



Rhondda Cynon Taf Council

Annual Equality Report

2018 – 2019

Mae'r ddogfen hon ar gael yn Gymraeg / This document is also available in Welsh

This report can be made available in alternative formats and languages.

To make a request please telephone 01443 444529 or email

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Contents

	Page No.
1. Introduction	3
2. Who We Are	4
3. Reporting on Equality	4
4. The General Equality Duty	5
5. How We Meet the General Equality Duty	6
6. Equality Objectives	31
7. Equality Impact Assessments	39
8. Employment Monitoring Data	40
9. Procurement	41
10. Accessible Information	42
11. Future Work	42
12. Contact Details	42

APPENDICES

Appendix One	Employment Monitoring Data
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1. Introduction

It gives me great pleasure to introduce the Council's annual equality monitoring report, which represents the Council's approach to providing information on its work in respect of equality and diversity.

The Council is required under the Wales Specific Equality Duties to report annually on how it has met the General Equality Duty set out in the Equality Act 2010, and this document contains the information required in order for the Council to meet these duties.

Publishing the information in one report covering all requirements will make it easier for interested parties to identify how the Council is delivering on its commitment to equality, its legal obligations and the action plans contained within its Strategic Equality Plan (SEP).

Each section of the report looks at the Council's progress and the final section contains details of future work the Council needs to do.

Once again Rhondda Cynon Taf County Borough Council has continued to make our County Borough a more equal place for people to live, work and access services, however we recognise that there are and will continue to be areas for improvement. Publishing this Annual Report will not only help the Council to meet its obligations under the Wales Specific Equality Duties, but will assist you, as citizens to identify these areas and monitor progress on them.

Councillor Maureen Webber
Deputy Leader / Cabinet Member for Council Business

2. Who We Are

Rhondda Cynon Taf Council covers a wide geographical area and has a population of over 234,000 people. The Council is the largest employer in the local area and the third largest local authority in Wales, over 80% of employees live within the Council boundaries.

The Council is committed to the principles of equality and diversity and we work to ensure that this is demonstrated in our service delivery and in our employment practices.

The Council's priorities set out in the [Corporate Plan](#) are:

- **Economy** – building a strong economy;
- **People** – promoting independence and positive lives for everyone;
- **Place** – creating neighbourhoods where people are proud to live and work.

The plan puts residents at the centre of what we do.

The Council is governed by 75 elected Members and operates a Cabinet system. It has a Senior Leadership Team headed by the Chief Executive and attended by Senior Directors, and employs over 10,000 employees in a variety of service areas and roles based within the following groups:

- Chief Executives
- Community & Children's Services
- Corporate and Frontline Services
- Education & Inclusion

3. Reporting on Equality

The main purpose of this Annual Report is to fulfil the Council's legal duties and obligations to report on its progress in delivering the General and Specific Equality Duties.

The Public Sector Equality Duty requires that all public authorities covered under the specific duties in Wales should produce an Annual Equality Report by 31 March each year. This report covers the period 1 April 2018 to 31 March 2019.

What the regulations require:

The Annual Report for 2018/19 must set out:

- The steps the authority has taken to identify and collect relevant information;

- How the authority has used this information in meeting the three aims of the general duty;
- Any reasons for not collecting relevant information;
- A statement on the effectiveness of the authority's arrangements for identifying and collecting relevant information;
- Specified employment information, including information on training and pay;
- Progress towards fulfilling each of the authority's equality objectives;
- A statement on the effectiveness of the steps that the authority has taken to fulfil each of its equality objectives.

4. The General Equality Duty

The Equality Act 2010 introduced a general duty on the Council (and other public sector organisations) when making decisions and delivering services to have due regard in how to:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it (protected characteristics are explained below);
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Protected Characteristics

This is the term used in the Equality Act to identify the types of people who are more likely to experience detrimental treatment and/or discrimination simply because of who they are. The law is designed to protect them, they are:

- Age
- Disability
- Gender Reassignment
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex
- Sexual Orientation

The requirement to have due regard to the need to eliminate discrimination also applies to marriage and civil partnership.

When thinking about how to advance equality of opportunity between persons who share a relevant protected characteristic and those who don't, the Council also has to think about the need to:

- Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic and are connected to that characteristic;
- Meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The Council also has to particularly think about how it will tackle prejudice and promote understanding. This report includes information on what the Council has done in order to meet the General Duty.

5. How We Meet The General Equality Duty

To demonstrate how the Council has met the General and Specific Duties relevant information is considered which may include data from local and/or internal sources such as customer surveys, community forums or Equality Impact Assessments (EIAs), as well as data from national and/or external sources such as census information, research reports and statistics on hate crime.

Identification and Collection of Relevant Information

When considering how to identify what information should be included in this report the Council first looked at the information it considered when reviewing its SEP, this allowed the Council to reflect and monitor whether the information is still appropriate in assisting the Council to deliver on the General and Specific Duties.

When reviewing the Equality Objectives we looked at quarterly monitoring results and emerging issues and trends from the previous Annual Equality Reports to identify whether the objectives were still relevant.

Full details can be found in the SEP which can be accessed on the Council website at:

[Strategic Equality Plan | Rhondda Cynon Taf County Borough Council](#)

The information identified is still very relevant to the delivery of the General and Specific Duties; internal documents provide statistical information that can be used for determining action and enable comparison to identify improvements or areas for further improvement. Internal strategies and their action plans provide information on how the Council is delivering its priorities. External information, including that with a national context, provides the Council with a raft of data that can assist in developing appropriate and relevant policies and approaches.

The Council recognises that the SEP is not the only area that can identify relevant information and that whilst it is very useful, service areas would also hold information that could assist the Council in identifying how it's meeting the General and Specific Duties. To collect this information a survey was undertaken to obtain relevant information from service areas.

The Council has an EIA process in place, the results of which contribute to the information contained within this report.

Employment monitoring data as provided from the Council's HR system - Vision and the e-recruitment system have also been included as part of the relevant information. It should be noted that employment monitoring information includes teachers and all school based employees.

Use of Information

When considering what information should be used it was important that areas of good practice were identified across service areas to demonstrate that a commitment to delivering equality exists throughout the Council. It is however recognised that there will also be areas for improvement and these will be included in the 'Future Work' section of this report.

Information used in this report includes:

- The Council's Corporate Plan (2016-2020);
- Self Service Evaluation from Service Areas (2018/2019);
- Service delivery/projects (2018/2019);
- Employment practices;
- Consultation and engagement programme;
- EIAs (2018/2019);
- Employment monitoring information (2018/2019);
- Monitoring and delivery of the SEP action plan (2018/2019).

Equality Information from Service Areas

Many service areas have examples of good practice which help the Council meet the Public Sector Equality Duties. The following information provides a snapshot of the work carried out across the Council.

Children's Services have further developed their communication methods particularly around social media to better connect with residents. The service has a single point of contact which allows for a multi-agency response and consistency of approach. Wales Interpretation and Translation Service (WITS) are regularly used to provide translation as required and the preferred method of communication is obtained from service users at an early stage to ensure this is offered at all stages of further communication.

Community Cohesion Objectives are an amalgamation of common denominators across both Rhondda Cynon Taf's and Merthyr's existing action plans. The objectives are outlined below:

Objective 1 – Build a strong network of working groups to manage and deliver a Cwm Taf Community Cohesion Strategy.

We have worked closely with the Council's Equality and Diversity Team to consult on equality objectives to ensure cohesion priorities are included in the Council's Strategic Equality Plan. Meetings were held with EYST with a view to establishing a Cwm Taf BAME group. We also met with the Victim Support Officer to establish links with local groups and meetings. The Cwm Taf Community Cohesion Group (CCG) meet quarterly to discuss local cohesion issues. Currently, discussions are ongoing to improve the CCG to strengthen the aim/purpose of the group to help the group reach its full potential. Currently the representation from community members is low, so this needs to be addressed to attract representation from the most diverse community members in Cwm Taf. However, due to the sensitive nature of some of the topics discussed, the group membership needs to be carefully considered for the group to reach its full potential.

Multi-Agency meetings have taken place with Trivallis regarding partnership working for Gypsy families who reside in bricks and mortar and are tenants of the Housing Association. We are continuing to work closely with the Council regarding the Beddau site. Currently there are no major issues for those living on the site.

We have met with our Communities For Work+ teams to establish links to our most vulnerable community members and to assist all those who are looking to gain employment.

We continue to meet regularly with the Wales Refugee Council to discuss the progress of our Syrian families in the Borough.

We attend monthly hate crime meetings in partnership with South Wales Police (SWP) where all hate crime incidents/crimes are discussed.

We work closely with local partners to address local extremism issues and this includes attending Cwm Taf Contest Board Meetings. A good membership at the Cwm Taf Contest Board meetings enables a multi-agency approach and insight into emerging issues. Any potential community tensions are monitored by ourselves and South Wales Police. These are discussed at the Cwm Taf Channel Panel. No referrals have been made to Channel during this reporting period.

Objective 2 – Mainstream community cohesion by linking and embedding into Single Integrated Plans and other key local strategies across the Cwm Taf region.

The Cwm Taf Wellbeing Plan was the result of more than two years work with the involvement of the communities across Cwm Taf being central to it. Initially a Wellbeing Assessment was undertaken, looking at the assets and challenges of the communities of Cwm Taf in terms of their social, economic, environmental and cultural wellbeing. In listening to the communities, identifying the Wellbeing Objectives and prioritising what is needed to do to achieve them to make the plan a reality was at the heart of the decision making process. Work will begin to develop on delivering on the cross-cutting objectives which meet the Cohesive Communities and A More Equal Wales Goals. Work has been undertaken with the Equality and Diversity Team to consult and draft new objectives for the forthcoming Strategic Equality Plan that will reflect and embed local and regional cohesion priorities.

Objective 3 – Impart knowledge and information on subjects related to community cohesion across the Cwm Taf region.

Any potential community tensions are monitored by the Community Cohesion Team and SWP and are discussed at the Cwm Taf Channel Panel.

We have attended numerous events including Equality & Inclusion Network Meetings and the United We Stand Conference about solidarity amongst diverse communities in the context of Brexit.

We are working closely with EYST to begin a consultation exercise with BAME students and residents in Cwm Taf, with the possibility of developing a local BAME group. Information pages on the implications of Brexit for EU Citizens have been set up on the Council's website pages.

National campaign days continue to be celebrated and have been used to promote community cohesion issues to residents of RCT.

Objective 4 – Increase opportunities for the reporting of community tensions which includes the experience of hate crime and the susceptibility of individuals and groups to radicalisation.

