

St. Helens Council Equality Monitoring Report 2016/17

**Eliminating discrimination,
harassment and victimisation
Advancing equality of opportunity
Fostering good relations between
people within a diverse community**



St. Helens
Council



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INTRODUCTION

St. Helens Council publishes Service Equality Monitoring Reports annually. They provide the evidence required annually to demonstrate the Council is complying with the duties of the Equality Act 2010.

Equality Act 2010, Public Sector Duty

The Public Sector Duty of the Equality Act 2010 requires public bodies, in the exercise of their functions and decisions, to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity between persons who share a protected characteristic and persons who do not share it
- Foster good relations between persons who share a protected characteristic and persons who do not share it.

This means that public bodies must use appropriate information and carry out sufficient analysis to assess the impact that their decisions, policies, service and contract delivery arrangements will have on people with characteristics protected under the Act. Public bodies must ensure that appropriate steps are taken to address or justify any adverse impact identified.

The Equality Act 2010 identifies nine protected characteristics. They are as follows:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (ethnicity)
- Religion
- Sex (gender)
- Sexual orientation

Comprehensive Equality Policy Objectives

St. Helens Council's Comprehensive Equality Policy Objectives are based on the general duty of the Equality Act 2010. They are:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity
- Foster good relations between people within a diverse community

In this way, actions that contribute to the achievement of Corporate Equality Objectives also provide the evidence required to demonstrate that St. Helens Council is meeting the General Equality Duty.

Equality Act 2010, Specific Duty 2011

The Specific Public Sector Equality Duty requires public bodies to set measurable equality objectives and to publish information about their performance on equality annually.

Measurable Equality Objectives

St. Helens Council has set three measurable equality objectives:

- To ensure Equality Impact Assessments inform 100% of Delegated Executive Decisions and Key Decisions.
- To maintain a 90% achievement rate in service equality access targets for protected characteristics.
- To publish information relating to employees and customers who share protected characteristics.

Publication of Information to Demonstrate Compliance

Since 2006, St. Helens Council has published Annual Equality Monitoring Reports. These reports contain sufficient information on impact assessment, equality monitoring and outcomes to demonstrate:

- (i) Compliance with the general equality duty across Council functions and decisions
- (ii) Progress against measurable equality objectives

Demonstrating compliance with the General Duty of the Equality Act 2010

Since 2003, St. Helens Council has demonstrated compliance with equality legislation by using the following three mechanisms to implement its equality objectives within its business and management processes.

1. Equality Impact Assessments - must be used to demonstrate that the Council has given "due regard" to the general equality duty within its decision-making, commissioning, employment, procurement and service delivery functions.
2. Equality Monitoring - equality profiles must be used appropriately within consultation, complaints and other monitoring process to demonstrate equality of opportunity in access, quality and outcome across service delivery and employment.
3. Procurement Equality Standard - must be used within the Council's procurement functions to ensure that contract bidders demonstrate that they give "due regard" to the general equality duty within their employment practices.

St. Helens Council uses training, corporate standards and one to one support to ensure that staff, management and elected members understand the Comprehensive Equality Policy and their responsibilities.

Areas covered with this report

The Annual Service Equality Monitoring Report is the publication in which St. Helens Council sets out how it complies across its functions with the duties in the Equality Act 2010. It presents an analysis of the following areas:

- Service delivery and achievements
- Equality monitoring
- Equality impact assessments
- Employment equality performance
- Equality training
- Support for schools

SERVICE DELIVERY

St. Helens Council monitors the following elements of service delivery in order to demonstrate compliance with the General Duties of the Equality Act 2010.

- To ensure that services are physically accessible
- To ensure that service information is accessible to all
- To monitor service delivery, consultation and complaints to determine equality of access, quality and outcome.
- To ensure that staff have relevant training to meet the duties
- To publish the results

Access and Accessibility

The Corporate Customer Care Policy sets out the Council's approach to ensuring high quality, accessible, services that meet the needs and expectations of residents and service users. This policy outlines the key standards for customer contact and how they will be delivered.

Equality Access is taken into account in the Equality Impact Assessment process which looks at physical access, translation and interpretation etc. to ensure accessible services and information across the seven main equality strands (age, gender, gender reassignment, disability, ethnicity, sexual orientation and religion) and for other areas that are priorities for social inclusion, such as carers, lone parents and people disadvantaged by deprivation.

