



District of **easington**.

Gender Equality Plan

2007 - 2010

Consultation Draft 2

This document tells you about how District of Easington Council is working towards gender equality.

This document is available in Large Print, Braille, and audio on request.

If you want this information in a language of your choice we can arrange an interpreter for you.

هذه الوثيقة متاحة باللغة العربية عند الطلب.

এই ডকুমেন্ট অনুরোধে বাংলায় পাওয়া যায়।

本文件可以應要求，製作成中文(繁體字)版本。

Ce document est disponible en français sur simple demande.

अनुरोध पर यह दस्तावेज़ हिन्दी में भी उपलब्ध है

本文件可以应要求，制作成中文(简体字)版本。

Dokument ten jest na życzenie udostępniany w języku polskim.

ਇਹ ਦਸਤਾਵੇਜ਼ ਮੰਗ ਕੇ ਪੰਜਾਬੀ ਵਿਚ ਵੀ ਲਿਆ ਜਾ ਸਕਦਾ ਹੈ।

درخواست پر یہ دستاویز اردو میں بھی مل سکتی ہے۔

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If Appendices are not attached to this document, they are available on request

Appendix A	Gender Equality Scheme Action Plan
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Section 1

District of Easington – Welcome to our Gender Equality Scheme

Section 2

District of Easington – Gender Equality Scheme Summary

This scheme tells you what District of Easington is doing to promote gender equality. We have a duty to publish this Gender Equality Scheme to explain how we will promote equality between men, women and transgender people and how we will tackle gender discrimination and harassment, if and when it occurs.

This document sets out our main gender equality objectives. It also contains a plan detailing our priorities and the actions we are taking to address issues of gender equality. However, this document should not be seen in isolation. The Gender Equality Scheme is an integral part of the Council's role as we aim to place equality and diversity at the core of all our services' policies and procedures.

We have gathered information regarding gender for a number of years. However, we recognise that if we are to truly address discrimination then we require appropriate, reliable data. Therefore, over the next 12 months we will evaluate the services we provide to ensure that they are not discriminatory. This evaluation will include the type of information that we need to gather, information we presently gather and the way in which we gather the information. To do this we will undertake a comprehensive Equality Impact Needs Assessment programme allowing us to assess the impact of our policies. In addition, through this assessment programme, we will both monitor and consult on the services we provide. This programme will help us with the ongoing development of our services through their service plans. However, it is important to stress that throughout this process, we will make immediate changes to our policies, or the way we work, where discrimination is highlighted.

In addition, the Equality Impact Needs Assessments will include an ongoing programme of consultation with our staff with regards to both the services we provide and our role as an employer who is striving to achieve equality in the work place.

We recognise our responsibility of promoting equality and will work with our partner organisations to address issues of possible discrimination, challenging such issue whenever they occur. This will include our procurement policies, procedures and monitoring.

Finally, to oversee our continual drive for better services and to ensure that gender equality is at the heart of what we do, we will facilitate an Equality and Diversity Monitoring Group that will include Elected Members and Council Officers

We will publish information about our progress annually, however, we will undertake a comprehensive review of the scheme in April 2008.

If you want to know more about our Gender Equality Scheme, or you would like to comment on it, please see section 12 that tells you how you can contact us.

Section 3

District of Easington – Introduction to our Gender Equality Scheme

The District of Easington recognises the diverse community we are here to serve. We recognise the impact of gender, age, race, cultural belief, sexuality, disability, or any combination, and strive to be sensitive to different needs. We aim to positively promote equality and diversity and are committed to challenging discrimination and inequalities in all their forms. We recognise that by fulfilling our duty to promote equality and continuing to foster good relationships with the whole community, we are contributing to our wider aims of social inclusion, community cohesion and anti-poverty.

Gender equality

The District recognises that the issues associated with gender equality do not simply address inequality and discrimination suffered by women, but aims to address inequality and discrimination against men also.

