

Wrexham County Borough Council

**Disability Equality Scheme
Monitoring Report
2006 / 2007**



Introduction

The Council published its first Disability Equality Scheme (DES) in December 2006 in accordance with the requirements of the Disability Duty placed upon public bodies by the Disability Discrimination Act 2005. The DES was developed in partnership with disabled people, service users and local groups.

This is the Council's first Disability Equality Scheme annual report covering the period from December 2006 to 1 January 2008.

Each year we will publish an annual report and we will review the Scheme at least every three years.

Central to the Council's DES is the action plan which sets out ten key objectives that reflect the priorities of local people identified through a series of engagement and consultation events including a local questionnaire, local awareness raising events and formal consultation that took place during 2005.

To help us evaluate our progress we have used the Council's existing performance monitoring arrangements. In addition the DES (Monitoring and Review) Group held a workshop to evaluate progress from December 2006 to December 2007 against each of the ten objectives set out within the Council's scheme. The Group considered the action plan and assessed progress as "Poor", "Fair", "Good" or "Excellent". You will see from the tables included within this report how each objective was rated overall and those that the DES consider to be priority areas for 2008.

The tables within this annual report summarise action taken and priorities for 2008.

[A summary of the DES Group workshop can be found at the end of this report as appendix 1.](#)

The Disability Equality Scheme (Monitoring and Review) Group

The DES (Monitoring and Review) Group was established in December 2006 to monitor and review the Council's DES during its lifetime. The Group Chairperson is Strategic Director Malcolm Russell who was elected by the DES Group in early 2007.

Members of the DES Group attended a tailor-made training session to help them understand the disability equality duty and how this fits with the wider equality agenda. The session also set out the internal processes and arrangements for managing and mainstreaming equality – including equality monitoring and impact assessments.

The DES Group receive quarterly updates on progress against the actions set out within the DES. In addition annual workshops will be held to inform our annual report. At the workshops the DES Group will be asked to evaluate progress against the action plan and identify priorities for the forthcoming year.

Over 70 people are on the DES Group mailing list and receive agendas, reports and other relevant information about meetings and events. Attendance at the meeting averages at around 20 people – this consists of approximately 15 service users and approximately 5 people who are either Council staff or from partner organisations such as NEWI, Wrexham

Local Health Board or AVOW.

The Group has developed into a meaningful forum for discussing the Council's DES and networking with local disabled people. We are very grateful to the continued support and commitment of members of the DES Group and greatly value their input. The Group are undoubtedly playing a key part in developing the Council's approach to disability.

The Council is committed to making the DES Group meetings as accessible as possible:

- In all communications about meetings and events people are asked about their access needs and all efforts are made to meet those needs.
- Support services such as British Sign Language interpreters are available upon request
- All documents submitted to the DES Group are produced in a minimum of font Arial 14 as far as possible.
- Arrangements are in place for service users to have their travel expenses reimbursed.
- The time of meetings is alternated between daytime meetings and meetings later in the day to accommodate those people who are either working or studying
- Meetings are held in an accessible room with a sound system that is popular with disabled people
- Agendas and papers are circulated (in the format requested) one week before the meeting and minutes are distributed one week after the meeting as far as possible

Minutes of the DES Group are also circulated to the Accessible Wrexham Group and to the Physical, Neurological and Sensory Impairment Group for information.

The DES Group also receive minutes of the Accessible Wrexham Group for information and to strengthen local networks and improve information sharing.

The Terms of Reference for the DES Group are attached to this report as appendix two.

Accessible Wrexham Group

The Accessible Wrexham Group (AWG) was established in 2006 following a review of the Disability Issues Stakeholder Group, this was previously known as the Disability Task Group. Membership of the AWG has increased since the review and the Group is becoming recognised as an important group to engage and work with.

The AWG meet quarterly and discuss matters relating to access including planning and development issues. The Group is currently chaired by Councillor Alun Jenkins who was elected by the AWG Group.

The role of the AWG is to improve access for disabled people in the Wrexham County Borough. Within the meeting the Group will receive presentations on key developments, projects or changes to council policy relevant to access and disability issues.

The role of the AWG is distinct from that of the DES Group who monitor and make recommendations regarding the council's Disability Equality Scheme.

