SHEFFIELD CITY COUNCIL

Cabinet*

Report of:	**John Mothersole**
Report to:	**Cabinet**
Date:	**18th December 2013**
Subject:	**Annual Equality Report 2012-13**
Author of Report:	**Adele Robinson - Tel 35861**

Summary: To provide Cabinet with

- An overview of our Equality Duties and progress on Equality, Diversity & Inclusion
- A new set of Equality and Fairness Objectives for 2014 to 2018
- Some key statistics in relation to areas of persistent inequality and challenges
- Recommendations for action.

Reasons for Recommendations:

As a City Council, we know that unfairness and inequalities do and will exist across the city. This last year we set up the City's independent Fairness Commission to examine this. Our aim is to make Sheffield a fairer place to live and work and this report will consider how the Council can do this in the context of reducing resources, and as the organisation goes through a period of organisational changes.

People have different needs and some people may need more or different resources to have access to the same outcomes as others. The report places an emphasis on reducing the barriers and constraints that people operate under, helping people to have the ability to face up to challenges, and recognises that people will have diverse goals in life and make different choices.

As we address some of the persistent long term inequalities that exist in the city, it is also important that we continue, on a daily basis, to make real improvements and changes to services and practices that positively impact on people's lives. Many of these areas are highlighted through our equality impact assessment process.

Recommendations: That Cabinet:

1. Note the report
2. Agree the new Equality and Fairness Objectives (as set out in section 6.1)
3. Note the progress made on meeting the Council's statutory equality duties (as set out in sections 5 and 7, and the good practice examples set out in the appendices)
4. Agree the Equality and Fairness Objectives action plan to help the Council meet its Equality Duties, set out in Appendix 6
5. Agree the Workforce Equality Action Plan, set out in Appendix 7
6. To note the focus via the Tackling Poverty and Increasing Social Justice Board on being a guarantor of equality
7. Agree that the Strategic Equality Board should focus attention on

- Ensuring we have joined up approaches with partners to equality, diversity and inclusion (EDI), to deliver joint equality outcomes
- Meeting our Equality Duties including via the Equality & Fairness Objectives
- Oversight of the Equality and Fairness Objectives action plan
- Oversight of the action plan in relation to the Workforce Equality Review
- Developing a shared understanding of equality, fairness and inclusion that increases awareness and reduces inappropriate or unacceptable behaviour

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Background Papers:

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Paul Jeffries
Legal Implications
YES/ Cleared by: Nadine Wynter
Equality of Opportunity Implications
YES Cleared by: Adele Robinson
Tackling Health Inequalities Implications
YES
Human rights Implications
YES
Environmental and Sustainability implications
NO
Economic impact
YES
Community safety implications
YES
Human resources implications
YES
Property implications
/NO
Area(s) affected
City wide and across the Council
Relevant Cabinet Portfolio Leader
The Leader and Cabinet Member for Communities and Inclusion
Relevant Scrutiny Committee if decision called in
Scrutiny Management Committee
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
/NO

Annual Sheffield City Council

Equality, Fairness and Inclusion Report - March 2012 to March 2013

1.0 SUMMARY

To provide Cabinet with:

- An overview of our Equality Duties and progress on Equality, Diversity & Inclusion (EDI)
- A new set of Equality and Fairness Objectives for 2014 to 2018
- An outline of the areas of persistent inequality and challenges
- Recommendations for action.

2.0 BACKGROUND

2.1 Fairness is at the heart of the Council's values, we believe that everyone should get a fair chance to succeed but recognise that some people and communities need extra help to reach their full potential, particularly when they face multiple layers of deprivation. Tackling inequality is crucial to increasing fairness and social cohesion, reducing health problems and helping people to have independence and control over their lives. It will underpin all that we do. ". *"Standing up for Sheffield: Corporate Plan 2011-14.*

2.2 The business case for fairness is strong; good practice will lead to benefits for all. We want our workforce culture to promote and embrace equality, diversity & inclusion (EDI) realising that each individual adds value to a team. We know our strength comes from building on and valuing our staff and customers' differences and similarities. We are committed to supporting our workforce to develop and to commission or deliver quality services.

2.3 However the current economic crisis and the subsequent reduction in the Council's budget has resulted in unprecedented change and significant cuts in jobs and services This process has been rapid, and has, so far been successful in achieving significant savings.

2.4 Since 2010 the Council's funding from Central Government has been reducing each year, with forecasts that by the end of 2015/16 there will be a 50 per cent overall reduction in funding. Already more than £182m has had to be saved for the last three years by the Council from Government cuts to revenue, with over a thousand jobs lost as a result. There is a predicted revenue resource gap of £37m in 2014/15 rising to £78m in 2015/16.

2.5 These substantial reductions in funding mean that progress on work on equality and fairness is much more focused on ensuring we do not slide backwards and lose ground in existing areas of inequality and ensure we are doing things fairly not necessarily about meeting new demands. Also national issues such as welfare reform will likely have a significant impact in the coming year, which will make reducing inequality more difficult. These changes are likely to impact on specific groups who already experience inequality such as people on a low income, disabled people and women

3.0 WHAT DOES IT MEAN FOR SHEFFIELD PEOPLE

3.1 As a City Council, we know that unfairness and inequalities do and will exist across the city. This last year we set up the City's independent Fairness Commission to examine this. The Fairness Commission has been established to make a non-partisan strategic assessment of the nature, extent, causes and impact of inequalities in the City and to make recommendations for tackling them. The report was published on 30th January 2013. There

are two key aspects to implementing the report: the Fairness Principles and recommendations (**See Appendix 1 for more detail).**

3.2 The Commission has made recommendations covering 27 issues. The recommendations are both deliberately aspirational, setting out a clear vision for the city across each of the Commission's themes and diverse in nature.

The Sheffield Fairness Principles

The report says that the Sheffield approach to fairness should be governed by ten principles. These are intended as guidelines for policy makers and citizens, now and in the future, a framework within which the city can gradually be made a fairer one.

- Those in greatest need should take priority.
- Those with the most resources should make the biggest contributions.
- The commitment to fairness must be a long-term one.
- The commitment to fairness must be city-wide.
- Prevention is better than cure.
- Be seen to act in a fair way as well as acting fairly.
- Civic responsibilities among residents contribute to the maximum of their abilities and ensuring all citizens have a voice.
- Open continuous campaign for fairness in the city.
- Fairness must be a matter of balance between different groups, communities and generations in the city.
- The city's commitment to fairness must be both demonstrated and monitored annually.

3.3 As a Council, we have a major role in tackling this, and it is important that we work with communities and partners in doing so. As a result we have linked our approach to equality, diversity and inclusion with the Fairness Commission recommendations and have therefore set out new Equality and Fairness Objectives for 2014 -18.

3.3 Our aim is to make Sheffield a fairer place to live and work and this report will consider how the Council can do this in the context of reducing resources, and as the organisation goes through a period of organisational changes. People have different needs and some people may need more or different resources to have access to the same outcomes as others. The report places an emphasis on reducing the barriers and constraints that people operate under, helping people to have the ability to face up to challenges, and recognises that people will have diverse goals in life and make different choices.

3.4 As we address some of the persistent long term inequalities that exist in the city, it is also important that we continue, on a daily basis, to make real improvements and changes to services and practices that positively impact on people's lives. Many of these areas are highlighted through our equality impact assessment process.

4.0 LEADERSHIP & GOVERNANCE

4.1 Leadership and commitment is vital to our success. At Cabinet level the Member for Communities and Inclusion has responsibility for equality. At Officer Level, the Strategic Equalities Board is chaired by the Chief Executive. This board provides a clear framework and approach to EDI across the Council, oversees performance and ensures services demonstrate that EDI outcomes are being delivered. The Board has representatives from each Portfolio, and also from key commercial partners such as Kier, Capita, Sheffield Homes (integrated back into the Council during 2013) and Veolia.

4.2 In addition to the Social Justice and Inclusion Manager who provides corporate support and leadership on EDI, a range of officers work on fairness and equality issues in Portfolios to try to ensure a robust approach in service planning and delivery and to ensure resources are used and coordinated effectively.

4.3 Our approach to addressing poverty and social justice primarily falls under the remit of the Tackling Poverty and Increasing Social Justice (TPSJ) Outcome Board. This board has set out a draft three areas to focus on - Maximising Income and Financial Inclusion, Early Years, and Supporting People into Employment - leading to the Council becoming a guarantor of excellence in equality. However, it is important that whilst TPSJ is the outcome with primary responsibility for this agenda, all of the Council's outcome boards actively consider and take steps to promote equality in line with the Equality and Fairness Objectives set out below.

4.4 Alongside the work of the Fairness Commission we are continuing to assess the equality impacts on individuals and communities of Council activity and decisions, and continue monitoring this to ensure that we enhance potential positive impacts and ensure negative impact is mitigated as far as possible. The new Equality and Fairness Objectives will be embedded into business plans and the Performance Management Framework (PMF) to ensure we are prioritising our resources where they are most needed.

5.0 MEETING THE EQUALITY DUTIES

5.1 We currently comply with our legislative requirements under the Equality Act 2010 and associated Public Sector Duties (PSED). These are wide ranging and affect all areas of what the Council does. (See Appendix 5 for more detail).

5.2 We have responded to the move by Government Equalities Office towards public oversight and local accountability in how we are meeting our objectives. The Government has undertaken a Review of how the PSED is working in practice.

5.3 In line with our duties we have reshaped our web pages to make more information accessible to the public in January 2013 on the external site. We have grouped information in relation to 4 key areas: our city, our customers, our workforce and our partners. We are continuing to develop these in line with customer need.

5.4 As a matter of operational practice, we regularly undertake equality impact assessments across the Council, as a systematic way of assessing the effects that a proposed policy or decision is likely to have on different people within the city and so demonstrating how we meet the General Duty. There has been a focus to ensure all budget related proposals have had appropriate EIAs and consultation.

5.5 We must demonstrate that from a customer and staff perspective we are monitoring, analysing and taking action in relation to the Duty. The Council is increasing coming under community scrutiny to do more of this. We therefore must further develop monitoring especially in under developed areas, like LGB monitoring, to better equip us to meet our objectives and Duties. This includes strengthening monitoring and recording of hate incidents and discrimination systematically across staff and customers.

5.6 Examples of monitoring are included on our Specific Duty web pages such as use translation and interpreting, Activity Sheffield or Blue Badge applications. We also include monitoring information in relation to staff, partners and the city.

5.7 We also work to our Equality, Diversity & Inclusion Policy which was reviewed in 2012.

5.8 We have to ensure our processes are transparent and fair and are seen to be. To meet this challenge we must address key elements of process, e.g. ensuring we have accurate information, monitoring and recording to demonstrate how we are making progress.

6.0 EQUALITY AND FAIRNESS OBJECTIVES

6.1 Under the General Duty we must set Equality objectives every four years – these should help demonstrate our compliance with our Public Sector Specific Duty. They also provide a clear framework for meeting our General Equality Duty. In discussion with Members and following consultation we have developed a new set of Equality and Fairness Objectives (set out below) for the next four years. They have been designed to link into the City's Fairness Commission, the Corporate Plan and the Equality Diversity and Inclusion Policy.

1. To be a leader and a guarantor of equality and fairness for the city

- Support and implement relevant recommendations of the Fairness Commission
- Promote the principles of the Commission within the Council and partners
- Challenge unfair practice and encourage inclusive policies for employers and services within the city

2. To ensure our budget, policies and processes are implemented fairly

- Ensure that equality, diversity and fairness issues are considered as an integral part of our decision making process through the use of Equality Impact Assessments
- Ensure appropriate consultation with affected groups
- Ensure that appropriate resources are allocated in line with the principles

3. To foster an accessible, inclusive and positive working environment for our staff

- Sign up to the fair employer code of practice and report annually
- Foster and promote a shared understanding of EDI across the Council
- Ensure high and parity of staff diversity & satisfaction across all groups

4. To ensure our services are fair & accessible and customer experiences are positive

- Monitor services, analyse gaps in provision, identify barriers and make reasonable adjustments to take individual needs into account
- Ensure high and parity of customer satisfaction across all groups
- Reduce barriers to access in the city e.g. buildings, transport, housing etc.

5. To advance equality, inclusive and fair practice within our partners and supply chain

- Ensure our commissioning is fair, accessible and inclusive
- Ensure relevant and appropriate contract and grant monitoring arrangements
- Promote the fair employer code within partners

6. To foster a safe, cohesive and accessible city

- Ensure hate incidents, intimidation, discrimination, harassment, bullying or victimisation is actively prevented and opposed
- Ensure appropriate domestic and sexual abuse and exploitation services are available and that they are accessible across all groups
- Ensure decent, inclusive and accessible housing provision

7. **To strengthen voice & influence of under - represented communities within the city**
    - Promote civic participation, involvement & responsibility within groups in the city
    - Maximising voter registration to ensue everyone is able to exercise the right to vote
    - Reduce barriers to involve people in decision-making processes of the city

8. **To advance health and wellbeing within the city**
    - Narrow and reduce health inequalities across different groups
    - Support ill health prevention and promote personal independence
    - Remove barriers to services which are disproportionally experienced by some communities

9. **To advance economic inclusion within the city**
    - Maximise incomes and promote a living wage within partners and city employers
    - Improve fair access to jobs and apprenticeships for the most disadvantaged
    - Contribute to lowering unemployment gaps between groups of people in the city

10. **To advance aspiration and learning opportunities and skills**
    - Narrow and reduce the attainment and skills gaps at all levels for different groups
    - Reduce levels of people not in education, employment or training
    - Increase levels of children in education everyday

6.2 Although we continue to face challenging financial times in the city the Fairness Commission has set a high ambition: for Sheffield to become the fairest city in Britain. To achieve this many things have to change and these objectives have been designed to help contribute to meeting this city ambition.

6.3 Once agreed by Cabinet, the objectives will require all portfolios to contribute to fairness and equality and ensure these are mainstreamed throughout the Council. They recognise that everyone's needs are met in different ways. Our core challenge is to embed this standard in the service each person receives either as a service user, resident, visitor or employee. This will help us reduce inequality, barriers and discrimination.

7.0 PROGRESS ON DUTIES

This report also sets out progress made by the Council on meeting our duties under the relevant legislation. Firstly, progress against the current Single Equality Scheme is described, with a particular focus on areas of concern from last year's report. It then describes progress against each of the themes of the new Equality and Fairness Objectives:

A) *Single Equality Scheme 2010-13*
B) Advancing Equality of Opportunity
C) Eliminating Discrimination, Harassment and Victimisation
D) Fostering Good Relations
E) Ensuring our budget, policies and processes are implemented fairly
F) Ensuring our services are fair & accessible and customer experiences are positive
G) Fostering an accessible, inclusive and positive environment for staff

A) THE SINGLE EQUALITY SCHEME 2013

7.1 The Single Equality Scheme 2010 -13 is coming to an end and as part of setting the new Objectives we have reviewed progress under the existing scheme. A significant amount of work has been undertaken on the objectives outlined in the Scheme. However areas of concern have been taken forward into the new objectives such as hate incidents, educational attainment, employment and workforce diversity. From last year's report the following areas were noted as a concern.

7.2 **Increase numbers of people with mental health issues and learning disabilities into employment**. This is being actively managed however the economic downturn has significantly impacted on this and adjustment will be required.

- Update - The percentage of people with learning disabilities in employment has shown a modest long term rise (0.9% in the past 6 quarters). Budget pressures in Learning Disabilities will require this activity to be managed within the new working structure that is developed. It is intended that employment support will remain a key area of focus.

- This is still an area of concern to take forward as the percentage of adults with a learning disability in paid employment (2010/11) is 5.9% in Sheffield compared to 6.6% in England as a whole.

- The percentage of adults in contact with mental health services in paid employment (2010/11) is 7.7% in Sheffield , compared to 9.5% in England as a whole

7.3 **Exclusions**: Although there has been a target, over the 2009-11 periods, the expected reduction in exclusions has not occurred. A working group has been established on this issue; however this requires ongoing action. This is being actively monitored and an action plan is in place for this target.

The overall absence rates for Sheffield primary and secondary schools for the 2012/13 autumn term (the most recently available published data) are higher than for the equivalent period last year, although still lower than the absence rates in 2010/11. There has been targeted work to ensure exclusions are not hidden in schools so we do expect figures to rise to reflect this. This is positive as we are now clearer on how schools record children not in education every day and we can better address the issues that this causes. This is still an area of concern which continues to be prioritised

7.4 Although this report will address some key ongoing challenges facing the Council, it is important to highlight that there are *daily successes and excellent ongoing work* is being undertaken by staff across the Council making a difference to people's lives

7.5 In looking at progress made the following are examples from across the Council and

Appendix 1 notes some detailed examples of good practice in portfolios in relation to

- 100 Apprenticeship Scheme,Tackling Homophobic Bullying, Gang and Youth Crime prevention, Hi 5's, Community Youth Teams, The Future: Proof Framework
- Homelessness prevention, work with struggling homeowners and benefit cap
- Fairness Commission
- Sexual Orientation Monitoring & Diversity Awareness in Care and Support
- Hidden Impairments Toolkit, Contact Advisors and Stonewall WI

- Positive Action and Shared Understanding Boards

B) ADVANCING EQUALITY OF OPPORTUNITY

- **The website project** has identified customers' top tasks to aid the development of the website, so that customers can find the information they need more easily. We are promoting the language translator through the design of the new website and will have a website that is easier to use promoting engagement.

- **Support people who never or rarely use computers** or the internet by holding two events this year. Approximately 20% of people in Sheffield have never used the internet and we recognise that these people are missing out on financial savings, employment opportunities and social activities. Two events were held in the Winter Gardens: Get Online Sheffield 24 and Let's Get Digital.

- **Developing the Customer Service Soft Skills** training provides employees delivering direct customer service with the tools they need to deal with customer enquiries. The training provides information about the effect of our own behaviour on our customers and gives tools and techniques to provide good customer service.

- **The extension of the Apprenticeship Programme** by an additional 200 positions demonstrates the successful take up by young people. The progress to date is as follows: 210 female and 298 male young people applied for the opportunities, of which:

  - 59% were male
  - 41% were female
  - 23% were BME
  - 11% have a disability

  328 successfully started or are on the programme and 3 are currently on work trial

  291 young people have already started work, of which:
  - 58% were male
  - 42% were female
  - 18% were BME
  - 7% have a disability

- **The Local Assistance Scheme** (some elements of the old Social Fund for people facing crisis) was transferred from the DWP to the Local Authority in April 2013. We have developed the new scheme with a wraparound package of support so that those accessing the scheme can be supported with a range of issues. Those not eligible for support through LAS are referred to other agencies for help.(see pg. 27)
- **The School Travel Service** continue to promote independent travel training for young people with learning difficulties and disabilities so they are able to access public transport. This opens up a whole range of social, educational and employment opportunities for them. In the last year up to 70 young people successfully undertook the training. Successful trainees receive an award and the awards are run annually.
- **Established a task and finish group** on the issue of BME Exclusion and Attainment between CYPF and the BME Network. The Task Group met termly and has developed a delivery plan. One of the outcomes has seen the BME network put a programme together an offer to schools to support them to reduce exclusion and increase attainment amongst

BME pupils. Following a recruitment drive, there have been 13 applications for volunteers/organisations from the community to work on the initiative.

- **Joint working with Sheffield Credit Union** to offer interest free loans to households who are homeless or at risk of losing their homes to prevent homelessness.
- **Expanding monitoring and diversity awareness** in adult social care to include sexual orientation. (See appendix 1)
- **Inclusive Sport Sheffield and Activity Sheffield** have made several developments to ensure that we provide opportunities for and consultation with disabled people. including:

  - Specific marketing to adhere to accessibility guidelines for people with visual impairments and learning disabilities
  - A sport and physical activity directory activity for disabled people in Sheffield (attached)
  - Impairment specific activities e.g. the Quick Steps programme, for children with developmental co-ordination difficulties
  - Pan disability activities i.e. Sheffield Smashers boccia club, for all impairment groups
  - Inclusive activities i.e. Multi-Activity Holiday camps, which as accessible for disabled and non-disabled children
  - Disability 1:1 swimming lessons

- **A full review of the tobacco control programme** was undertaken during 2012, with the emphasis on reducing smoking prevalence. The availability of cheap and illicit tobacco in communities has been shown to impact on health, crime and community cohesion. As in other areas, smoking is Sheffield's single greatest cause of preventable illness and early death. Comprehensive tobacco control will help reduce the number of smokers, address health and social inequalities and reduce mortality and morbidity. The programme prioritises action amongst groups most likely to smoke, including routine and manual occupations, some BME communities and those living in health community programme areas of the city.

- Produced **Equality Impact Assessments (EIAs)** for managing employee reductions to ensure we look at and act on the implications and advised and worked on EIAs for other key HR Policy and Practice e.g. Living Wage.

- **Supported Employee Forums,** including providing business, information and conference support, HR update reports and consulting on policy and procedures. Worked with Portfolios to progress work on gender inequality issues.
- **Reviewing Employee Forums** to look at the best ways of supporting employees who share Protected Characteristics.

- **Recruited and trained and promoted Contact Advisers** to advise and support employees with Dignity and Respect and Whistle Blowing.
- **Continued to be part of Mindful Employer** to support staff that experience stress, anxiety, depression and other mental health conditions and **Maintained our 'Two Ticks' Disability symbol** by fulfilling five criteria and welcoming applications from disabled people.

- **The Employee Census** has been redesigned, promoted and conducted to ensure relevant up to date equality data and information about our employees.
- **New Equality and Diversity E - Learning courses** have been designed and implemented

- **Launched the 'leadership imperatives'** enabling us to reinforce some of the behaviours we would expect of leaders when managing equality and diversity issues.

C) *ELIMINATING DISCRIMINATION HARRASMENT AND VICTIMISATION*

- **Stonewall Education Champions** We achieved fifth place nationally reflecting our effective partnership-led work on challenging homophobia and bullying in schools (**See appendix 1**).
- **Work in partnership on the Hidden Impairments toolkit,** a resource for customers and staff
- **Producing Managing Religious, Philosophical & Cultural Needs** guidance.
- **Highlighted Hate Crime information** to ensure it is incorporated into the Dignity and Respect information and Health and Safety reporting and HR casework system.
- **Producing a Primary school** version of the LGBT Schools Charter Guidance and surveyed Sheffield Primary and Secondary Schools on their bullying policy.
- **Hi 5s Youth Club** provides a social educational environment for disabled young people age 13-25. The youth club is designed to give young disabled people the same level of support as non-disabled young people.
- **Working closely with partners to improve community safety**, as gender, disability, age, ethnicity and where you live are significantly associated with feelings of safety. Priorities include domestic abuse; hate crime, vulnerable victims of anti-social behaviour, reducing first time entrants to the criminal justice system and support for street sex workers. In the last year there has been a pilot of a new partnership risk assessment and response approach to support vulnerable victims of anti-social behaviour. The approach has been positively reviewed by the Local Government Association and is currently being rolled out city-wide.

- **Independent Service Review** undertaken within adult care provider services and an Equalities & Diversity Action Plan developed. This resulted in the appointment of an Equalities Manager and integration of BME Team. In the past year a Mission Statement, equality and diversity Posters, Customer Service Charter, E-Bulletin, Bespoke Training, Mentoring and Equality Pledges, new supervision guidelines and an Equalities Toolkit has been developed and introduced.

- **Commissoning Parent to Parent**, (a local voluntary sector organisation) to train and support our Primary Schools on the Charter , the Centre for HIV and Sexual Health to run training for staff working in the FE Sector and the Anti-Bullying Alliance to run free training for Sheffield schools to help them meet the requirements of the new Ofsted Framework

- **Set up a Welfare Reform Implementation Group** to oversee our response to national welfare reforms and to co-ordinate activity happening across the organisation, which has over the past year included:

  - Launching of the Local Assistance Scheme (to replace the Social Fund);
  - Implementing the Council Tax Support Scheme and Council Tax Hardship Scheme;
  - Raising awareness of benefit changes amongst residents and frontline staff - this has included the development of a single, recognisable brand which has been used in information booklets, website, billboards, media work, local events and targeted letters;

- Support for residents affected by benefit changes; and
- Work to understand the impacts of benefit changes on residents and services.

- **Equality Impact Assessments** play a significant role across Portfolios in helping the Council to develop fair and equitable policies and proposals for both customers and staff. This is especially important to help to mitigate as far as possible the impacts of the recent recession and subsequent public spending cuts, in ensuring that, as far as it can, the city is socially and economically resilient. This can be evidenced through the recent 2012/13 Council budget setting process.

- **Updating the policies** on Carers, Domestic Abuse, Reasonable Adjustments and Whistleblowing and **producing new policies** on Breastfeeding and Gender Reassignment.

- **Developing the Contact advisors** for staff around dignity and respect
- Continue to be rated by **Stonewall as a 'top 100 employer'** and 'consistently top performer' in the Stonewall Diversity champions Workforce Index.

D) FOSTERING GOOD RELATIONS

- **International Women's Day Events** in 2012 and 2013 across the city involving and working in partnership with women from different communities and sectors.
- **Further developing** the Sheffield Women's Network which meets quarterly.
- **Work in partnership and support disabled citizens** through the various groups such as Access Liaison Group, Transport4All, Sheffield Centre for Inclusive Living(now Disability Sheffield), and Partners for Inclusion.
- **Partnership work with the BME Network** on a range of identified challenges such as the economy, children and young people, housing and older people.

- **Partnership work on LGBT issues,** chairing the city's LGBT Multi agency group and working with the Centre for HIV and Sexual Health, Pride and the newly developed LGBT Sheffield community group on a range of events and issues.

- **The Housing Equalities Group** a consultation forum for people who are interested in addressing equalities issues in housing delivery, strategy and policy. The Group has been established to promote and prioritise the housing needs of people from all the equality groups included in the Equality Act 2010.The group helps to ensure that we deliver new housing and develop housing policies and strategies that meet the needs of all Sheffield's residents. The group also has a key role in supporting the Sheffield Housing Company, which aims to deliver 2,300 new homes.

- **Promoting equality related events** in the City e.g. Holocaust Memorial Day, Carers Week, Mental Health Day, World AIDS Day, LGBT History Month, Pride, IDAHO, Black History Month, Trans Remembrance day etc

- Developing **Cyber Bullying** work with Sheffield University

- **Extensive work have taken place to support the Armed Forces** community in Sheffield including providing of information and support during Veterans and Armed Forces Day and the development of a new Veterans and Armed Forces Support Service at Howden House (starts 11 November 2013).

- **Annual Holocaust Memorial Day** event held in the Winter Gardens in partnership with Community Groups, Schools and the Holocaust Memorial Trust

- **Consultation on the Health and Wellbeing Strategy** identified that LGB people were both likely to experience additional barriers to health and well-being. The LGB community was identified as group that should be targeted specifically in the consultation on the strategy to ensure that their views and concerns were heard, and so that the targets and work priorities that the strategy identified reflected the needs of the LGB community. An online survey about the strategy included sexual orientation monitoring and the high percentage of respondents from the LGB community (10%) demonstrated that the survey had been promoted well.

E) ENSURING OUR BUDGET, POLICIES & PROCESSES ARE IMPLEMENTED FAIRLY

7.6 Equality Impact Assessments (EIAs) are one of the main routes we embed and demonstrate Fairness and EDI considerations across the Council. EIAs, however, should be proportionate and need to focus on high impact and risk.

7.7 Equality considerations have been made an integral part of the budget setting and decision making process. The Council conducted a wide range of EIAs to understand the impact of the budget on individuals and groups in relation to fairness but understanding of cumulative impact remains the most difficult to address. A sub group of business planning was set up specifically to address issues of equalities, consultation and communication and helped members and officers to further understand and mitigate impact on different groups.

7.8 The Council wide EIA and the individual service EIAs on budget proposals that underpin it are focussed on the impact on the protected characteristics set out in the Equality Act 2010. In Sheffield, we have also decided to assess the impact on other areas such as the Voluntary, Community and Faith sector, socio economic disadvantage, carers and cohesion.

7.9 Decisions will affect different people in different ways. It is possible that decisions will have a disproportionate impact on some groups in comparison to others, even if this is not the intention. We use the impact assessments to help us identify and avoid any unintended consequences of the proposals developed.

7.10 Inevitably when funding is reducing year on year at the scale that we are experiencing, there will be an impact on the front-line services we deliver and on some of the work we do with groups who share a protected equality characteristic. We have tried to minimise the impact on these groups as far as possible, however we have to make some really tough choices. We are being guided in these choices by our priorities.

7.11 As part of the development of options for the 2013/14 budget, officers built on earlier consultation where feedback has overwhelmingly supported the Council's priority of protecting services for those that most need help and support, and undertaken a range of consultation activity with local people and partner organisations. This helped us to ensure that the proposals that we are putting forward have been shaped by people who may be affected by decisions taken as part of the budget, and to ensure that they have had an opportunity to put forward other ideas for consideration.

7.12 This is a summary of potential areas of impact identified in the budget EIA. Further details of the impacts were contained in individual service EIAs. There are a number of key themes that run through the budget proposals in all Portfolios.

