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This document is also available in Welsh.



City and County of Swansea

Equality Review Report 2014/15 (Year ending March 2015)

Equality Review Report 2014/15

1. Introduction

This is the City and County of Swansea's Equality Review Report for 2014-15. This is our fourth review under the Public Sector Equality Duty and reflects the reporting regulations for Wales, which were introduced in 2011.

This report contains details on:

- A review of progress for our Equality Objectives
- Equality information
- Employment and training information
- Additional information relevant to our legislative duties.

2. Reviewing the Equality Objectives

The annual review of progress took place during April - May 2015 and all departments provided details of their progress. All of the information can be found at Appendix 1. In terms of the very small number of actions that have not progressed in 2014 - 2015, officers have provided details and updated deadlines where appropriate (as is permitted under the regulations). Where actions have needed to be changed or progressed in different ways, this has been highlighted throughout the action plan.

3. Equality Information

The equality information collected during 2011-12 has continued to be used, and has been added to via many of the activities mentioned throughout this report. In addition:

- We continue to use equality information to inform our Equality Impact Assessments (EIAs); this varies according to the EIA subject, relevance and focus.
- A Needs Assessment was completed to inform our first Single Integrated Plan – The One Swansea Plan:
<http://www.swansea.gov.uk/sna>
- Following the two inter-agency seminars held in partnership between the City & County of Swansea and the EHRC in Wales a report on Linking Poverty and Inequality Strategies in Education (How and what are the benefits?) was developed. The report, which examined the links between poverty and inequality using educational attainment as an example, was submitted in November 2014 as part of the EHRC in Wales' response to the Assembly's Communities, Equality and Local Government Committee Inquiry into poverty in Wales:
<http://www.senedd.assembly.wales/ielIssueDetails.aspx?IId=8469&PlanId=0&Opt=3#A119603>
- A second Children and Young People's Super Survey was undertaken across secondary schools in Swansea in the summer term of 2014 to seek the views of young people about things that affect their lives. The information gained from this survey has fed into service planning and developments and helped us to evidence the work we are currently undertaking on the United Nations Convention on the Rights of the Child (UNCRC). It has now been agreed that the CYP Super Survey will be run bi-annually with the third survey to run in the summer term

of 2016, along with a newly developed survey that meets the needs of those with additional learning needs, in order that we can ensure we gather the opinions of as many children and young people as possible. Results from the survey will be compared with the previous year to measure distance travelled.

- Colleagues in Research and Information continue to build on our corporate knowledge and data, in particular via the emerging results of the Census 2011. Further information is provided in Appendix 1 (Equality Objective 2).

4. Employment and Training Information

Please see Appendix 2 for this information.

5. Additional information

This section briefly details some of our other work relevant to the requirements of the Public Sector Equality Duty during 2013-14.

5.1 Engagement and Inclusion Cabinet Advisory Committee (CAC)

The Equalities Committee was replaced by the above CAC in 2014. The remit of the new CAC (made up of Councillors) is to assist the relevant Cabinet Member as appropriate on matters relating to the Policy Commitments adopted by the Council. The CAC held its first monthly meeting in September 2014.

Equalities Committee and CAC meetings through 2014-15 focused on the following issues / areas of work:

- United Nations Convention on the Rights of the Child
- Welsh Language Scheme annual review report
- Asylum seekers and refugees, immigration and community cohesion
- Staff engagement
- Sustainable Swansea – consultation
- Domestic abuse
- Equality review report
- Communication with carers

For more information and to see the minutes of Committee meetings, visit <http://democracy.swansea.gov.uk/ieDocHome.aspx?bcr=1&LLL=0?Lang=eng>.

5.2 Equality Member Champions

Our Elected Member Champions cover all of the Equality Act's protected characteristics (as well as wider themes such as health and wellbeing, carers and domestic abuse) and are supported by members of the Access to Services Team and colleagues from other departments where appropriate.

Member Champions exist to provide a voice for traditionally under-represented groups or issues, which need to be kept at the forefront of Council business although they may not be the responsibility of any individual or Committee.

Member Champions make sure that the issue or group that they are championing is taken into account when Council policy is being developed and decisions are made. They make regular reports to the Engagement and Inclusion CAC. They also receive information and training from external organisations such as the Welsh Local Government Association.

For more details, visit

<http://democracy.swansea.gov.uk/mgListOtherPosts.aspx?bcr=1&LLL=0>

5.3 Equality Impact Assessments (EIA)

We have done further work to improve our EIA process this year. We have integrated the United Nations Convention on the Rights of the Child (UNCRC) into the process. This is to ensure we meet our due regard commitment to Children's Rights. As always, our focus has been on ensuring that the process remains user-friendly, effective and workable for colleagues across the organisation.

Our Equality and Engagement protocol (to ensure that EIAs are tracked and monitored through the Council's reporting and decision making process) continues to be very useful in ensuring that equality issues are considered and addressed where needed.

All completed EIA reports continue to be published at www.swansea.gov.uk/eia and (as for the previous 3 years) the Council's budget for 2014/15 was subject to the EIA process.

5.4 Consultation and Engagement

Information about our consultation and Engagement methods and arrangements are available at <http://www.swansea.gov.uk/consultation>. A further update is provided in Appendix 1 – please see Equality Objective 1.

Following on from last year's work, we have continued to develop our relationship with local community groups:

➤ LGBT Forum

The Council places great value on the city's lesbian, gay, bisexual and transgender (LGBT) community and work continues with partnership organisations to support initiatives to challenge prejudice and discrimination and increase awareness of the positive contribution LGBT citizens make to the City and County of Swansea.

The Swansea Bay LGBT Forum began in February 2012 and continues to go from strength to strength. The Forum is run by the City and County of Swansea in partnership with South Wales Police and membership includes employees or volunteers from local and national organisations who represent the interests of LGBT citizens.

Organisations represented include:

- Bi Cymru
- Victim Support
- Age Cymru
- Transgender in Wales
- Tawe Butterflies
- Terrence Higgins Trust
- Swansea University LGBT Society
- Swansea LGBT Unity Project
- Stonewall Cymru

as well as public sector organisations such as the DVLA, Mid and West Wales Fire Service and the Ambulance Service.

Together, forum members have taken part and supported annual events such as Swansea Sparkle, International Day Against Homophobia and Transphobia (IDAHOT), LGBT History Month, Swansea Pride and Bi Visibility Day. The City and County of Swansea further marked each occasion by flying the Rainbow Flag outside the Civic Centre building. The Transgender flag was also flown for Transgender Day of Remembrance and for Swansea Sparkle in 2014.

Forum meetings have included information exchanges and discussions focussed on:

- Hate crime
- Health - various consultation exercises
- Swansea University project - provision of inclusive and anti-discriminatory services to older LGB people
- Education - School Police Liaison Officers – LGBT work within schools
- Council's Strategic Equality Plan (SEP).

A two-year review of the forum took place in 2014. This gave members the opportunity to revisit aims and objectives and plan for future meetings with a more targeted themed approach. Members decided that Hate Crime and Education (in terms of raising awareness of the issues and tackling LGBT phobia in schools) would be the priorities for 2015. Forum members were happy with the progress made since its conception and were happy to continue working together.

➤ BME Forum

The Swansea Bay Black and Minority Ethnic (BME) Forum has not met as frequently this year. We are working with our partners, South Wales Police, to look at how best to progress the work of the Forum and continue to engage.

Forum meetings have included:

- Swansea Bay Racial Equality Council's Voices Have Spoken and Minority Ethnic Elders Advocacy projects
- Workers' Educational Association Cymru's ESIL project

The Civic Centre hosted an exhibition to mark Black History Month 2014. The exhibition was then moved to the Waterfront Museum where it was also displayed.

5.5 Hate Crime

The Council had a hate and harassment third party reporting process in place for many years. Over recent years however, the number of reports received have decreased significantly. Following a review of the work around hate crime, it was decided to adopt a new national process administered by Victim Support.

Welsh Government commissioned Victim Support to increase the reporting of hate crimes and hate incidents across Wales and to offer additional support to victims of these offences. They have established a new national hate crime report and support centre for Wales and as such have taken over the responsibility from Safer Wales with regards to 3rd party reporting.

Victim Support can offer an array of services and can tailor support to the needs of each victim which may include:

- Emotional support
- Practical support
- Advocacy or restorative justice.

For more information please see:

<http://www.reporthathe.victimsupport.org.uk/hate-crime/>

The Access to Services Team has helped with this transition, by informing service areas of the new process and distributing Victim Support posters, report forms and website links. Staffnet and the Council's website have been updated and training has been arranged for front line staff to further embed the new process into daily business.

The Community Cohesion National Delivery Plan Delivery Plan 2014-16, adopted locally has a specific outcome on hate crime (Outcome 1- departments, organisations and people understand hate crime, victims make reports and get appropriate support). To meet this objective, the Council is developing a local Hate Crime Action Plan with key partners (to link in with the Welsh Government's 'Tackling Hate Crime and Incidents: A Framework for Action').

5.6 Regional and Partnership Work

In addition to the partnership work mentioned throughout this report, the Regional Equality Group we set up in March 2011 continues to meet, albeit on a less frequent basis. More regular meetings will resume in April 2015, as group members have agreed to come together as we all work towards refreshed SEPs for 2016.

5.7 Stonewall

Stonewall Cymru is an all-Wales charity that aims to achieve legal equality and social justice for lesbian, gay and bisexual (LGB) people across Wales.

The City & County of Swansea became members of Stonewall in 2013, when we joined the Diversity Champions and Education Champions programmes.

Stonewall's Diversity Champions Programme is a good practice forum for workplace-related issues. By joining this programme we commit to promoting diversity and improving the workplace for LGB people. As part of that commitment we took part in the Workplace Equality Index which benchmarks employers in terms of its fairness to LGB employees. We were ranked 238 out of 397 in our second attempt at the Index compared to 302 out of 369 in our first attempt.

Unfortunately due to budget constraints we will not be taking part in the Champions Programme in the near future and therefore we are unable to take part in the Index.

