

**Select Committee on Regeneration, Culture and Adult Education – 3-June 2009**

**Report of the Director of the Urban Environment**

**Directorate of the Urban Environment's Equality and Diversity Annual Report 2008/ 2009**

**Purpose of Report**

1. To consider the Directorate of the Urban Environment's Equality and Diversity Annual Report for 2008/ 2009.

**Background**

- 2 The production of an annual Equality and Diversity Action Plan and Annual Report by each Directorate is a requirement of 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 2009/ 2010, at its meeting held on 4 March 2009. Attached is the Annual Report which details progress on the targets agreed by Select Committee in the Directorate's Action Plan for the previous year, 2008/ 2009.
3. This Select Committee has within its terms of reference responsibility for Corporate Equality and Diversity issues, although responsibility for scrutinising individual Directorate's Action Plans and Annual Reports is divided between the five Select Committees.

**Finance**

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

**Law**

5. The range of relevant equality legislation includes:
6. The Race Relations (Amendment) Act 2000 replaces Section 71 of the Race Relations Act 1976 with a general duty on public authorities to work towards the elimination of unlawful discrimination and promote equality of opportunity and good relations between persons of different racial groups.
7. The Disability Discrimination Act 1995 makes it unlawful to discriminate against disabled people in connection with employment, the provision of goods, facilities and services and the disposal or management of premises. The Disability

Discrimination Act 2005 has extended this Act with a duty on public authorities to promote disability equality.

8. The Sex Discrimination Act 1975 renders unlawful certain kinds of sex discrimination. In particular, Section 29 makes it unlawful for the Council, in providing facilities or services (such as those arising pursuant to the statutory functions of the Council), to discriminate against any person seeking to obtain or use those facilities or services on the grounds of gender. A new duty on public authorities to promote gender equality under the Equality Act 2006 came into force on 6 April 2007.
9. Under Section 111 of the Local Government Act 1972 the Council is empowered to do anything which is calculated to facilitate, or is conducive to, or incidental to the discharge of its functions.

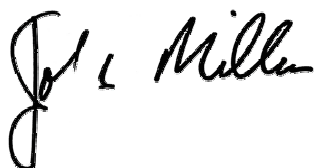
### **Equality Impact**

10. The Annual Report contains details of progress in implementing the Directorate of the Urban Environment's Equality and Diversity Action Plan for 2008/ 2009. Performance indicators or outcomes were identified against each target, so that progress in achieving the Action Plan can be monitored and reviewed. Issues relating to Children and Young People are covered in more detail in the Directorate of Children's Services' Action Plan.

### **Recommendation**

11. It is recommended that:

- Select Committee for Regeneration, Culture and Adult Education considers and comments on the Directorate of the Urban Environment's Equality and Diversity Annual Report for 2008/ 2009
- Any outstanding actions arising from the Equality and Diversity Annual Report for 2008/ 2009 are incorporated into the Equality and Diversity Action Plan for 2009/ 2010



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**Director of the Urban Environment**

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**Report to Select Committee for Regeneration, Culture and Adult Education on  
3 June 2008**

**Directorate of the Urban Environment's Equality and Diversity Annual Report  
2008/ 2009**

**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 2008/ 2009 was considered by the Select Committee for Regeneration, Culture and Adult Education on 4 March 2008, and approved by the Lead 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 2008 to March 2009 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 2008/ 2009

**2 Key Facts**

- 2.1 As at 31 March 2009, 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 administrated by the Executive Support Team.
- 2.3 As at 31 March 2009, the Directorate employed **1621** employees. Information relating to the Directorate of the Urban Environment's workforce breakdown, as compared to the previous 2 years (2008 and 2007), 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 2009  
(compared with previous 2 years)**

Urban Environment		Female (%)	Male (%)	BME (%)	Disabled (%)
<b>Scale point 34 and above (higher grades)</b>	<b>31/03/09</b>	<b>27.3</b>	<b>72.7</b>	<b>4.4</b>	<b>4.8</b>
	31/03/08	27.9	72.1	3.2	4.6
	31/03/07	27.3	72.7	3.2	4.2
<b>Below scale point 34 (lower grades)</b>	<b>31/03/09</b>	<b>39.4</b>	<b>60.6</b>	<b>3.7</b>	<b>3.5</b>
	31/03/08	40.4	59.6	3.7	3.3
	31/03/07	40.3	59.7	2.9	2.8
<b>Total</b>	<b>31/03/09</b>	<b>38.3</b>	<b>61.7</b>	<b>3.9</b>	<b>3.7</b>
	31/03/08	39.2	60.8	3.7	3.8
	31/03/07	38.9	61.1	2.9	3.0

