

**REPORT TO: POLICY AND RESOURCES COMMITTEE – 22 NOVEMBER 2021**

**REPORT ON: BRITISH SIGN LANGUAGE LOCAL PLAN 2018-2024 - PROGRESS REPORT**

**REPORT BY: CHIEF EXECUTIVE**

**REPORT NO: 327-2021**

## **1.0 PURPOSE OF REPORT**

This report updates on the progress made towards meeting the commitments set out in the Council's first British Sign Language (BSL) Local Plan 2018-24 published in September 2018.

## **2.0 RECOMMENDATIONS**

It is recommended that Committee notes the content of the Progress Report and approves the revised action due dates in Appendix 1.

## **3.0 FINANCIAL IMPLICATIONS**

None.

## **4.0 BACKGROUND**

4.1 The BSL (Scotland) Act 2015 places a legal requirement on the Scottish Government to produce a National BSL Plan every 6 Years and an Interim Progress Report every 3 years. The [Progress Report](#) was due to be published in October 2020. However, this was delayed due to the COVID Pandemic and was published on 27 October 2021

4.2 The Act also requires Public Authorities to publish their own Local Plan every 6 years which demonstrates how they will work towards implementing the National Plan in their areas and report on progress made every 3 years.

4.3 The Scottish Government published the British Sign Language (BSL) National Plan 2017-2023 in October 2017. The National Plan lists 70 actions which will help the Scottish Government to achieve an agreed 10 long term goals areas:

- What we'll do across all of our services
- Family Support, Learning and Childcare
- School Education
- Post School Education
- Training, Work and Social Security
- Health (inc. Social Care), Mental health & Wellbeing
- Transport
- Culture and the Arts
- Justice
- Democracy

## **5.0 DUNDEE CITY COUNCIL'S LOCAL PLAN DEVELOPMENT & DELIVERY PROGRESS**

5.1 In October 2018 the Council developed a 2018-2024 Local Plan with goals framed in-line with the Scottish Government's National Plan. The plan also ensures equal access to services and support for services by BSL Users. The Council highlighted the following key priorities:

- Ensuring services and the information provided to customers are accessible to BSL users

- Ensuring the principles and outcomes of 'Getting it right for every child' are delivered for all D/deaf or deafblind children and young people and ensuring their families are able to access support when required
- Supporting BSL communities to access jobs, education or training to ensure that they are not left behind economically
- Providing support to BSL users to take part in the breadth of leisure and culture offerings across the city and to share their own BSL & Deaf culture
- Ensuring BSL users can access mental health & wellbeing services when required
- Encouraging BSL users to engage and become involved in the democratic and public life aspects of the city

5.2 The Local Plan was finalised after consultation with BSL users and sensory services in Dundee and Tayside. On 24 September 2018, Committee approved the Council's first BSL Local Plan 2018-24 (Article vii of the Minute of the Policy & Resources Committee on 24 September 2018, refers). The Council remains committed to continuing to engage with BSL users and work in partnership as appropriate during the implementation, delivery, monitoring and review of the plan and services.

5.3 As a result of the Pandemic, the Scottish Government did not publish their Progress Report in October 2020 as intended but published it on 27 October 2021. In line with this, the Council has reviewed and revised the target dates originally put forward in its Local Plan. The Council has consulted with appropriate stakeholders and agreement has been reached that the original actions put forward in the Local Plan remain appropriate and progress will be monitored and reported on throughout the remainder of the plan.

