

REPORT TO: POLICY AND RESOURCES COMMITTEE – 9 SEPTEMBER 2013
REPORT ON: DUNDEE FAIRNESS ACTION PLAN – ANNUAL PROGRESS REPORT
REPORT BY: CHIEF EXECUTIVE
REPORT NO: 350-2013

ITEM No ...2.....

1. PURPOSE OF REPORT

1.1 This report provides an update on all of the commitments set out in the Dundee Partnership's Fairness Action Plan and identifies new actions which have been introduced since the first progress report in January 2013.

2. RECOMMENDATIONS

2.1 It is recommended that Committee notes the progress made on the commitments in the Fairness Action Plan and approves the additional items.

3. FINANCIAL IMPLICATIONS

3.1 There are no new additional financial commitments contained in this report.

4. BACKGROUND

4.1 The Dundee Partnership adopted *For Fairness in Dundee, a strategy for challenging poverty and promoting inclusion in Dundee* at its meeting in June 2012. A detailed action plan was prepared with commitments against each of the outcomes in the framework which addressed Social Inclusion, Financial Inclusion, Communities and Neighbourhoods, Health, Employability and Learning.

4.2 Progress on the Fairness Plan is being monitored using the Council's Online Plan Monitoring Database and appendix one shows full details of the most recent updates provided by lead officers.

4.3 The challenge facing people experiencing deprivation in Dundee has been exacerbated by the escalating impact of ongoing welfare benefit reform. The Council and its partners have taken extensive and early action to mitigate the impact on citizens in Dundee with a particular emphasis on the need to support Council and other social housing tenants to manage the additional costs created by the bedroom tax. The range of workstreams set up to assist in managing the welfare reform changes was set out in Committee Report 301-2013 and these reflect close collaboration with partners, including preventative approaches and initiatives to create additional support to those requiring benefit advice and help for people to manage their benefits online.

4.4 Appendix one demonstrates that reasonable progress is being made against all the commitments on the Plan. In addition to those identified in the first progress report in January 2013, further significant achievements include:

- implementation of the Scottish Welfare Fund from 1 April 2013
- piloting of Welfare Reform Action Plans by frontline staff in Dundee House, East District Housing Office and four libraries

- adoption of the Housing Incentive Scheme and amending the Housing Allocation Policy to prioritise tenants who are under-occupied
- adoption of a Corporate Debt Policy
- securing Big Lottery Funding of £339,237 for the Support and Connect project
- providing additional financial support to the Dundee Food Bank and Discovery Credit Union
- Community Benefit clauses being pursued for all projects connected to the Waterfront regeneration and across procurement processes
- introduction of the Employer Pledge to maximise employment and training opportunities with 40 businesses signed up
- commitment to create 50 Modern Apprenticeships within the Council
- raising the level of school leavers reaching positive destinations to above the Scottish average
- allocation from the Scottish Government's Youth Employment Scotland Fund to create jobs for young people with small to medium enterprises
- removal of musical tuition fees
- introduction of new concessionary leisure services
- providing free wi-fi access in all community centres
- approval of a community asset transfer policy

4.5 Since the original action plan was agreed in June 2012, Council departments have continued to develop further ways of promoting fairness and reducing deprivation. These will be added to the monitoring database and progress towards these will be included in subsequent reports to Committee:

- creation of the ASPIRE arts education project for 2,000 primary school children in community regeneration areas
- introduction of IT Family Support Workers to primary schools in community regeneration areas
- identification of support available to those with gambling addictions
- address the number and provision of payday loan companies in Dundee
- creation of holiday activity programmes for children from families experiencing deprivation
- creation and rolling out of the Family Splash project offering affordable access to swimming pools

5. **POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality and Impact Assessment and Risk Management. The Fairness Action Plan and progress in implementing it, will make a significant positive impact in tackling poverty in Dundee.

6. **CONSULTATIONS**

The Director of Corporate Services and the Head of Democratic and Legal Services and all Community Planning partners have been consulted in the preparation of this report.

7. **BACKGROUND PAPERS**

None.