Transgender

Our Gender Equality Duty means that we must challenge any discrimination on the grounds of a person's gender and that includes transgender. That is to say people who intend to undergo, are undergoing or have undergone gender reassignment.

References within this document to gender, or, man and women, assume the inclusion of transgender people.

Multi discrimination

In addition the District of Easington recognises the issues associated with multi discrimination. That is to say, for example, a disabled woman may endure discrimination not only because she is a disabled person, but also on the grounds of her gender when compared with a disabled man.

The Gender Equality Duty

The District of Easington Gender Equality Scheme is part of the wider Gender Equality Duty that was introduced through the Equality Act 2006. The Gender Equality Duty means that we must have "due regard" to the need to eliminate unlawful discrimination and harassment on the grounds of a person's gender. We must also demonstrate that we are taking active steps to promote equality of opportunity and encouraging participation in public life by men, women, and transgender people, even if this requires more favourable treatment. By the term more favourable treatment we mean that we may take positive action to overcome possible barriers. For example we may provide training to support women to access the services we provide, or arrange meetings at times and venues that allow working men and women to attend and engage.

The Gender Equality Duty places a number of specific duties on us. These are to...

- Prepare and publish a Gender Equality Scheme showing how we will meet our duties and set out our gender equality objectives. This would usually include those addressing any gender pay gap, however, in 2002, the District of Easington completed its Equal Pay Review. Revised pay bands and amended pay schemes were then agreed following a ballot of all employees. This collective agreement on the new pay structures is provided in Appendix B.
- Gather and use information on how policies and practices affect gender equality in the work force and the delivery of services
- Consult stakeholders and take account of relevant information
- Assess the impact of our current and proposed policies and practices
- Implement the actions set out in our Gender Equality Scheme within three years
- Produce a report about the scheme every year and review it at least every three years

Therefore this document sets out how we will meet our duties, taking into account different needs, so that we can continue to improve our services.

However, this document should not be seen in isolation. The Gender Equality Scheme is an integral part of the Council's role as we aim to place equality and diversity at the core of all our services' policies and procedures.

Section 4

District of Easington Council – Our vision

We wish to stress that our Scheme will go beyond merely complying with statutory obligations, but it will build upon District of Easington Council's vision:

“To Make the District Great!”

Through our actions we hope to change attitudes and promote equality for men, women and transgender people and we will tackle gender discrimination and harassment wherever and whenever it occurs.

We will make our District a prosperous, safe, attractive and healthy place to live. To do this we will be an effective and financially responsible council that is open and accountable to our community.

To do this we are focusing on 9 key corporate objectives...

1. Quality services for our people
2. Strive for excellence in the workplace
3. A sustainable job for everyone
4. Decent homes for all
5. Clean, tidy communities
6. Better transport
7. Making the district safe
8. Building a healthy community
9. Learning opportunities for all

Our Gender Equality Scheme will not only support our vision, but all nine of our corporate objectives. The Scheme aims to ensure that equality is not something that is additional, but it is what we do. It is an integral part of our services and our role as a provider of services and as an employer.

The District of Easington is constantly striving to improve the services it provides and ensuring that the whole community has equal access these services. We are committed to eliminating all forms of discriminatory practice in respect of all social factors including age, disability, ethnicity, gender, marital status, nationality, political perspective, race, and sexual orientation. In addition we recognise that services need to meet everyone's needs, regardless of how small or isolated a section of the community of which they are a part.

Section 5

District of Easington - Our gender equality objectives

This Equality Scheme is complementary to a number of other strategies and plans. These include the Disability Equality Scheme, Race Equality Scheme, Human Resources Strategy, Respect and Dignity Policy, Members Code of Conduct, Community Strategy, Corporate Plan, and the Community Engagement Strategy.

We have developed a set of gender equality objectives based on the information which we presently have available to us. We recognise that there are limitations on the quantity and quality of this information and therefore we are striving to address this as a key point in our actions. It is because of this that we intend to review our objectives in April 2008.

