

Appendix 3 - Equalities and Safeguarding Action Plan 2015/16

Ref	Action	Required Outcome	Responsible Officer (s)	Target Date
1	Update the Equalities Profile of the District.	Develop our knowledge and understanding of the communities we serve.	Head of Communications (NPS)	Mar 16
2	Work in partnership with the South Derbyshire Council for Voluntary Service to deliver the community work programme for 2015/16.	Increased voluntary and community engagement in the work of the Council.	Director of Planning & Community Services Head of Communications (NPS)	Mar 16
3	Strengthen policies and procedures to ensure that any third parties that exercise functions on behalf of SDDC are capable of complying with the Public Sector Equality Duty.	Undertaking a proportionate and balanced approach when considering the Equality Duty in the development of policy options. Undertake a programmed review of existing policies and procedures based on levels of risk. To publish the Council's Housing Tenancy Agreement and other housing related policies (following consultation) in an easy read format.	Director of Finance & Corporate Services Head of Communications (NPS) Director of Housing & Environmental Services	Mar 16
4	Refresh the Training Plan to ensure it provides a range of training activities that raise awareness of the Council's responsibilities for both equalities and safeguarding issues.	Equalities & Safeguarding awareness training to be delivered through briefings and external training providers.	Director of Finance & Corporate Services Head of Organisational Development (NPS)	Dec 15

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5	Maintain a central record for any training courses attended by Council staff.	Accurate management information to be recorded on My View. Aid in assessing whether the Council is achieving its corporate aim to promote and embed equalities and safeguarding s across the organisation.	Head of Organisational Development (NPS)	Mar 16
6	Undertake a Workforce Profile, and consider any issues to be addressed.	Monitor and assess the trends in the workforce. Propose actions to address under representation. Promote a fair distribution of protected groups across the workforce.	Head of Organisational Development (NPS) Director of Finance & Corporate Services	June 16
7	Develop the internal Corporate Equalities and Safeguarding Group within the Council.	Structured framework for monitoring progress and ensuring the implementation of the Council's Safeguarding and Equalities Policies. Increased awareness of equalities and safeguarding issues within the Council. Monitoring & Review of key equalities and safeguarding actions.	Director of Finance & Corporate Services Head of Communications (NPS)	Mar 16
8	Produce and publish the Annual Equalities & Safeguarding Report.	To meet the requirements of the Public Sector Equality Duty. Monitor progress and achievements.	Director of Finance & Corporate Services Head of Communications (NPS)	June 16