










'All of Us' Equality Scheme 2012-2016
Monitoring report 2013-2014

Objective 1. Support our older and vulnerable residents by further developing our approach to ensure that people are safeguarded against abuse. Including through maintaining low levels of hate crime (racist, homophobic, transphobic, faith and disablist).							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
1.1 Work with all agencies to ensure that we do all we can to contribute to people feeling safe and knowing where to go for help.	Chief Officer Adults and Joint Commissioning	Alex Bayliss	Zoë Johnstone	March 2013 and ongoing	Roll out of safeguarding toolkit to all providers and statutory agencies that support Bracknell residents		The roll-out of the toolkit is now completed. Work is ongoing to ensure that the toolkit is fully embedded.
1.2 With partners develop a culture that does not tolerate abuse, and in which older and more vulnerable residents are safeguarded against abuse.	Chief Officer Adults and Joint Commissioning	Alex Bayliss	Zoë Johnstone	March 2013 and ongoing	Roll out of safeguarding toolkit to all providers and statutory agencies that support Bracknell residents		The roll-out of the toolkit is now completed. Work is ongoing to ensure that the toolkit is fully embedded.
1.3 Maintain low levels of hate crime through engaging community representatives in regular hate crime monitoring and action to address it.	Community Safety Manager	Ian Boswell	Victor Nicholls	March 2013 and ongoing	Increased awareness of hate crime amongst community groups and engagement in addressing it.		Homophobic reports have fallen while there has been a rise in numbers of reported racist incidents. In 2013-14 there were 46 which represents a rise of 64% compared to 28 reported incidents in 2012-13. This rise can be attributed to greater promotion about reporting hate crime.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
1.1 & 1.2 (a) Develop an Adult Safeguarding	Head of Adult Safeguarding	Alex Bayliss	Zoë Johnstone	March 2014	Successful implementation of action		This has been completed ahead of schedule and is

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Board Empowerment Strategy Implementation Plan to support vulnerable groups					plan		being monitored on an ongoing basis.
1.1 & 1.2 (b) Support 'Be Heard' to raise awareness of safeguarding issues within the learning disability community	Head of Adult Safeguarding	Alex Bayliss	Zoë Johnstone	March 2013 and ongoing	Sessions to be developed and take place by 31st March 2013. Feedback from individuals who attend will support the ongoing review of the sessions.		Sessions were undertaken and feedback has been sought.
1.3 (a) Further promote the hate crime third party reporting system	Head of Adult Safeguarding/Community Safety Manager	Alex Bayliss/ Ian Boswell	Zoë Johnstone/ Victor Nicholls	March 2013 and ongoing	Baseline survey to be completed regarding current awareness, this will enable an agreed target for awareness to be set.		Opportunities to promote hate crime reporting have continued through the Council's website and through a calendar of activities as part of the campaign.
1.3 (b) Support Thames Valley Police to launch and run a hate crime awareness campaign building on the 'Stop it Now' campaign	Head of Adult Safeguarding/Community Safety Manager	Alex Bayliss/ Ian Boswell	Zoë Johnstone/ Victor Nicholls	December 2012	Campaign launched with a high level of engagement from partners, increased awareness of hate crime reported.		The Bracknell Forest Partnership has developed and delivered the One Community-Stop Hate Crime now campaign, which highlights the awareness of hate crime and signpost the public to relevant agencies for support.
1.3 (c) Further develop and promote the 'Safe Places' scheme working with key agencies to broaden availability to other vulnerable people	Head of Adult Safeguarding	Alex Bayliss	Zoë Johnstone	2012-13 and ongoing	Increased awareness of 'Safe Places' linked to the hate crime campaign as part of our approach.		The Safe places scheme has been re-launched, with a number of new businesses signing up to the scheme. The re-launch of the scheme has been supported by Bracknell Pub-watch.

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							Further advertising of the scheme will take place by the end of Q2 in 2013/2014. The Safe Places Scheme is now integrated into the Bracknell Forest Disabled Go Access Guide.
Objective 2. Work with partners to improve the life chances of children, young people and their families who are living in poverty.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
2.1 Continue to work with Early Years providers to close the attainment gap.	Head of Early Intervention	Karen Frost	David Watkins	2012-15	Early Years foundation stage profile (FSP) shows the gap has narrowed between the median and the lowest performing children.		The percentage of children with 6+ Foundation Stage Profile (FSP) points or more across all areas has increased and is above the national average. In Bracknell Forest the percentage gap between median and bottom 20% continues to narrow from 25.1 to 24.5. Using Early Years (EY) FSP data, six schools were identified to undertake additional training to increase writing scores. Two schools have been targeted to undertake a reading and writing project. Early Years settings feeding into the target schools have also had additional support

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						<p>and guidance to encourage early reading and writing skills. 22 settings (32 practitioners) attended a Maths training session to support the development of EY Maths as this was also identified as an area for improvement. EYFSP data is fed to Children's Centres'(CC) advisory boards to enable them to target development needs in their area. 25 settings engaged in Every Child a Talker (ECaT). The % of children identified at risk of delay continues to decrease (average 7%). Speech and Language Therapy (SALT) drop-ins have seen a similar decrease in activity. Most settings are closing the gap as children identified are having plans put in place within 12 weeks of starting in the setting. Children's Centres are all now engaged in ECaT but it is too soon to have specific data. SALT drop in average age has decreased to 2.7 years therefore children are being identified earlier for additional support.</p>
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<p>2.2 Provide accessible, safe and practical early intervention and support services for vulnerable children and young people in the Borough.</p>	<p>Chief Officer Strategy, Resources and Early Intervention</p>	<p>Karen Frost</p>	<p>David Watkins</p>	<p>2012-15</p>	<p>To establish an early intervention hub and develop access arrangements for targeted services. Access available to targeted and early intervention services for relevant families.</p>	<p>Bracknell Forest Homes and Bracknell Forest Council went into partnership to fund a post for a new Credit Union to operate within Bracknell Forests and a range of sites have already been agreed including Children's centres, Bracknell Forest Homes and Bracknell Forest Council's Times Square office. Services have been running since January. There are a growing number of residents now signing up to the union making use of their Jam Jar Accounts (JJA), lower interest loans and banking facilities. Vulnerable families that are identified via the Family Focus project are funded for the JJA for a short period of time to get them up and running. The Credit Union is now developing a Money Matters training programme for us to take into schools.</p> <p>A new National Poverty Strategy was released in 2013 and key drivers suggest that our</p>
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						<p>approach to tackling the causes of inter-generational cycles of poverty must include: tackling worklessness, tackling debt, strengthening families, tackling educational failure and tackling poor health. Whilst our current 2011 strategy 'Breaking the Cycle' broadly identifies these areas it is now timely to evaluate our actions and close those that have been met and refocus on actions that need most attention. An evaluation of Bracknell's Child Poverty Strategy is being undertaken and will be completed by early summer.</p>
<p>2.3 Continue to work with schools to close the attainment gap in relation to pupils eligible for free school meals and their peers.</p>	<p>Chief Adviser: Learning and Achievement</p>	<p>Christine McInnes</p>	<p>Christine McInnes</p>	<p>2012-15</p>	<p>Test and examination data show the gap in performance is in line with regional averages or better.</p>	<p>Performance data related to the performance of vulnerable groups of children, including those eligible for free school meals, is analysed and strategies to address gaps discussed with head teachers. The 'Pupil Premium' - additional funding for children eligible for free school meals (and other vulnerable groups) will</p>



