



London Borough of Tower Hamlets

Appendix Two:

**Diversity and Equality Corporate Action Plan
2007/08**

Six Month Monitoring Report

December 2007

Objective	Key activities	Target date	Overall progress	Activity status
Ensure that the Council operates to the highest standards of equalities practice	<p>Maintain Level 5 of the Local Government Equality Standard and agree and achieve targets with partners</p> <p>Ensure that relevant human rights implications are considered within policies and practice</p> <p>Ensure that local equalities practice and policies matches that of the new Equality and Human Rights Commission</p> <p>Review of Race, Disability and Gender Equality Schemes to link with new practice</p>	<p>April 2008</p> <p>March 2008</p> <p>March 2008</p> <p>April 2008</p>	<p>On target. Partnership Equalities Group established to bring together equalities officers from main statutory and voluntary sector partners.</p> <p>Awaiting guidance from new Commission for Equalities and Human Rights.</p> <p>On target. Awaiting guidance from new Commission for Equalities and Human Rights.</p> <p>On target. Reviews underway to be completed by March 2008.</p>	G
Refresh test of relevance template	<p>Undertake an audit of all policies and functions and prioritise level of impact across 6 equality strands</p>	<p>January 2008</p>	<p>On target. Revised template circulated to all Directorates.</p>	G
Improve procedures for equality impact assessments	<p>Analyse learning from Peer Support initiative through leaning event with partner authorities and production of learning tool for national use</p> <p>Undertake an audit of all policies and functions and prioritise level of impact across 6 equality strands and implications for Race, Disability and Gender Equality Schemes</p> <p>Revise test of relevance template based on audit results</p>	<p>March 2008</p> <p>April 2008</p>	<p>Learning event held in November 2007 and learning tool being developed.</p> <p>Test of Relevance template circulated to all Directorates.</p> <p>Template revised and circulated to all Directorates.</p>	G

	<p>Revise equality impact assessment guidance</p> <p>Develop improved procedures for completion and publication of equality impact assessments</p>		<p>Consultation on guidance currently underway with all Directorate Equality Focus Groups.</p> <p>Underway as part of review of guidance.</p>	
<p>Review of monitoring by 6 equality strands to identify any gaps per Directorate and develop measures to address these</p>	<p>Undertake audit of monitoring arrangements Council-wide and analyse findings to inform improvements to guidance and support to Directorates</p> <p>Review monitoring requirements for Race, Disability and Gender Equality schemes</p>	January 2008	<p>Draft guidance circulated for comment. Due to be formally signed off, December 2007.</p> <p>Monitoring guidance revised and audit of current monitoring practice underway to be completed in January 2008.</p>	G
<p>Review complaints monitoring by 6 equality strands in terms of breakdown and reporting by service and corporately</p>	<p>Improve analysis of complaints reporting by equality strand</p>	January 2008	<p>By early 2008, updated equalities monitoring of people making complaints to cover all six equalities strands will be on the online and paper based form. Work towards incorporating faith and sexual orientation into monitoring undertaken over the phone. Data will be collated on a monthly basis throughout 2008, but with full reporting from early 2009, once a meaningful baseline has been established.</p>	G

Identify and establish the processes for developing and reviewing shared equality objectives with partners across the 6 equality strands	Agree diversity and equality objectives and targets in revised Community Plan and related strategies	April 2008	All external equality forums have been involved in consultation for the refresh of the Community Plan and these will form the basis of specific equalities targets.	G
Provide support to councillors to promote equality (linked to Race, Disability and Gender Equality Schemes and revised Level 5)	Review of support needs completed	April 2008	Equalities training for all councillors is being devised for delivery by March 2008.	G
Review the role and objectives of CESG in delivering the Council's diversity and equality agenda	Workshop with CESG members to discuss and agree its role and future aims and areas of work	October 2007	Workshop completed and revised terms of reference are being drafted for agreement by March 2008.	G
Improve awareness and understanding of managers about the revised Equality Standard and what it means for the Council and its partners	Guidelines for managers in place	March 2008	On target. Guidance in draft and due to be circulated to managers in January 2008.	G
Develop a corporate self-assessment toolkit to measure progress against diversity and equality objectives and targets	Develop a checklist of questions and examples of corporate and directorate types of evidence that link to the different requirements of the Equality Standard and examples of evidence	December 2007	Produced and circulated to all Directorates.	G

Review our procurement arrangements to ensure that equality objectives and targets are being met by contractors	<p>Work with Procurement to audit contractual arrangements per Directorate to identify gaps in equality monitoring, objective and target setting and review</p> <p>Review corporate procurement processes and develop measures to ensure any gaps are addressed from audit</p>	<p>March 2008</p>	<p>Scope of audit agreed and due to commence January 2008.</p>	<p>G</p>
Strengthen consultation and involvement arrangements with external and internal equality forums	<p>Undertake a review of the role and purpose of external and internal equality forums in shaping and reviewing the delivery of Council services. This review will cover:</p> <ul style="list-style-type: none"> • Disabled staff, BME staff and LGBT staff forum • Self-organised staff groups • Tower Hamlets Access Group • Tower Hamlets Interfaith Forum • LGBT Forum 	<p>March 2008</p>	<p>Terms of Reference and constitutions of Access Group and Interfaith Forum are being redrafted, to be agreed by March 2008. Review of LGBT Forum due to take place March 2008.</p> <p>Scoping of Internal staff forums review has been completed and recommendations will be implemented by March 2008.</p>	<p>G</p>
Commission external validation of the Council's achievements in the revised Equality Standard	<p>Assess learning from participation in the Capital Ambition Equality Standard for London local government project</p> <p>External validation confirms maintenance of Level 5 of the Equality Standard</p>	<p>March 2008</p> <p>April 2008</p>	<p>On target. Project is ongoing with participation from Diversity and Equality Team.</p>	<p>G</p>
Audit all diversity and equality related actions for impact on cohesion	<p>Assess cohesion issues as part of above activities</p>	<p>Ongoing with evaluation April 2008</p>	<p>On target.</p>	<p>G</p>

