

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



Swyddfeydd Dinesig, Stryd yr Angel, Pen-y-bont, CF31 4WB / Civic Offices, Angel Street, Bridgend, CF31 4WB

*Rydym yn croesawu gohebiaeth yn Gymraeg.
Rhowch wybod i ni os mai Cymraeg yw eich
dewis iaith.*

*We welcome correspondence in Welsh. Please
let us know if your language choice is Welsh.*



**Gwasanaethau Gweithredol a Phartneriaethol /
Operational and Partnership Services**

Deialu uniongyrchol / Direct line /: (01656)
643148/643147

Gofynnwch am / Ask for: Andrew Rees

Ein cyf / Our ref:

Eich cyf / Your ref:

Dyddiad/Date: Thursday 15, March 2018

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, 22 March 2018 at 14:00**.

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 23/11/17
4. Domestic Abuse, Violence Against Women and Sexual Violence: Update on Support for Victims in Bridgend County Borough 7 - 10
5. Issues Facing Disabled People in Bridgend County Borough - Taxis 11 - 14
6. Update Report on the Implementation of the Welsh Language (Wales) Measure 2011 and Welsh Language Standards 15 - 18
7. Strategic Equality Plan Annual Report 16/17 19 - 36
8. Equality Impact Assessment - Annual Review Report 17/18 37 - 44
9. Forward Work Programme 2018-2019 45 - 48
10. 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

By receiving this Agenda Pack electronically you will save the Authority approx. £0.96 in printing costs

meeting as a matter of urgency.

Yours faithfully

P A Jolley

Corporate Director Operational and Partnership Services

Councillors:

SE Baldwin
TH Beedle
HJ David
SK Dendy
J Gebbie
DG Howells

Councillors

JE Lewis
D Patel
JC Radcliffe
KL Rowlands
CE Smith
E Venables

Councillors

SR Vidal
PJ White
HM Williams
RE Young

CABINET COMMITTEE EQUALITIES - THURSDAY, 23 NOVEMBER 2017

MINUTES OF A MEETING OF THE CABINET COMMITTEE EQUALITIES HELD IN COMMITTEE ROOMS 2/3 - CIVIC OFFICES ANGEL STREET BRIDGEND CF31 4WB ON THURSDAY, 23 NOVEMBER 2017 AT 09:00

Present

Councillor D Patel – Chairperson

SE Baldwin	TH Beedle	HJ David	JE Lewis
JC Radcliffe	CE Smith	E Venables	SR Vidal
PJ White	HM Williams	RE Young	

Apologies for Absence

SK Dendy and J Gebbie

Officers:

Emma Blandon	Communications, Marketing and Engagement Manager
Mark Galvin	Senior Democratic Services Officer - Committees
Claire Saralis	Customer Services, Communications, Marketing and Engagement Manager

11. DECLARATIONS OF INTEREST

None.

12. APPROVAL OF MINUTES

RESOLVED: That the Minutes of a meeting of the Cabinet Committee Equalities dated 13 July 2017 be approved as a true and accurate record.

13. UPDATE REPORT ON CONSULTATION AND ENGAGEMENT

The Communications, Marketing and Engagement Manager presented a report, the purpose of which was to outline the council's approach to consultation and engagement, which Committee Members can use to help mobilise residents to get their voices heard, including through the Citizens' Panel.

The report advised that effective consultation and engagement involves seeking out the views and opinions of individuals, groups and organisations, including hard to reach and/or seldom heard groups advised the above officer. Consultation and engagement has become an integral part of decision-making across the council in the last few years and has been supporting MTFS proposals.

The Communications, Marketing and Engagement Manager explained that consultation and engagement was a process involving citizens, service users and other groups and individuals who contribute their views and suggestions. For consultation this might be as part of a review of policy, strategy and proposed budget reductions. The officer explained that the engagement side of things was a less formal and more participative process.

The council previously signed up to Participation Cymru's national principles of best practise. The Communications, Marketing and Engagement Manager then advised Members that a 'toolkit' based on these principles had previously been developed by the

team in her department, in order to help staff understand when it is appropriate to engage and/or consult residents, and to understand the range of methods and techniques available. This also ensures that consultation and engagement projects are consistent, robust and effective.

She further added, all consultation processes were made available live on the council's website, as well as being supported by promotional campaigns.

The officer explained that the council's Citizens' Panel currently has 1584 residents and that work has been done over the last couple of years to build membership and target under-represented groups e.g. under represented wards, younger people. Panel members have up to three surveys per year which generally focus on a range of council services, activities and policy. Panel members receive regular newsletters which feedback on how we have used the information they have given us.

The report was supported by a breakdown of the Citizens' Panel membership and associated data at Appendix 1.

Members then asked a number of questions which were responded to by Officers, following which, it was

RESOLVED: That the report be received and noted.

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

The Corporate Director Operational and Partnership Services submitted a report which updated the Cabinet Committee Equalities on the implementation of the Welsh Language (Wales) Measure 2011, and the Welsh Language Standards.

By way of background information, the Customer Services, Communications, Marketing and Engagement Manager confirmed that the council received its final compliance notice from the Welsh Language Commissioner on 30 September 2015, and has since been working to determine the implications involved in implementing the 171 assigned standards.

She continued by confirming that meetings had taken place with the Welsh Language Commissioner, and the council had continued to work towards compliance with the standards, and key progress/updates since July 2017, were summarised in paragraph 4. of the report.

The Customer Services, Communications, Marketing and Engagement Manager, advised Members that significant progress had been made recently and at a meeting with the Commissioner on 19 May 2017, it was agreed that the council could have an extension of time in order to comply with 11 of the 20 standards appealed against, and a reasonable timetable has been agreed between both parties for the implementation of these remaining standards. She added that the Authority's Social Media accounts would all be bilingual by 31 December 2017 and that no formal complaints had been made since the last report in July 2017.

The Customer Services, Communications, Marketing and Engagement Manager then concluded her submission, by outlining for the benefit of Members, the report's financial implications.

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

15. WELSH LANGUAGE STRATEGY: ANNUAL UPDATE REPORT

The Customer Services, Communications, Marketing and Engagement Manager presented a report, that updated Members on the work undertaken to meet the objectives within the Welsh Language Five Year Strategy (2016 to 2021), during year one of its introduction.

She explained that the council's final compliance notice from the Welsh Language Commissioner includes two standards (145 and 146), that require the council to have produced and published the above Strategy by 30 September 2016. In order to track progress effectively, build on lessons learned and identify best practice, the council took the decision to report on this on an annual basis. The Strategy attached at Appendix 1 to the report, set out how the Council will promote the Welsh language, and facilitate its use in the County Borough for the period covered by the Strategy. This section of the report outlined what the Strategy included, whilst the next paragraph of the report, confirmed what was incumbent upon the Council, following a five year period after publishing the Strategy.

