

## Equality Impact Assessment (EIA) Report Form

This form should be completed for each Equality Impact Assessment on a new or existing function, a reduction or closure of service, any policy, procedure, strategy, plan or project which has been screened and found relevant to Equality and Diversity.

**Please refer to the 'Equality Impact Assessment Guidance' while completing this form. If you would like further guidance please contact the Corporate Strategy Team or your directorate Heads of Service Equality Champion.**

<b>Where do you work?</b>
Service Area: Corporate Strategy
Directorate: Chief Executive's Office

**(a) This EIA is being completed for a...**

Service/ Function <input type="checkbox"/>	Policy/ Procedure <input type="checkbox"/>	Project <input type="checkbox"/>	Strategy <input type="checkbox"/>	Plan <input checked="" type="checkbox"/>	Proposal <input type="checkbox"/>
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**(b) Please name and describe below...**

The Strategic Equality Plan contains the Council's Equality Objectives along with information on how the Council will address equality issues, promote equality amongst staff and the public as well as meeting the legal requirements of the Equality Act 2010 and the Public Sector Duties 2011.

**(c) It was initially screened for relevance to Equality and Diversity on ...**

**(d) It was found to be relevant to...**

Age ..... <input checked="" type="checkbox"/>	Race ..... <input checked="" type="checkbox"/>
Disability ..... <input checked="" type="checkbox"/>	Religion or belief ..... <input checked="" type="checkbox"/>
Gender reassignment ..... <input checked="" type="checkbox"/>	Sex ..... <input checked="" type="checkbox"/>
Marriage & civil partnership ..... <input checked="" type="checkbox"/>	Sexual orientation ..... <input checked="" type="checkbox"/>
Pregnancy and maternity ..... <input checked="" type="checkbox"/>	Welsh language ..... <input type="checkbox"/>

**(e) Lead Officer**

**Name:** Rhian Headon

**Job title:** Equality and Engagement Officer

**Date:** 26 August 2015

**(f) Approved by Head of Service**

**Name:** Karen Jones

**Date:** 26 August 2015

## Section 1 – Aims (See guidance):

Briefly describe the aims of the function, service, policy, procedure, strategy, plan, proposal or project:

### What are the aims?

- To meet the Council's legislative requirements under the Equality Act 2010 and Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011
- To set and meet Equality Objectives which will provide positive outcomes for the community
- To encapsulate the council's commitment and progress in the equality agenda
- To ensure that people living, visiting and working in the county borough are able to access services through appropriate channels, to allow greater integration into community life, and to work towards an environment where people are confident and able to participate fully in the life of the county borough and its various communities
- To remove or minimise disadvantages experienced by people due to their protected characteristics, and;
- To take steps to meet the needs of people from protected groups where these are different from the needs of other people.

### Who has responsibility?

The Strategic Equality Plan is owned by the Cabinet Member for Finance and Corporate Services with officer responsibility resting with Head of Corporate Strategy.

Elected Member Champions support the Cabinet Member while officer support for implementation of the Plan is provided by the Heads of Service Equality and Community Cohesion Group, with each member of staff having responsibility for his/her actions.

### Who are the stakeholder?

People who share protected characteristics within the resident population, visitors and those who work in the county borough.

Members of community groups, partner organisations, staff, elected members.

## Section 2 - Information about Service Users (See guidance):

Please tick what information you know about your service users and provide details / evidence of how this information is collected.

Age .....	<input checked="" type="checkbox"/>	Race .....	<input checked="" type="checkbox"/>
Disability .....	<input checked="" type="checkbox"/>	Religion or belief.....	<input checked="" type="checkbox"/>
Gender reassignment .....	<input checked="" type="checkbox"/>	Sex .....	<input checked="" type="checkbox"/>
Marriage & civil partnership .....	<input checked="" type="checkbox"/>	Sexual orientation.....	<input checked="" type="checkbox"/>
Pregnancy and maternity .....	<input checked="" type="checkbox"/>	Welsh language.....	<input checked="" type="checkbox"/>

### What information do you know about your service users and how is this information collected?

The main source of data across all groups is the Census 2011. From this we know that : Age, Disability, race, religion, sex, Welsh language and marriage/civil partnership.

Data is also collected for a variety of purposes by a range of services areas but data collection is inconsistent across the council.

The data in respect of gender reassignment and sexual orientation is not currently available for the county borough. However links established with the Swansea Bay LGBT Forum has ensured we are improving our knowledge in this area.

We are working to include update our monitoring forms to help us determine how well, or otherwise, we are providing our services to people of all groups and so assist in the review of our service provision.