Stonewall's Education Champions programme provides support and guidance to local authorities in tackling homophobia and homophobic bullying in their schools in order to promote a safe and inclusive learning environment for all young people. Similar to the Workplace Index, the Education Equality Index is an annual benchmarking exercise, to demonstrate how well local authorities are tackling homophobia and homophobic bullying in their schools and supporting LGB young people in their local community. In our first submission, we were ranked 26th out of 45 local authorities in the UK in Stonewall's Education Equality Index 2014.

We are now part of a regional membership of this programme, so while we as a Council won't be participating in the Index in the same way, schools will still benefit from Stonewall's support and training.

5.8 Education and schools

Work has continued on developing a monitoring protocol for schools to record identity-based bullying and harassment. The previous Racial Incidents process was out-of-date, both in its content and application as a paper-based exercise. Work is almost complete on an easy and effective mechanism for schools, which incorporates all of the protected characteristics. Initial discussions with head teachers proved positive, with a pilot phase due in June 2015 prior to the launch in Autumn Term.

Our work with Show Racism the Red Card has continued in 2014-15.

5.9 Work with Older People

Work on the local delivery of the Welsh Government's Strategy for Older People and Ageing Well in Wales Programme has included:

- a review, with the Management Group, of the achievements, aims and functions of Network 50+ . Recommendations were developed to change the structure and arrangements for organising the Network for consideration by its annual meeting
- production and distribution of a Network 50+ newsletter
- an event at the Grand Theatre to mark the UK Day of Older People attended by nearly 300 people

- a Network 50+ Annual Meeting which decided to pilot the operational changes recommended by the review
- an Arts & Older People UK Age-friendly Cities Network Enquiry visit from a team of twelve peers from different Network cities and parts of Wales was organised in partnership with the Beth Johnson Foundation. Information and insights were gathered by the team into the local arts offer for older people through a structured programme of examples and conversations that responded to locally-set key lines of enquiry. A report has been produced.
- a city centre drop in and online survey asking specific questions about the five ageing well priorities was organised to inform the development of an ageing well plan in Swansea
- coordination of information from services across the council for the Welsh Audit Office All Wales Local Government Improvement Study on the Independence of Older People.

In September 2014 Council endorsed becoming a Dementia Supportive Community/City.

Swansea Local Service Board has agreed to develop an overarching strategy for Older People and ageing well plan. A partnership group to oversee the development and implementation of the plan met for the first time in February 2015.

5.10 Welsh Government Framework for Independent Living

In January 2014, Local Service Boards received correspondence from Welsh Government about this framework. All partners were asked for details of their work in relation to the key themes of the framework. We collated information from across the Council in order to contribute to the local response and this was followed up in January by a positive meeting with colleagues from Welsh Government and Disability Wales.

5.11 United Nations Convention on the Rights of the Child (UNCRC)

Since September 2013, when we became the first local authority to adopt a 'due regard' duty in relation to children's rights, we have developed a Children & Young People's Rights Scheme.

The Children and Young People's Rights Scheme sets out the arrangements the City and County of Swansea have to ensure compliance with the due regard duty for embedding the UNCRC into the local authority policy framework.

The Scheme was launched by the Unicef UK Ambassador and Welsh actor Michael Sheen, who joined 111 children and representatives from Swansea at Pentrehafod Comprehensive School on Thursday November 20th 2014. The event also marked the 25th Anniversary of the United Nations Convention on the Rights of the Child (UNCRC) and saw children, young people and adults work together in a series of rights – based activities.

The main objectives for 2014/15 have focussed on finalising the Children & Young People's Rights Scheme and establishing processes for its implementation, enabling compliance, monitoring and visibility of children's

rights within the City & County of Swansea and also measure the impact of the CYP Rights Scheme.

A 2015-16 UNCRC Action plan has been developed which is based on clearly identified priorities for the year and which encompasses a whole council approach to Children's Rights.

There are six key areas which focus on:

1. Making such arrangements as is considered suitable to promote and facilitate participation by children in decisions of the authority which might affect them, as required in the Children and Families (Wales) Measure 2010.
2. Developing knowledge and understanding of the UNCRC through training for all staff and decision makers within the City and County of Swansea including other statutory and key voluntary partners.
3. Promotion and awareness raising of the UNCRC
4. Ensuring appropriate and robust mechanisms in place to receive feedback and complaints in relation to the UNCRC
5. Ensuring compliance, accountability and impact of the UNCRC due regard duty which is evidenced based
6. The first progress report on the due regard duty for embedding the UNCRC into the local authority policy framework will be produced in September 2015 and informs objectives within the annual action plan.

Children's Rights are now fully incorporated into the EIA process within the City & County of Swansea and we are now working on embedding the UNCRC within our strategic equality plan. All service areas have been required to set at least three UNCRC objectives with a focus on:

1. Training & an increased knowledge and understanding of the UNCRC within each service area
2. Promotion and Awareness raising of the UNCRC within each service area by making the explicit link to the relevant articles and use of "Dilly". (Children's Rights logo for Swansea)
3. Compliance with the EIA process.

5.12 Community Cohesion

The local delivery plan for Community Cohesion has been updated in line with work undertaken by the Welsh Government. Our Leadership Group continues to ensure progress and monitoring. Further information is available at Appendix 1 (see Objective 16).

5.13 Poverty

Tackling poverty continues to be a key priority for the Council and building on the previous work of the Poverty Forum a Tackling Poverty Strategy was adopted by Full Council on 4th November 2014. The key themes within the new strategy are:

- Empowering local people
- Changing Cultures

- Targeting resources

There is a clear action plan for the Council split into these three themes, along with a Performance Management framework encompassing the One Swansea Plan outcomes and measures, with targets for 2017 and 2020, along with references to existing work programmes across the Council and our partners. Arrangements are in place for service areas across the CCS to specify the action they will undertake that contributes to the tackling poverty agenda within the business planning process. This will provide a point of reference to monitor activity across the organisation.

5.14 Welfare Reform

Following on from previous work to mitigate the negative impact of Welfare Reform current focus continues to be on readiness for the national roll out of Universal Credit.

Current activities include:

- 7 seminars were delivered to frontline staff across the CCS and partner organisations to ensure a basic level of understanding of Universal Credit. Further seminars will be delivered prior to the Universal Credit implementation in Swansea on 20th July 2015.
- The Financial Inclusion Steering Group, a multi-agency group of service providers, is developing an action plan that specifically addresses areas of likely need. The work of this group will feed into the wider work of the Poverty Forum.
- Ensuring support is in place to ensure citizens of Swansea are supported with Digital by Default.
- Housing colleagues are profiling tenants to identify those that are likely to require additional support when Universal Credit is introduced in Swansea.

5.15 Domestic Abuse

Swansea's Domestic Abuse One Stop Shop opened in March 2015 and has been utilised by both the public and professionals. The number of people accessing the service continues to rise steadily as does the number of services available. These include a drop-in service, legal surgeries, tai chi, nurturing programme and a range of others. There is a multi-agency presence at the centre to provide a holistic approach to services.

We continue to focus on work around our White Ribbon Town Award for our achievements in our multi-agency work in ending violence against women in all its forms. This work is focussed on involving men and boys in ending violence against women. We continue to raise awareness of the issues around domestic abuse especially during White Ribbon Day events in November.

Training for staff continues to be a priority and is being rolled out across a number of departments this year to ensure parity of service for anyone experiencing domestic abuse

5.16 Business planning

The Council's Business Planning process incorporates equality, diversity and social inclusion via a toolkit advising managers of the processes and action plans in place (e.g. Equality Objectives and EIA process).

5.17 Training

Some of the training activities accessed by Members and Officers this year has included:

- Anti-slavery / human trafficking awareness
- Hate crime awareness
- Gypsy traveller awareness
- Roma awareness

5.18 Easy read

Last year we published our annual review in three formats:

- full report
- summary
- easy-read.

We will do the same this year to ensure the information is accessible as possible.

5.19 Wales Interpretation & Translation Service (WITS)

As a result of our membership of the WITS partnership, we have a co-ordinated approach to all interpretation and translation, including telephone and face-to-face provision. This does not include in-house Welsh-English translation through our translation unit.

The top five languages requested in 2014 – 2015 were:

1. Vietnamese
2. Polish
3. Romanian
4. British Sign Language
5. Lithuanian

Work has continued on a Sign Translate pilot for our Contact Centre, where people whose first language is British Sign Language (BSL) are able to access immediate interpretation via a video web-link. Initial feedback has been very positive.

5.20 Change Fund

Through the Change Fund, 17 large and small voluntary organisations were financially supported through grants to deliver services and projects across the City & County of Swansea. A number of these organisations work with, or represent the interests of, people with protected characteristics.

5.21 Children and Young People LGBT Funding

Grant funding was made available from April 1 2013 for up to one year to provide a pilot support service(s) to LGBT young people aged 13 to 25. Grants were awarded to two organisations to work jointly to provide the pilot service; this pilot was commissioned for 2014/15 and budget provision has been made to continue the project for 2015/16.

6. Concluding comments

This annual report has allowed us to assess our progress during the third year of our SEP. Progress continues to be made against the Equality Objectives and the amount of additional information we have to report over and above our Equality Objectives is positive. This demonstrates both our ongoing commitment to the equality agenda and the additional progress that is being made.

As we focus on the final year of this Plan, we will be developing a refreshed SEP in preparation for 2016, containing new and/or continuing Equality Objectives.

