

Regeneration, Culture and Adult Education Scrutiny Committee – 8th June 2011

Report of the Chief Executive

Chief Executive's Directorate's Equality and Diversity Annual Report 2010/11

Purpose of Report

1. To consider the Chief Executive's Directorate's equality and diversity annual report for 2010/11.

Background

2. The production of annual equality and diversity action plans and reports by each directorate is a commitment in the Council's equality and diversity policy. The Select Committee on Regeneration, Culture and Adult Education considered the Chief Executive's Directorate's action plan, which sets out its equality and diversity targets for 2011/12, at its meeting held on 10th March 2011. Attached is the annual report which details progress on the targets agreed by the select committee in the directorate's action plan for the previous year, 2010/11.
3. This scrutiny committee has responsibility for corporate equality and diversity issues within its terms of reference. Responsibility for individual directorate's action plans and annual reports is divided between the scrutiny committees.

Finance

4. Any costs associated with the annual report will be met from within existing budgets.

Law

5. The first parts of the Equality Act 2010 came into force on 1 October 2010. The Act replaces much of the previous discrimination law, putting it into a single Act.
6. Public sector equality duties under the Equality Act 2010 came into force on 5th April 2011 requiring public authorities to pay due regard to the need to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations covering the protected characteristics of age, disability,


gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation

Equality Impact

7. The annual report contains details of progress in implementing the Chief Executive's equality and diversity action plan for 2010/11. Performance measures or outcomes were identified against each target so that progress in achieving the action plan can be monitored and reviewed. The report also contains some feedback from equality impact assessments undertaken. Issues relating to children and young people are covered in more detail in the Directorate of Children's Services' action plan and annual report.

Recommendation

8. That the scrutiny committee considers the Chief Executive's Directorate's equality and diversity annual report for 2010/11.



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John Polychronakis
Chief Executive

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List of Background Papers

Guidance for the preparation of directorates' equality and diversity action plans and annual reports (December 2010)

Chief Executive's Directorate

Equality and Diversity Annual Report 2010/11

1. Introduction

- 1.1 The annual report is produced in accordance with the Council's equality and diversity policy and sets out progress with implementing the Chief Executive's Directorate's equality and diversity action plan for 2010/11. The directorate's action plan for 2011/12 was considered by the Select Committee on Regeneration, Culture and Adult Education on 10th March 2011 and has been approved by the Leader of the Council.
- 1.2 The annual report covers the period from April 2010 to March 2011 and contains:
- key facts about the directorate, including a workforce profile
 - issues from equality impact assessments
 - achievements against the directorate's equality and diversity action plan for 2010/11.

2. Key Facts

- 2.1 Each directorate produces a strategic plan which set out its priorities, objectives and targets for the year and provides the directorate context for its equality and diversity action plan. The strategic plan for 2010/11 set out the mission statement for the directorate which was:

"The role of the Chief Executive's Directorate is to promote a high performing, customer-focused council, with accessible, quality public services that measurably improve the quality of life. We aim to achieve this through: corporate leadership and direction, developing our staff, and developing collaborative partnerships that make a difference."

- 2.2 During 2010/11 the directorate contained the following sections:
- Administration services
 - Community safety
 - Corporate policy and research
 - Customer access to services
 - Elections and electoral registration

- Marketing and communications
- Secretariat, leader's and Mayor's office

2.3 The directorate employed 115 staff as at 31 March 2011, compared with 117 at 31 March 2010.

2.4 The directorate's workforce profile is set out in table 1 below, showing a breakdown by grade. This can be compared with the council's profile as a whole which is set out in table 2. The equivalent figures for 31 March 2010 and 31 March 2009 are set out in italics in the two tables. The directorate's figures are not directly comparable over the three years due to the substantial changes to the directorate's structure during 2009/10. However, the directorate at 31 March 2011 employed a higher proportion of BME and disabled employees than was the case for the council as a whole.

Table 1. Chief Executive's Directorate workforce profile 31 March 2011 (compared with previous two years)

Chief Executive's		Female (%)	Male (%)	BME ² (%)	Disabled (%)
Scale point 34 and above (higher grades) ¹	31/03/11	62.5	37.5	8.3	16.7
	<i>31/03/10</i>	<i>59.6</i>	<i>40.4</i>	<i>8.5</i>	<i>12.8</i>
	<i>31/03/09</i>	<i>68.7</i>	<i>31.3</i>	<i>6.1</i>	<i>9.1</i>
Below scale point 34 (lower grades)	31/03/11	71.6	28.4	6.3	1.5
	<i>31/03/10</i>	<i>74.5</i>	<i>25.7</i>	<i>7.1</i>	<i>1.4</i>
	<i>31/03/09</i>	<i>78.2</i>	<i>21.8</i>	<i>6.9</i>	<i>2.8</i>
Total	31/03/11	67.8	32.2	7.2	7.8
	<i>31/03/10</i>	<i>68.4</i>	<i>31.6</i>	<i>7.7</i>	<i>6.0</i>
	<i>31/03/09</i>	<i>75.2</i>	<i>24.8</i>	<i>6.7</i>	<i>5.1</i>

2.5 A full summary of the workforce profile of the council is attached at the appendices to this report and a detailed analysis will be included in the annual review of equality and diversity prepared for the Cabinet.