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Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
2.1 (a) Implement the programme of funding for disadvantaged two year olds, and continue to develop Early Years and Children's Centres.	Head of Early Intervention	Karen Frost	David Watkins	April 2014	Tracking of identified cohort of 30 vulnerable two year olds from access to the Free Entitlement through to the Early Years Foundation Stage Profile (EYFSP) will demonstrate achievement in line with their peers		facilitate strategies to narrow the gap in performance. 100% of eligible two year olds have been placed and funded during the period. These cover 25 private and voluntary settings, 3 childminders, and 3 full day care settings. Children with additional needs are being identified early and outreach workers are signposting parents to access support with different agencies; for example, Children's Centres, Health and Family Focus. The cohort of two year olds has not yet reached the end of reception and therefore we do not yet have EYFSP results for this group of children, however we have evidence through our Every Child a Talker programme that the number of children at risk of speech and language delay is decreasing, which includes this cohort. Additionally our recent EYFSP results


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							show an increase in children reaching a Good level of development and the Free School Meal achievement gap has continued to close and this year has reduced by a further 4.2% to 21.8%.
2.2. (a) Develop and implement the 'Troubled Families' Government Initiative including the range of family and parenting support services.	Chief Officer Strategy, Resources and Early Intervention Head of Early Intervention	Karen Frost	David Watkins	2012-15	Identified families will move from a chaotic to a coping lifestyle. Targets for individual families within the program will be achieved.		We have successfully met the Department for Communities & Local Government (DCLG) target of turning around 36% (41) of families. Approximately 235 families have been identified for the bid process for phase 2 of the programme. The Credit Union has in excess of 100 people engaged.
2.2 (b) Further develop support for children on the edge of care, or those at risk of becoming subject to child protection activity.	Head of Service Looked After Children Head of Service Safeguarding	Sheila McKeand	Lorna Hunt	Ongoing	To establish a monthly multi agency panel to review all children on the edge of care, ensuring that all possible support is given but also to identify those who do need to be in the care system.		A multi-agency meeting is held once a month to consider any young people known to Children's Social Care (CSC) who are considered on the Edge of Care. Risk Management Panels are held for young people who are at risk where a child protection conference would not be the most effective process to reduce risk.



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<p>2.2 (c) Implement the modernisation of Youth Services Programme to focus on the needs of those young people who are most vulnerable.</p>	<p>Chief Officer Strategy, Resources and Early Intervention</p>	<p>David Watkins</p>	<p>David Watkins</p>	<p>March 2014</p>	<p>To continue the development of the modernisation programme and produce a feasibility study on a town centre facility for young people.</p>		<p>Phase Two of the programme has now been completed and Phase Three will begin shortly This will increase the diversity and range of programmes on offer for young people. The feasibility study for a town centre facility has been completed.</p>
<p>2.3 (a) Secure targeted services within educational settings for young people 11-16, including services for those who are at risk of becoming NEET (Not in Education, Employment or Training)</p>	<p>Head of Targeted Services</p>	<p>Mandy Wilton</p>	<p>Christine McInnes</p>	<p>Ongoing</p>	<p>Children receive appropriate support leading to better attendance, fewer exclusions and raised attainment.</p>		<p>Work is ongoing with schools using our Risk of NEET Indicator (RONI) tool, to identify young people who are at risk of disengaging in education and put interventions in place to ensure that they remain engaged. Meetings have been held with all schools regarding young people who left Year 11 in the Summer of 2012 and who became NEET to look at potential interventions that could have prevented these occurrences happening. Interventions vary but are bespoke to meet the needs of individual young people. Examples include but are not limited to; mentoring, alternative curricular and extended supported work placements. The post-16</p>



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							transition worker has been working with schools and a number of young people from two schools to support their transition into post-16 education and training throughout the Autumn and Spring terms.
Objective 3. Reduce the number of young people (16-18 year olds) who are not in education, training or employment.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
3.1 Increase the participation of school leavers in employment, education or training	Chief Adviser: Learning and Achievement	Steve Lambert	Christine McInnes	Ongoing	Reduction in the number of 16-18 year olds NEETS by 0.4% pa. Ensuring Bracknell Forest is in line with or performing better than its statistical neighbours.		The participation group continues to work to support the reduction of young people who are Not in Education, Employment or Training (NEET). The number of 16 year olds classified as NEET has reduced from 3.7% to 2.1% since last year. In the 16-18 age group the numbers have gone down from 5.7% to 4.3% against a South East figure of 8.4%. Most of our NEET young people over 18 are seeking employment. The participation group continues to focus its efforts on providing opportunities for young people to progress into employment through

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3.1 (a) Continue to work with schools to identify young people at risk of disengaging in education, employment or training and ensuring appropriate interventions are put in place.	14-19 Commissioning Manager	Steve Lambert	Christine McInnes	Ongoing	Reduction in the number of 16-18 year olds NEETS by 0.4% pa. Ensuring Bracknell Forest is in line with or performing better than its statistical neighbours.		extended work placements, work pairing or apprenticeships. Using our risk-of NEET indicators (RONI) we work with schools to identify young people who are at-risk of disengaging from education and provide a range of interventions to support the young person to maintain effective and sustained engagement in education. Interventions may include, mentoring or extended work placements.
3.1 (b) Work with education providers to ensure that their curriculum offer meets the needs of young people and that progression opportunities are clearly identified.	14-19 Commissioning Manager	Steve Lambert	Christine McInnes	Ongoing	Reduction in the number of 16-18 year olds NEETS by 0.4% pa. Ensuring Bracknell Forest is in line with or performing better than its statistical neighbours.		Local data on learners' prior attainment and aspirations is used to support providers in developing a curriculum offer that meets the needs of young people. Ongoing work with the Local Enterprise Partnership (LEP) through City Deal overlays local Labour Market Information (LMI) information to ensure that the curriculum meets the aspirations of young people and the economic

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							needs of Bracknell Forest.
Objective 4. Maintain high levels of community cohesion in Bracknell Forest.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
4.1 Supporting the integration of our diverse communities	Head of Community Engagement and Equalities	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	Ongoing	Maintenance or improvement of the Council's performance against the NI 001 community cohesion performance indicator		A significant amount of community integration activity has taken place over 2013/14. The percentage of people who feel that people from different backgrounds get on well together in the borough has increased from 82% in 2008 to 87% in 2012, measured by the Council's 2012 Residents Survey.
4.2 Work with partners to maintain the provision of English for Speakers of Other Languages (ESOL) classes	Senior Lifelong Learning Officer/ Head of Community Engagement and Equalities	Janet Berry/ Abby Thomas	Christine McInnes/ Alison Sanders Debbie Eley Sharon Dawson	Ongoing	Continued provision of ESOL classes. Funding secured with partners.		A variety of ESOL provision is available in the borough from accredited courses at Bracknell and Wokingham College to community provision delivered by the Council's Adult and Community Learning team. The Adult and Community Learning Team has received funding from two partners to deliver ESOL provision for those who are not eligible for Skills Funding Agency funding. Funding from the Armed


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							Forces Community Covenant and the Ghurkha Resettlement Fund has been secured until 31 July 2014. The Council is also working to set up volunteer led ESOL classes in the community with Bracknell Forest Faith and Belief Forum, supported by Involve (formerly Bracknell Forest Voluntary Action).
4.3 Support children and young people with English as an additional language in schools.	Chief Adviser: Learning and Achievement	Kashif Nawaz	Christine McInnes	Ongoing	Improved attainment levels for children with English as an additional language (EAL).		The EAL & Diversity Team and Traveller Education combined to form the Ethnic Minority and Traveller Achievement Service (EMTAS). This has helped to streamline support for EAL pupils by raising its profile in schools. All primary and secondary head teachers were individually briefed on the work of the team outcomes from the summer 2013 assessments and to create opportunities for newly arrived EAL pupils to access the National Curriculum consuming as less time as possible. Termly network meetings inset and twilight


