Offer	Continue to support groups as opportunities and demand arises.	Continue to support groups as opportunities and demand arises.	Continue to support groups as opportunities and demand arises. Number of groups supported.	Cultural and Community Services	Service Delivery
	5G	Work with partners to raise awareness and support action around digital exclusion. REMOVE NOW MERGED WITH 4P	No action required	No action required	No action required.	No action required.	All Services	Service Delivery
	5H	Work in partnership with transport service to improve the accessibility of transport services to people that live in rural areas. As part of planning proposals for new development or new site allocations.	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	Local Plan scheduled for Summer 2022. Review to take place in Quarter 4	This is ongoing but will form part of the issues and options consultation on the Local Plan.	Planning and Strategic Housing	Service Delivery

Appendix C

Diversity Monitoring categories

The following categories should be used across the Council to monitor and assess how services are being used. This data should be held securely and only for the stated purpose.

For any further information on the use of the different categories and the collection of equalities data please refer to the guidance provided on the intranet or contact Human Resources – hr@southderbyshire.gov.uk

Gender (choose from)

- Man
- Woman
- Non-binary / third gender
- Prefer to self-describe
- Prefer not to say

Sexual orientation (choose from)

- Heterosexual / straight
- Gay or Lesbian
- Bisexual
- Prefer to self-describe
- Other
- Prefer not to say

Ethnicity (choose from)

White

- English/Welsh/Scottish/Northern Irish/British
- Irish
- Gypsy or Irish Traveller
- Any other White background, please describe

Mixed/Multiple ethnic groups

- White and Black Caribbean
- White and Black African
- White and Asian
- Any other Mixed/Multiple ethnic background, please describe

Asian/Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian background, please describe

Black/ African/Caribbean/Black British

- African
- Caribbean
- Any other Black/African/Caribbean background, please describe

Other ethnic group

- Arab
- Any other ethnic group, please describe

Prefer not to disclose

Religion or belief (choose from)

- No religion
- Christian (including Church of England, Catholic, Protestant and all other Christian denominations)
- Buddhist
- Hindu
- Jewish
- Muslim
- Sikh
- Any other religion or belief, please describe
- Prefer not to say

Disability

Do you consider yourself to have a disability or health problem which has lasted or is expected to last at least 12 months and which limits your day-to-day activities?

Under the Equality Act 2010, a person is considered to have a disability 'if they have a physical or mental impairment, and the impairment has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities'. 'Substantial' is defined by the Act as 'more than minor or trivial'.

An impairment is considered to have a long-term effect if:

- it has lasted for at least 12 months
- it is likely to last for at least 12 months, or

- it is likely to last for the rest of the life of the person.

Normal day-to-day activities in general are things people do on a regular or daily basis, for example eating, washing, walking, reading, writing or having a conversation.

Please select choose from the following:

- No known impairment, health condition or learning difference
- A long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- A mental health difficulty, such as depression, schizophrenia or anxiety disorder
- A physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
- A social/communication impairment such as a speech and language impairment or Asperger's syndrome/other autistic spectrum disorder
- A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- Blind or have a visual impairment uncorrected by glasses
- Deaf or have a hearing impairment uncorrected by hearing aids
- An impairment, health condition or learning difference that is not listed above (specify if you wish)
- Prefer not to say

***Age (choose from)**

- 15 and under
- 16-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+
- Prefer not to say

Marriage or civil partnership (choose from)

- Never married and never registered a civil partnership
- Married
- In a registered civil partnership
- Separated, but still legally married
- Divorced
- Formerly in a civil partnership which is now legally dissolved
- Widowed
- Surviving partnership from a registered civil partnership
- Prefer not to say

Appendix D

Diversity Calendar

Introduction

The Council has a strong commitment to equality, diversity, and inclusion as evidenced by the Equality, Diversity and Inclusion (EDI) Strategy and Action Plan 2021- 2025 approved by the Council in February 2021.

A key action within the Equality, Diversity and Inclusion Action plan is to develop and publicise an annual Diversity Calendar and the adoption of a corporate approach to supporting events connected with equality, diversity and inclusion throughout 2022.

A Diversity Calendar has been collated based on national and international events that are planned to occur during 2022. Information has also been obtained from other public sector organisations and the events that they support each year. It is important to note that the Council will pay appropriate regard to all events linked to equality, diversity, and inclusion and that it is not possible to commemorate or support each activity.

This Calendar and events being supported will be subject an annual review completed at the end of each calendar year.

Background

The Council has previously marked, and commemorated events related to equality, diversity, and inclusion on an ad-hoc basis.

This report details the events that will be supported by the Council each year and the procedure for how each will be co-ordinated, managed and evaluated.

The events to be supported have been discussed with EDI specialists from neighbouring councils and other public and private sector organisations.

Detail

Appendix 1 contains a calendar of dates to be marked for 2022. It is proposed that, once approved by the EDI Steering Group and the Council, the calendar will be published in the Equality, Diversity, and Inclusion section of the Intranet and the Council's website.

These dates are national and international observances of events relating to the nine protected characteristics defined in the Equality Act 2010. These characteristics are:

- age
- disability
- gender reassignment
- marriage or civil partnership
- pregnancy and maternity
- race

- religion or belief
- sex
- sexual orientation.

Key events that the Council will mark, honour and commemorate in 2022

In addition to the publishing of the calendar, it is proposed that the Council supports the following events through the publishing of materials and other resources using its current communication channels (website, social media etc). The table below shows each event and the link to one of the protected characteristics where appropriate:

Month	Date(s)	Event	Protected characteristic
January	27	Holocaust Memorial Day	Religion
February	whole month	LGBT+ History Month	Sexual orientation/gender reassignment
February	7 -11	Apprenticeship and work experience week	Age
March	8	International Women's Day	Gender
May	9-15	Mental Health Awareness Week	Disability
May	17	IDAHOBIT Day (International Day against Homophobia, Biphobia and Transphobia)	Sexual orientation/gender reassignment
May	21	Armed Forces Day	Not applicable
June	3	Queens Platinum Jubilee	Not applicable
June	whole month	National Pride Month	Sexual orientation/gender reassignment
October	whole month	Black History Month	Race
November	8-15	Inter Faith Week	Religion or belief
November	13	Remembrance Sunday	Not applicable
November	3	International Day for People with Disabilities	Disability

There are no specific events listed for the protected characteristics of marriage or civil partnership and pregnancy and maternity. The Council will ensure that, working with the EDI Steering Group, that activities and actions to reduce any form of discrimination or unfair treatment based on all protected characteristics will be progressed as and where required.

Detail on the events

Holocaust Memorial Day

Held each year on the anniversary of the liberation of Auschwitz concentration camp in 1945. The event is co-ordinated by the Holocaust Memorial Trust which decides on a theme for the commemoration each year – this is wider than the number of Jewish victims of the Nazi Holocaust and in the past has included LGBT+ and Gypsy/Roma victims of the Nazi Holocaust and subsequent genocides such as those in Rwanda. This can be commemorated by sharing information from the Holocaust Memorial Trust on the Council's website and social media channels. Resources available at: [Holocaust Memorial Day Trust \(hmd.org.uk\)](https://www.hmd.org.uk).

LGBT+ History Month

Held throughout the month of February, the event has a different theme each year. The theme for 2021 was Mind, Body, Spirit. The event seeks to educate about the lives of prominent LGBT+ individuals in history. There is the option to source local case studies from LGBT+ Derbyshire. The national and local materials can be shared on the Council's website and social media channels. Resources available at: [LGBT+ History Month \(lgbtplushistorymonth.co.uk\)](https://lgbtplushistorymonth.co.uk).

Apprenticeship week

During apprenticeship week, 7 to 11 February 2022, to host several events to promote apprentice week, specifically aiming at young people in school and college.

