

EBC Draft Equality and Fairness Action Plan 2019/20

Ref	Action	Lead Officer	Target date
1.	Review equality information collected and used within different service areas.	Strategy and Corporate Projects Officer – Thriving Communities with Heads of Service	March 2020
2.	Update/improve information on local community profiles	Strategy and Corporate Projects Officer – Thriving Communities	March 2020
3.	Continue working to encourage participation of young people, women, faith communities, BAME communities and LGBT people.	Strategy and Corporate Projects Officer – Thriving Communities with Customer Communications & Engagement Lead	March 2020
4.	Ensure new council members have access to high quality information and training on the Public Sector Equality Duty and procedures	Strategy and Corporate Projects Officer – Thriving Communities	June 2020
5.	Provide training and guidance on Equality Duties and Equality Analysis for new staff within the council	Strategy and Corporate Projects Officer – Thriving Communities	Sept 2020
6.	Review policies and procedures on domestic abuse, and maintain White Ribbon status	Strategy and Partnerships Lead – Housing and Communities with Strategy and Corporate Projects Officer – Thriving Communities	March 2020
7.	Coordinate events for World Aids Day and Holocaust Memorial Day	Policy and Engagement Coordinator	January 2020
8.	Continue prioritising funding for projects which promote the inclusion of communities and groups protected under the Equality Act	Strategy and Corporate Projects Officer – Thriving Communities	February 2020
9.	Review and monitor use and quality of translation and	Strategy and Corporate Projects Officer – Thriving	March 2020

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	interpreting services	Communities	
10.	Integrate equality and fairness review to service and financial planning process, including setting fees and charges	Projects and Performance Lead	August 2019
11.	Complete year 1 service reviews <ul style="list-style-type: none"> • Communications • Housing Grants and Loans • Tourist Information • Marketing 	Responsible service leads for: <ul style="list-style-type: none"> • Business Planning and Performance • Housing Needs • Tourism and Leisure 	June 2019
12.	Carry out 'year 2' service reviews: <ul style="list-style-type: none"> • Consultation and Engagement • Homelessness / housing options • Business rate and council tax setting and collection • Committees and Councillors • Regeneration, business advice & support • Community Safety • Planning Policy Development • Sports and Leisure Facilities • Seafront Services • Art, cultural and heritage services • Tenant Participation and Involvement • Customer Contact – on-line services • Parks and Gardens management • Health and Safety advice and inspections • Private housing inspection and licensing • Food hygiene and inspection • Access Advice 	Responsible service leads for: <ul style="list-style-type: none"> • Customer Communications & Engagement • Housing Needs • Functional Lead- Growth & Prosperity / Accounts Manager • Democratic Services • Economic Development • S&PL – Housing and Communities • Planning Policy • Tbc • Tourism and Leisure • Tourism and Leisure • Neighbourhood Housing • Customer Advice • Specialist Advice • Specialist advice • Housing Needs • Specialist Advice • Neighbourhood First • 	31 March 2020

Ref	Action	Lead Officer	Target date
	<ul style="list-style-type: none"> • Response to neighbor complaints – e.g. noise, graffiti, abandoned vehicles • Staff Development • Electoral services 	<ul style="list-style-type: none"> • Specialist Advice (Private) / Neighbourhood Housing (Council)Human Resources • Human Resources • Democratic Services 	
13.	Undertake self-assessment against Equality Framework for Local Government	Strategy and Corporate Projects Officer – Thriving Communities	Deferred pending completion of JTP (2019/20)