

The annual Equality Statement shows how we take into account the varying needs of those living, working and visiting our district and, in particular, the specific needs of people in our communities, such as older, disabled and young people and any needs arising from gender, religion or belief, race and sexual orientation.

Our Equality Statement shows how we are meeting the Public Sector Equality Duty (PSED), under The Equality Act 2010. It also helps our customers, staff, the Equality & Human Rights Commission, regulators and other interested parties to assess our equality performance and our compliance with equality legislation. It also shows how we are meeting the equality objectives we have set.

Our current Equality Statement is available to download at www.lichfielddc.gov.uk/equalities2017

If you would like this document in large print or another format, please contact Colin Cooke on 01543 308121 email colin.cooke@lichfielddc.gov.uk or Alison Bowen on 01543 308129 email alison.bowen@lichfielddc.gov.uk

Our Equality Statement provides an overview of how we are meeting our equality objectives and priorities and gives some examples of current services which have a particular benefit for individuals with protected characteristics.

It also demonstrates how equality considerations are embedded in our decision-making processes and influence both our service delivery and our employment practices.

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1. Our equality duty and objectives

Under the Equalities Act 2010 we have a public sector equality duty which requires public authorities to have due regard to the need to:

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

What is a protected characteristic?

Under the Equality Act 2010, the following characteristics are protected characteristics:

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

Our equality objectives

Our equality objectives help our focus attention on the priority equality issues for Lichfield District Council, in order to deliver improvements in policy-making, service delivery and employment, including resources allocation.

We have three objectives:

1. We will scrutinise and improve access to our services ensuring that we treat people fairly, provide our customers with equal opportunity, and that we gain the business benefit of our services being accessible to the maximum number of people.
2. We will ensure that our workforce profile reflects best practice in recruitment and in consultation with our staff we will develop a culture that is both inclusive and open.
3. We will further promote the use of Equality Impact Assessments such that they become fully embedded in our planning and decision making process.

What we are doing to meet objectives is set out in sections 3 and 4 of this document.

2. Who lives in our district?

Understanding who lives in our district helps us understand the needs of our local communities and gives us information to help us make our services accessible.

We have considered the protected characteristics of our population using the Census 2011 to provide the majority of information. Unless otherwise stated, data quoted is from the Census 2011.

Between 2001 and 2014 the total population of Lichfield District increased by 8.5% from 93,232 to 102,100. (National Office of Statistics Resident Population Estimates by Broad Age Band June 2014)

Age

The largest population growth has taken place in the numbers of residents over 65 years of age, and we expect this to continue in coming years. In 2001, 15.5% of residents (14,437) were aged 65 or over, by 2014 this had increased to 25.9% (26,444). (National Office of Statistics Resident Population Estimates by Broad Age Band, Mid 2012).

Because of this, when we are developing policies or changing services, we need to have a particular focus on the needs of older people and this is reflected in our Strategic Plan 2016 - 2020.

Disability

18.1% (18,265) of people living in our district have a limiting long-term illness. (National Office of Statistics Health and Provision of Unpaid Care, 2011)

Since 2009, there has been a slight reduction in the total number of residents claiming disability living allowance. The reduction may be due to changes in the assessment criteria and the introduction of Personal Independence Payments (PIP) which replaces disability living allowance for those aged 16 to 64.

There have however been increases in some age groups - between 2009 and 2014, the number of people aged over 70 claiming disability living allowance rose by 48.5% (from 680 to 1010) and the number of 16 to 24 year old claimants rose by 239.1% (from 230 to 780). (Nomis

www.nomisweb.co.uk)

Gender

The number of men and women in the district is almost equal, with 49.6% of the population in 2011 being male and 50.4% being female. (National Office of Statistics Resident Population Estimates by Broad Age Band, Mid 2012).

Gender reassignment

Currently there are no statistics available for gender reassignment within the district.

