

Agenda Item No: 6

Report Title: Equality Annual Report

Report To: Scrutiny **Date:** 18 January 2018

Cabinet Member: Councillor Elayne Merry

Ward(s) Affected: All

Report By: Nazeya Hussain, Director of Regeneration and Planning

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Purpose of Report:

The report provides Members with an update on the council's activities in relation to equalities over the past year and seeks Cabinet's adoption of a new action plan for 2018. In addition, it proposes a revised set of Equality Objectives for 2018 to 2021, for the Scrutiny Committee to consider and which Cabinet are recommended to adopt.

Scrutiny Committee is recommended to:

- 1 Note progress made against the 2017 Equality Action Plan (appendix B).
- 2 Consider the Action Plan for 2018 (appendix D), the proposed revised Equality Objectives for 2018 to 2021 (appendix C) and make any relevant recommendations in relation to these for Cabinet to consider when it meets on 5 February 2018.

Reasons for Recommendations

- 1 The Equality Act 2010 seeks to protect people from discrimination on the basis of the protected characteristics of disability, race, sex, age, sexual orientation, religion or belief, gender reassignment, pregnancy and maternity, and marriage and civil partnership. The Act applies to employment rights, service provision, and the provision of goods and facilities.
- 2 The Act includes a general Public Sector Equality Duty, which requires public authorities to consider equality implications in all they do. This involves giving due regard to the need to eliminate discrimination and

harassment, advance equality of opportunity, and foster good relations between groups of people with protected characteristics.

- 3 In addition, the Act imposes specific duties on public authorities for the purpose of enabling the better performance by the authority of the general duty referred to above. The specific duties require local authorities to set one or more Equality Objectives, publish information annually to show how they have met the provisions of the Act, and regularly review their objectives.
- 4 This report details progress against the equalities action plan during 2017 and summarises some of the equality related work undertaken. This enables Members to scrutinise the Council's work in this area, and ensures that the council fulfils its equality duties.

Progress against the 2017 Equalities Action Plan

- 5 The council's annual Equality Action Plan sets out specific equality-related work which the Council commits to undertaking to help meet its equality objectives. Appendix B details progress against the 2017 Equality Action Plan.
- 6 A significant new area of focus in the past year has been to ensure the equality implications of the Joint Transformation Programme were fully considered. This has been in relation to potential impact of the changes on both staff and customers.
- 7 In the past year we have also reviewed our Equality and Fairness Policy (now joint with EBC). This was approved by Cabinet at its meeting on 13th November 2017.
- 8 In line with legislation we have consulted on a refreshed set of Equality Objectives. Paras 18 -21 provide more information about this.
- 9 We have completed the second year of our campaign to help make the District more 'Dementia Friendly'. We have run a number of information sessions for staff and Councillors and funded 3VA to provide support to the new Lewes Dementia Action Alliance and Havens Dementia Action Alliance.
- 10 We continue to support and promote the White Ribbon Campaign to raise awareness of issues relating to violence against women and girls. We have had stands at a number of events, issued press releases and used social media to promote the national '16 days of action' campaign.

Equality Analysis of Council Services

- 11 To ensure the council is taking fair and equitable approaches in its policies, services and projects, we carry out a programme of Equality Analyses. For every key decision, such as new service development or policy proposal or at initiation of a new project initiation such an analysis is undertaken and documented. In particular this helps to ensure that

Cabinet and Council members making key decisions have the considered equality implications.

- 12 In the past year the majority of our equality analyses have focused on service and policy changes brought about as a result of the Joint Transformation Programme. This has enabled us to be confident that the council is not inadvertently introducing any discriminatory practices through the changes it is making.
- 13 All the JTP projects that have started in 2017 have been screened for Equality and Fairness and a total of eleven full analyses have been completed to date. Actions arising from these have included:
- Adjustments to the website to improve accessibility
 - Website user testing
 - Ensuring alternative formats and languages are offered where appropriate
 - Ensuring face to face service options continue to be available where there are access issues.
- 14 Cabinet have considered Equality Analyses alongside a number of reports they have received this year, including, for example, the introduction of Public Space Protection Orders, the new Housing Allocations Policy and a range of Planning Policies.
- 15 For the coming year, a new programme of Equality Analyses has been developed (Appendix A). This will cover the period from 2018/19 to 2020/21. This will enable us to ensure, over a three year period, that all our services and functions are fully considering the equalities implications of their policies and practices.