Appendix 1

Equality Objectives

Equality Objective – Consultation and Engagement

Equality Objective 1		
Ensure consultation and engagement is inclusive and representative		
Associated actions	Deadline	Progress 2015
Corporate		
Implement new Consultation and Engagement Strategy	March 2016	In progress: Scrutiny has conducted an inquiry into Public Engagement. The outcomes of this will be used to inform the new strategy. Once drafted we will follow the usual process of adopting the strategy (including consultation and approval by full council) by March 2016.
Departmental		
Economic Regeneration and Planning		
Establish a focused Officer Group made up of representatives from Access to Services Team and Economic Regeneration and Planning Department in order to help address key equality issues arising from consultation on ongoing work programmes <ul style="list-style-type: none"> ▫ Deliver at least 3 Officer Group sessions a year; ▫ Utilise the Equality Stakeholder Group as a forum to consult on ongoing/forthcoming key work programmes; 	March 2013 & ongoing	Complete Additional information: In relation to the associated actions established: <ul style="list-style-type: none"> ▫ Following on from discussions with representatives from the Access to Services Team and in recognition of the great strides made in improving overall communication and working practices between the two Service areas it was agreed that no formal Officer Group session was required to take place during the past year. In moving forward it has been agreed that future Officer Group sessions would take place as and when required e.g. in response to significant changes in guidance or legislation rather than undertaking annual, structured sessions. Nevertheless, a meeting can still be called by a representative of the Group at

<ul style="list-style-type: none"> ▫ Ensure responsive and continuous communication between Officer and Stakeholder Group representatives; ▫ Identify equality issues and potential responses which will help improve the delivery of ongoing work programmes 		<p>any point therefore ensuring that the approach adopted is both responsive to the needs of individual Group members and reactive to change. Representatives are now more inclined to communicate with the Access to Services Team directly and informally throughout the year on an individual basis and it is proposed that this approach is maintained. Furthermore, the Access to Services Team now forward all relevant information and progress to a designated member of the Group who then circulates the information to all relevant officers within the Service area.</p> <ul style="list-style-type: none"> ▫ The Equalities Stakeholder Group has gradually been replaced by a range of forums representing hard to reach groups and community organisations e.g. Disability Liaison Group (DLG). This has enabled the service to provide more focused and direct information to a range of forums. For example, in consideration of the Local Development Plan process a representative of the Planning Policy Team has previously delivered presentations and question and answer sessions at key stages of Plan preparation to the Group. Such sessions will continue to take place as and when required. ▫ In doing so, this has ensured responsive and continuous communication between officers and forums representing hard to reach groups and community organisations. This provided an opportunity to consider issues further which culminated with the submission of formal representations to consultations. It was agreed that officers would ensure that any work programmes of interest would be highlighted to the Group and alternatively the Group would invite officers to individual sessions in the future. Communication has also taken place in an informal manner whereby queries regarding specific development proposals have
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		<p>been highlighted and discussed further.</p> <ul style="list-style-type: none"> ▫ The identification of equality issues in work programmes is an ongoing process. In addition, specific equalities based training opportunities are now being directed to appropriate specialist officers immediately e.g. Welsh Local Government Association Equality Impact Assessment Training for the Built Environment. Furthermore, a member of the Officer Group now represents the Service area on a number of cross cutting equality based subject areas e.g. feeding into the production of a Local Ageing Well Plan, participating in a Children's Rights Implementation Group (as part of the requirements of the United Nations Convention on the Rights of the Child) and becoming the Service areas designated Welsh Language Champion.
Culture and Tourism		
Link with transgender forums/groups to discuss service developments	March 2013	Complete
Following consultation, review the feasibility and options to provide additional activities across Culture and Tourism services that interest Black Minority Ethnic (BME) communities	March 2016	<p>In progress:</p> <p>This was carried forward into 2013-14 but was not achieved because the consultation officer post ceased as a result of a budget savings in 2014/15.</p> <p>In order to progress, services will trial an alternative means of direct consultation with the BME Forum, hence the deadline change.</p>
Set up an Equality Impact Assessment process for major events and continue to consult with SAFE and Swansea Disability Forum	March 2013 & ongoing	<p>In progress:</p> <p>Major events will be Equality Impact assessed as they occur. This started with the Waterfront Winterland in November 2012 (which was completed and is updated annually).</p>

		Initial assessment has already shown that greater research about who currently visits these events needs to be conducted. This is currently being set up with Marketing but the amount that can be undertaken will ultimately be dependent on budget. Events continue to consult with Swansea Access For Everyone (SAFE) in particular over major events.
Consult with lesbian, gay, bisexual and transgender (LGBT) forums to identify any potential barriers to participation	March 2013	Complete
Housing		
Develop, draft, consult and publicise an updated Local Tenant Participation Strategy	April 2012 & ongoing	Complete Additional information: The current LTPS was approved by Cabinet in December 2011. The review of the next Strategy commenced autumn 2014 and is due to be completed by the end of May 2015. Consultation with stakeholders has included a questionnaire, drop in sessions and face to face events. The service is utilising a new software package which collates anonymous feedback on the issue. This enables all attendees at meetings to participate i.e. regardless of literacy level or their reluctance to voice opinions in a public arena.

Equality Objective – Training and Awareness

Equality Objective 2		
Improve staff awareness of equality and diversity issues and roll-out an updated and improved programme of equality and diversity training		
Associated actions	Deadline	Progress 2015
Corporate		

Review training material and resources relating to equality training & EIA training	April 2013	Complete
Consider the developments of E-Learning training provision/blended learning relating to equality and EIA training	April 2013	Complete
Initially key staff, but eventually all staff to receive mandatory training on the Equality Act 2010	Ongoing	Ongoing: A number of training programmes relating to equalities development (bespoke and generic) have been developed and delivered since the Act's introduction for staff to access, both via face to face and e-learning means. The former Customer Service & Equalities course has been split into two distinct courses. We are now able to run the equalities course (e-learning and face to face versions) as a mandatory course for all staff and managers. However, the success of this will rely on this course being defined as mandatory by Director's Group. Internal communications and roll-out have commenced.
All managers to receive awareness raising training on the Equality Act 2010 and EIA procedures (where appropriate)	Ongoing	Ongoing: As with the general staff, a number of training programmes relating to equalities development have been developed and delivered for managers to access, both via face to face and e-learning means. Further roll-out for managers is as outlined above.
Ensure that all training courses, including Corporate Induction reflect up to date equality regulations and best practice	April 2013	Complete
Ensure that monitoring of corporate training is carried out to reflect accurately the attendance on all corporate training	Ongoing	Ongoing With the introduction of the new Learning management system in ISIS all delegate applications match to their central personnel

courses		<p>records. This enables a full assessment of attendance by all protected characteristics. N.B. Please note that the above is based on the assumption that ISIS records are up to date and that employees have completed the equalities questionnaire circulated by HR in 2013.</p>
Review Customer Service guidelines (in relation to those sections based on equality and diversity issues) and further promote both within the Council and externally	April 2013	<p>In progress: An EIA screening was carried out as part of the report going to Cabinet on July 1 setting out a new customer contact strategy. Further in-depth EIAs will be carried out as new developments come forward.</p>
Further build knowledge and data covering all protected characteristics and maintain a robust demographic picture of the City & County of Swansea	Ongoing	<p>In progress: The Council's analysis of protected characteristics in the City & County of Swansea has been maintained and developed over the last year, with additional and updated demographic information provided to various users (internal/external) and disseminated via the Council's 'Statistics' web pages. In the last year, this has included the provision of additional local socio-demographic data from the 2011 Census, including 2011 Census statistical profiles for wards, constituency areas and Communities First areas, and further topic reports – most recently “2011 Census: Welsh Language Skills”. Updated profile and indicator data on a range of issues is also included in the third (2014) ‘One Swansea Strategic Needs Assessment’, compiled for the Local Service Board by the LSB Research Group, with the next assessment planned for late 2015. The latest versions of our Swansea ward profiles, including updated data where available, were published in March 2015. New profiles for the five Communities First areas in Swansea were also created at this time. Further detailed analysis and monitoring of protected</p>

		characteristics data, including for local areas, is also planned during 2015 and beyond as part of the Council's work on community cohesion, but will have wider uses and benefits.
Social Services		
To deliver the Social Inclusion Learning Programme to increase the awareness of staff across CCS of the issues faced by individuals and groups experiencing exclusion in relation to income, service and participation poverty	Commence April 2012	<p>Complete</p> <p>Additional information:</p> <p>This training was re-configured to reflect the commitment made by Cabinet to target resources on the most deprived communities in Swansea. Townhill and Penderry Wards and a portion of Castle Ward are now T1 Target Areas and the other Communities First areas are T2.</p> <p>The revised Tackling Poverty in Swansea Training was piloted in the Townhill (T1) area of Swansea in September and October 2013. The target was to train 80 staff in 4 weeks.</p> <p>1 x ½ day awareness-raising session was run for managers. 54 people attended.</p> <p>4 x 2 day courses were run for frontline and policy development staff. 59 people attended.</p> <p>113 people in total.</p> <p>A report on the pilot is available on request; further work needs to be undertaken regarding on-going delivery due to the success of the pilot. Resources are limited though.</p>
Provide a welfare rights advice line 3 days per week to support staff from CCS and partner organisations to negotiate the significant changes to the benefits	Ongoing	<p>In progress:</p> <p>The number of advice line sessions run in 2014/15 was 242 this was less than the previous year 277. This was in part due to the stopping of the drop in advice session trial in the Contact Centre in November</p>

system resulting from Welfare Reform		<p>2014.</p> <p>Other activity undertaken during this period was: 142 face to face appointments for support workers and their clients. 26 Benefits related training courses were delivered to 238 participants. 7 Universal Credit seminars were run which were attended by 450 people. 54 benefits appeals were lodged with the Tribunal Service £838,088.94 was raised in securing previously unmet benefit entitlement.</p>
Continue the programme of informal staff lunch-time for a which raise staff awareness of all equality issues	Minimum of twice a year	<p>In progress:</p> <p>A timetable of Roadshows (bi-monthly) has been put in place in 2015/16 to enable all staff to be kept informed about the Social Services and Wellbeing (Wales) Act, consultations on each of the sections and draft codes of practice. These events also cover Swansea plans for implementation by April 2016, and they will help identify any gaps and equalities issues that may arise.</p>
Explore opportunities to link with corporate training initiatives and plan and develop equality training appropriate to the needs of Social Services staff	December 2012	<p>In progress:</p> <p>We work closely with colleagues in corporate training to meet strategic priorities and to identify gaps and service pressures. We continue to reflect all aspects of the equalities agenda within service specific training plans, and within all courses that staff undertake, as part of their corporate role, social care role or to meet specific Continuing Professional Development obligations.</p> <p>Staff in Social Services may access corporate training via the Learning Pool about equalities and are also able to access a range of e-learning modules that are available via Staffnet.</p>