We continue to work closely with partner organisations to monitor community tensions. The Hate Crime Review Group meets monthly with SWP and partner organisations to discuss all hate crime action plans currently running within Cwm Taf. A new Hate Crime Officer came into post in August and links are already established for close partnership working. Further updates on our hate crime actions will be provided later in this report under the equality objectives sessions.

We have met with the new Victim Support Officer to discuss partnership working and establishing links with local partners and groups.

There have been previous concerns that there was no Cwm Taf Regional Anti-Slavery Group. Following discussions with stakeholders it was decided that there would not be a standalone Cwm Taf Anti-Slavery Group, but that all modern day slavery concerns will now come under the Serious and Organised Crime Partnership Board.

Prevent training is continuing to be delivered in schools across the Borough.

Communities Services deliver a wide range of provision including Libraries, the Arts and Employment Programmes that focus on people with disabilities or who are affected by poverty. The range of work undertaken by these services that promote inclusion and improve access to customers who have barriers to participation.

The @homelibraryservice was introduced in February 2019 and has a wider criteria than the previous Housebound Service. It has seen an increase of 129 customers during the year. This supports access to books and online resources for people who find it difficult to visit a static library or the new mobile library service.

There have been improvements to disabled access at Tonypandy Library as part of the refurbishment of the building.

In our theatres we continue to make reasonable adjustments to facilitate access to the stage for people who are wheelchair users.

A Service Level Agreement (SLA) with a private business ensures older people at Canolfan Pennar can still access a two-course meal for the same cost as previously offered at the Day Centre.

Changing Places facilities have been embedded as part of the roll-out of community hubs across the county with the first being established at Canolfan Pennar. This ensures that people who need these facilities can attend activities in their local community and are not excluded due to lack of appropriate facilities.

All staff working from the community hubs have undertaken a range of equality and diversity training to ensure that there is consistent and integrated provision available for customers – this includes Dementia Awareness training, Make Every Contact Count and Easy Read training. Libraries and hubs are often the meeting place of choice for groups such as Alzheimer’s groups and their members as they are seen as safe spaces so the training of staff has been vital in these areas.

The adult education service continues to offer learning opportunities to people with learning disabilities. An RCT learner with learning disabilities gained an Inspire national award.

The service work in partnership with the Equality and Diversity Team to host events to mark Holocaust Memorial Day and Black History Month where related books are displayed.

Communities for Work (CFW) and Communities for Work Plus(+) (CfW+)

Our CfW programme is ESF funded. During 2018/19 357 adults engaged in the mentoring programme, with 64% of those being female and 36% male. That vast majority of participants were white British with less than 1% being BAME. 29% of participant’s identified as having a work limiting health condition or disability. Successful employment outcomes were gained by 22% of participants.

Our CfW youth programme engaged with 300 young people not in education or employment, with 41% being female and 59% being male. Again the majority of participants being white British. 17% of participant’s identified as having a work limiting health condition or disability. Successful employment outcomes were gained by 20% of participants.

Communities for Work successfully appealed to Welsh Government to revise the geographical boundaries of the programme to extend it to cover Church Village, Tynant, Graig and Ynysybwl in the Pontypridd cluster area where significant need had been identified.

Our new **Community Wellbeing and Resilience Service** was created in 2018 and is made up of a number of distinct teams which offer support to families and young people. The service provides the following initiatives:

Care2Play

The Care2Play Service was established in 2017 to replace the previous Holiday Fun-time Scheme to extend the availability of the service. Care2Play is available for children and young people aged 5-25 years who require assistance, as a result of their personal or family circumstances, to access and/or engage in play opportunities

and youth activities. The ethos of the Service is to ensure that all children and young people have access to opportunities that are appropriate to their needs and wherever possible are delivered as part of mainstream universal provision. The following is available through the Care2Play Service:

- **Play provision** placements are available for children and young people aged 5-14 years. Wherever possible, children and young people will be placed with play providers offering free-play activities as part of daytime holiday play schemes, however where necessary in order to meet the developmental or medical needs of the child this placement may also be with day care providers or childminders;
- **Youth activities** are available for young people aged 11-25 years. This element of the Service is delivered in partnership with the Council's Youth Engagement and Participation Service and will offer young people the opportunity to access a range of activities and trips running during school holiday periods as well as Extended Provision during the evenings.

As part of the Play Sufficiency Assessment (PSA), the Play Development Team are working with the Parks Team from Leisure Services to ensure that parks, playgrounds and other outdoor play settings are accessible to as many residents as possible. This includes wheelchair access to enter the parks and to access the play equipment.

A Passport 2 Play initiative was developed during the first half of the year, which allows the anticipated outcomes for the child to be captured and an action plan developed to help them achieve these goals. Regular progress updates are to be included as part of the passport which are shared with the parent/carer on a weekly basis to outline the child's development during the play provision. This new Passport 2 Play was piloted over the summer holidays in 6 Care2Play settings, which was then evaluated. Following the evaluation of the pilot, amendments were made to the document to ensure it was fit for purpose and full roll out of the Passport 2 Play has been completed in readiness for the October half-term holiday 2019.

Children with Additional Needs Service (CANS)

To ensure families that have a child with a disability or additional support needs can fully benefit from family support interventions the services offers CANS.

The service aims to improve their resilience levels with a focus on supporting families where the physical, learning or neurodevelopmental needs of a child within the family is impacting on family life to better understand any additional support needs and improve the relationships within the family. Without the constraints of threshold criteria the CANS Team are able to ensure those families most in need are appropriately supported. CANS supported 298 families during 2018/19.

Commissioning

The Commissioning Team regularly review commissioned services to ensure they are fit for purpose, deliver value for money and ensure that they continue to meet the needs of the community. Findings from consultations and reviews are then used to inform future commissioning decisions.

The Families First Plan for 2018/19 responded to the above by ensuring that the commissioned services were inclusive, equal and fair via the following:

- Reconfiguration of SLA's to ensure geographical equality of provision;
- Universal availability of Parenting Support to ensure the right programmes are available to all families at the right time if they require them, not just Flying Start postcode families;
- Universal availability of Talk and Play programmes to enable all families to attend, not just Flying Start postcode families;
- Joint commissioning of three previous contracts into one Citizens Advice Bureau (CAB) contract to ensure all families can access services.

The regular review of services provides an opportunity for a more coordinated approach to planning and service delivery with the aim of maximising resources and improving outcomes whilst ensuring better value for money but improved equal access to all service users.

County Youth Forum (CYF)

The Youth Engagement and Participation Service (YEPS) continue to facilitate the CYF and local youth forums across the Borough. The 70 seats on the CYF are set out as follows to ensure a fully representative forum:

- 2 Representatives for the 21 school councils in RCT (17 Mainstream and 4 Special Schools);
- 7 Representatives from the YEPS Locality Youth Forums (Rhondda, Cynon and Taf Youth Forums);
- 2 Seats for the RCT Members of the UK Youth Parliament which get elected by the County Youth Forum;
- 5 Seats for special interest groups (Children Looked After (CLA) Forums, YEPS, Black and Minority Ethnic (BAME) Forum and Young Carers Forum etc).

The special interest groups and locality youth forums were essential to the development of the CYF and ensure that young people that face barriers to participation are supported to have their voices heard.

Anti-Bullying Sub Group

Young people contributed to the development of the schools Anti-Bullying policy, making amendments to the policy and adding visuals to make it more young people friendly.

BAME Forum

Through this forum young people have initiated projects and work which they undertake to meet their priorities. Localised groups then get together as smaller forums to completed diffident projects. The group meets as part of the CYF to discuss their local projects and priorities.

Mental Health Sub Group

Young people working with professionals developed a DVD, resource pack and lesson plans raising awareness of the barriers young people face accessing mental health support as well as highlighting support routes. The DVD and resource pack launched in Autumn 2018.

LGBTQ+

The Youth Engagement and Participation Service (YEPS) employs a Youth Engagement Officer who provides specialist support and advice to young people who are LGBTQ+. This specialist support includes working with young people who are transitioning, their families and schools to ensure that bespoke and robust plans are in place to provide practical and emotional support throughout the process of transition. The YEPS service has seen an increase in referrals for LGBTQ+ support and therefore the service has ensured that all staff have received LGBTQ+ training. The service supported a group of young people from RCT to celebrate diversity and promote equality by attending the Pride Cymru 2018 parade in Cardiff. The service is also committed to hosting a specific summer event for LGBTQ+ young people in Ynysangahrad War Memorial Park.

A transgender toolkit is being developed across the service. This toolkit complements the one developed for RCT schools, ensuring there is continuity of approach for children and young people, regardless of the service area providing the support.

Mental Health and Wellbeing Officers

We have committed to employing four specialist Youth Workers to provide targeted and open access interventions focused on mental/emotional health and wellbeing. These Youth Workers will have two particular areas of focus, which will be early intervention and prevention and improving emotional wellbeing.

These specialist posts will provide direct mentoring, support, information and guidance relating to health and wellbeing to young people, as well as:

- generating opportunities and services that are informed by mental health and wellbeing principles
- increasing opportunities for support and progression for young people within localities
- improving the awareness of health and wellbeing needs amongst young people and professionals across RCT
- providing advice and guidance to other professionals, enabling them to better meet the needs of the young people they support.

Road Safety

The service provides travel training which assists people of all ages, abilities and needs, who have a lack of road safety awareness and knowledge of how to travel by public transport. Travel training is particularly beneficial to individuals who have Additional Learning Needs (ALN). Such individuals are often transported by arranged taxi until they leave school. Access to further education, work placements, training and other life opportunities can then become very daunting because they have no prior experience in preparing and planning journeys independently. Many will be unfamiliar with where to find the information or advice or even the skills to make journeys themselves. Travel training can also be useful for individuals who are having difficulties getting around due to a recent disability or illness.

Youth Homelessness

The service has introduced a number of posts and projects to prevent and reduce the number of young people affected by homelessness. These developments include:

1. Youth Hub Development Officer

This post will develop and facilitate a 'young person's skills hub' in a town centre location within the Borough. The hub will provide multiple opportunities for homeless young people or those at risk of homelessness. The project is multi-agency and utilises expertise from partners including housing, social services and health. The type of support offered to young people includes:

- Independent living skills;
- Accreditation opportunities (OCN);
- Information and advice from key professionals (housing, finance, youth services, employment/training etc);
- Support to prepare to move on (care leavers);
- One to one advice and guidance;
- Budget management.