The Terms of Reference for this group are attached to this report as appendix three.

Physical, Neurological and Sensory Impairment Group

The Physical, Neurological and Sensory Impairment Group (PNSI) was established in 2005 as a partnership with the Council's Adult Social Care Department, Wrexham Local Health Board, the North East Wales NHS Trust and local disabled service users.

Underpinning the PNSI Group is network of sub groups, known as planning sub groups, which have been established to deliver the Health, Social Care and Wellbeing Strategy.

The PNSI Group has a very distinct focus on health, social care and wellbeing and is not formally linked to either the DES Group or the AWG but there is considerable co-operation and information sharing between all three groups.

The Terms of Reference for this group are attached to this report as appendix four.

Planning Application and Access Statement Group

In 2007 a small group of disabled service-users and local people (members of the DES Group and AWG) was established to engage more disabled people in the planning process. The group meet with a senior planning officer once a fortnight and discuss a number of planning applications and access statements submitted to the Council for consideration.

The group were given a half day training course to familiarise people with planning terms and how to read plans. The group has the on-going support of a senior planning officer at each meeting and individuals can ask questions or provide feedback on individual applications and access statements.

This group does not replace the need for specialist or technical advice needed to ensure the requirements of the Disability Discrimination Act 1995 are met.

Wrexham Access Group is also consulted on local applications and provides detailed advice often of a more technical nature.

We recognise that making Wrexham as accessible as possible is dependent upon drawing together many different strands of information and points of view, including the suggestions and guidance from service users and local groups. We are very grateful to the individuals who provide feedback and are working with us to improve the built environment.

Disabled Children and Young People

The council undertook to take additional steps to address the needs of disabled children and young people. A "snap-shot" survey undertaken in late 2005 with disabled young people raised a number of issues.

Following publication of the DES in December 2005 the DES Group agreed that an additional action plan focussing on the needs of disabled young people was needed and that this action plan would be developed with disabled young people directly.

Following a report on behalf of the DES Group in the summer of 2007 to the Children and Young People Framework Partnership it was agreed that this action would be taken forward via this well established route.

Disabled Young People and representatives from both DYP Wrexham and Brighter Futures continue to be represented at meetings of the DES Group and the arrangements for meetings are flexible to accommodate their needs.

Further Information

For further information about the Council's Disability Equality Scheme please contact Celia Gibson, Equality Manager, Wrexham County Borough Council. Telephone 01978 292808 or via email: celia.gibson@wrexham.gov.uk

OBJECTIVE 1: raise awareness, increase levels of understanding of disability and promote positive images of disabled men and women, boys and girls

Ref.	Action	Lead Officer	Timescale
1.1	Adopt, promote and raise awareness of the Social Model of Disability	Equality Manager	On-going✓
1.2	Adopt, promote and raise awareness of the Culture and Language Model of Disadvantage	Equality Manager	On-going✓
1.3	Adopt the British Sign Language Charter	Equality Manager	2007✓
1.4	Undertake pilot BSL in-house training programme targeting front-line staff	Equality Manager	2007✓
1.5	Promote the Social Model of Disability and the Culture and Language Model of Disadvantage in all relevant training and induction sessions.	Equality Manager & Training Manager	On-going✓
1.6	Amend Impact Assessment Toolkit to promote understanding of the Social Model of Disability and the Culture and Language Model of Disadvantage	Equality Manager	2007✓
1.7	Promote awareness that the needs and aspirations of disabled people are variable depending upon their age, gender, ethnicity, religious or other belief, sexual orientation and preferred lifestyle.	Equality Manager	On-going✓

Summary of Progress

- All actions within objective one have been delivered or commenced as on-going actions.
- A new Equality Training Plan to be developed in spring 2008 which will support both objectives one and two.
- Discussions taking place around auditing BSL Charter requirements are underway.
- During 2007 the Council completed a British Sign Language training pilot. As a result 28 staff have gained a basic qualification in BSL. Further BSL training programmes are planned.
- The Council reviewed its Corporate Identity Guide in 2007 which contains practical advice on how to make publications and information accessible and has incorporated this good practice within its overall corporate identity.
- Explore project –disability arts organisation focussing on disabled and deaf people as audiences, participants and artists during 2008

DES Group Comments

- The DES Group have rated progress during 2007 as “good” but have also confirmed that this should be a priority area for 2008 linked with objective two. Staff training is seen as key to the whole disability and access issue. Training should be provided according to the job role and some staff will need specialist training on certain conditions.