Over the next 12 months we will assess the impact of our policies to ensure that they do not discriminate on the grounds of gender. We will do this through our programme of Equality Impact Needs Assessment.

We will...

1. Assess the impact of our plans and policies.
2. Monitor those people who presently use our services and those who do not.
3. Consult with those people who use our services and those who do not, including Stakeholder groups and individuals.
4. Have a commitment to act upon the information that we collect through consultation and monitoring so that it will help us continually develop services through their service plans.
5. Make changes to our policies, or the way we work, to address any discrimination, as and when it is highlighted.
6. Undertake an ongoing programme of consultation with our staff. In addition we will organise and support staff group/s if and when specific issues arise.
7. Continue to monitor our staffing and human resources by gender, including the training opportunities that are both offered, and subsequently undertaken, by our staff.
8. Undertake a review of all the services Equality and Diversity training needs and then initiate a programme of training which is appropriate to the individual services' needs.
9. Work with our partner organisations to address issues of possible discrimination and act as a role model to promote equality. This will include any contractor from whom we procure a service. This will initially be through

our Pre Qualification Questionnaire and then its subsequent annual monitoring.

10. Facilitate an Equality and Diversity Monitoring Group, that will include Elected Members and Council Officers, to over see our continual drive for better services and to ensure that gender equality is at the heart of what we do.

The further development of this scheme will be achieved by working in partnership with other public bodies and consultation with stakeholders. This will be achieved as part of the Community Engagement Strategy.

We will publish information about our progress annually, however, we will review the first year of the scheme in April 2008.

Section 6

District of Easington – Making our Gender Equality Scheme work

The District will continue to use the 'Equality Standard for Local Government' to ensure equality is at the heart of all we do, both as a service provider and employer. The Equality Standard helps us to identify discrimination, to monitor our progress and to meet our legal duties. The Equality Standard sets out five levels. At present the District of Easington is at level two, but we plan to achieve level three in April 2008.

Within the District of Easington, we are fortunate that we have a strong commitment, from both Elected Members and Senior Officers, to address discrimination and promote equality. This includes the drive to put in place the required structures and resources. Directly associated to this was the need to increase our short term capacity to ensure that we can reach our equality objectives. Therefore, the District has engaged the services of a consultancy company to support us through the initial year of our comprehensive Equality Impact Needs Assessment programme. Our senior staff will have the task of ensuring the implementation of this programme and the ultimate success of this scheme.

Having made this commitment it is essential that we can ensure that we effectively monitor our performance, as well as, the efficient use of our resources. We will therefore facilitate the Equality and Diversity Monitoring Group that will comprise Elected Members, Joint Trade Union Representative and Council Officers to undertake this role, continuing our development of equality and diversity.

We will undertake a comprehensive review of our Gender Equality Scheme in April 2008 and report annually on our progress against the objectives we have set. Please note Section 11 – Reporting on our Gender Equality Scheme for more information.

Section 7

District of Easington – Equality of access to services

The Gender Equality Duty requires the Council to ensure that there is equality in the way that men and women can access the wide range of information and services it provides. These services may be to the community, other directorates of the Council, or as an employer.

To ensure that our services are equitable and address possibilities of multi discrimination, we will continue our programme of Equality Impact Needs Assessments. These assessments address the issues associated with the six strands of diversity; gender, race, disability, cultural belief, sexuality and age.

As a part of this process we recognise that both men and women sometimes have different needs from services, and that they may use them in different ways. There may also be different groups of men and women who have specific needs or face particular barriers in accessing services and opportunities. To overcome these barriers the Council may, on some occasions, need to take 'positive action'. This positive action may take the form of providing services on a single-sex basis. This could mean providing a service to one sex only, or providing the same service separately to each sex. We also recognise that there may also be specific issues for transgender people in accessing some of the service we provide.

In addition, and as a part of the programme, we will be developing a more structured approach to our communication and consultation with both staff and the wider community.