2. Upstream Cymru

Upstream Cymru is an early intervention and prevention project aimed at reducing the number of young people who become homeless. The project requires young people to complete a questionnaire that identifies their risk of becoming homeless, the findings direct the level and type of support required. The Family Mediation Workers that provide the support following the questionnaire enable families to work through issues they may have and enable the young person to remain within the family home.

The project is school based and working with our Education Department we have identified 2 secondary schools in the Borough to pilot this approach. Upstream Cymru is based on an Australian model, known as the Geelong Project, which reduced youth homelessness by 40% and improved school engagement and attainment by 20%.

3. Staff training - Prevention of youth homelessness training

The service area has recently undertaken a training audit of all staff and identified youth homelessness as a priority area for staff development this year. To meet this training need we have organised multiple sessions for all staff across the service to gain a better understanding of the policies, risks and what support is available for young people at risk of, or already homeless. A bespoke training package has been developed and Shelter Cymru will deliver these sessions over the coming months.

4. Voluntary sector contracts – youth homelessness

To ensure the delivery of our homelessness interventions was as wide reaching as possible we introduced a small project grant for our third sector partners. This grant provided opportunities for organisations supporting young people to access resources that will enable them to deliver bespoke and targeted activities aimed at reducing youth homelessness. Providers were encouraged to apply for small pots of money to deliver interventions aimed at early intervention and the prevention of young people becoming homeless. Where possible, partnership or collaborative working arrangements will be encouraged to ensure that the young people supported have opportunities to access ongoing support following these interventions.

Young Carers

YEPS also have a service level agreement with the RCT Young Carers group to ensure that these young people are supported to remove practical barriers that may prevent them from accessing youth services and enable them to attend the YEPS Service open access youth provision. In 2018/2019 the Young Carers project

delivered 25 sessions enabling young carers responsibilities to access youth work provision.

Universal Parenting Framework

The service offers a Universal Parenting Framework providing universal parenting interventions to all families across the Borough. The interventions are tailored to meet the identified needs of families with the framework structure as follows:

- Level 1 – Family support;
- Level 2 – Informal parenting support;
- Level 3 – Formal parenting support;
- Level 4 – Targeted parenting support;
- Level 5 – Therapeutic parenting support.

The Parenting Team work with a range of partners including voluntary parent led support groups to deliver a range of formal and informal sessions in both community venues and families' homes.

Vulnerability Profiling

Vulnerability profiling provides a means of early identification of those children and young people at risk of disengaging from learning as a result of socio-economic barriers they face outside of the school environment. It enables us to move away from the traditional means of categorising children and young people at risk of disengagement in terms of their membership of a particular vulnerable group e.g. young carer, LAC, CAPI, young offender. Instead it enables us to look across a number of indicators to establish a broader definition of vulnerability in terms of securing educational outcomes. In doing this we are able to plan and deliver services based upon the level of impact their situation has on their engagement in learning rather than providing interventions that focus on the group to which they belong.

The principles of vulnerability profiling have been used to develop alternative models to identify service users that would benefit from early intervention services including the Children's Services model to prevent their needs escalating to a point that requires statutory Children's Services intervention. It has also informed the development of a 'Community Profile' to support our regional commitment to Children's First in the creation of Community Zones.

As part of the Early Years Co-construction project, we are currently working in partnership with Cwm Taf Morgannwg University Health Board and the Welsh Government to develop a vulnerability profiling model that will support the identification of need in the early years. Our intention is to establish a consistent approach to the use of vulnerability profiling as an identification tool to plan, develop and deliver services to individuals, families and communities in RCT.

Our **Customer Care Service** continues to offer a fully inclusive service with locations and opening hours widely publicised to all. Our One 4 All Centres are accessible and offer a hearing loop function. Our contact centre adopts Barrier Free Call Guidelines as recommended by the Employers Forum on Disability. We offer a sensory line which promotes dedicated 'text phone' for Deaf customers and those hard of hearing. Assistive technology is available for customers who require this. Our Lifeline Service currently supports 98 customers at threat of domestic violence for police prioritisation.

The Business Support Unit works directly with the transition team from Learning Curve to recruit volunteers with disabilities who are seeking full time employment. This allows participants to gain valuable work experience to further their skills in a working environment. We currently have 4 volunteers.

Democratic Services and Communications have been working with the Welsh Local Government Agency (WLGA) to look at ways to increase the diversity of local councillors in the 2022 Local Government elections.

We aim to engage with the widest range of people we can when consulting on Council proposals. We hold forums for groups that may be particularly affected by the proposals so their feedback can be evaluated.

The Consultation Team attend every meeting of the Council's Disability Forum to obtain views on Council proposals and business.

Our **Education and Inclusion** service provide an extensive range of provision to support pupils within the Borough.

Accessibility

A revised Accessibility Strategy has been circulated to schools which includes an accessibility self-audit tool. A sample audit of completed self-audit tools is planned for 2019/20 in order to identify areas that require support. The implementation of the Strategy and Action Plan will be monitored by the Accessibility Strategy Group.

The Council committed over £460,000 in supporting building adaptations to schools to aid and assist pupil's movements where specific needs have been identified.

Additional Learning Needs (ALN)

Specialist provision caters for both the existing and future needs of pupils with Additional Learning Needs (ALN), which includes:

- Dedicated central service delivering strategic support to all schools in relation to ALN and accessibility;
- Provision of training to support schools in meeting the needs of vulnerable and ALN pupils;
- Information, policies and guidance in a number of formats are available on the Access and Induction webpage;
- Improved links with the local college have led to schools and colleges working collaboratively to improve post 16 provision for special schools learners. This has included established satellite post 16 classes in Rhondda and Aberdare campuses of Coleg Y Cymoedd. This partnership has provided an opportunity for special school staff to upskill college staff in meeting the needs of learners with complex needs as well as collaboratively planning enhanced curriculum opportunities and effective transition. This has resulted in a significant increase in the number of pupils attending and sustaining a college placement.

Bullying

In 2018/2019 there has been a 5% reduction in the number of recorded incidents of bullying across all RCT schools compared to 2017/18 with 375 incidents recorded, involving 308 perpetrators responsible for bullying and 283 targeted learners.

The data is reviewed termly to identify concerns and trends across primary, secondary and special schools. The data identifies that verbal/emotional bullying is the highest reported reason across all settings. Recorded incidents relating to homophobic bullying are low. There were very few recorded incidents of bullying due to race, religion and culture.

Show Racism the Red Card continue to work in partnership with the Council to deliver workshops to schools, raising awareness and improving knowledge and understanding of racism. School data suggests that this is having a positive impact.

Children Looked After (CLA)

During 2018/19 four schools attained the platinum CLA Quality Mark and a further four achieved the gold award, an increase from 2017/18 when 6 schools achieved gold award of which 5 progressed to achieve platinum. Encouragingly, a further 25 schools have expressed an interest in striving for the award in 2019/20. In CLA Friendly schools, attendance of CLA pupils in general has improved.

Elective Home Education (EHE)

Improved data recording during 2018/2019 has helped identify reasons for EHE. 187 young people are registered as EHE (Oct 19), the 2 highest reasons reported by parents and pupils for opting to EHE are parental choice (26%) and perceived lack of

suitable SEN provision (20%). The latter specifically requires regular support from the service during the withdrawal period.

LGBTQ+

As a Stonewall Education Champion, the service has access to training and resources which have been shared with schools. Collaborative work is underway with other Councils service areas and Stonewall to develop an audit tool to support the Well-being Strategy and action plan to ensure our schools work toward being LGBTQ+ inclusive.

Community Wellbeing and Resilience staff received LGBTQ+ awareness training with a particular focus on gender identity and implementing good practice. Several senior managers sit on an Equalities Working Group as part of the Stonewall Equality Index to monitor the progress of the work.

An Equality Pilot has taken place in three mainstream secondary schools and evaluations suggests a positive impact. Pupils have engaged and support groups have been established that empower and equip pupils with tools to tackle inequalities in their settings. A focus groups is to be established to review the strengths and weaknesses of the programme.

The Anti-Bullying Policy and Guidance for Schools now contains definitions of Homophobic, Bi-phobic and Transphobic bullying and gives the legal context of how we must tackle these. There are ideas on how to celebrate/promote equality and diversity, and an emphasis on pupil self-identification.

Multi Ethnic and Gypsy, Roma and Traveller Pupils

The Council has received funding to further support the above-mentioned pupils. The grant is being used to purchase Language Link resources for all schools within the Borough. Further workshops are being held with Show Racism the Red Card to develop inclusive practices.

Travelling Ahead will be engaging with Gypsy, Roma, Traveller pupils to undertake pupil voice forums, an evaluation of which will be undertaken at the end of the next financial year.

Not in Employment, Education or Training (NEET)

The percentage of school leavers not known to be in education, employment or training is:

1.9% year 11
1.2% year 12
2.9% year 13.

The NEET rate for years 11-13 (all school leavers) has increased slightly to 1.9%, equivalent to 91 pupils. Although there was a slight increase in the NEET rate last year it remains significantly lower than 2013 rate of 4.12% or 257 pupils.

Period Poverty

The Council was one of the front-runners in launching Period Dignity initiatives and helped to distribute feminine hygiene products free at points of access for young girls in our schools. As part of the update, pupil and school feedback was gathered. The feedback highlighted areas for further development such as school cleaning staff undertaking an audit of schools during the summer term.

Comments on the scheme include:

“The scheme has been a success and it is particularly good as our school is in an area of deprivation”

“An excellent scheme”

“The fact that our girls no longer have to worry is invaluable”

All of the above illustrate the benefit free products is having on our pupils.

Support and Challenge in Schools

The service has undertaken 11 full SEN reviews during 18/19. Reviews are undertaken in line with the Estyn framework ensuring quality SEN provision is in place. Current areas of strength across the authority include the importance of wellbeing in relation to pupils with SEN. All decision making in relation to statutory assessment proves and specialist placements are underpinned by guidance criteria which is strictly adhered to.

A significant decrease in out of county place costs since 2014/15 suggests the increasing number of learners are being educated in their local communities.

Wellbeing

A Well-being Strategy and action plan is currently being developed and is due to be launched in 19/20. The following good practice and findings will feed into the strategy.

