



## City and County of Swansea

### Notice of Meeting

You are invited to attend a Meeting of the

## Scrutiny Inquiry Panel - Equalities

**At:** Committee Room 5 - Guildhall, Swansea

**On:** Thursday, 11 October 2018

**Time:** 4.00 pm

**Convenor:** Councillor Louise Gibbard

**Membership:**

Councillors: V M Evans, E W Fitzgerald, T J Hennegan, Y V Jardine, E T Kirchner, H M Morris, S Pritchard, M Sykes and L V Walton

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### Agenda

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| <b>1</b> | <b>Apologies for Absence</b>   |                |
| <b>2</b> | <b>Disclosure of Personal and Prejudicial Interests</b><br><a href="http://www.swansea.gov.uk/disclosuresofinterests">www.swansea.gov.uk/disclosuresofinterests</a>  |                |
| <b>3</b> | <b>Overview Report - Equalities</b><br>Invited to attend to present the report and discuss issues raised are Cllr Mary Sherwood, Cabinet Member for Communities (People) and Tracey Meredith, Chief Legal Officer and Monitoring Officer | <b>1 - 63</b>  |
| <b>4</b> | <b>Planning the Inquiry into Equalities</b><br>Panel to consider the draft Terms of Reference and discuss the work programme for the inquiry   | <b>64 - 68</b> |

A handwritten signature in black ink that reads 'Huw Evans'.

**Huw Evans**

**Head of Democratic Services**

**Date: 4 October 2018**

**Contact: Michelle Roberts, Scrutiny Officer**

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# Agenda Item 3



## Report of the Cabinet Member for Better Communities (People)

To the Equalities Scrutiny Inquiry Panel – 11 October 2018

### Overview of Equalities

<b>Purpose:</b>	To provide the Inquiry Panel with an overview of Equality legislation and the Strategic Equality Plan
<b>Content:</b>	Information to assist the Panel in their inquiry into equalities
<b>Councillors are being asked to:</b>	To consider and use this information as part of their scrutiny inquiry into equalities
<b>Lead Councillor:</b>	Councillor Mary Sherwood, Cabinet Member for Better Communities (People)
<b>Lead Officer &amp; Report Author:</b>	Tracey Meredith E-mail: Tracey.meredith@swansea.gov.uk

#### 1. Legal Background

- 1.1 Prior to the Equality Act 2010 there was inconsistent and complex anti-discrimination laws ie Race Relations Act 1976 and Disability Discrimination Act 1995. So when the new Act came into effect most of it was already in place but it did introduce some new changes such as discrimination being extended to disability and gender reassignment for the first time and there were some new provisions including prohibition on discrimination arising from a disability.
- 1.2 Section 149 of the Equality Act sets out the general Public Sector Equality Duty (PSED). The aim of the equality duty was to ensure that public authorities can consider how they can positively contribute to a fairer and more equal society through advancing equality in their day to day activities. The duty ensures that equality considerations are built into both policy making and service design ensuring better outcomes for citizens.
- 1.3 The three aims of the equality duty are to give due regard to the need to :

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act;
- Advance equality of opportunity between people who share a protected characteristic and those who do not;
- Foster good relations between people who share a protected characteristic and those who do not.

1.4 The general duty covers the following protected characteristics:

- Age
- Gender
- Race – including ethnic or national origin, colour or nationality
- Disability
- Gender reassignment
- Pregnancy and maternity
- Sexual orientation
- Religion or belief – including lack of belief
- Marriage and civil partnership

1.5 On 6 April 2011 the specific duties in Wales came into effect. The specific duties in Wales are set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011. The Regulations sought to focus on outcomes rather than process and provide evidence based equality objectives.

1.6 In summary the specific duties placed on the authority are:

- Produce a Strategic Equality Plan
- Set and publish equality objectives
- Publish a statement setting out the steps it has taken to achieve the equality objectives
- Review the equality objectives within 4 years from when first set
- Comply with engagement provisions
- Identify and collect relevant information about compliance with the general duty
- Publish information in an accessible way
- Assess and monitor the impact of policies, and changes to service provision
- Gather employee related data on an annual basis
- Have due regard to award of contract conditions in procurement should include considerations to comply with general duty

- Publish an equality objective in relation to addressing any gender pay difference identified and take steps to address any pay gap.

## 2. What we do

2.1 The Council's Equality Objectives have been designed to cover both whole-authority opportunities and specific services or themes, which are of particular importance to protected groups. They were established following a review of evidence and engagement with groups of people with protected characteristics. These objectives are set out in our Strategic Equality Plan (*attached*). Progress meeting our Equality Objectives is supplied by responsible departments and services and is published in our Annual Equality Reports. Some highlights from our other work relevant to the PSED includes:

- **Councillor Champions** providing a voice for traditionally under-represented groups or issues.
- The recent appointment of staff **Equality Champions** within departments to support our implementation of the PSED.
- An expanded **Equality Impact Assessment (EIA)** process, which incorporates groups with protected characteristics and also includes the United Nations Convention on the Rights of the Child (UNCRC), carers, community cohesion, poverty, social exclusion, Welsh language and Human Rights.
- Continued development of our relationship with local community groups, including **The Swansea Bay LGBT Forum, Regional BME Network, Disability Liaison Group** and engagement around our **Ageing Well** work with older people.
- Developed a **Swansea Hate Crime Stakeholder Action Plan** with key partners.
- Continued to have due regard duty for embedding the **United Nations Convention on the Rights of the Child (UNCRC)**.
- Published a new **Swansea Violence against Women, Domestic Abuse & Sexual Violence (VAWDASV) Strategy** and operated a **Domestic Abuse One Stop Shop (OSS)** and **Domestic Abuse Hub (DA hub)** to support victims of domestic abuse.
- Continued to have a co-ordinated approach to all interpretation and translation through membership of the **Wales Interpretation & Translation Service (WITS)** partnership.
- Made grant funding available to provide a pilot support service to **LGBT young people aged 13 to 25**. This service has been successful and will be reviewed in 2018 to ensure

this support continues in the future.

2.2 Our HR policies are designed to ensure equality of opportunity for all employees. We collect information from the workforce for all of the protected characteristics when they commence employment, but the collection is voluntary. We have made attempts to get all protected characteristics information from employees but this has not provided us with more information.

2.3 We have reported on our gender pay gap this year, as required. We publish pay data in line with the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017 On our website and on .GOV website, as required by regulations.

2.4 We have taken steps to improve workforce diversity through HR policy updates, current review of the recruitment process, and provision of equalities training through e-learning and face-to-face training. We champion part time working and agile working to support families dealing with care, parental or health issues.

2.5 The Council runs a course on Equality issues, which aims to raise awareness around the Equality Act 2010 and the 9 protected characteristics. It explores the expected responsibilities and conduct of our organisation, managers and employees and how this will have a direct impact on the work that we all do.

### **3.0 Enforcing the Public Sector Equality Duty**

3.1 The Equality and Human Rights Commission (EHRC) are responsible for enforcing the Public Sector Equality Duty and can take steps to “encourage” compliance prior to commencing formal enforcement processes ie issuing of a compliance notice.

3.2 EHRC will often enter into formal agreements where breach has been found:

- A profoundly deaf patient spent 6 days in hospital without access to a sign language interpreter despite repeated requests for one.
- A Recruitment business advertised that applicant had to hold a UK passport.

### **4.0 Access to Services Team**

4.1 Due to a reduction of staff within the team last year the Access to Services role was reviewed. As a result it was felt that equality considerations needed to be embedded into departments and so volunteers were sought to become equality champions. The response was overwhelming and as a result 19 equality champions exist in all areas of the authority. The champions have

recently undertaken external training and some attended the recent Disability Liaison Group meeting.

- 4.2 The Access to Services team members now focus on equality impact assessments and engagement/consultation work.

**5.0 Issues to consider**

- 5.1 The scrutiny panel may wish, while looking at our Duties under the Act strategically, to also consider looking in more detail at a few specific Duties.

- 5.2 It is a well known fact that more robust and effective policies and services are conceived and delivered when the groups doing so are more diverse and where public bodies reflect the communities they serve. The scrutiny panel may wish to consider how this could be best achieved.

- 5.3 It is also anticipated that there will be a number of national reports which may have useful recommendations for the panel to consider reflecting on local implications. For example, Diverse Cymru have been commissioned by the Equality and Human Rights Commission in Wales to undertake an analysis of progress and performance against the public sector equality duty in Wales. As part of their annual monitoring exercise this year they will be focusing on identity biased bullying in schools, workforce diversity and gender pay/equal pay.

- 5.4 The WLGA at their recent conference discussed a paper on gender equality developments and initiatives to build on their commitment to gender equality in local government focusing on the need for a diverse democracy leading to better engagement and trust. A copy of the paper is attached at Appendix 2.

## **GENDER EQUALITY IN LOCAL GOVERNMENT**

### **Purpose**

1. To inform members about current gender equality developments and initiatives and seek a consensus to build on the WLGA commitment to progress gender equality in local government.

### **Background**

2. Councils have a range of statutory equalities duties, most notably those included in the Equality Act 2010. Councils work towards advancing equality of opportunity, fostering good relations and eliminating discrimination, harassment and victimisation of people with protected characteristics.
3. Advancing gender equality within society and public life has been a political priority for generations. The 100<sup>th</sup> anniversary of the Representation of the People Act 1918, which allowed some women and all men to vote for the first time, was celebrated on 6<sup>th</sup> February 2018. Local authorities participated in a range of activities recognising the efforts of the suffragist pioneers who helped change the course of our history and who helped shape our society.
4. 100 years on and despite some progress, gender inequality still remains within society, within public service organisations and within our democratic institutions.
5. In Welsh local government, women remain significantly under-represented in our council chambers; although the WLGA has its first woman leader, there are only 4 women leaders and 5 deputy leaders in Wales' councils, only 27.5% of cabinet members are women and only 28% of councillors are women in Wales. At the current rate of progress, it has been estimated that it could take a century to achieve equal representation in our council chambers.
6. Furthermore, despite a diverse and gender balanced workforce, there is a stark gender imbalance in some senior management and leadership positions:
  - 4 of the 22 Chief Executives are women
  - 3 of the 22 Directors of Finance are women
  - 11 of the 22 Directors of Education are women
  - 11 of the 22 Directors of Social Services are women
  - 13 of the 22 Monitoring Officers are women
7. Tackling the barriers and advancing gender equality within local government was unequivocally identified as a core leadership priority by Cllr Debbie Wilcox during her inaugural address at WLGA Council on 23<sup>rd</sup> June 2017, stating:



"We need to get our own house in order. As a woman and a champion of gender equality in local government I have always felt that I could make a big contribution. However, serving almost 14 years as an elected member I will admit to considerable frustration. Too often in councils the principle of equality is trumped by a hardened philosophy of "Buggins' turn". This is the system where appointments or awards are made in rotation, or by connections rather than by merit. In addition, I think it is important that we all recognise that in terms of diversity we need to have an honest conversation about why the barriers to women's representation still exist, but most importantly not just talk but actually do something about it. Local government is nothing unless it reflects those communities that it represents. As the first women leader of the WLGA you will not be surprised that I will push diversity to the top of our agenda."

8. There are several reasons why gender equality and diversity is a core priority for local government and the WLGA. First and foremost, there is a moral imperative based on principles of equality and fairness that our democratic institutions and public services should be as diverse as and reflect the populations they represent and serve.
9. Evidence shows that austerity has had a greater impact on women than men. Welfare and tax reforms and wider public policies in the context of austerity have affected women across all age groups and income levels; the Equalities and Human Rights Commission has highlighted that women lose more than men from the reforms at every income level, women under 44 years old are most affected, the impact on lone parent families and families with three or more children are 'particularly strong' and are 'significantly adverse' impact on disabled families.
10. Public services and local authorities therefore have to consider the particular impacts of policies or service decisions across all and for specific parts of society and all protected characteristics, as defined by the Equalities Act 2010. It is widely recognised that a democratic deficit is becoming more problematic as councils make significant decisions about service provision in austerity. A more diverse democracy and elected representatives means decision-makers with broader life-experiences and greater understanding of the challenges faced by wider society. A diverse democracy leads to better engagement with individuals and communities, in turn leading to greater levels of confidence and trust. Prominent public service leaders and decision-makers from under-represented groups can be influential role models, empowering and encouraging others to aspire to follow in their footsteps and to contribute to public life.
11. Greater diversity in political and professional leadership positions ensures more diverse life-experiences shape our decision-making. Evidence shows that diverse decision-makers lead to better and more diverse decisions. Decision-makers with diverse life experiences, from different backgrounds, with different skills and different aspirations can lead to wider perspectives, greater challenge and scrutiny which in turn can lead to more rounded policy decisions. Diverse decision-makers encourage public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all.