Equality Objectives

- 16 All Councils are required by legislation to have an adopted set of equality objectives which have been subject to consultation and which are regularly reviewed. The council's current objectives have been in place since 2012, with Cabinet having agreed annually since that time that they continued to remain relevant.
- 17 The current objectives are:
- Theme:** inspire exceptional contribution – awareness and understanding. **Objective:** ensure all councillors and staff receive appropriate learning opportunities so that good practice in equality and diversity is embedded in the culture and work practices of the organisation.
- Theme:** unswerving commitment to customer services – flexibility and responsiveness. **Objective:** ensure effective use of engagement, consultation, monitoring and equality analysis to

develop services responsive to the diverse needs of our community.

Theme: fairness and accessibility. **Objective:** ensure offices and services are accessible to people with disabilities

- 18** With the Council now going through a period of significant change, it was agreed by Members that the objectives should be reviewed in 2017. A revised set of Equality Objectives has been drawn up for 2018 to 2021. These are similar to the previous Objectives but are more simply stated.

Objective 1: Ensure that equality and diversity is at the heart of everything we do and good practice is embedded in the Council's culture and work.

Objective 2: Build respect and understanding of each other across our communities by working with them to tackle prejudice, discrimination and hate crime.

Objective 3: Promote fairness and accessibility.

- 19** Public consultation on these proposed Equality Objectives took place between 7th November and 15th December 2017. A copy of the full consultation document is attached at Appendix C along a summary of the responses.

- 20** We received 49 responses to the consultation of which 42 were from individuals and 7 from organisations. The majority of those who responded agreed with the objectives overall. The percentage of those who agreed with specific actions detailed under each objective ranged from 79% to 92%.

- 21** An additional Objective was suggested during the consultation and it is proposed that this be added to the specific objectives listed under Objective 2 as follows:

- working to improve the Councils' understanding of the needs of different communities in the District through effective community profiling, consultation, liaison and involvement

This gives a fuller picture of the work which the Council undertakes to engage with different communities.

2018 Equality Action Plan

- 22** Subject to Members' approval of the new Equalities Objectives, an Action Plan for 2018 has been drawn up which will enable the Council to begin to deliver against those objectives. This is set out in Appendix D. Key areas of activity will include the delivery of training in equality and fairness to all new staff, training in equality analysis and on Prevent, the development of wider links with representatives of groups protected under the Equality Act, and activities to mark the centenary of the Representation of the People Act 1918 which first introduced women's

suffrage.

Financial Appraisal

- 23** There are no direct financial implications arising from this report.

Legal implications

- 24** This report provides evidence of how the council is fulfilling its public sector equality duty under section 149(1) of the Equality Act 2010, and its specific equality duties under the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017.

Lawyer consulted 13.12.17. Legal ref:006982-JOINT-OD

Risk Management Implications

- 25** The following risks will arise if the recommendations set out at 13.1 below are not implemented:
- Failure to comply with statutory obligations under the Equality Act 2010 and
 - Increased risk of incurring vicarious liability for acts of discrimination, harassment or victimisation in the event of litigation.

No new risks will arise if the recommendations are implemented

Equality screening

- 26** It is the function of this report to scrutinise the progress of the Council towards meeting its equality objectives in eliminating discrimination, promoting equality of opportunity and fostering good relations. A full Equality and Fairness Analysis has been completed covering the Council's Equality and Fairness Policy. For this reason it is not considered necessary to carry out a separate Equality Analysis of the report itself.

Background Papers

- 1** [Equality Act 2010 Guidance](#)
- 2** [Joint Equality and Fairness Policy – Cabinet Report November 2017](#)
- 3** [Consultation on the councils' equality objectives](#)

Appendices

- 4** Appendix A – Equality and Fairness Review of Council Functions Programme 2018/19 to 2020/21

Appendix B – Update on Equality and Fairness Action Plan 2017

Appendix C – Equality objectives consultation questions and responses

Appendix D - Proposed Equality and Fairness Action Plan 2018

Appendix E - Equality and Fairness Analysis

Appendix A - Equality and Fairness review of Council Functions – 3 year programme 2018/19 to 2020/21

Strategy, Planning and Regeneration:	2018/19	2019/20	2020/21
Projects and Performance monitoring	Performance and Programmes Lead		
Communications	Customer Communications and Engagement Lead		
Consultation and engagement		Customer Communications and Engagement Lead	
Housing acquisition and development		Housing and Development	
Regeneration, business advice and support – 2019/20		Regeneration and Planning Policy	
Community Safety		Thriving Communities	
Community development and voluntary sector support services			Thriving Communities
Community grants	Thriving Communities		
Planning Policy development		Regeneration and Planning Policy	
Commercial Businesses and Property development		Group Head of Commercial Businesses	
Partnerships (in tandem with governance review of partnerships)		Thriving Communities	
Tourism and Enterprise:			
Tourist information services	Tourism and Enterprise		
Marketing	Tourism and Enterprise		
Sports and leisure facilities		Tourism and Enterprise	
Seafront services		Tourism and Enterprise	
Art, cultural and heritage services		Tourism and Enterprise	
Events			Tourism and Enterprise
Theatres			Tourism and Enterprise
Catering			Tourism and Enterprise