OBJECTIVE 2: ensure that staff at all levels and Members are appropriately trained and are aware of their roles and responsibilities in delivering this scheme and the wider equality agenda

Ref.	Action	Lead Officer	Timescale
2.1	Engage with local disability groups to produce a comprehensive disability training package aimed at <ul style="list-style-type: none"> raising understanding and awareness of disability promoting positive attitudes towards disability developing skills and confidence to design appropriate solutions 	Equality Manager & Training Manager	2008
2.2	Add equality information into the “Selling to the Council” guide	Equality Manager	January 2007✓
2.3	Staff and Members to complete the computer based disability awareness training module as the basic introduction to disability issues.	Equality Manager & Training Manager	On-going✓
2.4	Commence equality and disability awareness at staff induction sessions focussing on a “can-do” culture and developing positive attitudes	Equality Manager & Training Manager	January 2007✓
2.5	Increase training and support for Equalities Co-ordinators and policy writers on effective Impact Assessments and their role in equality monitoring of services.	Equalities Manager and Departmental Equalities Co-ordinators.	2008

Summary of Progress

- Significant progress has been made in the area of training such as raising awareness of the social model of disability, disability equality and legal requirements, disability awareness and access issues. Approximately 700 staff have completed on-line equality training modules.
- This is an on-going action and we will continue to provide disability awareness within the induction arrangements for new staff and Members, promoting take up of the on-line disability training module and working with the DES Group and others to develop a disability training and awareness module.

DES Group Comments

- The Disability Equality Scheme Group rated progress as “good - fair” and have agreed that training and awareness should be a priority for 2008 linked to objective one. Training needs to be relevant and regularly updated and good records need to be kept of who has attended and what changed as a result. Resources are needed to do this effectively.

OBJECTIVE 3: ensure that all Council services, contact points and information are fully accessible to all citizens

Ref.	Action	Lead Officer	Timescale
3.1	Complete pilot scheme & BSL training plan to increase number of staff who are skilled in British Sign Language	Equality Manager in partnership with Deaf Association Wales	Consider in January 2007 ✓
3.2	Integrate disability awareness and equality training into customer care training for all frontline staff	Equality Manager & Training Manager	2008
3.3	Improve arrangements for the provision of information in accessible formats	Equality Manager & Corporate Effectiveness Manager	2008
3.4	Publish accessible services leaflet for customers	Equality Manager	2008
3.5	Actively promote the use of Type-talk	Equality Manager	On-going ✓
3.6	Review Communications Strategy and Corporate Identity Guide	Communications Manager	February 2007 ✓
3.7	Promote WCBC award winning web site as a model of good practice under continual improvement and development	Chief Information Systems Officer	On-going ✓
3.8	Establish monitoring systems that realistically measure improvements to disabled people's lives	Equality Manager	TBC
3.9	Build on established local relationships to ensure disabled people are involved in the design of customer relationship management arrangements	Corporate Effectiveness Manager	TBC

Summary of Progress

- This area of the action plan is linked to the Customer Access to Services Strategy associated Standards and to staff training. As the Council moves towards introducing its one-stop-shop a comprehensive customer care training plan is being developed and will be delivered from September 2008.
- The Councils web-site has won awards confirming it is one of the most accessible local authority websites in the UK
- The Council has provided training for staff on using the telephone relay service Typetalk and displays leaflets and information to raise public awareness of the service

DES Group Comments

The DES Group rated progress as “good - fair” and has confirmed access to services as a priority for 2008. Customer contact points need specific attention

OBJECTIVE 4: promote partnership working across all sectors to ensure the needs of disabled women and men, boys and girls are understood and met.