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						meetings continue to remain effective. During the 2012 - 13 academic year, there 114 EAL pupils that were supported by the team. Through tracking their progress on a half term basis, improvements were noted for all pupils. 56 young people made at least 2 sub levels of progress across the year, 48 progressed by a whole level whilst the remaining 10 pupils made 4 sub levels of progress. National Curriculum levels and level descriptors were used to assess progress. Teachers were constantly kept updated on these figures to inform their own planning.
4.4 Closing the attainment gap in schools with a particular focus on gaps in relation to deprivation, gender and ethnicity.	Chief Adviser: Learning and Achievement	Kashif Nawaz	Christine McInnes	Ongoing	Attainment gaps narrow by raising the attainment of those young people with the lowest levels of attainment, measured by meeting the Council's annual targets against the relevant performance indicators and comparing the Council's performance to our statistical neighbours.	 EMTAS have worked hard with schools to maintain their focus on creating enhanced opportunities for BME and EAL pupils to achieve, particularly at KS4 and continue onto Further Education (FE) and Higher Education (HE). Summer 2013 results indicate a positive



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							impact of this effort where 13 EAL pupils successfully achieved a higher grade in their IGCSE ESOL than in GCSE English. This result combined with a GCSE in the pupils' first language enabled all 13 young people to continue onto FE which would have otherwise not been possible.
4.1 (a) Secure local matched funding for and manage the European Integration Fund Nepali Project in its third year of delivery, successfully delivering upon the agreed outcomes for the third year of the project relating to adult learning, public health and access to services.	Head of Community Engagement and Equalities/Head of Adult and Community Learning	Abby Thomas/Janet Berry	Alison Sanders Debbie Eley Sharon Dawson/Christine McInnes	July 2013	Funding secured. Changes to third year project content agreed by the UK Border Authority. Successful delivery of the third year project outcomes including extending the project to other third country nationals (i.e. non E.U).		Funding secured. The end of project independent evaluation published in July 2013 concluded that the project had achieved all its third year project targets and has had a very positive impact on the community. It achieved a number of integration, health and wellbeing outcomes, including increasing English language skills and the knowledge and confidence of individuals enabling them to access services and in some cases move into employment. A second successful bid has been made to the European


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							Integration Fund to develop the project. The new project will run from May 2014 to June 2015 and will focus on the needs of two distinct groups and sets of needs for women and the elderly and those with a social and economic motivation to integrate and learn English.
4.1 (b) Development of bids to the MOD Community Covenant Fund to support integration projects in the borough.	Head of Community Engagement and Equalities	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	April 2013	No. of successful bids submitted.		Six Bracknell Forest bids to the MOD Community Covenant fund have been successful so far with three bids approved in this period. One bid supported the development of English language training provision in Bracknell Forest, the second bid supported the integration of the local civilian and military communities by learning together about how to set up and run a successful business in interactive workshops. The final bid was to provide support and develop materials for volunteer-led ESOL provision in Bracknell Forest.



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<p>4.1 (c) Delivery of a schools based Ministry of Defence (MOD) Community Covenant funded project to support integration of the Armed Forces Service and Nepali communities in Sandhurst.</p>	<p>Policy and Commissioning Manager, CYPL</p>	<p>Graham Symonds</p>	<p>David Watkins</p>	<p>April 2013</p>	<p>Successful delivery against the project's success criteria which include the number of Royal Military Academy Sandhurst (RMAS) personnel, veterans and older people engaged in intergenerational activities.</p>		<p>The planned activities in the Community Covenant Scheme were successfully concluded by the end of March 2013. Drama, video and other activities linked local schools and youth groups with the resident Nepali community in Sandhurst. Outcomes were positive and have been reported to the MoD.</p>
<p>4.1 (d) Work with the RMAS to deliver the Service Leavers Resettlement Action Plan.</p>	<p>Head of Community Engagement and Equalities</p>	<p>Abby Thomas</p>	<p>Alison Sanders Debbie Eley Sharon Dawson</p>	<p>April 2013</p>	<p>Successful delivery of the action plan monitored through regular quarterly meetings of the Service Leavers Resettlement Group.</p>		<p>The Action Plan has been fully implemented. The Council's support for service leavers in 2013/14 has included the organisation of a business lunch in partnership with the Royal Military Academy Sandhurst (RMAS) and other neighbouring local authorities to encourage businesses to recruit service leavers. A successful MOD Community Covenant bid was also made to develop volunteer led ESOL conversational classes and informal English for Speakers of Other Languages (ESOL) provision, including an ESOL café.</p>



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							The Council will work with the RMAS in 2014/15 to develop a Civilian-Military Partnership, which will replace the Service Leavers Resettlement Group and address a wider range of issues affecting the service and wider community.
4.1 (e) Deliver on the Nepali Integration Group's action plan	Head of Community Engagement and Equalities/ Policy and Commissioning Manager, CYPL	Abby Thomas/ Graham Symonds	Alison Sanders Debbie Eley Sharon Dawson/ David Watkins	April 2013	Successful delivery of the action plan monitored through regular quarterly meetings of the Group.		Good progress continues to be made in implementing the plan. Action taken includes the establishment of a Nepali café for older people in the community to support integration and tackle loneliness and isolation. The café sessions were attended by 50 people a week across two sites in Sandhurst and Bracknell and helped attendees gain an improved knowledge and understanding of life in the UK and how to access services. A number of speakers have also attended the cafe sessions to explain how people can improve their health and wellbeing. There were also cultural visits organised including a trip to the Houses of


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							Parliament and the Gurkha Museum in Winchester. The Council has also managed the closure of the 'Healthy Voices' European Integration Fund (EIF) project which provided ESOL classes, health screening and healthy living classes to the Nepali community and made a further successful bid for EIF funding.
4.2 (a) Delivery of an MOD Community Covenant funded ESOL project to provide Family ESOL classes and support the progression of learners to more formal learning opportunities.	Senior Lifelong Learning Officer	Janet Berry	Christine McInnes	April 2013	Successful delivery against the project's success criteria which include the total number of people taking up ESOL provision and attending the full course and a satisfaction and progression survey at the end of each course which will identify the attendee's satisfaction with the course and intentions for the future.		26 learners progressed from Community courses to FE accredited provision during 2012/2013. An additional 4 learners progressed to an adult teaching qualification at the Bracknell and Wokingham College during 2012/2013. 9 adults from RMAS with children at College Town school attended a maths and English awareness course at College Town school to gain more of an understanding of how children learn and are taught in the UK.
4.2 (b) Identify other funding opportunities to maintain the provision of	Senior Lifelong Learning Officer	Janet Berry	Christine McInnes	June 2013	A continuation of first steps ESOL learning provision in the		Discussions in place to provide continuation classes for learners




