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Bridgend County Borough Council



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*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
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let us know if your language choice is Welsh.*



Gwasanaethau Gweithredol a Phartneriaethol / Operational and Partnership Services

Deialu uniongyrchol / Direct line /: 01656 643696
Gofynnwch am / Ask for: Mrs Julie Ellams

Ein cyf / Our ref:
Eich cyf / Your ref:

Dyddiad/Date: 2 March 2017

Dear Councillor,

CABINET COMMITTEE EQUALITIES

A meeting of the Cabinet Committee Equalities will be held in the Committee Rooms 2/3, Civic Offices Angel Street Bridgend CF31 4WB on **Thursday, 9 March 2017 at 10.00 am.**

AGENDA

1. Apologies for Absence
To receive apologies for absence from Members.
2. Declarations of Interest
To receive declarations of personal and prejudicial interest (if any) from Members/Officers in accordance with the provisions of the Members' Code of Conduct adopted by Council from 1 September 2008
3. Approval of Minutes 3 - 6
To receive for approval the Minutes of a meeting of the Cabinet Equalities Committee dated 10 November 2016.
4. Syrian Vulnerable Persons Relocation Scheme 7 - 12
5. Forward Work Programme 2017-2018 13 - 16
6. Update Report on Implementation of the Welsh Language (Wales) Measure 2011 and Welsh Language Standards 17 - 26
7. Equality Impact Assessments - Annual Review 2016/17 27 - 34
8. Draft Strategic Equality Plan Annual Report 2015 / 2016 35 - 50
9. Urgent Items
To consider any other item(s) of business in respect of which notice has been given in accordance with Rule 4 of the Council Procedure Rules and which the person presiding at the meeting is of the opinion should by reason of special circumstances be transacted at the meeting as a matter of urgency

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Yours faithfully

P A Jolley

Corporate Director Operational and Partnership Services

Councillors:

HJ David

CL Reeves

Councillors

CE Smith

HJ Townsend

Councillors

PJ White

HM Williams

Invitees:

N Clarke

N Farr

CA Green

M Gregory

RC Jones

A Owen

M Reeves

D Sage

M Thomas

Agenda Item 3

CABINET COMMITTEE EQUALITIES - THURSDAY, 10 NOVEMBER 2016

MINUTES OF A MEETING OF THE CABINET COMMITTEE EQUALITIES HELD IN COUNCIL CHAMBER, CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON THURSDAY, 10 NOVEMBER 2016 AT 2.00 PM

Present

Councillor HJ Townsend – Chairperson

CL Reeves

CE Smith

PJ White

HM Williams

Invitees:

MW Butcher

N Clarke

N Farr

CA Green

M Gregory

RC Jones

A Owen

M Reeves

M Thomas

S Hawas

Apologies for Absence

HJ David

D Sage

Officers:

Emma Blandon

Marketing and Engagement Officer

Paul Williams

Equality Officer

Julie Ellams

Democratic Services Officer

1. DECLARATIONS OF INTEREST

None

2. APPROVAL OF MINUTES

RESOLVED

That the Minutes of the meeting of the Cabinet Committee Equalities dated 14 July 2016, be approved as a true and accurate record, subject to the minutes being amended to reflect that Councillor N Farr had attended the meeting.

3. ABERKENFIG MOSQUE AND BRIDGEND COUNTY BOROUGH'S MUSLIM COMMUNITY

The Chairperson introduced to the meeting Mr Suleman Hawas, who gave a presentation on the background to Bridgend County Borough's Muslim community, the issues faced and an overview of activities taking place at Aberkenfig Mosque.

Dr Khan and other Doctors in Cardiff started to worship together in 1990 and by 1997 numbers had increased to 11 when they moved to Bridgend. By the time the mosque was established in Maesteg there were more than 150 followers with numbers still growing. Mr Hawas joined the Independent Advisory Group to the Police and advised regarding any issues affecting the community. In 2000 he joined the Bridgend Cohesion Group (formerly Race Equality Relations) and the mosque moved to Aberkenfig. Local residents were suspicious of the Muslim community at first and there were also issues regarding parking at the mosque. Mr Hawas attended local PACT meetings to improve relations with the local community.

Following the 11th September attacks on the Twin Towers, there were attacks on the mosque including attempts to damage the building. The Police and local residents acted very quickly and were very supportive. In 2004 there was an attack at the mosque and shoes stolen and once again, local residents contacted the police and were very concerned and supportive.

When visitors arrived at the mosque and stayed for a few days, local residents were suspicious. If they were advised in advance of new arrivals, they were less concerned.

In 2002, Mr Hawas became Deputy Mayor of Bridgend County Borough Council and attended more functions which helped to cement relationships and to promote Bridgend as a multi-cultural town. In May 2003, Mr Hawas became Town Mayor of Bridgend and this was a very proud moment for him and his family. Functions were held at the mosque rather than the Civic Offices and with support from IT, a fantastic day was had by many different people from different religions. Since then a number of open days had been arranged and enjoyed including one promoting Mental Health issues. The 2009 Open Day was attended by BNP and people were frustrated by their attendance and actions.

Links with schools had been promoted and there were regular visits from children of all ages. Mr Hawas had been impressed by the questions being asked by the children, and their level of understanding after hearing the explanations and the emotion they demonstrated. He explained how the Koran could be misunderstood and gave examples demonstrating the importance of intelligent interpretation. The mosque offered free Arabic language courses and were keen that Muslim teachers taught Muslim children in schools.

The number of Muslims in Bridgend had continued to increase and part of the cemetery in Laleston had been set aside for their use.

Mr Hawas and other members of the mosque will be assisting BCBC in the placement of Syrian children and can speak Arabic so would continue to help with other families.

The Chairperson thanked Mr Hawas for attending the meeting and for his presentation.

Committee Members asked Mr Hawas if there had been an increase in the level of hate crime since the recent Brexit result. Mr Hawas confirmed that he was not aware of any increase so far. Members commented that certain areas appeared to be more tolerant than others. Mr Hawas explained the background to ISIS, the impact on Muslim families and the way the current position was viewed by the rest of the world.

Committee Members commented on the increase in the numbers of Muslims to approximately 600 and asked if the position in Bridgend reflected what was happening in the rest of the UK. Mr Hawas explained that Bridgend and South Wales were very good, particularly when it came to relationships with the police. Bridgend is multi-cultural and lots of other areas could learn from what was happening in Wales.

The Equality Officer stressed the importance of the support provided by the Aberkenfig mosque when it came to settling Syrian refugees and that this work could only be done with the continued support of Mr Hawas and the mosque committee.

Mr Hawas believed that integration was important no matter what religion and equality also played an important part.

Members discussed the benefits of visiting the mosque and suggested holding a future committee meeting at the mosque so that all committee members were aware of the facility.

The Chairperson thanked Mr Hawas for attending the meeting and for his presentation.

RESOLVED That the Cabinet Committee Equalities received and considered the report.

4. UPDATE REPORT ON IMPLEMENTATION OF THE WELSH LANGUAGE (WALES) MEASURE 2011 AND WELSH LANGUAGE STANDARDS

The Equality Officer presented a report updating the Cabinet Equalities Committee on the implementation of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards.

The council received its final compliance notice on 30 September 2015 and had since been working to determine the implications involved in implementing the 171 standards by 30 September 2016. All standards were now in place and updates on progress and any changes made would continue to be submitted to each committee meeting.

Key progress/updates since July 2016 were summarised in paragraph 4.1 of the report. The Equality Officer gave a resume of each for the benefit of Members.

The Committee were frustrated by the complaint that the council did not offer all its swimming lessons in Welsh. This did not take into account other non-english speaking groups or children with sensory loss and did not demonstrate fairness from an equality perspective. If there was an increase in cost then they could lose the service altogether. Members queried the position if the complaint was upheld and questioned whether or not the authority had to continue to provide lessons. The Equality Officer explained that the Commissioner could impose a number of conditions and the authority could be fined £5,000 per breach. The Committee acknowledged that the Equality Officer had met the deadline for submitting appeals.

