

Report to Select Committee for Regeneration, Culture and Adult Education on Wednesday 7 June 2006

Report of the Director of the Urban Environment

Directorate of the Urban Environment's Equality and Diversity Annual Report 2005-2006

Purpose of the Report

1. To consider the Directorate of the Urban Environment's Equality and Diversity Annual Report for 2005-2006.

Background

2. The Council's Equality and Diversity Policy requires all Directorates to produce, on an annual basis, an Equality and Diversity Action Plan, and Annual Report. The Action Plan details aims and objectives relating to service areas and employment practices. The Annual Report provides information on the implementation of the Action Plan, and details outcomes and achievements.
3. The Directorate of the Urban Environment's Action Plan relating to the municipal year 2005/2006 was considered by Select Committee on 10 March 2005. The Annual Report, providing details regarding the implementation and outcomes of that Action Plan, is attached for consideration by the Select Committee.

Finance

4. Any costs associated with implementing the Action Plan will be met from existing Directorate budgets.

Law

5. The Race Relations (Amendment) Act 2000 replaced Section 71 of the Race Relations Act 1976 with a new 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.
6. 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 contains a provision extending this Act by introducing a new duty on public authorities to promote disability equality.

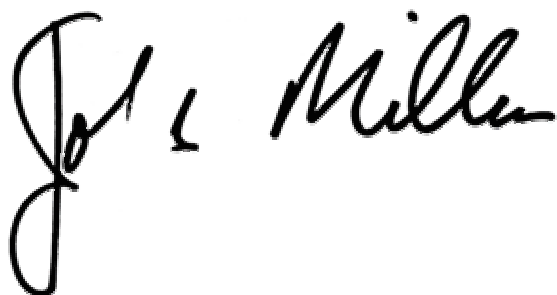
7. The Sex Discrimination Act 1975 renders unlawful certain kinds of sex discrimination. In particular, Section 29 makes it unlawful for the Council, in providing activities or services (such as those arising pursuant to the statutory functions of the Council), to discriminate against any person seeking to obtain or use those facilities or services on the ground of gender. The Equality Act 2006 introduces a new duty on public authorities to promote gender equality.
8. 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

9. The Annual Report contains details of progress in implementing the Directorate of the Urban Environment's Equality and Diversity Action Plan for 2005/06. Performance indicators or outcomes were identified for each target so that progress in achieving the objectives can be monitored and reviewed.
10. The actions contained within the attached appendices positively impact on children and young people, particularly actions undertaken by Future Skills Dudley (DUE 3) and the Sport and Recreation Division (DUE 4), where children and young people were consulted on and involved in the proposals and implementation of the Actions.

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 2005/2006.
 - Any outstanding actions arising from the Equality and Diversity Annual Report for 2005/06 are incorporated into the 2006/07 Equality and Diversity Action Plan for 2006/07.



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List of Background Papers

- 12 Guidance for the preparation of directorates' annual equality and diversity action plans and annual reports

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Directorate of the Urban Environment

**Directorate of the Urban Environment's Equality and Diversity Annual Report
2005-2006**

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 2005/2006 was considered by the Select Committee for Culture and Recreation on 10 March 2005, and approved by the four 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 2005 to March 2006 and contains
- Key facts about the Directorate
 - Achievements against the Directorate's Equality and Diversity Action Plan for 2005-2006.

2 KEY FACTS

- 2.1 As at 31 March 2006, the Directorate contains four Divisions.

The four Divisions are:

Economic Regeneration

- Resources and Partnerships
- Traffic Management and Road Safety
- Engineering
- Design and Projects
- Future Skills Dudley (FSD)

Environmental Management

- Street Care

- Waste Care
- Green Care

Cultural and Community Services

- Sport and Recreation
- Arts, Heritage and Parks
- Bereavement Services
- Himley Hall and Park

Development and Environmental Protection

- Development Services
- Public Protection

2.2 Underpinning these functions are the relevant policy and support services (including performance management, Information Communication and Technology (ICT), and administrative support), a number of which are included within the Policy and Executive Support Team.

