

Appendix 3

Brighton and Hove City Council Single Equality Scheme Action Plan 2010-2012 Summary Update on Actions - FINAL

This is a summary of the final report on the council's Single Equality Scheme (2010-12). The council is adopting a new Equality and Inclusion Policy which will include a new Action Plan for 2012-15. This will include any actions from this plan where work is ongoing, as well as new actions for the future.

Intended outcomes	Actions	Progress made
Over-arching actions		
Achieve 'Excellent' level in Equalities Framework for Local Government	Range of activities meeting Index standards Collate evidence of good practice	The Council was awarded the highest standard of the Framework 'Excellent' in January 2011, after a peer assessment lasting three days and involving nearly 100 members of staff, partner organisations and community and voluntary groups. Key strengths identified included: Commitment to equalities from political leadership, staff passion for equalities, the Communities and equalities team, City Inclusion Partnership, Community Engagement Framework, Equality Impact Assessments (internally and externally), and good relationships with partners including the Community and Voluntary Sector.
A robust and transparent EIA process that leads to evidenced and appropriate actions	Review of EIA toolkit & inclusion of guidance on community cohesion EIA workshops for managers	The EIA Toolkit was revised to include Community Cohesion as a specific strand and also in light of the changes resulting from the new Equality Act 2010. The EIA process was used as part of the consultation on the Council Budget-setting process for 2012-13 and findings will inform decision-making by councillors.

Intended outcomes	Actions	Progress made
(a) Promoting equality through information		
<p>An up-to-date evidence base that covers all equality areas, fills gaps in existing evidence and is used to inform our ongoing work</p>	<p>Consider research proposal with Uni. of Brighton & Federation of Disabled People to identify barriers to inclusion</p>	<p>This project became 'Countability': the aim was to address a data gap regarding the barriers faced daily by disabled adults living in the city.</p> <p>Guided by the Social Model of Disability the focus of the research was on the barriers, challenges and opportunities shared by disabled people in society.</p> <p>The Countability project gathered data from local service providers on how disabled people use services and their experiences of living in the city. In addition a number of in-depth, semi-structured interviews, focus groups and 'big meetings' for people with learning disabilities were held.</p> <p>The report has been finished and will be launched in March 2012. Information from this research will be used to inform Intelligent Commissioning processes.</p>
<p>Consistent monitoring systems across the council and improved analysis & use of captured data</p>	<p>Support the City Inclusion Partnership's (CIP) work on making monitoring more consistent.</p>	<p>The CIP members drafted an equality monitoring form which addresses the requirements of the Equality Act 2010, the changes to census categories (2011) and considers groups in the local area.</p> <p>After partners trialled this, the form was adopted by the council as the standard template recommended by the Performance and Analysis Team.</p>

Intended outcomes	Actions	Progress made
(b) Promoting equality through our partnership working		
<p>Statutory services in the city work jointly through the City Inclusion Partnership to address equality, community cohesion and human rights issues</p>	<p>Agree joint commitment through Equality and Human Rights Charter</p>	<p>This Charter was launched in January 2010 with guest speaker from Equality and Human Rights Commission and attended by chief officers of all the partner organisations.</p> <p>There have been enquiries about the city-wide Equality and Human Rights Charter as a good practice model from Sandwell Metropolitan Borough Council, Fife Council and Hastings Borough Council.</p> <p>The City Inclusion Partnership was identified as an example of best practice in the Equality Framework for Local Government assessment (Jan 2011) – see above</p>
<p>New post for Preventing Violent Extremism work</p>	<p>Undertake Community Needs Analysis of Muslim people in the city</p>	<p>This has been the first Needs Assessment of the Muslim communities in the city. Its key aim is to identify the areas that the Muslim community feel are significant to their lives.</p> <p>Within this structure, this research project sought to:</p> <ul style="list-style-type: none"> - Identify the needs of the local Muslim communities, - Better understand the access communities have to public services, - Provide local evidence to determine what communities want and establish the programme of activities that respond to these needs. <p>The Needs Assessment completed and report are being finalised (Jan 2012)</p>

