



Equality Statement 2015

Published 31 January 2015

Every year we publish an Equality Statement on 31 January that shows how we take into account the varying needs of everyone living, working and visiting our district and, in particular, the specific needs of people in our communities and those accessing our services, such as children and young people and people with disabilities.

Our Equality Statement shows how we are meeting our Public Sector Equality Duty, under the Equality Act 2010. It also helps our customers, residents, employees, elected members, the Equality and Human Rights Commission and other interested parties to assess our equality performance and our compliance with equality legislation. It also includes our Equality Objectives which give us a guiding framework and help us embed equalities in all that we do.

Our current Equality Statement is available to download at
http://www.lichfielddc.gov.uk/downloads/download/1385/equalities_statements

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

Foreword

I welcome this Equality Statement as giving the Council the opportunity to take stock of what we have done over the past year to improve equality in our services and in employment and to help us identify future service and employment priorities.

As a council we are committed to supporting and, where possible, improving the general quality of life of the people who live in, work in and visit our district.

We work to make our services available and accessible to all, by seeking to remove barriers that may prevent certain individuals and groups from getting the services they need. We recognise and accept that people's needs are different and will work to make our services as flexible and responsive as we can. This means that our residents, customers, contractors, partner organisations, job seekers and employees will all be treated fairly and equally, regardless of their characteristics or lifestyle.

Equality and fairness are also important to us in meeting our aim to provide an inclusive, respectful and discrimination free work environment for all employees so that all our employees feel able to give their best.

I was delighted when I was asked to be the Member Champion for Equalities. I believe Equalities are central to treating people fairly and ensuring that our services are accessible. I am also keen that we gain the business benefit of our services being accessible to the maximum number of people.

Like councils across the country, despite facing significant budgetary pressures, we remain committed to improving the economic, social and environmental wellbeing of all our communities. We will achieve this by working in partnership with others and targeting our resources towards the areas of greatest need. This means our communities must be at the heart of everything we do. We will also continue to equality impact assess any of the service changes we may need to make as a result of budgetary pressures.

This Equality Statement demonstrates our ongoing commitment to ensuring people are treated with dignity and respect, promoting equality of opportunity and ensuring discrimination is not present in either our service delivery or employment practices.

Councillor Colin Greatorex

Cabinet Member for Community, Housing and Health and Member Champion for Equalities

About this document

This Equality Statement provides an overview of how we are meeting our equality based 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.

We have reviewed our equality objectives and consulted with the public on them during 2014.

Contents

This document is broken down into the following section:

Sections	Pages
1. Our equality duty	5
- Introduction	5
- What is a protected characteristic?	5
- Our equality objectives	5
2. Who lives in our district	6
3. How we deliver equality in services	8
- An overview	8
- How we improved equality in our services in 2014	10
- Our service equality priorities for 2015	14
4. How we deliver equality in employment	15
- An overview	15
- How we improved equality in employment in 2014	17
- Our employment equality priorities for 2015	18
5. How we monitor and identify equality issues	19
- How we monitor our progress	19
- Getting the right data	19
6. Equality based case studies	20
Any questions?	22

1. Our equality duty

Introduction

The Equalities Act 2010 introduced a new public sector equality duty which replaced the separate duties relating to race, disability and gender equality.

In addition the Act 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; and
- 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 are defined as groups with protected characteristics:

- Age
- Race, colour, national or ethnic origin
- Disability
- Religion or belief (including non belief)
- Gender (including transgender)
- Marital status (including civil partnership)
- Sexual orientation
- Pregnancy and maternity

Our Equality Objectives

We have set equality objectives to help focus attention on the priority equality issues facing Lichfield District Council and deliver improvements in policy making, service delivery and employment, including resources allocation. Our equality objectives were considered and approved in draft by Cabinet in February 2014. We consulted with the public on these objectives and did not receive any proposed amendments.

Our Equality Objectives are

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.

2. Who lives in our district?

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 2012 the total population of Lichfield District increased by 8.5% from 93,232 to 101,186 ²

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 2012 this had increased to 21.4% (21,643).

The percentage of residents aged 65 to 74 increased from 8.6% (7,986) in 2001 to 12.6% (12,753) in 2012. In addition to this those aged 75 and over increased from 6.9% (6,451) to 8.8% (8,890).

(National Office of Statistics Resident Population Estimates by Broad Age Band, Mid 2012).