		<p>One good example of a joint development has taken place within corporate safeguarding. Wider awareness raising and training needs have been identified alongside preparation for the Wales Audit Office review of Swansea's arrangements.</p> <p>Since the review, Swansea has put into place a mandatory eLearning packages covering Adult Safeguarding and Safeguarding & Protection of Vulnerable Children</p> <p>In addition, staff can access a number of courses specific to the equalities agenda, such as Equalities and Diversity, Equalities Impact Assessments and Hate Crime Awareness through the Learning Pool. Also 'equalities' are reflected within appropriate all activities that staff undertake, as part of their social care specific CPD obligations.</p> <p>These include:</p> <ul style="list-style-type: none"> • Social Services Induction covering equalities and the Council's Welsh Language policy • a role specific session about equalities included within training provided to new social care staff within in-house domiciliary care staff and for foster carers • Equalities, values and principles are integral parts of many of the ongoing training courses e.g. QCF Diplomas, MCA, DoLS, Safeguarding, Re-ablement, Care Planning etc. <p>Provision and future coverage will be reviewed as part of the Social Care Workforce Development planning for 2015-16.</p>
Corporate Building and Property Services (CB & PS)		

Briefing for Managers	April 2012	Complete
All employees of CB & PS receive up-to-date training	March 2013	
Environment		
Develop guidelines for public toilet staff to raise awareness of gender identity issues	Reviewed Six monthly	Complete
Culture and Tourism		
Ensure that all staff in Culture and Tourism are aware of the council's breastfeeding policy	September 2012	Complete
Develop and roll out transgender guidance for all services in Culture and Tourism. To also be applicable for community building volunteer staff	March 2013	Complete
Housing and Community Regeneration		
Continue to promote the Welsh language and culture to staff in the on-line induction booklet and the customer services information manual	April 2012 & ongoing	Complete Updates continue to be made to both the online induction booklet and Customer Services Information Manual with relevant changes e.g. Staff Welsh Speakers list, new Welsh Language Standards etc. Also it is regularly promoted in the Team Information Sheet.
Continue to provide equality training for all Housing and Public Protection staff with regular updates and monitoring	April 2012 & ongoing with annual updates	Complete Additional information: Staff continue to attend equality training to keep updated on current legislation. In addition, equalities training has been provided to tenants involved in participation, and further training is likely in the

		<p>coming year.</p> <p>Training Officers in partnership with Community Regeneration staff are helping an external provider to deliver a Welsh Government funded pilot training programme on Gypsy and Traveller Awareness. This will be rolled out to key Housing and NHS staff in Swansea and across South Wales in the next 2 years.</p> <p>The Participation Officer for Housing has completed an accredited training course British Sign Language Level 1 and hopes to progress onto Level 2 of this qualification.</p> <p>Equalities courses (including e-learning) are regularly promoted in Team Information sheet e.g. Hate Crime e-learning, BSL course, Equalities e-learning course.</p>
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Equality Objectives – Human Resources

Equality Objective 3		
Review all HR Policies ensuring that they comply with our obligations under the Equality Act 2010		
Associated actions	Deadline	Progress 2015
Review HR policies via Trade Union Working Group	September 2012	Complete
Creation of web based Staff Handbook which will include HR Policies, Terms & Conditions and information for staff in relation to the Equality Act	September 2012	Complete
Review HR Policies thereafter on an annual basis	September 2013	In progress: Review to be undertaken in April 2015.

Brief Managers on key HR policies	September 2012	Complete
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Equality Objective 4

Attain the Welsh Government's Corporate Health Standard at Gold Level

Associated actions	Deadline	Progress 2015
Apply on behalf of CCS for assessment against Gold Level	July 2012	In progress: MSD Policy for consultation May 15 Action Plan update completed. Healthy Vending amendments ongoing. Travel Plan lead TBC. Core Value amendments TBC. Full assessment TBC (August est)
Deliver employee attitude/wellbeing survey	March 2013	In progress: Adopted into training feedback(Jan 15) Database developed (completed April 15) (Survey will remain ongoing)
Review drug and alcohol policy	July 2012	Complete
Adopt core values for employee health and wellbeing	July 2012	Complete
To have a healthy vending policy and secure healthy vending in main buildings	July 2012	Complete

Equality Objective 5

Ensure that the Council as an employer is accessible to everyone in the community

Associated actions	Deadline	Progress 2015
Achieve the Disability Symbol (Two Ticks Scheme) accreditation	April 2013	In progress: Work is ongoing with Job Centre Plus with the aim to achieve

		accreditation and improve the service to disabled applicants and employees.
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Equality Objective 6		
The creation of a fully equality proofed Pay & Grading System that will address any current gender pay differences together with harmonised and transparent financial terms & conditions of employment		
Associated actions	Deadline	Progress 2015
Continue to consult with Trade Unions to develop a fully equality proofed pay & grading system	September 2012	Complete
Continue to consult with Trade Unions to harmonise and modernise terms & conditions	September 2012	Complete

Equality Objective 7		
Comply with our duty to publish Workforce Data/Employment Information		
Associated actions	Deadline	Progress 2015
Develop our HR ISIS system to record details in respect of the protected characteristics	April 2013	Complete
Undertake a staff survey to collect data in respect of the protected characteristics and language skills	September 2012	Complete
Publish the Employment Information as per our duty	March 2013 & annually	Complete on an annual basis
Analyse the above data to identify key issues for the Authority	July 2013	Undertaken on an annual basis

Equality Objective – Access to Services

Equality Objective 8		
Improve access to Council services for d/Deaf people		
Associated actions	Deadline	Progress 2015
Identify specific access issues for d/Deaf people within the Council's Contact Centre	March 2013	<p>Complete</p> <p>Additional information: A pilot of Sign Translate was undertaken at the Contact Centre, which allows people whose first language is British Sign Language (BSL) to access immediate translation via video link. This service continued during 2014-5.</p>

Equality Objectives – Education

Equality Objective 9		
Improve the performance of Ethnic Minority Learners at GCSE level		
Associated actions	Deadline	Progress 2015
Children and young people from ethnic minority backgrounds continue to achieve at least as well as their peers	Annual analysis of results in autumn term	<p>In progress:</p> <ul style="list-style-type: none"> In 2014, children from ethnic minority backgrounds generally performed as well as other pupils in Swansea at Foundation Phase (Foundation Phase Indicator) KS2 and KS3 (Core Subject Indicators). In 2014 young people from ethnic minority backgrounds at end of Key Stage 4 performed significantly better than their Swansea peers at the Level 2 Inclusive (+ 8.0%).
Children and young people from Asian Bangladeshi backgrounds achieve at least as well as their peers	Annual analysis of results in autumn term	<p>In progress:</p> <ul style="list-style-type: none"> In 2014 children from Asian Bangladeshi backgrounds performed better than their all Swansea peers in the Foundation Phase Indicator at end of Foundation Phase by +1.5 points, by + 2.0 points at KS2 and by +0.3 points at KS3. (CSI).

		<ul style="list-style-type: none"> In 2014 young people from ethnic minority backgrounds at end of Key Stage 4 also performed ahead of their all Swansea peers in the Level 2 Threshold by +8.2 points.
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Equality Objective 10		
Close the Performance gap in educational attainment between boys and girls		
Associated actions	Deadline	Progress 2015
Maintain improving trends in assessment of boys and girls at KS2 and KS3	Ongoing	<p>In progress:</p> <ul style="list-style-type: none"> The Core Subject Indicators at KS2 and KS3 for all pupils are maintaining an upward trend. KS2 CSI – results up by 9.9% 2010 to 2014 and the 2014 performance improved on the previous year by 3.04%. KS3 CSI - results up by 19.02% 2010 to 2014, with 2014 results up 4.15% compared to 2013.
Close the performance gap between boys and girls	Ongoing	<p>In progress:</p> <ul style="list-style-type: none"> KS2 CSI gender gap – consistently around 7 - 8%. Boys have improved 9.1% and girls 10.8% since 2010. KS3 CSI gender gap – reduced from a high of 12.8% in 2011 to 5.87% in 2014 which is 3.0% better than Wales. Boys and Girls both show significant improvement in the CSI at KS3 since 2010. Girls still out-perform boys but Boys have improved by 20.69% while girls improved by 17.42% <p>In English over the last 5 years, the gender gap has reduced slightly at KS2 from a 5 year high in 2013. The gap has closed significantly at KS3 to 7.09% which is less than half the value in 2011 (15.65%).</p>

Equality Objective 11		
Improve the educational performance of Gypsy and Traveller children		

Associated actions	Deadline	Progress 2015
Continue to find ways to improve the attendance rates of Gypsy and Traveller children and young people at secondary schools so that attainment improves	Ongoing	<p>In progress: The Traveller Education Service (TES) is based at The Learning House – Cefn Hengoed Community School Campus.</p> <p>All efforts are made by TES to try and engage children and young people in mainstream schools. However, due to the parental concerns and cultural values, in the majority of cases at KS3 and 4 full attendance is difficult to achieve. All of the young people are offered full access to the secondary comprehensive schools in their community.</p> <p>We have increased the hours young people are educated within school hours and this has been supported by more academic and vocational accreditation.</p> <p>Attendance and attainment of Gypsy and Traveller Children and Young People has improved over the past 12 months.</p>

Equality Objective 12

Improve the awareness of all children and young people of key information about sexual orientation and gender identity

Associated actions	Deadline	Progress 2015
Ensure schools are directed to relevant Welsh Government guidance so this can be practiced in schools, for example: provision of counselling, good practice regarding lesbian, gay, bisexual and transgender (LGBT) issues	Ongoing - as guidance is issued	<p>In progress: All guidance issued by Welsh Government has been sent to schools via email and has been placed on the designated page on the Council's intranet site.</p>

Equality Objective 13

Improve access to education for physically disabled pupils		
Associated actions	Deadline	Progress 2015
Resume progressive improvement to access to infrastructure in schools	Ongoing	In progress: The QEd Programme continues to ensure improved access to infrastructure in schools.
Lobby for the reinstatement of the Small Adaptations capital funding to provide for the individual needs of disabled children and young people in schools	Ongoing	In progress: Reducing budgets doesn't currently allow for this funding to be reinstated at this time, however all small adaptations are carried out in schools as and when required to insure that the individual needs of disabled children and young people in schools are met.