Ref.	Action	Lead Officer	Timescale
4.1	Establish annual disability awareness event with partners in Wrexham Council	Equality Manager	July 2007✓
4.2	Consult partners on setting up a public bodies equality partnership / within Wrexham	Equality Manager and Economic Development Officer	2007 ✓
4.3	Request that each Strategic Partnership within Wrexham makes provision within its agenda to consider disability equality and in particular how it will respond to the Disability Equality Duty.	Partnership Manager and Equality Manager	March 2007✓
4.4	Review the Schemes of public sector partners and maximise opportunities for making sustainable changes and improvements	DES Group	2007✓
4.5	Consider how public bodies can share consultation, training and learning events	DES Group	2007✓
4.6	Circulate information to trade organisations and local businesses on legislation and inform them of what is happening locally	TBC	2007✓

Summary of Progress

- A disability awareness event was held in July 2006. It is hoped that International Day of Disabled People which takes place each December will become a focus for annual events. An event was held in NEWI this year to launch the Disability Studies Centre.
- Key equality staff from public bodies in the Wrexham area now meet informally and it is hoped that this group will agree a terms of reference in 2008 and establish links with the Local Service Board to promote further partnership working across Wrexham.
- The Council provided a free training event “Make Disability Your Business” as part of Wrexham Business Week. The October 2007 event was attended by over 25 people from local businesses. It is anticipated that this will become an annual event.

DES Group Comments

- The DES Group rated progress as “good - fair” and noted that the Physical, Neurological and Sensory Impairment Group (PNSI Group) are monitoring public body Disability Equality Schemes in relation the health, social care and wellbeing and are keen to avoid duplication or confusion between roles. They will continue to monitor the Council’s Scheme and make available to the PNSI Group

their annual report and updates as requested. The PNSI Group, AWG and the DES Group will continue to share information of interest.

OBJECTIVE 5: develop mechanisms to promote the participation and involvement of disabled service users of all ages in the design of services

Ref.	Action	Lead Officer	Timescale
5.1	Establish a Service User Involvement, Monitoring and Review Group to monitor and develop this scheme and individual departmental action plans.	Equality Manager	Commence February 2007✓
5.2	Develop and publish a Corporate Comprehensive Consultation and Engagement Strategy that addresses the needs of all age groups	Communications Manager	2008
5.3	Establish the Accessible Wrexham Group	Equality Manager	June 2007✓
5.4	Undertake periodic customer satisfaction survey ensuring disabled people of all ages are well represented	Communications Manager	TBC
5.5	Consider how disabled people could be engaged in mainstream scrutiny and evaluation processes	DES Group	TBC
5.6	Consider developing and adopting a Service User Charter	Equality Manager	TBC
5.7	Develop a service user network newsletter to share information on disability issues, relevant events and information	DES Group	2008
5.8	Research funding opportunities (i.e. Making Connections) to promote engagement and participation of disabled people of all ages	Equality Manager	TBC
5.9	Develop a wide and inclusive network of disabled service users	Equality Manager	On-going✓

Summary of Progress

- The DES Group has been established and has been successful during its first year.
- The Accessible Wrexham Group has also been established and each group has very clear roles and responsibilities
- Establishing both groups and improving the network of people involved within those groups has helped to develop a wider network of disabled people and groups. Over 80 different people and local groups are now part of the network and on the mailing list including Wrexham Access Group, Wrexham Disability Forum and AVOW (Association of Voluntary Organisations in Wrexham).

DES Group Comments

- The DES Group considered that the Council has made “fair – poor” progress against this action. Efforts to promote participation and involvement of disabled service users are evident. Although not a priority for this group for 2008 they will continue to monitor progress and wish to receive updates on the Adult Social Care Participation Strategy.

OBJECTIVE 6: Increase the numbers of disabled people seeking, gaining and retaining work with the Council