### Any Actions Required?

- Continue to develop data collection as part of the Equality Objective

## 1 Resident population

Total	139,812
Male	68,450
Female	71,362
Area (hectares)	44,126
Density*	3.2

## 2 Resident population age structure

	No.	%
0 - 4 year olds	7,599	5.4
5 - 15 year olds	17,038	12.2
16 - 24 year olds	14,930	10.7
25 - 44 year olds	35,312	25.3
45 - 59 year olds	29,399	21.0
60 - 64 year olds	9,483	6.8
65 - 74 year olds	13,862	9.9
75 - 89 year olds	11,032	7.9
90+ year olds	1,157	0.8

## 3 Ethnic group population

	No.	%
White	137,087	98.1
Mixed	910	0.7
Asian or Asian	1,369	1.0
British		
Black or Black British	299	0.2
Other	147	0.1

## 4 Religion

	No.	%
Christian	80,646	57.7
Buddhist	312	0.2
Hindu	144	0.1
Jewish	39	0.0
Muslim	573	0.4
Sikh	113	0.1
Other	533	0.4
No religion	47,265	33.8
Not stated	10,187	7.3

## 5 Residents with limiting long-term illness (LLTI) & general health of all

	No.	%
People with LLTI (Lot & little)	39,112	28.0

## General health

	No.	%
Very good/good	102,543	73.4
Fair	22,640	16.2
Very bad/bad	14,629	10.5

## 6 Residents in communal establishments

	No.	%
Total	1,130	0.8

## 7 Households

60,393

## 8 Central heating (households)

No central heating	674
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## 9 Dwellings

Total number of dwellings	63,978
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## 10 Household and family types %

One person	30.2
One person (aged 65+)	13.9
One person (other)	16.3
Couple – no children	16.8
Couple & non-dependent children	12.9
Lone parent & non-dep. children	4.6
All households with dep. children	28.3
Couple & dependent children	18.3
Lone parent & dependent children	7.7

## 11 Housing tenure

	No.	%
Owner occupied	41,479	68.7
Shared ownership	111	0.2
Social rented	11,545	19.1
Private rented	6,186	10.2
Other/Rent free	1,072	1.8

## 12 Household spaces

Household spaces	64,017
At least one usual resident	60,393
No usual residents	3,624

## 13 Dwelling type %

Whole house or bungalow	89.2
Flat, maisonette or apartment	10.6

## 14 Car ownership %

Households with no car/van	25.5
Households with one car/van	43.3
Households with 2+ cars/vans	31.1

## 15 Economic activity (% of all aged 16-74)

	Male	Female
Economically active**	67.2	57.4
Economically inactive	32.8	42.6

\*\*i.e. economic-activity rate

## 16 Economically active (% of all aged 16-74)

	Male	Female
Working full-time	45.5	26.5
Working part-time	5.6	22.1
Self-employed	8.4	3.1
Unemployed	5.9	3.1
Full-time student	1.8	2.6

## 17 Econ. inactive (% of all aged 16-74)

	Male	Female
Perm. sick/disabled	9.5	9.6
Retired	15.5	19.1
Looking after home/family	1.3	7.3
Students	4.5	4.1

## 18 Employed residents

Total	57,220
Male	30,365
Female	26,855

## 19 Weekly hours worked (main job) %

	Male	Female
15 hours & under	1,445	3,243
16 - 30 hours	2,736	9,923
31 - 48 hours	22,351	13,683
49+ hours	4,501	1,098

## 20 Self-employed

Total	5,908
Male	4,286
Female	1,622

## 21 Qualified residents (% of all aged 16+)

Highest qualification attained level 4	18.8
Highest qualification attained level 3	11.0
Highest qualification attained level 1/2	30.4
No qualifications	30.9

## 22 National identity

Welsh only	71.8
Welsh & British	8.2
British only	11.2
No Welsh identity	19.0
No British identity	79.6

## 23 Industries (% of all aged 16-74 in work)

Energy, water, agriculture, fishing, mining & quarrying, etc	2.7
Manufacturing	14.5
Construction	8.6
Hotels & catering	4.7
Transport, storage & communication	4.1
Wholesale & retail, repair of motor vehicles	14.7
Financial intermediation	3.1
Real estate, renting & business activities	1.2
Public admin & defence	9.8
Education	8.6
Health & social work	14.7
Other	4.3

## 24 Occupations (% of all aged 16-74 in work)

Managerial	7.0
Professional, technical	13.7
Admin & secretarial	13.3
Skilled trades	12.9
Services & sales	10.4
Process plant & machine operatives	10.0
Elementary occupations	9.9

## 25 Welsh Language skills %

	NPT	Wales
No skills in Welsh	75.2	73.3
Can understand spoken Welsh only	6.4	5.3
Can speak Welsh	15.3	19.0
Can speak, but can not read or write Welsh	2.7	2.7
Can speak and read but can not write Welsh	1.6	1.5
Can speak, read and write Welsh	10.8	14.6
Can speak and other combinations of skills in Welsh	3.3	2.5

## Notes

All % rounded to 1 dec. place; not all will add to 100. Section 10 will usually add to more than 100%; percentages in other sections will be at most 100%, they may exclude some groups e.g. 'category unknown'. \* Density is the number of people per hectare.