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ESOL classes when the European Integration Fund Nepali Project comes to an end.					community.		progressing from Trinity steps to entry level ESOL but not in a position to attend FE provision. Classes started when the EIF funding ended in June 2013. The new Healthy Voices EIF project will provide first steps ESOL classes in 2014/15.
Not Applicable							
Objective 5. Reduce overall repeat incidents of domestic abuse and increase the detection rate for domestic abuse assaults with injury.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
5.1 Work with partners to reduce overall repeat incidents of domestic abuse	Community Safety Manager	Ian Boswell	Victor Nicholls	Mar-13	Reduce by 2% annually based on the baseline of the previous year. (2012 – 13 819 incidence 45%). Monitoring at quarterly DA forum meetings		At the end of 2013/14 the repeat rate for domestic abuse was 48.1%. This is a rise in the repeat rate from last year due, to a large extent, to the work that has been done through the Domestic Abuse Service Coordination (DASC) project to support victims and encourage reporting. There has been some work to reduce reporting in a small number of persistent cases which may have a positive effect on numbers in the future.
5.2 Increase the detection rate for	Community Safety Manager	Ian Boswell	Victor Nicholls	Mar-13	Target for Domestic Abuse (DA) Assaults with		Although the Thames Valley Police (TVP)



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domestic abuse assaults with injury.					Injury detection rate = 50% by end March 2013. Baseline for 2012-13 is 46.8%. Monitoring at quarterly DA forum meetings	target of a 45% detection rate has been exceeded the target of 50% has not been met. This is due in part to the difficulties of encouraging witnesses to give evidence in court against someone with whom they are currently living or have previously shared a home. The number of violent assaults has reduced substantially over the year and the detection rate has increased. The target that was set now seems ambitious however the Community Safety Partnership (CSP) continues to be committed to an aspirational target of a 50% detection rate in 2014/15.	
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
5.1 (a) Develop Domestic Abuse Service Co-ordination Project (DASC) to address repeat offenders	Community Safety Manager	Ian Boswell	Victor Nicholls	March 2013	Full cohort of offenders identified and number of repeat incidents falling		The DASC project now has 180 couples divided into a treatment group and a control group each of 90 couples. The project is due to end in May 2014 with an evaluation report prepared by Cambridge University due for release in October 2014.




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							Early indications show a substantial drop in the number of domestic related violent offences.
5.1 (b) Use offender management techniques with perpetrators	Community Safety Manager	Ian Boswell	Victor Nicholls	March 2013	Offender manager engaged with appropriate members of cohort		The offender management model has made a valuable contribution to the overall reduction of crime in the Borough by 5%. The principals have been adapted to work with perpetrators of domestic abuse and are employed in a new perpetrator service called, 'Straight Talking'. The changes to the Probation Service on 1/6/14 will provide new opportunities and challenges to offender management
5.1 (c) Raise awareness of DA among professionals	Community Safety Manager	Ian Boswell	Victor Nicholls	March 2013	Training provided to all partner agencies to raise awareness of DA		Raising awareness of DA is included within the DA action plan monitored by the Domestic Abuse Forum (DAF) at its quarterly meetings. A programme of awareness raising is delivered by the DA co-ordinator within the Council and partner agencies
5.1 (d) Use one to one perpetrator programme to engage with fathers of children on Child	Domestic Violence Worker	Karen Roberts	Lorna Hunt	March 2013	Number of repeat incidents falling		In this period 20 children have been removed from Child Protection Plans in cases where the father


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Protection Plans as a result of Domestic Abuse (DA)							has worked with the Domestic Abuse Perpetrators Service (DAPS).
5.2 (a) Provide funding for Berkshire Women's Aid (BWA) to support enhanced victim support and Independent Domestic Violence Advocate (IDVA) service.	Community Safety Manager	Ian Boswell	Victor Nicholls	March 2013	£20K to be provided to BWA for IDVA service		Berkshire Women's Aid (BWA) received £20K for a dedicated (IDVA) to work exclusively with Bracknell Forest clients. BWA also received an additional £12.5K to provide enhanced support to victims who are being worked with and supported through the DASC project. This provides support and advice to those victims where their partner is engaged with the perpetrator service. BWA receives additional financial support through the Supporting People fund within BFC Housing
5.2 (b) Ensure members of DAF have a DA policy in place	Community Safety Manager	Ian Boswell	Victor Nicholls	March 2013	All members of DA Forum to agree that they have a current DA policy		Most of the members of the Bracknell Forest DAF do now have a domestic abuse policy in place to protect their own staff. Bracknell Forest Council is one of those organisations which do have such a policy in place. Work continues to ensure 100% compliance of the DAF.
Objective 6. Empower communities and partners to address identity-specific bullying of children and young							




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people.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
6.1 Work with leading national organisations such as Stonewall and the Anti-Bullying Alliance and initiatives such as the Rights Respecting Schools programme, sharing best practice with schools, partners and the wider community in addressing identity specific bullying.	Anti-bullying Co-ordinator	Mandy Wilton	Christine McInnes	Ongoing	Bracknell Forest Council, partners and schools working to national standards and frameworks and embedding best practice.		The Council has piloted Stonewall school resources with one primary and one secondary school in the borough. The resources are currently being used in one primary and one secondary. A group is looking into the possibility of rolling out Stonewall resources to other schools across the borough.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
6.1 (a) Pilot Stonewall school resources with one primary and one secondary school in the borough	Anti-bullying Co - coordinator	Mandy Wilton	Christine McInnes	September 2012	Children and young people's awareness of identity-based bullying and its effects is raised. A culture of respect and understanding is promoted and evident. Measured by a survey of pupils in the pilot schools.		Stonewall resources were piloted in one primary and one secondary school.
6.1 (b) Roll out Stonewall resources to other schools across the borough	Anti-bullying Coordinator	Mandy Wilton	Christine McInnes	April 2015	Children and young people's awareness of identity-based bullying and its effects is raised. A culture of respect and understanding is promoted and evident. Measured by a survey of pupils. All local authority		The outcome of the pilot is that Stonewall resources are not considered appropriate. Therefore they are not being rolled out into schools.



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					schools aware of these resources by 2015.		
6.1 (c) Promotion of positive understanding of the Gypsy Roma Traveller community	Head of Traveller Education	Kath Cox	Christine McInnes	ongoing	Children and young people's awareness of identity-based bullying and its effects is raised. A culture of respect and understanding is promoted and evident. Measured by a survey of pupils and feedback from schools.		Partnership between Bracknell Forest Traveller Education Support, Inclusion Officers and Bracknell Forest Homes. More schools experienced the visits from Richard O'Neill, the Gypsy storyteller (Edgbarrow and Birch Hill Primary) with additional sessions for Bracknell Forest officers and Bracknell Forest Homes. Partnership work with other BFC teams and services following the training sessions in March 2014. Participation in the Comprehensive Assessment of Gypsy Roma Traveller (GRT) pitches, plots and homes for Opinion Research Services (ORS) referring to Gypsy and Traveller Accommodation Assessments - Methodology and Modelling Current and Future Accommodation Needs.
Objective 7. Reduce fuel poverty through helping people improve the energy efficiency of their homes.							
Key Action	Responsibility	Responsible	Chief Officer	Timescales	Success Criteria	Status	Comments


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		Officer					
7.1 Help people improve the energy efficiency of their homes, reducing the number of low Standard Assessment Procedure (SAP) homes (those with a rating of SAP 50 or less) by 2.5% homes annually (equates to 300 homes by 2016) through encouraging insulation measures and improvements to homes throughout the Borough, subject to available funding.	Chief Officer: Planning and Transportation	Colin Griffin	Vincent Paliczka/Andrew Hunter	March 2013 and ongoing	The number of homes with SAP rating of 50 or lower compared to a base year (of 2012). The number for the baseline figure from Jan 2012 is 3220.		Number of homes below SAP50 reduced from 2415 to 1959 a reduction of 19% (456 homes). Progress due to energy efficiency measures funded by NHS Warm Homes Healthy People grant and improved data collection.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
7.1 (a) Work with Green Deal Providers to establish Energy Company Obligation (ECO) measures for fuel poor households	Team Manager Climate Change	Colin Griffin	Vincent Paliczka/Andrew Hunter	March 2014	Measures implemented. Increased SAP		Energy Company Obligation launched.
Objective 8. Enable older people, people with a disability, mental health issue, autistic spectrum disorder or long term condition to have a choice of support to meet their needs.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
8.1 Continue to modernise support and include new ways of enabling the delivery of that support	Chief Officer Adults and Joint Commissioning Chief Officer Older People & Long Term Conditions	Zoë Johnstone	Glyn Jones	March 2013 and ongoing	There will be a wider range of easy-to-use options to enable people to use their personal budget creatively and flexibly. More people will		Work with external agencies and universal services continues in order to ensure that there is a wide range of options for people to