Marital status

In 2001, 60% of people living in the district, aged 16 or over were married, by 2011 this proportion had reduced to 55% and included 53 registered same-sex civil partnerships. (National Office of Statistics Marital and Civil Partnership Status 2011)

Pregnancy and maternity

During 2016 there was a total of 976 live births to mothers that normally resided within the district, this was an increase from 910 in 2015. (ONS live births by usual area of residence)

Race

The ethnic make-up of Lichfield District is as follows

Ethnicity	2011	% of population	2001	% of population
White British	95,263	94.6%	90,034	96.6%
White Irish/ other	2,136	2.1%	1,463	1.6%
Mixed	1,034	1.1%	499	0.53%
Asian or Asian British	1,623	1.7%	728	0.78%
Black or Black British	481	0.5%	237	0.25%
Other ethnic group	117	0.1%	274	0.29%

With the ethnic make-up mainly being of people of white British origin, this can mean that those who do live in the district from other ethnic backgrounds may experience greater isolation, and have less of a support network. We are working to ensure that this is understood by staff and elected Members. (National Office of Statistics Ethnic Group, 2011)

Religion or belief (including non belief)

In 2011, 69% of residents classed themselves as Christians. This has decreased from 80% since 2001. 23% of local people state they have no religion which is an increase from 12% in 2001. 6.4% of people did not state their religion. The number of people of all other religions, including Buddhist, Hindu, Jewish, Muslim and Sikh has increased since 2001. (National Office for Statistics Religion 2011)

Sexual orientation

There is no reliable data on the number of lesbian, gay, bisexuals and transgender people in the UK, as no national census has ever asked people to define their sexuality. The monitoring of protected characteristics carried out by this authority does include questions on this if appropriate.

3. How we deliver equality in services

We deliver a range of services, which we adapt and review to meet local needs and opportunities and to take account of our funding situation. We also offer a range of services that particularly support individuals with protected characteristics and these include:

- Helping people to apply for disabled facilities grants to deliver adaptations within their home. In 2017 we helped over 90 people adapt their homes through disabled facilities grants.
- The leisure and parks service focuses on encouraging participation in sports and physical activity amongst groups of people that would most benefit including children and young people, over 60s, those with disabilities, women and carers. To do this, the service provides a range of activities that target these specific groups including:
 - Coaching courses and sessions in swimming, football, gymnastics, trampolining, tennis, badminton, multi-games, dance for children and young people.
 - Swimming sessions for mothers and toddlers.
 - Supporting the School Games Programme.
 - Netball in Beacon Park for girls and women.
 - Walking football for older men.
 - 50+ aerobics, Pilates and relaxation classes at Burntwood Leisure Centre.
 - 50+ exercise sessions and Silver Circuits at Friary Grange Leisure Centre.
 - Cardiac Rehabilitation programmes at Friary Grange Leisure Centre.
- To further encourage participation, Our Leisure Activity Passports (LAP) offer up to 30% savings on leisure activities across the district. People aged over 60, those on means tested benefits, people with disabilities and registered carers can apply for a free passport. At 1 April 2016 our leisure centres had 3,275 members from targeted groups, by 1 April 2017 this had increased to 3,400.
- All children on coaching courses also receive a free LAP to encourage increased participation, and those on swim courses are also eligible for free swimming.
- Commissioning the voluntary sector to provide services through Service Level Agreements (SLAs). Services funded include supporting young people into work, helping new mothers and fathers who have mental health needs, helping vulnerable people remain healthy, safe and independent within their own homes and neighbourhoods, supporting victims of domestic and sexual abuse and leisure activities and social inclusion opportunities for 10 to 19 year olds.
- Our Joint Waste Service supplies the bin collection calendar in braille.
- Providing free additional bins to families where extra waste is generated because of a medical condition, those with children in nappies, and for families of six or more, in 2017 we supplied 349 additional bins.

- Providing assisted bin collections for people who struggle to get their bins to the roadside for collection, such as older residents and people with disabilities. In 2017 we assisted 828 homes with these collections.
- Awarding small grants funding from £150 to £1,000 to local voluntary and community groups. Grants awarded in 2017 included:
 - Funding towards sensory integration therapy room equipment.
 - Funding towards Christmas Day lunch and entertainment for residents who are isolated with a range of disabilities.
 - Funding towards services to help and support independence of older people, enabling them to lead active and fulfilled lives.
- Projects completed under our Section 106 process, which involves engagement with all sectors of the community, so that the views and needs of all groups are considered. Section 106 agreements themselves are, by definition, designed to help make sure new developments enhance local communities and to reduce the impact of developments on local areas. They help to create better quality environments in, and around, new developments, which can range from improving roads and building new community facilities, to creating open spaces and improving local schools. Examples of projects that have positively impacted on specific groups include putting in an accessible roundabout in a play area, installing bus shelters and adding a handrail to a footpath.
- Ensuring our website is accessible by:
 - Ensuring differentiation of colour so that people who cannot differentiate between certain colours, and users with devices that have non-colour or non-visual displays, can access information.
 - Providing clear and consistent navigation mechanisms – orientation information, navigation bars, a site map etc. – to increase the likelihood that a person will find what they are looking for at a site.
- Making our main customer contact point, Lichfield Connects, accessible. Our reception area has a portable hearing loop that is made available to those who need it, and the desks have been selected to be wheelchair user friendly. We also have a disabled toilet available to the public which uses a radar key for access. Connects staff have all received safeguarding training, they also help people with learning difficulties with managing their finances and assist people with blue badge applications.
- Ensuring translation services are available at appeal hearings
- Our Streetscene Team trim back hedges within the district to allow clear access to footpaths.
- We continue to enforce building regulations and ensure the built environment is accessible and useable by the whole community, including people that have a disability.