International Women's Day

Held annually each year, the aims of the day are to celebrate women's achievement, raise awareness against bias and challenge gender stereotypes. There is the opportunity to use case studies within the Council of senior female officers, Elected Members and/or women working in jobs traditionally carried out by men. These can be shared on the Council website and social media channels. Resources available at: [International Women's Day 2021 \(internationalwomensday.com\)](https://internationalwomensday.com).

Mental Health Awareness Week

Held annually during May, the week aims to challenge stereotypes around mental illness and provide support to people struggling with mental health issues – signposting them to sources of help. The Council supports the campaign each year with training and awareness raising activities to staff. Resources are available at: [Mental Health Awareness Week | Mental Health Foundation](#)

IDAHOBIT Day

Held on 17 May each year, the day aims to support those facing persecution on the grounds of sexual orientation or gender reassignment. This can be supported by a social media campaign in the lead up to the event and on the day.

Armed Forces Day

Armed Forces Day, held on 21 May, an event will be held to recognise the service of the men and women of the British armed forces. During this week we will promote service men and women in the District to mark this event.

Queens Platinum Jubilee

The Queen will become the first British Monarch to celebrate a Platinum Jubilee, seventy years of service, having acceded to the throne on 6 February 1952 when Her Majesty was 25 years old.

An extended bank holiday, from Thursday 2 to Sunday 5 June, will provide an opportunity for communities and people throughout the United Kingdom to come together to celebrate the historic milestone. The four days of celebrations will include public events, community activities, as well as national moments of reflection on The Queen's 70 years of service.

Although the majority of events will take place between June 2 and June 5, a key to the concept is that the whole nation are encouraged to celebrate. This includes South Derbyshire District Council and all of its partners.

National Pride month

Every year, during the month of June, the LGBT+ community celebrates in a number of different ways.

A range of resources, events and information will be shared to commemorate and recognise the influence LGBT+ people have had around the world.

Black History Month

Held each October, Black History Month is an annual campaign to highlight the role played by black people in British society. National resources can be supplemented by local case studies. These can be shared on the Council website and social media channels. Resources are available at: [Black History Month 2022 - Proud To Be](#)

Inter Faith Week

Held each November, Inter Faith Week aims to strengthen good relations between all faiths in the UK and also increase understanding between people of religious and non-religious beliefs. National resources are available at: [Inter Faith Week](#).

Remembrance Sunday

An event will be held to mark the contribution of military and civilian servicemen and women involved in the two World Wars and later conflicts.

International Day for People with Disabilities

Held on 3 December, organised by the United Nations, the day is an opportunity to raise the profile of people living with disabilities. The theme for 2021 was 'Fighting for rights in the post-Covid era'. Resources are available at: [International Day of People with Disabilities \(idpwd.org\)](https://www.idpwd.org/)

Flag flying

The Council has an approach to flag flying which reflects the guidance received from the Government on the days for which flags are flown on the flag pole at the Civic Offices.

Neighbouring local authorities have revised their policy which allows their authorities to fly specially-purchased flags on the flag pole, in addition to the Union Flag which has to take the superior position, to mark dates related to equality, diversity, and inclusion.

This paper proposes that the EDI Steering group discusses and considers flags on the flag pole to mark dates related to equality, diversity and inclusion. It is suggested that these are as follows:

- National Pride Month (following Queen Jubilee week)
- Black History Month
- Armed Forces Day (already flown)
- Remembrance Sunday (already flown)
- Queens Platinum (already flown)
- International Day of Disabled People

It is also recommended that the EDI Steering group and Council review the above list on an annual basis.

Financial Implications

Online campaigns can be completed within existing budgets. Any events are planned that could incur additional expenditure will be determined and approved by Leadership Team on a case by case basis.

Support may be required by the Events and Marketing Officer.

Risk Impact

There are possible reputational risks involved in both promoting and not promoting the events given that residents have strong feelings on equality, diversity, and inclusion issues and there is the potential for negative responses to any of the events listed.

Agreeing a list with the EDI Steering Group and having it reviewed on an annual basis will mitigate this risk whilst ensuring the Council is promoting and enhancing its reputations as Champion for EDI within the community.

Recommendations

1. That the Steering Group recommends the use of the Diversity Calendar (Appendix 1) and supports the separate events listed in the paper for the Council to support through additional activities during 2022.
2. That the Council considers the potential of using approved and recognised symbols of support including the raising of flags, in addition to the Union Flag in a superior position, for the following events;
 - National Pride Month (following the Queen's Platinum Jubilee week)
 - Black History Month
 - Armed Forces Day (already flown)
 - Remembrance Sunday (already flown)
 - Queen's Platinum Jubilee (already flown)
 - International Day of Disabled People

Appendix 1

South Derbyshire District Council Diversity Calendar 2022

January

16 Holocaust Memorial Day

February – LGBT+ History Month

7 Apprentice and work experience week (focusing on young people)

March

8 International Women's Day

21 International Day of the Elimination of Racial Discrimination

28 World Autism Acceptance week

31 International Trans Day of Visibility

April

22 Stephen Lawrence Day

26 Lesbian Visibility Day

May

? Liberation Day

2 Deaf Awareness Week

9 Mental Health Awareness Week

15 Dementia Awareness Week

17 (IDAHOBIT) International Day against Homophobia, Biphobia and Transphobia

21 Armed Forces Day

24 Pan sexual Visibility Day

June

Pride Month

3 Platinum Jubilee of Queen Elizabeth II

22 UK Windrush Day

July

14 International Non Binary Day

September

TBA Derbyshire and Derbyshire Pride event

23 Bi Visibility Day

October – Black History Month

1 international Day of Older People

TBA Hate Crime Awareness Week

TBA Wear Red Day – show racism the red card

November

TBA Inter Faith Week

12 International Men's Day

- 13 Remembrance Sunday - commemoration of those who have lost their lives in the First World War and subsequent conflicts
- 13 Transgender Awareness Week
- 22 Disability History Month
- 25 Carers Rights Day

December

- 1 World Aids Day (red ribbon)
- 2 International Day of abolition of slavery
- 3 International Day of People with Disabilities

TBA – Date to be advised and will be added to the calendar one announced.

EQUALITY, DIVERSITY AND INCLUSION ACTION PLAN 2021-25

The following action plan sets out the key actions which will be undertaken during year one of the action plan - 2021-2022 to support our objectives.