Headline features of the combined Impact Assessment show:

- Services looking to increase charges as a way to maintain service levels. We implemented a fair charging policy last year and we will, where possible, mitigate any increases with fee concessions where relevant for people on low incomes. However, the increases will impact on people with low incomes or are financially excluded.

- Many services are continuing to restructure services and teams and as a result staffing levels across the council have reduced. In 2013/14 we will be reducing the workforce by approximately 500 further posts. Monitoring from the past year indicates that there has been no disproportionate impact on those who share a protected characteristic.

- Last year we were able to keep reductions to the Voluntary and Community Sector generally lower. This year however due to the year on year reductions to our funding, this will not be possible. These reductions have continued longer than we were hoping and therefore there will be larger impact on the VCF sector across Portfolio budgets.

- We will target resources to those most in need and at risk, help people to be more independent and to make their own choices, intervene earlier and do more preventative work, get even better value for money in the services we purchase and be innovative in service commissioning and design.

- We are committed to ensuring that where money is spent it is targeted at those who most need our support, and are working to encourage sharing services and back office costs to reduce impact where possible on front line services.

E) ENSURING OUR SERVICES ARE FAIR and ACCESSIBLE

The General Duty requires us to foster good relations and encourage the participation of communities of interest in public life. Work in this area is developing especially around new Local Area Partnerships but we need to build on this and continue to join up approaches with partners.

7.13 The Sheffield population has changed significantly from 2001 to 2011 as noted in the Census 2011. This raises a number of issues that the Council must consider when planning services especially with regard to age and ethnicity. Communities are changing and therefore people's needs are changing. Segmentation of information is therefore crucial for effective planning and service delivery. We need deeper understanding of the differences within communities.

7.14 We will develop Community Knowledge Profiles in some areas. These profiles will bring together a range of quantitative research and analysis, using a variety of sources. We will continue to further develop and take action as a result of knowledge of our customers and communities including deeper analysis of differences within communities and new community profiles.

7.15 We will continue to address inconsistent customer monitoring across relevant services. This *aims to ensure we collect consistent monitoring information to ensure our services are accessible and we can understand what customers need.* If there are unfair differences we can address and change this. This will help us to provide information on groups of people

that use our services. *We need to further develop consistent monitoring practice across the Council.*

7.16 We will continue to use Equality Impact Assessments (EIAs) as one of the main routes we embed and demonstrate Fairness and EDI considerations across the Council. Equality considerations have been made an integral part of the budget setting and decision making process. This includes building EIAs into Q Tier and business planning.

F) FOSTERING A SAFE COHESIVE AND ACCESSIBLE CITY

7.17 Community safety is a key factor to reducing inequality, the wellbeing of the city's residents is seriously affected by the reality and fear of crime. Gender, disability, age, ethnicity and where you live are significantly associated with feelings of safety. This especially relates to hate incidents/ crime and domestic abuse and sexual exploitation. A further concern is around youth offending and gangs.

7.18 Hate incidents continue to be an issue although in the last 12 months, third party reporting centres have been set up around the city to give victims of hate crimes and hate motivated incidents who would not normally have contacted the police, to make a report and access support and advice. There are 10 reporting centres around the city, located within statutory and non-statutory providers, such as SCC First Point and Victim Support offices. It is hoped that further centres will open in the coming months

- Over the last 12 months the majority of hate crime offences were public order, assaults and harassment, with race and sexual orientation being the primary motivations reported.
- Disability hate crimes and incidents make up a small proportion of all hate crimes in the city.
- However, vulnerable victims are often the target for certain offenders, for example distraction burglaries where the victim is distracted while a burglary takes place. There has been targeted activity to tackle these alongside other types of burglaries.
- In addition, some anti-social behaviour is directed specifically at vulnerable individuals in the community. The Partnership Response Allocation Meeting (PRAM) system has been set up to identify and co-ordinate activity to support the most vulnerable people experiencing anti-social behaviour as a result of victimisation and bullying in their community.

7.19 Although we have a cross partner Strategic Group and action plan in relation to hate incidents/ crime this is an area where we need to implement further work. There were very few reports in relation to disability hate crime, and compared to national figures few homophobic hate incidents, we believe this is due to under reporting rather than no incidents taking place, therefore we need to increase awareness of and confidence in reporting.

G) STRENGTHENING THE VOICE AND INFLUENCE OF UNDER REPRESENTED COMMUNITIES

7.20 Evidence taken from the Fairness Commission shows that those who rely most on public services, tend to be those who feel most disempowered. If people don't feel empowered then inequalities can be deepened.

7.21 We currently work and communicate in different ways with different communities, including through organised networks and specific groups, themed service provider groups, user groups, individual contacts, and various partnerships. These arrangements are inconsistent and have emerged over a number of years. Some communities of interest receive little or no Council funding for development or support for joint work. Our aims in developing new arrangements have been:

- To provide effective and efficient routes for communities of identity to have a voice and influence
- To provide an affordable and sustainable approach which provides fairer support for all communities of interest and identity
- Increase the effectiveness of our working to reflect all protected characteristics in the Equality Act 2010
- To promote a shared understanding and for communities of identity to work together on areas of equality and inclusion
- Listen to other seldom heard groups who are not represented within the current engagement routes

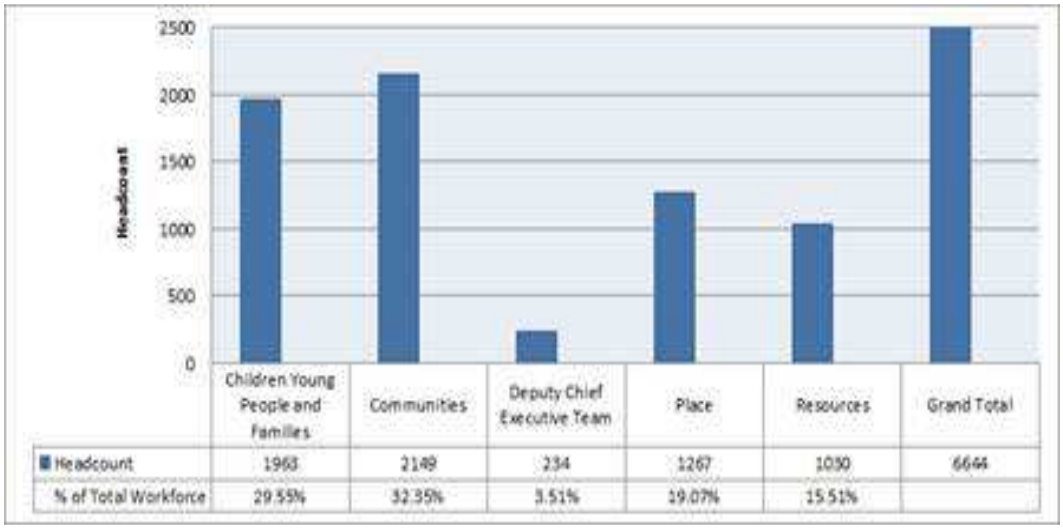
7.22 This aligns with the aims of the Fairness Commission to ensure all citizens of the city have a voice in the key decisions affecting them, and the recognition that for the most deprived and excluded people and communities, this requires additional efforts to empower and engage.

7.23 It also follows the commitment to fairness in the Council's Corporate Plan and view that everyone must get a fair and equal chance to succeed in Sheffield but recognising that some people and communities may need extra help, particularly when they face multiple layers of disadvantage and discrimination. Work following consultation is underway to develop the new Voice and Influence Networks/partnerships in line with the above aims.

H) *FOSTERING AN ACCESSIBLE, INCLUSIVE AND POSITIVE WORKING ENVIRONMENT FOR STAFF*

7.24 This report provides information in relation to workforce employee data for the period covering 1st April 2012 to 31st March 2013. The monitoring information helps us to understand more about the organisation as a whole. We want to be sure that we are treating people fairly and equally in recruitment, employment and in the way we train and develop all employees and we are committed to recruiting a workforce that reflects the diversity of the local community.

Figure A: Summary of Portfolio Headcount as at 31st March 2013



	Children Young People and Families	Communities	Deputy Chief Executive Team	Place	Resources	Grand Total
Headcount	1963	2149	234	1267	1030	6644
% of Total Workforce	29.55%	32.35%	3.51%	19.07%	15.51%	

7.25 The Council's overall workforce at 31st March 2013 was 6643 employees (these figures do not include teaching staff in schools). Since this point, the organisation has been reshaped and now no longer includes the Deputy Chief Executive's Portfolio. Additionally, there have been changes to the overall make up of the organisation since 31 March including the transition of Sheffield Homes and Public Health to the Council. Neither of these groups of staff are included in the figures, although these will be reported in future years. Staff who transferred from the Council to Amey are also not included in the figures as the data count was undertaken on March 31st 2013, after this transfer.

7.26 The Council faces a number of significant challenges, including a tightening financial position, increased demand for services and support relating to spending restrictions, rising public expectations relating to the range and quality of service provision as well as an increasingly diverse and growing population. These factors need to be managed rather than allowed to develop. The Workforce Diversity Strategy highlighted the council's vision and aims of:

- Having a workforce fit for purpose and representative of the local population;
- Ensuring it recruits and develops the workforce to deliver excellent services;
- Ensuring we look after the health and well-being of our workforce;
- Take specific, targeted action, to ensure the workforce reflects the communities it serves in terms of gender (including gender identity), *race*, disability, age and sexual orientation, ensuring carers, religion and belief is considered and monitored.

7.27 The Workforce Equality Review strengthens our approach to EDI in relation to workforce issues. The review is helping us identify effective ways to address workforce issues to help ensure we are meeting the needs of service users and citizens, such as:

- Developing a shared understanding of EDI across the council
- Taking positive action to help improve the diversity of the workforce profile
- Ensuring effective recruitment, selection, retention of staff
- Ensuring effective training, management, staff development and support
- Strengthening staff involvement and communication mechanisms
- Improving staff satisfaction levels and the working environment

7.28 We continue to monitor work in this area via the workforce action plan (**See Appendix 7**). Each area of the action plan is overseen by a member of EMT. The action plan is updated quarterly and an annual update will go to EMT by January.

7.29 We have made slow but steady progress in relation to better workforce diversity over the last few years but there are significant variations between portfolios which need further work. We conducted another workforce census in the last year and promoted staff declaring a protected characteristic under the Equality Act. As a result declaration improved significantly in relation to disability (69%) and sexual orientation (68%) and for ethnicity (92%).

Summary of workforce diversity in Portfolios

Description	Sheffield City Council	Children, Young People and Families	Communities	Deputy Chief Excecutive	Place	Resources
Proportion of BME staff	11.4%	14.7%	11.9%	8.8%	7.4%	9.6%
Proportion of Disabled staff	7.5%	6.8%	9.6%	7.5%	6.1%	7.0%
Proportion of Women staff	68.1%	78.6%	80.0%	69.8%	40.1%	56.8%
Proportion of LGB Staff	4.0%	4.5%	4.6%	4.2%	2.8%	3.3%
Proportion of Women staff in top 5% of earners	63.3%	78.2%	60.6%	40.0%	18.0%	39.1%
Proportion of BME staff in top 5% of earners	8.8%	9.6%	6.3%	11.1%	3.0%	10.9%
Proportion of Disabled staff in top 5% of earners	7.3%	5.7%	17.4%	6.3%	10.3%	6.3%
Proportion of LGB staff in top 5% of earners	5.6%	7.1%	10.7%	0.0%	0.0%	2.7%

Workforce Equality, Diversity and Inclusion Progress 2009 - 2013

Description	Profile 09/10	Profile 10/11	Profile 11/12	Profile 12/13	Profile 13/14 Q1	Trend	% Sheffield (2011 census)
White British	91.3%	91.1%	89.6 %	88.6%	88.6 %		80.8%
BME Staff	8.7%	9.9%	10.4%	11.4%	11.4% (7.6% unknown)		16.3% (adults)
Top 5% BME	6.3%	7.7%	7.0%	8.8 %	9.7%		
Disabled Staff	2.1%	4.5%	4.5%	7.5%	8.9% (32% unknown)		13%
Top 5% Disabled	1.5%	2.3 %	2.3%	7.3%	8.0%		
Male staff	39.6% FTE	34.9 %	35.6%	31.9%	33.3% FTE 42% full time* 18% part time*		49.7%
Top 5% Male	51.8%	52.8%	45.9%	36.7%	38.2%		
Female Staff	60.4% (FTE)	65.1%	64.3%	68.1%	66.7% FTE 58%full time* 82% part time*		50.3%
Top 5% Female	48.1%	47.7%	54.1%	63.3%	61.8% FTE		
LGB staff	1.5%	3.0%*	3.2%	4.00%	3.7% (34% unknown)		6- 7 % national
Top 5% LGB	Not known	Not known	6.4%	5.6%	5.2%		

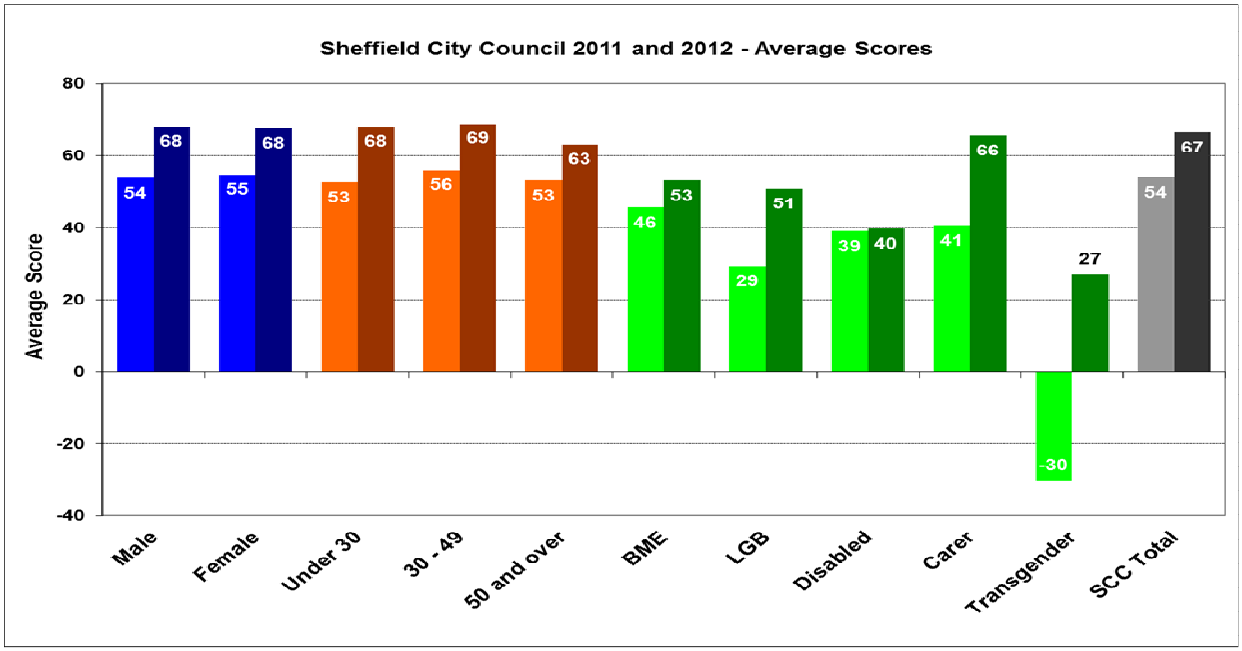
Note

Green represents a steady upwards trend for BME and disabled employees in both groups
The Amber trend for Top 5% females and for LGB staff is reflecting a rise then slight fall
Blue represents areas which are neutral impact
Part time full time staff breakdown by gender is significant in terms of job segregation
* most percentages where not stated are full time equivalent numbers. In relation to men and women there is such a significant variance between full and part time that is now noted in the 13/14 Quarter one information

7.30 We continue to monitor staff perception through the employee opinion survey. Staff who are Trans, LGB, disabled, or BME, score lower overall. However, there are significant differences in each Portfolio and between services. The staff survey scores overall over the last year 2012/13 have improved from a score of 54 to 67 (the range of possible scores is -200 to +200, with 0 being a neutral response). The headlines for staff who share protected characteristics that we monitor include. (**See Appendix 6**)

- LGB staff scores have increased from 29 to 51 between 2011 and 2012, but are still below average, BME staff scores are up slightly from 46 to 53, disabled staff scores stayed roughly the same (39 to 40) but carers improved from 41 to 66, both men and women averaged 68.

- Senior staff are a lot more satisfied. Overall staff who earn less than £40k score 64, whereas those who earned over £40k scored 103 on average. Fewer BME and disabled staff are senior than their overall share of the workforce would suggest.



8.0 SOME STATISTICS ON KEY AREAS OF INEQUALITY

8.1 There are areas of persistent inequality in key areas across the city that the Council and partners recognise recognised to be addressed differently if we are to improve outcomes for everyone in Sheffield. (**See Appendix 2 for more detail).**

8.2 Some key statistics in relation to of inequality and disadvantage related to the Equality and Fairness Objectives are outlined below and must be addressed if all people are to fully contribute to all areas of life in the city and if Council priorities are to be achieved.

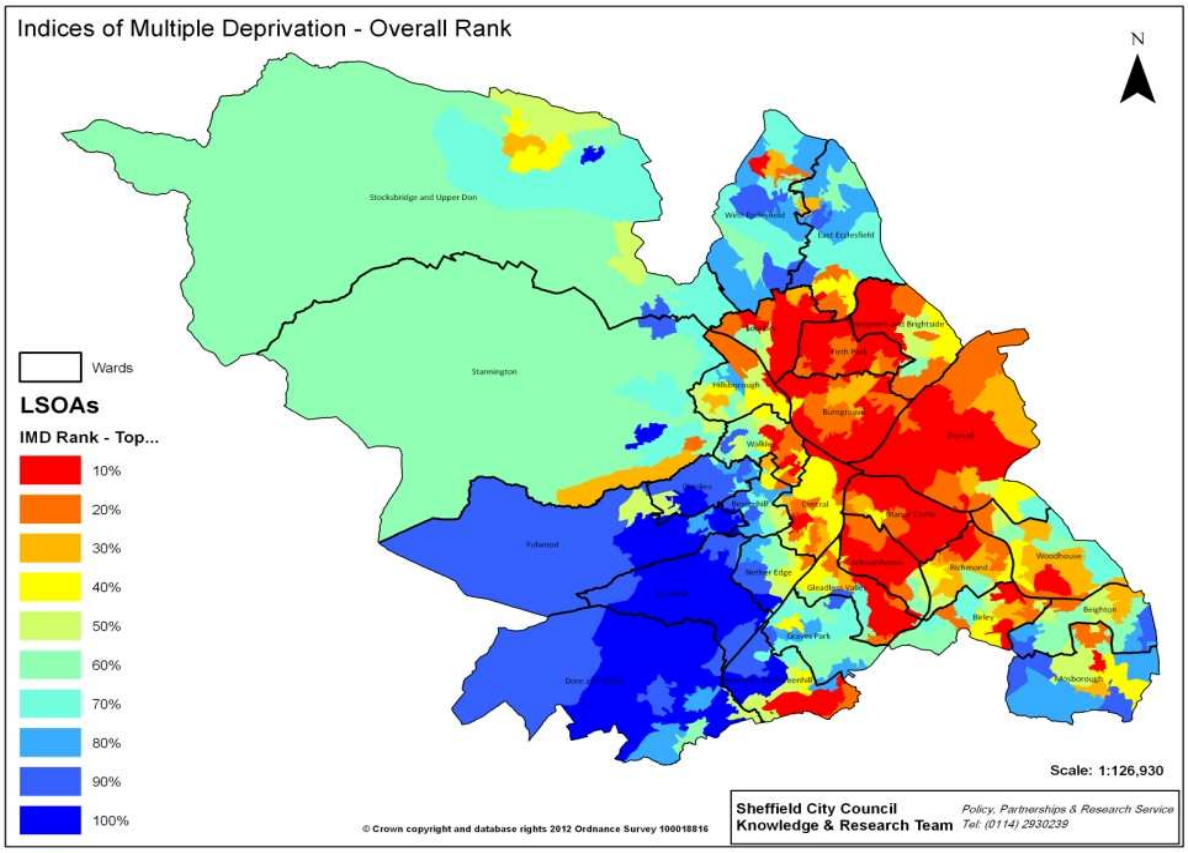
8.3 In order to address issues it is important that we access to appropriate information and we disaggregate information accordingly. For example in education we should look at differences and commonalties between groups. All BME children and all White British children do not attain uniformly so we break down the information more such as all children who have free school meals or who are looked after children. Averages often do not tell us important differences and similarities whether in health, attainment, skills or other areas.

Advancing Economic Inclusion within the city

8.4 This is inextricably linked with poverty, and it remains a major challenge for Sheffield, which has high levels of financial exclusion in almost half of its wards (affecting approximately 218,743 people in 48% of wards). Rates of unemployment are highest among those with no or few qualifications and skills, those with caring responsibilities, lone parents, those from some ethnic minority groups, older workers and, in particular, young people. We need to further develop understanding and impact on specific groups and work to reduce current inequalities.

- BME people have lower average rates of employment. National figures show that unemployment among young black men has doubled in three years, rising from 28.8% in 2008 to 55.9% in the last three months of 2011.[1] . There is a need to understand how the above applies to Sheffield in the absence of local data.
- Sheffield's Employment Strategy indicates that there are around 6,000 18-24 year olds in the city claiming Jobseeker's Allowance (JSA) and a further 1,200 who are Not in Education, Employment or Training (NEET). .[i] Some BME groups are disproportionally affected, for example the Not in Education, Employment or Training figure for the city is 11.2%, but for Caribbean youngsters is 20%.[ii]
- There are approximately 56,000 adult carers in Sheffield and it is estimated that there are at least 2,000 young carers under the age of 16 in the city.[iii] We also know caring is more likely to be done by people in particular groups. Carers are also more likely to be women than men - 58% of carers are female and 42% are male. Carers stated that caring had a negative impact on their physical health (83 per cent) and mental health (87 per cent). 39 per cent of carers have put off medical treatment because of caring. [iv]
- People within some groups can be disproportionally affected by disadvantage and inequality. For example, children are more likely to live in poverty if they are from Black and minority ethnic (BME) family: 77% of Somali and 61% of Yemeni children in Sheffield are eligible for Free School Meals compared to 18.5% of all children in poverty in Sheffield.[v] A further example is women are more likely than men to be living in poverty and research[vi] has alerted policy makers to the negative impact of recent policies on women and the link between child poverty and women's poverty*
- Women working full-time are paid on average of 15.5% less an hour than men for doing work of equivalent value. Women pensioners therefore tend to be poorer than male pensioners. Other issues, which cannot be separated from experiences of financial exclusion and poverty, include age, ethnicity, sexuality, disability and domestic abuse etc.

[1] [1](http://www.guardian.co.uk/society/2012/mar/09/half-uk-young-black-men-unemployed



- The geographical inequalities are well known, with areas in the south and west of the city in the least deprived 20% of the country, whilst over 30% of Sheffield's population lives in areas that fall within 20% most deprived in the country, largely located in the north and east of the city. This means that although, on average, Sheffield is one of the less deprived major cities in England (because it has significant areas of affluence as well as deprivation), it is also one of the most unequal. And the evidence heard by the Fairness Commission is clear that geographical inequalities of this type hold the city as a whole back, but also lower living standards for everybody in the city, not just the poorest. [2]*

- Whilst children remain more likely than adults to live in low income households, there are still large numbers of adults experiencing poverty. A third of all people in low-income households are working-age adults without dependent children. This is the only group in poverty where the percentage has risen over the last decade.

Advancing aspiration and learning opportunities and skills for all

8.5 This is strongly linked to socio-economic deprivation. Barriers such as poor levels of health and poor educational attainment interlink, and restrict people from improving their socio-economic position and that of their families. It is important that both aspiration and subsequent achievement are increased if this link is to be weakened. Although attainment overall has risen, there is still an attainment gap for some groups of children. There have been targets set for specific groups of children such as e.g. Free School meals, BME, Special Educational Needs and Looked After Children, however attainment progress has been mixed year on year. There are other groups that we continue to monitor such as attainment of boys and girls especially those living in areas of high deprivation. We also

[2] Sheffield Fairness Commission Report pg. 11

need to ensure we cross reference risk factors to lower attainment such as those noted above. We need to focus and prioritise according to levels of risk of low attainment, as well as addressing the attainment of all. For example some pupils who are on free school meals may attend a high attaining school but their attainment is still unacceptably low. It is important not just to look at average levels of attainment. This requires on- going action more detail is provided in annual Scrutiny Reports which are available.

- In terms of child poverty 37% of Sheffield is in the bottom 30% of areas, with 21% of all children in the city living in households receiving council tax benefit or housing benefit. It is also estimated that 25% of children in Sheffield live in low income households.
- That 29% of people with one or more disabled children in the household lived in poverty, compared with 21% of households with no disabled children[3], DWP data shows that around a quarter of all children living in poverty have a disabled parent[4]
- 29% of children with SEN in Sheffield are eligible for Free School Meals compared with 18.5% of all children in Sheffield[5]

Advancing Health and Wellbeing within the city

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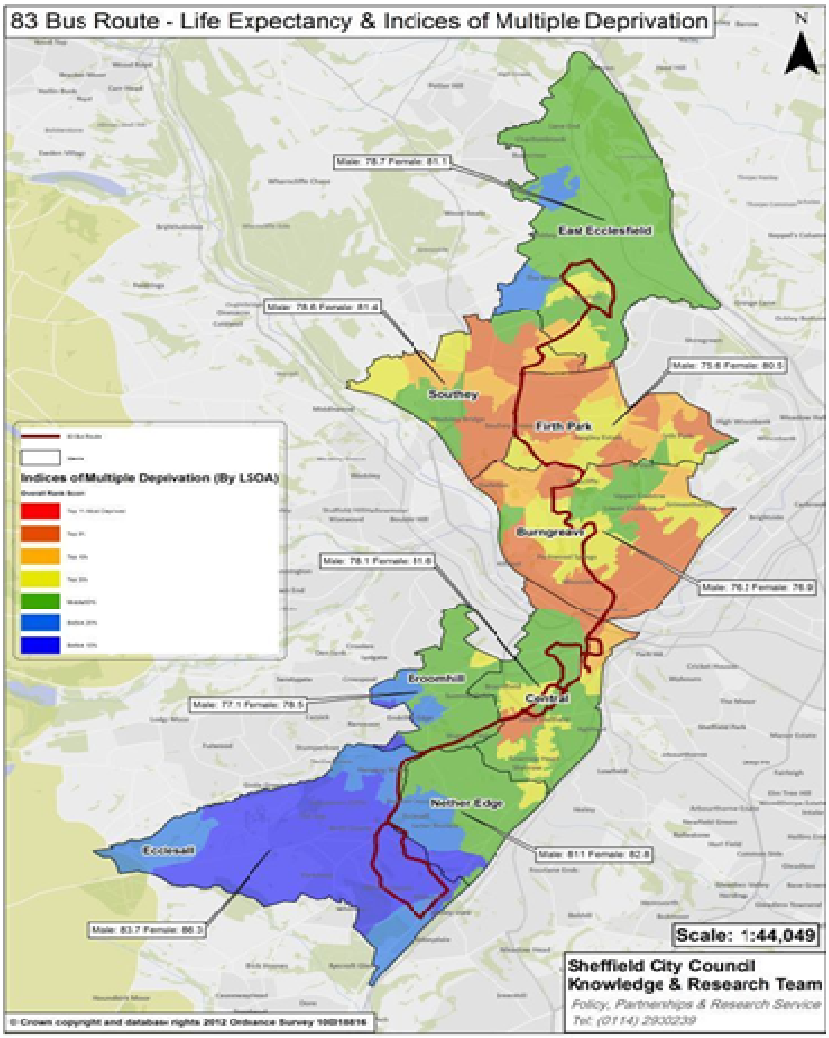
8.6 Inequalities have meant that lives are cut short and people are not living life to the full and enjoying opportunities open to them. As the responsibility for Public Health moved into the Council we will work to reduce persistent inequalities. Public health integrated into the Council from April 2013 and Health inequalities continue to be an issue.

8.7 Sheffield is characterised by stark inequalities between different groups of people and between different geographical communities. People in the most deprived parts of the City still experience a greater burden of ill-health and early death than people in less deprived areas, demonstrating that inequalities in health and wellbeing are linked to wider social, cultural and economic issues. It is acknowledged that putting additional support into the most disadvantaged areas and raising standards will have a beneficial effect on the whole community. See appendix 6 on Health Inequalities.