Ethnicity

The ethnic make up of Lichfield District differs significantly from the regional and national compositions, with people of White British origin accounting for a larger proportion of the population than any other ethnic group (94.6% (95,263) of the population in 2011 which is a reduction from 96.57% (90,034) in 2001).

The next largest ethnic group are those classing themselves as White Irish/ Other which represents 2.1% (2,123) of the population, an increase from 1.57% (1,463) in 2001.

² Figures from <http://ias.staffordshireobservatory.org.uk/IAS/profiles/profile?profileId=44&geoTypeId=#iasProfileSection5>

In 2011 the remaining 3.3% (3,321) are those classing themselves as Mixed 1.1% (1,107), Asian or Asian British 1.7% (1,711) and Black or Black British 0.5% (503).

Disability

Over 18,265 people living in our district have a long-term health problem or disability (www.localhealth.org.uk)

Since 2009, there has been a 7.3% increase in the number of residents claiming disability living allowance. There has however been a 1% reduction since 2013 (4,360 in 2009 to currently 4,680).

The reduction may be due to changes in the assessment criteria and the introduction of Personal Independence Payments replacing disability living allowance for those aged 16 to 64.

Between 2009 and 2014, the number of claimants of disability living allowance aged over 70 rose by 38.2% (from 680 to 940) and the number of 16 to 24 year old claimants rose by 43.5% (from 230 to 330). The majority of claimants are aged between 60 and 69 years old (24.4% of all claimants). (ONS Benefit claimants – Disability Living Allowance – February 2014)

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. The number of people of all other religions has increased since 2001; this includes Buddhist, Hindu, Jewish, Muslim and Sikh.

Gender

The number of men and women in the district is almost equal with 49.5% of the population in 2012 being male and 50.5% being female.

(National Office of Statistics Resident Population Estimates by Broad Age Band, Mid 2012).

Marital Status

In 2001 60% of people living in the district, aged 16 or over were married or re-married, by 2011 this had reduced to 55% and included 32 registered civil partnerships.

Sexual Orientation

There is no hard data on the number of lesbians, gay men and bisexuals in the UK as no national census has ever asked people to define their sexuality. The monitoring of protected characteristics carried out by the council does include questions on sexual orientation, where appropriate.

Pregnancy and Maternity

During 2013 there were a total of 936 live births to mothers that normally resided within the district, this was a reduction from 1,002 in 2012. (ONS live births by area of usual residence)

3. How we deliver equality in services:

An overview

We already offer a range of services that support individuals with protected characteristics and these include:

- Helping people to apply for Disabled Facilities Grants to deliver adaptations within their home. In 2014 we helped over 73 people adapt their homes through disabled facilities grants
- Encouraging participation amongst those groups of people that would most benefit from physical activity: children and young people; the over 60s; those with disabilities; women; and carers. To do this, the Leisure and Parks service provides a range of activities that target these specific groups including:
 - Coaching courses and sessions in swimming, football, futsal, trampolining, athletics, multi-games, dance for children and young people;
 - Swimming sessions for mothers and toddlers;
 - Netball in Beacon Park for girls and women;
 - Walking football for older men;
 - 50+ exercise classes at Burntwood Leisure Centre;
 - Pan-disability multi-sports club for 5-18 years old;
 - Multi-sports clubs for adults with learning difficulties;
 - Positive Futures activities for young people most at risk of adverse behaviour;
 - Disability horse riding, girls' football, women's zumba funded by the Sportivate programme.
 - Structured exercise programme for those with certain health conditions;
 - Cardiac Rehabilitation programmes
- To further encourage participation, our Leisure Activity Passports 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 1st April 2014 our leisure centres had 2175 members from targeted groups, by October 2014 this had increased to 2523 (an increase of 16%)
- Opening the refurbished Friary Grange Leisure Centre which improved access considerably for people with disabilities; there is now a ramp from the changing rooms

to poolside rather than steps, and the disabled changing room is now accessed from reception rather than from outside.

- Investing in new accessible fitness equipment at Friary Grange Leisure Centre so that people with disabilities or recovering from injury or illness can be active.
- Promoting more widely the existence of the new Changing Places facility at Friary Outer Car Park.
- Commissioning the voluntary sector to provide services through Service Level Agreements. As part of this we are funding Burntwood Live at Home which offers friendship and support to older people, and Friends to Friends, which promotes independence for people with learning disabilities, including learning life skills and offering socialising opportunities, fund-raising, activities and outings.
- Delivering projects under our award winning Section 106 process which is open, accessible and transparent. The process involves engagement with all sectors of the community so that all groups can participate. 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. Information on projects carried out using Section 106 funding can be found [here](#). The number of Section 106 agreements is expected to diminish as the Community Infrastructure Levy becomes more widely used. Details on the Community Infrastructure Levy can be found [here](#).
- Ensuring website is accessible by having level double-A conformance to Web Content Accessibility Guidelines. This includes:
 - Providing non-text equivalents (e.g. pictures, videos, and pre-recorded audio) of text for people from various disability groups. This is also beneficial to some users, especially nonreaders or people who have difficulty reading.
 - 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
 - Enabling moving, blinking, scrolling, or auto-updating objects or pages to be paused or stopped
 - 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.