2.3 As at 31 March 2006 the Directorate employed 1645 employees. Information relating to the Directorate of the Urban Environment's workforce breakdown, as compared to the previous year (2005), 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 Breakdown

	Female %		Male%		BME %		Disabled %	
	2005	2006	2005	2006	2005	2006	2005	2006
Scale Point 34 and above	27.0	26.5	73.0	73.5	1.9	3.0	1.4	2.5
Below Scale Point 34	40.2	41.2	59.8	58.8	1.9	2.1	1.3	2.0
Total	38.5	39.3	61.5	60.5	1.9	2.1	1.3	2.0

Table 1(b). Dudley MBC workforce Profile 31 March 2006

<u>Dudley MBC</u>	Female (%)	Male (%)	BME* (%)	Disabled (%)
Scale point 34 and above (excluding schools) [#]	48.0	52.0	8.0	2.0
Below scale point 34 (excluding schools) [#]	69.3	30.7	5.2	1.3
Total (excluding schools)	66.4	33.6	5.6	1.4
Total (including schools)	74.6	25.4	4.6	0.8

Notes: *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, and with a disability, at above and below Spinal Column Point 34, compared to the previous year.
- 2.5 Full data about employment across the Council will be published in the Annual Review of Equality and Diversity 2006 report which will be submitted to Select Committee for Regeneration, Culture and Adult Education, and Cabinet, in September of this year.

3 Race Equality Scheme Reviews (Year Three: April 2004 – May 2005)

- 3.1 The Directorate reviewed a number of services and functions in line with the requirements of the Council's Race Equality Scheme. A summary of the outcomes of the Year Three reviews is outlined below.

(a) Car Park Management

Car Park Management is responsible for public car parks within the Borough of Dudley, which includes multi storey car parks, surface car parks (operating a pay and display system), and free to park surface car parks. The Section's functions include: the enforcement of the off-street parking places order, management of excess charges notices (including issue through to appeal and court summons), maintenance of the infrastructure of the parking stock, and reduction of crime through partnership working with the Police and other agencies. Equality and diversity plans for the Section include using performance monitoring statistics to help determine where to target existing

resources to maintain equality of, and improve the standard of, parking across the Borough.

(b) Civil Engineering, Highways and Transportation

Civil Engineering, Highways and Transportation services are part of the Engineering services area of the Directorate. The services encompass various functions provided, including construction, drainage, and highways design. Equality and diversity actions for the service areas include identifying staff training needs in relation to cultural awareness and diversity issues, and researching the possibility of producing a multi-lingual leaflet regarding 'notices' and letters.

(c) Conservation

As a local planning authority, it is the Council's role to enhance and safeguard the built environment and control the use of land by ensuring that all development is carried out in the public interest. The Historic Environment team seek to enhance and safeguard the Borough's environment through regulating the use of land and property in support of the environmental, social, economic and cultural well being of the whole community. Equality and diversity objectives for the team include seeking to ensure that all consultations undertaken by the service conform to approved consultation protocols and are designed to reach all stakeholders in the community, and ensuring that the Historic Environment Team staff have had or are given access to appropriate training in race equality issues.

(d) Green Care – Grounds Maintenance Service

The Grounds Maintenance service carries out various functions, including grass cutting operations, line marking of sports and athletic facilities, and tree and hedgerow maintenance. The functions are carried out to ensure that the green spaces, and the facilities provided on them (which are within the Authority's ownership) are maintained in good and safe order for the benefit of all sections of the community. Identified objectives for the service include continued use of performance monitoring statistics to help determine where to target existing resources to improve standards of service provision across the Borough, and ensuring that each new employee receives information about equality and diversity, emphasising that such matters apply not only to recruitment and selection, but within service provision.