Homes First:			
Homelessness services	Housing Needs and Allocations		
Housing advice and options		Housing Needs and Allocations	
Housing Needs registration and rehousing processes			Housing Needs and Allocations
Housing Grants and Loans – DFGs, Small Works, Energy saving etc.	Tenancy Services		
Housing repairs, maintenance and estate management			Tenancy Services
Tenancy management, tenancy support, complaints incl. neighbour nuisance		Tenancy Services	
Tenant participation and involvement		Tenancy Services	
Customer First, Account Management, Casework and Specialist Advice:			
Customer contact – phone and reception services and facilities	Customer Advice		
Customer contact – on-line services, website, on-line processes and ‘report it’		Customer Advice	
Business Rate setting and collection	Specialist Advice / Growth and Prosperity		
Household waste collections, recycling, bulky waste, trade waste	Specialist Advice / Quality Environment		
Management of parks and gardens		Specialist Advice / Quality Environment	
Health and Safety advice and inspections		Specialist Advice	
Cemeteries and crematoria, funeral services – including welfare funerals			Specialist Advice
Licensing and enforcement			Specialist Advice
Private housing inspection and HMO licensing		Specialist Advice	
Food hygiene and inspection		Specialist Advice	

Parks, gardens			Specialist Advice
Parking permits, fines and car parks			Specialist Advice
Neighbourhood First:			
Public Health – pests, filthy and verminous premises, pollution			Specialist Advice / Neighbourhood First
Neighbourhood response to complaints – e.g. graffiti, vandalism, etc.		Specialist Advice / Neighbourhood First	
Animal welfare			Specialist Advice / Neighbourhood First
Access Advice		Specialist Advice / Neighbourhood First	
Human Resources			
Recruitment	Human Resources		
Staff development		Human Resources	
Democratic Services			
Committees and Councillors	Democratic Services		
Electoral Services		Democratic Services	
Finance			
Rent setting and collection	Financial Services / Account Management		
Council Tax setting and collection		Financial Services / Account Management	
Budgeting	Financial Services		
Service charges and fees		Financial Services	
Legal Services			
Legal Enforcement and Advice	Legal Services		
Property and Facilities			

Property and Estate Management		Property and Facilities Shared Service	
Car Parking	Property and Facilities Shared Service		
Public Conveniences			Property and Facilities Shared Service

Appendix B – Update on Equality and Fairness Action Plan 2017

Ref	Action	Lead Officer	Resources	Target date	Year End
1.	Develop joint LDC/EBC approach to Equality Analysis for the Joint Transformation Project.	Performance Officer (Equality and Fairness)	Officer time	Jan 2017	Completed.
2.	Set up Equality and Fairness Forum for consideration of Equality and Fairness implications of JTP	Performance Officer (Equality and Fairness)	Officer time	Jan 2017	Completed.
3.	Set up Equality and Fairness External Stakeholder Group for JTP	Performance Officer (Equality and Fairness)	Officer time	Jan 2017	Completed.
4.	Provide training and guidance on Equality Duties and Equality Analysis for JTP Project Leads and Equality and Fairness Champions, Equality and Fairness Forum and Equality and Fairness External Stakeholder Group	Performance Officer (Equality and Fairness)	Officer time	Jan 2017	Completed.
5.	Provide Scrutiny Committee and Cabinet with Annual Equality and Fairness Report for 2017	Performance Officer (Equality and Fairness)	Officer time	Dec 2017	Completed.
6.	Offer 'Dementia Friends Information Sessions' to all staff and Councillors	Performance Officer (Equality and Fairness)	Officer time	March 2017	Completed.
7.	Develop Local Dementia Action Alliance for Havens and Lewes areas.	Performance Officer (Equality and Fairness)	Officer time	March 2017	Completed.
8.	Promote 'White Ribbon' Activities and implement action plan in partnership with EBC and Domestic Abuse	Community Safety Officer	Officer time	Dec 2017	Completed