- 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 2014 we supplied 341 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 2014 we assisted 885 homes with these collections
- Delivering 26 coaching sessions in Food Safety by our Environmental Health Team, 96% of these were given to businesses run by those from ethnic minority groups
- Helping older people, children and young people, vulnerable adults and people with disabilities access local shops, socialise and enjoy a range of activities through our Community Transport Scheme. Local older people's groups and the Staffordshire Association for the Blind are regular users of the scheme. Our community transport buses accommodate wheelchair users and during the year made 332 trips which included wheelchair users or people that needed to use a hoist to get into the vehicle. In addition 5% of groups using the scheme were for disabled people and 65% of groups were for those aged over 65.

How we improved equality in our services in 2014

In the 2014 Equality Statement we identified the following service equality priorities.

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

1. We will appoint a Member Champion for Equality issues

On 4th February 2014 Councillor Greatorex, Cabinet Member for Community, Housing and Health was endorsed as the Member Champion for Equality issues by the District Council's Cabinet

2. We will consult with the community on our new Equality Objectives

We undertook a consultation exercise on our website which ran from 12th August until 30th September 2014, asking for people to give their opinions and comments on our Equality Objectives. Only one response was received to this consultation, which was disappointing, but it was in agreement with all the proposed equalities objectives.

3. We will review how we are meeting our Public Sector Equality Duty (PSED) having regard to the recommendations of the Government Independent Steering Group

The Government Independent Steering Group made two recommendations for public sector bodies.

- that a proportionate approach in respect of the collection of equality data should be adopted.*
- that procurement processes should not place onerous or disproportionate burdens on small contractors to provide equality data*

Against these recommendations it is felt that the council is taking a proportionate approach to the collection of equality data.

Further work to benchmark the range of equalities data collected with other Local Authorities and a review of procurement processes will be carried out in 2015.

4. We will introduce an additional section within our Committee report templates in order to outline the equality implications of the matter under consideration.

Our report templates were updated in October 2014 to include a requirement to identify equality implications and this has been included in reports since then.

5. We will continue to undertake equality impact assessments (EIA) and planned to assess the following:

- Lichfield District Community Safety Plan (2014 – 17)**

The assessment found that the plan had a positive impact on young people by diverting them from being victims or perpetrators, and positive impact on older/vulnerable adults by reducing crime and anti-social behaviour. It also aims to find appropriate care for those with mental health problems, support to victims of domestic abuse and sexual exploitation, and provides support and guidance to address language and cultural issues)

- **Discretionary Reduction Policy for Council Tax** - workload and staff capacity issues have delayed this assessment, which will now be completed in April 2015
- **Licensing Policy** As the current policy remains effective until January 2016 this will now be completed in 2015
- **Health, Safety and Welfare at Work Policy** The policy is scheduled to be reviewed / updated by the end of March 2015 and the EIA will be completed shortly thereafter

We also equality impact assessed the following

- The Local Plan (see item 14 below)
- Brown Bin information leaflets & stickers - as a result of these EIAs the leaflets and stickers included pictures of the types of items not to be put in the bin as opposed to just a stop sign which could have been misunderstood by people unable to read English as an indication not to use the bin at all
- The Community Transport Dial-a-ride Scheme (was found to have a positive impact on older people, carers and those with disabilities)
- The Old Mining College Centre (proposed changes, was found to potentially have a positive impact on older people, carers and those with disabilities)
- CCTV (the EIA found that the intention of the policy was to have a positive impact on all groups)
- The Mobile Homes Fees Policy (was found to have a positive impact on those over the age of 55, in addition the protections for that group also extended to traveller sites.)
- The introduction of charges for public toilets, a decision was taken not to proceed with charging because of the adverse impact it would have on the elderly, people with disabilities and those with children and babies.

