

Corporate Policy Development and Scrutiny Panel

Date: Monday, 26th September, 2022

Time: 4.00 pm

Venue: Council Chamber - Guildhall, Bath

Councillors: Karen Warrington, Winston Duguid, Mark Elliott, Andrew Furse, Lucy Hodge, Shaun Hughes, Hal MacFie, Alastair Singleton, Sally Davis and Mark Roper



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NOTES:

1. **Inspection of Papers:** Papers are available for inspection as follows:

Council's website: <https://democracy.bathnes.gov.uk/ieDocHome.aspx?bcr=1>

Paper copies are available for inspection at the Guildhall - Bath.

2. **Details of decisions taken at this meeting** can be found in the minutes which will be circulated with the agenda for the next meeting. In the meantime, details can be obtained by contacting as above.

3. **Recording at Meetings:-**

The Openness of Local Government Bodies Regulations 2014 now allows filming and recording by anyone attending a meeting. This is not within the Council's control.

Some of our meetings are webcast. At the start of the meeting, the Chair will confirm if all or part of the meeting is to be filmed. If you would prefer not to be filmed for the webcast, please make yourself known to the camera operators.

To comply with the Data Protection Act 1998, we require the consent of parents or guardians before filming children or young people. For more information, please speak to the camera operator.

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4. **Public Speaking at Meetings**

The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group.

Advance notice is required not less than two full working days before the meeting. This means that for meetings held on Thursdays notice must be received in Democratic Services by 5.00pm the previous Monday.

Further details of the scheme can be found at:

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=12942>

5. **Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are signposted. Arrangements are in place for the safe evacuation of disabled people.

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Additional information and Protocols and procedures relating to meetings

<https://democracy.bathnes.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13505>

Corporate Policy Development and Scrutiny Panel - Monday, 26th September, 2022

at 4.00 pm in the Council Chamber - Guildhall, Bath

A G E N D A

1. WELCOME AND INTRODUCTIONS
2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS
4. DECLARATIONS OF INTEREST

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

- (a) The agenda item number in which they have an interest to declare.
- (b) The nature of their interest.
- (c) Whether their interest is **a disclosable pecuniary interest** *or* an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN
6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. CABINET MEMBER UPDATE
The Cabinet Member will update the Panel on any relevant issues. Panel members may ask questions on the update provided.
8. MINUTES (Pages 7 - 12)
9. EQUALITY IMPROVEMENT PLAN (Pages 13 - 40)
10. PANEL WORKPLAN (Pages 41 - 44)

This report presents the latest workplan for the Panel. Any suggestions for further items or amendments to the current programme will be logged and scheduled in consultation with the Panel's Chair and supporting officers.

The Committee Administrator for this meeting is Michaela Gay who can be contacted on michaela_gay@bathnes.gov.uk, 01225 394411.

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BATH AND NORTH EAST SOMERSET

MINUTES OF CORPORATE POLICY DEVELOPMENT AND SCRUTINY PANEL MEETING

Monday, 11th July, 2022

Present:- **Councillors** Winston Duguid, Mark Elliott, Andrew Furse, Lucy Hodge, Sally Davis, Duncan Hounsell (in place of Alastair Singleton) and Colin Blackburn (in place of Shaun Hughes)

Apologies for absence: Councillors: Karen Warrington and Hal MacFie

1 WELCOME AND INTRODUCTION

The Chair welcomed everyone to the meeting.

2 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure.

3 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillor Warrington sent her apologies.

Councillor Hughes sent his apologies and was substituted by Councillor Blackburn

Councillor Singleton sent his apologies and was substituted by Councillor Hounsell

Councillor MacFie sent his apologies.

4 DECLARATIONS OF INTEREST

There were none.

5 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

There was none.

6 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

David Redgewell sent a statement to the Panel regarding transport issues.

7 MINUTES

The Panel confirmed the minutes of the previous meeting as a true record and they were duly signed by the Chair.