David K Dorward
Chief Executive

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30/08/2013

Dundee Partnership Fairness Action Plan 2012

Description	Owner/Officer	Latest Assessment	Target Date	Status
Dundee will be an internationally recognised city at the heart of a vibrant region with more and better employment opportunities for our people				
Create a new childcare social enterprise for the city and support through the Business Gateway	Mike Galloway/Eric Peebles	13/08/2013 A Stage 1 BIG Lottery application will be submitted in the next month for the St Mary's Primary School development in Lochee. Another site has been identified in Lochee and this is being discussed to assess the most suitable and cost effective location. A number of ownership models have been researched, the most attractive and viable an expression of interest from a local Housing Association that meets Lottery criteria. Two more social enterprise childcare developments have emerged - Factory Skatepark looking at a 50 place nursery in the east end of the city and Dundee College interested in developing a similar facility at their Gardyne Rd campus.	31/05/2017	On Schedule
Fast track referrals from welfare/advice services to employability pipeline	David Dorward/Derek Miller	20/08/2013 Guidance issued to all financial inclusion agencies on 28th March 2013 on how to refer clients who need to engage with the pipeline to Discover Opportunities Team. The position is being kept under review as the Council's early intervention model is rolled out	31/05/2017	On Schedule
Improve the success of the Dundee Employability Pipeline	Mike Galloway/Allan Millar	17/06/2013 The consultation with pipeline delivery partners began on 14 June 2013 at which the concepts around outcome based funding was introduced. The consultation will continue through focussed workgroups (to work through how to implement developments designed to improve the success of the pipeline including a Case Management approach, improving responsiveness to employer demand and payment methods) over July/August with a view to concluding the process by the end of August.	31/05/2017	On Schedule
Increase social enterprise development including a new strategy for the Dundee Partnership	Mike Galloway/Eric Peebles	15/08/2013 The Social Enterprise Strategy continues to improve the landscape for new development. Key to facilitating opportunities for further expansion is the Community Asset Transfer Strategy (CAT) due to be policy by end of Aug 2013. The CAT is key to unlocking and driving forward the development plans of most enterprises that require access to premises and who can leverage in capital and revenue funding to improve premises, create new enterprises and sustain and increase employment opportunities.	31/05/2017	On Schedule
Increase the number of modern apprenticeships for young people across all sectors in the city	Jenni Tocher/Frances Greig	30/07/2013 Paper submitted in January 2013. Process for establishing the programme is now completed and guidance has been discussed at the SMT.	31/05/2017	On Schedule
Introduce and secure community benefits including employment and training opportunities from the Council's capital plan and all other	Marjory Stewart/Karen Lawson	19/07/2013 Corporate Procurement Manager and PSRA Manager worked with all Council departments to introduce the desired approach and documentation for the	31/05/2017	On Schedule

major contracts awarded by Dundee City Council and across the public sector		inclusion of Community Benefit Clauses in all procurement. Support provided to those letting contracts in the appropriate wording to be included in tender documents and likely opportunities to be gained from each contract. Examples of contracts recently awarded or events held, but not limited to: <ul style="list-style-type: none"> o Local Bus Services School interface events o Tayside Meet the Buyer Event in February 2013 hosted by DCC but including all Public Sector organisations in Tayside 200 attendees o Robertson Construction sub-contract opportunities event for new Harris Academy held in March 2013 o Waterfront Development employment and sub-contract opportunities o Demolition support to Social Enterprises for recycling of furniture and carpets o Dovetail Enterprise direct award of furniture contracts for McKinnon Centre, The Elms and Whitfield Core and as recommended first choice source under Scottish Government Supported Business Framework Agreement o Quick Quote facility on Public Contracts Scotland portal used for contracts under £50k and, where possible, at least one local business invited to quote. Since Sep 2012 26 Portal Quick Quotes of which 19 invited Dundee or local businesses (35 mile radius) to quote and in more than 95% of cases award was made to Dundee and/or local business. In the 7 where local businesses were not invited this was where the Quick Quote was used to facilitate a mini-competition under a framework agreement or local capability was not available. o Scottish Welfare Fund Local companies, Social Enterprises and Supported Businesses as designated sources for fulfilment of goods o ECO funding and installation of insulation on council houses &#61607; Supplier Development &#61607; Employment and Skills Activity &#61607; Community and Awareness Raising Activity o Ready for Business Social Value in Commissioning & The Role of the Third Sector event - 25th June 2013 Community Benefits Manager post being created as part of Corporate Procurement Reform Project		
Maximise job creation, local employment and training opportunities from major economic regeneration developments including Dundee Waterfront, V&A at Dundee and the renewables industry	Mike Galloway/Stan Ure	29/07/2013 Community benefit now being sought from all waterfront projects. Five small companies now set up in Dundee on the back of renewables prospects. Employment potential 30. Dundee College now expanded and re-equipped welding training facilities. Discussions underway with offshore training providers for additional facilities.	31/05/2017	On Schedule
Stimulate the creation of more small businesses	Mike Galloway/Arash Gillan	19/08/2013 E-Zone takes a proactive role in delivering additional economic development support to residents of deprived communities through a generic business advice service that seeks to overcome geographical isolation. Although a citywide provision E-zone offers six regular weekly held surgeries in local community centres, job clubs and libraries in Charleston, Menzieshill, Lochee, Hilltown, Douglas and Whitfield. Since January 2013 Z-zone received 136 business start-up inquiries leading to 32 business start-ups with a current caseload of 15 imminent starts. Working closely with the Jobcentre+, Business Gateway and Employability Pipeline partners, E-zone Enterprise Club sessions are becoming more popular with fortnightly sessions being held with an average of 8 new participants. We envisage achieving 50 start-ups by the end of 2013.	31/05/2017	On Schedule

