

Appendix 1: Achievements and ongoing work of the Equality Programme Year 1 (2021-2022)

Action	Update
1. Publish Equality and Diversity Information on Website	Internal and external pages established. Wokingham Borough Equality Profile published.
2. Review and identify any potential areas of change to improve our equality monitoring form and monitoring practices	Equality Monitoring Toolkit to be produced in Q4.
3. Introduce an Easy Read Equality Monitoring Form	Easy Read training scheduled for 28 February 2022 to support production of form.
4. Conduct service audits to identify any potential gaps in equality monitoring data	To be undertaken by March 22 to support Year2 Equality action.
5. Develop approach to Resident Equality Forum	Forum established: first meeting held in January 2022. Further officer support planned for Y2.
6. Support the 'BME' Forum to deliver on its objectives, purpose, and activities	Involve have supported the Forum in progressing the next steps.
7. Improve Experience of residents who need to communicate in other languages	A Framework Agreement for Translation and Interpreting Services will be in place for the end of March 2022.
8. Support staff to offer Easy Read for new public documents	Easy Read training scheduled for 28 February 2022 Training to be undertaken by colleagues from Communications, Engagement and Marketing Team and Digital Solutions Team to support creation of Easy Read documents and toolkit for the organisation.
9. Introduce Equality Monitoring into our complaints processes	Proportionate equality monitoring is undertaken within the complaints process and gov-metrics.
10. Listen to a diverse range of community groups and partners to gather insights (ongoing)	Ongoing action in part to be delivered by the Residents Equality Forum.

Action	Update
11. Review our consideration of modern-day slavery in contract and commissioning activities	Adjustments to be made to contract templates to include specific clause on Modern Slavery.
12. Review equality standards for procurement activities	Additional equalities questions added to the Standard Questionnaire Template.
13. Creation of a wider Councils Equality Forum	Berkshire Council's Equality Forum established.
14. Engage and support collaboration with councillors	Members' Equality Cross Party Working Group established.
15. Celebrate successes made in tackling inequality (publish three case-studies)	First case study published and others to be published by the end of March 22.
16. Support partners to tackle inequalities - schools, public health and community safety partnership	Equality Officer on groups including: Health Inequalities Action Group; Domestic Abuse Network Group; Domestic Abuse Partnership Group; Racial Equity in Schools Group; and Pupil Premium Group.
17. Role Model behaviour that promotes, encourages, and showcases the benefits of diversity in our community	Diversity calendar created and communications undertaken for key dates. Equality training arranged for Communications, Engagement and Marketing Team. CEM team supporting on process to ensure accessible documents are produced for the organisation.
18. Review EIA training and procedures	Revised forms, tools and guidance provided on intranet page and communications undertaken to support this.
19. Self-Assessment to be undertaken against the Equality Framework for Local Government	Assessment undertaken, supporting development of Year2 Equality Action Plan.
20. Deliver against the 5 principles of the Race at Work Charter	Details of the action taken is included in the Workforce Equality Monitoring Report and actions to continue to deliver will be included in the Workforce Development Strategy.

Action	Update
21. Review equality training offered to staff and councillors and identify gaps	Undertaken and discussed with Members Cross Party Working Group, programme to be rolled out over 2022/23.
22. Equip staff with demographic tools to help understand the diversity of the borough	Equality Profile created, to be reviewed on a regular basis. Review due after spring 22 following the first release of new census data.
23. Create an internal equality page for staff to collect and share information to support a diverse workforce	Internal and external website pages established.
24. Review our commitment from the staff survey to undertake actions needed for protected groups	Equalities review of Staff Survey results undertaken, and feedback provided to Human Resources for action.
25. Disclosure - Promote self-declaration of protected characteristics amongst staff	Internal communications undertaken. Ongoing action.
26. Monitor and address gaps in relation to employees with protected characteristics in our workforce	Workforce Equality Monitoring Report to be published March 2022.
27. Review the feasibility of actions that will support diverse recruitment in senior roles	Undertaken and to be taken forward in the Workforce Development Strategy and implementation plan.
28. Review recruitment practices to attract underrepresented groups	Undertaken and to be taken forward in the Workforce Development Strategy and implementation plan.
29. Demonstrate anti-racist practice by understanding gaps support could be offered to staff exposed to racism through their work.	Undertaken and to be taken forward in the Workforce Development Strategy and implementation plan.

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