



Appendix B – Equalities and Safeguarding Action Plan 2018/19

Aim	Action	Lead Officer	Completion
Protect and support the most vulnerable, including those affected by financial challenges.	Plan and deliver a campaign around World Mental Health Day.	Head of Communications. Head of Organisational Development.	October 2018.
Eliminate discrimination, victimisation and harassment.	Introduce a Modern Day Slavery procedure.	Strategic Director, Corporate Resources. Communities Manager.	June 2018.
Safeguard vulnerable members of our communities.	Deliver Modern Day Slavery training to Housing Services and Environmental Services staff teams.	Communities Manager.	September 2018.

Protect and support the most vulnerable, including those affected by financial challenges.

Prepare and deliver our Welfare Reform Action Plan ready for Universal Credit rollout in November 2018.

Housing Services Manager.
Revenues and Customer Services Manager.

Q1 Infrastructure put in place for shared roll out. Publicise in partnership with Derby City. Contact all affected tenants, explore auto-payment options and promote transactional bank accounts.

Q2 Commence shared postcode roll out in July. Monitor progress and impact.

Q3 Publicise and commence roll out on remaining cases. Monitor and maintain tenant engagement in line with initial rollout.

Q4 Monitor progress and impact on throughputs, rent arrears and resources.

Eliminate discrimination, victimisation and harassment.

Publish the Gender Pay Gap report and devise an action plan to address findings.

Head of Organisational Development.

Q1. Gender Pay Gap report for 2017/18.

Q2. Devise action plan (to tie in with Workforce Profile action plan).

Advance equality of opportunity.	Undertake a Workforce Profile. Report findings and use these to help inform how we employ people.	Strategic Director, Corporate Resources. Head of Organisational Development.	Q1. Publish Workforce Profile 2018/19. Q2. Use findings to devise action plan (to tie in with (Gender Pay Gap action plan).
Meet the requirements of the Public Sector Equality Duty.	Ensure staff have attended and evaluated training that raises awareness of responsibilities for both equalities and safeguarding issues.	Strategic Director, Corporate Resources. Head of Organisational Development.	March 2019.
Meet the requirements of the Public Sector Equality Duty.	Update the Safeguarding Policy.	Communities Manager.	September 2018.
Meet the requirements of the Public Sector Equality Duty. Monitor and report progress.	Produce and publish the Corporate Equalities Annual Report.	Strategic Director, Corporate Resources. Head of Communications.	June 2018.

Enable people to live independently.

Work with Derbyshire County Council and our Better Care Fund allocation to deliver our proposed range of new initiatives, such as the Hospital Discharge Scheme.

Strategic Housing Manager.

Q1 Identify two units and gain approval for scheme suitability. Gain approval at April Better Care Fund board for use of funding.

Q2 Compile and agree service level agreement joint protocol with Adult Social Care and NHS. Furnish units in preparation for handover.

Q3 Incorporate support delivery and seek approval from Secretary of State to take two units outside Housing Revenue Account (2013 Housing Consents).

Q4 Launch Hospital Discharge Scheme and sign and seal lease agreements.

Provide accessible services which reflect the needs of South Derbyshire's residents.

Implement the requirements of the new Homelessness Reduction Act.

Housing Services Manager.

Q1 Implement and monitor Personalised Housing Plans.

Embed triage service at first point of contact.

Monitor impact of HRA.

Review use of prevention funding for 2019/20.

Q2 Establish joined up approach to homelessness through local partnerships.

Continue communications internally and externally.

Q3 Communications to local partners about Duty to Refer (public bodies).

Allocations Policy - full review/consultation.

Provide six months impact report and communicate across the business.

Q4 Review funding provision for 2019/20 and ensure appropriately allocated.

Provide year-end review and communicate across the business.

Q1 Officially launch project with ambassador and award-winning film director Deborah Haywood.

Q2 Establish internal project board to shape direction and activity for RISE.

Q3 Ascertain levels of aspiration via consultation with secondary school pupils in South Derbyshire.

Q4 Critically evaluate project and reach. Set action plan for 2018/19.

Advance equality of opportunity.

Establish an Internal Project Board to shape direction and activity for the RISE project.

Health Partnership Manager.