<u>Our children will be safe, healthy, achieving, nurtured, active, respected, responsible and included</u>				
Expand Save By The Bell project into secondary schools	Michael Wood/Paul Clancy	31/07/2013 One further secondary school is in discussion with Save By The Bell with a view to its introduction. An audit will be carried out between August October 2013 to establish the actual number of schools using the Save by the bell project.	31/05/2017	On Schedule
Implement Family Firm approach for looked after children	Jenni Tocher/Bert Sandeman	06/08/2013 Family Firm approach is where DCC as Corporate Parents make available opportunities within DCC departments for work experience and/or jobs for looked after and previously looked after children. Family Firm in Dundee is well advanced with all DCC departments now signed up to consider where appropriate opportunities for LAC young people. The approach is now rolling out to NHS and other public sector employers.	31/05/2017	On Schedule
Increase the number of young people reaching positive destinations after school	Jenni Tocher/Karen Gunn	26/07/2013 90% of school leavers during the period Aug 2011 - June 2012 were in positive destinations during the period in September 2012 when the survey was carried out by Skills Development Scotland. This is the first time Dundee has been above the national average which was 89.9%. We have now moved from 3rd bottom of local authority results to 16th out of the 32. This year's results will not be released until December 2013 at the earliest.	31/05/2017	On Schedule
Increase young peoples' financial capability through Curriculum for Excellence	Michael Wood/Paul Clancy	23/07/2013 A Numeracy Staff Tutor will take up post as a one year secondment on August 12th. An inherent role within this post will be to ensure the financial education experiences and outcomes are delivered across all schools within the numeracy curriculum area. To support this, a guide for all teachers and managers will be produced on how financial education can be embedded within Curriculum for Excellence. The St. Paul s Academy cluster has committed to piloting Financial Education across the cluster. In partnership with COSLA and Education Scotland a drama, based on illegal money lending, pay day loans and other high interest rate lenders is at the planning stages. It is intended that the research for this will be carried out by senior pupils in one of our secondary schools. This research will be passed to a script writer for development after which a drama group will be commissioned to perform the drama in the nine secondary schools.	31/05/2017	On Schedule
Maximise take up of school clothing grants, free school meals and Educational Maintenance Allowance	Michael Wood/Paul Clancy	31/07/2013 Revised school review procedures continue to address the uptake by pupils of FME. Within secondary schools, uptake of FME by pupils continues to be addressed through, amongst other measures, discussions around attainment and principle component analysis. A series of analytical activities will take place in August 2013 to provide relevant benchmark figures in the following areas: compare Free school Meal entitlement (FME) against Free School Meal uptake; identify the current EMA numbers.	31/05/2017	On Schedule

Raise awareness and build capacity to provide early literacy learning experiences for children and adults	Stewart Murdoch/Marie Dailly	26/07/2013 Additional funding been secured for Scottish Government, pilot phase resulted in : Initial family learning sessions 105 adults and 112 children Intensive literacy learning programmes 38 adults and 45 children. New figures will not be available until October 2013	31/05/2017	On Schedule
Remove financial barriers to extra-curricular activities such as school trips, music and sports activities for children from low-income households	Michael Wood/Paul Clancy	31/07/2013 Briefings have taken place between Education SMT members and Head Teachers regarding the need to remove financial barriers to promote the participation of pupils from low income families within a wide range of opportunities for achievement in areas including sports, arts and cultural activities. Instrumental tuition fees have been removed for all pupils with effect from August 2013. The Active Schools Team do not charge for participation in activities. The Family Splash initiative has been expanded. Every pupil in the 15 most deprived schools across the city are entitled to access a Golden Ticket from the Science Centre. This provides free admission in the form of a family ticket. Over 3000 families used this service last year. Headteachers have shared good practice in terms of fund raising activities and using less expensive locations for residential activities. **Headteachers are very sensitive to the need to provide access for all - they will often remove financial barriers completely or subsidise trips and activities. However this is done in a sensitive and confidential manner.	31/05/2017	On Schedule
People in Dundee will experience fewer health inequalities				
Deliver Focus on Alcohol project	Steven Dalton/Steven Dalton	12/08/2013 A report on the overprovision of alcohol in the city has been developed and presented to the Licensing Board. The report has been presented to all LCPPs for discussion and action. A new FOA coordinator was appointed in August 2013 and is further developing links with services and communities to help progress the project.	31/05/2017	On Schedule
Deliver Keep Well and Hearty Lives programmes to vulnerable groups	David Lynch/Shona Hyman	24/05/2013 A similar level of delivery of Keep Well health checks has been maintained in 2012-13 with 2,032 patients assessed and offered support. However an increasing number are from one of the targeted vulnerable groups: Homeless, Substance Misuse, Offenders, South Asian, Black Afro-Caribbean (no travellers have been assessed yet). The individuals in these groups often have complex health and social needs and require significant investment in time to engage and support. Established partnerships for those who are homeless or offenders has resulted in maintained or increased engagement with individuals. New partnerships have been developed for substance misuse and it is hoped will increase engagement in 2013-14. General practice have engaged those from ethnic groups and an increased focus on community and workplace engagement is planned for 2013-14. Hearty Lives Dundee continues to support those in work but on a low income with a health coaching service to support lifestyle change. Current data suggests positive change in relation to smoking and weight in this group. The Active Families programme remains busy. Again data demonstrated the highly targeted nature and complex needs of families with qualitative	31/05/2017	On Schedule