(e) Landscape and Urban Design

This service is based within the Design and Project service area of the Economic Regeneration Division, and deals with all issues relating to both landscape and urban design within the Borough. Equality and diversity plans for the service include seeking to gain additional data regarding ethnicity when undertaking consultation exercises, to enable greater knowledge of community involvement.

(f) Parks and Open Spaces

The Parks Development Team are responsible for all the parks and open spaces in the Borough, and work extensively to develop voluntary and community groups. Objectives for the service include consultation with black or minority ethnic (BME) groups regarding Parks and Open Spaces and their use by the community, and the translation of all relevant documents to meet the needs of BME groups.

(g) Countryside Services

Based within the Culture and Community Division, Countryside Services manage the Council's most valuable countryside and nature conservation assets, which include sites of special scientific interest, nature reserves, and footpaths, bridleways and permissive routes along the 'Countryside Walks in Dudley'. Equality and diversity initiatives include raising awareness within the service to the Race Equality Scheme, and distributing literature regarding the service to BME groups.

(h) Street Care/Litter/Dog Fouling/Public Conveniences

This service area encompasses a number of areas including litter control, installation and emptying of litter and dog fouling bins and the cleansing of public conveniences. Equality and diversity objectives include using current performance monitoring to determine where to target existing resources to improve standards of cleansing across the Borough, and raising awareness of Street Cleansing services within BME communities via presentations and question and answer sessions.

(i) Recycling

The Recycling Section is based within the Environmental Management Division of the Directorate and seeks to achieve the national targets set within the National Waste Strategy for England and Wales, regarding recycling, composting and reduced landfill. Plans for the service include regular monitoring of which geographical areas/local groups participate in recycling schemes, to enable the Recycling Section to identify which areas and groups to target to improve recycling, and investigating through relevant regional forums the best ways to ensure regular consultation with all community groups.

(j) Waste Collection

The Waste Collection Service is also based within the Environmental Management Division of the Directorate, and its primary function relates to the collection of household and commercial waste. Equality and diversity objectives for the service include regular monitoring of which geographical areas/local groups participate in waste collection, and investigation through relevant forums of the best ways to consult with community groups.

(k) Traffic Management

Functions of the Traffic Management Section include day-to-day control of temporary road closures, traffic signing and diversion routes for emergency and planned maintenance work on public highways, and the introduction of traffic signals and pedestrian crossings. Equality and diversity objectives for the service include the training and development of staff in cultural awareness.

4 **Achievements against the Directorate's Equality and Diversity Action Plan for 2005-2006**

- 4.1 Appendix 1 (attached) outlines the progress made in relation to the Council's corporate equality and diversity priorities for 2005-2006, whilst Appendix 2 reports on the achievements against the Directorates' objectives outlined in the Equality and Diversity Action Plan for the same year.

Appendix 1

Directorate Contribution to the Corporate Equality and Diversity Action Plan for 2005/2006

Objective (and lead officer)	Council plan priority	<u>Target date/ milestones</u>	Planned outcome/ performance indicator	Progress/Final Outcome
<p>CP1. Review and implement the Council's Race Equality Scheme (HJE)</p> <p>(a) Complete the service reviews set out in Year 3 of the Race Equality Scheme by 31 May 2005, for the Directorate of the Urban Environment.</p>	<p>Local People/ Caring Matters</p>	<p>Complete by 31/05/05</p>	<p>All reviews complete by deadline:</p> <ul style="list-style-type: none"> • Car Park Management • Civil Engineering, Highways & Transportation • Conservation • Grounds Maintenance • Landscape & Urban Design • Parks • Countryside Services • Recycling • Waste Collection • Street Care/Litter/Dog Fouling/Public Conveniences Traffic Management. <p>Reviews will inform the Directorate of required action planning for future years.</p> <p>Integration of Action Points into Service Plans.</p>	<p>All reports completed, and relevant objectives identified to assist in enhancing service provision.</p>

