



Annual Equalities Report 2017 – 2018

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<p style="text-align: center;">BENGALI</p> <p>আপনি যদি এই তথ্যাবলী বিভিন্ন রূপে চান, উদাহরণস্বরূপ : ব্রেইল, অডিও টেপ, বড় প্রিন্ট, কম্পিউটার ডিস্ক বা গোষ্ঠীগত ভাষাগুলিতে, তাহলে অনুগ্রহ করে এর সাথে যোগাযোগ করুন টেলি : 01454 868009.</p>
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<p style="text-align: center;">GUJARATI</p> <p>જો તમારે આ માહિતી અન્ય રીતે મેળવવી હોય, ઉદાહરણ તરીકે: બ્રેઇલ, સાંભળવાની ટેપ, મોટા મુદ્રણ, કોમ્પ્યુટર ડિસ્ક અથવા અન્ય ભાષાઓમાં, તો મહેરબાની કરીને 01454 868009 ઉપર ફોન કરો.</p>
<p style="text-align: center;">HINDI</p> <p>यदि आपको यह जानकारी किसी और रूप में चाहिये जैसे कि: ब्रेल, ऑडियो टेप पर, बड़े प्रिन्ट में, कम्प्यूटर डिस्क पर य समुदायिक भाषाओं में, तो कृपया संपर्क करें टैलिफोन नम्बर: 01454 868009.</p>
<p style="text-align: center;">KURDISH</p> <p>ئەگەر تۆ ھەر ئەھە ی ئەم زانیاریانەت بە شێوازی تر ھەبێت بۆ نموونە: نووسینی چاپی بۆ کوێران، شەرت، نووسینی گەورە، دیسکی کۆمپیوتەر، یان بە زمانە کۆمەڵایەتیەکان تکایە پەیوەندی بەکە بەم ژمارەوه 01454 868009.</p>
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<p style="text-align: center;">SOMALI</p> <p>Hadii aad rabto warkan oo si kale u yaala, sida isagoo ku duuban cajalad maqal ah ama cajalada koombiyuutarka ama ku qoran far waaweyn ama farta indhooleyaasha (Braille) ama ku qoran afkale fadlan lasoo xidhiidh Tel: 01454 868009.</p>
<p style="text-align: center;">URDU</p> <p>اگر آپ کو یہ معلومات مختلف شکلوں مثلاً بریل، آڈیو ٹیپ، بڑے لفظوں، کمپیوٹر ڈسک یا دوسری زبانوں میں چاہئے تو براہ کرم ٹیلیفون نمبر 01454 868009 پر رابطہ کریں</p>
<p style="text-align: center;">VIETNAMESE</p> <p>Nếu quý vị muốn lấy tài liệu này trong một hình thức khác, ví dụ, bằng chữ nổi, thu băng, in nét lớn hay đĩa compiutơ, hay bằng bất cứ một ngôn ngữ cộng đồng nào, xin liên lạc với số điện: 01454 868009.</p>

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SECTION 1



INTRODUCTION

This Annual Equality Report published by South Gloucestershire Council brings together access to all our equalities data, and helps the reader assess the equality of our activities.

The Council is required under the Equality Act 2010 to publish that element of this report. However, this document consciously goes further than that. The Council is conscious that it does not stand alone in seeking to provide equality of opportunity to local communities. As a result, this Annual Report includes information about other groups working in the field of equalities, as well as including information about areas outside the Council's direct control.

This current annual report needs to be seen as part of a larger set of reports and information on equality within South Gloucestershire Council, rather than standing alone. In many areas it points the reader towards the places where that information is already available.

If there is information that you are looking for in relation to equalities which you are unable to find in this Annual Report, please contact equalities@southglos.gov.uk to obtain details. If you would like to see further information published in our next Annual Equalities report, please contact the same address and take the opportunity to influence the content and format of our next Report – we would be delighted to hear from you.

SOUTH GLOUCESTERSHIRE POPULATION

South Gloucestershire is in the West of England, located between Gloucester and Bristol, the Severn Estuary and the Cotswolds. The first and second crossings of the River Severn lie within South Gloucestershire and the area is well served by motorway and rail links.

The district covers 536.6 sq. km with a population of 279,000¹ and 112,467² households.

It is a mixed urban and rural area of great diversity with long-established urban communities, market towns, small villages and substantial new development. Just over 60% of the population live in built-up areas immediately adjoining Bristol. Just under 20% live in the towns of Yate, Chipping Sodbury and Thornbury, and the remaining 20% live in the more rural areas of South Gloucestershire.

Our residents have a high-quality local environment which they greatly value. South Gloucestershire is mainly an affluent area, with vibrant towns and parishes and a good range of community infrastructure making it a safe and strong place to live. In 2016/17, 81% of respondents to the Viewpoint survey said they were satisfied with their local area as a place to live³. Crime levels are low compared to the rest of the country - 61 recorded crime incidents per 1,000 residents compared to 83 per 1,000 across England and Wales⁴.

South Gloucestershire has a diverse economy including world leading companies from key high growth sectors such as advanced engineering, aerospace and defence, microelectronics and silicon design. We are host to large local economic drivers such as the Mall at Cribbs Causeway and the University of West of England, which attract investment and create opportunities as well as being major employers.

¹ Office for National Statistics mid-year estimates, 2017

² Valuation Office Agency, August 2014

³ South Gloucestershire Quality of Life Report - 2017

⁴ South Gloucestershire Quality of Life Report - 2018

We are home to the new Science Park which is a world class environment for businesses in science and advanced technology, as well as the new National Composite Centre which is a national pioneer on the research and design of new composites technologies.

Gender

In South Gloucestershire, 50.4% of the population are female (140,594 persons) and 49.6% (138,433 persons) are male, as reported in the ONS 2017 mid-year estimates.

Race

South Gloucestershire has a small but growing number of Black, Asian and Minority Ethnic (BAME) residents. The 2011 Census reported that 5% of the population is BAME (compared to the average of 14% for England and Wales). In addition, 2.5% of the population is classified as 'White Other'. This is broken down as follows:

South Gloucestershire 2011 Census data

Group	South Glos Number	South Glos. Percentage
Asian/Asian British – Bangladeshi	238	0.1
Asian/Asian British – Indian	2,699	1
Asian/Asian British – Pakistani	698	0.3
Asian/Asian British – Chinese	1,312	0.5
Asian/Asian British – Other	1,493	0.6
Black/African/Caribbean/Black British – African	987	0.4
Black/African/Caribbean/Black British – Caribbean	980	0.4
Black/African/Caribbean/Black British – Other	251	0.1
Mixed/Multiple Ethnic Groups – White & Asian	1,016	0.4
Mixed/Multiple Ethnic Groups – White & Black African	396	0.2
Mixed/Multiple Ethnic Groups – White & Black Caribbean	1,516	0.6
Mixed/Multiple Ethnic Groups – Other	739	0.3
White – English/Welsh/Scottish/Northern Irish/British	241,611	91.9
White – Irish	1,223	0.5
White - Gypsy or Irish Traveller	271	0.1
White – Other	6,469	2.5
Other Ethnic Group - Arab	366	0.1
Any Other ethnic group	502	0.2

Note: Totals may not sum because of rounding

The South Gloucestershire Race Equality Network meets three times a year to discuss topics affecting the BAME community in the district and advise the statutory bodies of their concerns about the issue.

Disability

The 2011 Census provided the following information in regard to disability:

South Gloucestershire 2011 Census data

	Disability/Day-to-day activities limited to some extent
Number	40,914
Percentage of Population	15.60%

This compares with 17.9% across England and Wales.

South Gloucestershire Council supports South Gloucestershire Disability Equality Network (SG DEN), which is a group of disabled people and organisations representing disabled people in the district. SG DEN is a valuable source of advice to the Council on how best to serve disabled residents and an influential voice for the disabled community.

There is a Learning Difficulties Partnership Board which acts as a voice for people with learning difficulties and to bring issues to the attention of statutory organisations.

Age

The age structure in South Gloucestershire is broadly similar to the national picture, as follows:

- Children age (0-15 years): 52,085 (18.6% of total population compared to an England & Wales average of 18.0%)
- Working age (16-64 years): 174,938 (62.7% of total population compared to an England & Wales average of 63.8%)
- Pensionable age (65+): 52,004 (18.6% of total population compared to an England & Wales average of 18.2%)

The total population is predicted to grow broadly in line with national averages. This growth is expected to see a significant increase in the number of people aged 65+.

Religion or Belief

In respect of religion or belief, the 2011 Census reported the following:

South Gloucestershire 2011 Census data

Religion/Belief	Christian	Buddhist	Hindu	Jewish	Muslim	Sikh	Other religion	No religion	Religion not stated
Number	156,504	708	1,681	145	2,176	623	888	80,607	19,435
Percentage of Population	59.6%	0.3%	0.6%	0.1%	0.8%	0.2%	0.3%	30.7%	7.4%

- 59.6% of the population were Christian - considerably lower than the proportion recorded in the 2001 Census (73.9%).

- 30.7% of the population stated that they do not have a religion – nearly double the proportion recorded in the 2001 Census (17.5%) and higher than the national average (25.1%).

At present most followers of non-Christian faiths need to travel into Bristol to worship.

Sexual Orientation

There is no hard data on the number of lesbians, gay men, bisexuals and transgendered people in the UK. However, the Government is using the figure of 5-7% of the population and Stonewall⁵ agree that this is a reasonable estimate. This means that across the area, we have approximately 15,000 residents who identify as being LGBTQ – the largest minority group in South Gloucestershire.

Further Information

A range of information concerning the South Gloucestershire population can be found at our webpage entitled “Statistics about the Area”: <http://www.southglos.gov.uk/council-and-democracy/census/>

A range of information concerning council workforce demographics can be found on our webpage: [Workforce Equalities Monitoring](#)

In respect of key issues experienced by groups across the UK and South Gloucestershire, the council’s website contains a wealth of information: www.southglos.gov.uk. In addition, the Equality and Human Rights Commission (EHRC) website contains information pertaining to all protected characteristic groups.

HOW DOES SOUTH GLOUCESTERSHIRE COMPARE?

On 10 October 2017 the Government published its Race Disparity Audit. This is not a report, instead it presents results of some 300 datasets analysed by ethnicity. These can be found at www.ethnicity-facts-figures.service.gov.uk/ Each Government department is being asked to carry out its own analysis in order to “explain differences or change them”.

This Government data is broken into the following main themes:

- Community
- Education
- Labour market participation and income
- Housing
- Crime and policing
- Criminal Justice System
- Health
- Public Sector Workforce

⁵ For further information, visit: <http://www.stonewall.org.uk/>

The website provides a valuable source of evidence for those looking to compare the outcomes for BAME residents of South Gloucestershire with those elsewhere. For the council's services it enables local results to be assessed against a wider context.

SOUTH GLOUCESTERSHIRE EQUALITIES FORUM

The Council is very aware that its work on equalities cannot stand in isolation from the actions of others working in this field both locally and nationally. Much of the information presented in this report links to, and involves, the work of other groups and individuals operating in South Gloucestershire.