The Committee discussed how a complaint was recorded, was it only if an individual stated "I wish to complain" or if they contacted the authority highlighting a fact was this also recorded as a complaint. The Equality Officer explained that he would check and email Members with the information.

RESOLVED That the Cabinet Committee Equalities received and considered the report.

5. URGENT ITEMS

None

The meeting closed at 3.00 pm

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BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO CABINET EQUALITIES COMMITTEE

9th March 2017

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

SYRIAN VULNERABLE PERSONS RELOCATION SCHEME

1. Purpose of Report

1.1 The purpose of this report is to provide an overview to the Cabinet Equalities Committee on the progress of the UK Government Syrian Vulnerable Persons Relocation Scheme (SVPRS) in the County Borough of Bridgend.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

2.1 The report contributes to the following outcomes within the Corporate Plan 2016-20:

- Helping people to become more self-reliant

2.2 The report contributes to the following goals within the Wellbeing of Future Generations (Wales) Act 2015:

- A more equal Wales
- A Wales of cohesive communities
- A globally responsive Wales

3. Background

3.1 The United Nations High Commissioner for Refugees (UNHCR) estimates that as at 1st February 2017 around 5 million people are registered as Syrian Refugees in Egypt, Iraq, Jordan, Lebanon, North Africa and Turkey, the majority of which are registered in Turkey. The UK Government has committed to resettling 20,000 of these Syrian refugees in the lifetime of this Parliament.

3.2 The number of refugees likely to be received in Wales is 1,000 to 1,500 over the five years of the Scheme. Four Welsh authorities (Caerphilly, Ceredigion, Neath Port Talbot and Torfaen) participated in Phase 1 of the Scheme and between them received and resettled just under 50 refugees before Christmas 2015. Phase 2 of the Scheme began in April 2016 and all Welsh authorities are participating.

3.3 Those Syrian refugees resettled in the UK are allowed to bring their immediate family with them. This is limited to one spouse / partner (who must be over 18) and their dependant children (under 18 and not living an independent life). Applicants can only bring over-age dependant relatives if they also meet the vulnerability criteria in their own right or the Home Office is satisfied that there is an existing dependency. Generally, families will comprise of between 4-6 people (inclusive of the head of family).

- 3.4 The Scheme prioritises help for people who fall under the following categories which are not in order of priority:
- Legal and/or physical protection needs
 - Survivors of torture and/or violence
 - Medical needs or disabilities
 - Women and girls at risk
 - Family reunification
 - Children and adolescents at risk
 - Lack of foreseeable alternative durable solutions
- 3.5 All applicants (including accompanying family members) are subject to the usual immigration checks and screening prior to a visa being granted. Those with a criminal past or links to war crimes or extremism are excluded from the scheme. Settlement may be refused if the person is convicted of a criminal offence during their leave and will be refused if they pose a danger to the public, or to national security. Leave to remain can also be curtailed if such evidence comes to light during the initial 5 year period. Settlement can be revoked if evidence emerges after it has been granted.
- 3.6 Individuals are granted humanitarian protection giving them leave to remain for 5 years with full access to employment and public funds and rights to family reunion comparable to refugees. At the end of the 5 years, if they have not been able to return to Syria, they may be eligible to apply for settlement in the UK.
- 3.7 Local authorities take the lead in working with other key local partners to ensure that arrivals are provided with suitable accommodation and support in order for the specific needs of these vulnerable individuals to be met. Consideration will also need to be given to bringing in specialist support providers subject to individuals' specific requirements. The minimum support requirements that must be met are specified by the Home Office.
- 3.8 A multi-disciplinary / multi-agency meeting chaired by the Local Authority Chief Executive was held on 7th December 2015 to assess appropriateness, accessibility and availability of key services in delivering the Scheme within the County Borough. The multi-agency meeting consisted of representatives from Bridgend County Borough Council (including Cabinet Member for Communities, Housing, Community Safety on behalf of the Community Safety Partnership, Benefits, Education, Social Services (adults and children), Safeguarding and Communication); the Department for Work and Pensions; Jobcentre Plus; the Bridgend Association of Voluntary Agencies (BAVO); South Wales Police; the Community Cohesion Coordinator; Registered Social Landlords (RSLs) V2C, Hafod, Linc Cymru and Wales and West; and Primary Health Care and GPs (Abertawe Bro Morgannwg University Health Board (ABMU)).
- 3.9 The meeting discussed key themes which were; Housing & Support; Education; Community Cohesion; Social Services / Safeguarding; DWP / Job Centre Plus; Health; Interpretation / Translation and; Communication. Each agency provided their position statement on their relevant theme(s) which was used to inform and agree the planning assumptions going forward. The key planning assumptions were;

- single person households cannot currently be accommodated due to the existing high demand for 1 bedroom accommodation;
- households to be normally accommodated in the private rented sector with one RSL co-ordinating the management;
- the location will be dependent on the availability of housing, the proximity to amenities, and school capacity both in primary and secondary schools;
- children will be integrated into mainstream education with appropriate support;
- 6 families will initially be accommodated in 2016/18. The number of families and individuals to be resettled in any subsequent years of the Scheme will be subject to a review in 2017-18 and dependent on the availability of housing, school capacity and access to GP surgeries.

3.10 An over-arching Steering Group was established to make decisions on resettlement (as and when required or when issues escalated by the Operational Group) and monitor the delivery of the Scheme.

3.11 An Operational Group was established for mobilisation and delivery. The Operational Group is led by the Senior Strategy Officer (Housing & Community Regeneration) and includes representatives from adult and children's safeguarding, education, housing solutions, benefits, community safety, the police and health.

3.12 On 5th July 2016 Cabinet approved a) participation in the Scheme b) the planning assumptions informed by the multi-agency meeting and c) the commissioning of a support provider in compliance with the Council's Contract Procedure Rules.

4. Current situation / proposal.

4.1 The Welsh Refugee Council has been awarded the contract for the provision of support for refugee families. The minimum support requirements to be provided by the support provider, as specified by the Home Office, are as follows:

4.1.1 Greet arriving Beneficiaries from the relevant airport and escort them to their properties briefing them on how to use the amenities

4.1.2 Ensure that the Beneficiaries are registered with utility companies and ensure that arrangements for payments are put in place (no pre pay/card accounts)

4.1.3 Provide briefings on the accommodation and health and safety issues for all new arrivals including the provision of an emergency contact point

4.1.4 Provide Beneficiaries with a welcome pack of groceries on their arrival

4.1.5 Provide cash/ clothing allowances for each Beneficiary of £200 – this is to ensure they have sufficient funds to live on while their claim for benefits is being processed

4.1.6 Provide advice and assistance with registering for mainstream benefits and services and signposting to other advice and information giving agencies – this support includes:

- Assisting with registration for and collection of Biometric Residence Permits following arrival

