WIRRAL COUNCIL

COMMUNITY AND CUSTOMER ENGAGEMENT OVERVIEW AND SCRUTINY COMMITTEE

REPORT OF THE CORPORATE EQUALITY AND DIVERSITY CO-ORDINATOR

ACHIEVING LEVEL 3 OF THE EQUALITY STANDARD FOR LOCAL GOVERNMENT (ESLG) – QUARTER 3 2008 / 2009 PROGRESS REPORT

1. Introduction

Please find attached (as Appendix 1) the latest progress report on reaching Level 3 of the Equality Standard for Local Government, for the period 1 October 2008 to 31 December 2008.

Please note the % ratings on progress on pages 3 and 4.

JACQUI CROSS CORPORATE EQUALITY & DIVERSITY CO-ORDINATOR CORPORATE SERVICES



EQUALITY STANDARD FOR LOCAL GOVERNMENT (ESLG)

QUARTER THREE 2008/2009 PERFORMANCE MONITORING REPORT

DATE: 16/01/09

OFFICER: JACQUI CROSS (Corporate Equality & Diversity Co-ordinator)

Introduction

Welcome to the third quarterly monitoring report for 2008 / 2009. Within this report you will find details of the equality and diversity work undertaken across the whole council.

Once again, numerous achievements have been documented across all departments.

Contents

Summary of progress towards level 3 of the ESLG Pages 2 - 3

Quarter 3 departmental equality and diversity progress (in detail) Pages 4- 31

Notes

- 1. No information was provided by Technical Services
- 2. Department of Adult Social Services is moving through a period of considerable transformation and change. This has had an impact on the work of the Departmental Equality Group (DEG), and as a result the implementation of the Department's Equality and Diversity Action Plan has been affected.
- 3. For equality and diversity issues Corporate Services still includes HR, Law and Asset Management Department.

ESLG Level 3: Summary of Progress

ESLG Key Element	% Complete	Recommendations
Corporate Approach to Equality	92%	Chief Officers to sign off their Departmental Equality Group Action Plans
		All employees to be made aware of the above
Corporate Equality & Inclusion Group	90%	CEIG needs to review the diversity profile of the workforce
		CEIG to formally request a review of the Key Issues Exchange process in order to incorporate equality behaviours
Corporate Equality Policy & Strategy	85%	Policy and Strategy to be refreshed once a Single Equality Scheme has been agreed
		Chief Officers and Service Managers to be briefed on any changes to the Policy and Strategy
4. Corporate Participation Strategy	40%	The Council's Corporate Engagement Strategy to be completed and implemented, and includes how diverse community groups will be invited to help to improve services and how those groups will be supported to build capacity
		Establish an Equality Watch Review Group which includes a cross section of diverse communities
5. Equality Impact Assessments (EIA)	90%	A corporate approach to involving diverse communities during the EIA process to be established
6. Performance Management System	60%	The PIMS system to include equality indicators and targets
7. Partnerships	75%	Partners to be encouraged to develop shared equality objectives
8. Risk Management	75%	Cabinet to agree Task Group recommendations

9. Customer Satisfaction	60%	Customer satisfaction to be corporately recorded and analysed on a quarterly basis
10. Fair Staff Policies & Procedures	75%	Equality guidance and training to be provided for interview panels
		A corporate equality and diversity training framework to be established
		CEIG to formally request a review of the Key Issues Exchange process in order to incorporate equality behaviours
		Task Group recommendations to be implemented
11. Procurement Practices	75%	Cabinet to agree Task Group recommendations
12. Equality & Diversity Training	70%	A corporate equality and diversity training framework to be established
13. Equality Objectives and Targets	100%	
14. External Assessment	30%	Complete the IDeA's tasks list for Level 3 assessment

Equality Standard	for Local Government (ESLG)	Quarter Two 2008 / 2	2009 Achievements & Hotspots
ESLG Key Element	Achievements	Hotspots	Recommendations
1. Corporate Approach to Equality	Departmental objectives and targets for E&D have now been incorporated into Dept Plan 2009/10 E&D continue to be standard agenda items at DMT and team briefings Dept Plan will be used as part of the KIE appraisal system making staff aware of the E&D objectives and targets Corporate Services Draft Equality Watch scheme public consultation commenced		
ESLG Key Element	Achievements	Hotspots	Recommendations
2. Corporate Equality & Inclusion Group	Regeneration • Department has been represented at all CIEG		

(CEIG)

meetings

- E&D targets and objectives identified at Manager's Awayday (27/10/08) and subsequently incorporated into Departmental Plan 2009/10
- Responsibility for completion of the actions has been detailed in the Plan together with timescales for achievement
- Resource implications (Financial, Physical and Financial have been included in the Dept Plan.

