

Appendix 3 - Equalities and Safeguarding Action Plan 2014/15

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 15
2	Work in partnership with the South Derbyshire Council for Voluntary Service to deliver the community work programme for 2014/15.	Increased voluntary and community engagement in the work of the Council.	Director of Planning & Community Services Head of Communications (NPS)	Mar 15
3	Strengthen policies and procedures to ensure that any third parties that exercise functions on behalf of SDDC are capable of complying with the 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 15
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 14
5	Refresh the Council's Safeguarding Children, Young People and Vulnerable Adults Policy in accordance with the recommendations made by a Third Party peer review	Clarification of governance and reporting arrangements for safeguarding issues. Promote revised arrangements within the Council	Director of Finance & Corporate Services / Head of Communications (NPS)	Dec 14

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6	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 15
7	Undertake a Workforce Profile.	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	Mar 15
8	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 15
9	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 15