Table 2. Dudley MBC workforce profile 31 March 2011 (compared with previous two years)

Dudley MBC		Female (%)	Male (%)	BME² (%)	Disabled (%)
Scale point 34 and above (higher grades)¹ (excluding schools)	31/03/11	52.5	47.4	9.7	4.7
	<i>31/03/10</i>	<i>51.3</i>	<i>48.7</i>	<i>8.8</i>	<i>4.5</i>
	<i>31/03/09</i>	<i>51.1</i>	<i>48.9</i>	<i>9.2</i>	<i>4.5</i>
Below scale point 34 (lower grades) (excluding schools)³	31/03/11	68.7	31.3	7.5	3.1
	<i>31/03/10</i>	<i>69.2</i>	<i>30.8</i>	<i>7.1</i>	<i>2.6</i>
	<i>31/03/09</i>	<i>69.3</i>	<i>30.7</i>	<i>6.3</i>	<i>2.6</i>
Total (excluding schools)⁴	31/03/11	65.6	34.3	7.8	3.4
	<i>31/03/10</i>	<i>66.4</i>	<i>33.6</i>	<i>7.3</i>	<i>2.9</i>
	<i>31/03/09</i>	<i>66.5</i>	<i>33.5</i>	<i>6.8</i>	<i>2.9</i>
Total (including schools)	31/03/11	75.0	24.9	6.2	2.0
	<i>31/03/10</i>	<i>75.2</i>	<i>24.8</i>	<i>6.0</i>	<i>1.7</i>
	<i>31/03/09</i>	<i>75.0</i>	<i>25.0</i>	<i>5.6</i>	<i>1.8</i>

Notes to tables 1 and 2:

¹Scale point 34 on 31 March 2011 equates to a salary of £28,600 approx.

²BME figures exclude those employees for whom no ethnic origin data is held

³Grade breakdown excludes schools due to the different grading structure for teachers

⁴Includes some employees not allocated to pay grades

2.6 The Directorate did not recruit any new employees during 2010/11 so no analysis of recruitment is presented in this report.

3. Equality Impact Assessments

3.1 In accordance with the council's equality scheme, a number of equality impact assessments (EIAs) of service/policy areas are being undertaken within the directorate. Relevant actions arising from these are included in the directorate's equality and diversity action plans. A brief summary of issues raised in the areas looked during the year is set out below.

- 3.2 Community cohesion – an EIA on the council’s community cohesion strategy was completed. The EIA emphasises that although community cohesion work has often focused on race and religion, there are important issues related to other protected groups to be considered. Intergenerational work is considered particularly important alongside work with and between religious and racial groups. The Equality Act 2010 public sector equality duties indeed require good relations to be fostered across all protected groups. New Government guidance on its approach to cohesion or integration and is awaited and this will necessitate a review of the strategy and a refresh of the EIA.
- 3.3 Hate crime strategy – the EIA identifies research that indicates that particular communities are much more vulnerable to hate crime than others. As with community cohesion, the traditional approaches have tended to focus on race and religion – the vast majority of hate crime incidents reported in the borough are of this nature – but research indicates that disability and homophobic hate crime is a real issue nationally and therefore likely to be underreported in the borough. Again the Government is due to issue new guidance during 2011.
- 3.4 Community safety plan – EIAs have been completed on elements of the plan such as the alcohol strategy, antisocial behaviour, and domestic abuse which are being used to support the development of the community safety plan highlighting future priorities. Service reviews of antisocial behaviour and domestic abuse are in progress.

4. Achievements against the Directorate’s Equality and Diversity Action Plan for 2010/11

- 4.1 The achievements against each of the targets set out in the Directorate’s equality and diversity action plan for 2010/11 are set out at the Appendix to the report.

Chief Executive’s Directorate
May 2011

Chief Executive's Directorate – Equality and Diversity Action Plan for 2010/11 - progress report

Objective	Detailed action/target (and lead officer)	Target Date/ milestones	Progress
Priority 1 Policy development and performance management			
CE1. Update the Equality Scheme	(1) Publish revised Gender Equality Scheme (SM)	April 2010	Revised Gender Equality Scheme published as required.
	(2) Revise remainder of scheme in light of requirements of the Equality Act (SM)	October 2010	Equality Act 2010 public sector equality (PSE) specific duties have removed requirement for scheme, but a local approach to a scheme/equality strategy will be developed once the relevant EHRC code of practice is available (due summer 2011).
CE2. Assess the implications of the Equality Act for the Council and plan for implementation of the Act	(1) Report to CEDLG, Corporate Board and Cabinet (SM)	June 2010	No. of reports taken to CEDLG. Annual review to Cabinet outlined details and implications.
	(2) Identify 3 year equality objectives for Council (SM/CEDLG)	March 2011	Legal requirement to set out 'equality objectives' will now come into force in April 2012.
	(3) Revise promoting equality through procurement guidelines to reflect Equality Act duties and statutory guidance (SM)	November 2010	Government has not implemented the original proposals in the Act on procurement, although the council's guide will be updated now that PSE general duties in place.

CE3. Improve equality data and intelligence	(1) Undertake equality impact assessments of: Community cohesion strategy (RO) Hate crime strategy (RO) Community safety plan (DH)	March 2011	Completed Completed In progress
	(2) Work with Census field staff to engage with communities which evidence suggests are less likely to respond to the Census (NL)	March 2011	Census area manager provided with appropriate data and relevant contacts. 10 census coordinators began work in localities in February and completed in April.
	(3) Adopt the Office for National Statistics guidance on data collection, as appropriate, for gathering information on the effect of policies and practices on disabled people in employment and services (DES3.22) (SM)	Once guidance issued during 2010	ONS guidance still awaited but a comprehensive equality monitoring guide has now been produced with recommended categories.
CE4. Improve equality performance management	Produce the Annual review of equality and diversity for the lead Select Committee on corporate equality issues and Cabinet by September each year to report on progress with implementing the Equality Scheme (ES1.6) (SM)	September 2010	Annual review considered by select committee in September and approved by cabinet in October.
Priority 2. Engagement			

CE5. Improve engagement with disabled people as part of wider transforming social care agenda	(1) Work with DACHS in supporting the establishment of a user-led organisation (ULO) of disabled people (DES3.7) (SM)	December 2010	No. of events held with disabled people's groups. Queens Cross A Team and other groups supported towards becoming user-led.
	(2) Map out during 2010 involvement and engagement mechanisms for disabled people to look at how these can be better publicised or coordinated and to achieve a greater diversity of people involved (DES3.8) (SM)	December 2010	ULO work provided opportunity to bring groups together and share their respective roles. DCVS funded to look at consortium approach to ULOs which will be useful in promoting a shared approach
CE6. Support development of existing key engagement mechanisms	(1) Support the promotion of the BME community consultation event in 2010 (JW)	September 2010	Well attended event held on 25 September 2010, with support in planning and in running workshops.
	(2) Develop new annual programme of involvement of Action for Disabled People and Carers (SM)	June 2010	ADC programme included ULOs, transforming social care, impact assessment day in March covering community cohesion, environmental protection, extra care housing and information provision.
	(3) Support LGB&T Forum (AB/NB/SM)	March 2011	Officers from directorate have attended meetings of forum. New forum being established.