- A review of the school-based counselling service 'Eye to Eye', found an overwhelmingly positive response from young people that use the service; The review identified the possible under-representation of boys and Children Looked After accessing counselling. This will be addressed with schools as part of the service level agreement;
- To support the launch of the strategy regular Well-being and Attendance forums will be introduced in the Autumn Term 2019. These forums will provide an opportunity to celebrate current good practice and identify specific and targeted activities to improve attendance and wellbeing, including school exclusions;
- To enhance Social, Emotional, and Behavioural Difficulties provision and reduce exclusions, all secondary schools were invited to submit proposals to access funding to establish school based Step ¾ behaviour provision. Two individual secondary school proposals and 1 consortium proposal were successful and have been awarded significant funding. The funding will be in place for the Autumn Term 2019;
- The Council took the lead on the development of the PERMA wellbeing toolkit on behalf of the Central South Consortium. Seven schools across 4 local authorities took part in the pilot projects. The pilot will be evaluated early in 19/20;
- All schools have received the Adverse Childhood Experiences (ACEs) introductory training session and monthly ACEs training has followed;
- The Attendance and Well-being Service continue to provide a link between the Education and Inclusion Service and Resilient Families Service, undertaking education appraisals for children and young people whose initial assessment highlighted significant barriers to learning. Over 400 appraisals have been completed and advice on supportive interventions provided to facilitate a return to education;
- Well-being officers within the service deal with pupil well-being concerns that are below the Children's Services threshold. Increasingly complex casework has required training to upskill staff to meet this need.

Our **Equality and Diversity Team** monitor the delivery of the Council's equality objectives. More information about progress on this is given later in this report. They also facilitate a number of initiatives which include:

Armed Forces Covenant

The Council continues its commitment to the Armed Forces Covenant. The Covenant is a voluntary statement of mutual support between the civilian community of Rhondda Cynon Taf and its local Armed Forces community. The pledge recognises the dual respect between the Council, its partner agencies, its communities and our Armed Forces personnel (serving and retired) and their families.

More information is available on the following link:

<http://www.rctcbc.gov.uk/EN/GetInvolved/ArmedForcesCovenant/CovenantGeneralInformation.aspx>

An Armed Forces Covenant Liaison Officer was appointed in November 2017 who has developed relationships with Armed Forces charities as well as Veterans community groups.

We have successfully gained funding from the Armed Forced Covenant fund to launch a Veteran Advice Service across Cwm Taf. This innovate service will be officially launched in April 2019. The service will be a support for all veterans and their families in the area.

A HMF Education Officer has been in post since August 2015. This role has been instrumental in identifying service children in education in the Borough and the Officer has been able to provide information and support to these families.

An organisational Armed Forces Officer Network was established this year to ensure that all Armed Forces activity that takes place within the Council meets Covenant responsibilities and that there is co-ordination of effort.

Disability Forum

This public forum has been in place since 2003. In 2018/19 we have successfully attracted new members to the forum, including people with disabilities and also parents of disabled children to ensure that members are representing a range of disabilities. Disability Forum members have been supporting the Accessible Wales' Considerate Parking Campaign in Aberdare in conjunction with South Wales Police. Our forum members have been involved in a number of consultations including the annual budget review, the Toilet Strategy and the Strategic Equality Plan.

The forum were instrumental in highlighting that improved accessibility was needed in Pontypridd town centre. As a result the Street Café Permit Pilot Scheme was rolled out in Pontypridd.

Last year members of the forum visited Aberdare Park to review its overall accessibility for disabled users. This visit helped to inform a programme of work to make it easier for people with sensory and mobility loss to get around the park and enjoy the facilities on offer. Footpath improvements have been completed and other improvements have been planned.

Council Licensing officers have met with forum members to hear concerns about the accessibility of the taxi trade in the Borough.

Disability Officers Group

This organisation group continues to meet. The working group is made up of officers who either deliver services for disabled people directly or are involved in making services more accessible or have an element of dealing with disability issues as part of their role. The group meets on a quarterly basis to share information, identify areas of best practice and promote internal communication.

Holocaust Memorial Day (HMD)

Each year the Council marks HMD. In January 2019 a public event was held at Treorchy Library. This contemporary event linked to modern day hate crime and raised awareness of reporting hate crime in Rhondda Cynon Taf. The Library Service supported HMD by arranging book displays on the Holocaust, and the young people's reading group based in Treorchy Library wrote poems which were read on the day. Workshops were held with Parc Primary School, where pupils learned about survivors' stories with pupils writing postcards to Holocaust survivor [Renee Bornstein](#).

Our **Highways Maintenance and Management** Team have for a number of years been undertaking improvements to aid accessibility for bus users. Significant improvements have been made to bus stops with the number of accessible kerbs greatly increased.

The Council provides 247 designated parking spaces in its paid car parks for disabled users which equates to over 7% of the total spaces, and exceeds the number recommended in guidance. Disabled users are not charged for parking in these designated bays.

We continue to strive for improved accessibility on our highways, this year increasing our budget for dropped kerb adaptations.

Following feedback from disabled residents, during 2018 we introduced a Street Café Permit Pilot Scheme in Pontypridd with a view to improving accessibility in the town centre. The scheme requires food outlets in the town centre, who place tables and chairs on the highway, to apply for a permit. The permit requires them to meet layout specifications. This schemes has been a success and well received by local disability groups.

During 2019 our **Human Resources** Team launched the Staying Well at Work Team which provides support to small-to-medium sized businesses to improve their equality policies and processes.

As well as improving accessibility in recruitment and selection processes for our social care jobs, we launched our 'Gateway to Employment' programme which has

provided opportunities for 8 young people with additional learning needs to undertake work placements within the Council.

A pilot 'Breaking the Cycle' employment programme for ex-offenders has commenced in partnership with Communities for Work. Following preparatory mentoring a 16 week work placement will be provided to facilitate employability.

We recognise that mental ill health is our top reason for staff absence. We continue to implement our strategy and training programme to provide support to staff awareness for managers in the workplace.

The **ICT Section's** Digital Strategy continues to support the inclusion agenda, with ICT playing a key role in continuing to support and deploy the 'Digital Fridays' initiatives across our libraries, as well as offering a service for customers who are housebound. The overarching aim is to provide support and guidance to residents to increase their ICT skills, confidence and competency. Providing access to computers and the internet we have enabled access to services. We offer free public Wi-Fi in our key town centres, libraries, leisure centres, community for work sites and theatres, residents can access the internet through their own device.

The service is working with Digital Communities Wales to support community inclusion in respect of digital skills.

Our **Legal Services** provide accessible information and publications. It works closely with the Equality and Diversity Team to ensure that the requirements of the public sector equality duty are reflected in its processes and frameworks e.g. Equality Impact Assessments.

The service is due to commence a review of polling stations and will be obtaining the public's view on the accessibility of the polling stations.

Our **Leisure, Parks and Bereavement Service** have made a number of improvements over the last year to both Glyntaff and Llwydcoed Crematories including accessible toilet facilities, accessible ramps and doorways and hearing loop availability within the chapels.

New flooring has been installed at the Welsh Mining Experience which has improved accessibility, particularly for wheelchair users.

We have committed to the development of a 'Changing Places' facility at Ynysangharad War Memorial Park.

Gender neutral changing facilities and a range of inclusive gym equipment have been provided in a number of our leisure centres.

We continue to work towards achieving the Silver Inspo award for integrated services for people with disabilities. We will know if we have achieved this later in 2019.

Licensing officers within the **Public Protection** service continue to meet with members of the Disability Forum to learn about accessibility issues affecting them in relation to taxi hire.

We are committed to reviewing the operation of the Common Housing Register and Allocations Policy for disabled clients to ensure the system is equitable in meeting the needs of this group.

Equitable access to low cost pest control is being evaluated to assess options to improve uptake for low-income households.

The Registrars Service offers an out of hours and emergency service in respect of certain religious burials and conducting the marriages where one party member is terminally ill.

Prosperity and Development Services strive to engage with the widest range of potential customers, service users and stakeholders regarding development projects. For example, the Porth Town Centre Regeneration strategy involved a comprehensive public consultation but also offered targeted focus groups for young people, older people and disability groups.

The Tourism Service ensures that equality and access are considered when advising tourism business. For our own events, the service strives to make them accessible and open to all local residents and visitors to the Borough with the majority of our flagship events being free to attend. Mobiloo's are being introduced to large scale events adding to the accessible toilet provision.

We recognise that some buildings in the Borough that are tourism attractions are listed and some features, such as ancient monuments, are inaccessible for wheelchair users. We are working with businesses, Visit Wales, CADW and others to explore opportunities for grant funding to improve accessibility.

The **Streetcare and Waste Service** provides additional assistance to residents who need reasonable adjustments such as assisted collections for residents who have mobility difficulties and extra black bag allowances for residents who are unable to sort their waste because of difficulties such as sight loss.

Transportation services consistently deliver services in an inclusive, fair and equitable way. Services have a high impact on a number of protected groups and are substantially positive in their effect. The service seeks to provide customers and businesses with the assistance they need at the first point of contact and greater access to online services and support.

The Council published the results of its biennial Resident Engagement Survey in 2018. Those who responded to the public transport section were mainly positive and satisfaction with the transport network overall increased to 81% (up from 80%), though satisfaction with the reliability of the buses fell slightly to 86% (down from 87%). Respondents described the network, over 90% of which operates on a commercial basis, as “good as it’s ever been”, “local bus service is very good”, and “praise to the bus drivers who go the extra mile and stop to wait for you” but “there’s no direct route to Cardiff”.

Ongoing engagement with Councillors, customers and forums, such as Bus User Surgeries, have all helped to target resources and identify more viable network improvements.

Residents over 60 years of age are entitled to receive a concessionary bus pass and 57,186 customers have taken up this offer. A further 4,742 concessionary bus passes are issued to those who are under 60 but have a disability.

The ‘Keeping the County Borough Moving’ strategy includes improvements to roads and pavements and public transport, whilst also improving air quality. This improves accessibility for shoppers to visit town centres using public transport or active travel.

In order to address resident’s concerns about indiscriminate parking which makes it difficult for buses to stop close to the kerb therefore impeding the free flow of traffic, mobile camera enforcement has been successful in keeping pedestrian crossings, school entrances and bus stops clear of unlawfully parked vehicles.

The Special Educational Needs transport provision is tailored to the individual needs of the learner by a specialist team within the service, and reflects the physical make-up of the community, with 889 of the 12,007 transported learners (7.4%) having additional learning needs. Throughout the year, further drivers and passenger assistants received training in autism and epilepsy awareness, first aid, and understanding and managing strategies to support challenging behaviour.

The Council is a partner in the **Wales Interpretation and Translation Service** (WITS) and has a Service Level Agreement for delivery of the service provided via the City of Cardiff Council. During 2018/19 there were 297 bookings made through the service using 22 languages and BSL interpreters.

The five most requested languages during 2018/19 were Romanian, Lithuanian, Mandarin, BSL, and Turkish.