6. **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.** Although the Fit for the Future programme has continued during 2014 and several Service Reviews are underway, the changes which have been implemented during the year have had no specific impact on those with protected characteristics. Where changes are proposed they will be subject to an equality impact assessment.
7. **We will update and republish the Statement of Community Involvement for 2013/2014 to ensure the needs of the community are included, together with specific equalities issues where they have been identified.** Due to a reduction in available resources and the level of work required by the Local Plan, progress on this has been delayed. (The Statement of Community Involvement is produced to explain how the public will be engaged in the plan making process and how the public may be involved in the determination of planning applications).
8. **We will improve our understanding of who accesses our services by developing a standard approach to collecting equality information about our customers.** A standard approach has been developed using Snap software and is being used by an increasing number of departments. We are currently monitoring the protected characteristics of service users for Community Safety, Complaints, Housing Enquiries, Housing Register,

Discretionary Housing Payments (Benefits) and Taxi Licensing. The results of this monitoring are included in the District Profile by Equality Strands 2014.

- 9. Environmental Health will further improve their customer feedback form to incorporate key information on equalities.** *Equalities information has been collected from those using the taxi licensing service during 2014, and the results are included in the Population Profile of Lichfield District by Equality Strands.*
- 10. We will collect better information on how our Community Transport scheme benefits people with protected characteristics, especially the elderly and people with disabilities.** *The Community Transport membership scheme has been reviewed and members have been invited to rejoin. Membership forms were updated to capture information on the protected characteristics of the users.*
- 11. We will collect information to enable the characteristics of victims of anti social behaviour to be monitored.** *The customer satisfaction survey issued to victims of anti social behaviour now includes a section regarding protected characteristics to enable information to be collected and monitored. Although these forms have been issued, so far only three have been returned.*
- 12. A Hate Crime Policy will be put in place, monitored and reported to East Staffordshire Racial Equality Council/Partners Against Crimes of Hate.** *A Hate Crime Policy is currently being drafted and it will be in place by Spring 2015.*
- 13. Our Grounds Maintenance and Car Parks Teams will monitor complaints in relation to protected characteristics.** *Although monitoring forms have been issued with complaints forms, none have been returned so far and none of the complaints received by either team relate directly to equality issues.*
- 14. We will work to ensure that the Local Plan and other associated documents are inclusive of all members of the community and able to support and address the range of needs of all those who live in, work in and visit the District. We will also work to ensure that projects which are implemented are accessible and inclusive to those whose needs the project seeks to address.** *The Local Plan was subject to an Equality Impact Assessment in January 2014. The local plan enhanced the position for those with these protected characteristics (particularly young people and the elderly), people with disabilities, gypsies and travellers and carers or people cared for. Projects from the Local Plan will be subject to an Equality Impact Assessment as they are implemented.*
- 15. We will maximise take up of Discretionary Housing Payments (DHP) thus supporting vulnerable people and helping to prevent homelessness.** *We have been working with agencies including CAB (particularly as part of the Right Advice First Time Partnership, this includes Age UK Staffordshire, Beat the Cold, Lichfield & District Community & Voluntary Services, South Staffordshire Network for Mental Health, the Pathway Project, Lichfield District Council and Money Advice at Bromford Housing) to maximise take up of Discretionary Housing Payments. In addition copies of the DHP form have been issued to Housing Associations. The scheme is also available on the Council website and received 1,359 page views during the year. Our customer services team also issue forms and give advice to customers on an individual basis and we have a Money Advisor based within the Housing Team who, together with officers dealing with homelessness, gives advice on the scheme. Despite this, the number of applications reduced from 254 in 2013/14 to 193 in 2014/15, whilst the number of awards fell from 118 in 2013/14 to 83 in 2014/15.*