## Rapid Review of Gender Equality and other ongoing analysis

12. On the 8<sup>th</sup> March 2018, International Women's Day, the Welsh Government committed to make Wales a world leader in gender equality and for the Welsh Government to become a feminist government. The Welsh Government also commissioned an independent 'rapid review' of gender equality to identify progress and the challenges faced.
13. Phase 1 of the rapid review, conducted by Chwarae Teg, reported in July 2018; the WLGA and local authority representatives fed into the review. The report was also complemented by a Wales Centre for Public Policy study '*Putting equality at the heart of decision making in Wales*' which explored international practice.
14. The Rapid Review considered only the Welsh Government's approach to gender equality, although some of the observations about the Welsh Government's policy programmes or legislative levers have some relevance for wider public services including local government.
15. Furthermore, many of the Welsh Government's barriers or challenges are cultural and institutional and it is therefore likely that many will be relevant to and common with local government, in particular:
  - Wales lacks a shared vision for gender equality;
  - Welsh Government must lead by example;
  - There is a need for bold, ambitious and tangible actions to advance gender equality in Wales;
  - There is an existing legislative and regulatory framework that offers great potential to embed gender equality at the heart of policy-making;
  - Equality Impact Assessments (EIAs) are not being approached in a meaningful way at the outset of policy development (and in particular often lack a critical analysis of gender, opting for a gender-neutral view that if a service is "accessible to all" it will have no particular positive or negative impact on anyone as a result of gender);
  - Implementation of the Violence Against Women and Domestic Abuse and Sexual Violence Act has been slow;
  - The Wellbeing of Future Generations (Wales) Act is beginning to drive change but there are concerns that it may overshadow existing equalities duties;
  - There are a range of tools and resources in place that can support effective consideration of gender equality in policy-making;
  - Capacity for equalities within Welsh Government is fragmented;
  - External scrutiny is welcomed, and effective scrutiny does drive behaviour change; and
  - There is scope to strengthen and better integrate existing accountability mechanisms across the legislative and regulatory framework.
16. Phase 2, which begins this autumn, will build on the rapid review's conclusions and recommendations and seek to address the key challenges and priorities identified and a final 'roadmap for advancing gender equality' will be published in July 2019. The WLGA will be represented on the Phase 2 Steering Group.

17. Local government is currently subject to a number of equality audits or reviews which will provide a body of evidence and intelligence allowing further critical analysis of local government progress or challenges with regards gender equality. These reviews include:

- Welsh Government overview report on public authorities' progress in advancing the Public Sector Equality Duty. Audit work is currently ongoing and will include equality returns from each local authority including 'Actions being taken to promote and advance gender equality in your organisation.' - due to report in late Autumn
- Equality and Human Rights Commission (EHRC) in Wales is currently undertaking an audit monitoring public bodies' performance against the Public Sector Equalities Duty – due to report in late Autumn.
- EHRC review into gender pay reporting – due to report in the Autumn.
- Independent evaluation of the Diversity in Democracy programme (promoting greater diversity ahead of the 2017 local elections) – due to report in December 2018.
- National Assembly's Equality, Local Government and Communities Committee Inquiry into diversity in local government, which is considering the diversity of councillors, rather than local government as a whole – due to report in December 2018.

18. The WLGA has supported and promoted the Assembly Committee's Inquiry into diversity in local government and has submitted written evidence (Annex 1) and will be invited to present oral evidence in due course. Local authorities have contributed constructively to the Committee's work, three focus groups were held in Cardiff, Ceredigion and Gwynedd and the online councillor survey received in excess of 450 responses.

19. The WLGA's response identifies some of the major challenges in making progress around gender inequality (and wider diversity) in local democracy and confirms the WLGA's commitment to provide leadership and lay the foundations to improve diversity in democracy at the next local elections in 2022.

20. Whilst it is important to await the conclusion of the Inquiry and the separate evaluation of the Diversity in Democracy programme, given the slow progress in improving diversity in democracy, demands for more radical approaches to engender change, such as all-women shortlists and quotas will grow. Traditionally a matter for political parties, the WLGA does not currently have a policy position on quotas or other proactive political interventions, however, it may be appropriate for the WLGA to consider the merits of such initiatives following the conclusions of these pieces of work.

## **Moving Forward**

21. The above audits, evaluations and studies will provide a valuable evidence base for the WLGA to consider where and how it needs to make most progress or address particular barriers to gender equality and will help shape the development of an ambitious action plan for the remainder of the municipal term.

22. As noted above and in common with the Welsh Government's rapid review, the broad focus of any local government action plan is likely to reflect the cultural, leadership and policy barriers and drivers and consider local government's roles in terms of local democratic representation and a community leader; as an employer; and as a deliverer of public services.
23. Following the conclusion of these studies, it is proposed that WLGA officials work with elected members and local authorities to develop a vision and action plan to progress gender equality in local government, to be presented for consideration at a future WLGA Council or Executive Board meeting.
24. It is anticipated that an action plan will include challenging objectives and would be monitored with progress reported to the WLGA Council periodically throughout the remainder of the current term.

## **Recommendations**

**25. It is recommended that members:**

**25.1 Consider the issues outlined in the report;**

**25.2 Note the WLGA's response to the National Assembly's Equality, Local Government and Communities Committee Inquiry into diversity in local government (Annex 1); and**

**25.3 Agree that the WLGA develops an action plan to advance gender equality in local government.**

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**Report cleared by:**

**Cllr Debbie Wilcox**  
**WLGA Leader**

**Cllr Susan Elsmore**  
**Equalities Spokesperson**

**Cllr Mary Sherwood**  
**Equalities Spokesperson**

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## WLGA RESPONSE

### Inquiry into diversity in local government Equality, Local Government and Communities Committee National Assembly for Wales



September 2018

#### Introduction

1. The Welsh Local Government Association (WLGA) welcomes the opportunity to contribute to the Committee's Inquiry on Diversity in Local Government and was pleased to advise and provide support in promoting the Inquiry throughout local government.
2. One of the WLGA's core roles is to promote local democracy and, along with local authorities, it has promoted and supported a range of initiatives through the years to encourage greater understanding, engagement and participation in the local democratic process.
3. 'Diversity in Democracy' was the main national coordinated campaign ahead of the 2017 elections, led by the Welsh Government and supported by the WLGA and a range of partner bodies, including the main political parties in Wales. It was also supported by local activities within authorities. Diversity in Democracy was the most well-resourced programme of its kind in Wales and is currently being evaluated (which is due to report towards the end of 2018). Although there have been some local successes, progress overall in terms of greater diversity has unfortunately been minimal.
4. The 2017 local elections saw small improvements in gender balance: 29% of all candidates were women (up by 1% from 2012); 28% of councillors elected were women (up 2% from 2012) and 32% of all newly elected members were women. The gender balance of cabinet members also remains low and lower than the proportion of women councillors at 27.5%. The age profile of councillors did not change significantly remaining proportionately older than the general adult population (47% of councillors were aged 60 years or older) and a higher proportion of councillors were retired (31%). Only 1.8% of councillors were black or ethnic minorities compared to 4.7% for the Welsh population. 16% of candidates and 11% of councillors stated that they had a disability, and there remain a range of challenges for disabled people participating in the democratic process. The report on the Local Government Candidates Survey 2017 provides further information about both candidates and elected councillors.<sup>1</sup>

<sup>1</sup> <https://gov.wales/docs/caecd/research/2018/180502-local-government-candidates-survey-2017-en.pdf>

Although Welsh local government faces particular challenges in terms of diversity of elected representatives, the challenges are not unique to Wales or local government, for example gender imbalance is also evidenced in England where 33% of councillors and 17% of leaders are women; 28% of Wales' MPs are women and only 31% of candidates at the 2017 elections were women; and 42% of AMs are women and only 32% of candidates at the 2016 elections were women. Progress is however being made in terms of the proportion of Non-Executive Directors and public appointments made by the Welsh Government. More widely, women make up only 29% on FTSE 100 company boards, although it is anticipated that by 2020 all FTSE 100 companies will have reached a target of 33% women on their boards, a target set by the UK Government-backed Alexander-Hampton Review. Gender balance on FTSE 250 boards is however in decline.

5. There is cause for optimism within Welsh local government. The leadership of Welsh local government is more diverse than ever before, though we recognise it is not fully reflective of wider society; there are 4 women leaders (up from 2), including the Leader of the WLGA, 5 women Deputy Leaders, a quarter of leaders are below the age of 45 and 2 leaders recently featured in the Pride Cymru's 'Pinc List 2018'.
6. Championing and improving democracy and gender equality is one of the WLGA's core priorities for this municipal term and we are currently developing proposals for delivery ahead of the 2022 local elections.
7. The commitment and prominence of diverse role models in leadership positions as well as a commitment to bring forward some challenging policy discussions, following on from the Welsh Government's Rapid Review of Gender Equality, will ensure that diversity in democracy remains a political priority within Welsh local government. However, progress requires continued impetus from all partners and stakeholders, including the Welsh Government, National Assembly for Wales and the political parties in order to make significant change where historically only incremental change has been achieved.
8. Although it is important that councillors are as diverse as possible and there remains under-participation and representation across many characteristics, this response will focus mainly on age and gender balance given these are the most significant areas of imbalance.

### **What is the importance of diversity among local councillors, including the effect on public engagement, debate and decision making?**

9. There are several reasons why diversity is an important and much debated feature of representative democracy.

10. First and foremost, there is a moral imperative based on principles of equality and fairness that our democratic institutions and elected representatives should be as diverse as and reflect the populations they represent and serve.
11. It is widely agreed that a democratic deficit is becoming more problematic as councils make significant decisions about service provision in austerity. A more diverse democracy and elected representatives who are more reflective and understanding of their communities leads to better engagement with individuals and communities, in turn leading to greater levels of confidence and trust. Prominent decision-makers from under-represented groups can be influential role models, empowering and encouraging others to aspire to follow in their footsteps and to contribute to public life. Similarly, more diverse senior political leaders who are more representative of an organisation's workforce can lead to improved workforce engagement, trust in leadership and a more confident organisational culture.
12. As noted above, all forms and tiers of representative democracy have historically not been as diverse or demographically reflective of the constituents or communities they represent. Elected representatives, whoever they are, are elected to represent all constituents and constituencies and must do so to the best of their abilities. The WLGA's Councillor Guide provides the following summary:

“As a councillor, you represent several different communities and individual citizens with diverse identities. You will want to treat everyone with respect...equality is about ensuring that all people are treated equally. This does not mean treating everyone the same, but recognising the differences in their situations and experience and ensuring that there is equality of opportunity for all. For you to represent the diverse people in your electoral division, you need to know who they are.”

13. Greater diversity ensures more diverse life-experiences shape our decision-making. Candidates and all elected representatives are deemed to have particular 'qualifications' relevant to their roles, whether it is local ties, professional or voluntary experiences or a track-record of community activism. Diverse-life experience should also be regarded as part of the 'essential criteria' or a qualification for the role of elected office given the added value that a diverse range of perspectives and life-experiences can contribute to decision-making.
14. Evidence shows that diverse decision-makers lead to better and more diverse decisions. Decision-makers with diverse life experiences, from different backgrounds, with different skills and different aspirations can lead to wider perspectives, greater challenge and scrutiny which in turn can lead to more rounded policy decisions. Diverse decision-makers encourage public bodies to understand how different people will be affected by their activities so that policies and services are appropriate and accessible to all.
15. Although process and procedure, such as engagement strategies and Equality Impact Assessments for example, can help contribute to and improve the quality of decision-



making, they cannot be a substitute for a diversity of experiences, perspectives and policy debates from the outset. For example, studies of National Assembly for Wales debates by Chaney et al demonstrate a greater likelihood of gender related issues or topics (such as childcare, domestic violence and equal pay) being raised by women Assembly Members (see Fawcett Society's Does Local Government Work for Women Report 2017)<sup>2</sup>

## **What are the key barriers to attracting a more diverse pool of candidates for local government elections?**

16. Councillors, and those people who put themselves forward as candidates, should be commended and their commitment to public service should be recognised and respected.
17. The role of a councillor is stimulating, rewarding and regarded as a privilege by many. The role however is a challenging and demanding one and is not one that should be considered lightly; it is a complex role, which requires a significant time commitment and can therefore have implications on people's family lives and work-life balance. It can impact on a professional career and on an individual's income and future financial security. It is also a role that can expose individuals (and their families) to regular personal criticism, insults and even threats, particularly through social media.
18. The number of candidates who stood for election in 2017 however increased by 5.6% (3,463 candidates compared to 3,279 in 2012 (including Anglesey candidates in 2013). There however remain too many uncontested seats in Wales, 92 or 7% of seats were uncontested in 2017 (though this is fewer than compared to 99 (8%) in 2012.
19. Despite these widespread challenges, there are specific barriers that potentially have a greater impact on attracting more diverse candidates to stand for local elections. There have been several studies in recent years including:
  - 'On Balance: Diversifying Democracy in Local Government in Wales' Report of the Expert Group on Diversity in Local Government (2014)<sup>3</sup>
  - 'Does Local Government Work for Women?' Final Report of the Local Government Commission (2017)<sup>4</sup>
  - 'New Voices: How Welsh politics can begin to reflect Wales' Electoral Reform Society (2018)<sup>5</sup>
20. The reported barriers in these studies include:

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<sup>2</sup> <https://www.fawcettsociety.org.uk/Handlers/Download.ashx?IDMF=0de4f7f0-d1a0-4e63-94c7-5e69081caa5f>

<sup>3</sup> <https://gov.wales/docs/dsjlg/publications/localgov/140305-expert-group-report-en.pdf>

<sup>4</sup> <https://www.fawcettsociety.org.uk/does-local-government-work-for-women-final-report-of-the-local-government-commission>

<sup>5</sup> <https://www.electoral-reform.org.uk/latest-news-and-research/publications/new-voices-how-welsh-politics-can-begin-to-reflect-wales/>

## **Time-commitment and meeting times**

21. Being a councillor requires a significant and flexible time commitment to the role. The Independent Remuneration Panel for Wales bases its remuneration framework on a councillor spending an average of three days per week on council business, with executive members working full-time. These three days include day-time, evening and weekend commitments. Evidence suggests that most members actually commit more time than this, for example, the WLGA survey of those councillors who stood down at the 2017 elections showed that 63% of respondents spent more than 3 days a week (21 plus hours) on council business<sup>6</sup>.
22. Meeting times are often identified as a challenge if not a barrier, particularly to attracting younger people, people with young children or people in employment. Councils survey their members to determine preferred meeting times, however, as many councillors also manage part-time or full-time employment as well as family or other caring responsibilities, achieving a consensus on what times are most convenient to all is impossible. Those councillors in employment may prefer evening meetings however this may impact on those with young family commitments. The irregular and significant time commitments required inevitably influences who is able or prepared to stand as a councillor and is perhaps one of the reasons why a high proportion of councillors are retired and aged 60 years or older.
23. Remote attendance at meetings could resolve some of these issues. Video-calling or video-meeting technology is widely available and can be accessed via smart-phone devices, however, the remote attendance provisions as outlined in the Local Government Measure (Wales) 2011 are too restrictive and inflexible and have curtailed authorities' ability to roll this out widely. It is anticipated that these issues can be addressed via the forthcoming Local Government Bill.