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					choose to manage their budget themselves.		access.
8.2 Secure preventative and early intervention measures to ensure residents have the maximum choices to allow them to live longer in their own homes	Chief Officer Older People & Long Term Conditions	Zoë Johnstone	Glyn Jones	March 2013 and ongoing	Integrated services and teams will work together to deliver a seamless prevention and early interventions service, leading to a reduction in the number of people admitted into traditional long term care settings. Housing related support service for older people commissioned by the end of March 2013.		Bracknell Forest Council officers continue to work with Bracknell & Ascot Clinical Commissioning Groups and the Acute Trusts to improve support options.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
8.1 (a) Continue to improve and develop the Council's approach to personalisation to give each person choice and control over the support they get	Chief Officer Adults and Joint Commissioning	Zoë Johnstone	Glyn Jones	March 2013 and ongoing	How many people are in control of the what, how and when support is given to meet their needs. Maintain the number of people using personal budgets. Make personal budgets easier to use.		The target for the National Indicator for Self Directed Support was set in November 2012, and is for 70% of eligible people to receive self-directed support. This national target was revised from the earlier target of 100%, because of issues regarding the definition of "eligible people" which includes people receiving services that cannot be provided as self directed support (such as equipment and professional support). Some councils choose to exclude this consideration from their

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							calculations. In Bracknell Forest, over 95% of eligible people were in receipt of self-directed support in 2012-13, but under the national indicator this will equate to approximately 55% (outturn yet to be validated), due to the numbers of people receiving some reablement services, equipment or professional support. Bracknell Forest continues to monitor self-directed support using the ADASS definition, as it gives a clearer picture of performance. The target for the indicator is 95% for 2012-13 and 97.5% for 2013-14. We anticipate meeting our target for 2012-13 and 2013-14.
8.1 (b) Use the 'three wishes' approach to check how well people's support plans are going; ask everyone what their three main aims are from using the support and how well their aims have been met.	Chief Officer Older People & Long Term Conditions	Zoë Johnstone	Glyn Jones	March 2013 and ongoing	At least 75% of those in receipt of personal budgets and care packages would say their 'three wishes' are being met.		Information from Integrated Adults System (IAS) has now been extracted and analysed. This demonstrates that through the three wishes approach, the support provided by Adult Social Care is contributing to people achieving their desired outcomes for a



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							significant proportion of people. Further analysis will be done to more fully inform next steps.
8.1 (c) Increase use of the e+ card and increase the range of choices available to people using the card	Head of Performance and Resources ECC	Jayne Ward	Damian James	Ongoing	An increase in the range of uses of the e+ card		The combined e+ Visa prepaid card has been successfully Visa accredited produced and tested with e+ services. The card ordering, money loading and spending processes are being user acceptance tested prior to issuing cards to selected Direct Payment recipients. The initial pilot phase of the scheme will be launched in the summer, before going mainstream in Adult Social Care, Health and Housing (ASCHH). Use of tablet PCs for special leisure activities by ASCHH are on hold following staff changes. A scheme to allow recycling incentive points to be donated to good causes has been developed and is currently undergoing final testing before a live launch in May 2014
8.2 (a) Ensure people experience greater choice and control over the type and source of	Chief Officer Adults and Joint Commissioning	Nick Ireland	Zoë Johnstone	March 2013 and ongoing	Improved satisfaction with and choice of advocacy services measured through a survey of		Advocacy guidance for health and social care practitioners has been developed to support this



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advocacy they receive through implementation of the Advocacy Strategy Implementation Plan					providers and individuals. Numbers using advocacy. A pool of volunteer advocates to be developed.		and a new contract with advocacy provider 'Just Advocacy' enables access to all vulnerable groups including carers.
8.2 (b) Ensure that people have a wide range of information available to enable them to choose the support that is right for them.	Chief Officer Adults and Joint Commissioning	Lynne Lidster	Zoë Johnstone	March 2013 and ongoing	Usage rates for the Community Directory (iHub) and Personal Assistant (PA) register. Development of new information channels and sources as needed.		Usage rates of the i-Hub have increased since September 2012 and a campaign was launched for providers to update their own information. This resource will be further publicised in the coming year to ensure providers are getting enough throughput from the directory. As of March 2013, the PAs have been able to register. Take up is expected to increase significantly throughout the year.
8.2 (c) Development of an assistive technology strategy	Chief Officer Adults and Joint Commissioning	Nick Ireland	Zoë Johnstone	March 2013	Strategy published and implementation plan developed		The assistive technology strategy has been published. An implementation plan has been developed and is being published.
Objective 9. Improve recruitment, development and progression, employment and settled housing opportunities for members of the community with disabilities.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
9.1 Support people with learning disabilities to take up or remain in employment	Chief Officer Adults and Commissioning	Nick Ireland	Zoë Johnstone	March 2013 and ongoing	Increase in the number of people in employment		Bracknell Forest are on track to achieve the 2013-14 target for the number of people with





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							learning disabilities being helped into employment. Monitoring shows that provisional year end performance for - 2013-14 will be 17.4% of all adults with learning disabilities supported by the ASCHH exceeding the target of 15%. This is an increase from 16.9% in 2012-13 and represents 54 people compared to 51 during the previous year. This exceeds the south east average of 8.1%.
9.2 Support people with mental health issues to take up or remain in employment	Chief Officer Adults and Commissioning	Tony Dwyer	Zoë Johnstone	March 2013 and ongoing	Increase in the number of people in employment		Bracknell Forest are on track to achieve the - 2013-14 target for the number of people with mental health problems being helped into employment. Provisional data based on 11 month's of data shows that expected year end performance for 2013-14 will reach the target of 13% of all adults with mental health problems supported by ASCHH as compared to a south east average of 6.8%.
9.3 Increase the number of people with disabilities in settled housing; this means	Chief Officer Adults and Commissioning	Nick Ireland	Zoë Johnstone	March 2013 and ongoing	Increase in the number of people in settled housing		Bracknell Forest are on track to achieve the 2013-14 target for the number of people with





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living with their family or in an ordinary house or flat like anybody else.							learning disabilities in settled accommodation. Provisional data shows that expected year end performance for 2013-14 will be 87.4 of all adults with learning disabilities supported by ASCHH, an increase from 86.8% in 2012-13. This exceeds the target of 85% and represents 271 people compared to 262 during the previous year. This compares to a south east average of 70.7%.
9.4 Increase the number of people with mental health issues who use community teams living in their own home or family home, with or without support	Chief Officer Adults and Commissioning	Tony Dwyer	Zoë Johnstone	March 2013 and ongoing	Increase in the number of people in settled housing		Bracknell Forest Council are on track to achieve very close to the target for the number of people with mental health problems in settled accommodation. Provisional data based on 11 months monitoring shows that expected year end performance for 2013-14 will be 78% of all adults with mental health problems supported by the ASCHH against the target of 84%.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
9.1 (a) Continue to work in partnership with Bracknell and	Head of Learning Disability Services	Nick Ireland	Zoë Johnstone	March 2014 and ongoing	Course take up levels by people with learning disabilities		Development work has now been completed and courses are now