Actions to address any 'access' issues identified by Equality Impact Assessment are integrated into Annual Service Plans where they feed back into achieving the Corporate Equality Objectives.

The Council has a number of officers with a "disability access" remit within the following service areas: Asset Management, Architects, Building Control, Building Surveyors, and Engineering. These staff ensure that (i) the Equalities Act (formerly the DDA), (ii) the current Building Regulations, and (iii) associated best practice are incorporated within all projects and services to ensure fair access for all.

Physical Access and Accessible Information

- All Council access points are designed to ensure there are no barriers related to disability, age, or language. All staff will be trained and supported to recognise where additional support may be needed and be aware of resources available to provide this.
- Translation and Interpretation arrangements are in place, which cover the needs of Disabled people. These include British Sign Language, Picture Symbols, Large Print, Braille and Audio Tape.
- The Council's Small Venue Hire Guidance includes details of the accessibility of each venue for people with physical and sensory disabilities and restricted mobility.
- Buildings and facilities used in the consultation and scrutiny processes are chosen to meet the needs of all potential users.
- The Council's Contact Centre / One Stop Shop at Wesley House is fully accessible: disabled access, loop system, staff who can use British Sign Language, Minicom, fax, email, text, website and telephone.

Headline Events and Achievements

BLUSH Books and Language Unite St Helens – April 2016

The BLUSH programme was developed through a partnership between Bridgewater Community Healthcare NHS Foundation Trust, St.Helens Paediatric Speech and Language Team, and St.Helens Libraries' Schools Library Service. The BLUSH programme provides a high quality reading resources for schools, to support speech, language and literacy development of pupils with additional and special educational needs and help them to improve their speech and language skills.

Reading Well for Young People – April 2016

St.Helens Library Service launched the Reading Well for young people is part of the Reading Well Books on Prescription scheme, which provides 13-18 year olds with high-quality information, support and advice on a wide-range of mental health issues such as anxiety, depression, eating disorders and self-harm, and difficult life pressures like bullying and exams. Co-created with a panel of young people who have had experience of mental health issues, the Reading Well scheme is designed to help young people to understand and manage their wellbeing and emotional resilience. The books can be recommended by GPs, school nurses, counsellors and other health professionals and are free to borrow from the library.

Dementia Awareness Day – May 2016

St.Helens Central Library held a full day of events during the Alzheimer's Society Dementia Awareness Week, exploring the effects of dementia and celebrating the positivity of people living with dementia. The event included: information, stalls and advice from health and charitable organisations; a dementia and family friendly dance and music performance created and performed by artist Bisakha Sarker; Reminiscence Karaoke which aimed to bring back music linked memories to people living with dementia; the Time Traveller artwork installation by artist Sharon Mutch; and a film and installation by artist Jacqui Priestley, which explored the notion of loss, disrupted identity and dislocated memories.

National Breastfeeding Celebration Week – June 2016

St Helens Council's Healthy Living Team held special events in Newton-le-Willows Library and St.Helens Central Library to raise awareness of National Breastfeeding Celebration Week. The focus of the 2016 Celebration Week was titled "how everyone in local communities can support mothers to breastfeed, whenever and wherever they are." The events offered an opportunity for mothers, breastfeeding supporters and health professionals to come together and share details about what works well in supporting breastfeeding in the local community, and to signpost mothers to their local Infant Feeding Team.

Drive Safely for Longer – October 2016

St.Helens Council's Road Safety Team took the lead in this Merseyside-wide initiative to address the growing problem of more drivers aged 60 and over being involved in road traffic collisions. The initiative included a series of events where senior road users could sign up for the free Drive Safely for Longer awareness course. The Drive Safely for Longer course provides participants with advice from experienced and qualified driving instructors. Event-goers were also able to get advice and support on a range of driving related issues including medication, sight loss, dementia, and how to utilise public transport.

HEADZ – October 2016

As part of Black History Month St.Helens Central Library hosted a performance of HEADZ; a collection of monologues by Liverpool-based Theatre Company 20 Stories High. Created for performance in unusual spaces, the monologues examined difficult issues affecting young people, focusing on stories that are bold, moving, and ask difficult questions about issues such as teenage pregnancy, parents splitting up, and racism.