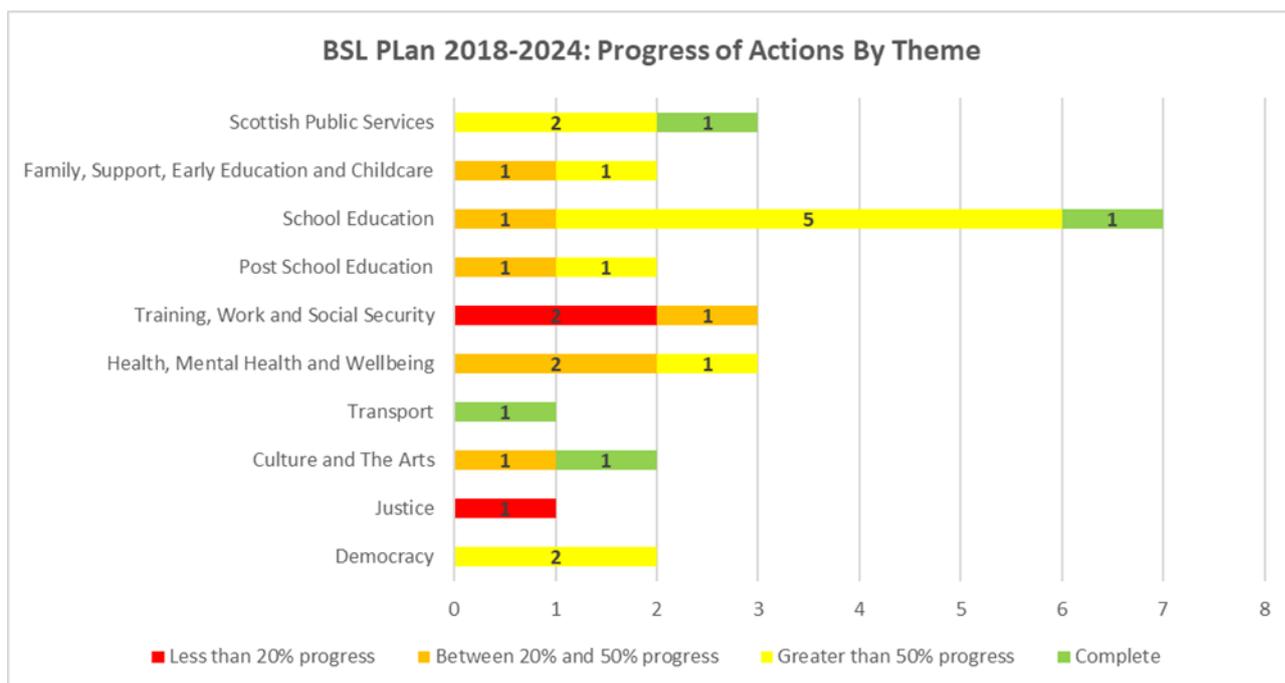
5.4 Despite the challenges of the pandemic, the Council has continued to make significant progress in achieving its priority commitments and in working towards Scottish Government's long-term goal areas. This has been evidenced, through the Council's contribution to the British Deaf Association (BDA) [National Progress Report](#) published in October 2021 which, in turn, will help to shape future Scottish Government BSL work.

## 6.0 **DUNDEE CITY COUNCIL'S BSL PLAN: PROGRESS MADE IN PRIORITY AREAS**

6.1 The actions contained in the Dundee City Council BSL Plan 2018-2024 are in-line with the Scottish Government's long-term goals areas:

- Scottish Public Services
- Family, Support, Early Education and Childcare
- School Education
- Post School Education
- Training, Work and Social Security
- Health, Mental Health and Wellbeing
- Transport
- Culture and The Arts
- Justice
- Democracy

6.2 The chart below shows the current status of the actions contained in the plan. A detailed summary of each action including the percentage complete along with an update detailing the work undertaken to progress the action can be found in Appendix 1.



**6.3** Despite the challenges faced as a result of the Pandemic, ongoing work towards the Council's priority commitments led to meaningful progress over the last 3 years. Examples include:

**a) Dundee City Council Website:**

A key area of focus has been to improve the accessibility of the Council's website for BSL Users. This has been achieved as a result of feedback and input received from the British Deaf Association and other local BSL user groups' including North-East Sensory Service, Deaf Action & Deaf Links as well as individual services users who all highlighted the need for more accessible information.

Based on this feedback, the Council embedded the [BSL Service User's Search Function](#) and provided information about [Key Services](#) and updates on [Covid support](#) in BSL on the Council Website.