**Table 1(b)**  
**Dudley MBC workforce profile 31 March 2009 (compared with previous 2 years)**

<b><u>Dudley MBC</u></b>		<b>Female (%)</b>	<b>Male (%)</b>	<b>BME* (%)</b>	<b>Disabled (%)</b>
<b>Scale point 34 and above (higher grades) (excluding schools)#</b>	<b>31/03/09</b>	<b>51.1</b>	<b>48.9</b>	<b>9.2</b>	<b>4.5</b>
	31/03/08	50.3	49.7	9.1	4.6
	31/03/07	49.6	50.4	8.9	4.3
<b>Below scale point 34 (lower grades) (excluding schools)#</b>	<b>31/03/09</b>	<b>69.3</b>	<b>30.7</b>	<b>6.3</b>	<b>2.6</b>
	31/03/08	69.5	30.5	6.2	2.6
	31/03/07	69.7	30.3	5.9	2.2
<b>Total (excluding schools)</b>	<b>31/03/09</b>	<b>66.5</b>	<b>33.5</b>	<b>6.8</b>	<b>2.9</b>
	31/03/08	66.6	33.4	6.6	2.9
	31/03/07	66.9	33.1	6.4	2.5
<b>Total (including schools)</b>	<b>31/03/09</b>	<b>75.0</b>	<b>25.0</b>	<b>5.6</b>	<b>1.8</b>
	31/03/08	74.9	25.1	5.5	2.0
	31/03/07	74.8	25.2	5.1	1.7

Notes: Scale point 34 on 31 March 2009 equates to a salary of £28,500 approx.

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

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

2.4 The Directorate is pleased to note, with regard to its workforce composition, the increase in employees from a black or minority ethnic group, compared to the previous years.

### 3 **Equality Impact Assessments (April 2008 – March 2009)**

3.1 In accordance with the Council's Equality Scheme, the Directorate has reviewed a number of services and functions. A summary of the outcomes of the reviews are outlined below.

#### (a) **Equality Standard for Sport leading to the adoption of Equality Policy (Sport)**

This Service aims to increase levels of physical activity among the whole population, and in doing so, contribute to improving the health of all people. There is a commitment to Sports Equality, which is about fairness in sport, equality of access, recognising inequalities and taking steps to address them.

Service monitoring is carried out through membership records or registration paperwork, which collect monitoring data.

Dudley MBC has adopted a charging policy for the Sport and Physical Activity (SPA) Section that includes concessionary pricing for both younger and older persons. Provision has also been made for engagement in the Government's Free Swimming Programme, and there will be no charge for admission to public swimming sessions for under-16s and over-60s from 1 April 2009.

Comprehensive Access Audits were commissioned for all premises managed by the SPA Section, resulting in a range of modifications to facilities during 2007-2009, which improved accessibility for people with disabilities and other customers.

Women-only sessions have been a feature of facility programmes at Dudley (Tuesdays and Fridays) and Halesowen Leisure Centres (Sundays and Mondays).

The SPA Section has supported the Tandrusti Project (exercise for older BME people), in partnership with Dudley Primary Care Trust (PCT), Adult and Community Learning, and Workers Education Association (WEA). More recently, a number of these female participants have identified that they wish to participate in swimming, and have successfully transferred to the weekly women-only sessions at Dudley Leisure Centre.

Future actions resulting from this impact assessment include continuing to support the Tandrusti project and encouraging participants to exercise in alternative settings, extending Sportszone for Children with Disabilities to another setting, and exploring the opportunity to extend the number of women-only sessions.

Although progress has already been made within the SPA Section, in relation to the needs of younger and older people, women and girls, people with disabilities, and BME communities, this Section will seek to continue to establish the needs of service users, and seek to accommodate these as effectively as possible, through improved monitoring data.

(b) Food Safety Enforcement and Communicable Disease Services

This statutory Service aims to enforce the food safety and hygiene legislation in a fair, consistent and impartial manner, and ensure compliance by food business operators (FBOs).

Service monitoring is carried out through business questionnaires, which collect feedback on the inspection process, and customer satisfaction questionnaires, which cover a wide range of matters that concerns are raised about, including food safety, health and safety, animal health and welfare, noise, pollution, and public nuisances.

A range of improvements to services have been put into place to assist FBOs whose first language is not English, including the use of interpreters to accompany Officers on inspections where there has been a language difficulty previously, training material from the Food Standards Agency (FSA) can be

provided in other languages, and all inspections reports, legal notices, and correspondence to proprietors whose first language is not English are sent with a covering slip in a range of languages, indicating that the enclosed documents are important and that assistance should be sought if the recipient is unable to read or understand them.

Future actions resulting from this impact assessment include promoting awareness of the Food Safety and Communicable Disease Services with BME groups, and ensuring that compliment slips include the full range of languages spoken by Dudley FBOs.

