

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



www.bridgend.gov.uk



Strategic Equality Plan Annual Report 2017-18

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 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.

Between Jan-March 2016, we developed our 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 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 with the following seven strategic 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.
Objective 2: Fostering good relations and awareness raising	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. We will also improve the ways in which we communicate, consult and engage with those who share a protected characteristic.
Objective 3: Our role as an employer	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.
Objective 4: Mental health	Our adult social care service will build on its partnership work with the third (voluntary) sector to provide mental health support and services.

Objective 5: Children	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.
Objective 6: Leisure, arts and culture	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.
Objective 7: Data	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.

Following this, we worked with a range of key managers across the authority to develop the 47 actions which sit under these 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 second action plan annual report was received by this committee on 16 July 2018 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.

2. Introduction

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

In order to prepare this report, we collated data gathered from our annual report of our action plan in July 2018. Data provided at that time by service areas and partners, provide a continual way of monitoring progress against our objectives and actions.

3. Progress in meeting our objectives during 2017/18

Key progress under our seven objectives can be summarised as:

Transportation

- Highway network pedestrian aids were introduced at 92 junctions.
- A £85,029.00 grant was provided by Welsh Government towards Bridgend Community Transport. We continue to work with the operator to increase usage and services, especially services where some supported or commercial routes have been reduced.
- Ongoing consultation on the review of learner travel. Consultation has concluded on Pencoed and Maesteg clusters with 667 responses and 523 responses received respectively.

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 International Women's Day, Urdd National Eisteddfod, Foster Care Fortnight 2017, LGBT Fostering Week, St. David's Day, St Dwynwen's day, Holocaust Memorial Day, 100 years since women won the right to vote, LGBT History Month, White Ribbon campaign, International Day for the Elimination of Racial Discrimination, IDAHOT Day (the annual international day against homophobia and transphobia) and World Mental Health Day.
- A 'train the trainer' hate crime package was developed in 2017 and hate crime awareness workshops were held throughout 2018, including sessions which held in local schools as well as with Mental Health Matters and the YMCA. Regular awareness raising sessions have also taken place across the county at shopping centres, offices, bus stations and supermarkets.
- The theme of Holocaust Memorial Day 2018 was 'The Power of Words' which explores how language has been used in the past, and how it is used in the present day. BCBC marked this with a public event in partnership with Bridgend College.
- During 2017/18 there were 1126 contacts to the Assia Suite, with 150 agency referrals.

The council's role as an employer

- The equalities and diversity section within the corporate e-learning module has been amended.
- EIA workshops have been delivered to a target group of employees who are responsible for carrying out EIAs. The EIA toolkit was updated and

made available on the intranet. Support for business areas is provided by Equalities team.

- The recruitment and selection guidelines and e-learning have been updated to ensure the Disability Confident campaign are reflected.
- We continue to promote the Care First service to staff via an ongoing communication plan and quarterly Bridgend's newsletter. Three further Care First briefing sessions have been held for managers, facilitated by our Care First contract manager.

Mental health

- Services provided through ARC, information provision through DEWIS and the GP referral scheme and the 'ageing well in Bridgend' initiative have 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. This has been further promoted through Bridgend's.
- Relationships with ABMU delivery board have developed well and are ongoing.

Children

- Our Gypsy and Traveller Education Service will continue to build capacity in individual schools as required.
- Through the Anti-Bullying Task Group, a behaviour module has been developed using the schools SIMS.net management information system. Within the module is an agreed set of characteristics for the recording/monitoring of bullying incidents within respective schools.
- Training on this module has been delivered to key staff within 39 schools (7 secondary and 32 primary). Follow on sessions have been organised to allow schools that have not participated the opportunity, as well as refreshers for those that have already attended.

Leisure, arts and culture

- A 'Move more often' physical activity programme for older adults developed and Olympage Games with care providers.
- The national free swim programme for over 60's attracted 77,000 participants.
- Loneliness and isolation initiatives have been developed with Awen including men's sheds, my sporting day's etc, falls prevention network

operational and mobile programme.. Dementia swimming programme is now in operation.