## **Political and organisational culture**

24. Although councils are increasingly accessible, open, transparent, seek to engage with communities and councillors are the most accessible and visible elected representatives, evidence suggests that the public's understanding of local government and the role and responsibilities of councillors is limited. Councils can also be seen to be traditional organisations with complex and intimidating governance arrangements, rules and standards.
25. Previous research has suggested that the nature of 'male-dominated' politics can be perceived as being combative, confrontational and is increasingly regarded as toxic which may disproportionately dissuade women, in particular, from engaging and participating<sup>7</sup>.

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<sup>6</sup> <https://www.wlga.wales/SharedFiles/Download.aspx?pageid=62&mid=665&fileid=1256>

<sup>7</sup> <https://www.bbc.co.uk/news/av/uk-politics-45396521/politics-live-panel-discusses-toxic-culture-of-social-media>

26. However, only two respondents to the WLGA's Exit Survey referred to 'bullying' or political dynamics as contributing to their desire to stand down, although more referred to criticism and abuse received from the media or the public as being a concern. Furthermore, the WLGA's survey suggests that women were proportionately not more likely to stand down than men.
27. Political parties' approaches or rules with regards recruitment and/or selection of candidates can also be complex or reliant on particular networks for potential candidates. Party activism, membership and organisational capacity varies and is in a period of flux<sup>8</sup>, however, and parties' capacity to deliver significant change to the diversity of candidates and councillors may be limited given their capacity to recruit and support sufficient numbers of candidates as well as the level of influence of any national diversity commitments or programmes over local branches or groups. The Diversity in Democracy evaluation is examining the experiences, challenges and successes of political parties during the 2017 local elections.

### **Child care and other caring responsibilities**

28. Child care and other caring responsibilities are a particular issue for councillors, given the extent and irregularity of time commitment to the role as outlined above. Although reimbursement of care costs is available to members, most members who are eligible do not draw such allowances due to concerns about political, press or public perception.
29. The Independent Remuneration Panel has recently changed its reimbursement of care costs criteria to encourage wider take up, including changing the name from 'allowance' to 'reimbursement of cost' and allowing councils to publish a non-attributed, total sum of costs claimed, rather than identifying individual recipients. It is too early to assess the impact of this, but it is hoped that it will create an environment where more eligible individuals will feel able to claim such allowances.

### **Public criticism and online abuse**

30. Councillors live and work in the council area and in the communities they represent, they are accessible and visible. Austerity has meant that councillors are also responsible for or are perceived to be responsible for taking some of the toughest and most unpalatable and unpopular service delivery decisions in decades.
31. Councillors expect and accept challenge and scrutiny as a core part of the role. However, the level and nature of public criticism and abuse of councillors is growing, and is delivered face-to-face, through correspondence, and increasingly via social media and commentary on online news platforms. Some senior councillors have had their cars or houses damaged and a number have had to install additional personal safety and

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<sup>8</sup> <https://researchbriefings.parliament.uk/ResearchBriefing/Summary/SN05125>

security measures. Public abuse was described as a growing concern in the WLGA's Exit Survey or councillors who stood down.

32. The use of social media has grown significantly in recent years. Unfortunately, alongside the growth in usage has been a growth in online abuse, particularly of public servants and elected representatives. Several studies, including a review by the Committee on Standards in Public Life<sup>9</sup>, have described the nature of social media abuse as well as its impact on elected representatives. Evidence shows that women and representatives from black and minority ethnic groups are much more likely to be subject to abuse and, on occasions, threats.<sup>10</sup>

### **Remuneration and Employment**

33. As noted earlier, the time commitment required to be a councillor can have a significant impact on individuals' employment prospects or their ability to continue to work part or full-time, which may have a longer-term impact on career progression.
34. Councillors in Wales receive a basic salary of £13,600 which is not an insignificant salary but is significantly below the average Welsh salary and therefore does not adequately compensate people for any potential loss of income in their careers. Most significantly, the Independent Remuneration Panel itself recognises that its own framework undervalues councillors by around £1,400 per year: 'the financial constraints on the public sector and particularly local authorities has meant that the link with average Welsh earnings has not been maintained. The Panel considers that this has undervalued the worth of elected members...If this alignment had continued the basic salary would currently be significantly higher than the current prescribed amount, (close to £15,000 pa).'<sup>11</sup>
35. Furthermore, councillors do not receive a 'resettlement grant' or severance package should they lose their seat at an election, unlike Assembly Members of Members of Parliament or like other fields of employment where redundancy is typically provided. This is therefore a financial and personal risk for those people who might consider standing particularly those who choose or are chosen to be a cabinet member or leader, which are generally regarded as full-time (and more) roles and often require individuals to either take a sabbatical or give up a secure job; such individuals are provided with no financial security and could feasibly be unemployed without any notice or 'redundancy pay' following an unsuccessful election. The WLGA understands that the current powers of the Independent Remuneration Panel may prevent such a scheme being considered in Welsh local government.

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<sup>9</sup>[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/666927/6.3637\\_CO\\_v6\\_061217\\_Web3.1\\_2\\_.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/666927/6.3637_CO_v6_061217_Web3.1_2_.pdf)

<sup>10</sup><https://www.wlga.wales/social-media-and-online-abuse>

<sup>11</sup><https://gov.wales/docs/dsijg/publications/localgov/180226-annual-report-2018-en.pdf>

## **Role models and incumbency**

36. Councils are seen to be dominated by white, middle-aged men and there are therefore few role models for people from wider more diverse backgrounds.
37. Some mentoring programmes have been developed to 'pair' people from diverse backgrounds with elected representatives and role models, these have included activity by Operation Black Vote, the recent Diversity in Democracy mentoring scheme, Chwarae Teg's LeadHerShip programme and the current Women's Equality Network programme.
38. The Local Government Commission interim concluded that "Incumbency in local councils disproportionately benefits men...[and]...the slow pace of change is significantly driven by incumbency." According to the Elections Centre, in Wales' local elections in 2017, 895 incumbents stood for election (across 71% of seats) with 693 or 77% being successfully re-elected. In summary, incumbents are more likely to be re-elected than other candidates due to their profile, reputation or track-record and, as most councillors are older, white men, most successful incumbents are therefore older white men. The impact of incumbency has therefore led some campaigners to call for term-limits, quotas or all-women shortlists.

## **What areas of innovation and good practice may help increase diversity in local government?**

39. The 2017 local elections in Wales were supported by local activities linked into the national Diversity in Democracy programme. The Diversity in Democracy programme was the biggest and most well-resourced programme of its type and was supported by a range of national partners including the main political parties. The programme included an awareness and promotional campaign, production of literature and online videos for candidates, businesses and mentees, working with employers to encourage them to encourage and support staff to be councillors and the roll-out of a mentoring scheme for people from under-represented groups. Although such nationally coordinated campaigns are vital and provide resources and profile ahead of the elections, the impact of such awareness raising and development programmes can be limited as the slow rate of improvement at the 2017 elections demonstrates.
40. A range of online materials have been produced to provide information to candidates and councillors, including the WLGA's Be a Councillor guide<sup>12</sup> and Councillor's Guide<sup>13</sup> and the Welsh Government's Diversity in Democracy materials<sup>14</sup> which included specific leaflets to encourage businesses to support staff in becoming councillors<sup>15</sup>.
41. The Welsh Government produced a series of online videos with councillors as part of the Diversity in Democracy programme<sup>16</sup> and several councils, including Gwynedd,

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<sup>12</sup><https://www.wlga.wales/SharedFiles/Download.aspx?pageid=62&mid=665&fileid=352>

<sup>13</sup><https://www.wlga.wales/SharedFiles/Download.aspx?pageid=62&mid=665&fileid=976>

<sup>14</sup><https://gov.wales/topics/localgovernment/diversity-in-democracy/?lang=en>

<sup>15</sup><https://gov.wales/docs/ds/jlg/publications/localgov/150605-did-businesses-supporting-communities-en.pdf>

<sup>16</sup><https://gov.wales/topics/localgovernment/diversity-in-democracy/?lang=en>

Monmouthshire and Powys have also produced excellent videos to explain the role of councillors and to encourage candidates to stand<sup>17</sup>.

42. Councils have good links with school councils and youth forums and many actively seek to engage young people in council business and the democratic process through various initiatives such as mock elections, meetings with councillors and Local Democracy Week activities. These activities are important with regards wider interest and understanding of democracy generally and particularly so given the planned electoral reforms which include votes for 16 and 17 year olds; it is therefore vital that these activities continue and are linked to reforms to the Curriculum as well as the Welsh Youth Parliament.
43. A number of councils ran 'open days' ahead of the elections and mentoring and shadowing programmes are widely regarded as being beneficial, particularly in supporting people from under-represented groups to come forward to stand. A mentoring campaign was the central project within the Diversity in Democracy programme and participants received extensive support, advice, training and access to serving councillors who acted as mentors. Of the 51 mentees who participated, only 16 stood for election and only 4 were elected. The evaluation will be seeking views from mentees to explore the reasons why there was such a significant drop-out rate, which will provide invaluable perspective regarding the challenges and barriers faced. However, such a 'conversion rate' suggests that, in future, mentoring and support programmes may be more effective use of resources if they are provided to people who had already committed to standing as a candidate.
44. There are other arrangements that councils could introduce to make the role of councillor more accessible and support the work of a councillor, including facilitating 'remote attendance'. As noted above however, although video-calling or video-meeting technology is widely available, the remote attendance provisions in the Local Government Measure (Wales) 2011 are too restrictive and inflexible.
45. As part of the Diversity in Democracy programme, the Welsh Government explored the potential of a 'Door to Democracy' fund, similar to the successful Access to Elected Office schemes in Scotland and England, which provides financial support for disabled people standing in elections. Despite interest, legal advice suggested that the Welsh Government did not have powers to deliver the programme in Wales and disabled people were supported through the wider mentoring programme. Powers over elections have since been devolved to the Assembly and therefore it is anticipated a future programme will be rolled out in Wales.
46. One of the issues affecting councillors, particularly those who also have full or part-time employment is the encouragement and support of their employer. Although the majority of respondents to the WLGA's Exit Survey noted that their employers were

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<sup>17</sup> <https://en-gb.facebook.com/MonmouthshireCC/videos/1311280965573005/>  
<https://en-gb.facebook.com/MonmouthshireCC/videos/1311192478915187/>  
<https://en-gb.facebook.com/MonmouthshireCC/videos/1311171622250606/>  
<https://www.gwynedd.llyw.cymru/en/Council/Councillors-and-committees/Being-a-Councillor.aspx>  
<https://www.wlga.gov.uk/be-a-councillor-2018>

supportive, some councillors suggest that being a councillor can affect their careers or make it difficult to re-enter the labour market. The WLGA provides a highly regarded Leadership Academy, with Academi Wales and the LGA, which is an ILM accredited programme designed to equip leading councillors with a range of skills for the role. The WLGA previously explored wider accreditation of other training programmes, but there was limited interest at the time, however, we are reviewing whether an accredited programme of training and development could be developed which would be relevant and tailored to appeal to future employers, for example, leadership development and financial management.