White Ribbon Day – November 2016

As a white ribbon authority, St Helens Council once again supported the national campaign which seeks to eliminate violence against women. White Ribbon Day, held each year on 25th November, was set up by a group of men who wished to take a stance and make a visible personal pledge never to commit, condone or remain silent about violence against women. To mark the day, St Helens Council flew the White Ribbon flag above the Town Hall and ran a number of awareness-raising activities including the 'walk a mile in her shoes' event, which saw men sport high heels and take part in a walk around the town centre.

Multi-faith Lighting Ceremony – December 2016

St Helens Council's Library Service hosted a multi-faith light ceremony bringing together members of the Jewish, Muslim, Hindu and Christian communities to celebrate the things that bind all faiths and generate the feelings of goodwill and community cohesion. This was the second year that the multi-faith light ceremony has been held, and it is hoped that it will become a regular part of the Borough's calendar. Over 100 people attended event and experienced an evening of prayer, candle lighting, readings and refreshments. Merton Bank Primary School Choir and St Helens Gospel Choir performed songs and carols, and the ceremony culminated with the lighting of the Library's Christmas tree.

Holocaust Memorial Day – January 2017

St Helens Council hosted the Borough's annual commemoration of Holocaust Memorial Day in the Town Hall on the 27th January. The event was led by His Worshipful The Mayor, Councillor David Banks and included readings and musical performances by students and pupils from Mill Green School and College, Penkford School, Merton Bank Primary School, Holy Cross Catholic Primary School, Rainford High Technology College, Cowley International College, Hope Academy, and St. Augustine of Canterbury Catholic High School.

How Can Life Go On? – January 2017

On the night of 10th May 1933, Nazi party members gathered in Berlin to burn books with 'un-German' ideas. The event was symbolic of the Nazi party's rise to power, and the fear and hatred that motivated it – leading ultimately to the persecution of about six million Jews and minorities in the Holocaust. Heinrich Heine, a German-Jewish poet of the 19th Century wrote in his 1820-21 play 'Almansor' the now famous warning: "Wherever books are burned, human beings are destined to be burned too." Libraries across the Borough paid homage in memorial of the Holocaust with the commissioning of a unique artwork by local artist Kate Bufton. Residents were invited to take part in crafts sessions folding the pages of book, creating a growing mobile sculpture which was displayed throughout January.

Creative Alternatives – February 2017

St. Helens Council's Public Health Service commissioned Creative Alternatives, an award-winning 'arts on prescription' service, which can be offered as an alternative or additional treatment to people with mild to moderate depression, anxiety or stress. Creative Alternatives gives people who are experiencing poor mental health access to a number of weekly workshops in creative arts, such as painting, woodwork, crafts and expressive writing. Research shows that the arts can help improve a person's well-being and reduce the symptoms of anxiety or depression.

EQUALITY MONITORING

Equality monitoring is used to demonstrate equality of opportunity. Equality of opportunity is defined in terms of achieving a proportionate level of employment or service level access, quality and outcome for different groups across the strands of age, gender, sexual orientation, disability, race and religion. It can be measured by monitoring service level access, satisfaction, complaints or outcomes:

- Equality of access – can I get in?
- Equality of quality – will I be respected as an individual?
- Equality of outcome – will the answer always be no?

The Council's Corporate Standard for Equality Monitoring ensures the same methods and definitions are being used by all Services when collecting equality information for use within performance and service level monitoring. Key to equality monitoring is the collection of service user equality profiles – age, disability, gender, race, sexual orientation and religion - and the analysis of results by equality profile to identify issues for particular groups.

Equality profiles are integrated within:

- Corporate Consultation Toolkit
- Complaints Process
- Contact Centre monitoring processes and Customer Satisfaction Survey
- Twice yearly Service level equality monitoring reports are produced

Service Level Equality Access Monitoring

The Council undertakes service level equality access monitoring to demonstrate that people have an equal opportunity to access services. Services define an appropriate equality profile of potential service users using census data or other demographic statistics. The equality profile covers relevant age, gender, disability, race, religion and sexual orientation percentages. Each service can then set realistic percentage targets for the proportion of service users they might expect to access their service. These are set for age, gender, race etc., based upon the percentage equality profile of their potential service users. Where the actual percentage equality profile of services users matches the targeted percentage profile, the service can reasonably demonstrate equal opportunity in its service access.