Objectives	Action Number	Action	2021-22 Quarter 1 Milestone (Apr-June)	2021-22 Quarter 1 (Apr-June) Update & RAG Rating KEY TO RAG RATING Green Indicates that the action is on target Amber Flags up that achieving the action is in question Red Shows that we have not been able to achieve the action	2021-22 Quarter 2 Milestone (July-Sept)	2021-22 Quarter 2 (July-Sept) Update & RAG Rating KEY TO RAG RATING Green Indicates that the action is on target Amber Flags up that achieving the action is in question Red Shows that we have not been able to achieve the action	2021-22 Quarter 3 Milestone (Oct-Dec)	2021-22 Quarter 3 (Oct-Dec) Update & RAG Rating KEY TO RAG RATING Green Indicates that the action is on target Amber Flags up that achieving the action is in question Red Shows that we have not been able to achieve the action	2021-22 Quarter 4 Milestone (Jan-March 2022)	2021-22 Quarter 4 (Jan-March 2022) Update & RAG Rating KEY TO RAG RATING Green Indicates that the action is on target Amber Flags up that achieving the action is in question Red Shows that we have not been able to achieve the action	Lead responsibility	Directorate
1: Encourage and enable a skilled and diverse workforce to build a culture of equality and inclusion in everything we do	1A	Review and deliver equality, diversity and inclusion (EDI) training for Council Officers and Elected Members. This includes training that covers employment, mental health and wellbeing, recruitment and selection, raising awareness of the needs of different users and customers and unconscious bias.	Develop & deliver the EDI & EIA training programme for the targeted groups	Mandatory EDI training is in progress for staff with over 50% of the workforce attended. Equality Impact Assessment (EIA) training will be rolled out from August. EDI and EIA training will be delivered to Elected Members in the autumn. Mandatory training for employees on recruitment and selection, mental health and well being continues	Commence EIA training to all target groups. Launch EIA Framework. Continue with mandatory training in EDI, recruitment and selection and mental health and wellbeing.	The EIA training has been delivered to Heads of Service and Officers that write policies and procedures. Arrangements are in place to deliver the EIA training to Elected Members during Qtr 3. Mandatory EDI training has been completed by 61% of the workforce. Mandatory training for employees on recruitment and selection, mental health and well being continues	Continue EIA training to all target groups. Continue with mandatory training in EDI, recruitment and selection and mental health and wellbeing.	The EIA training continues to be provided to Heads of Service and Officers that write policies and procedures with over 60% now attended. Training for Elected Members commenced in qtr 3 with two sessions held on both EDI and EIA. Mandatory EDI training has been completed by 66% of the workforce. Mandatory training for employees on recruitment and selection, mental health and well being continues	Continue with mandatory training in EDI, recruitment and selection and mental health and wellbeing.	5 employees have completed EDI training this quarter. Delivered Equality, Diversity and Inclusion training to 86 employees at Derby Museums. 60% of managers have completed EIA and 66% of employees have completed EDI.	Organisational Development & Performance	Corporate Resources
	1B	Identify any areas of under-representation in the Council's workforce reflective of the working age community of the District and develop positive action initiatives to promote diversity in the workplace.	Develop corporate equality monitoring categories to be used across all Council service areas	Equality monitoring categories have been produced and approved by Leadership Team.	Consult with the EDI Steering Group on the corporate equality monitoring categories. Develop supporting guidance on the collation of equality data. Communicate the corporate equality monitoring categories and guidance	Equality monitoring categories were presented to the EDI Steering Group on 28 July 2021. Equality monitoring guidance is currently being developed. Equality monitoring categories were communicated to all services across the Council for review and feedback. Diversity Monitoring is an agenda item at the next EDI Steering group meeting.	Service areas to use equality monitoring categories	The revised Diversity monitoring categories will be used to collate workforce data and establish underrepresentation in the workforce.	Review the use of equality monitoring across all service areas. Workforce requested to update personal details in line with corporate equality monitoring categories	The Diversity monitoring categories have been developed and will go to Full Council in May for approval.	Organisational Development & Performance	Corporate Resources
	1C	Publish a Gender Pay Gap report, report on any issues and actions taken.	No action required		Draft Gender Pay Report for the Leadership Team to approve.	Gender Pay gap report will be presented to Leadership Team in Qtr 3 and then to Full Council. A summary of the Gender Pay Report will be presented to the EDI Steering group meeting in January.	Submit Gender Pay Report to Leadership Team	The Gender pay report was produced and submitted to Leadership Team. A summary will be provided to the EDI Steering Group meeting in January 2022.	Gender pay report submitted to Finance & Management Committee for approval. Share report with EDI Steering group	Gender pay report shared with the EDI Steering group in January 2022	Organisational Development & Performance	Corporate Resources
	1D	Design and deliver an annual employee engagement survey; ensure that it is accessible to all staff and includes questions that enable the Council to monitor trends and progress around equality, diversity and inclusion.	The survey will be implemented in Q3 2022/3	The survey will be implemented in Q3 2022/3	The survey will be implemented Q3 2022/3	The survey will be implemented in Q3 2022/3	The survey will be implemented in Q3 2022/3	The survey will be implemented in Q3 2022/3	Proposal of an employee survey presented to Leadership Team.	Due to the covid pandemic the employee survey has not been completed. A number of engagement sessions have been held with staff	Organisational Development & Performance	Corporate Resources
	1E	Produce a set of standard equality and diversity monitoring categories so that Council Officers, residents and customers can declare information in a consistent manner.	Develop corporate equality monitoring categories to be used across all Council service areas	Equality monitoring categories have been produced and approved by Leadership Team.	Consult with the EDI Steering Group on the corporate equality monitoring categories. Develop supporting guidance on the collation of equality data. Communicate the corporate equality monitoring categories and guidance	Equality monitoring categories were presented to the EDI Steering Group on 20 July 2021. Equality monitoring guidance is currently being developed. Equality monitoring categories were communicated to all services across the Council for review and feedback. Diversity Monitoring is an agenda item at the next EDI Steering group meeting.	Publish the Diversity Monitoring Guidance on the South Derbyshire website. Service areas to use equality monitoring categories	Feedback from the EDI Steering Group held on 12 Oct 2021 needs to be considered and a revised list of categories will be presented to Leadership Team. Equality monitoring guidance is currently being developed.	Review the use of equality monitoring across all service areas. Publish the Diversity Monitoring Guidance on the South Derbyshire website.	Diversity monitoring categories developed. Further guidance will be developed and will be available on the intranet and the Council website	Organisational Development & Performance	Corporate Resources
	1F	Use the Stonewall workplace equality index to assess achievements and progress in LGBTQ+ inclusion.	Contact Stonewall to obtain the index and guidance	Information pack has been obtained on the Stonewall Index and a discussion paper will be developed for the next EDI meeting	Stonewall Index proposal to be presented at the next EDI Steering group meeting	Stonewall have been approached and have provided the Council a Workplace Equality Index, a benchmarking tool that helps employers measure their progress on LGBTQ+ equality in the workplace. An overview of the index will be presented at the EDI Steering group meeting on 12 October 2021.	Update and seek approval from the Leadership Team on any discussions at the EDI Steering group on the Stonewall Index proposals	Further exploratory work to undertaken to identify other index to be considered. A proposal will be bought back to a future at April 2022 meeting	Agree the actions to put forward a submission for inclusion on the Stonewall Index in 2022/23.	A proposal will be presented at the Leadership Team for consideration. The proposal will be bought to a future EDI steering group meeting	Organisational Development & Performance	Corporate Resources
	1G	Publish an annual report on progress made, achievements and further actions to deliver on the key outcomes in the Equality, Diversity and Inclusion Action Plan 2021 - 2025.	No action required		No action required		No action required	EDI annual report is in the planning stage. Heads of Service been approached for images/visuals of the activity around Equality, Diversity and Inclusion.	Consult the EDI Steering Group on the proposed content for the annual report. Collate evidence for the production of the annual report in quarter 1 2022/23	The draft EDI annual report will be circulated to the EDI Steering group for feedback.	Organisational Development & Performance	Corporate Resources
	1H	Promote the 'Access to Work' scheme and any other national/local schemes that enable financial or other support for current or future employees.	Send out Access to Work information to recruiting Managers.	Guidance on Access to Work is being produced and will be sent to managers in August 2021.	Develop internal resource for staff to access key benefits including the Access to Work scheme.	Information on Access to Work has been communicated to across the Council. Supporting information is available on the Council internal web pages.	Review the recruitment and selection criteria including recruitment materials and website to ensure access to work scheme is prominent and clear.	Information on Access to Work has been communicated to across the Council. An initial review of the Recruitment and Selection Procedure has been completed and further development of materials will be completed in the spring/summer 2022.	Review the take up of the Access to Work Scheme.	2 employees accessed the scheme.	Organisational Development & Performance	Corporate Resources
	1I	Collate and maintain data on equality, diversity and inclusion as a shared resource available on the Council's internal and external web pages, including the publication of the Equality Profile of South Derbyshire's population based on the nine protected characteristics, to help inform service delivery.	Identify sources externally from the Derbyshire Observatory, ONS Data, Census Data	Data is available on the EDI website and regularly updated	Update the external website with equality information of the population in South Derbyshire	Population data for South Derbyshire is available on the SDDC website, this data is based on the SDDC 2011. Information will be revised in 2022 once the new Census data undertaken in March 2021 has been published by the ONS. A link from the Council's intranet (Connect) has been added to link to the ONS data to ensure this can be utilised by officers when undertaking a service delivery review.	Update external website pages, create a link from the internal staff intranet to external pages.	Currently awaiting data from the ONS to update on the Councils website on equality data.	Review progress over the year and agree arrangements to maintain and update the data.	Currently awaiting data from the ONS to update on the Councils website on equality data.	Organisational Development & Performance	Corporate Resources
	1J	Promote employment and training opportunities including volunteering for school leavers, the unemployed and those furthest from employment or self employment, through attendance at careers events, job fairs and other events held in the District.	Virtual Fairs and supporting schools and colleges with work placements.	Schools and colleges are not currently placing students in the workplace due to Covid-19 and the majority of Council staff continue to work remotely.	Promote the virtual careers fair which is being led by the schools development agency.	Virtual Careers Fair promoted to local employers.	Encourage the creation of industry placements opportunities.	Industry placements promoted to local employers.	Milestone to be confirmed later in the year once it is clear what is possible to deliver with Covid-19 restrictions.	Cross-departmental 'supporting aspirations' action plan adopted by Finance and Management Committee in February, aligned with Gatsby Benchmarks of good career guidance.	Economic Development and Growth	Chief Executive

