

**Equality, Diversity and Inclusion Action Plan  
2023/24**

<b>Action</b>	<b>Progress</b>
<p>Equality, Diversity and Inclusion to be part of everything we do across the whole Council through inclusion in our annual service plan</p>	<p>Equality, Diversity and Inclusion is a strategic task within service plans for 2023/24.</p> <p>Internal officers group now established with terms of reference and representation from all service areas, meet quarterly to ensure delivery of action plan. A representative from East Midlands Councils will join these meetings from June 2023 to provide expertise.</p> <p>Officers from RBC are part of East Midlands Councils Equality, Diversity and Inclusion Network which is an opportunity to hear what others are doing and get advice and support.</p>
<p>Make sure our conversations with our communities are inclusive and ensuring information on our website and in our communications is clear and accessible</p>	<p>New website is fully accessible and new document added meet new accessibility requirements.</p> <p>Internal inclusive language guide produced to support staff and councillors with their conversations.</p>
<p>Support Councillors to lead on Equality, Diversity and Inclusion by building their knowledge and awareness through training</p>	<p>Essential e-learning module to be completed within 12 months of election</p> <p>Currently reviewing elearning packages including on inclusive language to see if anything else could be rolled out for councillors and staff.</p> <p>Officers are looking into the Sunflower Support Scheme for hidden disabilities</p> <p>Adjustments made to Equalities Monitoring form for Councillors to be filled in as part of the induction to ensure support can be provided as needed and reasonable adjustments made.</p>
<p>Identify ways to engage more young people in democracy</p>	<p>Further event to be held in Sept/Oct 2023 to coincide with national democracy week. Looking into which schools are interested in this.</p> <p>Officers now actively engaging with the Rushcliffe Youth Forum to support with extending membership and developing their understanding of the services provided by the Council.</p>

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	Ahead of the Election the team individually contacted all University of Nottingham, Nottingham Trent University students in Rushcliffe to encourage to register to vote.
Support residents to access all Council services equally	<p>Implementation of the requirement for voters to have photo ID was successful in Rushcliffe with local and national publicity campaigns ensuring the message was received and very few issues on polling day.</p> <p>Looking at the option to have subtitles/sign language at future events e.g. outdoor cinema etc.</p>
Continue to carry out Equality Impact Assessments during the development of services and policies to identify how impacts can be avoided, reduced or mitigated. To ensure all policies, projects and service decisions consider all equalities implications at the start	<p>From June 2023 a review of the current Equality Impact Assessments process is being carried out led by East Midlands Councils. This will highlight areas for improvement which will be implemented.</p> <p>Training on the new process will be delivered to staff to ensure EIA's are carried out as they need to be.</p> <p>All applicants for the UK Shared Prosperity and Rural England Prosperity Fund were asked to complete an EIA about their project.</p>
Review how Covid 19 has changed how residents access our services – making sure we are providing the right services in the right places (service plan task)	Refreshed Customer Services Strategy published. All contact points across the Borough remain as they were before covid.
Strengthen our policies and training in procurement so we work with suppliers who share our commitment to Equality, Diversity and Inclusion and support us to tackle inequalities.	<p>In the procurement strategy it states that Rushcliffe Borough Council must meet its needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, whilst minimising damage to the environment.</p> <p>When procuring goods or services that have (or could have) a significant negative impact on our carbon emissions either through significant energy or water use or the generation of waste, such as, but not limited to; large equipment, vehicles or refurbishment works you must build the potential carbon impact into the business case.</p> <p>Some of the things the Council aims to do/do more of over the next 4 years is:</p> <ul style="list-style-type: none"> <li>• ensuring any procurement evaluation process considers areas such as localism, added value and/or sustainability factors.</li> <li>• ensuring soft market engagement takes into consideration what the market as a whole can offer, to ensure that the social value criteria within the Specification is proportionate and relevant to the Contract.</li> </ul>

