

The Equalities Action Plan

	Action	Target Date	Lead	Lead Member	Resources Required	Performance Measures
1	Perform an Integrated Impact Assessment on all new and revised high level Strategies and Plans developed by Denbighshire County Council	April 2007 Commence Ongoing	Strategic Policy Unit	Cllr Rhiannon Wyn Hughes	Impact Network Time Within Budget	% of new and revised high level strategies and plans which have been impact assessed. Targets: 2007/08 –50% 2008/09 – 100%
2	Produce a running programme of work to use the WAG Integrated Equalities Impact Assessment tool on 2 functions of the Council per year	1 st April 2008	Strategic Policy Unit	Cllr Stuart Davies	Staff Time Within Budget	Number of functions equalities impacted assessed per year Targets: 2008/09 - 2
3	Set up a Human Resources Policy Consultation Group (HRPCG)	1 st December 2007	Human Resources	Cllr Stuart Davies	Staff Time Within Budget	

4	HRPCG to review all existing HR policies to make sure they support the equalities agenda	1 st December 2009	Human Resources	Cllr Stuart Davies	Staff Time Within Budget	% of HR policies reviewed. Targets: 2007/08 – 2008/09 –
5	Make sure we are fully compliant with the specific duties on Disability, Gender and Race in employment	2011	Human Resources	Cllr Stuart Davies	Staff Time Within Budget	
6	Make sure one member of the recruitment panel has been trained in recruitment and selection equalities training	1 st April 2008	Human Resources	Cllr Stuart Davies	Staff Time Within Budget	% of recruitment panels which include at least one member who have been on recruitment and selection equalities training. Targets: 2008/09 – 100%
7	Encourage job applicants to complete the diversity monitoring form	Ongoing	Human Resources	Cllr Stuart Davies	Staff Time Within Budget	% of job applicants who complete and return the diversity monitoring form. Targets: 2007/08 – establish

						baseline 2008/09 – target to be set when baseline established
8	<p>Capture equality monitoring data based on the equalities strands of age, disability, gender, race and Welsh language:</p> <ul style="list-style-type: none"> a. Applications for jobs and success rates at each stage in the process b. Distribution of workers in the organisation by type of job, location and grade c. Applications for promotion, transfer and training and success rates for each strand d. Results of performance appraisal e. Grievance and disciplinary action f. Termination of contracts 	1 st April 2008	Human Resources	Cllr Stuart Davies		Performance measures will be set for 2008/09 when the monitoring data has been collected.

9	Set up Customer Service Centre as the point of contact for complaints made on the grounds of discrimination	1 st September 2007	Strategic Policy Unit	Cllr Stuart Davies	Staff Training	Performance measures relating to the complaints made on the grounds of discrimination to be set when the system is set up and baseline information collected.
10	Officers from Strategic Policy Unit to meet with all Heads of Service to identify gaps in equalities monitoring and identify whether gaps in monitoring can be eliminated	1 st April 2008	Strategic Policy Unit	Cllr Stuart Davies	Staff Time Within Budget	% of Heads of Service met with. Target: 100% by April 2008
11	Produce a programme of work to ensure that all services have equalities monitoring arrangements in place	1 st April 2009	Strategic Policy Unit	Cllr Stuart Davies	Staff Time Within Budget	% of services that have equalities monitoring in place Target: 100% by 1 st April 2009
12	Make sure services record complaints by equalities strands	To be identified	Head of Customer Care	Cllr Stuart Davies		% of services recording complaints on the basis of equalities strands. Targets relating to dealing with

						complaints to be set when baseline information is available.
13	Carry out equalities monitoring in front line services for a 2 week period twice per year	Pilot – April 2007 Next – October 2007 2008 – To be arranged	Strategic Policy Unit	Cllr Stuart Davies	Staff Time	
14	Appoint a Head of Customer Care	1 st October 2007	Human Resources	Cllr Elwyn Edwards		
15	Increase the % of staff who have attended Customer Care training	Ongoing	Human Resources	Cllr Stuart Davies	Staff Time Within Budget	% of staff who have attended Customer Care training (cumulative) Targets: 2007/08 – 40% 2008/09 –
16	Encourage staff and county councillors to complete the equalities e-learning modules	Ongoing	Human Resources	Cllr Stuart Davies	Staff Time	% of staff and Councillors undertaking at least 2 e-learning modules. Targets: Baseline – 2007/08 –