- Registering with local schools, English language and literacy classes
 - Attending local Job Centre Plus appointments for benefit assessments
 - Registering with a local GP
 - Advice around and referral to appropriate mental health services and to specialist services for victims of torture as appropriate
 - Providing assistance with access to employment
 - Put in place a support plan for each family or individual for the 12 month period of their support to facilitate their orientation into their new home/area.
 - Put in place arrangements for the provision of English language classes which Beneficiaries should be able to access within one month of arrival. This should be provided following an assessment to determine the appropriate level of provision
 - Ensure interpreting services are available
- 4.2 Cartrefi Hafod has been awarded the contract for the provision of housing management (the landlord function). Cartrefi Hafod has experience in managing tenancies for Syrian Refugees in other local authority areas and has resources available to assist with a variety of tenancy issues e.g. financial inclusions and/or community cohesion. The properties used for resettlement are leased from private sector landlords by Cartrefi Hafod and rents are charged at the rate of the Local Housing Allowance (LHA).
- 4.3 Families who are resettled usually do not speak any English. ESOL (English for Speakers of Other Languages) sessions are available at Bridgend College for the parents to attend. Bridgend College is also making available a family learning ESOL model utilising Home Office funding and held in the local schools the children attend. These family learning sessions enable focused ESOL each week for one hour for the parents followed by one hour with the parents and children.
- 4.4 An Arabic speaking Learning Support Officer has been made available to support the children in school however there is a shortage of suitably qualified Arabic speaking persons to increase this capacity. Therefore, the plan is to utilise English speaking Learning Support Officers as required who can access online translation. Experience demonstrates it is often beneficial to immerse the children in the classroom and the English language to enable them to learn quicker and build confidence and independence, rather than creating an over reliance on the support.
- 4.5 The first Syrian family arrived in the County Borough on 2nd November 2016. The family is settling well and is happy in their new home. The family is Sunni Muslim and is now attending the Mosque in Aberkenfig every week. The children are settling into the local schools and have been welcomed by their classmates who are keen to learn more about the family's language and culture. The family is utilising local buses to travel around the County Borough and also to travel to Cardiff to access halal shops.
- 4.6 The South Wales Police Hate Crime Officer and relevant Police Community Support Officers (PCSOs), together with the support provider, visit the families once they have settled into their new homes to introduce themselves and help settle the families into their communities. The PCSOs have spoken to the local school children who spoke highly of their new classmates and the opportunity to learn and speak Arabic with them.

4.7 A second family is arriving on 28th February 2017 and a property has been secured to resettle a third family at the end of March / beginning of April 2017. It is anticipated that a total of 6 families will be resettled by June 2017. A report will be taken to Cabinet following this to agree the way forward in regards to further families being resettled.

5. Effect upon Policy Framework & Procedure Rules

5.1 The report has no direct effect upon the policy framework or procedure rules.

6. Equality Impact Assessment

6.1 Screening for Equality Impact has been undertaken and the Scheme will positively help to deliver the Council's equality duties as it helps to secure accommodation for a group of people with protected characteristics.

7. Financial Implications.

7.1 Year one funding is available from the Overseas Development Aid budget (Home Office) to fund costs of Syrian refugees on a per tariff basis. The year one tariff is for direct local authority costs and there is also additional support for educational and medical needs. Direct local authority costs cover management of the scheme, housing management costs (rents will be subject to Housing Benefit Claims), support costs and cultural integration including English language provision.

7.2 Year two to five funding will be allocated on a tapered tariff basis over four years. This funding includes support for integration such as additional English language training as well as social care. The Home Office funding is flexible to enable the Authority to continue to provide funding for schools and health services in years two to five. However, there is an expectation that the reliance on paid support will be reduced in line with the tapering of the tariff and that existing funding routes will be used to provide funding for schools and health services in years two to five. This approach will be an integral part of any commissioned support services.

7.3 In addition, individuals will be able to access welfare benefit payments (subject to the statutory limit) and other public services.

8. Recommendation.

8.1 That Cabinet Equalities Committee receives and considers this report.

Andrew Jolley

Corporate Director – Operational and Partnership Services

Date: 17th February 2017

Contact Officer: Jonathan Flower
Senior Strategy Officer – Housing and Community Regeneration

17th February 2017

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Brewery Lane
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17th February 2017

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Background documents

None

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

9 March 2017

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

FORWARD WORK PROGRAMME 2017 - 2018

1. Purpose of Report

The purpose of this report is to seek Cabinet Equalities Committee approval for a proposed Forward Work Programme for 2017 – 2018 (appendix 1).

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

2.1 The Forward Work Programme supports the committee in monitoring the council's equality duties, broadens the committee's understanding of local and national equalities issues and supports the council's Strategic Equality Plan, Customer Care Programme and compliance with the Welsh Language Standards.

2.2 This report also supports the following corporate priorities:

- Priority 2: Helping people to be more self-reliant;
- Priority 3: Smarter use of resources.

3. Background

3.1 The remit of the Cabinet Equalities Committee is wide ranging. An annual Forward Work Programme allows the committee to consider key national and local equality issues alongside its regular business items.

4. Current situation / proposal

4.1 Appendix 1 sets out a proposal for the committee's regular business items and key equality issues to be considered from March 2017 to March 2018.

4.2 The proposal is based on:

- the strategic equality objectives in the Strategic Equality Plan 2016 – 2020 such as improving community relations in the county borough;
- ongoing monitoring of the Welsh Language Standards' implementation, including providing updates on service developments;
- suggestions from the committee;
- national and local equality issues, including the Syrian Refugee Resettlement Programme;
- established reporting arrangements for the Welsh Language Standards and Strategic Equality Plan;
- consideration of other council priorities and external reports.

4.3 The 2016/17 Forward Work Programme included an agenda item on the Gypsy and Traveller Community in Bridgend for 9 March 2017. The council was unsuccessful in arranging for a representative of the Gypsy and Traveller Community to attend the Committee to present a report. This item has, therefore been deleted and replaced with the report on the Syrian Refugee Resettlement Programme with the agreement of the Committee Chair.

5. Effect upon Policy Framework & Procedure Rules

5.1 The report has no direct effect upon the policy framework or procedure rules.

6. Equality Impact Assessment

Whilst no Equality Impact Assessment has been carried out, this forward Work Programme will positively support the authority in meeting its equality duties.

7. Financial Implications

7.1 There are no financial implications within this report.

8. Recommendation

8.1 That Cabinet Equalities Committee approves the proposed Forward Work Programme 2017-18.

Andrew Jolley

Corporate Director – Operational and Partnership Services

Date: 27 February 2017

Contact Officers:

Sarah Kingsbury

Head of Human Resources and Organisational Development

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Telephone: 643212

Paul Williams

Equality Officer

Email: Paul.williams2@bridgend.gov.uk

Telephone: 643606

Background papers: None.

Bridgend County Borough Council: Cabinet Equalities Committee
Draft Forward Work Programme 2017/18

Date	Main Item/s	Business Items
9 March 2017	<ul style="list-style-type: none"> • The Syrian Refugee Resettlement Programme in Bridgend. 	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • Strategic Equality Plan (SEP) annual report 15/16 • Equality Impact Assessment (EIA) annual review report • Forward Work Programme (FWP) 2017/2018
July 2017	<ul style="list-style-type: none"> • Issues facing disabled people in Bridgend County Borough - Bridgend Coalition of Disabled People. 	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • Welsh Language Standards annual report 16/17 • Workforce report 16/17 • SEP action plan report (update on work undertaken by Directorates in the last 12 months)
September 2017	<ul style="list-style-type: none"> • Domestic Abuse, Violence against Women and Sexual Violence - update on development of support for victims in Bridgend County Borough. • Consultation – update from Engagement team on work undertaken and the importance of meaningful consultation/engagement. 	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • Annual update on progress made with meeting the objectives within the Welsh Language Standards Five Year Strategy
March 2018	<ul style="list-style-type: none"> • Carers – update on support for young and other carers in Bridgend County Borough. 	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • SEP annual report 16/17 • EIA annual review report • FWP 2018/2019

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BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

9 March 2017

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

UPDATE REPORT ON IMPLEMENTATION OF THE WELSH LANGUAGE (WALES) MEASURE 2011 AND WELSH LANGUAGE STANDARDS

1. Purpose of Report

To update Cabinet Equalities Committee on the implementation of the Welsh Language (Wales) Measure 2011 and the Welsh Language Standards.

2. Connection to Corporate Improvement Plan / Other Corporate Priority

The Welsh Language (Wales) Measure 2011 introduced Welsh language standards which impact upon the work of the whole council. The standards link to the equalities agenda, form a key component of the council's Customer Care Programme and link to the following corporate priorities:

- Priority 2: Helping people to be more self-reliant;
- Priority 3: Smarter use of resources.

3. Background

3.1 The council received its final compliance notice on 30 September 2015 and has since been working to determine the implications involved in implementing the 171 standards assigned to the council.

