

CORPORATE ACTIONS

Action no.	Description of action (Include outcome or product of action)	Person responsible	Completion date	Equalities Standard - areas addressed	Comments
Area 1 Policy and Planning					
CP1	Develop a Corporate Action Plan for approval by the Equalities Panel	Social Policy Programme Group	Complete	L2 (a)	<i>First report submitted to Equalities Panel 25th October.</i>
CP2	Establish process for ongoing monitoring of implementation of action plans	Corporate Policy	Completed 25 October		<i>At its meeting on 25 October the Panel requested progress reports on the production and implementation of the Equalities Action Plans to be submitted to the quarterly meetings.</i>
CP3	Establish corporate officer group to oversee the development of systematic activity within each Directorate, including the production of directorate action plans.	Social Policy Programme Group		L2 (b)	Social Policy Programme Group identified as responsible group. Chaired by Strategic Director, Neighbourhood Services. Action plan contents should be reflected in directorate and service plans
CP4	Set up Equalities Panel to oversee and direct policy development, implementation and review		2 September	L2 (c)	Panel now established First meeting held on 2 September - considered terms of reference.

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CP5	Continue to use relevant external data to inform policy. The 1999 Benchmark survey will provide new data which can be tabulated according to ethnicity, age, gender and disability. Report results to Equalities Panel.	Corporate Policy Social Policy Programme Group	by end of December	L2 (e)	<i>Analysis underway by Gender, Ethnicity and Disability, to be completed for next meeting of Equalities Panel 24 January</i>
Area II Service Delivery and Customer Care					
CP6	Include equality statement and objectives in each directorate/service plan.	Directorates via Directors and Heads of Service	March 2000	L1 (a)	Method for how this is achieved to be discussed and agreed at Social Policy Programme Group. Standard equality statement will need to reflect council policy and be agreed by the panel. <i>Item for SPPG Agenda at meeting in the new year</i>

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CP7	Co-ordinate establishment of ethnic, gender and disability monitoring systems for service delivery across the council <ul style="list-style-type: none"> • Agree classification of ethnic origin to be used by all services. • Directorates to identify key services for monitoring. 	Social Policy Programme Group	End January 2000 March 2000		<i>Draft categories for classification developed for consultation.</i> <i>Process for implementation yet to be established - Item for SPPG Agenda</i>
CP8	All equality related policy/objectives should be consulted on prior to publication of plans	Corporate Policy and/or relevant Directorates/Services		L1 (c)	
CP9	Ensure all directorate/service plans reflect the corporate equality policy, RRA, DDA and CRE Codes of Practice - method for how this is achieved to be discussed at Social Policy Programme Group	Directorates via Directors and Heads of Service	March 2000	L1 (b)	Plans could be audited to check that they reflect the Corporate equality policy <i>Process yet to be established - Item for SPPG Agenda</i>
CP10	Set up a defined structure of responsibility for equality of opportunity within each directorate.	Heads of Service	March 2000	L2 (c)	Responsibility needs to be reflected in core management responsibilities

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CP11	Develop and use consultative machinery to establish needs and satisfaction levels of targeted service users.	Corporate Policy	Ongoing	L2 (e)	<p>Learn from good practice via local and national networks. Develop and publicise mechanisms that could be appropriate including examples of best practice and MKC contacts who can provide assistance in accessing communities.</p> <p><i>Annual Public Opinion Survey allows some analysis of different sections of the community but mechanisms to develop more comprehensive picture of needs and views to be established.</i></p>
CP12	<p>Provision of appropriate translation and interpreting services to enable ethnic minority service users to have full access to all services.</p> <ul style="list-style-type: none"> • PR campaign to promote Community Language Service and produce guidance for users. 	Corporate Policy, Dianne Taylor, Peter Heaton	To be established	L2 (f)	<p>Community Language Service already exists. Need to explore marketing of service and relationships to other advice/information providers.</p> <p><i>Discussions currently taking place on future of Community Language Service.</i></p>
CP13	Explore issue of creche facilities where appropriate to enable parents to have full access to all services - Develop some guidance as to when this option should be considered and how service can be provided.	Corporate Policy, Community Development		L2 (g)	<i>No Plans for progressing at present.</i>

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Area III Community Development					
CP14	MKC to consider including statement that its goal is to support the development of strong, secure, self-reliant, self confident communities free from unlawful discrimination in relevant plans - including the Performance Plan.	Corporate Policy	March 2000	L1 (a)	May already be similar statement in community development policies/plans. Performance Plan to be published by end of March 2000
CP15	Take account of the present and future needs of ethnic communities in any assessments of community needs. Build into service delivery planning the use of data collected from the Benchmark Survey, Community Index and data from core service monitoring.	Corporate Policy Social Policy Programme Group	January 2000	L1 (b)	Population Analysis will feed into Best Value reviews. <i>Analysis of NOP Survey by Ethnic, Gender and disability will be supplied to services</i>
Area V Marketing and Corporate Image					
CP16	Advertisements, information and recruitment literature should positively reflect equality and cultural diversity in text illustrations. Establish arrangements for ensuring this.	Human Resources Marketing and Public Relations		L2 (a)	Image depends on what we do more than bits of paper. Share good practice.