Ref	Action	Lead Officer	Resources	Target date	Year End
	Working Group.				
9.	Highlight 2 'Celebrating Diversity' themes to promote equality and diversity internally	Performance Officer (Equality and Fairness)	Officer time	Dec 2017	Approach adjusted due to focus on JTP activities
10.	Review and align LDC/EBC Equality Objectives and Equality Policies for JTP	Performance Officer (Equality and Fairness)	Officer time	Deferred until after Phase 1 of JTP (2017/18)	Completed
11.	Review and align LDC/EBC Safeguarding Policies for JTP	Performance Officer (Equality and Fairness)	Officer time	Deferred until after Phase 1 of JTP (2017/18)	Policies were aligned in 2016; updated policies to be presented to Cabinet in 2018
12.	Review and align LDC/EBC Equality Monitoring Policies for JTP	Performance Officer (Equality and Fairness)	Officer time	Deferred until after Phase 1 of JTP (2017/18)	Report to Cabinet in 2018
13.	Undertake an Equal Pay Review	Human Resources Manager	Officer time	Deferred until after Phase 1 of JTP (2017/18)	Equal Pay data will be published by 31 st March 2018.
14.	Develop Equality and Fairness data reporting on the workforce profile in line best practice and open data transparency	Performance Officer (Equality and Fairness)	Officer time	Deferred until after Phase 1 of JTP (2017/18)	Equality data has been monitored and will be published early in 2018
15.	Provide training for staff on all new joint LDC/EBC Equality and Fairness related policies and practices.	Performance Officer (Equality and Fairness)	Officer time	Deferred until after Phase 1 of JTP (2017/18)	Training will take place when new staff are in post: by May 2018
16.	Undertake self-assessment against Equality Framework for Local Government	Performance Officer (Equality and	Officer time	Deferred until after completion	To be carried forward

Ref	Action	Lead Officer	Resources	Target date	Year End
		Fairness)		if JTP (2019/20)	

Appendix C – Equality objectives consultation questions and responses

How we consulted

- We carried out a public consultation from 7 November to 15 December 2017 in Lewes district.
- We published a consultation page on the council website which included information about the Equality Act 2010 and the council's equality duties under the act and the draft equality objectives.
- We provided an online survey for respondents to provide their feedback and made the offer of providing the consultation information available as paper copies and alternative formats and languages on request.
- We also invited responses in writing by email and in hard copy.
- Paper copies of the consultation information and survey were requested by Newick Parish Council.

How we publicised the consultation

- We issued a press release to the local media which resulted in coverage in the Sussex Express.
- We promoted the consultation through our social media channels including twitter and facebook throughout the duration of the consultation period.
- We sent an email alert to our consultation email subscriber mailing list at the beginning of the consultation and one week before it closed.
- We emailed a number of relevant community groups including; the Seaford and Newhaven Access Group, the Lewes Area Access Group, East Sussex Disability Organisation, Seahaven seniors, East Sussex Association of Blind and Partially Sighted People, Lewes Seniors and hearing issues, Tenants of Lewes District, Lewes District BME seniors group, 3VA, the Joint Transformation Equality and Fairness External Steering Group, the Lewes Equalities Working Group, Age Concern UK and the East Sussex Equality Involvement Network.
- We promoted the consultation to Lewes District Council members through the Members First internal newsletter.
- We encouraged staff to take part in the consultation by including an article about it in Council Briefing, the council's internal staff newsletter.

Consultation Document

Background

Lewes District Council has a responsibility and commitment to meet the Public Sector Equality Duty to:

- eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act;
- advance equality of opportunity between people who share a protected characteristic and people who do not share it (for example by meeting specific

- needs; minimising difficulties faced or encouraging participation in public life); and
- foster good relations between people who share a protected characteristic and people who do not share it.

Protected characteristics covered by the Equality Act 2010

- Age
- Disability
- Pregnancy and maternity
- Marriage and civil partnership
- Race
- Religion and belief
- Sex
- Gender reassignment
- Sexual orientation

Our equality objectives

Under the act, we are required to publish the council's equality objectives. These objectives set out how we will ensure we comply with our equality duties. Our current equality objectives were set in 2012. We have reviewed these and are now proposing a new set of objectives for both councils which bring the separate objectives together.

Proposed equality objectives of Lewes District Council

Objective 1: We will ensure that equality and diversity is at the heart of everything we do and that good practice is embedded in the councils' culture and work. We will do this by:

- ensuring fair recruitment and staff development practices are in place
- developing consultation and engagement opportunities and supporting local communities to have a greater say in the way we design our services and make decisions about the future of the Eastbourne and Lewes district
- Establishing an effective shared Equality and Fairness review process across both councils.
- Providing translation and interpreting services to meet local needs
- Ensuring all councillors and staff receive appropriate learning opportunities so that good practice in equality and diversity is embedded in the culture and work practices of the organisation. (keep)

Objective 2: We will build respect and understanding across our communities by working with them to tackle prejudice, discrimination and hate crime. We will do this by:

- Promoting equality and fairness in our work with voluntary and community organisations through community networks and training in liaison with voluntary sector partners
- Engaging with representatives of protected groups in Eastbourne and Lewes district

- Working with partners in the Safer East Sussex Partnership, Local Safeguarding Children Board, Prevent Board, and Safeguarding Adults Board on counter terrorism, hate crime, modern slavery, human trafficking, domestic abuse and child exploitation.
- Delivering the councils' responsibilities for Prevent and Protect.