Service Level Equality Access Monitoring Report, March 2017

The following table shows the number of service level equality access targets set for the period April 2016 to March 2017. The targets are broken down into disability, race, gender, religion and sexual orientation (SO)

Corporate Results	Age	Disability	Race	Gender	Religion	SO	Total
Targets not met	1	2	2	1	1	0	7
Not met but improving	1	2	3	0	3	0	9
Targets Met	2	5	19	23	12	2	63
Targets Set	4	9	24	24	16	2	79

“Targets met” – the number of targets where the actual percentage of services users matched the target percentage

“Targets not met but improving” - the number of targets where the actual percentage of services users did not match the target percentage but the percentage access for the targeted group did increase.

“Targets not met” – the number of targets where the actual percentage of services users did not match the target percentage and the percentage access for the targeted group did not increase.

Service Level Equality Access Monitoring Results October 2016 to March 2017

In line with the Specific Public Sector Equality Duty of the Equality Act 2010, St.Helens Council has set the following Measurable Equality Objective in relation to Service Equality Access Monitoring:

Target: To maintain a 90% achievement rate in service equality access targets for protected characteristics.

In total, 79 “service equality access targets” were set across the Council.

80% (63) of the “service equality access targets” were met.

11% (9) of the “service equality access targets” was not met but protected characteristic representation did move towards the target percentage.

9% (7) of the “service equality access targets” were not met and protected characteristic representation did not move towards the target percentage.

Outcome: 91% (72) of service equality access targets were met or improved upon.

This achieves the Measurable Equality Objective target of 90%.

In same period in 2015-16, 96% service equality access targets were met or improved upon.

A total of 7 service equality targets were not met. These covered 4 service areas. Where this occurs services must develop appropriate actions for improvement.

- At 35.46% the female representation within the Children’s Assessment Framework (eCAF Assessment) had fallen slightly below the lower acceptable percentage of 40%. The equalities officer has proposed further monitoring at 3 monthly intervals to identify if this is an exceptional result or whether it requires further investigation.
- Child Protection percentage for BME children fell below the lower acceptable target percentage of 5%, to 2.61%, and the percentage for children from non-Christian Faiths fell below the lower acceptable target percentage of 0.5%, to 0.16%. Religion not stated is unacceptably high at 94.13%. The service manager is working with the equalities officer to improve the data recording processes to address these issues.
- Under One Roof social housing scheme: Disabled applicants fell below the lower acceptable target percentage of 6% to 3.5%. The service manager has been asked to identify if there are any underlying issues which might explain the under-representation
- Housing Benefits: BME claimants fell below the lower acceptable target percentage of 1% at 0.87%, older claimants increasing above the upper acceptable target percentage of 30% at 50.23%, and disabled applicants fell below the lower acceptable target percentage of 25% at 23.75%. Changes to Universal Credit caused a reduction in working age benefit claimants, thus the percentage of older claimants has increased. Changes to Personal Independence Payment caused a reduction in disabled claimants. Target percentages for disabled and older people will be recalculated to reflect these changes. The service will continue to encourage applicants to complete race data.

Complaints and Satisfaction

Peoples’ Service Department Complaints Report

The Peoples’ Service Department produces an Annual Complaint Report, which include a section on the equality analysis of complaints. The 2016-7 report showed no evidence to indicate that any complaints were linked directly or indirectly to the prohibited conduct of discrimination, harassment or victimisation.

IMPACT ASSESSMENTS

Impact Assessment of policies, decisions and service delivery arrangements

The Council's Corporate Standard for Community Impact Assessment is designed to ensure that the impact of council policy, decisions and service delivery arrangements upon the community is analysed in terms of the health, sustainability and equality impact. The tool is designed to support officers in identifying both the positive and negative impact of proposals.

In relation to Equality Impact, the tool and guidance is designed to support the Council in giving due regard to the General Duties of the Equality Act 2010, elimination of discrimination, harassment and victimisation; advancement of equality of opportunity; and the promotion of good relations between people who share protected characteristics and people who do not.

"Due regard" means a substantial, rigorous and open-minded consideration of the duty when developing or formulating policy, decisions, or service delivery arrangements (including contract specifications and funding agreement). "Due regard" requires analysis of relevant materials (including the outcomes of consultation and needs assessments).