The Customer Services, Communications, Marketing and Engagement Manager bringing Members up to speed, stated that Section 1 of the Five Year Strategy, focussed internally on maintaining the number of Welsh speaking employees in the council, with the section outlining:

- A linguistic profile of the council's workforce;
- How the council can support its employees to improve their Welsh language skills and raise awareness of this in the workplace;
- Recruitment and selection.

Within this she explained there were three Objectives as follows:-

1. Objective 1: Identify the capacity in service areas to deliver services in Welsh;
2. Objective 2: Provide appropriate learning and development solutions at various levels to meet identified needs within budget allocation;
3. Objective 3: Establish arrangements in recruiting to positions where Welsh language skills are essential.

Further information as to what these Objectives comprised of, was detailed in this part of the report.

She then explained that Section 2 of the Strategy focussed externally on maintaining the number of Welsh speakers in the wider county borough, and this Section also comprised of three Objectives as follows:-

- a) Objective 1: Raise the profile of the Welsh language, culture and local activities and events organised by the Council and its partners in a structured way;
- b) Objective 2: Increase promotion and awareness of the Council's Welsh in Education Strategic Plan (WESP);
- c) Objective 3: To explore (and implement where possible), any new activities which will support the use of the Welsh language more widely within the County Borough, promoting these accordingly.

Further details in respect of each of these Objectives were detailed in the report.

CABINET COMMITTEE EQUALITIES - THURSDAY, 23 NOVEMBER 2017

Finally, the Customer Services, Communications, Marketing and Engagement Manager, confirmed that the Council had worked with Menter Bro Ogwr (MBO) to explore opportunities for joint working, and these are identified as follows:-

- BCBC to work with MBO to advertise Welsh-essential jobs on their website and Facebook page;
- MBO to continue working with Halo and Awen Trust, to provide recreational courses through the medium of Welsh for adults in Bridgend;
- BCBC to promote public Siop Siarad sessions among staff via the Intranet.

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

16. URGENT ITEMS

None.

The meeting closed at 10:02

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

22 MARCH 2018

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

DOMESTIC ABUSE, VIOLENCE AGAINST WOMEN AND SEXUAL VIOLENCE: UPDATE ON SUPPORT FOR VICTIMS IN BRIDGEND COUNTY BOROUGH.

1. Purpose of Report

The purpose of this report is to inform Cabinet Equalities Committee of the issues faced by victims of domestic abuse, violence against women and sexual violence in our communities, and to outline the support available.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

The Strategic Equality Plan (SEP) is a statutory plan that impacts on the whole of the council. Within the SEP there are various strategic equality objectives that are linked to domestic abuse, violence against women and sexual violence. The following Corporate Priority is also supported:

- Priority 2: Helping people to be more self-reliant.

3. Background

Since 2010, Cabinet Equalities Committee has been receiving regular reports and presentations from community representatives on topics relevant to equalities and diversity.

Domestic abuse, violence against women and sexual violence are collectively defined as:

“any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality.”

This can encompass but is not limited to the following types of abuse:

- psychological
- physical
- sexual
- financial
- emotional

Controlling behaviour is a range of acts designed to make a person subordinate and/or dependent by isolating them from sources of support, exploiting their resources and capacities for personal gain, depriving them of the means needed for independence, resistance and escape and regulating their everyday behaviour.

Coercive behaviour is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish or frighten their victim.

This definition, which is not a legal definition, includes 'honour' based violence, female genital mutilation (FGM) and forced marriage. Victims are not confined to one gender or ethnic group. In the main, the impact on protected characteristic groups is as follows:

- **Women:** disproportionately affected by domestic abuse, with 1 in 4 women reporting. In the vast majority of cases, there exists the female victim male perpetrator dichotomy. Abuse in these cases is more severe and more frequent.
- **Men:** do not tend to report due to the stigma involved. The available data is therefore under-reported.
- **Disability:** disabled women are twice as likely to experience domestic abuse as non-disabled women and are likely to experience abuse over a longer period of time with the injuries being more severe as a result of violence. In many cases, the abuser is the primary carer. It can be much more difficult for a disabled person experiencing domestic violence to protect themselves or access sources of help and support.
- **Ethnicity:** can involve one abuser, a whole family or a community. The data available is not accurate as incidences are under-reported. Language can be a barrier to reporting and to seeking support. There is a specific social context that oppresses Black Minority and Ethnic groups, including forced marriage, female genital mutilation and honour-based violence.
- **Age:** older people can be victims of abuse as a result of withholding (or administering excess) medication, withholding care and the fear of other interventions in, for example, a nursing home.
- **Lesbian, Gay, Bisexual and Transgender (LGBT):** issues within this group of people include a fear of being "outed" and a lack of LGBT specific services.

4. Current situation / proposal

The council has developed the Assia Suite which is a "one stop shop" providing an integrated domestic abuse service. The Assia Suite is located at Civic Offices and provides a wide range of support services in relation to domestic abuse. The Assia Suite incorporates third sector provider, Calan DVS and ad-hoc Victim Focus that link in with statutory services such as, Housing and Social Services and also has strong links to the Community Safety Partnership.

The commissioned service provider, Calan DVS, deliver domestic abuse services to victims and children. By the end of March 2018 a perpetrator intervention will be in place.

We currently also provide a refuge for women, children and 'dependants'. We are

currently exploring a male refuge with Cardiff and the Vale local authorities.

5. Effect upon Policy Framework & Procedure Rules

The report has no direct effect upon the policy framework or procedure rules but is required to effectively implement the council's statutory duties in relation to equalities and human rights.

6. Equality Impact Assessment

Whilst no Equality Impact Assessment has been carried out, this report provides the Committee with information which will positively assist in the delivery of the authority's equality duties. All services are offered in compliance with the public sector equality duty.

7. Financial Implications

None in this report.

8. Recommendation

That the Cabinet Equalities Committee notes the content of the report.

Andrew Jolley

Corporate Director - Operational and Partnership Services

Date: 22 March 2018

9. Contact officers

Bethan Lindsey-Gaylard

Domestic Abuse Co-ordinator

Bridgend Police Station, Brackla Street, Bridgend, CF31 1BZ

Email: Bethan.Gaylard@Bridgend.gov.uk

Telephone: 01656 679580

Background papers: None

This page is intentionally left blank

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET COMMITTEE - EQUALITIES

22 MARCH 2018

REPORT OF THE CORPORATE DIRECTOR OPERATIONAL AND PARTNERSHIP SERVICES

ISSUES FACING DISABLED PEOPLE IN BRIDGEND COUNTY BOROUGH - TAXIS

1. Purpose of Report.

To feedback on developments relating to taxis in the County Borough.

2. Connection to Corporate Improvement Objectives/Other Corporate Priorities

The Strategic Equality Plan is a statutory plan and a cross-cutting issue that impacts on the whole of the County Borough. It is linked to the Welsh language standards and the Council's Transformation Programme and Customer Charter, and supports the community cohesion agenda.