Objective (and lead officer)	Council plan priority	Target date	Planned outcome/performance indicator	Progress/Final Outcome
<p>(b) Complete a review of the Scheme and publish a revised Scheme by 31 May 2005.</p> <p>(c) Implement the Action Plan included in the Scheme.</p>		<p>31/05/05</p> <p>Milestones/ target dates to be set out in the Scheme</p>	<p>Establishment of a new revised Race Equality Scheme, by the agreed deadline, which continues to reflect the Authority's commitment to providing a better service provision to all members of the community, and also complies with relevant legislation.</p> <p>Targets achieved.</p>	<p>Revised Scheme established and approved. DUE services and functions identified which will require full race equality impact assessments.</p> <p>Majority of targets achieved - full report will be incorporated in the Annual Review for Select Committee and Cabinet.</p>

Objective (and lead officer)	Council plan priority	Target date	Planned outcome/performance indicator	Progress/Final Outcome
<p>CP2. The Equality Standard for Local Government (HJE)</p> <p>(a) Achieve Level 2 of the Standard.</p> <p>(b) Develop an Action Plan for achieving Level 3 of the Standard</p>	<p>Local People/ Caring Matters</p>	<p>Target date to be set by the (EDAG).</p> <p>July 2005</p>	<p>Achievement of Level 2 of the Standard, which will improve equality practice.</p> <p>Development of Action Plan, and eventual achievement of Level 3 of the Standard.</p>	<p>Level 2 of the standard achieved by 2005.</p> <p>Action Plan developed by the Equality and Diversity Advisory Group. Level 3 of the Standard to be achieved by March 2007. However, a revised Standard is to be launched in June 2006.</p>

Objective (and lead officer)	Council plan priority	<u>Target date</u>	Planned outcome/performance indicator	Progress/Final Outcome
<p>CP3. Disability Issues - improve access for customers with a disability</p> <p>Implement the actions contained within the Council's Disability Access Strategy (NF and HJE)</p>	<p>Local People/ Caring Matters</p>	<p>Six-monthly monitoring by the Equality and Diversity Advisory Group (EDAG); target dates set out in strategy</p>	<p>Raised awareness by employees to the needs and requirements of people with a disability, enhancing service provision.</p> <p>Improved access to relevant buildings for people with a disability.</p> <p>Actions achieved by deadlines.</p>	<p>Six monthly monitoring by EDAG occurring (and on-going). Information relating to the achievement of key tasks (identified in the Directorate's Action Plan) regarding the Disability Access Strategy is reported to Directorate Management Team on a six-weekly basis.</p> <p>In addition, the Directorate has successfully submitted 13 bids to the Corporate Property Group, which has resulted in improvements regarding physical access to DUE venues and locations utilised by the community.</p>
<p>CP4. Employment Issues – increase representation from under-represented groups in the workforce (KJ and HJE)</p> <p>(a) Work towards targets established for employees from black, or minority ethnic communities and disabled employees in the Directorate</p>	<p>Local People/ Caring Matters</p>	<p>31/04/05</p>	<p>Increased numbers of employees with a disability and from a BME group.</p>	<p>Directorate employee audit undertaken to establish accuracy of workforce composition data to allow establishment of targets.</p>

Objective (and lead officer)	Council plan priority	<u>Target date</u>	Planned outcome/performance indicator	Progress/Final Outcome
<p>(i) advertise specific vacancies in areas of the Borough with a high black or minority ethnic (BME) population</p> <p>(ii) Diverse Recruitment Panels - Implement a pilot scheme, where specified interview panels have a selection panel with a representative from a BME group</p>		<p>31/04/05</p> <p>Target date to be set in conjunction with EDAG</p>	<p>Increased job applications from people from a BME groups.</p> <p>Confirmation of non-discriminatory practices within the selection process, and encouragement of applicants from black or minority ethnic communities.</p>	<p>Advertising of fortnightly vacancies in areas of the Borough with a high BME population has commenced. Assessment of available data to be undertaken during the municipal year 2006/07.</p> <p>Identification of employees willing to assist in the Pilot Scheme for Diverse Recruitment Panels completed, and relevant recruitment and selection training, to enable participation in the Pilot Scheme, being undertaken. Implementation of a Pilot Scheme to be undertaken during the municipal year 2006/07.</p>

