

Appendix 2 - Progress Report on Equalities and Safeguarding Action Plan 2013/ 14

Ref	Action	Required Outcome	Responsible Officer (s)	Target Date	Progress	Complete
1	Update the Equalities Profile of the District	Develop our knowledge and understanding of the communities we serve.	Policy & Communications Manager(NPS)	Dec 13	Equalities Profile of the District updated using data from the 2011 Census  Details of the Census 2011 data releases made available on the Council's intranet	Complete
2	Work in partnership with the South Derbyshire Council for Voluntary Service to deliver the community work programme for 2013/14.	Increased voluntary and community engagement in the work of the Council.	Director of Community & Planning Services / Head of Communications (NPS)	Mar 14	Presentation on Hate Crimes made at the July meeting of the Communities & Equalities Forum  Hate Crime Awareness training session delivered by the County Council's Community Safety Unit, on 26 February. Session attended by various community and voluntary groups	Complete & Ongoing
3	Strengthen policies and procedures to ensure that any third parties that exercise functions on its behalf are capable of complying with the Equality Duty. are required to comply with it , and that they can do so in practice	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  Understanding the potential effects of the Councils activities on different people, which may include treating some people more favourable than others.	Director of Finance & Corporate Services  Head of Communications (NPS)	Mar 14	Revised Equality Assessment programme formulated and delivered  Council's Housing Tenancy Agreement and other housing related policies are currently out for consultation with stakeholders. Due to the complexity of these documents and following the consultation process these documents will be made available in an easy read format.  Google language translation app embedded in the Council's website	Complete & Ongoing

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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.	Equality training delivered to employees.  Safeguarding awareness training delivered through briefings and external training recorded by individuals.	Director of Finance & Corporate Services  Head of Organisational Development (NPS)	Dec 13	South Derbyshire CVS delivered Safeguarding awareness training sessions for both Officers and Elected Members in March 2013  Feedback to be considered by the CESG in May 2014	Complete & Ongoing
5	Maintain a central record for any training courses attended by Council staff.	Accurate management information is recorded on My View.  Aid in assessing whether the Council is achieving its corporate aim to promote and embed equalities and safeguarding across the organisation.	Head of Organisational Development (NPS)	Mar 14	Annual update of Myview records undertaken	Complete
6	Undertake a Workforce Profile.	Monitor and assess workforce trends  Propose actions to address under representation.  Promote a fair distribution of protected groups across the workforce.	Head of Organisational Development. (NPS)	Mar 14	Presentation on the Workforce Profile 2012/13 made to the CESG on 8 October 2013  Workforce Profile 2013/14 produced and published in accordance with statutory guidelines	Complete
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 equalities & safeguarding awareness within the Council	Director of Finance & Corporate Services / Head of Communications (NPS)	Mar 14	Theme based programme of meetings have been developed  Presentations made on: <ul style="list-style-type: none"> <li>▪ Hate Crimes</li> <li>▪ Workforce Profile</li> <li>▪ Safeguarding</li> <li>▪ Annual Equalities Report</li> </ul>	Complete & Ongoing

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		Monitoring & Review of key equalities and safeguarding actions.				
8	Produce the Annual Corporate Equalities 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 14	Annual Report 2013/14 produced and published in accordance with statutory guidelines	Complete