The provision of simultaneous translation provided by the **Welsh Language Service** has allowed residents to access events that they would otherwise have been unable

to attend due to a language barrier. The importance of this cannot be underestimated, especially in relation to the creation of cohesive communities.

Delivery of Council Strategies

The Council consults and engages with its residents to collect information that is used to plan and prioritise, identify areas for improvement and service change, set and monitor performance standards and measure satisfaction on the quality of the services we provide.

The Council has developed an ongoing face to face approach to engagement with residents which has continued in 2019 and aims to provide a conversation with our residents. It helps the Council and its partners find out what residents think about where they live and the services they receive. This face-to-face approach is complemented by a wide range of other methods including online questionnaires and engagement through social media. The aim is to reach out to all residents and enable everyone to give their views.

During 2019, we supported or managed 64 engagement activities/consultations and supported over 90 engagement events. This included a large scale service change proposal for residential care, where we engaged with the residents and relatives of all our in-house care homes, as well as the general public, via meetings, information provision, surveys, online promotion and the use of easy to read materials.

We have continued to use online and social media engagement as one of our methods to obtain resident views and promote consultations. We have used Twitter polls to ask questions during the budget consultation and used Twitter and Facebook to promote all consultation events.

We have built upon the success of our support to the 50+ Forums, with increased engagement with the groups and specific events. We have supported the Older Peoples Advisor Groups (OPAG) at an event attended by 150 older people, including the Older Persons Commissioner in 2019, where we trialled a new approach with members of the older person community as part of our Corporate Plan engagement. This involved filming on a one to one basis, asking a short number of questions about where the individual lives, to inform the priorities of the Corporate Plan.

We have continued to develop our RCT wide Youth Forum that links with the Council's District Youth Forums and representatives from school councils.

All consultation and engagement documents are available in the Welsh language. We have introduced a new question to be used on all service change consultations to assess the impact that any change will have on the Welsh language or Welsh speakers, which is in line with the requirements of the Welsh Language Act.

At all consultations that we undertake we attempt to engage with the widest range of people that we can. We aim to capture the views of all groups that live within the Borough and aim to represent all their opinions and concerns. We have introduced a new question for service change consultations that allows the Council to assess the impact of any changes on a number of protected characteristics. We have also introduced Easy Read versions of all service change consultations, working with Learning Disability Wales. We have a regular slot on the agenda of the RCT Disability Forum, where we consult and provide information and a link to the Council for group members.

We are working towards the requirements of the Future Generations Commissioner, ensuring our Involvement and Engagement Strategy aligns with the Commissioners “Journey to involvement 2019”.

The Council’s Performance

The Council’s main strategic plan has until recently been the [Corporate Plan – The Way Ahead](#). This plan had set out the Council’s priorities for the four years between 2016-2020. The detailed actions to deliver these priorities are monitored and scrutinised by Councillors every quarter as part of the [Council’s Performance Reports](#) to Cabinet. At the end of the year, the plans are also subject to more in depth challenge, review and evaluation, the results of which are then included in the Council’s annual [Corporate Performance Report](#). The Council’s new Corporate Plan – Making a Difference 2020-2024 which was agreed at Council on the 4th March 2020 will now its priorities moving forward.

Non Collection and Effectiveness of Information

Whilst considerable relevant information has been collected for this report, it is acknowledged that it is sometimes difficult to collect and monitor all information in a Council as large as Rhondda Cynon Taf. A number of cross-Council networks already exist such as the Disability Officers Group to ensure that information and good practice are monitored and shared, however it is recognised that more needs to be done to encourage a consistent approach in information sharing.

Whilst there are a number of good practice examples where service areas are delivering for people of different protected characteristics, there is still improvement needed overall around the consistency of information collected. How we address this is included in the future action section of this report.

6. Equality Objectives

Equality objectives have been designed to assist us to lead and better perform on the General Equality Duty. Our equality objectives are:

- Hate Crime and Addressing Negative Attitudes and Behaviours
- Developing More Robust Monitoring Arrangements
- Gender Pay.

Hate Crime and Addressing Negative Attitudes and Behaviours

What We Have Delivered

Hate Crime

We have continued to work closely with partner agencies including SWP and Registered Social landlords. Increased partnership working has enabled us to ensure that residents get a positive and consistent response. We now sit on the SWP divisional monthly hate crime meeting, this ensures we have a continuing and accurate picture of figures relating to hate crime within RCT and therefore are able to monitor statistics and identify emerging patterns. Where patterns have been identified we have coordinated community engagement events which have enabled us to raise awareness and engage with local residents.

Emphasis has been placed on education and early intervention. We have worked with schools across the Borough, including primary, secondary, special schools and colleges, to deliver PREVENT training to staff and hate crime awareness training sessions to pupils. Training sessions raise awareness of hate crime, aim to reduce discrimination and increase reporting. Collaborative working with external agencies including Victim Support, EYST and The Children's Commissioner has ensured that the training delivered to pupils focuses on relevant and current issues.

We now have a process in place which enables us to provide support to high risk victims of hate crime, providing crime reduction tools as well as signposting to appropriate services where necessary. We also have a process in place which allows us to take action against perpetrators of hate crime, again emphasis has been placed on education, with restorative justice approaches used where possible.

Hate Crime Awareness Training

We have committed to deliver training to staff and service users at Cynon Learning Curve, which is a day centre suitable for adults with learning disabilities. During engagement activities for the development of equality objectives it was identified that adults with learning disabilities needed more awareness around hate crime and hate crime reporting.

Hate Crime Awareness Week 2018

During Hate Crime Awareness Week 2018 we worked in partnership with SWP to host a variety of community engagement events. These were held in various locations across the Borough, such as hospitals and supermarkets. These events enabled us to talk to residents about their experiences, raise awareness of hate crime and collect statistics providing a more accurate picture of residents experiences. The activities are outlined below:

- 26 events were held across the SWP Northern Basic Command Unit (BCU) area – with 20 events being held in RCT alone;
- 830 residents took part in our survey, a much greater (unrecorded number) were engaged with on a more informal basis;
- Community Cohesion Officers were interviewed on GTFM prime time/drive time to discuss hate crime and how to report it;
- Photos of the majority of events appeared on RCT Council and SWP Northern BCU Twitter pages;
- An awareness event was held in conjunction with Local Councillor Josh Davies;
- Partnered with Pontypridd RFC where players, mascots, SWP Hate Crime officers, Council Cohesion officers, held the ‘be heard’ banner. This was a televised game, so along with social media posts, and an awareness article in the game programme, coverage of the national campaign was wide;
- SWP had use of the ‘Pride car’ which was driven to 4 events across RCT and Merthyr, and received great interest from members of the public. At Ysgol Hen Felin Special School officers engaged with pupils from the school, ranging in age from 3-19. All the children enjoyed looking at the car and engaging with officers. It was a good opportunity to discuss with staff and support workers what hate crime is and how to report it.

Addressing Negative Attitudes and Behaviours

Challenging Attitudes

We continue to offer a range of face to face training courses including Dignity and Respect, Negative Attitudes and Equality Awareness all of which cover topics such as the Council’s responsibilities under the Equality Act, challenging stereotypes, inappropriate language and behaviour, bullying and harassment. The majority of our training sessions are interactive providing many opportunities for participants to challenge their assumptions. Over 204 employees and pupils have attended training sessions in 2018/2019. Training feedback remains to be positive with most participants stating they will reflect on the session and alter their behaviour in the workplace.

Over 500 of our Managers have been briefed on the existence and benefits of the Council’s 3 staff networks, Perthyn our LGBTQ+ Network, our Allies Network and our Disability and Carers Network, so that they can make staff aware of the support

available to them. As a result of these briefings, membership to some networks has increased slightly but there is still much to do.

We have continued to hold a number of coffee mornings in the Council's main sites, supported by our Allies Network, to raise awareness about different groups of people. Some of our Allies have written blogs for our intranet site on the importance of being an Ally.

Our Disability and Carer's employee network was officially launched in December 2018 to co-ordinate with the International Day of Persons with Disabilities. Terms of reference have been agreed for the group. Members have been involved in 'secret shopper' exercises reviewing and sharing their experience when booking and using taxis for wheel-chair users.

On International Women's Day we held an event to launch the Council's Menopause Guide. The event encouraged staff to breakdown the stigma of the menopause and have open conversations about the impact of the menopause on their life and particularly in the workplace. Over 60 staff attended and were provided with information about menopause symptoms and support, workplace adjustments and signposting. This event was supported by UNISON, Unite and GMB trade unions. As 75% of our workforce are female we aim to create an environment where our employees feel confident about raising issues about the effect of their symptoms.

We have a regular presence on the Council's intranet site 'Inform' to raise awareness of a range of world days such as:

- Black History Month;
- Eating Disorder Awareness Week;
- Holocaust Memorial Day;
- International Women's Day;
- International Day Against Homophobia, Bi-phobia and Transphobia;
- International Day for the Elimination of Race Discrimination;
- International Day of Persons with Disabilities;
- LGBT History Month;
- Mental Health Awareness Week;
- National Inclusion Week;
- Purple Day (Epilepsy Awareness);
- Transgender Awareness Week;
- Transgender Day of Remembrance;
- White Ribbon Campaign;
- World Mental Health Day;
- World Religion Day.

Commitment to being a Disability Confident organisation

The Council is a Disability Confident employer. We ensure that our recruitment and selection processes are accessible for candidates with disabilities. We have a reasonable adjustment scheme that is well used and members of the Human Resources team provide advice to managers on this process. A number of staff have had 'Access to Work' assessments with a view to gaining support on identifying suitable reasonable adjustments.

We are exploring accessible software solutions which will support the public and our staff in accessing our IT sites in a format that is most suitable to them.

We continue to be members of Disability Wales and the Business Disability Forum to ensure that we maintain best practise standards and share information to staff, forum and network members on disability issues that may be of interest to them. We do recognise though that this is an area where we can improve, and therefore it has been identified as an area to be added to the new Strategic Equality Plan.

Commitment to Stonewall's Diversity Champions Programme

The Council's commitment to Stonewall's Diversity Programme continues. We support a number of initiatives which include the following:

- A sustained LGBT+ staff network 'Perthyn';
- Ongoing growth of the staff Allies Network;
- A visible senior LGBT Champion;
- Improvement to monitoring forms to collect data around sexual orientation.
- Attendance and engagement with residents at Pride Cymru, in partnership with other Welsh Councils;
- Regular sexual orientation information on Inform and the Council Website which includes blogs from staff network members;
- Raising the Rainbow Flag for LGBT History Month, International Day Against Homophobia and Transphobia and Pride week;
- Supporting our theatres in LGBT History Month events;
- Collaboration with Proud Valleys and Coleg Y Cymoedd to host an LGBT History Month event at Llwynypia Campus;
- Promoting the Rainbow Laces campaign.

