



Please ask for Martin Elliott
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The Chair and Members of Cabinet

Dear Councillor,

AGENDA SUPPLEMENT

Please see attached the documents for the agenda item(s) listed below for the meeting of the CABINET to be held on TUESDAY, 18 APRIL 2017, the agenda for which has already been published.

6. Equality and Diversity Policy, Strategy and Action Plan 2017 - 2019
(Pages 3 - 34)

Yours sincerely,

A handwritten signature in black ink, appearing to be "Randy".

Local Government and Regulatory Law Manager and Monitoring Officer

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For publication

Equality and Diversity Strategy and Policy 2017-2019 (CC1030)

Meeting:	Council Cabinet
Date:	26 April, 2017 18 April, 2017
Cabinet portfolio:	Customers and Communities
Report by:	Policy Officer

For publication

1.0 Purpose of report

- 1.1 To advise Members of the production of a new draft Chesterfield Borough Council Equality and Diversity Strategy and Policy 2017-19.
- 1.2 To seek comments and feedback from Members on the draft Equality and Diversity Strategy before it is presented to Council.

2.0 Recommendations

- 2.1 That Members consider the draft Chesterfield Borough Council Equality and Diversity Strategy and Policy 2017-19.
- 2.2 That support is given to present the Equality and Diversity Strategy and Policy to Full Council for approval.

3.0 Report details

- 3.1 The current Equality, Diversity and Social Inclusion Strategy and Policy are both now due to be updated. This update will ensure that the draft Strategy and Policy 2017-19 reflect our current understanding of the needs of our local communities, and our corporate priorities.
- 3.2 The revised Equality and Diversity Policy is attached at Appendix A. It includes:
- our corporate commitment to equality and diversity, including service provision and employment
 - corporate equality and diversity principles
- 3.3 The new revised Equality and Diversity Strategy outlines the way in which we plan to achieve our corporate equality objectives over the next two years. The Strategy is attached at Appendix B, and includes:
- our corporate commitment to equality and diversity
 - roles and responsibilities across the organisation in relation to equalities
 - local context and community profile
 - corporate equality and diversity principles
 - our corporate equality objectives and related actions to deliver the strategy
- 3.4 Implementation of the strategy and accompanying action plan will be monitored via the corporate performance management framework. The Equality and Diversity Forum will also have a role in scrutinising our performance in delivering the strategy. Progress will also be reported on via the corporate Equality and Diversity Annual Report.

4.0 Human resources/people management implications

- 4.1 Our commitment and approach to Equality and Diversity must be embedded across the Council. The Strategy and outlines roles and responsibilities across the organisation in the implementation of the Equality and Diversity Strategy and Policy.

5.0 Financial implications

5.1 The action plan will be delivered within existing resources.

6.0 Legal and data protection implications

6.1 The Policy and Strategy incorporate the organisation's approach to discharging its responsibilities under the Equality Act 2010 (including the Public Sector Equality Duty) as a service commissioner, service provider, and employer.

6.2 In addition to requirements under the Public Sector Equality Duty, (which includes the setting of corporate equalities objectives and publication of equalities data) it is anticipated that the Government Equalities Office will be introducing legislation during 2017 requiring additional mandatory gender pay gap reporting. It is anticipated that the additional reporting requirements will include:

- Calculating the mean and median gender pay gap
- The difference between mean and median bonus payments paid to men and women
- The proportion of men and women in each quartile of their pay distribution

This data will need to be calculated as a 'snapshot' on the 5th April each year from April 2017 onwards.

7.0 Consultation

7.1 Members of Chesterfield Equality and Diversity Forum have been consulted with during the development of the Strategy and Policy.

8.0 Risk management

8.1 This work concerns the implementation of statutory and good practice performance requirements. All relevant documents and reports have to be published and available for public scrutiny.

9.0 Equalities Impact Assessment (EIA)

9.1 The Equality Impact Assessment is attached at Appendix C. No negative impacts have been identified.

10.0 Recommendations

- 10.1 That Members consider the draft Chesterfield Borough Council Equality and Diversity Strategy and Policy 2017-19.
- 10.2 That support is given to present the Equality and Diversity Strategy and Policy to Full Council for approval.

