

Equalities Working Group Action Plan – Draft (to be presented to EWG on 20 November 2015)

Objective	Action			Outcome/ Output/ Measure	Progress	Further Action	Impact
	What	When	Who				
Coordination of Equalities support	Establish Lewisham Equalities Working Group	September 2015	VAL (plus funded equalities groups)	Group established with representatives identified from key stakeholders	Group formed and met for the first time on 12 August 2015	None	
	Administer Lewisham EWG meetings (agenda setting and minutes)	Every 2 months	VAL (plus funded equalities groups)	Meetings set up with papers distributed in a timely manner and funded partners in attendance	Meetings held; 12 August 2015 29 September 2015 Scheduled 20 November 2015	Schedule next round of meetings; January 2016, March 2016	Initial Partnership working - Lewisham Disability Coalition and Metro Centre have co-hosted an engagement event around Hate Crime
	Coordinate the planning process (action plan produced, agreed and updated)	Draft - November 2015. Updates every 2 months after	VAL (plus funded equalities groups)	Draft Action plan agreed at November EWG meeting. Updated on a two monthly basis in line with EWG meetings	Draft action plan produced and distributed for comment at November meeting	Sign off and bi-monthly updates/monitoring through meeting process	
	Produce annual equalities report for discussion at Lewisham Stronger Communities Partnership Board	30 April 2016. And then every year thereafter	VAL (with input from funded equalities groups)	Annual report submitted for discussion at each Summer meeting of the Stronger Communities Partnership Board			
	Monitor progress of VCS contribution to the 5 CES objectives	Quarterly following on from Main Grants organisations monitoring submissions	VAL, Main Grant funded groups, LBL lead officers	Evidence base of how VCS contributes to meeting the 5 CES 2012-16 objectives, to then be fed in to Safer Stronger Communities Select Committee on a periodic basis	Currently collating a baseline of information from equalities organisations, which will help inform gaps in provision and identify priorities	Interrogate information to identify additional actions, opportunities and concerns – disseminate information both up and down the 'chain' # There are a number of outcomes/outputs/measures	

					for inclusion within this action plan #	below that hinge upon this baseline exercise	
	Utilise EWG as a platform for engagement for new 2016-20 CES	Ongoing	EWG	Effective conduit of real information to help inform the CES process, and to evidence it's objectives	Timothy Andrew who is leading on the CES 2016-20 presented at the 29 September 2015 meeting. It has been highlighted that the EWG will play a key part in evidencing CES progress.	Continue to work with Tim on the development of the new scheme, to ensure that EWG is fit for purpose to contribute. Suggest EWG reports to SSCSC at the opposite time of the year to CES to keep equalities on the agenda	
	Provide peer support (and challenge) to EWG members	Continuous (as needed)	VAL and EWG	Inclusive and sharing body of experts that help each other for the betterment of others	VAL have offered to provide 1:1 support to EWG organisations as needed		
1. Tackling victimisation and discrimination	Monitor trends or spikes in victimisation and discrimination	Each meeting	EWG, Police and LBL	EWG members, Police and LBL hate crime lead reporting current trends, hot spots, issues.		Information to be gathered with relevant issues highlighted up to decision and policy makers, including SCPB. VAL to consider initiating an updated analysis of victimisation and discrimination in the Borough to provide baseline	
	Respond to trends or spikes in victimisation and discrimination	As required	EWG, Police, LBL and funded orgs	Collective, considered responses/interventions to trends and hot-spots			
	EWG members to assist each other to achieve stated monitoring outputs– to	As required	EWG, LBL	EWG members achieving stated targets, and working effectively in partnership to mitigate any underperformance	Two groups are currently missing targets within quarterly monitoring and LBL officers are	To be updated next quarter	

	include troubleshooting				working with them to address		
	Effective representation on relevant strategic groups	As required	EWG	Relevant organisations included in groups such as the Hate Crime Forum, Stop and Search Group			
	EWG members to have clearly communicated services	Ongoing	EWG	Equalities signposting service hosted on the VAL website, and updated as necessary. EWG members to have effective (and relevant) communication methods	LPF have updated their 'Older Person's Information Directory' which includes a large number of details of relevant partner agencies	Website to be live by Feb 2016	
2. Improving access to services	Understand the training needs of the VCS around equalities	January 2015	EWG, LBL	Completed Training Needs Assessment of VCS main grants funded groups			
	Delivery of relevant equalities training to VCS organisations	Spring 2016	EWG, VAL	Trustees and staff from organisations that require training and support have attended relevant sessions			
	Feedback and further development work around equalities training	Summer 2016	EWG, VAL	Feedback and updates received from organisations that have received training, detailing what benefits there have been, the impact and any identifying any further developmental needs			
	Effective communication of services available from equalities groups (and	Ongoing	EWG	Equalities training and signposting service hosted on the VAL website, and updated as necessary. EWG and its members	LPF have updated their 'Older Person's Information Directory' which includes a large	Website to be live by Feb 2016 Training opportunities to be communicated by early Spring 2016	