ESLG Key Element

Achievements

Hotspots

Recommendations

3. Corporate Equality Policy & Strategy

Children & Young People

 Departmental Equality Group meetings agreed and scheduled for 2009/10 to monitor departmental progress.

Regeneration

 In the Dept Plan the department commits to ensuring equality of

- opportunity and promoting diversity are at the core of everything it does as an employer, service provider, commissioner and in its community leadership role.
- The department has an equality action plan in place as part of this framework, which takes into account any actions identified through the Equality Impact Assessment process.

Corporate Services

Development of the Equality
Watch Scheme has clarified the
Council's strategic aims in
relation to E & D, providing the
basis for a refreshed policy and
strategy from April 2009.

ESLG	Key
Elem	ent

Achievements

Hotspots

Recommendations

4. Corporate Participation Strategy

Children & Young People

- Youth Parliament provided opportunity for young people to meet and question elected members
- Equality & Diversity open day, held at Wallasey Town Hall, attended by staff from Children & Young Peoples Department.
- CiC held their Panto in December, which was well attended. Attendees included the Mayor, Chief Executive and elected members.
- CiC undertaking Duke of Edinburgh's Award. 6 Children went to Prague as part of the Gold Award to study Social Care & Fostering and are producing a DVD of their trip. 6 children undertook an expedition in the UK as part of their Bronze Award.

Finance

 Need for implementation of corporate community engagement strategy in order

Finance

 Completion of corporate community engagement strategy to agree protocols, coordinate activity and avoid omission or duplication

 Once strategy in place, Customer Services can integrate the approach into the Customer Access Strategy

Regeneration

 The department as a whole and service areas individually involve designated community, staff and stakeholder groups on their EIA's and service delivery. There continues to be considerable engagement with the community and stakeholders providing avenues for further consultation and participation

Corporate Services

 Action planning underway in relation to corporate community engagement activities in line with the principles of the draft Comprehensive Engagement Strategy to provide a framework for activity

Corporate Services

No overarching framework in place

Corporate Services

 Draft Comprehensive Engagement Strategy will be going out for public consultation during February – April 2009

ESLG	Key
Elem	ent

Achievements

Hotspots

Recommendations

5. Equality Impact Assessment (EIA)

5. Equality Impact Children & Young People

- Schedule for completing Equality Impact Assessments over the next three years drawn up to include all Services, Functions, Policies and Procedures. Progress to be monitored by the Departmental Equality Group
- Action plan for 2009/10 created, informed by completed Equality Impact Assessments. Progress to be monitored by the Departmental Equality Group

Children & Young People

 The Children & Young Peoples Department to organise a focus group of young people to consult with on the action plan developed from EIA's.

Adult Social Services

 Setting up review and monitoring of actions falling out of initial EIAs

Adult Social Services

 Review initial EIAs & establish functions of Department as a result of Transformation to ensure EIAs are carried out on all new areas of work.

Finance

- Customer Services have now completed a review (using the new template) of the initial Equality Impact assessments carried out last year
- EIA action plans integrated

- into overall department action plan
- DEG has identified EIA programme for 09/10

Regeneration

- 100% service areas, policies and strategies have undergone EIAs
- A review of EIAs has taken place
- An action plan drawing out the main points of the EIAs has been produced and incorporated into the Departmental Plan

Corporate Services

 100% EIA's completed in Law, HR and Asset Management

Regeneration

- Need to be vigilant to ensure new policies and strategies undergo EIA as and when they are produced
- New joint Trading Standards enforcement policy will need an EIA

Regeneration

 Set up system to ensure that new policies, strategies and procedures undergo EIAs

Corporate Services

 Ensuring that all departments contribute to the development of the EIA programme for 2009/10

Corporate Services

- EIA action plan to be incorporated in the departmental plan
- 2009/10 EIA list to be drawn up of new/emerging policies and strategies

ESLG	Key
Elem	ent

Achievements

Hotspots

Recommendations

6. Sound Performance Management System

Children & Young People

- The Children & Young
 Peoples Department has
 drawn up an action plan that
 links to the Corporate
 Objectives for 2009/10 and
 PIMS and National Indicators,
 were appropriate.
- Information strategy developed to collect and collate information to clarify the nature of the area within which each Children's Centre operates.