8.8 There are however, significant health inequalities in the city. The 65 minute journey on the number 83 bus shows these stark differences in life expectancy across the city. The journey starts at Millhouses, in Ecclesall ward where female life expectancy is 86 years. By the time the bus has travelled down Ecclesall Road and into the city centre, female life expectancy has dropped to 82 years, and by the time it makes its way into Burngreave ward just 40 minutes from the start of the journey female life expectancy is only 77 years. This means that a baby girl born and who lives her life in one part of the city can expect to live, on average, almost 10 years longer than a similar baby girl born and living her life about four miles away, by virtue of nothing more than the socio-economic circumstances and area she was born in to.[vii]

[3] DISABILITY 2020: Opportunities for the full and equal citizenship of disabled people in Britain in 2020. This data is from 2003-3. The paper was written in 2005 and uses the most up-to-date information that was available at the time. Permission to publish from the Disability Rights Commission was received in 2007.
[4] DWP 2006, Households below average income. London: Corporate Document Services. Indicates that after housing costs 24% of the 3.4 million poor children in Great Britain (around 816,000 children) lived with one or more disabled adult in 2004/05.
[5] SCC, January School Census 2010



9.0 FINANCIAL IMPLICATIONS

9.1 There may be costs associated with changing and supporting practice in some areas including the potential training required on some actions, but these would be managed from within the existing Portfolio /service budget as set out in the action plan. For example Resources to meet any HR cost implications.

10.0 LEGAL IMPLICATIONS

10.1 As a Public Authority, we have legal requirements under Section 149 and 158 of the Equality Act 2010 as referred to in Section 5 and Appendix 5 of this document. These are often collectively referred to as the 'general duties to promote equality'. To help us meet the general equality duties, we also have specific duties, such as the requirement to produce, publish and report on equality objectives as set out in the Equality Act 2010 (Specific Duties) Regulations 2011.

11.0 ALTERNATIVE OPTIONS CONSIDERED

11.1 The actions and recommendations noted are considered to be the best way to meet our Public Sector Equality Duties, to address persistent long term inequalities and to help make Sheffield a fairer and more equal place to live and work.

12.0 REASONS FOR RECOMMENDATIONS

12.1 Our aim is to make Sheffield a fairer place to live and work and on an ongoing basis we will continue to meet the needs of our diverse customers. There is excellent work being undertaken across the Council in relation to equality, diversity and inclusion that will continue to make a difference to people's lives in the city.

12.2 However alongside this work there are areas of *persistent inequality* in key areas across the Council that this report has highlighted and undermines the good work in services. These areas should be recognised as priorities and addressed differently if we are to improve outcomes for everyone across the city.

13.0 RECOMMENDATIONS

Proposed Decision: That Cabinet:

1. Note the report
2. Agree the new Equality and Fairness Objectives (as set out in section 6.1)
3. Note the progress made on meeting the Council's statutory equality duties (as set out in sections 5 and 7, and the good practice examples set out in the appendices)
4. Agree the Equality and Fairness Objectives action plan to help the Council meet its Equality Duties, set out in Appendix 6
5. Agree the Workforce Equality Action Plan, set out in Appendix 7
6. To note the focus via the Tackling Poverty and Increasing Social Justice Board on being a guarantor of equality
7. Agree that the Strategic Equality Board should focus attention on

- Ensuring we have joined up approaches with partners to equality, diversity and inclusion (EDI), to deliver joint equality outcomes
- Meeting our Equality Duties including via the Equality & Fairness Objectives
- Oversight of the Equality and Fairness Objectives action plan
- Oversight of the action plan in relation to the Workforce Equality Review
- Developing a shared understanding of equality, fairness and inclusion that increases awareness and reduces inappropriate or unacceptable behaviour

Appendices Content

1 Good Practice Examples

2. Reports on Key Areas of Persistent Inequality
    a) Advance health and wellbeing i) Health Inequalities
    b) Advance aspiration and learning opportunities and skills i) Absence Rates ii) Attainment
    c) A safe cohesive and accessible city i)Youth Justice ii) Hate Crime
    d) Financial Exclusion

3. Workforce Data report
4. Workforce Survey
5. Equality Act 2010 and Public Sector Equality Duty
6. Report Action Plan
7. Workforce Action Plan

APPENDIX 1 GOOD PRACTICE EXAMPLES

A) TO BE A LEADER AND GUARANTOR OF EQUALITY AND FAIRNESS

The Fairness Commission was established by the City Council with a remit to:

- Make a non-partisan, strategic assessment of the nature causes, extent and impact of inequalities in the city
- Make recommendations for tackling them

The Fairness Commission was independently chaired and had 23 members drawn from a wide range of stakeholders from the public, private, voluntary, faith sectors and including all three political groups from the Council. It used a Parliamentary Select Committee model and its work began with a call for evidence from any individual or organisation with an interest in Sheffield. There were six public sessions where the Commission invited witnesses to give evidence and a range of 'satellite meetings' were also held to gather the views and evidence of particular groups or communities who might not have been able to give evidence in other ways.

In the report the Fairness Commission sets out a bold vision of a city that is eventually free from damaging disparities in living conditions and life chances, and free from stigmatising discrimination and prejudice, a place in which every citizen and community knows and feels that they will be treated fairly. We aspire to be the fairest city in the country. The Commission report, 'Making Sheffield Fairer,' sets out

- A bold vision for the city
- Ten principles which are intended as guidelines to make the city fairer;
- Specific recommendations for tackling inequalities

The work of the Commission and implementation of its recommendations is ultimately about making the city a better place to live and work *for everyone* in the city. The aim is to improve the lives of those directly affected by poverty or inequalities. There is also evidence to show that where there are greater inequalities this actually affects everyone in society.

The Commission has been quite clear that whilst it has been set up by the Council its recommendations are city-wide and apply to all organisations in the city in all sectors. It is not solely about organisational responses. Individuals and communities will also have a role to play in helping to tackle the inequalities in the city. The recommendations cover the following aspirations:

- Health and Well-being for All
- Fair Access to High Quality Jobs and Pay
- Fair Access to Benefits and Credit
- Aspiration and Opportunities for All
- Housing and a Better Environment
- A Safe City
- Transport for All
- What Citizens and Communities Can Do

The Council's approach is to work on addressing the root causes of unfairness and inequality. The Council will be feeding in the Commission's work in to future budget planning discussions to ensure that fairness and the recommendations are part of those discussions.

The Council budget for 2013/14 was approved on 1st March 2013 and has provision for £1m for the Council to support the recommendations of the Commission.

B) ADVANCE ECONOMIC INCLUSION

i) Sheffield 100 Apprenticeship Programme

The City Council has an important role because of its size as an employer, its position within the various partnerships that drive economic regeneration, and as part of our strategy to combat disadvantage and reduce inequality. The Sheffield 100 Apprenticeship programme represents the Council contribution to the overall goal of increasing the numbers of apprentices across the city, and identifying additional apprenticeship places.

There is a responsibility to ensure that the wider community are aware of these opportunities and that they are accessible to all (e.g. people from ethnic minority communities, women and disabled people). Promoting equality and diversity in our own workforce and encouraging our partners and suppliers to do the same, helps to ensure that both the public and private sector benefit from a diversity of skills and talents and improved employment rates among currently under-represented groups.

Rising levels of young people not in employment, education or training (NEETs), together with the increasing diversity of the city was a challenge to the Sheffield 100 programme; however the extension of the apprenticeship programme by an additional 200 positions demonstrates the successful take up by young people. The progress to date is as follows:

- 210 female and 298 male young people applied for the opportunities, of which:
    - 59% were male
    - 41% were female
    - 23% were BME
    - 11% have a disability or learning difficulty

- 328 successfully started or are on the programme
- 3 are currently on work trial

- 291 young people have already started work, of which:
    - 58% were male
    - 42% were female
    - 18% were BME
    - 7% have a disability or learning difficulty

Sheffield Futures provide referrals for the Apprenticeship programme and as such, follow the eligibility criteria set out by the Council. The referral process ensures that each individual undertakes a Matrix accredited Information, Advice and Guidance (IAG) session. This will determine their suitability for the position and follows best practice to ensure that each young person possess the qualities and ability to fulfil the position requirements regardless of their needs or background and are not ‘set up to fail’.

ii) The Future: Proof Framework

CYPF successfully applied to the Skills Funding Agency for funding targeted at young people who are not in education, employment or training (NEET). The project was locally named the Future: proof Framework and we appointed 32 organisations to assist us in the delivery of niche provision to 16-18 year olds who are NEET.

We worked with 32 organisations (50% of which were non for profit) as partners in our delivery to deliver 27 different projects. One of these projects recognised that our NEETs

make up was around 60% female and that we had a lack of specialist provision in the city for teen mums. We commissioned YASY to deliver the MAMs (Making A Move) programme. The programme began as an intervention for both teen mums returning to work or learning and soon to be mums, all age 16-18 and NEET.

The demand for the course was high with regular waiting lists and so we made the decision to split the provision in to two groups – MAMs (expectant teen mums) and MAMs Too (teen mums wanting to return to learning or work). This allowed specific focus to be introduced to each group to ensure the most relevant support was put in place for each stage.

iii) Homeless Prevention

Through joint working with Sheffield Credit Union we have been able to offer interest free borrowing to households who are homeless or at risk of losing their homes to prevent homelessness. Not only has this relationship enabled us to introduce customers on low incomes to affordable borrowing, many have become regular savers as well as taking advantage of products such as budgeting accounts to help them manage their finances. The repayments from members allow the pot to be topped up and enabling others at risk of homelessness to access a loan.

iv) Helping Struggling Homeowners

The Housing Aid Team administers the Mortgage rescue Scheme (MRS) on the Council's behalf. MRS enables households at risk of losing their home through repossession by transferring ownership of the property to a Housing Association. The homeowners then become tenants. Sheffield City Council are the top performing LA in the Yorkshire and Humber region helping more households than any other Council through the scheme.

The majority of people seen do not go through the scheme. In over 70% of the 250 cases involving people with mortgage difficulties, Housing Aid helped that family keep their home through negotiation with the lender, money and debt advice, exploring options to make their mortgage payments affordable.

The team work with the advice sector, Sheffield Credit Union, the Housing Association (Zone Agent), as well as liaising with lenders and creditors to reach a successful outcome for the homeowner and their family.

v) Private Rented Housing and the Benefit Cap

We are embarking on some proactive work targeting those families who are living in private rented accommodation and affected by the Benefit Cap. This involves taking a holistic approach to the family and how the reduction in their income is affecting their housing situation. We will be working with the advice sector, employment projects and other council services to assist the household with advice and assistance at this difficult time. This will include looking at their finances, eligibility for benefits, support to find employment and their housing options.

C) FOSTERING A SAFE COHESIVE AND ACCESSIBLE CITY

i) Tackling Homophobic Bullying

Sheffield City Council has been a Stonewall Education Champion since 2009. Since the launch of the inaugural Stonewall Education Equality Index in 2011, Sheffield City Council is one of only four Local Authorities that has been in the Top Ten since the launch of the Index.

There is extensive quantitative and qualitative research produced nationally by organisations such as Stonewall, Schools Out, Anti Bullying Alliance, and academic studies etc. which highlight experience of experiences of LGBT young people. Locally, Sheffield Hallam University and CYPF research and the Every Child Matters surveys portray a picture not too dissimilar to that nationally

Homophobic bullying is an increasing problem in schools and in communities. Evidence suggests that LGB young people, and those perceived to be so, may be more at risk of bullying. Between 30% and 50% of young people in secondary schools attracted to people of the same sex will have directly experienced homophobic bullying, compared with 10–20% of young people who have experienced general bullying

Young LGBT people and adults can be vulnerable due to people's reactions to their identity, particularly if their parents or other family members are not supportive. Many young people know they are lesbian, gay or bisexual by the age of 11 or 12, or have feelings of being different. However, some young people do not come out until they are 15 or 16, or even in later adulthood. The period of 11 to 16 years old has been described the isolation years; therefore it is a crucial time for providing support and information wherever possible.

In comparison with their heterosexual peers, young LGB people are 4 times more likely to suffer major depression and 3 times more likely to be assessed with generalised anxiety disorder. In comparison, young gay and bisexual men are 7 times more likely to have attempted suicide and 3 times more likely to have suicidal intent.

In comparison with heterosexual young women, L &B girls are almost 10 times more likely to smoke at least weekly and twice as likely to have consumed alcohol in the past month.

The Gender Identity Research & Education Society (GIRES) estimates that about 1 in 4,000 of the British population is receiving medical help for gender dysphoria. Boys with gender dysphoria outnumber girls by about 5 to 1. We do not know the numbers of transsexual people who live in Sheffield. Trans people are vulnerable to verbal and physical abuse, discrimination and bullying and amongst the most marginalised in society and trans people are also be victims of hate crime.

Achievements & On-Going Work

- Producing a Primary school version of the LGBT Schools Charter Guidance and surveyed Sheffield Primary and Secondary Schools on their bullying policy.

- Working with Trade Unions and school based staff to establish a LGBT School Staff Network. The LGBT School Staff Network has met regularly since April 2012. This is a gay-straight alliance network with a policy development and individual support function.

- Commissoning Parent to Parent, a local voluntary sector organisation to train and support our Primary Schools on the Charter , the Centre for HIV and Sexual Health to run training for staff working in the FE Sector and the Anti-Bullying Alliance to run free training for Sheffield schools to help them meet the requirements of the new Ofsted Framework.

- Launching an Equality and Diversity course for Early Years settings in December 2012. This incorporates tackling homophobia and homophobic bullying.

- Working closely with Side by Side and Firth Park Secondary School who did presentations and readings at the Holocaust Memorial Day 2013.

- Attending PRIDE to provide information to young people, school based staff and other stakeholders including the wider community. Information and resources included different families, tackling bullying in schools, information on youth and sexual services etc.

- Involvement by young people in the LGBT Communities Conference held in November 21012, this included a presentation by Side by Side.

- Supporting a project about British Asian LGB lives to tell their story which will inform the content of a new theatrical production and new work started to explore issues around the experience of South Asian LGB young people.

Ii) Gang and Youth Crime Prevention

Community Youth Teams (CYT's) were established in 2012, bringing together a range of support services for youth into a single, integrated service. The teams were established as part of a reconfiguration of youth provision. Effective information sharing is in place between the police, probation and South Yorkshire Fire Service. The approach adopted by these agencies is well developed.

The Achieving Respect and Confidence (ARC) project is an example of partnership working between the police, fire service, National Health Service (NHS) and Youth Offending Team (YOT). This partnership project delivers courses for groups of young people referred by the YOT – Youth Justice Service and Community Youth Teams, focusing on life skills including messages about guns and knives.

Operational professionals work together and contribute to regular multi-agency meetings to collectively discuss, plan, assess and facilitate onward referral for individuals or gang members.

Achievements & On-Going Work

- A multi-agency Young People's Gang & Youth Violence Prevention Group has been established.

- Local volunteer medical students known as the '**Street Doctors'** have been provided with funding to teach young people the basic medical skills necessary to manage the victim of a violent attack. This is currently being piloted by a youth group but being extended to young people who are known to the Community Youth Teams and Youth Justice Service.

- There has been excellent progress made with both local **hospital Accident and Emergency (A&E) departments** in terms of promoting better guidance around young people who may be affected by gang activity or violence in general and who present at A&E. A mechanism for additional support has been agreed with the Community Youth Teams and this is resulting in a significant number of additional, relevant referrals. Training sessions have been delivered to A&E staff so that they have an improved awareness of the risks and vulnerabilities associated with gang activity.

iii) City wide Learning Body Community Cohesion Review

This was commissioned for three reasons:

- Inconsistent practice across schools

- Concerns about the abolition of cohesion as an Ofsted inspection requirement
- Changing demographic patterns in the city which had potential to increase tensions
  Recommendation from the review that schools:

- Be twinned (with diverse backgrounds)
- Develop innovative approaches to Learner Voice and learner Leadership
- Develop a community cohesion self-assessment toolkit
- Consider adopting Philosophy for Children level 1 training

Also recommended that themes for schools to take forward:

- Leadership championing cohesion
- Workforce trained on cohesion and equality
- Monitoring data and using this as evidence
- Equity , inclusion and valuing diversity
- Sense of belonging and strong and positive relationships
- Involving the wider community

Local level practice

- Developing the structure that involve and empower local communities and schools e.g. Darnel Community Education Forum – bringing together local primary and secondary schools and VCF representatives.

- Youth enrichment – Community Youth Teams invest in youth clubs e.g. Earl Marshall Youth club has 230 regular attendees, diverse backgrounds but predominantly Roma young people. Group work programmes covering rights & responsibilities cultural differences and expectations, and post 16 opportunities.

D) TO ADVANCE ASPIRATION AND LEARNING OPPORTUNTIES AND SKILLS

i) Sheffield Futures - Hi 5s Youth Club

This provides a social educational environment for disabled young people age 13-25. The youth club is designed to give young disabled people the same level of support as non-disabled young people. Young people who attend are encouraged to undertake a range of activities to enable them to make a smooth transition into adulthood. The club is designed to create a safe environment for young people with a range of disabilities to gain more independent skills and meet a new or existing circle of friends. The club is also designed to ensure that young people with disabilities have the same access to decision making process.

- At the centre they can access a range of activities and support services. The activities planned are done in consultation with young people who attend the group and are normally done to challenge young people's skills and learning. As well as centre based activities the club provides young people with activities such as residential weekends and days out.

ii) Community Youth Teams

They are multi agency teams who aim to ensure all agencies work together to support young people aged 8-19, who may be vulnerable and require extra support. CYTs are integrated, community based, multi-agency youth support teams providing 1:1 support, group work programmes, open access youth provision in targeted settings, street-based teams and detached youth work. CYTs are a partnership between Sheffield City Council, Sheffield Futures, South Yorkshire Police and specialist health agencies.

CYTs received a group referral from a school, the request was asking for a piece of group work to be delivered to a group of young Roma Slovak men. There have been tensions at school between this new community and other students who attend the school.

The brief was to deliver a piece of group work that discussed the following topics:

- cultural differences and expectation, rights & responsibilities, roles and responsibilities of the Police and post 16 opportunities

The young people were happy and engaged in all conversations and overall the work that was done at the school was very beneficial for the young people. The sessions went well and there were no problems. The young people were very pleased to have CYTs at school. Feedback from both the school and the young men involved was that they welcomed the opportunity to meet and talk with staff in an informal way.

E) TO ENSURE OUR SERRVICES ARE FAIR & ACCESSIBLE AND CUSTOMER EXPERIENCES POSITIVE

i) Sexual orientation monitoring and diversity awareness

In 2012 the Portfolio Leadership Team and Care and Support Leadership Team endorsed the Sexual Orientation Monitoring project in Care and Support. The scope of the project was to:

- Complete LGB diversity awareness raising sessions for staff in across Care and Support
- Prioritise/implement actions to make the work of adult social care more 'LGB friendly'
- Introduce S/O customer monitoring across adult social care – ensure Carefirst systems/forms are updated and guidance/training for staff is provided.

Progress is monitored via the Equality Dashboard report to PLT, and as a target in the Care and Support service business plan, and is in line with corporate requirements regarding equality monitoring.

Work undertaken included

- LGB diversity awareness raising sessions for staff
- Completed for staff across Adult Services (approx. 200 staff). As part of the sessions, staff identified a range of 'next steps' within the service
- Sessions adapted and piloted in Joint Learning Disabilities and approved recommendations to roll these out across JLD assessment teams / other appropriate parts of the services
- Sessions planned for Care and Support Housing related services
- An information resource has now been completed in collaboration with *Help Yourself Database*, who have also added a rainbow flag link to the home page of their website.
- In preparation for the introduction of sexual orientation monitoring alongside other diversity monitoring on Carefirst, FAQs for staff and easy read guidelines for customers completed.
- Carefirst (Adult Social Care electronic customer records system) has now been updated to include sexual orientation monitoring categories and the questions have been added to the contact assessment form (which is completed when new customers contact adult social care).

F) FOSTERING AN ACCESSIBLE, INCLUSIVE & POSITIVE ENVIRONMENT FOR STAFF

i) Hidden Impairment National Group (HING)

Sheffield City Council has become the first local authority to sign up to the Hidden Impairments Toolkit, which will be a really helpful resource to both staff in the Council and our customers. Hidden impairments can affect anyone and take a number of forms. We are committed to increasing awareness and understanding and want this toolkit to enhance the support we provide to our colleagues and customers who have hidden impairments.

The toolkit was the idea and creation of the Hidden Impairment National Group (HING). We have worked closely with the Autism Plus, a key member of the HING, and staff representatives in the Council to adapt the toolkit to make it as useful as possible to us.

We recognise that the term 'hidden impairment' can mean different things to different people and that some may not fully agree with the list of hidden impairments that the HING defines. We felt that the toolkit rightfully draws attention to particular impairments. However, we are determined that it does not limit our view and understanding of other disabilities, health conditions and impairments, whether or not they are hidden. We would like it to help us all to enhance our respect for everyone at work as individuals, and our service to customers.

ii) Contact Advisers

Sheffield City Council has Dignity and Respect and Whistleblowing policies and procedures to use if employees have concerns about what is happening at work. We have also set up a system of volunteer 'Contact Advisers' who will listen and provide guidance and information on finding solutions in relation to Dignity and Respect and Whistleblowing. They will speak to employees who are witnessing or experiencing oppressive behaviour or malpractice. Employees can also contact a Contact Adviser if they have had an accusation made against them. If a Contact Adviser cannot help, they will put employees in contact with someone who can.

Contact Advisers are Council Employees who have been recruited, trained and briefed by us. They come from various backgrounds and have a wide range of areas of expertise. An employee can call or text any of the eight Contact Advisers in confidence during normal office hours.

We have produced information leaflets and posters promoting Dignity and Respect, Whistleblowing and Contact Advisers. We have promoted the Contact Adviser support through our management and staff communication systems.

Iii) Stonewall Workplace Equality Index

The Workplace Equality Index (WEI) is Stonewall's comprehensive annual benchmarking exercise showcasing Britain's top employers for LGB staff. Participating in Stonewall's WEI is a tangible commitment to LGB employees, customers and service users.

Sheffield Council is rated by Stonewall as a 'top 100 employer' and 'consistently top performer'. We have been in the Top 100 since we joined the WEI in 2004 and our score has gone up year on year. Competition to be featured as a Top 100 Employer has intensified over the years and participating in the Index helps the council to set LGB equality targets and improve performance.

The WEI survey covers areas of policy and practice and we have continued to do a lot of positive and proactive work to promote and support LGB equality including e.g. recruiting Contact Advisers, promoting and organising city wide LGB events and activities, ensuring training includes LGB examples and case studies and developing Hate Incident procedures.

iv) The Positive Action Project Board

The Board is a group of representatives from across the Council who lead the 'positive action' theme on Workforce Equalities. Their aim is to improve the workforce profile of the Council and make it broadly representative of the City's working population profile as a whole.
The three main ways we can improve our workforce profile are:

- **Recruitment** – getting more people from under-represented groups in to the Council workforce by encouraging them to apply for jobs and removing any barriers that may exist
- **Declaration** – encouraging staff to declare their protected characteristics (e.g. race, disability, sexuality, etc.) so that we know the true picture of the existing workforce profile
- **Progression** – enabling people from under-represented groups to progress within the workforce so that the Council is representative not only in terms of numbers but also in terms of grades
-

The latest workforce equality data for SCC shows that slow but steady progress is gradually being made to move the workforce profile closer to that of the city as a whole. For example, between 2009/10 and the present day:

- the BME workforce profile has risen from 8.7% to 11.4%
- the Disabled staff profile has risen from 2.1% to 8.9%
- the LGB staff profile has risen from 1.5% to 3.7%

This improvement is a result of a variety of factors. In addition to these overall number increases there has also been slow but steady progress on career progression. For example, between 2009/10 and the present day:

- BME staff in the top 5% of earners has risen from 6.3% to 9.7%
- Disabled staff in the top 5% of earners has risen from 1.5% to 8.0%
- Female staff in the top 5% of earners has risen from 48.1% to 61.8%

The SCC workforce profile is still some way short of the City population profile and major variations exist at director grades and between portfolios and between services. Therefore there is still much work to do. But the direction of travel is positive and Sheffield compares favourably with other benchmark cities.

The Project Board meet bimonthly and have an action plan which they are implementing. They have also updated the Workforce Profile Improvement Toolkit which is packed with ideas and suggestions to help Managers improve their workforce profile.

For further information on the work of the Positive Action Project Board

v) Shared Understanding Board

One of the key findings of the workforce equality review was around the need for the Council to engage on goal centred dialogue throughout the organisation and develop a shared vision on Equality, Diversity and Inclusion. The Shared Understanding Group was established to identify and develop a methodology for this work and agreed the following approach:

- Use the Council Equality Diversity and Inclusion (EDI) policy as a basis to develop key consistent messages across the Council
- Preparing an EDI Self - Assessment toolkit and piloting the toolkit in services

- Actions in response developed in each Portfolio

The intended outcome of this piece of work was to enable the Council to shift from a compliance culture around EDI where diversity is seen and experienced as a "problem" to be resolved, to a culture where diversity is seen as a positive, this will enable an efficient customer centred organisation where an inclusive work culture enables all individuals to realise their full potential.

One service from identified from each portfolio for the pilot phase. The learning from the pilot phase clearly suggested the need for a dialogue led approach would build on work already undertaken with senior managers to facilitate dialogue within the organisation on equality, diversity and inclusion.

Part of the evidence around this can be found in the staff survey results where feedback for the two additional questions on equality have revealed two distinct responses when asked the

- I am aware of my own role in relation to The Council's equality and diversity policies and procedures **staff score = 92.9**

- We regularly discuss equality and diversity in my service/team **staff score = 1.3**

The findings of the pilot phase, together with the findings of the Employee Opinion surveys demonstrate a need to encourage greater discussion and dialogue on equality, diversity and inclusion. This has led to a revision of the question to put more emphasis on inclusivity and in November 2013, the services have been identified for the pilot phase of the revised approach.

APPENDIX 2 - PERSISTENT INEQUALITIES

A. HEALTH AND WELLBEING - HEALTH INEQUALITIES

Sheffield is characterised by stark inequalities between different groups of people and between different geographical communities. People in the most deprived parts of the City still experience a greater burden of ill-health and early death than people in less deprived areas, demonstrating that inequalities in health and wellbeing are linked to wider social, cultural and economic issues. It is acknowledged that putting additional support into the most disadvantaged areas and raising standards will have a beneficial effect on the whole community. Groups such as 'Looked After Children', children with learning difficulties and disabilities, some BME communities, migrant and asylum communities, homeless people, victims of domestic and sexual abuse, carers and lesbian, gay, bisexual and transgender people, are all reported nationally to have below average health.

There are large inequalities in life expectancy in Sheffield. The gap in life expectancy (as measured by the slope index of inequality in life expectancy) between the most and least deprived men is 8.7 years, whereas for women it is 7.4 years (based on 2009-2011). These gaps in life expectancy have not remained static. Whilst inequality in life expectancy has decreased for men, it has increased for women, although our latest information indicates a slight narrowing of the gap for women. These gaps widen when we look at how long people can expect to live free of disability or illness that can limit daily life. Men can expect to spend the last 16 years of their life with disability whereas for women, although they may become disabled at the same age as men, because they experience generally longer life expectancy, can expect to live the last 20 years of their lives disabled.

Although children and young people growing up in Sheffield today are generally healthier than ever, there are wide variations. For example, the infant mortality rate (2009/2012) in the Asian & Asian British ethnic group (10 per 1,000 live births) in Sheffield is more than double the incidence for the White ethnic group (4.5 per 1,000 live births) as is the rate in the Black and Black British group (10.5 per 1,000 live births) 77. A key strand of our infant mortality strategy, for example, is concerned with reducing infant deaths and severe disability related to consanguinity.

More work needs to be undertaken to understand the extent of isolation in the City, and the way in which it impacts on health and wellbeing and the health benefits of interventions that enable people to meet new people and develop social networks. This is particularly the case for older people and people with long term limiting illness or disability. Where there is a lack of knowledge about community activities and community support, this can lead to social isolation and loneliness. Social networks are absolutely crucial, and social isolation is a risk for all age groups. Parenting is essential to ensure healthy living and wellbeing in children and young people. Well-connected cities and localities with good links enable people to live healthy lives. Sheffield's communities should be strong, connected and resilient, enabling them to withstand crises and to support members of the community, particularly those who are most vulnerable.

The people who are most in need of health services are sometimes least likely to receive or access them. Demographic changes including an increasing population of under 5s and over 75s, an increasing proportion of the population, especially in the younger age groups being from black and minority ethnic groups, and new arrivals all present significant challenges for health, education, social care and housing sectors in the City. Sheffield has longer waiting times for social care assessments than the national average, performs poorly in terms of self-reported quality of life for people receiving adult social care, and its record on helping working age adults with on-going care and support needs into paid employment is weak. There is also a need for more cultural understanding and language support, including sign language, in accessing services. Too many people are unable to access the internet. Health inequalities will grow as welfare reform impacts on certain groups. Those groups especially suffering poor health should expect early

support and sensitive and appropriate services that meet their needs and improve their health and wellbeing.

Our recently published Health and Wellbeing Strategy sets out the outcomes we wish to achieve to improve the health and wellbeing of people in Sheffield. One of these outcomes is reducing health inequalities. Based on the evidence we gathered for our Joint Strategic Needs Assessment (2013), Fairness Commission and a range of related health needs assessments and consultations, we are developing a Health Inequalities Action Plan to underpin achievement of this outcome. The following actions are prioritised:

- Promote appropriate gathering of data to better understand the health inequalities in Sheffield and inform approaches to tackling them.