Objective 3: We will promote fairness and accessibility. We will do this by:

- Developing and implementing an access policy covering the councils' buildings
- Ensuring relevant staff are trained and confident in responding to customer enquiries relating to access issues.
- Ensuring proposed developments, replacement and refurbishment of council properties are discussed in liaison with representatives of disabled people and their organisations.

Consultation responses

- We received 49 responses to the consultation. 42 of these were from individuals, 7 were from organisations.
- The majority of those who responded agreed with the objectives overall. The percentage of those who agreed with specific actions detailed under each objective ranged from 79% to 92%.
- Aggregating the responses to the actions proposed under Objective 1, 84% of respondents agreed, 10% disagreed, 5% said they did not know, and 1% did not answer some of the questions.
- Aggregating the responses to the actions proposed under Objective 2, 86% of respondents agreed, 10% disagreed, and 4% said they did not know.
- Aggregating the responses to the actions proposed under Objective 3, 88% of respondents agreed, 9% disagreed, 1% said they did not know and 2% did not respond.

Appendix D - Proposed Equality and Fairness Action Plan 2018

Ref	Action	Lead Officer	Resources	Target date
1	Review and report on equality profile in relation to recruitment and development of staff	Human Resources Manager	Officer time	December 2018
2	Publish Gender Pay Gap report	Human Resources Manager	Officer time	April 2018
3	Establish joint Equality and Fairness Planning Group with EBC	Strategy and Partnerships Lead – Thriving Communities	Officer time	March 2018
4	Establish joint Equality and Fairness Stakeholder Group with EBC	Strategy and Partnerships Lead – Thriving Communities	Officer time	March 2018
5	Identify representatives of women’s interests to join Equality and Fairness Stakeholder Group	Strategy and Partnerships Lead – Thriving Communities	Officer time	March 2018
6	Continue supporting Sompriti to ensure effective engagement with BAME communities	Strategy and Partnerships Lead – Thriving Communities	Officer time	December 2018
7	Identify approaches to engagement which encourage participation by young people, women, people living in rural areas, faith communities, BAME communities and LGBT people and increase the proportion of responses from these groups	Customer Communications and Engagement Lead	Officer time	December 2018
8	Provide training and guidance on Equality Duties and Equality Analysis for Heads of Service, Managers and Team Leader, Project Managers and members of Planning Group and Stakeholder Group	Strategy and Partnerships Lead – Thriving Communities	Officer time	May 2018
9	Arrange training on Access Issues to Neighbourhood First teams and ensure Neighbourhood Officers are able to respond confidently and effectively to customer enquiries relating to access issues	Strategy and Partnerships Lead – Thriving Communities	Officer time	June 2018

Ref	Action	Lead Officer	Resources	Target date
1	Promote 'White Ribbon' Activities and implement action plan in partnership with EBC and Domestic Abuse Working Group.	Specialist Advisor – Community Safety	Officer time	December 2018
1	Promote activities commemorating centenary of the Representation of the People's Act 1918	Customer Communications and Engagement Lead	Officer time	December 2018
1	Review and align LDC/EBC Equality Monitoring Policies for JTP	Strategy and Partnerships Lead – Thriving Communities	Officer time	April 2018
1	Work with voluntary sector partners to promote equality and fairness through training and network meetings	Strategy and Partnerships Lead – Thriving Communities	Officer time	December 2018
1	Implement a 3-year programme of functional reviews following completion of Phase 2 JTP	Strategy and Partnerships Lead – Thriving Communities	Officer time	April 2018 to 2021
1	Monitor use and quality of translation and interpreting services	Strategy and Partnerships Lead – Thriving Communities	Officer time	December 2018
1	Undertake self-assessment against Equality Framework for Local Government	Strategy and Partnerships Lead – Thriving Communities	Officer time	Deferred until after completion if JTP (2019/20)

Appendix E

STRONGER together



Equality and Fairness Analysis Findings report – Equality and Fairness Policy

Policy = the full range of our policies, practices, activities, projects, procurement and decisions, whether it is formally written down or whether it is informal custom and practice. This includes all existing policies and any new policies under development.