3. Background.

At their meeting on 13 July 2017, Licensing Officers outlined the role of the Licensing Authority and the forthcoming licensing and Welsh Government consultations on taxis.

4. Current situation / proposal.

4.1 The Licensing Authority has recently undertaken a consultation with the taxi trade. Following the Cabinet Equalities Committee meeting in July 2017, specific questions on wheelchair accessible taxis were added to the consultation. In response, 44% of respondents felt that hackney carriage and private hire vehicles available in Bridgend County Borough met the needs of disabled passengers and 44% of respondents said they did not. 11% were unsure.

4.2 53% of respondents expressing a view believed that the service provided by hackney carriage and private hire vehicle drivers in Bridgend County Borough were suitable for the needs of disabled passengers. 35% of respondents felt they did not. 12% were unsure.

4.3 The consultation asked what barriers were preventing the supply of wheelchair accessible vehicles and what could be done to improve provisions for disabled passengers in the County Borough. Regard should be given to the small response size of 35 responses, and the lack of qualifying comments, but there were some common themes:

Summary of themes
Older purpose built vehicles (e.g. London Cabs) are available on the market and should be considered for licensing
Balancing the higher cost of purchasing a wheelchair accessible vehicle with demand for work for this type of vehicle
Other wheelchair accessible providers are available outside the taxi sector
Wheelchair accessible vehicles should be easily identifiable to the public

- 4.4 A further report will be presented to the Licensing Committee relating to the taxi specific policies and criteria.
- 4.5 To ensure that wheelchair passengers do not face discrimination when travelling, the Licensing Committee has approved the proposal to publish and maintain a list of 'designated vehicles' in accordance with Section 165 and 167 of the Equality Act 2010. Having adopted the requirements, Section 165 of the Act places a legal requirement on drivers of all licensed hackney carriage and private vehicles, which are designated, to carry passengers in their wheelchairs, to provide reasonable assistance to those passengers, and prohibits them from charging extra for the fare.
- 4.6 Section 167 of the Act provides Local Authorities with powers to publish a list of "designated vehicles" i.e. hackney carriage and private hire vehicles that are wheelchair accessible. The Licensing Department has written to all proprietors of wheelchair accessible vehicles advising them of the intention to include their vehicle on the designated list. Vehicle proprietors have the right of appeal against the decision to include their vehicle on the list but to date the Licensing Authority has not received an indication that any proprietor has exercised their right of appeal to the Magistrates' Court.
- 4.7 In addition, the legislation makes provision for those drivers of designated vehicles who may have a medical condition, disability or physical condition that makes it unreasonably difficult to comply with the above requirements. Therefore, the Act allows the Council to grant exemptions from these duties to individual drivers.
- 4.8 The Licensing Department has also written to all hackney carriage/private hire drivers to notify them of the new requirements and to enable them to request an exemption if necessary. To date no requests for exemptions have been received.
- 4.9 The list of designated vehicles will be published on the Council website on 1 April 2018 and will be updated on a monthly basis. Once the list is published, the Licensing Department will be able to take enforcement action against a driver of a designated vehicle (unless exempt) who does not comply with the requirements of Section 165 of the Equality Act 2010.

4.10 In conclusion, once the list has been published and is operational it will be possible to assess the impact on the service provided by taxi drivers. Members have also been advised of the Welsh Government Consultation on reforming taxi legislation in Wales. An update report can be provided once Welsh Government has published more detailed proposals.

5. Effect upon Policy Framework & Procedure Rules.

The report has no direct effect upon the policy framework or procedure rules but is required to effectively implement the Council's statutory duties in relation to equalities and human rights.

6. Equality Impact Assessment

Whilst no Equality Impact Assessment has been carried out, this report provides the Committee with information which will positively assist in the delivery of the Authority's equality duties.

7. Financial Implications.

None in this report.

8. Recommendation.

That the contents of the report are noted.

P A Jolley
Corporate Director Operational and Partnership Services

7 March 2018

Contact Officer: Yvonne Witchell Team Manager Licensing

Telephone: (01656) 643105

E-mail: Yvonne.Witchell@bridgend.gov.uk

Postal Address Civic Offices, Angel Street, Bridgend, CF31 4WB

Background documents

BCBC Consultation Responses

This page is intentionally left blank

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

22 MARCH 2018

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

This report updates the Cabinet Equalities Committee (CEC) 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 and subsequent Welsh Language Standards impact upon the work of the whole council. The standards link to the equalities agenda, form a key component of the council's Transformation Programme and Customer Charter, and link to the following corporate priorities:

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

3. Background

Since the council received its compliance notice in 2015, progress towards implementing the 171 assigned standards has continued.

Updates have been provided at every CEC since 28 April 2016. Those reports are referenced as background documents to this report.

4. Current situation / proposal

Key progress/updates since November 2017 CEC can be summarised as:

- a) At the last CEC, it was confirmed that an internal audit of the remaining 11 standards was taking place in order for us to propose new compliance dates to the Welsh Language Commissioner's office. This audit was completed in February and we confirmed to the commissioner's office that we were now compliant with two of the outstanding 11 standards in relation to training. An internal meeting took place on 6 March to discuss the council's position on the remaining nine standards. A meeting/discussion will now be arranged with the commissioner's office.
- b) A meeting took place with the commissioner's office on 5 December to discuss the council's performance against the standards, successful practices, risks and challenges. This is part of their ongoing review process of local authorities across Wales. As part of this they also carried out a

mystery shopper exercise between April 2016 and March 2017 which also included standards that we weren't required to comply with at the time. Some observations from the standards that we were complying with at the time were:

Telephone calls

- 3 of 3 calls were answered with a Welsh language greeting
- A Welsh-language service needed to be requested during 0 of the 3 calls
- 2 of the 3 calls were dealt with entirely in Welsh, with the receptionist and possibly another officer providing a response.

Website

45 of the 45 pages viewed were available in Welsh. One of the 45 pages either did not correspond or contained errors. The commissioner's office fed back that they considered our website to be an example of good practice in terms of compliance for other local authorities.

Other

The exercise highlighted some issues with correspondence sent to the authority and that we might need to review where we include 'Welsh essential/desirable' narrative in our job packs as findings did not match our internal practices/reports. Additionally our progress towards compliance with the social media standards was noted.

- c) Staff continue to receive regular updates and reminders via email as well as being able to access a suite of Welsh language training.
- d) On 12 January 2018, the commissioner's office contacted us and the other 26 organisations who received their compliance notices in September 2015 regarding their draft code of practice to accompany the Welsh Language Standards. The purpose of the code of practice is to provide organisations with the commissioner's interpretation of each standard with practical examples. The consultation on this code of practice is open until 6 April 2018. The council's Communications, Marketing and Engagement Manager attended a consultation event on the draft code of practice on 7 February 2018 and fed back initial observations. Key people across the organisation are currently inputting into developing a formal response, as when passed by ministers in the summer, the council could also be held account to the content within this code of practice alongside the detail contained within our compliance notice. It is important to respond to this consultation as there are differences in how the council has interpreted some standards (which are now business as usual) compared to how the commissioner's office has interpreted them.
- e) No formal complaints have been received since the update report in July 2017. Work is still ongoing in relation to the investigation into availability of swimming lessons through the medium of Welsh. An action plan has been prepared and is currently with the Welsh Commissioner's office for their comments.