	(4) Support development of Muslim women's network (JH)	March 2011	Muslim Women's Forum has produced a magazine for Muslim women and wider community; Asian Women's Centre commissioned to deliver projects for women related to the building resilience agenda and to build the capacity of Muslim women and girls
CE7. Follow up other commitments in the Disability Equality Scheme	(1) Undertake further work with partners over the next three years on promoting disabled people's involvement in public life to build on that carried out in the first scheme (DES3.9) (SM/LP)	March 2011 and ongoing	ULO development work aimed at disabled people taking control of their own organisations and providing services. Work continued through DCVS on developing members of ADC to play more effective roles.
	(2) Undertake work with disabled people to explore the issues and barriers around transport to try to find ways to address disabled people's concerns (DES3.3) (SM/CEDLG)	March 2011	Wide range of issues raised by disabled people, so next physical and sensory disability strategy conference on 21 July will be on transport.
Priority 3. Improve communications			
CE8. Celebrate diversity of borough and workforce	Mark a range of culturally diverse events in support of the community cohesion strategy (JW)	March 2011	Range of events supported through year; messages and information released about festivals and important dates. Diversity calendar published on website.

CE9. Improve access to information	Develop a council-wide disabled people's communication/information policy to ensure good practice is applied consistently across the organisation (DES3.2) (SM/JW)	March 2011	Work in progress to develop guidance document; website under review to improve accessibility and no. of meetings held to discuss issues
Priority 4. Employment			
CE10. Improve employee competencies	Work with HR Division to complete review of equality training for employees (ES1.16/DES3.1) (SM)	During 2010 (revised target)	Work on introducing e-learning has delayed wider work on review, although Corporate Board has agreed terms of reference. E- learning courses currently being rolled out to employees and Members
CE11. Improve recruitment and retention of disabled employees	Work with HR Division to implement action plan arising from external auditors' review 'supporting people with a disability' (DES3.20) (SM)	Range of target dates included in the action plan	Contributed to 'managing employees with a disability' guidance issued in 2011. Advice and guidance provided, including to employees with disabilities group. However, very little recruitment being undertaken.
Priority 5. Promote community safety and community cohesion			
CE12. Improve analysis and understanding of anti-social behaviour (ASB) data in order to target responses more effectively	(1) Review regularly monitoring data and trends relating to ASB Unit activity (PB)	April 2010 and monthly	Formal quarterly reviews have not taken place in respect of the links between tension monitoring and ASBU data and activities. However, information is shared on a less formal basis. Action carried forward to 2011/12 action plan
	(2) Link tension monitoring to ASBU data and activities (RO, PB and AW)	Quarterly reviews from April 2010	

	(3) Agree criteria relating to vulnerability with West Midlands Police in relation to ASB cases (AW)	April 2010	Being addressed as part of the current review of ASB.
CE13. Respond to violence against women and girls, and hate crime issues	(1) Review domestic abuse strategy (AB)	March 2011	Findings of the domestic abuse service improvement review undertaken during 2010/11 being collated, following which the strategy will be refreshed.
	(2) Develop actions to respond to the assessment of sexual violence in the borough (AB)	March 2011	First meeting of the Sexual Violence Forum took place in February 2011. Terms of reference and action plan being developed.
	(3) Develop a hate crime strategy during 2010 to include actions to raise awareness of and increase reporting of hate crime against disabled people (DES 3.18) (RO)	December 2010	Hate crime strategy completed.
CE14. Respond to substance misuse issues amongst young people revealed by consultation and needs assessment	(1) Develop action plan on accessing specialist substance misuse treatment service (SH/AH)	June 2010	Through work on implementing action plan, more young women (under 18s) and women 18+ are accessing services
	(2) Engage with young people aged 18-24 who misuse cocaine (DR/EH)	June 2010	Provision in place through drug treatment provider. Service users

	(3) Ensure that relevant services are provided through drug treatment services (DR/EH)		engaged in developing next year's plan and provision. Further Christmas alcohol and cocaine campaign run. More people misusing cocaine now accessing services.
Priority 6. Access to elections process			
CE15. Increase participation in electoral registration and elections	(1) Issue pictorial guide with all postal voters ballot packs (AM)	May 2010	All introduced for May 2010 elections
	(2) Place copy of pictorial guide to voting in all polling stations(AM)		
	(3) Produce guidance to voters in alternative languages for all polling stations (AM)		
Priority 7. Contingency and disaster management			
CE 16. Meet the needs of diverse communities in planning a disaster response (IS)	(1) Produce rest centre and crisis support leaflets in community languages	May 2010	Completed and available in 7 community languages.
	(2) Provide cultural awareness training to rest centre and crisis support staff	March 2011	Cultural and faith awareness session provided for crisis support and rest centre staff in November 2010. Further session in June 2011.
	(3) Continue efforts to involve different faith communities in response to extreme events	March 2011	Efforts continuing with Dudley Faith Leaders Network to promote emergency planning and raise awareness within the Borough

Glossary

ASBU – Anti-social behaviour unit

CEDLG – Corporate Equality and Diversity Leadership Group (officers group)

DES – Disability Equality Scheme (revised scheme published in December 2009; numbered refs. refer to actions in the scheme)

EHRC – Equality and Human Rights Commission

EIA – equality impact assessment (process to establish what impact a service or policy has on various equality groups)

ES – Equality Scheme (statutory strategic document on promoting equality)