		evaluation demonstrating the positive value of the programme. Hearty Lives Dundee has also funded the Healthy Communities grants this year with 16 grants to community/voluntary groups to support a range of issues, particularly healthy eating and physical activity. Hearty Lives Dundee funding finishes in March 2014 and so sustainability is a key issue for 2013-14.		
Develop a city-wide social prescribing approach targeted towards people with poor mental well-being	Stewart Murdoch/Sheila McMahon	01/08/2013 SOS (Sources of Support) social prescribing scheme is operational in Maryfield, Mill and Erskine Practices. In total, 219 referrals have been made, with the majority from Maryfield where the scheme has been running for 2 years. Referred patients have been supported to access over 100 different services and activities. The Scottish Government has recently invested £280,000 over 2 years to roll out social prescribing further in Dundee's Deep End practices. The My Wellbeing section of the Dundee City Council website, which gives information on services and activities in Dundee that help address influences on wellbeing, exceeded its target of 10,000 hits in year 1. Community Mental Health Teams have been supported by Equally Well to adopt social prescribing methodology. This involved raising awareness of financial inclusion and other services that may be able to support mental health service users to recover.	31/05/2017	On Schedule
Improve engagement on Recovery from alcohol and drug problems through the strengthening of existing links with community groups, family support groups and Community Planning Partnership structures	Steven Dalton/Steven Dalton	12/08/2013 The ADP has commenced on a review of all services in the City to ensure services are best placed to deliver appropriate interventions to a range of individuals including young people. Current services in the City may require to be redesigned to assist greater access for individuals to effective interventions (including ensuring generic services are able to provide substance misuse interventions). A Project Team with broad ranging membership will take forward the identified priorities for the review from the ADP the consultation and involvement will include groups of community members, service users and carers	31/05/2017	On Schedule
Improve mental wellbeing through increasing the resilience of residents in dealing with the negative impact of substance misuse	Steven Dalton/Steven Dalton	11/06/2013 The Lead Officer has attended all LCPPs in the City and explored greater links and joint working on the Recovery agenda. It has been agreed that in some areas these discussions will continue through nominated sub groups and in others seminars will be arranged to ensure the involvement of community members and LCPPs	31/05/2017	On Schedule
Increase health improvement financial incentive initiatives	David Dorward/Paul Carroll	30/07/2013 Current applications are smoking cessation with rewards - quit4u and Give it Up for Baby - with over 4500 applicants since these project started. Plans to extend this to new target groups are being evaluated. A new HEAT Target has been set for preventing 16 - 19 becoming addicted smokers.	31/05/2017	On Schedule
Increase referrals from health services to financial inclusion services	David Dorward/Derek Miller	20/08/2013 Roll-out of early intervention strategy and procedures still progressing within Dundee City Council teams and staff. E-learning modules still being added to. Agreement in principle with CHP that extension to health staff will follow completion of roll-out to Council staff. Scottish Government funded pilot to support implementation of early intervention model over summer 2013 will	31/05/2017	On Schedule

		facilitate monitoring and fine-tuning of strategy. A report to the Health Board has highlighted scope for front line health services to signpost patients to advice services where indications of poverty , debt or benefit problems are seen. The Council's welfare reform group will liaise closely with NHS Tayside to develop this at the appropriate time.		
Provide access to financial inclusion advice to individuals as part of their recovery from substance and alcohol misuse	Steven Dalton/Steven Dalton	12/08/2013 The ADP is currently revisiting the care pathway process through the review of services. Income maximisation is a crucial initial step in the engagement process and steps will be taken to ensure all services include financial advice in all initial assessments. A Project Team with broad ranging membership will drive the review process	31/05/2017	On Schedule
Reduce the prevalence of substance use amongst young people in Dundee	Steven Dalton/Steven Dalton	15/08/2013 The ADP has commenced on a review of all services in the City to ensure services are best placed to deliver appropriate interventions to a range of individuals including young people. Current services in the City may require to be redesigned to assist greater access for young people to effective interventions (including ensuring generic services for young people are able to provide substance misuse interventions). There will be a greater emphasis on the input of substance misuse prevention work within schools and other settings, including an input within the Curriculum for Excellence. the Key to Change Project is currently working closely with education colleagues to assist in the prevention work undertaken through schools in the City	31/05/2017	On Schedule
Review over-provision of alcohol in communities	David Dorward/Carole Robertson	26/07/2013 Community consultations have taken place during May/June with LCPP s and Community Regeneration Forum throughout the city to gauge their views on alcohol/licensing. An online questionnaire on the Council website (re same topic) for a wider population view has elicited 200 responses to date. Key recurring themes arising from all community responses will be incorporated into an assessment of liquor licences/overprovision in the city. A full report with recommended actions will be presented to the Licensing Forum in Sept, thereafter to the Licensing Board in Nov for consideration/inclusion in their new policy due in Dec 2013.	31/05/2017	On Schedule
Roll out StobsWELLbeing approach to improve mental wellbeing across community regeneration areas	Stewart Murdoch/Sheila McMahan	01/08/2013 Health and Wellbeing Networks are meeting regularly in the Coldside, Strathmartine, North East and East End wards to take Equally Well forward. Equally Well activity in Lochee is being integrated into the early years structures. Community wellbeing findings to date have shown key issues affecting wellbeing include substance misuse, anti-social behaviour, poor environment, social isolation, poverty and lack of activities for children and young people. Local assets for wellbeing include community buildings, green space and social support networks. Logic model events have taken place in 3 wards attended by 20-30 services to link existing activity to wellbeing outcomes and to identify gaps. Tests of change are being developed in 3 wards over the summer months. These involve a wide range of service providers working in new ways with one another and the community.	31/05/2017	On Schedule

