



# Disability Equality Scheme

**December 2006 – November 2009**

If you would like a copy of this report in large print, in Braille, in another format or in a language other than English please contact Pauline Alderton, Corporate Services, Bracknell Forest Borough Council, Easthampstead House, Town Square, Bracknell RG12 1AQ

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## **FOREWORD**

Valuing diversity is central to achieving Bracknell Forest Borough Council's overall aim to provide an efficient and effective service to everyone who lives in, works in or visits Bracknell Forest.

The Council is therefore pleased to publish its first Disability Equality Scheme. In developing the scheme, we have been able to identify and record the progress we have made towards achieving disability equality and tackling discrimination and come to a better understanding of the challenges still to be tackled.

We will ensure that this Disability Equality Scheme is effectively implemented and scrutinised so that we meet the obligations placed upon us by the Disability Discrimination Act. We intend to use it to make real and tangible changes to how we conduct our business that will make a positive difference to the lives of disabled people.

Promoting disability equality in Bracknell Forest will be a continuous process. It will be undertaken in partnership with the wider community and of course with disabled people themselves. We would like to thank those who have been involved in developing the scheme and we hope that we can continue to work together with disabled people to achieve disability equality in Bracknell Forest.

The Leader of the Council

The Chief Executive



# **1. INTRODUCTION**

## **1.1 The duty to promote disability equality**

The Disability Discrimination Act 1995 was a landmark in equality legislation, making it unlawful to discriminate against someone because of his or her disability. It also required organisations to make 'reasonable adjustments' so that a disabled person could take a job, continue to work for an organisation or access services.

The Disability Discrimination Act 2005 amended the 1995 legislation. It introduced the duty to promote disability equality, which partly parallels the duty to promote race equality introduced under the Race Relations (Amendment) Act 2000. The duty to promote disability equality contains two elements – a general duty for all public bodies and a specific duty, which applies to a more limited number of specified public authorities, including Bracknell Forest Borough Council.

The Code of Practice produced by the Disability Rights Commission (DRC) states that the “overarching goal of the duty is to promote equality of opportunity”. In many cases the disadvantage and discrimination that disabled people experience arise from attitudinal and environmental barriers. The duty to promote disability equality aims to overcome these barriers.

## **1.2 The general duty**

The general duty to promote disability equality places a duty on all public authorities, when carrying out their functions, to have due regard to the need to:

- Promote equality of opportunity between disabled persons and other persons
- Eliminate discrimination that is unlawful under the Disability Discrimination Act
- Eliminate harassment of disabled persons that is related to their disabilities
- Promote positive attitudes towards disabled persons
- Encourage participation by disabled persons in public life
- Take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons.

## **1.3 The Specific Duty**

The specific duty requires a designated public authority to produce and publish a Disability Equality Scheme (DES), setting out how it will fulfill its general and specific duties to promote disability equality. Disabled people must be involved in the development of the Scheme.

The first Disability Equality Schemes should be published by December 2006 and should last for three years with an annual review of progress.

This is Bracknell Forest's Disability Equality Scheme. The Code of Practice suggests that a Disability Equality Scheme should include:

- The authority's broad values and objectives and a statement of its current position on disability equality
- How disabled people have been involved in developing the scheme and how they will be involved in its implementation
- How the authority will assess the impact of its current and future policies and practices on disabled people
- The action plan showing how it will fulfill its general duty to promote disability equality including priorities, major projects and milestones
- What information the authority has about the employment/service needs of disabled people, what additional information it plans to gather and how
- How the authority will use the information it gathers
- How the authority will develop its next three-year scheme
- How the authority will publish the scheme.

We have used this guidance as the basis of our scheme.