- Pencoed Library now hosts monthly sessions with Action on Hearing Loss to inform the public about the availability of free maintenance for wearers of NHS hearing aids (the first session drew 6 visitors).
- At Bridgend Life Centre, Awen and Halo have worked in partnership to support dementia friendly activity. This includes a weekly dementia-friendly swimming and social group (launched in January 2018). Sessions are now attended by an average of 17 participants (people with dementia and carers).
- Currently 676 disabled people and 1416 older people hold Halo memberships.
- The access to leisure scheme has supported over 160,000 visits during 2017/18.
- New 'changing places' facilities have been developed at Bryngarw Park and Pencoed Library. In partnership with Invacare UK these facilities have changing beds and hoist facilities.

Data

- Equality data continues to be included in all public consultations and key data is published within consultation reports on the council's website. Demographics are gathered as part of Citizens' Panel information and inform our strategy for Citizens' Panel development.
- Full EIAs are published alongside relevant Cabinet reports. The Equalities team has reviewed the EIA toolkit and provides support to service areas to ensure EIAs are robust and meaningful.
- Between February 2017 and January 2018 the council produced four full EIAs and 42 EIA screenings.

4. Communication, consultation and engagement

Between 1 April 2017 and 31 March 2018, the council carried out 12 public consultations:

Proposal to enlarge Coychurch Primary School
Public Space Protection Order consultation
Shaping Bridgend's Future (budget consultation)
Additional learning needs proposal at Ysgol Gyfun Cymraeg Llangynwyd

Childcare Sufficiency Assessment
Active Travel
Taxi age and testing policy consultation
Bridgend Public Services Board draft well-being plan
Pencoed Primary School, additional learning needs
Supported bus service consultation
Public conveniences consultation
Replacement Local Development Plan consultations

In addition to the above consultation exercises, we carried out two engagement surveys with our Citizens' Panel members. The first survey covered school meals and meals at home, recycling and waste, customer services and how we could improve the Citizens' Panel and the second survey was a replication of the Shaping Bridgend's Future survey.

5. Equality Impact Assessments (EIAs)

Between 1 April 2017 and 31 March 2018, 17 employees completed the EIA e-learning module. A further 26 employees completed EIA workshops during March 2018. A total of 204 employees have completed the e-learning module to date.

6. Procurement arrangements

Service areas work with the procurement team to ensure that EIAs are integrated in the procurement process. The contract procedures rules 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.

7. Employment information

As at 31 March 2018 there were 6000 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 31.03.2018			
	Male	Female	Total	%
Total headcount	1202	4798	6065	
Of the above :				

Full time	920	1610	2530	42.2%
Part time	282	3188	3470	57.8%
Disability declared	38	84	122	2.0%
Carer responsibility declared	33	258	291	4.9%
Ethnicity				
White	1011	4094	5105	85.1%
Asian or Asian British	3	28	31	0.5%
Black or Black British	4	5	9	0.2%
Mixed Race	3	21	24	0.4%
Any other ethnic group	2	16	18	0.3%
Not declared	97	323	420	7.0%
Welsh speaker				
'A little'	154	645	799	13.3%
'Fairly good'	22	92	114	1.9%
'Fluent'	34	225	259	4.3%
Welsh reader				
'A little'	156	661	817	13.6%
'Fairly good'	32	108	140	2.3%
'Fluent'	34	227	261	4.4%
Welsh writer				
'A little'	122	546	668	11.1%
'Fairly good'	25	102	127	2.1%
'Fluent'	30	208	238	4.0%
Sexuality				
Heterosexual	543	2092	2635	43.9%
Bisexual	4	14	18	0.3%
Gay man	20	0	20	0.3%
Gay woman / lesbian	0	10	10	0.2%
Transgender	0	0	0	0%
Other	3	9	12	0.2%
Prefer not to say	29	95	124	2.1%
Age profile				
16-19	15	14	29	0.5%
20-25	57	197	254	4.2%
26-30	113	424	537	9.0%
31 - 35	105	523	628	10.5%

36 - 40	150	587	737	12.3%
41 - 45	130	699	829	13.8%
46 - 50	190	761	951	15.9%
51 - 55	175	709	884	14.7%
56 - 60	153	551	704	11.7%
61 - 65	80	250	330	5.5%
66 +	34	83	117	2.0%
Total	1228	4837	6065	

8. 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)	629	4032	4661
JE grades 9 – 10 (£25,694 - £29,854)	111	221	332
JE grades 11 – 16 (£31,288 - £48,848)	146	300	446
Chief officers (£75,287 - £132,402)	6	6	12
Soulbury & youth officers (£19,856 - £61,239)	10	36	46
Teachers, head, deputy, and assistant head teachers (£22,467 - £108,283)	320	1030	1350

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.