A key part of this network is the South Gloucestershire Equalities Forum. The Forum brings together organisations and individuals living and working in South Gloucestershire who work to create a place where people and communities can live without fear or experience of discrimination. In particular the Forum seeks to make progress towards achieving this vision through four areas of work:

1. **Challenging Discrimination** – by challenging discrimination where we see it we will give confidence to people from equality communities and help make them aware of the legal protection which exists for them
2. **Education** – by helping to dispel the myths around equality communities we will help people respect individuals, whatever their background, and value living in a community of people from different cultures and experiences
3. **Legal Framework** – working within the legal framework which imposes a duty on public organisations to promote equality of opportunity we will share lessons learned within our member organisations and encourage all to adopt best practice
4. **Promoting Community Cohesion** – by encouraging activities to bring people together in communities we will help give communities a stronger sense of empowerment and help people from different backgrounds work together and ensure that new people moving into the area are welcomed

Membership of the Forum includes:

- Age UK South Gloucestershire
- Avon and Somerset Constabulary
- Avon Fire and Rescue Service
- Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group
- CVS South Gloucestershire
- Bromford Housing Association
- North Bristol NHS Trust
- South Gloucestershire LGBTQ+ Network
- South Gloucestershire Council
- South Gloucestershire Disability Equality Network
- South Gloucestershire Over 50s Forum
- South Gloucestershire Race Equality Network
- Southern Brooks Community Partnerships

The Forum's website is hosted by CVS South Gloucestershire and sponsored by Bromford Housing Society. In addition to information about the Forum and its activities there is an equality profile of the area. The profile section includes information from the census about equality communities and contact details for representative organisations. These pages can be accessed at www.cvs-sg.org.uk/Pages/Category/equalities-forum.

During 2017/18 the Partners Group which responds to issues raised by the Forum met on three occasions. The meetings looked at equality aspects of the Joint Strategic Needs Assessment and the Draft Health and Wellbeing Strategy. Following up on the strategic priorities of the Strategy the Partners Group has taken a closer look at education attainment by pupils for a BME background and those with Special Educational Needs and Disability. Partners want to see what they can do to help support work to raise attainment. During the year SGEF has negotiated a way to fill a place on the Local Strategic Partnership by making an annual nomination while continuing their practice of rotating the chairing of meetings.

In March SGEF delivered the latest Equality Conference looking at equality issues in rural areas. A lively event highlighted how some people with protected characteristics can become isolated and feel vulnerable in rural areas and went on to celebrate the contributions they can make to communities which make the effort to be inclusive. A report of the Conference will be published in the autumn of 2018.

South Gloucestershire Disability Equality Network (SGDEN) has continued to pursue their interest in issues of loneliness and isolation. They have taken over the management of the "Can't Wait Card" which encourages businesses to allow people who have an urgent need to use the toilet for a medical reason to use their facilities. A major event in March attracted over 60 people from a range of walks of life to learn about how to identify people at risk of isolation and some of the projects which are there to assist.

The South Gloucestershire Race Equality Network (SGREN) with the support of their new Development Worker have formally constituted themselves and set up a bank account. They have identified two priority issues; educational attainment by BME pupils and policing, on which they are working.

South Gloucestershire Over 50s Forum have moved to a new approach of holding regular local meetings in four areas of the district. This has helped strengthen the organisation and improve its ability to represent the interests of older people. They have supplemented this work with a recruitment drive and programme of events targeting 'younger older people'; those over 50 but who are working.

South Gloucestershire LGBTQ+ network has been successfully launched, supported by The Diversity Trust. The network has started a programme of open meetings with excellent speakers initially looking at experiences of coming out and at LGBTQ issues in the education system.

Towards the end of the year these equality networks came together to form South Gloucestershire Equality Partnership. Convened by CVS South Gloucestershire and joined by AgeUK South Gloucestershire and Southern Brooks Community Partnership (who are working to bring together faith organisations) the partnership encourages effective collaborative working to get the best value from their limited resources as well as the exchange of knowledge and ideas. The Equality Partnership was successful in securing a 3-year funding agreement from the Council for 2018-21 which will ensure equality interests in the area have a continuing voice.

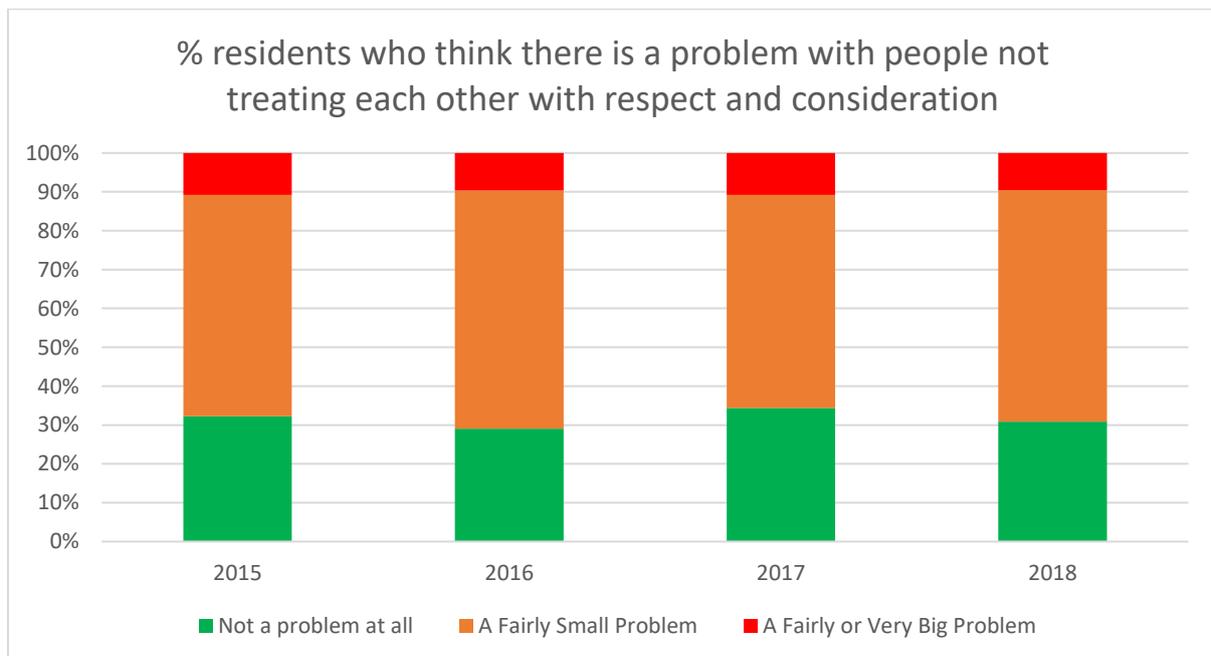
PERCEPTIONS OF EQUALITY

Each year the council surveys residents in order to assess their views of equality in South Gloucestershire. This has been done using the same methodology for the past 8 years and thus enables trends to be proven. The number of respondents to this survey for each of year is as follows:

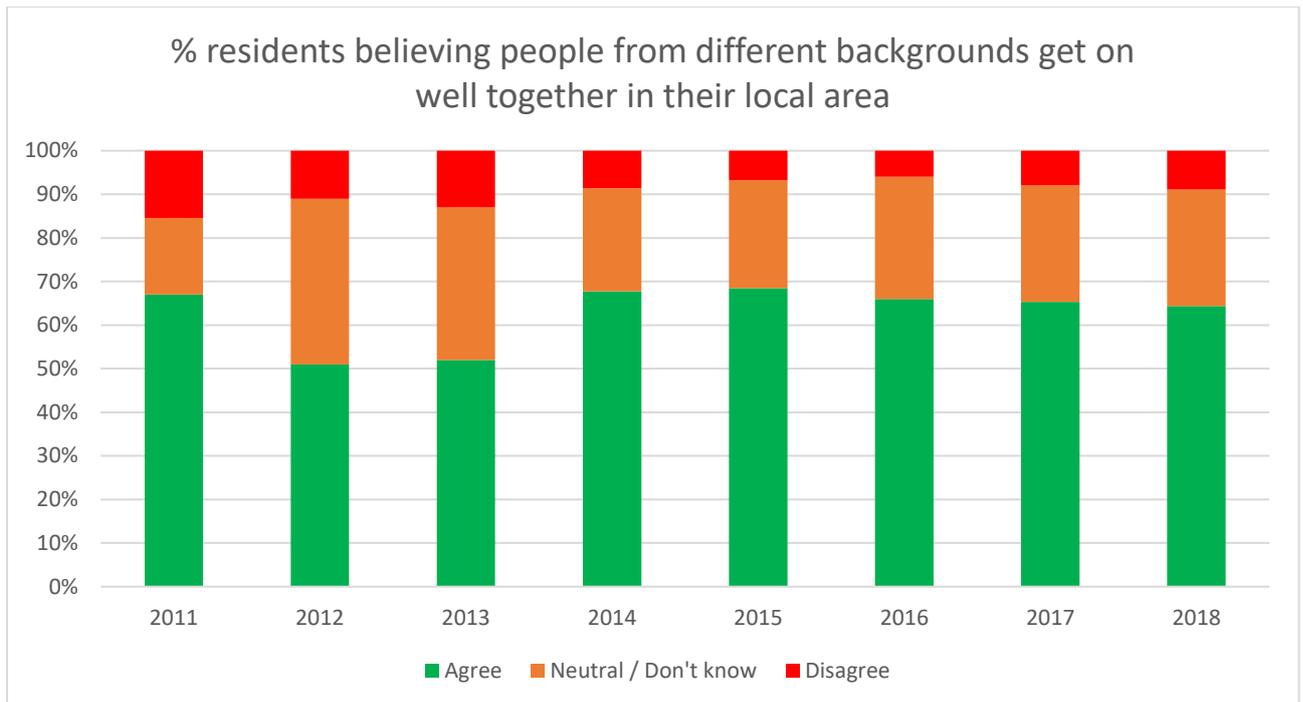
- 2011 1,154
- 2012 999
- 2013 890
- 2014 1,278
- 2015 1,285
- 2016 916
- 2017 804
- 2018 762

Data has not been weighted by age due to large discrepancies between the distribution of age groups within the sample and the South Gloucestershire population. This is to avoid any distortion of results. When reviewing the results, it should be considered that the over 45 age group is significantly over-represented and the under 25 age group is significantly under-represented.

The proportion of residents who think there is a Fairly Big or Very Big Problem with people not treating each other with respect and consideration in their local area decreased by 1 percentage point, compared to the previous year, while the number thinking it is not a problem decreased by 3%. However, both changes were within the margin of error.



Asked a much broader question about how well people from different backgrounds get on in their local area, residents were also broadly positive in 2017/18. The proportion feeling their local area is a place where people from different backgrounds get on well together dropped 1%. The proportion who actively disagree with this statement increased from by 1%. Again, both changes are within the margin of error.



CORPORATE EQUALITY ACTION PLAN 2017/18

Management Processes and Procedures

The council introduced a number of changes to the processes it uses to improve equality in its operation and service delivery for the 2017/18 financial year. In doing so it was keen to ensure that:

- a) All legal requirements are met
- b) Practice is proportionate to the level of resources the Council has at its disposal.
- c) There is consistency across all departments in the implementation of agreed arrangements.

While some of these changes appear bureaucratic, they were designed as a linked group to ensure that all managers and staff take responsibility for equality in their own work

Responsibilities

The council's broad approach to managing equality is that all managers and staff are responsible for ensuring equality within the work areas they are responsible for. The practical expectations of different levels of managers was more clearly defined as shown overleaf and this was communicated to all staff.