If you have any comments on our Disability Equality Scheme please send them to Pauline Alderton, Corporate Services, Bracknell Forest Borough Council, Easthampstead House, Town Square, Bracknell RG12 1AQ













From our consultations to date we already have some idea of what these priorities might be. Members of the Access Advisory Panel indicated that their priorities were to:

- ◆ Tackle attitudes - through better training, advice and guidance
- ◆ Ensure disabled people have a voice - through direct representation on the Bracknell Forest Strategic Partnership and other key partnership boards;
- ◆ Improve communication between the Council and disabled residents - through Town and Country, using voluntary networks etc. and that all information is available in accessible formats
- ◆ Increase awareness of disabled people and their needs - through support for campaigns and events e.g. International Disability Day (Dec 3<sup>rd</sup>)
- ◆ Demonstrate commitment to addressing the needs of disabled people - through longer term grant aid and support to voluntary organisations
- ◆ Provide a more 'joined-up' service for disabled people - through better internal liaison and by removing unnecessary barriers e.g. allowing disabled people to use their concessionary fare cards on mobility buses run by community based organisations providing an accessible transport service in Bracknell Forest

Disabled staff who currently work for the Council indicated that their priorities were:

- ◆ Provide clear leadership on disability issues - through adopting the social model of disability
- ◆ Provide fair treatment for all disabled applicants and employees - through greater consistency from managers in their approach to support and training for disabled people
- ◆ Fulfill existing commitments - through implementing all of the requirements in the 'Positive about disabled people' scheme e.g. annual reviews and other policies and improve policing of disabled parking bays at facilities
- ◆ Improve the awareness of what the Council is already doing - through publicity campaigns, better links with disability organisations
- ◆ Provide more opportunities for sharing good practice and data - through better communication within the Council

We also consulted disabled people to identify their priorities as Section 3 of this Disability Equality Scheme showed. The main difficulties or barriers the respondents said they faced when trying to use the Council's services were:

- ◆ The lack of accessible public transport to enable them to get to and from the service they wanted to use
- ◆ The lack of information available about the services the Council provided
- ◆ The lack of consultation between the Council and disabled people when setting up and running facilities or services and
- ◆ The cost of using some facilities or services.

The main improvements the respondents said they would like to see were

- ◆ Better, accessible public transport
- ◆ More consultation with disabled people when planning and running services
- ◆ More information, in accessible formats, to let people know what is available and
- ◆ Reducing the cost of using some facilities or services.











## **APPENDIX A: RESULTS OF CONSULTATION**

### **Methodology**

The Council wished to consult residents of the Borough in order to prepare the final version of the Scheme. This was done in three main ways. A telephone survey was carried out with members of the 'Bracknell 1500', the citizens' panel recruited by the Council. Only those respondents who had stated in the recruitment questionnaire that they, or other members of their household, had a long standing illness, disability, or infirmity that affects their everyday life were approached. The actual potential sample was in the region of 220. All potential respondents were telephoned on a minimum of three occasions, at different times of the day and/or at a weekend. In addition to the telephone survey, copies of the questionnaire were circulated to disabled badge holders and community groups to be completed by their members and it was also available on line on the Council's website.

### **Achieved Sample**

A total of 705 people responded to the survey

Bracknell 1500 telephone survey	145
BFBC written survey	535
BFBC website	25

Of the written responses, 525 were from individuals and the remaining ten were from the following organisations:

BARA  
Berkshire Blind Society  
British Legion  
Challenge Club Priestwood Youth Centre  
Downside  
Heart Foundation  
Monday Colostomy Club, Martins Heron  
MS Society member, shop mobility member  
Parkinsons Disease Society  
Stroke & Warfield 50

47% of the respondents were female and 43% were male (10% did not state their gender). Less than one in ten of the respondents, (7%), were under the age of 41 years, with 16.5% being between 41 and 60 years, 20% being between 61 and 70 years and 56% being over the age of 70 years. Ninety six per cent of respondents stated they were 'white British', 'white Irish' or 'white other', with 4% of respondents saying that they belonged to a Black or Minority Ethnic group.

The large majority of respondents said that their disability affected their mobility, (70%), with 13.5% saying that it affects their sight and 13.5% their hearing. Respondents also said that their disability affected their mental health (7%), their learning (4.5%) and their speech (4%).