4. How we improved equality in our services in 2017

In the 2017 Equality Statement we identified a number of service equality priorities which are detailed below. This section sets out what **we said we would do** and what we did:

1. We said we will review our Equalities Policy and our equalities objectives to ensure they reflect our equalities commitments and provide a framework for progressing these commitments.

These have been reviewed, subject to an Equalities Impact Assessment, and will be published in early 2018.

2. We said we will continue to maximise take up of Discretionary Housing Payments (DHP) to support vulnerable people and helping to prevent homelessness.

The DHP Policy has been reviewed to make it easier to claim and to make more payments to those most in need. The policy was fully implemented by April 2017. The figures below show that following implementation of the new policy the percentage of cases not paid reduced from 41% to 36%.

	Jan – Mar	Apr - June	Jul – Sep	Oct – Dec
Paid	£17,365	£9,956	£10,978	£10,067
Received	147	95	53	71
Number paid	50	31	31	36
Not paid	61	23	27	28

3. We said we will continue to monitor the protected characteristics of service users and consider the expansion of this monitoring into other service areas where possible.

The results of this are included in the population Profile of Lichfield District by Equality Strands 2017.

4. We said that where services are reviewed under Fit for the Future and changes are proposed equality impact assessments will be carried out to ensure that the full impact of changes is understood prior to decisions being taken.

The Shopmobility Service was reviewed under Fit for the Future and is listed as a separate action at point 11 below.

5. We said when conducting customer surveys we will continue to assess progress against our equality objectives.

No customer surveys were carried out during 2017.

6. We said we will ensure projects which are implemented from the Local Plan and Community Infrastructure Levy projects are subject to an equality impact assessment (EIA).

Rugeley Power Station Development Brief – Consultation Document was subject to an EIA in April 2017 and was found to have a neutral impact.

7. We said further actions for 2017 will come from our service planning process by June 2017. An action plan will be formulated based on the service plans and monitored during the year. The equality impact assessments below came from service plans completed as part of the service planning process mentioned previously.

During the year we completed the following equality impact assessments (EIAs):

- Chargeable garden waste (completed in April 2017). This found that if the charge was not introduced there may have been a negative impact on other areas funded by partner local authorities, such as social care.
- Payment kiosk (completed in October 2017). This found no negative impacts and that the kiosk did not require modification. It also stated that if during testing and implementation issues are detected, these can be rectified with the support of the supplier.
- Provision of football pitches in Lichfield City was also subject to an EIA, this found a positive impact on juniors under the age of 17, and that better safer facilities would be available for female players, particularly girls.
- In November an EIA was conducted on the Parks 2017 Events Programme. This was due to the Parks 2017 Service Plan having identified a need to review the events programme to ensure it increased activity for the Council's target groups of those with disabilities, over 60's, women and girls and carers and less affluent people. It found that a minimal amount of events would be slightly more challenging for those with certain conditions due to the nature of the events. It also found a positive impact in that it would encourage healthy activities for women and girls where funding was available and provide social events, volunteering opportunities and recreational healthy activities for carers and/or the people cared for.

8. We said we will work to ensure all elected Members have completed equalities training.

81% of all elected Members have now completed Equalities training.

9. We said in addition we will work to ensure all elected Members have completed recent training in Safeguarding and Child Sexual Exploitation.

This will now be carried forward into 2018.

10. We said training for elected Members on Hate Crime and prevent would be carried out in January 2017.

Hate Crime and Prevent training for elected Members was carried out and had a good response, 23 Members attended on the 23 January 2017.