2: Demonstrate inclusive leadership, partnership and a clear organisational commitment to being a leader in equality, diversity and inclusion in the District	1K	Continue to support apprenticeship and other national schemes to provide employment opportunities in partnership with local colleges and other providers.	Promote the apprenticeship programme through the Learning & Development newsletter which is distributed across the Council. Work with East Midlands Councils on the Kickstart programme	A monthly newsletter is produced internally promoting apprenticeships. The Council has joined the regional consortium led by East Midlands Councils to support the national Kick start programme.	Opportunities to use the apprenticeship qualifications to be included in the PDR process. Kickstart placements made available	2 placements in post from the Kickstart programmes (one in Operational Services and the other in Customer Services). One (Customer Services) has now successfully been appointed into a full time post as an Apprentice in Customer Service. Customer Services are in the process of commencing another kickstart placement in their Revenues and Benefits Team. Standard documentation used in the PDR process has been amended to include a section on using the apprenticeship levy for training needs identified.	Seek approval from Leadership Team to further promote the use of apprenticeships through changes to the R&S procedure. Review Kickstart placements.	The initial review of the Recruitment and Selection Procedure has been completed and will continue in to 2022. Opportunities to promote the use of Apprenticeships has continued in the monthly L&D newsletter and during recruitment. Additional placements are being progressed within Corporate Services and Housing. Customer Services are seeking approval for another kickstart placement.	Support and promote opportunities as part of the apprenticeship week.	6 (1.84% of head count)	Organisational Development & Performance	Corporate Resources
	1L	Continue to carry out an employee risk assessment should an employee's circumstances change in relation to any of the protected characteristics and put in place reasonable adjustments where necessary.	To complete employee risk assessments on employees working remotely. Provide any equipment or other resources for employees as required.	Risk assessments have been completed for employees working remotely that includes consideration of any protected characteristics. Equipment and resources have been provided to employees to meet any requirements identified in the DSE work station assessments.	To complete employee risk assessments on employees working remotely. Provide any equipment or other resources for employees as required.	Risk assessments have been completed for employees working remotely that includes consideration of any protected characteristics. Equipment and resources have been provided to employees to meet any requirements identified in the DSE work station assessments.	To complete employee risk assessments on employees working remotely. Provide any equipment or other resources for employees as required.	Risk assessments continued to be carried out across the Council.	To complete employee risk assessments on employees working remotely. Provide any equipment or other resources for employees as required.	Risk assessments by equality group will be completed subject to the approval of the equality monitoring categories	All Services/ Head of Organisational Development & Performance	All Directorates
	1M	Review our recruitment process to ensure we proactively encourage diversity when people apply for jobs at the Council	No action required. Diversity monitoring categories will need to be approved and in place	No action required. Diversity monitoring categories will need to be approved and in place	Review the existing process and make proposals to change the Council's approach to the recruitment and selection of staff.	A HR Graduate Trainee is on secondment to review and enhance the Council's recruitment and selection process, particularly around equality, diversity and inclusion.	Undertake consultation with stakeholders and other key groups.	A review of the recruitment process is now completed. The HR team are working through the recommendations to implement across the Council	Implement the revised process.	The recruitment and selection process will be reviewed in line with the flexible working policy	Organisational Development & Performance	Corporate Resources
	2A	Review the Corporate Equalities, Diversity and Inclusion Steering Group governance and terms of reference to ensure that the Council's services are inclusive and accessible.	Review and agree the draft Terms of Reference with the Leadership Team. Agree the membership of the group and resourcing, plan the first EDI Steering Group.	The Terms of Reference have been drafted and approved by Leadership Team. The membership of the EDI Steering Group have been finalised and includes representatives from the Council, external partners and Trade Unions.	First meeting of the EDI Steering Group. Appoint roles and agree Terms of Reference for the future meetings of the Group. Review membership to ensure it is representative	First meeting of the EDI Steering Group was completed on 20 July 2021. Roles on the Group have been appointed and role profiles agreed. Terms of reference were approved by the EDI Steering Group on 20 July 2021. Membership has been reviewed and additional representatives have been invited to the next meeting of the EDI Steering Group being held on 12 October 2021.	EDI Steering Group Meeting and review membership	Membership has been reviewed and additional representatives attended the EDI Steering Group being held on 12 October 2021.	Review EDI Steering group Terms of Reference	The Terms of reference will be discussed at the June 2022 meeting	Organisational Development & Performance	Corporate Resources
	2B	The Council's Leadership Team and Elected Members lead and actively drive equality, diversity and inclusion to ensure that all services are accessible and that we work with partners, business and other groups to promote equality, diversity and inclusion across the District.	The Leadership Team to approve the action plan and milestones.	The Leadership Team approved the EDI actions and milestones.	EDI action plan and milestones, to be presented to the EDI Steering group. Steering group to provide feedback on the action plan and milestones	EDI action plan and milestones were presented to the EDI Steering Group on 26 July 2021. Overall, 80% of actions are on track on the EDI action plan. One action is in progress	Update on EDI actions and milestones discussed at Steering group meetings	EDI action plan and milestones were presented to the EDI Steering Group on 12 October 2021. 72% of actions are on track on the EDI action plan.	Update on EDI actions and milestones discussed at Steering group meetings.	A new set of milestones is currently being developed for 2022/3. This will be presented and discussed at the EDI meeting in June 2022.	Organisational Development & Performance	Corporate Resources
	2C	Develop and implement an Equality Impact Assessment (EIA) Framework to determine whether a part or full assessment is required and publish the results.	Draft the Equality Impact Assessment Framework and seek approval from the Leadership Team. Deliver EIA training to targeted groups.	The EIA framework has been drafted and approved by Leadership Team. EIA training course has been developed and will be rolled out during Qtr. 2	EIA framework to be presented to Steering Group for information and feedback. EIA training to commence	EIA framework was presented to the EDI Steering Group on 20 July 2021. Information on EIA process is available on the Council website and intranet. EIA training has commenced and will continue in to quarter 3.	Monitor uptake and make any further consideration required to the Framework. Complete EIA training and review feedback to inform development of EIA framework and future training events.	EIAs are being completed as appropriate across the Council with support provided by OD&P. EIA training has been provided to officers and Elected Members with further sessions planned in qtr 4. No amendments made to the framework and this will be kept under review.	EIA guidance and templates available on the intranet	EIA guidance is available and on the Council intranet site	Organisational Development & Performance	Corporate Resources
	2D	Carry out an Equality Impact Assessment when considering new or changes to existing policy, service or processes in terms of how it might impact on different groups of people.	EIA Framework developed and guidance developed	EIA Framework and processes is in place and available for staff to access	EIA's completed as part of Policy Review process	A policy process has been developed which includes undertaking an EIA on all new or changed policies to identify any negative or positive impact on different groups.	Report on the EIA's completed	All service areas have been provided with the corporate equality monitoring categories. Feedback from the EDI Steering Group held on 12 Oct 2021 needs to be considered and a revised list of categories will be presented to Leadership Team.	Report on EIAs completed	1 EIA completed this quarter	All Services/ Head of Organisational Development & Performance	All Directorates
	2E	Use equality, diversity and inclusion best practice to inform Council activity.	Identify which external bodies can inform best practice Framework and other indicators that the Council can use to draw on best practice.	The development of the corporate equality monitoring categories and guidance is based on those used during the Census as well as guidance from the Local Government Association and the Office of National Statistics. This will enable the more appropriate analysis of data at a local level against regional and national trends.	Identify which external bodies can inform best practice and other indicators that the Council can use to draw on best practice.	Local organisations/individuals have been contacted to support with the Council on Equality, Diversity and Inclusion. New members are now on the EDI Steering group to provide additional support and expertise to the Council	Report on external bodies that can inform on best practice on equality, diversity and inclusion	Head of OD & P exploring collaborative work with Derby City other neighbouring councils on equality diversity and inclusion matters. An update will be provided at the next meeting	Implement best practice approved by the EDI Steering Group.	The Council delivered 15 EDI training sessions to staff, the Leadership Team, and Trustees at Derby Museums. This included a total number of 86 attendees. The feedback for m sessions was very positive with the opportunity of further work, subject to the Council capacity	Organisational Development & Performance	Corporate Resources
	2F	Develop a programme of targeted communications to celebrate the diversity of our communities.	Identify the channels that are available to us and in particular how to engage with residents that we are not currently engaging with.	A proposed diversity calendar will be discussed at the EDI Steering group meeting in July 2021.	Feedback to Leadership Team on ideas on celebrating diverse communities and diversity calendar for 2022	A diversity calendar for 2022 is being developed and will be presented at the next EDI Steering group	Present a paper to Committee of a diversity calendar/events for 2022	Diversity calendar paper to be presented at the EDI Steering group in January 2022.	Present back agreed plan to EDI Steering group Commence planning of events for 2022.	The EDI calendar proposal requires further discussion with the Leadership Team. The proposal will be presented at Full Council for approval.	Organisational Development & Performance	Corporate Resources