Although progress has already been made within Food Safety Enforcement and Communicable Disease Services, in relation to the needs of BME communities, this Service will seek to continue to establish the needs of service users, through consultation with various groups, e.g. ethnic groups having members who may be food business proprietors, and the DUE Disability Action Group, and seek to accommodate these as effectively as possible, through improved monitoring data.

(c) Business Support, Economic Regeneration Strategy – Lye Business Centre

This Service aims to provide new and existing small businesses with self contained accommodation, ranging from 450 sq ft to 1,000 sq ft, in addition to a limited amount of office space in a separate administrative block. Lye Business Centre attracts its tenants by advertising on the official Dudley MBC website, Message of the Day (Dudley MBC Intranet), casual callers driving by, and word of mouth.

Service monitoring is carried out through Initial Enquiry Forms, Prospective Tenant Application Forms, and Tenant Customer Satisfaction Surveys, which collect monitoring data.

Although progress has already been made within Lye Business Centre, in relation to the needs of people with disabilities, this Service will seek to continue to establish the needs of service users, and seek to accommodate these as effectively as possible, through improved monitoring data.

(d) Recycling

This Service includes both Household Recycling and Kerbside Recycling.

Household Recycling

Dudley MBC currently provides 60 Household Recycling Centres around the Borough, which offer a range of containers for the separate collection of recyclable materials. The Civic Amenity Site is available for people to deposit items, which can be segregated into 24 different categories.

Service monitoring is carried out through surveys and enquiries, and a questionnaire was issued to 6,000 residents in February 2009, all of which collect monitoring data.

A chargeable bulky collection service already exists to help those residents without appropriate vehicle access.

## Kerbside Recycling

In addition, Kerbside Recycling provides a fortnightly black box collection service of dry recyclables (glass, paper, and cans) from most domestic homes in the Dudley Borough. The overall aim of these Services is to divert a significant amount of recyclable waste from landfill, in order to reach statutory targets.

Service monitoring is carried out through school and community group visits, Council Disability Groups, participation monitoring, and satisfaction surveys that take place every 2 years from 2007/ 2008, all of which collect monitoring data.

An assisted collection is already available for older people, and people with disabilities.

The majority of Scheme information is provided via printed leaflet cards, including pictures, in accordance with the Waste and Resources Action Programme (WRAP). Audio collection calendars are available by contacting Dudley Council Plus, or through the Dudley MBC website, and also in large print, on request. Translations can also be requested from Dudley Council Plus.

Although progress has already been made within Recycling, in relation to the needs of older people, people with disabilities, and BME communities, this Service will seek to continue to establish the needs of service users, through consultation with various groups, e.g. Age Concern, disability groups, BME groups, and faith groups, and seek to accommodate these as effectively as possible, through improved monitoring data.

## 4 **Achievements against the Directorate's Equality and Diversity Action Plan for 2008/ 2009**

- 4.1 Table 2 (attached) reports on the achievements against the Directorate's objectives outlined in the Equality and Diversity Action Plan for 2008/ 2009.



**Table 2**  
**Directorate of the Urban Environment – Equality and Diversity Action Plan for 2008/ 2009**

<b>Objective</b>	<b>Target Date/ Milestones</b>	<b>Planned Outcome/ Performance Indicator</b>	<b>Progress/ Final Outcome</b>
<p><b>DUE 1</b>            Complete equality impact assessments for 2008/ 2009, as listed in Dudley MBC's Equality Scheme (ES 1.3) (1 for each Division of the Directorate)</p> <ul style="list-style-type: none"> <li>- Equality Standard for Sport leading to the adoption of Equality Policy (Sport)</li> <li>- Food Safety and Communicable Disease Services</li> <li>- Business Support, Economic Regeneration Strategy – Lye Business Centre               <ul style="list-style-type: none"> <li>- Recycling</li> </ul> </li> </ul>	<p>March 2009</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 Equality Standard for Sport leading to the adoption of Equality Policy (Sport), Food Safety and Communicable Disease Services, Business Support, Economic Regeneration Strategy – Lye Business Centre, and Recycling completed</p> <p>Key themes throughout the impact assessments are improving consultation, improved equality monitoring information, and promotion of services to all sectors of the community</p> <p>Actions identified through impact assessments will be addressed in future Directorate Equality and Diversity Action Plans</p>
<p><b>DUE 2</b>            Increase access to and participation in cultural activity of Culture and Leisure</p>	<p>June 2008</p>	<p>Delivery of programme of works within the timescales</p>	<p>At Crystal Leisure Centre, the flooring to the main corridor has been renewed. The Reception counter has been replaced (including the provision of a hearing loop). The ground floor disabled toilet has been refurbished. The disabled changing room has been refurbished. New signage has also been installed to Disability Discrimination Act 2005 (DDA) standard</p>

