



London Borough of Tower Hamlets

**Appendix Two:
Diversity and Equality Action Plan:
Corporate Priorities 2007/08
End of Year Monitoring Report**

June 2008

Objective	Key Activities	Target date	Overall Progress	Activity Status
Ensure that the Council operates to the highest standards of equalities practice	Maintain Level 5 of the Local Government Equality Standard and agree and achieve targets with partners.	April 2008	<p>Complete. Revised Equality Standard and the new requirements have been considered at CESG and Directorate Equality Focus groups to identify gaps and actions needed.</p> <p>Diversity and Equality Partnership Group established bringing together equalities officers from main statutory and voluntary sector partners quarterly. Two meetings held so far. Joint actions and targets have been to work towards a Level 5 borough.</p>	G
	<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>	March 2008	Review of human rights implications is underway. Final report and recommendations will be ready by the end of June 08. The report is scheduled to go to CESG in September.	G
	Review of Race, Disability and Gender Equality Schemes to link with new practice.	April 2008	Disability, Gender and Race Equality Schemes have been reviewed.	A

Refresh test of relevance template	Undertake an audit of all policies and functions and prioritise level of impact across 6 equality strands.	January 2008	All policies and functions have been assessed for relevance across six equality strands. New test of relevance and three year EQIA work programme has been agreed by DMTs and CESH.	G
Improve procedures for equality impact assessments	Analyse learning from Peer Support initiative through leaning event with partner authorities and production of learning tool for national use.	March 2008	Learning event held in November 2007. E-learning tool has been produced and will be launched by the end of July.	G
	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.	April 2008	An audit of all policies and functions have been have been assessed for impact across six equality strands. New test of relevance and new three year EQIA work programme has been agreed by DMTs and CESH.	G
	Revise test of relevance template based on audit results.		Test of relevance revised based on audit of all council policies and functions. Revised test of relevance agreed by DMTs and CESH.	G
	Revise equality impact assessment guidance.		Equality Impact Assessment Guidance has been revised in consultation with DELOs and will be launched with the e-guidance by the end of July.	G
	Develop improved procedures for completion and publication of equality impact assessments.			

Review of monitoring by 6 equality strands to identify any gaps per Directorate and develop measures to address these	Undertake audit of monitoring arrangements Council-wide and analyse findings to inform improvements to guidance and support to Directorates.	January 2008	Audit of monitoring arrangements undertaken in January and fed back to CESG. The results have contributed to revised Equality Monitoring Guidance which was launched at the Council Equality Conference in May 2008.	G
	Review monitoring requirements for Race, Disability and Gender Equality schemes.		Monitoring requirements for Race Gender and Disability Schemes were considered as part of the monitoring review and incorporated into the new equality monitoring guidance.	G
Review complaints monitoring by 6 equality strands in terms of breakdown and reporting by service and corporately	Improve analysis of complaints reporting by equality strand.	January 2008	Paper based forms have been updated to cover monitoring of all six equality strands and online form record gender, race, faith and age. There is 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.	A
Identify and establish the processes for developing and	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. The revised Community Plan 2020 was also informed	G

<p>reviewing shared equality objectives with partners across the 6 equality strands</p>			<p>by a an equality impact assessment which used data on the differential equality outcomes for the six equality groups as well as qualitative consultation results gathered.</p> <p>The Diversity and Equality Partnership Group was established in March bringing together equalities officers from main statutory and voluntary sector partners quarterly. Joint targets have been established which work towards achieving a Level 5 borough.</p>	<p>G</p>
<p>Provide support to Councillors to promote equality (linked to Race, Disability and Gender Equality Schemes and revised Level 5)</p>	<p>Review of support needs completed.</p>	<p>April 2008</p>	<p>Equalities Training for members took place in March 08. Further to this training Members agreed to establish a Member diversity and equality group.</p>	<p>G</p>
<p>Review the role and objectives of CESG in delivering the Council's diversity and equality agenda</p>	<p>Workshop with CESG members to discuss and agree its role and future aims and areas of work.</p>	<p>October 2007</p>	<p>Workshop completed at the end of 2007 and work programme for 2008/8 has been established. A Council wide Equalities Conference was held in May 2008 which communicated the role of CESG and Council's diversity and</p>	<p>G</p>

			equality priorities for the year ahead.	
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	Complete. Revised Equality Standard and the new requirements have been considered at CESG and Directorate Equality Focus groups to identify gaps and actions needed. A Council wide diversity and equality conference was held in May to communicate to all staff priorities for the year ahead, particularly in relation to the Level 5 revised Equality Standard and to capacity build staff to meet these requirements.	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	Complete. Produced and circulated to all Directorates.	G
Review our procurement arrangements to ensure that equality objectives and targets are being met by contractors	Work with Procurement to audit contractual arrangements per Directorate to identify gaps in equality monitoring, objective and target setting and review.	March 2008	Key procurement documents have been revised to bring them in line with all six equality strands. Full review of all procurement processes is scheduled for 08/09	A

	Review corporate procurement processes and develop measures to ensure any gaps are addressed from audit		Scope of audit agreed and due to commence January 2008.	
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 	March 2008	<p>A review of the role and purpose of external and internal equality forums was undertaken at the end of 2007. The outcome of this review has informed the development and work programmes of internal and external staff forums.</p> <p>The LGBT Staff Forum held a workshop to develop the Forum and work programme for the year ahead in Feb 08. The BME Staff Forum had similar discussions at its meeting in March.</p> <p>Terms of Reference and constitutions of Access Group and Interfaith Forum have been re-drafted.</p>	G
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</p>	<p>March 2008</p> <p>April 2008</p>	<p>In DEAP2008/9, external validation has been scheduled to take place in September 2008.</p> <p>Internal scrutiny of the Council Level 5</p>	R

	maintenance of Level 5 of the Equality Standard		achievements will also be undertaken by O&S. An internal review to validate our level 5 achievements has been undertaken by the Corporate Equalities Team for BVPI 2A.	
Audit all diversity and equality related actions for impact on cohesion	Assess cohesion issues as part of above activities	Ongoing with evaluation April 2008	Complete. A community cohesion toolkit has been developed and will be used to assess the cohesion implications of key services such as housing and community safety. EQIA guidance requires all staff to think about community cohesion implications as part of all equality impact assessments.	G