The amount of 'due regard', i.e. the degree of consideration or attention demanded, will depend on the circumstances of the proposal. The greater the potential impact, the greater regard must be given. Due regard must therefore entail:

- The collection and consideration of data and information in relation to the people directly and indirectly affected by the decision, policy or proposal;
- Ensuring that the data and information are sufficient to enable the Council to assess whether the decision might amount to prohibited conduct, might impact on the promotion of equality of opportunity, or impact on the promotion of good relations, and;
- If there is an impact, proper appreciation of the extent, nature and duration of that impact.

Where a proposal has an adverse effect on, or disproportionately disadvantages people with protected characteristics, the duty requires the Council to take positive steps to mitigate or address that impact. This has to be done before the Council or responsible Members can make a decision or agree a proposal.

Cabinet Key Decisions

St. Helens Council Cabinet is the principal decision making body of the Council. It is made up of the Leader of the Council and nine Council Members. The Council's business is divided into nine portfolio areas. Cabinet Members are responsible for portfolio areas. This means they make the day-to-day decisions that affect their area of responsibility. Impact Assessments are used to inform Cabinet Key Decisions. Over the Council Year 2016/17 there were 9 Cabinet Key Decisions. The Equality Impact was considered for all.

Delegated Executive Decisions

Councillors delegate some decisions to the Council's Chief Officers, who are employees of the Council. Over the Council Year 2016/17 there were 224 Delegated Executive Decisions. The Equality Impact was considered for all decisions, and the Council's Equality Officer was consulted on each one.

Good Practice and Service Improvements from Equality Impact Assessment from April 2016 – March 2017 (This is not a complete or exhaustive list)

- St.Helens a missing child and child sexual exploitation service is delivered by Catch 22, a dedicated and specialist provider that deliver support to young people who are either at risk of sexual exploitation or who have suffered sexual exploitation. The service provides a co-ordinated and organised response to all reported incidents of missing children and young people. It forms part of St.Helens Safeguarding processes which cover harmful practices such as Female Genital Mutilation, Honour-Based Violence, Forced Marriage, Trafficking and Modern-Day Slavery and Child Sexual Exploitation.
- The Community Safety Partnership continues to raise awareness of hate crime, ensuring that victims are supported and offenders are dealt with effectively. The St.Helens Hate Crime Reduction Partnership is the Community Safety Partnership sub group that co-ordinates, steers and concentrates the attention of the public and all agencies on reducing hate crime in St.Helens. The Community Safety Partnership launched a public pledge to help eliminate hate crime in St.Helens. Local organisations have been asked to sign a pledge committing to promoting "[St.Helens No Place for Hate](#)", to make local people more aware of hate crimes and to feel more confident in reporting any incidents of hate crime.
- St Helens Information & Advice Service was set up to support vulnerable people, including older people and those mental health problems; physical or sensory impairments; and learning disabilities. The Information and Advice Service assists local people with a wide range of issues including benefits advice; accessing care and support; homelessness; and housing issues. The service also signposts people to statutory, voluntary and community organisations, and enables individuals to make informed choices about their health and social care.
- The St Helens Advocacy Hub is a new service offering a single point of contact for all health and social care related advocacy enquiries in the borough. The Hub provides information, signposting and one-to-one independent advocacy support for health and social care related issues. Advocates support people to explore their options, defend and promote their rights, speak out about issues that matter to them and ultimately, be involved in decisions about their lives.
- St.Helens Council continue to provide Disabled Facilities Grants. These are available for adaptations to homes where an Occupational Therapist has assessed a person with disabilities as being in need. A maximum amount of up to £30,000 is availed however, the grant is means tested to ensure that those in the most need get the most help. Disabled Facilities Grants are awarded for essential adaptations to give a person with disabilities better freedom of movement around the house. The type of adaptations undertaken are:
 - Access to and from the home
 - Access to certain rooms in the home including access to a toilet, bath/shower or wash basin.
 - Provision of facilities for preparing and cooking food
 - Making the home safe for the disabled person and other people living in the house.
- St. Helens School Music Service Repair Contract is written to enable the school music service to be accessed by as wide a group of young people at different ages, stages of development, and abilities as possible. The specification of the repairs contract includes the requirement for instruments to have bespoke modifications and additional fittings in order make them accessible to a disabled child. This reasonable adjustment enables disabled children to engage in the music development programme by making every possible alteration to enable a child to play the musical instrument of their choice.