Finance

Customer Services will be represented at the launch of the Wirral Ethnic Health Advisory Group Information & Resource file launch due to be held Friday 23rd January 2009. The purpose of the Information & Resource File is to provide information on the various ethnic communities on the Wirral including cultural, health, and religious needs for each community. The event is being held at Wirral Multicultural Centre and key

Children & Young People

 Youth Service have issues around data which they are working through.

Children & Young People

- The Children & Young Peoples Department to organise a focus group of young people to consult with on the action plan developed from EIA's.
- Need to resolve Youth Service Data issues.

Finance

- Regularly report progress to Finance DMT through quarterly monitoring reports. Revised performance and risk management and monitoring process to be agreed by DMT February 2009
- DEG action plan and EIA programme to take account of Access to Services inspection report and integrate with action plan

speakers include The Mayor of Wirral (Councillor Adrian Jones), who will launch the Information and Resource File, Mr Stephen Hesford MP, Mrs Frances Street – Chair of NHS Wirral, and Mr John Webb – Director of Social Services, Wirral Council.

- Customer Services will be involved in the forthcoming review of the interpreting contract with a view to improving the functionality of the service and the way it is delivered taking on board experience gained during the initial contract period.
- Customer Access Strategy reviewed annually with quarterly progress reports to Cabinet (as part of Change Programme)

Regeneration

- E&D objectives and targets have been integrated into the performance management framework through their inclusion in the Departmental Plan
- Targets to be regularly monitored at DEG and as part

- of departmental performance management framework
- Performance Information including national figures will be fed back to senior management and Members on a quarterly basis

Corporate Services

 Introduction of consistent action plans for DEGs

Achievements

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7. Partnership

(internal and

external)

ESLG Kev

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Children & Young People

- Inclusion award presented to St Agnes Preschool by Steven Hesford MP, for there inclusive practice, the Wirral Globe was also present. This award scheme is part of a process set up to recognise inclusive behaviour in the children's sector.
- Staff from the Social Inclusion Branch have trained 17 Access Officers that are part of a team across Merseyside linked to Museums &

Hotspots Recommendations

Galleries. These staff are offering consultancy and training advice to staff in museums and galleries around SEN inclusion issues.

- Plans presented and approved by the Children and Young Peoples Strategic Partnership Board for the redesign and building of improved Children & Families Health services on the Arrowe Park Hospital site.
- Proposals presented and approved by the Children and Young Peoples Strategic Partnership Board for male circumcision to be commissioned to meet religious, cultural and social needs in Wirral.
- Hate Crime Workshop attended to address all hate crime stands using a MARAC approach.

Finance

 New Polish outreach service launched 5th January 2009, in conjunction with CAB and PCT. This gives access to a polish speaking outreach

Finance

 Liaison with external partners is not co-ordinated across the council – resulting in over and under representation and inconsistent approach (see

Finance

 Improve communication and co-ordination (links with the corporate community engagement strategy) worker at various One Stop Shops across the borough. The service provides free advice on issues such as debt, welfare benefits, housing, employment, consumer problems and community care. Particular emphasis is placed on reducing stress and anxiety caused by unfamiliarity with the language and benefit system.

- One Stop Shops are working with Age Concern to promote awareness of the problem of elder abuse. One Stop Shops are currently hosting an Age Concern display at different sites. Customer Services are liaising with Age Concern on a bereavement support scheme where older customers identified as having suffered a recent bereavement can be referred for a home visit from a support worker.
- One Stop Shops will be hosting a joint working event for WPH w/c 23rd Feb where various agencies including Pensions Service will be

also section 4. Finance Hotspots)

providing a presence across all of the equality strands.

Regeneration

 There is considerable community and stakeholder engagement within the department as the department has forged partnerships across a range of services and service agencies.

Regeneration

 Not all partnership arrangements make reference to the Corporate Equality Policy

Corporate Services

- Full participation from across departments for Equality Watch staff diversity day
- Special edition of Equality
 Watch newsletter to celebrate
 Council's first staff diversity
 day produced and placed on
 Council's intranet
- Council's E&D section of website is currently under development
- Additional initial EIA's published on Council's website
- Economic Policy Team have led on co-ordination of good partnership activity aiming to support disadvantaged groups and tackle worklessness, child poverty

Corporate Services

- Ensure appropriate representation on Interdepartmental equality group
- Draft Comprehensive Engagement Strategy will be going out for public consultation during February – April 2009

 Economic Policy team to continue to co-ordinate partnership activity through involvement in the LAA, City Employment Strategy and emerging Multi Area ESLG Key Element

Achievements

Hotspots

Recommendations

8. Risk Management

Children & Young People

 The Departmental Equality Group action plan has links into the Risk Management procedure and identifies and monitors risks.