- Work with partners to agree a coherent approach to strengthening community resilience and social capital, which has a shared understanding of building communities and exploiting community assets, and which supports community-based organisations.

- Work with partners including planning, transport, education, businesses, community groups, and health and wellbeing services to support coherent, joined-up city localities.

- Identify which groups are least able to access services and establish reasons for difficulties and the health consequences of this. Work to improve access, prioritise those areas where the difficulties in access have significant health consequences, and simplify how people access care.

- Ensure every child has the best possible start in life, including: focused action with the most deprived areas and groups, reducing infant mortality, developing strategies that improve parent/child attunement in the early years, increasing the uptake of childhood immunisations, reducing the number of under 5s A&E attendances, reducing smoking rates in expectant mothers, improving children's dental health, increasing the rate of breastfeeding and reducing teenage conceptions and levels of obesity in children and young people.

- Recognising that the City has growing numbers of new arrivals, including Roma Slovak, develop appropriate strategies to ensure families are appropriately accessing health, housing, social care and education services.

- Commission disease-specific interventions to tackle poor health in population groups that have worse health, including a programme to improve the physical health of people who are severely mentally ill or those with a learning disability.

- Support quality and dignity champions to ensure services meet needs and provide support.

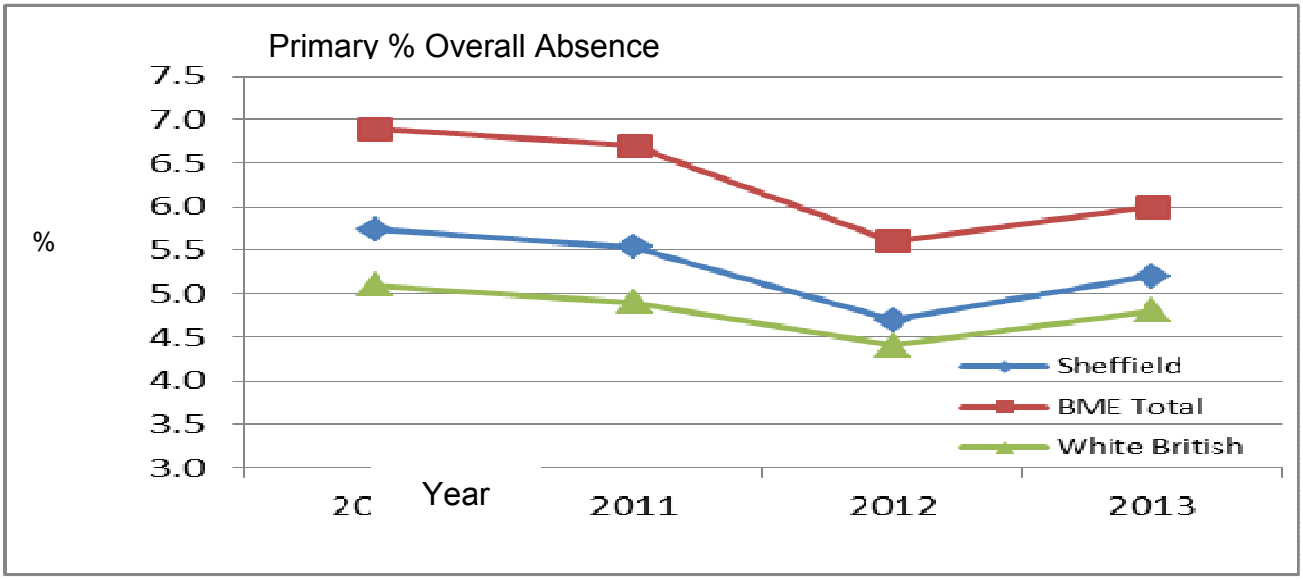
- Work to remove health barriers to employment through the Health, Disability and Employment Plan.

B) ABSENCE RATES- Including Exclusions

The overall absence rates for Sheffield primary and secondary schools for the 2012/13 autumn term, the most recently available published data, are higher than for the equivalent period last year, although still lower than the absence rates in 2010/11.

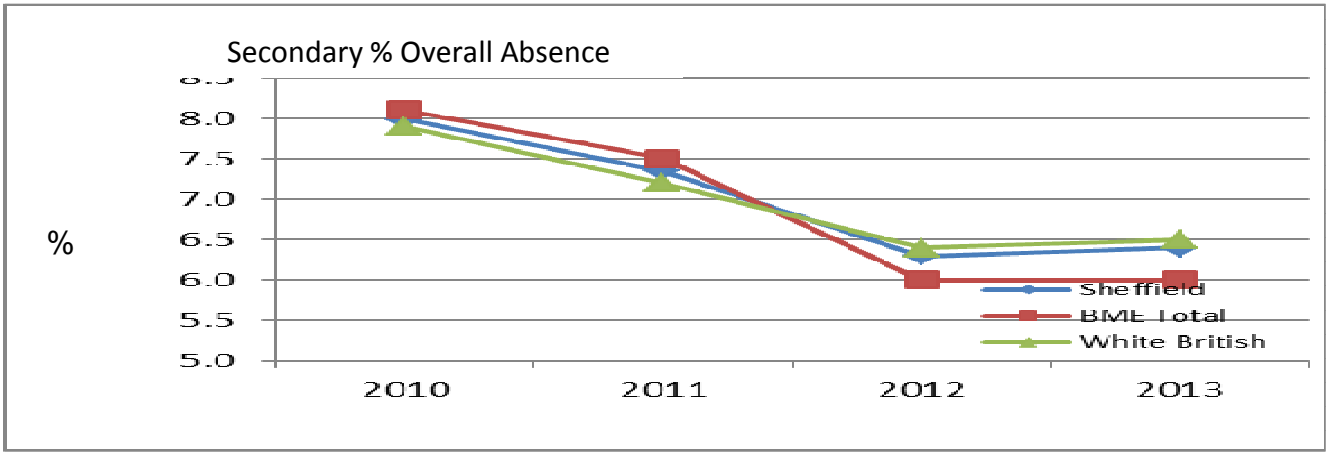
Having looked at the code level authorised absence data for the autumn term, 2012/13, compared to the corresponding period last year, there is a significant increase in illness rates in all three school settings; primary, secondary and special. This higher rate of illness in the autumn term is the major cause and explanation of an increase in the overall absence rates in Sheffield schools.

	Primary % Overall Absence				
	2010	2011	2012	2013	Diff 10/13
Sheffield	**5.7**	**5.5**	**4.7**	**5.2**	**-0.5**
BME	6.9	6.7	5.6	6.0	**-0.9**
White British	5.1	4.9	4.4	4.8	**-0.3**



The data in the above table and graph is locally calculated and is based on attendance for half-terms 1-5

	Secondary % Overall Absence				
	2010	2011	2012	2013	Diff 10/13
Sheffield	**8.0**	**7.4**	**6.3**	**6.4**	**-1.6**
BME	**8.1**	**7.5**	**6.0**	**6.0**	**-2.1**
White British	7.9	7.2	6.4	6.5	**-1.4**



The data in the above table and graph is locally calculated and is based on attendance for half-terms 1-5

Year

BME absence rates are higher than the Sheffield average in the primary phase (6.1% for BME; 5.2% for all pupils), but BME absence in secondary schools is lower than that for all pupils (6% for BME; 6.4% for all pupils).

Gypsy/Roma and White Eastern European have particularly poor attendance rates in the primary phase, which is of concern because these are increasing populations in Sheffield. Attendance for children from black ethnic groups is better than the Sheffield average.

Gypsy/Roma and White Eastern European have similarly poor attendance rates in the secondary phase, as do White & Black Caribbean children and White and Asian children. Attendance for children from black ethnic groups is again better than the Sheffield average.

EXCLUSIONS in SECONDARY SCHOOLS

In 2010/11, Sheffield's secondary exclusion rate for children from a minority ethnic background (BME) was 13.2%, 5% higher than the national rate and the ranking was 145 of 150 authorities. Although performance in this area is still not good, the rate of 10.7% is an improvement of 2.5% and closes the gap with national to 3.4%. Sheffield however performs worse than the comparator groups with regard to BME fixed-term exclusions: the rate for metropolitan authorities (7.1%), statistical neighbours (8%) and core cities (8.4%) are all well below the Sheffield rate, although the gap continues to be closed against all these groups.

Conversely, the exclusion rate for White British pupils is 8.3%, which is just above the national rate of 8% and is a lower rate than all the comparator groups.

The pattern of BME exclusions is mirrored in the main ethnic groups within the city. For Black, White and Black Caribbean and Pakistani pupils, the exclusion rate is improving while remaining worse than the national and comparator groups. The Gypsy/Roma exclusion rate is 65%, although the numbers in this group are still relatively low.

The predicted rate of BME exclusions for 2012/13 based on local data is 11.9%, whereas the rate for White British pupils will be 12.1%. This is as result of 3 schools with extremely high exclusion rates also having a higher than average proportion of White British pupils when comparing to the Sheffield average.

The following three ethnic minority groups are significantly above the Sheffield secondary exclusion average for 2012/13:

White Gypsy/Roma = 23.6 %
Somali = 14.6 %
White and Black Caribbean = 28.7%

	% Incidents				
	2010	2011	2012	2013*	Diff 10/13
All Sheffield	13.0	9.6	8.9	12.2	**-0.8**
BME	17.6	13.2	10.7	11.9	**-5.7**
White British	11.7	8.4	8.3	12.1	**0.5**

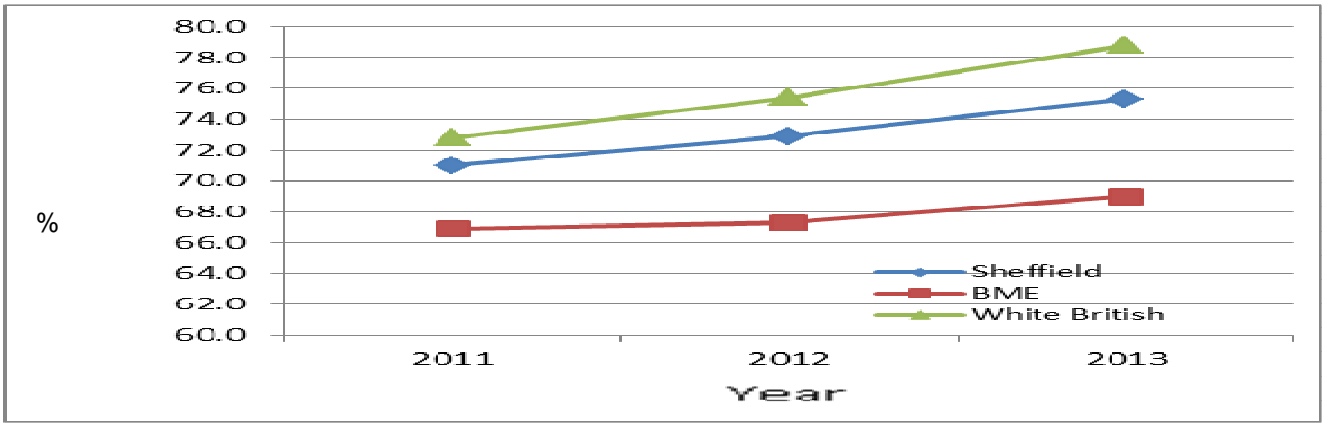
**2013 information in the table above is based on locally calculated data*

C - ATTAINMENT

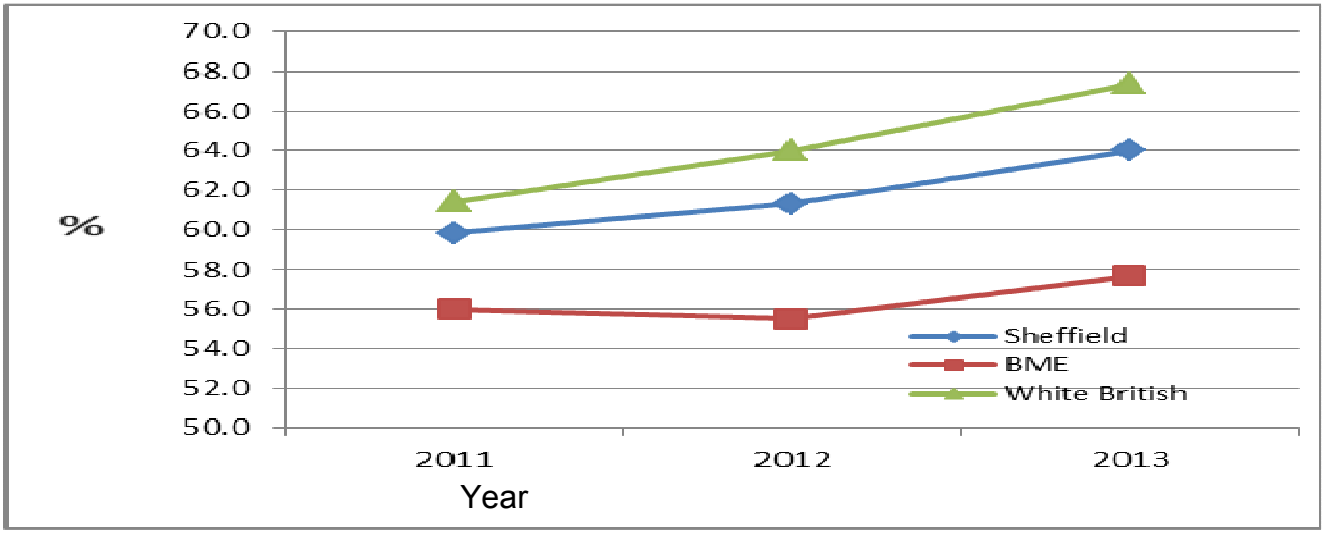
i) Key Stage 1

The percentage of children achieving level 2 or above in reading, writing and maths in 2012/13 has improved and all three subjects have shown an upward trend since 2010/11. However, for all 3 subjects, as the graphs below show, BME children perform consistently worse than the whole Sheffield cohort and the gap between BME pupils and the whole cohort is not narrowing.

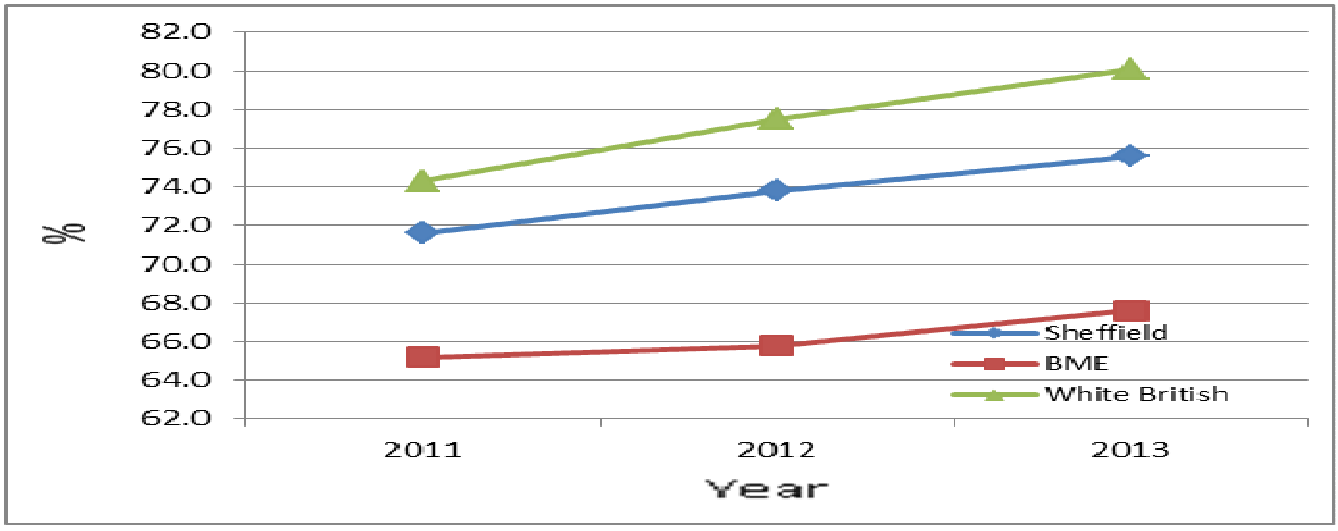
	KS1 Reading L2B+		
	2011	2012	2013
Sheffield	**71.0**	**72.9**	**75.3**
BME	66.9	67.3	69.0
White British	72.8	75.4	78.8



	KS1 Writing L2B+		
	2011	2012	2013
Sheffield	**59.8**	**61.3**	**64.0**
BME	56.0	55.5	57.7
White British	61.4	64.0	67.4



	KS1 Maths L2B+		
	2011	2012	2013
Sheffield	**71.6**	**73.8**	**75.6**
BME	65.2	65.8	67.6
White British	74.3	77.5	80.1



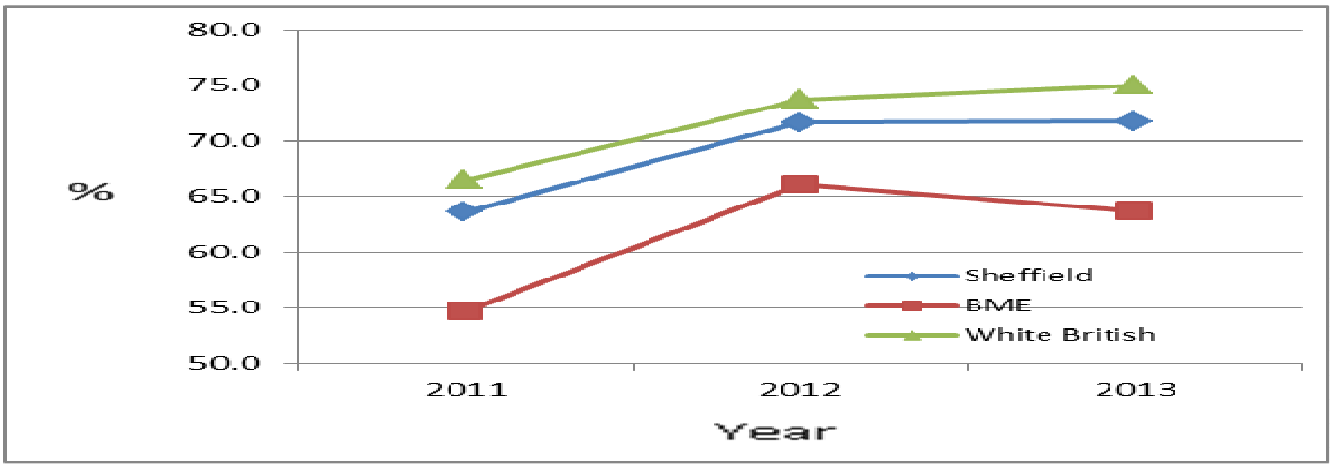
Ii) Key Stage 2 Results

For BME pupils in the combined KS2 Reading, Writing and Maths L4+ measure the gap between Sheffield and White British pupils remains wide. The gap did narrow in 2011/12 but has widened again this year.

Also for those pupils who are FSM and SEN there is a similar gap that is not narrowing in Sheffield against Non FSM and Non SEN pupils as the tables illustrate.

	KS2 Reading, Writing & Maths L4+		
	2011	2012	2013
Sheffield	**63.6**	**71.7**	**71.8**
BME	54.7	66.1	63.7

White British	66.5	73.7	75.0



	KS2 Reading, Writing & Maths L4+		
	2011	**2012**	**2013**
Sheffield	**63.6**	**71.7**	**71.8**
Non FSM	84.0	86.5	85.7
FSM	65.3	69.9	67.7

	KS2 Reading, Writing & Maths L4+		
	2011	**2012**	**2013**
Sheffield	**63.6**	**71.7**	**71.8**
Non SEN	79.2	87.4	86.2
SEN	26.2	33.2	34.3

iii) Key Stage 4 Results

	KS4 5+ A*-C inc. E&M	
	2011	**2012**
Sheffield	**49.4**	**55.5**
BME	41.4	51.4
White British	51.4	56.6

At KS4, the percentage of BME pupils achieving 5+ A*-C including English and maths showed a 10% increase in 2011/12 for this key measure. Although BME pupils are still below the Sheffield and White British averages they have narrowed the gap significantly. Data for 2012/13 is not yet available.

D) YOUTH JUSTICE

The Youth Justice Service delivers assessments and interventions for young people entering into the criminal justice systems. A key priority for the service is to ensure that it monitors and reports as appropriate any levels of disproportionality within the youth justice system and that it quality assures its own services, performance and practices in respect of equality and access.

The Sheffield Youth Justice Service Partnership has set a priority for the service to **"Ensure that BME representation within the Youth Justice System remains proportional or below the demographic for the city".** The table below shows how the youth offending cohort in the city has changed over the past three years alongside the changing demographic of the 10 – 17 population.

Fig 1

	% of Youth Justice pop. In 2010/11	% of General pop. In 2010/11	% of Youth Justice pop. In 2011/12	% of General pop. In 2011/12	% of Youth Justice pop. In 2012/13	% of General pop. In 2012/13	% Difference of Youth Justice pop. Between 2010 and 2013	% Difference of General pop. Between 2010 and 2013
White	78.9%	75.7%	75.5%	74.9%	75.9%	77.4%	-3.0%	1.7%
Mixed	7.2%	3.9%	10.0%	4.2%	8.5%	5.1%	1.3%	1.2%
Asian or Asian British	6.0%	8.0%	6.6%	8.3%	7.3%	8.9%	1.3%	0.9%
Black or Black British	6.3%	4.4%	6.2%	4.4%	8.0%	5.0%	1.7%	0.6%
Chinese	1.6%	2.5%	1.6%	2.7%	0.2%	3.7%	-1.4%	1.2%

The indicator consists of separate figures for each of the ethnic groups monitored within the criminal justice system rather than a single figure for the overall BME group. This method ensures that 'under-represented' groups don't counter-balance the overrepresentation of some other groups which could potentially portray a misleading picture..

The table above shows overrepresentation, based on the demographics of the city, within the white, black and mixed category of young people with mixed being the most significantly overrepresented.

The tables of data set out below show the movement across the tiers of criminal justice disposals over the past three years. Within the BME cohort of young people there has been an increase in the overall percentage of BME young people receiving community penalties coupled with reduction of the percentage of BME young people receiving custodial outcomes. The Youth Justice Service will continue to report performance and actions on this priority to the YJS partnership board.

Figs 2

Ethnicity 2010/11	Community Penalties	Custodial	First Tier	Pre-Court	Grand Total	Trend
White	81.3%	58.6%	78.9%	79.2%	78.5%	Base line
Mixed	6.3%	27.6%	9.5%	5.2%	8.0%	Base line
Asian or Asian British	7.8%	3.4%	5.1%	6.3%	5.8%	Base line
Black or Black British	4.7%	10.3%	4.9%	7.7%	6.3%	Base line
Chinese	0.0%	0.0%	1.6%	1.6%	1.4%	Base line

Figs 3

Ethnicity 2011/12	Community penalties	custodial	first-tier	pre-court	Grand Total	Trend
White	78.3%	60.5%	80.1%	72.7%	75.5%	
Mixed	12.5%	11.6%	7.4%	10.9%	10.0%	
Asian or Asian British	4.2%	4.7%	5.6%	9.2%	6.6%	
Black or Black British	4.2%	20.9%	4.6%	5.9%	6.2%	
Chinese	0.8%	2.3%	2.3%	1.3%	1.6%	

Figs 4

Ethnicity 2012/13	Community penalties	custodial	first-tier	pre-court	Grand Total	Trend
White	75.6%	70.3%	76.0%	75.5%	75.9%	
Mixed	4.9%	13.5%	11.3%	6.3%	8.5%	
Asian or Asian British	4.9%	13.5%	4.5%	8.3%	7.3%	
Black or Black British	13.0%	2.7%	7.2%	7.3%	8.0%	
Chinese	1.6%	0.0%	0.9%	2.6%	0.2%	

*** Youth Justice Service Manager**

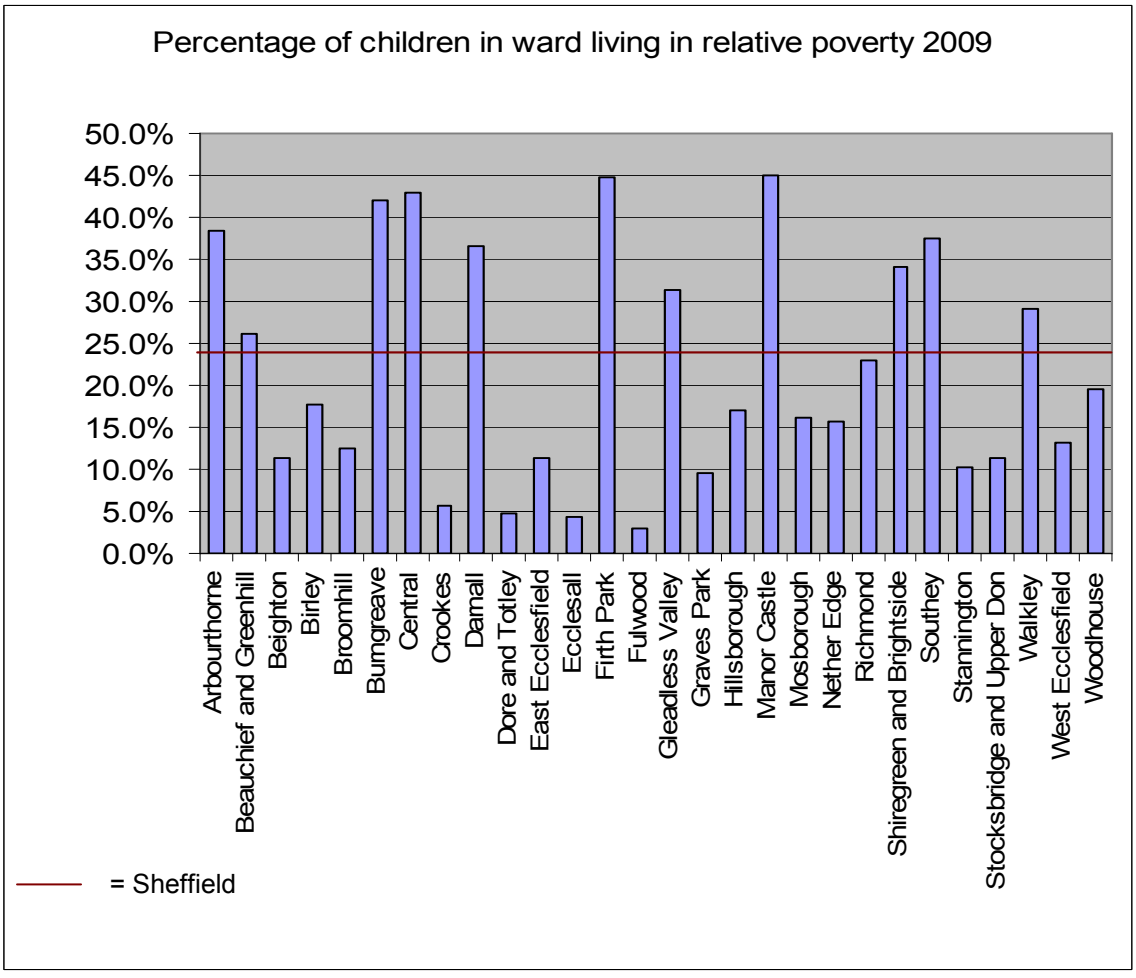
FINANCIAL EXCLUSION
Examples from Sheffield's Child and Household Poverty Strategy 2012-14

The statutory Child Poverty Needs Assessment for Sheffield was undertaken by the City Council in partnership with key stakeholders including NHS Sheffield, Jobcentre Plus, SYTPE, SY Police and relevant organisations in the voluntary, community and faith sectors.

Children in the UK are officially considered to be living in poverty if they are in a household with an income less than 60% of the national average (median). Using this measure of relative poverty, 24.4% of children under the age of 19 were living in poverty in Sheffield in 2009. This is the latest date for which we have verified data. This is higher than the figures for both England (21.3%) and the Yorkshire & Humber region (21.9%) but a proportion that is second lowest, after Leeds (22.7%) when compared to the core cities.

Poverty is unevenly distributed across Sheffield. In a city where the geographical distribution of income is so markedly different, there are seven wards with noticeably higher levels of child poverty:

- Central (43%)
- Firth Park (45%)
- Manor Castle (45%)
- Burngreave (42%)
- Darnall (37%)
- Southey (38%)
- Arbourthorne (38%).



However, poverty affects children and households in all parts of the city. Our needs assessment and national evidence show that children are more likely to live in poverty if:

- they live in families with more than three children (45% of all children in poverty in Sheffield compared with 16% of all children in Sheffield[6])
- they live with only one of their parents (over half of all children in poverty nationally live in lone parent households[7])
- they have a teenage parent (nationally, children of teenage mothers have a 63% increased risk of being born into poverty compared to babies born to mothers in their twenties[8])
- they are from Black and minority ethnic (BME) families (77% of Somali and 61% of Yemeni children in Sheffield are eligible for Free School Meals compared to 18.5% of all children in poverty in Sheffield)
- they live in a household where a family member has disabilities (Research by IPPR showed that 29% of people with one or more disabled children in the household lived in poverty, compared with 21% of households with no disabled children[9], DWP data shows that around a quarter of all children living in poverty have a disabled parent[10])
- they have learning difficulties (29% of children with SEN in Sheffield are eligible for Free School Meals compared with 18.5% of all children in Sheffield[11])
- they live in a household where one or more parents is in low paid or part-time work (Nationally, among households where the only paid work being done is part time, 40% of children are in poverty)
- they live in a household where the parent or parents are not in work (The risk of being in low income is 90% for unemployed families, 75% for other workless families[12]).