ACCESS TO INFORMATION

Ensure that all sections of the community have access to information about all Council services and access to the service they require

The Council has a set of agreed Standards that cover Customer Access Points (Planning Reception, Wesley House Contact Centre etc.), e-government and website. These include response times for phone calls and emails and other correspondence, as well as a zero tolerance approach to discrimination and harassment of Council Staff

A Corporate Translation and Interpretation Service is in place and Council publications carry information on how to access translations to ensure all disabled groups and people with different language needs can access Council information.

Provision includes foreign language interpreting and translation, Braille translation, British Sign Language interpreting, audio transcription and large print translation.

Evidence of the removal of barriers, improvements in service accessibility and reasonable adjustments which have come about as a result of the Customer Service and Accessibility Policy, the Corporate Access to Services Strategy, Service Level Equality Monitoring and Equality Impact Assessment include:

- The Corporate Customer Services and Contact Centre is fully accessible: interpretation service, disabled access, public hate crime reporting centre, loop system, staff who can use British Sign Language, Minicom, fax, email, text, website and telephone
- The Council's Small Venue Hire Guidance includes details of the accessibility of each venue for people with physical and sensory disabilities and restricted mobility
- Buildings and facilities used in the consultation and scrutiny processes are chosen to meet the needs of all potential users
- The Council has portable loop systems available for meetings
- Translation and Interpretation Service is available to all department services (including foreign languages, British Sign Language and Braille)
- Information on how to access translation is included on Council publications
- The use of appropriate language and inclusive images in all departmental publications and service information leaflets
- The Council's website provides online service information and information in different community languages
- The Council uses various tools to make its website accessible to people with sensory and physical impairments

EQUALITY IN EMPLOYMENT

As a major employer and provider of services, St. Helens Council promotes equality of opportunity in recruitment and employment. The Council's policy is to ensure that no job applicant or employee receives less favourable treatment on the grounds of the characteristics protected by the Equality Act 2010: age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion and sexual orientation, or is disadvantaged by conditions or requirements which cannot reasonably be shown to be justifiable.

St. Helens Council promotes a welcoming environment where individual dignity is respected. When necessary the Council will take action to ensure that unwanted behaviour linked to the protected characteristics of the Equality Act 2010 is challenged and where necessary sanctions are used to support the duty to eliminate discrimination, harassment and victimisation from the workplace.

The Council maintains a baby welcome policy, makes reasonable adjustments to remove barriers affecting disabled employees, has developed gender reassignment guidelines, and all reviews of employment policies and procedures are informed by equality impact assessments.

All disciplinary, disciplinary and capability cases are monitored to ensure that investigations and proceedings are free from any discriminatory practices.

The Council monitors the workforce to evidence that there is equality of opportunity in employment, and to identify and respond to issues that arise. We include a summary of the outcomes of monitoring below. Where an employee has been identified as being from a black or minority ethnic community or having a disability, as a result of monitoring the indicators, and leaves employment, their termination is investigated to ensure that it did not arise as a result of discrimination or discriminatory practice.

Employment Equality Monitoring Performance Indicators March 2017

All employment indicators are affected by (i) appointments, which are undertaken in accordance with fair and equitable practice, and (ii) terminations, which are largely beyond the Council's control and (iii) reduced recruitment due to the current financial climate.

Performance Indicator	Target	Outcome	Comment
Indicator - CS-04 - Percentage of top 5% of earners that are women	50.00%	56.2%	The 2017/18 target has remained at 50% to ensure that we have a gender representative workforce
Indicator - CS-05 - Percentage of top 5% of earners from black and minority ethnic communities.	1.50%	3.31%	The 2017/18 target has been adjusted to 3.4% to reflect the continuous improvement of this indicator.
Indicator - CS-06 - Percentage of the top paid 5% of staff who have a disability. (Excluding those in maintained schools).	3.10%	4.13%	The 2017/18 target has been adjusted to 4.2% to reflect the continuous improvement of this indicator.
Indicator - CS-07 - Percentage of staff declaring that they meet the Equality Act disability definition	2.55%	2.81%	The 2017/18 target has been adjusted to 2.9% to reflect the continuous improvement of this indicator
Indicator - CS-08 - Percentage of local authority employees from minority ethnic communities.	1.00%	1.00%	The 2017/18 target has remained at 1.1% to reflect the performance of this indicator