HR – human resources

LGBT – Lesbian, Gay, Bisexual and Trans

Lead officers for actions

NB – Nina Bahia; AB – Anne Boden; PB – Pete Burford; SH – Sue Haywood; AH – Audrey Heer; DH – Dawn Hewitt; JH – John Hodt; EH – Elaine Hopwood; NL - Neil Langford; SM – Simon Manson; AM – Alison Malkin; RO - Rosina Ottewell; LP – Leighton Pendry; DR – Dee Russell; IS – Ian Skidmore; JW – Jason Whyley

Appendix A. Dudley MBC workforce profile - 31 March 2011

Directorate	All staff	Male	Male %	Male PT	PT % of Male	Female	Female %	Female PT	PT % of Female	White	White %	BME	BME %*	Not known	Disabled	Disabled %
Adult, Comm. & Housing	2910	857	29.5	107	12.5	2053	70.5	1343	65.4	2668	91.7	221	7.6	21	101	3.5
Chief Executive's	115	37	32.2	3	8.1	78	67.8	30	38.5	103	89.6	8	7.2	4	9	7.8
Children's Serv. Head Office	2019	394	19.5	150	38.1	1625	80.5	988	60.8	1780	88.2	217	10.9	22	52	2.6
Children's Serv. Schools	7430	1137	15.3	365	32.1	6293	84.7	3972	63.1	7048	94.9	338	4.6	44	42	0.6
Finance, ICT & Procurement	644	224	34.8	24	10.7	420	65.2	201	47.9	591	91.8	49	7.7	4	21	3.3
Law and Property	365	126	34.5	19	15.1	238	65.2	75	31.5	319	87.4	34	9.6	12	15	4.1
Urban Environment	1586	984	62.0	179	18.2	601	37.9	367	61.1	1515	95.5	64	4.1	7	58	3.7
Total	15069	3759	24.9	847	22.5	11308	75.0	6976	61.7	14024	93.1	931	6.2	114	298	2.0

Appendix B Dudley MBC workforce profile - scale point 34 and above (principal officer and above) - 31 March 2011

Directorate	All staff	Male	Male %	Male PT	PT % of Male	Female	Female %	Female PT	PT % of Female	White	White %	BME	BME %*	Not known	Disabled	Disabled %
Adult, Comm. & Housing	429	187	43.6	16	8.6	242	56.4	55	22.7	384	89.5	44	10.3	1	21	4.9
Chief Executive's	48	18	37.5	2	11.1	30	62.5	9	33.0	44	91.7	4	8.3	0	8	16.7
Children's Serv. Head Office	239	77	32.2	5	6.5	162	67.8	53	32.7	201	84.1	36	15.2	2	12	5.0
Finance, ICT & Procurement	180	93	51.7	6	6.5	87	48.3	33	37.9	169	93.9	10	5.6	1	2	1.1
Law and Property	120	55	45.8	9	16.4	64	53.3	20	31.3	105	87.5	11	9.5	4	8	6.7
Urban Environment	229	160	69.9	6	3.8	69	30.1	14	20.3	213	93.0	15	6.6	1	8	3.5
Total excluding schools	1245	590	47.4	44	7.5	654	52.5	184	28.1	1116	89.6	120	9.7	9	59	4.7

Appendix C Dudley MBC workforce profile below scale point 34 (senior officer and below) - 31 March 2011

Directorate	All staff	Male	Male %	Male PT	PT % of Male	Female	Female %	Female PT	PT % of Female	White	White %	BME	BME %*	Not known	Disabled	Disabled %
Adult, Comm. & Housing	2428	623	25.7	91	14.6	1805	74.3	1287	71.3	2234	92.0	174	7.2	20	80	3.3
Chief Executive's	67	19	28.4	1	5.3	48	71.6	21	43.8	59	88.1	4	6.3	4	1	1.5
Children's Serv. Head Office	1774	316	17.8	144	45.6	1458	82.2	933	64.0	1573	88.7	181	10.3	20	39	2.2
Finance, ICT & Procurement	464	131	28.2	18	13.7	333	71.8	168	50.5	422	90.9	39	8.5	3	19	4.1
Law and Property	245	71	29.0	10	14.1	174	71.0	55	31.6	214	87.3	23	9.7	8	7	2.9
Urban Environment	1333	817	61.3	166	20.3	515	38.6	336	65.2	1278	95.9	49	3.7	6	47	3.5
Total excluding schools	6311	1977	31.3	430	21.8	4333	68.7	2800	64.6	5780	91.6	470	7.5	61	194	3.1

Notes to Appendices A to C:

PT – part-time (fewer than 37 hours a week)

*BME % excludes not knowns

Appendix D Dudley MBC workforce profile by age - 31 March 2011

Directorate	All staff	16-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+
Adult, Comm. & Housing	2910	127	168	195	280	424	521	457	416	247	75
Chief Executive's	115	12	8	12	8	16	10	19	15	9	6
Children's Serv. Head Office	2019	108	109	170	208	319	394	302	234	135	40
Children's Serv. Schools	7430	577	716	744	829	1165	1079	923	764	434	198
Finance, ICT & Procurement	644	39	78	66	76	114	99	81	52	31	8
Law and Property	365	58	27	36	30	48	63	35	33	30	5
Urban Environment	1586	137	115	107	137	211	265	212	198	121	83
Total	15069	1058	1221	1330	1568	2297	2431	2029	1712	1007	415
Percent		7.0	8.1	8.8	10.4	15.2	16.1	13.5	11.4	6.7	2.8

Regeneration, Culture and Adult Education Scrutiny Committee – 8th June 2011

Report of the Director of the Urban Environment

Directorate of the Urban Environment's Equality and Diversity Annual Report 2010/2011

Purpose of Report

1. To consider the Directorate of the Urban Environment's Equality and Diversity Annual Report for 2010/2011.

Background

2. The production of annual equality and diversity action plans and reports by each directorate is a commitment in the Council's equality and diversity policy. The Select Committee on Regeneration, Culture and Adult Education considered the Directorate of the Urban Environment's action plan, which sets out its equality and diversity targets for 2011/12, at its meeting held on 10th March 2011. Attached is the annual report which details progress on the targets agreed by the select committee in the directorate's action plan for the previous year, 2010/11.
3. This scrutiny committee has responsibility for corporate equality and diversity issues within its terms of reference. Responsibility for individual directorate's action plans and annual reports is divided between the scrutiny committees.