### **The Questionnaire and Survey Report**





## **APPENDIX B: OUTLINE ACTION PLAN 2006-09**

The Outline Action Plan 2006-09 is based on a number of elements. The main ones are the results of the consultation undertaken by NWA on the Council's behalf, the views expressed by the Council's Access Advisory Panel and disabled staff, together with proposals from the Corporate Community Cohesion and Engagement Working Group.

The key recommendations in the Outline Action Plan are that the Council should:

- ◆ Adopt the Social Model of Disability
- ◆ Improve the information it has about disabled people and their needs and use this to plan and implement services
- ◆ Improve the ways in which disabled people are involved on its main partnerships and advisory bodies
- ◆ Improve the ways in which disabled people are involved in the designing, planning and running of its services
- ◆ Improve the information it provides about its services in formats that are accessible for disabled people
- ◆ Influence the improvement of the provision of accessible public transport to enable disabled people to use its services
- ◆ Improve internal liaison between departments to provide a consistent, 'joined-up' approach to its services
- ◆ Improve its support for organisations run by and that work with disabled people
- ◆ Improve recruitment and training opportunities for disabled job applicants and employees
- ◆ Identify ways in which the costs of using services can be reduced to increase the participation of disabled people

## APPENDIX C DETAILED ACTION PLAN 2006-09

DISABILITY EQUALITY SCHEME – Bracknell Forest Borough Council – December/January 2006

### Detailed Action Plan 2006/09

The key recommendations in the Detailed Action Plan are that the Council should:

Detailed Action/Task	By Whom	By When	Resources	Monitoring	Success Criteria/ Milestones
1. Adopt the Social Model of Disability					
1.1 Social model of disability to be formally adopted by the Council through approval of the Disability Equality Scheme and Action Plan	Executive	12 December 2006 and 13 March 2007	n/a		Formal approval of DES and Action Plan
1.2 Implement the model of self directed support for people with a learning disability	SS&H	April 2007	Current Budget	Annual monitoring of this Plan	Resource allocation system in place and people are able to plan their own support
1.3 Work with disabled individuals to plan support that is focussed on personal outcomes	SS&H	Ongoing	Staff time and through supervisions	Annual monitoring of this Plan	Attend national and regional meetings looking at outcomes Nominate BFBC to be a pilot for the outcomes study
1.4 Provide advice, information or training to staff in relationship to the Social Model of Disability	Learning and Development	During 2007/8	Training budget Staff time	Via appraisals	Completion of equalities training leading to improved understanding of the social rather than medical model of disability
1.5 Ensure all Members receive diversity training and this is also covered in the new Code	Learning & Development Borough	During 2007/08	Staff time	Through Member induction programme	Completion of induction programme

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
of Conduct	Solicitor				
<b>2. Improve the information it has about disabled people and their needs and use this to plan and implement services</b>					
2.1 Carry out a satisfaction survey of homecare for people with physical disabilities	SS&H	July 2007	Current budget	Annual monitoring of this Plan	Results of survey report and available to use to develop the commissioning strategy
2.2 Undertake a needs analysis as part of the Commissioning Strategy for people with physical disabilities and sensory impairments	SS&H	October 2007	Staff time	Annual monitoring of this Plan	Commissioning strategy agreed by Executive. Needs analysis completed.
2.3 Monitor information on the use of services by disabled users through departmental surveys and reporting from existing databases to provide an 3 yearly profile of disabled users across a range of key service	Corporate Services/ ACE	March 2009	Current budget	Community Cohesion & Engagement Working Group	3 yearly profile of disabled service users produced and reported to Executive. Existing service surveys to be modified to take account of disabled users.
2.4 Routinely collect demographics information from Leisure and Library users	All leisure/library staff	ongoing	Current budgets	Annual monitoring of this Plan	No. of disabled users of leisure service. No. of blind and partially sighted users of library service No. of users of Home Library Service (criteria available; most are infirm)
2.5 Seek to link existing databases of disabled users to the CRM system	Customer Services/IT	March 2009	CRM implementation budget	Annual monitoring of this Plan	One database which provides information on disabled residents