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 budget of £313,000 and a one-off budget of £81,000 were established in the 2016-17 budget through the Medium Term Financial Strategy to implement those Welsh Language Standards that were agreed to be funded corporately. These budgets did not take into account the financial implications of the standards that the council appealed. To date not much of this funding has been allocated out, as the full financial implications of meeting all standards is not known. The one-off budget has been retained until a clearer picture emerges. The cost of implementing the Welsh Language Standards will continue to be reviewed during 2017-18 and into 2018-19 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

That the Cabinet Equalities Committee receives and considers this report.

Andrew Jolley

Corporate Director - Operational and Partnership Services

Date: 22 March 2018

9. Contact officer

Emma Blandon

Communications, Marketing and Engagement Manager
Level 1, Civic Offices, Angel Street, Bridgend, CF31 4WB

Email: emma.blandon@bridgend.gov.uk

Telephone: 01656 642047

Nicola Bunston

Consultation, Engagement and Equalities Manager
Level 1, Civic Offices, Angel Street, Bridgend, CF31 4WB

Email: nicola.bunston@bridgend.gov.uk

Telephone: 01656 643664

Background papers:

- 28 April 2016 Update report on implementation of the Welsh Language (Wales) measure 2011 and Welsh Language standards ;
- 14 July 2016 Welsh Language standards annual report 2015/16 ;
- 14 July 2016 Update report on implementation of the Welsh Language (Wales) measure 2011 and Welsh Language standards ;
- 10 November 2016 Update report on implementation of the Welsh Language (Wales) measure 2011 and Welsh Language standards ;

- 9 March 2017 Update report on implementation of the Welsh Language (Wales) measure 2011 and Welsh Language standards ;
- 13 July 2017 Welsh Language standards annual report 2016/17 ;
- 13 July 2017 Update report on implementation of the Welsh Language (Wales) measure 2011 and Welsh Language standards ;
- 23 November 2017 Update report on implementation of the Welsh Language (Wales) measure 2011 and Welsh Language standards.

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

22 MARCH 2018

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

STRATEGIC EQUALITY PLAN ANNUAL REPORT 2016 / 2017

1. Purpose of report

The purpose of this report is to provide members with an update on the work completed within the Strategic Equality Plan (SEP) 2016-2020 for the period 2016 to 2017.

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

3.1 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.

3.2 Progress made by the council on each of its seven 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

4.1 This annual report (appendix 1) covers the period 1 April 2016 to 31 March 2017. The annual report must be published/made available by 1 April 2018.

4.2 Our seven strategic equalities objectives for 2016 – 2020 are:

- transportation;
- fostering good relations and awareness raising;
- our role as an employer;
- mental health;
- children;
- leisure, arts and culture;
- data.

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

- We have continued to mark, support and raise awareness of national equalities and diversity campaigns via social media and our website, including Bisexuality Day, World Mental Health Day, LGBT Fostering and Adoption Week and Action on Stroke Month
- A ‘train the trainer’ hate crime package was developed and hate crime awareness workshops were held throughout 2017. The South Wales Police Hate Crime Officer linked with school liaison officers to promote the agenda among young people
- The recruitment and selection managers’ guidelines were updated and a new e-learning module has been implemented which includes good practice relating to equality in the recruitment process
- A mental health e-learning module was developed to raise awareness amongst employees to help them understand types, causes and treatment of mental illness
- Since the roll out of SIMS (Schools Information management system) staff from 39 primary and secondary schools have received training and are now inputting into this module
- The Access to Leisure Scheme has exceeded participation targets providing low cost access to over 160,000 people in 2016/17.

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 2016/17.

Andrew Jolley

Corporate Director – Operational and Partnership Services

Date: 22 March 2018

Emma Blandon

Communications, Marketing and Engagement Manager
Level 1, Civic Offices, Angel Street, Bridgend, CF31 4WB
Email: emma.blandon@bridgend.gov.uk
Telephone: 01656 642047

Nicola Bunston

Consultation, Engagement and Equalities Manager
Level 1, Civic Offices, Angel Street, Bridgend, CF31 4WB
Email: nicola.bunston@bridgend.gov.uk
Telephone: 01656 643664

Background papers: none.

This page is intentionally left blank

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



www.bridgend.gov.uk



Strategic Equality Plan Annual Report 2016-17

This document is also available in Welsh

Contents

1. Background	3
2. Introduction.....	3
3. Data analysis	4
4. Strategic equality objectives	4
5. Progress in meeting our objectives during 2016/17	5
6. Communication, consultation and engagement	7
7. Equality Impact Assessments (EIAs).....	8
8. Procurement arrangements.....	8
9. Employment information	8
10. Employees as at 31 March 2017 by gender and pay grade	10
11. Job applications.....	10
14. Employees that left the council in 2016-17.....	13
15. Engagement and consultation	14
16. Contact us.....	14

1. Background

As an authority, our aim is to understand and tackle the equality barriers 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.

We aim to develop our services and activities in line with the [Public Sector Equality Duty](#) (PSED) and the general duties outlined in the Equality Act 2010. This will help us to eliminate unlawful discrimination, advance equality of opportunity and foster good relations.

Our aim is to mainstream equality and diversity, both internally and externally. We developed our first Strategic Equality Plan (SEP) for 2012-2016 which was supported by an action plan. As part of this we developed nine equality objectives and 75 actions. Some key achievements included:

- A taxi forum was established considering a range of issues including those relating to equality and diversity (of customers and drivers). There was development of an ongoing driver awareness and training programme
- Anti-bullying programmes were delivered to over 1500 children and young people. The project continues to work with year six transition pupils to deliver programmes around confidence and self-esteem. An anti-bullying policy has been written which has been adopted by BCBC schools
- Welsh Government anti-bullying road shows were held for teachers from BCBC schools
- An induction presentation and e-learning package that makes clear reference to the importance that the council places on inclusivity and diversity was developed
- Employee networks for the protected characteristic groups (where interest is identified) were established, enabling these networks to be actively contributing to the council's equality agenda
- Training programmes for mental health and substance misuse were developed and delivered to appropriate front line staff
- There was an increase in the development of supported sports clubs
- All service areas now deploy a consistent approach to consultation and engagement, including the use of standard equalities questions.

2. Introduction

From Jan-March 2016, we developed our new SEP and objectives for 2016-2020. In order to do this, we reviewed previous objectives, achievements and what we have learnt through our work and engagement with local equality and diversity groups.