Ref.	Action	Lead Officer	Timescale
6.1	Review recruitment and Selection Guidelines and develop use of Council's website as a means of promoting WCBC as an equal opportunities employer and enabling web applications	Chief Personnel Officer	2007✓
6.2	Publish revised "Working for the Council" guide and review job application packs	Chief Personnel Officer	TBC
6.3	Publish equality guide for managers and raise awareness of the "Positive about Disabled Persons" scheme	Chief Personnel Officer	2007✓
6.4	Publish annual equality monitoring data on intranet and internet	Chief Personnel Officer	(annual) ✓
6.5	Increase take up and awareness of workplace assessments and liaise with Occupational Health to develop appropriate measures that support employees who have specific needs relating to an existing or newly diagnosed / identified impairment or disability	Chief Personnel Officer	July 2007✓
6.6	Working with local schools establish annual School leavers event targeting disabled young people to promote work experience, job tasters and career opportunities within WCBC and Partners	Chief Personnel Officer/Training Manager/ Chief Economic Development Officer/ Chief Learning and Achievement Officer	Under Development
6.7	Working with local schools promote work experience opportunities within the Council giving preference to disabled pupils		Under Development
6.8	Working with local schools and colleges use "Wrexham Business Week" to promote work experience and career opportunities targeting disabled young people		2008✓
6.9	Assess the need to establish a support group for disabled staff	Chief Personnel Officer	TBC
6.10	Assess the feasibility of establishing virtual network for disabled staff including a "notice-board" facility	Chief information Systems Officer	TBC
6.11	Review Anti-Bullying and Harassment Policy	Chief Personnel Officer	July 2007✓
6.12	Review and develop disability equality monitoring data capture, analysis and publication arrangements to ensure outcomes and long term effects of policies on disabled employees can be measured.	Chief Personnel Officer	2008

Summary of Progress

- The Council was successful in retaining the Positive About Disabled People award when reassessed in 2007.
- The Council is currently developing a scheme to promote work experience and “job taster” opportunities for disabled people. A group has been established to look at this and we are working with partner organisations including Remploy and Jobcentre plus to develop a relevant and meaningful project
- The Jobcentre Plus “Access To Work” scheme has been publicised within the Council and information sent to all Council managers. Following a successful awareness raising event held in November 2007 a number of staff have accessed the scheme for advice and practical support including workplace assessments.
- The Council has reviewed and replaced its Anti-bullying and Harassment Policy with a new Dignity at Work Policy which has been impact assessed and addresses the requirements of the disability duty.
- The Councils Human Resources Department will publish a new People Strategy in 2008 and have included developing the work experience scheme within their annual service plan for 2008. In addition it has increased its target and is using a performance indicator to monitor employee profile patterns.

DES Group Comments

- The DES Group assessed progress as “fair to poor” although recognise that this is a difficult issue that will take time to address and is dependant upon sound monitoring systems and data analysis. The Group also commented that it is difficult to understand the HR function and suggested that a member of the HR staff be invited to attend DES Group meetings to help develop levels of understanding within the group.

OBJECTIVE 7: integrate disability equality within the Council’s procurement functions and arrangements for managing works carried out under contract or on behalf of the Council

Ref.	Action	Lead Officer	Timescale
7.1	Conduct full cycle audit of current procurement and contractual arrangements and develop action plan to ensure a systematic, proportionate, fair and consistent approach across all departments	Procurement Manager	2008
7.2	Publish equality guidance for Contractors	Procurement Manager and Equality Manager	TBC
7.3	Host training and awareness session(s) for community and voluntary organisations working under Service Level Agreements and Contracts to raise awareness of legal duties and Councils aims for equality	Equality Manager and Training Manager	On-going March 2007✓
7.4	To review the principles and recommendations for contracting outlined in the “Joint Protocol between the National Centre for Independent Living and the Association of Directors of Social Services for the Provision of Centres for independent Living and User Led Support Services”	Chief Social Care Officer	2007

Summary of Progress

- A number of procurement events were held during 2007 to consider disability equality and current arrangements. A full impact assessment will be commenced in 2008.
- Specific events have been arranged for the community and voluntary sector and will be offered throughout the year and when requested. The Council will continue to work with AVOW to identify and address local training needs.
- Guidance is issued to contractors which includes information about the equality duties.

DES Group Comments

- The DES Group assessed progress as “fair - poor and expressed an interest in becoming involved within the impact assessment and learning more about procurement.