In addition to the above

- *Our District Services questionnaire- Your View (Summer 2014) included our equality monitoring questions. The survey found that:*
 - *91% of respondents felt that giving means tested grants to people with disabilities to adapt their homes was important*
 - *88% of respondents felt that giving support to people in housing need and helping homeless people was important*
 - *80% felt that giving means tested council tax discounts and benefits to people in financial difficulty was important*
 - *44% of respondents felt that the discretionary provision of scooters to city centre visitors with limited mobility should be protected, with 31% saying this service should be cut back*
 - *31% of respondents felt that the discretionary financial support for Lichfield Garrick and its community work should be protected, with 39% saying it should be cut back*
 - *62% of respondents were not in favour of saving money through stopping community transport that gives low cost transport to community groups*
 - *58% of respondents were not in favour of saving money through stopping or reducing small grants to voluntary groups*
- *Overall the profile of respondents was in line with the district profile. Of those who responded to the survey, 14% of respondents had a disability, 95.6% of respondents were white British and 39% of respondents were aged 65 and over.*
- *The survey was also analysed to give an understanding of how different groups of people responded and identified that:*
 - *Older people aged 55 and above and residents with a disability supported protecting brown bins the most.*
 - *Residents with a disability were more likely to support maintaining mobility scooters*
 - *People with a disability and those aged 65 and above were more likely to support maintaining the bulky waste collection service*
 - *Those aged 55 and above and those who are disabled were least likely to agree that charges for emptying brown bins was acceptable*
 - *Those aged 65 and above were most likely to want to see the continued provision/maintenance of toilets*
 - *Those without a disability were most likely to agree with disabled parking charges.*
- *A highlight report is available at <http://www.lichfielddc.gov.uk/yourview>*
- *We also updated our Safeguarding Policy and made training available to employees to help them identify any safeguarding concerns relating to children and vulnerable adults.*

Our service equality priorities for 2015

1. We will continue to monitor the protected characteristics of service users and consider the expansion of this monitoring into other service areas where possible.
2. We will continue to analyse and track equality monitoring data from our services such as the Housing Register, Housing Enquiries, Taxi Licensing, Complaints and Community Safety.
3. We will continue to undertake equality impact assessments and plan to assess the following:
 - Emerging planning policies and guidance from the Local Plan
 - Supplementary Planning Documents
 - Neighbourhood Plans
 - The Community Infrastructure Levy
 - Customer Service Standards
 - Appointeeships
 - Revenues & Benefits Customer Services
 - Mill Lane Link review
 - Locality Commissioning Framework
 - Licensing Policy
 - Hate Crime Policy
 - Health, Safety and Welfare at Work Policy
 - Homeless Prevention Assistance Policy
 - Empty Property Policy
 - Housing Assistance Policy
 - Temporary Accommodation Review
 - Enforcement Policy (Environmental Health)
 - Regulatory & Licensing Appeal Procedure.
4. We will begin to collate and analyse equality issues raised in reports to elected Members.
5. 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.
6. We will update and republish the Statement of Community Involvement for 2014/15 to ensure the needs of the community are included, together with specific equalities where they have been identified.
7. We will continue to maximise take up of Discretionary Housing Payments thus supporting vulnerable people and helping to prevent homelessness.

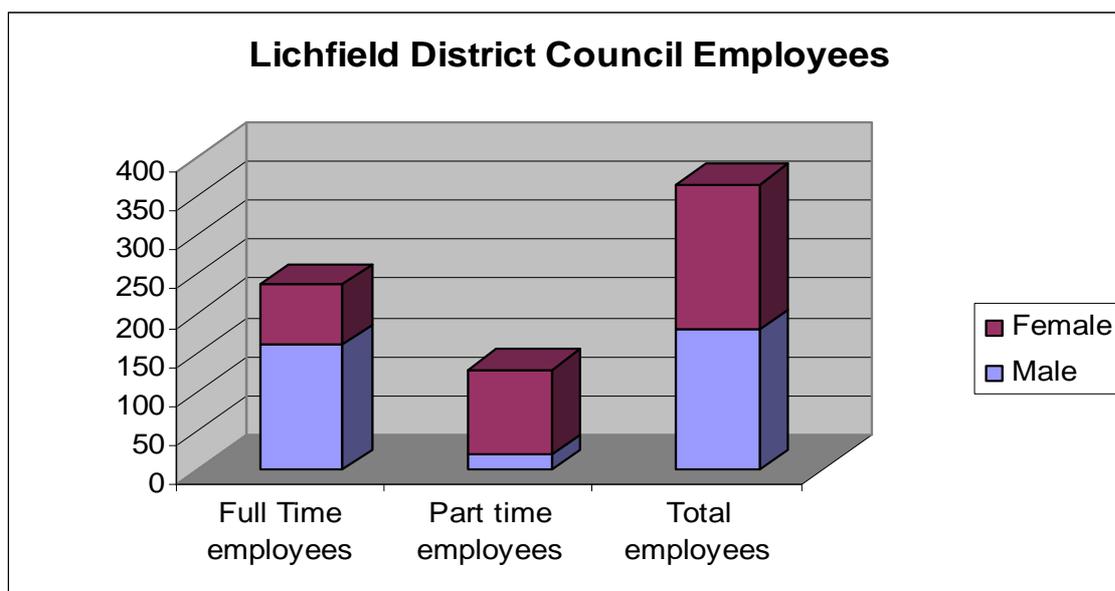
8. We will ensure that that projects which are implemented from the Local Plan and Community Infrastructure Levy projects are subject to an Equality Impact Assessment.
9. The Hate Crime Policy will be finalised, put in place, monitored and reported to East Staffordshire Racial Equality Council/Partners Against Crimes of Hate.
10. The small grants application process will be reviewed and Equality Impact Assessed.
11. When conducting customer surveys we will assess progress against our equality objectives.
12. We will ensure that development of our new Strategic Plan includes equality objectives.
13. We will benchmark our processes for meeting the Public Sector Equality Duty with our peers.