The Council continues to support the community group 'Proud Valleys' on a number of initiatives.

This year we have been particularly pro-active in creating a trans inclusive environment. The Equality and Diversity Team in partnership with schools, YEPs, young people and Stonewall Cymru have developed the 'Trans Toolkit for Schools' which has been circulated to all schools. There has been an increasing number of queries from schools regarding support for trans pupils, consequently, the new toolkit provides practical advice and signposting information. There are a number of trained staff that are able to provide face-to-face advice and support to schools.

A number of staff undertook Stonewall Cymru's trans allies training. As a result the Council's Transitioning at Work Policy has been reviewed and separate guidelines are being produced for Human Resources staff.

Commitment to the Time to Change Wales Organisational Pledge

We have continued to hold regular 'time to talk' sessions to tackle the stigma of mental health, although, we are now working towards a wider well-being strategy. However, monitoring our sickness absence data continues to show mental health as being a key issue for employees, with 32% of all absences related to mental health. Consequently the focus this year has been on overall well-being and the introduction of a Well-being Working Group to analyse data and identify workforce trends and good practice that we can use to improve our arrangements. In January 2019, a Well-being day for staff was held in Abercynon Leisure Centre, where stress busting and mindfulness sessions took place along-side other wellbeing initiatives and information. The work to raise awareness of mental health issues is still in progress and will continue into 2019 as we focus on management induction and training.

Developing more robust monitoring arrangements

Working with the Council's Performance Management Team we were able to obtain relevant information from all service areas as part of the Council's Self Service Evaluation process to highlight in this report. This is a process that is being continually improved upon and scrutinised by senior leaders and Cabinet members.

We recognise that we need to know more about the diversity of our residents and customers. Without detailed knowledge we are unable to be fully confident that the decisions we make fully represent and meet the needs of our communities. We have not made as much progress as we planned while we focussed on our Strategic Equality Plan. Some data relating to people with protected characteristics is captured as part of the equality monitoring section of the Customer Satisfaction and Consultation surveys, and some service areas such as Communities for Work capture equality monitoring information, but this is not enough. We have already talked to residents about the potential to seek more information from them as part of our monitoring arrangements and they told us that they were mostly happy to answer equality monitoring questions, but also indicated that we need to give more thought and provide clarity about how responses will be used. We are developing relevant privacy notices to ensure data compliance.

There is also a lack of clarity around what equality monitoring should be asked. Therefore we have committed to developing an Equality Monitoring Toolkit for service areas to use.

There is a significant amount of data about our workforce outlined later in this report. This workforce data enables us to monitor the diversity and make up of our employees and also monitor any gaps in protected characteristics. However, we recognise this data needs to be more robust and future requirements are likely to require disability and race pay gap monitoring. This is an action in the new Strategic Equality Plan.

Gender Pay

Gender Pay Gap

An organisation's gender pay gap is the difference between the average male and female pay rates. It is calculated by dividing the average female hourly pay rate by the average male hourly pay rate.

The Council is required to publish the gender pay gap between male and female employees. It is also required to publish this data separately on employees in Education (teaching employees).

The Equality and Human Rights Commission strongly advise publishing separate full-time and part-time gender pay gaps. It is considered that any pay gap of 5% or more is considered significant and in need of further analysis.

The 2019 Equal Pay Audit identified the following Equal Pay gaps:

2018	Combined Gap	Full-Time Gap	Part-Time Gap
All Employees	+ 11.66%	- 11.30%	+ 4.48%
Non-Teaching	+ 12.17%	- 9.98%	+ 3.76%
Teaching	+ 6.01%	+ 6.00%	- 0.73%

The mean gender pay gap is the difference between the mean hourly rate of pay of male full-pay relevant employees and that of female full-pay relevant employees. A positive figure denotes a gap to the advantage of male employees. A negative figure denotes a gap to the advantage of female employees.

The overall gender pay gap has reduced to 11.66% from 13.17% in 2018 (prior to 2018 the figure was 14.06%). The Council has been proactive in its attempts to reduce the gender pay gap, but further analysis is needed to determine which initiatives have impacted on this reduction.

Commitment to the Women Adding Value to the Economy (WAVE) Project.

Owing to the potentially complex and sensitive information disclosed by female staff, an experienced gender pay consultant was involved in the project and undertook the research into women's progression routes into senior management posts. Phase 1 of the project has been completed and the findings have been shared with the Chief Executive. We will continue our work in this area and are committed to positive action to encourage more female staff to undertake our management development programmes.

The roll out of agile working is continuing across the Council as is the roll out and monitoring of the individual performance review process.

Overall Progress

At the end of the current Strategic Equality Plan overall the actions have progressed well and have been monitored by various methods and by the Council's Performance Management Team. There are areas such as equality monitoring where we had hoped to have made more progress, however, there have been reasons why this has not been possible, largely due to resource issues. These areas will feature in the new strategic action plan.

Strategic Equality Plan 2019-2022

In addition to working towards the objectives of the current Strategic Equality Plan, the majority of the year 2018/2019 has been spent developing the Council's new Strategic Equality Plan and identifying appropriate equality objectives.

To aid the identification of suitable equality objectives the Equality and Human Rights Commission report 'How Fair is Wales 2018' was the main reference source. Equality objectives were aligned to well-being goals contained in the Well-being of Future Generations (Wales) Act 2015, specifically a 'More Equal Wales' and a 'Wales of Cohesive Communities'.

A comprehensive engagement process was undertaken with the public and targeted engagement was undertaken with community groups that reflect the 'protected characteristics' contained within the Equality Act 2010. The full engagement report can be found [here](#).

From this engagement and consultation with a number of Council service areas the following equality objectives were identified and published in the [Strategic Equality Plan 2019-2022](#). The equality objectives are:

Objective 1 To better understand the needs of our communities and understand the barriers they face to thrive;

- Objective 2 To reduce inequalities that exist within our communities;
- Objective 3 To promote safe communities;
- Objective 4 To reduce the gender pay gap;
- Objective 5 To create an inclusive workforce.

An action plan has been developed outlining specific actions in relation to the equality objectives. These actions will be monitored through service area delivery plans.

The Annual Equality Report 2019/20 will provide information on how the Council is delivering on the new equality objectives.

7. Equality Impact Assessments

The Council has had an Equality Impact Assessment (EIA) process in place for a number of years which is carried out under the following circumstances:

- Where new policies or practices are developed (including corporate plans, annual business plans and the annual budget);
- Where changes to existing policies or practices are proposed, and when conducting expenditure reviews and programme evaluations;
- Where there are proposals to withdraw from or discontinue an existing policy or practice;
- Where the Business Planning process has identified relevance to or implications for equality.

The process is regularly reviewed and takes into account the protected characteristics identified in the Equality Act 2010.

The Council introduced a screening process in January 2012 which is designed to make the process as effective as possible and to ensure that any information gathered at the screening stage can be used if a full EIA is required. However, the Council automatically carries out a full EIA on its Change proposals process.

The table below includes a snapshot of EIA's carried out in 2018/2019.

Equality Impact Assessments

Policy/Procedure	Date
A4119 Dualling	April 2018
Regional Strategy for Supporting Children, Young People	May 2018

and Families	
Proposal to incorporate the internal Audit Service into an existing shared service hosted by the Vale of Glamorgan Council	June 2018
A465 Dualling	July 2018
Charges for Aberdare Athletic Stadium	August 2018
Learning Support Class proposals	September 2018
Proposals to buildings for Hirwaun Primary School and the proposed change of Language Medium Status of Penderyn Community Primary School	September 2018
Primary education provision to serve the Llanilid housing development	October 2018
Acquisition the freehold interest subject to both leases of 50/53 Taff Street	October 2018
Reorganisation of School Provision in the Pontypridd and Hawthorn areas	November 2018
Relocation of Alec Jones Day Centre activities to Porth Plaza	December 2018

Full details of decisions are included in Cabinet reports which are available on the following link:

<http://www.rctcbc.gov.uk/EN/Council/CouncillorsCommitteesandMeetings/Committees/Committees.aspx>

8. Employment Monitoring Data

The Council must collect and publish on an annual basis the number of:

- people employed by the authority on 31 March each year by protected characteristic;
- men and women employed, broken down by:
 - job;
 - grade (where grading system in place);
 - pay;
 - contract type (including permanent and fixed term contracts);

- working pattern (including full-time, part-time and other flexible working patterns).
- people who have applied for jobs with the authority over the last year;
- employees who have applied to change position within the authority; identifying how many were successful in their application and how many were not;
- employees who have applied for training and how many succeeded in their application;
- employees who completed training;
- employees involved in grievance procedures either as a complainant or as a person against whom a complaint was made;
- employees subject to disciplinary procedures;
- employees who have left an authority's employment.

All of the information above must be presented for each of the separate protected groups. The exception to this requirement is the data on job, grade, pay, contract type and working pattern, which must be broken down only in relation to women and men.

This information is attached at Appendix One - Employment Monitoring Data.

9. Procurement

The Council operates the SQuID which is part of the National Procurement Website, www.Sell2Wales.co.uk.

It contains a set of core questions commonly asked at the selection stage, and has a database of suppliers' answers stored for re-use, and a tool for buyers to generate a selection questionnaire using a risk-based wizard for each procurement project. The idea is that working together these three things deliver a number of benefits:

- Increased efficiency for both suppliers and buyers, by allowing standard questions and answers to be stored for future use, by keeping the number of questions to a minimum, and also by encouraging buyers to only seek information from suppliers if they can be clear about exactly how the information will be used;
- Greater standardisation of the selection stage, whilst also allowing for tailoring of questions to meet the specific requirements of the procurement;

- Increased transparency of the selection process and how responses will be evaluated – so that suppliers are able to work out easily whether or not they wish to bid for a particular opportunity, how to optimise their proposal and how to present it in an effective way;
- Improved opportunities for small-to-medium enterprises (SMEs) and local businesses to compete on a more equal footing as a result of a carefully considered question set that removes some of the barriers to entry for them.

It includes a section on equal opportunities and is in line with the guidance on procurement published by the Equality and Human Rights Commission at <http://www.equalityhumanrights.com/wales/>

10. Accessible Information

The Council produces information in a wide variety of formats according to need. Service areas record requests for alternative formats from service users to ensure that these are provided.

