

OXFORD CITY COUNCIL CORPORATE EQUALITIES ACTION PLAN

Lead: Equalities Steering Group (ESG) – Chair The Chief Executive – see Terms of Reference

*Members of the ESG will lead with other Business Units work on all elements of the Action Plan – any Actions without a lead Business Unit or identified timescale will be agreed at the December meeting of the ESG.

ISSUE	ACTION	RESPONSIBILITY	TIMESCALE
Comprehensive Equalities Policy to meet the Equalities Standard Level 1 – incorporating the Race Equality Scheme (RES) and Community Cohesion			
Develop Equalities Policy review & implementation process	Corporate Equalities Action Plan to Community Scrutiny Committee	Equalities Steering Group (ESG)	July 2004
	Review and agree draft Equalities Policy including the Valuing Diversity Policy and RES Consult internally & externally	ESG ESG/ NR	Sept 2004 – Jan 2005
	All Business Unit Managers trained on Equality Standard All Business Units identify key areas for work on Equality Standard and incorporate into Equalities Action Plan	HR ESG	October 2004 December 2004
Key corporate areas for review and implementation to meet Equalities Standard Level 1			
Communication and Consultation	Ensure that the Communication and Consultation Strategies include appropriate methods for working with people from different communities in Oxford. Link with the community development work on Community Cohesion Ensure equalities issues are reflected and addressed in the Customer Care Strategy	S & R	March 2005
		NR	February 2005
		ESG	March 2005
Performance Monitoring	*Performance Unit to develop appropriate Best Value	ESG	

	Targets for Business Units *Audit and Scrutiny reviews established		March 2005
Procurement	Integrate Equalities practices into the current Procurement Review *Integrate with Idea Fitness Check	ESG	Jan 2005
Race Equality Scheme	Revise and update existing scheme to review functions and assess policies	S & R	Jan 2005
	Integrate elements of RES work with preparation work for Equalities Impact Assessments	ESG	March 2005
Harassment	Review policy and procedures – clarify responses to different forms of harassment i.e. homophobia, racial/sexual harassment etc	HR ESG	March 2005
	Corporate Equalities Policy and Action Plan adopted by Oxford City Council	Chief Executive	February 2005
Oxford City Council meets Equalities Standard Level 1			March 2005
Comprehensive Equalities Policy to meet the Equalities Standard Level 2 – incorporating the Race Equality Scheme (RES) and Community Cohesion			
	Carry out consultation with designated community, staff and stakeholder groups to involve in impact assessments	S & R, NR & all Business Units	By Autumn 2005
	All Business Units carry out impact assessments on key service areas and functions. Use information to inform Business Planning process	ESG & all Business Units	March 2006