Equality Objective 14 – Please note that this is a Partnership Objective already set within Children and Young People's Plan, hence the different layout		
To reduce the inequalities that exist in the health, education and economic outcomes for children living in poverty, by improving the outcomes of the poorest		
Associated actions	Deadline	Progress 2015
To reduce the inequalities that exist in the health, education and economic outcomes for children living in poverty, by improving the outcomes of the poorest	Ongoing – as per individual projects and programmes	In progress: Examples include: 1. Flying Start By the end of 2014/15 2,657 0-3 year olds were accessing the FS Programme following a further expansion. 99% of children took up the FS offer. Attendance remained stable at 79.5% despite the impact of the expansion. 2. Service delivery Provision of services to children and their families requiring additional support and co-ordination remained strong. Across

		<p>Swansea the whole Families First programme supported 2,292 cases using the TAF Approach. The TAF Team received 260 requests for support. 119 families progressed onto receiving long term support from the Team whilst the remaining 141 were supported by brokerage, signposting to other services or alternative supporting arrangements.</p> <p>Across Parenting 578 families received support in 2014/15. This focused generally on supporting parents to build skills and knowledge that better enabled them to effectively support their child's holistic development and promote healthy wellbeing in their families alongside promoting aspirational thinking and enabling families to move forward in building a more stable environment for their children.</p> <p>Outcomes in general include children better prepared for school, increase in parental self-esteem and confidence and parenting skills.</p> <p>3. Mayhill GP Surgery and Family Centre This project was progressed during 2014/15. A report will go to Corporate Briefing in June 2015 in relation to future plans.</p> <p>4. Childcare and Play To ensure access to play by disabled children & young people via: - Support access to mainstream provision. 333 additional attendances in 2014/15. - Ensure specialist play exists for those cyp who require it. 3067 attendances in 2014/15.</p> <p>Ongoing facilitation of the Play Access Group, intended to reduce</p>
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		<p>inequalities in access to play by disabled cyp 6 meetings during 2014/15</p> <p>An Assisted Places Scheme was administered by the Family Information Service (FIS) following eligible referrals from both TAF & Family Partnership Team with the aim of improving children's development, preventing family breakdown and to support attendance of eligible children at CSSIW registered pre-school & out of school settings. 21 registered Childcare Providers officially signed up to the scheme, with 52 families supported. Parents reported an average of improvement of almost 3 points per outcome. (as evidenced via the distance travelled tool)</p> <p>The One to One Special Needs Scheme ensures that a chosen childcare provider can accommodate a disabled child/young person at no extra cost to themselves or the parent. The scheme is for disabled children and young people aged between 6 months and 16 years. To qualify, children and young people must be referred by a recognised professional (Community Paediatrician, Health Visitor, Special Educational Needs Co-ordinator)</p> <p>During 2014/15 the scheme supported;</p> <ul style="list-style-type: none"> • 17 children at preschool nursery/ play group across 11 settings • 18 children at wraparound/out of school/holiday across 8 settings
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		<ul style="list-style-type: none"> 42 parent/carers had the opportunity to access employment, training or respite <p>5. Families First The FF Programme has been re-commissioned in order to respond to WG requirements and local needs in a more effective way. Implementation is currently underway.</p>
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Equality Objective – Housing

Equality Objective 15		
Improve customer access to Housing Services		
Associated actions	Deadline	Progress 2015
Attain the Welsh Housing Management Standard (WHMS)	Consult tenants August 2011- Work towards achieving Standard by August 2012	Complete
Develop a Rents Strategy	December 2015	In progress: Rents strategy was originally scheduled for completion in April 14. Work has been carried out to ease the impact of benefit changes on tenants including over 2200 visits to those affected by the under-occupation charge, the provision of a dedicated Financial Inclusion Officer in the Rents Team and the promotion of a “Your Benefits are Changing” campaign. Whilst some aspects of Welfare Reform have been introduced, the earlier than anticipated introduction of Universal Credit will have a

		<p>big impact on what the strategy will say about how the Council will deal with those affected. It is now known that Universal Credit will be implemented in Swansea in July 2015, it is therefore appropriate that we wait to evaluate its impact before producing the final document. A survey has been completed by a sample of tenants to gauge awareness and help inform the council as to what support mechanisms need to be put in place.</p> <p>With this in mind the strategy will now continue with an estimated completion date for the end of 2015 or early 2016.</p>
Implement new Housing Advice Website	September 2012	Complete
Fully implement telephone application service for Disabled Facility Grants, Homelessness and waiting list applications for customers who prefer/need to access services by telephone	September 2012	Complete
Incorporate BME issues into the new Local Housing Strategy to ensure a holistic approach	June 2015	In progress: Local Housing Strategy currently out for consultation and to be reported to Cabinet Advisory Committee.
Promote the provision of a Welsh Language service at public reception areas and through the Tenants Magazine	April 2012 with annual reports on progress	Complete Additional information: Media Screens at Townhill & Morriston DHO will display bilingual information. Welsh Speaking staff are provided with badges and lanyards. The promotion of a bilingual service is regularly included in Open House, the tenant's magazine and it is also promoted through the display of bilingual and promotional materials in the reception area.

Equality Objective – Community Regeneration

Equality Objective 16		
Undertake partnership work on the Community Cohesion agenda		
Associated actions	Deadline	Progress 2015
Introduce a volunteer Scheme for the City of Sanctuary	March 2013 & ongoing	<p>Not yet achieved: The current climate of staff reduction strategies has meant that sections are reluctant to offer placements for such a scheme. However, this is something that can be encouraged in the future especially in line with the new Sustainable Swansea agenda. It may be more about staff volunteering than City of Sanctuary members – changing the focus of the schemes original intention.</p>
Implement and monitor a corporate Community Cohesion Strategy Action Plan	April 2014 & ongoing	<p>In progress: The Community Cohesion (CoCo) Delivery Plan is now the Welsh Government’s National Delivery Plan that sets out the goals and actions that will help to promote cohesion in the City & County of Swansea. The Delivery Plan comprised 7 Key Outcomes/challenges:</p> <ul style="list-style-type: none"> • Departments, organisations and people understand hate crime, victims make reports and get appropriate support • Departments, organisations and people understand modern slavery, victims make reports and get appropriate support • Increased awareness and engagement across Gypsy and Traveller communities • Increased awareness and data established on immigration • Communities First (CF) staff are knowledgeable about community cohesion issues and communities across the

		<p>protected characteristics are involved in the CF programme</p> <ul style="list-style-type: none"> • Key policies and programmes through relevant plans are evidencing delivery against cohesion priorities • Policies and services are responsive to changes in communities <p>To deliver the Swansea Community Cohesion Delivery Plan, CCS has established an innovative model of governance. This is due to the fact that Cabinet members are practically involved in providing strategic direction to the delivery of the Community Cohesion Delivery Plan.</p> <p>The purpose of the Swansea Community Cohesion Leadership Group is to set out a common vision and action plan to help address issues surrounding Community Cohesion within the City & County of Swansea.</p>
<p>Raise awareness of Community Cohesion issues externally and internally</p>	<p>April 2013 & ongoing</p>	<p>In progress: Mainstreaming Community Cohesion has been a focus of the Programme during this phase. Examples of this are:</p> <ul style="list-style-type: none"> • Community Cohesion has now been embedded into section 4 of the Equality Impact Assessment process • The Hate Crime e-learning resource for staff was developed and launched in June 2014. • A Disability Myth Busting leaflet produced and widely circulated amongst partner agencies.. • Established a Regional Hate Crime campaign group who have launched a Bus Poster Hate crime campaign in the Western Bay area. • A Service Level Agreement (SLA) has now in placed between CCS and Victim Support. The Hate Crime third party reporting centre has now been publicised widely inside and outside the

		<p>Council.</p> <ul style="list-style-type: none"> • A well-coordinated 'Hate Crime Awareness Week' in October 2014 was delivered in partnership with key stakeholders such as Police, NPTCBC, SBREC, Swansea University, and Victim Support. • Hate Crime Awareness sessions attended by 32 staff from Housing. • Sparkle event was supported by our Access to Services team and attended by around 170 people. • Swansea and Neath Port Talbot Communities First teams financially supported the 'Faith Awareness Week' in Feb 2015. • Swansea Cross-Agency Hate Crime Reduction Partnership being established. • Community Cohesion is embedded into the Communities First Cluster Delivery Plans and Community Involvement Plans and they are now regularly providing the Equality and Diversity Monitoring data for the Welsh Government Quarterly Monitoring report. • 10 Anti-Human Trafficking Awareness sessions were delivered for staff and about 164 staff included Elected Members attended these sessions. • d a Regional Anti-Human Trafficking Multi-Agency Risk Assessment Conference (MARAC) has now being established; • Discussion being held to include Anti-Slavery/Human Trafficking into the revised Council's Strategic Equality Plan. • A Western Bay Gypsy & Traveller Multi-Agencies Forum has now been established and meeting on a quarterly basis. • A workshop was delivered to Elected Members around 'supporting and promoting Gypsies, Roma and Travellers'
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		<p>communities.</p> <ul style="list-style-type: none"> • In partnership with Dynamix a pilot Gypsy and Traveller Awareness session • A Gypsy and Traveller Myth Busting leaflet produced and is being used as part of the relevant training delivery. • A report on community cohesion was presented to Swansea LSB in November 2014. • Key data/information across the protected characteristics is being mapped for Swansea Communities First areas.
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Equality Objective – Culture and Tourism