3.2 Progress updates were previously provided to Cabinet Equalities Committee on 28 April 2016, 14 July 2016 and 10 November 2016. Those reports are referenced as background documents to this report.

4. Current situation / proposal

4.1 The council has continued to work towards compliance with the standards. Key progress/updates since November 2016 can be summarised as:

- Fortnightly Welsh Language Standards Implementation Board meetings continued to consider the interpretation of the standards, compliance issues/appeals and challenges. Since January 2017, these meetings have been held monthly;
- information continues to be filtered through the organisation via weekly emails and staff newsletters. Relevant pages on the BCBC intranet – including FAQs - have been updated;
- training for frontline staff in dealing with Welsh speaking customers on a daily basis continues to be provided by the University of South Wales;

- officers met with Menter Bro Ogwr to discuss opportunities for joint working to meet some of the objectives outlined in the Five Year Strategy. Proposals have been circulated to the council's Welsh Language Standards Implementation Board for consideration;
- seven complaints have been received since the standards were introduced in March 2016, the most recent one related to a new Welsh sign in the Rhiw car park where the word "ticketless" appeared in English and had not been correctly translated into Welsh. The Welsh Language Commissioner decided not to investigate this complaint as the sign had been corrected prior to the official opening of the car park. The Commissioner has also discontinued an investigation into a previous complaint regarding a supervised contact meeting where a social worker would not allow the meeting to be conducted in Welsh;
- still awaiting a final decision from the Welsh Language Commissioner on the ten March 2016 standards appealed (please see appendix 1) and the eight September 2016 standards appealed (please see appendix 2);
- continued to contact neighbouring councils to establish their interpretation of certain standards and also the Welsh Language Commissioner where clarification on points of law has been required;
- agreed a new translation contract with Cardiff Council to support the National Procurement Service (NPS) framework;
- gained clarity on an additional resource that employees can use to support them with Welsh language translations called the 'Big Word' which has been promoted to employees;
- developing an IT solution that enables BCBC staff to record whether or not Welsh language translation services are offered/provided at meetings.

5. Effect upon Policy Framework & Procedure Rules

There are no proposed changes to the Policy Framework and Procedure Rules.

6. Equality Impact Assessment

This is an information report. As such, no Equality Impact Assessment is required.

7. Financial Implications

A recurring cost of £313,000 and a one-off cost of £81,000 in 2016/17 has been identified to implement the majority of the Welsh Language Standards. These costs do not take into account the financial implications of a number of standards for which the council is appealing on the basis that they are unreasonable or disproportionate. The March and September standards that are considered to be significant in terms of financial impact will be funded corporately and these are outlined in appendix 3. The cost of implementing the Welsh Language Standards will continue to be reviewed during 2016/17 and, if the costs are deemed to be significantly higher than budgeted, a decision will be made corporately as to how this shortfall will be met.

8. Recommendation

It is recommended that Cabinet Equalities Committee receives and considers this report.

Andrew Jolley
Corporate Director – Operational and Partnership Services
Date: 27 February 2017

Contact Officers:

Sarah Kingsbury
Head of Human Resources and Organisational Development
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Paul Williams
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Background documents: Update reports to Cabinet Equalities Committee on the Welsh Language Standards dated 28 April 2016, 14 July 2016 and 10 November 2016.

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March 2016 standards under appeal

No.	Standard
	If you don't know whether a person wishes to receive correspondence from you in Welsh, when you correspond with that person you must provide a Welsh language version of the correspondence.
7	You must state - (a) in correspondence, and (b) in publications and official notices that invite persons to respond to you or to correspond with you, that you welcome receiving correspondence in Welsh, that you will respond to any correspondence in Welsh <i>and that corresponding in Welsh will not lead to delay</i> . The council is appealing the part of the standard in bold italics.
29	If you invite more than one person to a meeting, and that meeting relates to the well-being of one or more of the individuals invited, you must - (a) ask that individual or each of those individuals whether he or she wishes to use the Welsh language at the meeting, and (b) inform that individual (or those individuals) that, if necessary, you will provide a translation service from Welsh to English and from English to Welsh for that purpose.
29A	You must provide a simultaneous translation service from Welsh to English and from English to Welsh at a meeting - (a) if you have invited more than one person to the meeting, (b) if the meeting relates to the well-being of one or more of the individuals invited, and (c) if at least one of those individuals has informed you that he or she wishes to use the Welsh language at the meeting; unless you conduct the meeting in Welsh without the assistance of a translation service.
41	If you produce the following documents you must produce them in Welsh - (a) agendas, minutes and other papers that are available to the public, which relate to management board or cabinet meetings; (b) agendas, minutes and other papers for meetings, conferences or seminars that are open to the public. You must comply with standard 41(a) in every circumstance, except: <ul style="list-style-type: none"> • other papers that are available to the public, which relate to management board or cabinet meetings You must comply with standard 41(b) in every circumstance, except: <ul style="list-style-type: none"> • other papers for meetings that are open to the public.
42	Any licence or certificate you produce must be produced in Welsh.

62	You must ensure that - (a) the text of each page of your website is available in Welsh, (b) every Welsh language page on your website is fully functional, and (c) the Welsh language is not treated less favourably than the English language on your website.
66	You must provide the interface and menus on every page of your website in Welsh.
64	<p>Any reception service you make available in English must also be available in Welsh, and any person who requires a Welsh language reception service must not be treated less favourably than a person who requires an English language reception service. You must comply with standard 64 in relation to the following by 30 March 2016:</p> <ul style="list-style-type: none"> • The body's main reception service. <p>You must comply with standard 64 in relation to the following by 30 September 2016:</p> <ul style="list-style-type: none"> • Every other reception service.
67	You must display a sign in your reception which states (in Welsh) that persons are welcome to use the Welsh language at the reception.

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September 2016 standards under appeal

No.	Standard
2	When you correspond with an individual ("A") for the first time, you must ask A whether A wishes to receive correspondence from you in Welsh, and if A responds to say that A wishes to receive correspondence in Welsh you must – (a) keep a record of A's wish, (b) correspond with A in Welsh when corresponding with A from then onwards, and (c) send any forms you send to A from then onwards in Welsh.
3	When you send correspondence addressed to two individuals who are members of the same household (for example, the parents of a child) for the first time, you must ask them whether they wish to receive correspondence from you in Welsh; and if - (a) both individuals respond to say that they wish to receive correspondence in Welsh, you must keep a record of that wish and correspond in Welsh from then onwards when sending correspondence addressed to both of those individuals; (b) one (but not both) of the individuals responds to say that he or she wishes to receive correspondence in Welsh, you must keep a record of that wish and provide a Welsh language version of correspondence from then onwards when sending correspondence addressed to both of those individuals.
21	When you telephone an individual ("A") for the first time you must ask A whether A wishes to receive telephone calls from you in Welsh, and if A responds to say that A wishes to receive telephone calls in Welsh you must keep a record of that wish, and conduct telephone calls made to A from then onwards in Welsh.
58	When you use social media you must not treat the Welsh language less favourably than the English language.
60	You must ensure that any self-service machines that you have function fully in Welsh, and the Welsh language must be treated no less favourably than the English language in relation to that machine.
76	Any invitations to tender for a contract that you publish must be published in Welsh, and you must not treat a Welsh language version of any invitation less favourably than an English language version.
128	You must provide training in Welsh in the following areas, if you provide such training in English - (a) recruitment and interviewing; (b) performance management; (c) complaints and disciplinary procedures; (ch) induction; (d) dealing with the public; and (dd) health and safety
129	You must provide training (in Welsh) on using Welsh effectively in - (a) meetings; (b) interviews; and (c) complaints and disciplinary procedures.