11.0 Reasons for recommendations

- 11.1 The Policy and Strategy provide a framework for the Council to continue to ensure that the services we provide are fair and meet the needs of the local community, and that we discharge our responsibilities under the Equality Act 2010.

Decision information

Key decision number	703
Wards affected	All
Links to Council Plan priorities	To reduce inequality and support the more vulnerable members of our communities

Document information

Report author	Contact number/email
Katy Marshall	Tel: 01246 345247 email: katy.marshall@chesterfield.gov.uk
Appendices to the report	
Appendix A	Chesterfield Borough Council Equality and Diversity Policy 2017
Appendix B	Chesterfield Borough Council Equality and Diversity Strategy 2017-2019
Appendix C	Equality Impact Assessment for Chesterfield Borough Council Equality and Diversity Policy and Strategy 2017-2019

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Equality and Diversity Policy **2017 - 2019**

ARE WE ACCESSIBLE TO YOU? IF NOT - ASK US!

- ✓ We want everyone to be able to understand us.
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On request we will provide free -

- ✓ Language interpreters, including British Sign Language.
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Introduction

This is Chesterfield Borough Council's policy for equality, diversity and social inclusion. This policy sets out the Council's commitment to advancing equality and celebrating the diversity within our communities.

Our commitment to Equality and Diversity

Our vision at Chesterfield Borough Council is 'putting our communities first'. As a Council, we are here to serve and support our communities. It is these communities that make Chesterfield Borough a great place to live, work and visit. And it is these communities that we seek to put first as a council in all that we do.

The Council as a community leader, a service provider, employer and commissioner of goods and services, has a clear social and legislative responsibility to prevent discrimination and advance equality.

By working to eliminate discrimination and promote equality we will empower our residents and help them to realise their full potential.

Our Equality and Diversity Principles

1. Putting the needs of our communities at the heart of delivery and embedding and mainstreaming equality into the work of Chesterfield Borough Council.
2. Making sure that when taking decisions, we consider information and feedback from our communities and the impact our decisions may have on them, through the development and completion of Equality Impact Assessments.
3. Monitoring, assessing and evaluating the impact of our strategies, policies, programmes, projects and commissioning on equality. Taking mitigating action to minimise any adverse impacts on people who share a protected characteristic.
4. Being open, honest and transparent, publishing and ensuring easy access to equality information and outcomes.

5. Ensuring consultation and engagement is central to the development and delivery of our services, in line with the Council's Community Engagement Strategy.
6. Working in partnership with other organisations, the voluntary sector, and local businesses to promote, recognise and celebrate difference within the context of fairness and equality.
7. Working in partnership to promote, recognise and celebrate diversity and to create communities which challenge discrimination and embrace difference.
8. Working towards developing a workforce which is representative of local communities and ensuring employment policies are fair and robust.
9. Drawing on best practice to continuously improve and strengthen our approach to equality and diversity in the workplace, and wider community.

Specific commitments in employment

Chesterfield Borough Council is committed to being a fair and supportive employer. We want motivated and empowered employees who deliver high quality services to our customers.

In order to achieve this we will:

- Carry out recruitment fairly.
- Provide equality, diversity and social inclusion training for employees so that they can implement this policy.
- Treat all employees fairly, with dignity and respect at all times.
- Tackle unacceptable behaviour in the workplace.
- Provide employees from all parts of the council with opportunities to influence the development of our policies and practices.
- Reward all employees fairly and providing employment conditions which support them to do a good job.
- Promote a good work-life balance and opportunities to work flexibly.
- Support employees by making reasonable adjustments related to disability, pregnancy etc.
- Monitor the make-up of our workforce.

The scope of our commitments

We will work to deliver our commitments by tackling inequality arising out of:

- Age
- Disability
- Gender re-assignment
- Marital status and civil partnership
- Pregnancy and maternity
- Race
- Religion and belief, including non-belief
- Sex or gender
- Sexual orientation
- Other forms of disadvantage such as social and economic deprivation and health inequalities

Who is responsible for this Policy?

This policy applies to every Councillor, employee of Chesterfield Borough Council, and any other person or organisation employed by the Council to work or to deliver services on its behalf, including those employed through contractual, commissioning or grant-aided arrangements.