47. Most research suggests that political parties have the major role to play in terms of affecting change with regards diversity in democracy. Although independents are a valued and significant proportion of councillors and candidates, the majority of candidates and councillors represent political parties and therefore the parties can have a significant influence over who they recruit and select to stand for them in elections.
48. Many of the recent reports on diversity in democracy recommend significant political (if not legislative) commitment to either ensure more representative candidates lists (for example the previous commitment by some political parties to field women in 40% of winnable seats), to fielding all-women shortlists through to quotas.
49. Whilst such approaches have in the past been controversial within parties nationally and locally, they have been introduced as parties have recognised the value of ensuring a more diverse and representative democratic institution with wider life-experiences. Evidence also suggests that such initiatives are effective at engendering change.
50. There are a range of approaches that might be considered from statutory or national party quotas, to commitments to field diverse candidate lists, to more local or targeted interventions.
51. Minor parties and independents continue to play a valued and key role and will continue to compete electorally, but for example, if all by-elections that occurred during a municipal term were targeted through a voluntary agreement between the main political parties to field only all women candidate lists, gender balance could improve by up to 5% during a municipal term.
52. A wider approach, which might require some changes to electoral law regarding the nomination process, could see a similar approach adopted for 'vacant' seats, where councillors had decided to stand down or retire at the election. If such councillors were able to commit to standing-down by an early-enough deadline, political parties could agree to voluntarily field all-women candidate lists, which could see as much as a 10-15% swing in terms of gender balance at an election and gender balance could potentially be achieved in local government over a 5-year period over the course of 2 elections.
53. The practicalities and implications of such proposals would need to be explored further and are a matter for political parties to consider. The WLGA does not currently have a

policy position on quotas or other proactive political interventions, however, the WLGA may consider the merits of these as part of a wider review on Gender Equality in local government which will be commencing this autumn.

54. Even without such legislative or policy commitments, local authorities and political parties can and have made significant local progress in improving diversity of candidates and councillors, for example, Rhondda Cynon Taf County Borough Council's gender balance is 43% women (up from 37% at the 2012 elections) and 42% of councillors in Swansea Council are women (up from 39%). Both councils not only have a higher proportion of women councillors than elsewhere but are increasing the proportion at above the average rate. These experiences and successes and those from elsewhere could provide invaluable learning for others.

### **What are the potential impact of the proposals in the Welsh Government's Green Paper, Strengthening Local Government to increasing diversity in Council chambers?**

55. The Welsh Government's Green Paper outlined a positive and supportive narrative around the role and contribution of Wales' councillors. The Green Paper explicitly included a section on 'Valuing Councillors' and noted that councillors' remuneration and support arrangements needed to be addressed, as well as the scope of the role, alluding to new powers and flexibilities for councils in future.
56. It should be noted that previous Welsh Government reforms have also provided flexibilities and support for councillors, including the establishment of an Independent Remuneration Panel, care allowances regime, parental leave, sickness absence, remote attendance and support for development and training.
57. There are some possible changes in the forthcoming Local Government Bill that would be further welcomed, for example, flexibility around allowing councillors to job share (particularly for senior office holders), remote attendance reforms as well as options for the Independent Remuneration Panel to make changes to the remuneration framework.
58. The Green Paper observed:
- "Elected members are under increasing pressures...their representational role is under pressure from increased workloads, the demands of social media and the press and the impact on their personal lives...The pressures on elected members, combined with the level of remuneration, makes the role unattractive to many people who would make excellent councillors. They cannot afford either in financial or personal terms to make the commitment needed...The Welsh Government believes we should recognise the commitment involved in being a councillor and ensure they are properly remunerated, respected and recognised for the work they do in their communities."
59. However, the Welsh Government's proposed improvements to councillor remuneration and support were linked to the proposal for fewer local authorities which, in turn,



intimated a need for fewer councillors and that existing sums of remuneration and support resources could be shared between fewer councillors.

60. At this stage, it remains unclear what reforms to the roles, remuneration or support for councillors the Welsh Government is committed to bring forward in the anticipated Local Government Bill.

# **City and County of Swansea**

## **Strategic Equality Plan**

**2016-2020**

**City and County of Swansea  
Dinas a Sir Abertawe**



If you require this document in a different format, e.g. large print, Braille, audio version, etc. please contact the Access to Services Team on 01792 636731, email [accesstoservices@swansea.gov.uk](mailto:accesstoservices@swansea.gov.uk) or write to Gloucester Room, The Guildhall, Swansea, SA1 4P

## Introduction

This is the City and County of Swansea's second Strategic Equality Plan (SEP). While it is a legal requirement, it gives us the opportunity to further our commitment to equality and fairness as an organisation. The Plan's content has been designed to build on the achievements of our first SEP as well as to meet the legal duties and incorporate different areas of work. Our progress will be regulated by the Equality and Human Rights Commission.

This Plan supersedes that of 2012 – 2016. However, a final review of the previous Equality Objectives will be undertaken and published in 2016. It is important that we do so as a great deal of progress was made, both via our Equality Objectives and the additional work undertaken across the organisation. We are proud of our achievements to date, but know that there is always more to be done. Whilst we are now working in a very different economic climate, our focus remains on equality-related issues, such as tackling poverty, safeguarding vulnerable people and improving pupil attainment.

The SEP cannot be a stand-alone document. It has very close links to a number of key Council work areas, for example:

- One Swansea Plan
- Corporate Plan
- Tackling Poverty Strategy
- Communities First
- Community Cohesion
- Welsh Language
- Consultation & engagement
- Local Development Plan
- Hate crime
- Domestic abuse

Equality is a key theme throughout all of this work; in developing this Plan we have engaged with colleagues to ensure that we build on current and planned work where appropriate.

We have worked to link our equality objectives to the Council's 5 Corporate Priorities:

- Safeguarding vulnerable people
- Improving pupil attainment
- Creating a vibrant and viable city and economy
- Tackling Poverty
- Building sustainable communities

Along with our 3 Corporate Values:

- People Focus
- Working Together
- Innovation

<http://www.swansea.gov.uk/corporateimprovementplan>

You will see these links made clearly within our Equality Objectives at Appendix 1.

## **Swansea's Profile**

The City and County of Swansea currently employs over 11,000 people across three directorates. The Council is composed of 72 Councillors who are elected every four years. The Leader chairs an Executive Cabinet of 9 and full Council meets once every calendar month. There are also 14 Elected Member Equality Champions.

As an area, Swansea is home to 241,300 residents and in 2013 attracted over 4.3 million visitors.

Swansea has the 3<sup>rd</sup> highest population of the 22 Welsh Unitary Authorities, and according to the latest (2010) population estimates:

- 119,200 of the population are male compared with 121,100 who are female
- Children and young people aged 0-24 years represent 31.3% of total population (mid-year estimates 2014 (rounded))
- Over 50s represent 37.3% of the population (mid-year estimates 2014 (rounded)).

In addition, according to the 2011 Census:

- Almost a quarter of the population (23.3%) have a limiting long term illness (LLTI). Also, 6.9% of those aged 16-74 are economically inactive due to permanent sickness or disability.
- According to the annual population survey 2015, there are 29,114 Welsh speakers in Swansea.
- The 2011 Census indicated that 19.3% of the population have Welsh language skills.
- In terms of religion, 3.6% of the population belong to non-Christian faiths.
- The 2011 Census indicates that 8.5% of the Swansea population is from a minority (non-white) ethnic group, while 4% identify as 'non-White British'.

We acknowledge that this overview does not contain information across the full equality spectrum, but the additional equality information we have (which is discussed later on) has gone some way to address the 'statistical gap'.

More information on Swansea's facts and figures can be found at:  
[www.swansea.gov.uk/research\\_info](http://www.swansea.gov.uk/research_info).

## **The Legislative Background**

The Equality Act 2010 protects people from discrimination, victimisation and harassment on the basis of the following characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership (protection against direct discrimination only)
- Pregnancy and maternity
- Race
- Religion or (non-)belief
- Sex
- Sexual orientation.

This Plan is a requirement of the Welsh Public Sector Equality Duty. We have 16 regulations in Wales, and this Plan sets out how we will meet the duty and regulations and continue to improve our equality performance via our refreshed Equality Objectives (further information is provided in the next section and at Appendix 1).

In developing this Plan and our Equality Objectives, we have not looked at the protected characteristics in isolation. Our evidence continues to highlight the inherent links between inequality and socio-economic aspects. Other issues include poverty, community cohesion, domestic abuse and educational attainment – but there are many others and lots of these concern a number of protected characteristics. The issue of ‘equality’ as a whole is now much more focused on fairness for people and communities, rather than individual ‘equality strands’.

### **United Nations Convention on the Rights of the Child (UNCRC)**

Since becoming the first local authority to embed the UNCRC into its Policy Framework, we have developed a Children & Young People’s Rights Scheme, which sets out our arrangements to ensure compliance with the due regard duty.

The Children & Young People’s Rights Scheme was launched in November 2014. Our focus has since turned to the monitoring, compliance and local visibility of children’s rights.

A UNCRC Action plan has been developed, which is based on clearly identified priorities and encompasses a whole council approach to children’s rights.

There are five key areas, which focus on:

1. Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the Council, which

might affect them, as required in the Children and Families (Wales) Measure 2010

2. Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea including other statutory and key voluntary partners
3. Promotion and awareness raising of the UNCRC
4. Ensuring appropriate and robust mechanisms in place to receive feedback and complaints in relation to the UNCRC
5. Ensuring compliance, accountability and impact of the UNCRC due regard duty which is evidence based.

As well as incorporating children's rights into our Equality Impact Assessment process, we have developed equality objectives that encompass children's rights alongside protected characteristics.

### **Older People's Strategy / Ageing Well in Wales Programme**

A combined Older People's Strategy and Ageing Well Plan has been developed and submitted to the Welsh Government and Older People's Commissioner. Locally, a partnership Ageing Well Plan (merged with our Strategy) has been developed in conjunction with the Local Service Board.

We have been implementing the Strategy for Older People with our partners since 2003/4. Work has commenced on implementing the third phase of the Strategy (Living Longer Living Better 2013-23) with the vision that:

- people in Wales feel valued and supported, whatever their age.
- all older people in Wales have the social, environmental and financial resources they need to deal with the opportunities and challenges they face.

In January 2014 the Council's Cabinet signed the Dublin Declaration on age-friendly cities and communities in Europe. In September 2014 the Council resolved to work towards making Swansea a Dementia Supportive Community.

### **Developing Equality Objectives & Engagement**

As for our first set of Equality Objectives, a group of staff from across the Council were brought together in May 2015 and tasked with updating the existing Equality Objectives within their individual services, with support and advice from key officers.

Alongside this group, initial engagement was undertaken with local equality groups. The information and ideas gathered were shared with the staff involved. The Access to Services Team also provided information and

suggestions, based on feedback received and information gathered as part of its work. Senior managers also had the opportunity to feed into this process.

As part of the ongoing engagement process, we contacted a large number of local groups and individuals, inviting them to have their say. We offered a variety of opportunities and activities:

- Drop-in sessions – an opportunity for everyone to have their say in a more informal setting
- Group visits – either a meeting or an informal discussion – depending on the group's preference
- Feedback via email –so that people can have their say without having to speak to us themselves
- The opportunity to complete an online survey
- A Big Conversation event with children and young people
- Stakeholder / forum meetings.

We received close to 200 individual comments, which were passed on to the relevant Council services in order for officers to both respond to the feedback and make changes to their objectives. We received a lot of feedback relevant to schools, which has been shared with all head teachers in Swansea.

We will collate all of the feedback and responses into a single document and publish it at [www.swansea.gov.uk/sep](http://www.swansea.gov.uk/sep).

We have also set an Equality Objective around consultation and engagement, which includes the implementation of our new Consultation and Engagement Strategy. We will continue to seek out the most effective methods of engagement via our existing links to local community groups and organisations. We will also continue to seek out new groups and communities.

## **Equality Information and Objectives**

Our Equality Objectives are:

1. Ensure equality of access to services
2. Undertake a range of work focused on safety, including hate crime, modern slavery, protection of vulnerable people, etc.
3. Develop a whole Council approach to the United Nations Convention on the Rights of the Child (UNCRC), to meet our commitments contained within the Children and Young People's Rights Scheme
4. Continue to improve Social Services provision within both Adult and Child & Family Services, ensuring that the service user's needs are at the centre of all planning and commissioning activities
5. Improve pupil attainment and continue to close performance gaps
6. Provide equality support for schools
7. Provide opportunities via apprenticeships and work placements
8. Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as well as families with young children

9. Improve access to public transport by bus for disabled and older people, as well as families with young children
10. Ensure we tackle and alleviate the effects of poverty
11. Ensure consultation and engagement is inclusive and undertake awareness raising activities
12. Work on health and sport initiatives that focus on outcomes for our communities
13. Continue to improve staff and Member awareness of equality and diversity issues
14. Comply with the Procurement and Assessment of Impact regulations set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011.