Finally, as part of the programme of Equality Impact Needs Assessments, we will review and develop our monitoring of the services we provide. This is an essential part of the assessment since it indicates who accesses our services and who does not. It will also indicate those people who have difficulties accessing them through multi-discrimination.

Issues highlighted through the Equality Impact Needs Assessments will then be addressed either Corporately, or within the individual Services' Plans.

We will be reviewing the programme and the continuation of the Equality Impact Needs Assessments in the following year, to identify areas for improvement.

Section 8

District of Easington – Monitoring our Gender Equality Scheme

Within the District of Easington we are endeavouring to place Equality and Diversity at the heart of the services we provide, both to our staff and to the wider community. To achieve this we must have robust monitoring processes in place. It is through this monitoring of the services that we provide, that we can see who is, and who is not, using them. This information is not only used to measure our progress, but, if necessary, to change the way we deliver our services.

Presently we have gathered information on gender through...

- Collecting data on complaints
- Carrying out a residents survey every year which is used to monitor satisfaction with services
- Collecting information about the take up of services
- Carrying out a staff survey every year three years that is used to monitor satisfaction with different aspects of employment and training opportunities.
- We also monitor the gender of those who apply for jobs with the District, those who are then short listed, and finally those who we employ.

We recognise that there may be alternative ways in which we can gather information regarding the gender of service users and nonusers. At present the information, which we do have, is limited. As part of our Gender Equality Scheme we will therefore, be reviewing our monitoring processes. This will allow us to increase the amount of, and improve the quality of, the information we collect. This will be an element within the Equality Impact Needs Assessments that we complete.

The gathering of information is only the first element of our monitoring process. Therefore, as part of the review, we will be looking at how we can effectively analyse the information that we have collected. It will be these results that can then guide future developments of services. It will include not only issues relating specifically to Gender, but also addressing multi discrimination.

We will therefore be assessing...

- What the Council's current customer base is.
- How and when its services are used.
- Any barriers that prevent either men or women accessing our services.

- Whether different genders experience the particular function or policy differently.
- Under/over representation by men or women.
- The level of satisfaction with regards to the services we provide in relation to the specific feed back from men and women.
- Checking that the services meet the real needs of all communities.
- Checking that services are delivered in a culturally sensitive way to meet the needs of men and women.

Workforce monitoring

Our workforce monitoring is essential as it helps us to see whether our equality policies are working. We aim to have a work force that makes full use of people's talents, supporting them to reach their full potential and is representative of the community we serve.

The information we gather regarding the gender of our workforce allows use to determine whether men or women are underrepresented in some areas of our service provision and whether they have access to the same opportunities at work. At present it is recognised that the Council's staff do not reflect the diversity of the community we serve. The information we gather will allow us to take positive action to address these inequalities.

In order to comply with its statutory duty, the Council will monitor all staff. The Human Resources team are responsible for this monitoring process. We will review this monitoring process including the following areas of activity...

- Staff in post
- Applicants for employment
- Applicants who are short listed
- Applicants who are successful
- Applicants for training
- Staff who receive training
- Staff who benefit or suffer detriment as a result of performance assessment procedures
- Applicants for promotion
- Staff who are promoted
- Staff who take up grievances
- Staff subjected to disciplinary procedures
- People who cease employment with the Council via their exit interviews

The results of this monitoring will be published annually, together with those measures taken to rectify detriments and disadvantage.

Section 9

District of Easington – Consultation

Consulting Stakeholders

When appropriate we will gather information through an integrated approach to our consultation processes. This will not only be through partnerships between the different Services, but also, where appropriate, with our community based stakeholders. These Stakeholders are the people or groups with an interest in, or who are affected by, the work of the Council. This includes residents, staff, unions, community and voluntary groups and businesses. We will use the District of Easington's 'Community Engagement Action Plan' as one of the mechanisms to facilitate this.