How we will ensure that this Policy is implemented

We will ensure that everyone associated with the Council is made aware of this policy and their responsibilities for implementing it. We will support people so they know how to implement the policy, including through training.

We will develop our approach to equality, diversity and social inclusion by making improvements in employment, service delivery and how we engage with local people.

We will regularly monitor and report our progress in relation to published equality, diversity and social inclusion based objectives.

To do this, we will gather feedback from customers, residents, employees, partner agencies and contractors.

We will use the information to monitor and assess:

- The take-up of our services
- Satisfaction with our services
- Effectiveness of our services
- The make-up of our workforce

- Effectiveness and impact of our employment practices
- Involvement in decision-making

We will also monitor the programmes, events and campaigns we deliver and support to promote equalities. This information will be used to improve future promotion.

We have developed an Equality and Diversity Strategy and accompanying action plan to implement this Policy and our key equalities objectives.

Our promise on equality monitoring

Whenever we ask members of the public or employees for personal information in order to undertake equality monitoring, we will take care that the monitoring is appropriate by complying with the law in relation to confidentiality, data protection and freedom of information, including:

1. Only asking for the information we need.
2. Providing an explanation of why we need the information and how it will be used.
3. Taking care to ensure that individuals cannot be identified from the information collected, especially where the results of monitoring are made public or shared.

Keeping this Policy up to date

We will review this policy on a regular basis and will carry out consultation before making any changes to the policy.

Further information about this Policy

If you have any enquiries about this policy please contact the Policy Service on 01246 345247 or e-mail eoinfo@chesterfield.gov.uk.

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Equality and Diversity Strategy 2017 to 2019



CHESTERFIELD
BOROUGH COUNCIL

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1. Foreward

Welcome to Chesterfield Borough Council's Equality and Diversity Strategy 2017 - 2019. This Strategy and Action Plan sets out our objectives that we will be working on over the next two years to promote equality and diversity both within Chesterfield Borough Council and our communities.

Chesterfield Borough Council recognises and welcomes the diversity of our Borough. Our Strategy and Plan sets out how we will continue to celebrate this diversity.

We also recognise that a large proportion of our community are not able to access the proceeds of growth and recent investment into the town. Through embedding our Strategy and Plan into Service areas we will continue to work towards our aspiration for Chesterfield Borough to be an accessible community and an inclusive Borough, where everyone feels valued and has equal and fair access to local services.

Despite the financial challenges, we will continue to do everything to demonstrate our commitment to equality and diversity, ensuring that they are an integral part of our decision making processes.

2. Our Commitment to Equality and Diversity (statement of intent)

Our vision at Chesterfield Borough Council is 'putting our communities first'. As a Council, we are here to serve and support our communities. It is these communities that make Chesterfield Borough a great place to live, work and visit. And it is these communities that we seek to put first as a Council in all that we do.

The Council as a community leader, a service provider, employer and commissioner of goods and services, has a clear social and legislative responsibility to prevent discrimination and advance equality.

By working to eliminate discrimination and promote equality we will empower our residents and help them to realise their full potential.

Our duties under the Equality Act 2010

As a Local Authority, we are subject to the Public Sector Equality Duty which was introduced in the Equality Act 2010. This duty requires all public bodies to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

In order to support public bodies to meet the Public Sector Equality Duty there are Specific Duties which public bodies must meet:

- Set and publish equality objectives, at least every four years, and
- Publish information, at least annually, to show their compliance with the Equality Duty. This must include information relating both to its employees and to people who are affected by the public body's policies and procedures.

The other important pieces of legislation that we need to adhere to and impact on the work of both the inclusion and prevention agenda are:

- 1998: Human Rights Act
- 1996: Employment Rights Act

The Equality and Diversity Strategy sets out the Council's commitment and approach to eliminating unlawful discrimination, harassment and victimisation, advancing equality of opportunity, and fostering good relations in the Borough over the next two years. It includes:

- *the roles and responsibilities for delivering the Council's Equality and Diversity Strategy*
- *the local context and achievements made so far by the Council and partners*
- *our Equality and Diversity Principles, which will guide our approach to equality and diversity*
- *our specific objectives and anticipated outcomes in relation to Equality and Diversity*
- *the way that we will monitor our progress in delivering the strategy and how we will make a real and positive difference to the lives of those affected by Chesterfield Borough Council's services*

When developing this Strategy, we have been guided by the Council's four key values:

1. Customer focused – delivering great customer service, meeting customer needs.
2. Can do – striving to make a difference by adopting a positive attitude.
3. One council, one team –proud of what we do, working together for the greater good.
4. Honesty and respect – embracing diversity and treating everyone fairly.