9. Job applications

Between 1 April 2017 and 31 March 2018, we received 6,683 job applications via the HR recruitment system from 3,597 individuals, comprising both internal and external applicants. The data does not include applications received directly by some schools.

In some instances, applicants did not declare information for each protected characteristic. The percentage figures there for identify the level of non response as 'Not Declared' for each particular characteristic.

Description	No. Applicants	%
Male Applicants	2554	71.0%
Female Applicants	2554	28.7%
Not declared	11	0.3%
Disability declared/:	186	5.2%
Age Profile:-		
16 – 25	876	24.4%

26 – 35	1103	30.7%
36 – 45	791	22.0%
46 – 55	588	16.3%
56 – 65	223	6.2%
66+	16	0.4%
Sexual Orientation		
Heterosexual	3263	90.7%
Bisexual	33	0.9%
Gay Man	43	1.2%
Gay Woman/Lesbian	40	1.1%
Prefer not to say	104	2.9%
Other	18	0.5%
Not Declared	96	2.7%
Marital Status		
Married	1214	33.8%
Living with Partner	648	18.0%
Same Sex or Civil Partnership	3	0.1%
Separated/divorced	245	6.8%
Single	1391	38.7%
Widowed	17	0.5%
Prefer not to say	34	0.9%
Not Declared	45	1.3%
Race		
White	3442	95.7%
Asian/Asian British	36	1.0%
Black/Black British	30	0.8%
Chinese	5	0.1%
Mixed Race	22	0.6%
Prefer not to say	29	0.8%
Other Ethnic Group	14	0.4%
Unknown / not stated	19	0.5%

10. 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 2017 to 31 March 2018

Description	Completed e-learning	
Male	523	19.3%
Female	2185	80.7%
Disability declared/:		
	64	2.4%
Age Profile:-		
16 – 25	161	5.9%
26 – 35	588	21.7%
36 – 45	701	25.9%
46 – 55	810	29.9%
56 – 65	416	15.4%
66+	32	1.2%
Sexual Orientation		
Heterosexual	1397	51.6%
Bisexual	11	0.4%
Gay Man	12	0.4%
Gay Woman/Lesbian	7	0.3%
Prefer not to say	68	2.5%
Other	7	0.3%
Not Declared	1206	44.5%
Marital Status		
Married	1272	47.0%
Living with Partner	211	7.8%
Same Sex or Civil Partnership	6	0.2%
Separated/divorced	202	7.5%
Single	644	23.8%
Widowed	16	0.6%
Prefer not to say	16	0.6%
Not Declared	341	12.6%
Race		
White	2376	87.7%
Asian/Asian British	16	0.6%
Black/Black British	6	0.2%
Chinese	0	0.0%

Mixed Race	13	0.5%
Prefer not to say	0	0%
Other Ethnic Group	7	0.3%
Unknown / not stated	290	10.7%

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.

11. Grievance and disciplinary hearings held during 2017-18

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 2017-18

The following data summarises the protected characteristics of the 741 individuals who left the employment of the council between 1 April 2017 and 31 March 2018. 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 leavers	% of leavers
Male Employee	205	28.7%
Female Employee	536	71.3%
Disability		
	18	2.7%
Age Profile:-		
16 – 25	92	8.7%
26 – 35	186	26.0%
36 – 45	158	22.6%
46 – 55	141	21.2%
56 – 65	147	19.4%
66+	17	2.2%
Sexual		
Heterosexual	384	47.8%
Bisexual	4	0.5%
Gay Man	4	0.4%
Gay	6	0.7%
Prefer not to say	17	2.4%
Other	1	0.1%
Not declared	325	48.0%
Marital Status		
Married	306	42.4%

Living with Partner	59	6.8%
Same Sex or Civil	1	0.1%
Separated/divorced	63	8.6%
Single	201	27.1%
Widowed	5	0.8%
Prefer not to say	8	1.2%
Not declared	98	13.0%
Race		
White	644	88.0%
Asian/Asian British	4	0.4%
Black/Black British	4	0.6%
Mixed Race	1	0.1%
Prefer not to say	0	0%
Other Ethnic Group	3	0.4%
Not declared	85	10.6%

13. 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.

14. 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](#).