**b) Dundee House**

Contact Scotland BSL app has been made available in Dundee House reception. This enables BSL Users to have their query dealt with at the first point of contact

**c) The Accessibility and Inclusion Service**

This service provided support to children and families across Dundee school/nursery communities over the past two years:

- 150 children and young people who are Deaf have been supported to access both remote and in-person learning with either BSL or other interpretation and adaptations
- Children and young people with a visual impairment have received technological and teaching support to access learning
- For those sitting SQA assessments/exams, arrangements were put in place for reader, scribe and use of ICT.

**d) Community Engagement**

The Council participated in various stakeholder and partnership consultations and events with NHS Tayside, Angus Council, Perth & Kinross Council and the Dundee Health and Social Care Partnership to raise awareness of BSL.

The Council has had a number of engagements with Deaf young people, especially with activists aged between 12-15 years old who were given a voice about the Council services which have been considered

Although, engagement work has been maintained, the Pandemic and previous lockdown conditions have limited the extent to which the Council has been able to engage directly with the BSL Community. Nevertheless, during the second half of 2020, a number of online discussions were held with local third sector agencies whose main client groups include a majority of people with one or more protected characteristic. These included North East Sensory Service, Deaf Action & Deaf Links.

The Council has recently appointed a new Equality & Fairness Officer, who is tasked with progressing BSL activities.

#### **e) Staff Development**

The Council offers a sensory impairment e-learning module to all employees. This e-module includes basic BSL. 326 employees have completed this e-module since August 2019. The Council has also funded accredited BSL qualifications within Education. In addition, the Council has also worked closely with the Health & Social Care Partnership to encourage and support its workforce to attend Contact SCOTLAND-BSL awareness raising sessions online and face-to-face.

#### **f) Access to Leisure and Culture**

The Council has worked jointly in partnership with Leisure and Culture Dundee to offer successful BSL tours and other activities at some of the city's local attractions; For instance, signing choir and V&A BSL tours.

#### **g) Social Enterprise**

Six Deaf young people based in Dundee have been trained in professional BSL presentation skills and they will be given the opportunity to present a series of BSL videos to explain to the Deaf community how to access council services and supports using ContactSCOTLAND-BSL service as part of a new BSL social enterprise.

#### **h) Collaboration with Dundee Health & Social Care Partnership**

Through working closely with the Dundee Health & Social Care Partnership the Council has actively disseminated, shared and signposted people to accessible information through the DHSCP, NHS Tayside and internal channels (in foreign languages as well as BSL and easy read information); shared accessible key information online about the Pandemic; created Blue Badge Information in BSL; provided interpretation and translation and other communication supports when people need these to access services; contracted Social Work and Specialist Equipment Service for people with Sensory needs.

### **7.0 POLICY IMPLICATIONS**

- 7.1 This report has been subject to an assessment of any impacts on Equality and Diversity, Fairness and Poverty, Environment and Corporate Risk. A copy of the Integrated Impact Assessment is available on the Council's website at [www.dundee.gov.uk/ia](http://www.dundee.gov.uk/ia).

### **8.0 CONSULTATIONS**

- 8.1 The Council Management Team, Strategic Equalities Working Group, relevant Senior Council Officers and third sector partners have been consulted in the preparation of this report.

### **9.0 BACKGROUND PAPERS**

None

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2 NOVEMBER 2021

## Appendix 1: BSL Plan 2018-2024

### Theme: Scottish Public Services

Please note where actions have been completed – the latest note will be as at date of completion. (Original due dates in brackets)



Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Work with local BSL organisations to develop a program aimed at providing information on Dundee City Councils website in BSL	✔	100%	31-Mar-2024 (2020)	Chief Executive's Services	26-Oct-2021	<p>A series of BSL videos on how to access DCC services produced as part of the BSL Video project partnership between Deaf Links / Angus and Dundee Councils are now available on the Councils website.</p> <p>The Council remains committed to improving the accessibility of the website for BSL Users. This has been achieved as a result of feedback and input received from the British Deaf Association and other local BSL user groups' including North-East Sensory Service, Deaf Action &amp; Deaf Links as well as individual services users who all highlighted the need for more accessible information.</p> <p>As a result of this feedback, the Council embedded the BSL Service User's Services Tab and provided information about Key Services, and updates in BSL on the <a href="#">Council Website</a>.</p>
Continue to support and promote the use of Scottish Government's BSL online interpreting video relay services 'ContactScotland -BSL' to staff and to local BSL users	▶	85%	31-Mar-2024 (2020)	Corporate Services	10-May-2021	<p>The Video Relay Service continues to be promoted on the DCC website (<a href="#">here</a>) but no additional awareness raising has been carried out since the previous update in July 2020.</p>
Continue to support council front line staff and those who work directly with BSL users to access appropriate BSL awareness training	▶	80%	31-Mar-2024 (2020)	Corporate Services	26-Oct-2021	<p>The BSL e learning will be reviewed with the Equalities &amp; Fairness Officer by the end of 2021. Learning &amp; Organisational Development is also looking at external options and considering costs for training courses with providers and partners to be delivered by Deaf Hub</p>

						and/or North East Sensory Services (NESS). We have continued to fund accredited BSL qualifications throughout the pandemic to Education employees.
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Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Family Support, Early Learning and Childcare

Please note where actions have been completed – the latest note will be as at date of completion. (Original due dates in brackets)

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Continue to ensure that all employees within primary, secondary and pre-school services in the city are made aware of sources of advice and support available on BSL issues, within the council and more widely		<div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 50%	31-Mar-2024 (2020)	Children and Families Service	11-Oct-2021	Consideration is being given to providing information in a suitable format to share with colleagues. In the meantime, work continues with those directly supporting children/young people, adults who use BSL. Will complete initial version of this action by April 2022.
Continue to promote greater awareness of D/deaf culture and share best practice when working in partnership with deaf and deafblind children and their families		<div style="width: 75%;"><div style="background-color: #4F81BD; height: 10px; width: 100%;"></div></div> 75%	31-Mar-2024 (2020)	Children and Families Service	26-Oct-2021	<p>During lockdown, pupils at Claypotts Castle PS were able to join in regular story times/social gatherings online, with parents present in the room. While some are part of the Deaf community themselves and aware of D/Deaf culture, other (hearing) parents were able to experience their children's involvement in and enjoyment of D/Deaf culture.</p> <p>Opportunities are actively sought in working with pupils in the Enhanced Support Areas (ESAs) at Claypotts Castle PS and Craigie HS, to bring the pupils together from different year groups and, involving and led by our Deaf Resource Worker, focus on Deaf Studies. These sessions involve discussions of sign language, Deaf history, current well known Deaf people who are leaders in their field.</p>

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: School Education

Please note where actions have been completed – the latest note will be as at date of completion. (Original due dates in brackets)

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Continue to contribute to the Scottish Government's investigation of the level of BSL held by teachers and support staff working with D/deaf and deafblind pupils in schools		<div style="width: 100%;"><div style="width: 100%; background-color: #4f81bd; color: white; text-align: center;">100%</div></div>	31-Mar-2022 (2020)	Children and Families Service	08-Oct-2021	No further work has been requested on this subject. We continue to respond to requests for information about this from organisations such as CRIDE (Consortium on Research into Deaf Education), who feed back to Scottish Government. We have also had involvement in work, which is ongoing, regarding agreement (with the General teaching Council of Scotland) of updated competencies for Teachers of the Deaf in Scotland, including their level of BSL qualification.
Continue to take account of any new guidance regarding the level of BSL required for specialist teachers and support staff working with pupils who use BSL and ensure that teachers have appropriate BSL skills and qualifications		<div style="width: 50%;"><div style="width: 50%; background-color: #4f81bd; color: white; text-align: center;">50%</div></div>	31-Mar-2024 (2020)	Children and Families Service	08-Oct-2021	Although new guidance has not yet been given, we currently have three new/recently arrived members of the service undertaking BSL level 1 classes at the University of Dundee. Another member of the Accessibility and Inclusion Service has had approval to undertake further study and is awaiting the start of a course for BSL 3.  Our Communication Support Worker is undertaking regular tailored tutoring sessions (1:1) for staff members working in Claypotts Castle PS ESA, to help them practise and upgrade their skills informally.
Continue to take steps to improve the way that teachers engage with parents who use BSL		<div style="width: 60%;"><div style="width: 60%; background-color: #4f81bd; color: white; text-align: center;">60%</div></div>	31-Mar-2024 (2020)	Children and Families Service	08-Oct-2021	There is ongoing work, informally and in the individual situations where this occurs, to enhance the experience of parents who use BSL.  A meeting was held in a primary school recently, with our Communication Support