Equality Objective 17		
Encourage greater participation and improve access to cultural, leisure and sporting services/facilities		
Associated actions	Deadline	Progress 2015
Cultural Venues and Parks		
Expand the Archives Education Service across Swansea and Neath Port-Talbot. The Archives education service provides schools with the opportunity to visit the Archive Service or for a talk to be conducted at the school which links in with the curriculum	March 2013	<p>Complete</p> <p>Additional information: The Archives education service provides schools with the opportunity to visit the Archive Service or for a talk to be conducted at the school which links in with the curriculum.</p>
Develop, implement and publicise a project in libraries to introduce or improve the computer skills of the over 50s	March 2013	Complete
Ensure all staff in libraries have been	March 2013	Complete

trained/refreshed to use the hearing loops		
Source and implement additional/improved visual impairment computer aids in libraries	March 2013	Complete
Arrange a variety of Museum talks that takes the Museum to older people	March 2013	<p>Complete</p> <p>Additional Information Museum outreach with older people</p> <p>Due to lack of staff resources the museum does not actively promote outreach talks. However we do attend events such as the 50 plus network. The various groups also network with each other and pass on speaker's information. The Evening Post also regularly mentions talks in the community information columns. Links have also been established with specific groups including Swansea Carers Centre and ABMU</p> <p>Education In partnership with Theatre Nan Og the school programme is repeated in the autumn for community groups. The production in 2014 was linked to WW1.</p> <p>13 community groups attended, 340 people in total</p> <p>Community Access Swansea Museum talks average about 3 to 4 per month. An estimated 95% plus are older people and the majority over 70. Average per talk is around 25 people.</p>

		<p>Talks now include:</p> <ul style="list-style-type: none"> • Swansea in WW1 • Swansea in WW2 • History & Treasures of Swansea Museum • Swansea Maritime History and Collection • The Mumbles Railway • Swansea in the 1960s <p>. Conservation and Restoration of Maritime Collections. . Carry of Collecting – our lifetimes !</p> <p>Targeted community groups include those in residential units and dementia support groups. The museum now has a total of 13 memory or reminiscing boxes on a variety of themes/decades. The boxes have been piloted by Discovery (Student Community Action).</p> <p>A dementia friendly space is also under consideration for a gallery which will be re-furnished later in 2015.</p> <p>Intergenerational Work Various potential initiatives are currently being developed by partner community groups which have an element of intergenerational work including HLF Young Roots applications by Ethnic Youth Support Team, Community Farm and the Red Café. Decisions pending on all 3 currently. There is also an intergenerational element in use of Olga both within the volunteer base as we are recruiting NEET young people who have been on tall ships and of course on community sailing opportunities in general.</p> <p>Other related work.</p>
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		<p>Exhibitions and Events Exhibitions and events team continue to consult with older people and create opportunities for involvement as volunteer activity within temporary exhibitions. Recent examples include exhibitions such as the MENCAP where ex patients designed the exhibition and run workshop type activities. This also can include single case re-display such as the Swansea Football league. Forthcoming exhibitions will also include older people in design and volunteering opportunities such as the WI 100th Anniversary and WW1. Events such as the Motorcycle show and Copper Days also provide opportunities for reminiscing. The profile for visitors to the museum, Collections Centre and general enquiries for people 50 plus remains high.</p> <p>Volunteering The museum currently has about 25 regular volunteers working directly in the museum partly in partnership with U3A. There are approximately another 30 regular volunteers crewing Olga. Another 12 have been recruited to facilitate copper tours and we are about to advertise another cache of volunteers to open the tramshed. Out of the 70 or so volunteers around 55 are over the age of 50. There is an intergenerational element with both Olga crew volunteers and the new volunteers recruited for the copper tours.</p>
Encourage more visitors between the ages of 14 – 18 to the Glynn Vivian Art Gallery through forming a young people’s focus group and a forthcoming learning project in collaboration with Tate as one of the regional partners	March 2013	<p>Complete Additional information: Glynn Vivian Art Gallery was selected to be part of a UK wide scheme, as part of the <u>Plus Tate</u> network, to help Young People connect and engage with art galleries, in a series of programmes workshops, projects and events. All Plus Tate partners were tasked</p>

		<p>with setting up a project to engage 14-21 year olds.</p> <p>This led us to set up the Glynn Vivian Young People's project. The objectives of the project were to work with young people aged between 14 – 19 years old, to engage them in the gallery's programme and the local community.</p> <p>The Young people's group set themselves the task of engaging other young people (14-19) in an event or activity. The group of Young People (14-19) named themselves 'Crash' organising a 'Battle of the Bands' competition at the YMCA. In just over two weeks the group organised and staged the event. The group visited art spaces and projects in Bristol and Swansea, created a documentary of the process, pop-up events in town and two promo videos for the bands <u>Alterium</u> and <u>the Fallen Empire</u>.</p> <p>The group meet every Wednesday evenings, and have been tasked with putting on events to recruit new members through an engagement with the gallery programme. The Crash team have recently joined '<u>Film Club</u>', an education charity which seeks to transform the lives of young people through film.</p> <p>In October for Halloween, Crash team screened Tim Burton's 'Dark Shadows' and have since begun selecting films, which will be screened on the last Weds of every month throughout 2013 as part of their '<i>'12 films to watch before you grow old'</i> programme.</p> <p>The group wrote a proposal for and were selected to be part of a new Youth Poetry Project from <u>Literature Wales</u> funded by the CLORE DUFFIELD FOUNDATION. From Nov-Jan, the group are</p>
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		<p>working with writer and poet Patrick Jones in a series of workshops which will explore spoken word poetry, rap and some of Wales' best writing.</p> <p>Fundamentally we aim to put young people at the heart of our work in a new way. We aim to stimulate creativity and develop new partnerships between the Gallery and key agencies working with a diverse range of young people from Swansea and area, including local authorities, children's trusts and services. We recognise the impact the arts can have on young people's lives, helping them be healthy, safe, happy, positive members of vibrant communities, and building their confidence, capabilities and skills.</p>
<p>Improve the access information regarding parks on the web to give potential users advance notice of which parks are accessible to disabled people and where the entrances are</p>	<p>March 2016</p>	<p>In progress: The Parks Service has submitted initial access information to Marketing to be uploaded on to the web. This has resulted in the main parks listing some degree of access information. However, it has been recognised that this information is quite limited and would not help disabled people to know how accessible the park is once inside. Some parks have had access information added to their web page (not all) but this remains focussed on entrances with no mention of the accessibility within the park. More information is needed, hence the deadline change. This will be re-visited during the coming year.</p>
<p>Review the option to add access information to Parks signage which would indicate accessible routes</p>	<p>March 2016</p>	<p>In progress: We are discussing the possibility of adding symbols to signs regarding access. This may have to take sticker form to save on costs. We are actively seeking guidance on appropriate signage/pictograms available to display at individual parks gates so as to inform wheelchair users as to suitability of access – this is</p>

		ongoing, hence the deadline change.
Sport and Leisure Services		
Review the feasibility and options to expand the women-only activity programme in leisure centres	March 2013	Complete
To develop opportunities for participation, volunteering and coaching in sport for disabled people and provide support for existing disability clubs	March 2013 & ongoing	<p>In progress: The nationally recognised INSPORT Accreditation Ribbon Award has been completed, we have been asked by disability sport Wales to apply for Bronze accreditation in 2015 – this is planned for the autumn.</p> <p>Following our success in gaining Youth Sport Trust Funding to appoint (in partnership with Swansea University) an “Inclusive Futures” officer, this programme has been launched and is exceeding the targets set. The officer has a remit to build on the legacy of the recent IPC athletics championship through Leadership and volunteering programmes.</p> <p>We have completed a series of Disability inclusion Training for 60 individuals. We have secured funding to repeat this programme during 2015-16</p>
To encourage and support mainstream sport clubs to integrate disabled people into their clubs through national governing body of sport pathways	March 2013 & ongoing	<p>In progress: 4 clubs have received INSPORT accreditation with our support. We are currently working with a further 6 clubs and will make contact with a further 4 to begin process this year</p> <p>CCS has led a regional sporting pathways group involving sport</p>

		<p>Wales and 5 other LA's considering pathways in focus sports and creating on-going action plans to develop opportunities within each of these sports.</p> <p>CCS has also been involved in developing a regional sporting equalities plan including workforce development, partnership work with equality agencies such as Streetgames Wales, Disability Sport Wales and The National BME sports forum.</p>
Review the sports pitch options to provide more opportunities to accommodate mini-football	March 2013 & ongoing	<p>In progress: We continue to monitor and review local mini pitches in partnership with the league.</p>
Increase opportunities for young people to participate in after-school (extra curricular) sporting opportunities	March 2013 & ongoing	<p>In progress: This remains a fundamental part of the sports development service. This objective is a key element of the Creating and Active and healthy Swansea Strategy.</p> <p>The new sport wales schools survey is currently (April- July 2015) underway with results expected in October.</p>
Take steps to further reduce the gender gap in participation in sport and physical activity by developing the Dragon Sport and 5x60 opportunities, consulting with girls of school age about physical activity preferences and by working with sports clubs to encourage post 16 participation	March 2013 & ongoing	<p>In progress: We have been successful in gaining financial support for the US girls programme as part of the wider calls for action bid led by Streetgames Wales. We plan to run a minimum of 10 sustainable sessions within community first cluster areas following a series of consultation exercises in partnership with colleagues for communities first and the youth service. The consultation will begin imminently (May 2015) with sessions developing from June onwards.</p>

