

# **WORKING TOGETHER FOR EQUALITY FOR ALL:**

## **Annual Equalities Report 2009**

**1. Last Year We Said We Would ...  
Summary of What We Achieved in 2008**

**2. Summary of  
Equality Impact Assessments**

**3. This Year We Will ...  
Summary of what we hope to achieve in 2009-10**



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## **Please contact us:**

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**Housing enquiries - 01246 345177  
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Environmental enquiries - 01246 345734  
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Or Email - [eoinfo@chesterfield.gov.uk](mailto:eoinfo@chesterfield.gov.uk)**

# WHAT DO *YOU* THINK?

We would like *your* comments on this report.

There is a short questionnaire at the end that you can fill in and return to us, or you can write to, or email us (see previous page or below).

If you would like this document in another format or language please contact us.

See previous page, or below, for how to contact us.

## **Contacting the Equalities Officer:**

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# **Working Together For Equality For All Equalities Annual Report 2008**

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# Working Together for Equality for All Equalities Annual Report 2008-9

## Introduction:

**Cllr. Mark Higginbottom,**

Deputy Leader, Lead Member, for Community Safety and  
Community Issues

Welcome to Chesterfield Borough Council's 2009 annual equalities report. This report summarises action we have taken, and are proposing to take, in 3 areas:

1. **Equality improvements** that we have achieved during the last year. These actions were detailed in our 2008-9 Equalities and Community Cohesion Improvement Plan. They included improvements arising from the equality objectives in our Corporate Equality Scheme and from our Equality Impact Assessments (EIAs).
2. **Equality Impact Assessments** - A summary of all the EIAs we have undertaken in the last year.
3. **The New Equality Framework Action Plan** - What equality improvements we are planning to make during the coming year (2009-10).

Unfortunately the Council is facing severe financial pressures, primarily due to the inadequate funding for the concessionary travel scheme (though this itself is an important equality initiative). This affects our ability to implement all the equality improvements we have identified and we have to strictly prioritise what action we take. Our limited budget also affects our employment opportunities as we have a freeze on filling vacancies unless they are essential. We consult local groups as far as possible on which actions to prioritise.

Please note that this report only contains summary information. Copies of the full documents are freely available - please contact the Equalities Officer, who is also happy to answer any queries or questions you may have about this report.

We welcome comments and feedback - please use the form at the end of this document.

# 1. Last Year We Said We Would .....

## Summary of what we have achieved from the 2008-9 Equalities and Community Cohesion Improvement Plan:

### The Council's Equality Objectives

- The Council's Corporate Equality Scheme gives information about the Council's Equality Objectives. The Equality Objectives describe the Council's aspirations for the town in relation to equality.
- The Equalities Improvement Plan sets out the actions the Council needs to take to achieve its equality objectives.
- Progress on implementing these actions is regularly monitored and the Improvement Plan is revised each year. Monitoring and evaluating our progress helps the Council achieve continuous equalities improvement.
- Last year's equality achievements are listed under the headings of the equality objectives.

### **Equality Objective 1 To demonstrate community leadership by promoting positive attitudes and respect for everybody.**

#### **Achievements:**

1. The Council has initiated a project to make the Community Forums more accessible and user friendly.
2. Community groups' events have been supported – African Caribbean Association's event for Black History Month, Chinese New Year event, the Filipino celebration and Asian Association's event.
3. The 5<sup>th</sup> 'Equality=Respect' community cohesion event took place on 19<sup>th</sup> November 2008 with 55 community groups involved and feedback was very positive.
4. Work to achieve Level 3 of the Equality Standard was replaced by the corporate action plan for the middle level – 'Achieving' – of the new Equality Framework.
5. How equalities work is co-ordinated and how performance is monitored across the Council has been reviewed and the Equalities Performance Monitoring Group lead by a Head of Service has been set up.

### **Equality Objective 2 To prevent hate crime and harassment and take action to decrease incidents and increase reports.**

#### **Achievements:**

1. The Council has continued to support for the local hate crime group and the Law Centre's Racial Harassment Project.
2. The Council's Hate Crime Form has been used to encourage incident reporting for all groups and ensure that all reports are investigated.
3. The Council helped organise a Tackling Hate Crime partnership public meeting in January 2009.

