

APPENDIX 1

DRAFT

Strategic Equality Plan 2024 to 2028

Action Plan

Equality Objectives:

- 1. We will embed equality, diversity and inclusion (EDI) into every aspect of our service delivery.**
- 2. We will attract applicants that represent the diversity of our communities, enriching our organisational capability to meet our ambitions.**
- 3. We will respect, value and listen to our all our employees by embedding a culture of inclusion.**

Action	Delivery Date	Responsible Officer	Measurement	Protected Characteristic
Objective 1: We will embed equality, diversity and inclusion (EDI) into every aspect of our service delivery.				
Establish an EDI Steering Group to oversee the delivery and monitoring of the Strategic Equality Plan (Chaired by Deputy Leader)	September 24	Chief Executive	Bi annual updates to Senior Leadership Team	All
Incorporate WG Anti-Racist Action Plan into Service Delivery Plans	April 25	Heads of Service	Quarterly performance reports / Updates to EDI Steering Group	Race Religion

Incorporate WG LGBTQ+ Action Plan into Service Delivery Plans	April 25	Heads of Service	Quarterly Performance reports / Updates EDI Steering Group	Sexual Orientation Gender Reassignment
Review and improve communication methods to residents ensuring accessible versions such as BSL, Easy Read and non-digital formats.	April 26	Service Director of Democratic Services/Service Director of Digital and ICT	Quarterly Performance Reports/Updates to EDI Steering Group	Age Disability Race
Establish a governance process monitoring Equality Impact Assessments actions	April 25	Service Director of Democratic Services	Quarterly Performance Reports	All
Monitor the inclusion of EDI actions Service Delivery Plans	April 25	Diversity and Inclusion Manager	Service Delivery Plans Self Assessment	All
Establish service area EDI working groups	April 25	Heads of Service	Feed into EDI Steering Group	All
Monitor engagement and consultation activity	April 25	Service Director of Democratic Services	Feed into EDI Steering Group	All
Monitoring the use of equality monitoring toolkit	April 25	Diversity and Inclusion Manager	Feed into EDI Steering Group	All
Action Objective 2: We will attract applicants that represent the diversity of our communities, enriching our organisational capability to meet our ambitions.	Delivery Date	Responsible Officer	Measurement	Protected Characteristic
Campaign to improve uptake of employees inputting their equality data into ITrent	April 26	Diversity and Inclusion Manager/Payroll Manager	Workforce Data	All

Review our Recruitment and Selection policy and processes to ensure we meet our commitment to DWP's Disability Confident Scheme.	April 26	Director of HR	Monitoring applicant, progressing throughout process	Disability
Review our Recruitment and Selection policy – marketing, job description design on onboarding process to ensure they are free of bias and promote the benefits of working for the Council.	April 26	Director of HR	Monitoring numbers applying, progressing throughout process	All
Produce recruitment guidance for managers on avoiding bias in the recruitment process	April 26	Service Director of Organisational Development	Monitoring applicants progressing throughout process	All
Provide training to recruiting managers on potential bias in recruitment processes	April 28	Director of HR/Service Director of Organisational Development	Attendance on training	All
Provide meaningful job opportunities for young people through our Apprenticeship/Graduate/Care to Work programmes	April 26	Service Director of Organisational Development	Numbers on programmes	Age
Develop induction programmes that are inclusive, recognising different backgrounds and experiences.	April 26	Heads of Service/Service Director of Organisation Development	Numbers of programme Retention data	All
Offer coaching and mentoring initiatives for under-represented groups in the workforce	April 26	Service Director of Organisational Development	Numbers attending	Age Sex Race
Monitor career progression for staff by protected characteristic	April 26	Service Director of	Bi annual workforce data	All

		Organisational Development		
Action Objective 3: We will respect, value and listen to our all our employees by embedding a culture of inclusion.	Delivery Date	Responsible Officer	Measurement	Protected Characteristic
Roll out a programme of mandatory training across the organisation covering all protected characteristics	April 26	Heads of Service/Diversity and Inclusion Manager	Number of staff completing training	All
Communicate a zero-tolerance approach to bullying harassment	September 24	Chief Executive	Number of reported cases Monitor Dignity at Work complaints and Disciplinary numbers relating to protected characteristics	Age Disability Gender Reassignment Race Religion Sex Sexual Orientation
Deliver monthly on-line EDI and reflective sessions for staff and managers	Ongoing	Diversity and Inclusion Manager	Number of staff attending sessions – monitored by EDI steering group	All
Launch a revised Multi Cultural awareness resource	April 25	Diversity and Inclusion Manager	Pulse surveys	Race Religion
Support staff networks and safe spaces for to enable peer support of under-represented groups of staff	April 25	Diversity and Inclusion Manager	Number of members of Staff Networks EDI Steering Group	All

Review reporting mechanisms for reporting identity based harassment	April 25	Diversity and Inclusion Manager	Annual Staff Survey Pulse Survey Staff Network feedback	Age Disability Gender Reassignment Race Religion Sex Sexual Orientation
Undertake a review of Reasonable Adjustment scheme and supporting processes	April 26	Diversity and Inclusion Manager	Pulse survey	Disability
Review HR policies ensuring they are free of bias	April 26	Director of Human Resources/Head of Employee Relations	Monitoring by EDI Steering Group	All
Publish our Disability, Ethnicity and Gender Pay Gaps	April 26	Workforce Development Manager	Monitoring by EDI Steering Group	Disability Race Sex
Commitment to the actions BITC's Race at work Charter	April 26	Heads of Service/Diversity and Inclusion Manager	Workforce Data Pulse Survey	Race
Build reducing gender pay gap actions into the Workforce Development plan	April 25	Service Director of Organisational Development	EDI Steering Group	Sex Pregnancy and Maternity