Finance

 The Change Team has looked at the documentation around Risk Management to try and ensure that more consistent practices are taken when using Project Management documentation around the Council

Regeneration

- E&D risks are included in the risk planning element of the Departmental Plan
- These will be monitored as part of the risk performance monitoring process to check

whether the planned contingencies are still appropriate and adequate.

ESLG Key Element

Achievements

Hotspots

Recommendations

9. Customer Satisfaction

Children & Young People

 Marketing strategy developed and implemented to raise the profile of Children Centers, in particular to under represented groups to improve accessibility. A range of publicity materials provided to the full spectrum of community venues.

Finance

Wirral Drug Action Team
 (DAT) held an event in
 November 2008 to explore
 the provision of their
 service away from the
 traditional town centre
 locations. OSS offered as
 possible option for delivery of
 service to all sectors of the
 community in neighbourhood
 locations

Regeneration

 Some service areas monitor customer satisfaction

Corporate Services

- Meeting with Finance colleagues to discuss customer segmentation
- Customer satisfaction is now a regular agenda item at Customer Services Group meetings

Regeneration

 Need to set up systems and procedures to ensure customer satisfaction is measured in a more uniform and consistent manner

ESLG Key Element **Achievements**

Hotspots

Recommendations

10. Fair Staff Policies & Procedures

Children & Young People

 Staff have started to undertake Cylix (Elumos) equality and diversity training.

Finance

 Recruitment to Customer Services this month has resulted in progress being made around the objective of closing the ethnicity gap between the customer service workforce profile and the ethnicity profile of the population in general.

 A member of the Change Team is involved in reviewing Staff Policies as a member of the Employee Equality Forum

Regeneration

 A limited number of staff take advantage of work life balance protocols

Regeneration

- All staff are not aware of equality related policies and procedures
- Equality and diversity training is not provided to short-listing panels and interviewers
- Appraisal of managers and relevant staff does not include competency and behaviours to implement the Equality Standard for Local Government
- Not all managers and relevant staff have received equality and diversity training

Regeneration

- All equality and diversity training to be reviewed
- All staff to undergo Cylix (Elumos) training and corporate base E&D training
- Specific training to be provided for front of house staff, managers and panel members and interviewers
- Publicise the opportunities for work life balance more widely in the department

Corporate Services

- Updated forms (grievance, capability, disciplinary and work-life balance) for collection of employees E&D data
- Presented list of HR Policies

under review within next 6-12 months and feedback proforma to Employee Diversity Forum for future consultation

ESLG	Key
Elem	ent

Achievements

Hotspots

Recommendations

11. Procurement Practices

Children & Young People

- Proposals presented and approved by the Children and Young Peoples Strategic Partnership Board for male circumcision to be commissioned to meet religious, cultural and social needs in Wirral.
- Primary Review Consultation completed.
- Secondary Review consultations started.

Adult Social Services

 Department ensures that equality & diversity issues are considered as part of tendering processes

Children & Young people

 Issues around restructuring of Birkenhead secondary school provision with the possibility of an imbalance developing between girls and boys in mixed sex provision.

Regeneration

• All procurement for goods

and services to be in accordance with corporate E&D guidance and procedures.

ESLG Key **Achievements Hotspots** Recommendations Element 12. Equality & **Children & Young People Diversity Training** Staff have started to undertake Cylix equality and diversity training. Training programme implemented for appropriate school staff and across the partnership and VCF sector to increase the understand of data (neighbourhood data) and the effects of poverty on achievement • Training provided to staff on the transition of children with a disability to Adult Social Care. **Adult Social Services Adult Social Services** To make E&D training Programme of E&D Training as part of the MDP

programme been successfully

delivered in 2008.

• Young People involved in recruitment need to be provided with Equality Training.

- available to all staff alongside e-learning software.
- To make Equality Impact

Adult Social Services

 Implementation of Equality & Diversity training for all staff

Assessment training available to all staff.

As above

Finance

 Majority of OSS staff have now completed level 1 & 2 of the Elumos Equality training package. Anticipate all staff will have completed by end of this month, ahead of schedule. CC staff also on target to meet March deadline for delivery of training.