8 CABINET MEMBER UPDATE

The Cabinet Member for Adults and Council House Building, Councillor Tom Davies gave an update to the Panel which covered the following:

- The outturn for the last financial year shows £4million ahead of budget. This is being utilized for two reserve funds (Park and Ride contract and Energy Inflation Risk Reserve Account).
- The first quarter of this year trends identified are: broadly tracking on budget except for a £2.3million overspend in Children's Services. There will be a report to Informal Cabinet in August.
- Treasury Management Report is being reported to Cabinet – all as expected.

Panel Members asked the following questions:

Councillor Duguid asked for reassurance regarding inflation. The Cabinet Member explained that when the budget was prepared in December, the prevailing rate of inflation was high, although not as high as now. He reassured the Panel that this had been considered and factored in.

Councillor Furse asked the following questions (*Cabinet member response shown in italics*):

- Savings in staff costs (staff in the planning department in particular) are not always good news due to the resultant pressures on remaining staff. *The Cabinet Member explained that the budget was in place for staffing and there is no intention to save money in this area – the issue is the difficulty in recruitment.*
- The car parking income is good but the Council's ambition is to have less cars in the city centre to reduce the impact on air quality. *The Cabinet Member explained that levels had come up quicker than expected.*
- Can we think of clever solutions to save energy eg. Traffic lights use. *The Cabinet member explained that more are being changed to LED lights which hopefully reduces energy costs.*

9 UPDATED CORPORATE RISK REGISTER

Jeff Wring, Service Director One West, introduced the report.

Panel Member made the following points and asked the following questions:

Councillor Hodge asked about the risks involved in staff retention and recruitment (workforce resilience). She stated that the workforce had undergone a huge change with the move to 'work from home' and hybrid working. This will have had an impact, some departments still do not know how they will work. The officer explained that offices have now reopened so things should be a bit more settled. There are 'hard to fill' posts in any organisation. The officer explained that a risk receives focus if it is medium or high, it only comes off the risk register if it is low.

Councillor Blackburn asked at what point do we acknowledge that we are no longer a premier league employer? People leave for other jobs in the industry and this should be reflected in the risk register. The officer explained that BANES is a good employer, there is good feedback. A lot of people may be moving to work from home jobs for companies in London, there has been a lot of movement but this will settle down. People do value work life balance and value doing jobs that 'give back'.

Councillor Blackburn asked about the staffing costs regarding the 'ring of steel' manned barriers and also how much people are being put off cycling in the centre. The officer stated that he did not have a detailed answer and that this was part of a wider conversation.

Councillor Hounsell stated that there are only 2 enforcement officers in BANES which impacts on remaining staff. He asked if we head hunted staff. The officer explained that traditional recruitment is rare now, we use social media, LinkedIn and careers fairs.

Councillor Duguid commented that the information is not as stark as when you have the numbers, it is missing quantification. The officer stated that this was a good point but that this was only part of the puzzle.

10 PROCUREMENT POLICY ANNUAL UPDATE

Richard Howroyd, Head of Strategic Procurement & Commissioning, introduced the item and gave a presentation which covered the following:

- Strategic Procurement – updates today
- Procurement Commissioning and Strategy
- A reminder – What do we spend our money on?
- Procurement Risks – State of the Market
- Investing in People – Changes to the Team
- Carbon Net Zero
- Modern slavery/labour issues
- Social Value
- Contract Management
- New Requirements – Contracts pipeline
- Review and update of processes
- Fit for purpose information (internal)
- Fit for purpose information (external)
- Going forward
- Strategic Procurement Team

Panel members made the following points and asked the following questions:

Councillor Furse referred to the vacancy of 'Contracts Manager Resources' and stated that, since the shift to commissioning, contracts management has become a skill in its own right. The officer explained that a lot of effort goes into training, central government is helping with this.

11 AEQUUS GROUP UPDATE

Tim Richens, Managing Director Aequus Group gave a presentation to the Panel which covered the following:

Andy Rothery, Chief Finance Officer (Section 151), and Simon Martin, Director of Regeneration and Housing, were also present to answer questions.