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Wokingham College to enable them to offer courses for people with learning disabilities to provide skills training linked to employment.							available routinely.
9.1 (b) Work with Kennel Lane School and Bracknell and Wokingham College to design a new 'Ways for Living and Work Course' for people under 25.	Head of Learning Disability Services	Nick Ireland	Zoë Johnstone	March 2014	New course launched and good take up.		Started in September 2012. The first course is full. New course will start in September 2013. People have already started applying and interviews will commence summer term 2013.
9.1 (c) Work with Bracknell and Wokingham College to set up a mentoring scheme for people with autism and learning disabilities studying at the college.	Head of Learning Disability Services	Nick Ireland	Zoë Johnstone	March 2014	Evaluation with pupils and mentors annually.		Delayed start but now operational. 23 mentors identified across both sites and training currently being delivered. Scheme will be evaluated end of Summer term 2013.
Not Applicable							
9.3 (a) Adult social care and housing to work together to plan to meet the future housing needs of people with disabilities based on housing needs analysis	Chief Officer Adults and Commissioning Chief Officer Housing	Clare Dorning	Simon Hendeay	March 2014 and ongoing	Housing strategies and plans take account of the needs of people with disabilities		Action on target
9.3 (b) Ensure that new affordable housing developments increase the supply of accessible accommodation for people with disabilities	Chief Officer Housing	Simon Hendeay	Glyn Jones	March 2014 and ongoing	Increased supply of accessible housing stock		Action on target



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9.3 (c) Redesigning the benefits service to provide comprehensive advice for people with disabilities	Chief Officer Housing	Simon Hendey	Glyn Jones	March 2014 and ongoing	Improved benefits advice and guidance		Action on target
9.3 (d) Increase awareness and usage of assistive technology to support independent living	Head of Learning Disability Services	Nick Ireland	Zoë Johnstone	Ongoing	Increased take up of assistive technology		Following completion of the assistive technology strategy, a working group has been set up to implement the actions which were identified in the strategy.
Objective 10. Support groups and organisations run by and that work with people from our diverse communities.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
10.1 Work with Involve (formerly BFVA) to support the development and activities of the Bracknell Forest Faith and Belief Forum, including raising awareness of the diverse faith and beliefs in the borough through Inter-Faith week activities, together with facilitating representation of faith and belief communities.	Head of Community Engagement and Equalities	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	Ongoing	Inter-faith week activities raise the profile of the Forum and increase the knowledge of staff in the Council and partner organisations regarding the faith communities in the borough.		The Forum organised a successful 'Sounds of Faith' event at St Michael's Church Sandhurst as part of Interfaith Week in November 2013. The evening celebrated the richness of the religious and cultural traditions in Bracknell Forest and different expressions of faith and belief in words and music.
10.2 Work with Involve to support the Bracknell Forest Minorities Alliance to fulfil its objective to represent minority ethnic	Head of Community Engagement and Equalities	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	Ongoing	Increased awareness of the Minorities Alliance amongst Council staff and partners.		The Minorities Alliance has not met and is likely to be wound up in 2014/15. The Bracknell Forest Faith and Belief Forum is very active,


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communities across the borough, including raising its profile.						meeting regularly and including representation from all faith groups.
10.3 Provide training for organisations to work with children with disabilities to facilitate their inclusion within their activities.	Head of Service, Learning Difficulties and Disability	Sonia Johnson	Lorna Hunt	Ongoing	Training provided to short break/ leisure providers. Bespoke packages of support to providers to meet children with complex needs Evidence of increased access to universal and targeted support & services	 <p>Training needs continue to be identified and actions taken. This year the Aiming High team have provided guidance and support to our targeted commissioned service to ensure children and young people are accessing a provision that is most appropriate for them, including signposting providers to disability specific training and behaviour support. For example the Early Years and Play team have jointly funded training to the specialist community childminders. Berkshire Autistic Society has included some autism specific training to Social Workers within Children's Social Care. Generic training from the community nursing team continues to be offered to our mainstream providers. Sessions have been developed to create general awareness of complex health issues, covering epilepsy,</p>



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							gastrostomy feeding, anaphylaxis and understanding Care Plans. In addition this year the nursing team have worked with providers to establish robust procedures and increase awareness regarding medication and storage within setting
10.4 Work with young people from the Youth Council to improve the representation of young people from diverse communities in their work	Youth Service Manager	Liz Hassock	David Watkins	Ongoing	The Youth Council will better represent the make up of the young people of the Borough.		The Youth Council has broadened its representation. More schools are supporting the Youth Council elections and young people from Children in Care Council "Say it Loud Say it Proud" (SILSIP), Young Carers and those from more diverse backgrounds are participating in the Youth Council in general.
10.5 Improve the representation of young people from diverse communities in youth work settings	Youth Service Manager	Liz Hassock	David Watkins	Ongoing	Settings will reflect make up of the borough		The development of links to the broader youth sector across Bracknell Forest is enabling a broader range of young people to be involved in youth provision. The work has become more targeted over the past year, responding to referrals from other service areas and this has broadened the

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							representation across the service. Additionally the Service has seen 54% of all 11-19 year olds across the borough through its work in Early Intervention and Prevention so again a broader cohort have been reached and are aware of the services on offer.
10.6 Work with the Children in Care Council, and SiLSiP to identify children or young people who experience the greatest barriers to participation and prioritise work to promote their engagement	Children's Participation Development Officer	Louise Hopkinson	David Watkins	Continuous	Diversity of participants involved in SiLSiP reflecting make-up of Bracknell's Looked After Children Population		SiLSiP Seniors (11-16yrs) and Juniors (8-11/12yrs) groups are continuing. Seniors meeting monthly and Juniors approximately every 6 weeks. Although initially we engaged a small care leavers group, due to young people moving on numbers have diminished so a new approach to their engagement is currently being explored to reflect the needs of young people starting with an informal social event to begin a dialogue with young people on what would meet their needs. Activities are regularly offered to looked after young people during school holidays. A specific activity for 5-8yrs





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							is being organised for the summer holidays as suggested by the Senior group to ensure voices of younger children are heard. We continue to encourage those with the greatest barriers to attend activities, including those who live out of area. Via their social workers, young people are offered one to one visits with the Participation Officer and given information about SiLSiP as well as other services available to help them have a voice such as Independent advocacy and Independent Visitors
10.7 Respond to the 2011 Leading Improvements for Looked After Children (LiLAC) Assessment of Children's Social Care (i.e. an independent assessment, undertaken by care-experienced young people, against a framework of quality standards for involvement and participation.)	Children's Participation Development Officer	Louise Hopkinson	David Watkins	Ongoing	Bracknell Forest Children's Social Care achieved all seven of the LILAC standards. LILAC recommendations incorporated into the Children's Social Care Participation Action Plan.		There is one outstanding action on the LILAC action plan and this is currently being progressed. Our LiLAC Accreditation Kite Mark has now expired and we are currently considering a re-assessment.
10.8 Continue to deliver a range of support	Head of Early Intervention	Karen Frost	David Watkins	Ongoing	Delivery of services and increased engagement		Numbers of families attending family groups -