3. Involve and enable our diverse communities to play an active role in society and put the resident's voice at the heart of decision-making	3A	Hold at least one annual equality, diversity and inclusion community event , involving councillors and officers to encourage joint working on shared aims and continue to develop future plans to embed equality, diversity and inclusion throughout our services.	No action required	No action required	Consult with the EDI Steering Group to gauge ideas and thoughts around potential events to raise awareness around equality, diversity and inclusion.	A proposal of events in the District is being developed and presented to the Leadership Team. At the EDI Steering Group meeting held on 20 July 2021, initial views were sought on the approach to be taken.	Paper to Leadership Team and EDI Steering Group outlining what an event would involve and the dates it will be held. Set up event team. Schedule/scope and plan the event.	No event arranged due to Covid	Finalise the arrangements for the event and commence communication and engagement activities. Date of event to be confirmed.	An update on local and community events to discussed on the EDI Steering group.	Organisational Development & Performance	Corporate Resources
	3B	Review the involvement of diverse communities within the district with guidance on how they may be involved in the democratic processes of the Council.	Establish what information is currently available across the Council.	Data is being requested from all services areas. Revised corporate equality monitoring categories have been developed (see 1E).	Establish what data is currently available and collated across the Council.	Areas with defined representation, e.g. Parish Councils/Meetings established	Send letter to Parish Councils to establish the protected characteristic groups they are aware within their respected areas and establish how the Council can engage with these groups. Not all areas have a Parish Council , the Council will need to identify the gaps via elected members.	Draft correspondence to Parish Councils / Parish Meetings in progress.	Collate responses from the Parish Councils and finalise the list of protected characteristic groups.	31 Parish Councils. Further work is required to understand the frequency of meetings each will have as they will have different meeting cycles.	Legal & Democratic Services	Chief Executive
	3C	Ensure the Council delivers cultural events which are inclusive of the diverse community, inclusive of our local communities and our communities over the boundary.	Deliver cultural and other events that enable local groups of people and/volunteers to participate in activities that promote inclusivity.	Community Heroes Awards and Roll of Honour taken place during National Volunteers Week- well received. Liberation Day- contact made with all previous attendees with various information distributed to these individuals. Positive manners worker group for mums to stem sense of isolation. Litter picking groups recently permitted to recommence activities in parks and other spaces.	Subject to restrictions and guidance from the Leadership Team community consultation event planned in Newhall.	Consultation not taken place yet however Newhall network meeting continues to meet, Community Newsletter produced by group and currently planning a William Allitt based Youth Club.	Ensure the ED&I agenda is captured in the events review.	Events Review delayed due to the current uncertainty in holding large scale events due to covid.	Seek approval from the Leadership Team of the Events Review.	Modern Curling completion delivered in primary schools for children with special needs	Cultural and Community Services	Service Delivery
	3D	Review the effectiveness of the Community Grants programme for voluntary, community and faith-based groups to ensure that it meets the needs of our communities.	Include the ED&I agenda in the Service Level Agreement review. Monitor the take up of grants by different groups.	The EDI agenda will form part of the CVS project schedule for 2021/22.	Include the ED&I agenda in the Service Level Agreement review. Monitor the take up of grants by different groups.	SLA's to be reviewed in 2022. Five recent projects submitted to Community Grants panel to be scored, one was from a Community organisation run by volunteers, one by a Community Interest Company and three from Parish Councils. The projects have to demonstrate how the benefit the Local Community.	Analyse data collected over the year and identify any gaps in groups applying. Develop a targeted marketing exercise	Over last 24 months project applications received from Churches , Parish Councils, Recreational clubs and Arts organisation & CAB. Promotion of grant carried out Quarterly via comms with Parish Councils and through CVS, where it is circulated to all voluntary sector groups they support.	Report on findings and number of grants accessed and groups supported.	8 x Community Partnership Grants Awarded 8 x Safer and Stronger Grants Awarded	Cultural and Community Services	Service Delivery
	3E	Review our website and council information and implement a set of standards to ensure that it is accessible and inclusive.	Undertake an audit and produce an action plan of work	Website audit has commenced and an action plan is being produced to signpost people to services.	Implement action plan to improve accessibility and signposting to services	Cabinet Office audit carried out to improve website accessibility, continued audit of content	Develop set of standards	An accessibility review of the website has been completed. A number of recommendations were identified that have put in place by our website provider. The website is now fully compliant with requirement of The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 that public sector websites are accessible to everyone.	Begin to implement the standards to the website.	The accessibility standards for the website is now completed and meets the regulatory requirements	Organisational Development & Performance & Information Technology and Business Change	Corporate Resources
	3F	Review planning consultation practices to encourage and enable groups that are not currently engaged in the planning process.	No action required	No action required	Prepare key issues from the governments planning reforms to include in the Statement of Community Involvement. Report to E&DS Committee with a timeframe for formal review of the Statement of Community Involvement.	This will form part of the initial Local Plan consultation with a timetable for this to be confirmed. There has been some delay due to the need to consider the implications of national policy position but a more detailed timetable will be presented to Committee and the initial consultation to take place in the New Year	Begin implementation of milestones that are included in the Statement of Community Involvement.	Work on this is progressing in advance of a report to EDS committee in advance of an initial Local Plan consultation in the Spring 2022. Steps will be taken to ensure hard to reach groups.	Continue to implement the milestones that are included in the Statement of Community Involvement.	The Local Plan consultation will be carried out in line with the requirements of the SCI, but in addition the Council will look to include new measures to reach hard to reach groups who do not normally respond to traditional paper based local plan consultations.	Planning and Strategic Housing	Service Delivery
4. Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects cultural differences	4A	Use building regulation to ensure that developments meet the necessary standards for disabled access and other accessibility standards.	No action required	No action required	Report on the systems use to ensure the standard for disabled access and other accessibility standards	The standards are in place with 100% compliance achieved	Report on the progress made to ensure the standard for disabled access and other accessibility standards	100% compliance	Report on work to ensure the standards for disabled access	DDA surveys have been completed on Civic Offices, Old Town Hall, Midway and Stenson with a review/proceed/progress complete works on the back of these surveys.	Planning and Strategic Housing	Service Delivery
	4B	Use the Councils Local Plan to develop best practice in terms of accessible homes	No action required	No action required	Prepare key issues from the governments planning reforms to include in the Local Plan.	This will form part of the initial Local Plan consultation with a timetable for this to be confirmed. There has been some delay due to the need to consider the implications of national policy position but a more detailed timetable will be presented to Committee and the initial consultation to take place in the New Year	Include in the consultation of the Local Plan preparation.	Work is progressing on the Local Plan consultation which will include details of best practice regarding accessible homes.	Report responses of the consultation to E&DS Committee.	The Local plan consultation is timetabled for the summer of 2022. Following this the responses will be reported to EDS committee in Autumn 2022.	Planning and Strategic Housing	Service Delivery