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
2.6 Use the CRM system to log service requests from disabled service users	Customer Services/IT	March 2009	CRM implementation budget	Annual monitoring of this Plan	
2.7 Encourage more staff to report their disability	Human Resources	March 2008	Current budgets	Annual staff monitoring report	Increase in % of staff with disabilities
2.8 Ensure that disabled staff are accurately profiled in the annual staff monitoring report	Human Resources	March 2008	Current budgets	Annual staff monitoring report	Profile included in report
2.9 Work with other departments, the voluntary sector and disabled people to keep up to date with best practice and current issues	Learning and Development	Ongoing	Staff time	Joint planning meetings/ exchanges	Improved communication and exchange of information pertinent to making contact with disabled people and organising either specialist or improved access to general provision
<b>3. Improve the ways in which disabled people are involved on its main partnerships and advisory bodies</b>					
3.1 Seek disabled representatives for appropriate themed partnerships	Asst Ch Execs	June 2007	Current budget	Annual Partnership report	Disabled representative on each themed partnership
3.2 Review involvement of disabled people within existing consultative forums for Parks and Countryside	Parks & Countryside	July 2007	Within current revenue budget allocations	Monthly key indicators for Culture and Visual Environment	Increase in the number of groups consulted
3.3 Engage representatives of young	ECS&L	March 2008	Current budget	Annual monitoring of	Representatives engaged.

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
people with disabilities in the Engaging Children and Young People's group.				this Plan	
3.4 Review terms of reference of the Dialogue Group to establish it as a forum that reports into the CYPSP	ECSL	March 2008	Current budget	Annual monitoring of this plan	Parents, carers of disabled children engage in the partnership
<b>4. Improve the ways in which disabled people are involved in designing, planning and running of its services</b>					
4.1 Consult Access Advisory Panel and disabled members of BF 1500 on key service changes	Corporate Services/all	Ongoing	Current budgets	Annual monitoring of this Plan	All key service changes will be included on agendas
4.2 Develop commissioning strategies for all client groups that are based on needs analysis	SS&H	April 2008	Current budgets	Annual monitoring of this Plan	Commissioning strategies for all client groups agreed by the Executive
4.3 Re-survey all public facilities provided by BFBC to update Access Programme of Works	Head of Corporate Property	March 2008	Current budgets	Best Value Indicator Reports	Improve accessibility to 36% of buildings.
4.4 Consult Access Advisory Panel on the access to buildings improvement programme	Corporate Property/all	Ongoing	Current budget	Annual monitoring of this Plan	Annual report to Access Advisory Panel
4.5 Targeted liaison with groups and individuals representing	Leisure & Cultural Services	Ongoing	Staff time and current budgets	Service reviews, Leisure	All strategies include input from disabled people and groups and disabled people and groups recognise services meet their

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
disabled people in strategy development and service delivery in cultural services	Managers			customer comment forms, Leisure opinion meter	needs
4.6 Targeted liaison with groups and individuals representing disabled people in strategy development and service delivery in planning policy and development and building control.	Head of Planning Policy and Head of Planning and Building control	Ongoing	Staff time and current budgets	Service reviews, consultee lists in strategies	All strategies include input from disabled people and groups and disabled people and groups recognise services meet their needs
4.7 Library Consultative Forums to be introduced. Membership to include disabled people	Library Community Services Manager	Dec 2007	Within current revenue budget allocations	Feedback to be included in QOR submissions	Robust and equitable terms of reference. First meeting held.
4.8 Leisure and Library Customer Comment Forms available for submission	All users	Ongoing	Current budget	Annual monitoring of this Plan	All comments relating to disabled issues are responded to
4.9 "Be Constructive" questionnaires	Leisure Duty Managers	Ongoing	Current budget	Annual monitoring of this Plan	All comments relating to disabled access improvements are duly considered
4.10 Include Disability Element in Mystery Shopper visits to Leisure and Library facilities	Facility managers/ Library supervisors	Ongoing	Current budget	Annual monitoring of this Plan	Feedback form Mystery Visits
4.11 Initiate a programme of site access	Parks & Countryside	March 2008	Within current revenue	Six monthly inspections	<ul style="list-style-type: none"> <li>New Parks &amp; Countryside Strategy drafted</li> </ul>

