

CHILDREN AND FAMILY SERVICES EQUALITY AND DIVERSITY ACTION PLAN

JUNE 2007

This action plan integrates actions from our collated action plan within the Corporate Framework for achieving level 2 of the equality standard for Local Government

	Equality Standard for Local Government	ACTION REQUIRED	By Whom	By When/ Update
1	Engagement in impact/needs/ requirement assessment process	<p>a. Demonstrate use of Impact Assessments and outcomes - Signage/promotion of diversity with young people/establish professional links/ raise awareness of DDA issues - linking with Nick Cook Property Services/ develop links with LAC 16+ -transitions/diversity needs covered in care, child protection plans/ensure lessons learned from complaints</p> <p>b. Include impact assessment actions in team plan template</p> <p>c. Ensure all staff know about and are trained in the application of Impact Assessments</p> <p>d. Identify and list all key decisions taken in the Children & Family Services that could potentially be prejudicious and develop action plan to ensure impact assessments undertaken on all decision areas including the development of new /revised policies, embed E&D into every strategy</p>	<p>All Managers</p> <p>All Managers</p> <p>All Managers</p> <p>All Managers</p>	<p>Ongoing.</p> <p>Sept 07 - ongoing</p> <p>Ongoing</p> <p>Sep-07</p>
2	Engagement in consultation with designated community, staff and stakeholder groups	<p>a. Team to identify and record their designated stakeholder groups</p> <p>b. Audit information for each group</p> <p>c. Plan consultation programmes for service improvement - liaison with Pam Stamps consultation officer 3251 - Citizen Panel, and in service consultation as required</p> <p>d. Develop quality assurance feedback methodology for user group (include Team Plan) Implement within 07</p>	<p>All Managers</p> <p>All Managers</p> <p>All Managers</p> <p>All Managers</p>	<p>Oct-07</p> <p>Jul-07</p> <p>Ongoing</p> <p>Ongoing</p>
3	Development of Information and Monitoring Systems	<p>a. All staff ethnicity known and recorded - all check new intranet entry has their ethnicity details</p> <p>b. Continue to support service representation to Diversity Link Group - feedback to Team meetings & support to E&D forum within the service</p> <p>c. All user ethnicity known and recorded, develop good practice in sensitive data collection (e.g. sexuality)</p>	<p>All Managers</p> <p>All Managers</p> <p>All Managers</p>	<p>Sept 07 - ongoing</p> <p>ongoing</p> <p>Ongoing</p>

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<p>4</p>	<p>Action plan in place for employment, pay and service delivery</p>	<p>a. All Team members to attend E&D training & updates - Trevor Gordon training opportunity Oct 07</p> <p>b. Ensure all staff have copy of IWC Comprehensive Equalities Plan and are aware of the race/disability/gender equality schemes and discuss at team meetings as required</p> <p>c. Ensure staff aware of changes to HR policies (Intranet)</p> <p>d. Ensure staff aware of translation services</p> <p>e. Contracts with providers reflect RES requirements</p> <p>f. Continue to ensure all staff are given equal opportunity to develop</p> <p>g. Review current multi-agency reporting from in liaison with Helen Newbery E&D Team</p>	<p>All Managers</p> <p>All Managers</p> <p>All Managers</p> <p>All Managers</p> <p>All Managers</p> <p>All Managers</p> <p>All Managers</p>	<p>Ongoing</p> <p>Ongoing - discussed at Team meetings - staff aware where to find a copies</p> <p>Ongoing</p> <p>Ongoing - discussed at Team meeting - Rosie Barnard first contact if need arises</p> <p>Ongoing</p> <p>Ongoing</p> <p>Nov-07</p>
<p>5</p>	<p>System of self-assessment, scrutiny and audit established</p>	<p>a. Action required from Diversity Impact Assessment & action plan to be integrated into Team plans</p> <p>b. Monitor Action Plan via Team meetings quarterly</p>	<p>All Managers</p> <p>All Managers</p>	<p>Ongoing - annual assessment</p> <p>Add to Team Meeting agenda July, October, January - update due July 31st</p>

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1-Jun-07