The objectives have been designed to cover both whole-authority opportunities and specific services or themes, which are of particular importance to protected groups. We have utilised a number of sources in their development, including:

- Outcomes of engagement activities with equality groups
- National and local evidence
- Equality Impact Assessments
- Corporate priorities
- Existing strategies and plans
- United Nations Convention on the Rights of the Child (UNCRC)
- Children and Young People's Rights Scheme
- Business plans from the Council's service areas
- Older People's Strategy
- Ageing Well in Wales Programme

In 2011 a local evidence base was collated, and consisted of national and local information, based on the themes of the Equality and Human Rights Commission report ['How Fair is Wales?'](#). The Commission have recently published an update, 'Is Wales Fairer?' We will use this to review and update our information – and may amend our Equality Objectives as a result.

### **Assessment of Impact**

This is another requirement of the legislative duties, and we have updated our process a number of times, both in response to the Equality Act 2010 and local developments. Our Equality Impact Assessment (EIA) process now incorporates a number of equality-related issues such as poverty and social exclusion, children's rights, community cohesion, carers and Welsh language. It has had a positive reception from colleagues as being user-friendly and helpful in identifying potential issues. We will continue to use it as our assessment of impact tool, making revisions as and when needed.

Our process consists of the following steps:

- Screening for relevance – a short form that helps colleagues to ascertain whether or not a full EIA is required.



- EIA report – a concise template that takes colleagues through the full assessment process. This is in a report format that contains a series of open questions, taking colleagues through all relevant considerations in relation to assessing any positive, negative or neutral impact.
- Review – a series of questions that ensure colleagues know exactly what to do at the point of an EIA review.

Every step is supported by guidance, as well as advice and support. This is particularly important given the increased range of issues covered by the process:

- Every service area has a dedicated support officer to provide tailored advice, help and expertise at any time.
- An e-learning tool based solely on EIAs has been developed.
- A series of short guidance documents are provided to all staff tasked with completing EIAs.

Consultation and engagement remains a key part of the EIA process, and we will undertake further work to ensure that this includes children and young people where needed, based on our commitment to the UNCRRC.

In the interests of openness and transparency, we will continue to publish all completed EIA reports on the Council's [website](#). We will also continue to undertake EIAs as part of our budget process.

A corporate Equality Objective has been set around EIAs and Procurement; this can be found at Appendix 1.

## **Recruitment and Employment Information**

Under our legislative duties, we must collect and publish a range of recruitment and employment information on an annual basis. This includes data on all protected characteristics, as well as additional information requirements for gender and pay difference.

Additional information must be published on our training provision – this will also be required for all protected characteristics and reported annually.

This information will be published in our Annual Review Report. However, the amount of data gathered will fully depend on our staff; colleagues do not have to declare any equality monitoring information, so work continues to ensure that people understand the reasons behind the data collection (and feel comfortable disclosing personal information).

The Council implemented Single Status for all staff in terms of Pay & Grading and Terms & Conditions on 1st April 2014. The concept of equality was central to this work and our EIA process has been utilised throughout. It has already informed the Council's negotiating position in relation to a number of Terms and Conditions. The Council engaged Northgate to assist us to carry out an EIA in respect of our new pay model.

The Council implemented the Living Wage for employees in April 2013 at £7.45 per hour. This resulted in us amending our Pay Model so that Spinal Column Point 10 was increased to £14,374 p.a. (£7.45 per hour) from the nationally agreed rate of £14,013 p.a. Following the National Pay Award for 2015, the Living Wage rate increased to £14,689 (£7.61 per hour).

### **Knowledge, Awareness and Training**

While the legislative duties require the reporting of data (as outlined above), we must also:

- promote knowledge and understanding of the general and specific duties amongst our employees
- use any performance assessment procedures to identify and address training needs of employees in relation to the duties.

There are clear learning needs within our commitment to the UNCRC, as well as the Ageing Well agenda.

Our Corporate Learning and Development Team (as well as some of our other departments) has set an Equality Objective to continue to meet these requirements and undertake activities based on the emerging work areas. These are contained in Appendix 1.

### **Procurement**

We will:

- ensure that the Authority's commitment to equality and diversity is supported effectively throughout our procurement processes
- ensure that the Council's procurement policies and practices fully meet the requirements of legislation
- support the Welsh Language scheme throughout the procurement process.

A corporate Equality Objective has been set around Procurement and EIAs; this can be found at Appendix 1.

### **Publication, Monitoring and Review**

This plan will be published in full on our website and available in different formats on request. We will also publish a summary of the plan and an easy-read version.

The plan will be promoted via our links with different community organisations and forums.

We have an obligation to report on our Equality Objectives' progress annually. Our annual review reports will also contain employment and training monitoring information, as required by the legislative duties. We will also

report on additional information based on progress made outside of our Equality Objectives. Our reports are submitted to the Equality and Human Rights Commission and published on the Council's website.

Under the Children & Young People's Rights Scheme, we are committed to publishing an annual progress report on the implementation and promotion of children and young people's rights in Swansea.

We will continue to involve staff, Councillors and stakeholders in this process as appropriate. Our Executive Board and Cabinet will also be part of the annual monitoring and review process.

## Appendix 1 - Equality Objectives

### Equality Objective 1 – Ensure equality of access to services

#### Corporate Priority link: Safeguarding vulnerable people

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Poverty &amp; Prevention</b>			
Develop arrangements with the Corporate Complaints Team to ensure accessible mechanisms for addressing any issues arising in relation to children's rights in Swansea (including signposting to advocates and providing feedback)	2016	Robust systems in place to effectively deal with feedback and complaints from children and young people (or their representatives) if they think that we have fallen short of our commitment to the UNCRC	Julie Gosney
Continue facilitation of Play Access Group and BME Family and Play Group	2019 – feeding into the Play Sufficiency Audit	Identification of issues and actions to ensure accessibility of Play provision	Steve Cable / Jackie Rees Thomas
Provide a range of services through the Families First programme targeted at families with disabled children	March 2017	Increased number and percentage of families with disabled children accessing formal and informal respite	Mark Gosney
<b>Communications and Customer Engagement</b>			
Introduce a new British Sign Language service at the Contact Centre	January 2017	Improved access to council services for Deaf people	Julie Nicholas-Humphreys
Introduce a SMS texting service for residents	January 2017	Improved access to council services for all, particularly d/Deaf people	Julie Nicholas-Humphreys
Provide additional support to Contact Centre customers by having staff positioned at the	Review effectiveness	To provide a high level of service to customers based on individual	Julie Nicholas-Humphreys

Associated actions	Deadline	Expected outcomes	Responsible Officer
entrance to assist as needed	every six months	needs	
<b>Housing &amp; Public Protection</b>			
Develop a Rents Strategy. Part of this strategy will ensure that the arrears recovery process is easy to understand and takes account of customer needs, particularly those who may be vulnerable	2016	Help, advice and support is available and accessible to all those who want or need it.	Judith Williams / Sandra White
Continue with programme of customer access audits of Housing and Public Protection services to ensure that services are accessible to everyone	Annual monitoring by November of each year	To ensure services remain accessible	Lynda Grove
Incorporate all relevant equality issues into the new Local Housing Strategy	2016	To address the housing needs of local communities	Peter Williams
Raise awareness of the availability of Disabled Facilities Grants particularly in terms of disabled children and young people	2016	Increased numbers of children and young people needing adaptations accessing the service	Mark Wade
Produce a strategy as part of the More Homes project for using Housing Revenue Account resources to provide more Council Housing, which will help meet the needs of a diverse community	2016	The construction of more Council homes to help address the shortage of affordable homes in Swansea	David Evans
Provide burial/cremation arrangements in line with the requirements of Swansea's diverse community	Monitored monthly	The burial and cremation arrangements offered meet and demonstrate respect for the diverse needs of the local community	Noel Evans
Develop protocol for inspection of dwellings proposed to be used to accommodate	2016	Improved standards of accommodation with benefits to	Paula Livingstone

Associated actions	Deadline	Expected outcomes	Responsible Officer
asylum seekers		health of occupiers	
<b>Legal and, Democratic Services</b>			
Continue to review Polling Stations; seeking to improve them to ensure a positive experience for the voter	Elections: May 2016 and May 2017	Improve access to polling stations wherever possible  Continue to monitor and seek alternatives	Huw Evans
<b>Cultural Services</b>			
Continue project in libraries to introduce or improve the computer skills of the over 50s	2016 and ongoing	Improve the IT awareness and accessibility for residents aged 50+	Karen Bewen-Chappell / Caroline Tomlin
Consider sourcing and implementation of additional/improved visual impairment computer aids in libraries	2016	Improve the accessibility of library services (especially IT) to visually impaired people	Karen Bewen-Chappell / Caroline Tomlin
Continue variety of activities that takes Swansea Museum to older people and groups	2016	Increased access to the Museum by taking activities to people who may not otherwise access the service	Phil Treseder
Explore the history and heritage of the LGBT community as an option for the Museum programme	2018	To curate and recognise the contributions of the LGBT community to the culture of Swansea	Phil Treseder
Undertake a range of equality-focused activities at the Glynn Vivian, working with groups such as children & young people, disabled people, BME and LGBT communities	2018 – and continue to monitor	Activities will include: – targeted workshops with BME & LGBT Youth groups – opportunities for hard to reach young people to participate in creative activities that lead to	Katy Freer / Tom Goddard

Associated actions	Deadline	Expected outcomes	Responsible Officer
		<ul style="list-style-type: none"> <li>qualifications, training and experience</li> <li>– work with Communities First to create opportunities for families living in low-income households to participate</li> <li>– increase the reach of our Schools Service</li> <li>– work in partnership with residential care homes, sheltered accommodation schemes, GPs and hospitals, community venues</li> </ul>	
Continue to deliver Dylan Thomas Centre Heritage Lottery Fund Project Activity Plan	2017	To improve the accessibility of the Dylan Thomas service and ensure learning and participation opportunities can be accessed by all	Nicola Kelly / Lee Aspland

**Equality Objective 2 – Undertake a range of work focused on safety including hate crime, modern slavery, protection of vulnerable people, radicalisation and extremism etc.**

**Corporate Priority link: Safeguarding vulnerable people**

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Poverty &amp; Prevention</b>			
Develop a Hate Crime Strategy	March 2017 with annual	Increased number of training sessions delivered, leading to	Helen Clancy / Paul Thomas

Associated actions	Deadline	Expected outcomes	Responsible Officer
Increase understanding of hate crime and awareness of how to report it amongst staff and key partners	monitoring thereafter	<p>increased awareness of hate crime and how to report it Increased number of hate crime cases reported</p> <p>Hate Crime Stakeholder Action Plan developed and monitored</p>	
Maintain a framework for the delivery of Prevent interventions and support to vulnerable individuals at risk of or being drawn into violent and/or non-violent extremism.	2020 - with action plan reviewed and updated annually	<p>Continue delivering awareness events and WRAP Training to appropriate safeguarding/teaching staff/social care/other frontline personnel.</p> <p>Integrating the radicalisation of vulnerable people into mainstream safeguarding/social care framework for adults and children thereby increasing access to services.</p> <p>Increased number of Channel referrals requiring support and intervention.</p> <p>Chair and maintain the multi-agency Channel Panel for Swansea (statutory duty).</p>	Paul Thomas / Sandra Perrett
Increase awareness amongst staff and partner organisations on modern slavery and how to signpost victims	March 2017 with annual monitoring	Increased number of training sessions delivered and increased awareness of modern slavery and	Riaz Hassan



Associated actions	Deadline	Expected outcomes	Responsible Officer
	thereafter	how to report it	
Continue role of BME Family and Play Group within cross-sector Play Network in relation to hate crime awareness and understanding of modern slavery	2019 – feeding into the Play Sufficiency Audit	Identification of key issues and learning shared across local play sector	Steve Cable /Jackie Rees-Thomas
Establish a working group to explore opportunities in relation to confidence and safety in getting around the City and County of Swansea	2017	In the first instance, identification of key issues and opportunities	Jacki Rees-Thomas / Julie Gosney / Sherill Hopkins
<b>Housing &amp; Public Protection</b>			
Review the Statement of Policy for Licensing in respect of alcohol, entertainments and late night refreshment, taking particular account of the need to ensure protection of children	July 2018	An up-to-date policy that assists service users and decision makers	Lynda Anthony
Review the Council's policy in respect of gambling, taking particular account of the need to ensure protection of children and vulnerable people	January 2019	An up-to-date policy that assists service users and decision makers	Lynda Anthony
Raise awareness of doorstep crime and scams to prevent older people becoming victims	2016 and ongoing campaigns will take place	Vulnerable people are empowered with knowledge and support to prevent them from becoming victims	Dave Picken
Provide training and raise awareness with support agencies in identifying scams	2016 and ongoing training will take place	Support in place for victims	Dave Picken
<b>Highways &amp; transportation</b>			
Undertake Safer Routes in Communities	Annually	Increased awareness and	Mark Thomas

Associated actions	Deadline	Expected outcomes	Responsible Officer
project with schools		promotion of walking / cycling	

**Equality Objective 3 – Develop a whole council approach to the United Nations Convention on the Rights of the Child (UNCRC), to meet our commitments contained within the Children and Young People’s Rights Scheme**

