

### Annex 1 Action Plan 2014/15

The council is required to set and publish specific, measurable equality objectives. We have to report at least annually on our progress against these, and we have to revise our objectives every four years.

In our *Equality Policy 2012-17*, we set ourselves the following objectives:

1. Understanding the needs of individuals and communities
2. Providing accessible, local and personalised services, including to rural areas and areas of deprivation
3. Supporting thriving and cohesive communities
4. Promoting a culture of fairness in employment and service delivery

An update on progress towards these objectives in 2013/14 is attached as Annex 1.

As we are two years into the four year policy, it is timely to refresh the actions against which we are measuring our progress, to ensure that we are reflecting the work of all our service areas and the priorities of the council, as set out in the latest Corporate Plan and directorate Business Strategies. These new actions are set out below, with a reference to the objective to which they relate.

#### Council-wide Actions

Action	Objective
Ensure the content of the Joint Strategic Needs Assessment contains access to ever-richer data on groups with protected characteristics or facing inequalities of outcome or access and make it publicly available on the JSNA website. (Produced by the Chief Executive's Office, commissioned by the Public Health directorate.)	1
Ensure that Service and Community Impact Assessments (SCIAs) are produced for all new and updated policies and service delivery decisions. We will assess all budget proposals to consider the impacts of any potential changes on groups with protected characteristics and, in addition, look at impacts on rural areas and areas of deprivation.  (A SCIA is a review of the potential impact of policies and is intended to ensure the diverse needs of our individuals and communities in Oxfordshire are met. We assess the impact of decisions on any relevant community, but with particular emphasis on groups that share the protected characteristics in the Equality Act 2010.)	1

Continue to enhance the focus on 'locality working', ensuring officers and members work together to listen to and understand local needs. This includes a continuation of the councillor community budget scheme, where councillors have a fund for projects that matter most to their local community.	2
---	---

### Children, Education and Families

Action	Objective
Review and monitor the access and engagement of fathers in services, including Early Intervention and Children's Social Care, and identify ways to improve access and targets for improvement where necessary.	3
Take action to identify and agree plans and measures to address gaps in educational attainment levels between children from different backgrounds (for example, looked after children, some black and minority ethnic groups, white British boys and some children with special educational needs, including children and young people with Autistic Spectrum Disorders).	3
Review the equality of access to Early Intervention and Children's Social Care for black and minority ethnic groups (including those from gypsy, Romany, and traveller groups), and identify ways to improve access and targets for improvement.	2

### Social and Community Services' Actions

Action	Objective
<p>Increase the use of the Shared Lives service by older people.</p> <p>(Shared Lives is a scheme where adults who need care and support are offered the chance to stay in a Shared Lives carer's home, or, alternatively, to be supported in their own home by a Shared Lives carer.)</p>	3

Ensure all staff in Integrated Mental Health Teams are trained in relation to Independent Mental Capacity Advocacy and Independent Mental Health Advocacy.	2
Improve information available for service users and carers when choosing new services.	2

### Public Health

Action	Objective
Ensure services commissioned by the Public Health Directorate contain specifications that detail the need for services to be locally accessible and personalised.	2
Continue the countywide Thriving Families programme, Oxford's Breaking the Cycle programme, and Banbury's Brighter Futures programme to bring a range of agencies together to improve outcomes in the most deprived communities of Oxfordshire.	3
Conduct Health Equity Audits to ensure that services are fairly accessible to the whole population.  (A Health Equity Audit (HEA) is a review procedure, which examines how health determinants, access to relevant health services, and related outcomes are distributed across the population, relative to need.)	4

### Environment and Economy

Action	Objective
Ensure equality and diversity are considered throughout the development of proposals for the Supported Transport Programme, specifically by engaging with stakeholders and user groups, so that the potential impact of changes on groups with protected characteristics is fully understood.  (Supported transport includes home to school transport, subsidised buses, and transport to day centres, along with various other forms of direct or indirect provision.)	1

Ensure equality and diversity is integrated into the culture of the Customer Service Centre by embedding it within the behaviour and attitudes of staff, as well as the routine policies, procedures and practices of the service.	4
Continue to expand the number of apprenticeship opportunities to create entry level posts for young people, including those from disadvantaged backgrounds such as those leaving care, non-school attendees and Young Carers.	4

### Fire and Rescue Service

Action	Objective
Encourage applications from members of underrepresented groups by continuing to hold initiatives such as 'have a go' days for potential recruits, mentoring support for candidates close to reaching the required assessment standards, and producing targeted recruitment materials.	4
<p>Deliver four case studies outlining how FRS is actively delivering against the objectives in its Equality and Inclusion strategy. The strategy incorporates the Equality Framework for Fire and Rescue Services, the County Council Equality Policy and the Equality Act 2010 general and specific duties.</p> <p>The case studies will be scrutinised by our internal Employment and Equality group, chaired by the Deputy Chief Fire Officer and they will be published at least annually on the county council's website.</p>	4

### Community Safety

Action	Objective
Further develop and maintain the Community Safety Information Management System (part of Oxfordshire Insight) so that it provides readily accessible data on a range of different groups and communities in relation to crime.	1

### Gypsy and Traveller Service

Action	Objective
Develop the Multi-Agency Gypsy & Traveller Networking Group (a group for practitioners from different sectors and professions who work with Gypsies and Travellers in Oxfordshire), to ensure it effectively shares knowledge and understanding of each-others services, and provide improved services to children, young people and families living on Travellers sites and unauthorised encampments in Oxfordshire.	3

### Trading Standards

Action	Objective
Ensure that people living in sheltered accommodation receive and understand consumer education and information services, especially regarding scams and other forms of financial abuse.	2
Lead the development of a strong partnership response to financial abuse of vulnerable people in Oxfordshire.	2

### Chief Executive's Office, including Human Resources

Action	Objective
Analyse and share data from the 2011 Census to build up the most accurate picture of the diversity of the county's residents.	1
Continue to ensure that Oxfordshire Voice Citizens' Panel, our resident's panel, is broadly representative of the makeup of the county to ensure it is balanced to reflect age, gender, ethnicity and disability.	1
Ensure equality of access to the Registration service for people committing to a same-sex marriage.	4

Continue to support the military community in the county, including veterans and reservists, and ensure equality of access to services, particularly around issues of health and wellbeing and education.	3
In addition to ensuring all staff have completed the mandatory 'Respect for People' eLearning course, to also encourage all employees to access further learning and development opportunities to increase their awareness and understanding of equality and diversity issues.	4
Ensure any organisational or employment changes are handled with a well-mannered approach to diversity by completing service and community impact assessments for all changes to ensure no group is disproportionately affected and monitoring statistics for redundancy.	4
Continue to encourage people from diverse backgrounds to apply for roles at the council, and do more to increase awareness of the support available to staff and guidance for managers to ensure that reasonable adjustments are made where appropriate.	4