The Equality and Diversity Strategy complements and supports the delivery of the priorities within the Chesterfield Borough Council Plan, which are:

- *To make Chesterfield a thriving Borough*
- *To improve the quality of life for local people*
- *To provide value for money services*

3. Roles and Responsibilities

Our Constitution governs how decisions are made, how we operate and the procedures that are followed to ensure that these are efficient, transparent and accountable. Decisions are taken by councillors through the Council and its committee meetings, most of which are open to the public.

The day-to-day delivery of local services is carried out by various staff through the Council's management structure. The Chief Executive and Senior Leadership Team has overall responsibility for managing the Council, and work together with the Corporate Management Team to oversee progress against the Council's stated priorities, and the outcomes delivered as a result of the Council's plans and services they provide to residents. Equality Impact Assessments (EIAs) are used by decision makers including Council, Cabinet, Committees and Officers to determine the impact of the Council's initiatives, and to put appropriate mitigating action in place to minimise negative impact on groups protected by the Equality Act and the wider community.

Achieving and promoting equality and diversity is a responsibility shared by all elected members, the Senior Leadership Team, Corporate Management Team, managers, staff, contractors, partners, stakeholders and residents.

Equality and Diversity Forum

The Equality and Diversity Forum is a group of representatives from statutory partners, community groups and local individuals with an interest and/or expertise in equality and diversity. The Forum members work together to share ideas, best practice and to raise awareness in the community of equality and diversity. The Forum acts as a critical friend for the Council's services and plays a key role in the scrutiny and development of Equality Impact Assessments which inform the Council's decision making process. Support is provided by the Council to facilitate the Forum's activities, which include organising a number of themed awareness raising and training events throughout each year. The Forum adopts a partnership approach, pooling resources with partners to maximise the positive impact of its work in the community.

Elected Members

Elected members must fulfil their statutory responsibilities under the Equality Act to promote good community relations in all their work, particularly in their community leadership role. They must also make informed decisions, which consider the impact on people with protected characteristics and key community groups.

Senior Leadership Team

The Senior Leadership Team (SLT) must champion and lead by example, using the Public Sector Equality Duty to encourage the integration of equality and diversity issues in all aspects of the Council's work. SLT should actively help to promote equality and diversity issues and actions within services, and ensure that good quality Equality Impact Assessments are completed and used (where appropriate).

Corporate Management Team and Managers

The Corporate Management Team must maintain an overview of equality and diversity for their service and ensure effective development, implementation and monitoring of service equality and diversity objectives and related actions, including ensuring completion and appropriate challenge of Equality Impact Assessments.

Employees

Employees should demonstrate commitment to equalities by:

- Championing equality and diversity in the Borough when undertaking their work
- Taking active steps to challenge discrimination and harassment in the workplace and the community including hate crime reporting
- Making informed decisions and proposals, which consider the impact on people with protected characteristics and key community groups
- Understanding, complying and feeding into the equality and diversity processes in their services.

Employees receive a comprehensive training package detailing their roles and responsibilities and raising awareness of equality and diversity related matters.

Contractors

Contractors who deliver services on behalf of Chesterfield Borough Council must comply with the Equality Act 2010, including incorporating the Council's Public Sector Equality Duty commitments in all dealings and practices on behalf of the Council in all areas assessed as relevant to the duty.

Partners

Partners must be aligned to the Council's Equality and Diversity Policy and the objectives set out in this strategy.

Stakeholders

The Council should engage with stakeholders to ensure they can contribute to the process of setting, monitoring and reviewing equality and diversity objectives and action plans.

4. Local Context and Achievements

Chesterfield is the second largest settlement in Derbyshire (Derby City is the largest). It is a relatively compact and mainly urban area. The market town of Chesterfield acts as the sub-regional centre for north eastern Derbyshire and provides a range of retail, commercial, leisure and cultural facilities.