11. We said the Shopmobility Service will be subject to a review in the spring of 2017 and the equality implications considered.

The Shopmobility service has been reviewed, an equality impact assessment was completed in March 2017 and found a positive impact because the new location for the service has a Changing Places facility which the old location did not. A further EIA was completed in November, details of which can be found under item 7 above.

12. We said the small grants process will be reviewed and subject to an equality impact assessment.

The small grants process has been reviewed and an equality impact assessment was carried out which found a positive impact in that the scheme will be better promoted and more streamlined. Also through being awarded in association with We Love Lichfield organisations will benefit from options to access vouchers and gifts which can be used to raise further funding. By reducing the maximum amount awarded a greater number of organisations can benefit.

13. We said we will continue to embed equalities, and our corporate value of having respect for everyone, in how we work as a council and all that we do. We will measure this through our employee survey in 2017.

The employee survey was not carried out during 2017 and will be carried forward to 2018.

5. Our service equality priorities for 2018

We will undertake the following actions:

1. We will continue to maximise take up of Discretionary Housing Payments to support vulnerable people and helping to prevent homelessness.
2. We will continue to monitor the protected characteristics of service users and consider the expansion of this monitoring into other service areas where possible.
3. Where services are reviewed under Fit for the Future and changes are proposed equality impact assessments will be carried out to ensure that the full impact of changes is understood prior to decisions being taken.
4. When conducting customer surveys we will continue to assess progress against our equality objectives.
5. We will ensure that projects implemented from the Local Plan and Community Infrastructure Levy projects are subject to an equality impact assessment.
6. Equality impact assessments will be completed on our Health & Safety (Environmental Health) and Food Safety service plans.
7. Further actions for 2018 will come from our service planning process by June 2018. An action plan will be formulated based on the service plans and monitored during the year.
8. We will continue to work to ensure all elected Members have completed recent equalities training.
9. We will work to ensure all elected Members have completed recent training in safeguarding and child sexual exploitation.
10. We will continue to embed equalities, and our corporate value of having respect for everyone, in how we work as a council and all that we do. We will measure this through our employee survey in 2018.

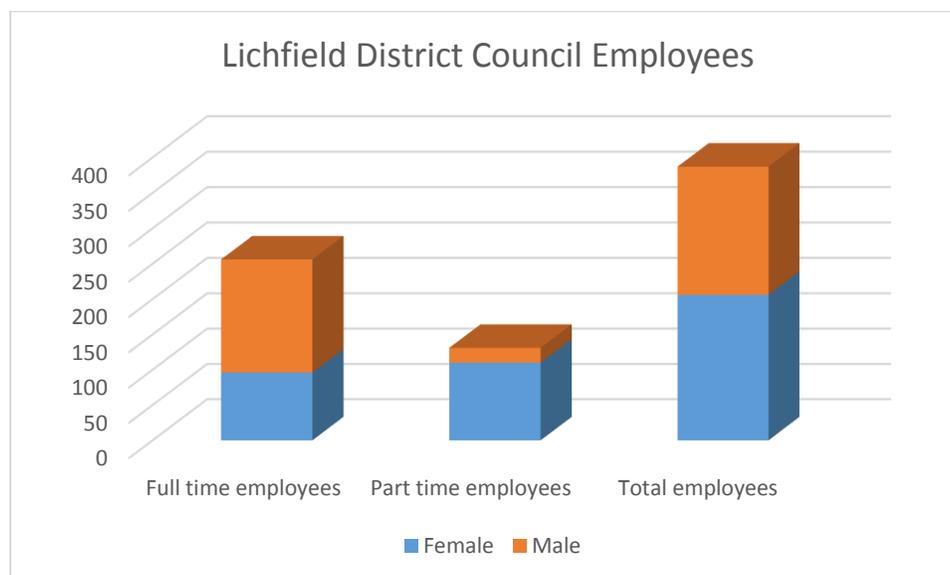
6. How we deliver equality in employment