Finance

4. Any costs associated with the Annual Report will be met from within existing budgets.

Law

5. The first parts of the Equality Act 2010 came into force on 1 October 2010. The Act replaces much of the previous discrimination law, putting it into a single Act.
6. Public sector equality duties under the Equality Act 2010 came into force on 5th April 2011 requiring public authorities to pay due regard to the need to eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations covering the protected characteristics of age, disability,

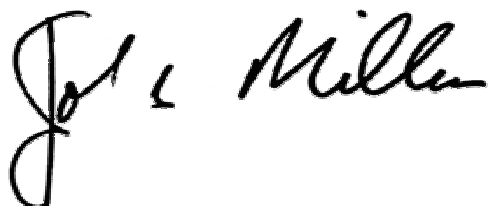
gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Equality Impact

11. The annual report contains details of progress in implementing the Directorate of the Urban Environment's equality and diversity action plan for 2010/11. Performance measures or outcomes were identified against each target so that progress in achieving the action plan can be monitored and reviewed. The report also contains some feedback from equality impact assessments undertaken. Issues relating to children and young people are covered in more detail in the Directorate of Children's Services' action plan and annual report.

Recommendation

12. That the scrutiny committee considers the Directorate of the Urban Environment's equality and diversity annual report for 2010/11.



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Directorate of the Urban Environment's Equality and Diversity Annual Report 2010 / 2011

1 Introduction

- 1.1 As part of implementing the Council's Equality and Diversity Policy, each Directorate produces an annual Equality and Diversity Action Plan. This identifies working priorities in relation to their services and employment practices. The Action Plan for the Directorate for 2010/2011 was considered by the Select Committee for Regeneration, Culture and Adult Education on 3 March 2010, and approved by the Cabinet Members for the Directorate.
- 1.2 All Directorates also produce an Annual Report, which provides information on the implementation of the Action Plan. The Annual Report is prepared after March, to enable reporting on a full year's progress on agreed actions.
- 1.3 This document is the Annual Report covering the period from April 2010 to March 2011 and contains:
- Key facts about the Directorate, including a workforce profile
 - Key issues from Equality Impact Assessments
 - Achievements against the Directorate's Equality and Diversity Action Plan for 2010/2011

2 Key Facts

- 2.1 As at 31 March 2011, the Directorate contains four Divisions.

The four Divisions are:

Culture & Leisure

Culture & Tourism
Sport & Physical Activity
Museums, Parks & Amenities

Planning & Environmental Health

Planning
Environmental Health & Trading Standards

Economic Regeneration & Transportation

Economic Regeneration Strategy
Economic Regeneration Delivery
Engineering, Traffic & Transportation

Environmental Management

Street & Green Care
Waste Care

- 2.2 Underpinning these functions are the relevant Policy and Executive Support Services (including Performance Management, Information Communication and Technology (ICT), and Management Support), which are administered by the Executive Support Team.
- 2.3 As at 31 March 2011, the Directorate employed **1586** employees. Information relating to the Directorate of the Urban Environment's workforce breakdown, as compared to the previous 2 years (2010 and 2009), is indicated in Table 1(a). This can be compared with the Council's profile as a whole which is set out in Table 1(b).

Table 1(a)

**Directorate of the Urban Environment's workforce profile 31 March 2011
(compared with previous 2 years)**

Urban Environment		Female (%)	Male (%)	BME (%)	Disabled (%)
Scale point 34 and above (higher grades) ¹	31/03/11	30.1	69.0	6.6	3.5
	31/03/10	29.0	71.0	5.6	5.2
	31/03/09	27.3	72.7	4.4	4.8
Below scale point 34 (lower grades)	31/03/11	38.6	61.3	3.7	3.5
	31/03/10	39.2	60.8	3.7	3.5
	31/03/09	39.4	60.6	3.7	3.5
Total	31/03/11	38.0	62.0	4.0	3.7
	31/03/10	38.3	61.7	4.1	3.8
	31/03/09	38.3	61.7	3.9	3.7

Table 1(b)
Dudley MBC workforce profile 31 March 2011 (compared with previous 2 years)

<u>Dudley MBC</u>		Female (%)	Male (%)	BME² (%)	Disabled (%)
Scale point 34 and above (higher grades) (excluding schools)¹	31/03/11	52.5	47.4	9.7	4.7
	31/03/10	51.3	48.7	8.8	4.5
	31/03/09	51.1	48.9	9.2	4.5
Below scale point 34 (lower grades) (excluding schools)³	31/03/11	68.7	31.3	7.5	3.1
	31/03/10	69.2	30.8	7.1	2.6
	31/03/09	69.3	30.7	6.3	2.6
Total (excluding schools)⁴	31/03/11	65.6	34.3	7.8	3.4
	31/03/10	66.4	33.6	7.3	2.9
	31/03/09	66.5	33.5	6.8	2.9
Total (including schools)	31/03/11	75.0	24.9	6.2	2.0
	31/03/10	75.2	24.8	6.0	1.7
	31/03/09	75.0	25.0	5.6	1.8

Notes to tables 1(a) and 1(b):

¹Scale point 34 on 31 March 2011 equates to a salary of £28,600 approx.

²BME figures exclude those employees for whom no ethnic origin data is held

³Grade breakdown excludes schools due to the different grading structure for teachers

⁴Includes some employees not allocated to pay grades

3 **Equality Impact Assessments (April 2010 – March 2011)**

3.1 The Directorate has reviewed a number of services and functions during 2010/2011. Equality Impact Assessments have taken place for Environmental Protection, Street Lighting, Tourism and Landscape and Urban Design and a summary of the outcomes of these reviews are outlined below.