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
						Worker (a fully trained and registered BSL Interpreter), to discuss the particular ways (text, Seesaw, telephone relay sign service, use of Accessibility and Inclusion Service staff to interpret face to face/online meetings), in which the school would interact with deaf parents who were new to the school.
Continue to ensure that parents who use BSL know how they can become further involved in their child's education		<div style="border: 1px solid black; background-color: #e0e0e0; padding: 2px; display: inline-block;">75%</div>	31-Mar-2024 (2020)	Children and Families Service	11-Oct-2021	<p>The use of the Seesaw App has improved this greatly for the parents of younger children. During lockdown, staff provided BSL information videos on the Seesaw App, to explain the work set by class teachers and how parents could support their children in completing it.</p> <p>The Communication Support Worker, aided by other members of the AIS service, translates and produces BSL films of information letters/requests for consent from the schools to be shared with BSL users.</p> <p>Parents who use BSL were supported to attend information and consultation meetings regarding the proposed new secondary school in the east of the city.</p>
In keeping with Scottish Government, Scottish Qualifications Authority (SQA) and General Teaching Council of Scotland (GTCS) guidance, continue to encourage BSL as a subject area in primary and secondary schools		<div style="border: 1px solid black; background-color: #e0e0e0; padding: 2px; display: inline-block;">70%</div>	31-Mar-2024 (2020)	Children and Families Service	08-Oct-2021	<p>During session 2020-21, during the height of the pandemic and through lockdowns, an SQA BSL National 3 course was run at Craigie HS, with a small group of pupils (deaf and hearing) completing the award.</p> <p>Work is ongoing to adapt resources for use in the cluster schools, in terms of the 1+2 programme - these are being shared with schools by the Communication Support Worker.</p>

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
						<p>Another cluster has shown an interest in introducing BSL into the secondary school and some primaries, initially within a concert setting. Meetings are to take place after the October break to progress this.</p> <p>Consent has been secured from several publishers to allow for adaptation of certain popular children's storybooks into BSL. These will be filmed and then stored securely for use by those schools participating in the BSL as part of 1+2 initiative.</p>
Continue to gather and share examples of good practice across the region		<div style="border: 1px solid black; background-color: #e0e0e0; padding: 2px; display: inline-block;">75%</div>	31-Mar-2024 (2020)	Children and Families Service	08-Oct-2021	<p>Accessibility and Inclusion Service is now on Twitter and examples of good practice can be shared on that platform.</p> <p>Student teachers of the Deaf from different areas have chosen to come to Dundee for their external placements and have taken ideas back to their own areas.</p>
Continue to encourage D/deaf deafblind pupils' involvement in developing best practice		<div style="border: 1px solid black; background-color: #e0e0e0; padding: 2px; display: inline-block;">75%</div>	31-Mar-2024 (2020)	Children and Families Service	08-Oct-2021	<p>Pupils at Craigie HS ESA are currently working on a project in which they have reflected on their experiences of transition to High School. They are looking to provide information/discussion for their younger peers who are in transition this year. Their ideas will be shared with staff, also, so that they can improve the quality of experience for our young people.</p> <p>One of the young people at Craigie High School is involved in the Children's Parliament and in the British Deaf Association Deaf Roots and Pride initiatives, sharing his thoughts in each forum.</p>

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
						Older role models are regularly encouraged to meet younger pupils and share their experiences, highlighting previous good practice and developing improvements to ways of working.