4. How we deliver equality in employment

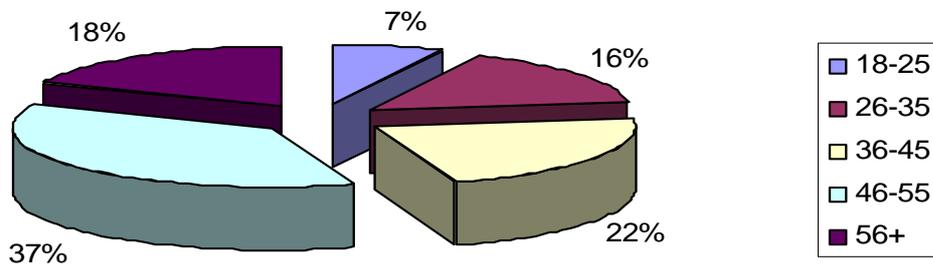
We aim to provide an inclusive, respectful and discrimination free work environment for all our employees. We want all our employees to feel respected and be able to give their best. We maintain up to date policies on Whistleblowing and the Prevention of Bullying & Harassment to ensure that employees can raise concerns in confidence without fear of recrimination.

An overview

We have a total of 381 permanent employees of which 197 (51.7%) are women, 184 (48.3%) are men, only 2.1% are from black and minority backgrounds and 3.9% have a disability. Of these 238 are full time employees and 143 part time. The graph shows the ratio of male to female staff for all staff.



Lichfield District Council Employee Age Profile

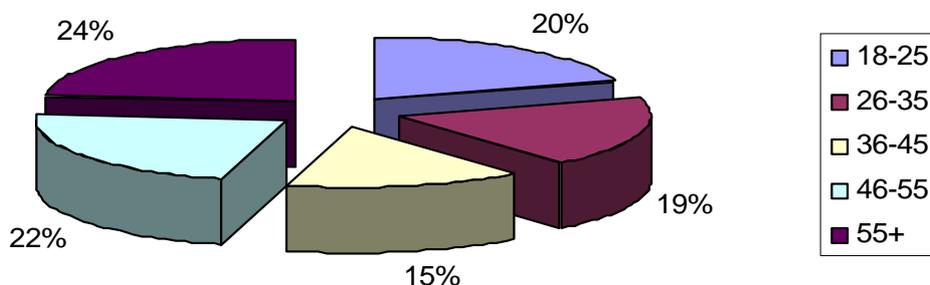


The chart above shows that 23% of our workforce are aged between 18 and 35, while 22% are aged between 36 and 45. The majority of employees (37%) are aged between 46 and 55.

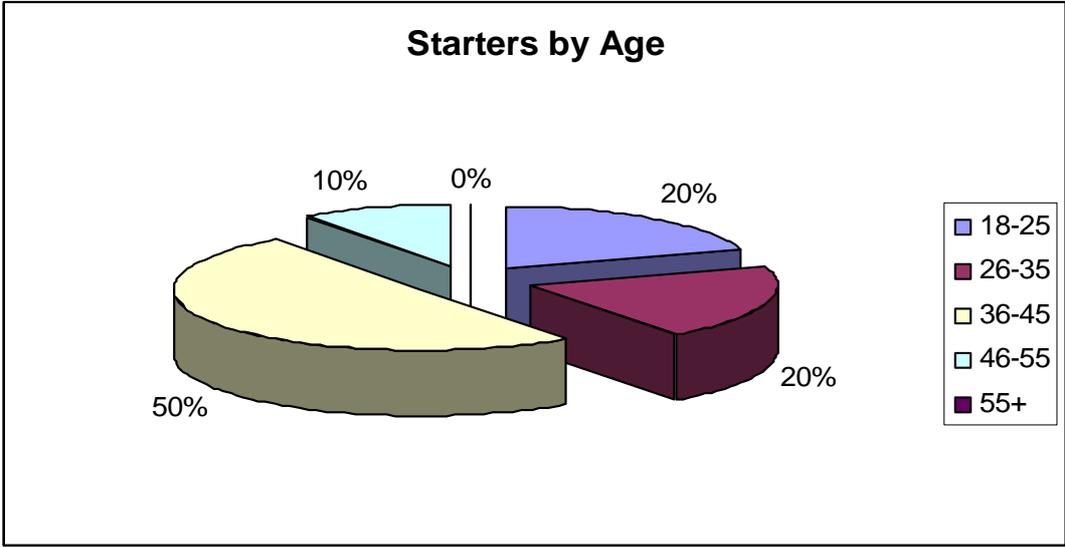
Women are well represented in senior positions within the organisation. There are five positions on our Leadership Team, and three of these are held by women, including our Chief Executive. 34 women in total hold senior positions which equates to 8.9% of the total workforce or 17.3% of the female workforce.