(a) **Environmental Protection**

The Environmental Protection service is part of the Environmental Health & Trading Standards service area. A majority of the service is a statutory function. Some equality monitoring information is collected through the use of customer satisfaction questionnaires and does not indicate any dissatisfaction with the service from any particular group, however available information is limited. Future

actions arising from this equality impact assessment include improving the available equality information collected and engagement with BME groups to promote the Environmental Protection service and look for any possible barriers to accessing the service.

(b) Street Lighting

The purpose of the service is to provide safe and well maintained equipment that illuminates traffic signs that require it and to maintain traffic signals installation in working order. Whilst this equality impact assessment did highlight a number of relevant issues, the Street Lighting service were already aware of the potential impact and had already put, or are in the process of putting actions into place. In respect of disability, service provisions have been made in respect of the position and colour of lighting columns and audible and tactile warnings in conjunction with the Traffic Section.

(c) Tourism

The service co-ordinates the tourism development activity within Dudley borough. It does not manage specific attractions, but provides a framework for developing tourism within the borough. Although many activities will have an intended target audience, the service does give consideration to look at any particular groups that are under-represented to see if work can be done to engage these groups. The service also endeavours to ensure that a variety of attractions and events are held to try and provide something for as many groups of people as possible. Monitoring data is obtained through the Dudley Attractions Visitor Survey and also by specific visitor surveys at events.

(d) Landscape and Urban Design

The aim of the service is to support the Council's regeneration agenda by the promotion, design and delivery of Landscape Architecture and Urban Design, in relation to changes in the Borough's open spaces and settings of its buildings. Landscape and Urban Design advice is shaped by data and other information that the Clients hold, and aims to ensure that people are the most important design factor by making places accessible and safe whilst offering opportunity, choice and interest. Consultation is also undertaken through a variety of techniques and involvement methods, for example questionnaires and discussions with representative groups. Future actions for consideration arising from this assessment include using other available consultation techniques, such as the Council's website and social media to encourage wider participation in consultation.

4 **Achievements against the Directorate's Equality and Diversity Action Plan for 2010/2011**

4.1 Table 2 (attached) reports on the achievements against the Directorate's objectives outlined in the Equality and Diversity Action Plan for 2010/2011.

Table 2**Directorate of the Urban Environment – Equality and Diversity Action Plan for 2010 / 2011**

Objective	Target Date/ Milestones	Planned Outcome/ Performance Indicator	Progress/ Final Outcome
<p align="center">DUE 1</p> <p>Complete equality impact assessments for 2010/2011</p> <ul style="list-style-type: none"> - Environmental Protection - Street Lighting - Tourism - Landscape and Urban Design 	<p>March 2011</p>	<p>Identified equality impact assessments completed within the timescales</p> <p>Integration of identified actions into Service Plans</p> <p>Achievement of Equality Scheme objectives</p>	<p>Identified equality impact assessments for Environmental Protection, Street Lighting, Tourism and Landscape and Urban Design completed.</p> <p>Actions identified through impact assessments will be addressed in future Directorate Equality and Diversity Action Plans</p>
<p align="center">DUE 2</p> <p>Engage with BME Groups having members who may be food business proprietors to identify further their needs in achieving compliance with food safety legislation</p> <p>Lead officer – Dolores Nellany</p>	<p>March 2011</p>	<p>Attend meetings / events of identified BME groups</p> <p>Work with DACHS Development Officers to provide information to food handlers and food business proprietors.</p>	<p>Contact was made with Dudley Mosque, the Bangladeshi Restaurateurs Association and Dudley Chinese Association.</p> <p>The service was represented at the Women's Day Celebration at Dudley Mosque and a Dudley Chinese Association business meeting.</p> <p>The DACHS Communications Team have been provided with a presentation and a briefing note to interpret and use as necessary at their community surgeries with food handlers or food business proprietors to signpost them to the service.</p>

<p align="center">DUE 3</p> <p>Deliver Flexible New Deal across Dudley Borough and the Black Country</p> <p>Lead officer – Susanna Robinson</p>	<p>March 2011</p>	<p>1200 customers to commence on provision in Dudley Borough by March 2011</p> <p>Participation rates for priority groups</p>	<p>1202 customers started on Flexible New Deal provisions in Dudley Borough by March 2011</p> <p>Participation rates: BME 17.55% Disabled 1.46% Female 24.74% 50+ 17.29%</p>
<p align="center">DUE 4</p> <p>To improve the overall condition of the boroughs highways and footways in order to improve access for the elderly and people with a disability, including wheelchair users and people who are visually impaired</p> <p>Lead officer – Mike Bosworth</p>	<p>March 2011</p>	<p>Reduce the area / quantity of outstanding highway defects</p>	<p>£252,000 of Section 31 DfT (Department for Transportation) funding allowed potholes to be targeted during 2010, with a further £1m new highway funding identified by the Council for 2010/11. In addition there is a new allocation of £725k Section 31 DfT funding for 2011.</p> <p>Although the extreme winter conditions experienced throughout 2009/10 and 2010/11 have impacted on the overall condition of the highway, it is expected that this years funding will have an overall positive impact on the condition of the infrastructure.</p>
<p align="center">DUE 5</p> <p>Joint work with local communities, multi cultural organisations and stakeholder groups to clean and improve their local environment</p> <p>Lead officer – Dave Wesson</p>	<p>March 2011</p>	<p>25 Community Litter picks by March 2011</p>	<p>49 Community Litter picks took place between January 2010 and March 2011.</p>