Person responsible for analysis	Pat Taylor	
Person responsible for policy development	Pat Taylor	
Policy area (or function)	Compliance with Public Sector Equality Duty	
Service area responsible for implementing the policy	All	
Originator (if not the Council)	n/a	
Is the policy proposed (new) or existing?	Proposed	
Is it an LDC/EBC policy or a partnership initiative?		Partnership
Key people involved in the policy development and its implementation	Business Planning and Performance officers; members of LDC and EBC internal officer groups responsible for overseeing Equality and Fairness, and of external EaFA Stakeholder Group	
Decision making bodies the policy will be referred to	Council, Cabinet, Cabinet Members, Heads of Service and Team Leaders	
Who is the responsible Director/Assistant Director?	Nazeya Hussain	
Date of first equality quality check (internal)		
Date of external equality stakeholder group		

The Public Sector Equality Duty

The public sector equality duty is made up of a 'general equality duty' which in turn is supported by 'specific duties'. The general equality duty is set out in section 149 of the Equality Act 2010 and came into force on 5th April 2011. The general equality duty sets out what is required of public authorities and the specific duties help public authorities comply with the statutory obligations.

As a summary, we must, in the exercise of our functions, have due regard to the need to:

1. Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
2. Advance equality of opportunity between people who share a characteristic and those who do not share it;
3. Foster good relations between people who share a characteristic and those who do not share it.

These are commonly referred to as the three aims of the general duty.

The second aim (advancing equality of opportunity) involves, in particular, having due regard to the need to:

- Remove or minimise disadvantages experienced by people because of their protected characteristics.
- Take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people.
- Encourage people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low.

The Equality Act further states that the steps involved in meeting the needs of disabled persons that are different to the needs of persons who are not disabled include, in particular, steps to take account of a disabled persons' impairment.

It describes the third aim (fostering good relations) as tackling prejudice and promoting understanding between people who share protected characteristics and those who do not.

It explains that compliance with the general equality duty may involve treating some people more favourably than others, as long as this is within the law.

The duty also covers a 'person' who is not a public authority but who exercises public functions. We retain the responsibility for the 'person' having due regard to the three aims when delivering a service on our behalf. This should be written into their contract with us.

By thoroughly assessing what we do against the general duty we are able to make better decisions about what we do, leading to better outcomes for people who work for us and for people who access our services and facilities.

Context and Scope

What is the purpose of the policy and why is it needed?

The Equality and Fairness Policy is needed to underpin the Councils' approach to ensuring that full consideration of equality and fairness is given in the development, design and delivery of all services and policies and in the recruitment and development of staff. The Policy sets the framework for the development of Equality and Fairness Objectives, as required under the Public Sector Equality Duty (2010) and Action Plans, and for the day to day consideration of equality and fairness in Council work.

In what context will it operate and who is it intended to benefit?

The Policy will apply to all the Council's activities and decision-making whether this is at Council or Cabinet level covering major service or policy development, or the interpretation of policy and procedures at a front-line operational level. It is intended to benefit all sectors of the community and specifically groups protected under the Equality Act 2010 who might otherwise be adversely affected by Council decisions and activities.

What are the expected outcomes/longer term benefits of the policy?

Equal access to services and opportunities provided by the Council for all residents and increased fairness, inclusion and participation in activities.

Information and Research

List all sources of information and relevant data that was obtained and considered in the assessment and include the groups you consulted with?

- Equality Act 2010
- Public Sector Equality Duty Technical Guidance
- East Sussex in Figures
- Equality Policy and Objectives 2012 – 2016 – Lewes District Council
- Equality and Fairness Strategy and Objectives 2012 – 2016 – Eastbourne Borough Council

Were any gaps identified in this information and if so, what are these and what actions are being taken to address them?

There is no data on sexual orientation or gender re-assignment. This was previously included in data collection surveys and the Census, but was dropped in 2011 because of its sensitive nature and the perceived intrusiveness of questions on this.

Both Councils will need to ensure data collection within different service areas complies with good practice and is in line with national data collection.

Analysis and Assessment

What are the main findings, trends and themes arising out of the research and information you have gathered and any consultation you have carried out?

17.2% of Eastbourne residents are under 16 and 24.5% of Eastbourne residents are aged 65 and over, significantly higher than the average for England (17.9%). 17.4% of Lewes District residents are under 16 and 25% are aged 65 and over. Both groups, along with those aged 17-25 will be affected by policies and services which impact differently on their age groups.

Eastbourne has a significantly higher percentage of one person households (36.2%) compared with England and Wales (30.2%) and East Sussex (32.8%). This has implications for the provision of housing and of support services. The percentage of one person households is 30.2%, the same as the national average.

The concerns associated with an ageing population are particularly high in both local authority areas and the Councils need to ensure it works closely with health and care partners to reduce the risks associated with this, both through health and personal resilience work and in the provision of suitable housing and related support services to meet needs.

At the same time, both Councils need to identify more effective ways of engaging with young residents to increase their participation in the democratic process and in their local communities.