We will review the mechanisms that we presently use to engage with the community, assessing whether they promote genuine and meaningful dialogue.

It is recognised that our current methods of consultation may not fully meet our requirements to identify actual and potential discrimination. We will therefore use a combination of techniques to consult stakeholders, including written questionnaires, phone surveys, 'neighbourhood walkabouts', focus groups, targeting specific interest groups, and organising more informal meetings.

Employees

We recognise that all staff are stakeholders. Therefore, we will...

- Consult with those staff who use our outward facing services through the same mechanisms with which we are consulting with the community as a whole.
- Consult with staff on specific service issues, recognising their expertise and insight.
- Consult as part of our Equality Impact Needs Assessments with regard to the service we provide to the community as well as the services we provide as an employer.

At present we are not aware of any transgender staff working for the District. We will therefore be proactive. As an employer committed to promoting equality, as well as ensuring that we meet our statutory duties, we will be reviewing all of our employment policies and procedures to ensure that they do not discriminate, either directly or indirectly, against transgender people. This will include our policies and procedures for recruitment, harassment, access to training and career development, occupational pensions and insurance.

Section 10

District of Easington – Procurement

A number of the services and functions provided by the Council are carried out through contracts with private companies and possibly voluntary organisations. However, the Council is still responsible for meeting the Gender Equality Duty when its functions or services are carried out by another organisation.

We are reviewing our procurement processes to make sure they reflect our commitment to equality. Contractors and suppliers go through the authority's corporate procurement process for tendering and contracting. Contractors/suppliers need to complete the Council's pre-qualification questionnaire as part of the tendering process. We use this questionnaire to ensure the contractors/suppliers comply with equality law. All contracts of the Council have terms and conditions that clearly outline what is expected of the contractor/supplier. Equality requirements are part of the Council's terms and conditions.

Where it is relevant we will include specific additional equality requirements in our specifications and contracts. For example, we may require a contractor to ensure that their workforce receives equality and diversity training in order to deliver a service to our service users. We will provide guidance for contractors and suppliers to help them to understand our requirements.

We will not only react to issues, if and when they arise, but we will monitor our contractors in relation to their ongoing work regarding Equality and Diversity.

Section 11

District of Easington – Publicising our Gender Equality Scheme and subsequent reporting on it

Publicising our Gender Equality Scheme

We will publicise our Gender Equality Scheme as widely as possible. Copies will be made available at Council building across the District, as well as on the Council's Website, which includes the 'Browsealoud' programme for people who have a visual impairment or reading difficulties.

In addition, we will strive to make it as accessible as possible to our community by providing it, on request, in alternative languages, as well as in large print, audiocassette and Braille.

Reporting on our Gender Equality Scheme

As the District sees equality as an integral part of the service we provide, individual Services will report their actions, in relation to the Gender Equality Duty, through their quarterly reports to the relevant Scrutiny Panel.

We will also produce two specific reports in relation to the District Gender Equality Duty.

The first of these will report on our progress in relation to addressing any gender imbalance within our workforce, including the actions we have taken and the action we propose to take.

The second will be an annual report on Gender Equality Scheme, which will be produced in May. This report will give an overall view of the progress we have made and the targets we have set for the following 12 months. It will allow us to highlight any changes we make to our Action Plan.

As will the Gender Equality Scheme itself, these reports will also be available in alternative formats, on request, and placed on our Website.

Section 12

District of Easington – Contacting us

If you would like further information about equality work at District of Easington either...