Accessibility Guidelines are available to employees on the Council's Intranet, these provide information on the types of accessible information available, what it is and does and includes a list of suppliers so that employees can source requested formats.

The Council has adopted the RNIB Clear Print Guidelines to increase readability of its documents.

11. Future Work

We will work towards embedding and achieving the actions as outlined in the [Strategic Equality Plan Action Plan 2019-2022](#). We will also implement any actions as a result of the EHRC review into the Public Sector Equality Duty.

12. Contact Details

Rhondda Cynon Taf welcomes comments on all aspects of this report, both in what it contains and what it may not make clear enough about the work and progress in delivering equality and removing discrimination.

If you have any comments or want to know more about the work the Council is doing please contact:

Melanie Warburton
Equality & Diversity Adviser
Rhondda Cynon Taf Council
Ty Elai
Dinas Isaf East Industrial Estate
Williamstown
Tonypandy
CF40 1NY

Telephone: 01443 444531

email: equality@rctcbc.gov.uk

Employment Monitoring Data

Equality monitoring information is stored against all employees' records in the Council's payroll and human resources information system (Vision). The information is requested at the recruitment stage and entered on to their record at that point.

The Council encourages all employees to provide this information and an equality monitoring survey is carried out on all employees every two years in an attempt to increase the information held.

In preparation for the extended employee monitoring requirements being introduced as part of the Equality Act 2010, the Council carried out an equality monitoring survey of all employees in 2011. This survey included questions that covered all protected characteristics except pregnancy. This question was not asked as it was felt that information on pregnancy and maternity would already be held on employee records and the time period allowed for return could mean that the information provided would be out of date.

The Equality & Diversity Team worked with other service areas to identify other useful information which resulted in the questionnaire including sections on the use of British Sign Language, Welsh Language ability and whether or not an employee had caring responsibilities. This information was provided statistically to the service areas to inform their work and strategies.

Statistical analysis of the information is contained in the following tables and covers all Council employees including teachers and school based employees.

People Employed by Protected Characteristic

The following information has been provided using employees' national insurance numbers; this ensures that where an employee may work in more than one job their details will be included only once to avoid duplication of information. It includes teachers and school based employees. Some comparisons will be made to the local demographic of the Borough of Rhondda Cynon Taf as over 80% of employees live in the Council area.

Gender

The table below shows the gender breakdown of employees:

Gender	Total	% of Workforce
Male	2736	25.6%

Female	7962	74.4%
Total	10698	100%

This table clearly indicates that women make up the majority of the Council workforce, this has been consistent for a number of years. This is also comparative with other local authorities in Wales.

Age

The table below shows the breakdown of employees by age group:

Age Group	Total	% of Workforce
16-24	612	5.7%
25-34	1949	18.2%
35-44	2500	23.3%
45-54	3215	30.1%
55-64	2092	19.6%
65+	330	3.1%
Total	10698	100.0%

This table indicates, as the figures did last year, that over half of Council employees are within the age range of 35-54.

Disability

The table below shows the breakdown of employees by disabled and non-disabled:

Identification	Total	% of Workforce
Disabled	191	1.8%
Non-Disabled	8570	80.1%
Prefer not to say	25	0.2%
Information not held	1912	17.9%
Total	10698	100.0%

Information is held on 82% of employees. A small percentage of employees have indicated that they are disabled but this is unlikely to give the true picture of disability in the workplace. Although the staff equality profile questionnaire gives the definition of disability, some employees with a 'defined' disability may not identify as having a disability.

National Identity and Ethnicity

The table below shows the breakdown of employees by ethnicity:

Ethnicity	Number
Asian	11
Asian British	3

Asian Chinese	4
Asian Cornish	1
Asian Indian	2
Asian Other	1
Black	6
Black African	2
Black British	2
Black Other	1
Chinese	4
Mixed Other	13
Mixed White & Asian	3
Mixed White & Black African	2
Mixed White & Black Caribbean	3
Other	22
Prefer not to say	10
White	5517
White British	1510
White Cornish	2
White English	30
White Irish	8
White Other	13
White Scottish	7
White Welsh	1443
Not Known	2078
Total	10698

Staff identifying themselves as Black, Asian and Minority Ethnic is slightly less than 2% of the workforce. The demographic of Rhondda Cynon Taf is 2%* of people identify themselves with an ethnicity other than White British, Welsh, English or Scottish.

*statswales.gov.wales at 30 June 2019

The table below shows the breakdown of employees by national identity:

National Identity	Number of Employees
African	5
Any Other Asian Background	3
Any Other Mixed Background	2
Any Other White Background	13
Bangladeshi	1
British	1553
Caribbean	1
Chinese	4
English	212
European	16
Indian	6

Irish	20
Other	9
Scottish	26
Welsh	4843
White and Asian	4
White and Black African	1
White and Black Caribbean	1
Not Known	3978
Total	10698

Information is held on 62% of employees with the majority of employees identifying themselves as Welsh followed by British.

Religion or Belief

The table below shows the breakdown of employees by religion or belief:

Religion	Total
Christian	2606
Muslim	5
Hindu	6
Buddhist	8
Sikh	1
Other	100
% of workforce identifying with a religion	25.5%
None	2483
Prefer not to say	292
Information not held	5197
Total	10698

Information is held on 51% of employees with the predominant faith being Christian. 50% of the local population identify themselves as Christian, with 40% regarding themselves as having no religion.

Sexual Orientation

The table below shows the breakdown of employees by sexual orientation:

Sexual Orientation	Total
Heterosexual	3709
Gay Man	33
Gay Woman/Lesbian	37
Bisexual	13
% of workforce identifying a sexual orientation	35.4%
Prefer not to say	207

Information not held	6699
Total	10698

Information is held on 37% of employees. As part of the Stonewall Diversity Champion's Programme, work has and will continue to encourage more employees to complete this category on equality monitoring forms.

Pregnancy and Maternity

As at 31 March 2019 there were 137 employees on maternity leave, none of which were involved in disciplinary or grievance cases. During the year 2018/19, 304 employees had been on maternity leave during this period of time.

Gender Reassignment

Specific information has not been published due to the possibility of identification. The Council has a Transitioning at Work Policy in place which was developed some years ago as a result of an employee asking for support. Since that time the policy has been accessed and support provided as and when required by employees.

Regulation Nine – Gender Specific Information

Regulation Nine of the Specific Equality Duties in Wales requires the following specific information to be provided in respect of gender breakdown.

The number of employees employed at 31 March 2019 broken down by:

- Job
- Grade
- Pay
- Contract type
- Working pattern.

This information has been provided on the basis of actual job numbers so that those employees who work in more than one job are included in all the jobs they are employed in so the numbers may be different to those in the previous section. Once again the information includes teachers and school based employees.

The following table/s provides the specific information required:

Breakdown of Employees by Gender and Job

There are over a thousand job titles within the Council so for ease of demonstration they have been broken down into job families within the competency framework.

Job Family	Female	Male	Grand Total
Administrator	1027	313	1340
Ancillary	1097	512	1609

Assistant Headteacher	39	32	71
Community and Social Care	3187	325	3512
Deputy Headteacher	83	38	121
Frontline and Customer Care	369	310	679
Headteacher	70	46	116
Middle Manager	166	86	252
Skilled Manual Worker	34	122	156
Strategic Manager	36	41	77
Supervisor	173	186	359
Teacher	1306	404	1710
Technical, Specialist & Professional	362	308	670
Unqualified Teacher	13	13	26
Total	7962	2736	10698

As last year, the data provides very little surprises with many women working in 'traditional' female areas, particularly in the Community and Social Care setting; this will be more closely examined as part of the Gender Pay Objective within the Strategic Equality Plan.

Breakdown of Employees by Gender & Grade

The Council operated the following grading systems as at 31 March 2019.

- Chief Officers (Head of Service and above)
- National Joint Council
- Teachers/Education

The tables below sets out the breakdown of employees by gender and grade:

Employees by Gender & Grade – Chief Officers

Grade	Female	Male	Total
Chief Executive	0	1	1
Group Director	0	3	3
Director Level 1	1	4	5
Director Level 2	2	5	7
Service Director Level 1	0	2	2
Service Director Level 2	2	7	9
Head of Service Level 1	14	7	21
Head of Service Level 2	3	6	9
Total	22	35	57

There has been no change since the previous year, whereby more Chief Officer posts are held by males. Those held by females are largely on the lower Chief Officer grades.

Employees by Gender and Grade – National Joint Council

Grade	Female	Male	Total
GR1	267	82	349
GR2	914	52	966
GR3	551	149	700
GR4	920	285	1205
GR5	788	411	1199
GR6	1090	299	1389
GR7	519	149	668
GR8	256	131	387
GR9	199	103	302
GR10	195	155	350
GR11	299	117	416
GR12	143	64	207
GR13	100	53	153
GR14	15	8	23
GR15	42	29	71
Total	6298	2087	8385

This information indicates that while almost 75% of the total Council workforce is female, it is females that dominate the lower pay grades.

Employees by Gender and Grade – Teachers/Education

Grade	Female	Male	Total
Education Psychologists and Advisers	74	24	98
Leadership Group/Headteachers	70	47	117
Deputy & Assistant Headteachers	139	75	214
Teachers	1316	416	1732
Total	1599	562	2161

The figures above indicate that females make up 74% of the education profession.

Individual salary grades of Education staff is complex to summarise but on analysis there is a fairly even split of male/female across all salary points with no obvious

discrepancies in respect of ability to move through the grades. The grades and salary points are based on nationally agreed pay scales and there are specific requirements for each grade and how employees move through them.

Employees by Contract Type/Working Pattern

Contract Type	Female	Male	Total
Permanent Full Time	2461	1873	4334
Permanent Part Time	1631	214	1845
Permanent Part Time Term Time	2033	79	2112
Permanent Term Time	122	28	150
Temporary Full Time	252	150	402
Temporary Part Time	123	40	163
Temporary Part Time Term Time	667	50	717
Temporary Term Time	22	3	25
Casuals	651	299	950
Total	7962	2736	10698

For permanent members of staff the breakdown of female/male is comparable to the overall workforce. Although 74% of the overall workforce is female, a much higher percentage of those females compared to males are working on part-time or term-time only basis.

Applicants for Employment and Promotion

There were a total of 367 vacancies advertised during the year 2018/19. The following table indicates the results of the recruitment monitoring for the same period.

