



# **GWYNEDD COUNCIL'S STRATEGIC EQUALITY PLAN ANNUAL REPORT 2015-2016**



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## **INTRODUCTION**

The Equality Act 2010 places a general duty on the Council to:

- Eliminate discrimination, harassment and illegal victimisation and other behaviour that is prohibited under the Act.
- Promote equal opportunities between people that share a relevant protected characteristic and those who do not.
- Foster good relationships between people who share a protected characteristic and those who do not.

The Act also expects the Council to produce a Strategic Equality Plan, outlining what we will do in order to undertake our duties under the Act.

There is a statutory requirement for us to report annually on our Plan, and it is a pleasure to present our monitoring report summarising the situation from March 2015 to the beginning of 2016. The document also includes our employment data for the period and a record of the equality complaints received from 31/03/15 onwards.

## **1. OBJECTIVE: TO IMPROVE OUR STRUCTURES IN ORDER TO RESPOND TO THE STATUTORY REQUIREMENTS OF THE EQUALITY ACT**

Regional Collaboration - Gwynedd Council continues on the North Wales Public Sector Equality Network and is cooperating as necessary.

Equality Impact Assessment - Arrangements are in place to ensure that an assessment is undertaken on every policy or relevant practice, and officers and members have had the opportunity to attend training to coincide with the Gwynedd Challenge consultation on possible cuts. For that work, 118 equality assessments were prepared, which was an assessment for every possible cut. The matter has been identified as an improvement for the Strategic Equality Plan 2016-2020.

Strengthen Complaints Procedures - The revised corporate complaints procedure is operational and a Service Improvement Officer has been appointed to monitor the complaints and the steps which are taken to improve the service. Any complaint relating to equality is dealt with by the Policy and Equality Officer.

## **2. OBJECTIVE: REDUCE HEALTH INEQUALITIES**

Transform Older People's Services - The Adults, Health and Well-being Department is engaging inclusively and thoroughly in accordance with the Corporate Engagement Strategy. A SPOA (Single Point of Access) model is being developed in order to provide information. The Direct Payments Policy was adopted in May 2015.

The Disability Sport Development Officer to continue implementing his work programme which include:

- Developing the Insport programme which has led the Healthy Communities service to successfully win a Bronze Insport accreditation.
- Taking advantage of the LAPA grant to be able to offer relevant training in the inclusive sporting field to the service's staff and to volunteers in community clubs.
- Collaborating on a scheme referring disabled people to community opportunities with the Betsi Cadwaladr University Health Board.
- Planning a programme within the service to ensure that clubs receive worthy support when applying for accreditation within their field.

## **3. OBJECTIVE: REDUCTION OF UNEQUAL RESULTS IN EDUCATION TO MAXIMISE THE POTENTIAL OF THE INDIVIDUAL**

Addressing Bullying in Schools - The schools' equality policy has been prioritised by primary and secondary schools in order to ensure consistency between schools, and that they are conforming with the requirements of the Equality Act 2010. Equality Training for Teachers, Pupils and Governors - Monitor schools updating the equality plan through measuring the effect of Safeguarding Children visits. Estyn is addressing

the Equality Plans. An equality training programme for governors has been produced and offered to Governors.

Gwynedd schools to publish and implement Equality Plans in accordance with the Statutory Requirement. Every school to provide an Equality Plan and Equality Policy. Estyn is monitoring during its school inspection visits.

Schools Accessibility - Full consideration given to accessibility needs as work to adapt or build new schools develops. Building work has started on a new Special Needs School with a residential unit in Meirionnydd. Meirionnydd.

#### **4. OBJECTIVE : TO REDUCE EMPLOYMENT INEQUALITY**

To adapt our Monitoring, Publishing and Analysing Arrangements of the Protected Characteristics of our Staff - Collecting and updating information arrangements have been adapted.

The matter has been identified as a field for improvement for the Strategic Equality Plan 2016-2020 as the number of responses has been low.