		We are also targeting girls only activities as part of our Streetsports Swansea programme as of autumn term 2014.
Across all venues		
Review the Carers Access policies across the Culture & Tourism Department for consistency and fairness. Once completed, ensure policies are promoted to ensure awareness	March 2013	Complete Additional information: Our Plus One Scheme was successfully launched on 29 th Sep 2013. However, this has now been superseded by a pan-Wales HYNT Scheme, which we are now rolling out.
Advertise to customers Culture and Tourism's commitment to the council's breastfeeding policy by ensuring web pages have the 'mothers milk' logo added and that facilities have stickers/posters	September 2012	Complete
Review the provision of baby changing areas across Culture and Tourism services	March 2013	Complete
Support, target and provide Black Minority Ethnic (BME) events, exhibitions and workshops across Culture and Tourism services	March 2013	Complete
Improve 'What's on' communication with BME organisations so that communities are aware of the services and opportunities provided by Culture and Tourism	March 2016	In progress: While there has been no further progress to date, we will liaise with the BME Forum to take this forward and encourage BME groups and individuals to sign up to event information on www.enjoyswansea.com
Ensure Culture and Tourism services and events are aware of and where possible make reasonable adjustments	March 2013	Complete

to respond to cultural/religious customs		
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Equality Objectives – Social Services

Equality Objective 18		
Improve access to Social Services provision, ensuring that the service user's needs are at the centre of all planning and commissioning activities		
Associated actions	Deadline	Progress 2015
Increase the take-up of Direct Payments as a way to ensure that people with eligible social care needs are able to access services that are suitable for their cultural and other needs	December 2012 & ongoing	In progress: Take-up of Direct Payments has continued to increase with information communicated via a wider group of staff including domiciliary care and Intake.
Review the commissioning plans for Adult Social Services across all client groups: Older People, Learning Disability, Adults with Physical Disability/Sensory Impairment, Mental Health and Carers	December 2015	Complete Additional information: Commissioning continues to be an on-going, iterative process that reflects the changing needs and aspirations of the population alongside the demand, services available to set out what is needed and the resources available. Commissioning plans previously covered the period to 2014. All Adult Services Commissioning Plans need to be updated this year, with a further consultation process and to reflect the changes required by the Social Services and Wellbeing (Wales) Act.
As part of the revision of the Unified Assessment form, investigate the collection of information on a wider range of protected characteristics	December 2015	Complete Additional information: Unified assessment has been revised in accordance with Social Services and Well-being (Wales) Act. The final dataset to be collected by the unified assessment, will be in line with a citizen centred approach, the new national outcomes

		framework, and the future commissioning requirements.
Continue with the Transformation of Adult Services Strategic Programme in order to ensure more personalised and citizen directed services	Ongoing	In progress: The next phase of Transformation of Adult Services (TASS) is focused on the implementation of the Social Service and Wellbeing (Wales) Act by April 2016. This phase will include plans for integration of health and social care services to ensure the best possible outcomes, person centred support/care and safer services that promote independence.
Maintain the Social Services sections of the Swansea Lives and Swansea People websites for people with a learning disability	December 2013 (review)	Complete
Introduce a one-stop website for parents and carers of children and young people	October 2013	Complete
Undertake carers assessments within the Child Disability Service	December 2013	Complete
Develop a Young Carer's Strategy	April 2014	Complete
Further the Corporate Parenting work through provision of training for Elected Members	October each year	In progress: Designated training is routinely delivered to corporate parents, and the terms of reference for the Board have been revised.
Establish a multi-agency transition process between child and adult disability services	Summer 2013	Complete Completion of a Transition Protocol to support multi-agency working Additional information: Further work is ongoing to explore the development of Transition Team to support children in need into adulthood.
Involve young people in need in the roll out of the Commissioning Plans	Summer 2014	Complete

Equality Objective 19

Provide a high level of information about domestic abuse and support services available		
Associated actions	Deadline	Progress 2015
Open a 'One Stop Shop' information and advice service in Swansea City Centre. This will provide on the spot support and resources to women, men and children who have experience of domestic abuse	December 2012	Complete Swansea's Domestic Abuse One Stop Shop opened in March 2015
Organise awareness raising events including White Ribbon Day (The Elimination of Violence Against Women Day) and International Women's Day. These are two of the biggest events in the Domestic Abuse Forum's calendar with single sex services (women only) being the focus of the information given	April 2013 & ongoing	Complete
Attend other events such as World Mental Health Day to raise awareness of the issues around domestic abuse	April 2013 & ongoing	Complete
Establish a specific domestic abuse service within Child and Family Services in partnership with PEI and the Domestic violence Strategy group.	December 2013	Complete

Equality Objective – Benefits

Equality Objective 20		
The Benefits Take-up Team will increase the number of council tax benefit recipients by 1.5% of the council tax benefit caseload by 31 March 2013 (compared to the previous year)		
Associated actions	Deadline	Progress 2015

<p>Plan and undertake a variety of activities and initiatives to achieve target, as set out in our Take Up Strategy</p>	<p>March 2013 & ongoing on an annual basis</p>	<p>Complete Additional information: The team continued to work hard to raise awareness and to support Swansea residents to claim Council Tax Reduction (which replaced Council Tax Benefit) and Housing Benefit, taking referrals, e.g. from the Council Tax Teams and the Housing Department as well as direct calls from taxpayers. For 2014/2015 the team's work increased the number of Council Tax Reduction recipients by 801 cases and increased Housing Benefit recipients by 592. The team's focus has since shifted since 2013/2014 to continue providing advice and support to residents on the range of welfare reform changes, particularly in relation to the spare room subsidy commonly referred to as the "Bedroom Tax" and the Benefit Cap. The Take-up Team is heavily involved in supporting tenants claim Discretionary Housing Payments and helping to find longer term solutions to mitigate the effect of the "Bedroom Tax" such as finding work, moving to smaller accommodation etc. The team is also responsible for administering Free School Meals and carries out work to maximise FSM entitlement by working with schools and parents and data matching with Benefit records. The team has also focused on assisting customers by providing information/advice on a range of financial grants/discounts/assistance available to help mitigate the effects of the welfare reform changes and alleviate poverty.</p>
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Equality Objectives – Environment and Safety

Equality Objective 21
Improve access to the infrastructure around pavements, roads and parking provision for disabled and older people, as

well as families with young children		
Associated actions	Deadline	Progress 2015
Implement the Pavements for People Policy	April 2013 & ongoing	In progress: Policy in place - to be reviewed in 2015.
Installation of dropped kerbs to assist access where needed	Ongoing	In progress: Dropped kerbs installed on a case by case basis.
Provide pedestrian crossing with facilities for disabled people	95% by April 2012	Complete Additional information: As of 31/3/2014 the total percentage meeting criteria is 96.5% Also, all new crossings installed have facilities for disabled people
Consider equality issues when designing highway and traffic schemes	Incorporate in design process for each project	In progress: Improved consultation with disability groups has been targeted through the introduction of a new stage in the design development process. The format is in line with the Pavements for People protocol which is used as an Authority wide standard. Projects are formally assessed using the Equality Impact Assessment process, thereby providing greater continuity between schemes, a detailed record of implemented measures and appropriate consideration over the relevant groups. Post completion workshops are introduced on relevant projects to invite comment from key stakeholders in order to provide continuous improvements.
Provide permits for qualifying care organisations and carers to park within residents parking bays	Ongoing	Complete

Equality Objective 22
Transportation: Improve access to public transport by bus for disabled people, older people and families with young children

Associated actions	Deadline	Progress 2015
<p>Launch the RNIB REACT system for visually impaired people at the Bus Station</p> <p>Offer, in return for refundable deposit, fobs to trigger messages to blind & visually impaired bus users.</p> <p>Provide bilingual usage instructions in Braille, audio CD and large font.</p> <p>The system gives audio messages about the services at each departure bay and provides a wayfinding tool in association with the tactile strip through the concourse</p>	October 2011	<p>Complete</p> <p>Additional information:</p> <p>This was implemented in 2011 and also operates on the ftrMetro vehicles and at key Metro stops. In conjunction with this, in 2012, tactile and large print maps of the Bus Station and the Railway Station were developed with the RNIB and Guide dogs for the Blind and are distributed at both facilities.</p>
<p>Develop a programme to provide raised kerbs at bus stops to allow easy access for passengers with mobility problems.</p> <p>Meet with Disability Groups to seek views on prioritisation</p> <p>Legislation is in place which requires buses to be accessible by 2015, which will increase the need for the Council to provide raised kerbs</p>	Programme in place by 2015	<p>Complete</p> <p>Additional information:</p> <p>Following consultation with SAFE, a programme was developed and initially raised kerbing were installed at key bus stops across the County. Raised kerbs have also been provided along main bus service corridors including Carmarthen Road, Mumbles Road and Gower Road. In future raised kerbing will be installed when new bus shelters are provided.</p>

Equality Objective 23		
Improve Community Safety provision – and perceptions of safety – across Swansea’s communities.		
Associated actions	Deadline	Progress 2015
Provision of fixed and mobile CCTV	Continuous	<p>In progress:</p> <p>A comprehensive evidence based review of CCTV provision has</p>

<p>Provide crime prevention advice</p>		<p>been carried out. As a result significant number of CCTV cameras have been decommissioned to deliver cost savings. The reduced profile of CCTV coverage continues to provide 24/7 coverage in the core area of the city centre. A mobile facility exists to provide a response to issues away from coverage by the main system.</p> <p>Crime Prevention advice continues to be provided by qualified and experienced staff whenever requested. “Secured by Design” principles are actively promoted. A number of initiatives have been carried e.g. out to reduce domestic burglary during holidays and thefts from surfers</p>
<p>Positive communication and reassurance</p>		<p>A large number of community engagement activities have been undertaken throughout the area, using both fixed venues and vehicle based, the most recent being at the Air Show. The Night Time Economy “Help Point” and “Drop Off Zone” have been further expanded These are promoted as best practice by the Home Office due to Swansea’s participation in the Local Alcohol Action Areas initiative, which has now ended. There has been a very successful initiative to engage the “Evening Post” in positive media coverage based on the Award of the ATCM Purple Flag.</p>
<p>Community engagement by officers</p>		<p>Positive media communication is maintained to support public confidence and reduce the fear of crime. This includes initiatives such as “Paws on Patrol”.</p>
<p>Anti-Social Behaviour reduction</p>		<p>Anti-social behaviour reduction remains an important part of the</p>

		work of the Community Safety unit. Two part-time specialist staff are employed, shared with Neath Port Talbot. Monthly management figures are produced and made available to Ward Members.
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Equality Objective 24 – amended for 2013		
To design a Council-wide Hate Crime Strategy in partnership with key organisations		
Associated actions	Deadline	Progress 2015
Liaise with local disability groups to capture experiences of hate and harassment & include information gathered in a report	April 2013	Complete
Include campaign details and information on methods of reporting on SW Police & CCS websites	April 2013	Complete
Undertake a minimum of 4 awareness raising sessions with community groups within the first year of the campaign	April 2013	Complete
Draft a Hate Crime Strategy	April 2015	In progress: The Welsh Government has recently published 'Tackling Hate Crimes and Incidents - A Framework for Action'. As a result work has commenced with partners, a draft Hate Crime Action Plan drawn up for Swansea, taking the national framework into account and a consultation event organised with partners

Equality Objectives 25		
Work in partnership locally on health promotion initiatives that focus on outcomes for all communities		
Associated actions	Deadline	Progress 2015
Set out the terms of reference for the	January 2012	Complete

Tobacco Action Group		
Develop a Tobacco Action Plan for Swansea, which will concentrate on areas identified in local needs assessments and mapping exercises	Plan developed by June 2012	Complete Additional information: The new plan for 2014 – 2017 was presented and approved at the January Healthy City Board
Increase the number of young people travelling to / from school in the Safer Routes in Communities project areas by cycling or walking	To be set when funding known for 2012/13	In progress: One Safe Routes in Communities scheme is delivered each year. Schools are encouraged to increase the number of children walking or cycling to school.

