

Tamworth Borough Council

Diversity and Equality Action Plan 2015 – 2019

Action	By when	Responsible officer	Completed	Outcome
Annual review of the scheme and action plan	By end of October 2015	AG/ZW	15/10/2015	Compliance with legislation
Annual report to cabinet on scheme	By end of December 2016	AG/ZW	On forward plan for 05/10/2015	Ensuring compliance with legislation
Revised 2015 -2019 scheme approved by CMT	By end October 2015	AG/ZW	Presented and approved by CMT on 19/10/2015	Scheme in place TBC compliant with legislation
Revised 2015 – 2019 Scheme approved by cabinet	By end November 2015	AG/ZW	To be presented on 05/11/2015	Scheme in place TBC compliant with legislation
Revised 2015-19 Scheme approved by Council	By end of Dec 2015	Portfolio holder	To be presented 7/12/15	Scheme in place TBC compliant with legislation
Scheme is communicated via netConsent and internet	By end of Dec 2015	AG/ZW		Compliance with internal audit recommendations
Development of a training matrix which determines mandatory training including E&D	By end of Feb 2015	ZW	February 2015	CMT approved the matrix and associated actions
Delivery of E&D training and refresher for employees and elected members	By 2018	ZW and Directors		Compliance with mandatory training matrix as agreed by CMT 19 Jan 15
Carry out annual equal Pay Audit	By end of March annually	CT	Approved in January 2015	Compliance with equal pay legislation
Publish annual pay policy	By end of December annually	AG	March 2015	Compliance with Section 38 of the Localism Act 2011
Carry out equalities audit as per annual audit plan	By end of February 15	ZS	February 15	Compliance with internal governance arrangements
Establish and communicate equality objectives and review on 4 yearly basis (ie use of Net Consent, internet)	By end of December 15	AG/ZW		Compliance with Public Sector Equality Duty (contained within the Equality Act 2010)
All HR policies must contain completed impact assessments	In line with review dates	CT	ongoing	Compliance internal audit recommendations
Publication of workforce data on an annual basis	Update by end of December 2015	AG/ZW	Published October 15	Compliance with Public Sector Equality Duty (contained within the Equality Act 2010)
Update equalities Risk Register	By end of November 2015	AG		Compliance with internal audit recommendations
All directors to ensure that strategic policies and	Ongoing	Directors		Improved provision of service ensuring

procedures contain community impact assessments				maximum inclusion
Monitor compliance with the Public Sector Equality Duty	Annually	AG/ZW	September 2015	Review completed September 15
Amend the Forward Plan to include an extra column asking the author to ensure that recommendations put before Cabinet or Council have been impact assessed in accordance with the protocol	By end of December 15	AG		Achievement of equality objective
Update the PMF to ensure directors and managers give consideration to carrying out the relevant impact assessment when developing business plans	By end of November 2015	AG/JD		Improved provision of service ensuring maximum inclusion
Improve knowledge of the demographic of Tamworth in terms of the protected characteristics	By end March 2016	ZW/JD		Improved provision of service ensuring maximum inclusion

Key

Complete
In Progress
Not Started