To address any pay gaps - work has been undertaken to give further guidance to managers when determining an initial salary level within the pay scale to ensure consistency, fairness and equal pay. An equal pay audit has been conducted. The matter has also been identified as a field for improvement for the Strategic Equality Plan 2016-2020 as the number of responses has been low.

Equality Training for Staff and Members - An e-learning module has been developed based on the requirements of the Equality Act and work is continuing to encourage staff to use the modules.

#### **5. TO REDUCE INEQUALITY IN PERSONAL SAFETY**

Response to Hate Crimes - Collaboration structures and work programmes are in place to share information and collaborate as needed:

- Community Safety Partnership
- North Wales Public Sector Equality Network
- North Wales Community Cohesion Group

MARAC (Multi Agency Risk Assessment Conference) - Domestic Abuse Policy is in place and training arrangements continue.

#### **6. REGIONAL OBJECTIVE: TO REDUCE THE INEQUALITY IN REPRESENTATION AND VOICE**

Corporate Engagement Arrangements - A Corporate Engagement Framework is in place, and work is underway to update it in 2016/17.

Residents Panel - Work has been undertaken to analyse the responses of THE panel members who define themselves as 'disabled' in order to see whether their responses are different in any way to the general pattern. In stages over the next three years we will put measures in place to monitor the remaining characteristics (gender reassignment, race - including ethnic or national, colour or nationality, pregnancy and maternity, sexual orientation, religion or belief - including lack of belief.)

## **7. REGIONAL OBJECTIVE: TO IMPROVE ACCESS TO INFORMATION, SERVICES, BUILDINGS AND THE ENVIRONMENT**

To Improve Access to Information and Digital Communication.

Digital Gwynedd - Efforts have continued in order to ensure an infrastructure across Gwynedd.

To implement a systemic approach of supporting digital inclusion.

Comply with the accessibility statutory requirements for 2015 buses - Continue to comply with accessibility statutory requirements for buses.

## **Conclusion - Four Years of the Disability Equality Plan 2012-16**

This is the last Annual Report that relates to the Council's first Strategic Equality Plan (namely the 2012-16 period). During this period good work has been undertaken in the field of equality within Gwynedd Council, as is shown in this report and the previous ones.

The main lesson we have learnt from creating and implementing the first Plan is that the plan has been far too large and too specific. In our desire to improve equality within the Council, we have concentrated too much on matters that should have been a daily part of the Services' work. This has made monitoring difficult, as many of the projects etc. have been adapted or abolished during the 4 years and other work has been prioritised.

Therefore, in the second Plan (2016-20) we have decided to be much more specific, by choosing the main matters that we will be addressing. We will, of course, expect services to operate on the basis of equality needs in their daily work without the need for everything to appear in a Plan. This should result in the Plan being much easier to use and monitor.

## APPENDIX 1

### EQUALITY COMPLAINTS 01/01/14 - 01/01/15

<b>Date</b>	<b>Feature</b>	<b>Level</b>
April 2014	Age, Disability	Dealt with the complaint on an informal level
May 2014	Gender	Dealt with the complaint on an informal level
June 2014	Language	Dealt with the complaint on an informal level
August 2014	Disability	Dealt with the complaint on an informal level
September 2014	Race	Dealt with the complaint on an informal level

In the table above, the exact details of any complaint are not noted for confidentiality reasons.

However, all the correspondences and relevant documents are kept on file in order to identify any negative patterns or any equality matters that require corporate response.



## APPENDIX 2

The size of the whole Workforce on 31/3/14 7,477

(heads - staff who have an open post record on the payroll system)

Number of staff who have responded to the Equality Questionnaires 4,601  
 Sample size as a percentage of the whole Workforce 62%

### Ethnic background - "In your opinion, to which of the groups below do you belong?"

	Total	Percentage of the sample	Percentage of the Whole Workforce
White	4,508	99.34%	60.29%
Other	9	0.20%	0.12%
Mixed - White and Asian	8	0.18%	0.11%
Mixed - White and Black Caribbean	4	0.09%	0.05%
Indian	2	0.04%	0.03%
Black - Other	2	0.04%	0.03%
Mixed - White and Black African	2	0.04%	0.03%
Asian - Other	2	0.04%	0.03%
Pakistani	1	0.02%	0.01%
Black - Caribbean	1	0.02%	0.01%
Black - African	1	0.02%	0.01%
Did not answer	61	1.34%	0.82%
<b>Total</b>	<b>4,601</b>	<b>100.00%</b>	<b>61.54%</b>