Directors and Departmental Management Teams

1. Directors are responsible for ensuring the Council's equality framework is effectively implemented across their department, and that EqIAAs are included as part of all Cabinet / officer reports.

Heads of Service

2. Heads of Service are responsible for the equality performance of activities and premises under their control. This requires them to
 - Ensure that managers under their control are aware of their responsibilities and support them in meeting those responsibilities.
 - Ensure that people who manage and carry out work within their area are provided with suitable training, information, supervision and systems of work.
 - Ensure EqIAAs are included from the outset as part of policy development and review; and that EqIAAs are included as part of all decisions on changes to service.
 - Carry out Equality Impact Analysis and Assessments (EqIAAs) on a regular basis using performance measures and consultation results to identify imbalances in outcomes related to protected characteristics, and to implement changes to address these imbalances where appropriate.

Line managers

3. Line Managers are responsible and accountable for ensuring equality both in the delivery of their service and in the management of their staff.

All staff

4. All staff are responsible for championing equality within their work and delivery of services.
5. Achieving this will involve taking reasonable care to ensure there is no discrimination on the basis of protected characteristics in their delivery of services, or in their interaction with colleagues, partners, and the public.

Equality Impact Assessment and Analysis (EqIAAs)

EqIAAs caused more concern than almost any other part of the council's equality framework. The quality and consistency of EqIAAs varied considerably, and it was felt the council's documentation suited big decisions but was too cumbersome and complex for smaller topics.

A new EqIAA template which is more readily scalable to the topic being considered was introduced from 1 April 2017. To reinforce their accountability for equality the template for formal reports to Cabinet / Council / delegated decision makers was amended. Equality is

now part of the main body of reports and report authors, who are familiar with the topic, accountable for its consideration.

Training on EqIAAs, focussing on the need for assessment at the beginning of any consideration, and on their own personal responsibilities, was given to all Departmental Management Teams.

Data analysis

Using data to understand equalities impacts is a legal requirement and responsibility to regularly monitor data sits with services and service managers.

Where services are delivered on an individual basis periodic analysis is still needed to identify unintended bias.

The council's Digital Programme will provide significant opportunities to improve data collection, analysis, and usage.

A particular concern - for local government as a whole, not just South Gloucestershire Council - is the lack of intersectional analysis. (Analysis broken down by multiple protected characteristics, rather than these being treated as separate. i.e. outcomes for black, male teenagers being analysed taking all those characteristics into account rather than one analysis of outcomes by ethnic origin; a separate one carried out by gender; and a third by age.)

Training

All managers at every level of the council were required to attend a half-day training programme on 'Unconscious Bias in Managing Diverse Workforce' delivered by an external trainer. In addition, training was introduced to help those looking to develop their skills in order to enhance their promotion prospects. This was targeted particularly at staff with protected characteristics.

All managers and team leaders were also required to attend departmental training to communicate the new arrangements for the management of equality. These started from the premise that equality isn't treating everyone the same, it's helping everyone to get the same outcomes. Workshops were introduced by Directors to demonstrate corporate commitment to the effective and proportionate management of equality.

Staff Support Groups

The council ran a major campaign to reinvigorate its groups for staff with protected characteristics. Communications and equality staff promoted and supported initial meetings of the refreshed groups, with the intention of helping these until they are able to operate independently.

The following groups are now active and met at least three times during the year: LGBTQ+ Staff Network (8 members); BME Staff Network (8 members); and Women's Staff Network (6 members). The Disabled Employees Group (74 members) continues to be active. Each group adopted a statement of purpose and identified areas they would like to be involved in supporting.

The council's Management Team welcomed the positive approach of the groups and their offers of help with topics as diverse as:

- Celebrations of diversity Black History Month; International Women's Day; LGBT History Month;
- Reviewing recruitment processes and having a presence on the public-facing recruitment website to improve potential job applicants' confidence in the council's support for employees with protected characteristics.
- Influencing and supporting follow-on work as a result of the Unconscious Bias training sessions recently held for managers in order to facilitate improved practices by managers.
- Increasing understanding of protected characteristics, and populating intranet pages so the groups can be supported in publicising their existence and activity in order to build staff confidence.
- Investigating the Mayor of Bristol's 'Stepping Up' programme;
- Establishing mentoring opportunities for people from BME backgrounds

These offers were passed to staff responsible for the core activities for implementation

CORPORATE EQUALITY PRIORITIES 2018/19

Implementation and deployment of the framework for equality management will be monitored on a regular basis during 2018/19.

During the year the council will develop a new 'Equality Plan' to take effect from 1 April 2019 after the current plan expires.

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SOUTH GLOUCESTERSHIRE COUNCIL'S EQUALITY OBJECTIVES

The Council has set 4 objectives for its equality work and progress against these in 2017/18 is considered below. Results can be summarised as: -

Objective		Feedback on Progress
Objective 1: To ensure a consistent approach to managing equalities.	✓	<p>Following introduction of the revised framework for managing equality the standard and consistency of Equality Assessments (EqIAAs) as part of the decision-making process, was significantly improved compared to the previous year.</p> <p>These will be reviewed in 2018/19 to identify any further work needed to ensure consistent deployment.</p>
Objective 2: To ensure fair treatment for all by Council services	—	<p>The proportion of residents feeling they were discriminated against rose by 1.2% but this is within the margin of error. Many of the examples given do not involve council services. The numbers involved for individual protected characteristics are so small that it is inappropriate to compare trends.</p>
Objective 3: To reduce any gaps in service use and take-up.	✓	<p>Overall, the Council is showing improvements in delivering against actions that have been set to improve service performance in delivering against these objectives. This Annual Report provides information on the performance of council departments in 2017/18 and of progress against actions which were set for the year.</p>
Objective 4: To continuously improve equality of opportunity for our employees and job applicants	✓	<p>Analysis against this objective is assessed via our annual 'Equalities in Employment' report which is available via the link in Section 3 of this report. This information enables us to check our performance as an employer in relation to all diverse employee groups.</p> <p>The Equalities in Employment report shows gaps in equality of employment and opportunity are reducing in some areas, albeit it more slowly than we would want, though not others.</p> <p>The Council offered in 2017/18 a programme of personal / professional development to all staff and offered 1:1 tailored support specifically targeted at those with protected characteristics, to address this issue. We have also supported Bristol City Council's Stepping Up programme specifically targeted at black leaders. The council is delivering during 18-19 a leadership programme aimed at aspiring women.</p>

OBJECTIVE 1: ENSURING A CONSISTENT APPROACH TO MANAGING EQUALITIES.

Changes to the Council's framework for managing equality were implemented during 2017/18 and placed greater onus on the responsibility of all managers to understand the equality impacts and implications of their services, both in ongoing delivery and in considering options to change those services.

The standard and consistency of Equality Assessments (EqIAAs) as part of the decision-making process, was improved compared to the previous year.

OBJECTIVE 2: ENSURING FAIR TREATMENT FOR ALL BY COUNCIL SERVICES

This indicator is monitored through a Viewpoint Panel survey. 682 members of the Panel answered this question and the full results are presented below.

The proportion of residents feeling they were discriminated against rose by 1.2% but this is within the margin of error. The numbers involved for individual protected characteristics are so small that it is inappropriate to compare trends.

Protected characteristic	No. believing discriminated against	% believing discriminated against	Comments made
Not discriminated against	640	93.80%	<ul style="list-style-type: none"> No because I've never had any dealings with them yet. But I am WHITE
Age	19	2.8%	<ul style="list-style-type: none"> Too many to mention! There is an assumption that everyone wants to do everything electronically. Although I appreciate this is cheaper, some older people prefer to use paper for some things (in particular it appears not to be possible to get paper booklets describing the walks programme and the excellent cycle maps. It should be possible to request paper versions of these. Delay in issuing my husband's bus pass, even though he applied in good time. I was so disgusted with the excuse he was given as to why he hadn't received it when he should have - govt. cuts etc- I emailed our local MP & councillor & complained. Lo & behold, his pass turned up 2 days later. Even though he was told he wouldn't receive it for at least another 2 weeks. My husband followed the local council's rules & was penalised. I strongly believe it was because of his age. General attitudes to the elderly are negative. A number of elderly in our village are not computer literate and discrimination has happened i.e. with planning application Neighbours? Move my recycling or throw into my garden. Changes confusing, black bin too small

Protected characteristic	No. believing discriminated against	% believing discriminated against	Comments made
Disability	10	1.5%	<ul style="list-style-type: none"> • There seems less provision for the special needs of the deaf • My main problem at the moment is rubbish collection. I've been given a mini-bin. It is insufficient. As I live alone, in the past I have had no objections to neighbours using spare space in my bin. Now, a problem will arise. The practical/physical act of recycling is difficult due to disability. • My wife is severely disabled and we need to take a wheelchair when we visit places. Thornbury is the only town that I know of that has NO disabled parking bays in the High Street • All local bus routes taken away have to walk a lot further to catch one now being 72 with a wife 69 with ill health it makes things difficult. • Education of my disabled son • Due to some ongoing health problems that mean I generate medical waste, I asked to keep the larger black bin rather than changed to the planned smaller bins. This has been approved and I am pleased about this. However now I have to have something I consider to be stigmatising and embarrassing on the bin outside i.e. A red sticker on my bin • The county council website is not compliant to DEFRA policy, notified, but no action to address for over 1 year. Chicanes and barriers in footpath for no good reason denying disabled access again notified, but no action.
Gender reassignment	0	0	
Pregnancy and maternity	2	0.3%	
Marital or civil partnership status	1	0.1%	
Ethnicity	3	0.4%	<ul style="list-style-type: none"> • More black and other ethnic people get more help than white people
Gender	3	0.4%	<ul style="list-style-type: none"> • Slightly in decision to turn off street lights - makes females more vulnerable at night
Religion or belief	7	1.0%	<ul style="list-style-type: none"> • As an atheist I object to state funded religious affiliated schools.
Sexual orientation	1	0.1%	
Any other equalities issue	13	1.9%	<ul style="list-style-type: none"> • Grading of house is too high • As a non-internet user

General Comments

- No discrimination to report
- Some of the issues here are the inventions of morons, over paid with tax payer's money and possessing very little intelligence.
- Some questions difficult to answer without knowledge or experience of the situation
- Everything is aimed at women and ethnics, being white and British is the worse place to be

Comments referring to decisions by bodies other than South Gloucestershire Council

- I have been by my parish council who do nothing to help disabled people go to meetings and hold meeting in inappropriate places
- I feel that government in general is discriminating against people with traditional Christian moral values.
- My partner and I are not able to enter into a civil partnership as we do not have the right to do so, while same sex couples do. This is discrimination against mixed sex couples, and the council should work with government to enable mixed sex couples enter civil partnership
- I think (before retirement) that I was legible for some sort of health benefit (Stroke, stent), painful knees, sever back pain (depending on what I was doing), Type 2 Diabetes, etc. They did not!
- Due to pregnancy, no one will offer me work
- Had dealings with Police in the past, mainly about not registering petty crimes, with not much success
- Should have had my bus pass by now but they've moved the goalpost!