4. It widely publicised the Stop Hate Help Line telephone number, circulated information to tenants and taxi drivers and had a Stop Hate guest speaker at the Equality=Respect event.
5. Henry Bradley School was invited to showcase their Bullying and Harassment Project at the Equality=Respect event.
6. The Council's Designing Out Crime Guidance (which also assists in preventing hate crime) was used in designing new developments requiring planning consent.

**Equality Objective 3 To promote participation and inclusion - consulting, involving and engaging with local people especially those who may be discriminated against and socially excluded.**

**Achievements:**

1. An Equality Advisory Group has been established to advise the Council on all equality matters.
2. Individual discussions and engagement have taken place with –  
Our Vision Our Future  
African Caribbean Association  
Asian Association  
Chinese Association  
Filipino Association  
Rethink  
Women's Aid  
50's Inspired.  
This engagement and development work has included small grants to enable groups to organise celebratory events.
3. The work with Our Vision Our Future has enabled learning disabled people to participate in the Equality=Respect event and in the Equality Advisory Group.
4. The Council has worked with the Local Strategic Partnership on consultation with local Black and ethnic minority groups.
5. Planning meetings for the annual 2008 Equality=Respect community cohesion event involved people from a range of groups in organising the event and are as important as the event itself. The 2008 event had 55 community stalls with groups networking with each other who do not usually meet. The involvement of local schools enabled children to meet local groups that they would not otherwise have contact with. Feedback was very positive.
6. The Council's Community Forums were involved in the Equality=Respect Event for the first time.
7. Spire Infants School presented information about their community garden to the Equality=Respect event.
8. Accessibility standards for community engagement were developed as part of the Council's Community Engagement Strategy.

9. A wheelchair accessible roundabout has been provided in a Town Centre Park.
10. Disabled peoples' swimming sessions and specialist gym equipment provided at new Healthy Living centre in Staveley.

**Equality Objective 4 Promote accessible communication & information.**

**Achievements:**

1. The Council's Website has been awarded Accessibility Level AA up from Level A.
2. The Council has adopted a standard text size of 14pt. for all public material and most internal material.
3. The access statement is on all public documents.
4. Interpreters, translations and other formats have been provided on request – Environmental Health translated legal notices and there has been an increase in interpreters and translations required in the Revenues service

**Equality Objective 5 To take positive action to tackle poverty, exclusion and discrimination.**

**Achievements:**

1. Tailored employment support for people on incapacity benefit has been provided resulting in 121 disabled people moving into employment (08-09).
2. The Council grant aided the Citizens Advice Bureau, the Law Centre and the Unemployed Workers Centre who directly advise and support people with low incomes, socially exclude people and discriminated against people. At least 20% of the Law Centre's clients from September 2007 to August 2008 were disabled. As a result of the current economic recession the CAB had a 30% increase in clients during January –April 2009 and similar very significant increases have place at the other agencies. All the agencies report significant levels of client satisfaction – 94% of Law Centre clients reported that the Centre's service had made a positive impact on their lives.
3. The Council worked with the Law Centre's Equality Discrimination project.
4. The Council worked with Our Vision Our Future local learning disability group to involve members in Council activities.
5. The Council's Benefits Adviser facilitated an increase in state benefits paid to customers of £545,450. There was increased benefit take up by customers of Eastern European origin.