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Standards being funded corporately

No.	Standard
	When you send the same correspondence to several persons, you must send a Welsh language version of the correspondence at the same time as you send any English language version.
5	If you don't know whether a person wishes to receive correspondence from you in Welsh, when you correspond with that person you must provide a Welsh language version of the correspondence.
37	Any publicity or advertising material that you produce must be produced in Welsh, and if you produce the advertising material in Welsh and in English, you must not treat the Welsh language version less favourably than you treat the English language version.
38	Any material that you display in public must be displayed in Welsh, and you must not treat any Welsh language version of the material less favourably than the English language version.
41	<p>If you produce the following documents you must produce them in Welsh - (a) agendas, minutes and other papers that are available to the public, which relate to management board or cabinet meetings; (b) agendas, minutes and other papers for meetings, conferences or seminars that are open to the public.</p> <p>You must comply with standard 41(a) in every circumstance, except:</p> <ul style="list-style-type: none"> • other papers that are available to the public, which relate to management board or cabinet meetings <p>You must comply with standard 41(b) in every circumstance, except:</p> <ul style="list-style-type: none"> • other papers for meetings that are open to the public.
42	Any licence or certificate you produce must be produced in Welsh.
44	If you produce the following documents, and they are available to the public, you must produce them in Welsh - (a) policies, strategies, annual reports and corporate plans; (b) guidelines and codes of practice; (c) consultation papers.
47	If you produce a document for public use, and no other standard has required you to produce the document in Welsh, you must produce it in Welsh - (a) if the subject matter of the document suggests that it should be produced in Welsh, or (b) if the anticipated audience, and their expectations, suggests that the document should be produced in Welsh.
52	You must ensure that – (a) the text of each page of your website is available in Welsh, (b) every Welsh language page on your website is fully functional, and (c) the Welsh language is not treated less favourably than the English language on your website.
56	You must provide the interface and menus on every page of your website in Welsh.
58	When you use social media you must not treat the Welsh language less favourably than the English language.
60	You must ensure that any self-service machines that you have function fully in Welsh, and the Welsh language must be treated no less favourably than the English language in relation to that machine.

126	Any invitations to tender for a contract that you publish must be published in Welsh, and you must not treat a Welsh language version of any invitation less favourably than an English language version.
127	<p>If you offer an education course that is open to the public, you must offer it in Welsh.</p> <p>You must comply with standard 84 in every circumstance except:</p> <ul style="list-style-type: none"> • when an assessment carried out in accordance with standard 86 comes to the conclusion that there is no need for that course to be offered in Welsh.
120	You must provide staff with computer software for checking spelling and grammar in Welsh, and provide Welsh language interfaces for software (where an interface exists).
128	<p>You must provide training in Welsh in the following areas, if you provide such training in English:</p> <ul style="list-style-type: none"> (a) recruitment and interviewing; (b) performance management; (c) complaints and disciplinary procedures; (d) induction; (e) dealing with the public and (f) health and safety.
129	<p>You must provide training (in Welsh) on using Welsh effectively in:</p> <ul style="list-style-type: none"> (a) meetings; (b) interviews and (c) complaints and disciplinary procedures.
145	<p>You must produce, and publish on your website, a 5 year strategy that sets out how you propose to promote the Welsh language and to facilitate the use of the Welsh language more widely in your area; and the strategy must include (amongst other matters) –</p> <ul style="list-style-type: none"> (a) a target (in terms of the percentage of speakers in your area) for increasing or maintaining the numbers of Welsh speakers in your area by the end of the 5 year period concerned and (b) a statement setting out how you intend to reach that target; and you must review the strategy and publish a revised version on your website within 5 years of publishing a strategy (or of publishing a revised strategy).

BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO CABINET EQUALITIES COMMITTEE

9 March 2017

**REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND
PARTNERSHIP SERVICES**

EQUALITY IMPACT ASSESSMENTS - ANNUAL REVIEW 2016/17

1. Purpose of report

The purpose of this report is to provide members with a background to the requirement to undertake Equality Impact Assessments (EIAs), an overview of the council's approach to EIAs and an outline of EIAs undertaken in BCBC service areas in 2016/17.

2. Connection to Corporate Improvement Objectives / Other Corporate Priorities

2.1 The Equality Act 2010 sets out both general and specific duties for local authorities in Wales - one of which relates to assessing the impact of policies.

2.2 Undertaking EIAs also supports the council's following corporate priorities:

- Priority 2: Helping people to be more self-reliant;
- Priority 3: Smarter use of resources.

3. Background

3.1 In its publication, "The essential guide to the public sector equality duty: An overview for listed public authorities in Wales" The Equality and Human Rights Commission outlines the requirements for local authorities to:

- a) assess the likely impact of proposed policies and practices (and those to be reviewed);
- b) publish reports of assessments showing a substantial or likely impact and monitor the impact of policies and practices.

Reports on assessments must set out in particular:

- a) the purpose of the policy or practice that has been assessed;
- b) a summary of the steps taken to carry out the assessment, including engagement;
- c) a summary of the information used in the assessment and the results;

d) any decisions taken in relation to those results.

In addition, when assessing the impact on protected groups, listed authorities must:

- a) comply with the engagement provisions;
- b) have due regard to any relevant information held.

4. Current situation / proposal

EIAs – an overview

- 4.1 An EIA is a tool to assess whether new (or changes to existing) policies/services/functions could impact on different sectors of society in different ways. EIAs help the council make better decisions, identify how services can be more accessible or improved and consider the protected characteristics of race/ethnicity, gender, gender reassignment, age, disability, faith/religious belief, sexual orientation, pregnancy and maternity and civil partnerships and marriage.
- 4.2 Assessing the impact of proposed changes to policies and strategies is not just something the law requires, it is an opportunity to ensure decisions are based on robust evidence and that they:
- include a consideration of actions that would help to avoid or mitigate any unfair impact on individuals or groups;
 - are based on evidence;
 - are transparent;
 - record the equality considerations which have been taken into account.
- 4.3 The council's EIA toolkit satisfies the EHRC requirements guidance and references the European Convention on the Rights of the Child. The online toolkit includes guidance for managers at each stage of completion.
- 4.4 The Welsh Language Standards require EIAs to consider:
- whether a policy-related decision could have a positive or negative impact on opportunities for people to use Welsh;
 - treating Welsh and English equally;
 - ways to demonstrate how positive effects could be increased;
 - how any identified adverse effects could be decreased.
- 4.5 **Initial Screening EIAs** are undertaken to identify those policies and decisions requiring Full EIAs. The screening form enables the council to get a sense of whether a particular policy is likely to have a differential impact on any group of people, and whether mitigating action needs to be taken or a Full EIA carried out. An Initial Screening EIA must be carried out as part of the development of any new policy

or decision making process. This should happen early enough in the process to enable a Full EIA to be carried out (if required) before the policy or decision is approved.

4.6.1 **A Full EIA** is a systematic process of evidence gathering and analysis to ensure the council is meeting its equality duty. Full EIAs follow the same format and process as Initial Screening EIAs but require greater resources in terms of time and commitment to gather and analyse a wider range of evidence than would be required for an Initial Screening EIA.

4.6.2 A Full EIA must be undertaken if:

- that is the recommendation from a screening EIA and /or;
- the policy or strategy is a major one in terms of scale or significance to BCBC’s activities and there is a clear indication that it is likely to have an impact upon people who share a protected characteristic;
- despite the policy or strategy being minor, it is likely to have a major impact upon people who share a protected characteristic.

4.7 The lead person drafting or reviewing a policy or strategy within the service area is responsible for conducting the EIA. Involvement/consultation with the council’s Equality Officer and Consultation and Engagement Officer is critical to ensure compliance.

EIA Training

4.8 An e-learning module is available for staff which provides an overview of EIAs, their role in improving services and a guide to conducting them. At the end of the module, staff have an opportunity to complete an EIA and compare this against an already completed version to assess how the module has assisted in terms of knowledge and understanding. By the end of December 2016, 108 council employees had completed this module as per the following table:

Directorate	No. identified as requiring training	No. Completions
SS & WB	29	25
Communities	43	28
Education and Family Support	29	26
OAPS	26	24
Finance	7	5
Total	134	108

26 employees have yet to complete the module. A Bridgenders e mail was issued in February 2017 encouraging more staff to complete this.