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
audits in Parks and Countryside	Manager		budget allocations. (Capital improvements linked to Section 106 allocations)	and Management Plan Work Programme	<ul style="list-style-type: none"> <li>• Site improvements programmed / implemented</li> </ul>
4.12 BFBC Civic Hub will include enhanced facilities for disabled visitors	Corporate Services/ Head of Libraries and Information	March 2009	Within current revenue budget allocations	Access Consultant will retain overview of arrangements in respect of <u>all</u> people	Plans to specifically provide facilities for disabled people (staff and customers).
4.13 Consult youth disabled users in the annual satisfaction survey, notably the Kennel Lane School Group and The Hang Out young people's project. Ensure results are fully considered and appropriate feedback offered.	Youth Service Staff.	March 2008	Current budget	Annual monitoring of this Plan	Reviewed and applied, feedback offered in a suitable manner.
4.14 All services designed specifically for disabled young people (Kennel Lane school group; The Hang Out; Disability Challenges;	Youth Service Staff.	Ongoing	Current budget	Annual monitoring of this Plan	Young people engaged in the planning and evaluation of these, and any other emerging targeted services.

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
Transitions Group) ensure user group are consulted on programme plans and evaluations.					
<b>5. Improve the information it provides about its services in formats that are accessible for disabled people</b>					
5.1 Review appropriateness and availability of information developed by Social Services and Housing Department	SS&H	August 2007	Staff time	Annual monitoring of this Plan	All material reviewed.
5.2 Further develop the information guide for Older People	All departments/ SS&H lead	August 2007	Staff time	Annual monitoring of this Plan	Information pack developed with input from older people
5.3 Work with local disabled people to develop an informal guide to facilities in Bracknell	SS&H/ Members of Older People and Sensory Needs Strategy group	September 2007	Current budget	Annual monitoring of this Plan	Guide developed and published on the internet
5.4 Provide dedicated information on the web about the services the Council offers to disabled people	Web services manager/ Head of Comms & Mktg	March 2008	Staff time to pull information together	Annual monitoring of this Plan	Information is published on the web. Designated role needed to ensure information is updated
5.5 Ensure requirements of the DDA are met in the new corporate design	Head of Comms & Mktg	June 2007	Within current resources for the project	Print & design team Communicatio	The new design standards ensure information provided by the Council is accessible by all residents.

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
standards currently under development				ns Management Group	
5.6 Raise awareness with staff about the policies and standards in place regarding information for disabled people	Head of Comms & Mktg / Community Cohesion & Engagement Working Group	Ongoing	Staff time	Print & design team to ensure accessibility statement on all printed materials	Policies and standards are consistently adhered to
5.7 Use Town and Country to raise awareness of projects and services for disabled people	Head of Comms & Mktg	Ongoing	Staff time	Annual monitoring of this Plan	Disabled item on each issue of Town & Country.
5.8 Improve access to information about cultural activities by making it available in different formats	All Leisure & Cultural Services Managers	Project by project	Project funding dependent Staff time	Feedback from participants Service reviews, Leisure customer comment forms, Leisure opinionmeter	Improved communication with disabled people and their families/carers  Documents produced in different formats  This requirement will be built into the costs of each project.
5.9 Improve accessibility of information about planning and building control and planning policy by supplying in different	Head of Planning & Transport policy and Head of Planning and	Ongoing	Existing budgets and staff time	Feedback from customers and complaints	Improved communications with disabled people and their families / carers  Documents produced in different formats