Comments not related to protected characteristics

- Yes, as a cyclist. There is rarely proper, secure, convenient cycle parking or proper provision for cyclists on the roads or proper cycle routes. The new Bristol Aerospace museum is a case in point, with excellent cycle parking facilities, in completely the wrong place, as far as possible from the museum entrance.
- We have been waiting for over 30 years for a footpath to Shortwood. Our closest shopping area is Emerson Green some two miles away, sorry no bus service. No traffic calming in this village.
- Planning
- Our village as a whole has been disregarded by the Council. A lack of facilities i.e. doctors, transport, roads etc. Just more houses being built. The village does not cope
- Now Cossham Hospital is available once more it is much better for community access, well done to S. Glos Councillors
- Being part of a rural community, no services, council don't take rural crimes or other issues seriously.

During the year a complaint was received that the council's consultation processes did not automatically ask sexual orientation of respondents to all surveys, but instead only used it where the council thought it relevant to the topic under consideration. Following consideration of upcoming consultation topics (Climate Change; Special Education needs; Youth Clubs) it was confirmed sexual orientation would continue to only be included where relevant to the consultation.

However, the council's consultation processes were amended to include a non-binary option in the options for gender questions of respondents.

OBJECTIVE 3: TO REDUCE ANY GAPS IN SERVICE USE AND TAKE-UP.

Overall, the Council is showing improvements in delivering against actions that have been set to improve service performance in delivering against these objectives. This Annual Report provides information on the performance of council departments in 2017/18 and of progress against actions which were set for the year.

OBJECTIVE 4: TO CONTINUOUSLY IMPROVE EQUALITY OF OPPORTUNITY FOR OUR EMPLOYEES AND JOB APPLICANTS

Analysis against this objective is assessed via our annual 'Equalities in Employment' report which is available via the link in Section 3 of this report. This information enables us to check our performance as an employer in relation to all diverse employee groups.

The Equalities in Employment report shows gaps in equality of employment and opportunity are reducing in some areas, albeit it more slowly than we would want, though not others.

The Council offered in 2017/18 a programme of personal / professional development to all staff and offered 1:1 tailored support specifically targeted at those with protected characteristics, in order to address this issue. We have also supported Bristol City Council's Stepping Up programme specifically targeted at black leaders. The council is delivering during 2018-19 a leadership programme aimed at aspiring women.

SECTION 2

**ANNUAL DEPARTMENTAL EQUALITIES
FEEDBACK REPORTS**



DEPARTMENT: Chief Executive and Corporate Resources
YEAR: April 2017 – March 2018

SECTION 1 – THE DEPARTMENTAL EQUALITIES ACTION PLAN

What we promised to do in 2017/18	What we actually did
Improve collection of employee data	Data is collected for new starters. A campaign to encourage individuals to update their record with equalities data ran in late September. This has resulted in a very small increase in data available in some areas
Deliver council-wide equality awareness raising programme	Unconscious bias training delivered. Career workshops delivered and opportunity for follow up. Programme continues.
Deliver agreed equalities training programme	Delivered unconscious bias training for managers and taking control of your career for all staff followed by managing equality processes.
Prepare for gender pay report	Gender pay gap report published ahead of statutory deadline.
Develop mental health improvement programme	Series of events and enhanced resources available. E-module to support mental health available as part of Time to Think commitment.
Achievement of the 'Time to Think' pledge standard	Achieved as part of the Council's commitment to creating a healthy workplace.
Introduce digital applications for the registration service	This has been scheduled as one of the first Digital Southglos projects. Our Digital Inclusion Strategy will seek to identify how we can best support our protected characteristic for older people, particularly people over the age of 75.
Increase digital inclusion amongst older and disabled residents	We are currently putting together a Digital Inclusion strategy based on six key themes. The first theme is around our customers – analysis and understanding. This indicates that the elderly are most at risk of exclusion followed by customers with disabilities. We are currently trying to understand the link between the two. Work is being undertaken involving key partners/external groups to produce an action plan.
Achieve web content accessibility compliance standards (WCAG2 AA)	We continue to strive towards achieving level AA of the web content accessibility guidelines as part of the digital transformation programme. We are currently working with an external User Experience agency to refresh the design for our website key templates, dynamic forms and pattern library components.
Website user research to inform website accessibility improvements	Feedback from ongoing user research is helping to inform the design processes outline above for web forms with an external User Experience agency. Our Digital Inclusion Strategy will seek to identify how we can best support our protected characteristic for disabled people.
Improve easy read section of website and increase	We have continued our efforts to make further improvements to the easy read section of the website in conjunction with the Learning

availability of content in accessible formats	Difficulties Partnership Board.
Support low cost computer scheme	Work has continued to support and promote our low-cost computer scheme with particular focus on eligible elderly and disabled residents through One Stop Shops, libraries, our Community Learning courses and VSCE organisations such as Southern Brooks via their community coordinators, social media channels and Age UK
Promote national and local campaigns related to equality topics using online and offline council channels via local media	Promoted national and local campaigns and messages related to equality topics using online and offline council channels, video and via local media including Mental Health Awareness Week, Children's Mental Health Week, Living Well with Dementia roadshows, Learning Difficulties Development Funding, South Gloucestershire Equalities Forum conference, World Hearing Day, LGBT History month.
Improve adjustments process within ICT	Worked with Disabled Employees Group to enhance the processing of adjustments, new software, internal monitoring capability and escalation process within ICT. This was well received by the group.

In addition to this we achieved the following in 2017/18:

- Promoted the reinvigorated staff equalities groups (race, LGBT, Sex, age) by populating intranet pages and publicising their existence and activity in order to build staff confidence
- Continued support for Disabled Employees Group
- Worked with the Equalities Officer to develop awareness material to increase understanding of protected characteristics
- Promoted a new development programme aimed at senior female staff within the council to give them the skills required of senior managers and ensure our senior management team better reflects our community
- Mental health – signed the Time to Change Employer Pledge, Managing Mental Health in the Workplace e-module, Promoting Positive Mental Health team video training resource, established the Mental Health Champions network, ongoing multi-agency mental health training offer.
- As a department we are supporting the Mental Health Champions initiative
- Developed the Mind You website for children and young people to promote mental health and emotional wellbeing in South Gloucestershire.
- Support to the Bristol led positive action Stepping Up programme for BAME staff – we have two candidates on this
- Launched the Women in Leadership programme to address the under representation of women in management roles in the council.
- Disability Equality at Work and Equality and Diversity training courses launched
- Signed up as a Disability Confident Committed employer
- Council Digital Strategy reviewed and an ongoing process of consultation with disabled and older people is now in place to ensure appropriate digital solutions are in place
- The Blue Badge application process has been developed to include the provision of an Independent Medical Assessment where applicants require further support to identify and communicate their needs
- Equalities Awareness session held for Financial Assessment and Benefits (FAB) Team

- Joint working with various agencies and families to support access to services and safeguarding as for all children within the Gypsy, Roma and Traveller community (GRT)
- Supporting GRT families through the planning/welfare process, interviews and housing needs assessment
- Workers Group meeting set up to include a range of professionals attending, including Health, Education, Housing, Public Health, Playbus, Health Visitors and many other agencies
- Supporting the day to day running on council run GRT sites and deal with any issues or concerns
- Offering a weekly drop-in facility at Patchway Library and weekly Benefit Surgeries on Northwood Park and Highwood Park for GRT families
- Corporate Traveller Unit and EMTAS representatives attendance at site/home visits, Workers Group meetings, Gypsy and Traveller Forum and site meetings, to encourage consultation and engagement with the community
- The council's Finance & Customer Services Division has retained their accreditation for Customer Service Excellence in 2017. The assessment was supported by a review of corporate evidence which included equalities related policies and practices.

The key actions proposed for 2018/19:

- Creation of the Kingswood OSS/Library Hub improving accessibility for all by combining our facilities and improving the OSS area to ensure we are meeting the needs of customers with disabilities. The new OSS will provide access and support for customers to be able to go online.
- Work in partnership with Public Health and the Diversity Trust to create an e-module on LGBTQ+ awareness
- Review and continuation of positive action initiatives
- Share the key messages of national and local campaigns promoting the values of equality and diversity
- Promote and raise awareness of the council's values and behaviours to ensure staff demonstrate that 'We care about diversity and respect and champion equality of opportunity for all'
- Develop and deliver digital inclusion strategy as part of Digital South Glos transformation programme ensuring this provides quality of access for those with protected characteristics
- Achieve Level AA web content accessibility guidelines (WCAG2 AA) compliance standards across all council websites
- Continue to support low cost computer scheme
- Work with Gypsy, Roma and Traveller (GRT) families moving into housing for the first time, this will be over a six-week transitional period working in partnership with housing providers i.e. Bromford, Sovereign, Solon and Liverty Housing Associations and Trusts.
- Officer training for forthcoming benefit changes. Including Universal Credit, Benefit Capping and PIP to support GRT community
- Adult Safeguarding - a number of Officers have been enrolled in training sessions to give them the skills to deal with vulnerable adults within the GRT community
- Investigate Mental Health Awareness training following a number of incidents over the past year
- Continue to engage, support and promote Council Services within the Gypsy and Traveller community
- SGC representative attendance at meetings to ensure the Gypsy and Traveller community are involved in consultation

SECTION 2 – EQUALITY IMPACT ASSESSMENTS (EqIAAs)

Key EqIAAs undertaken during 2017/18:

- Budget consultation process and annual council tax setting 2017/18
- Digital Programme
- EqIAAs for all council savings programme (CSP) projects

SECTION 3 – EQUALITIES MONITORING

The key equalities monitoring that has taken place during 2017/18:

Equalities monitoring is undertaken as part of the overall monitoring and evaluation of service delivery for the following services:

Human resources

The council wide Equalities in Employment report was a key source of evidence along with the employee survey in producing an action plan to respond to the issues emerging from analysis of the data. The action plan and report were approved by COMT and good progress to deliver the action plan has been made during 17-18.

Revenues and Welfare

The team are exploring options and feasibility of rolling out equalities monitoring for concessionary travel and the welfare grant scheme.

Corporate contact centre

Analysis of equalities data does not show any trends of dissatisfaction with the Contact Centre service; however, we will continue to monitor this on a regular basis. The contact centre is currently at the procurement stage for a new telephony system, which will improve access channels for all customer groups.

One stop shops (OSS)

Analysis of equalities data does not show any trends of dissatisfaction with the One Stop Shop; however we will continue to monitor this on quarterly basis. We continue to work closely with our colleagues from property services and ICT to improve accessibility, and the experience of all customers within the new layout of sites later this year. Particularly around the new open planned site in Kingswood, ensuring all customers' needs are met.

Strategic communications

Our website accessibility page was visited 2229 times between April 2017 and March 2018 by external users and 81 times by staff during the same period.

Registration services

The Registration Service continues to undertake customer satisfaction surveys on a regular basis. Analysis of the 2017/18 results show that all groups of customers are satisfied and have not identified any areas of concern. Our range of ceremonies include options for same sex couples in all

formats and feedback continues to be positive. Citizenship Ceremonies continue to be well attended with 23 ceremonies conducted in 2017/18 resulting in 273 adults and 38 people under 18 becoming British Citizens.

Gypsy, Roma and Traveller Communities

The Corporate Traveller Unit ensures there is a coordinated and effective approach to Traveller issues within South Gloucestershire including management of the council owned sites, direct management of unauthorised encampments on council land and acting as the first point of contact for all council services. The Unit works in partnership with the Ethnic Minority and Traveller Achievement Service (EMTAS) and other partner agencies to support engagement with and access to services for Gypsy, Roma and Traveller children, young people and families.