We consulted with the public and equality groups on these new objectives and 101 people shared their views. The detail of this consultation can be viewed [here](#).

Our SEP was then approved by our Cabinet on 15 March 2016.

Following this, we worked with a range of key managers across the authority to develop the 47 actions which sit under our seven objectives.

We consulted with the public and equality groups on these actions and 317 participants shared their views with us via surveys and through nine engagement workshops. The details of this consultation can be viewed [here](#).

Following this, we developed our action plan which was approved by our Cabinet Equalities Committee on 14 July 2016. Our first annual report of our action plan was received by this committee on 13 July 2017 and can be viewed [here](#).

Heads of service and senior service managers are responsible for ensuring the actions are achieved within their service areas. The Communications, Marketing and Engagement team (who are responsible for the equalities agenda) will ensure progress and regular updates are reported at the council's Cabinet Equalities Committee and that feedback is provided to partners, local equality and diversity groups and other key stakeholders.

This is our first annual report for this strategic annual plan.

3. Data analysis

In order to prepare this annual report, we collated data gathered from our first annual report of our action plan in July 2017. Data provided at that time by service areas and partners, provide a continual way of monitoring progress against our objectives and actions.

4. Strategic equality objectives

We developed, consulted on and then agreed the following seven strategic equality objectives for 2016-2020.

Objective	What we hope to achieve/support?
Objective 1: Transportation	We will help to provide an accessible, cost effective, all-inclusive transport network within Bridgend County Borough.

<p>Objective 2: Fostering good relations and awareness raising</p>	<p>We will positively promote a fairer society in the county borough by increasing public awareness of the issues faced by people with protected characteristics and increasing our efforts to help tackle issues such as hate crime and domestic abuse.</p> <p>We will also improve the ways in which we communicate, consult and engage with those who share a protected characteristic.</p>
<p>Objective 3: Our role as an employer</p>	<p>We will build on our efforts to be an inclusive, supportive employer promoting diversity and equality within our workforce, enabling all employees who have a protected characteristic to fulfil their potential.</p>
<p>Objective 4: Mental health</p>	<p>Our adult social care service will build on its partnership work with the third (voluntary) sector to provide mental health support and services.</p>
<p>Objective 5: Children</p>	<p>We will positively promote and support the emotional and educational attainment of children in the county borough and address the issues children face such as bullying.</p>
<p>Objective 6: Leisure, arts and culture</p>	<p>We will work with our partners to help to promote fair and equal access to participation in sport and recreation services as well as in the arts and culture services to all members of the community.</p>
<p>Objective 7: Data</p>	<p>We will continue to develop systems to collect, collate, monitor and publish equalities data on our service users and employees as well as improve our equality impact assessments.</p>

5. Progress in meeting our objectives during 2016/17

Key progress under our seven objectives can be summarised as:

Transportation

- 66 dropped kerbs were installed
- Risk assessments of routes to schools were undertaken at Pencoed, Maesteg and Cynffig secondary schools

- Active travel routes were provided as part of the Ford Access Road scheme and to serve Croesty primary and comprehensive schools. The schools, local community groups and council officers were consulted on the latter.

Fostering good relations

- We have continued to mark, support and raise awareness of national equalities and diversity campaigns via social media and our website, including Bisexuality Day, World Mental Health Day, LGBT Fostering and Adoption Week and Action on Stroke Month
- A 'train the trainer' hate crime package was developed and hate crime awareness workshops were held throughout 2017. The South Wales Police Hate Crime Officer linked with school liaison officers to promote the agenda among young people
- The theme of Holocaust Memorial Day 2017 was 'How can life go on?' BCBC marked this event in partnership with Bridgend College.

The council's role as an employer

- Existing equalities e-learning modules were reviewed and updated. New modules were launched including mental health, violence against women, sexual abuse and domestic abuse (VAWSADV)
- The recruitment and selection managers' guidelines were updated and a new e-learning module has been implemented which includes good practice relating to equality in the recruitment process.

Mental health

- Significant progress has been made through the development of local community coordination. The service provided through ARC, information provision through DEWIS and the GP referral scheme and the 'ageing well in Bridgend' initiative has worked to deliver the prevention and well-being agenda
- A mental health e-learning module was developed to raise awareness amongst employees to help them understand types, causes and treatment of mental illness
- Relationships with ABMU delivery board are developing well.

Children

- 47 gypsy and traveller pupils attended 17 schools in Bridgend County Borough between Sept 15 and July 16. Their attendance ranged from 64% to 95%. Between 1 April 16 and 31 March 17, 35 pupils received 59 support sessions on a weekly basis in seven schools
- Since the roll out of SIMS (Schools Information management system) staff from 39 primary and secondary schools have received training and are now inputting into this module
- Funding has been identified to commission Show Racism the Red Card. There is a plan to deliver workshops to year five and six pupils during the 2017/18 academic year.

Leisure, arts and culture

- The over 60s free swimming initiative achieved over 80,000 visits and is amongst the best performing in Wales
- The Access to Leisure Scheme has exceeded participation targets providing low cost access to over 160,000 people in 2016/17
- The Community Chest grants programme has supported projects that benefit gender, age and disability
- Dementia Friends training has taken place for Halo Leisure staff and partners
- BCBC has developed a toolkit for Halo coaches and instructors to support people with disabilities.

Data

- All online job applicants have completed the equalities questionnaire as part of the standard application process
- Quantitative and qualitative data collected from public consultations is gathered and reported via final consultation reports. These reports and key findings are published on the BCBC website and are used to inform and support reports to Cabinet, enabling Elected Members to make robust and transparent decisions
- Between Jan 2016 and Feb 2017 nine full EIAs were completed and attached to Cabinet reports to which they related.

6. Communication, consultation and engagement

Between 1 April 2016 and 31 March 2017, the council carried out 17 consultations:

Public Service Board - #BetterBridgend survey
Proposed policy changes on charging for care and support
Proposal to consult on an intended use policy for hackney carriages (taxis)
Afon y Felin Primary School - Proposal to make a regulated alteration to Afon y Felin Primary in the form of an enlargement
Understanding demand for Welsh medium education
Council tax reduction scheme 2017/18
Shaping Bridgend's Future
Childcare sufficiency assessment
Mynydd Cynffig Primary School
Bridgend Town Centre access survey
Household waste: additional allowance scheme
Cardiff Capital Region City Deal - Consultation
Strategic Equality Plan action plan 2016 / 2020
Learner travel route review 2015 / 2016
Online services
Pencoed Primary School - Proposal to make a regulated alteration to Pencoed Primary School, by relocating the school, including the Heol y Cyw campus, to the site of Pencoed Primary School playing fields at Penprysg Road, Pencoed
Pil Primary School - Proposal to change the provision for pupils with additional learning needs (ALN) at Pil Primary School

In addition to the above consultation exercises, we carried out two engagement surveys with our Citizens' Panel members. The first survey covered customer services/contacting the council, social media, wellbeing, street cleanliness and our parks and playing fields and the second survey was a replication of the Shaping Bridgend's Future survey.