**Corporate Priority link: Safeguarding vulnerable people**

Associated actions	Deadline	Expected outcome	Responsible Officer
<b>Corporate Actions</b>			
Increase knowledge and understanding of the UNCRC by ensuring all staff attend/participate in the UNCRC corporate training	2017	<p>Increased number of employees working indirectly with children &amp; young people to complete online universal training</p> <p>Increased knowledge and understanding of UNCRC evidenced through follow-up online survey</p> <p>Appropriate action taken by service managers to promote and ensure service representation at UNCRC training sessions</p>	All departments
Promote and raise awareness of the UNCRC by embedding children’s rights within day to day practice and utilising the Children’s Rights logo in all promotional activity	2017	<p>Services to include ‘Dilly’ the Rights Mascot as appropriate</p> <p>Increased promotion of children’s rights through the use of social</p>	All departments

Associated actions	Deadline	Expected outcome	Responsible Officer
		media	
Ensure quality opportunities for Children & Young People's voice in policy/service developments that affect them	Ongoing with annual monitoring	Increased engagement of children and young people by services to ensure their views and opinions are captured and considered	All departments
<b>Poverty &amp; Prevention</b>			
Continue to embed Children's Rights in all practice and procedures within the department and with partner commissioned organisations	2017	Rights based practice embedded across all teams within Poverty & Prevention  UNCRC to be included in all commissioned services contracts e.g. Families First/Communities First/Flying Start	Jane Whitmore
Raise awareness of "Big Conversation Mechanisms", ensuring children & young people have an understanding of a variety of opportunities to have their voice heard	2017	Increased engagement with children & young people and a clearer link and understanding between school councils and other groups of the Big Conversation Mechanisms	Julie Gosney / Katie Spendiff / Tom Jones
Develop a communication strategy and campaign plan with key objectives to be delivered across the whole of Swansea	2016	Campaign plan established to promote and raise awareness of Children's Rights	Julie Gosney
Establish a working group to explore issues around gender stereotyping	2017	In the first instance, identification of key issues and opportunities	Jacki Rees-Thomas / Julie Gosney / Sherill Hopkins

**Equality Objective 4 – Continue to improve Social Services provision within both Adult and Child & Family Services, ensuring that the service user’s needs are at the centre of all planning and commissioning activities**

**Corporate Priority link: Safeguarding vulnerable people**

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Child and Family Services</b>			
Further develop our front door service in accordance with the Social Services and Wellbeing (Wales) Act to enable equitable access to information, advice and assistance about statutory services and the preventative sector	2016	Developments to include child and young people friendly resources and opportunity for multilingual interface	Teresa Mylan Rees / Sandra Doolan
Develop a service for perpetrators of domestic abuse including 1:1 and group work, informed by service user feedback, which supports the work already being undertaken with women and children where dv is a feature in their lives	2016	Provide a holistic service to families.	Teresa Mylan Rees / Sandra Doolan
Implement the Active Offer of Advocacy Arrangement to help ensure children and young people have access to additional support to have a voice in the decisions that affect them	2016	More children and young people take up the offer of having an advocate	Mike Holding
Develop and implement Looked After Children Review arrangements, which enable children and young people to lead on their reviews	2017	More children and young people take up the offer of taking a lead in their LAC reviews	Mike Holding
Further develop and implement the Signs of Safety Methodology within Social Work	2017	Children can live safely with their family network or, if they cannot,	Nichola Rogers

Associated actions	Deadline	Expected outcomes	Responsible Officer
Teams. This is a strengths based model which promotes the voice of the child, includes their family and wider networks in safety planning and is focused on outcomes		they know why (through words and pictures)  Social Work Teams can consistently and confidently work with children and families using the Signs of Safety Methodology	
Develop a Child Disability Strategy consulting with children, young people, families, multiagency partners and the third sector to ensure that disabled children and their families can access a range of provision across the continuum of need – accessing the right opportunity/service from the right place at the right time	2017	Disabled children can reach their potential  Parents and carers have the opportunity to be involved in service planning	Nichola Rogers
Develop a leaving care service in partnership with a third sector provider. Final 'shape' of the new service to be informed by partners and young people's views	2016	Ambition is to ultimately create a service which enables improved access to a range of opportunities to address the varying needs of all care leavers including life skills, housing, health, education employment and training	Haydn Nelson
Develop a comprehensive support and review framework for all individuals awarded a Special Guardianship order. Services to include training opportunities for carers, groups for young people and general advice and assistance via a dedicated team	2016	Clear and easily accessible support services available at the most appropriate level ranging from general advice and support through to more intensive casework	Haydn Nelson

Associated actions	Deadline	Expected outcomes	Responsible Officer
		To support children and young people to remain cared for in their families of origin or with familiar known adults	
In accordance with the Social Services and Wellbeing (Wales) Act, develop policy and procedures for a Swansea "When I'm Ready" scheme in line with Welsh Government Guidance. This will enable more young people to remain with their foster carers beyond the age of eighteen and until they are ready for independence	2016	Improve the life chances of care leavers by providing continuous security of a foster placement into a formalised lodging arrangement	Haydn Nelson / Richard Evans
Develop an updated Disability Strategy for Children in accordance with the Social Services (Wales) Act. This will include greater involvement of parents and carers in Care planning via the increased use of Direct Payment packages	2016	Increased bespoke packages of support for all disabled children eligible for support	Nichola Rogers
Further establish Social Services involvement in the provision of support for children who require therapeutic support by <ul style="list-style-type: none"> <li>– continued and active membership by the Head of Service of Child and Family in the Mental Health Planning Group</li> <li>– – developing packages of therapeutic support for children,</li> </ul>	2016	Increased use of therapeutic packages of support for children and significant adults of children who are <ul style="list-style-type: none"> <li>– Looked After</li> <li>– Subject to Special Guardianship Orders</li> <li>– at risk of becoming looked</li> </ul>	Karen Benjamin

Associated actions	Deadline	Expected outcomes	Responsible Officer
families and significant adults from the recently established Internal Therapy Team		after by the local authority	
<b>Adult Services</b>			
Further develop safeguarding measures for vulnerable adults in a safer, personal and more timely way	2016	Ensure that safeguarding measures are meaningful to adults at risk and wider family members. Respecting autonomy and independence	Ffion Larsen / Cathy Richards
Improve the deprivation of liberty and safeguarding (DOLS) processes	2016	To robustly manage the DOLS process and protect the rights of service users, ensuring they don't suffer harm  Caring for people who need extra protection may mean restricting their freedom to the point of depriving them of their liberty	Ffion Larsen / Cathy Richards
Review integration with health in the three community hubs	2016	Review existing integration initiatives to ensure focus and that all key partners have a shared vision	Alex Williams
Continue to transform adult service in order to ensure a citizen directed service	2016	Integrate other adult services teams with health to provide and improve service user experience of health, care and support	Alex Williams / Ffion Larsen
Further review Commissioning Plans for Adult Services	2016	Commissioning plans to be reviewed to ensure that the	Alex Williams

Associated actions	Deadline	Expected outcomes	Responsible Officer
		activities needed to reach the outcomes sought are being delivered. Experiences of service users, providers and commissioners will be captured so that this learning leads to improved services	
Web pages updated as appropriate to improve access to information, assistance and advice	2017	Developments include user friendly resources with multilingual interface. The upgrade will provide equal access to good quality information, including preventative services	Alex Williams
Develop Adult Social Work practice framework. This approach needs to be strength based and outcome focused, to promote the voice of service users, their families and the wider community	2017	To help service users reach their potential according to their individual needs  Adult social work teams can consistently and confidentially work with adults (service users) their families using the same methodology	Alex Williams
Further develop our front door service in accordance with The Social Services and Wellbeing (Wales) Act to enable ease of access to information, advice and assistance and also preventative services	2017	Development include user friendly resource and opportunities for multilingual interface	Andrea Preddy / Ffion Larsen
Continue to increase the take up of Direct	2017	Developments include pilot project	Alex Williams / Ffion



Associated actions	Deadline	Expected outcomes	Responsible Officer
Payment as a way to ensure that people with eligible social care needs are able to access services that are suitable to their needs		in the North Integrated Hub to increase the number of service users accessing direct payments. The aim is to offer service users more choice and control over the type of help and support needed	Larsen / Andrew Morgan
Ensure current assessment tool is compliant in accordance with Welsh Government recommendations in preparation for the implementation of The Social Services and Wellbeing (Wales) Act	2016	Increased information gathered about protected characteristics of people who are eligible for social services	Ffion Larsen / Cath Stallard

### Equality Objective 5 – Improve pupil attainment and continue to close performance gaps

#### Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Education and Poverty &amp; Prevention</b>			
Children and young people from ethnic minority backgrounds continue to achieve at least as well as their peers at end of Key Stage 4	Annual analysis of Key Stage 4 results in autumn term.	Performance levels continue to be as high as those of their peers at end of Key Stage 4	Diane Vanstone
Learners from Asian Bangladeshi backgrounds achieve at least as well as their peers at end of Key Stage 4	Annual analysis of Key Stage 4 results in autumn term.	Improving trend is maintained	Diane Vanstone
Maintain improving trends in assessment of boys and girls at KS2 and KS3	Annual analysis of Key Stage 2	Improving trend is maintained	Helen Morgan-Rees

Associated actions	Deadline	Expected outcomes	Responsible Officer
	and 3 results in autumn term		
Close the performance gap between boys and girls	Annual analysis of results in autumn term	Performance gap reduces	Helen Morgan-Rees
Close the performance gap between pupils who receive free school meals and those who don't	Annual analysis of results in autumn term	Performance gap reduces	Helen Morgan-Rees
Reduce inequalities in school readiness	2019	Children to be achieving their developmental norms, or to be within six months of their appropriate developmental stage by the time they are assessed at 3 years.	Sian Bingham

### Equality Objective 6 - Provide equality support for schools

#### Corporate Priority link: Improving pupil attainment

Associated actions	Deadline	Expected outcomes	Responsible Officer
Continue progressive improvement to access to infrastructure in schools	Annual return to Welsh Government, March	Accessibility to schools infrastructure improves	Brian Roles
Young people from Gypsy and Traveller communities are offered appropriate access to secondary education and support in engaging with those opportunities	2017 with termly monitoring	Increased take up of education opportunities and outcomes for pupils from Gypsy and Traveller communities	Gavin Evans

Associated actions	Deadline	Expected outcomes	Responsible Officer
Launch tool for Recording of Identity Based Bullying across all schools	August 2016 with termly analysis	Tool launched and data analysed termly	Rhodri Jones
Review guidance to schools on Strategic Equality Plans and present update to Headteachers at a termly meeting and via the schools newsletter	2016	Guidance reviewed and amended to include UNCRC and other developments. Presentation delivered and briefing note published	Rhodri Jones / Sherill Hopkins / Julie Gosney
Continue the contractual agreement with UNICEF UK to embed the Rights Respecting Schools Award in all schools in Swansea	2017	All schools in Swansea achieve level 1 Rights Respecting status by 2017	Julie Gosney / Jane Whitmore
Ensure schools are protecting children and young people from being drawn into terrorism by having robust safeguarding policies in place to identify children at risk, and intervening/supporting them as appropriate.	2020 - with action plan reviewed and updated annually	Delivering Awareness training to staff and ensuring schools are aware of Home Office guidance and toolkits.  All schools are aware of their duty under the Counter Terrorism & Security Act 2015 and are acting on it.	Paul Thomas / Sandra Perrett / Paul Henwood
Ensure schools are directed to relevant Welsh Government guidance so this can be practiced in schools, for example: provision of counselling, specific equality-related advice and information and any relevant training for school staff, pupils and governing bodies	As guidance is issued	Schools can demonstrate they have promoted good practice  Children and young people have the information they need	Rhodri Jones
Develop and publish Transgender Guidance for schools	2017	Transgender Guidance published and promoted to all schools	Rhodri Jones

Associated actions	Deadline	Expected outcomes	Responsible Officer
Stonewall training offered to all schools via Education through Regional Working (ERW)	2016	Training delivered to Swansea schools	Rhodri Jones

**Equality Objective 7 - Provide opportunities via apprenticeships and work placements**  
**Corporate Priority link: Improving pupil attainment**

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Corporate Building and Property Services (CB&amp;PS)</b>			
Work experience placements – provide quality opportunities to students to experience the real workplace. Enable a student to understand and develop the necessary skills to equip them for their chosen career path	Ongoing - as placements are arranged	On completion of the placement the student will have developed work related skills and have an enhanced knowledge for their chosen career path	Nigel Froom
Ensure that all future recruitment within CB&PS continues to be undertaken within the realms of the Equality Act 2010; paying particular attention to the apprenticeship recruitment programme. Further develop links with external groups/organisations to enable wider awareness of the initiative and support CB&PS. The continuation of the apprenticeship programme is dependent on future budget approval	Annually	The most suitable candidates would be attracted, selected and retained. Active commitment to equal opportunity can be evidenced The recruitment programme will give due regard to the Council's commitment to the UNCRC and will endeavour to tailor the training according to an individual's needs. All apprentices to be assigned a trained mentor	Emma Lewis