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<p>sessions through the Children's Centres e.g. Pre School Learning Alliance family cultural groups (Indian; Cantonese; Nepalese; German; Russian and Lithuanian; Spanish and Polish) and specific services for Nepalese families as needed.</p>					<p>from diverse communities.</p>	<p>Cantonese 12 Indian 33 Polish 12 Russian 8 Spanish 6 Nepalese 0 (Total 71) The Nepalese family group at the Alders was unsuccessful and ceased to operate. Number of children in Early Years settings supported is detailed below, Number of settings supported = 31 Number of children = 61 (Cantonese = 3 Indian = 8 Lithuanian = 6 Latvian = 1 Nepalese = 3 Polish = 20 Russian = 13 Spanish = 7)</p>
<p>10.9 Support the Access Advisory Panel to advocate for the needs of people with disabilities across the borough</p>	<p>Head of Community Engagement and Equalities Head of Democratic and Registration Services</p>	<p>Abby Thomas</p>	<p>Alison Sanders Debbie Eley Sharon Dawson</p>	<p>Ongoing</p>	<p>Organisation of regular meetings and numbers of people attending those meetings.</p>	<p>The Access Group organised a very successful conference in July 2013 attended by over 70 people to discuss the plans for the new town centre to ensure it is a beacon for accessibility. A number of actions came out of the conference including the production of a customer service guide for retailers to support them to provide excellent service to people with disabilities. Retailers, people with disabilities and disability groups have been engaged in</p>






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							the production of the guide which will be launched in the summer of 2014.
10.10 Enable people with disabilities to contribute to the development of the Bracknell Forest Disabled Go Access guide through regular steering group meetings.	Head of Community Engagement and Equalities Head of Democratic and Registration Services	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	Ongoing	The annual update of the guide and addition of new venues is informed by the views of people with disabilities.		People with disabilities had the opportunity to engage with Disabled Go at the well attended July 2013 Disability Conference and a steering group meeting was held in February 2014 which informed the 2014 update of the guide with new venues.
10.11 Support the Indian Community Association (ICAB) to develop an Asian Elders Day-Service and share activities with Sandhurst Day-Centre	Head of Long-term Community Support	Angela Harris	Mira Haynes	Nov-12	Elders, including the Nepalese Community, will access the sessions on offer and feedback will be positive		The service is now in place.
10.12 Extra-Care Housing sub-group working to develop a personalisation support model for vulnerable people aged fifty and older	Head of Long-term Community Support	Angela Harris	Mira Haynes	Ongoing	Extra-Care Housing will be created that offers individualised support and feedback will be positive		Work continues with Bracknell Forest Homes to deliver the Extra-Care Housing.
10.13 Sensory Needs Group working to develop improved support for people 18 and over with visual and/or hearing impairment	Head of Long-term Community Support	Angela Harris	Mira Haynes	Apr-13	People who use Sensory Needs Services will report improved satisfaction and outcomes		Since 1 April 2013 the sensory needs service has been fully integrated within adult social care. The sensory needs clinic at Bridgewell offers an opportunity for people to examine a range of assistive technology,




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							aids and equipment to support their needs.
10.14 Fund organisations supporting people with a learning disability through the Learning Disability Development Fund (LDDF)	Chief Officer: Adults and Joint Commissioning Officer	Nick Ireland	Zoë Johnstone	March 2014	Funding distributed to bids meeting the criteria for the LDDF		The 2012-13 funding has now been distributed in accordance with the agreed criteria.
10.15 Fund organisations supporting adults with support needs and their carers through the Adult Social Care Small Grants Scheme.	Chief Officer: Adults and Joint Commissioning and Chief Officer	Lynne Lidster	Zoë Johnstone	March 2014	Funding distributed to bids meeting the criteria for the small grants		The 2012-13 funding has now been distributed in accordance with the agreed criteria.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
Not Applicable							
Objective 11. Influence the provision of public transport to ensure it is physically accessible for people with disabilities.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
11.1 To ensure all bus and community transport contracts specify that wherever possible vehicles are used which are fully accessible to people with disabilities.	Chief Officer: Planning and Transportation	Neil Mathews	Vincent Paliczka/Andrew Hunter	Mar-14	Percentage of contracted bus and community transport services which use fully accessible vehicles for disabled people.		The Council's Framework Agreement for contracted bus services makes a clear requirement for operators to supply wheelchair accessible buses that conform to the requirements of the Public Service Vehicle Accessibility Regulations 2000.



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11.2 To facilitate improvements to Bracknell Town Centre Bus Station to ensure it is accessible for all to buses.	Chief Officer: Planning and Transportation	Neil Matthews	Vincent Paliczka/Andrew Hunter	Mar-16	Bracknell Town Centre Bus Station improvements complete by 2016.		The overall refurbishment and improvement work now has planning consent, and has funding in this year's capital programme. Work on the scheme is expected to start this summer, and be completed about the end of the calendar year.
11.3 Continue installation of raised kerbs at bus stops to provide level access to lower floor buses	Chief Officer: Planning and Transportation	Neil Mathews	Vincent Paliczka/Andrew Hunter	Ongoing	Number of bus stops with raised kerbs		Programme is considered complete.
11.4 Under the new Bus Shelter contract, ensure that each new bus shelter installed will have a covered, perch type bench seat	Chief Officer: Planning and Transportation	Neil Mathews	Vincent Paliczka/Andrew Hunter	Ongoing	Inspection of new shelters		The future specification of bus shelters and the criteria for their provision will be reviewed in preparation for the new bus shelter contract.
11.5 Continue to process requests for residential disabled parking and enforce bays provided under traffic / parking orders	Chief Officer: Planning and Transportation	Neil Mathews	Vincent Paliczka/Andrew Hunter	Ongoing	Making a bi-annual Order.		Provision and review of spaces reviewed bi-annually
11.6 Introduce a replacement new vehicle for the R-Bus community transport scheme for people with Learning Disabilities	Integrated Transport Unit Operations Manager	Damian James	Alison Sanders Debbie Eley Sharon Dawson	May-13	Planned vehicle replacement - May 2013. New vehicle in place and positive satisfaction results from users. A new vehicle on this service will increase user satisfaction by being more modern, comfortable, accessible and efficient		New vehicle in use.





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11.7 Continue to ensure that all new and replacement hackney carriages are wheelchair accessible	Head of Regulatory Services Licensing Team Leader	Laura Driscoll	Steve Loudoun	Ongoing	All hackney carriages are wheelchair accessible and fit for that purpose		All of the Borough's 84 hackney carriages are wheelchair accessible. Any new or replacement hackney carriages in future must be wheelchair accessible to maintain a 100% accessible hackney carriage fleet.
11.8 Require that new dual driver licence applicants pass the Driving Standards Agency (DSA) wheelchair assessment exercise	Head of Regulatory Services Licensing Team Leader	Laura Driscoll	Steve Loudoun	Ongoing	All new licensed dual drivers have passed the test		Since April 2007, all new dual driver licence applicants have been required to pass the DSA wheelchair assessment exercise prior to being issued with a licence. This remains the standard procedure for this type of licence applicant.
11.9 To explore the provision and delivery of disability awareness training for drivers	Licensing Team Leader	Laura Driscoll	Steve Loudoun	Mar-13	Low cost training provided and awareness levels increased		We are currently working with our counterparts in licensing at West Berkshire and Wokingham to see if we can arrange a series of joint training sessions for drivers licensed by all three authorities - a trial training session has been held and a venue is now being sought for the sessions.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
Not Applicable							