7. Equality Impact Assessments (EIAs)

Between 1 April 2016 and 31 March 2017, 151 employees completed the EIA e-learning module. A total of 191 employees have completed the module to date.

8. Procurement arrangements

Service areas work with the procurement team to ensure that EIAs are integrated in the procurement process. The contract procedures rules are under review to include, as a minimum, clauses which include equalities, Welsh language, modern slavery and employment legislation. Equality issues are fully integrated into the procurement process from pre-qualification to awarding of contract. The Welsh language compliance notice is included in every contract.

9. Employment information

As of 31 March 2017 there were 6065 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 voluntarily provided by employees. Percentage figures therefore reflect the information available as a percentage of the whole workforce.

Description	BCBC - as at 31.03.2017			
	Male	Female	Total	%
Total Headcount	1228	4837	6065	
Of the above :				
Full Time	938	1581	2519	41.5%
Part Time	290	3256	3546	58.5%
Disability declared	38	74	112	1.8%
Carer responsibility declared	34	257	291	4.8%
Ethnicity				
White	1037	4123	5160	85.1%
Asian or Asian British	2	25	27	0.5%

Black or black British	5	4	9	0.1%
Mixed race	2	19	21	0.3%
Any other ethnic group	3	16	19	0.3%
Not declared	179	650	829	13.7%
Welsh speaker				
'A little'	139	580	719	11.9%
'Fairly good'	26	89	115	1.9%
'Fluent'	36	215	251	4.1%
Welsh reader				
'A little'	143	587	730	12.0%
'Fairly good'	35	105	140	2.3%
'Fluent'	35	214	249	4.1%
Welsh writer				
'A little'	106	474	580	9.6%
'Fairly good'	27	96	123	2.0%
'Fluent'	31	199	230	3.8%
Sexuality				
Heterosexual	508	1928	2436	40.2%
Bisexual	3	14	17	0.3%
Gay man	15	0	15	0.2%
Gay woman/lesbian	0	13	13	0.2%
Transgender	0	0	0	0%
Other	2	9	11	0.2%
Prefer not to say	33	96	129	2.1%
Age profile				
16-19	14	9	23	0.3%
20-25	47	219	266	4.4%
26-30	113	439	552	9.1%
31 - 35	126	530	656	10.8%
36 - 40	147	599	746	12.3%
41 - 45	138	733	871	14.4%
46 - 50	188	770	958	15.8%
51 - 55	184	711	895	14.8%
56 - 60	154	529	683	11.3%
61 - 65	85	227	312	5.1%
66 +	32	71	103	1.7%
Total	1228	4837	6065	

10. Employees as at 31 March 2017 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 (£14,514 - £23,935)	575	3702	4277
JE grades 9 – 10 (£25,694 - £29,854)	112	222	334
JE grades 11 – 16 (£31,288 - £48,848)	155	290	445
Chief officers (£75,287 - £132,402)	7	6	13
Soulbury & youth officers (£19,856 - £61,239)	13	34	47
Teachers, head, deputy, and assistant head teachers (£22,467 - £108,283)	323	1047	1370
TOTAL	1185	5301	6486

NB The above figures are based on the number of contractual hours 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.

11. Job applications

Between 1 April 2016 and 31 March 2017, we received 8,515 job applications via the HR recruitment system from 4,532 individuals, comprising both internal and external applicants. The data does not include applications received directly by some schools.

Of the 4,532 applicants, 108 applicants did not declare any information on protected characteristics. The percentage figures therefore identify the level of non-response as 'not declared' for each particular characteristic. The analysis of applicants is as follows:

Description	No. applicants	%
Male applicants	3092	68.2%
Female applicants	1432	31.6%
Not declared	8	0.2%
Disability declared:	217	4.8%
Age profile:		
16 – 25	1053	23.2%
26 – 35	1321	29.1%
36 – 45	1001	22.1%
46 – 55	801	17.7%
56 – 65	314	6.9%

66+	19	0.4%
Not declared	23	0.5%
Sexual orientation		
Heterosexual	4015	88.6%
Bisexual	43	0.9%
Gay man	53	1.2%
Gay woman/lesbian	51	1.1%
Prefer not to say	125	2.8%
Other	16	0.4%
Not declared	229	5.1%
Marital status		
Married	1580	34.9%
Living with partner	751	16.6%
Same sex or civil partnership	9	0.2%
Separated/divorced	295	6.5%
Single	1697	37.4%
Widowed	24	0.5%
Prefer not to say	35	0.8%
Not declared	141	3.1%
Race		
White	4231	93.4%
Asian/Asian British	54	1.2%
Black/black British	36	0.8%
Chinese	10	0.2%
Mixed race	42	0.9%
Prefer not to say	28	0.6%
Other ethnic group	17	0.4%
Unknown/not stated	114	2.5%

12. Staff training

Our arrangements for providing corporate staff training are categorised as follows:

- **Post-entry training** – service specific training is requested by employees via the post entry training policy. Only requests agreed by line managers are forwarded to human resources and so we are unable to identify any that may have been rejected.

We are unable to disclose information relating to those accessing 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.

- **Face to face training** – the majority of our face to face training is targeted at employees based on the nature of the role and responsibilities. As such, no requests for this training have been declined.

- **E-learning** – the majority of corporate training is provided via e-learning which in the majority of cases can be accessed directly by employees.

The table below sets out the protected characteristics of those employees who accessed this method of training between 1 April 2016 to 31 March 2017

Description	Completed elearning	
Male	561	19.3%
Female	2353	80.7%
Disability declared:	74	2.5%
Age profile:-		
16 – 25	132	4.5%
26 – 35	576	19.8%
36 – 45	825	28.3%
46 – 55	913	31.3%
56 – 65	447	15.3%
66+	21	0.7%
Not declared	0	0%
Sexual orientation		
Heterosexual	1487	51.0%
Bisexual	12	0.4%
Gay man	10	0.3%
Gay woman/lesbian	5	0.2%
Prefer not to say	65	2.2%
Other	5	0.2%
Not declared	1330	45.6%
Marital status		
Married	1408	48.3%
Living with partner	203	7.0%
Same sex or civil partnership	4	0.1%
Separated/divorced	246	8.4%
Single	662	22.7%
Widowed	18	0.6%
Prefer not to say	24	0.8%
Not declared	349	12.0%
Race		
White	2573	88.3%
Asian/Asian British	12	0.4%
Black/black British	6	0.2%
Chinese	3	0.1%
Mixed race	8	0.3%
Prefer not to say	175	6.0%

Other ethnic group	8	0.3%
Unknown/not stated	129	4.4%

There are no records in HR about employees being refused access to training as outlined above, nor has there been any grievance received on this matter.