Applicants for Employment and Promotion by Protected Characteristic

	Applicants	Shortlisted	Appointed
Female	3358	1498	392
Male	1528	596	158
Minority Ethnic	228	90	24
Disabled	223	97	20
LGB	179	73	16

Training

Equality monitoring is carried out in respect of attendance at internal training courses only and has been undertaken by the use of equality monitoring forms that now monitor all protected characteristics. Sexual orientation and pregnancy and maternity were added during 2014/15.

Identification of the need for training, learning and development is carried out through the Council's workforce planning and performance review systems. During personal development interviews managers will discuss with employees their training, learning and development needs which are aligned to the performance review and job competencies. The results of these feed in to a departmental or divisional training plan.

The Council does not currently monitor whether training requests are refused as the process used to identify training does not lend itself to this type of monitoring. This however will be considered.

There were a total of 118 equality monitoring forms returned in 2018/19. This is significantly less than previous years. Discussions took place with the Learning and Development Team to ensure equality monitoring forms were distributed on training courses.

Training by Gender

Group	Male	Female	Transgender	Prefer not to say	Not Known	Total
Chief Executives	0	3	0	0	0	3
Community & Children's Services	6	58	0	1	0	65
Corporate & Frontline Services	11	4	0	0	0	15
Education & Inclusion	1	24	0	0	0	25
Not Specified	0	10	0	0	0	10
Total	18	99	0	1	0	118

Training by Age

Group	16-24	25-34	35-44	45-54	55-64	65+	Prefer not to say	Not Known	Total
Chief Executives	1	0	2	0	0	0	0	0	3
Community & Children's Services	5	19	26	9	6	0	0	0	65
Corporate & Frontline Services	2	3	4	3	3	0	0	0	15
Education & Inclusion	5	8	8	3	1	0	0	0	25
Not specified	4	3	0	1	1	0	0	1	10
Total	17	33	40	16	11	0	0	1	118

Training by Ethnicity

Group	British	Chinese	Cornish	English	Irish	Scottish	Welsh	White and Black Caribbean	Other	Prefer not to say	Total
Chief Executives	0	0	0	0	0	0	3	0	0	0	3
Community & Children's Services	17	0	0	2	0	0	46	0	0	0	65
Corporate & Frontline Services	3	0	0	0	0	0	12	0	0	0	15
Education & Inclusion	9	0	0	0	0	0	16	0	0	0	25
Not specified	4	0	0	0	0	0	6	0	0	0	10
Total	33	0	0	2	0	0	83	0	0	0	118

Training by Religion or Belief

Group	Christian	Buddhist	No religion	Other	Prefer not to say	Not Known	Total
Chief Executives	1	0	2	0	0	0	3
Community & Children's Services	13	1	39	2	2	8	65
Corporate & Frontline Services	4	0	7	2	2	0	15
Education & Inclusion	7	0	16	0	0	2	25
Not specified	2	0	6	0	1	1	10
Total	27	1	70	4	5	11	118

Training by Pregnancy and Maternity

Group	Are currently pregnant or have been pregnant during last 12 months	Not currently pregnant, nor have been during last 12 months	Prefer not to say	Not known	Total
Chief Executives	0	3	0	0	3
Community & Children's Services	3	58	4	0	65
Corporate & Frontline Services	0	14	1	0	15
Education & Inclusion	0	25	0	0	25
Not specified	0	10	0	0	10
Total	3	110	5	0	118

Training by Sexual Orientation

Group	Heterosexual	Gay/Lesbian	Bisexual	Prefer not	Not Known	Total
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				to say		
Chief Executives	2	0	0	1	0	3
Community & Children's Services	59	0	0	0	6	65
Corporate & Frontline Services	15	0	0	0	0	15
Education & Inclusion	24	0	0	0	1	25
Not specified	9	0	1	0	0	10
Total	109	0	1	1	7	118

Disciplinary & Grievance

Disciplinary and Grievance cases are recorded and monitored through the Vision System. There were a total of 283 cases covering disciplinary, grievance and dignity at work and disciplinary action resulting from sickness absence in 2018/19. The tables below provide equality monitoring information for these cases:

Gender

	Total	Discipline	Sickness Absence	Grievance	Dignity at Work
Male	80	45	32	1	2
Female	203	54	143	1	5
Total	283	99	175	2	7

Age

	Total	Discipline	Sickness Absence	Grievance	Dignity at Work
16 – 24	10	2	8	0	0
25 – 34	40	9	29	0	2
35 – 44	63	26	36	1	0
45 – 54	94	41	48	0	5
55 – 64	73	20	52	1	0
65+	3	1	2	0	0
Total	283	99	175	2	7

Disability

	Total	Discipline	Sickness Absence	Grievance	Dignity at Work
Disabled	16	5	11	0	0

Non Disabled	242	87	149	2	4
Information not held	25	7	15	0	3
Total	283	99	175	2	7

Ethnicity

	Total	Discipline	Sickness Absence	Grievance	Dignity at Work
Asian	0	0	0	0	0
Black	0	0	0	0	0
Chinese	0	0	0	0	0
Mixed	0	0	0	0	0
White	249	85	156	2	6
Other	0	0	0	0	0
Information not held	34	14	19	0	1
Total	283	99	175	2	7

Religion or Belief

	Total	Discipline	Sickness Absence	Grievance	Dignity at Work
No Religion	87	22	62	1	2
Christian	51	17	32	0	2
Other	3	1	2	0	0
Prefer not to say	5	3	2	0	0
Information not held	137	56	77	1	3
Total	283	99	175	2	7

Sexual Orientation

	Total	Discipline	Sickness Absence	Grievance	Dignity at Work
Heterosexual	108	28	76	0	4
Gay/Lesbian	1	1	0	0	0
Bisexual	2	0	2	0	0
Prefer not to say	4	1	3	0	0
Information not held	168	69	94	2	3
Total	283	99	175	2	7

Gender Reassignment & Pregnancy and Maternity

There were 0 employees in these categories involved in disciplinary, sickness absence, grievance or dignity at work cases.

Leaving Employment

Information gained from the Vision System shows that a total of 1218 employees left the employment of the Council in 2018/19, which included 53 employees who were made redundant. It should be noted that these employees were school based, where the decision on redundancy rests with the relevant school in accordance with School Governance Regulations. The tables below indicate the number of leavers and reasons for leaving during 2018/19.

Reasons for Leaving by Gender

Reason for Leaving	Female	Male	Total
Age retirement	38	14	52
Death in service	7	1	8
Dismissed	4	2	6
Early retirement (Teachers)	4	5	9
End of contract	136	84	220
Failed probationary period	2	1	3
Ill health	9	6	15
Inability to attend work	3	0	3
Mutual agreement	89	26	115
Redundant	38	15	53
Transfer to another Council	24	14	38
Voluntary	352	103	455
Voluntary early retirement and redundancy	79	27	106
Voluntary redundancy	124	11	135
Total	909	309	1218

Reason for Leaving by Age

Reason for leaving	18-24	25-34	35-44	45-54	55-64	65+	Total
Age retirement	0	0	0	0	19	33	52
Death in service	0	0	2	4	2	0	8
Dismissed	0	0	3	3	0	0	6
Early retirement (Teachers)	0	0	0	0	9	0	9
End of contract	56	73	38	24	23	6	220

Failed probationary period	0	1	1	1	0	0	3
Ill health		0	0	5	9	1	15
Inability to attend work	1	0	0	2	0	0	3
Mutual agreement		7	21	33	43	11	115
Redundant		2	10	18	23	0	53
Transfer to another Council	2	12	12	11	1	0	38
Voluntary	45	142	116	86	55	11	455
VER and redundancy		0	0	0	94	12	106
Voluntary redundancy		13	17	74	17	14	135
Total	104	250	220	261	295	88	1218

The majority of employees left due to the end of their contract or voluntarily, with a large number of employees over the age of 55 leaving due to opportunities to take Voluntary Early Retirement.

Reason for Leaving by Disability

Reason for Leaving	Total
Age retirement	2
End of contract	7
Ill health	2
Mutual agreement	3
Voluntary	6
VER with redundancy	1
Voluntary redundancy	3
Total	24

Reason for Leaving by Ethnicity

Reason	White	Ethnic Minority	Not Known	Total
Age retirement	48	1	3	52
Death in service	7	0	1	8
Dismissed	4	0	2	6
Early retirement (Teachers)	9	0	0	9
End of contract	149	4	67	220
Failed probationary period	3	0	0	3
Ill health	13	0	2	15
Inability to attend work	2	0	1	3

Mutual agreement	93	1	21	115
Redundant	45	0	8	53
Transfer to another Council	26	0	12	38
Voluntary	326	6	123	455
VER with redundancy	100	2	4	106
Voluntary redundancy	116	0	19	135
Total	941	14	263	1218

Reason for Leaving by Religion or Belief

Reason	Buddhist	Christian	Jewish	Muslim	No Religion	Other	Prefer not to say	Not Known	Total
Age retirement	0	20	0	0	6	2	0	24	52
Death in Service	0	4	0	0	0	0	0	4	8
Dismissed	0	0	0	0	3	0	1	2	6
Early retirement (teachers)	0	2	0	0	0	0	0	7	9
End of contract	0	46	1	1	59	2	8	103	220
Failed probationary period	0	1	0	0	2	0	0	0	3
Ill health	0	4	0	0	3	0	0	8	15
Inability to attend work	0	0	0	0	2	0	0	1	3
Mutual agreement	0	25	0	0	17	1	1	71	115
Redundant	0	11	0	0	4	1	2	35	53
Transfer to another Council	0	8	0	0	3	0	4	23	38
Voluntary	3	97	0	0	120	6	21	208	455
VER with redundancy	0	43	0	0	18	1	0	44	106
Voluntary redundancy	0	40	0	0	18	1	1	75	135
Total	3	301	1	1	255	14	38	605	1218

Reason for Leaving by Sexual Orientation

Reason	Hetero- sexual	Gay/ Lesbian	Bi-sexual	Prefer not to say	Not Known	Total
Age retirement	23	1	0	0	28	52
Death in service	4	0	0	0	4	8
Dismissed	3	0	0	0	3	6
Early retirement (Teachers)	2	0	0	0	7	9
End of contract	48	2	0	9	161	220
Failed probationary period	2	0	0	1	0	3
Ill health	7	0	0	0	8	15
Inability to attend work	1	0	0	0	2	3
Mutual agreement	26	0	0	1	88	115
Redundant	8	0	1	0	44	53
Transfer to another Council	9	0	0	1	28	38
Voluntary	132	3	1	19	300	455
VER with redundancy	49	0	0	2	55	106
Voluntary redundancy	46	0	0	1	88	135
Total	360	6	2	34	816	1218