51.6% of Eastbourne residents and 51.4% of Lewes District residents are women, higher than the England average of 50.4% and likely to be associated with the older age profile in both areas. There is no representation on the Councils' external stakeholder group at present to cover either transgender or women's issues specifically. Whilst a number of staff and external stakeholder representatives on the internal officer group and Stakeholder Group proposed are women, it would be helpful to identify two additional representatives to join the Stakeholder Group, one each from organisations addressing the barriers which women face and those which transgender people face.

There is no data available covering sexual orientation and gender reassignment, but Government estimates that 5 to 7% of the population is Lesbian, Gay and Bisexual. A

member of BourneOut LGBT sits on the Equality and Fairness Stakeholder Group and this will improve the focus on barriers faced by LGBT people in future consideration of Lewes District Council policies and services.

87.4% of Eastbourne residents and 92.5% of Lewes District residents are White British and Northern Irish; 1% of Eastbourne residents and 0.8% of Lewes District residents are White Irish; 0.1% of residents in both Eastbourne and Lewes are Gypsy or Irish Traveller; and 5.6% of Eastbourne and 3.2% of Lewes residents are 'other White'. 2.8% of Eastbourne residents and 1.4% of Lewes residents are Asian / Asian British; and 0.8 % of Eastbourne residents and 0.4% of Lewes residents are Black / Black British. 1.8% of Eastbourne residents and 1.3% of Lewes residents are of Mixed Heritage; and 0.5% in Eastbourne and 0.3% in Lewes are 'other ethnic group'.

In terms of country of birth (2011 figures), 94.5% of Eastbourne residents and 95.9% of Lewes residents were born in Europe; 2.9% of Eastbourne residents and 1.6% of Lewes District residents were born in the Middle East and Asia, 1.5% of Eastbourne residents and 1.2% of Lewes District residents were born in Africa; 0.8% of Eastbourne residents and 0.9% of Lewes District residents were born in the Americas and the Caribbean; and 0.3% of Eastbourne residents and 0.4% of Lewes District residents were born in Antarctica and Oceania.

1,213 overseas nationals entered the UK in 2016 and were registered in Eastbourne for National Insurance. Of these 1,049 were from the European Union. 365 entered the UK in 2016 and were registered for National Insurance in Lewes District. Of these 278 were from the European Union.

Language is an issue for a significant number of households. Of Eastbourne's 45,012 households, 1,705 had no member with English as a main language, 237 had only members aged under 16 with English as a main language, and a further 1,333 had at least one member who did not have English as a main language. Of Lewes District's 42,181 households, 516 had no member with English as a main language, 112 had only members aged under 16 with English as a main language, and a further 925 had at least one member who did not have English as a main language.

Language support including translation, interpreting, related advocacy and English language training are clearly key to ensuring these households are able to participate fully in activities, services and employment. The Equality Policy and Objectives include an important focus on engagement with the full range of protected organisations, and this is particularly important in ensuring that households settling in Eastbourne and those who do not have English as a main language have access to the support they need. Both Councils have service agreements through the Sussex Translation and Interpreting Framework and with Vandu Language Services for translation and interpreting in relation to Council services.

59.6% of Eastbourne residents and 57% of Lewes District residents identified as Christian in the 2011 Census; 1.5% in Eastbourne and 0.6% in Lewes District identified as Muslim; 0.5% in Eastbourne and 0.5% in Lewes District as Buddhist; 0.4% in Eastbourne and 0.3% in Lewes District as Hindu; 0.2% in Eastbourne and 0.3% in Lewes District as Jewish; and 0.1% in Eastbourne identified as Sikh. 0.6% in both Eastbourne and Lewes identified themselves with other religions. 29% in Eastbourne and 32.5% in Lewes District said they had no religion. 8% in Eastbourne did not respond to the Census question asking about religion and 8.2% did not respond in Lewes District.

33.3% of Eastbourne residents and 28.7% of Lewes District residents aged 16 and

over are single; 42.8% in Eastbourne and 49.6% in Lewes District are married; 0.4% in Eastbourne and 0.5% in Lewes are in a registered same-sex civil partnership; 3% in Eastbourne and 2.5% in Lewes are separated; 11.5% in Eastbourne and 10.2% in Lewes are divorced; and 9.1% in Eastbourne and 8.4% in Lewes are widowed.

There were 1,070 live births to Eastbourne residents in 2015 and 877 to Lewes residents. Teenage pregnancy has reduced significantly across the country and in Eastbourne from 62 conceptions in 2010 to 36 in 2015, and in Lewes from 53 in 2010 to 29 in 2015.