Chesterfield is a major centre of employment (over 48,000 people work in the Borough) attracting almost 20,000 in-bound commuters on a daily basis. Its employment catchment area covers a large part of the surrounding districts of Bolsover and North East Derbyshire, as well as drawing in people from Derbyshire Dales and Sheffield.

Key equalities related information from the Census and other information sources such as the area Health Profile and Index of Multiple Deprivation include:

- Demographic information - On Census day 2011 Chesterfield Borough had a population of 103,800 - 5000 more than on Census day 2001. The Borough has a higher proportion of residents from minority ethnic backgrounds than in Derbyshire, with the main populations in St. Leonards, St. Helen's, Holmebrook and Brockwell. In 2001, 98.1% of the Chesterfield Borough population were White British compared to 94.9% in 2011.
- The Borough has a higher percentage of households with no access to a car or van than Derbyshire, East Midlands and England at 27.1%. The highest percentages (over 40%) are in Rother and St. Helens compared to just 11.2% in Walton.
- The majority of Chesterfield Borough residents live within a 20 minute walk of essential services, including GPs, Pharmacies, Schools, Post Offices etc. (a significant percentage within 10 minutes).
- Housing - The Borough has a far lower percentage of owner occupiers than in Derbyshire. The highest percentages are in Walton and West; the lowest percentages are in Rother, Middlecroft and Poolsbrook. The Borough has a considerably higher percentage of social housing than in Derbyshire, East Midlands and England. The private rented sector appears to be growing rapidly with particular concentrations in Holmebrook, St. Leonards and St. Helens.
- Working and Learning Communities -21% of residents in Chesterfield Borough have higher level qualifications; this is lower than in Derbyshire, East Midlands and England. The highest percentage of residents with higher level qualifications is in the west of the Borough – Walton and West (39.8%), the lowest over in the East (Middlecroft and Poolsbrook – 11.6%). There is a higher percentage of residents in Chesterfield Borough who are economically inactive due to long-term sickness or disability.
- Chesterfield is the 85th most deprived area in England out of 326 English local authorities.
 - There are significant concerns about entrenched and worsening deprivation in several Chesterfield neighbourhoods for example Grangewood is now in the 1% most deprived neighbourhoods in England. In order to make detailed observations about communities, areas are divided into Lower Super Output Areas (LSOAs). All six of the Chesterfield LSOAs in the 10% most deprived in 2015 have deteriorated since 2010.
 - Deprivation inequality has risen in Chesterfield Borough with the areas within the 10% least deprived in England improving their position across a range of domains and the 10% most deprived deteriorating.

- While employment deprivation has improved generally in Chesterfield Borough, a third of neighbourhoods within the Borough remain the 20% most deprived in England.
- Health - The health of people in Chesterfield is varied compared with the England average. Deprivation is higher than average and about 3,700 children (21%) live in poverty. Life expectancy is 10.1 years lower for men and 7.8 years lower for women in the most deprived areas of Chesterfield than in the least deprived areas. In Year 6, 18.2% of children are classified as obese, and 26.5% of adults are classified as obese. The rate of self-harm hospital stays, smoking related deaths, drug misuse and early deaths from cardiovascular disease are worse than average. Health and disability is a major concern for Chesterfield Borough. The Borough is ranked the 25th most deprived in England in terms of health, and half of the LSOAs are within the 20% most deprived within England.

Despite extensive investment to strengthen Chesterfield's economy, these figures suggest that a significant percentage of our community are not currently accessing the proceeds of growth due to a variety of factors including poor health, caring responsibilities, poor educational and skills attainment etc.

You can find out more about Chesterfield's communities in our State of the Borough Report which can be accessed here: <https://www.chesterfield.gov.uk/living-here/neighbourhoods/state-of-the-borough.aspx>

5. Equality and Diversity Principles

We have set out the following principles to govern our approach to Equality and Diversity:

1. Putting the needs of our communities at the heart of delivery and embedding and mainstreaming equality into the work of Chesterfield Borough Council.
2. Making sure that when taking decisions, we consider information and feedback from our communities and the impact our decisions may have on them, through the development and completion of Equality Impact Assessments.
3. Monitoring, assessing and evaluating the impact of our strategies, policies, programmes, projects and commissioning on equality. Taking mitigating action to minimise any adverse impacts on people who share a protected characteristic.
4. Being open, honest and transparent, publishing and ensuring easy access to equality information and outcomes.
5. Ensuring consultation and engagement is central to the development and delivery of our services, in line with the Council's Community Engagement Strategy.
6. Working in partnership with other organisations, the voluntary sector, and local businesses to promote, recognise and celebrate difference within the context of fairness and equality.
7. Working in partnership to promote, recognise and celebrate diversity and to create communities which challenge discrimination and embrace difference.
8. Working towards developing a workforce which is representative of local communities and ensuring employment policies are fair and robust.
9. Drawing on best practice to continuously improve and strengthen our approach to equality and diversity in the workplace and wider community.

6. Equality and Diversity Objectives and Outcomes

Equality objective 1: Encourage mutual understanding and respect between all community members, including but not limited to: people with a disability, newly-arrived migrants, asylum seekers and refugees, gypsies and travellers, people of different ethnicities and race, people of different faiths, gender and sexual orientation.			
Action	Lead Service	Target date	Outcomes linked to the Council Plan
1. Continue to work in partnership with communities to organise a range of equality and diversity themed awareness activities and events, through the Equality and Diversity Forum.	Policy and Communications	Ongoing	<ul style="list-style-type: none"> - Working with residents to create communities which challenge discrimination and embrace difference. - Working in partnership with other organisations, the voluntary sector, and local businesses to promote, recognise and celebrate difference within the context of fairness and equality. <p>(Links to Council Plan Priority Area 2: To improve the quality of life for local people)</p>
2. Ensuring that translation and interpretation made available by Chesterfield Borough Council meets the needs of local communities by reviewing and revising our current arrangements.	Policy and Communications	March 2018	<ul style="list-style-type: none"> - Drawing on best practice to continuously improve and strengthen our approach to equality and diversity and our communication with residents. - (Links to Council Plan Priority Area 3 – To provide value for money services and ensure we are able to deliver the services our communities need.)
3. Review, revise and relaunch our hate crime reporting process.	Policy and Communications	March 2019	<ul style="list-style-type: none"> - Ensuring that employees understand their responsibilities and are able to provide the best possible support to vulnerable people. - Working to create communities which challenge discrimination and embrace difference. <p>(Links to Council Plan Priority Area 2: To improve the quality of life for local people)</p>

Equality objective 2: Encourage and support involvement from all communities in the shaping, development, delivery and monitoring of local services, and ensure that service changes address the needs of our communities in an equitable way, taking account of the needs of people with protected characteristics.

Action	Lead Service	Target date	Outcomes linked to the Council Plan
4. Review and revise the corporate arrangements for equalities monitoring in line with best practice and in partnership with local communities.	Policy and Communications	March 2018	<ul style="list-style-type: none"> - Monitoring and assessing the impact of our strategies, policies, programmes, projects and commissioning on equality, and, where appropriate, improve upon any adverse impacts. - Being open and transparent, publishing and ensuring easy access to equality information and outcomes. <p>(Links to Council Plan Priority Area 3 – To provide value for money services)</p>
5. Review and update the data set collected and published as part of the Public Sector Equality Duty in line with best practice and in partnership with local communities.	Policy and Communications	March 2018	<ul style="list-style-type: none"> - Monitoring and assessing the impact of our strategies, policies, programmes, projects and commissioning on equality. Taking mitigating action to minimise any adverse impacts on people who share a protected characteristic. - Being open and transparent, publishing and ensuring easy access to equality information and outcomes. <p>(Links to Council Plan Priority Area 3 – To provide value for money services)</p>
6. Providing corporate equality advice and support, for example, to the town hall refurbishment project to improve accessibility.	Policy and Communications	2017/2018	<ul style="list-style-type: none"> - Ensuring that we are meeting the needs of our employees during the Town Hall refurbishment, including temporary and longer term arrangements. Ensuring that the Town Hall is as accessible as possible for employees, tenants and wider public. <p>(Links to Council Plan Priority Area 2: To improve the quality of life for local people, and Council Plan Priority Area 3 – To provide value for money services and ensure we are able to deliver the services our communities need.)</p>

Equality objective 3: Empower equality and diversity organisations, the voluntary sector, local businesses and communities by monitoring and publishing equality and diversity information and outcomes so that they feel they can understand the reasons for Council decisions and challenge them if they feel it necessary.