4C	Review parks and open spaces service as part of the Green Open Space Strategy development ensuring they are accessible and appropriate for all.	No action required	No action required	Review the scope and prepare the brief of the Play Audit. Subject to Covid implications commence voluntary activities including mental well being and report accordingly.	The Play Audit and associated Action Plan was subject of a report to O&S Committee in 2019 and the action plan is underway with improvements funding agreed and going through procurement phase.	Complete improvements to accessible play offer at Rosliston Forestry Centre.	The access paths into the now fenced play area have been improved and an ordinary swing has been replaced with a cradle version.	Identify timetable to implement the recommendations made from the Play Audit.	We are currently working through the recommendations of the play audit and hope to complete the 2 recommendations on improved signage and an electronic inspection system by October 22. The design work has already been commissioned for the signage (attached for info) and we are hoping to go out to tender for the inspection app shortly.	Cultural and Community Services	Service Delivery
4D	Implement and promote initiatives such as Sign Live and the Hidden Disabilities Sunflower scheme to enable people with a disability to access Council services.	Implement both schemes and monitor uptake. Consider targeting advertising as required.	Both schemes implemented. Sunflower scheme progressing well. Sign Live being promoted to drive up usage.	Monitor uptake on both schemes and advertise if required.	Both schemes implemented. Sunflower scheme progressing well. Sign Live being promoted to drive up usage.	Monitor uptake on both schemes and advertise if required.	Both schemes implemented. Sunflower scheme progressing well. Sign Live being promoted to drive up usage.	Monitor uptake on both schemes and advertise if required.	No further update on the actions due to work on grant schemes	Customer Services	Corporate Resources
4E	Deliver the Safer Homes and Sanctuary Scheme services to improve home security for victims of crime and domestic abuse.	Promote the scheme across referring agencies and update promotional leaflets and referral forms	Promotional leaflets and referral forms updated and circulated to referring partner Agencies	Hold Quarterly monitoring meeting and promote scheme at Area Forums	Quarterly Monitoring meeting held and Scheme promoted around Police and via social media. Area Forums haven't taken place in Q2 but are planned to take place in Q3.	Hold Quarterly monitoring meeting and promote scheme	Quarterly Monitoring meeting held and Scheme promoted around Police and via social media. Scheme promoted at Nov/Dec Community Meetings	Review SLA	Safer Homes has secured x162 properties through the since April 2021. This includes domestic violence victims, burglary victims, victims of cuckooing and self referrals	Cultural and Community Services	Service Delivery
4F	Develop internal safeguarding information to assist Council Officers with making safeguarding referrals.	Develop and launch Safeguarding Hub Intranet site	Safeguarding Hub launched and email promoting site sent to all staff. Safeguarding training provided to 67% of employees.	Deliver Safeguarding Training to Councillors	Scheduled to take place on 14th and 19th October. Safeguarding training provided to 72% of employees.	Monitor and review number of Staff to have received Safeguarding Training and arrange additional sessions if necessary	76% of staff received safeguarding training in 2021, plus two Councillor sessions were provided. Currently reviewing the Training and likely a basic E learning package will be rolled out in 2022.	Update Council Safeguarding Policy	Full review of policy underway but not complete	Cultural and Community Services	Service Delivery
4G	Make portable hearing loops available for Council meetings.	Review market and ascertain prices for portable hearing loops to be given to Democratic Services for the running of Committee meetings.	Procurement exercise is currently being undertaken for portable loops.	Implementation of portable loops and provide training where needed.	Portable loops to be handed over to Democratic Services with training on use.	No action required	Complete	Review the take up and effectiveness of the portable hearing loops	The Council has 1 loop and has purchased 1 additional loop. ICT staff have been trained on using the loop. There is also a loop available in the IT department and can be requested. Democratic services also have a loop.	Information Technology and Business Change	Corporate Resources
4H	Review Council-owned public buildings to enable access for people with a disability.	Review the existing access (DDA) surveys and assess their current compliance.	Initial scoping exercise completed and liaising with consultants to review key buildings.	Plan inspections based on any shortcomings identified through the review.	On target - Penningtons instructed to undertake DDA surveys.	Carry out inspections.	Consultants to be appointed to complete the DDA surveys, these will be completed by the end of March	Develop a schedule of works to inform Year 2 milestones.	DDA surveys completed	Corporate Property	Corporate Resources
4I	Develop an approach with partners to use community programmes to reduce social isolation and improve mental health, particularly amongst groups that live in rural areas, are elderly or have limited access to other support networks.	Recommend voluntary activities at Rolleston Forestry Centre. Identify and report on projects identified throughout the year that focus specifically on rural isolation.	Voluntary activities such as Rolleston Rangers have restarted	Promote activities available in the rural area at the Environmental Forum. Identify and report on projects identified throughout the year that focus specifically on rural isolation.		Report on the number of community groups supported Scheme in South Derbyshire and report on projects identified throughout the year that focus specifically on rural isolation.	New Homelessness and CBL solution in operation.	Discuss opportunities with People Express for specific art based initiatives. Identify and report on projects identified throughout the year that focus specifically on rural isolation. Report on the progress made against the Action Plan for 'Social Connections - reducing social isolation and loneliness'	Through the safer neighbourhood funding the Council have funded the People Express project to deliver a 2 year Music Based Project for disadvantaged and disabled young people in the District. The Project is called 'Passport to Music' and it has been shortlisted for the Rocksteady Award for Progressive and Inclusive Music Education.	Cultural and Community Services	Service Delivery
4J	Develop the Council's website to signpost people to services that are delivered in partnership with other organisations.	Undertake an audit of the website to signpost people to services	Website audit has commenced and an action plan is being produced to signpost people to services.	Implement actions to improve signposting people to services delivered in partnership	Work carried out to identify services where appropriate.	Implement actions to improve signposting people to services delivered in partnership	Implementation with existing LA and HA partner agencies.	Implement actions to improve signposting people to services delivered in partnership	The communications team continue to signpost information on the website and intranet on partnership work. Recent initiatives include the work on digital inclusion with Citizens Advice.	All Services/ Head of Organisational Development & Performance	Corporate Resources
4K	Make available appropriate communication channels to inform staff, residents, customers and our partners of ongoing and future work.	Review the current communication channels and identify gaps.	A review of the current communication channels is completed and presented to the Leadership Team for approval.	Development and implement plan to use the different channels of communication e.g. Blogs, Twitter, vox pops	EIAs published on the Council website, continued use of website and social media to promote services	Produce the final plan and begin implementation.	A internal communications plan and Customer Access Strategy is in place.	Review implementation of the plan.	Internal Comms guidance available	Organisational Development & Performance	Corporate Resources
4L	Enhance the online process for applying to join the Housing Register and for viewing and expressing an interest in vacant Council properties.	Draft and present a proposal to for a service to address homelessness and Choice based Lettings software	Committee approval given to procure combined Homelessness and CBL software application	Target implementation 30/09/2021	New system (Jigsaw) in testing with the Housing Solutions Team	New Homelessness and CBL solution in operation. Implementation with existing LA and HA partner agencies. Abritas and Locator retired	New System, now in place with phone appointments for vulnerable applicants	Review implementation and address any issues flagged.	New systems in place and operational project complete	Housing Services	Service Delivery
4M	Provide direct online access to housing rent accounts and repair ordering.	Draft and present a proposal to Committee to procure a tenancy portal	Committee approval given to procure Orchard Digital (Tenancy Portal)	Target implementation to be confirmed - discussion underway with supplier to confirm project timeline	Project plan for migration of Orchard system to a new platform to facilitate implementation of tenants Portal.	Roll out of Orchard Digital	This project will follow the further upgrade of the Orchard platform no timetable has yet been agreed for this	Review implementation and address any issues flagged.	Testing of Orchard Platform underway, timetable for implementation of digital services to be agreed	Housing Services	Service Delivery