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
formats	Building Control				
5.10 Celebrate International Disability Day 2007	Head of Comms & Mktg	December 2007	Existing budgets and staff time	Annual monitoring of this Plan	BFBC publications and events to recognise this day.
5.11 Investigate ways of improving publicity of assisted collection scheme	Waste and Recycling Manager	Ongoing	Waste & Recycling team time	Complaints about lack of assistance	Fewer complaints that people can't get rubbish to their gate
5.12 Library information is available in alternative formats	Librarians and Library Supervisors	Ongoing	Within current revenue budget allocations	Feedback from participants and staff	Improved communication with disabled people and their families/carers
5.13 Disability awareness training for all Library staff	Head of Libraries and Information	Ongoing	Within current revenue budget allocations	Through Performance Review processes	Knowledge of all staff maintained
5.14 Ensure the Youth Service is able to respond to requests for it's publicity and other information to be made available in alternative formats.	Head of Service.	March 2008	Access to translation equipment/adv ice.	Annual monitoring of this Plan	Service able to promptly translate materials into suitable format upon request.
5.15 Sound system fitted in all council sheltered scheme lounges to enable all tenants to participate in meetings	SS&H	March 2008	Current budget	Annual monitoring of this Plan	Hearing loops fitted in all lounges. However, system needs to be enhanced through the installation of a PA system to work with the loop system.
<b>6. Influence the improvement of the provision of accessible public transport to enable disabled people to use its services</b>					
6.1 Continuing to	Licensing	ongoing	Licensing	Quarterly stats	All new and replacement hackney

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
ensure all new and replacement hackney carriages are wheelchair accessible	Manager		Team time	from M3 computer system	carriages are wheelchair accessible
6.2 Introduce test for all new hackney carriage applicants are capable of safely placing wheelchair users in their vehicles	Licensing Team	Seeking Licensing Committee approval 1 Feb 2007	Approval not yet obtained to do this work so details of implementation not yet received.		
6.3 Negotiate the introduction of lower floor buses to aid access with First	Transport Implementation Team	Ongoing	Staff time	Percentage of bus fleet with lower floors	All new buses introduced to fleet to have lower floor
6.4 Install raised kerbs at bus stops to provide level access to lower floor buses	Transport Implementation Team	Ongoing	Staff time, capital budget	Number of bus stops with raised kerbs	Percentage of bus stops with raised kerbs
6.5 Under the new Bus Shelter contract, ensure that each new bus shelter installed will have a covered, perch type bench seat	Transport Implementation Team	Ongoing	Staff time, capital budget	Inspection of new shelters	All new shelters have a seat
6.6 Install raised kerbs at town centre taxi ranks to aid access to lower floor taxis	Transport Implementation Team	31 March 2007	Staff time, capital budget	Inspection of taxi ranks	Work now completed
6.7 Work in partnership with South West Trains and Network Rail to ensure that	Transport Implementation Team	Ongoing	Staff time, DfT funding	Monitor Improvements	Improvements to interchange

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
disability requirements are included in the Transport Interchange Improvements planned for Bracknell Station.					
6.8 Continue to process requests for residential disabled parking and enforce Council maintained disabled bays	Traffic and Safety Section	Ongoing	Staff time, revenue budget	Daily enforcement of bays	Feedback from disabled residents
<b>7. Improve internal liaison between departments to provide a consistent, 'joined up' approach to its services</b>					
7.1 Use the Community Cohesion and Engagement Working Group to share service information regarding projects for disabled people	All	Ongoing	Current budget	Annual monitoring of this Plan	Regular agenda item on equalities
7.2 Continue to build on working relationships with colleagues from other departments for planning and organising activities	LD and team	ongoing	Joint or commissioned Staff time	How many effective joint initiatives	Greater understanding of joint expertise and partnership working on provision to meet shared goals.
7.3 Extend links between Bracknell Leisure Centre and Social Services	Bracknell Leisure Centre Manager/ SS&H	Ongoing	Current budget	Service monitoring	More people with disabilities using Bracknell Leisure Centre
7.4 Work jointly with Children's Services and	Parks & Countryside,	Sept 2007	Within current revenue	Monthly key indicators for	<ul style="list-style-type: none"> <li>New Parks &amp; Countryside Strategy drafted</li> </ul>