**Equality Objective 8 - Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as well as families with young children**

**Corporate Priority link: Creating a vibrant and viable city and economy**

Associated actions	Deadline	Expected outcomes	Responsible Officer
Implement the Pavements for People Policy	Ongoing	Successful implementation and monitoring	Stuart Davies
Review accessibility of street furniture, e.g. seating	2017	Review complete with appropriate actions scheduled	Bob Fenwick
Installation of dropped kerbs to assist access where needed	Case by case basis	Installations undertaken – decisions made on a case by case basis	Bob Fenwick
Ensure all new pedestrian crossings are designed to ensure safety for all	As new crossings are developed	New crossings will ‘track’ pedestrians and extend timings to ensure safety	Mark Thomas
Consider equality issues when designing highway and traffic schemes	As projects are designed	Issues incorporated in design process for each project	Mark Thomas
Provide permits for qualifying care organisations and carers to park within residents parking bays	As needed	Permits provided where needed to assist carer role	Mark Thomas

**Equality Objective 9 - Improve access to public transport by bus for disabled and older people, as well as families with young children**

**Corporate Priority link: Creating a vibrant and viable city and economy**

Associated actions	Deadline	Expected outcomes	Responsible Officer
Promote the RNIB REACT system for visually impaired people at the Bus Station	Ongoing	The bus station web pages will be updated to provide information on	Cath Swain

Associated actions	Deadline	Expected outcomes	Responsible Officer
The system gives audio messages about the services at each departure bay and provides a wayfinding tool in association with the tactile strip through the concourse		this facility Information and instructions on how to use the REACT system will continue to be available at the Bus Station Information desk	
Continue to implement programme to provide raised kerbs at bus stops to allow easy access for all passengers. Continued engagement with disability groups	Ongoing	Improvements made, including raised kerbing as well as new bus shelters and electronic passenger information displays	Cath Swain

## Equality Objective 10 – Ensure we tackle and alleviate the effects of poverty

### Corporate Priority link: Tackling poverty

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Poverty &amp; Prevention</b>			
Through the Families First and Flying Start programmes, deliver a range of services to children, young people and their families to improve outcomes, through interventions such as Parenting, Language and Play etc.	March 2017	Increased number of families reporting improved family resilience  Increased number of individuals: <ul style="list-style-type: none"> <li>– engaged in Families First and Flying Start provision</li> <li>– reporting that their financial situation has stabilised or improved</li> <li>– reporting an improvement in emotional/health well-being</li> </ul>	Sian Bingham

Associated actions	Deadline	Expected outcomes	Responsible Officer
Promote and provide a range of upskilling opportunities on a multi-agency basis in order to achieve quality services through the workforce development approach. This will include training on Motivational interviewing, Team Around the Family (TAF), Solutions Focused Thinking, etc.	March 2017	Increased numbers of confident /competent staff trained in order to deliver through the TAF approach  Number of attendances at training courses	Sue Peraj / Sian Bingham
Identify those young people who are most at risk of becoming NEET and provide them (and their families) with the personal support they require to remain engaged with education, employment and training	October 2017 – annual snapshot	Increased numbers of young people supported and/or engaged with education, employment or training	Gavin Evans
Continued use of Child Poverty Impact Assessments for Play	2019 – feeding into the Play Sufficiency Audit	Show positive & negative impacts of play on poverty and identify areas for improvement	Steve Cable
Food Poverty Community Interest Company: Create a food enterprise to tackle food poverty and feed people well in Swansea	2017	Feasibility study completed to inform the Business Plan and secure investment prior to launch	Amanda Owen
Deliver a range of services through the Communities First, Communities for Work and LIFT Programmes that support people and families in our most deprived communities to improve their opportunities	March 2017	Increased numbers of eligible participants achieving outcomes across the programmes that improve their opportunities	Karen Grunhut / Anthony Richards / Programme Managers
Provide a welfare rights training programme to support staff from City & County of Swansea and partner organisations to negotiate the significant changes to the	2017	Deliver 130 advice line sessions each year  Increase support staff's awareness	Karen Grunhut / Jane Storer

Associated actions	Deadline	Expected outcomes	Responsible Officer
benefits system resulting from Welfare Reform		and confidence in supporting clients to access benefits entitlement	
<b>Finance &amp; Delivery</b>			
Provide support for Universal Credit (UC) applicants by providing two digital self-serve zones in the Contact Centre, as UC is an on-line application. Our customer service team will provide digital support, assistance with making on-line applications and UC advice and information to customers. A Personal Budgeting Support service has also been arranged for appropriate UC customers	Assess effectiveness every six months	Digital zones in place and support (digital and personal budgeting) to be provided as required and agreed with DWP	Rose McCreesh
Provide a dedicated take-up advice line and email address to offer welfare advice to customers, which includes advice on how to claim Housing Benefit, Council Tax Reduction Discretionary Housing Payment and help and advice on welfare reform changes and other welfare benefits	Assess effectiveness every six months	Access to advice and guidance as needed	Rose McCreesh
Proactively support all HB cases affected by the Benefit Cap	Ongoing and activity will increase when cap value falls	Effective support provided as needed	Rose McCreesh
Work with other organisations such as Age Cymru, Swansea Carers' Centre and DWP Visiting Team to provide advice and	Assess effectiveness every six months	Effective advice provided in partnership	Rose McCreesh



Associated actions	Deadline	Expected outcomes	Responsible Officer
guidance on Benefits, Council Tax Reduction and Council Tax discount schemes			
Work with Foodbanks such as the Swansea Foodbank (where we are the highest distribution agent), Eastside Foodbank and the Swansea Mosque Foodbank. For all foodbanks we will act as a referring agent and provide welfare benefit advice to the foodbanks to assist customers in food crisis	Assess effectiveness every six months	Effective advice provided in partnership	Rose McCreesh
Provide advice to parents and schools on Free School Meals and Uniform Grant queries	Assess effectiveness every six months	Maximise entitlement to Free School Meals and Uniform Grants	Rose McCreesh
Provide advice and information to customers on a range of assistance available, e.g. Warm Home Discount, Welsh Water Assist, Healthy Start Vouchers, Discretionary Assistance Fund, Passport to Leisure, etc.	Assess effectiveness every six months	Raise awareness of how to maximise income	Rose McCreesh

**Equality Objective 11 - Ensure consultation and engagement is inclusive and undertake awareness raising activities**  
**Corporate Priority link: Building sustainable communities**

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Communications and Customer Engagement</b>			
Implement new corporate Consultation and Engagement Strategy, including	March 2017	Strategy implemented and corporate consultation programme	Rhian Millar

Associated actions	Deadline	Expected outcomes	Responsible Officer
<p>continuation of corporate consultation programme</p> <p>Ensure that clear arrangements to embed children and young people's participation is included within new Strategy</p>		<p>undertaken with results used to inform service development as appropriate</p> <p>The strategy meets the Statutory Duty set out in the Child and Families (Wales) Measure and arrangements for children and young people's participation are clearly set out</p>	
<p>Continue programme of equality engagement with key forums and groups including: Disability Liaison Group, BME Forum, LGBT Forum and 50+ Network</p> <p>Continue to support equality-related events in association with these forums and groups</p> <p>Improve engagement with local disability groups via the Disability Liaison Group</p>	Assess effectiveness annually	Ongoing engagement to ensure involvement, effective communication and support for equality groups	Rhian Millar
<p>Review the City and County of Swansea Local Service Board &amp; Healthy City Board Ageing Well and Strategy for Older People Action Plan 2015 – 2019</p> <p>Include work with Swansea Network 50+ and other relevant engagement mechanisms / methods with older people in</p>	Annually	Ongoing engagement to ensure involvement of older people in the effective development and delivery of the Ageing Well Plan	Paul Thomas / Rhian Millar

Associated actions	Deadline	Expected outcomes	Responsible Officer
the annual review			
Organise an event to include an Annual Meeting of Swansea Network 50+ and a public event to mark UK Day of Older People	Annually	Older people are aware of progress on the delivery of the Ageing Well Plan and informed about sources of help and advice that are available to them	Rhian Millar / Ann Williams
<b>Poverty &amp; Prevention</b>			
Ensure that the Big Conversation continues to encompass a range of mechanisms that aim to facilitate the widest possible participation of all children and young people	2017	<p>Delivery of 6 'Big Conversation' sessions targeting between 30 – 50 young people in each session</p> <p>Delivery of 5 Communities to Enquiries sessions targeting approximately 20 in each session</p> <p>Increased number of schools trained to support pupils to initiate their own agendas and engaging in Big Conversation mechanisms</p> <p>Increased number of children and young people from vulnerable groups engaging in Big Conversation mechanisms</p>	Katie Spendiff / Julie Gosney / Tom Jones
Continue a range of inclusive play specific consultation with identified groups and individuals. Undertake specific consultation with key groups with protected	2019	Identification of needs, gaps and issues in relation to inclusive play	Steve Cable

Associated actions	Deadline	Expected outcomes	Responsible Officer
characteristics as part of the 2016/19 Play Sufficiency Assessment			
Engage with traveller communities via Play on Wheels mobile play	2019 – feeding into the Play Sufficiency Audit	Engagement and ensuring right to play	Steve Cable
Ensure a wide range of engagement by local people, including the most marginalised members of the community, in the Communities First (CF) Programme. Activities will include information sharing, active participation, collaboration and partnership working between individuals and organisations, and empowering local people	March 2017	The Communities First Programme supports the most marginalised members of our most deprived communities to access, participate and influence the delivery of the programme locally. Adopting an asset based approach, participants will identify their strengths to build on and plan their own progression.	Karen Grunhut / Anthony Richards / Programme Managers
Ensure that the relevant aspects of the Ageing Well Plan are embedded within these Equality Objectives from 2017 onwards	2017	Specific equality objective/s developed on a whole organisation approach to the Ageing Well Plan (to address the Council's commitments contained within it)	Jane Whitmore / Paul Thomas / Rhian Millar
<b>Housing &amp; Public Protection</b>			
Implement an updated Local Tenant Participation Strategy 2015-18	2018 - reviewed quarterly with Tenant Steering Group	Tenants and leaseholders will have greater opportunities to get involved in housing issues that affect them	Lynda Grove
Continue to work in partnership with the Youth Inclusion Team, to encourage participation of young people in housing matters (with the aim of setting up a group	Annual progress review in December of each year	Young people become more involved in their local communities and in a better position to make informed choices and decisions	Lynda Grove

Associated actions	Deadline	Expected outcomes	Responsible Officer
exclusively for young people and encouraging them to join other groups)			
Promote and raise awareness of the availability of: – Same Sex Marriage into the Civil Marriage ceremony The legal process which enables couples who have previously entered into Civil Partnerships to convert them into marriage	Monitored monthly	The services and ceremonies provided meet the needs of the local community	Noel Evans
<b>Corporate Building and Property Services</b>			
Review current consultation with local access groups to improve physical access to buildings and services	Ongoing with annual reviews	Evidence that consultation has taken place and where possible changes in access to buildings and services have been achieved	Nigel Froom
<b>Economic Regeneration &amp; Planning</b>			
Focus on engagement arrangements and methods with equality groups to ensure inclusivity and help improve the delivery of ongoing work programmes	Ongoing with annual reviews	Effective engagement and involvement undertaken as part of key work within the service, e.g. preparation of Local Development Plan	Phil Holmes
<b>Cultural Services</b>			
Raise awareness of Cultural Services and identify any barriers to participation via engagement with key equality groups	2018 - and continue to monitor progress	Increased engagement and knowledge of issues / barriers faced by equality groups with any follow-up work planned accordingly	Steve Hopkins

**Equality Objective 12 – Work on health and sport initiatives that focus on outcomes for our communities**  
**Corporate Priority link: Building sustainable communities**

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>Housing and Public Protection</b>			
Deliver a Tobacco Action Plan for Swansea, which will concentrate on areas identified in local needs assessments and mapping exercises	As per deadlines in action plan	Reduction in the prevalence of smoking in Swansea which is the leading cause of health inequalities of life expectancy in Wales	Chris Steele
<b>Cultural Services</b>			
Ensure that relevant equality issues are considered when revising leisure centre (and other venue) timetables	Ongoing	Sessions and services are as inclusive as possible	Steve Smith
Develop Inclusive Futures Programme working on disability sport programmes events and legacy	2018 - and continue to monitor progress	Build upon the Paralympics legacy, increasing participation of the disabled in sports across the community and in competitive sports in particular	David Jones
Continue rollout of InSport to target partners and voluntary organisations to encourage integration of disabled people into mainstream sport clubs through national governing body of sport pathways	2018 - and continue to monitor progress	Increased number of disabled sports participants within sports clubs across the community	David Jones
Increase opportunities for young people to participate in after-school (extra-curricular) sporting opportunities	2018 - and continue to monitor progress	Increase sporting opportunities for all across the community	David Jones
Continue to take steps to further reduce the gender gap in participation in sport and physical activity	2018 - and continue to monitor progress	Develop the Dragon Sport and 5x60 opportunities, consult with girls of school age about physical activity preferences and work with sports clubs to encourage post 16	David Jones