There are currently:

- 2 permanent Traveller sites within South Gloucestershire
- Approximately 130-150 families in social and private rented housing
- 14 Fairground winter quarters
- Approximately 40 privately owned sites
- 300+ families within South Gloucestershire
- 200 families South Gloucestershire Council work with
- Approximately 200 pupils at primary school
- Approximately 30 pupils at secondary school
- 29 pre-school children
- 14 post 16 placements
- 18 college placements

Overall, the monitoring data shows that:

- The number of Traveller families going into Local Authority housing is increasing
- Education is making a difference to the Gypsy and Traveller communities

SECTION 4 – PROCUREMENT

We have developed and agreed a list of key Social Value outcomes that can be used to deliver incremental value to South Glos through our contracts with our suppliers. These outcomes are wide ranging and include various equalities related outcomes. Guidance for officers has been approved by COMT, and all relevant officers have been trained. A Social Value Board has been set up to oversee and monitor the process.

We continue to consider equalities at the procurement planning stage and tendering stage to ensure there are contractual obligations for suppliers to comply with the Public Sector Equality Duty as well as statute. We also continue to action Equality Impact Assessments where required.

SECTION 5 – CHALLENGES

The department will support the delivery of the council savings programme, transformational savings programme and adults and children's social care ensuring that equalities impact assessments are conducted for all projects where relevant, published on the council's intranet site and the actions identified are monitored.

We will continue to work to increase digital inclusion so that South Gloucestershire residents can fully participate in our increasingly digital society.

DEPARTMENT: CHILDREN ADULTS AND HEALTH

YEAR: April 2017 – March 2018

SECTION 1 – THE DEPARTMENTAL EQUALITIES ACTION PLAN	
Key achievements 2017/18:	
What we promised to do in 2017/18	What we actually did
Consult on and refreshing the South Gloucestershire Joint Health and Wellbeing Strategy to cover the period from 2017 – 2021.	The South Glos Health & Wellbeing Strategy 2017-21 was approved by the HWB in November 2017. Monitoring arrangements have also been put in place, with the first report submitted to the HWB in May 2018. As a result of the initial equality impact analysis undertaken for public consultation the section on inequalities within the strategy has been revised to make priorities clearer and actions to be considered as delivery plans are developed identified.
The South Gloucestershire Joint Strategic Needs Assessment changed from a document updated every 3 years to become a live document with a 3-monthly rolling programmes of chapter updates in place including equalities considerations.	JSNA chapter updates during the final quarter were suspended pending a review of the JSNA processes and outputs. Formal review process is underway. Health and Wellbeing Board development session April 2018 was used to consult members on options. Ongoing discussions with Bristol and North Somerset JSNA leads on their own reviews as part of the joint core offer to BNSSG Clinical Commissioning Group.
Review and updating our Commissioning of Places Strategy.	The Commissioning of Places Strategy has been updated for the period 2017-2021. Proposals delivered improvements to the quality and sufficiency of specialist school places at Warmley Park and New Siblands Special Schools and a successful bid to the DfE for a new Special School for children with Autism Spectrum Disorder (Pegasus Special School).
Extending free childcare to 30 hours for working parents of 3- and 4-year-olds	All but one provider in South Gloucestershire is offering the extended entitlement to 30 hours of free nursery provision for 3- and 4-year olds.
Developing processes and pathways for adult carers of disabled children and young carers. Improving user experience in accessing services across health and social care.	This work continues. Meetings have taken place with the South Gloucestershire Parent Carers to work through the format of the parent carers' assessment.

<p>Continuing to develop the learning difficulties and mental health community connector initiative, through the work of a community connector officer, ensuring effective links are made to broader community initiatives, to facilitate access, improve social relationships and reduce isolation.</p>	<p>All project targets met - individuals are being successfully linked to community initiatives and are able to report a reduced level of isolation.</p>
<p>Development of the 0-25 service.</p>	<p>0-25 Service continues to make progress in service delivery and this is monitored through the Improvement Board and monitoring visits from Ofsted, the service will be an area of focus in the January 2019 Visit.</p>
<p>Working with the successful bidders for advocacy services to implement an effective method of measuring service user satisfaction and positive outcomes amongst protected characteristic groups.</p>	<p>Client outcome and evidence of service user satisfaction is included in the regular monitoring returns as is data for services to those with protected characteristics. Further work is needed to be able to analyse satisfaction against protected characteristics. A KPI for support to those with special communication needs is included with the target of >99% being achieved.</p>
<p>Dementia Action Plan - The actions from the EqIAA have been incorporated into the dementia and carers' strategy action plans which will be reviewed six monthly at the Dementia Planning Groups and Carers Advisory Partnership.</p>	<p>The actions have been incorporated into the action plan and work is in progress to address them with the Dementia Planning Group focussing on a new section of the action plan every 2 months.</p>
<p>Children and Young People's mental health – ensure that a wide range of service user feedback continues to be used to identify any emerging issues on an ongoing basis.</p>	<p>The South Glos Health & Wellbeing Strategy 2017-21 has child and adult mental health as key areas of focus.</p> <p>We have an ongoing process of engagement with local children and young people and their parent/cares via events and outreach work. This is also underpinned by data from the Online Pupil Survey with specific reports written to identify the populations experiencing the poorest outcomes.</p>

<p>Housing Related Support - The Equalities in Procurement approach adopted by SGC will be followed throughout the commissioning process, requiring providers to monitor number, quality and parity of outcomes for all protected characteristic groups. Methods of engaging with all will be a requirement of monitoring for providers to ensure appropriate engagement with all, in accordance with their needs. Provider monitoring will be regularly assessed by the Council to ensure effective and appropriate services are in place for all. Quality of signposting will be assessed and monitored to ensure that appropriate services continue to be available to residents.</p>	<p>Work has started to establish an outcomes framework for Housing Related Support providers. This work is still ongoing with the contracts and commissioning team.</p>
<p>A review of all public health lifestyle services including weight management for 2017/18 is underway to inform future delivery models including scoping options for a healthy lifestyles hub and recommissioning of primary care services. This remains a priority within the new Joint Health and Wellbeing Strategy.</p>	<p>The new Healthy Lifestyles and Wellbeing service will support people to improve their health by modifying the five leading risk factors that contribute to early death and reduced quality of life in South Gloucestershire: tobacco smoking, alcohol use, poor diet, physical inactivity, and poor emotional and mental health. Lifeshape, the Tier 2 weight management pathway (Weight watchers referral) continues currently.</p> <p>Development of the service has included early stakeholder engagement and a comprehensive public consultation which closed on the 15th July 2018. An initial EIA was developed to inform the consultation and has been further updated in response to feedback from stakeholders. The EIA has been developed in close partnership with the Councils equalities team and equalities groups to optimise the engagement of priority groups in the new service. Priority groups for the new service have been identified through analysis of health inequalities data and current levels of service engagement.</p>
<p>A Food & Nutrition Plan for South Gloucestershire is being developed this year in conjunction with stakeholders to build capacity in each of the four areas of the Plan. These include: Health & Well Being, Environment & Sustainability, Economy and jobs and Food Poverty. We will develop an action plan in line with The Food Plan.</p>	<p>The South Gloucestershire Food Plan, draft action plan is now emerging informed by the completed consultation. The main priority areas for focus over the first 12 months will be on Food Poverty & educational establishments, including school meal provision. Following the finalised EqIAA an action plan will be developed, taking into account the findings, to ensure a structure is in place to measure outcomes according to protected characteristic group.</p>

<p>New strategy/workplan for Relationships & Sexual Health in South Gloucestershire to be developed in 2017.</p>	<p>Sexual health services recommissioned and in place for April 2017 including a robust performance monitoring framework. The Integrated Sexual Health Service is jointly commissioned with Bristol who is the lead. The Department for Health <i>Framework for Sexual Health Improvement</i> (2013) identifies the following groups as more likely to experience poor sexual health outcomes which will be taken into account within the service:</p> <ol style="list-style-type: none"> 1. Certain ethnic groups 2. People with learning disabilities 3. Vulnerable young people 4. Particular risk groups: <ul style="list-style-type: none"> – Lesbian, Gay, Bisexual and Trans (LGBT) – Men who have sex with men (MSM) 5. Sex workers 6. Those experiencing domestic and sexual violence 7. Substance and alcohol misusers 8. Offenders 9. Those living in areas of higher deprivation
<p>New GP sexual health service contracts to be in place by April 2018.</p>	<p>New GP sexual health service contracts be in place by April 1 2018. These contracts relate to Chlamydia Screening Programme (specifically for opportunistic screening of under 25 year olds linked to the PHOF indicator on Chlamydia diagnosis rate in 15-24 year olds) and the Contraceptive Implant service. All relevant sections of the patient information form must be completed in relation to the required data sets: age, gender, ethnicity, and postcode</p>
<p>Options to commission a localised tobacco control programme are being actively pursued.</p>	<p>The smoking cessation & tobacco control team has appointed a Specialist Health Improvement Practitioner, who will focus specifically at reducing prevalence of smoking & reducing harm through safer alternatives to smoking in families, children & young people. Future work will involve targeting specific groups, particularly addressing smoking in pregnancy & collaborating with social housing providers around reducing harm caused by tobacco for families, unemployed, single families & mental health.</p>

<p>Youth activities - co-design workshops to develop the criteria for allocation of Positive Activities Subsidy in 2017/18 and 2018/19 and continue to monitor the impact of implementation of any decision.</p>	<p>Criteria for the dissemination of the Positive Activities Subsidy funds were co-produced with providers and subsequently agreed. A new commissioning model for delivering council funded youth services was agreed by Members in March 2018 with reference to a needs assessment, an EQIAA and a public consultation. Commissioning will take place during 2018-19 for delivery from April 2019.</p>
<p>Contributory Charge for Post 16 Travel Assistance – Review Travel Policy Statement for Academic Year 2018-2019.</p>	<p>Travel policy statement for Post 16 students resident in South Gloucestershire – academic year 2018-2019 published.</p>
<p>Contributory Charge for Post 16 Travel Assistance</p>	<p>Contributory charge updated and published to reflect inflationary increases.</p>

In addition to this we achieved the following in 2017/18:

- Key strategies developed in partnership with NHS colleagues and approved by the Health and Wellbeing Board – Falls Prevention, Carers, and Dementia.
- The Sustainability and Transformation Partnership - Prevention Plan has been completed.
- New strategy/workplan for Relationships & Sexual Health in South Gloucestershire to be developed in 2017.
- Published new SEND strategy
- Child Poverty Implementation Plan
- Mind You – CYP mental health website launch
- Ward Health Profiles to identify inequalities in health outcomes
- Better Care Fun plan sign off by NHS-E

SECTION 2 – EQUALITY IMPACT ASSESSMENTS (EqIAAs)

Key EqIAAs undertaken during 2017/18:

	EqIAA Outcome	Response/Justifications
Commissioning of supported-living flats for adults with Learning Disabilities/Difficulties (LD) – 98 Gloucester Road North	Anticipated results in a positive impact, particularly in respect of the 'Protected Characteristics' of age and disability.	Contract Manager will ensure analysis of equalities issues as an ongoing part of contract monitoring.
Adult Mental Health Strategy 2017 - 2021	Strategy and action plan amended after stakeholder comments	<p>Work with partners to develop better data collecting and sharing systems in order to disaggregate information according to protected characteristic group as appropriate and/or possible (e.g. age, gender)</p> <p>This includes commissioned services such as the Wellbeing College and Community Connectors Programme collecting key equalities data and then using this to inform a proactive outreach approach for working with under-represented populations.</p>
Armadillo Senior Cinema – Grant Funding	This decision adversely impacts upon older people using the service. The funding was time limited. There are budgetary pressures and the Council is no longer able to maintain levels of voluntary sector funding.	<p>We have discussed how the cinema can source alternative funding.</p> <p>We shared details of the South Gloucestershire CVS bulletin which includes information about various grant opportunities</p>
Re-commissioning of Breastfeeding Support Service	Adjustments to remove barriers or to better promote equality have been identified.	Ensure that the successful bidder engages in ongoing evaluation of breastfeeding support in respect of equalities i.e. engaging hard to reach groups / developing groups in priority neighbourhood areas etc.