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Post-School Education

Please note where actions have been completed – the latest note will be as at date of completion. (Original due dates in brackets)

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Work with all relevant organisations and deaf community to identify barriers and opportunities to support D/deaf deafblind student's transition from school to further education and employment and take steps to improve outcomes		<div style="width: 75%;"><div style="background-color: #4F81BD; height: 10px; width: 75%;"></div></div> 75%	31-Mar-2024 (2021)	Children and Families Service	08-Oct-2021	This work continues, including partnerships with D&A College, Skills Development Scotland, North East Sensory Services. there are also individual conversations regarding Work Experience placements and possible access to Modern Apprenticeships.
Signpost pupils and students to information, advice and guidance in BSL about their career and learning choices and the transition process		<div style="width: 50%;"><div style="background-color: #4F81BD; height: 10px; width: 50%;"></div></div> 50%	31-Mar-2024 (2021)	Children and Families Service	08-Oct-2021	This continues to be done on an individual basis, taking into account the needs and wishes of each young person, as required.

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Training, Work and Social Security

Please note where actions have been completed – the latest note will be as at date of completion. (Original due dates in brackets)

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Gather and review evidence from employees within the Council who are BSL users. Identify any barriers of issues and take steps to address these		<div style="border: 1px solid black; background-color: #e6f2ff; width: 25%; padding: 2px;">25%</div>	31-Mar-2024 (2021)	Corporate Services	26-Oct-2021	Research will be carried out to ensure information is included in the recruitment and selection manual and recruitment and selection training to support managers during the recruitment process, including information on access to work support. Consideration is being given to a survey to all employees to ask if anyone has experience of BSL or is a BSL user and we will ask for any barriers and issues to be brought forward in order to identify those barriers and consider possible supports and solutions.
Work with employability service providers and employers to improve knowledge of deaf culture, available support and best practice		<div style="border: 1px solid black; background-color: #e6f2ff; width: 15%; padding: 2px;">15%</div>	31-Mar-2024 (2021)	Chief Executive's Services	26-Oct-2021	Newly appointed Equality & Fairness Officer will work with the Employability Service to progress this action.
Raise awareness locally of how the 'Access to Work' Scheme can support employees and employers in the recruitment and retention of BSL users		<div style="border: 1px solid black; background-color: #e6f2ff; width: 10%; padding: 2px;">10%</div>	31-Mar-2024 (2021)	Corporate Services	26-Oct-2021	Newly appointed Equality & Fairness Officer to work closely with HR to progress this action.

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Health, Mental Health and Wellbeing

Please note where actions have been completed – the latest note will be as at date of completion. (Original due dates in brackets)

Action Title	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Signpost BSL users to health and social care information available in BSL		<div style="border: 1px solid black; background-color: #ADD8E6; width: 70%; padding: 2px; display: inline-block;">70%</div>	31-Mar-2024 (2021)	Dundee Health and Social Care Partnership	08-Oct-2021	Key Council and Health and Social Care Partnership colleagues have established strong links and are in regular contact to ensure the Councils BSL Plan and DHSCP Sensory Services Plan work in tandem to ensure BSL users have the best opportunity to share relevant information in BSL. BSL Blue Badge Information was prioritised by the council for inclusion on the BSL videos produced for council webpages. NHS Tayside BSL interpreters continue to support NHS Tayside and DHSCP colleagues to provide face-to-face and video discussions where they share/directly share more specific information to individuals regarding their own individual health and wellbeing. The Council, NHS Tayside and DHSCP have continued to promote ContactScotland BSL free video service to practitioners and BSL users to enable initial/brief contact with BSL users. Dundee Health and Social Care Partnership Sensory Services email list includes a wide range of stakeholders who have regular contact with adults and children for whom BSL is their first language. In particular from March 2020 group shared links to key information in BSL regarding Covid. Members of this group share updates when new and updated links to BSL information becomes available. Group members share this information both with the public and with the workforce who are in regular contact with BSL users, using electronic communication or video calls when face-to-