21% of Eastbourne residents and 19.5% of Lewes residents had a long-term health problem or disability at the last Census in 2011. 11.3% in Eastbourne and 10.9% in Lewes were those whose day-to-day activities were limited a little, and 9.7% in Eastbourne and 8.7% in Lewes were those whose day-to-day activities were limited a lot. East Sussex County Council estimate the increase in people with a long-term limiting illness to increase in Eastbourne from 22,550 in 2015 to 23,557 by 2018 and 24,665 by 2021, and the increase in the number of disabled people from 18,413 in 2015 to 19,204 by 2018 and 20,204 by 2021. In Lewes ESCC calculate an increase in the number of those with a long-term limiting illness from 20,366 in 2015 to 21,338 in 2018 and 22,460 in 2021; and an increase in the number of disabled people from 16,598 in 2015 to 17,435 in 2018 and 18,415 in 2021.

15,064 Eastbourne residents (15.1%) were estimated to be affected by income deprivation in 2012 (2015 Indices of Deprivation) in Eastbourne. 10,894 Lewes District residents (11.1%) were estimated to be affected by income deprivation.

The establishment of a shared Equality and Fairness Stakeholder Group will deliver additional benefits to both Councils arising from engagement with a wider range of representatives.

Responses from consultation included a gap in training on equality and fairness for voluntary and community organisations and request that the Councils open any training arranged for their own staff to these organisations where possible.

<p>Which protected groups will it affect/benefit the most?</p> <p><i>Considering who the policy is intending to benefit and what the expected outcomes are, assess each characteristic and indicate whether the policy has 'M' more, 'L' less, or 'E' equal relevance. Highlight the finding.</i></p>	Age	M	E
	Disability	M	E
	Gender reassignment	M	E
	Marriage and civil partnership	M	E
	Maternity and pregnancy	M	E
	Race	M	E
	Religion or beliefs	M	E
	Sex	M	E
Sexual orientation	M	E	

Which parts of the Public Sector Equality Duty are most relevant to the policy?	1. Eliminate discrimination, harassment and victimisation	M	E
	2. Advance equality of opportunity	M	E
	3. Foster good relations	M	E

Please explain your reasons for the above assessments and how you have given consideration to the different needs of people and taken steps to minimise potential disadvantages and maximise equality of opportunity

By their nature, the Equality and Fairness Policy, governance and review arrangements are designed to ensure all protected groups are covered, and each of the PSED duties are taken into consideration. They set the basis for addressing all of these in the review of all Council functions and assessment of the impact of any service and policy changes.

Based on your findings is there a need to balance conflicting views or counter resentment and inaccurate perceptions, if so what will you do?

The policy is designed to ensure that all decisions made by the Councils relating both to policy, and practice take account of the impact these may have on groups protected by the Equality Act and others at risk of exclusion, such as those on very low incomes. The policy itself recognises that there may be limitations in some instances on what the Councils and their partners are able to do to overcome some of the barriers addressed and that a balanced view needs to be taken. The decision-making and review process is designed to include challenge from members of protected communities and to draw up actions to mitigate any potentially negative impacts where these are identified.

Action Planning

If you have identified specific areas that require action to promote equality, what steps are you going to take to ensure this work is carried out and completed?

Issue Identified	Action Required	Lead Officer	Required Resources	Target Date	Measure of Success
Lack of specific representation of women's organisations or issues on Stakeholder Group	Identify an appropriate representative able to contribute on barriers that women face	Pat Taylor	None	31 March 2018	Representative invited to attend identified and agreed
Lack of training and sufficient understanding of equality issues in voluntary and community sector	Review training needs with 3VA and ensure training on equality and fairness is offered to the VCS	Pat Taylor	None	30 June 2018	Training courses identified and VCS members invited
Need to ensure data collection in service areas is in line with good practice and national data collection.	Review as part of Equality and Fairness Reviews of functions	Heads of Service	Non	31 st March 2021 as part of programme of EaF reviews	Consistent data collection and complete data covering protected groups in line with good practice

Outcome

Considering all the evidence and the potential or actual effect of the policy on equality, it is concluded that:

*1. **No major changes are needed** – the policy is robust and evidence shows no potential for discrimination and all opportunities to advance equality and foster good relations between groups has been taken.

Quality Assurance

How will you implement any recommendations made through quality checking?	<i>n/a</i>
How will the issues covered in the action plan be monitored and reviewed and who will do this?	The Strategy and Partnerships Lead – Thriving Communities will identify representatives for the Equality and Fairness Stakeholder Group and will liaise with 3VA. She will work with the Functional Lead to ensure data collected is in line with good practice and national guidance
Who will sign off the action plan once all actions are completed?	Head of Business Planning and Performance
How will you share the results with stakeholders?	Ongoing through the Stakeholder Forum

Approval

Report Author	Pat Taylor
Signed	
Dated	10 th November 2017

Director/Assistant Director	Nazeya Hussain
Signed	
Dated	10 th November 2017