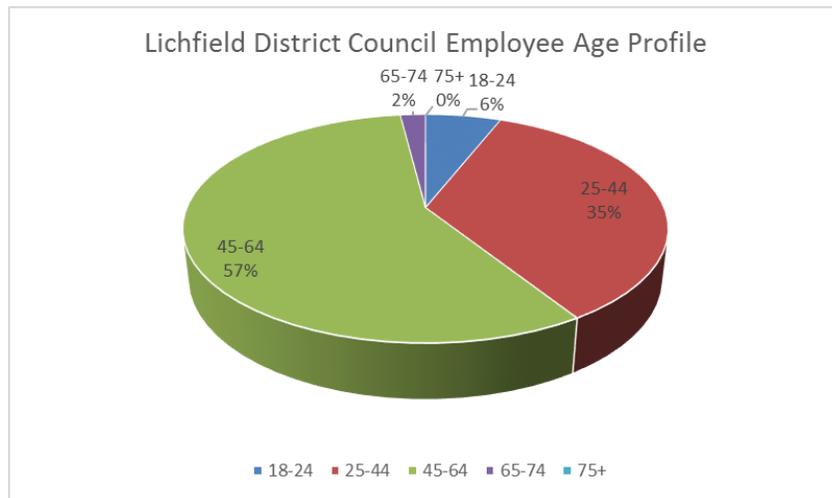
We aim to provide an inclusive, respectful and discrimination free work environment for all our employees. We want all our employees to feel respected, appreciated and be able to do a good job to the best of their ability.

We have identified three core values that our staff and councillors work towards. One of these is that we respect everyone by listening to one another and understanding each other's views and pressures. One of the ways we demonstrate this is by valuing diversity and welcoming the different perspectives others can provide to discussions and problem solving.

We are also committed to promoting and encouraging a culture where people can openly and constructively express their feelings without fear of retribution and criticism. In support of this we maintain up to date policies on whistleblowing (updated in July 2016) and the prevention of bullying & harassment to ensure that employees can raise concerns in confidence without fear of recrimination. We also continue to make adjustments to meet the needs of employees with a disability.

We have a total of 387 permanent and temporary employees of which 204 are women (53% compared to 50.4% of residents in the district), 183 are men (47% compared to 49.6% of residents), 1.7% are from black and minority backgrounds (compared to 3.4% of the district) and 3% have a disability (compared to 18.1% of residents). Of these 256 are full time employees and 131 part time. The graph shows the ratio of male to female staff for all staff.

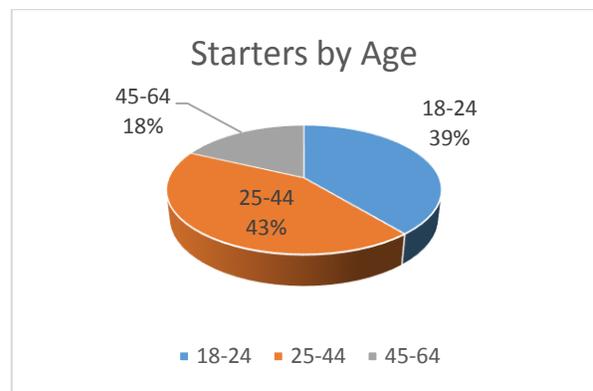
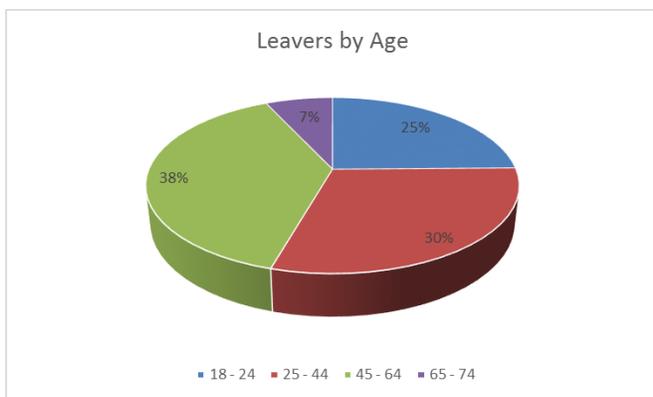




The chart above shows that 6% of our workforce are aged between 18 and 24 (compared to 7.4% of residents), while 35% are aged between 25 and 44 (24.1% of residents). The majority of employees (57%) are aged between 45 and 64 (28.4% of residents).

We regularly collect information relating to our employees and this helps us monitor changes in our workforce profile. In 2016 - 17 an analysis of employee turnover revealed that 54% of leavers were under the age of 44, and 46% over the age of 45, the chart below gives a full breakdown. 5% of leavers were compulsory redundancies, 14% were due to retirement, 9% left because their contract ended, 64% left for other employment, 7% left for other reasons.