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	<ul style="list-style-type: none"> <li>• reserving service contracts (below public procurement threshold) to local/SME bidders (note this will be done on a case by case basis, as per the Council’s Standing Orders).</li> <li>• considering the national priority outcomes alongside any additional local priorities (where it is relevant and proportionate to do so), including: <ul style="list-style-type: none"> <li>o creating new businesses, new jobs and new skills;</li> <li>o tackling climate change and reducing waste; and</li> <li>o improving supplier diversity, innovation and resilience</li> </ul> </li> </ul>
Undertake consultation with community groups, residents and elected members to ensure voices are heard and listened to	UKSPF funded workshops and one to one support for local residents on the cost of living crisis. Pilot delivered in April/May 2023 to be reviewed and further work done later in 2023/24.
Re-start the Rushcliffe Community Cohesion Network (RCCN) Group to better link up with, support and respond to our local communities’ needs.	<p>Rushcliffe Community Voluntary Service and Rural Community Action Nottinghamshire were commissioned to establish the RCCN. There was limited interest despite local promotion using various methods.</p> <p>The group have met twice however due to the limited numbers officers are reviewing options for the future of the group.</p>
Continue working with the Active Rushcliffe Health Partnership, which helps organisations and services work together to deliver projects supporting high priority groups, such as disability, women and girls (including pregnancy and maternity).	<p>Gresham now home of the East Midlands pan disability league which is held on the third Sunday of each month.</p> <p>Rushcliffe Country Park had changing places toilet installed as part of the new development completed in early 2023.</p> <p>Funding secured to deliver changing places toilet at Gresham.</p>
Work with our partners to support young people and other groups most impacted by Covid 19, with suitable training, employment and support. For example, we will be providing work experience placements as part of the Government’s Kickstart scheme for young unemployed people.	<p>Building Better Opportunities Recruiting Talent event held in January 2023 supported by Rushcliffe Borough Council which promoted inclusive recruitment processes to local employers.</p> <p>UKSPF people and skills theme provides an opportunity for the Council to shape local skills support for our residents and officers are looking at this for support to commence in April 2024.</p>
A mentoring programme to support the development and engagement of those in local schools and under-represented	This action has not been progressed as originally intended due to limited interest but also an acknowledgement of the need to work with external organisations as well to better understand what support is already available. For example the D2N2 Careers Hub is looking for volunteers to partner with a local

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people as well as further developing the Council's own workforce.	secondary school or colleges in Nottinghamshire and Derbyshire to help support young people to find their very best next step.
Support local businesses to recover from Covid 19, including training of existing and new staff, business advice and networking opportunities.	<p>Rushcliffe Business Partnership (RBP) networking fortnightly (West Bridgford and Ruddington) attracts around 40 local businesses.</p> <p>2 RBP events held in January and April 2023 with a focus on growing your business and financial resilience. Further events planned for July (Rushcliffe Country Park) and October (Bingham Arena).</p> <p>Digital high street support programme being delivered providing one to one support and webinars for high street businesses.</p> <p>UKSPF grant pot for high street businesses currently available offering grants up to £5k for a range of things including shop front improvements, new equipment purchasing and sustainability measures.</p>
Take action so our Employee Liaison Group reflects the make up of our workforce and are empowered to take a leading role on Equality, Diversity and Inclusion.	Provide training for ELG reps to support them with this role, to also include those officers on the ED&I steering group.
Keeping the conversation going about working smartly to benefit all staff and improve productivity and wellbeing	Smarter Ways of Working template rolled out in 2020 and now being refreshed to ensure still right for Rushcliffe employees. Initial leadership forum session held with more to follow including discussions in individual team meetings.
Change our recruitment processes so they are accessible and help to attract the best talent.	<p>The Council now accept CVs for applications to simplify the process and encourage more applicants to come forward.</p> <p>New content on recruitment pages on website. Also new online booklet produced with videos promoting the benefits of working for RBC.</p>