Undertake targeted immunisation take up campaign	Lucy Rennie/Lucy Rennie	26/07/2013 This work has been delayed due to staff moves within NHS Tayside.	31/05/2017	Behind Schedule
<u>Dundee will be a fair and socially inclusive city</u>				
Conduct community research through the EPIC Programme (Evidence Participation Change)	David Dorward/Peter Allan	22/04/2013 A small EPIC community research groups was established in Dundee which met from December 2012 to March 2013.It identified additional Fairness issues around gambling and services to those with poor mental health or learning disabilities. These are to be considered in subsequent revisions to the Fairness Action Plan.	31/05/2017	Completed
Conduct feasibility study into a financial inclusion bill paying service in preparation for impact of Universal Credit	David Dorward/Derek Miller	20/08/2013 Discovery Credit Union is in discussion with the provider of its back-office software system to explore scope for its being developed to deliver a bill-paying service. In the meantime, the Credit Union Expansion Project funded by government is underway and will, among other things, be developing facilities for faster decision making processes and exploring creation of a bill-paying service.	31/05/2017	On Schedule
Deliver FSA Money for Life programme to students	David Dorward/Derek Miller	20/08/2013 Money for Life Programme support/training is only available on-line at present, and no change is planned by the programme organisers at present. Colleges have been reminded about the existence of the programme, and it was be further promoted at a faith in the community event at the end of April. Limited scope for more action as this is not a Council or Dundee Partnership project and we have no control/influence over its organisation. Only remedial action available is to continue to make community and college groups aware of its existence. Other financial capability projects exist and are publicised and promoted, including to colleges.	31/05/2017	On Schedule
Develop local organisation to represent interests of people and community experiencing poverty	David Dorward/Peter Allan	26/07/2013 This was discussed at a joint Fairness/Equally Well consultation event on 21 March 2013. Voluntary sector partners led by the Faith in the Community Poverty project in Dundee are to explore the concept of a Poverty Commission for Dundee.	31/05/2017	On Schedule
Expand use of National Entitlement Card to provide subsidised access to services and facilities	David Dorward/Paul Carroll	30/07/2013 The National Entitlement Card, which is already used as the travel concessions card and Young Scot discount card, is used as the means by which Dundee Citizens entitled to concessions get them at leisure and swimming centres. A new comprehensive approach was adopted by the Council and Leisure and Culture Dundee to make all the income related entitlement based on if the household is in receipt of council tax reduction. The facilitate younger children and families accessing these concessions at swimming centres NEC introduced the KIDZ Card and issued them to 10,000 approx primary school pupils by the summer holidays. This will be issued to all primary ones from now on to promote swimming and library use by young families. The project group that launched the KIDZ Card are planning to produce and evaluation report in September.	31/05/2017	Ahead of Schedule
Explore Green Deal and bulk fuel buying schemes for Council tenants to reduce fuel	Elaine Zwirlein/Heather	19/08/2013 The Council is rolling out district heating approaches where there is feasible.	31/05/2017	On Schedule

poverty	Mcquillan	Council currently assessing bids returned for an ECO partner who will carry out installation of external insulation and bring approx. £4.4m of ECO funding. HEEPS bid was successful and, once, ECO partner has been appointed, work can begin to externally insulate 1400 properties in both Council and ex-Council properties for the benefit of residents.		
Implement new models of service and inclusion for children and young people emerging from the Total Place projects	Jenni Tocher/Karen Gunn	26/07/2013 Dundee has been awarded funding from the Scottish Government's Youth Employment Scotland Fund to develop 220 6 month jobs with small to medium enterprises (including social enterprises) for young people aged between 16 - 24 years. A Co-ordinator post has been established by DCC and is currently being recruited to encourage employers to develop opportunities.	31/05/2017	On Schedule
Improve access to financial inclusion advice for offenders and pre-release prisoners	David Dorward/Derek Miller	20/08/2013 A benefit, money and debt advice service has commenced on a pilot basis at Friarfield House. Craigowl Communities agreed to deliver advice on an appointment basis and the service commenced in July.	31/05/2017	On Schedule
Improve referrals to advice provision through computerised client referral system	David Dorward/Derek Miller	20/08/2013 Changes have been made to the CATS system to make it more user friendly and suitable for use in relation to the Council's early intervention strategy. As Welfare Reform Action Plans are produced for customers, it will be possible to make relevant referrals to agencies via CATS. The Social Work Welfare Rights team have been testing the upgraded system in preparation for its being rolled out to agencies.	31/05/2017	On Schedule
Increase access to fuel poverty advice through Dundee Energy Efficiency Advice Project	Elaine Zwirlein/Ian Treanor	06/08/2013 With the introduction of the Scottish Welfare Fund, DEEAP has undertake to provide emergency fuel payments rather than providing cash payments. To date, we have assisted 237 households with fuel payments and renegotiated fuel debts in excess of £20,000. In addition, energy efficiency advice and fuel saving tips.	31/05/2017	On Schedule
Increase benefit take up and income maximisation	David Dorward/Derek Miller	28/06/2013 In qtr 3 (1st Oct to 31st Dec)agencies assisted 3875 people and generated an additional £1,393,144 additional income. Cumulative figures to end of qtr 3 are 11024 people assisted, and £3,234,845 additional income generated. These figures are an underestimate as all agencies do not have a way of gathering detailed information on income generated. Also, only Dundee Partnership funded projects are included here.	31/05/2017	On Schedule