Action	Lead Service	Target date	Outcomes linked to the Council Plan
7. Review and revise the Equality Impact Assessment process in line with best practice.	Policy and Communications	March 2018	<ul style="list-style-type: none"> - Ensuring an evidence and needs based approach is taken in all decision making through the development and completion of Equality Impact Assessments for strategies, policies, programmes and projects and our commissioning activities. <p>(Links to Council Plan Priority Area 2: To improve the quality of life for local people, and Council Plan Priority Area 3 – To provide value for money services and ensure we are able to deliver the services our communities need.)</p>
8. Maintain the State of the Borough report in line with latest available information.	Policy and Communications	March 2019	<p>Ensuring an evidence and needs based approach is taken in all decision making by providing consistent and up-to-date community and workforce data.</p> <p>(Links to Council Plan Priority Area 2: To improve the quality of life for local people, and Council Plan Priority Area 3 – To provide value for money services and ensure we are able to deliver the services our communities need.)</p>
To respond effectively to the gender pay gap reporting requirements.	Policy and Communications/ Human Resources	March 2018	<ul style="list-style-type: none"> - Monitoring and assessing the impact of our strategies, policies, programmes, projects and commissioning on equality. Taking mitigating action to minimise any adverse impacts on people who share a protected characteristic. - Being open and transparent, publishing and ensuring easy access to equality information and outcomes. <p>(Links to Council Plan Priority Area 3 – To provide value for money services)</p>

Equality objective 4: Provide employees with training and development opportunities so that they have the skills, abilities and confidence to recognise and respond appropriately and sensitively to diversity and discrimination, both within the workplace and when delivering services.

Action	Lead Service	Target date	Outcomes linked to the Council Plan
10. Review and update the package of equality and diversity related training provided for Chesterfield Borough Council employees and Members, including introducing a range of additional awareness raising modules on various themes.	Policy and Communications	March 2018	<ul style="list-style-type: none"> - Providing an introduction into the Council's values regarding equalities, and underpinning legislation. - Reducing discrimination. - Raising awareness of the impact of equality and diversity on the authority, employees and our communities. - Ensuring that equalities is embedded within all council services. - Ensuring employees understand their responsibilities. <p>(Links to Council Plan Priority Area 3 – To provide value for money services and ensure we are able to deliver the services our communities need.)</p>
11. Launch the revised Equality Impact Assessment process with service briefings / training sessions	Policy and Communications	March 2019	<ul style="list-style-type: none"> - Ensuring that employees and members understand the Equality Impact Assessment process and their responsibilities. <p>(Links to Council Plan Priority Area 3 – To provide value for money)</p>

7. Monitoring

The Equality and Diversity objectives are aligned to the priorities in the Council Plan 2015/19. The Council will identify the actions it will take to achieve these objectives through the ongoing corporate performance management framework.

Progress will be monitored by the Equality and Diversity Forum, and presented in regular performance reports. The achievements will also be reported every year through the Equality and Diversity Annual Report to show the work being done by the Council in accordance with the Equalities Act 2010 and the objectives within the strategy to promote diversity and recognise and celebrate difference.

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Chesterfield Borough Council

Equality Impact Assessment - Full Assessment Form

Service Area: Policy and Communications

Section: Policy

Lead Officer: Katy Marshall, Policy Officer

Title of the policy, project, service, function or strategy the EIA is being produced for: Equality and Diversity Policy and Strategy 2017-2019

Is the policy, project, service, function or strategy:

Existing ☐

Changed ☒

New/Proposed ☐

STEP 1 – MAKE SURE YOU HAVE CLEAR AIMS AND OBJECTIVES

What is the aim of the policy, project, service, function or strategy?

This Policy and Strategy show our commitment to advancing equality of opportunity, and providing fair access and treatment in employment and when delivering services. It also ensures that the services we provide are fair and meet the needs of the local community, and that we discharge our responsibilities under the Equality Act 2010.

Who is the policy, project, service, function or strategy going to benefit and how?

The Policy will benefit all who live, work, visit and study in Chesterfield. The Policy also includes specific commitments regarding the Council as an employer, it therefore benefits Chesterfield Borough Council employees and potential employees.

