

GENDER EQUALITY SCHEME ACTION PLAN 2007 – 2010
 2008 PROGRESS REPORT: PROPOSED LIST OF POLICIES & FUNCTIONS FOR
 REVIEW & MULTI EQUALITY IMPACT ASSESSMENT

Service Area	MEIA Focus	Lead Officer	Responsible Person	Completion Date
Planning & Environmental Services				
CP & SS	PC Strategy – Full MEIA	Support Service Manager (SSM)	Cleaning Manager	June 09
	Schools Menu Plan – Partial MEIA	SSM	Catering Manager	June 09
	Kerbside Collection – Partial MEIA	SSM	Waste Manager	June 09
	HWRC – Partial MEIA	SSM	Waste Manager	June 09
DM & BS	Building Standards – Full MEIA	SSM	BS Manager	June 09
Personnel & ICT – Policies to be reviewed and/or assessed by June 2009				
Personnel	Flexible Working	Euan Proudfoot	Personnel Manager	June 2009
	Retirement	Claire Jamieson		June 2009
	Absence	Linsey Blackhurst		June 2009
	Redundancy	Claire Jamieson		June 2009
	Secondment	Lyle Anderson		June 2009
	Disciplinary	Glenda Gray		June 2009
	Relocation & Resettlement	Donna Henderson		June 2009
	Recruitment & Selection	Kay Anderson		June 2009
	Grievance	Kimra Donnelly		June 2009
Reward & Recognition	Sharon Faulkner	June 2009		
Training and Development	Code of Conduct	Carol Anne Bowes	Head of Development and Training	Completed May 2008 but will need to be revisited once proposals have been

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				revised
	Supported Employee Volunteering	Isobel Laverock		Completed June 2008
Housing & Social Work				
	Strategic Housing Investment Plan (SHIP)	Ritchie Johnson	Strategic Development Manager	March 2009
	Strategic Outcome statements (SOGS) for Older People	Patricia Maclachlan	Strategic Development Officer	June 2009
	Physical Disability	Patricia Maclachlan	Strategic Development Officer	Sept 2009
	Assistive Technology	Patricia Maclachlan	Strategic Development Officer	Oct 2009
	Homelessness	Ritchie Johnson	Strategic Development Officer	March 2009
	Fuel Poverty	Ritchie Johnson	Strategic Development Officer	March 2010
	Private Housing	Ritchie Johnson	Strategic Development Officer	Sept 2009
	Affordable Housing	Ritchie Johnson	Strategic Development Officer	March 2010
	Challenging Behaviour Policy	Patricia Maclachlan	Strategic Development Officer	April 2009
Transportation & Infrastructure				
Roads	Pedestrians Experience	Support Services Manager		
	Public Transport Users			
Chief Executive's				
Corporate Policy	Vol. Sector Policy/Compact	Corporate Policy Mgr	Vivienne Tegg	May 09

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		(CPM)		
	Partnership & joint Working Policy	CPM	Joanna Shirriffs	May 09
	Community Plan	CPM	Erin Wood	May 09
	CPP Comms Strategy	CPM	Catharina Grimmer (CG)	March 09
	CP Website	CPM	Ally MacLeod & CG	March 09
	Residents Research	Corporate Improvement Mgr (CIM)	Graham Hobson	April 09
	Think Tank	CIM	Graham Hobson	Feb. 09
Finance				
	Discretionary Housing Payments	Jill Duguid	Jill Duguid (Benefit Management Team)	May 09
	Fraud Policy	Jill Duguid	Jill Duguid (Benefit Management Team)	May 09
	Sanctions	Jill Duguid	Jill Duguid (Benefit Management Team)	May 09
	Overpayment Recovery	Jill Duguid	Jill Duguid (Benefit Management Team)	May 09
	Customer Care	Jill Duguid	Jill Duguid (Benefit Management Team)	May 09
EL&L				
	School Exclusion Policy	Snr EL&L Officer		June 2009

EL&L

The process of identifying, screening and prioritising Service policies, functions and procedures is expected to be completed by early November 2008. Following this policies, functions and procedures will be selected for impact assessment.

Law & Admin - Update required.