13. Grievance and disciplinary hearings held during 2016-17

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.

14. Employees that left the council in 2016-17

The following data summarises the protected characteristics of the 837 individuals who left the employment of the council between 1 April 2016 and 31 March 2017. As with section nine, data on protected characteristics (other than gender and age) is based upon information disclosed voluntarily by the employees. The percentage breakdown is based on the total number of leavers.

Description	No. of	% of Leavers
Male employee	236	28.2%
Female employee	601	71.8%
Disability declared:	38	4.5%
Age profile:		
16 – 25	71	8.5%
26 – 35	186	22.2%
36 – 45	151	18.0%
46 – 55	160	19.1%
56 – 65	212	25.4%
66+	57	6.8%
Sexual orientation		
Heterosexual	387	46.2%
Bisexual	4	0.5%
Gay man	3	0.4%
Gay woman/lesbian	2	0.2%
Prefer not to say	16	1.9%
Other	3	0.4%
Not declared	422	50.4%
Marital status		
Married	325	38.8%
Living with partner	61	7.3%

Same sex or civil partnership	2	0.2%
Separated/divorced	55	6.6%
Single	243	29.0%
Widowed	15	1.8%
Prefer not to say	8	1.0%
Not declared	128	15.3%
Race		
White	713	85.2%
Asian/Asian British	6	0.7%
Black/black British	4	0.5%
Mixed race	3	0.4%
Prefer not to say	0	0%
Other ethnic group	3	0.4%
Not declared	108	12.9%

15. Engagement and consultation

We aim to include the views of representative groups in our planning and decision making processes so we can develop 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 addressed.

Employees and stakeholders who represent the protected characteristic groups are 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.

16. Contact us

If you would like further information on our SEP or a copy of the plan in an alternative format, 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](#).

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

22 MARCH 2018

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

EQUALITY IMPACT ASSESSMENTS - ANNUAL REVIEW 2017/18

1. Purpose of report

The purpose of this report is to provide members with an annual update on the council's 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 2017/18.

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 and practices.

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 The Equality Act 2010 sets out a general duty that as a public body in Wales, Bridgend County Borough Council is required to have due regard in its decision making processes (including financial decisions) to three factors:

- To eliminate unlawful discrimination, harassment and victimisation;
- To advance equality of opportunity and;
- To foster good relations between people who share a protected characteristic and those who do not.

3.2 Reports on assessments must set out in particular:

- the purpose of the policy or practice that is being assessed;
- a summary of the steps taken to carry out the assessment, including consultation and engagement;
- a summary of the information used in the assessment;
- results, and any decisions taken in relation to those results.

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

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

4. Current situation

EIAs – an overview

- 4.1 The EIA is a tool to assess whether new (or changes to existing) policies/services/functions, or the removal of services, 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 nine protected characteristics as well as the impact on the Welsh language.

- 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 impact on individuals or groups;
- are based on evidence;
- are transparent;
- record the equality considerations that have been taken into account.

- 4.3 The Welsh Language Standards require us 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.

We added questions related to this into the EIA toolkit as an existing assessment tool rather than create an additional impact assessment.

- 4.4 It is important to recognise that our duty to eliminate discrimination is a continuing one. It cannot be exercised once and for all, but must be continually revisited and borne in mind, therefore the EIA should be revisited as policies change and are reviewed.

- 4.5 The lead person drafting or reviewing a policy or strategy within the service area is responsible for conducting the EIA. EIA screenings should be retained by the service area, referenced and summarised in the equalities section of the relevant cabinet report. Where a full EIA is needed this should be included as an appendix to the report.

- 4.6 The EIA toolkit was revised and updated in February 2018, including the EIA screening and full assessment forms. The update involved simplifying wording and consolidating information to make the toolkit easier to use in preparation for face to face training.

- 4.7 The ongoing administration of the EIA processes will be reviewed in 2018 by the Equalities team in order to support service areas in their management of the process.

EIA training

- 4.8 An e-learning module continues to be available for employees 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.

During the period January 2017 to February 2018, 102 council employees completed the e-learning module as per the following table:

Directorate	No. identified as requiring training	No. Completions	% Completion
SS & WB	25	23	92%
Communities	37	35	95%
Education and Family Support	23	19	83%
OAPS	21	21	100%
Finance	5	4	80%
Total	111	102	92%

To date 191 council employees have completed the EIA e-learning module.

- 4.9 In response to requests for additional face to face training on EIAs, CMB agreed a training programme which has been developed and will be delivered by external trainers Red Shiny Apple. 74 staff have been identified for training during February and March 2018. Two training sessions have taken place to date with 17 attendees and feedback so far has been positive.

Training Objectives

By the end of the session participants will be able to:

- Explain what an EIA is;
- Define the Public Sector Equality Duty and how it relates to undertaking EIAs;
- Identify who is protected against discrimination;
- Recognise the steps that are required to undertake an EIA;
- Identify mechanisms for collecting relevant data;
- Explain the importance of engagement and consultation in undertaking an impact assessment;
- Explain the role of Elected Members and specifically Cabinet Members in decision making;
- Undertake an impact assessments using a relevant case study;
- Develop an action plan to undertake effective EIAs.

EIAs undertaken in 2017/18

- 4.10 Between February 2017 and January 2018, four full EIAs were undertaken and accompanied Cabinet reports and these are listed in appendix 1.
- 4.11 42 EIA screenings were undertaken during this period and these are listed in appendix 2. These screenings 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. Where full EIAs are needed the following timeframes apply:
- Within six months or before approval of policy (high priority);
 - Within one year of screening (medium priority);
 - Within three 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 2017/18 with the completion of Equality Impact Assessments, review of the toolkit and forms, and progress made with training (e-learning and development of face to face training).

Andrew Jolley

Corporate Director – Operational and Partnership Services

Date: 22 March 2018

Contact Officers:

Emma Blandon

Communications, Marketing and Engagement Manager

Email: emma.blandon@bridgend.gov.uk

Telephone: 642047

Nicola Bunston

Consultation, Engagement and Equalities Manager

Email: nicola.bunston@bridgend.gov.uk

Telephone: 643664

Background papers: None.