**Equality Objective 6 Provide appropriate and accessible services delivered by well trained staff.**

1. The Tourism Information Service produced a recorded Town Centre Audio Trail for visually impaired people.
2. The Council participated in the Derbyshire wide research on the housing needs of Gypsy and traveller people. This concluded that there was no need for any sites in Chesterfield.
3. Research was also carried out into the housing needs of young people, of black and ethnic minority people and people with complex needs. Action plans based on the key conclusions of the research have now been produced and set within the Sub-Regional Housing Strategy.
4. The Housing Service's tenant satisfaction survey showed that older people, Black and ethnic minority people and disabled people had higher levels of satisfaction (95.7%, 81.2%, 81.4% respectively) compared with younger people (25-34 years 56.5%), white British people (78.7) and non-disabled people (72.7%).
5. Housing Service's tenant data base improved from 08 to 09 – numbers not providing details on age, ethnicity, religion and disability have significantly declined.
6. Housing Services has self assessed its service provision against the Equalities and Human Rights Commission Code of practice on Housing and actions to fill identified gaps have been included in their 09-10 Action Plan.
7. Equalities monitoring of formal enforcement action produced too few returns to allow any analysis.
8. All groups requesting non-domestic rate relief were questioned about their equalities policies and practices. If the Group is not able to demonstrate it takes positive action to include all groups in its membership and services, the group is referred to the Equalities Officer for advice. Most groups improved their policies and practices as a result.
9. Equality objectives were included in the Building Control consultancy contract, the contract for the study to inform the Staveley area master plan the external Bailiffs Service, the Tupton Golf Course contract and the Waste Collection and Recycling contracts.
10. New Service Level Agreements included equality clauses.
11. An Equality Impact Assessment of the Museum Service produced a number of improvements to be made but unfortunately due to resourcing issues none have been able to be implemented. However, mitigating measures are in place. The Museum did produce a display of puppets from around the world (including India and China) and community cohesion workshops for local schools exploring personal and community identity.
12. The Pomegranate Theatre hosted a production of Blue/Orange which explored themes of race and mental health and 2 intergenerational workshops.

**Equality Objective 7 Delivery of continuous equality information sessions to members and employees to aid understanding and knowledge of Council's Equality and Community Cohesion policies.**

1. Mandatory Equalities Induction Training delivered every 3 months – existing staff seeking refresher training can join this.
2. Briefings on the Equality Framework and Equality Impact Assessments organised for Cabinet members and senior officers.
3. Housing Services provided additional equalities training for their staff provided by a Housing Quality Network trainer. Feedback was extremely positive.

**Equality Objective 8 Continuous improvement in disability access including signage.**

1. 75% of the Council's buildings that are open to the public are accessible for wheelchair users and mobility impaired people.
2. A wheelchair user accessible viewing area on the pool side at the Queens Park Sports Centre was agreed.
3. The Council's budgetary situation prevented some improvement projects from being implemented.
4. 87.5% of residents who receive special assistance on the refuse collection service rated the service as good, an increase of 16.7% on the 2007 satisfaction level and 87% of residents who receive special assistance on the blue box/bag dry recycling service rate the service as very good, or good, an increase of 24.5% on 2007 satisfaction levels.
5. New Best Practice document – Operational Procedure for the Safe Management of Healthcare Waste in the Community Setting – agreed with PCT in February 2009.

**Equality Objective 9 Promote access to the Council's employment opportunities.**

**Achievements:**

1. Actively supported 2✓ disability guaranteed interview scheme.
2. Reviewed recruitment policy and procedures to target under represented groups with positive action e.g. developing/mentoring aspiring female managers.
3. Promoted opportunities through Derbyshire County Council website which has links to under-represented groups.
4. Improved training and guidance for managers undertaking recruitment and selection interviewing.
5. Reviewed materials and documentation to improve accessibility for example reasonable adjustments, access to support for candidates with hearing or visual difficulties etc.
6. Improved flexible working policy, emergency dependants leave linked to compassionate leave policy allowing paid absences.

**Equality Objective 10 Undertake equality impact assessments (EIAs) to improve services and employment opportunities.**

See next section for a summary report on EIAs.

**Equality Objective 11 Promote the Council's equality objectives through participation in partnerships.**

**Achievements:**

1. The Equalities Officer provided training for Councillors and officers involved in the Local Strategic partnership (LSP) on incorporating equality objectives in the LSP's Theme groups Action Plans.
2. The Equalities Officer worked with the LSP on consultation with local Black and ethnic minority groups.
3. Leisure Services worked jointly with North East Derbyshire District Council on the development of an Arts and Disability Forum and Active Ability (disabled people's sport programme).
4. Leisure services included equality objectives in their participation in the Community Sports Network partnership and the Schools Sports partnership. Health inequalities were tackled with the PCT through an extension of the GP Referral Scheme.
5. An informal partnership with the Police, Fire Service, Primary Care Trust and the Royal Hospital provided financial assistance for the 2008 Equality=Respect community cohesion event.
6. A partnership with the Pension's Service works to encourage benefits take-up and provides a bereavement service.