			<p>At Dudley Leisure Centre, the flooring to the main corridor has been renewed. The Dome corridor fire doors have been repositioned. The Reception disabled toilets have been refurbished. All Centre door frames have been redecorated and replaced with ironmongery to DDA standard. Automatic front doors have been installed. New signage has also been installed to DDA standard</p> <p>At Halesowen Leisure Centre, the first floor toilets have been refurbished for ambulant use. An accessible toilet has been created on the ground floor. A hearing loop has been installed. New signage has also been installed to DDA standard</p>
<p><b>DUE 3</b></p> <p>As a result of the Liveability assessment, examine the options for creating guidance notes for the design and implementation works, within parks and open spaces, to ensure improved access for all</p>	<p>March 2009</p>	<p>Guidance notes for the design and implementation works, within parks and open spaces, created</p> <p>Guidance notes for the design and implementation works, within parks and open spaces, published</p>	<p>Unable to complete, due to vacant senior posts, and difficulties with recruiting to these vacancies, in addition to consequent pressures of other work. This Service will look to complete in 2009/ 2010, as they have now managed to recruit to these vacancies. The Countryside Manager commenced in post on 20 April 2009, and the Greenspaces Team Leader is due to commence in post on 18 May 2009</p>

<p><b>DUE 4</b></p> <p>Special schools (children with moderate learning disabilities) to participate in Survive Alive (Key Stage 2 Children's Safety Activity Scheme) – including fire safety, railway safety, coastguard training, the police, in relation to anti-social behaviour, first aid training, recognising counterfeit products, Royal National Lifeboat Institution, and gas safety</p>	<p>March 2009</p>	<p>2 special schools (children with moderate learning disabilities) invited to participate in Survive Alive (Key Stage 2 Children's Safety Activity Scheme)</p>	<p>3 special schools (2 with children with moderate learning disabilities, and 1 with children with hearing difficulties) were invited and participated in Survive Alive. 83 children from these 3 schools took part, out of 776 children in total, who took part in Survive Alive</p>
<p><b>DUE 5</b></p> <p>Training for Food Safety Enforcement employees, in relation to religious food awareness, to promote religious diversity when dealing with food business operators</p>	<p>March 2009</p>	<p>Number of employees who received religious food awareness training</p>	<p>Target for 2008/ 2009 – 16 employees Achieved 2008/ 2009 – 16 employees</p>
<p><b>DUE 6</b></p> <p>Increase the participation rates for the Lone Parent Programme Centre, in Dudley (run by Future Skills Dudley) – including engaging lone parents in gaining access to computers, newspapers, the internet, and access to employment, and looking at childcare when working</p>	<p>March 2009</p>	<p>Increased participation rates from lone parents</p>	<p>Target for 2008/ 2009 – 50 Achieved 2008/ 2009 – 50</p>

<p><b>DUE 7</b></p> <p>Promote the opportunities available in Future Skills Dudley, including construction (e.g. brick-laying, painting and decorating, plastering, carpentry, and plumbing), to under-represented groups, including black and minority ethnic (BME), people with disabilities (PWD), gender, 50+, 18+ unemployed, lone parent, and disadvantaged ward participants, in line with Department of Work and Pensions (DWP), provider framework overview for 2020, and ensure that Job Centre Plus (JcP) Advisors are aware of what provision is available</p>	<p>March 2009</p>	<p>Increased participation rates from females into construction and land-based opportunities</p> <p>Other participation rates: Clients with a disability</p> <p>BME groups</p>	<p>Target for 2008/ 2009 – 3 – 5% female participation Achieved 2008/ 2009 – 3% female participation</p> <p>Target for 2008/ 2009 – 7% clients with a disability Achieved 2008/ 2009 – 23% clients with a disability</p> <p>Target for 2008/ 2009 – 9% BME participation (Dudley-only programmes) and 15% BME participation (South Black Country-wide programme) Achieved 2008/ 2009 – 19% BME participation (Dudley-only programmes) and 27% BME participation (South Black Country-wide programmes)</p>
<p><b>DUE 8</b></p> <p>Improve access on the Borough's Public Rights of Way (PROW) for all users</p>	<p>March 2009</p>	<p>Number of Public Rights of Way resurfaced</p>	<p>Target for 2008/ 2009 – 6 Achieved 2008/ 2009 – 6 (with the same number to be undertaken this year)</p>
<p><b>DUE 9</b></p> <p>Reduce crime and fear of crime, within the Authority car parks, and parking enforcement</p>	<p>March 2009</p>	<p>Maintaining and increasing the number of car parks with safer car park awards</p>	<p>Achieved 2008/ 2009 – 13 car parks currently hold the 'Safer by Design' accreditation, and 1 car park is currently awaiting assessment for this accreditation</p>