						face meetings are limited. The group includes links with NHS Tayside BSL Interpreters and North East Sensory Services who are a contracted Social Work Service. Covid information and links (especially those from NHS Inform) will continue to be shared through these services through electronic links and videos, paper copies and face-to-face. Other Health and Social Care information in BSL is shared when it is available and SEEHEAR funding was allocated last year to provide BSL information on the webpages of some of our partner agencies.
Provide information about sport, local sports facilities and sporting opportunities in BSL		<div style="border: 1px solid black; background-color: #e0e0e0; padding: 2px; display: inline-block;">20%</div>	31-Mar-2024 (2021)	Leisure and Culture Dundee	11-Oct-2021	Discussions to take place at LACD SMT in November to agree plan for progressing (previously on hold due to COVID)
Work across public and voluntary agencies to address issues of social isolation faced by many BSL users		<div style="border: 1px solid black; background-color: #e0e0e0; padding: 2px; display: inline-block;">40%</div>	31-Mar-2024 (2021)	Chief Executive's Services	26-Oct-2021	<p>Although, engagement work has been maintained, the Pandemic and previous lockdown conditions have limited the extent to which the Council has been able to engage directly with the BSL Community.</p> <p>Nevertheless, during the second half of 2020, a number of online discussions were held with local third sector agencies whose main client groups include a majority of people with one or more protected characteristic. These included North East Sensory Service, Deaf Action &amp; Deaf Links.</p> <p>The Council has recently appointed a new Equality &amp; Fairness Officer, who is tasked with progressing BSL Activities.</p>

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Transport

Please note where actions have been completed – the latest note will be as at date of completion.

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
We will involve BSL users directly in Dundee City Council's Accessible Transport Forum and will provide appropriate communication support		<div style="background-color: #ADD8E6; width: 100%; text-align: center;">100%</div>	31-Mar-2019	City Development	14-May-2019	The Dundee transport forum continues to meet and all members are able to participate.

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Culture and The Arts

Please note where actions have been completed – the latest note will be as at date of completion

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Ensure that information in BSL about culture and the arts is routinely available on websites and at venues		<div style="background-color: #4f81bd; width: 20%; height: 15px; display: inline-block;"></div> 20%	31-Mar-2023	Leisure and Culture Dundee	11-Oct-2021	Discussions to take place at LACD SMT in November to agree plan to progress (previously on hold due to COVID)
Continue our productive relationship with the Dundee V&A to ensure equality of access to all exhibits for BSL users		<div style="background-color: #4f81bd; width: 100%; height: 15px; display: inline-block;"></div> 100%	31-Mar-2023	Chief Executive's Services	10-Apr-2019	This action is mainstreamed into the work of the Disability and Age Action Group who routinely are asked to advise and comment on access issues in and around the V&A.

Action Status Key		
 Overdue	 In Progress	 Completed

## Theme: Justice

Please note where actions have been completed – the latest note will be as at date of completion

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
We will work with local partner agencies to improve access to information and advice on justice issues for BSL users		<input type="text" value="10%"/>	31-Mar-2024	Children and Families Service	26-Oct-2021	Agreement has been reached that a meeting will take place between our newly appointed Equality & Fairness Officer and our Senior Officer Community Justice in November/December to work together in taking forward an agreed programme of action.

Action Status Key		
 Overdue	 In Progress	 Completed

**Theme: Democracy**

Please note where actions have been completed – the latest note will be as at date of completion

Action	Status	Progress	Due Date	Assigned To	Latest Note Date	Latest Update
Promote the access to Elected Office Fund via our website and through direct engagement with BSL users locally. The fund can meet the additional costs of BSL users wishing to stand for selection or election in local or national elections		<div style="border: 1px solid black; background-color: #ADD8E6; width: 75%; text-align: center;">75%</div>	31-Dec-2023	Chief Executive's Services	26-Oct-2021	Our newly appointed Equality & Fairness Officer has been tasked with ensuring that the most recent information available on the Elected Office Fund is made available on our website and shared with local BSL Users ahead of the 2022 Local Elections.
Provide information in BSL on our website how to vote and participate in local and national elections		<div style="border: 1px solid black; background-color: #ADD8E6; width: 60%; text-align: center;">60%</div>	31-Dec-2023	Chief Executive's Services	26-Oct-2021	Our newly appointed Equality & Fairness Officer has been tasked with ensuring that information on how to vote and participate in elections made available on our website ahead of the 2022 Local Elections.

Action Status Key		
 Overdue	 In Progress	 Completed