Clearly, not all children living in households with these characteristics experience poverty, but their chances of so doing are that much higher if they do. Additionally, there is significant evidence to demonstrate that multiple results in compounded problems. For example, a recent study considering multiple risk factors in terms of young children's development found that 59% of children whose family income was higher lived in families with at least one risks and 27% with two or more risks whereas for children in low income households, 80% experienced at least one risk and nearly half lived with two or more risks. This study also demonstrated that the greater the number of risks experienced by the child, the greater the problems that the child will face during their lifetime[13]

Whilst children remain more likely than adults to live in low income households, there are still large numbers of adults experiencing poverty. A third of all people in low-income households are working-age adults without dependent children. This is the only group in poverty where the percentage has risen over the last decade.

Some older people, particularly when they are reliant on the state pension and pension credit are more likely to be in poverty. Similarly, we know that women working full time are paid, on average, 15.5% less an hour than men for doing work of equivalent value. Women pensioners also therefore tend to be poorer than their male counterparts.

Women are at greater risk of poverty than men[14] and more likely to experience recurrent and longer spells of poverty[15]. This can in part be explained by lower earnings (both in terms of per

[6] CLG (2010) using data from 2008
[7] Department for Work and Pensions. 2010. Households Below Average Income 2008/2009
[8] Mayhew E and Bradshaw J (2005) 'Mothers, babies and the risks of poverty' Poverty, No.121 p13-16
[9] DISABILITY 2020: Opportunities for the full and equal citizenship of disabled people in Britain in 2020. This data is from 2003-3. The paper was written in 2005 and uses the most up-to-date information that was available at the time. Permission to publish from the Disability Rights Commission was received in 2007.
[10] DWP 2006, Households below average income. London: Corporate Document Services. Indicates that after housing costs 24% of the 3.4 million poor children in Great Britain (around 816,000 children) lived with one or more disabled adult in 2004/05.
[11] SCC, January School Census 2010
[12] Department for Work and Pensions. 2010. Households Below Average Income 2008/2009
[13] Sabates, R. and Dex, S. (2012). Multiple risk factors in young children's development. CLS Working Paper 2012/1. London: Centre for Longitudinal Studies.
[14] Bradshaw et al. 2003
[15] Ruspini, 1998, 2001; DWP, 2004a

hour rates and due to the fact they are more likely to work part-time). This is important in terms of the impact on themselves and their children. Economic dependency has been linked to domestic violence, which is in itself linked to an increased likelihood of poverty[16].

Sheffield is an unequal city with some of the most affluent communities in the country and also some of the most severely deprived. Of 326 local authorities Sheffield is now the 56th most deprived, a very minor deterioration on the previous position, and inequalities in the city appear to be worsening. Between 2007-2010 more parts of Sheffield have become more deprived - of 339 separate small areas in the city 48 are now in the 5% most deprived in the country, however there are now only 2 small areas in the most deprived 1%, down from 7 in 2004.

The social gradient in attainment between children living in poverty and those who do not increases and becomes more entrenched at every key stage:

- by age 3, national research indicates, that children who have attended centre-based care tend to be more advanced, children from disadvantaged backgrounds are less likely to be in formal childcare
- by age 5, only 46% of Sheffield children who are living in poverty are communicating securely compared to 63% of children resident in the rest of the city
- by age 16, the gap between the proportion of children who are eligible for free school meals that achieve five good GCSEs and the cohort as a whole is 27 percentage points. Those school leavers who live in poverty are then twice as likely to not be in education, employment or training (NEET) as those 16 year olds in better off households
- by 19, the gap between level 3 achievement for young people who were previously eligible for free school meals and the cohort as a whole is 26.8%

As the number of low skilled jobs continues to reduce, skills and qualifications become increasingly important in giving our citizens access to sustainable employment yet in the most disadvantaged parts of the city a quarter of households have no adult with a qualification[17].Access to decent housing is another key determinant of life chances for both children and adults. Homelessness, living in overcrowded conditions or in unfit housing are factors that are closely correlated with the incidence of poverty. In some areas of Sheffield almost a quarter of children are living in overcrowded conditions and housing ‘churn’, where families move from one property to another, can disrupt the education of children and cause instability in local communities

Worklessness remains a major cause of poverty and is set to become even more of a factor in acute household impoverishment as a result of planned changes to the national benefits system. At a time when the labour market has tightened following the recession and its aftermath it is:

- young people without a work history, many of whom are set to become new parents
- those in middle age who are being made redundant for the first time
- those from vulnerable groups, such as job seekers with mental health problems and learning difficulties and disabilities
- as well as those facing specific barriers to employment such as ex-offenders, lone parents and residents from some of our BME communities who are finding it most difficult to secure work and who are therefore the target of our efforts.

However, unemployment, although a very significant factor, isn’t currently the major cause of poverty. Over 60% of those households experiencing poverty include at least one individual who is in work. The problem is that this work is low paid and low skilled, usually fragile and often casual or part-time.

[16] HM Treasury, 2004
[17] Axicom 2010 (using 2009 data)

South Yorkshire POLICE

Restricted Content

Force Intelligence Analyst Unit

Hate Crime for Partnership Reporting			
Compiled by	Force Analyst Unit	**Data Supplied By**	SYP Performance & Governance
EXT	713117	**Ref**	AN13NOV40
Data Period	April 12 to March 13	**Protective Marking & Handling Instructions**	for the purpose of partnership reporting and any use of it outside of this context should be referred back to SYP
Aim & Purpose	To provide requested data to the Safer & Sustainable Communities Partnership for reporting on crimes with an aggravating factor relating to 'hate': 1.RACIAL 2.RELIGION 3.DISABILITY 4.SEXUAL ORIENTATION 5.TRANSGENDER		
Sources & Parameters	Information source is CMS2 – SYP systems Data is extracted from using Discover 9i Crime data is based on 'Statistics Date'		
Limitations & Caveats	The force has a clear policy on the issuing of unaudited data externally and should you wish to share this data externally you take full responsibility for doing so ****Aggravating factors/ MOs can be added throughout the life of the crime and the data has been taken from the live system, so may be subject to minimal change****		

Due to the methods of data extraction and anomalies with the geo-coding of data, any figures provided within this report should be treated as unaudited. The force has a clear policy on the issuing of unaudited data externally and should you wish to share this data externally you take full responsibility for doing so. This report is the position of the South Yorkshire Police as of 21st November 2013. The data used within this report was sourced from CMS and ProCAD and extracted on 20th November 2013. Any changes to the data used following this date will not be captured within the report. Therefore if the data held within the report is required for use elsewhere in the future due to the Retain, Review, Delete requirements of MOPI additional checks may be required to ensure accuracy of the information.

Content

- **Data tables for Hate Crime with aggravating factors**

Page 1 of 2

South Yorkshire POLICE

Restricted Content

1st April 2012 to 31st March 2013

2012/13

Count of Offences (Crimes)													
Ho Group	April	May	June	July	August	Sep	Oct	Nov	Dec	Jan	Feb	March	**Total**
CRIMINAL DAMAGE - ARSON / THREAT / EQUIP	0	2	0	1	1	2	3	1	0	1	1	3	**15**
CRIMINAL DAMAGE - DWELLING	0	0	0	0	2	0	0	2	1	0	1	2	**8**
CRIMINAL DAMAGE - MOTOR VEHICLE	0	1	0	0	1	1	0	1	1	0	2	0	**7**
ROBBERY - PERSONAL	0	0	0	0	0	0	1	0	0	0	0	0	**1**
SEXUAL OFFENCES	0	0	0	0	0	0	0	0	0	1	0	0	**1**
THEFT AND HANDLING STOLEN GOODS	0	0	1	0	0	0	0	0	0	0	0	0	**1**
VIOLENCE AGAINST THE PERSON	10	13	15	17	18	14	17	22	13	16	13	11	**179**
Total	**10**	**16**	**16**	**18**	**22**	**17**	**21**	**26**	**15**	**18**	**17**	**16**	**212**

2012/13

Count of Aggravating factors	Total
DISABILITY	2
RACIAL	188
RELIGION	4
SEXUAL ORIENTATION	21
Total	**215**

2012/13

Count of Serial Number	Afd Description				
Ho Group	DISABILITY	RACIAL	RELIGION	SEXUAL ORIENTATION	**Grand Total**
CRIMINAL DAMAGE - ARSON / THREAT / EQUIP		14	1		**15**
CRIMINAL DAMAGE - DWELLING	1	5		2	**8**
CRIMINAL DAMAGE - MOTOR VEHICLE		6		1	**7**
ROBBERY - PERSONAL				1	**1**
SEXUAL OFFENCES		1			**1**
THEFT AND HANDLING STOLEN GOODS		1			**1**
VIOLENCE AGAINST THE PERSON	1	161	1	16	**179**
Grand Total	**2**	**188**	**2**	**20**	**212**

APPENDIX 3 WORKFORCE DATA
A) Workforce Profiles 2013

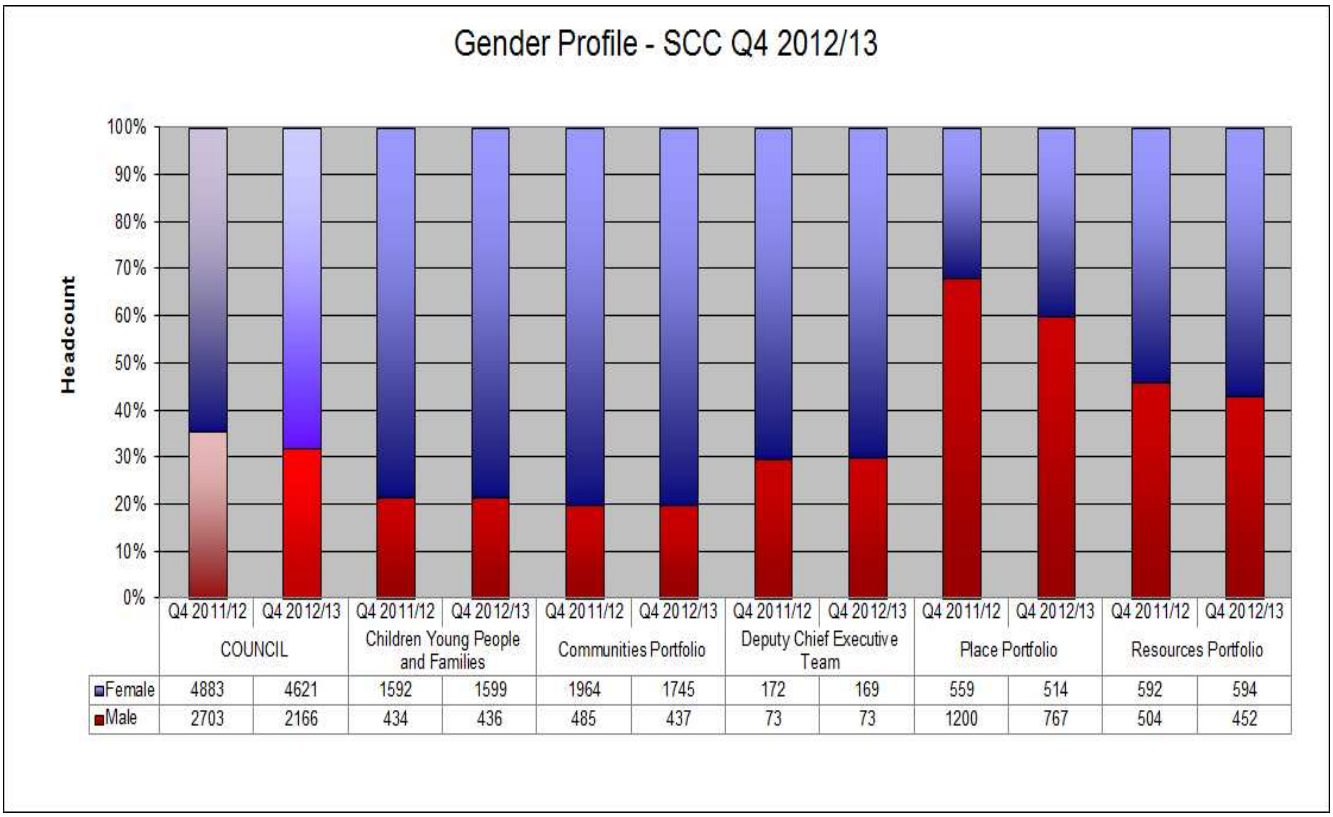
There are a number of employees who choose not tell us information about their “protected characteristic” on the Employee Census. For example if they are disabled or not. The way employee data is presented and reported is that we do not make any assumption about them and we record that as an unknown percentage. The workforce profiles below are therefore calculated as a percentage of those staff that have told us information about themselves for example they are disabled or not. The unknown is shown as an additional percentage amount**.**

The monitoring information is anonymous and is used for example to see whether certain staff groups are disproportionately more likely to be made vulnerable to redundancy. The information below is segmented into the different Portfolios of the Council, so we can monitor where we need to take any action to address issues.

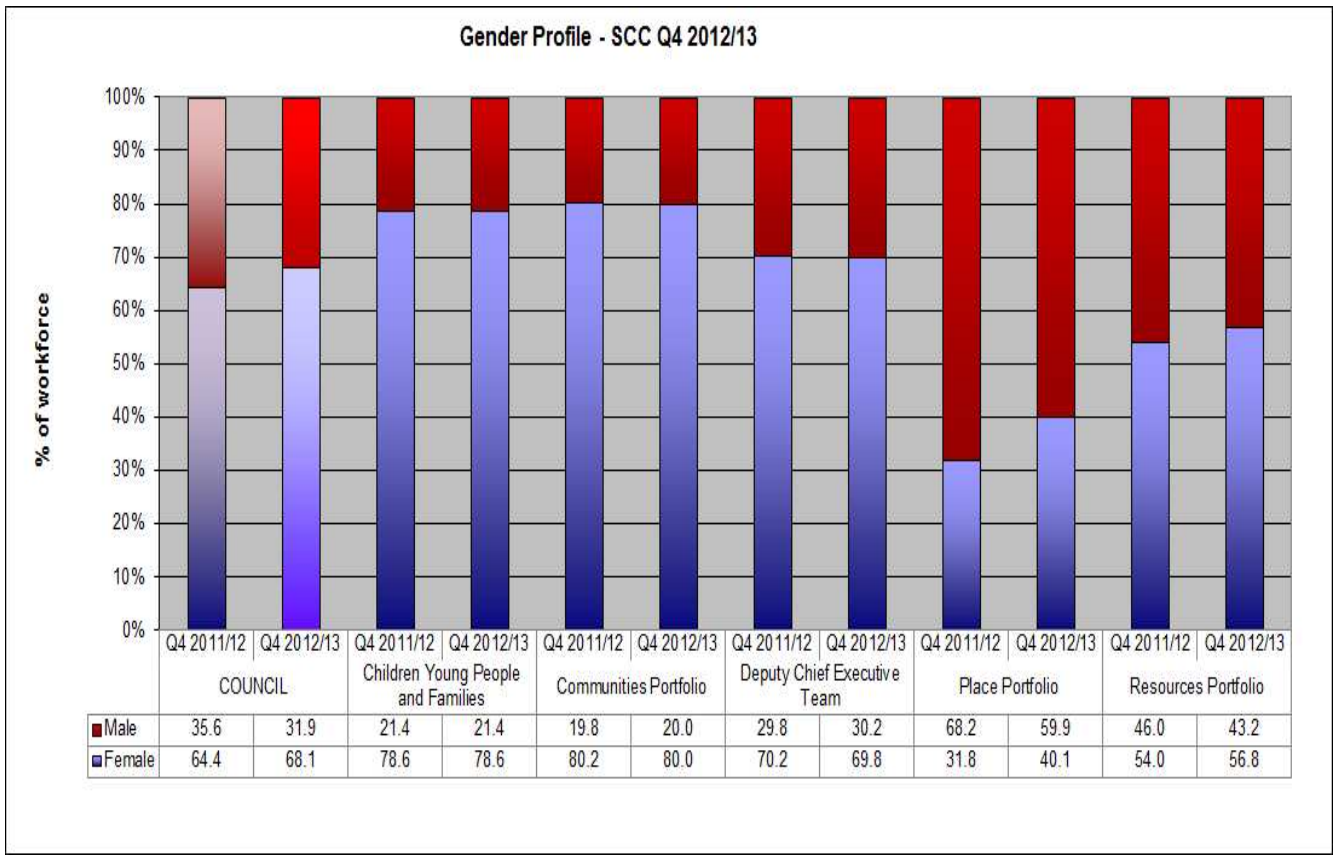
The Councils overall workforce has reduced in the past year from 7586 to 6787 employees. This is both as a consequence of outsourcing some of our services to other providers and employee reductions through retirements, voluntary severance and redundancies.
The Council had 5 ‘Portfolios’ each containing a number of council services, more information about these can be found on the Council Website

The Councils workforce diversity has slowly improved over the last few years in relation to black and minority ethnic (BME), disabled and lesbian gay and bisexual (LGB) staff overall and women at senior levels. The equality definitions are the same as used in the Equality Act 2010.

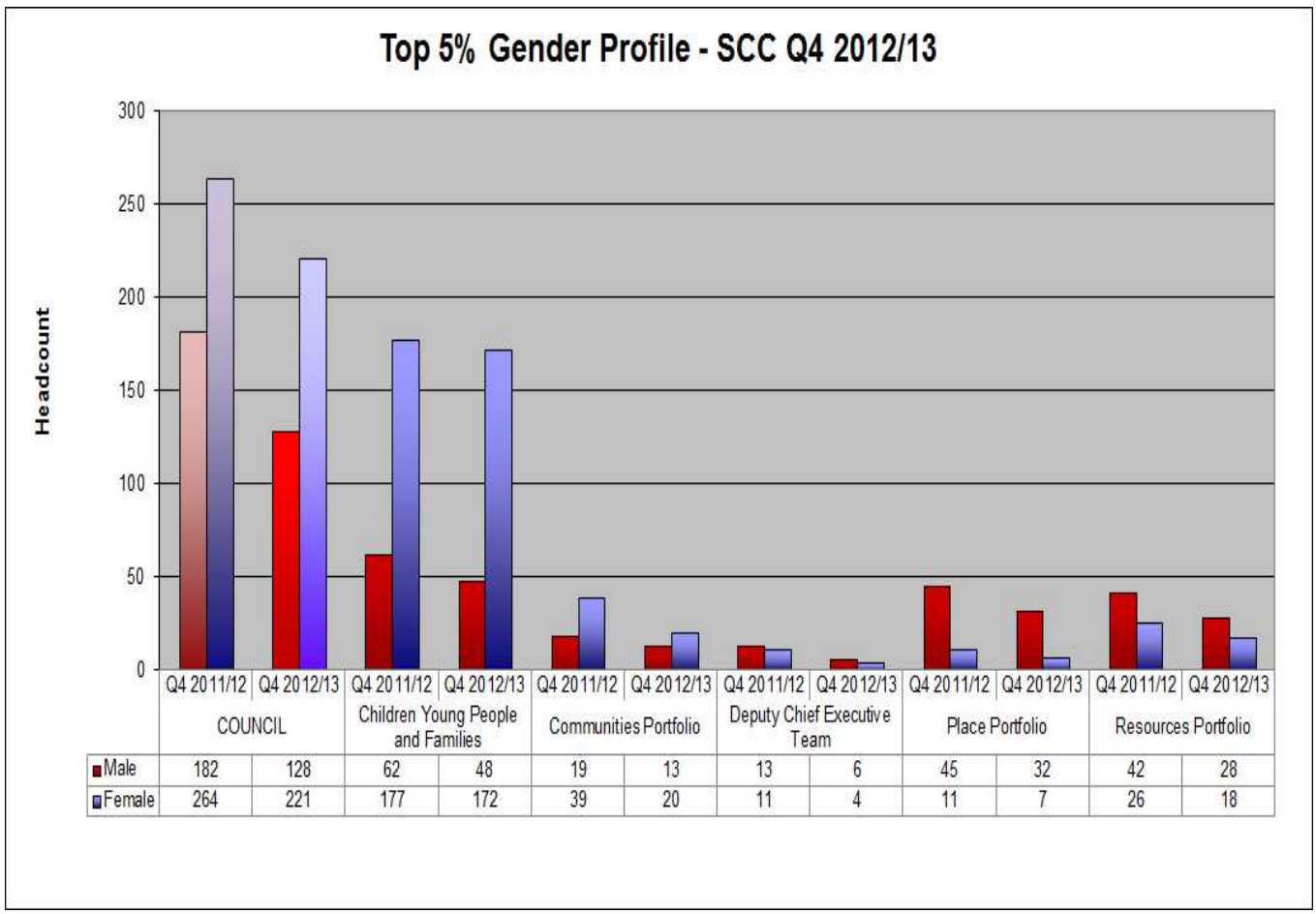
Q4 means the 4th quarter of the financial year January 1st to March 31st. These percentages are based on the total number of staff. We call this ‘headcount’. These figures do not include schools staff



	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Female	4883	4621	1592	1599	1964	1745	172	169	559	514	592	594
Male	2703	2166	434	436	485	437	73	73	1200	767	504	452

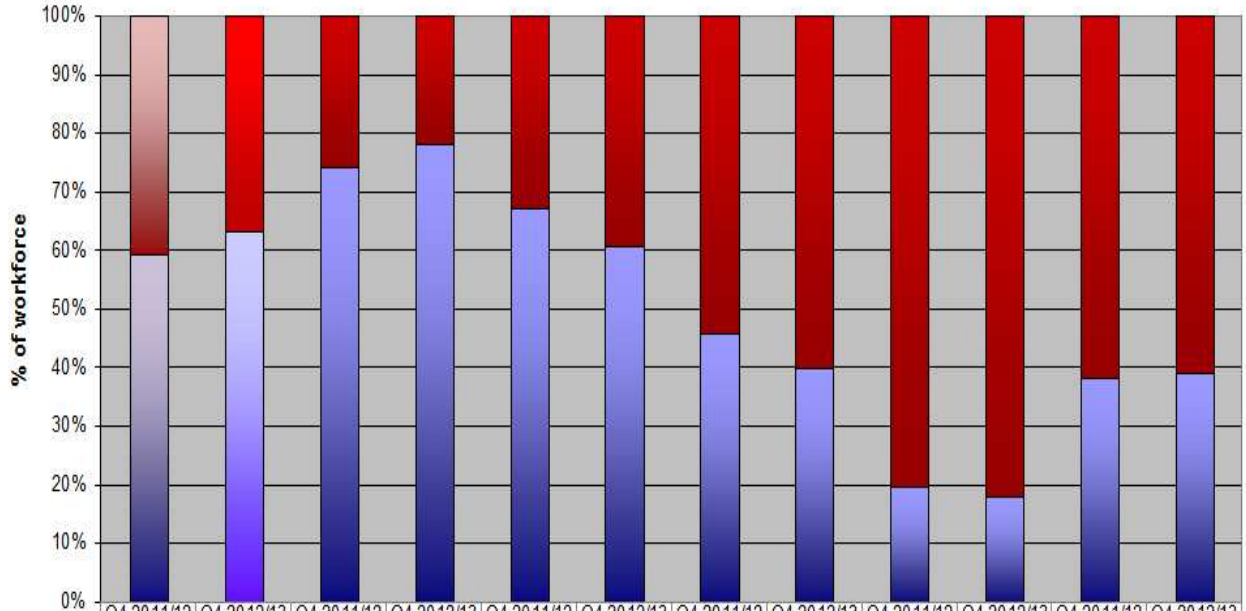


	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Male	35.6	31.9	21.4	21.4	19.8	20.0	29.8	30.2	68.2	59.9	46.0	43.2
Female	64.4	68.1	78.6	78.6	80.2	80.0	70.2	69.8	31.8	40.1	54.0	56.8



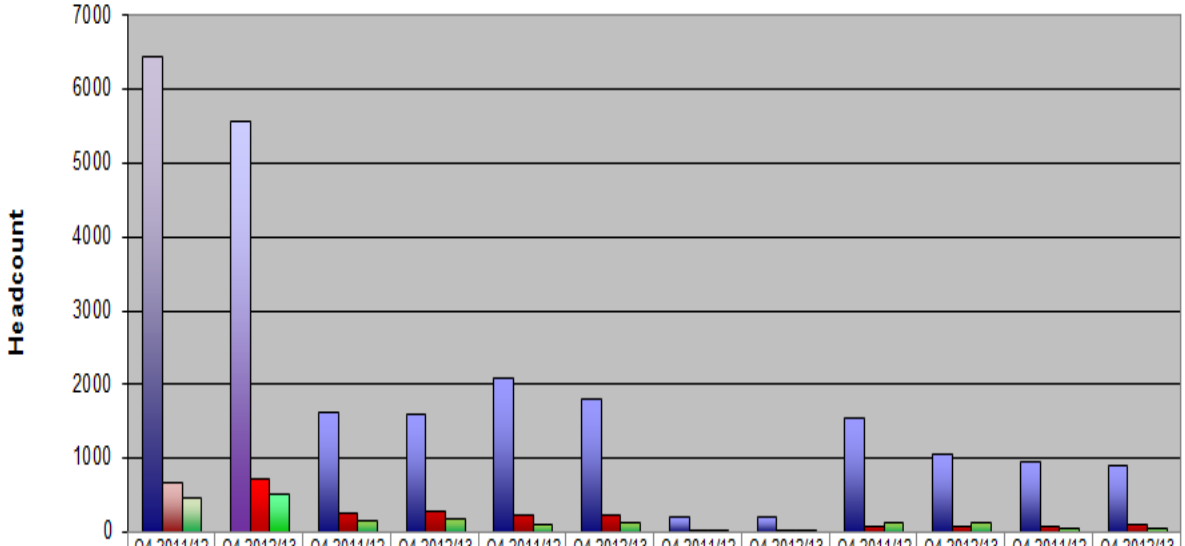
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Male	182	128	62	48	19	13	13	6	45	32	42	28
Female	264	221	177	172	39	20	11	4	11	7	26	18

Top 5% Gender Profile - SCC Q4 2012/13



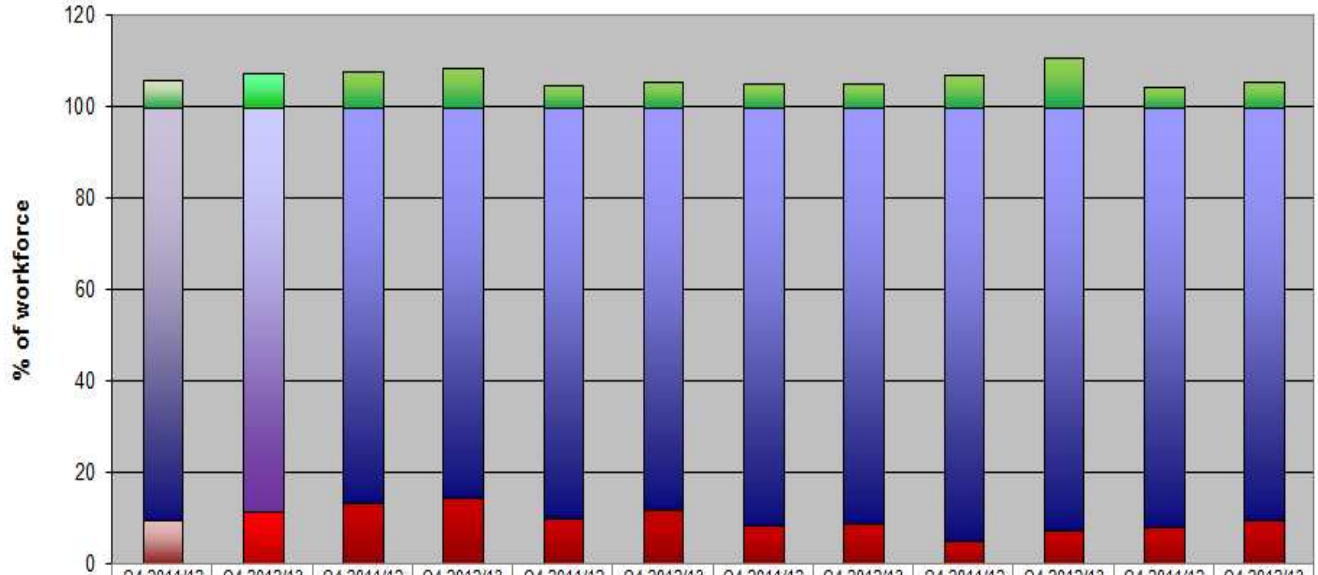
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Male	40.8	36.7	25.9	21.8	32.8	39.4	54.2	60.0	80.4	82.1	61.8	60.9
Female	59.2	63.3	74.1	78.2	67.2	60.6	45.8	40.0	19.6	17.9	38.2	39.1