Objective (and lead officer)	Council plan priority	<u>Target date</u>	Planned outcome/performance indicator	Progress/Final Outcome
(b) Complete a further audit of employees to enable them to declare whether or not they regard themselves as meeting the statutory definition of disability		31/03/06	Achievement of accurate data regarding disability, to be utilised in report preparation and improving, where necessary, working conditions.	Directorate audit undertaken. A corporate audit is rescheduled for completion by 2006 seeking further additional data to assist in target setting.
(c) Achieve a figure of at least 96.5% of employees who have declared their ethnic origin		31/03/06	Achievement of accurate data regarding ethnicity will assist in achievement of workforce targets. Service provision enhanced due to service delivery by a workforce reflecting the diversity of the community.	Percentage achieved within the Directorate.

Objective (and lead officer)	Council plan priority	<u>Target date</u>	Planned outcome/performance indicator	Progress/Final Outcome
<p>CP5. Continuing improvement on Best Value Performance Indicator 2b (KJ and HJE)</p> <p>Achievement of an improved score against the Best Value corporate health performance indicator on equality BVPI 2b)</p>	<p>Local People/ Caring Matters</p>	<p>Benchmarking/ sharing good practice – April 2005</p> <p>Half Year review by EDAG – October 2005</p>	<p>Improvement on 2005 score.</p>	<p>Benchmarking/sharing good practice undertaken with West Midlands authorities in April 2005.</p> <p>Data currently being collected for 2005/2006.</p>

Appendix 2

Urban Environment Directorate – Equality and Diversity Action Plan for 2005 – 2006

Objective (and lead officer)	Council plan priority	<u>Target date</u>	Planned outcome/performance indicator	Progress/Final Outcome
<p>DUE 1. Parking Control Office (GD) To identify permanent premises for parking control at Lister Road and provide disabled access facilities in accordance with DDA requirements</p>	<p>Local People/ Caring Matters</p>	<p>31/03/06</p>	<p>Enables people with a disability to access parking control office to make queries or pay fines.</p>	<p>No relocation of Parking Control Office at the current time due to budgetary issues. However, information regarding parking queries and fines can be accessed through Dudley Council Plus, so service provision to people with a disability is not hindered.</p>
<p>DUE 2. Recycling Section (GB) Availability of suitable calendars for visually impaired people</p>	<p>Local People/ Environment Matters</p>	<p>30/04/05</p>	<p>Enables visually impaired people to participate in recycling initiatives.</p>	<p>Calendars produced and available to members of the public.</p>

Objective (and lead officer)	Council plan priority	<u>Target date</u>	Planned outcome/performance indicator	Progress/Final Outcome
DUE 3. Economic Regeneration - Future Skills Dudley (FSD) (JW and ML)	Local People/ Regeneration Matters	31/3/06	<p>Maintain and improve contact with members from BME communities/groups.</p> <p>To ensure that people are recruited from BME groups and take full advantage of the opportunities available to them.</p>	<p>Future Skills Dudley (FSD) inspected by the Adult Learning Inspectorate in 2005. The equality and diversity elements of the service were awarded Grade 2 (Good) together with a Grade 1 (Outstanding) for Leadership and Development. The report also noted that training to under-represented groups was good.</p> <p>FSD has developed and delivered a range of services and initiatives specifically aimed at people from under-represented groups. 15% of the total clients supported were drawn from BME groups, exceeding the target of 9%.</p>