Commissioning of enhanced Care Home services for people with dementia.	Adjustments to remove barriers or to better promote equality have been identified.	We will adjust our tender process to take account of issues raised as documented in the EqIAA. We will develop a program to collect equalities data for services
Recommissioning of Community Based Services	Adjustments to remove barriers or to better promote equality have been identified	The EqIAA demonstrates that there are differences in experience of CBS. As a result, the commissioning process will specifically highlight these and require bidders to evidence pro-active practices which will ensure parity of customer experience. This will be monitored throughout the duration of the CBS contract.
Discharge to Assess Care Home Beds	Adjustments to remove barriers or to better promote equality have been identified.	Our tender process will take account of issues raised as documented in the EqIAA.
Direct Payment Cards - update of Equalities Impact Assessment first produced in 2014	Adjustments to remove barriers or to better promote equality have been identified.	Accessible information and support will be provided to assist with implementation. The LA will continue to offer the choice to service users of receiving a direct payment and this will not become mandatory.
Future Bright – Employment Support Innovation Pilot	It is not considered that a full EqIAA is required for this programme at this stage. This is because this is a new pilot project and evaluation of the project will incorporate performance monitoring and analysis in relation to protected characteristic groups.	
Proposed amendments to the Home Choice rehousing policy	No major change required.	The proposals promote those with a greater need to move to access housing that is available. People with a protected characteristic and/or complex needs are more likely to have a greater need to move.

<p>MS Therapy Centre Physio and Exercise Classes – Grant Funding.</p>	<p>Continue despite having identified potential for adverse impact or missed opportunities to promote equality</p>	<p>This decision adversely impacts upon older disabled people using the service and their carers. The funding was time limited. There are budgetary pressures and the Council is no longer able to maintain levels of voluntary sector funding.</p>
<p>Pharmaceutical Needs Assessment (PNA) 2018</p>	<p>No major change required</p>	<p>As a result of this analysis, there are no major changes required to the PNA, however section 5 highlights the issues of 24 hour services and rurality, which will continue to be monitored across protected characteristic groups.</p>
<p>South Gloucestershire Joint Health and Wellbeing Strategy 2017-21</p>	<p>Adjustments to remove barriers or to better promote equality have been identified</p>	<p>As a result of the initial equality impact analysis undertaken for public consultation and analysis of feedback from the consultation the section on inequalities within the strategy has been revised to make priorities clearer and actions to be considered as delivery plans are developed.</p>
<p>Strategy for Children and Young People with Special Educational Needs Disabilities in South Gloucestershire 2018 - 2023</p>	<p>Adjustments to remove barriers or to better promote equality have been identified.</p>	<p>The central purpose of the Strategy itself concerns advancing equality of opportunity for young people with SEND.</p> <p>This EqIAA establishes that protected characteristics in addition to “Disability” are relevant and has defined actions which will ensure that ongoing monitoring and any resultant improvement action is delivered.</p> <p>This approach will ensure continuous development in the provision of services for All.</p>

Shopmobility - Yate	Continue despite having identified potential for adverse impact or missed opportunities to promote equality.	This decision may adversely impact upon older disabled people using the service if the Shopmobility service were to cease. The funding was time limited to support Shopmobility to source additional funding stream. This has not been achieved. There are budgetary pressures and the Council is no longer able to maintain existing levels of voluntary sector funding.
WE Care and Repair	No major change required	Neither service is likely to achieve agreed targets. There is no evidence that equalities groups will be adversely impacted from ceasing this funding.
Recommissioning the Wellbeing College in South Gloucestershire	It is not considered that a full EqIAA is required in respect of this activity. This is because full EqIAAs have already been conducted in respect of the CYP and Adult Mental Health Strategies and additionally the JSNA and the Adult Mental Health and Wellbeing Needs Assessment have been very recently conducted and are up-to-date in their assessments and findings.	The Wellbeing College routinely collects equalities data and plans the service to address and identified inequalities in access.
Alternative models for delivering youth services	Adjustments to remove barriers or to better promote equality have been identified.	As a result of the identification of a wide range of equalities issues within both the Needs Assessment and Consultation, a range of commissioning priorities have been identified. These priorities clearly address the equalities issues identified. The next steps will be to ensure that the commissioning process builds in assessment of provider capability and capacity to successfully respond to the equalities related priorities and in so doing, advance equality of opportunity for young people across South Gloucestershire

Further details can be found [here](#):

National EqlAAs

National impact assessments undertaken by the government in 2017 -2018 in relation to future policy proposals and legislative changes will inform the work of our partnerships locally over the next few years. Further information is available on gov.uk available [here](#)

[In addition, national Ethnicity facts and figures dashboards continue to be developed and updated.](#)

[In the future these dashboards may provide useful reference resource for Joint strategic needs assessments and EqlAAs.](#)

National Dashboards available for monitoring their development available here:

<https://www.ethnicity-facts-figures.service.gov.uk/dashboards>

SECTION 3 - EQUALITIES MONITORING

Customer feedback and user surveys provide additional insight to support our equalities processes.

Listening To & Learning From Our Customers 2016/17 Annual Report on Customer Feedback including Complaints for Children, Adults & Health Department

This report focuses on customer feedback from 1st April 2016 to 31st March 2017. It includes feedback on Children's and Adults Social Care services, as well as Education and Housing services. Feedback can be broadly divided into four types – Compliments, Comments, Concerns and Complaints.

A full range of equalities data is collected on an ongoing basis in respect of the accessibility of the complaints process. There is a statutory requirement to undertake this analysis under the social care complaints regulations. Appendix four within the annual report outlines the results of the specific analysis undertaken.

The objective of the annual review is to ensure accessibility to the complaints process for all. The analysis allows for identification of any issues pertaining to particular protected characteristic groups. As a result of this analysis actions are identified which are intended to enhance parity of accessibility for all complainants across protected characteristic groups. Actions which were set in the last annual report for 2016/17 have been evaluated in respect of their success and any new actions are identified for 2017/18.

Our 2017/18 Annual Report will go through formal governance later in the Autumn 2018 and be published and reported on in next year's Equalities Annual Report.

Further information on the 2016/17 Annual Report is available [here](#)

Online Pupil Survey

The Health and Wellbeing Online Pupil Survey (OPS) has run twice in South Gloucestershire and provides an important and comprehensive picture of the needs of children and young people across the region. The children and young people taking part in the survey have provided a powerful vehicle for pupil voice ensuring local politicians and decision-makers recognise how children and young people are feeling and behaving. This should ensure scarcer resources are targeted at areas of most need. The OPS database currently holds over 12 000 responses received in the 2014 (from 59 schools) and 2017 (from 56 schools) surveys. It is completed by pupils in years 4, 5, 6, 8, 10 and 12, with over 300 questions and sub-questions.

Further information on the 2017 survey is available [here](#):

The Local Offer Annual Report 2016-17

South Gloucestershire's Local Offer annual feedback report outlines the key areas of progress we have made to help children and young people in our area with special educational needs and/or disabilities and their families find the right care and support for them.

Further detail of the report is available [here](#)

Learning Difficulties Partnership Board (LDPB)

The LDPB meets 6 times a year and works to ensure that all people with Learning Difficulties live a fulfilled life with access to appropriate, high quality services which support them and their choices.

We carried out a comprehensive review of the work of the board over the last year with a relaunch event organised for October 2018. The board is considering ways of broadening the membership of LD members, reviewing the information and data that the board considers in informing its work and decision making, ensuring meetings are inclusive and effective, making the assessment of applications for Learning Difficulties Development Funding more robust and ensuring the LDPB has accountability for its work and reports outcomes directly to the Health and Wellbeing Board. The relaunch in October will include a newly formulated and accessible handbook for members and training programme for members.

Personal Social Services Adult Social Care Survey England 2016-17 Published 5 October 2017

This report contains findings from the Adult Social Care Survey 2016-17 (ASCS). This national survey takes place every year and is conducted by Councils with Adult Social Services Responsibilities (CASSRs).

The survey seeks the opinions of service users aged 18 and over in receipt of long-term support services funded or managed by social services and is designed to help the adult social care sector understand more about how services are affecting lives to enable choice and for informing service development.

Further information on the 2016-17 Publication is available [here](#):

The Local Account 2016 - 2017

Our local account sets out how well we are doing in meeting the needs of South Gloucestershire residents who require care and support. Local accounts are annual reports designed to give residents a clear picture of:

- the achievements we have made in adult social care – how well we are performing
- the changes and challenges we are facing
- our plans for future improvements

Further detail of the report is available [here](#)

Educational Outcomes

Report presented to the Local Strategic Partnership 28th March 2018 on educational outcomes. The results at secondary were not as expected. Outcomes at KS4 for disadvantaged students and students with SEND are below outcomes for all students and have declined. The progress of EAL, mixed, Asian, black and Chinese is better than the progress made by all students in South Gloucestershire. The attainment of EAL, Asian, black and Chinese students was above the attainment of all students in South Gloucestershire. Attainment on English and maths of EAL, white, mixed, Asian and Chinese was above the outcomes for all students in South Gloucestershire

In South Gloucestershire 15 of the 17 secondary schools belonged to Multi Academy Trusts (MATs), and the accountability for the performance of these schools rests with these MATs.

The Local Authority is working with the Regional Schools Commissioner to address standards across all schools, including academies. This work will be coordinated through the Local Schools Standards Board. An Education Plan is being finalised to address the priorities at all phases and to align the work of the MATS, the RSC and the LA.

The Local School Standard Board (LSSB) was created in September 2017 to improve educational outcomes in all schools by all parts of the school improvement system working together.

South Gloucestershire Safeguarding Children Board Annual Report 2016/17

The Summary of Safeguarding section includes information that has been collected throughout 2016-17 relating to equalities. Each quarter the SGSCB receives a performance report which also includes this information. Anything that is identified would be reported at the end of the year and analysed in the annual report

Further detail of the report is available [here](#)

South Gloucestershire Safeguarding Adult Board Annual Report 2016/17

The Summary of Safeguarding section includes information that has been collected throughout 2016-17 relating to equalities. Each quarter the SGSCB receives a performance report which also includes this information. Anything that is identified would be reported at the end of the year and analysed in the annual report

Further detail of the report is available [here](#)

SECTION 4 – PROCUREMENT

- We continue to consider equalities at the procurement planning and tendering stages to ensure there are contractual obligations for suppliers to comply with the Public Sector Equality Duty as well as statute.
- All procurement has been undertaken using the Council's established procurement questionnaire which covers equalities duties.
- Contractor/supplier performance in terms of equalities was monitored and reviewed during the year. No suppliers/contractors were identified as not meeting equalities criteria.