We regularly collect information relating to our employees and this helps us monitor changes in our workforce profile. In 2013-14 an analysis of employee turnover revealed that 39% were under the age of 35 and 24% over the age of 55, the chart below gives a full breakdown. 17% of leavers took voluntary redundancy, 25% were compulsory redundancies, 2% were due to retirement, 7% left because their contract ended, 44% left for other employment and 5% left as part of a Transfer Under Protected Earnings or settlement scheme.

Leavers by Age



In addition, an analysis of new starters during 2013-14 showed that 50% were between the ages of 36 – 45, and 40% were between the ages of 18 – 35, no new starters were aged over 55. The chart below shows the complete breakdown by age.



When changes are proposed, Personnel consult with employees both as individuals and collectively through Employee representatives. There has been consultation on changes proposed as part of the Fit for the Future budget reduction programme via the Employee Liaison Group, the Corporate Liaison Group and team meetings.

How we improved equality in employment in 2014

In the 2014 Equality Statement we identified employment equality priorities.

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

1. **We will continue to equality impact assess key policies, procedures and procurement, including considering the implications of savings proposals, which may impact on staff with protected characteristics.** Equality impact assessments were carried out on the Alcohol Management Procedures and the Equality & Diversity Policy. The Alcohol Management Policy was found to have an intended positive effect on all groups by reducing risk in the workplace. The Equality & Diversity Policy was found to have the positive effect of removing discrimination from the workplace.
2. **We will continue to collect and publish key workforce data.** The data has been included in this statement in Section 4 ‘How we deliver equality in employment’ above.
3. **We will collect information to enable the protected characteristics of employees involved in Health & Safety related incidents to be monitored.** The collection of this will be incorporated in the review of accident reporting and investigation procedures. Although originally planned to be completed by the end of September 2014, emerging service pressures has delayed this procedural review and it will be considered as part of the revised deadline of the end of March 2015.

4. **We will increase the number of staff that have undergone equality awareness training.** As of December 2014 a further 52 members of staff had completed equality awareness training. Over the last three years 39% of our workforce have successfully completed equality awareness training.
5. **We will develop a card setting out individual responsibilities under equality legislation which will be promoted at training and other events.** This was replaced by an email sent to all employees, summarising their responsibilities under the equality act and included a printable version for managers to display and distribute to staff not on email.

In addition, for elected members we will

6. **Arrange equalities training for our elected Members.** Equalities training for elected Members took place on 23 April 2014, 17 members and 4 officers attended. A copy of the presentation slides was sent to those that were unable to attend.

Our employment equality priorities for 2015

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 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.
4. We will appoint an equality lead for each directorate and hold quarterly meetings to discuss and progress equality issues.
5. We will carry out an Employee Survey which will include a question to ascertain if we have achieved a culture that is welcoming and supportive to all. We will also be using this survey to assist in agreeing our new corporate values.
6. We will offer equality and diversity training to all elected Members following the election in May 2015

5. How we monitor 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.

How we monitor our progress

- The actions and priorities identified in the Equality Statement for 2015 will be monitored throughout 2015 and progress reported in the council's next Equality Statement (to be published 31 January 2016).
- Under our guiding strategy: 'A Plan for Lichfield District' 2012-2016, we produce an annual action plan. This includes key milestones in our service delivery, with progress relating to the council's equality objectives as appropriate.
- Our service plans include a 'being fair' section that specifically relates to equality impact assessments and the priorities set out in the Equality Statement.
- Our Community, Housing & Health (Overview and Scrutiny) Committee will review and monitor progress made against the Equality Statement 2015 as part of their work programme for this year. In addition the Committee will seek to identify any areas for improvement.
- We regularly review our Equality Statement action plan to ensure service commitments, progress and priorities are met.
- 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.
- We will benchmark progress with our partners. (Staffordshire and West Midlands Equality Networks)

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/districtprofile

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%) 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.