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Objective 12. Ensuring Bracknell Forest Council is an 'Employer of Choice' where diversity is respected and valued.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
12.1 Ensuring all Council employees and potential employees have fair and equal access to available opportunities and enjoy fair treatment.	Chief Officer Human Resources	Sandie Gill	Sandie Gill Tony Madden	2012-16	Monitored through annual workforce monitoring report which covers recruitment, training, leavers, grievance and disciplinaries and through the staff survey which asks about discrimination.		The staff survey is now scheduled for once every three years and the next of these is due in 2014. A personal details exercise was carried out in September 2013 and as a result we have a larger response to give us more accurate statistics which will come out in the Workforce Monitoring report due for consideration by Corporate Management Team (CMT) and the Employment Committee later in the year and then published on the Council's website.
12.2 Continuing to take steps to make the Council's workforce more representative of the community it serves	Chief Officer Human Resources	Sandie Gill	Sandie Gill Tony Madden	2012-16	Achievement of the annual targets for the workforce performance indicators.		This is supported by the Workforce Monitoring report that includes comparisons to statistics from the local community. Chartered Institute of Public Finance and Accountancy (CIPFA) benchmarking also supports this by comparing the Council's outturns with other Local





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							Authorities.
12.3 Addressing the Council's gender pay gap.	Chief Officer Human Resources	Sandie Gill	Sandie Gill Tony Madden	2012-16	Achievement of the annual targets for the gender pay gap performance indicator.		This is calculated and monitored annually in the Workforce Monitoring Report. Work was carried out to find some appropriate comparators for this statistic but confirmed that the Council's information base was actually more advanced and sophisticated than the majority of other local authorities in the area.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
12.1 (a) Continue to conduct a staff survey every three years to seek employees' views analysing the results by protected characteristics and comparing the results to previous surveys.	HR Manager	Sandie Gill	Sandie Gill Tony Madden	Autumn 2014 and ongoing every three years	Staff survey conducted and analysed by protected groups. Maintenance of a response rate above 50%.		The staff survey will now take place in the autumn of 2014. It will be carried out by external consultants. The requirement to analyse by protected groups has formed part of the tender specification.
12.1 (b) Follow up from the 2011 staff survey question responses regarding discrimination to address the issues identified.	HR Manager	Sandie Gill	Sandie Gill Tony Madden	December 2013	Follow up action approved and reported back to the Corporate Equality Group.		An action plan was produced, approved by CMT and all actions carried out.
12.1 (c) Conduct annual workforce monitoring broken down by protected characteristics; schools	HR Manager	Sandie Gill	Sandie Gill Tony Madden	August 2012 and ongoing	Annual workforce monitoring report produced, published and follow on actions identified.		An update of personal details was carried out in September 2013 and the results of this will form part of the next Annual




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and non schools; and by department.							Workforce Monitoring Report due later this year.
12.1 (d) Increase staff confidence in disclosing their personal information to increase the accuracy of workforce monitoring.	HR Manager	Sandie Gill	Sandie Gill Tony Madden	November 2012 and ongoing	Increased levels of disclosure.		With the update of personal details exercise assurances were given that confidentiality would be paramount and this has led to an increased response rate particularly from schools and therefore a wider base of respondents across the Council.
12.1 (e) Continue to ensure that there is an appropriate equality and diversity training programme in place including local context.	Learning and Development Manager	Sandie Gill	Sandie Gill Tony Madden	April 2012 and ongoing	All training evaluated for the impact it has had on the learner. Take up of refreshed manager's equality and diversity training. Launch of cultural awareness training. Take up of impact assessment training. Take up of the Qualification Accreditation Framework Level 2 Equality and Diversity Award. Equality and diversity e-learning module take up.		Equality and Diversity continues to be a standard element in all Council run courses.
12.2 (a) Ensure that appropriate managers have attended fair recruitment training and attend refresher training sessions at least every three years, updating course content regularly.	HR Manager	Sandie Gill	Sandie Gill Tony Madden	Ongoing	% of managers who have attended fairer recruitment training and refresher sessions. Updated course content.		24 managers attended recruitment training in the last 12 months. 34 managers attended safeguarding recruitment training.

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12.2 (b) Continue to support and promote the 'Two Ticks' positive about disability recruitment initiative.	HR Manager	Sandie Gill	Sandie Gill Tony Madden	Ongoing	Regularly monitor the number of people with disabilities called to interview and made an offer of employment.		Support and promotion of the Two Ticks symbol is monitored through the equal opportunities form which job applicants complete and reported through the annual Workforce Monitoring report
12.2 (c) Further develop the programme of support to encourage improved representation in the workforce from all parts of the community, learning from other local authorities approaches to appraise the options for doing this.	Chief Officer HR HR Manager	Sandie Gill	Sandie Gill Tony Madden	March 2013	Extend the benchmarking of the Council's activities to include the range of equality and diversity activities in place against similar activities in other local authorities and/or public sector bodies to improve representation.		The CIPFA benchmarking survey is conducted annually and the Council's outturns are compared to other Unitary Authorities, the results of which are reported to the Service Efficiency Steering Group
12.3 (a) Breakdown the Council's gender pay gap by part time and full time staff; schools and non schools staff; and by department to increase the relevance and usefulness of pay gap data.	HR Manager	Sandie Gill	Sandie Gill Tony Madden	September 2012	Breakdown of data completed and reported to the Corporate Equality Group.		Completed for 2012 and submitted to Equality Steering Group. 2013 data will be calculated during April and submitted as part of the Workforce Monitoring report
12.3 (b) Benchmark the gender pay gap information against other local authorities.	Head of Community Engagement and Equalities HR Manager	Sandie Gill	Sandie Gill Tony Madden	January 2013	Produce a benchmarking report based on available data summarising the Council's performance against other unitary authorities.		An investigation was carried out to ascertain if there were any policies or actions which other Authorities use which could be usefully adopted by the Council. The results of this indicated that the Council was actually more

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							proactive than most when it comes to analysing and addressing it's Gender Pay Gap.
12.3 (c) Produce an analysis and commentary on the gender pay gap and consider the next steps in addressing this, learning from the experiences of other local authorities.	Head of Community Engagement and Equalities HR Manager	Sandie Gill	Sandie Gill Tony Madden	July 2013	Analysis and commentary to be presented to the Corporate Equality Group with a consideration of next steps.		This has now been completed
Objective 13. Review equality monitoring information annually in order to develop actions, where needed, to increase levels of satisfaction or take up of specific services by under represented groups.							
Key Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
13.1 Identify any follow on actions that need to be taken as a result of equality monitoring and agree these with service areas.	Corporate Equality Group Head of Community Engagement and Equalities	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	April 2013 and ongoing	Actions are owned by and implemented by service areas.		The Council's 2012/13 Equality Monitoring Reports were published at the end of January 2014 including a workforce and service report. The reports include a number of follow on actions which will be reported on in next year's monitoring report.
Supporting Action	Responsibility	Responsible Officer	Chief Officer	Timescales	Success Criteria	Status	Comments
13.1 (a) Report back on progress in implementing these annually when the	Head of Community Engagement and Equalities	Abby Thomas	Alison Sanders Debbie Eley Sharon Dawson	April 2013 and ongoing	Actions implemented and improvements made in to increase levels of satisfaction or take up of		Included within the 2012/13 Equality Information Monitoring Reports published at the

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Council publishes its equality monitoring.					specific services by under represented groups where relevant.		end of January 2014.
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Status Legend	
Where the action has not yet started but should have been, or where the action has started but is behind schedule	
Where the action has not yet started or where the action has been started but there is a possibility that it may fall behind schedule	
Where the action has started, is not yet completed, but is on schedule	
Where the action has been completed (regardless of whether this was on time or not)	
Where the action is no longer applicable for whatever reason	