Intended outcomes	Actions	Progress made
Increased number of hate crime incidents reported, and cases of domestic violence supported	Raise awareness of how issues / incidents can be reported (esp. disability & trans)	<p>A new form and process for reporting disability hate crime has been developed and implemented (including changes to the way the police record these crimes).</p> <p>A communications plan advertised this new process in the city and explained people's rights within the law. There is also a form specifically created for people with learning disabilities.</p> <p>A cross-sector partnership, including representation from disabled people's groups is ongoing to oversee and monitor this process.</p> <p>Police have received 33 reports of disability hate crime in the period Apr10-Mar11 (up from 17 in the previous year).</p>
Through procurement, (inc. social enterprise) achieve a diverse supply chain which effectively & appropriately delivers our equality agenda	Monitoring arrangements to assess whether contractors comply with our Pre-Qualification Questionnaire which makes clear to current & future contractors our equality requirements	<p>The corporate Pre-Qualification Questionnaire templates have been reviewed to strengthen equalities information requested of organisations applying for contracts through the corporate procurement team.</p> <p>The equalities section of Procurement Toolkit was revised to meet the new needs of the Equality Act 2010.</p>

Intended outcomes	Actions	Progress made
(c) Promoting equality through community engagement		
<p>People from all equality strands more involved in policy development, challenge mechanisms and developing future priorities (including the Community Engagement Framework - CEF)</p>	<p>Promotion & development of online Consultation Portal</p>	<p>The new Brighton and Hove Consultation Portal has been developed to help improve the way consultation and research is carried out in the city. Residents can find out about current consultations and give their views, as well as find out about past consultations and the outcomes of these, all via the portal.</p> <p>Features include: a calendar of consultation activity across the city, on-line consultation activity (e.g. questionnaires; vox pops; focus-groups etc), details of each consultation and a key contact, findings from consultations, examples of good practice activity, links to other relevant websites, consultations</p> <p>Nearly 100 consultations have been posted on the Portal.</p>
<p>Develop cohesive, integrated and stronger communities</p>	<p>People's Day event to celebrate diverse cultures & faiths</p>	<p>People's Day is a community event which has been designed to increase understanding and to celebrate the diverse communities that make up Brighton & Hove.</p> <p>People's Day 2011 involved hundreds of people from diverse communities in organising and running events and attending on the day. More than 50 activities were run, themed into zones: Discovery zone, Entertainment zone, Food Court, Health and wellbeing zone, History zone, Natural world, Play zone, Quiet zone, TAKEPART sport zone.</p> <p>People's Day 2012 will take place on Saturday 14 July as part of the Olympic Torch relay weekend of festivities.</p>

Intended outcomes	Actions	Progress made
(d) Promoting equality in our service delivery		
<p>Communications & information accessible to all, (inc. websites) and reflect positive images across all equality strands</p>	<p>Plain English campaign across council</p> <p>Handbook guide to plain communication</p>	<p>We often have no way of knowing who will read the information we produce. By using plain English we can make sure that it's easy to understand, the first time our customers read it.</p> <p>A 'Ban the babble' campaign was developed by the Communications Team to:</p> <ul style="list-style-type: none"> - cut out all the waffle and jargon - encourage writing clearly with simple language - provide our customers with information that is easy to understand <p>The campaign included the development of a Guide to Plain English, an e-learning course, jargon-buster, and acronym-buster.</p>
<p>Better access to public spaces and services</p>	<p>Improve public spaces with high quality design, better signposting, removal of street clutter (eg: A boards) & more effective enforcement</p>	<p>The Environment and Community Safety Overview and Scrutiny Committee oversaw the Access Scrutiny group which looked at all aspects of street clutter.</p> <p>All placements are licensed to leave at least the minimum agreed pavement width clear for pedestrian access and all applications are visited before the licence is granted. Licensing zones were reviewed and modified in 2011-12. A trial programme of marking A board positions and positions of café tables and chairs started in May 2011.</p> <p>Ten Pedal Cycle Parking Places are being installed. The locations were identified through officer recommendation and suggestions from local residents and ward members. There have also been improvements to the processes in removing abandoned bikes.</p> <p>Meetings are ongoing with police, Cityclean and civil enforcement officers to enable easier checking of conditions for each licensed area.</p>