What outcomes do you want to achieve?

The project contributes towards the Council's priority to reduce inequality and support the more vulnerable members of our communities .

What barriers exist for both the Council and the groups/people with protected characteristics to enable these outcomes to be achieved?

- Robust and responsive monitoring of equality, diversity and social inclusion issues for services, functions, policies, projects and strategies is resource intensive.
- This policy applies to every Councillor, employee of Chesterfield Borough Council, and any other person or organisation employed by the Council to work or to deliver services on its behalf, including those employed through contractual, commissioning or grant-aided arrangements. The success of this Policy relies on full commitment from all these stakeholders.
- The Strategy and Policy must provide a framework for the Council to follow but be flexible enough to meet the changing needs of local communities, and statutory requirements over the next two years.

STEP 2 – COLLECTING YOUR INFORMATION

What existing data sources do you have to assess the impact of the policy, project, service, function or strategy?

- Best practice sharing from a range of authorities including all authorities in Derbyshire.
- Range of data available from the State of the Borough report including Census data, economic data, health data etc.
- Chesterfield Borough Health Profile.

STEP 3 – FURTHER ENGAGEMENT ACTIVITIES

Please list any additional engagement activities undertaken to complete this EIA e.g. met with the Equalities Advisory Group, local BME groups, Employee representatives etc. Could you also please summarise the main findings.

Date	Engagement Activity	Main findings
Ongoing	CBC engagement activities including Are You Being Served.	During recent years our engagement activity has seen an increase in concern about the economic situation, social and financial inclusion. The Policy includes these issues alongside health inequalities which is also an increasing concern.

March – April 2017	Equality and Diversity Forum	The Equality and Diversity Forum have supported the development of the principles and action plan, and will be involved in ongoing monitoring of delivery of the strategy.
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STEP 4 – WHAT’S THE IMPACT?

Is there an impact (positive or negative) on some groups/people with protected characteristics in the community? (think about race, disability, age, gender, religion or belief, sexual orientation and other socially excluded communities or groups). You may also need to think about sub groups within each equalities group or protected characteristics e.g. older women, younger men, disabled women etc.

Please describe the potential impacts both positive and negative and any action we are able to take to reduce negative impacts or enhance the positive impacts.

Group or Protected Characteristic	Positive impacts	Negative impacts	Action
Age – including older people and younger people.	This is one of the characteristics specifically targeted in the Policy and Strategy, which seeks to advance equality of opportunity and fair access and treatment in services and employment.	None	None
Disabled people – physical, mental and sensory including learning disabled people and people living	As above	As above	As above

with HIV/Aids and cancer.			
Gender – men, women and transgender.	As above	As above	As above
Marital status including civil partnership.	As above	As above	As above
Pregnant women and people on maternity/paternity.	As above	As above	As above
Sexual Orientation	As above	As above	As above
Ethnic Groups	As above	As above	As above
Religions and Beliefs	As above	As above	As above
Other groups e.g. those experiencing deprivation and/or health inequalities.	Social Inclusion, deprivation, health inequalities commitments have been strengthened in this policy from the previous versions.	None	None

From the information gathered above does the policy, project, service, function or strategy directly or indirectly discriminate against any particular group or protected characteristic?

Yes ☐

No ☒

If yes what action can be taken to stop the discrimination?

STEP 5 – RECOMMENDATIONS AND DECISION MAKING

How has the EIA helped to shape the policy, project, service, function or strategy or affected the recommendation or decision?

A range of data was collected during the EIA stage, this helped to shape the policy and strategy.

How are you going to monitor the policy, project, service, function or strategy, how often and who will be responsible?

The Policy and Strategy will be reviewed and monitored on a regular basis and appropriate changes made e.g. due to changes in legislation or changing community needs.

STEP 6 – KNOWLEDGE MANAGEMENT AND PUBLICATION

Please note the draft EIA should be reviewed by the appropriate Head of Service/Service Manager and the Policy Service before WBR, Lead Member, Cabinet, Council reports are produced.

Reviewed by Policy Service

Name: Katy Marshall

Date: 08/03/2017

Final version of the EIA sent to the Policy Service ☐

Decision information sent to the Policy Service ☐