- Background
- 2020/21 Accounts
- Company Restructuring (1)
- Company Restructuring (2)
- Business Plan 2021/22 to 2023/24
- Key Achievements – March 2021
- Future Delivery Focus
- Climate Emergency
- Financial Returns and Dependencies
- Governance and Resourcing
- Delivery and Decision Making (1, 2 & 3)
- Company Performance 2021/22
- Company Updates – 2022-23

Panel Member made the following points and asked the following questions:

Councillor Blackburn asked, regarding the 40 rental properties, how many void properties have been repurposed and brought back on to the market. He commented that this is what ADL had been set up to do. The officer explained that these are properties that were transferred under LSVT as they became vacant and were returned to the Council, some were in a poor condition and needed to be refurbished/repurposed. He stated that ADL was set up to repurpose these ex-Curo properties. Councillor Furse explained that properties were in a poor condition and were coming back to BANES and sold back on to the market/private sector – there was a feeling that this was a loss of social properties, that is the history.

Councillor Blackburn referred to 117 Newbridge Hill and asked how comfortable the officer was that there was value for money regarding these units. The officer replied that any underspend is returned to the Council as overage. He explained that any net profit retained by ADL is used to pay dividends to the Council.

Councillor Blackburn asked how South Gloucestershire became involved in this as the original aim was to provide local properties. The officer explained that the business plan is approved by the shareholder (BANES), South Gloucestershire was brought in with the agreement of the shareholder. The Board of Aequus are responsible for running a successful business, the link with South Gloucestershire provides diversity and sustainability and means we are not reliant on a single source of development sites. Andy Rothery, Chief Finance Officer (Section 151), added that ADL, as a limited company, is a tradable entity and well placed to fulfil this activity which benefits our neighbours and ourselves.

In response to a query from Councillor Blackburn, the officer explained that a number of local partners had approached Aequus to discuss potential developments but the partnership with South Gloucestershire developed which has afforded economies of scale/knowledge and delivery. No other partnerships are being worked on at the moment.

In response to a query from Councillor Duguid, the officer explained that all development profits on the South Gloucestershire site come to Aequus (and ultimately its shareholder BANES), South Gloucestershire gets the land value and a 50% share of any overage.

Councillor Blackburn asked what lessons had been learned regarding Sladebrook in terms of delivery. The officer explained that the low energy elements had been subject to an independent rating regarding energy and carbon. Any lessons arising from feedback during the two year defects period will be learned.

Councillor Blackburn asked why properties in Keynsham did not get solar panels. Simon Martin responded that this was a BANES project and will be progressed in this financial year.

Councillor Elliott asked about staff TUPE and pension fund issues. The officer explained that staff were brought across on a TUPE transfer with rights to remain in the LGPS (Local Government Pension Scheme). It was explained that new employees are on the stakeholder money purchase scheme.

Councillor Elliot asked how remuneration is set. The officer explained that the Remuneration Policy was approved by the shareholder and is overseen by the Aequus Remuneration Committee. In response to a query from Councillor Blackburn, the officer explained that all bonus payments are agreed in accordance with the approved Remuneration Policy.

The Cabinet Member for Council Housing, Councillor Tom Davies explained that the Council is often challenged on what it is doing regarding the housing crisis and through this Council owned company, we are delivering new homes and quality rental Council Housing, Aequus has facilitated our delivery.

It was RESOLVED that Councillor Duguid investigates a possible Task and Finish group (to involve Audit Committee representative/s) to look at the Council's wider approach to Housing Policy and Delivery, including via Aequus.

12 PANEL WORKPLAN

The Panel noted the future workplan.

The meeting ended at 6.22 pm

Chair(person)

Date Confirmed and Signed

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Policy Development & Scrutiny Panel	
MEETING/ DECISION DATE:	26/9/22	EXECUTIVE FORWARD PLAN REFERENCE: <i>[Cabinet reports only]</i>
		E 9999
TITLE:	Equality Improvement Action Plan	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
<ul style="list-style-type: none"> 1. Equality Improvement Action Plan (appendix 1) 2. Summary of Equality groups (appendix 2) 		

1 THE ISSUE:

This report is to provide the Corporate Policy Development and Scrutiny Panel with an opportunity to consider the Equality Improvement Action Plan (EIP).

