

Chorley Borough Council Draft Timetable of Equality Scheme Functions/Policies for Review 1 June 2005 to 31 May 2008

From the Equality Scheme Relevance Review 1 June 2005 to 31 May 2008, the functions/policies contained therein have been prioritised for review, via an Equality Impact Assessment, using the following criteria:

- Any function/policy classed as being of High relevance *and/or* High priority in relation to race *and/or* disability *and/or* gender has been classed overall as High priority for review.
- Any function/policy classed as being of Medium relevance *and/or* Medium priority in relation to race *and/or* disability *and/or* gender has been classed overall as Medium priority for review.
- Any function/policy classed as being of Low relevance *and/or* Low priority in relation to race *and/or* disability *and/or* gender has been classed overall as Low priority for review.

Any function/policy classed overall as High will be reviewed by 31 May 2007 and any function/policy classed overall as Medium will be reviewed by 31 May 2008.

List of Functions/Policies for Review

NB the list indicates the Unit responsible for each function/policy.

List of Functions/Policies Classed Overall as High Priority for Review

Corporate and Policy Services

Production of Community Strategy/LA21

Strategic and Service Planning

Best Value

Community Consultation

Customer Care

Equal Opportunities

CuDOSS

Civic Buildings

Member Services

Elections

Electoral Registration

Committee Admin

Lancastrian

Customer Services

Economic Regeneration

Town Centre Strategy

Transport

Environmental Services

Recycling/Refuse

Food Safety

Neighbourhood Warden Service

Finance

Benefits Services and associated policies

Access to Information

Collection of Debts

Financial Systems Strategy
Financial Strategy
Anti-Fraud and Corruption
Exchequer Services
Payroll

Housing Services

Council House Allocations
Adaptations for Disabled Persons
Low Cost Housing
Tenant Participation
Estate Management
Domestic Violence
Homelessness
Private Sector Housing Standards
Proposed Housing Stock Transfer

HR

Absence
Alcohol and Substances Policy
Bullying and Harassment
Disciplinary
Flexible Working
Grievance
Maternity
Maternity Support and Paternity Leave
Parental Leave and Adoption
Redundancy
Stress Guidelines
Code of Conduct for Employees
Diversity and Equality
Recruitment and Selection Code of Practice
Reward and Recognition
Work Life Balance Policy

ICT

Customer Focussed Access and Service Design Strategy

Legal Services

Licensing Act 2003
Other Licensing Including Hackney and Private Hire

Leisure and Cultural Services

Arts Development
Sports Development
Community Development
Astley Hall Museum and Art Gallery
Community Centres
Community Legal Services
Young People's Activities
Yarrow Valley Country Park
Duxbury Park Golf Course
Leisure Management
Cultural Strategy

Tourism

Property Services

Management of Property
Letting and sale of property
Access to Council buildings
Development projects
Market stall lettings
Market management
Charity stall lettings
Disability Liaison Group

Public Space Services

Bereavement services
Parks and recreation grounds
Transport management
Open spaces, sports pitches
Play areas
Highway maintenance

List of Functions/Policies Classed Overall as Medium Priority for Review

Corporate and Policy Services

Community Safety
Complaints Procedure

CuDOSS

Mayoral

Economic Regeneration

Business Assistance
Inward Investment Promotion
Town Centre Support
Nature Reserves
Environmental Enhancement – Urban
Environmental Enhancement – Rural
Heritage Conservation

Environmental Services

Public Conveniences
Environmental Protection
Occupational Health

Housing Services

Cotswold Homeless Hostel
Sheltered Housing Schemes
Housing Renewal Grants
Tenant Support Services
Housing Strategy
Housing Business Plan
Supporting People

HR

Capability Policy

Flexitime

Grievance for Leavers

Information and Consultation

Special Leave

Whistleblowing

Relocation Scheme

ICT

Business Process Transformation Support

Telephony Provision and Support

Web Development

Legal Services

Whistleblowing

Corporate Procurement Strategy

Planning

Development Control

Building Control

Planning Policy

Public Space Services

Highway and drainage contractor

Winter maintenance contractor

Grounds and play areas maintenance contractor

Sports pitches maintenance

Tree works

Landscaping

Special events

Winter maintenance

Street lighting

Parking

Highway improvement schemes

Engineering design

Allotments

List of Functions/Policies Classed Overall as Low Priority for Review

Corporate and Policy Services

Performance Indicators

CuDOSS

FOI and DPA

Information Management

Economic Regeneration

Countryside Management

Derelict Land Reclamation

Major Projects

Preparation/Submission of Bids

Partnership/Outside Bodies

Environmental Services

Pest Control

Animal Welfare

Finance

Concessionary Travel

Housing Services

Council House Rents

Repairs and Maintenance

Lifeline Units

Home Energy Efficiency

HR

Change Management

First Aid Payments

V Time (Flexible working with option to return to existing hours)

Agency Staff

Annual Leave

Casuals

Induction Pack

Internet and email acceptable use policy

Travel and Subsistence

ICT

Desktop ICT support

Project Support

ICT Information Security Policy

ICT Infrastructure support

ICT Procurement

ICT Security

ICT Strategic Development

Systems Integration

Software Development

Property Services

Maintaining property records

Purchase of property

Maintenance of Council buildings

Public Space Services

Street cleansing

Statutory highway matters

Traffic management

Accident investigation and prevention

Land drainage