Equality Impact Assessments undertaken in 2016/17

4.9 Between February 2016 and January 2017, 9 Full EIAs were undertaken and accompanied Cabinet reports. Please see appendix 1. 42 Initial Screening EIAs were also undertaken during this period (appendix 2) which were referenced in the relevant Cabinet report/s and indicated that the policy/ies being assessed could either be “screened out” or would require a Full EIA to be undertaken:

- a) Within 6 months or before approval of policy (high priority);
- b) Within 1 year of screening (medium priority);
- c) Within 3 years of screening (low priority).

5. Effect upon Policy Framework & Procedure Rules

5.1 As this is an information report, there are no proposed changes to the policy framework and procedure rules.

6. Equality Impact Assessment

6.1 The report provides the committee with information which will positively assist in the delivery of the authority’s equality duties.

7. Financial Implications

7.1 There are no financial implications identified as this is an information/update report.

8. Recommendation

8.1 That the Cabinet Equalities Committee notes the progress made in the council during 2016/17 with the completion of Equality Impact Assessments.

Andrew Jolley

Corporate Director – Operational and Partnership Services

Date: 27 February 2017

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Background papers: None.

Appendix 1

Full Equality Impact Assessments undertaken between 1 February 2016 and 31 January 2017.

1. Public Conveniences Review / Charging;
2. Strategic Equality Plan Action Plan;
3. Medium Term Financial Strategy 2016-17 to 2019-20;
4. Bridgend Town Centre Access Study;
5. School Modernisation Programme: outcome of consultations on proposal to make a regulated alteration to Pencoed primary school;
6. Provision for Pupils with Additional Learning Needs (ALN): proposal for changes to Pil Primary school MLD learning resource centre – objections report;
7. Medium Term Financial Strategy 2016-17 to 2019-20;
8. Changes to Residual Waste Collection Service;
9. School Modernisation Programme: outcome of consultation on proposal to make a regulated alteration to Mynydd Cynffig Primary School.

Appendix 2

Initial Screening Equality Impact Assessments undertaken between 1 February 2016 and 31 January 2017.

1. School Modernisation Programme: proposal to consult on a regulated alteration to Pencoed primary school (Screenout);
2. Use of Welsh language in the workplace (Screenout);
3. Rhiw gateway vibrant and viable places (Screenout)
4. Proposed introduction of blue badge charging in off-street car parks (Screenout);
5. Statutory highway agreements – unadopted roads and paths that are subject to such agreements (Screenout);
6. Highway and open space grass cutting arrangements 2016 (Screenout);
7. School modernisation – Garw Valley South, invitation to tender (Screenout);
8. Anti-social behaviour, crime and policing Act 2014 and amendment to the scheme and delegation of functions (Screenout);
9. School modernisation programme: outcome of consultation on appropriation of land for educational purposes at Bettws Road, Bettws (Screenout);
10. Smart system and heat programme (Screenout);
11. Statutory duty to secure sufficient play opportunities for children and young people in Bridgend county borough (Screenout);
12. Welsh in education strategic plan (full EIA within twelve months);
13. Corporate health and safety policy review (Screenout);
14. Bridgend town centre access (Full EIA required);
15. Proposed statutory and non-statutory pre-application advice charging regime (Screenout);
16. School modernisation programme: outcome of consultations on proposal to make a regulated alteration to Pencoed primary school (Screenout);
17. Amendment to the private sector housing renewal and disabled adaptations policy (Screenout);
18. Local housing strategy 2016-2018 (Screenout);
19. Sports pavilion key holder arrangements 2016 (Full EIA within three years);
20. Children and young people missing education (Screenout);
21. School modernisation programme: Mynydd Cynffig primary school – outcome of feasibility study and proposal to consult on the relocation and enlargement of the school (full EIA within six months or prior to “policy” approved);
22. School modernisation – Garw Valley South, acceptance of tender and contract award (Screenout);

23. Proposed community route between Pencoed and Heol y Cyw (Screenout);
24. School modernisation programme: outcome of public notice on proposal to make a regulated alteration to Pencoed Primary School (Screenout);
25. School modernisation programme: Pencoed Primary School, invitation to tender (Screenout);
26. Ageing Well in Bridgend;
27. Blue badge scheme and amendment to the scheme of delegation of functions (Screenout);
28. School modernisation – Garw Valley South (Screenout);
29. Maesteg Town Hall (Screenout);
30. Children with disabilities transformation programme (full EIA required within 3 years);
31. School modernisation – Pencoed Primary, invitation to tender and contract award (Screenout);
32. Appointment of Local Authority Governors (Screenout);
33. School modernisation programme: proposed enlargement of Afon y Felin Primary School;
34. Tackling Poverty Priorities 2016/17 (Screenout);
35. Amendment to the private sector housing renewal and disabled adaptations policy (Screenout);
36. School modernisation programme: outcome of the second stage of the tender process for the design and construction of Brynmenyn primary school (Screenout);
37. Report on the waste management services contract award (Screenout);
38. Residual waste collection public awareness, information and enforcement proposals (Screenout);
39. Environment (Wales) Act 2016 – new duties and responsibilities (Screenout);
40. Library service performance (Screenout);
41. Flood risk management plan (Screenout);
42. Outcome of the consultation “Shaping Bridgend’s Future” (Full EIA required prior to approval of MTFS).

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BRIDGEND COUNTY BOROUGH COUNCIL
REPORT TO CABINET EQUALITIES COMMITTEE

9 March 2017

**REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND
PARTNERSHIP SERVICES**

DRAFT STRATEGIC EQUALITY PLAN ANNUAL REPORT 2015 / 2016

1. Purpose of report

The purpose of this report is to provide members with an update on the work done to develop the council's fifth annual report (2015 - 2016) on the strategic equality plan (SEP).

**2. Connection to Corporate Improvement Objectives/Other
Corporate Priorities**

2.1 The Equality Act 2010 sets out both general and specific duties for local authorities in Wales. The specific duties include the development of a SEP to identify the council's equality objectives and the publication of an annual report.

2.2 The strategic equality plan also supports the council's following corporate priorities:

- Priority 2: Helping people to be more self-reliant;
- Priority 3: Smarter use of resources.

3. Background

The council has published annual reports on its SEP since 2011/12. The SEP annual report enables the council to:

- Monitor and review progress against its strategic equality objectives;
- review its objectives and processes in light of any new legislation and other new developments;
- engage with relevant stakeholders around equality objectives, providing transparency;
- include relevant updates on equality impact assessments, procurement arrangements and training.

Specifically, the report sets out:

- The steps taken to identify and collect relevant information;
- Any reasons for not collecting relevant information;

- Where appropriate, employment information, including information on training and pay.

Progress made by the council on each of its nine equality objectives is included in the report, which will be of interest to:

- Elected members;
- Members of the community and community groups;
- Equality and Human Rights Commission;
- Welsh Government.

4. Current situation / proposal

4.1 This draft annual report (appendix 1) covers the period 1 April 2015 to 31 March 2016, and must be agreed and published by 1 April 2017.

4.2 Some key points to note from the annual report are:

- The council continues to build good relationships with representative groups e.g. the Muslim Community at Aberkenfig Mosque;
- The council delivered training on equality and diversity, and equality impact assessments, during the reporting period. 85 employees attended face to face Valuing Difference training, while 216 completed the Introduction to Equality and Diversity e-learning course. 24 employees completed the EIA e-learning module;
- In 2015, the council was awarded an Action on Hearing Loss Cymru Excellence Wales Award.

5. Effect upon Policy Framework & Procedure Rules

5.1 As this is an information report, there are no proposed changes to the policy framework and procedure rules.

6. Equality Impact Assessment

6.1 The report provides the committee with information which will positively assist in the delivery of the authority's equality duties.

7. Financial Implications

7.1 There are no financial implications identified as this is an information/update report.

8. Recommendation

8.1 That the Cabinet Committee notes the progress being made and approves the Strategic Equality Plan Annual Report 2015/16.