1.1 The EIP will be presented to Council on the 17th November 2022

2 RECOMMENDATION

The Panel is asked to;

2.1 Note the performance of the Council against the highlighted performance indicators (below).

2.2 Give feedback on any of the strategic indicators currently being used within the EIP

2.3 Comment on any other areas that they would like to be considered for inclusion within the EIP.

3 THE REPORT

3.1 The council's bi-annual Corporate Equality, Diversity and Inclusion Steering Group (CEDIS), chaired by the Chief Executive agreed at its first meeting on 3rd November 2020 that the council should measure its equality progress against the [Equality Framework for Local Government](#), setting targets for improvement where needed. An audit was undertaken during Spring 2021 which measured the council's performance and equality activity against the recommendations of the Equality Framework for Local Government. This audit was reviewed at the CEDIS on 24th November 2021, and an improvement plan has now been agreed. The improvement plan gives the council strategic direction in its equality work, and at the same time includes the actions we need to take in order to meet the agreed targets. An annual review will ensure that the Council maintains the required statutory duties (Equality Act 2010, Public Sector Equality Duty 2011).

3.2 The objectives of the EIP are:

- To ensure and enable corporate oversight of equality and diversity issues within B&NES Council.
- To review and develop the Council's equality objectives and, with reference to the Council's Corporate Strategy, to develop an equalities improvement strategy
- To monitor progress against the equalities improvement strategy to ensure that we improve people's lives across all protected characteristics of the Equality Act 2010.
- To ensure a consistent approach to progressing our equality objectives across all service areas of the council.
- To provide a formal mechanism for the staff equality networks and member representatives to provide feedback and challenge

Members of CEDIS	
Name	Job Title
Will Godfrey	Chief Executive (Chair)
Cherry Bennett	Director of People & Policy
Mary Kearney-Knowles	Director of Children's Services and Education/DCS
Chris Wilford	Director of Education & Safeguarding and Deputy DCS
David Trethewey	Director – External Affairs
Rebecca Reynolds	Director of Public Health and Prevention
Tracey Long	Head of Digital & Customer Services
Jackie Vowles	Senior Manager – HR&OD Advisory
Samantha Jones	Inclusive Communities Manager
Rebecca Jones	Deputy Team Leader – Legal Services
Michael Hewitt	Head of Legal and Democratic Services and Monitoring Officer
Juliet Davies	Corporate Equalities & Diversity Officer
Jon Poole	Business Intelligence Officer
Sara Banks	Executive Support Assistant (Disabled Staff Network Chair)
Louise Madden	Project Co-ordinator (LGBT+ Staff Network Chair)
Dan Obi	Service Designer (Ethnic Minority Staff Network Chair)
Cllr Kevin Guy	Leader of the Council, Liberal Democrat Group Leader
Cllr Dine Romero	Children and Young People, Communities and Culture
Cllr Yuktेशwar Kumar	Member advocate for Ethnic Minorities
Cllr Karen Warrington	Chair of Corporate PDS panel, Conservative Party
Cllr Sarah Moore	Member advocate for Accessibility

3.3 The actions in the plan fall into the following four broad themes:

- A. Leadership and organisational commitment to equality and diversity - Lead Officer Will Godfrey
- B. Understanding and working with our communities – Lead Officer Chris Wilford
- C. Responsive services and customer care – Lead Officer Tracey Long
- D. An engaged and diverse workforce – Lead Officer Cherry Bennett

3.3.1 Each theme has a section lead and membership of these groups includes officers with appropriate knowledge and influence to be able to implement the actions they are responsible for. There is representation from a range of services across the organisation including the staff network groups and the corporate equalities officer on each section.

The strategic leadership team have a renewed commitment to prioritise the focus on Equality across the organisation and it is a key performance objective for senior colleagues.