In addition, an analysis of new starters during 2015 - 16 showed that 39% were between the ages of 18 - 24, and 43% were between the ages of 25 – 44, a further 18% were between the ages of 45 – 64. The chart below shows the complete breakdown by age.



When changes are proposed, our management consults with employees, both as individuals and collectively through employee representatives with support from the Human Resources team. There has been consultation on changes proposed as part of the Fit for the Future programme via the Employee Liaison Group (ELG), and team meetings. We have also introduced a new code of conduct and updated a range of HR policies, which are subject to regular review and impact assessment.

7. How we improved equality in employment in 2017

In the 2017 Equality Statement we identified the following employment equality priorities.

What **we said we would do** and what we did:

1. We said we will continue to equality impact assess key policies, procedures and procurement, including considering the implications of savings proposals under Fit for the Future, which may impact on staff with protected characteristics.

In December 2017 our Equality & Diversity Policy was reviewed and subject to an equality impact assessment. A positive impact was found for all groups with protected characteristics, in that the policy will ensure that all protected characteristics are taken into account in all decisions and policy development. In addition the revision also ensures the availability of British Sign Language interpreters to support customers and applicants and includes a revised definition of antisemitism. The revised policy also undertakes to ensure that we do not discriminate against those who are economically or socially challenged.

2. We said we will continue to collect, analyse and publish key workforce data.

Workforce data has been collected and is published as part of this Equality Statement (see above).

3. We will continue to increase the number of staff that successfully complete equality awareness training so that at least 50% of all employees have completed training and 100% of all employees in front line customer facing roles.

172 out of 387 (44%) current staff have had equality and diversity training within the last 3 years. The percentage of staff trained varies across services from 8% in our join waste service to 80% in legal, property and democratic services. 169 out of 276 (61%) of front facing staff (not including casuals) have had training in the last 3 years.

4. We will carry out a follow up Employee Survey which will include a question to ascertain if we have achieved a culture that is welcoming and supportive to all.

The employee survey was not carried out during 2017 and will be carried forward to 2018.

8. Our employment equality priorities for 2018

This year we will deliver the following:

1. We will continue to equality impact assess key policies, procedures and procurement, including considering the implications of savings proposals under Fit for the Future, which may impact on staff with protected characteristics.
2. We will continue to collect, analyse and publish key workforce data.
3. We will continue to increase the number of staff that successfully complete equality awareness training so that at least 50% of all employees have completed training and 100% of all employees in front line customer facing roles within the last 3 years.
4. We will carry out a follow up Employee Survey which will include a question to ascertain if we have achieved a culture that is welcoming and supportive to all.
5. We will undertake an Equal Pay Audit.
6. We will publish our Gender Pay Report by 1st April 2018.
7. We will take account of the recommendations from the Stevenson/Farmer review of mental health and employers and develop an organisational wellbeing plan as part of our People Strategy.

9. How we monitor progress and identify equality issues

Monitoring our progress and ensuring we have the right data to both inform and review how well equality issues are embedded into our services, underpins our service delivery. Here's how we achieve this:

- The actions and priorities identified in the Equality Statement 2018 will be monitored throughout 2018 and progress reported in the council's next Equality Statement (to be published 31 January 2019).
- We are monitored by the Equality and Human Rights Commission and the government's Equalities Office to ensure equality issues are addressed.
- We continue to support the Lichfield and District Disability Partnership Panel, seeking to ensure both existing and new policies and projects consider the needs of people with disabilities as and when required.

10. Getting the right data

We use national and local data to produce a profile of the district.

This data is published annually in our Lichfield District Community Profile which can be downloaded at www.lichfielddc.gov.uk/equalitystatements

We use population profiling to help identify local priority issues. One very clear message that comes through from local data for example is the high proportion of over 65 year old people (25.9%) in our community.

However, we have much less data on other protected characteristics such as sexual orientation, and are conscious of the sensitivities around collecting this information. Nonetheless, we have included questions regarding this in our monitoring of protected characteristics, and collect the information where appropriate.

11. Any questions?

Our Equality Statement is available to download at www.lichfielddc.gov.uk/equalities2017

If you have any questions about our Equality Statement 2018, please contact Colin Cooke on 01543 308121 email colin.cooke@lichfielddc.gov.uk or Alison Bowen on 01543 308129 email alison.bowen@lichfielddc.gov.uk

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