<p align="center">DUE 6</p> <p>Examine the options for creating guidance notes for the design and implementation works, within parks and open spaces, with a view to improving access for all</p> <p align="center">Lead officer – Sally Orton</p>	<p align="center">March 2011</p>	<p align="center">Guidance notes for the design and implementation works within parks and open spaces created and adopted</p>	<p align="center">Guidelines have been produced and consultation has taken place. Final amendments are currently underway prior to adoption.</p>
<p align="center">DUE 7</p> <p>Co-ordinate the creation of Future Jobs Fund opportunities across the Council and with external partners</p> <p align="center">Lead officer – Jean Brayshay</p>	<p align="center">March 2011</p>	<p align="center">All 360 Future Jobs Fund opportunities recruited to by March 2011</p>	<p align="center">368 Future Jobs Fund opportunities recruited to by March 2011</p>
<p align="center">DUE 8</p> <p>Create and publish the remaining access guides to publicly accessible Council buildings</p> <p align="center">Lead officer – Mark Walton</p>	<p align="center">December 2011</p>	<p align="center">Part completion / publication of access guides by March 2011</p>	<p align="center">Work is ongoing toward the target of completion of the remaining access guides by December 2011.</p>

Appendix A. Dudley MBC workforce profile - 31 March 2011

Directorate	All staff	Male	Male %	Male PT	PT % of Male	Female	Female %	Female PT	PT % of Female	White	White %	BME	BME %*	Not known	Disabled	Disabled %
Adult, Comm. & Housing	2910	857	29.5	107	12.5	2053	70.5	1343	65.4	2668	91.7	221	7.6	21	101	3.5
Chief Executive's	115	37	32.2	3	8.1	78	67.8	30	38.5	103	89.6	8	7.2	4	9	7.8
Children's Serv. Head Office	2019	394	19.5	150	38.1	1625	80.5	988	60.8	1780	88.2	217	10.9	22	52	2.6
Children's Serv. Schools	7430	1137	15.3	365	32.1	6293	84.7	3972	63.1	7048	94.9	338	4.6	44	42	0.6
Finance, ICT & Procurement	644	224	34.8	24	10.7	420	65.2	201	47.9	591	91.8	49	7.7	4	21	3.3
Law and Property	365	126	34.5	19	15.1	238	65.2	75	31.5	319	87.4	34	9.6	12	15	4.1
Urban Environment	1586	984	62.0	179	18.2	601	37.9	367	61.1	1515	95.5	64	4.1	7	58	3.7
Total	15069	3759	24.9	847	22.5	11308	75.0	6976	61.7	14024	93.1	931	6.2	114	298	2.0

Appendix B Dudley MBC workforce profile - scale point 34 and above (principal officer and above) - 31 March 2011

Directorate	All staff	Male	Male %	Male PT	PT % of Male	Female	Female %	Female PT	PT % of Female	White	White %	BME	BME %*	Not known	Disabled	Disabled %
Adult, Comm. & Housing	429	187	43.6	16	8.6	242	56.4	55	22.7	384	89.5	44	10.3	1	21	4.9
Chief Executive's	48	18	37.5	2	11.1	30	62.5	9	33.0	44	91.7	4	8.3	0	8	16.7
Children's Serv. Head Office	239	77	32.2	5	6.5	162	67.8	53	32.7	201	84.1	36	15.2	2	12	5.0
Finance, ICT & Procurement	180	93	51.7	6	6.5	87	48.3	33	37.9	169	93.9	10	5.6	1	2	1.1
Law and Property	120	55	45.8	9	16.4	64	53.3	20	31.3	105	87.5	11	9.5	4	8	6.7
Urban Environment	229	160	69.9	6	3.8	69	30.1	14	20.3	213	93.0	15	6.6	1	8	3.5
Total excluding schools	1245	590	47.4	44	7.5	654	52.5	184	28.1	1116	89.6	120	9.7	9	59	4.7

Appendix C Dudley MBC workforce profile below scale point 34 (senior officer and below) - 31 March 2011

Directorate	All staff	Male	Male %	Male PT	PT % of Male	Female	Female %	Female PT	PT % of Female	White	White %	BME	BME %*	Not known	Disabled	Disabled %
Adult, Comm. & Housing	2428	623	25.7	91	14.6	1805	74.3	1287	71.3	2234	92.0	174	7.2	20	80	3.3
Chief Executive's	67	19	28.4	1	5.3	48	71.6	21	43.8	59	88.1	4	6.3	4	1	1.5
Children's Serv. Head Office	1774	316	17.8	144	45.6	1458	82.2	933	64.0	1573	88.7	181	10.3	20	39	2.2
Finance, ICT & Procurement	464	131	28.2	18	13.7	333	71.8	168	50.5	422	90.9	39	8.5	3	19	4.1
Law and Property	245	71	29.0	10	14.1	174	71.0	55	31.6	214	87.3	23	9.7	8	7	2.9
Urban Environment	1333	817	61.3	166	20.3	515	38.6	336	65.2	1278	95.9	49	3.7	6	47	3.5
Total excluding schools	6311	1977	31.3	430	21.8	4333	68.7	2800	64.6	5780	91.6	470	7.5	61	194	3.1

Notes to Appendices A to C:
 PT – part-time (fewer than 37 hours a week)
 *BME % excludes not knowns

Appendix D Dudley MBC workforce profile by age - 31 March 2011

Directorate	All staff	16-24	25-29	30-34	35-39	40-44	45-49	50-54	55-59	60-64	65+
Adult, Comm. & Housing	2910	127	168	195	280	424	521	457	416	247	75
Chief Executive's	115	12	8	12	8	16	10	19	15	9	6
Children's Serv. Head Office	2019	108	109	170	208	319	394	302	234	135	40
Children's Serv. Schools	7430	577	716	744	829	1165	1079	923	764	434	198
Finance, ICT & Procurement	644	39	78	66	76	114	99	81	52	31	8
Law and Property	365	58	27	36	30	48	63	35	33	30	5
Urban Environment	1586	137	115	107	137	211	265	212	198	121	83
Total	15069	1058	1221	1330	1568	2297	2431	2029	1712	1007	415
Percent		7.0	8.1	8.8	10.4	15.2	16.1	13.5	11.4	6.7	2.8

Healthy Towns – Select Committee Update

At the Regeneration, Culture and Adult Education Select Committee meeting in November 2010 during consideration of the Healthy Towns Progress report, Councillor Mrs Rogers raised certain issues relating to cycling and other activities whereupon it was agreed that the Assistant Director, Culture and Leisure would meet with Councillors Mrs Rogers and Attwood to discuss these issues further and then report back to the Committee.