Associated actions	Deadline	Expected outcomes	Responsible Officer
		participation	

**Equality Objective 13 – Continue to improve staff and Member awareness of equality and diversity issues**  
**Corporate Value link: People focus**

Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>HR &amp; OD</b>			
Regularly review training material to ensure it is up-to-date and covers emerging work areas e.g. age-friendly communities, dementia, UNCRC, etc.	Six monthly reviews	Ensure that training materials are relevant and appropriate	Khan Prince
Ensure that all school based staff and teachers have access to appropriate equality-related awareness raising training	Access currently in place. Promotion to be planned with Chief Education Officer in 2016 and demand monitored 6-monthly	School based staff are suitably trained	Khan Prince
Develop a suite of e-learning courses on a modular basis to cover subject areas such as dementia, hate crime, trafficking etc.	December 2016	Increased number of staff will have access to different training medium in order to up-skill in these areas	Khan Prince
Regularly review Corporate Induction to ensure training is up-to-date and covers emerging work areas e.g. age-friendly communities, dementia, UNCRC, etc.	Six monthly reviews	Corporate Induction is appropriate, up-to-date and fit for purpose	Khan Prince

Associated actions	Deadline	Expected outcomes	Responsible Officer
Ensure that monitoring of corporate training is carried out to reflect accurately the attendance on all corporate training courses	Annually	Compliance with the requirement to report on corporate learning and development activities	Khan Prince
<b>Poverty &amp; Prevention</b>			
Deliver appropriate and suitable levels of training on the UNCRC & Children's Rights	2017	Increased awareness and understanding of children's rights through training programmes	Katie Spendiff / Jane Whitmore
Re-circulate the staff survey first completed in 2014 to all staff and Councillors to measure knowledge and understanding of children's rights and the UNCRC	2016	Increased knowledge and understanding of UNCRC evidenced through follow-up survey by 10%	Jane Whitmore / Jo Darling / Patrick Fletcher
Deliver Asylum Seeker and Refugee Awareness Training to enable staff to understand issues facing asylum seekers and refugees and make services more accessible and welcoming	2017	Increased number of staff trained and awareness raised of barriers to council services	Helen Clancy
Develop and disseminate information on Swansea's migrant communities for staff and elected Members	2017	Increased number of briefings/information sent to staff and elected Members	Helen Clancy
Deliver awareness events and WRAP Training to appropriate frontline staff and Elected Members	2020 - with action plan reviewed and updated on an annual basis	Ensure key personnel have an understanding of the Prevent agenda, their role in delivering that agenda and how to access advice, guidance and support.	Paul Thomas / Sandra Perrett
<b>Legal and Democratic Services</b>			
To provide 6 monthly updates on legal website as to case law dealing with equality issues	Every 6 months	Increased awareness of staff to equality issues in a judicial context	Tracey Meredith



Associated actions	Deadline	Expected outcomes	Responsible Officer
<b>All departments</b>			
Continue to provide and promote service-specific equality training / information where needed	Ongoing via annual updates	Staff have the relevant awareness and understanding when providing services	All managers

**Equality Objective 14 - Comply with the Procurement and Assessment of Impact regulations set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011**

Associated actions	Deadline	Expected outcomes	Responsible Officer
When procuring works, goods or services, we will have due regard to whether it would be appropriate: <ul style="list-style-type: none"> <li>for the Pre-Qualification and/or award criteria for that contract to include considerations to help meet the general duty</li> <li>to stipulate conditions relating to the performance of the contract to help meet the three aims of the general duty</li> </ul>	Review effectiveness every six months	Regulation met	Chris Williams
Continue to operate the Equality Impact Assessment (EIA) process across the organisation	Review effectiveness every six months	Equality issues taken into account and assessed in relation to all relevant initiatives	All departments
Continue to quality assure completed EIA screenings and reports, providing feedback to departments	Review effectiveness every six months	Effective EIAs are undertaken to inform corporate decision making	Rhian Millar

# Agenda Item 4



## Report of the Convener of the Equality Scrutiny Inquiry Panel

### Equalities Scrutiny Inquiry Panel 11 October 2018

## Planning the Inquiry into Equalities

<b>Purpose:</b>	To help the panel to plan their scrutiny inquiry into Equalities
<b>Content:</b>	Early draft Terms of Reference and Project Plan
<b>Councillors are being asked to:</b>	Consider the information provided and discuss/agree their way forward for the Inquiry
<b>Lead Councillor:</b>	Cllr Louise Gibbard, Convener Equalities Scrutiny Inquiry Panel <a href="mailto:Cllr.louise.gibbard@swansea.gov.uk">Cllr.louise.gibbard@swansea.gov.uk</a>
<b>Lead Scrutiny Officer:</b>	Michelle Roberts 01792 637256 <a href="mailto:michelle.roberts@swansea.gov.uk">michelle.roberts@swansea.gov.uk</a>

### 1. Background

- 1.1 Equalities was raised as an important topic for scrutiny at the Scrutiny Work Planning Conference in June 2018 and was agreed as a topic for in-depth scrutiny by the Scrutiny Programme Committee in July 2018. They suggested the Inquiry look at:
- How well the Council is meeting requirements under the Equality Act 2010 / Public Sector Equality Duty for Wales and equality objectives;
  - How effectively equalities are being embedded across the Council, and how this is being monitored & measured;
  - Examination of specific equality issues / areas / groups e.g. make-up/diversity of the Council workforce, gender pay, engagement with different groups during consultation processes, access to council services
- 1.2 The Scrutiny Programme Committee on the 13 August agreed membership and confirmed the Convener of the Panel as Cllr Louise Gibbard.

### 2. Planning the Inquiry into Equalities

- 2.1 The Panel will review and discussed the overview report provided today.
- 2.2. The Panel are asked to discuss the Terms of Reference and project plan for their piece of work (see attached an early draft Terms of Reference and Project Plan as previously circulated by email).

## Equalities Scrutiny Inquiry Panel

### Early Draft Terms of Reference

#### Inquiry Key Question

The primary focus for the inquiry is to look at equalities in Swansea. The key question, therefore, is:

***‘How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Equality Duty for Wales)?***

The inquiry will look in particular at how council is meeting its duties under the Equality Act 2010. The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

#### Reasons for carrying out this piece of work

Councillors, as part of this inquiry want to:

- Ensure that the Council is meeting its duties under the Equality Act 2010 (Public Sector Equality Duty for Wales)?
- Ensure that there is the staff knowledge, skills and capacity to enable the Council to meet the duty.
- Actively promote a positive attitude to equalities in Swansea.

#### Lines of Inquiry

The inquiry will look in particular at how equality issues are considered in the provision of council services and during development and changes to those services. It will also consider what the Council does well and what can be improved. This will include the following key lines of inquiry:

- a) **Role:** What is the councils role under the Equality Act 2010 (Public Sector Equality Duty for Wales) and how well is the Council meeting and embedding that duty.
- b) **Skills and ability:** Do council staff have the necessary skills, training and capacity to ensure the Council is meeting this duty.
- c) **Culture:** Is there a positive attitude and a commitment to ensuring equity across the organisation.
- d) **Systems/processes and consistency of approach:** Are there effective and efficient systems/practices/processes in place across the Council to enable meeting of the duty? Are Council Officers consistently applying these practices?
- e) **Partnership working:** how we are working with local communities, the voluntary sector and others to help and embed the requirements.
- f) **Measuring success:** How is the Council measuring how it is meeting and embedding the duty?

### **Intended Impact and Contribution**

This inquiry intends to support the work of the Council by:

- Providing a councillor perspective on the issue
- Providing evidenced proposals to Cabinet that will lead to more effective services
- Gaining the views of the public, stakeholders, community groups and staff
- Considering and concluding on recommendations from national reports, legislation /directives and there implications for Swansea
- Identification of good practice/research elsewhere and whether there is any learning for Swansea's approach
- Increased councillor understanding about equalities
- Greater public awareness of work in relation to equalities

### **Membership of the Scrutiny Panel**

Cllr Louise Gibbard (Convener)  
Cllr Mo Sykes  
Cllr Lesley Walton  
Cllr Sam Pritchard  
Cllr Erika Kirchner  
Cllr Mandy Evans  
Cllr Terry Hennegan  
Cllr Wendy Fitzgerald  
Cllr Hazel Morris  
Cllr Yvonne Jardine

### **Key Officer Contact for the Inquiry**

Tracey Meredith, Head of Legal, Democratic Services and Governance Unit

### **Scrutiny Officer supporting the Inquiry**

Michelle Roberts  
01792 637256  
[michelle.roberts@swansea.gov.uk](mailto:michelle.roberts@swansea.gov.uk)

## Next Steps and Planning the Inquiry

The Panel based upon their Terms of Reference, are asked to consider

1. Who you would like to speak to in person (panel meeting/roundtable meeting/Q&A)?
2. Who you would like to consult with via written form/survey/call for evidence?
3. Whether you would like to co-opt anyone onto the panel? (*this should be for example someone with expertise, skills and knowledge in this subject area to scrutinise alongside the Panel for the period of the inquiry*)
4. Any other good practice, case studies, legislative or other information you would like to see?

### See below an early draft Timetable of Work - for your consideration

When / Where	What / Who
<b>Pre Inquiry Working Group</b> 11 Oct 2018	<ul style="list-style-type: none"> <li>• Overview of subject area (Cabinet member and lead officer)</li> <li>• Planning the Inquiry: panel discuss the key question, lines of inquiry and evidence gathering required</li> </ul>
<b>Survey by panel and background information to be sent to the panel throughout inquiry</b>	
<ul style="list-style-type: none"> <li>• Short survey for equalities groups/partners organisations, staff?</li> <li>• Any legislation, relevant directives/announcements and other useful relevant evidence</li> <li>• Good practice examples Swansea and elsewhere</li> </ul>	
<b>Evidence gathering phase</b>	
<b>Session 1</b> 24 Oct 2018 at 10.30am TBC	<ul style="list-style-type: none"> <li>• Agree Terms of Reference, programme of work and consultation plan</li> <li>• Look at the latest Swansea Equalities Plan (including Action Plan) in detail with Richard Rowlands</li> <li>• Look at the Equality Impact Assessment screening process and documentation with Rhian Millar</li> </ul>
<b>Session 2/3</b> Nov/Dec 2018	Q&A sessions with individual Directors and with Human Resources. To discuss equalities aspects within their remit including: how progressing with their Equalities Objectives, embedding of duties, staff knowledge, training, co-production plus any relevant performance data.
<b>Session 4/5/6</b> Jan/Feb 19	Speak to interested people/groups including for example: <ul style="list-style-type: none"> <li>• Councillor Champions/ Departmental/staff Champions/Trade Unions</li> <li>• Equalities and Human Rights Commission/relevant Commissioners etc.</li> <li>• Equalities Community, partner groups and organisations</li> </ul>
<b>Session 7</b> Mar 2019	Review and discuss consultation outcomes including any surveys/consultation carried out by the panel and any relevant survey results already available from within Council
<b>Finalising Inquiry phase</b>	
<b>Session 8</b> Mar 2019	<ul style="list-style-type: none"> <li>• Findings Report - Start to draw together evidence and discuss emerging themes arising from the inquiry. (Start to put together final report for SPC and then Cabinet).</li> </ul>

## For publication on Blog/Twitter:

### Call for Evidence: Equalities Scrutiny Inquiry

A new scrutiny inquiry panel has started which is looking at Equalities. Councillors on the Panel are specifically looking at *'How effectively is the Council meeting and embedding the requirements under the Equality Act 2010 (Public Sector Equality Duty for Wales)?'*

The Inquiry will look in particular at how equality issues are considered in the provision of Council services and during development and changes to those services. It will also consider what the Council does well and what could be areas for improvement.

As part of this inquiry councillors would like your views on the following issues.

- a) **Role:** The Council's role under the Equality Act 2010 (Public Sector Equality Duty for Wales) and how well is the Council meeting and embedding that duty?
- b) **Skills/knowledge:** Do Council staff have the necessary skills, training and capacity to ensure that the Council is meeting the duty?
- c) **Culture:** Is there a positive attitude and a commitment to ensuring equality across the organisation?
- d) **Systems and processes:** Are there effective and efficient systems, practices and processes in place across the Council to enable meeting of the duty. Are Council Officers consistently applying these practices?
- e) **Partnership working:** How we are working with local communities, the voluntary sector and others to help and embed the requirements?
- f) **Measuring success:** How is the Council measuring how it is meeting and embedding the duty?

All the information gathered will be used to inform a report to the Council's Cabinet with recommendations for improvement. This report will be published on the Council website on the Inquiry is complete. Can you please send your views to us by *(add date)*

#### How to provide your views...

Interested groups or individuals are encouraged to submit written evidence to the inquiry by email to [scrutiny@swansea.gov.uk](mailto:scrutiny@swansea.gov.uk). The Panel may contact you to discuss your evidence. All evidence that is submitted will usually be published as part of the inquiry, if you do not wish your evidence to be published please state clearly.