Andrew Jolley
Corporate Director – Operational and Partnership Services
Date: 27 February 2017

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Background papers: None.

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Bridgend County Borough Council
Cyngor Bwrdeistref Sirol Pen-y-bont ar Ogwr



www.bridgend.gov.uk



Strategic Equality Plan

Annual Report 2015-16

This document is also available in Welsh

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1. Background

As an authority, our aim is to understand and tackle the equality barriers to opportunities that people face so that everyone has a fair chance to fulfil their potential. We aim to ensure that equality is a part of everything we do and the services we deliver.

The [Public Sector Equality Duty](#) (the PSED) and Welsh Government have introduced new regulations, putting in place a series of specific duties underpinning the general duty outlined in the Equality Act 2010.

These specific duties help to eliminate unlawful discrimination, advance equality of opportunity and foster good relations.

The Government and the [Equality and Human Rights Commission](#) (EHRC) have made it clear that we must mainstream equality both internally and externally. To address this, we developed our first [Strategic Equality Plan](#) in April 2012, followed by an [action plan](#) in September 2012.

In developing the action plan, we engaged with:

- The then Corporate Director Resources (senior lead equalities officer);
- The then Deputy Leader of the council (political equality champion);
- The Equalities Cabinet Committee who are responsible for monitoring the Strategic Equality Plan and how we implement our objectives.

Since then, the action plan has been regularly reviewed, with the latest version being approved by Cabinet Equalities Committee in January 2016.

Heads of service and senior service managers are responsible for ensuring the actions are achieved within their service areas.

Action plan updates are provided to the Bridgend Equality Forum, membership of which includes third sector groups and organisations (representing protected characteristic groups), as well as a number of key local service providers.

This annual report for the period 2015/16 seeks to review:

- Progress;
- Effectiveness of arrangements;
- Objectives and processes;
- Stakeholder engagement and transparency with our partners and the public.

More detailed information on how the Strategic Equality Plan was developed can be found [here](#).

2. Data analysis

In preparing this annual report, we:

- Reviewed and reflected on previous work that had already met the general and specific duties;
- Revisited our objectives - as set out in the Strategic Equality Plan - to ensure they remained relevant;
- Used the information gathered during the Strategic Equality Plan consultation and engagement exercise in February 2016 to understand whether:
 - we still had the staff and resources to manage the objectives;
 - we remained confident that we could achieve the objectives;
 - the objectives would still make a difference to people's lives, and;
 - we could still meet the objectives within our set timescales.

Despite having made a concerted effort to engage with protected characteristic groups and their representatives via face to face meetings and surveys (eg we have built strong links with the LGBT and local Muslim communities), in analysing our data, we identified a number of gaps. In order to address these, we will continue to identify new ways to develop links with other groups, including national and local gypsy and traveller groups. This will enable us to develop a more robust evidence base on which to build effective and meaningful objectives, as well as a collaborative approach to service development.

3. Strategic Equality Objectives

We developed, consulted on and then agreed the following nine strategic equality objectives for our Strategic Equality Plan 2012 - 2016:

Equality Objective 1: Transportation	We will help to provide an accessible, cost effective, all-inclusive transport network within Bridgend County Borough.
Equality Objective 2: Fostering Good Relations	We will positively promote a fairer society in Bridgend County Borough by increasing public awareness of the issues faced by people with a protected characteristic.
Equality Objective 3: The council's Role as an Employer	We will build on our efforts to be an inclusive, supportive employer, promoting diversity and equality within our workforce.
Equality Objective 4: Mental Health	Our Adult Social Care service will build on its partnership work with the third sector to provide mental health support and services.
Equality Objective 5: Equal Pay	We will ensure that our employees are paid the same for doing the same job regardless of their protected characteristics.
Equality Objective 6: Leisure	We will provide fair and equal access to participation in sport and recreation activities to all members of the community.

Equality Objective 7: Benefits	We will introduce measures to mitigate for the effects of the national benefits review on Bridgend County Borough residents.
Equality Objective 8: Data	We will develop a system to collect, collate, monitor and publish equalities data on our service users and employees.
Equality Objective 9: Communication, Consultation and Engagement	We will improve the ways in which we communicate, consult and engage with those who share a protected characteristic.

4. Progress in meeting our objectives during 2015/16

Our objectives aim to improve outcomes for people who share one or more of the protected characteristics. Through our equality work and engagement activity, we are aware of some specific priority issues in respect of race, religion, belief and transgender. Experience, knowledge and expertise in respect of age, sex, disability, pregnancy and maternity, and marriage and civil partnerships is developing.

Transportation

- Our Bridgend taxi forum has not been able to increase the number of wheelchair accessible taxis as we had hoped. However, moving forward, we will continue to work with local providers to influence an increase in this number.

Fostering good relations

- We have continued to mark and support national campaigns related to each of the protected characteristics via social media and our website to raise awareness among the general public of wider diversity activities and celebrations;
- Bullying in schools remains an issue that we will continue to monitor;
- We supported Cardiff Mardi Gras by sharing information on our corporate social media accounts and on our website;
- Bridgend's Lesbian, Gay, Bisexual and Transgender forum continued to meet in 2015/16;
- We supported LGBT History Month (February) by sharing information on our corporate social media accounts and on our website, and flying the rainbow and transgender flags throughout the month at Civic Offices;
- Our annual Holocaust Memorial Day event made clear reference to all the groups of people who faced (and continue to face) persecution during holocausts. In this way we are able to ensure that the memory of these atrocities is kept alive.

The council's role as an employer

- We delivered equality and diversity training courses for managers and front line customer facing staff;
- E-learning modules which complement the face to face training continued to be available for staff.
- Our Lesbian, Gay, Bisexual and Transgender (LGBT) staff network continued to meet.

Data

- We continued to collect equalities data on our workforce.

Communication, consultation and engagement

Between 1 April 2015 and 31 March 2016, the council consulted on:

Cardiff Capital Region City Deal
Pencoed Primary School relocation
Pil Primary School provision change for pupils with additional learning needs (ALN)
Local Housing Strategy
Measuring Corporate Priorities Survey
Strategic Equality Plan
Household Waste and Recycling Review 2015
Gypsy, Traveller and Show people sites
Blue Badge Parking
Ageing well in Bridgend
Shaping Bridgend's Future
Active Travel 2015
Homecare survey
Dementia Strategy Plan
Ysgol Gynradd Gymraeg Cwm Garw relocation
Brynmenyn Primary School enlargement and relocation
Sports Pavilions Caretaking Review 2015

5. Equality Impact Assessments (EIAs)

We are aware of the need for EIA training and support for officers. A detailed but user-friendly EIA toolkit has been developed and introduced to make the EIA process more meaningful. Between 1 April 2015 and 31 March 2016, 24 employees completed the EIA e-learning module.

6. Procurement arrangements

The Engagement team works with the procurement service to ensure that equality issues are fully integrated into the procurement process.

7. Employment information

As at 31 March 2016 there were 6211 employees in the council, including those employed in schools. The headcount and age profiles provide a breakdown of these employees. However, details of the remaining protected characteristics are based on the information provided by employees. These percentage figures are therefore based on the information available and not the whole workforce.