Increase debt advice and representation	David Dorward/Derek Miller	20/08/2013 Agencies continue to provide debt advice or refer clients to specialist debt advice support. The project has plans to employ an additional debt adviser to help meet growing demand.	31/05/2017	On Schedule
Increase membership of credit unions in the city	David Dorward/Derek Miller	28/06/2013 DCU membership stood at 3950 at the end of qtr 4, (1st Jan to 31st Mar) with Junior membership via Save By The Bell at 2449. Membership has grown, but slower than hoped due to time spent on processing low cost loan applications. The absence of a manager for the time being has also affected promotional activity. Membership is however still on an upward trend.	31/05/2017	On Schedule
Increase representation for individuals appealing at Benefit Tribunals	David Dorward/Derek Miller	20/05/2013 At the end of the year to 31st March 2013, the new post supported by the Dundee Partnership represented clients at 260 appeal hearings. 106 of those were successful, generating £752,073 additional income for clients. The total no. of cases at which DNLC provided representation in 2012/13 was 901 and total income generated (so far as confirmed at the time of making this report) was £2,322,195.	31/05/2017	On Schedule
Increase take up of Warm House Discounts	Elaine Zwirlein/Ian Treanor	05/08/2013 Energy regulator OFGEM still to approve warm Home Discount for SSE.	31/05/2017	On Schedule
Introduce Living Wage to Dundee City Council and campaign to extend across contractors, partners and private sector employers in Dundee	David Dorward/Peter Allan	26/07/2013 Background information and promotion materials from Glasgow's Living Wage campaign have been collected with a view to adapting the approach for Dundee. An initial letter has been sent to the D&A Chamber of Commerce to explore whether it will be willing to promote or support a Dundee campaign.	31/05/2017	On Schedule
Introduce Poverty Impact Assessment to Dundee City Council and Dundee Partnership	David Dorward/Peter Allan	26/07/2013 A model for an integrated policy implication assessment tool is nearing completion and is to be discussed with strategic managers and legal/committee managers. If ready, the model will be tested over the summer with a view to introducing it following the summer or autumn recess.	31/05/2017	On Schedule
Introduce a charging and concession policy to maximise access services and support to encourage take up of services by people and communities experience poverty	Stewart Murdoch/Stewart Murdoch	23/05/2013 Following an extensive review of charges, proposals for a concession scheme targeting households in receipt of Council Tax relief was approved on 20 May 2013. This same report gave approval to a KIDZ Card subsidy for swimming for all young people at school in Dundee.	31/05/2017	On Schedule
Introduce poverty-sensitive Corporate Debt Policy in Dundee City Council	Marjory Stewart/Sandy Flight	26/07/2013 Draft now being prepared for SMT 27th August	31/05/2017	On Schedule
Provide access to affordable credit through Discovery Credit Union	David Dorward/Derek Miller	28/06/2013 Between Jan-April 2013, DCU agreed 358 new loans, making 2149 loans agreed for the year. This included top-up loans available to members when existing loans are substantially repaid. Current loans for the full year standing at 1344 with a loan book value stood at £771,951. The number of loans may reduce next year as DCU shifts emphasis to attracting saving members.	31/05/2017	On Schedule