	also the EWG)			to have effective (and relevant) communication methods of services, support and training opportunities	number of details of relevant partner agencies, and information about their financial fairs and IT training.		
	Sharing best practice relating to alternative service providers	Ongoing	EWG	VCS organisation and potential service users aware of alternative service providers that can help improve their quality of life	Community connections are helping join individuals up with community groups and services, supported via a CC facilitator of volunteer. Clients are also being referred to befriending and timebanking services where appropriate, alongside community transport and volunteer drivers.	Case study to be included in annual report	
3. Closing the gap in outcomes	Ensure that forums have an infrastructure, to work in partnership with public sector providers	Ongoing	EWG	Forums have relevant VCS/Equalities representation	Stronger Communities Partnership Board is currently revising it's make-up		
	EWG members to help direct their service users to complementary services	Ongoing		More people accessing relevant services that have a positive impact on their quality of life *	Community Connections has signposted people to CAB, Advice Lewisham and Age UK AgeUK has referred 51	Tie into current Advice review * All interlinked around initial baseline exercise	40 service users at LMLAS reported their wellbeing had improved as a result of their assistance during the period July -

					people to relevant agencies (Jul-Sept 15)		September 2015
	Assist eligible service users access benefits and entitlements	Ongoing	LDC, LRMN, LMLAS	More eligible people accessing benefits and entitlements *	Over the period July-September 2015; LDC have assisted service users to access over £170k in Age UK carried out 210 benefits checks for older people LMLAS helped 156 users complete benefits claims, and realised £38,569 of additional benefits for their clients	* All interlinked around initial baseline exercise	
	Assist service users into education and employment	Ongoing	EWG	More people moving into education and employment as a result of appropriate training to help bridge the gap *	During the period July –September 2015; LRMN supported 10 clients into employment, and have signed 20 people up to it's ESOL course.	* All interlinked around initial baseline exercise	
4. Improving mutual understanding and respect	Help organisations work together at a neighbourhood level	Ongoing	EWG, Grant funded neighbourhood groups, LBL	Organisations working at a neighbourhood level have better understanding and engagement skills to help deliver community development to the whole community		EWG to take part in next Neighbourhood event	
	Connect with	January	EWG,	Local demography is			

	neighbourhood organisations in areas where there are identified low levels of representation	2015 onwards	Neighbourhood groups, LBL, Assemblies	represented effectively in local community development and engagement (such as Local Assembly programme)			
	Key events held that highlight multi-culturalism and the equalities agenda	Ongoing	EWG	Lewisham community is aware of and involved in multi-cultural events that embrace individuality and challenge stereotypes	Info needed on Black History Month, Refugee Week, Disability History month etc	Where possible events should be delivered in partnership	
	Identify key role models across the protected characteristics that can be champions and/or case studies	March 2016	EWG	At least one positive, relevant case study per protected characteristic produced and communicated			
5. Increase participation and engagement	Collate and share examples of good practice in terms of engagement and increasing participation across the protected characteristics	March 2016	EWG	Best practice engagement examples available to VCS organisations and partners to help guide engagement practices			
	EWG and LBL to understand where there are gaps in provision (geographic, demographic)	March 2016	EWG, LBL	Overall picture of participation across the characteristics, including participatory opportunities, to be included within Annual Report			
	Develop key	May 2016	EWG, LBL,	More representative		* All interlinked around initial	

	interventions (based upon the two actions above) in areas where engagement and participation is low		funding bodies	client/participatory base *		baseline exercise	
	Help EWG coordinate effective training and volunteering opportunities to build capacity	May 2016	EWG, LBL, VCL	More volunteers working within EWG organisations allowing higher numbers of clients/users to be served *		* All interlinked around initial baseline exercise	
	Help communicate complimentary opportunities to clients	Ongoing	EWG, Grant Funded groups	More people being aware of the opportunities and services available to them *		* All interlinked around initial baseline exercise	
	Assist in making Lewisham consultation responses as representative as possible	As required	EWG	More balanced and representative public consultation responses *		LBL consultation lead to be invited to future EWG meeting * All interlinked around initial baseline exercise	