## **2. Summary of Equality Impact Assessments 2008-09**

### **A. What is an Equality Impact Assessment?**

1. Local authorities, such as Chesterfield Borough Council, have legal duties to promote equality through-out all of our work.
2. Part of ensuring we promote equality in all our work is carrying out Equality Impact Assessments. Equality Impact Assessments (EIAs) provide a systematic method of assessing whether a particular policy, practice, procedure and/or activity (PPPA) has the same impact on the equal opportunities of a range of different groups. This includes men, women and transsexual people, ethnic minority people, white people, older and younger people, disabled people, lesbians and gay men and people with different religions and with no religion.
3. We must ensure no groups in our community are being excluded or indirectly discriminated against by receiving a poorer service compared to any other group. We need to know how our policies affect people from different groups.
4. The information gained from an EIA highlights where best we should make improvements to services to ensure they are equally available to everybody and meeting everybody's requirements.
5. EIAs are not just about 'equal treatment' or 'treating everybody the same' or 'we do not discriminate in who uses our service'. EIAs are about ensuring that service and employment policies and practices are tailored to the different requirements of different people.

### **B. EIAs Undertaken During 2008-09:**

During 2008-09 the Council undertook 28 EIAs. These are listed below. The EIAs were published with the relevant reports to the Council's Cabinet. Copies can be obtained from the Equalities Officer (see contact details on page 2).

#### **Chief Executive's Section:**

- Community Engagement Strategy
- The Council's Vision
- Partnerships Strategy

#### **Human Resources**

- Redundancies Policy
- Recruitment and Selection Policy

**Environmental Health Section:**

- Taxi Licensing Knowledge Test
- Waste Collection and Recycling Service

**Housing Services:**

- Choice Based Lettings new office
- Affordable Warmth Strategy
- Allocations Policy
- Anti-Social Behaviour
- Bacons Lane Offices
- Disabled Facilities Grant
- Estate Management
- Gas Servicing
- Home Repair Assistance
- Homelessness Strategy
- Housing Management Orders
- Private Sector Housing stock Condition Survey
- Repairs Budget
- Scooter Storage
- St. Augustine's Church Land transfer
- Staffing Restructure
- Out of Hours Service
- The Tenant Compact

**Planning Section:**

- Open Space Strategy
- Shop Fronts Strategy
- Sustainable Design

**Economic Development Section:**

- Pavements Shopping Centre Security Service

### **3. This Year We Will ...**

## **Introduction to Our New Equalities Framework Action Plan**

### **What is the Local Government Equalities Framework?**

1. The Local Government Equalities Framework (EF) published in April 2009, is an equalities development and monitoring tool for all local authorities. It provides a systematic method for a local authority to monitor its performance on equalities.
2. The Equalities Framework replaced the Equality Standard. The EF has three levels of performance compared to the Equality Standard's five.
3. The EF covers all the equality legal requirements and good practice and we believe that the Council's equality objectives are covered by the EF. We believe the best way of achieving our equality objectives is to work on achieving the EF.
4. Chesterfield Borough Council has therefore formally adopted the EF. The Council had achieved Level 2 of the Equality Standard and this means that we can skip the first level of the EF. We can start the EF at its middle level called the Achieving Level.
5. The Council has set a target of achieving the EF Achieving level no later than March 2011. An Action Plan has been drawn up to help the Council do this.
6. Over the page we produce a summary of the Achieving Level of the Equality Framework and our Action Plan to achieve this. Next year we will report on our progress.

# **Equality Framework for Local Government (EF) Middle Level An Achieving Authority - Action Plan**

## **Part One – What success will look like:**

- This section describes what a successful Achieving Authority looks like.
  - It lists 12 outcomes of successful action to achieve the Achieving Level of the EF.
1. Councillors and officers take direct and personal responsibility for promoting greater equality and test themselves on progress by the outcomes they achieve.
  2. It has undertaken equality mapping and has a good understanding of its communities, including the extent of inequality and disadvantage, and used the information to inform corporate and service priorities.
  3. It has set stretching equality priorities in consultation with partners in the public, voluntary and community sectors and these are reflected in its sustainable community and other relevant strategies, local and multi-area agreements, and local targets.
  4. It works with partners in the public, voluntary and community sectors to develop joint equality strategies.
  5. It uses equality impact assessments (EIAs) to review all major corporate and service changes in policy and regularly conducts service and employment EIAs.
  6. It has set appropriate corporate and service and/or unit objectives to address persistent inequalities and to narrow the gap related to race, gender, disability, sexual orientation, age, religion and or belief, or other areas of inequality for service delivery based on impact assessments and consultation with internal and external stakeholders and partners.
  7. It has set appropriate corporate and service and or unit employment and pay-related objectives for race, gender, disability and age, religion and or belief and sexual orientation.
  8. Equality objectives are integrated into the local authority's business and service planning processes.
  9. All relevant data on service access is monitored against the equality strands.