Description	BCBC - as at 31.03.2016			
	Male	Female	Total	%
Total Headcount	1284	4927	6211	
Of the above:				
Full Time	997	1714	2711	43.6%
Part Time	287	3213	3500	56.4%
Disability Declared	36	72	108	1.7%
Carer Responsibility Declared	38	250	288	4.6%
Ethnic Minority Total	11	69	80	1.3%
Asian or Asian British	1	29	30	0.5%
Black or Black British	5	5	10	0.2%
Chinese	0	5	5	0.1%
Mixed Race	2	20	22	0.4%
Any other ethnic group	3	10	13	0.2%
Welsh Speaker	186	807	993	16.0%
'A little'	122	511	633	10.2%
'Fairly Good'	23	77	100	1.6%
'Fluent'	41	219	260	4.2%
Welsh Reader	190	832	1022	16.5%
'A little'	121	522	643	10.4%
'Fairly Good'	29	92	121	1.9%
'Fluent'	40	218	258	4.2%
Welsh Writer	149	712	861	13.9%
'A little'	90	426	516	8.3%
'Fairly Good'	21	78	99	1.6%
'Fluent'	38	208	246	4.0%
Sexuality				
Heterosexual	463	1718	2181	35.1%
Bisexual	3	13	16	0.3%
Gay Man	0	15	15	0.2%

Gay Woman / Lesbian	1	12	13	0.2%
Transgender	2	5	7	0.1%
Other	2	9	11	0.2%
Prefer not to say	40	90	130	2.1%
Age Profile				
16-19	13	28	41	0.7%
20-25	74	262	336	5.4%
26-30	114	426	540	8.7%
31 - 35	124	550	674	10.9%
36 - 40	145	596	741	11.9%
41 - 45	159	782	941	15.2%
46 - 50	188	760	948	15.3%
51 - 55	201	703	904	14.6%
56 - 60	145	530	675	10.9%
61 - 65	88	217	305	4.9%
66 +	33	73	106	1.7%
Total	1284	4927	6211	

8. Employees as at 31 March 2016 by gender and pay grade

Our Pay and Grading Structure was implemented on 1 September 2013 and a clear and robust mechanism is in place for evaluating the relative grades of positions. This is based on roles and responsibilities as opposed to any individual factors relating to the employee.

Grade	Male	Female	Total
JE grades 1 – 8 (£13,500 - £23,698)	592	3817	4409
JE grades 9 – 10 (£25,440 - £29,558)	117	210	327
JE grades 11 – 16 (£30,978 - £48,364)	166	295	461
Chief Officers (£74,542 - £131,091)	6	8	14
Soulbury & Youth Officers (£19,236 - £60,633)	11	35	46
Teachers, Head, Deputy and Assistant Head Teachers (£22,023 - £107,210)	332	1052	1384
TOTAL	1224	5417	6641

NB The above figures are based on the number of positions across the authority. If an employee has more than one position, they will be counted for each position they hold. As such, the above figures will not correlate with other totals in this report, which are based on headcount.

9. Job applications

Between 1 April 2015 and 31 March 2016, we received 9,792 job applications from 4,694 individuals, comprising both internal and external applicants. However, details of the protected characteristics are based on the information provided by applicants. The percentage figures are therefore based on the information available. The analysis of applicants is as follows:

Description	No. Applicants %	
Male applicants	1465	31.2%
Female applicants	3223	68.7%
Unspecified	6	0.1%
Disability declared	228	4.9%
Age profile:		
16 – 25	1229	26.2%
26 – 35	1368	29.1%
36 – 45	1005	21.4%
46 – 55	793	16.9%
56 – 65	282	6.0%
66+	17	0.4%
Unknown	0	0.0%
Sexual orientation		
Heterosexual	4170	88.8%
Bisexual	38	0.8%
Gay man	42	0.9%
Gay woman/lesbian	51	1.1%
Prefer not to say	118	2.5%
Other	23	0.5%
Unknown/not declared	252	5.4%
Marital status		
Married	1665	35.5%
Living with partner	747	15.9%
Same sex or civil partnership	13	0.3%
Separated/divorced	314	6.7%
Single	1781	37.9%
Widowed	30	0.6%
Prefer not to say	25	0.5%
Unknown/not declared	119	2.5%
Race		
White	4498	95.8%
Asian/Asian British	26	0.6%
Black/Black British	32	0.7%
Chinese	7	0.1%
Mixed race	8	0.2%
Prefer not to say	44	0.9%
Other ethnic group	11	0.2%
Unknown / not stated	68	1.4%

10, Staff training

Our arrangements for providing corporate staff training provide assurance that access to training is available to all employees regardless of their protected characteristic. The training provided can be categorised as:

- Post-entry training – requested by employees via the Post Entry Training policy. Only requests agreed by line managers are forwarded through to Human Resources and so we are unable to report accurately on the number rejected;
- Face to face training – the majority of our face to face training is targeted and as such, employees are invited to attend. We are unlikely to be aware of employees who will have a request to attend rejected by their line manager.
- E-learning – e-learning completion is voluntary and the majority of our courses are free to access to all users, so no applications would be received.

A requirement of the Public Sector Equality Duty (PSED) is for listed bodies in Wales, including councils, to publish relevant information that it holds unless it would be inappropriate to do so. To comply with the Data Protection Act, we are unable to disclose information relating to post entry training as, even though data is collected the number of employees and the amount of data is too small for us to interpret in a meaningful way.

11. Grievance and disciplinary hearings held during 2015-16

This includes employees involved in grievance procedures as a complainant, against whom a complaint was made or subject to a disciplinary procedure. To comply with the Data Protection Act, we are unable to disclose this information. In each category, the number of employees and the amount of data is too small for us to interpret in a meaningful way.

12. Employees that left the council in 2015-16

The following data relates to the 861 individuals who left the employment of the council between 1 April 2015 and 31 March 2016. Whilst the data included is accurate, it should be noted that the employee information and data held by the council is incomplete as it is based on what is provided by employees. These percentage figures are therefore based on the information available and not the whole workforce.

Description	No. of Leavers	% of Leavers
Male leavers	281	32.6%
Female leavers	580	67.4%
Disability declared		
	29	3.4%
Age profile:		
16 – 25	74	8.6%
26 – 35	159	18.5%
36 – 45	196	22.8%
46 – 55	190	22.1%
56 – 65	206	23.9%
66+	36	4.2%
Sexual orientation		
Heterosexual	379	44.0%
Bisexual	0	0.0%
Gay man	5	0.6%
Gay woman/lesbian	8	0.9%
Prefer not to say	32	3.7%
Other	1	0.1%
Unknown/not declared	436	50.6%
Marital status		
Married	418	48.5%
Living with partner	46	5.3%
Same sex or civil	6	0.7%
Separated/divorced	76	8.8%
Single	210	24.4%
Widowed	9	1.0%
Prefer not to say	6	0.7%
Unknown/not declared	90	10.5%
Race		
White	773	89.8%
Asian/Asian British	1	0.1%
Black/Black British	3	0.3%
Chinese	0	0.0%
Mixed race	3	0.3%
Prefer not to say	0	0.0%
Other ethnic group	1	0.1%
Unknown/not declared	80	9.3%

13. Engagement and consultation

We aim to include the views of representative groups in our planning and decision making processes. This shows our commitment to developing accessible services for the public and our employees.

Engagement is an important part of our work so we put specific processes in place to ensure that people's needs are taken into account and that the dimensions of diversity are all addressed.

Employees and stakeholders who represent the protected characteristic groups are fully involved with the delivery, implementation, monitoring and evaluation of our objectives.

We publish consultation reports on the outcome of our engagement activity to show clearly how people have influenced planning and decision making within Bridgend County Borough Council.

Further information on how people were engaged in the development of our objectives and how they influenced the process can be seen [here](#).

14. Contact us

Our Strategic Equality Plan annual report is not just a council report; it has been written following work we have done with our partners such as the Bridgend Equality Forum, and seeks to ensure that Bridgend County Borough is a fair and welcoming place to be. The plan was written based on what we knew about our services and on the views and needs of Bridgend's residents and those who use our services.

If you would like a hard (or alternative) copy of our Strategic Equality Plan, please contact us:

By email: talktous@bridgend.gov.uk

By telephone: 01656 643643

By textphone: 18001 01656 643643

By fax: 01656 668126

In writing:

Bridgend County Borough Council Civic Offices, Angel Street, Bridgend, CF31 4WB.
Our Customer Contact Centre is open from 8am to 5.30pm, Monday to Friday.

This is our [Complaints Procedure](#).

Or, to contact a department directly, please refer to the A-Z of Services published on our website.