

Requirement	Action taken to date	Further action required @ 25.4.7	Update August 07
3.1.1 Ensure that all departments and service areas set targets based on equality objectives	<ul style="list-style-type: none"> • Service plans exist 	<ul style="list-style-type: none"> • Check sample for inclusion of targets DP 	<ul style="list-style-type: none"> •
3.1.2 Establish corporate guidelines/prescriptions for information gathering and equality monitoring <ul style="list-style-type: none"> • Allocate responsibility for monitoring & identify resource to support 	<ul style="list-style-type: none"> • Monitoring procedure and guidance exists 	<ul style="list-style-type: none"> • Is analysis of monitoring consistently reported 	<ul style="list-style-type: none"> •
3.1.3 Seek agreement on equality targets with partners in local 'partnerships'	<ul style="list-style-type: none"> • Kennet public consulted on targets 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
3.1.3 Establish mechanisms for ensuring that equality targets are met by suppliers through contract management <ul style="list-style-type: none"> • Develop compliance clause on equality practice for supplier contracts • Develop equality targets & implement through contract management • Establish monitoring process to review supplier contracts & 	<ul style="list-style-type: none"> • Procurement policy 	<ul style="list-style-type: none"> • Check full compliance DP 	<ul style="list-style-type: none"> •

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equality performance			
<p>3.1.4 Ensure completion of equality action plans at department and service level incorporating performance indicators</p> <ul style="list-style-type: none"> • Include guidance to departments/teams on setting performance indicators for equality targets • Check that all team plans include performance indicators 	<ul style="list-style-type: none"> • Included in service plans 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<p>3.1.6 Adopt where appropriate national targets/performance indicators as prescribed by Govt Depts or by the Audit Commission</p>	<ul style="list-style-type: none"> • Adopted 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<p>3.1.7 Implement systems for reviewing progress and revising the CEP and departmental action plans</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • CEP needs updating to include latest law 	<ul style="list-style-type: none"> •
<p>3.1.8 Members and senior officers to endorse action plans as appropriate</p> <ul style="list-style-type: none"> • Record approval of action plans at corporate & department/team levels 	<ul style="list-style-type: none"> • All reported to committee annually 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
<p>3.1.9 Link Action planning to Best</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •

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Value process			
3.1.10 Ensure that action on targets has started	<ul style="list-style-type: none"> • Yes 	<ul style="list-style-type: none"> • Provide evidence 	<ul style="list-style-type: none"> •
3.2.1 Make public all service level and employment action objectives and targets that are available for consultation and scrutiny	<ul style="list-style-type: none"> • On web site 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
3.2.2 Make provision of language services appropriate to designated consultation and scrutiny groups <ul style="list-style-type: none"> • Offer language services to consultation groups 	<ul style="list-style-type: none"> • Language Line 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
3.2.3 Completion of a full and systematic consultation process with designated community, staff and stakeholder groups	<ul style="list-style-type: none"> • People's voice survey and HR surveys 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
3.2.3 Consult on involving designated community, staff and stakeholder groups with scrutiny procedures <ul style="list-style-type: none"> • Develop scrutiny procedures • Consult with appropriate stakeholder groups 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Will consult when identified 	<ul style="list-style-type: none"> •
3.2.5 Consultation on equality to be linked with the continuing development of the 'Community Strategy'	<ul style="list-style-type: none"> • Draft community strategy consultation 	<ul style="list-style-type: none"> • Need to see this DP 	<ul style="list-style-type: none"> •
3.2.6 Publicise how, where and when	<ul style="list-style-type: none"> • Reported in annual performance plan 		

<p>action on targets will start</p>			
<p>3.3.1 Complete access to services element of the CEP and ensure consistency with the Race Equality Scheme</p> <ul style="list-style-type: none"> • Complete INRA programme as set out in CEP • Service delivery areas to review functions, service delivery & priorities • Define & set corporate equality objectives • Develop action plans – setting equal service objectives & targets & required resources • Set up service monitoring & reporting systems • Set up equality criteria for external contractors • Ensure access to services element is compatible with Race Equality Scheme 	<ul style="list-style-type: none"> • Departmental reports 	<ul style="list-style-type: none"> • Not clear what these say? • Need more information on progress made 	<ul style="list-style-type: none"> •
<p>3.3.2 Equality objectives and targets developed within each department/service area</p> <ul style="list-style-type: none"> • Teams to set up equality targets covering all six equalities categories as necessary 	<ul style="list-style-type: none"> • Departmental reports 	<ul style="list-style-type: none"> • Departmental reports • Need more information on progress made 	<ul style="list-style-type: none"> •
<p>3.3.3 Service planning to specifically address the</p>	<ul style="list-style-type: none"> • Departmental reports 	<ul style="list-style-type: none"> • Departmental reports • Need more information on 	<ul style="list-style-type: none"> •

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importance of barriers, accessibility and reasonable adjustment in the provision of services		progress made	
3.3.4 Allocation of appropriate resources to achieve targets	<ul style="list-style-type: none"> • Departmental reports 	<ul style="list-style-type: none"> • Departmental reports • Need more information on progress made 	<ul style="list-style-type: none"> •
3.3.5 Establish structures of responsibility at departmental and service level to progress action plans	<ul style="list-style-type: none"> • Departmental reports 	<ul style="list-style-type: none"> • Departmental reports • Need more information on progress made 	<ul style="list-style-type: none"> •
3.3.6 Set timetable within action plans for creating/adapting information and monitoring systems within service areas	<ul style="list-style-type: none"> • Departmental reports 	<ul style="list-style-type: none"> • Departmental reports • Need more information on progress made 	<ul style="list-style-type: none"> •
3.3.7 For agencies delivering services on behalf of the local authority, include within contracts a requirement to deliver an effective and appropriate service, fairly and without unlawful discrimination	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
3.3.8 Establish monitoring of contracts to secure equal employment and equal service delivery targets	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •
3.3.9 Start action on departmental and service area targets	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> •

3.4 EMPLOYMENT & TRAINING			
3.4.1 Complete employment section of the CEP and ensure consistency with the Race Equality Scheme	•	•	
3.4.2 Set employment equality targets for recruitment, staff retention, workforce profiles	•	• Targets set	
3.4.3 Conduct an equal pay review and plan for equal pay adjustment	•	• Completed	
3.4.4 Ensure all are aware of action plans and the implications for services and employment	•	• Done	
3.4.5 Provide training for managers on the implementation of the Standard with contractors and partners	•	• Yes	Refresher required

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<p>3.4.6 Training for all staff involved in recruitment on the Equality Standard, setting service objectives, action planning, and monitoring, consistent with the training arrangements set out in the Race Equality Scheme</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Yes, 4 years ago 	<ul style="list-style-type: none"> • Refresher required
<p>3.4.7 Provide training for all staff on the detailed implementation of the Standard including action plans and updates on legal and other developments</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Yes, 4 years ago 	<ul style="list-style-type: none"> • Refresher required
<p>3.4.8 Build equality objectives and targets into management appraisal mechanisms</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • Not fully implemented
<p>3.4.9 Provide information and appropriate training on action plans to support scrutiny process</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • No comment made 	
<p>3.4.10 Establish a system of guidance and training on relevant equality issues to short-listing panels and interviewers</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Yes 	
<p>3.4.11 Start action on all employment and pay targets</p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Action started 	<ul style="list-style-type: none"> • Pay targets yet to be established

** Eg: % BAME, women at each grade