6. Equality based case studies

The following case studies highlight our commitment to provide fair accessible and caring services and show how we work with our partners to achieve this:

The Appointees Programme is a service that is set up between Lichfield District Council and Staffordshire and Stoke on Trent NHS Trust to support residents that have learning difficulty maintain independent living. Customer services support seven individuals by administering daily/weekly allowances for things like shopping etc and we bring to the attention of their social / key worker anything that we feel may need further attention or investigation. Customer Services staff were concerned when one of the people that we support who lives alone and is easily confused, was coming to the council offices without a coat and in clothes that were worn out and shoes that were too big.

Staff recognized that the person was in a vulnerable position and identified that they needed a new assessment to be completed by their social worker and extra funds to enable them to buy clothes and shoes. Customer Service staff also identified other issues e.g that people were visiting the person during evenings and causing a nuisance to neighbours and to the individual. Staff emailed his social worker with their concerns and followed it up with a telephone call. Following the visit from the social worker there were measures put in place for this person; the carers were approached and support is now given on a daily basis and safeguards were put in place.

Following feedback from a customer with a medical condition that the positioning of Touch Screens in our reception area made their use very uncomfortable because they had to be used at arms length, signs have been attached to the screens advising that keyboard and mouse are available for those that would prefer to use them.

Environmental Health were contacted by a local resident regarding an on going mouse infestation. The property was in an unsatisfactory condition and had an active mouse infestation. The infestation was particularly bad in the front room, where the owner of the property spent most of their time on a urine soaked sofa surrounded by the mice, waste food, food packaging and soiled clothes. Over a period of weeks the officer was able to build up a relationship with the tenant, clear the items that needed disposing of, source and deliver a new sofa and carry out the treatment of the infestation. Once the infestation was treated and the waste was removed, the resident arranged for a cleaning company to 'spring clean' the property. The tenant is no longer alcohol dependant and is living a more active lifestyle.

Lichfield District Council was requested by Staffordshire Police and Bromford Housing to engage in a neighbour dispute between a private householder and a Bromford tenant, one of whom was a vulnerable adult. Both families were adamant the other were causing the anti social behaviour issues. The council's Community Safety Officer investigated and decided to engage the services of the Victim Support Officer. The Victim Support Officer independently supported one of the families who were being targeted by the other. Private CCTV footage was viewed by the Community Safety Officer and other anecdotal evidence gathered to support the victim, which included visiting other neighbours. Meetings were held with Staffordshire Police, Bromford Housing and the Housing Development site officers, on which the two houses were situated. The main culprit was identified; however, both sides had to shoulder a certain amount of responsibility for exacerbating what under normal circumstances would have been minor problems. The issues revolved around, dog fouling on gardens, parking of cars, noise and verbal confrontations. This had been allowed to spiral out of control as the complainant had not contacted the police and the professional agencies were unaware of the problems until they exploded with an incident of criminal damage. The case was then reviewed and targeted for additional support by all agencies. The Council's Community Safety Officer mediated between the two families and with the support of Bromford and Staffordshire Police, agreed a course of action and control measures to prevent the issues re-occurring. Bromford Housing warned their tenant about future misdemeanors under their tenancy agreement. A few minor hiccups occurred as both sides settled into the agreed arrangements but no further anti social behaviour incidents have occurred since. Victim Support closed the case. The Community Safety Team received positive feedback from the parties concerned about their role in resolving the dispute.

Ms X sought assistance from the Council following her homelessness due to affordability and domestic abuse. She was vulnerable due to the violence and substance misuse and also had a learning disability. Her children had been taken into care due to her inability to cope. She was given temporary accommodation, which included an assessment of her support needs. Due to the support, she has been able to cease her drug habit, set up a payment plan to clear her former tenancy arrears and has subsequently been housed by a housing association into permanent accommodation. She is also working with Social Care and Health to have her children returned to her and is looking to become involved in voluntary work.

Any questions?

Our Equality Statement is available to download at

http://www.lichfielddc.gov.uk/downloads/download/1385/equalities_statements

If you have any questions about our Equality Statement 2014, 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

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