Equality Objective 26		
Improve internal processes and procedures within services relating to Swansea's environment to ensure that equality considerations are not only included but result in outcomes based on relevant information		
Associated actions	Deadline	Progress 2015
Building Control		
Continue with customer consultation surveys covering all users of the service	Continuous survey issued on project completion	Complete
Check all levels of impact on different society groups, including any adverse level of enforcement	6 monthly	Complete
Analyse complaint / comment data	Continuously on receipt	Complete
Publish results	April 2012 & ongoing (annually)	Complete
All information, forms, leaflets etc to be made available in any language / format	Available on demand	Complete

on request		
Advertise WITS / provide interpreter when necessary	Available on demand	Complete
Burials and Cremations		
Provide burial/cremation arrangements in line with the requirements of ethnic and religious/belief groups in Swansea	Ongoing	Complete
Waste Management		
Assisted waste collections for disabled people and older people	Review Monthly	In progress: This service continues to be provided to all residents who require assistance with their bags of waste items. We are constantly looking at ways to further improve this aspect of the service and welcome any practical suggestions for improvement
Additional information provided: <i>Community language speakers</i>	<i>Review Monthly</i>	<i>Leaflets produced with pictorial guidance</i> <i>Recycling guidance has been produced in Mandarin</i> <i>Face to face visits to discuss recycling and refuse collections continue through the door knocking initiative.</i> <i>Promotional activities are ongoing in order to further support and promote the need for increased recycling. A schedule of promotional and engagement activities is available from the recycling section upon request.</i>

Equality Objective – Corporate Building and Property Services (CB & PS)

Equality Objective 27
Ensure the recruitment of a diverse workforce within CB&PS

Associated actions	Deadline	Progress 2015
Recruitment – Ensure that all future recruitment within CB & PS continues to be undertaken within the realms of the Equality Act 2010; paying particular attention to the apprenticeship recruitment programme. Further develop links with external groups/organisations to enable wider awareness of the initiative and support CB & PS. The continuation of the apprenticeship programme is dependent on future budget approval	March 2013 & ongoing on an annual basis	<p>Complete</p> <p>Additional information: CB & PS apprenticeship recruitment for 2015 started in March. As usual the opportunities were advertised in the local press, job centre and on the Career's Wales website. We also engaged with the Construction Youth Trust and met with potential applicants through the construction workshops. We also engaged with Beyond Bricks and Mortar and Workways.</p> <p>In the last year we have also been working closely with the South West Wales Regional Shared Apprenticeship Scheme (Cyfle). This involves apprentices who are employed by the Scheme completing a short term work placement with CB & PS. They will gain valuable experience in the workplace and also complete the required units in line with the NVQ qualification they are working towards.</p> <p>Since October 2013 we have linked with the COASTAL project to offer placements (over a 13 week period) to their participants.</p>

Equality Objective – Procurement

Equality Objective 28		
Comply with the Procurement regulation set out in the Equality Act 2010 (Statutory Duties) (Wales) Regulations 2011		
Associated actions	Deadline	Progress 2015
When procuring works, goods or services, we will: <ul style="list-style-type: none"> • have due regard to whether it would be appropriate for the 	April 2012	<p>Complete</p> <p>Additional information: 'Public procurement' is the purchase of goods, works or services by certain public bodies. To ensure the free movement of goods and</p>

<p>award criteria for that contract to include considerations to help meet the general duty</p> <ul style="list-style-type: none"> • have due regard to whether it would be appropriate to stipulate conditions relating to the performance of the contract to help meet the three aims of the general duty 		<p>services, the European Union issued a series of public procurement directives to provide that contracts are awarded fairly and without discrimination on the grounds of nationality. They are aimed at ensuring fair, open and transparent competition for public contracts, through advertising in the Official Journal for the European Union (OJEU) and the following of precise procedures. These directives have been implemented in England and Wales by the Public Contracts Regulations 2015 (the 'Procurement Regulations') and various other regulations.</p> <p>All procurement activity undertaken by the Council must have due regard to the general equality duty. In addition all procurement activity with a potential cross border interest must comply with the EC Treaty principles which ensure fairness and transparency.</p> <p>Minimum acceptance criteria for equalities [in particular any breaches] are requested for all procurement contracts at pre-qualification stage. All tenderers are required to disclose breaches of Equalities legislation and have the opportunity to evidence self-cleansing.</p> <p>Legal or procurement advice should be sought regarding the inclusion of award criteria or contract conditions to satisfy Regulation 18.</p>
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Equality Objectives – Communications, Marketing, Overview and Scrutiny

Equality Objective 29

To investigate potential adaptations to multi-functional devices (photocopiers) in public-facing services such as libraries, schools and internal offices. Adaptations could possibly include lowering the control panels to assist wheelchair users

when photocopying, scanning and collecting documents		
Associated actions	Deadline	Progress 2015
Research supplier modifications	June 2012	Complete
Consult with multi-functional device users in relation to requirements	June 2012	Complete
Write multi-functional device tender to include costs and availability of modifications for access	July 2012	Complete
In conjunction with multi-functional device customers, identify and install multi-functional device fleet with regard to access requirements	Ongoing from March 2013	In progress: MFDs installed from June 2013 with low level controls and tilt screens to allow wheelchair access. Replacement of Library MFDs on hold pending decision on equipment and software solution by Library Services.

Equality Objective 30		
Take appropriate action to ensure that the Swansea Leader is appropriately accessible to visually impaired people		
Associated actions	Deadline	Progress 2015
Review current provision for visually impaired people	June 2012	Complete
Research other local authorities on how they provide services to visually impaired people in relation to their community newspaper	June 2012	Complete
Research views of relevant local organisations	July 2012	Complete
Review resource implications of report and develop action plan	October 2012	Complete Additional information: This was reviewed in February, 2014. The current cost of talking

		tapes is £900pa. There are no other resource implications of the service.
Sign-off action plan	December 2012 & ongoing (regular review)	In progress: While there is no current proposal to discontinue talking tapes, the three current users were contacted to seek views on whether they wished to continue with the service and two replied. One requested that the service continue, the other requested that it continue but said they would understand if it did not. Potential options to be considered include status quo; alternative provider; discontinue service.
Implement action plan, undertaking annual reviews and amendments where appropriate	From April 2014	In progress: This was put on hold while consideration was given to discontinuing Swansea Leader; as there are so few users, it is recommended to formally discontinue the service.

Appendix 2

Employment and Training Information

Employment data as at March 2015

Where the values below could potentially allow identification of individual members of staff, figures have been replaced by *.

Posts	Number of people employed by the authority on 31 March 2013 (posts)	To March 2014	In post		Leavers
Age	15635		13348		
16-24	1029	16-24	693	16-24	187
25-39	4788	25-34	2457	25-39	394
35-44		35-44	3489	35-44	208
40-49	4676	45-49	2160	40-49	197
50-59	3882	50-59	3550	50-59	239
60+	1260	60+	999	60+	268
55-59	928	55-59	1528	55-59	239

Gender	15635	9049
Male	4379	5636
Female	11256	3413

Disability		
Disabled	88	76
Not disabled/Prefer not to say	15547	8973

The percentage of employees including teachers and school based staff who leave the employment of the local authority, whether on a voluntary or involuntary basis (PI Number CHR/001)

Turnover/Leavers	
Number of Leavers (Headcount)	727
Number of staff (Headcount)	11195
Percentage	6.5

Ethnicity

Ethnic group	
White - British	2031
White - Any Other	98
Asian or Asian British – including Bangladeshi, Chinese, Indian, Pakistani, African and any other	21
Black or Black British – including African, Caribbean and any other	14
Mixed	*
Other Ethnic Group	*
NULL	13,464
Grand Total	15635

Religion

Religion or belief	995
No religion	174
Christian (all denominations)	652
Any other religion (including Buddhist, Jewish, Muslim, etc.)	133
Prefer not to say	36

Training information collected 2014 – 15

The system used to collect training data is being changed to ensure we capture more detailed information. For that reason, we only have access to figures for April – October 2014 this year. However, from 2015 we will be able to begin to report more fully on an incremental basis as more training information is added to the system.

By gender:

Male	181
Female	293

By age:

24 and under	17
25 – 39	122
40 – 49	176
50 – 59	143
60+	11
Not specified	6

By nationality:

British	469
Non-British	6
Refugee	0
Not specified	0

By ethnic group:

White	466
Other (including Asian, Black, Chinese, etc.)	6
Not specified	3

By religion:

Christianity	243
Other (including Jewish, Muslim, Buddhist etc)	*
Don't know	5
None	199
Not specified	19

By disability:

Long term illness, health problem or disability	20
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