3.3.2 The following points outline some of the highlights of the EIP. Members should be aware that progress against the delivery of the Action Plan has been hindered due to the release dates of the 2021 ONS Census data. (Equalities data was expected in early 2021 and is now scheduled for release in 2023 with no date given). Despite not knowing the specific up to date makeup of the population of B&NES good progress has been made, on other actions for instance:

A Demonstrating leadership and partnership working

- Corporate EDI group (CEDIS) – comprises strategic leaders from across the organisation and leadership is demonstrated by the Chief Executive chairing meetings and leading the work on this theme. Elected members attend.
- A Race Equality Schools task force has been set up and includes partner organisations (SARI, BFESG) schools and council officers. The Race Equality Charter has been introduced and 32 schools in B&NES have signed up and there is an aspiration for this to increase to 100% of schools in B&NES by the end of the academic year in 2023.
<https://beta.bathnes.gov.uk/race-equality-charter-schools>
- Working with other West of England public bodies (local authorities, universities, NHS and blue light) via Partners in Procurement, the team encourage the Council to work with a range of companies and 3rd sector organisations who are committed to equality, diversity and inclusion.

B Training, development and support

- A strategy is in place for induction training, including mandatory equalities training, for elected members from the 2023 intake.

- There are a range of structures in place to enable active and effective two-way communication with our community, including the following equality related groups (appendix 2):
 - ❖ Staff Networks
 - ❖ CEDIS
 - ❖ Independent Equality Advisory Group
 - ❖ B&NES Council Race Panel
 - ❖ Race Equality Hate Crime Task Force
- We have staff network groups for Ethnic Minority, Disabled and LGBT+ staff. All network chairs are actively involved in CEDIS and each section of the EIP. They are working together to improve engagement, provide alternative perspectives and challenge across the organisation.
- Since 2018 – 18 women have completed the Springboard Women’s Development programme and 2 ethnic minority staff have completed the Stepping Up programme. We continue to promote opportunities such as these where appropriate.
- We have a set of 11 videos we are about to launch as part of our employer brand work, highlighting our inclusive and flexible working practices through interviews with a range of staff members.

C Evidence based practice, legislative compliance

- The Council’s Strategic Evidence base has equality considerations incorporated within it and will inform the Health and Wellbeing Strategy, Economic Strategy and new Corporate Strategy.
- The Strategic Procurement Team has ensured that its webpages and intranet guidance (including templates and standard documentation) are up to date with relevant equalities legislation as well as providing regular guidance on any relevant procurement case law.
- We have new corporate Performance Management systems. This will enable quantifiable equality indicators to be captured within Director dashboards for the % of Equality Impact Assessments (EQIA) completed by their services.

D Identified areas for development:

- Understanding the make up of our local population and being responsive to the needs within our communities (census data).
- Using this census data to develop targets to meet our vision to *“Ensure that the workforce is representative of the community and that everyone in the organisation feels a sense of inclusion and belonging”* (working title) and that the vision is embedded in our People Strategy
- Exploring how to assess our ethnicity pay gap, We need to increase the completeness of our employee data, which will help us assess our performance
- Increasing the number and quality of completed and published Equality Impact Assessments (EQIA). Data informs us that there has been a decline on the

completion of EQIA's however there is a drive within CEDIS to rectify this through the following actions:

- ❖ Service managers to identify and capture equality related issues early within the Medium Term Financial Strategy
- ❖ Systematic approach to identifying corporate/cumulative effects of policy development and service changes to ensure we identify where proposals, if implemented, could create disproportionate impact on people with protected characteristics.
- ❖ Develop staff competencies in the completion of EQIA in a thorough and robust way that considers all aspects of equalities and diversity.
- ❖ Updated budget template to include EQIA
- ❖ Service procurement templates have had EQIA added
- ❖ Updated templates accessible via the website
- Developing and engaging new staff networks, 62% of the staff identify as female, plans are in place to gauge interest in establishing a women's career staff network and a carers staff network.
A menopause group is established and provides peer support both as a group and to individuals through regular meetings and a confidential Yammer group.