Provide additional information and support to individuals and households affected by welfare reform changes including all aspects of the introduction of Universal Credit	Elaine Zwirlein/Greg Colgan	15/05/2013 The Welfare Reform Group has now been established with a work stream looking at Housing Services and impact on Welfare Reform. Information on the current changes being implemented has been issued to all tenants. Information leaflet on under occupancy is available. Information has been issued to Private Landlords. Information on Welfare Reform Changes and agencies who can provide support are included on the website and available at Council Offices	31/05/2017	On Schedule
Provide free cavity and loft insulation through Universal Home Insulation Scheme	Elaine Zwirlein/Heather Mcquillan	06/05/2013 UHS3 which has now been confirmed as the last UHS, Scottish Government funding now being via HEEPS, has achieved the insulation of 134 cavities and 630 lofts. A further £150k of committed spend will add to these figures and will be reported in due course.	31/05/2017	On Schedule
Provide training to council and partners on removing stigma and delivering poverty-sensitive services	David Dorward/Peter Allan	26/07/2013 New income targets for the Poverty Alliance mean that the pilot training may be unaffordable. Discussions have begun on the potential to offer poverty sensitivity training which integrates or complements the Customer Service training strategy which was agreed by Committee on 10 June.	31/05/2017	On Schedule
Publish the income gap between highest and lowest earners in public sector partners and encourage other employers in Dundee to do the same	David Dorward/Peter Allan	26/07/2013 The Finance Department has created a data set with all the like for like full time comparisons and the median is to be calculated in August 2013.	31/05/2017	On Schedule
Target benefit advice to low paid workers	David Dorward/Derek Miller	20/08/2013 Main focus of financial inclusion agencies continues to be dealing with impacts of welfare reforms and roll out of Council early intervention strategy over the summer of 2013. The FISG has discussed a campaign to support low paid workers and has agreed that as soon as the early intervention model is functioning smoothly and workloads are able to be measured and assessed, plans for a low paid worker campaign will be progressed. Low paid workers will be among those helped via the early intervention strategy.	31/05/2017	On Schedule
<u>Our communities will have high quality and accessible local services and facilities</u>				
Allocate grants to support community groups and activities through Community Regeneration Forums	David Dorward/Peter Allan	26/07/2013 Grants totalling £375,947 were allocated in April to July 2013.	31/05/2017	On Schedule
Develop community centres and libraries as local access points to public and voluntary services	Stewart Murdoch/Doug Rennie	29/07/2013 Across all community centres and libraries, citizens of Dundee have access to various public and voluntary services through a wide range of partnership agreements and in-house provision through ICT and other information media. The community centres have just had WiFi established in all the centres.	31/05/2017	On Schedule

Explore options for transferring assets to communities	Mike Galloway/Colin Craig	19/08/2013 Community Asset Transfer Strategy as approved by the Policy and Resources Committee on 19th August, 2013.	31/05/2017	On Schedule
Implement engagement frameworks to support local community plan priorities	Stewart Murdoch/John Hosie	12/08/2013 Community Engagement Action Plans for each of the eight multi-member Wards were updated in June 2012. The actions in the Community Engagement Plans directly reflect the priorities identified in each of the Local Community Plans for the eight respective multi-member Wards. Local Community Plan monitoring was undertaken in May 2013. It confirmed that 38% of actions in all 8 Local Community plans have been completed. (330 out of a total of 870 actions)	31/05/2017	On Schedule
Increase capability of community groups in community regeneration areas	Stewart Murdoch/John Hosie	12/08/2013 In 2012/2013, 138 different community groups accessed grants. 58 different community groups and voluntary sector projects received long-term support. 93 different community groups and voluntary sector projects received short-term support.(151 groups in total)A new Community Capacity Building assessment tool was implemented in June 2013.	31/05/2017	On Schedule
Increase take up of Home Contents Insurance to protect vulnerable households	Elaine Zwirlein/Jim Fenton	20/08/2013 A meeting is being arranged with the Insurance company involved in the Council's Home Contents Insurance Scheme. The purpose of this meeting will be to discuss marketing opportunities to our tenants. They have already indicated that they will be willing to undertake awareness raising of the Scheme and will provide a "marketing disc". Further options will also be considered. It is anticipated that this meeting will take place in September 2013	31/05/2017	On Schedule
Introduce Community Allotment Initiative in community regeneration areas	Ken Laing/Peter Sandwell	06/08/2013 A funding application for the development of three sites has been submitted to the Scottish Government community Regeneration Fund.	31/05/2017	On Schedule
Introduce Demand Responsive Transport using Council vehicles	Mike Galloway/John Berry	03/07/2013 The current focus of DRT activity in this area is on securing the future of, and resolving issues with, the Taxicard Scheme to ensure continued provision of accessible transport for social inclusion purposes. A minibus working group has been established to look at fleet utilisation.	31/05/2017	Behind Schedule
Introduce a capital programme to create and improve local community facilities	Stewart Murdoch/Doug Rennie	29/07/2013 A Capital Programme of improvements for Ardler, Kirkton, Douglas and Finmill Centres for the period 2012/13 and 2013/14 has been provisionally agreed. Options appraisals for capital programmes to buildings in Lochee and Broughty Ferry are being developed. Options appraisals are being undertaken regarding the Menzieshill facility in full consultation with the local management group. Project Boards are being established to oversee the Community Facilities Developments in Coltdside and Menzieshill.	31/05/2017	On Schedule
Promote local delivery of Stop Loan Sharks Project	David Dorward/Derek Miller	20/08/2013 Development of financial education under Curriculum for Excellence is being progressed and will include information about high interest rate lenders including loan sharks. Progress is also being made with the development of the drama based educational project with a message about loan sharks.	31/05/2017	On Schedule

