

**NORTH LANARKSHIRE COUNCIL
COMMITTEE REPORT**

To: PLANNING & ENVIRONMENT COMMITTEE		Subject: Planning & Environment Department's Race Equality Action Plan - Update
From: DIRECTOR OF PLANNING AND ENVIRONMENT		
Date: 12 th October 2005	Ref: REP 1086	

1. Purpose of the Report

- 1.1 The purpose of this report is to advise the Committee on the Planning and Environment Department's Race Equality Action Plan update, as set out in Appendix 1 herein.

2. Background

- 2.1 The Race Relations Amendment Act, 2000 introduced general and specific duties on all public sector organisations. The aim of the general duty is to mainstream the elimination of discrimination and promote equality of opportunity and good race relations by making these an integral part of the way public services are provided.
- 2.2 One specific duty placed upon the Council has been to publish a Race Equality Scheme, setting out the Council's arrangements for ensuring compliance with the legislation. This was published in November 2002, with a requirement to review the Race Equality Scheme during 2005.
- 2.3 The Corporate Race Equality Working Group was established to ensure that the Council complies with it's legal duties. Since the production of the first Race Equality Scheme and Action Plan, this group has worked to ensure implementation of the plan and develop methods and arrangements which ensure the Council is fully able to demonstrate progress. Furthermore, the group is working to ensure that achieving race equality is being mainstreamed into service planning and delivery. The group has also developed a Race Equality Toolkit to assist services with assessing policies and procedures for relevance in terms of the legislation.

3 Departmental Events and Progress

- 3.1 The Department of Planning and Environment established a Race Equality Working Group in November 2004 with a direct link to the Corporate Working Group. Since the establishment of this group, the Department has worked to progress race equality.
- 3.2 The Race Equality Toolkit has provided the framework for identifying departmental policies and procedures, applying the key principles of relevance, proportionality and meaningfulness.
- 3.3 Following impact assessments being completed within Roads and Transportation, Protective Services, Planning and Development, Policy and Economic Development and Support Services, an Action Plan has been developed and is set out in Appendix 1 herein.

4 Future Development Areas

- 4.1 Consideration must now be given to the monitoring of the departmental action plan. A recent meeting of the departmental Working Group proposed that the action plan be monitored six-monthly

along with the Service Improvement Plan. The Quality and Performance team will have responsibility for reporting on the Action Plan and for submitting committee reports in line with the Council's Performance Management Framework.

5 Recommendations

- 5.1 It is recommended that the Committee approve the content of this report and the Action Plan reporting proposal contained herein.



David M. Porch
DIRECTOR OF PLANNING AND ENVIRONMENT

16th September 2005

For further information about this report, please contact Linda Johnston, on 01236 618077

APPENDIX 1

**DEPARTMENT OF PLANNING & ENVIRONMENT
RACE EQUALITY – SERVICE POSITIONS**

SERVICE	POSITION
Policy & Economic Development Service	A Race Equality Impact Assessment Day was organised as the first step to identifying potential areas for action when dealing with ethnic minority clients. An ethnic minority profile for the targeted areas of economic development activity has been prepared. The profile will allow easy identification of ethnic minority groups and enable staff to target resources to appropriate areas.
Protective Services	Managers have met to discuss relevant issues. Work is now ongoing to assess the degree of relevance in regard to racial equality of services, functions or policies and thereafter complete impact assessments, as appropriate.
Roads & Transportation Service	The overall duties of the 10 discrete team functions are being impact assessed, again based on the principles of relevance, proportionality and meaningfulness. Given that the service deals with customers primarily on the basis of their mode of transport it is generally acknowledged that this service will not figure highly in the Departmental Race Equality Action plan with the exception of some of the topics covered by Road Safety Education.
Support Services	Support Services have identified the Reception area as the main area requiring further work to ensure ethnic minorities are not discriminated against. The Harvest system (complaints, compliments and suggestions) is being reviewed in line with corporate policies.
Planning & Development Service	Policies, services and functions reviewed in line with guidance issued and assessed for relevance.

APPENDIX 2

**DEPARTMENT OF PLANNING & ENVIRONMENT
RACE EQUALITY ACTION PLAN
DEVELOPED JUNE 2005**

REF	ACTIVITY	ACTION REQUIRED	COMPLETED BY	RESPONSIBILITY
1	Assess all Policies for Relevance	Review all policies/functions/services in line with Race Equality Toolkit	May 2005	All Services
2	Impact-assess Identified Policies	Complete impact assessment forms for identified policies as follows:- High Medium Low New policies to impact assessed during development stage – report to Committee as required.	December 2005 March 2006 March 2007	All Services
3	Ensure Audit Trail is Developed to Evidence Progress	Co-ordinate completed forms and ensure safe storage.	Ongoing	All Services
4	Address Consultation Issues	<ul style="list-style-type: none">▪ Establish links with local Black and Ethnic Minority organisations to ensure consultation is carried out where appropriate.▪ Participate the in annual Collaborative Event to be developed by Corporate Working Group by September 2005.	September 2005	Departmental Working Group

REF	ACTIVITY	ACTION REQUIRED	COMPLETED BY	RESPONSIBILITY
5	Training / Communication	<ul style="list-style-type: none"> ▪ Continue rollout of language line and diversity training for all staff. ▪ Update Induction Programme and video to include information on equalities legislation. ▪ Prepare Equalities Insert for Staff Handbook. ▪ Publish article in Xposé to raise staff awareness. ▪ Update Committee Report Checklist to include details of impact assessments ▪ Represent the Department on the Corporate Communications group with regard to Race Equality issues. 	<p>Ongoing</p> <p>January 2006</p> <p>January 2006</p> <p>Continuing articles from Autumn 2005 edition</p> <p>October 2005</p>	<p>Support Services</p> <p>Support Services/Policy and Marketing Team</p> <p>Policy and Marketing Team</p> <p>Support Services</p> <p>Support Services/Policy & Marketing Team</p>
6	Personnel Issues	Implement Personnel Services Action Plan following a review by Central Personnel Services.	March 2007	Support Services
7	<p>Support Services</p> <ul style="list-style-type: none"> • Reception • Complaints 	<ul style="list-style-type: none"> ▪ Ensure staff are suitably trained in language line and diversity issues. ▪ Review Harvest System 	<p>Ongoing</p> <p>March 2006</p>	<p>Support Services</p> <p>Support Services</p>

REF	ACTIVITY	ACTION REQUIRED	COMPLETED BY	RESPONSIBILITY
8	Service Improvement Plan	Statements regarding commitment to Race Equality issues will be included in the 2006 / 07 Action Plan.	November 2005	Policy and Marketing Team
9	Progress Reports	An annual update of this Action Plan will be submitted to the appropriate Committee at the end of March each year. The report will detail all impact assessments that have been undertaken in the previous year.	Annually - March	Quality & Performance Team