4 STATUTORY CONSIDERATIONS

4.1 The Council has statutory obligations re: The Equality Act 2010 and the Public Sector Equality Duty 2011

5 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

5.1 As stated in the report

6 RISK MANAGEMENT

6.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

7 EQUALITIES

7.1 As stated in the report

Contact person	Juliet Davies - 07530263397
Background papers	n/a
Please contact the report author if you need to access this report in an alternative format	

B&NES Council Equality Improvement Plan

September 2022

Introduction

The council's Corporate Equality, Diversity and Inclusion Steering Group (CEDIS) has agreed that the council should measure its equality progress against the Equality Framework for Local Government, setting targets for improvement where needed. An audit was undertaken during Spring 2021 which measured the council's current performance and equality activity against the recommendations of the Equality Framework for Local Government. This audit was reviewed at the CEDIS on 24th November 2021, and an improvement plan has been agreed. The improvement plan gives the Council strategic direction in its equality work, and at the same time includes the actions we need to take in order to meet the agreed targets. An annual review will ensure that the council maintains the required statutory duties (Equality Act 2010; Public Sector Equality Duty 2011).

The Improvement plan also incorporates specific race equality issues and actions (highlighted in blue) that the council has committed to. Also included are the actions set out in our Gender Pay gap report (highlighted in green). Thus, this plan brings all our equality related work into one document.

Background

The Equalities Action plan is set out in four sections, each representing one of the four equality objectives we have set for the Council. The Council is committed to the following objectives:

1. Showing leadership and organisational commitment to equality
2. Understanding and working with our communities
3. Providing responsive services and customer care
4. Employing a diverse and engaged Workforce

1. Leadership and organisational commitment to equality and diversity

Our aspirations

- Our political and executive leaders demonstrate personal knowledge and understanding of local communities and show commitment to reducing inequality
- There is a coherent, shared vision of equality for the B&NES area, with clear priorities which have been agreed and understood by all key stakeholders, including the voluntary and community sector.
- Equality analysis/ impact assessment is integrated systematically into planning and decision making across the council
- Specific and measurable equality objectives have been integrated into our key strategies and plans and action is being taken to achieve them. Outcomes are measured and monitored regularly by senior leaders.
- The setting and monitoring of equality objectives is subject to challenge, including through any organisational bodies or groups and the political Policy Development and Scrutiny (PDS) process

Lead Officer for the section: Will Godfrey, B&NES Council Chief Executive

What can the Council already evidence?	What are the gaps/what needs to be done?	By when	Responsible officer	RAG
Structures in place: Corporate EDI group (CEDIS) – comprises senior leaders from across the organisation – and chaired by Chief Executive shows clear senior buy in. Elected members also attend.	Increase diversity of membership of the Corporate Equality Diversity and Inclusion Steering Group.		Equalities Team	G
	Consider and address training needs of the group - Inclusive Leadership Training has been arranged to be delivered by The Diversity Trust for CEDIS members. Review potential ongoing training needs	Nov 2022 & Ongoing	CEDIS Equalities Team/CB	A
Plans in place: Equality Objectives and Equality Improvement Plan have been developed	The Equality Improvement Plan has been agreed at CEDIS; Identified CEDIS group members have taken responsibility for defined areas of the plan; Regular updates and progress reports to be given to CEDIS group.	November 2022	CEDIS Group	G