Objective 8: integrate disability equality into the Council’s business and service planning framework including performance management arrangements

Ref.	Action	Lead Officer	Timescale
8.1	Include equality within service planning guide	Performance & Improvement Manager and associated training	From 2007 (annual) ✓
8.2	Specific reference to measures to promote equality, combat discrimination and impact assessments to be included in policy reports	Chief Legal & Democratic Services Officer	March 2007 ✓
8.3	Assess the benefits of introducing relevant local performance indicators and measures	Performance & Improvement Manager	TBC

Summary of Progress

- The equality duties are now mainstreamed into performance management arrangements, in service planning and in associated guidance and within the Wrexham Integration Toolkit.
- The Council’s Project Management Toolkit also contains guidance on the legal duties – will continue to evaluate how effective this is and improve annually.
- The performance of departments against the equality duties and the impact assessment programme is monitored by the Performance and Improvement Unit
- Local performance indicators are reviewed annually and monitored quarterly.

DES Group Comments

- The DES Group assessed progress as “fair” and acknowledged that the Equality Improvement Framework for Local Government in Wales introduced in January 2008 will have a significant impact upon this objective which may need to be reconsidered.

OBJECTIVE 9: integrate disability equality within the Council's policy and decision making framework

Ref.	Action	Lead Officer	Timescale
9.1	Adopt WCBC Policy Development Guide for use across all departments	Performance & Improvement Manager	TBC
9.2	Review research and data requirements to promote effective targeting of policies and allocation of resources	Performance & Improvement Manager	TBC
9.3	Develop use of Impact Assessments as key tool to integrate equality and ensure engagement of disabled people in identifying measures to promote equality and address specific needs	Equality Manager	On-going✓
9.4	Assess opportunities for identifying and targeting disabled people (for example: applicants for the Blue Badge Scheme) to help raise awareness of local issues and promote engagement of disabled people of all ages in local life	Equality Manager	2008
9.5	Produce an impact assessment management framework that includes an end of report confirmation that an impact assessment has been completed	Chief Legal and Democratic Services Officer	2007✓

Summary of Progress

- The equality impact assessment toolkit was introduced in 2005 and reviewed in 2008. The Council has an established system for impact assessments and has in place an impact assessment programme.
- All new and proposed policies are subject to impact assessment and Executive Board reports are required to include confirmation that an equality impact assessment has been completed before the report and draft policy can be considered.
- More than 500 staff have attended impact assessment training, and to date over 100 new and existing policies have been subject to impact assessment.
- The Council is also reviewing arrangements for consultation and engagement, a new Participation and Involvement strategy will be launched in 2008.

DES Group Comments

- The DES Group assessed progress as “good – fair” and acknowledge that the council are committed to continually improving the policy framework and has made a number of positive changes.

OBJECTIVE 10: ensure disability and equality of access is fully considered in all matters relating to the built environment and transport

Ref.	Action	Lead Officer	Timescale
10.1	Review current consultation arrangements and plans to ensure consultation is accessible	Chief Planning Officer and Chief Transportation & Asset Management Officer	2007✓
10.2	Identify skills and training needs of key staff within Planning and Transport areas to ensure effective auditing of planning applications/proposals	As above.	TBC
10.3	Ensure staff / partners / contractors engaged in the design and delivery of services and schemes affecting the built environment and transport undertake disability equality training	As above.	TBC
10.4	Establish Accessible Wrexham Group as local partnership/service user group as an advisory group to help integrate disability equality and access for disabled persons	As above.	June 2007✓

Summary of Progress

- A group was established in 2007 to look at planning applications and planning access statements with a senior planning officer. A training session for the group was held in October 2007.
- Accessible Wrexham Group established and working well, DES Group working well and helping to make connections. Greater liaison and joint training between transport and planning officers.
- Access Guide under development to help with Access statements and ensure disability is included in detail in planning applications.
- Local Development Plan – key document for planning – representations made by Deaf community members following special workshop. Extensive consultation undertaken.

DES Group Comments

The DES Group assessed progress as “good –fair” and have agreed this as a priority area for 2008.