Regeneration

- Training has been carried out for some managers to complete EIAs
- 40% of staff have successfully completed module 1 of Cylix (Elumos)

Corporate Services

- E&D taster sessions delivered to Wirral's foster carers
- Facilitated Redeployment Training Support Day for redeployees. TU Learning Reps and Lifelong Learning were present – promoting basic skills
- ELUMOS on-line training

Regeneration

E&D training is patchy in the department

Regeneration

- Ensure all staff undergo Cylix (Elumos) training and basic corporate E&D training
- Ongoing EIA training for new managers
- Managers and staff undertaking interviews to be prioritised for corporate training.

completed to date:
Corp Serv – level 1 33%,
level 2 70%, level 3 55%
Law, HR & Asset – level 1 44%,
level 2 57%, level 3 20%

Attended Real Equality
 Training Event "Everything
 you wanted to know about
 gender identity and
 transgender but were afraid to
 ask"

ESLG Key Element

Achievements

Hotspots

Recommendations

13. Equality Objectives & Targets

Children & Young People

The Children & Young
 Peoples Department has
 drawn up an action plan that
 links to the Corporate
 Objectives for 2009/10 and
 PIMS and National Indicators,
 were appropriate

Adult Social Services

 Development of Hate Crime/Incident reporting procedure

Adult Social Services

 To implement the Hate Crime / Incident reporting procedure

Regeneration

- Targets and objectives are now integral to the service and performance planning process
- Further targets and objectives have been set in the Workforce Development Plan
- Many of the NI and Local/Departmental performance indicators for which this department is responsible for relate directly to E&D issues

ESLG Key Element

Achievements

Hotspots

Recommendations

14. External Assessment & Validation

Children & Young People

 The Children and Young Peoples Department achieved a 4 (Excellent) for positive contribution as part of the recent inspection of children's services, due to the efforts made in engaging young people.

Regeneration

 The Department is making preparations the external assessment.

Regeneration

 Need to identify managers and staff for assessment

ESLG	Key
Elem	ent

Achievements

Hotspots

Recommendations

15. Other Activities

Children & Young People

 A range of intervention strategies have been developed to support underachieving and under-attaining groups of pupils. Plans produced for each school or cluster of schools and activities planned for vulnerable groups either within the Authority or the North West.

Adult Social Services

• Positive Action Scheme x 2 trainees

Regeneration

- Will utilise the Equality Data produced by the senior research and information officer to inform service impact review.
- Review of PSH action plan, with focus on vulnerable and disadvantaged households.
- Deliver over 230 affordable and supported housing units in 2008-2011.
- Ambassadors employed from the Bengali community,

Adult Social Services

• Implement Positive Action Scheme

Arabic speaking community, Polish community, Chinese speaking community to promote and deliver stop smoking sessions in their own language

- A Polish Christmas event with music and food was organised and delivered by Wirral Council and the Wirral PCT Stop Smoking Service to launch the quit and win campaign.
- Halloween & Winter
 Wonderland events held at
 2/4 Laird Street. Engaged
 residents and allowed those
 involved to partake in
 activities and breakdown
 barriers between individuals
 and groups within the
 community.
- Review of principle of applying fees in connection with assistance policy correctly applied to clients 60+ by Supporting People Team.
- Meeting held with Wirral Change to discuss Equity Loan compliance with Sharia Law or any Islamic cultural issues.
- Homemovers Service assisting non English

- speaking clients to access property ownership through HOUSED Scheme.
- Staff received training in imported food standards
- Fair Trading Staff received training in safeguarding vulnerable adults
- Developing a Hate Crime MARAC to integrate reporting system within the community.

Corporate Services

- Questionnaire on E&D for Youth Parliament
- E&D embedded in new LSP website
- All contacts on E&D community database have been written to in order to update records
- Equality Watch distribution list increased to 265 members
- Rotating Chair agreed by Wirral Equalities Forum (WEF)
- E&D article for One Council completed
- Working Wirral activity is being commissioned in line with Economic Policy team priorities. This will support particularly disadvantaged groups and deprived areas in Wirral.

 The impact of declining economic conditions and the economic downturn are of concern. Evidence indicates an increase in worklessness and lower employment levels,

Corporate Services

 Feedback required from Youth Parliament plus higher levels of debt and financial exclusion. This will clearly have a negative impact on levels of deprivation and inequality. The work of the Economic Policy team continues, to gather intelligence about the impact and to inform and influence appropriate policy responses.