- Visit our website www.easington.gov.uk
- Telephone our Customer Services Centre 0191 5270501
- Email us on info@easington.gov.uk

Objective 1.	Assess the impact of our plans and policies.		
Action	Performance Measure	Target Date	Reporting Officer
1.1 Engage the services of a consultancy company to support the initial year of our comprehensive Equality Impact Needs Assessment programme	1.1.1 Consultancy company engaged	April 2007	Equality and Diversity Officer
1.2 Undertake a comprehensive programme of Equality Impact Needs Assessments	1.2.1 Programme of stage 1 Equality Impact Needs Assessments completed 1.2.1 Report progress and produce Action Plan for 2008/09	March 2008 April 2008	Heads of Service Equality and Diversity Officer
1.3 Manage and monitor the Equality Impact Needs Assessment programme	1.3.1 The nominated officers, with support from the consultancy company are delivering the programme 1.2.1 Report progress and produce Action Plan for 2008/09	October 2007 April 2008	Heads of Service Equality and Diversity Officer
1.4 Review progress of Equality Impact Needs Assessment programme	1.4.1 Report of progress made and make recommendations for the 2 nd year of the Scheme	April 2008	Equality and Diversity Officer

Objective 2.	Monitor those people who presently use our services and those who do not.		
Action	Performance Measure	Target Date	Reporting Officer
2.1 We will review and develop our holistic monitoring mechanisms so that we can effectively measure Equality and Diversity issues in respect of both user and nonusers of our services	2.1.1 We will have a menu of monitoring tools to ensure that Services can gather relevant information	October 2007	Head of Customer Services
2.2 We will review and develop our Complaints data	2.2.1 A review of data will have been completed and appropriate mechanism put in place to ensure the data is analysed and acted upon effectively 2.2.2 The number of complaints, which derive from a person's gender, will reduce.	October 2007 Reviewed April 2008	Head of Customer Services Head of Customer Services

Objective 3.	Consult with those people who use our services and those who do not, including Stakeholder groups and individuals.		
Action	Performance Measure	Target Date	Reporting Officer
3.1 We will review and develop our user and resident surveys	3.1.1 We will collate a database of the surveys which we undertake, and produce a plan to rationalise their frequency. 3.1.2 We will have a programme of surveys that are tailored to the specific needs of each service. This programme will include working collaboratively with our partners, so reducing the number of and frequency of, surveys.	April 2008 April 2008	Assistant Chief Executive Assistant Chief Executive

Objective 3.	Consult with those people who use our services and those who do not, including Stakeholder groups and individuals.		
Action	Performance Measure	Target Date	Reporting Officer
3.2 We will engage with the 'Citizens Panel' as a part of our consultation mechanisms	3.2.1 The number of issues taken to the group for consultation, which are then reported through their individual service quarterly reports.	April 2008	Heads of Service
3.3 We will engage with the District's Stakeholder Groups as a part of our consultation mechanisms	3.3.1 The number of issues taken to the group for consultation, which are then reported through their individual service quarterly reports.	April 2008	Heads of Service
3.4 Undertake an ongoing programme of consultation with our staff.	3.4.1 Consult with staff on specific service issues, recognising their expertise and insight.	April 2008	Heads of Service

Objective 4.	Have a commitment to act upon the information that we collect through consultation and monitoring so that it will help us continually develop services through their service plans.		
Action	Performance Measure	Target Date	Reporting Officer
4.1 Effectively analyse the information that we have collected.	4.1.1 Services will use this data to report the accessibility of provision within their quarterly Service reports	April 2008	Heads of Services
4.2 We will include all necessary actions as integral parts of our individual Services' Plans.	4.2.1 We will take such actions are seen as necessary and report their outcomes within the individual quarterly Service reports. This will include reporting on 'positive actions' that we have taken.	April 2008	Heads of Services

Objective 5.	Make changes to our policies, or the way we work, to address any discrimination, as and when it is highlighted.		
Action	Performance Measure	Target Date	Reporting Officer
5.1 We will take immediate action to address discriminatory practices as and when they occur	5.1.1 The actions taken will be reported to the relevant scrutiny committees with individual services reports.	April 2008	Heads of Service