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
Social Services on initiatives – particularly in developing a Play Strategy and assessing opportunities for work placements	Children's Services, Social Services		budget allocations	Culture and Visual Environment	<ul style="list-style-type: none"> <li>Play Strategy finalised</li> <li>Placements made available</li> </ul>
7.5 Work with South Hill Park to improve the cultural offering for people with a disability	E&L/ SS&H	Ongoing	Current budget	Annual report from SHP	More people with a disability accessing opportunities at South Hill Park
7.8 Ensure colleagues in social services are aware of provision offered by the Youth Service suitable for young people with disabilities.	Youth Service Staff.	Ongoing	Current budget	Annual monitoring of this Plan	Social Services refer young people to suitable projects.
<b>8. Improve its support for organisations run by and that work with disabled people</b>					
8.1 Ensure that organisations that work with and are run by Disabled people are recognised through the voluntary grants process	Asst Ch Exec	Ongoing	Current budget	Annual monitoring of this Plan	Annual grant allocation recognises such groups
8.2 Work in partnership with organisations offering high quality and relevant cultural provision on a project by project basis	All Leisure & Cultural Services Staff	Project by project basis	Project funding dependent	Number of projects Quality of project	Representation of disabled/older people as leaders within the field leading workshops and programmes for local disabled/older people.  Projects and activities suitable or disabled people.
8.3 Work with	Waste and	March 2008	Current budget	Annual	Numbers of people employed with learning

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
Bracknell Day Centre & Step Forward to identify new ways people with learning disabilities can work with recycling	Recycling Manager			monitoring of this Plan	disabilities.
8.4 Youth Service to continue to support and develop its partnership work in this area, notably with The Wayz youth club and Disability Challenges.	Youth Service Staff	Ongoing	Current budget	Annual monitoring of this Plan	Partners report satisfaction with Youth Service input.
<b>9. Improve recruitment and training opportunities for disabled job applicants and employees</b>					
9.1 All applicants ticking disability box who meet essential requirements of JD / PS are invited to interview	Recruiting manager/ Human Resources	As required	Current budget	Annual monitoring of this Plan	Disabled applicants matched to JD & PS and offered interviews
9.2 Annual appraisals for all disabled staff	All managers	Every May	Current budget	Annual monitoring of this Plan	Disabled team members given BFBC appraisal on annual basis including personal development plan
9.3 Disabled Students accepted on Work experience placements	All managers	Ongoing	Current budget	Annual monitoring of this Plan	No of disabled student placements offered
9.4 Continue annual monitoring report on recruitment and training of disabled staff	Human Resources	Ongoing	Current budget	Annual monitoring of this Plan	Annual Staff Monitoring report
9.5 Ensure that all recruitment training specifically recognises the context for disabled	Human Resources	Ongoing	Current budget	Annual monitoring of this Plan	Included as element of training

<b>Detailed Action/Task</b>	<b>By Whom</b>	<b>By When</b>	<b>Resources</b>	<b>Monitoring</b>	<b>Success Criteria/ Milestones</b>
people					
9.6 Ensure that appropriate advice is available for managers on the adaptation required for disabled staff	Human Resources	June 2007	Current budget	Annual monitoring of this Plan	Advice available.
<b>10. Identify ways in which the costs of using services can be reduced to increase the participation of disabled people</b>					
10.1 All departments to review charging policies in respect of disabled users	All depts	March 2008	To be determined	Annual budget process	Annual review of changes.
10.2 Continue to ensure that the cost of cultural activities encourages and enables access	All Leisure & Cultural Services Managers	Ongoing principle	Current budgets and project budgets	Register of participants and Leisure Centre membership records	Number of return visits on projects Disabled users requiring assistance from a helper are granted free access for the helper Number of disabled memberships at Leisure Centre
10.3 Promotion of scheme through which no charges are made for blind library users	Head of Libraries and Information	Ongoing	Within current revenue budget allocations	No. of free fees offered.	No. of free fees taken up
10.4 Use of e+ card where appropriate for cost reductions for disabled users	e+ team	March 2009	Current budget	No of disabled users with e+ card	Increase on number of disabled users of e+ cards