EQUALITY TRAINING

Arrangements for training staff – Training Strategy

Our Equalities and Diversity Training Strategy “Meeting the needs of the Community – Understanding and Managing/Valuing Diversity” has the following aims to ensure that:

1. Staff managing and delivering services are trained to provide an appropriate and informed response to all service users, in order to advance equality of opportunity and eliminate unlawful discrimination, harassment or victimisation.
2. Staff managing and delivering services are clear about their responsibilities to promote equality in accordance with Council Policy.
3. Managers have the knowledge and capacity to discharge the Council’s duties around equalities specifically the requirements to monitor service provision and take up, carry out impact assessments and report the outcomes of this work to be able to make appropriate changes to service provision.
4. Managers are equipped to manage a diverse workforce and implement the Council’s Equalities Policy and related Human Resource policies.
5. Staff have a clear understanding of the relationship between the various elements of equal opportunities legislation and their tasks and responsibilities.
6. Equality issues are fully understood and taken account of in the Council’s Human Resource policies in particular recruitment and selection practice and procedures, disciplinary, capability and grievance procedures and bullying and harassment.
7. All new staff joining the Council are provided with an understanding of the Council’s policies around equal opportunities and understand how these are translated into procedures and codes of practice

Delivery of the Strategy – key features

Corporate Training

The strategy has been delivered in a flexible, phased way. Training is designed and delivered for members and managers around their role and responsibilities. This uses very practical methodologies delivered in a workshop format to encourage discussion and challenge without condemning staff for displaying ignorance of these issues. Elected members receive briefings on the Equality Act 2010, Equality Impact Assessments and the nature of “due regard”. Staff induction includes a presentation by the Council’s Equality Officer to help staff understand the importance of equality and diversity within the Council.

Departmental Training

Departments, via their representatives on the Diversity Strategy Board determine specific equality training for individual services, aimed at ensuring training is relevant to the equality and cohesion duties that are appropriate for each service. Training in 2016-17 included:

- The Equality and Diversity training for staff working in social care - for frontline workers in a care setting supporting people who require assistance in their day to day lives. With the objective to make staff aware of the standards of equality and diversity required of them, and how they can apply them in the workplace. The course is mapped to the Care Certificate Standards and covers issues such challenging and reporting discrimination, harassment and victimisation, and promoting respect, inclusion and dignity.

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Examples of training modules that support staff working with vulnerable people, which are relevant to demonstrating “due regard” for people with protected characteristics, includes:

- Acquired Brain Injury - This course is mandatory for independent providers and staff within Peoples Services that work directly with people who have a brain injury.
- Alzheimer's Certificate - The programme is aimed at Care Workers, Domiciliary and Residential, Carers, Personal Assistants and anyone who cares for someone with Dementia.
- Dementia Awareness - mandatory for all staff within Adult Social Care and Health and independent providers who work with people with dementia. This course is also suitable for and relevant for all staff employed in a care setting.
- Deprivation Of Liberty Safeguards - understand the principles and application of the Mental Capacity Act and Deprivation of Liberty Safeguards.
- Dignity, Privacy and respect – for anyone new to working in a care setting and anyone who cares for someone who requires support. This is linked to the Care Certificate and includes the Common Core Principles of Dignity, valuing uniqueness, shaping care to support the individual, communicate in ways that are meaningful, respect how individuals may be affected when having personal care delivered, and recognise surroundings, possessions and environment are important to their sense of dignity. Promotes dignity through workplace cultures and challenges care that may reduce dignity of an individual. The Human Rights Act 1998, Mental Capacity Act 2005, The Equality Act 2010 and The Care Act 2014 are briefly explored during this course.
- Person Centred Thinking Skills and Approaches is for all staff who support people needing help with their care, including care workers, social workers independent providers and carers. It explores how to support people who receive care in taking control where able and supporting choice and inclusion and integration into the community and how to uphold their rights as an individual.
- Person Centred Support Planning for everyone who may be involved in producing an individual care plan with the person at the centre, co-production using internationally recognised tools.
- Space – a Service User Specific Programme for staff within the Supported Living Section of St. Helens Council who work with Adults with a learning disability or complex and challenging needs.