10. There are good practices of delivery in all the sections of the council, with few adverse impacts found in impact assessments. Where adverse impacts have been found these have been mitigated.
11. Key stakeholders and community members, including those who are vulnerable and marginalised, are able to scrutinise and challenge performance on equalities issues.
12. It has developed information and monitoring systems that allow it to disaggregate data where appropriate and to assess progress in achieving objectives and targets. It reviews them in the light of changing needs, when necessary.

## **Part Two – Objectives and Actions Required to Achieve the Outcomes**

- This section lists the objectives and actions required to achieve the outcomes described above that characterise a successful Achieving Council.
- There are 32 Objectives grouped into 5 performance areas:
  - Performance Area A. – Knowing your community and equality mapping
  - Performance Area B. – Place shaping, leadership, partnership and organisational commitment
  - Performance Area C. – Community engagement and satisfaction
  - Performance Area D. – Responsive services and customer care
  - Performance Area E. – Modern and diverse workforce
- Each of the 32 Objectives has its own Chesterfield Borough Council (CBC) action plan.
- Next year we will report progress on implementing the actions required to fulfil the objectives to achieve the outcomes that characterise a successful 'Achieving' local authority.

### **Performance Area A. Knowing your community and equality mapping**

#### **Objective 1.**

Relevant and appropriate information is gathered efficiently using a range of techniques, across the local community, to inform the authority's corporate policy and strategy, local area agreements and to identify key equality gaps.

#### **CBC Action Required:**

1. Establish an Equality Mapping Working Group to bring equality data together.
2. Establish an Equality Performance Monitoring Group.



## **Objective 2.**

Information and data is disaggregated and analysed corporately, and at service/unit level, to monitor and assess and set equality objectives.

### **CBC Action Required:**

1. Equality mapping working group produces corporate disaggregation, analysis and relevant data for services.
2. Services produce relevant disaggregation and analysis.
3. Information and data used to set, monitor and assess corporate and service equality objectives.

## **Objective 3.**

Relevant and appropriate information and data (including data relating to the National Indicator set) is mapped, disaggregated and used with partners, to assess and set equality objectives.

### **CBC Action Required :**

Equality Map plus disaggregation and analysis of relevant information and data is used by CBC members of relevant partnerships to assist with the Local Strategic Partnership setting equality objectives.

## **Performance Area B.**

### **Place shaping, leadership, partnership and organisational commitment**

## **Objective 4.**

Clear organisational and partnership equality priorities have been set and are owned and understood by all key stakeholders, including the voluntary and community sector.

### **CBC Action Required :**

CBC and LSP equality priorities circulated and discussed with –

\*Community Forums (CFs)

\*Equality Advisory Group

\*Links

with feedback provided to these groups.

## **Objective 5.**

Equality and cohesion priorities are monitored regularly by partners, the authority's political and senior managerial leadership, and appropriate resources are being allocated.

### **CBC Action Required :**

1. LSP equality priorities monitored by partners.
2. Corporate Plan equality and community cohesion priorities monitored every 6 months with reports including recommended remedial action where appropriate presented to senior management and members.

**Objective 6.**

Action is being taken to implement the commitments within the equality schemes and monitored regularly by the political and managerial leadership.

**CBC Action Required:**

Annual equality reports including equality achievements and non-achievements plus remedial actions and including EIA summaries discussed with Community Forums and the Equalities Advisory Group and presented to senior managers and members.

**Objective 7.**

Appropriate resources have been allocated and action has been taken to mitigate adverse impact and improve equality outcomes where shortfalls have been identified.

**CBC Action Required:**

1. Equality Impact Assessment (EIA) guidance and form revised
2. Training provided for all senior officers
3. Service plans revised
4. Equality service improvements identified in service plans
5. Performance management includes equality performance

**Objective 8.**

Political overview and scrutiny processes review equality impacts and objectives.