SECTION 5 – EQUALITIES OBJECTIVES FOR PROGRESS 2018 – 19

Objective 1: Engaging and developing staff

We aim to create and maintain a diverse and inclusive working environment that values difference and fosters an inclusive workplace ethos where staff from all backgrounds are treated fairly and equally, and where they can advance their careers.

CAH Key Action:

1. Refresh CAH Workforce Development Plans for 2018 – 2020.

Objective 2: Supporting the education, health and care system

We aim to promote equality and fairness in all CAH business the way we design and deliver our functions and products, procure and commission from others, and work with partners, and stakeholders including the public.

CAH Key Actions.

1. Improve the Joint Strategic Needs Assessment structure, process and output.

2. Continual improvement of equalities data recording to support our programme and contract monitoring.
3. Improve access to and accessibility of information and advice.
4. Promote the educational outcomes of disadvantaged children and young people,
 - delivering a national funding formula for schools and
 - continuing to support disadvantaged young people through the pupil premium
5. Improving outcomes for all children through the promotion of effective school-to-school support and challenge and the Local Schools Standard Board.

DEPARTMENT: ENVIRONMENT AND COMMUNITY SERVICES**YEAR: April 2017 – March 2018**

SECTION 1 – THE DEPARTMENTAL EQUALITIES ACTION PLAN	
Key achievements 2017/18:	
What we promised to do in 2017/18	What we actually did
Continue our programme of installation of dropped kerbs, accessible bus kerbs and improved footways gating in order to improve accessibility for those with mobility difficulties.	We continued this programme through the year.
Review our policy and publications about how to apply for the creation of disabled parking bays in order to make the application and decision process clear, fair, and transparent	Following review, the publications and application form were amended as described. Details are available on the council website at www.southglos.gov.uk/transport-and-streets/parking/disabled-people-parking/disabled-parking-bays/
Review the provision of pitches for Gypsy and Travellers as part of the development of a new Local Plan, which is due for adoption in 2019.	Following completion of the refresh South Gloucestershire GTAA in 2017 and the South Gloucestershire Local Plan consultation in February 2018, which set out the Council's proposed approach to meeting Gypsy/Traveller and Travelling Showpeople accommodation needs, as well as a Call for Sites exercise; technical work is now progressing in preparation for the next stage of the Local Plan. This work involves a review of all comments received in response to the consultation and an assessment of the options for meeting future Gypsy/Traveller and Travelling Showpeople needs. Further public consultation on the next stage of the Plan is currently anticipated in mid-late 2019.
Undertake a study to investigate how accessibility at Severn Beach train station could be improved in the future. Equalities issues will be an important part of this study.	The study was completed to programme in March 2018 and identifies a number of potential improvements at the station which would improve facilities for disabled people, for example the regrading of the station approach and platform in order to reduce the slope to make wheelchair use in the station safer and easier. The study will be used to help inform future funding bid opportunities relevant to the station.

Support the South Gloucestershire Equality Forum in holding a Conference on equality issues in rural communities and to produce a findings / evaluation report.	The Conference was held in March 2018, and highlighted how some people with protected characteristics can become particularly isolated and feel vulnerable in rural areas. The report will be published in the Autumn of 2018.
Publish a report assessing the impact of community grants and Member Awarded Funding on equality issues.	The Member Awarded Annual Report was published and can be found at www.southglos.gov.uk/community-and-living/grants/community-grants/member-awarded-funding Amongst the equality data included, groups receiving funding were asked their primary objective and gave: <ul style="list-style-type: none"> • 15% Age • 10% disability • 5% Pregnancy or maternity • 3%; Race • 3%; Religion or belief • 3%; Sex (gender) • 2% Marriage and civil partnership • 32%; Sexual orientation • 1% Gender reassignment;
Support the development of an LGBT network in South Gloucestershire.	A formal network has been established and can be contacted via equalities@southglos.gov.uk
Support further development of the South Gloucestershire Race Equality Network	The South Gloucestershire Race Equality Network (SGREN) are now formally constituted. They have identified two priority issues in South Gloucestershire on which they are working. These are: <ul style="list-style-type: none"> • educational attainment by BME pupils • policing
Introduce specialist services (including refuge provision) for male and LGBT victims of domestic violence and abuse.	These services were introduced from 1 July 2017.
Develop and implement a comprehensive and integrated programme to include community cohesion in conjunction with partners and the voluntary sector	This programme was agreed in September 2017 and is being used as the basis for funding bids.

Other actions 2017/18

- Services to provide a community network and to advocate on behalf of groups with protected characteristics were commissioned for a three year period 2018-2021. The groups supported include at least: Disability (including young people with disability); Gender identity; Race; Age (older people); Sexual orientation; Disability (especially young people; Religion and Belief.

- During 2017/2018 – all venues used for all 14 Community Engagement Forums (CEF) across South Glos, were reviewed on the basis of accessibility to ensure residents needs are fully met
- Officers are working with Network Rail project teams, as well as stakeholders and other authorities in the West of England to identify where improvements can be made to structures and facilities which are being affected by the rail electrification programme to improve accessibility to public transport. A result of this is that Network Rail will be installing lifts when they construct a permanent replacement footbridge at Patchway Station in 2019, making Patchway an accessible station.
- The Access West Project Team has delivered residential Personalised Travel Planning, community events and travel support services to residents recently moving into new developments - Thornbury Fields, Lyde Green and Cheswick Village. Events have included guided walks, cycle rides and cycle training. These events and services have in some instances been tailored to groups that find it harder to engage in active travel services, such as women and older people.
- The Access West Project team promote the Warmley Wheelers' all ability cycle training. This is promoted at events, e.g. cycle cinemas and the Lyde Green Christmas event. It is also promoted when the roadshow team promotes sustainable travel in new housing developments. Warmley Wheelers is a cycle scheme that enables those who have additional needs to feel the excitement and empowerment of using a specially adapted bicycle. The project is set against the scenic backdrop of Warmley Forest Park and located just off the Bristol to Bath Railway Path, right next to the Warmley Cyclists can access a safe area that is suitable for learning to ride – at whatever skill level people may be at. They have a large selection of bikes to meet various needs.
- Members of the Access West Project Team attended visual impairment and deaf awareness training. The purpose of attending was to gain a better understanding of the challenges faced by people using active and sustainable travel modes, and to think about how we communicate with people and how they need to access community events.
- The Feb 2018 Design & Access Statement submitted as part of the planning applications for the Cribbs Patchway Metrobus Extension considered equalities matters to ensure that the scheme is compliant with the Equality Act 2010.
- The Network Rail Built Environment Advisory Panel assess access to rail services for people with disabilities. The panel has assessed the MetroWest Phase 2 scheme which will ensure that the scheme fully considers the needs of people with disabilities.
- Completed an Arts Council funded project to improve wellbeing, reduce isolation and investigate how the arts can be used to explore library spaces in new ways. It was open to anyone experiencing mental health difficulties, including people living with dementia and their families and carers. See <http://www.southglos.gov.uk/leisure-and-culture/libraries/recommended-booklist/remapping-project/>
- Library service launched a Reading Well Books on Prescription list for people experiencing long term health conditions see <http://www.southglos.gov.uk/leisure-and-culture/libraries/recommended-booklist/reading-well-long-term-health-conditions/>
- An Arts Council England funded project Region of Readers was introduced. This uses Shared Reading to improve well-being, reduce social isolation and build resilience in diverse communities in South Gloucestershire especially older people. It will continue in 2018/19.
- An Inspiring Women project to celebrate the achievements of women in South Gloucestershire over the last 100 years following the passing of the Representation of the People Act allowed some women to vote for the first time in 1918 was begun. An exhibition will tour libraries, supermarkets and possibly be displayed in Eastwood Park Women's Prison. Bookmarks will promote books for children and adults.

- A new heritage project will record the impact of WW2 on people who lived through the period. It will deliver 60 reminiscence sessions in care homes for older people as part of the project resulting in an exhibition and film.
- The Reading Well Books on Prescription list supporting people with mental health issues was refreshed in July, in 2017/18 401 people read the books on the previous list. In total the Reading Well Books on Prescription list dealing with dementia, mental health in young people and adults were read by 1,500 people.
- Equality & Diversity awareness training was successfully delivered for all Streetcare staff. This resulted in the identification of a wide range of good practices as well as areas for development which fed into the Streetcare future planning process.
- Delivery of conferences for all departmental Senior Management Teams to communicate corporate equalities management arrangements.
- Equality & Diversity awareness training successfully delivered for School Crossing Patrols Team.
- Bikeability Team received equalities awareness training.
- Staff across all the teams have received mental health awareness training.
- The parking service introduced online permits and an online appeals system making the service more accessible to all as it includes telephone and advice backup. Introduction of additional parking car to support safe parking around schools which supports younger people.
- A process to improve the accuracy of information on hate crime and community tension was introduced with partner organisations.

The key actions proposed for 2018/19:

- We will be undertaking a study to investigate how accessibility at Patchway train station could be improved in the future. Equalities issues will be an important part of this study.
- The fourth Joint Local Transport Plan is in preparation by the West of England Local Authorities and consultation is planned for 2018/19. Equalities analysis is helping to inform preparation of the consultation and the draft plan.
- A number of business cases for transport schemes are in development and EqIAAs are being undertaken on them to ensure that equalities issues are fully considered
- To publish the report on the SGEF Conference: “Equality Issues in Rural Areas”
- To continue to support the South Gloucestershire Equalities Forum (SGEF) and to re-model the meeting arrangements

SECTION 2 – EQUALITY IMPACT ASSESSMENTS (EqIAAs)

Key EqIAAs undertaken during 2017/18:

- M4 Junction 18a link study; Aug 2017 and Jan 2018
- Local Growth Fund Sustainable Transport Package application April 2017
- Climate Change Strategy Dec 2017
- Wraxall Road roundabout feasibility study Jan 2018
- Great Stoke roundabout feasibility study Jan 2018

- EQIA carried out for the playing pitches, indoor & built sports facilities strategies.

-

Major changes as a result of EqIAAs 2016/17:

- In implementing the recommendations of the playing pitches, indoor & built sports facilities strategies we will seek to protect opportunities, including within new facility considerations in order to meet the needs of diverse groups. In addition, we will promote opportunities widely in order that participation is increased and facilities are better utilised by protected characteristic groups. Across these actions evidence will be collected and disaggregated according to protected characteristic groups in order to facilitate the measurement of progress and the continuous development of best practice.

SECTION 3 - EQUALITIES MONITORING

The key equalities monitoring that has taken place during the year:

- The Access West project team collect a Travel Panel Survey from all participants taking part in travel support services which includes equalities data. We also ask each respondent if they have disabilities that we should be aware of in order to help up tailor services to meet their needs. The data collected will be consolidated and available from September 2018.
- Following concerns over the equalities impact of the changes in the library service introduced October 2017, usage has continued to be monitored by protected characteristics. This shows usage by those with protected characteristics has not been adversely affected by Open Access
 - 61% using Open Access were female compared to 59% of female library members
 - 33% were over 65 years of age compared to 18% of library members
 - 45% considered themselves to have a disability compared to 25% of library members
- Funded by Sport England, the Sports Pound project aims to get more people taking part in regular physical activity. Of the 2,482 people who have taken part - 79% are female, 12.5% were aged 14 – 25 years of age, 22.5% were from BAME groups and 24% were disabled or have a long term health issue.
- A revised Equalities Questionnaire for the Record of Agreement with each museum was introduced and will enable us to measure equality of access to supported museums in the future.