Ethnic Origin Profile - SCC Q4 2012/13



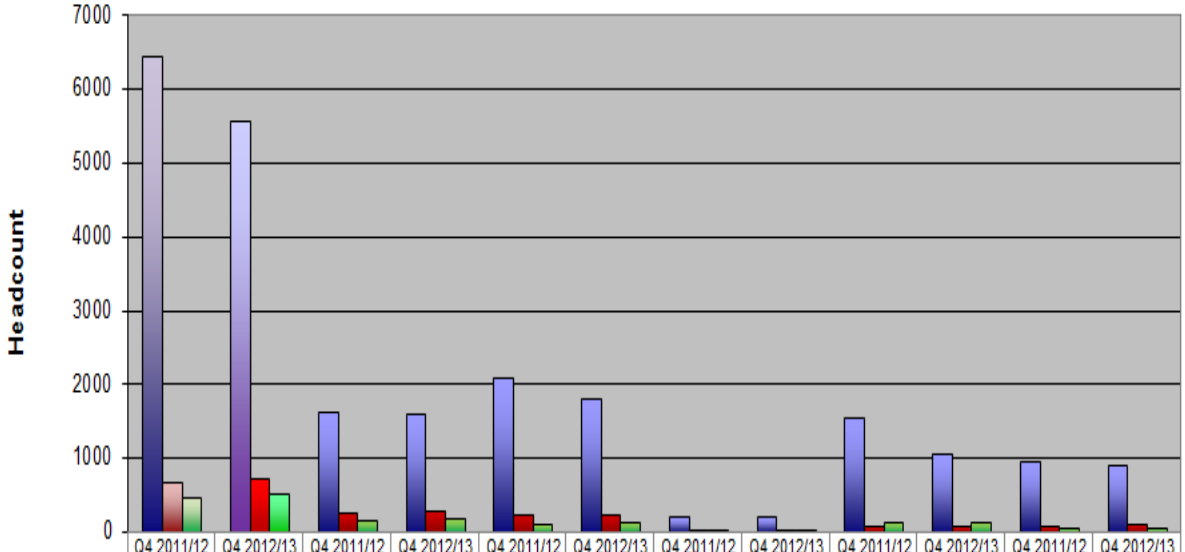
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
White British	6447	5566	1616	1589	2095	1815	212	209	1555	1058	960	894
BME	680	715	254	273	237	244	20	20	82	83	87	95
Unknown	459	506	156	173	117	123	13	13	122	140	49	57

Ethnic Origin Profile - SCC Q4 2012/13

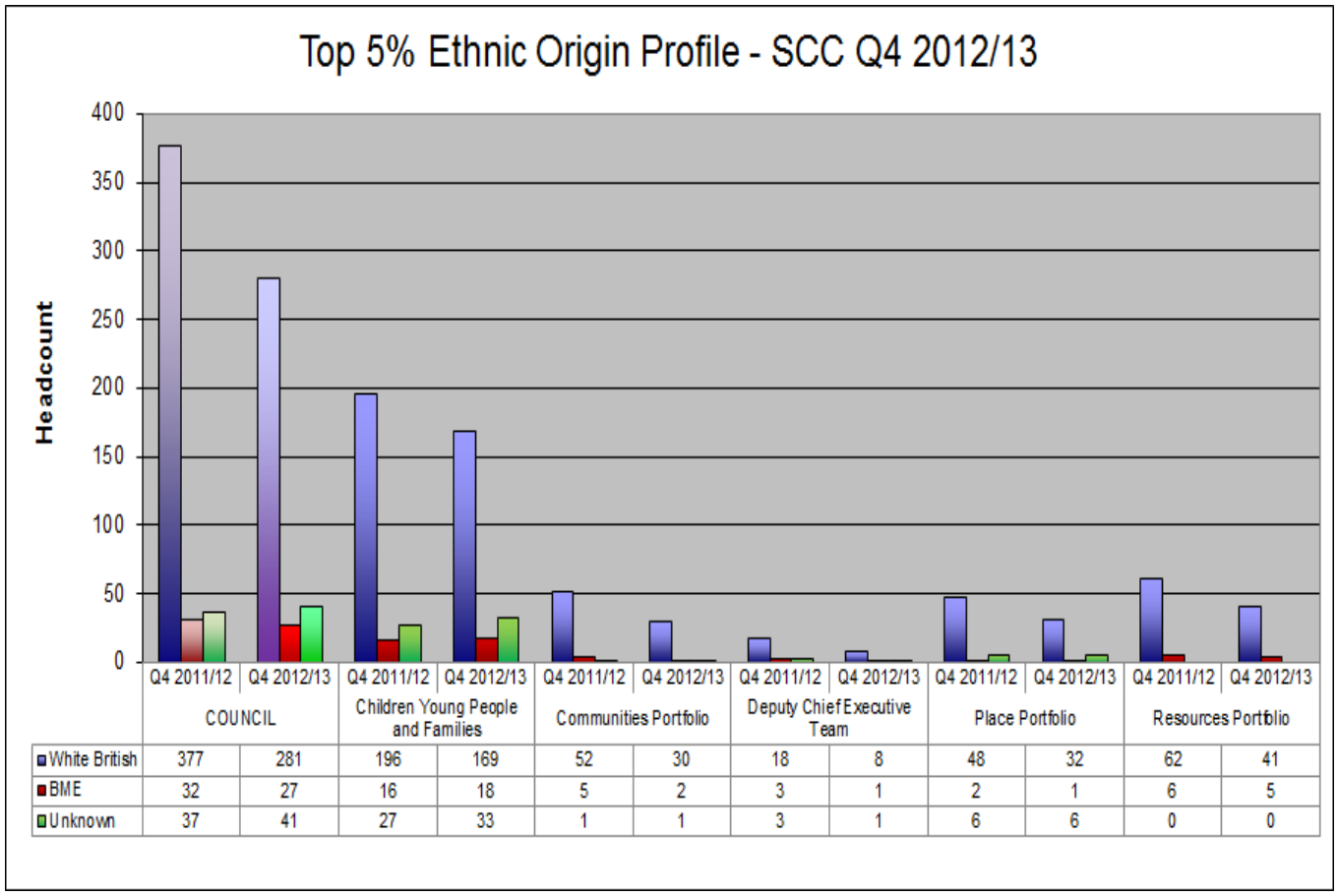


	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Unknown	6.05	7.46	7.70	8.50	4.78	5.64	5.31	5.37	6.94	10.93	4.47	5.45
White British	90.46	88.62	86.42	85.34	89.84	88.15	91.38	91.27	94.99	92.73	91.69	90.39
BME	9.54	11.38	13.58	14.66	10.16	11.85	8.62	8.73	5.01	7.27	8.31	9.61

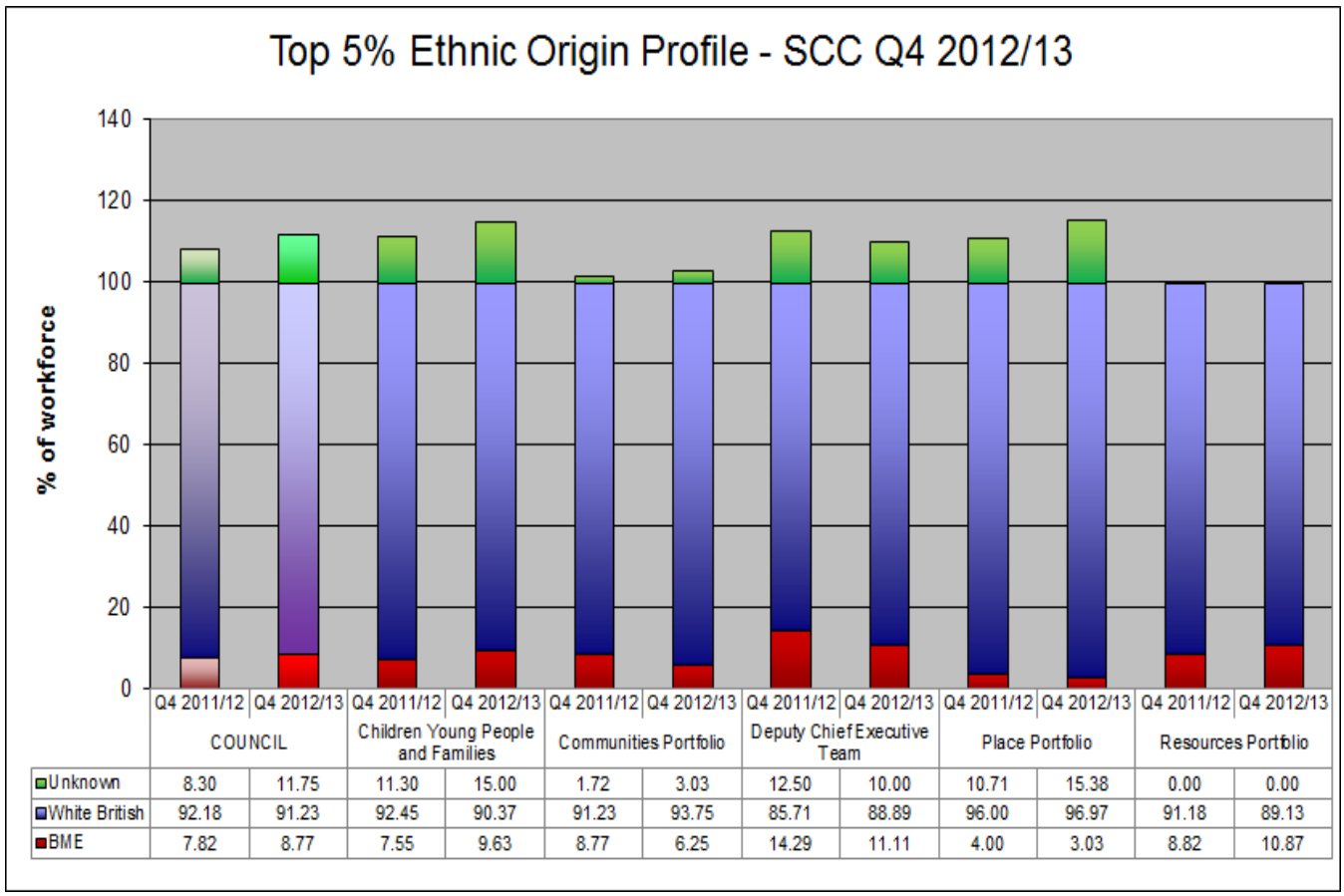
Ethnic Origin Profile - SCC Q4 2012/13



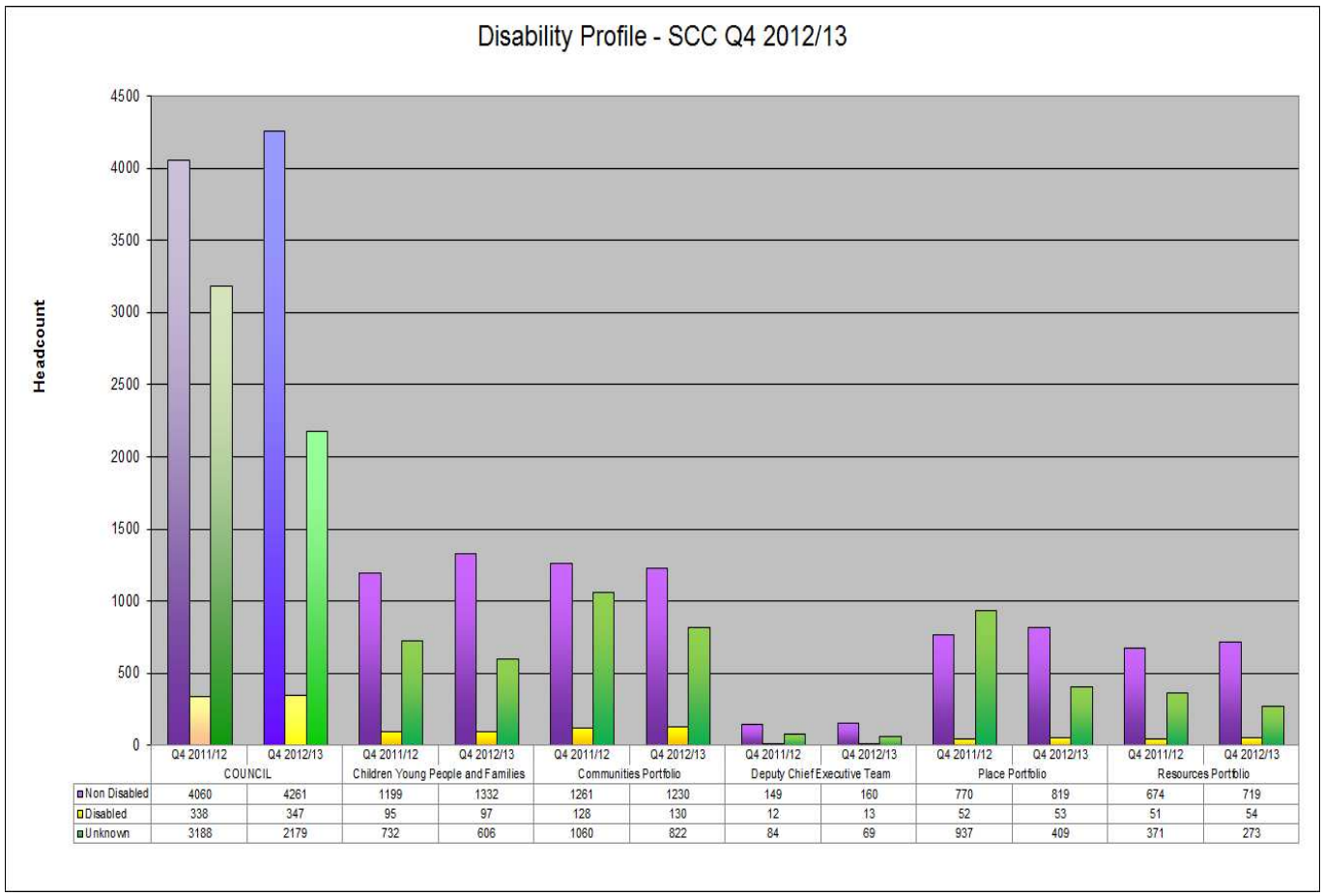
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
White British	6447	5566	1616	1589	2095	1815	212	209	1555	1058	960	894
BME	680	715	254	273	237	244	20	20	82	83	87	95
Unknown	459	506	156	173	117	123	13	13	122	140	49	57



	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
White British	377	281	196	169	52	30	18	8	48	32	62	41
BME	32	27	16	18	5	2	3	1	2	1	6	5
Unknown	37	41	27	33	1	1	3	1	6	6	0	0



	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Unknown	8.30	11.75	11.30	15.00	1.72	3.03	12.50	10.00	10.71	15.38	0.00	0.00
White British	92.18	91.23	92.45	90.37	91.23	93.75	85.71	88.89	96.00	96.97	91.18	89.13
BME	7.82	8.77	7.55	9.63	8.77	6.25	14.29	11.11	4.00	3.03	8.82	10.87



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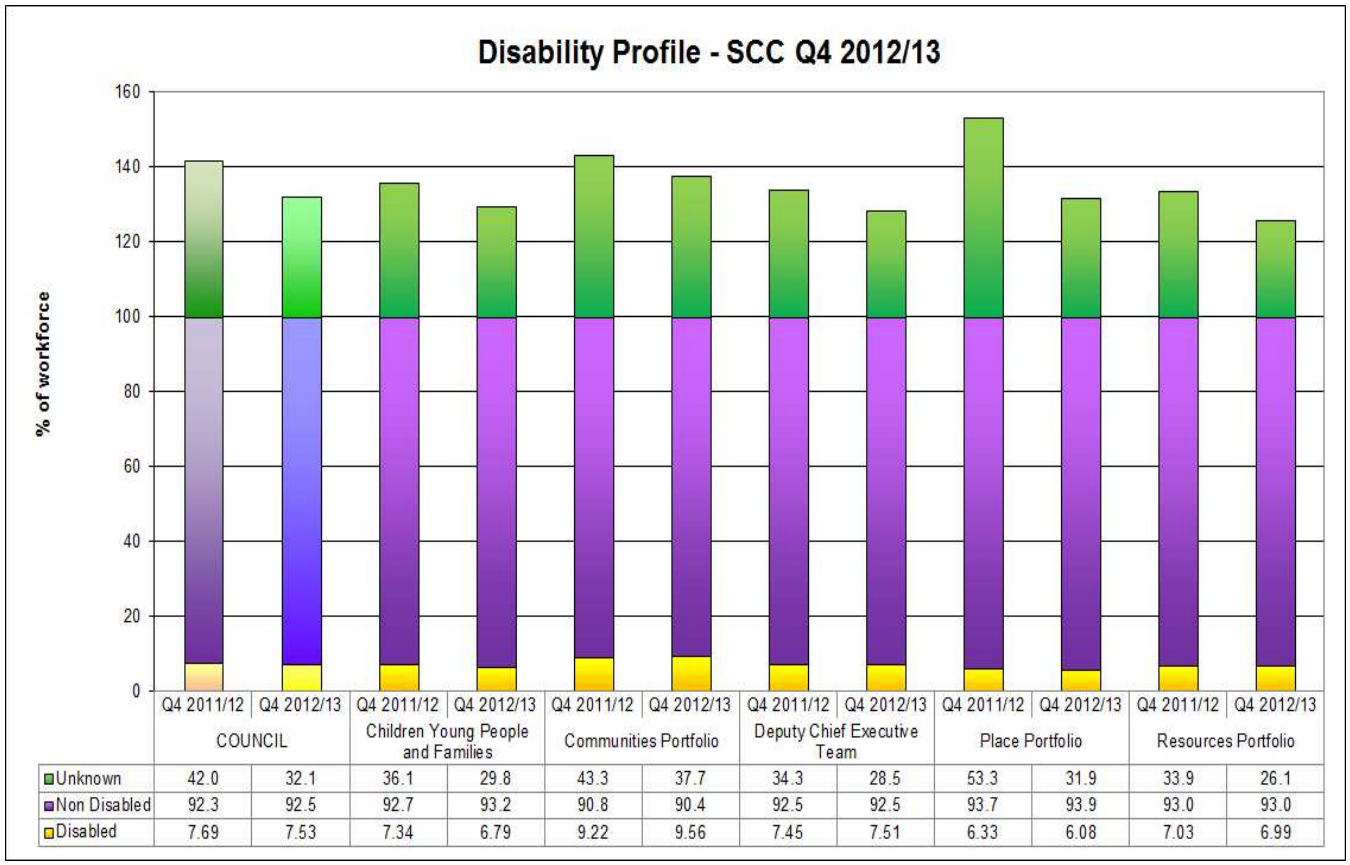
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Non Disabled	4060	4261	1199	1332	1261	1230	149	160	770	819	674	719
Disabled	338	347	95	97	128	130	12	13	52	53	51	54
Unknown	3188	2179	732	606	1060	822	84	69	937	409	371	273



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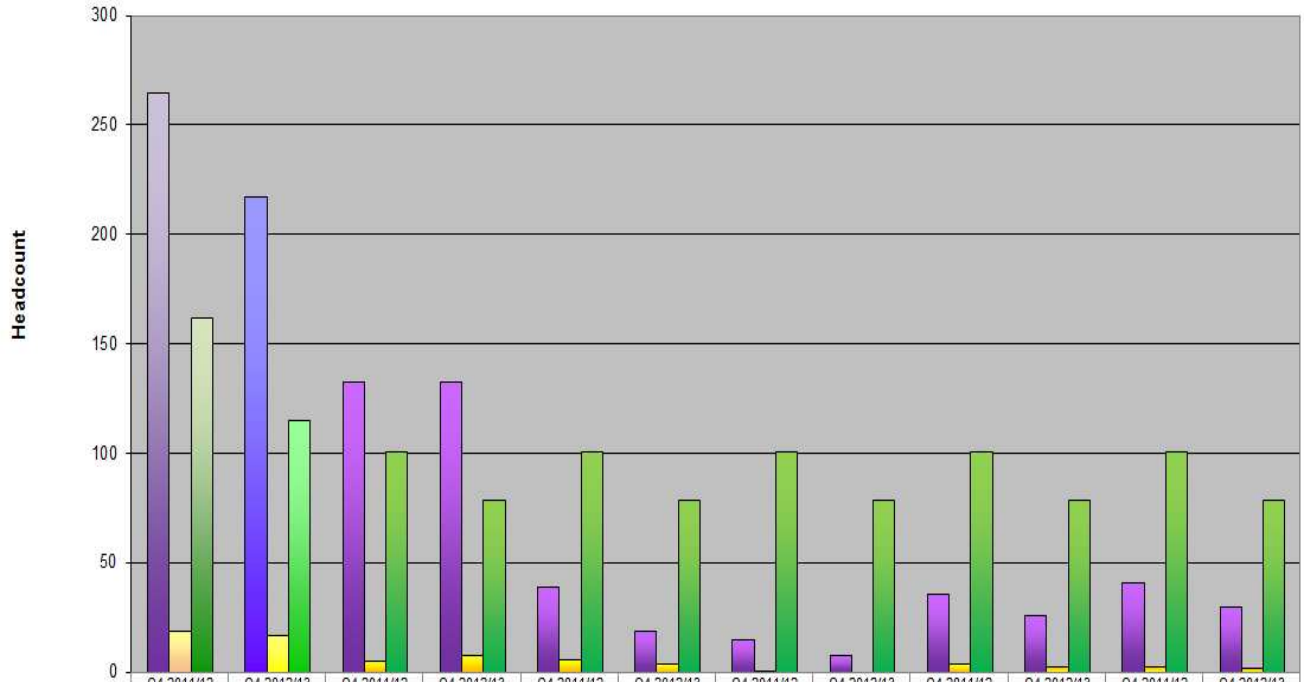
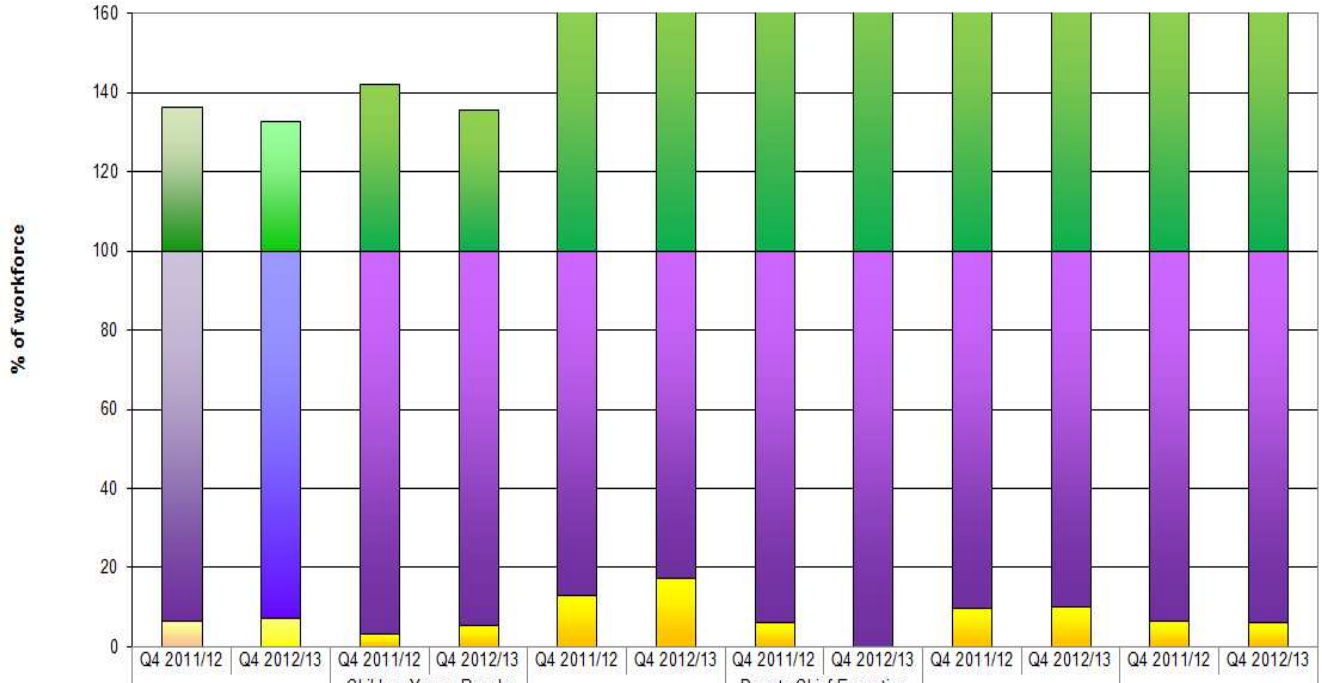
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Unknown	42.0	32.1	36.1	29.8	43.3	37.7	34.3	28.5	53.3	31.9	33.9	26.1
Non Disabled	92.3	92.5	92.7	93.2	90.8	90.4	92.5	92.5	93.7	93.9	93.0	93.0
Disabled	7.69	7.53	7.34	6.79	9.22	9.56	7.45	7.51	6.33	6.08	7.03	6.99

Top 5% Disability Profile - SCC Q4 2012/13



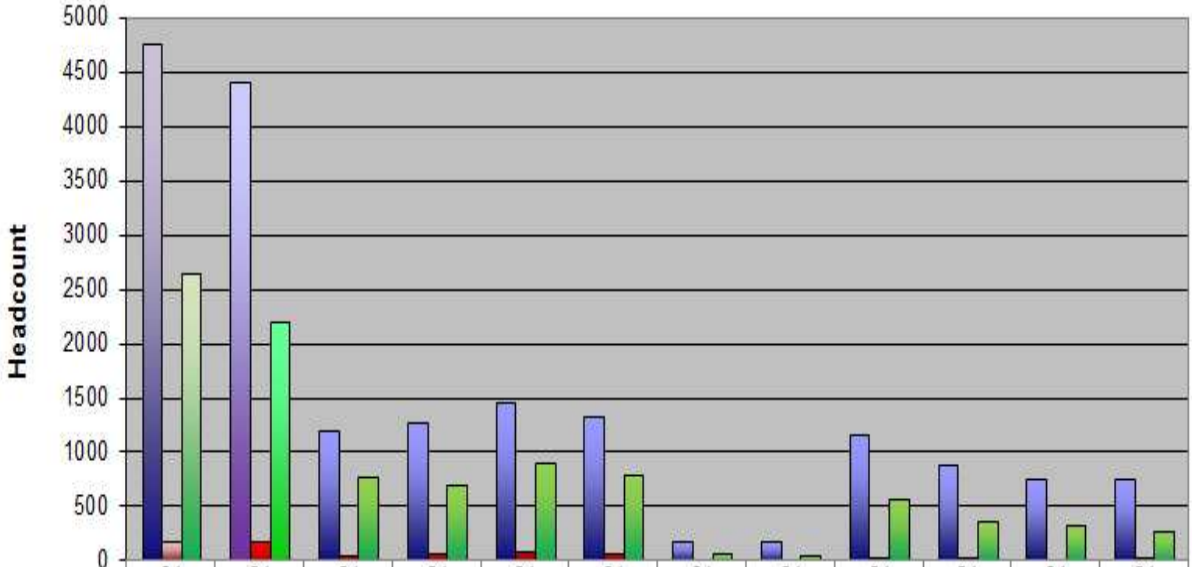
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Non Disabled	265	217	133	133	39	19	15	8	36	26	41	30
Disabled	19	17	5	8	6	4	1	0	4	3	3	2
Unknown	162	115	101	79	101	79	101	79	101	79	101	79