Appendix 1 - Full Equality Impact Assessments undertaken between January 2017 and February 2018

1. School Modernisation Programme: Outcome of consultation on proposal to make a regulated alteration to Mynydd Cynffig Primary School
2. Provision for Pupils with Additional Learning Needs (ALN) - Establishing a Learning Resource Centre for Pupils with Autistic Spectrum Disorders at Ysgol Gyfun Gymraeg, Llangynwyd
3. Medium Term Financial Strategy 2017-18 to 2020-21
4. Financial Assessment and Charging Framework under the Social Services and Wellbeing (Wales) Act 2014 - Paying For Care

Appendix 2 - Initial Screening Equality Impact Assessments undertaken between January 2017 and February 2018

1. Waste Services Contract Deferred Services commencement date– *screened out*
2. Consultation on public conveniences– *consultation ongoing*
3. Shared Regulatory Services - Review of Joint Working – *screened out*
4. Cardiff Capital Region - City Deal– *screened out*
5. Medium Term Financial Strategy 2018-19 to 2021-22– *reviewed annually, due Feb 18*
6. Children's Social Care - University Fees for care leavers– *consultation ongoing*
7. School Modernisation Programme: Outcome of consultation on proposal to make a regulated alteration to Mynydd Cynffig Primary School– *screened out*
8. School modernisation programme: Outcome of consultations on proposal to make a regulated alteration to Afon y Felin Primary school– *Full EIA due within 3 years , due Jan 20*
9. School Modernisation Programme: Outcome of the evaluation regarding the proposed relocation and enlargement of Mynydd Cynffig Primary School to a remodelled school building and new provision on the current Cynffig Comprehensive School Site– *screened out*
10. School Modernisation Programme: Brynmenyn Primary School - Modification of School Opening date from January 2018 to February 2018– *screened out*
11. School Modernisation Programme: Pencoed Primary School - Modification of school opening date from 1 April 2018 to 5 September 2018– *screened out*
12. School Modernisation Programme - Band B (2019-2024) – *screened out*
13. School Modernisation Programme: Outcome of Public Notice on Proposal to Make a Regulated Alteration to Coychurch Primary in the Form of an Enlargement– *screened out*
14. School Modernisation Programme - Band B– *consultation ongoing*
15. Bridges into Work 2 Extension– *screened out*

16. European Regional Development Fund (ERDF) regional scheme for enterprise hub development– *screened out*
17. Porthcawl resort investment focus - PRIF– *screened out*
18. Rural Development Programme - Sustainable Management Scheme– *screened out*
19. Council Tax Reduction Scheme– *screened out*
20. Agreement for the council to host the Regional Wales Coast Path Officer (South) – *screened out*
21. Civil Parking Mobile Enforcement Vehicle– *screened out*
22. Bridgend Parking Pilot– *screened out*
23. Rationalisation of Supported Bus Services 2018/19– *consultation ongoing*
24. Croesty Primary School & Pencoed Comprehensive School - Safe Routes in Communities Scheme Expenditure Increase– *Full EIA within 6 months, due July 18.*
25. Children with Disabilities Transformation Programme – *Full EIA within 3 years, due July 20*
26. Local Government (Miscellaneous Provisions) Act Section 65 Power to fix fares for Hackney Carriages: Applications to vary the Hackney Carriage fares tariff– *screened out*
27. Strategic Review into the Development and Rationalisation of the Curriculum and Estate provision of Primary, Secondary and Post 16 Education – *consultation ongoing*
28. Provision for pupils with additional learning needs (ALN) - Establishing a Learning Resource Centre for Pupils with Autistic Spectrum Disorders at Ysgol Gyfun Gymraeg Llangynwyd – *screened out*
29. Provision for Pupils with Additional Learning Needs (ALN) - Establishing a Learning Resource Centre for Pupils with Autistic Spectrum Disorders at Ysgol Gyfun Gymraeg, Llangynwyd– *screened out*
30. Proposal to Establish an Autistic Spectrum Disorder (ASD) Learning Resource Centre (LRC) at Pencoed Primary School – *consultation ongoing*
31. School Modernisation Programme - Pencoed Primary School– *screened out*
32. School Modernisation Programme: Proposed Regulated Alteration in the form of permanent enlargement to Coychurch Primary School– *screened out*
33. Re-commissioning Independent Domiciliary Care– *screened out*

34. Outcome of the consultation "Shaping Bridgend's Future"– *screened out*
35. Capability Policy– *screened out*
36. Appointment of Local Authority Governors– *screened out*
37. Re-Development of Maesteg Town Hall– *screened out*
38. Welsh in Education Strategic Plan – *full EIA due within 12 months, due September 18*
39. Medium Term Financial Strategy 2017-18 to 2020-21– *screened out*
40. Review of household waste recycling centres (HWRC) and closure of the site at Penllwyngwent, Ogmore Vale– *screened out*
41. Disclosure and Barring Service Checks for Elected Members– *screened out*
42. Public Space Protection Order– *Full EIA within 12 months, due June 18*

BRIDGEND COUNTY BOROUGH COUNCIL

REPORT TO CABINET EQUALITIES COMMITTEE

22 MARCH 2018

REPORT OF THE CORPORATE DIRECTOR – OPERATIONAL AND PARTNERSHIP SERVICES

FORWARD WORK PROGRAMME 2018 - 2019

1. Purpose of Report

The purpose of this report is to seek Cabinet Equalities Committee (CEC) approval for a proposed Forward Work Programme for 2018 – 2019.

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 2018 to March 2019.

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;
- established reporting arrangements for the Welsh Language Standards and Strategic Equality Plan;
- consideration of other council priorities and external reports.

4.3 The 2017/18 Forward Work Programme included two main agenda items on domestic abuse, violence against women and sexual violence and another on

licensing/taxis for the November 2017 committee. By the committee chair's request, these items were moved to the March 2018 meeting and the original item for March 2018 on carers and young carers has been moved to the July 2018 meeting.

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 2018-19.

Andrew Jolley

Corporate Director – Operational and Partnership Services

Date: 22 March 2018

Contact Officers:

Emma Blandon

Communications, Marketing and Engagement Manager
Level 1, Civic Offices, Angel Street, Bridgend, CF31 4WB
Email: emma.blandon@bridgend.gov.uk
Telephone: 01656 642047

Nicola Bunston

Consultation, Engagement and Equalities Manager
Level 1, Civic Offices, Angel Street, Bridgend, CF31 4WB
Email: nicola.bunston@bridgend.gov.uk
Telephone: 01656 643664

Background papers: None.

Bridgend County Borough Council: Cabinet Equalities Committee
Draft Forward Work Programme 2018/19

Date	Main Item/s	Business Items
22 March 2018	<p>Domestic Abuse, Violence against Women and Sexual Violence - update on development of support for victims in Bridgend County Borough.</p> <p>Update on issues facing disabled people in Bridgend County Borough – Taxis</p>	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • Strategic Equality Plan (SEP) annual report 16/17 • Equality Impact Assessment (EIA) annual review report • Forward Work Programme (FWP) 2018/2019
July 2018	<p>Carers – update on support for young and other carers in Bridgend County Borough.</p>	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • Welsh Language Standards annual report 17/18 • Workforce report 17/18 • SEP action plan report (update on work undertaken by Directorates in the last 12 months)
November 2018	<p>Update on the merger of Bridgend Equality Forum and Bridgend's Community Cohesion Group</p>	<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 2019	<p>Update on mental health within Bridgend County Borough</p>	<ul style="list-style-type: none"> • Update report on implementation of Welsh Language Standards • SEP annual report 17/18 • EIA annual review report • FWP 2019/2020

This page is intentionally left blank