**CBC Action Required:**

Annual equality reports presented to senior managers and members.

**Objective 9.**

The authority communicates effectively about its equality and cohesion priorities, how it is responding to its communities' needs and promoting good relations.

**CBC Action Required :**

1. Specify equalities requirements in the Public Relations (PR) Unit Job Descriptions.
2. Guidance for PR Unit and Services
3. Community Leadership training for members and Community Forum Officers.
4. Press releases, articles in the Borough Bulletin and in Our Town newspaper promoting the Council's equality priorities.
5. Members and officers promoting equality priorities.

### **Objective 10.**

The authority ensures that contractors, commissioned services and grant receivers regularly review their services and access to them to ensure they continue to be appropriate and accessible.

#### **CBC Action Required:**

1. To be discussed with contract Procurement Officer and Contract Monitoring Officers.
2. Service Level Agreements are included with all major grants.

### **Objective 11.**

Work is being undertaken to promote equality of opportunity in terms of participation of under represented groups in civic and public life including as elected representatives.

#### **CBC Action Required:**

1. Improvement of Community Forums (CF) to be more inclusive and encouraging people to be involved in public life through Capacity Building of CFs Project.
2. CFs implementing Project learning.
3. Discussions with Equalities Advisory Group.

### **Objective 12.**

The quality of community relations and harassment and hate crimes are monitored and analysed regularly and appropriate action is taken to address the issues that have been identified.

#### **CBC Action Required:**

Produce annual analysis and action report using CBC (Equalities Officer, Community Safety, Housing, Licensing) and police data.

## **Performance Area C. Community engagement and satisfaction**

### **Objective 13.**

Community engagement structures are working efficiently and effectively:

#### **CBC Action Required :**

1. Action to make Community Forums profile and work less exclusive
2. Community Forum capacity building project
3. Equality Advisory Group is developed and maintained
4. Services engaging with target equality communities

**Objective 14.**

Involvement and consultation influences and informs equality priorities and feedback is given to those consulted.

**CBC Action Required:**

All services using involvement and consultation with equality groups to develop equality priorities and feeding back to groups on what action has been taken on the views and ideas given.

**Objective 15.**

Consultation influences and informs equality priorities and feedback is given to those consulted.

**CBC Action Required:**

See Objective 14.

**Objective 16.**

Partners work together to balance diverse, but sometimes conflicting interests in the locality.

**CBC Action Required:**

LSP and Community Safety Partnership balancing diverse and or conflicting interests and promoting community cohesion actions.

**Performance Area D. Responsive services and customer care****Objective 17.**

A set of equality outcomes/objectives/goals have been produced at service/unit level to meet the needs of identified equality target groups, and those who are most vulnerable.

**CBC Action Required:**

1. All services (as appropriate) develop equality improvements and objectives using equality mapping, equality impact assessments and consultation and involvement.
2. Service equality objectives included in service plans and the corporate equalities plan.

**Objective 18.**

Appropriate resources have been allocated and action has been taken to mitigate adverse impact and improve equality outcomes where shortfalls have been identified.

**CBC Action Required:**

Equality Impact Assessments generating service improvements to mitigate adverse impact and service shortfalls with resource implications fully assessed.

**Objective 19.**

Mechanisms are in place to ensure that service equality objectives are delivered by contractors and providers through contract management, and that they are monitored properly.

**CBC Action Required:**

1. Procurement Unit guidance produced
2. Contracts monitored by client officers

**Objective 20.**

Equality and cohesion objectives are monitored regularly by portfolio holders and departmental management teams.

**CBC Action Required :**

Annual services equalities reports for departmental management teams and Lead Members.

**Objective 21.**

The identified needs of vulnerable and marginalised groups are addressed and services are designed to ensure that customers and citizens are treated with dignity and respect.

**CBC Action Required:**

1. Needs of vulnerable & marginalised groups identified by equality mapping and consultation and involvement
2. Services planned to meet these needs and treat everybody with respect.

**Objective 22.**

Human rights issues are considered and addressed when delivering services to customers and clients.

**CBC Action Required :**

Guidance and training produced and delivered.

**Objective 23.**

Access to and appropriateness of services is monitored regularly by portfolio holders and departmental management teams.