Objective 6.	Undertake an ongoing programme of consultation with our staff. In addition we will organise and support staff group/s if and when specific issues arise.		
Action	Performance Measure	Target Date	Reporting Officer
6.1 Carrying out an annual staff survey that is used to monitor satisfaction with different aspects of employment and training opportunities.	6.1.1 Report outcomes of survey, including any actions that need to be taken.	April 2008	Head of Personnel
6.2 Organise and support staff group/s if and when specific issues arise.	6.2.1 Have a list of staff, with specific interests, who wish to be involved within this consultation process.	April 2008	Head of Personnel

Objective 7.	Continue to monitor our staffing and human resources by gender, including the training opportunities that are both offered, and subsequently undertaken, by our staff		
Action	Performance Measure	Target Date	Reporting Officer
7.1 The Council will monitor all employment mechanisms for staff from initial job applications, to exit interviews. Applicants for promotion Staff who are promoted	7.1.1 An annual report will be produced.	April 2008	Head of Personnel
7.2 The Council will monitor the gender of staff who take up grievances	7.2.1 An annual report will be produced.	April 2008	Head of Personnel
7.3 The Council will monitor the gender of staff subjected to disciplinary procedures	7.3.1 An annual report will be produced.	April 2008	Head of Personnel
7.4 The Council will monitor all training opportunities offered to, and subsequently taken up by staff.	7.4.1 The results of this monitoring will be published annually, together with those measures taken to rectify detriments and disadvantage.	April 2008	Assistant Chief Executive

Objective 8.	Undertake a review of all the services Equality and Diversity training needs and then initiate a programme of training which is appropriate to the individual services' needs.		
Action	Performance Measure	Target Date	Reporting Officer
8.1 Review present equality and diversity training offered to staff	8.1.1 Report produced indicating present position	November 2007	Equality and Diversity Officer
8.2 Assess the individual equality and diversity training needs of each service	8.2.1 Report produced indicating the training need of each Service	February 2008	Equality and Diversity Officer
8.3 Assess the Districts generic equality and diversity training needs	8.3.1 Report produced indicating the generic training needs of the District, including an action plan to meet these needs	February 2008	Equality and Diversity Officer
8.4 Initiate a comprehensive equality and diversity training programme.	8.4.1 A programme of training is initiated	April 2008	Equality and Diversity Officer

<p>Objective 9.</p>	<p>Work with our partner organisations to address issues of possible discrimination and act as a role model to promote equality. This will include any contractor from whom we procure a service. This will initially be through our Pre Qualification Questionnaire and then its subsequent annual monitoring.</p>		
<p>Action</p>	<p>Performance Measure</p>	<p>Target Date</p>	<p>Reporting Officer</p>
<p>9.1 Review our procurement processes to make sure they reflect our commitment to equality.</p>	<p>9.1.1 Report produced on completed review with recommendation of any actions needed</p>	<p>November 2007</p>	<p>Corporate Procurement Manager</p>
<p>9.2 Review the Council's pre-qualification questionnaire that is used as a part of the tendering process.</p>	<p>9.2.1 Report produced on completed review with recommendation of any actions needed</p>	<p>November 2007</p>	<p>Corporate Procurement Manager</p>
<p>9.3 Monitor our contractors in relation to their ongoing work regarding Equality and Diversity.</p>	<p>9.3.1 Reported through individual service quarterly reports.</p>	<p>December 2007</p>	<p>Heads of Service</p>

<p>Objective 10.</p>	<p>Facilitate an Equality and Diversity Monitoring Group, that will include Elected Members and Council Officers, to over see our continual drive for better services and to ensure that gender equality is at the heart of what we do.</p>		
<p>Action</p>	<p>Performance Measure</p>	<p>Target Date</p>	<p>Reporting Officer</p>
<p>10.1 Equality and Diversity Monitoring Group that will comprise Elected Members, Joint Trade Union Representative and Council Officers to undertake this role, continuing our development of equality and diversity.</p>	<p>10.1.1 Re-establish this group and facilitate ongoing meetings.</p>	<p>November 2007</p>	<p>Equality and Diversity Officer</p>