Top 5% Disability Profile - SCC Q4 2012/13



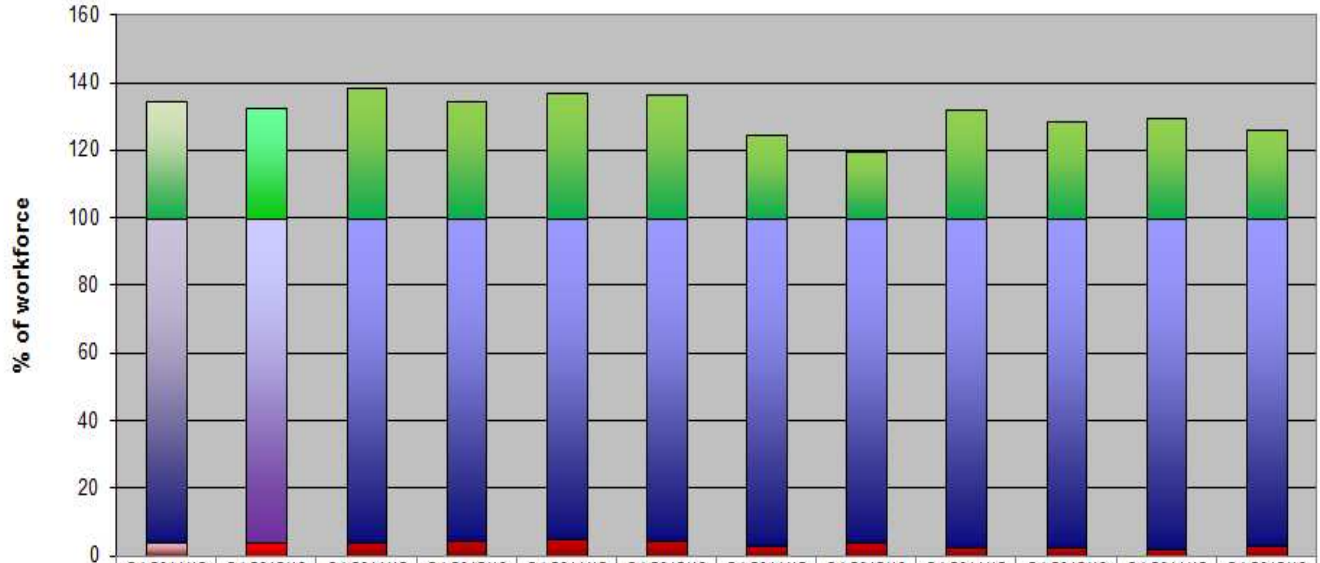
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Unknown	36.3	33.0	42.3	35.9	69.2	77.5	86.3	90.8	71.6	73.1	69.7	71.2
Non Disabled	93.3	92.7	96.4	94.3	86.7	82.6	93.8	100.0	90.0	89.7	93.2	93.8
Disabled	6.69	7.26	3.62	5.67	13.33	17.39	6.25	0.00	10.00	10.34	6.82	6.25

Sexual orientation Profile - SCC Q4 2012/13

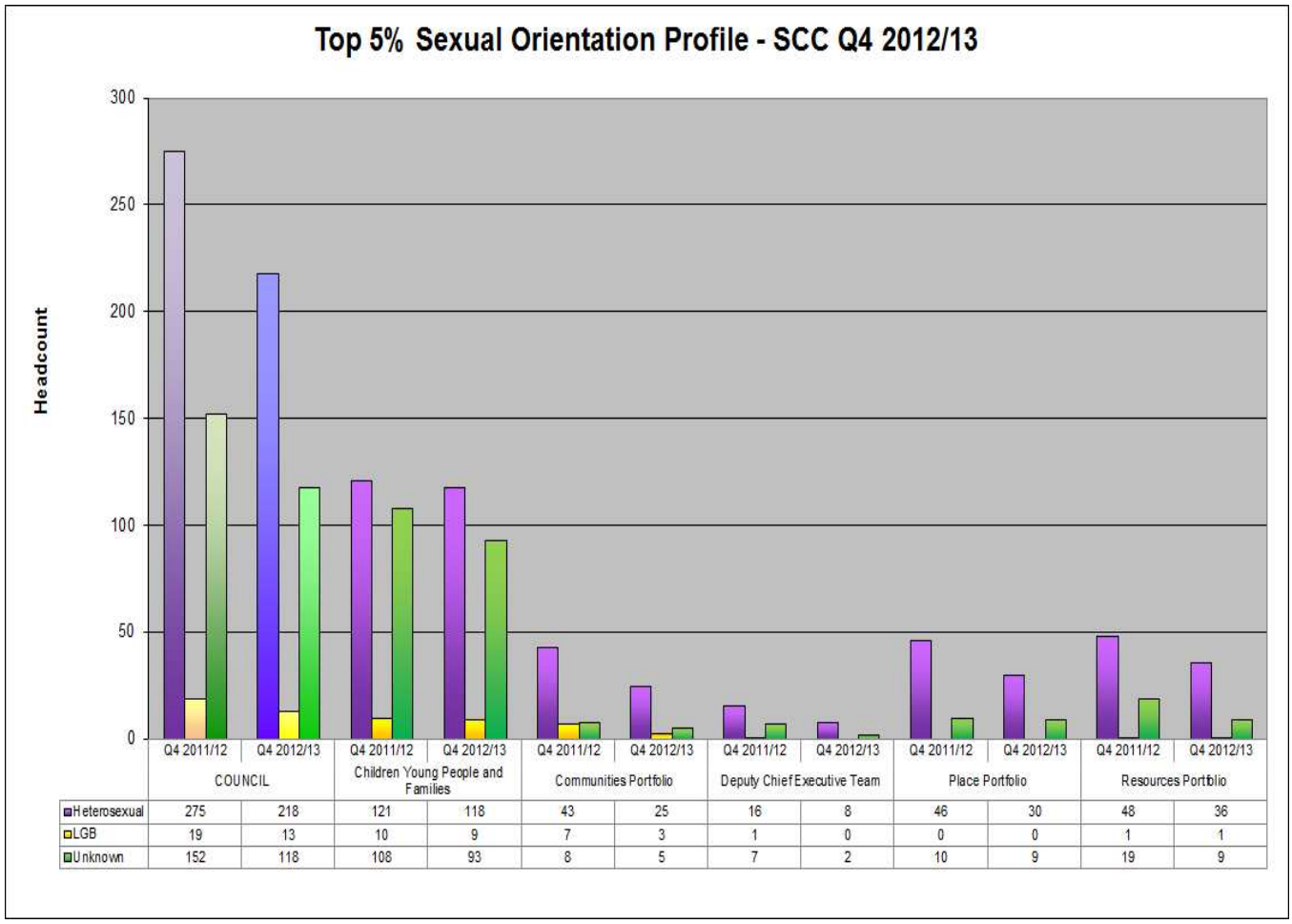


	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Heterosexual	4759	4412	1195	1268	1457	1322	179	186	1168	887	755	748
LGB	188	181	53	60	81	63	6	8	30	25	17	25
Unknown	2639	2194	778	707	911	797	60	48	561	369	324	273

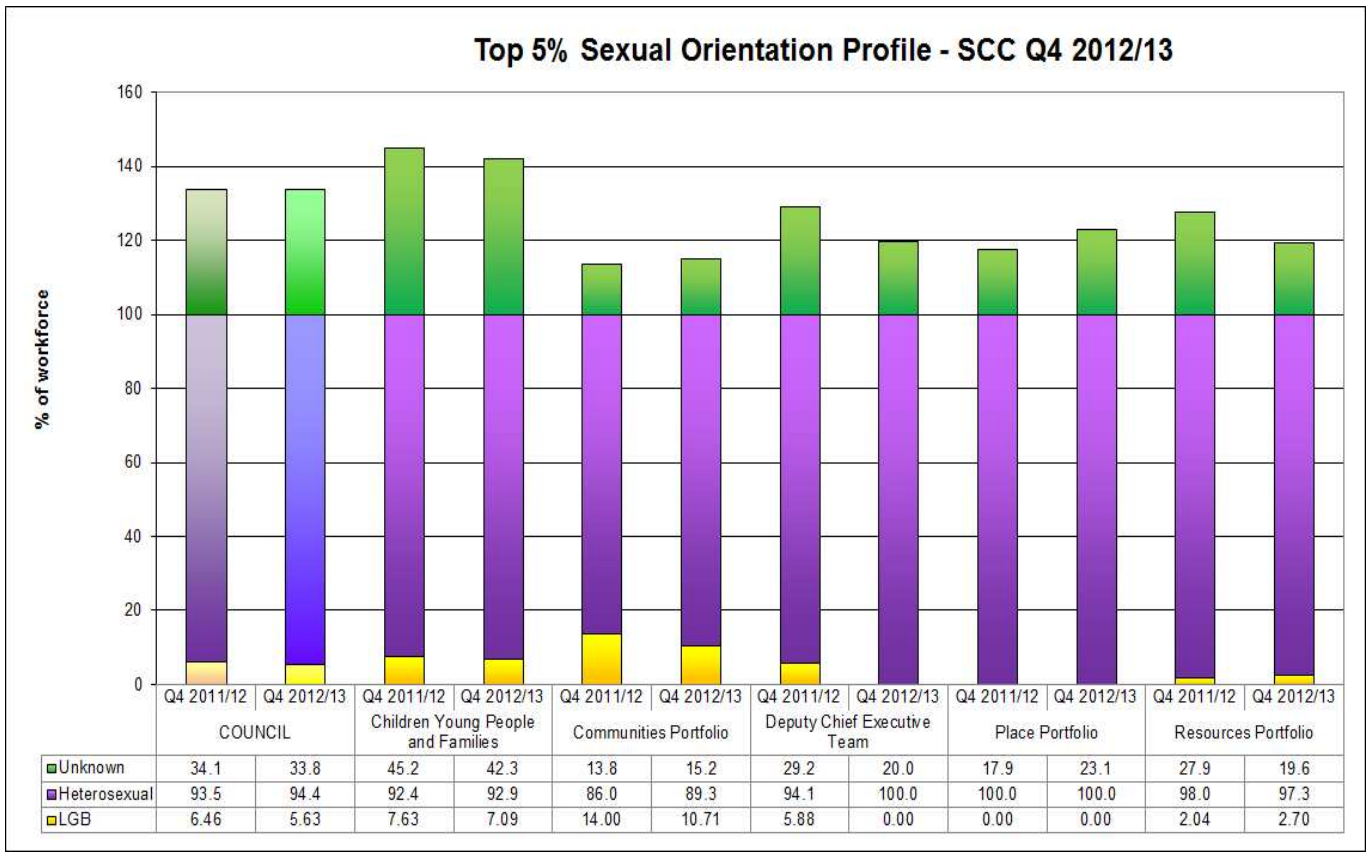
Sexual Orientation Profile - SCC Q4 2012/13



	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Unknown	34.79	32.33	38.40	34.74	37.20	36.53	24.49	19.83	31.89	28.81	29.56	26.10
Heterosexual	96.20	96.06	95.75	95.48	94.73	95.45	96.76	95.88	97.50	97.26	97.80	96.77
LGB	3.80	3.94	4.25	4.52	5.27	4.55	3.24	4.12	2.50	2.74	2.20	3.23

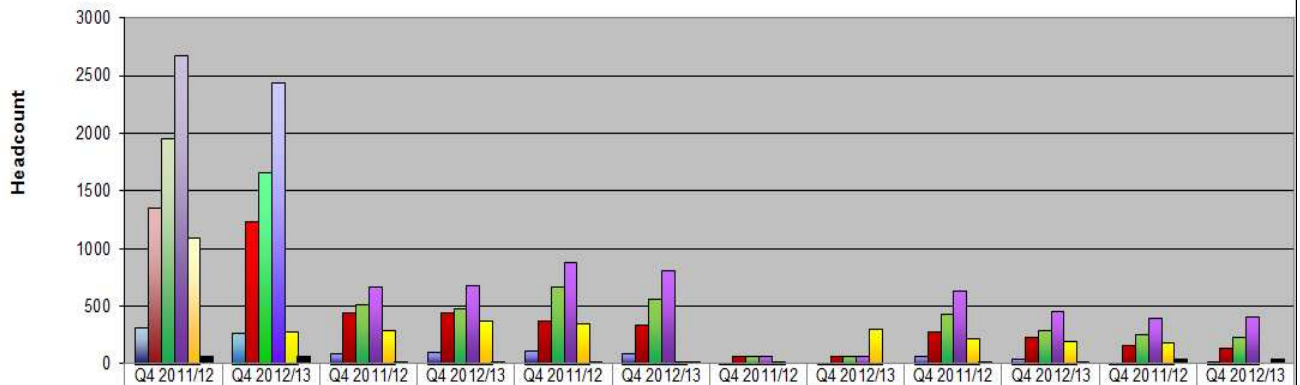


	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Heterosexual	275	218	121	118	43	25	16	8	46	30	48	36
LGB	19	13	10	9	7	3	1	0	0	0	1	1
Unknown	152	118	108	93	8	5	7	2	10	9	19	9



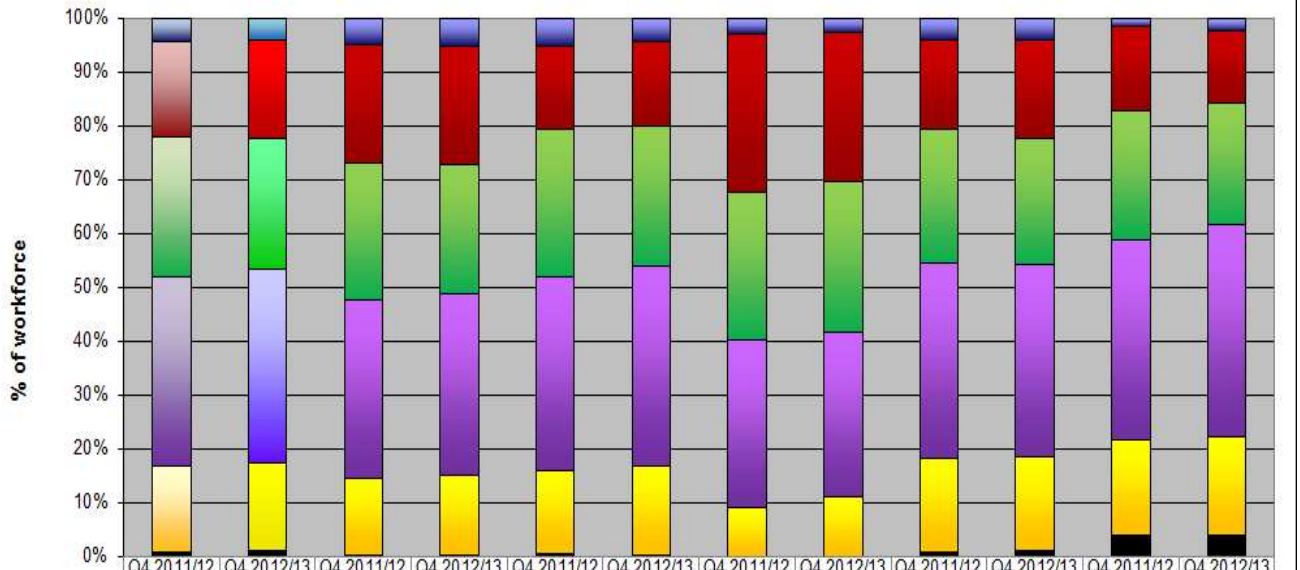
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
Unknown	34.1	33.8	45.2	42.3	13.8	15.2	29.2	20.0	17.9	23.1	27.9	19.6
Heterosexual	93.5	94.4	92.4	92.9	86.0	89.3	94.1	100.0	100.0	100.0	98.0	97.3
LGB	6.46	5.63	7.63	7.09	14.00	10.71	5.88	0.00	0.00	0.00	2.04	2.70

Age Profile - SCC Q4 2012/13



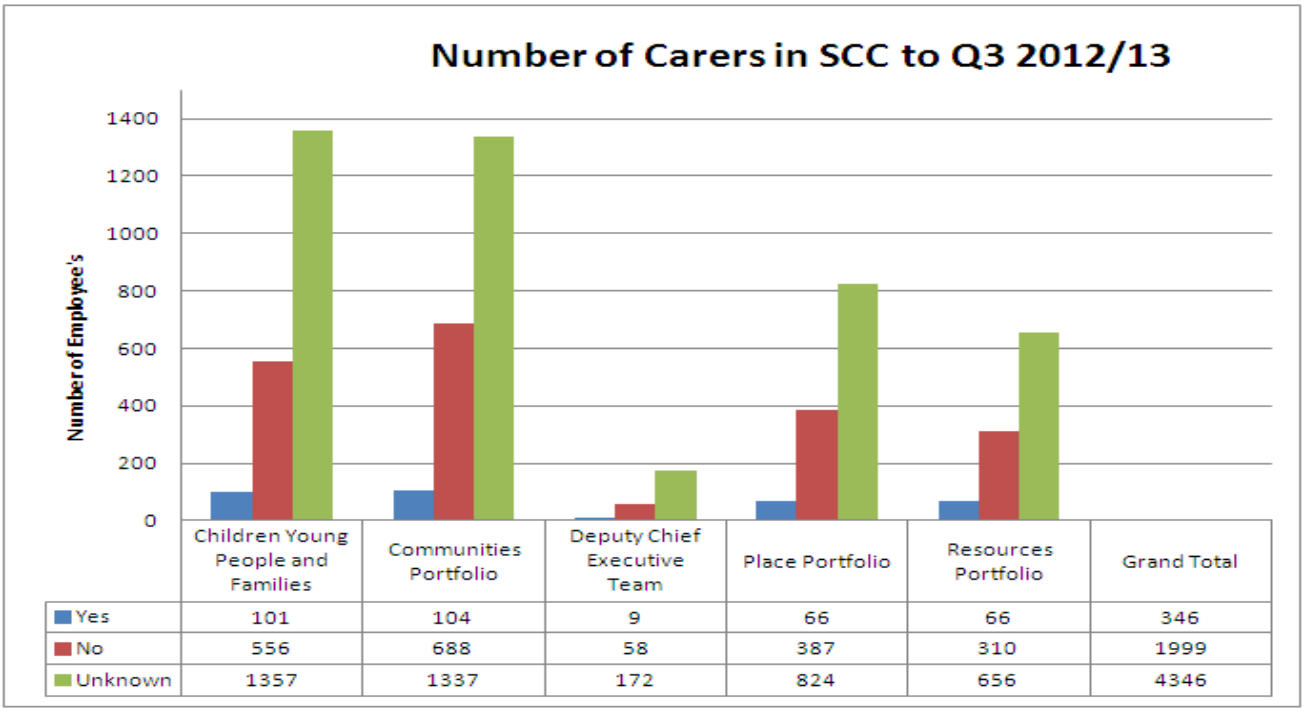
	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
25 and Under	314	270	98	103	121	90	7	6	71	49	16	22
26 - 35	1362	1239	445	446	384	347	72	67	288	237	170	142
36 - 45	1961	1660	516	490	670	566	67	68	441	299	264	237
46 - 55	2683	2447	675	689	883	815	77	74	637	457	407	411
56 - 65	1104	285	300	382	359	22	27	310	225	197	193	
Over 65	70	67	7	7	9	5	0	0	12	14	42	41

Age Profile - SCC Q4 2012/13



	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13	Q4 2011/12	Q4 2012/13
	COUNCIL		Children Young People and Families		Communities Portfolio		Deputy Chief Executive Team		Place Portfolio		Resources Portfolio	
25 and Under	4.1	4.0	4.8	5.1	4.9	4.1	2.9	2.5	4.0	3.8	1.5	2.1
26 - 35	18.0	18.3	22.0	21.9	15.7	15.9	29.4	27.7	16.4	18.5	15.5	13.6
36 - 45	25.9	24.5	25.5	24.1	27.4	25.9	27.3	28.1	25.1	23.3	24.1	22.7
46 - 55	35.4	36.1	33.3	33.9	36.1	37.4	31.4	30.6	36.2	35.7	37.1	39.3
56 - 65	15.8	16.3	14.1	14.7	15.6	16.5	9.0	11.2	17.6	17.6	18.0	18.5
Over 65	0.9	1.0	0.3	0.3	0.4	0.2	0.0	0.0	0.7	1.1	3.8	3.9

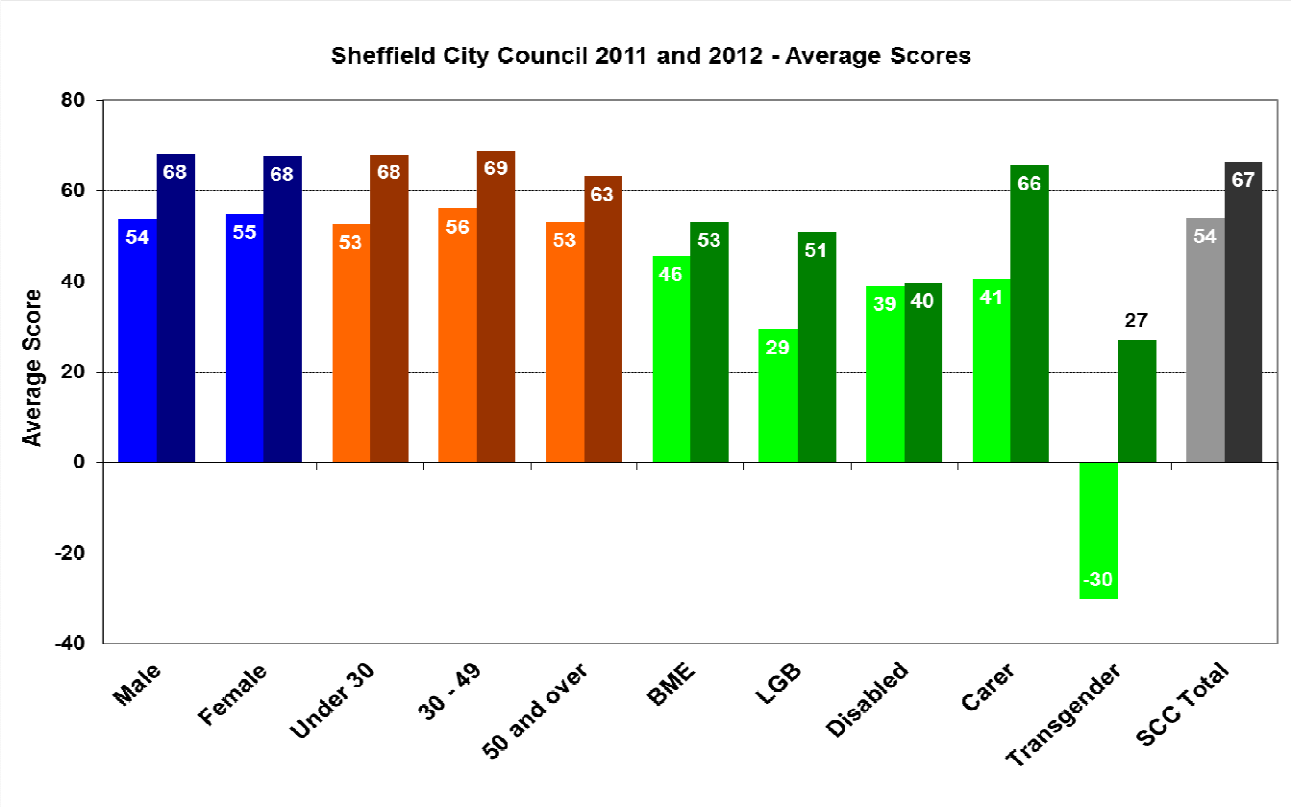
Showing the Number of employees who declared they are Carers

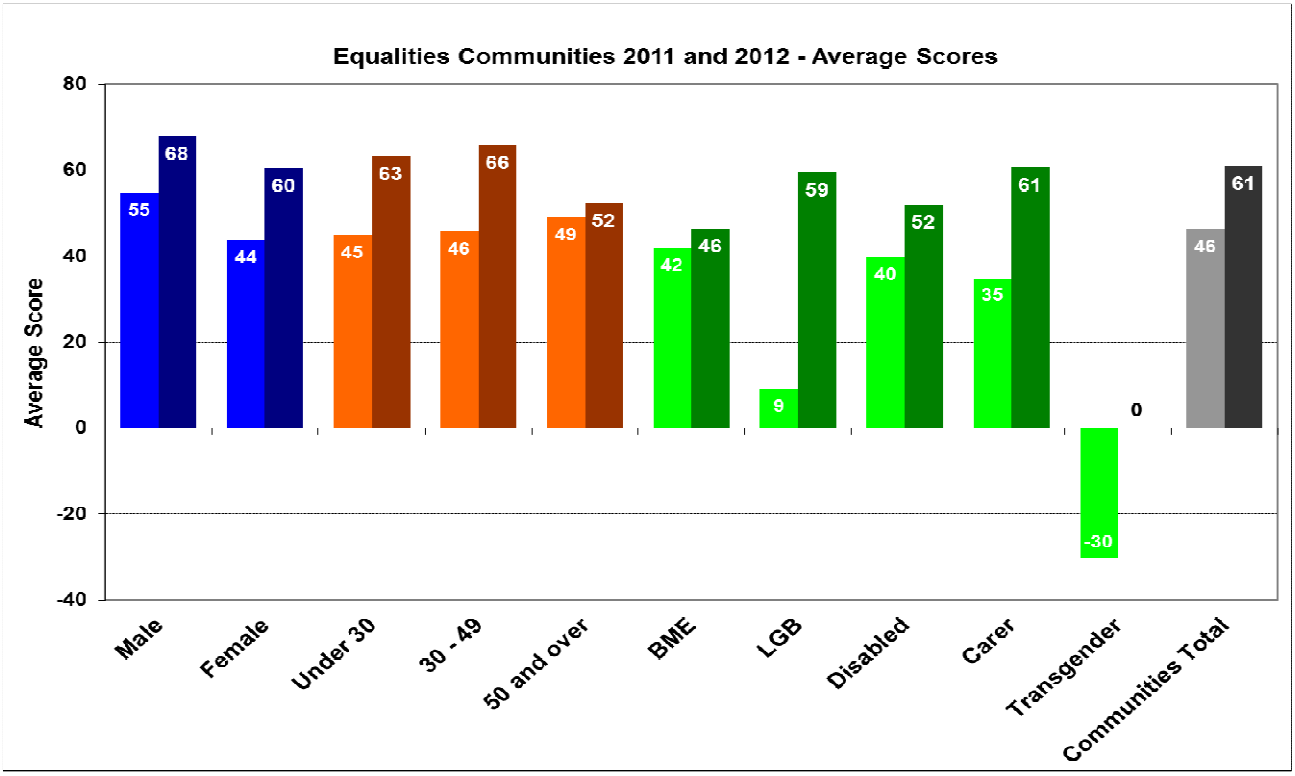


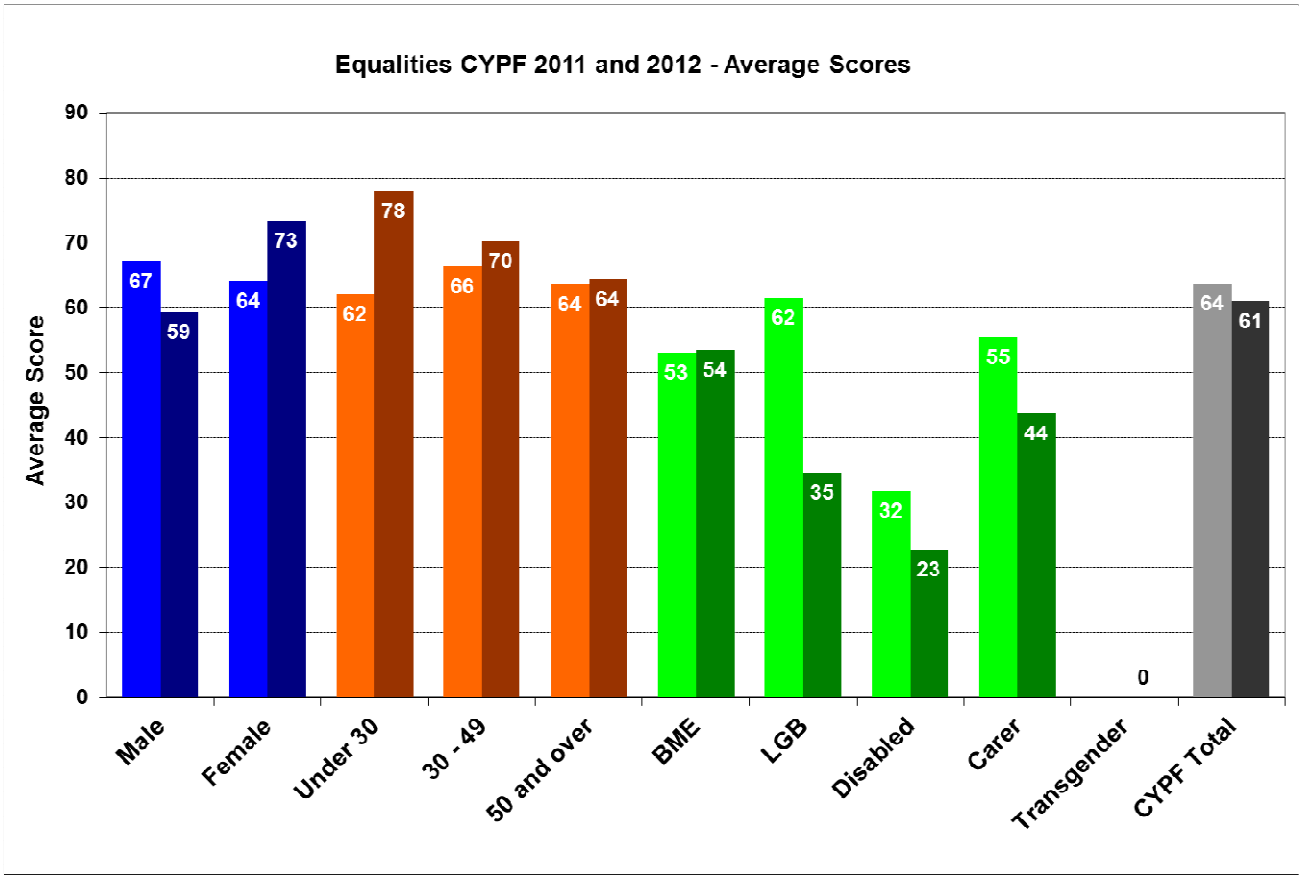
	Children Young People and Families	Communities Portfolio	Deputy Chief Executive Team	Place Portfolio	Resources Portfolio	Grand Total
Yes	101	104	9	66	66	346
No	556	688	58	387	310	1999
Unknown	1357	1337	172	824	656	4346