Objective (and lead officer)	<u>Council Plan</u> <u>Priority</u>	<u>Target Date/</u> <u>milestones</u>	Planned outcome/performance indicator	Progress/Final Outcome
<p>DUE 4. Sport & Recreation (DL) Achievement of the Me2 Award For the Disability Sportszone Scheme.</p>	<p>Local People/ Caring Matters</p>	<p>31/03/06</p>	<p>Success in gaining the award, giving recognition that the service offers inclusion regarding disabled children and young people.</p>	<p>ME2 award gained for Disability Sportszone, based at Crystal Leisure Centre. Dudley MBC the first local authority to receive the award. Disability Sportszone to be undertaken at Thornes Community College in the 2006/07 municipal year.</p>
<p>DUE5. Trading Standards (TF) Raise awareness of Trading Standards services across the Borough</p>	<p>Local People/ Quality Services Matter</p>	<p>31/03/06</p>	<p>Raised profile of the service provided and increased understanding within the BME community</p>	<p>Four road shows for people from a black or minority ethnic background held across the Borough raising awareness to the services offered by Trading Standards and Environmental Health. Over one hundred participants attended (whose first language was Gujarat, Punjabi, or Arabic).</p>

Objective (and lead officer)	<u>Council Plan</u> <u>Priority</u>	<u>Target Date/ milestones</u>	Planned outcome/performance indicator	Progress/Final Outcome
<p>DUE 6. Divisions employing fortnightly paid employees (DL, JW, MW) Advertisement of fortnightly paid job vacancies to increase black minority and ethnic (BME) applicants</p>	<p>Local People /Caring Matters</p>	<p>30/04/05</p>	<p>Increased applications from people from BME groups. Increased number of employees within the Directorate from BME groups.</p>	<p>Advertising of fortnightly vacancies in areas of the Borough with a high BME population has commenced. Assessment of available data to be undertaken during the municipal year 2006/07.</p>
<p>DUE 7. All Divisions (DL, JW, MW, SH) Inclusion of equalities or diversity question on interview selection panels</p>	<p>Local People Matter/ Caring Matters</p>	<p>30/04/05</p>	<p>Ensures potential employees realise the Directorate's commitment to equality and diversity issues, and provides knowledge to potential employees.</p>	<p>All recruitment and selection panels ask an equality and diversity question relevant to the vacancy.</p>
<p>DUE 8. All Divisions (DL, JW, MW, SH) Introduction of Equality and Diversity issues during Induction</p>	<p>Local People/ Quality Service Matters</p>	<p>31/05/05</p>	<p>Increased knowledge of the subject, which will transfer into service provision.</p>	<p>Leaflet produced which is provided to all employees during on-site Inductions. The Directorate is currently designing its own off-site Induction Programme, which will also contain information relating to equality and diversity.</p>

Objective (and lead officer)	<u>Council Plan</u> <u>Priority</u>	<u>Target Date/</u> <u>milestones</u>	Planned outcome/performance indicator	Progress/Final Outcome
DUE 9. All Divisions (DL, JW, MW, SH) Introduction of Exit Monitoring Forms	Local People/ Caring Matters	30/04/05	Identifies reasons why people with a disability or from a BME group seek alternative employment. Assists in overcoming retention problems.	Exit Monitoring Forms introduced and utilised. New corporate Exit Monitoring Form now introduced. Composition of workforce regarding people from a BME background or with a disability has increased.
DUE 10 .All Divisions (DL, JW, MW, SH) Equality and Diversity Issues at Divisional Management Team Meetings	Local People/ Quality Services Matter	30/04/05	Maintains the profile of Equality and Diversity issues within the Directorate. Enables the sharing of good practice within Divisions. Reinforces the necessity of equality and diversity issues in service planning.	Equality and diversity issues an agenda item on a regular basis. Directorate has also introduced an equality and diversity working group to assist in the mainstreaming of equality issues into service provision, and to share any areas of good practice within the Directorate.

KEY TO INITIALS

HJE = Hazel Elliott

KJ = Karen Jesson

NF = Nick Ford

GD = Garry Dean

GB = Graham Bailey

JW = John Woodall

ML = Mark Lavender

DL = Duncan Lowndes

TF = Tim French

MW = Matt Williams

SH = Sue Holmyard