DUTIES FOR SCHOOLS

Educational Institutions

All the governing bodies of educational establishments maintained by the Local Education Authority (LEA) are subject to the following duties.

The Special Educational Needs And Disability Act 2001

The Special Educational Needs and Disability Act 2001 sets a duty on schools to plan to increase physical and curriculum access for disabled pupil.

Education Act 2002, Section 78

The curriculum for all maintained schools should promote the spiritual, moral, cultural, mental and physical development of pupils at the school and of society, and prepare pupils at the school for the opportunities, responsibilities and experiences of later life.

Education And Inspections Act 2006

The Education and Inspections Act 2006 inserted section 21(5) to the Education Act 2002 introducing a duty on the governing bodies of maintained schools to promote community cohesion from September 2007.

Equality Act 2010

The General Public Sector Duty of the Equality Act 2010 requires schools, in the exercise of their functions and decisions, to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation
- Advance equality of opportunity between persons who share a protected characteristic and persons who do not share it
- Foster good relations between persons who share a protected characteristic and persons who do not share it.

The Specific Public Sector Equality Duty requires schools to set measurable equality objectives and to publish information about their performance on equality.

- Publish sufficient information to demonstrate compliance with the general equality duty across its functions annually.
- Prepare and publish equality objectives to demonstrate how the general equality duty will be met.

Equality Act 2010, Accessibility for Disabled Pupils

Schedule 10 of the Equality Act 2010 requires Local Authorities to prepare and maintain an Education Accessibility Strategy, with the outcome over a prescribed period of:

- a) Increasing the extent to which disabled pupils can participate in the schools' curriculums;
- b) Improving the physical environment of the schools for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered by the schools;
- c) Improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled.

The delivery of information must be:

1. within a reasonable time;
2. in ways which are determined after taking account of the pupils' disabilities and any preferences expressed by them or their parents.

St.Helens Council's Education Accessibility Strategy

Arrangements for increasing the extent to which disabled pupils can participate in the schools' curriculums are set out within:

- Guidance For Schools: Meeting Additional Needs (January 2015)
- St Helens Council's Special Educational Needs and Disability - Local Offer

Arrangements for improving the physical environment of schools are set out within the Council's Programme of School Work, which is based on the assessment of all relevant built assets. Arrangements include contingency to make reasonable adjustments that meet unexpected or unforeseen access needs.

Arrangements for improving the delivery to disabled pupils of information which is readily accessible to non-disabled pupils, is covered in the following ways.

- Council Translation and Interpretation arrangements
- School Translation and Interpretation arrangements
- St Helens Information Advice and Support Service

St.Helens Council's Education Accessibility Strategy for the period 2017-20, will be incorporated into the Council's Comprehensive Equality Policy.

COUNCIL SUPPORT TO SCHOOLS

During 2016-17 St. Helens Council has used the following methods to support schools in meeting their equality duties:

- The Inclusion Team support Additional and Special Educational Needs
- Governor and Head Teacher Training on Equality Duties
- Development of a new template School Equality Policy covering the changes to Special Educational Needs brought in by the Children and Families Act 2014
- Supporting schools in developing and implementing their Equality Policies
- Supporting Schools on Curriculum Assessments
- Supporting Schools in carrying out Equality Impact Assessments
- Guidance for schools on bullying and hate crime reporting
- Staff training on challenging inappropriate language
- The Council support Schools with improvements to the physical environment

PUBLISHING RESULTS

This document is published in line with the specific public sector duty under the Equality Act 2010 to publish information to demonstrate its compliance with the General Duty of the Equality Act 2010: to give due regard to eliminating unlawful discrimination, advancing equality of opportunity and fostering good community relations within decisions, policy and service delivery

St.Helens Council publishes the following information:

Annual Equality Monitoring Reports

The Council's decision-making processes are published upon the Council's website and include Equality Impact Assessments. These are available to anyone who requests them.

In line with normal requirements related to information for the public, information produced will be available in different formats on request (large print, translated, in Braille etc.).

Your views are important to us

Comments concerning this document or St. Helens Council's equality and diversity performance are very welcome.

You can send comments to us in the following ways

Email – contactcentre@sthelens.gov.uk

Phone - 01744 676 789

Or write to

Equalities Officer
Town Hall
Victoria Square
St. Helens
Merseyside
WA10 1HP