Summary of DES Workshop held 21 January 2008

Disability Equality Scheme Evaluating 2007 and Setting Priorities for 2008	Progress during 2007				Top three priorities
	Excellent	Good	Fair	Poor	
DES 1: Raise awareness, increase levels of understanding of disability and promote positive images of disabled men and women, boys and girls		✓			Combine 1&2
DES 2: Ensure that staff at all levels and Members are appropriately trained and are aware of their roles and responsibilities in delivering this scheme and the wider equality agenda		✓			
DES 3: Ensure that all Council services, contact points and information are fully accessible to all citizens		✓			Priority 1
DES 4: Promote partnership working across all sectors to ensure the needs of disabled women and men, boys and girls are understood and met.		✓			
DES 5: Develop mechanisms to promote the participation and involvement of disabled service users of all ages in the design of services				✓	

Disability Equality Scheme Evaluating 2007 and Setting Priorities for 2008	Progress during 2007				Top three priorities
	Excellent	Good	Fair	Poor	
DES 6: Increase the numbers of disabled people seeking, gaining and retaining work with the Council			✓		
DES 7: Integrate disability equality within the Council's procurement functions and arrangements for managing works carried out under contract or on behalf of the Council			✓		
DES 8: Integrate disability equality into the Council's business and service planning framework including performance management arrangements			✓		
DES 9: Integrate disability equality within the Council's policy and decision making framework			✓		
DES 10: Ensure disability and equality of access is fully considered in all matters relating to the built environment and transport			✓		Priority 3

Disability Equality Scheme (Monitoring and Review) Group Terms of Reference / Roles and Responsibilities

The Disability Equality Scheme (Monitoring and Review) Group will draw together service users and key officers. Their role will be to monitor and review the Council's Disability Equality Scheme:

- To monitor and provide feedback to Wrexham County Borough Council on the structure and content of the Council's Disability Equality Scheme
- To help monitor the DES Action Plan including performance against agreed targets and the impact the Scheme has on service users
- To monitor the Council's approach to the Disability Equality Duty.
- To help develop a strong service user network of local groups and individuals and engage in sharing relevant information, experiences and suggestions
- To assist in producing an annual monitoring report regarding the progress the Council is making in relation to their action plan targets.
- To provide advice and support to WCBC departments in developing, refining and revising their action plans
- To advise on developing monitoring arrangements
- To assist the Council in reviewing and revising the DES

Accessible Wrexham Group

Terms of Reference / Roles and Responsibilities

The Accessible Wrexham Group draws together and engages Stakeholders, Partners and key officers of Wrexham County Borough Council who will work in partnership to make Wrexham an accessible town. The aim of the group is to assist the Council in meeting the requirements of the Disability Discrimination Act 1995 and the Disability Equality Duty set out within the Disability Discrimination Act 2005.

The Accessible Wrexham Group will:

- Provide an open discussion forum where stakeholders, partners, people with disabilities and local groups or organisations can raise issues that impact upon access in Wrexham so that those issues can be discussed and taken forward as appropriate.
- Advise on possible consequences for people with disabilities arising from the way in which the Council develops and delivers its services and exercises its functions in relation to the built environment including planning and transport including community safety issues.
- Provide feedback and comments on significant proposals and how they impact upon the ability of disabled people to access facilities and services provided by the Council.
- Assist the Council in identifying and addressing physical and other barriers that could have a negative impact upon disabled people.
- Assist the Council to undertake meaningful disability impact assessments and develop an inclusive and enabling approach that promotes equal access for disabled citizens
- Assist the Council to engage, consult and communicate effectively with disabled people
- Support delivery, development and monitoring of the Council's Disability Equality Scheme and liaise with the Disability Equality Scheme (Monitoring and Review) Group as relevant and appropriate

Independent Living (PSNI) Programme Group

TERMS OF REFERENCE

The Independent Living (Physical, Sensory & Neurological Issues) Programme Group [abbreviation: IL(PSNI)PG] is accountable through the Performance Monitoring Group to the Partnership Board, which has overall responsibility for the local response to the emerging Welsh Assembly Government health, social care and wellbeing agenda.

The IL(PSNI)PG, as part of the Health, Social Care & Wellbeing strategic planning framework (abbreviation: HSCWb), links to the:

- Disability Issues Stakeholders Group
- Disability Equality Scheme Planning Partnership
- Partnership Liaison Group
- HSCWb Joint Commissioning Group

The IL(PSNI)PG is an open forum, consultation/reference group and advisory group that aims to support the development of jointly commissioned services that promote the health, social care and wellbeing of disabled people and the Cultural Deaf Community.

The IL(PSNI)PG accepts the definition and use of the term 'disablism', meaning "discriminatory, oppressive or abusive behaviour arising from the belief that disabled people are inferior to others".