**Total number and percentage of staff from ethnic minority groups**

(total of group 2 above) 32 0.70% 0.43%

**Disabilities: Do you consider yourself to have a disability according to the Act's definition?**

	Total	Percentage of the sample	Percentage of the Whole Workforce
I do not see myself as a disabled person	4,323	93.96%	57.82%
I do see myself as a disabled person	135	2.93%	1.81%
Did not answer	143	3.11%	1.91%
Total	4,601	100.00%	61.54%

**Contract Type (Temporary > 2 years = Permanent)**

(Heads - the individual's main contract)

Type	Female	Male	Total
1 Permanent	3,848	1,518	5,366
2 Temporary	834	381	1,215
3 Casual	684	212	896
Total	5,366	2,111	7,477

**Staff ages by gender**

Age Group	F	M	Total
b 16-19	116	53	169
c 20-24	445	150	595
d 25-29	520	216	736
e 30-34	546	210	756
f 35-39	555	193	748
g 40-44	757	238	995
h 45-49	694	268	962
j 50-54	724	265	989
k 55-59	535	274	809
m 60-64	310	162	472
n 65-69	115	54	169
p 70-74	42	24	66
q 75+	7	4	11

Total 5,366 2,111 7,477

**Salary Range by gender, race, disability and age**

Salary Ranges	Female	Male	Disability	Ethnic	b 16-19	c 20-24	d 25-29	e 30-34	f 35-39	g 40-44	h 45-49	j 50-54	k 55-59	m 60-64	n 65-69	p 70-74	q 75+	Total
a £10,000 - £19,999 pa FTE	3,301	967	60	18	169	497	371	318	352	500	581	558	441	293	124	54	10	4,268
b £20,000 - £29,999 pa FTE	588	493	22	2		35	152	162	124	144	133	158	101	50	15	6	1	1,081
c £30,000 - £39,999 pa FTE	614	305	21	5		63	179	129	90	126	92	102	87	41	7	3		919
d £40,000 - £49,999 pa FTE	729	225	29	5			32	132	154	168	113	118	137	75	22	3		954
e £50,000 - £59,999 pa FTE	102	72	3	1			2	12	26	40	28	32	27	7				174
f £60,000 - £69,999 pa FTE	23	22	0	1				3		12	9	9	8	3	1			45
g £70,000 - £79,000 pa FTE	8	21	0	0					2	4	3	11	6	3				29

h £80,000+ pa FTE	1	6	0	0						1	3	1	2					7
Totals	5,366	2,111	135	32	169	595	736	756	748	995	962	989	809	472	169	66	11	7,477

### Salary Range by race (Full Time Equivalent Salary)

Equality Range	Other	Asian - Other	Mixed - White and Black African	Mixed - White and Black Caribbean	Mixed - White and Asian	Did not answer	Black - African	Black - Other	Black - Caribbean	White	Indian	Pakistani	Total
a £10,000 - £19,999 pa FTE	6	1	1	2	3	1,926	1	1	1	2,324	1	1	4,268
b £20,000 - £29,999 pa FTE					1	430		1		649			1,081
c £30,000 - £39,999 pa FTE	1			1	2	376				538	1		919
d £40,000 - £49,999 pa FTE	2		1		2	153				796			954
e £50,000 - £59,999 pa FTE				1		41				132			174
f £60,000 - £69,999 pa FTE		1				5				39			45
g £70,000 - £79,000 pa FTE						3				26			29
h £80,000+ pa FTE						3				4			7
Total	9	2	2	4	8	2,937	1	2	1	4,508	2	1	7,477

### Contract Type by race

(Heads - the individual's main contract)