Support community celebrations and festivals	Stewart Murdoch/John Hosie	12/08/2013 Between 1st June and 30th September 2013, a total of 17 Community-led Festivals have been planned across the city.	31/05/2017	On Schedule
Support vulnerable individuals and households to maintain their tenancies	Elaine Zwirlein/Jim Fenton	22/05/2013 The Housing Support Opt Out Pilot has been introduced for approx 6 months. It is targetted at all new tenants moving into the Lochee multi's. At the point of signing for their new tenancy, rather than giving the tenant the choice to opt in to housing support, they are signed up for housing support unless they specifically opt out of receiving it. The pilot has now been reviewed and evidence suggests that two of the main aims of the pilot have been met. Firstly, only a very small percentage of tenants opted out of receiving housing support at the signing, and secondly this increased level of engagement was sustained. However, the review also highlighted the fact that this engagement, this first contact, was, for many, still too late, particularly those new tenants unable to furnish their new tenancy and thus unable to move in. It was clear that whilst the concept of opt out, as opposed to opt in was a positive change. It was also clear that to maximise the impact of the opt out approach, earlier intervention ,earlier engagement was essential. The next stage is to take the work of the pilot and look to see if this can be extended across the service.	31/05/2017	On Schedule
Target Tayside Police Community Impact Team to community regeneration areas as required	Mark Duncan/Mark Duncan	06/05/2013 The Community Impact Team is now called the Community Investigation Unit. There are two, North and South. The South Team currently has the three DCC funded posts. Both teams have aligned their taskings to the local community plans, for example CIU S support both the Operation High Rise in Lochee (anti social aspect of drug use) and Operation Kerb in Stobswell (response to street prostitution)	31/05/2017	On Schedule
Target home safety support to community regeneration areas	Stewart Murdoch/Liz Kay	03/05/2013 Community Safety Funding is match funded by Dundee Partnership funding to deliver a target hardening service. Dundee Partnership funding specifically targets regeneration areas and the CSP funding is used on a city wide basis. This is monitored both by the CSP and Dundee Partnership. 68 properties in the community regeneration areas have been targeted.	31/05/2017	Ahead of Schedule

Equality Impact Assessment Tool

Part 1 Description / Consultation

Is this a Rapid Equality Impact Assessment (RIAT) ?	<u>YES</u> NO Please circle
Is this a Full Equality Impact Assessment (EQIA)?	YES <u>NO</u> Please circle
Date of assessment 21 August 2013	Title of document being assessed - Dundee Fairness Action Plan - Annual Progress report
Committee report number 350-2013	
1) This is a new policy, procedure, strategy or practice being assessed (If yes please tick box) <input checked="" type="checkbox"/>	This is an existing policy, procedure, strategy or practice being assessed? (If yes please tick box) <input checked="" type="checkbox"/>
2) Please give a brief description of the policy, procedure, strategy or practice being assessed.	The Fairness Action Plan aims to tackle poverty and deprivation and promote inclusion in Dundee.
3) What is the intended outcome of this policy, procedure, strategy or practice?	To reduce levels of poverty, deprivation and social exclusion and to reduce social inequalities across Dundee.
4) Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	None
5) Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	In developing the Fairness Strategy and Action Plan, a number of consultation events were held which included members of voluntary organisations, service users and community members.
6) Please give details of council officer involvement in this assessment. (E.g. names of officers consulted, dates of meetings etc)	This assessment was carried out by Peter Allan, Community Planning Manager.
7) Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy? (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	This strategy emphasises the needs of people affected by socio-economic factors. In many cases this overlaps with protected characteristics but evidence may not be available at that level.

Part 2 Protected Characteristics

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
People with a disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Socio-economic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Part 3 Impacts / Monitoring

<p>1) Have any positive impacts been identified? (We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>If yes please give further details</p> <p>The strategy aims to support all groups through increasing financial and social inclusion.</p>
<p>2) Have any negative impacts been identified? (Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>If yes please give further details</p> <p>None</p>

<p>3) What action is proposed to overcome any negative impacts? E.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. see Good Practice on DCC equalities web page</p>	<p>Please give further details</p> <p>None</p>
<p>4) Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome? (If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	<p>If yes please give further details</p> <p>N/A</p>
<p>5) Has a 'Full' Equality Impact Assessment been recommended? (If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required) Seek advice from your departmental Equality lead.</p>	<p>If yes please give further details</p> <p>No</p>
<p>6) How will the policy be monitored? (How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.</p>	<p>Please give details</p> <p>A number of 'closing the gap' indicators are included in the Single Outcome Agreement for Dundee. These will be measured and reported annually.</p>

Part 4 Contact information**Name of Department or Partnership:**

Type of Document

Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	<input type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other - Progress Report	<input checked="" type="checkbox"/>

Contact Information

Manager Responsible		Author Responsible	
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Signature of author of the policy: Peter Allan **Date** 29 August 2013

Signature of Director / Head of Service area: David Dorward **Date** 29 August 2013

Date of next policy review: January 2014