Intended outcomes	Actions	Progress made
Customers receive services appropriate to their needs including Independent Living	Promote self-directed support	<p>Adult Social Care now:</p> <ul style="list-style-type: none"> - Complete an assessment of needs to include the person, their supporters and a member of staff from adult social care. - Advise people how much money they have available to spend their assessed needs. This is called a 'personal budget'. - Offer support to help people identify the best ways the money can be spent to meet their needs. This will be stated in a support plan and may include a Direct Payment.
Gypsies and Travellers receive services that meet their needs and legal requirements	Increase awareness of gypsies' & travellers' needs across all service areas	<p>A new Gypsy and Traveller Strategy was begun in July 2011. Brighton & Hove is mainly visited by Irish Travellers, English Gypsies and New Travellers. The review seeks to balance the needs of the Travelling communities visiting Brighton & Hove with the needs of the city's settled communities.</p> <p>Two stages of the public consultation have been held and the strategy will be agreed by full Council.</p>
Improved services for children at risk and with special needs or disability	Targeted mental health in schools (TaMHS national pilot)	<p>The aim of the TaMHS projects across the country is to improve the mental and emotional health of children and young people in schools. This involves developing ways to identify children who may need targeted support and ensuring that good systems of delivering interventions are in place. The projects are developing CaMHS services to schools and offer consultation, training and support to school staff alongside working with children and their families.</p> <p>As part of the TaMHS project a universal screening tool regarding children and young people's emotional health and well-being has been created. There are two sections to a self-reported questionnaire: one looks at peer relationships within a class or tutor group and the other gives pupil measures regarding worries, anger, low mood, how they feel about their social experiences at school and self-worth.</p>

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		The assessment information is now available to teachers in all schools in the city and can be used to inform decision making around interventions for a child or group of children facilitated either by school staff or external agencies.
(e) Promoting equality in employment		
Reduce the pay gap between men and women	Monitor changes resulting from Single Status	All posts in the council have been through the job evaluation process. New grades were implemented from January 2010.
Workforce profile reflects the community as far as possible	Extend workforce monitoring to identify potential areas for action	<p>The People Strategy is the ongoing work on this action point. It will support the delivery of the organisational priorities laid out in the Corporate Plan by describing how we need to attract, engage, support & develop colleagues to provide the best services for the City.</p> <p>An extensive consultation process is being used and the work will align employment strategies to emerging themes and priorities, supported by a series of action plans and programmes to deliver the desired outcomes.</p> <p>The themes may change as a result of the consultation but four broad subject categories are identified which will be addressed by the finished strategy:</p> <ul style="list-style-type: none"> • our changing environment ~ economic, political, social & technological • the changing organisational culture ~ values and beliefs • our working lives ~ health, wellbeing and development • organisational effectiveness ~ goal clarity and performance

Intended outcomes	Actions	Progress made
Consistent, effective approach for all staff forums	Review of staff forums' role and activities	<p>Each Forum has reviewed its activity and developed a Business Plan which is being discussed by the Strategic Leadership Board. This is part of a wider process developing the links and relationships between the Forums and the SLB.</p> <p>In addition Councillor Champions have been identified with a focus on each of the groups covered by the Forums, with an additional (shared) post representing women. Individuals in these roles will support Forum activities, attend meetings and raise awareness of specific issues through their roles.</p>
Staff are treated with dignity and respect	Develop, launch & promote Dignity at Work policy	<p>Dignity at Work Policy and procedure have been launched and Dignity Advisers recruited and trained.</p> <p>The Dignity at Work Advisers are council employees who have been specially trained to help if someone is concerned in any way about a bullying and / or harassment issue at work.</p> <p>The Policy is being reviewed in 2012-13.</p>
Maintain rating in Stonewall Index	Collate evidence of good practice	<p>Stonewall's Top 100 Employers is the definitive list of Britain's gay-friendly employers, compiled from submissions to the annual Workplace Equality Index. It assesses employers' performance in areas from tackling anti-gay bullying and harassment to supporting the career development of LGB employees and the presence of senior role models for them.</p> <p>BHCC 2011 assessment: second Local Authority 2012 assessment: top Local Authority</p> <p>We are also exploring options for a comparable Trans workforce index and a Trans Action Plan for the council.</p>