	4N	Host the multi-agency welfare group which will continue to support tenants and other residents through the on-line Universal Credit process to minimise delays in processing claims.	Multi agency welfare reform group meeting to be held to discuss support/services for tenants and residents.	Members to receive upskilling on loan sharking activity/prevention Members to receive upskilling/updates on Breathing Space Action points for 21/22 to be sent to County level Funding approved and delivered to P3 to procure 10x mobile telephones to vulnerable clients used to promote digital/financial inclusion	Review of the devolved Public Health funding to the group Review of support services available as the government lift restrictions Group to produce new referral framework Discussions around sustainment as Courts reopen (TBC)	delivered by Steve Ward (Illegal Money Lending Team) to the group on 15 July 21 Breathing Space Upskilling – upskilling was delivered in the July meeting and continues to be a standing agenda item to review the impact. Regular meetings are held outside of the FIG between BT and CAB Review of devolved funding – procedure changed so that applications are now subject to a panel review Referral framework/services review – directory has been sent to group for consultation in September 2021, computerised CRM referral system under review	Review of the devolved Public Health funding to the group New referral framework to be reviewed and approved by group/implemented	A list of locations which offer free Wi-Fi can be found on this digital map produced by Citizens Advice South Derbyshire and City.	Group to set 2022/23 aims and objective Review of membership of group	Tasks for 2021/22 Complete. SDDC role in group to be reviewed after Housing Tenancy Sustainment Officer left post.	Housing Services	Service Delivery
	4O	Develop a Customer Access Strategy that will make it easier and quicker to gain access to Council services and takes into account the needs of service users.	Draft a Customer Access Strategy for the Leadership Team to review	The Customer Access Strategy has been drafted. Its contents/deliverable relies on the implementation of software which will need to be explored and any cost implications presented to Committee. The Council's post COVID operating model also needs to be reflected in the strategy. This is set to be determined in Autumn/Winter 2021.	Customer Access Strategy and software requirements to be discussed with the Leadership Team.	Project to be delivered post completion of six month face-to-face trial at Council's Civic Offices	Update the EDI Steering group on any proposals on the Customer Access Strategy	Customer/Service Access Strategy is and a plan is established to communicate with key stakeholders	Update the EDI Steering group on any proposals on the Customer Access Strategy	Update to be provided at the EDI Steering group	Customer Services	Corporate Resources
	4P	Signpost employees, residents, customers and partners to digital support services.	No action required		Establish baseline of digital support services which are available.	Work carried out to identify services	Cascade information to show all digital support services available	The Council has secure computers available at the Civic Offices for people without access to IT or secure Wi-Fi.	Monitor and update list of digital support groups	Information is published on our intranet and website in the news items	Organisational Development & Performance	Corporate Resources/Service Delivery
	4Q	Develop online systems that are user friendly for our staff, elected members, residents, customers and partners to gain access to Council services.	Identify new internal and external systems that have been implemented across the Council within the last 12 months	Last year's key achievements that contribute towards online systems that are user friendly include: New Destination South Derbyshire website has gone live Re-tender of housing system has been approved, which will have several customer facing elements. New Agresso system has been made live, which is used by a wide proportion of staff. New Disabled Facilities Grant application software has gone live	Work with the Heads of Service to obtain a list of both internal and external systems to undergo user-friendliness testing	Systems identified	Identify two systems to commence user acceptance testing and collate recommendations for improvements	This quarter saw two (CBL / Homelessness) large system replacements and amalgamated to one provider. This a large piece of work that undertook 4 stages of end user acceptance and feedback to the supplier. The team kept in daily - weekly contact with the supplier and fed back a range of issues included accessibility and usability both from a back officer user and a front of house customer.	Identify two systems to commence user acceptance testing and collate recommendations for improvements	Acceptance testing completed on the Corporate Performance reporting and on Choice based letters to ensure this is user friendly	IT and Business Change	Corporate Resources
	4R	To work with partners to develop a joined up Telecare service that enables vulnerable or elderly people to retain their independence.	Research into available options commissioned	Discussions with other partner agencies and groups (Joined Up Care Derbyshire/Place Alliance) under way to identify service and funding provision	Present Options Report to Housing and Community Services Committee	Options report to Housing to be discussed at the Committee meeting	Devise/Commission the chosen service option	DCC Have proposed a County Wide Working Group to develop a new range of practical housing support services - no timetable has been set for this	Implement the service option. Monitor and review.	DCC have extended current contracts for Careline and Independent Living Services to allow for formal consultation with service users and providers. A short term service only is being proposed by DCC. The consultation is underway until May 2022 the outcomes will inform future service delivery options for SDDC.	Housing Services	Service Delivery
5. Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council	5A	Data collected on harassment and hate crime (in South Derbyshire) is monitored and analysed with appropriate action taken to address the issues identified.	Monthly Hate Crime stats received and reviewed	The 12 month figures show an increase in Hate Crime over the past year. Although not necessarily a bad thing as commonly under reported. Analyst is looking at any repeat victims/ hotspot areas etc	Identify why there has been an increase in Hate Crimes during 2020 and 2021 and take appropriate action	Report produced and shared at EDI group. Majority of increase down to neighbour disputes and on street disputes which have been heightened by Covid Lockdowns. Work underway to promote Hate Crime Awareness Week in November.	Deliver campaign around Hate Crime Awareness Week	Promotion of Hate Crime awareness week carried out on Social Media with Comms Team. Awareness raising event held at Stenson Community Centre involving Police, Parish Council and Asian over 60s group	Monitor and review Hate crime figures for Q4 and the year.	Awaiting data on cumulative total for the year and trending data for previous year?	Cultural and Community Services	Service Delivery
	5B	Report on our comments, compliments and complaints and take positive action to address any equality, diversity and inclusion issues.	No action required	Project not yet commenced	Report on our comments and complaints and take positive action to issues.	Project not yet commenced	Action plan to be developed to report on compliments and complaints	Diversity monitoring in place to monitor and report on compliment and complaints	Implement actions on compliment and complaints	Diversity monitoring on compliments and compliments will be reported in Q2 2022/3.	Customer Services	Corporate Resources
	5C	Continue to monitor harassment and hate crime (reported to the Council) and analyse with appropriate action taken to address the issues identified.	Hate Crime Intranet page developed as part of new Safeguarding hub.	Completed, specific Hate crime page on the Council's safeguarding intranet page	Council Hate Crime Incident Form and guidance to be reviewed and updated	Incident form reviewed and amended so can be completed on line. It previously had to be printed to be completed. Guidance amended, only minor changes to contact details necessary.	Record any hate incidents reported, investigate and support the victim	No hate incidents reported to the Council in Q3	Record any hate incidents reported, investigate and support the victim	None reported this quarter	Cultural and Community Services	Service Delivery
	5D	Produce the Communications and Engagement strategy to enable residents, partners and customers to be involved in the development of the Council's Plans	No action required	No action required	Develop a Communications Strategy and seek approval by the Leadership Team	A communication plan has been developed on future service delivery models. This will be shared with staff, Elected Members, Residents and Customers	Present Communications Strategy to the EDI Steering group	A communications and engagement strategy is currently being developed.	Implement Communications Strategy	Work on communication strategy is in progress.	Organisational Development & Performance	Corporate Resources
	5E	Use the 50+ survey, to address the specific needs of the elderly population particularly around housing, social care and health and wellbeing.	Review the 50+ survey	Review of survey questions taking place, with CVS to roll out survey in Q2.	Survey to be conducted in Q2 for results to be reviewed and analysed in Q4.	Survey currently out for completion. Over 350 responses completed so far. Deadline 13th October. Results published in Q3.	Analyse results of survey and draft a develop a paper	Survey now closed and results and report are being collated.	Analyse results and provide update and communicate actions	Analysis and reporting will be presented in the next quarter	Cultural and Community Services	Service Delivery
	5F	Continue to promote inclusion and develop support for children and young people from marginalised groups such as LGBTQ+, children with disabilities, Gypsies and Traveller communities and young carers.	Throughout the year promote the Children in Care and Care Leaver Offer	A plan currently is being developed on the support available	Raise ED&I agenda at the Leisure Contract meetings.	Continuation to promote the offer at Localities Children Partnership. EDI Agenda to be raised at future meeting	Continue to support groups as opportunities or demand arises.	Ongoing support offered for any groups seeking it. Information distributed by social media and newsletters as appropriate	Continue to support groups as opportunities and demand arises.	Ongoing promotion of inclusive clubs and opportunities via the Active Community Directory, which includes details around clubs being inclusive, disability specific.	Cultural and Community Services	Service Delivery
	5G	Work with partners to raise awareness and support action around digital exclusion.	Collate information/resources available in the District to promote digital inclusion	Information is currently being collated to address digital inclusion.	Communicate on the website and intranet the services to support digital inclusion	Information included on the Council website to signpost to services available	Communicate on the website and intranet the services to support digital inclusion	The Council has secure computers available at the Civic Offices for people without access to IT or secure Wi-Fi.	Communicate on the website and intranet the services to support digital inclusion	Digital inclusion services promoted on the intranet and website	All Services	Service Delivery
	5H	Work in partnership with transport service to improve the accessibility of transport services to people that live in rural areas. As part of planning proposals for new development or new site allocations.	No action required	No action required	Prepare key issues from the governments planning reforms to include in the Local Plan site selection process. Report to E&DS Committee with a timeframe for review of the Local Plan.	The Government have confirmed that they are not continuing with the planning reforms set out in the Planning White Paper. A more detailed timetable including consultation will be presented to Environment Development Services committee in line with existing plan.	Include in the consultation of the Local Plan preparation.	Work is progressing on the Local Plan consultation with a report to be taken to EDS committee prior to consultation in Spring 2022. There is unlikely to be amended national reforms prior to this.	Report responses of the consultation to E&DS Committee.	This will form part of the local plan issues and options consultation.	Planning and Strategic Housing	Service Delivery