**CBC Action Required:**

Equality Impact Assessments reports and see 20.

**Performance Area E. Modern and diverse workforce****Objective 24.**

The equality aspects of the Workforce Strategy are implemented and monitored.

**CBC Action Required:**

The implementation of the Workforce Strategy equality objectives and actions is monitored and evaluated with annual reports.

**Objective 25.**

Employment objectives have been set based on internal monitoring, staff consultation and the assessment of the local labour market and barriers.

**CBC Action Required:**

Set employment objectives based on internal monitoring, staff consultation and the assessment of the local labour market and barriers.

**Objective 26.**

The authority regularly monitors, analyses and publishes employment data to fulfil its statutory duties.

**CBC Action Required:**

Workforce monitoring data annually analysed with positive action proposals and report published.

**Objective 27.**

All employment procedures have been impact assessed and action has been taken to mitigate adverse impact and promote equality outcomes.

**CBC Action Required:**

Equality Impact Assessments of all Human Resources policies and procedures with reports showing mitigating action for adverse impacts and actions to promote equality outcomes.

**Objective 28.**

The authority has made significant progress on the equal pay review and reaching agreement with the unions.

**CBC Action Required:**

No action required.

**Objective 29.**

It delivers a range of learning and development interventions to support members and officers to deliver equality outcomes.

**CBC Action Required:**

Assessment of learning and development interventions to ensure they are supporting members and officers to deliver equality outcomes.

**Objective 30.**

Harassment and bullying incidents are monitored and analysed regularly and appropriate action is taken to address the issues that have been identified.

**CBC Action Required:**

Annual monitoring and analytic reports of harassment/bullying incidents.

**Objective 31.**

Equality implications inform the setting of objectives in management and individual appraisals.

**CBC Action Required:**

Review employment performance and development reviews.

**Objective 32.**

Staff are engaged positively in services transformation and in developing new roles and ways of working.

**CBC Action Required:**

Link with Investors in People.





## Annual Equalities Report 2008-9 Comments & Feedback Sheet

Name:

Organisation (if any):

Position in organisation (if any):

Address:

Telephone:

Mobile:

Text only? yes  no

Email:

Fax:

- 
1. Overall did you find the documents informative?  
Yes  Partly  No
  2. What did you like most about the documents? *Please write in here:*
  3. What did you like least about the documents? *Please write in here:*
  4. Do you have any other comments on the documents?
  5. Would you like a speaker to explain the documents to your community group? Yes  No

***Please include the monitoring form over page with your comments.***

***Please return to:  
EO, Freepost NEA 6066, Town Hall,  
Chesterfield S40 1LP***

## EQUALITIES MONITORING

We wish to ensure we are reaching everybody. Please help us to monitor this by filling in the form below and returning it with your feedback form. **All information will be kept strictly confidential in accordance with the Data Protection Act.**

**Sex:**            **Female**             **Male**

**Age** (Please tick appropriate box):

**Under 25**             **25-34**             **35-49**             **50-54**             **55+**

**Disability:** Do you consider yourself to have a physical, mental or sensory impairment that disables you in society?    YES             NO

**NOTE: The definition of disability in the Disability Discrimination Act 1995 is: "A physical or mental impairment which has a substantial and long term adverse effect on a person's ability to carry out normal day to day activities." This may include learning difficulties, dyslexia, migraine, asthma and other conditions.**

### What is your ethnic group?

Choose ONE section from A to E, then tick the appropriate box to indicate your cultural background.

**A. White**

- British**
- Irish**
- Polish**
- Italian**
- Any other White background, please write in**

**B. Mixed**

- White and Black Caribbean**
- White and Black African**
- White and Asian**
- Any other Mixed background, please write in .....**

**C. Asian or Asian British**

- Indian**
- Pakistani**
- Bangladeshi**
- Any other Asian background, please write in**

**D. Black or Black British**

- Caribbean**
- African**
- Any other Black background, please write in .....**

**E. Other ethnic group**

- Chinese**
- Gypsy**
- Traveller**
- Any other please write in .....**

**What is your religion? Please tick one box only.**

**None**     **Christian**     **Buddhist**     **Hindu**     **Jewish**   
**Muslim**     **Sikh**     **Prefer not to say**

**Any other religion - please write in -**

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***Thank you very much for your assistance.***