### Section 3 - Impact on Protected Characteristics (See guidance):

Please consider the possible impact on the different protected characteristics. This could be based on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

	Positive	Negative	Neutral	Needs further investigation
Age	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disability	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Race	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Religion or belief	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	➔ <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Welsh language	➔ <input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Thinking about your answers above, please explain in detail why this is the case including details of any consultation (and/or other information), which has been undertaken to support your view.**

The focus of the Strategic Equality Plan is to promote equality and eliminate discrimination. The aim is to have a positive impact on all groups particularly as we have a legal duty to set equality objectives for all protected characteristics.

As there is a requirement for equality objectives to be evidenced based and focused on achieving tangible outcomes the emphasis has been on making positive changes to people's lives. The involvement of equality groups in the development of the objectives, and throughout the whole process, has ensured the focus on positive outcomes has not been lost.

While arrangements to meet the legislative requirements in relation to the Welsh language are addressed primarily under a separate policy the actions identified to meet Objective 2 will also have a positive impact on the language. However, the overall impact of the Plan on the Welsh language is deemed to be neutral.

While the aim is to provide positive outcomes we are aware that external influences may at worst impact negatively or at best reduce the positive impact on our ability to meet the objectives.

**What consultation and engagement has been undertaken (e.g. with the public and/or members of protected groups) to support your view?**

Engagement has been integral in the revision of the SEP. Engagement with community and equality groups, partners, elected members as well as with officers has taken place throughout the process to determine whether the objectives remained relevant, if there were other objectives that needed to be considered and if there were any that were no longer appropriate.

Workshops, with attendees from various equality groups and officers, were held to consider the appropriateness of the objective. The resulting impacts of each objective were also raised during the discussions which reinforced our initial assessment.

The draft revised Strategic Equality Plan, including the equality objectives, was subject to public consultation between 5<sup>th</sup> June and 21<sup>st</sup> August.

Respondents included individuals, equality groups and partner organisations. There was 100% agreement to the objectives with additional actions under some objectives being identified.

50% of respondents highlighted additional elements to be included in the Strategic Equality Plan.

**Post Consultation**

Respondents overwhelmingly agreed with the Plan and Equality Objectives. No additional objectives or negative impacts were identified.

Comments that were received were carefully considered and where appropriate the Plan and Objectives were amended accordingly. In some instances the comments referred to work that was captured through by other plans and activities.

General comments received led to the rewording of some text for clarity as well as additional information being included the Plan (the legislative background).

A couple of significant comments were made in relation to age and religion/faith characteristics. Comments concerning age, particularly in respect of older people, were made in connection with a number of objectives; highlighting concerns over the sometime negative portrayal of older people in the media, accessible information, access to traditional care services, consultation and feedback with groups, issue in the urban environment, the benefit of adult education to influence the aims of the Objectives.

The comments received concerning religion/faith centred on meeting our duties in respect of and providing greater 'protection' to that characteristic. More specifically the respondent considered that education's Home to School Transport Policy discriminated against pupils with this particular characteristic. The comment was referred to the education service who advised that policy had been subject to an equality impact assessment and there are no plans to review the policy.

A number of other comments and suggested actions highlighted by respondents have been incorporated into the Plan/Action Plan to help meet the objectives, for example a greater focus on the prevention of hate crime and the alignment of some domestic abuse reporting measures with those of south Wales Police.

It has not been considered necessary to amend the Equality Objectives themselves but actions have been amended/new actions included to better address the matters raised by respondents.

**Any actions required (to mitigate adverse impact or to address identified gaps in knowledge)**

- Strategic Equality Plan to be amended as appropriate in light of comments received during consultation.
- Actions to be amended as appropriate in light of comments received during consultation

**Section 4 - Other Impacts:**

Please consider how the initiative might address the following issues.

You could base this on service user information, data, consultation and research or professional experience (e.g. comments and complaints).

<b>Foster good relations between different groups</b>	<b>Advance equality of opportunity between different groups</b>
<b>Elimination of discrimination, harassment and victimisation</b>	<b>Reduction of social exclusion and poverty</b>

**(Please see guidance for definitions)**

**Please explain any possible impact on each of the above.**

The whole ethos of the Strategic Equality Plan is to eliminate discrimination, harassment and victimisation as well to advance equality of opportunity between different groups the implementation of the Plan will certainly progress this.

Our commitment to engagement with different groups and communities in the development of this Plan amongst others has allowed greater understanding between groups, a shared sense of purpose, and a sense of increasing confidence to help make a better area in which to live, visit and work.