The PG works towards the elimination of disablism and promotes the full implementation of the social model of disability and the culture & language model of collective disadvantage adopted by the Cultural Deaf Community.

The vision of the IL(PSNI)PG is a culture in which social inclusion and independent living are a way of life for all disabled and Cultural Deaf people in Wrexham. The PG aims to achieve this by promoting equality of access to:

- information
- housing, public buildings and the environment
- integrated mainstream health and social care services
- education
- employment
- transport, and
- language, including British Sign Language.

The IL(PSNI)PG will:

- Provide an open forum for consultation on issues relevant to the PSNI section of the HSCWb Strategy
- Facilitate joint working in the development, implementation, monitoring and review of the HSCWb Strategy
- Act as the group into which named user/carer forums will report
- Support the development of joint commissioning

- Identify the priorities and formulate action plans for the programme area, ensuring that emerging Welsh Assembly Government and Department of Health initiatives/strategies/ targets (e.g. National Service Frameworks and Service & Financial Framework targets) are taken into account in developing the work programme
- Identify lead members and establish task & finish working groups as appropriate to develop action plans, manage projects in identified priority areas and report back to the PG
- Invite advisors and experts to provide information and guidance on identified priority issues and then to update the PG as requested
- Develop and monitor effective engagement and consultation with patients, service users, carers and other identified stakeholders in line with adopted Public and Patient Involvement Strategies and the forthcoming Joint Involvement Strategy
- Act as a reference group to oversee, monitor and review commissioning strategies, implementation plans and other actions identified in the group's priority objectives
- Provide representation on service review groups as appropriate
- Provide regular progress reports and monitoring information to the Performance Monitoring Group
- Report identified concerns to the Partnership Board through the Joint Performance Manager
- Advise the Partnership Board on policy issues that arise from and relate to the implementation of the HSCWb Strategy
- Ensure that all stakeholders are kept informed about the work of the PG, in appropriate formats and languages
- Liaise with other PGs as required and appropriate
- Meet according to an agreed schedule.

PG Membership

The IL(PSNI)PG Chair will ensure that all stakeholders have appropriate representation. PG membership will include representation from:

- Disabled People
- Cultural Deaf People
- Wrexham Local Health Board (Commissioners)
- NE Wales NHS Trust (Managers, Practitioners)
- WCBC Social Services Department (Commissioners, Social Work Practitioners)
- Environmental Health Department (Managers)
- National Public Health Service
- Voluntary Organisations
- Service Providers
- Service User Forums
- Carers
- Other relevant bodies with an interest in the provision of health & well-being services appropriate to the programme area

Additional officers from the above core membership may be co-opted to either the PG or its working groups to ensure appropriate professional / specialist support as required.

IL(PSNI)PG Members will:

- Commit to attend meetings or send a deputy whenever possible
- Ensure they are able to present a representative view
- Have an overview of national and local policies and initiatives with regard to services within the PG area
- Agree to share in decision making processes and contribute time, energy, influence, contacts and resources
- Agree to ensure effective communication links with, and that action is taken by, the forum/organisation/department they represent
- Report back on IL(PSNI)PG activities to the forum/organisation/ department they represent

Chair

The Chair of the PG will be elected from the membership and may represent a statutory or voluntary agency.

The Chair will:

- Chair the IL(PSNI)PG
- Attend the proposed Performance Monitoring Group and report back to the PG
- Ensure that all stakeholders have appropriate representation
- Ensure that monitoring & performance information is provided on time
- Draft the agenda for each meeting
- Ensure that agendas, minutes and other information are provided in a timely way and in accessible formats and languages
- Bring to the attention of the Partnership Board any inefficiencies with the provision of appropriate administrative support to ensure that the PG and Working Groups function effectively
- Ensure that the IL(PSNI)PG achieves the above objectives.

The Vice Chair will:

- Deputise for the elected Chair
- Attend the proposed Performance Monitoring Group in the absence of the Chair
- Represent the IL(PSNI)PG as required in the absence of the Chair
- Support the Chair to ensure that the IL(PSNI)PG achieves the above objectives.

A Guide to the Health, Social Care & Wellbeing Planning Structure