REPORT TO:	COUNCIL	AGENDA ITEM: 8
DATE OF MEETING:	23 JUNE 2022	CATEGORY:
REPORT FROM:	CHIEF EXECUTIVE	OPEN
MEMBERS' CONTACT POINT:	ALLISON THOMAS – STRATEGIC DIRECTOR (SERVICE DELIVERY) 01283 595775	DOC: S:/Local Plans/Committee Reports/Council1
SUBJECT:	ADDITION TO THE COUNCIL'S LIST OF OUTSIDE BODIES	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE:

1.0 Recommendations

- 1.1 That Council agrees to the addition of a new organisation, the HS2 Mitigation Board, to its List of Outside Bodies.
- 1.2 That Council agrees to the appointment of a Member to serve as the Council's representative on this Body.

2.0 Purpose of Report

- 2.1 To seek Council approval for the addition of a new organisation to its List of Outside Bodies and to confirm its nomination to act as the Council's representative on the HS2 Mitigation Board.

3.0 Detail

- 3.1 The East Midlands HS2 Partnership was established in 2017 to address the implications of the HS2 phase 2b high speed rail line, now intended to connect the West Midlands to East Midlands Parkway. The chart at Annexe A illustrates the wider Partnership structure and where the Mitigation Board sits within it. The Mitigation Board is supported by a Mitigation Officer Group.

- 3.2 The purposes of the Mitigation Board are as follows:

- To consider reports and advice from the Mitigation Officer Group on the potential to mitigate the adverse impact of HS2 in the East Midlands, including (but not limited to) the impact of the scheme on:
 - a) homes and communities, including the social and health impacts of HS2
 - b) existing businesses and other activities, including relocation
 - c) development proposals
 - d) landscape, including strategic infrastructure, green infrastructure and sites of

historic, cultural or leisure interest

e) severance on transport and recreational routes (highways, public rights of way, canals)

f) design principles to mitigate noise, visual impact and loss of amenity

- To promote the case for appropriate mitigation measures at both a general and local level and to prioritise these for submission to HS2 Ltd
- To receive and consider advice from specialist technical advisors and input from stakeholders directly affected by HS2
- To provide strategic direction to the Mitigation Officer Group, to agree its work programme, and to seek secure appropriate resources to support work on mitigation
- To report to and offer advice to the HS2 East Midlands Strategic Board

3.3 There are no fixed dates for Mitigation Board meetings as they are held on such occasions as the Board may agree.

3.4 The Council has been invited to nominate an Elected Member representative to attend Mitigation Board meetings.

3.5 It is, therefore, proposed that the Council approve the addition of the East Midlands HS2 Partnership Mitigation Board to the Council's List of Outside Bodies and to nominate a Member as its representative on this Body.

4.0 Financial Implications

4.1 None at present. Any funding requests that may arise in future will be the subject of further reports to Committee.

5.0 Corporate Implications

Employment Implications

5.1 None identified.

Legal Implications

5.2 None identified.

Corporate Plan Implications

5.3 The emerging Minerals Plan has implications for the following key aims of the Corporate Plan:

- "Tackle climate change", in that the proposals will expand the overall capacity of the national rail network which provides a more sustainable means of travel than the private car or aeroplane.
- "Support economic growth and infrastructure" in that the proposals will expand inter-regional transport infrastructure capacity.

Risk Impact

5.4 None identified.

6.0 Community Implications

Consultation

- 6.1 Representation on the Mitigation Board provides an opportunity to influence control of the potential impacts of the HS2 proposals.

Equality and Diversity Impact

- 6.2 None identified.

Social Value Impact

- 6.3 The HS2 proposals may support regional economic growth.

Environmental Sustainability

- 6.4 No direct impacts identified for South Derbyshire.

7.0 Background Papers

- 7.1 Outside Bodies List 2022-2023