SECTION 4 – PROCUREMENT

- All procurement has been undertaken using the Council's established procurement questionnaire which covers equalities duties
- All Invitations to Tender for services include equalities questions at the Pre-Qualification Questionnaire stage, to ensure tenderers will work in line with the Council's equality duties and policy. Contracts issued contain equalities monitoring measures where appropriate.
- Contractor/supplier performance in terms of equalities was monitored and reviewed during the year. No suppliers/contractors were identified as not meeting equalities criteria.

SECTION 5 – CHALLENGES

- To meet Council Savings Programme targets whilst maintaining a level of service provision to meet the needs of all of the users of the services. Where changes or cuts to services are proposed a full equalities impact assessment will be carried out to help to inform the decision.

SECTION 3

EMPLOYMENT



THE COUNCIL AS AN EMPLOYER

A full and detailed consideration of equalities in the Council's employment practices is available at: www.southglos.gov.uk/documents/Equalities-in-Employment-Report-2017-18

Data presented 2015/16 report underwent in-depth analysis, and this included wider data and feedback (e.g. formal and informal staff feedback). As a result the report sets out key actions. These actions constitute a longer-term vision and plan for the advancement of equality of opportunity for all staff, present and future, across the council. The plan covers the period 2016-20 and will be reviewed and refreshed annually.

There is commentary within the body of this report against each data set. Key points arising from the data this year:

- The gender distribution within departments and council wide remains fairly consistent to the split in previous years.
- The age profile of the council remains consistent with small changes.
- There is a significant increase in the number of apprentices which will support our aim of encouraging younger workers into our workforce and our 'grow your own' approach to talent and succession planning.
- Data completeness remains a challenge to enable better analysis and insight to support equality plans.

During 2017/18 the Employees Equalities Group has commenced and activity delivered. The group continues to operate strongly within the Council providing active challenge and support. In addition, this year, the Council has supported the formation of new groups and these are: the BME Staff Network, the Women's Staff Network and the LGBTQ+ Staff Network. As at March 2018, activities have been delivered by the groups including celebrations and awareness raising as part of LGBT History Month and as part of International Women's Day. The Council will continue to promote these groups to staff across the Council, with membership being available to any employee.

Council-wide promotion of apprenticeships has continued this year and the opportunity for using the apprentice levy to fund training for new staff and existing staff has resulted an increase in apprentices within the council and inclusion of apprenticeships as a 'grow your own' approach within divisional workforce plans.

We have delivered development sessions on Unconscious Bias for all employees with a supervisory/managerial position. The aim of this was to raise awareness and to prepare the culture for several positive action initiatives.

'Taking Control of your Career' development has been provided in the last year to encourage better staff engagement and career development at all levels within the council. This programme included positive action in terms of a number of women only sessions, and further bespoke 1:1 support available (on request) for staff with certain protected characteristics (disabled staff, BAME staff and LGBTQ+ staff).

We have also developed a programme for senior women leaders and are delivering this with partners across the region. This is a programme run by Springboard (a national organisation) and we have participants from Avon & Somerset Police, B&NES, North Somerset, Bristol CC, and the Environment Agency. The aim of this programme is to prepare senior women managers for the next steps in their careers towards Service Manager/Heads of Service positions. We have also developed an 'in house programme - Women in Leadership - which aims to encourage the career development of women at all levels within the organisation.

2 members of staff were accepted onto the BAME regional development programme hosted by Bristol City Council "Stepping Up".

A gender pay gap report was prepared this year for the first time as required by legislation. (Link to this report included later in this report). Actions to address the gap can be found in the report but include the positive action initiatives stated above as well as, support for flexible working practices, childcare vouchers, and continuation of a robust job evaluation process.

We have also established 3 new employee support groups for BAME staff, Women and LGBTQ+ to compliment the long standing Disabled Employees Group.

Equalities Action Plan 2016-2020

The actions presented in the table below identify the key issues to be developed and allow for the setting of future actions on a continuous basis in response to annual analysis of the data.

No	Type	Issue	Actions	Status
1	Gender	At South Gloucestershire Council (SGC), the data shows women under-represented in the higher HAY grades as a proportion of the workforce (particularly in Hay Grades 1 to 6).	<p>The council will introduce targeted positive action programmes/ tailored training programmes aimed at increasing the number (%) of women in management roles.</p> <p>The council will reinvigorate staff equalities groups across the council.</p>	<p>Implemented and ongoing. Monitoring to review impact occur over the new 3-5 years.</p> <p>A new Women's Groups has been established in 2017 and will continue to be supported going forward.</p>
2	Age - Young People	<p>The number of younger age groups (particularly <20) in employment has remained very low.</p> <p>People under the age of 29 continue to have significantly higher turnover rates. We have a decrease in people aged 20-29 working for council compared to last year.</p> <p>There has been an increase in under 29 applying for roles but there has not been an increase in applicants under 29 being successful.</p>	<p>The council will maximise opportunity presented by the National Apprenticeship Levy and Targets with the aim of increasing apprenticeships as a key tenet of workforce planning and training within the council.</p> <p>Robust workforce planning at a department and divisional level will identify career paths and opportunities to retain younger people within the workforce.</p> <p>The council will reinvigorate staff equalities groups across the council.</p>	<p>Levy implemented - monitoring ongoing.</p> <p>This action is continuing.</p> <p>3 new staff groups have been established in 2017 and will continue to be supported going forward.</p>
3	Disability	<p>The percentage of disabled employees has reduced significantly over years.</p> <p>There is also an increase in the "unknown" category for disability showing that the promotion of staff entering equalities data has not improved for this protected characteristic.</p> <p>Disabled people are more likely to be working in lower grade positions and have a lower than average interview success rate.</p>	<p>The council will revisit and better promote the two-tick disability initiative to prospective employees.</p> <p>Specific support is offered to disabled people to help them prepare for interviews.</p> <p>The ICT Helpdesk will be a point of contact to support ICT related adjustments to enable a disabled employee to work effectively. Requests as a result of an Access to Work assessment are prioritised.</p> <p>A defined council wide budget will be introduced to speed implementation of 'reasonable adjustments' and 'access to work' recommendations across the council.</p> <p>The council will reinvigorate staff equalities groups across the council</p>	<p>Complete</p> <p>Complete</p> <p>Complete</p> <p>The Disabled Employees group continues to be stable and well attended</p>

No	Type	Issue	Actions	Status
4	Ethnicity	<p>There is under-representation from some minority ethnic groups within the workforce, in particular, people from 'Asian', 'Chinese' and 'White Other' backgrounds where they are all less than 1% of the workforce. There is under-representation from most minority ethnic groups at management levels in the workforce.</p> <p>The range of success rates at interview differs according to ethnicity.</p> <p>Staff turnover rates are higher than average amongst members of staff from White- Other groups, but here has also been a large increase in applications from people from White-other groups.</p>	<p>Positive Action programmes/training aimed at encouraging people from 'Asian', 'Mixed' and 'White Other' backgrounds to apply for council vacancies will be investigated.</p> <p>The council will introduce a positive action programme aimed at comprehensively engaging with staff from minority ethnic groups in the workforce.</p> <p>The council will introduce a positive action programme aimed at increasing the percentage of people from minority ethnic groups at management levels in the workforce.</p> <p>The council has reinvigorated staff equalities groups across the council.</p>	<p>Ongoing</p> <p>The council supported the regional leadership development programme hosted by Bristol CC - "Stepping Up" and 2 employees were accepted onto the programme.</p> <p>A new BAME employees group has been established in 2017 and will continue to be supported going forward.</p>
5	Gay men & women	<p>There has been an increase in Gay men and women working for the council, however overall the numbers are small. The "unknown" category is high in this area at 51%</p>	<p>The council will continue to monitor this information in order to ensure that any trends are identified and actioned.</p> <p>The council has reinvigorated staff equalities groups across the council.</p>	<p>Ongoing</p> <p>A new LGBTQ+ staff group has been established in 2017 and will continue to be supported going forward.</p>

No	Type	Issue	Actions	Status
6	Data	<p>We have more data in relation to sexual orientation and religion or belief than ever before, however the “unknown” category for disability has increased this year and for Ethnicity it has only very slightly decreased.</p> <p>In relation to Gender Reassignment, very little information is known.</p>	<p>A targeted campaign aimed at increasing reporting levels will be mounted.</p> <p>We will also publicise to staff the reasons why we ask for this information and the positive results that come from knowing - both for employees and customers.</p>	<p>Campaign delivered in 2017. Data completion remains low; proactive action to encourage data completion will continue in 2018-19.</p>
7	Employee groups	<p>The Disabled Employees Group is currently the only staff equalities group that is operating on a regular basis.</p> <p>There is interest amongst the workforce in developing a range of further staff groups.</p>	<p>Support will be provided to aid the re-invigation of staff equality groups.</p>	<p>Complete - ongoing monitoring of activity</p>
8	Grievance	<p>There were an increase in grievances received during the 2017/18 year. 92% of these were from females.</p>	<p>The council will explore any reason for this trend and develop appropriate actions as required.</p>	<p>An initial investigation does not indicate a pattern and the issues concerned were not stated to be related to protected characteristics. Ongoing monitoring and analysis.</p>
9	A positive environment/culture	<p>Continue to enhance the working environment and culture to make SGC a welcoming employer.</p>	<p>Continue unconscious bias training for new managers on an ongoing basis.</p> <p>Following on from Unconscious Bias development for supervisors and managers in 2017 facilitated discussion groups will be offered to consider scenarios and how we can make the working environment more positive for those staff with protected characteristics.</p>	<p>Delivery options to be explored.</p> <p>To be implemented.</p>
10	Support for those returning from Maternity/Parental/Adoption Leave and from Long Term Sick leave.	<p>To assist with confidence building and smooth transition/return to the workplace.</p>	<p>To open the council’s coaching offer to those staff who have been out of the workplace for 3 months or more in order to build confidence upon returning to work.</p>	<p>To be implemented.</p>

SECTION 4

EQUALITY IMPACT ASSESSMENT AND ANALYSIS (EqIAA)



EQUALITY IMPACT ASSESSMENT AND ANALYSIS (EQIAA)

The Council operates a comprehensive approach to Equality Impact Assessment and Analysis (EqIAA). The Council has in place a comprehensive Equality Impact Assessment Toolkit which guides staff on the process of conducting these important reviews. The Toolkit is available via the public website.

All changes in services, for example, changes as a result of transformation projects, are subject to Equality Impact Assessment and Analysis.

All councillors have undergone mandatory equalities training which included EqIAAs and taking account of this information when making decisions over changes to services.

Equality Impact Assessment and Analysis (EqIAA) is about finding out whether any of our activities have a differential impact on different groups of people. It is about analysing our actions/activities in relation to equality.

Available Equality Impact Assessments

EqIAAs are available on the Council's website <http://www.southglos.gov.uk/jobs-and-careers/equal-opportunities-information/equality-impact-assessment-and-analysis/>. This list is continuously updated.

All EqIAAs are available upon request from equalities@southglos.gov.uk