The issues were two fold as they related to Mary Stevens Park:-

- Concerns expressed in relation to the promotion of cycling at Mary Stevens Park
- Possible conflicts between activities to be carried out and the Deed of Gift.

The cycling issue related to concerns expressed by Councillor Mrs Rogers that encouraging cycling along the Active Travel corridors and into the park could lead to an increase in the number of incidents/accidents involving pedestrians and cyclists within the park and in contravention of the Council's bye-laws as they relate to cycling.

The Council's bye-law 17 (at Clause 5 (ii)) relates specifically to the riding of and the bringing onto the park of, bicycles and states that a person "shall not, except in pursuance of a lawful agreement with the Council" "bring into" or "ride" such vehicles.

There is no record of the Council or its site based employees ever actively prohibiting cycling within parks and no record of a prosecution under the bye-laws relating to this issue. Consequently it could therefore be argued that it is custom and practice for the Council to allow cycling within parks.

As mentioned above the main objection relates to the inconsiderate and sometimes potentially dangerous behaviour of some cyclists and there was a concern about the potential of injury to pedestrians.

As a means of addressing this issue and also to promote safer cycling and fully maximise the impact of the Active Travel corridors and Hub developments a cycling code of conduct has been developed and is being promoted and marketed as part of the programme.

Because cycling to and from the hubs is an integral part of the Healthy Towns project a Decision Sheet has been approved by the Cabinet Member for Environment and Culture which states that for a trial period up until April 2012 permits cycling within the 5 hub parks and the active travel corridors through other parks and public open spaces by agreement with the Council. This agreement is revocable in the case of individual cyclists who breach the Cycling code of Conduct. The code of conduct is actively promoted by the site staff on the five hub parks and is being monitored by the Active Travel Corridor Sub-Group.

With regard to the Deed of Gift and activities which may cause conflict with said document any potential conflict will be avoided through the appropriate planning and scheduling of activities and the use of adjoining open spaces where the Deed of Gifts strictures do not apply.

HEALTHY TOWNS

I am totally in favour of the Healthy Towns project, which is not too dissimilar to the principles adopted by the Friends of Mary Stevens Park to encourage people into the park for fresh air, exercise, to enjoy the facilities and hopefully revisit.

When the grant of £1.4m was awarded to be shared between the 5 Healthy Hub parks we were originally told that Active Travel Corridors would be put in place to make travel safer **between** the Hub sites for pedestrians and cyclists which I wholly support, as stated in the Agenda on 3rd November 2010, page 4, paragraph 13.

At a Stakeholder meeting, including several Councillors, separate groups were shown maps showing a cycling route right down the main drive of Mary Stevens Park which on a nice day at weekends or school holidays is very busy – **the busiest park in the borough!**

Knowing that there were Bye-laws governing cycling and exemptions for children, wheelchairs and wheeled bicycles (pushed) we had many questions to ask but were brusquely told that ‘sorry, the meeting had ended, we had run out of time’. It was not reconvened to take our questions.

Since 1931 the route through Mary Stevens Park has been a footway and council officers have in the past asked people to get off and walk.

At a later Stakeholder meeting I brought up the subject and was told that Sally Orton was producing a Code of Conduct. I said if used it should be displayed prominently at the gates, but I personally could not see that cyclists would stop to read this.

As a comparison, Swinford Common opposite, is also governed by the bye-laws and is a perfect place to ride as there are **few pedestrians**, who are spaced out along the path with the footballers, spectators and kite flyers, etc on the right hand side of the field, well away.

Much work has been done to upgrade the paths and put in more seats every 50m or so to conform to the Disabled Discrimination Act requirements. More elderly, disabled and people with special needs are therefore coming to the park which has also been noticed by the officers.

I am particularly concerned that where the path narrows very young children (3/4 years) running freely to and from the water feature and the two play areas to their parents who are picnicking on the grass, have to run across the cycle route. I think we have a duty of care to these young children to prevent them being maimed or killed. I myself have been hit 3 times and our dog on the lead once.

At the last meeting of the Stourbridge Area Committee on 8th March 2011 I asked that members be allowed as they are Trustees of MSP, to go and see for themselves, and that the Delegated Decision be delayed for them to do so, as reported in the Press.

A very good suggestion was made that each park was treated separately on this issue as they all have different layouts and usage.

A suggested white line down the drive would not work as there are too many junctions and people criss-cross the path in all directions, and also children would not realise why it was there.

The Delegated Decision affects all the parks and open spaces and some other Friends Groups are against it

I would like further consideration to be given to the cycling route straight through Mary Stevens Park as I feel it is too dangerous for the young and elderly.

Keeping the Code of Conduct and a copy of the Bye-laws in the Hub is a waste of time as it will not be accessible. The building is often closed while the Park Rangers are out carrying out their duties, sometimes outside the park on walks. Therefore they cannot monitor the behaviour of cyclists.

The map outside the Hub is inaccurate which I have agreed to update with officers but illustrates the need for consultation between departments and local Ward councillors. Similarly the 'Cycling routes in Dudley' map which I was given on Friday at the Hub opening shows Racecourse Lane as a quieter road recommended by cyclists whereas it has the most dangerous bends in the Ward and is particularly busy at peak periods used by some 2,000 cars a day, frequently breaking the speed limits.

This should be taken off the route as cycling visitors to the area with families will not know its dangers. I recommend that other Ward councillors be asked to check the 'Cycling routes in Dudley' map.

I would be pleased to show any Committee member round the park so please telephone me on 824939.

Finally, I would like to thank DUE for taking on board my suggestions to avoid conflict with the Deed of Gift which prohibits 'sport and games by children or adults on Sundays and Good Fridays' by rescheduling the activities to other days and using Swinford Common.

Thank you.

Councillor Heather Rogers