

APPENDIX 1

Theme	Focus area	Outcome	Actions	Timescales	Progress
Objective 1: To continue to create a better understanding of our workforce.	A staff Inclusion survey will be undertaken to review if staff feel we have an inclusive culture; to understand the diversity of our workforce and explore ways in which we can attract underrepresented groups.	Identifying training needs to meet priority need An inclusion survey to check with employees what it feels like to work at the District Council, so we can understand how we can create an inclusive culture where all staff feel welcome, respected and able to achieve their best	We will engage with staff using an inclusion survey. Analysis of the survey by the working group. Undertake focus groups as identified.	September 2022	We will first introduce some inclusion questions to the workforce at the Summer Showcase in July 2022. These questions will also be incorporated into the next pulse staff survey also in July 2022. We will explain the terms equality, diversity, and inclusion, so that there is an understanding of those terms before employees respond to the survey.
Objective 2: We will provide learning opportunities for our workforce and our Members to develop a wider understanding of our communities and their diverse needs	As part of the first phase of the training programme, we successfully delivered TED Learning actor led training on Equality, Inclusion and Diversity to our workforce, and ACAS Equalities training to our Elected Members Please see the feedback APPENDIX 2	This training was completed in March 2022, 80% of our workforce and 30% of Members attend this awareness training with planned maintenance training provision for new staff during 2022/2023.	The second phase of the training plan will enable awareness and understanding of disability and inclusion. We will consult with Elected Members on their EDI training needs. We will then review and consider with the EDI working group and present a training plan at committee.	December 2022	For employees, setting aside budget from the corporate training budget and for Members through their learning and development budget.
Objective 1: Menopause Guide	A Menopause Guide as part of a Wellbeing Policy will be introduced to the Workforce and Elected	This will give everyone a better understanding of how to support others in the workplace and in undertaking their	To be launched at the Summer Showcase on 4 July 2022 to the workforce.	July 2022	This will form part of the work on our Wellbeing Policy. This will be added as an appendix.

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	Members.	roles,			
Objective 1: Disability Confident	To enable the Council to support the recruitment and retention of people with disabilities	Self-assessment to continue as Disability Confident level 1 has been completed	Actions are being undertaken to work towards Disability Confident level 2 including awareness sessions for staff	December 2022	Working on the action plan to obtain Disability Confident level 2.
Identify the needs of our services users utilising customer feedback and developing actions to meet them.	<p>Identify the needs of our service users utilising reports. This will help us develop a more targeted approach in how we deliver our services to the most vulnerable residents who cannot access our services. These people are what our F2F service should be available for.</p> <p>Working with the performance team, looking at adding additional questions to existing customer surveys.</p>	<p>Utilising new reporting tools to monitor demand both coming through the contact centre as well as customers approaching the F2F service following the commencement of the appointment service.</p> <p>Following a review of the data we can look at options around how we can have a more targeted approach to the delivery of our F2F support for those who need it e.g., community hubs, working with partner organizations, 'drop-in sessions', working with partners who have active connections with vulnerable groups.</p>	<p>Develop an action plan based on the findings from the survey.</p> <p>Identify trends from the reporting of both the telephone system as well as F2F contact at the council offices to be able to develop a more targeted approach in the way we deliver our services to those who need it most.</p>	Ongoing	<p>Have worked with IT to develop reporting tool for F2F contact.</p> <p>Will continue to monitor for trends and review the way we deliver our services to those who require support the most.</p>
Objective 3: Improve	Continue to work with	This will foster good	In partnership with the	February 2022	Complete action – Work

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our knowledge and contact of communities ensuring all communities are involved.	partners and our communities to further the council's understanding of the experiences of residents from protected groups and those experiencing other forms of inequality such as a poverty.	relations with and within in our communities and work with them to address their needs.	Maldon and District Community, Voluntary Service and Salvation Army launch Maldon District Food Support Network to support service users.		ongoing The Maldon District Food Support Network was launched in March 2022 with partners from across the district in attendance.
			Launch Maldon District Digital Inclusion Group to assess challenges residents in the district face and how technology and digital solutions can assist with this.	March 2022	Complete action – Work ongoing The group includes representatives from Clarion Housing, Moat Foundation, United in Kind, Active Essex, Maldon Pioneers. The group has undertaken a mapping exercise to highlight the existing provision in the District and to understand where there are gaps.
			Ensure Member representation on the Maldon District Dementia Action Alliance	July 2021	Complete action – Work ongoing Cllr Anne Beale was Member representative 2021 – 2022 Cllr Carlie Mayes is the current Member representative.
			MDC officers to	Ongoing	Ongoing

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			continue to attend and influence the Maldon and District Community Forum.		
			Create a Community Engagement database which allows for efficient distribution of news/updates to communities.	Ongoing	Ongoing
Objective 3: Work with communities and our partners to improve accessibility and inclusion across the district.	Continue to work with our partners and communities to ensure our services, community services and groups are accessible and inclusive for all.	This will ensure that Maldon District is a place where all residents can live, work and relax.	Commission a company to carry out an access audit of local high streets and play areas across the district.	April 2022	The Council commissioned Purple to carry out the access audit. Please see hyperlink for Access Audit Exec Summary Work is ongoing to deliver the recommendations proposed.
			Source funding for Changing Places Toilets to be installed in Blackwater Leisure Centre and Dengie 100.	July 2023	The Council has been awarded £100,000 to install the Changing Places Toilets in Blackwater Leisure Centre and Dengie 100
Objective 3: Work with our communities and partner to; encourage opportunities for diverse communities to come together and to help promote	Work with communities and partners to develop and deliver planned community events to promote community cohesion throughout the year.	Work with communities and partners to help support diversity-related events such as International Women's Day, LGBTQ+ History Month, Black History	Delivery of Black History Month 2021; Genevieve Rycroft Case Study.	October – November 2021	Complete
			Pride Flag raised for Pride Month.	June 2021	Complete

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community cohesion.		Month, etc.		June 2022	Ongoing
			Create and deliver a celebratory event where communities can come together and promote community cohesion	October 2022	Ongoing – creation of UFest- delivery date 8 July 2022. Awarded £9,300 from National Lottery to deliver UFest
			Black History Month 2022	October 2022	Currently in the process of organising a Black History Month event with Maldon District residents.