Type	Other	Asian - Other	Mixed - White and Black African	Mixed - White and Black Caribbean	Mixed - White and Asian	Did not answer	Black - African	Black - Other	Black - Caribbean	White	Indian	Pakistani	Total
1 Permanent	5	2	2	3	7	1,840	1	2	1	3,465	1		5,329
2 Temporary	1			1		618				594	1		1,215

3 Casual	3				1	479						449			1	933
Total	9	2	2	4	8	2,937	1	2	1	4,508	2	1	7,477			

### Job Applicants

Status	Female	Male	Disabled	Ethnic	b 16-19	c 20-24	d 25-29	e 30-34	f 35-39	g 40-44	h 45-49	j 50-54	k 55-59	m 60-64	n 65-69	Unknown
Total job applications	1932	1505	61	11	20	679	668	321	234	224	235	199	114	80	11	652
Number of which were successful	247	146	5	1	4	60	77	63	22	28	37	26	11	9	1	55

### Monitoring Training

As stated in the past, it is a problem to fully comply with the indicator's requirements: "The number of staff who have applied for training and the number who were successful (or not) with their application", and joint discussions have taken place between North Wales authorities and the Commission regarding this.

Gwynedd Council's Learning and Development system is based on a comprehensive Learning and Development programme which states which learning titles are appropriate for every staff member based on the nature of their job and the requirements are tailored accordingly with the employee's job category. Therefore expectations are set for every member of staff on every level. We trust that the nature of the corporate system does not allow discrimination in terms of opportunity and accessibility.

The Council also offers training beyond the Learning and Development programme, and it is with this training we face the biggest problems in terms of monitoring, as this system is more ad-hoc and is dependent on Line Manager approval.

It is important to consider how best to find out more information about training beyond the programme. One way to do this is through qualitative methods:

During 2012, an initial survey was conducted to examine the Learning and Development culture within the Council. It emerged that there needed to be more consistency across the Council's Departments in terms of learning opportunities, steps should be in place to ensure that every type of learning is recorded and that managers are aware of their responsibilities in terms of developing their staff. Leading from this, the Learning and Development service has targeted managers, to ensure that they receive relevant information and operate consistently. The Service has also developed a range of plans to take learning to the workforce in their work locations. The purpose of this is to improve opportunities, and develop an e-learning system to learn from anywhere with internet connection. There is also a Learning and Development Forum, with representation from every Department and job level.

Another Learning and Development survey was conducted in 2014 in order to monitor how the culture of learning and development practices has changed across the Council. A questionnaire was electronically sent to staff with an IT account, and comments from front line staff were collected by holding focus groups.

The following main themes were identified by staff as being most important:

- It is vitally important that individuals take responsibility for their own learning and development
- It is vital that every individual is given the opportunity to develop within the Council
- Development should be a continuous process rather than a sporadic occasion
- Line managers have an absolutely key role in the learning and development of their staff
- It is important that line managers, in addition to the Learning and Development Service, encourage and support staff to learn and develop
- It is important that different methods of learning are available, as face to face training is not always appropriate for everyone

A series of staff sessions were held to give more details about the survey's findings, with an opportunity to discuss the way forward and, as a result, the Learning and Development Service has implemented staff comments in the following ways:

- More learning and development opportunities for front line staff
- A range of new titles to support Ffordd Gwynedd
- More freedom for individuals to choose opportunities that best suit them
- More flexibility within learning and development programmes
- The Learning and Development Service will attempt to be more of an advisory service i.e. to work with individuals and departments to identify specific needs
- Support Talent Management arrangements within the Council

- Continue to develop a range of plans to take learning to the workforce in their work locations in order to improve opportunities
  - The e-learning system to provide access to learning from anywhere with an internet connecting (including modules, webinars, video clips etc.)
  - Access to learning by using a variety of devices (including mobile phones, tablets etc.)
- Encourage and recognise every type of learning (formal and informal)

We are confident that as a Council we are taking positive steps to ensure equality in terms of development opportunities, and we will obviously continue to discuss the situation with the Equality and Human Rights Commission.