While there are number of plans and strategies that we develop as a council and in partnership but the underpinning principle of equality remains constant throughout; the Corporate Improvement Objectives, specifically in relation to older people, children and young people and those who have disability and the Single Integrated Plan specifically in relation to children and young people and health inequities.

In relation to reducing social exclusion and poverty - we have made it our priority to continue to work with our partners to mitigate the impact of welfare benefits changes on those with the lowest incomes remain a priority (corporate improvement objective 4).

The implementation of the Council's Digital by Choice – Channel Shift Strategy, will ensure that the Council and its citizens access the benefits of digital technologies, whilst also ensuring that use of other, more traditional channels are appropriate, efficient and effective. The aim is to reduce social exclusion and poverty as on-line service options increase choice, life opportunities and can reduce cost. Additionally, widening choice of channel should mean that we are better able to cater for the needs of different groups for whom face to face and telephone contact may present barriers.

We have been able to demonstrate progress against our equality objectives and the how we are meeting the public sector equality duty since its inception and this progress is report annually. In addition ongoing dialogue with equality groups and organisations as part of our strategic and service area engagement strategies has proved instrumental in meeting the duty as well as fostering a more conducive way of working.

**Is the initiative likely to impact on Community Cohesion?**

As equalities and community cohesion are very closely linked we are confident that through the implementation of the action plan there will be a positive impact in relation to community cohesion.

**How will the initiative treat the Welsh language?**

The actions identified to meet some of the equality objectives in the Strategic Equality Plan will ensure that we will also meet our responsibilities in relation to the Welsh language, for example the work that is being undertaken to improve the content on the website.

Further consideration of the Welsh language will be made as part of the implementation of the Welsh language Standards.

**Actions (to mitigate adverse impact or to address identified gaps in knowledge).**

- To seek opportunities to strengthen the participation of and communication with individuals and groups to ensure the continued engagement of interested parties.

**Section 5 - Monitoring arrangements:**

Please explain the arrangements in place (or those which will be put in place) to monitor this function, service, policy, procedure, strategy, plan or project:

**Monitoring arrangements:**

- The Heads of Service Equality and Community Cohesion Group has responsibility for implementing and monitoring progress of the Plan.
- Quarterly reports will be scrutinised by Corporate Management Group
- Progress will be reported annually to Policy and Resources Cabinet Board
- The Heads of Service Equality and Community Cohesion Group will keep the equality objectives under review.

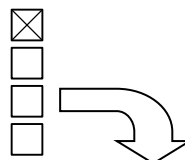
**Actions:**

- Review the membership of the Heads of Service Equality and Community Cohesion Group to include representatives of equality groups to ensure enhanced monitoring and development opportunities.

**Section 6 – Outcomes:**

Having completed sections 1-5, please indicate which of the outcomes listed below applies to your initiative (refer to guidance for further information on this section).

- Outcome 1: Continue the initiative...
- Outcome 2: Adjust the initiative...
- Outcome 3: Justify the initiative...
- Outcome 4: Stop and remove the initiative...



For outcome 3, detail the justification for proceeding here

**Section 7 - Publication arrangements:**

On completion, please contact the Corporate Strategy Team for advice on the legal requirement to publish the findings of EIAs.

## Action Plan:

What are we going to do and why?	Who will be responsible for seeing it is done?	When will it be done by?	How will we know we have achieved our objective?	Progress
Continue to develop data collection as part of the Equality Objective	Karen Jones	March 2016	Improvements in data collections level of data held on service user and staff	
Strategic Equality Plan to be amended as appropriate in light of comments received during consultation.	Karen Jones	26 <sup>th</sup> August 2015	Strategic Equality Plan amended as appropriate	Amended Strategic Equality Plan due to be reported to Policy and Cabinet Board on 3 <sup>rd</sup> September 2015
Actions to be amended as appropriate in light of comments received during consultation	Karen Jones	26 <sup>th</sup> August 2015	Actions amended as appropriate and reported to Policy and Cabinet Board	Amended actions due to be reported to Policy and Cabinet Board on 3 <sup>rd</sup> September 2015
To seek opportunities to strengthen the participation of and communication with individuals and groups to ensure the continued engagement of interested parties	Karen Jones	As per appropriate actions in action plan	Engagement activities completed within approved timescales as per the action plan.	
Review the membership of the Heads of Service Equality and Community Cohesion Group to include representatives of equality groups to ensure enhanced monitoring and development opportunities.	Karen Jones	October 2015  October 2015	<ul style="list-style-type: none"> <li>• Membership of Heads of Service Equality and Community Cohesion Group includes representatives of equality groups</li> <li>• Heads of Service dropped from name of Equality and Community Cohesion</li> </ul>	



		December 2016	Group • Equality and Community Cohesion Group begin to produce quarterly monitoring reports for Corporate Directors Group	
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