

Royal Borough of Windsor and Maidenhead

Equality objective 2018-22	Activities	Timescale	Lead Team	Collaborators	<p style="text-align: center;">Progress update: NOVEMBER 2018 <i>*Reported every 6mths to SMT and the Access Advisory Forum. Next update to be provided April 2019.</i></p>
<p>Take into account the equality impacts of our emerging proposals and seek to mitigate any adverse impacts where possible</p>	<p>Review e-learning module and refresh as appropriate.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Strategy and Performance</p>	<p>Human Resources</p>	<p>An online learning resource, Quality Matters, is available to all staff and incorporates a broad range of learning modules which are available to complete in either a digital or tutor-led format. As part of a wider project to update and refine Quality Matters, the Equality and Diversity e-learning module has been reformatted as The Equality Act 2010 Awareness Training. This training module explains what this legislation means for service planning and delivery, ensuring the application of equality principles in all work.</p> <p>Other specific courses available to staff include, but are not limited to, the following: <i>Basic Autism Awareness, Child Sexual Exploitation Awareness, Deaf Awareness, Deafblind Awareness Training, Dementia Awareness (including specific training for library staff), Dignity and Respect Learning, Equality & Diversity (specific training for Councillors), Equality Impact Assessment, Equality in the Workplace, Introduction to Sensory Impairment Awareness, Introduction to Sensory Needs, Learning Disabilities Framework, Mental Health Awareness, Supporting People with Sight Problems and Hearing Loss, and Unconscious Bias Training</i>. The Equality Act 2010 Awareness Training is mandatory for all staff as part of their corporate induction, with an expectation that this training is repeated each year.</p>
	<p>Improve the consistency and quality of Equality Impact Assessments to influence and affect decision-making.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Law and Governance</p>	<p>All services</p>	<p>A specific e-learning course is available to all staff outlining when and how conduct an EqIA, and why they are important. A broader corporate communication plan is being developed to raise awareness of EqIAs to all staff.</p>
<p>Ensure that equality is reflected in our commissioning strategies</p>	<p>Use our Joint Strategic Needs Assessment (JSNA) to explore inequalities and disadvantage so as to strengthen and target our commissioning arrangements.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Public Health</p>	<p>Strategy and Performance</p>	<p>The development of a new JSNA remains under development and a key stakeholder event was held on 25 September 2018, to which members of the Access Advisory Forum were invited to contribute and inform.</p>
	<p>Explore how best to reach out to under-represented groups with whom we need better engagement.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Communications and Marketing</p>	<p>Strategy and Performance</p>	<p>The JSNA, presently under development, will provide insights to inform future council communication and engagement plans. On 25 September 2018 the council otherwise approved the introduction of an Inclusion Charter, developed over 15 months in conjunction with young people, parents and carers, schools, and health and social care professionals, to improve the experience of families with children with additional needs and enhance engagement. The Charter will ensure that those living with additional needs should always be considered when operating services, opening facilities or working with communities so everyone can take part in an inclusive manner.</p>
<p>Identify, and where possible address, the root causes of disadvantage and discrimination</p>	<p>Build our organisational intelligence capability in relation to protected characteristics data, and interrogate data and research inequalities linked to the protected characteristics.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Strategy and Performance</p>	<p>All services</p>	<p>The Strategy and Performance Team continues to develop and evolve the council's business intelligence capacity as part of the existing InPhase Development project. Explorations are currently underway in relation to the collection of protected characteristics data from complainants can be supported, for analysis purposes only, in accordance with the Equality Act 2010 and relevant data protection legislation and to inform service-improvement.</p>
	<p>Formalise arrangements with local groups for “mystery customer” scheme to solicit feedback on accessibility and availability of council services and buildings to inform improvements.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Library and Resident Services</p>	<p>Strategy and Performance</p>	<p>The Access Advisory Forum (AAF) was invited to participate in the review and refresh of the Library and Resident Services' Access Policy. All suggestions in relation to furniture and equipment standards and reasonable adjustments for people with disabilities have been well-received and are presently under consideration by the service. The final policy will be taken to Overview and Scrutiny Panel for approval. Suggestions were also made in relation to how the council's website may be enhanced and this feedback is currently under consideration by the Communications and Marketing Service as part of broader web-design and maintenance works.</p>
	<p>Review uptake of language and interpretation services to determine any appropriate developments.</p>	<p>Apr 2018 – Dec 2018</p>	<p>Library and Resident Services</p>	<p>All services</p>	<p>Due to demand, the council does not have a corporate commissioned language and interpretation service. Individual service commission language and interpretation services on a case-by-case basis.</p>
<p>Recruit and retain a diverse workforce that reflects the communities we serve and ensure our people feel valued and respected.</p>	<p>Continue to encourage and welcome increasing numbers of job applications from disabled candidates.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Human Resources</p>	<p>All services</p>	<p>The council continues to encourage and welcome job applications from disabled candidates using the Disability Confident Scheme, which guarantees disabled applicants who meet the minimum job criteria an interview.</p>
	<p>Outline the business benefits to employees of completing personal diversity records so that we can measure in what areas we are supporting our employees and those areas where we need to invest.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Human Resources</p>	<p>All services</p>	<p>As part of the Applicant Tracking System (ATS) Project, work is underway to update the Equal Opportunities Monitoring Form and align the records of existing employees to support the council's organisational intelligence capability in relation to protected characteristics data.</p>
	<p>Continue to ensure that the needs of employees with protected characteristics are met. This also includes liaison with wider employee forums.</p>	<p>Apr 2018 – Mar 2022</p>	<p>Human Resources</p>	<p>All services</p>	<p>An Equal Opportunities data-update exercise for the current workforce will enable the council to review and amend as necessary its HR policies to reflect the needs of the workforce.</p>
	<p>Deliver a range of a measures to improve opportunities for those who want to combine work with family or caring responsibilities.</p>	<p>Apr 2018 – Mar 2019</p>	<p>Human Resources</p>	<p>All services</p>	<p>The council offers of a wide range of flexible working options including a flexi-time scheme, part-time working, term-time only working, nine-day fortnights, remote working, and flexible retirement.</p>