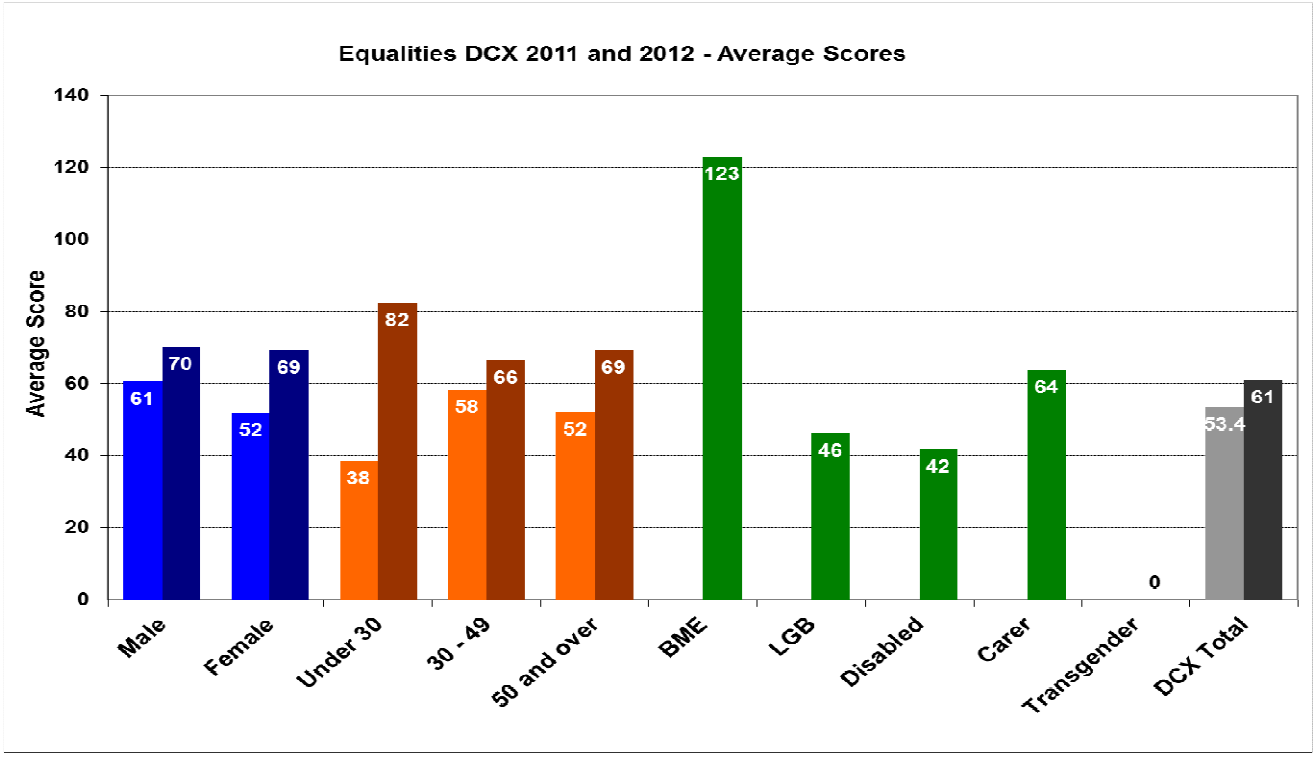
APPENDIX 5 STAFF SURVEY RESULTS

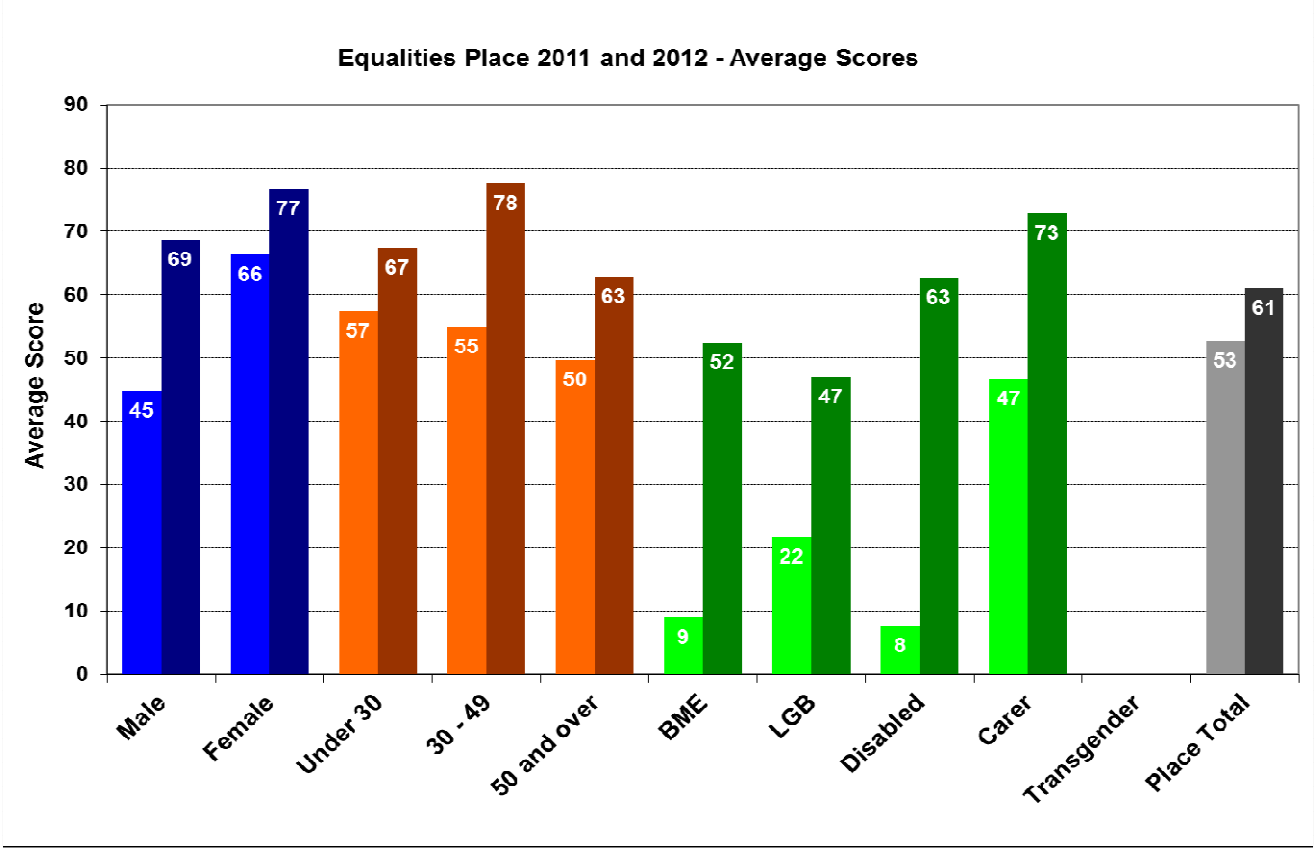
We continue to monitor staff perception through the employee opinion survey. Staff who are Trans, LGBT, disabled, BME, score lower overall. There are significant differences in each Portfolio and services. The staff survey scores overall over the last year 2012/13 have improved from 54 to 67.

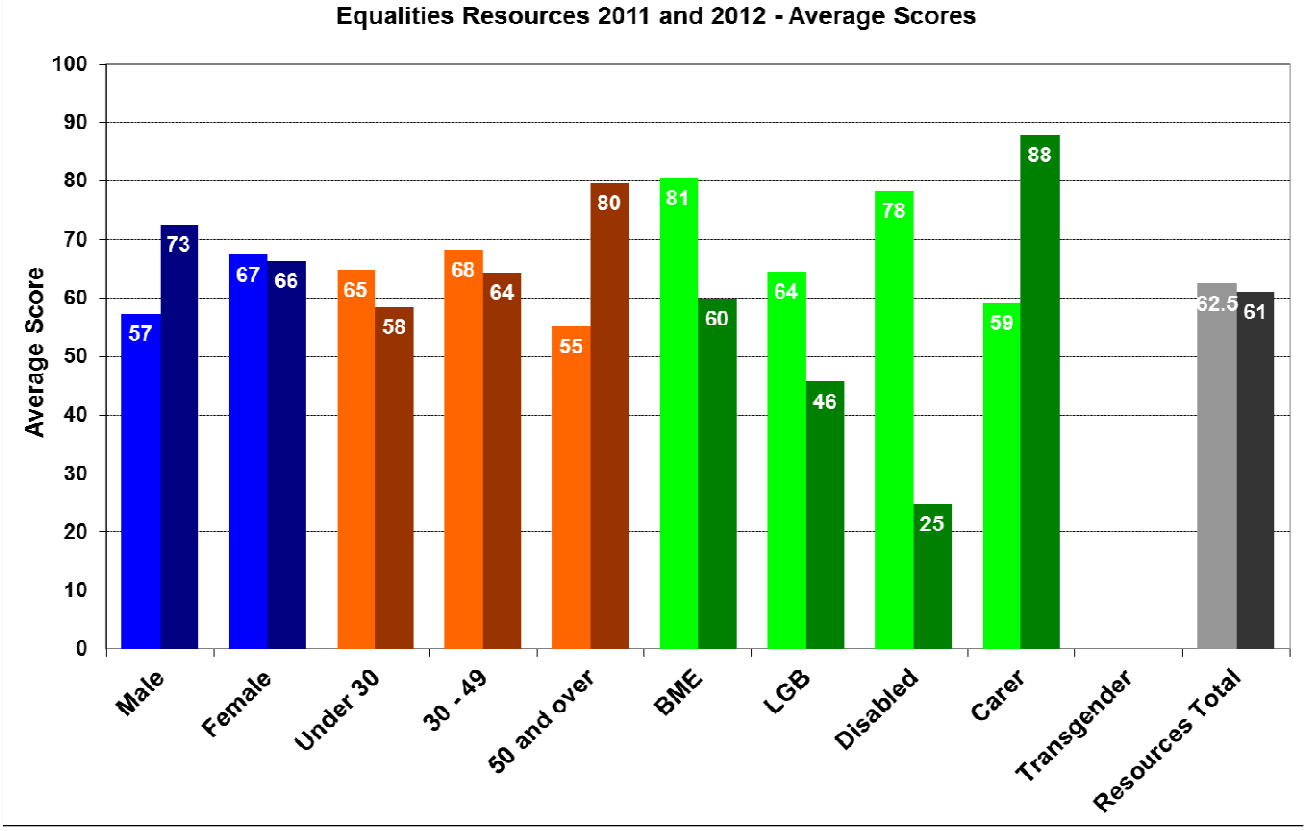





Equalities CYPF 2011 and 2012 - Average Scores
Average Score
90
80
70
60
50
40
30
20
10
0
67
59
64
73
62
78
66
70
64
64
53
54
62
35
32
23
55
44
0
64
61
Male
Female
Under 30
30 - 49
50 and over
BME
LGB
Disabled
Carer
Transgender
CYPF Total


Equalities DCX 2011 and 2012 - Average Scores
Average Score
140
120
100
80
60
40
20
0
61
70
52
69
38
82
58
66
52
69
123
46
42
64
0
53.4
61
Male
Female
Under 30
30 - 49
50 and over
BME
LGB
Disabled
Carer
Transgender
DCX Total


Equalities Place 2011 and 2012 - Average Scores
Average Score
0
10
20
30
40
50
60
70
80
90
45
69
66
77
57
67
55
78
50
63
9
52
22
47
8
63
47
73
53
61
Male
Female
Under 30
30 - 49
50 and over
BME
LGB
Disabled
Carer
Transgender
Place Total


Equalities Resources 2011 and 2012 - Average Scores
Average Score
0
10
20
30
40
50
60
70
80
90
100
57
73
67
66
65
58
68
64
55
80
81
60
64
46
78
25
59
88
62.5
61
Male
Female
Under 30
30 - 49
50 and over
BME
LGB
Disabled
Carer
Transgender
Resources Total

APPENDIX 5

Meeting the Equality Act 2010 and Section 149, the Public Sector Equality Duty

1.0 General Duty

1.1 A public authority or those who exercises public functions (e.g. our contracted partners who deliver our services) must, in the exercise of its functions, have due regard to

- Eliminate discrimination, harassment, victimisation
- Advance equality of opportunity
- Foster good relations

1.2 This means we need to understand the effect of their policies and practices on equality, this will involve looking at evidence, engaging with people, staff, service users and others and considering the effect of what they do on the whole community

1.3 Having due regard to the need to advance equality of opportunity involves:

- Removing or minimising disadvantages suffered by persons
- Taking steps to meet the needs of persons that are different from others
- Encouraging people to participate in public life or other activity in which participation is disproportionately low.

1.4. Having due regard to the need to foster good relations involves the need to:

- Tackle prejudice
- Promote understanding.

1.5. The steps involved in meeting the needs of disabled persons involve in particular:

- Steps to take account of disabled persons' disabilities (reasonable adjustments).

1.6 Compliance with the duties may involve treating some persons more favourably than others

1.7. The relevant protected characteristics (pc) are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race (includes ethnic or national origins, colour or nationality)
- Religion or Belief (or no belief)
- Sex
- Sexual orientation
- Marriage & Civil Partnership (only in relation to eliminating discrimination).

2.0 Specific Duties

- Publish equality objectives every four years
- Publish information annually to demonstrate compliance with the General Duty
- Publish information relating to employees who share a protected characteristic and others affected by our policies and practices (such as service users).
- Publish information in a way that is accessible to the public.

APPENDIX 6 – REPORT ACTION PLAN 2013/14

The plan will be monitored and rated quarterly and overseen by the Strategic Equality and Inclusion Board

Key		
	G	Performing well / No concern - No further action needed
	A	Slightly off track / Minor concern - Active management needed
	R	Significantly Off track / Major concern - Escalation needed

Duty	Issues	Responsibility lead Officer and Member	By When	RAG	Progress / 31st Oct/ Jan 31st/ Apr 30 and 31st July 2013
Be a leader and a guarantor of equality and fairness for the city					
	Support and implement recommendations of the Fairness Commission	Cllr Iqbal & Director PPC			
	Promote the principles of the Commission within the Council and partners	Cllr Iqbal & Director PPC			
	Ensure joined up approaches to equality, diversity and inclusion, including work with partners to deliver joint objectives	Cllr Iqbal & Chief Exec via Strategic Equality & Inclusion Board	July 2014		
Ensure our budget, policies and processes are implemented fairly					
	Ensure EDI & fairness issues are considered as an integral part of our decision making through EIA's	Cllr Curran & Director PPC			
	Ensure appropriate consultation with affected groups	Cabinet & Director PPC			
	Ensure that appropriate resources are allocated in line with the principles	Cabinet & Exec Director Resources			

Foster an accessible, inclusive and positive working environment for our staff					
	Report annually on the fair employer code of practice	Cllr Curran & Director of HR			
	Foster and promote a shared understanding of EDI across the Council	Cllr Iqbal & Director of HR			
	Ensure high and parity of staff diversity & satisfaction across all groups	Cllr Iqbal & Director of HR			
	Take action in line with the workforce review action plan	Cllr Iqbal & Director of HR			
Ensure our services are fair & accessible and customer experiences are positive					
	Ensure high and parity of customer satisfaction across all groups	Cabinet & Director of Customer Services			
	Reduce barriers to access in the city e.g. buildings, transport, housing etc.	Cabinet & Exec Director of Place			
	Further develop understanding of our customers and communities including deeper analysis of differences within communities and new knowledge profiles	Cllr Iqbal & Director PPC			
	Collect consistent monitoring information to ensure services are accessible and we can & deliver what customers need.	Cabinet & Director of Customer Services			
Advance equality, inclusive and fair practice within our partners and supply chain					
	Ensure our commissioning is fair,	Cllr Curran & Director			

	accessible and inclusive	Commercial Services			
	Ensure relevant and appropriate contract and grant monitoring arrangements	Cllr Curran & Director Commercial Services			
	Promote the fair employer code within partners	Cllr Curran & Director Commercial Services			
Foster a safe, cohesive and accessible city for all					
G1 &3	Ensure hate incidents, intimidation, discrimination, harassment, or victimisation is actively prevented and opposed & strengthen monitoring and recording	Cllr Iqbal and Exec Director of Communities &			
	Ensure decent, inclusive and accessible housing provision	Cllr Harpham and Exec Director of Communities &			
	Ensure appropriate domestic and sexual abuse and exploitation services are available and that they are accessible across all groups	Cllr Lea & Director of Substance Misuse Strategy/Head of Domestic Abuse Services			
Strengthen voice & influence of under - represented communities within the city					
G2	Strengthen civic participation through better representation on boards etc. e.g. women, disabled, BME and LGB people.	Head of Sheffield First Partnership	July 2013		
	Maximising voter registration to ensure everyone can exercise the right to vote	Head of Elections, Equalities & Involvement			
	Reduce barriers to involve people in decision-making processes of the city and develop hubs	Cllr Iqbal Head of Elections, Equalities & Involvement			

Advance health and wellbeing within the city					
	Narrow and reduce health inequalities across different groups	Cllr Lea and Director of Public Health			
	Support ill health prevention and promote personal independence	Cllr Lea Director of Public Health			
	Remove barriers to services which are disproportionally experienced by some communities	Cllr Lea Director of Public Health			
Advance economic inclusion within the city					
	Maximise incomes and promote a living wage within partners and city employers	Council Leader			
	Improve fair access to jobs and apprenticeships for the most disadvantaged	Cllr Drayton & Director Life Long Learning			
	Contribute to lowering unemployment gaps between groups of people in the city	Cllr Bramall & Director of Creative Sheffield			
Advance aspiration and learning opportunities and skills for all					
	Narrow and reduce the attainment and skills gaps at all levels for different groups	Cllr Drayton & Exec Director CYPF			
	Reduce those not in education, employment or training	Cllr Drayton & Director of LLLS			
	Increase levels of children in education	Cllr Drayton & Exec Director CYPF			

	everyday				
Meeting our Equality Duties					
G2 & S1	Integrating equality impacts and mainstream equality performance reporting	James Henderson Director PPC	July 2013		
G2	Ensure appropriate Equality Impacts Assessments are undertaken and acted upon across the Council	Cllr Iqbal & Social Justice and Inclusion Manager	July 2013		
G2	Ensure Strategic Partners are publishing relevant EDI information in relation to staff and customers in line with our duties	Cllr Iqbal & Social Justice and Inclusion Manager	July 2013		
S2	Publish information annually to demonstrate compliance with the General Equality Duty	Cllr Iqbal & Social Justice and Inclusion Manager	Jan 2013		
S3	Publish Council information relating to staff and customers in line with Duties	Cllr Iqbal & Social Justice and Inclusion Manager	Jan 2013		

APPENDIX 7 – WORKFORCE EQUALITY ACTION PLAN

Task	Action	Lead	Progress 2013	Port folio action	R/A/G
Theme 1: Develop Shared Understanding		**Jayne Ludlam**	**Overall summary: The sub group is now meeting monthly.**		
A	Map critical directors/managers, road shows and Portfolio meetings.	Comms	First message has featured in Manager's Roadshows. Communications message to be developed for integration at Portfolio level. Now policy developed, messages need to reflect inclusion.	YES	G
B	Develop key consistent Equality Diversity and Inclusion (EDI) issues, messages and themes and ensure they are included in each meeting and via website.	Project Group	EDI policy on intranet, fairness and EIA built into budget proposals and communication messages	YES	G
Page 105	Set self assessment criteria for workforce inclusion covering areas of, awareness, behaviour and information.	Project Group	Self Assessment toolkit (including criteria) developed and agreed focussing on an inclusion. Pilot areas agreed in each Portfolio. Themes include: • Inclusive workplace • Inclusive services • Involvement and cohesion • Valuing and celebrating diversity • Information and legal duties • Overall assessment of difference Focus is on sharing good practice and encouraging positive identification of opportunities for improvement – a supportive process.	NO	G
D	Conduct self assessment performance reviews in these areas in each Portfolio, report via PLT, feedback to Directors Group and share learning and practice and develop cumulative picture.	Equality Leads	Pilot Areas have been chosen in each Portfolio, Pilots have been completed.	YES	G
E	Actions based on these assessments to be developed in each Portfolio.	Equality Leads	Review of pilot exercises has been completed. Following review of feedback the Self-assessment model will not progress to roll-out. A new model of facilitated dialogue within teams is being developed	YES	G
F	Facilitated Dialogue exercise scoped, facilitators selected, pilot areas chosen and supporting tools prepared.	Project Group /SG	Exercise scoped, request for pilot areas via SG. Supporting tools are being prepared. Agree pilot areas by October 18th	YES	A

Task	Action	Lead	Progress 2013	Port folio action	R/A/G
G	Develop positive internal communications and messages with staff on EDI	SP/Project Group	Planning for Key Brief in November with updated info on range of EDI training available and encouraging take up.	YES	A
Theme 2: Leadership, Management and Member Support		**Laraine Manley**	**Overall summary: HR lead these actions 6 additional dialogues from EW Group were commissioned.**		
A	Dialogue and face to face training for staff in HR to enable them to provide the support, guidance and skills to managers, leaders and Members.	SP	Training completed for HR/forum members and senior officers	NO	**G**
B	Additional Dialogues for Leaders including Members and Forums: Build on the facilitated dialogues to develop shared understanding and clarity about EDI in SCC.	SP	Leaders dialogue sessions complete Members to be addressed separately after discussion with Lead Member. AR to discuss with lead member	NO	G
C	Ensure EDI including workplace culture & behaviour is built into directors/ manager's events & Portfolio road shows.	Lead directors on SEIB & Comms	Communications messages developed and ongoing	YES	G
Theme 3: Strategic Equality and Inclusion Board (SEIB)		**John Mothersole**	**Chairing agreed and a new terms of reference drafted Complete**		
	Review and agree new chairing and membership arrangements.		Agreed John Mothersole to chair and EMT members to nominate champion to attend for each Portfolio		**G**
Theme 4: Policies/Guidance		**Laraine Manley**	**Overall summary: HR will undertake this work liaising with the operational group and appropriate consultation with staff and unions**		
A	Revise policies and guidance such as diversity toolkit, recruitment and selection, culture and belief, reasonable adjustments leadership imperatives, performance reviews	CB	Review of policies as part of rolling programme within HR. Responsibilities under EDI being reinforced through Corporate induction programme for Service Leaders and employees. E-learning programmes developed for service leaders and employees.		G
B	Ensure job descriptions and specifications ask for only necessary qualifications and experience - based on competencies	CB/SP	To be developed as part of the 'Attainment Project' led by THB - Capability Development Team. Portfolio adherence and on-going implementation as part of the local change processes.	P	A
C	Update code of conduct for staff and Members to promote positive inclusive behaviour	CB	The code has been updated		G
D	Review of recruitment statistics to ensure EDI is taking place within recruitment and selection.	CB	Report to be taken to October meeting of SEB which covers all statistical information		G

Task	Action	Lead	Progress 2013	Port folio action	R/A/G
Theme 5 : Skills for Leaders including Members		**Laraine Manley**	**Overall summary: HR will have responsibility for these actions and a timetable drafted to be shared.**		
A	Revise and/or develop new learning and development opportunities:		As above		G
	• EDI will explicitly be included in the leadership imperatives, individual performance review framework	SP/ THB	The imperatives have been updated		G
	• Business partners will be trained to support Portfolios in EDI explicitly	Equality Works/LL	Complete		G
	• Face to face training to be provided to Members & staff different grades in EDI	SP	Dialogue sessions undertaken training face to face available through development commissioning groups (DCG) in each portfolio.	YES	G
	• Online EDI courses to support such as workplace culture & behaviours	SP	EDI incorporated into induction programme. 3 mandatory online courses developed and available. One awareness and 2 for managers	NO	G
	• Ensure balance in terms of social identity groups in leadership and management development	SP	Monitoring on- going through DCG's. To be updated at the December meeting, To be included on portfolio dashboards	YES	G
Theme 6: Staff Skills		**Laraine Manley**	**Overall summary: HR will have responsibility for these actions and a timetable drafted to be shared.**		
A	Encourage confidence to challenge discriminatory behaviour and practices		Courageous conversation course live. Following feedback this has been changed Programme for increasing personal effectiveness at work developed and to be launched in January update to December SEB	YES	G
B	Test shared understanding and skills by building 2 questions on EDI into the staff survey for the next 2 years to monitor progress. Portfolios to ensure discussion in teams	AR	Completed further action to monitor responses per quarter. First year the scores on the Question relating to role were positive score 93. Scores relating to team meetings low at 1.3. This to be addressed via shared understanding	YES	G
C	Develop positive communications to increase declarations of staff within the staff census.	SP/CB	The staff census has been undertaken Declarations have improved for all groups. Ongoing declaration improvements is a feature of the positive action plan	YES	G
D	Hold a Partnership conference with the LGBT multi agency group and other public sector agencies.	Equality Leads	A separate event held so this has been put back but has been discussed with the LGBT multi agency group but not yet agreed.	NO	A
Theme 7: Positive Action measures		**Simon Green**	**Overall summary: A project lead has been agreed and meetings are well established. Meeting dates, project brief and activity have been agreed**		

Task	Action	Lead	Progress 2013	Port folio action	R/A/G
A	Recruit and retain a workforce at all levels that reflects the diversity of Sheffield	JT	Monitoring across portfolios, diversity is increasing but will need to be assessed in the latest census.	YES	A
B	Set up support sub group and identify a project lead officer to support. The work plan to include:	SG and sub group	Sub group established	NO	G
	• Using current workforce HR data to help identify strengths and gaps, and develop a plan including to broaden opportunities to include staff groups not being currently addressed	SG and sub group	Positive action plan approved by EMT and implementation strategy being agreed		A
	• Promote positive messages to managers and directors via road shows etc	SG and sub group	Presentations undertaken at roadshows, site live on intranet.	YES	A
	• Review mentoring and secondment arrangements to ensure consistency and transparency	SP/SG and sub group	Ongoing review within current processes. Group to consider level of understanding of mentoring and secondments arrangements. Positive action programme developed which includes mentoring element, Portfolio stategy being agreed through DCG's in relation to selection process.	YES	A
	• Develop actions to increase declaration within monitoring	SG and sub group	Census complete – increased declaration however communications programme needed to ensure continued update of changes and further increases in declaration	YES	G
	• Implement the corporate positive action development plan with goals and measures specific to each Portfolio such as mentoring, work shadowing.	SG and sub group	Implementation strategy to be agreed at next meeting	YES	A
	• Develop training such as management, confidence building	SP	Key linkages to work undertaken in leadership, management and member support – courageous conversations course has been updated to enable greater emphasis on EDI related issues	YES	G
	• Maintain Stonewall membership and increase score.	AR/CB	Reported to SEB in July maintained top 100 and scored improved but dropped to 86 .	YES	G
	• Ensure awareness raising to include straight/heterosexual colleagues being well informed about LGB issues • Promote visible and open equality role models in the organisation including LGB	SG and sub group	LGBT issues remain an area for improved action for the organisation Stonewall report provided to SEB in July	YES	A
Theme 8: Employee engagement & staff forums/ networks		**Richard Webb**	**Network proposal developed**	YES	**G**
A	Engage Staff Forums/ networks on an "internal" assessment on ways to improve the structures, systems, styles and skills of forums and employee engagement	RW and sub group	Review of forums undertaken and forum review proposal developed for Oct 13 meeting	NO	G

Task	Action	Lead	Progress 2013	Port folio action	R/A/G
B	Develop written development and work plans with forums.	RW and sub group	Evaluation complete. Report written, Recommendations being taken through SEB and discrete group lead by Communities lead to implement recommendations. Links to positive action group to be considered at positive action meeting in July.	YES	A
C	Develop consistency and joint working between forums/networks including terms of reference, facility time, support time and chairing arrangements.	RW and sub group	As above		A
D	Review issues and involvement of staff groups who do not belong to or have a forum.	RW and sub group	As above included in the Proposal		G

Key

Key		
	G	Performing well / No concern - No further action needed
	A	On-going work required- Slightly off track / - Active management needed
	R	Significantly Off track / Major concern - Escalation needed

[i] Sheffield City Council (2012) *Bigger economy, better businesses, faster growth: an economic growth strategy for Sheffield (Consultation Draft)*, http://www.welcometosheffield.co.uk/content/images/fromassets/100_1591_190912112019.pdf p27
[ii] August 2012 data provided by Children, Young People and Families, Sheffield City Council
[iii] 'Sheffield: a city where every Carer matters', 2010, Sheffield First Partnership
[iv] In Sickness and In Health, 2012, Carers Week
[v] From Struggling to Succeeding: Sheffield's Child and Household Poverty Strategy 2012-14
www.sheffield0to19.org.uk/professionals/strategy/Sheffield-s-Child-and-Household-Poverty-Strategy.html
[vi] Research by Fawcett Society, Rake, 2009 and by the Oxfam and Women's Budget Group, 2012
[vii] This paragraph uses ward level life expectancy data

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