17	Review our Communication Strategy to address areas of weakness in equalities	1 st April 2008	Corporate Communications	Cllr Elwyn Edwards	Staff Time Within Budget	
18	Ensure all bus stops on the main network are to be DDA compliant with raised kerbs	1 st September 2008	Passenger Transport Group	Cllr Eryl Williams		% of bus stops on the main network which are DDA compliant Target: 100% by September 2008
19	Ensure 80% of buses on regular passenger service to have low floor easy access	1 st November 2007	Passenger Transport Group	Cllr Eryl Williams		% of buses on the regular passenger service which have low floor easy access. Targets: 80% by November 2007
20	Ensure all pay and display machines are at an accessible height and distance from the bays	1 st April 2008	Highways Maintenance Unit	Cllr Eryl Williams		% of pay and display machines that are at an accessible height and distance from bays. Target: 100% by end 2007/08

21	Ensure that reception areas and entrances to council occupied civic buildings (excluding schools) are Phase 1 DDA compliant	1 st April 2008	Property Services	Cllr Julian Thompson-Hill		% of reception areas and entrances to council occupied civic buildings (excluding schools) that are Phase 1 DDA compliant. Target: 2007/08 – 90%
22	Prepare a good practice design guide for use by DCC asset management group for all new build and regeneration projects		Strategic Policy Unit	Cllr Julian Thompson-Hill		
23	Publish information about the access features of each of the public buildings	1 st October 2008	Strategic Policy Unit	Cllr Julian Thompson-Hill		% of council buildings for which access information is available.
24	Ensure all new schemes built by Registered Social Landlords using the Social Housing Grants meet lifetime homes standards		Housing Services	Cllr Pauline Dobb		% of new schemes built by Registered Social Landlords using the Social Housing Grants that meet the lifetime homes standards.

						Targets: 2007/08 – 100% 2008/09 – 100%
25	Achieve a 'Double A' accessibility standard for our website	October 2007	Customer Care	Cllr Elwyn Edwards		
26	Carry out annual mystery shopper exercises to assess service delivery	1 st April 2008	Strategic Policy Unit	Cllr Stuart Davies	Funding set aside	Specific services to be targeted to be agreed.
27	Hold and promote sports event days in North Wales for disabled people	1 st April 2008	Community Leisure	Cllr Sue Roberts		The number of sports event days for disabled people held in North Wales Targets: 2007/08 – 13
28	Have a BSL interpreter available at a number of events this year where possible	Ongoing	Social Services	Cllr Pauline Dobb		
29	Coordinate with NWREN to establish a drop in centre in Denbighshire	1 st April 2008	Social Services	Cllr Pauline Dobb	Dependant on funding	

30	Produce and maintain a database of relevant equality groups for consultation purposes	1 st April 2008	Strategic Policy Unit	Cllr Stuart Davies		
31	Undertake a Joint Survey of Gypsy and Traveller needs with North Wales Councils and Bangor University	June 2008 (Commence)	Housing Service	Cllr Pauline Dobb	Dependant on coordination by North Wales authorities and Bangor University	
32	Ensure the percentage of women in senior management roles is more reflective of the workforce	Ongoing	Human Resources	Cllr Stuart Davies		% of senior management positions filled by women (spinal column point 39 and above). Targets 2007/08 - 43% 2008/09 – to be set
33	Ensure men and women are represented at all levels of the workforce and in all areas of work	Ongoing	Human Resources	Cllr Stuart Davies		Performance measures and targets to be agreed when detailed analysis of the make-up of the workforce has been undertaken.