The Corporate Strategy has equality considerations incorporated within it and was presented to IEAG.	The Equality Improvement Plan to be shared across the organisation and public through publication on the website		CEDIS Group	G
	Review the Council's main organisational plans and strategies to integrate with Equality Improvement Plan (Strategic Evidence base to be refreshed with new population statistics with Census data, reliant on office for national statistics release date during 2023)	2023	Business Intelligence/ Equalities Team	A
Key leaders appointed for equalities: We have Director sponsors of worker groups (Cherry Bennett is the lead for Domestic abuse). We have a lead member for equalities (Dine Romero, who also attends CEDIS), and a new elected Member role specialising in access issues	Invite Member advocate for access to the CEDIS group and Lead Member for equalities to the Diversity Trust Training	Nov 2022	Equalities Team	G
We communicate about equality: We maintain a positive narrative around equality – key equality events are highlighted to staff and members of the public (e.g. Black History Month, LGBTQ+ History month, International Women's Day etc.)	Review equality calendar to ensure all Protected Characteristics are covered in the events we highlight and promote (with reference to Communication teams calendar).	Ongoing	Equalities Team	A
We have made use of FAQ pages used as myth busting on public interest projects	Share more celebrating success stories internally and externally about the work that has been done. Share messages of support when key events happen locally, nationally or internationally (Queen's death, Black History Month 2022)	Ongoing	Chief Executive/Leader/ Equalities Team	A

<p>We look for equalities impacts: Equality Impact Assessments are carried out using the council's own template. The Report Template now ensures officers make reference to the EQIA and complete one if proportionate. An EIA appendix is always included within the council's budget reports, and this aims to capture cumulative impacts</p>				
	<p>Set timetable for Equality Team to be included at the early stages of service planning and budget setting so equality analysis is an integral part of decision making not just a final check. EQIA template for budgets is available All budget plans must now include a completed EQIA.</p>		Equalities Team Finance Team	A
<p>We make sure members and officers are trained: LT/MT Group had an opportunity to attend AR training. Training on equalities available for all staff. Members have been encouraged to complete LGA online equalities training. Political group reps attended AR staff training.</p>	<p>A strategy is in place for induction training, including mandatory equalities training, for elected members from the 2023 intake</p>	April 2023	Democratic Services Equalities Team	G
<p>We scrutinise our work: Policy Development and Scrutiny - PDS panels have received equality reports and briefings (e.g. on Budget scrutiny from an equality perspective)</p> <p>Corporate PDS panel receives the equality appendix in relation to budget setting annually.</p>	<p>Present the Equality Improvement Plan to the Corporate PDS panel and thereafter make annual reports on progress. (Section Leads to report to PDS)</p>	Sept 2022 & Ongoing	Democratic Services Equalities Team	G
	<p>Schedule in full Council Equalities update, (Reporting back on BLM, Race Panel, CEDIS, Improvement Plan, Training, Disability Access, Refugee Resettlement)</p>	Nov 2022	Democratic Services Equalities Team	A

2. Understanding and working with our communities

Our aspirations:

- *Information about the local communities and their protected characteristics is being gathered and shared across the organisation and with partners*
- *Data is disaggregated and analysed to support the assessment of local need, impacts of changes to services and priorities*
- *Engagement mechanisms and structures are in place to involve equality stakeholders and scrutinise service delivery, decision making and progress.*
- *The organisation engages with all its communities when making decisions, including those with protected characteristics*
- *The organisation and its partners understand and monitor relations between different communities, and plan and deliver activities that foster good relations*
- *Local people are encouraged to participate in public life or in other activities where they are under-represented.*

Lead Officer for the section: Christopher Wilford, Director of Education and Safeguarding

What can the Council already evidence?	What are the gaps/what needs to be done?	By when	By whom	RAG
<p>We collect and share information: The Council has published its Strategic Evidence Base (SEB) for Bath and North East Somerset. This fulfils the statutory duty to undertake a joint strategic needs assessment of local health and care needs.</p>	The SEB is published and will be iterated as new intelligence is made available	Ongoing	Business Insight/ Research and Intel Team	A
The Council has Memorandums of Understanding in place between statutory partners (and others) regarding data sharing protocols.	Equality related data/data related to protected characteristics is largely based upon the last Census (2011) and is therefore quite out of date. Detailed demographic during 2023 and updates to the SEB will be released following that.	2023	Business Intelligence Team	A
<p>We analyse and use data: The Council uses evidence-based</p>	We need to review and revise our EQIA template and guidance to emphasise the importance of	Ongoing	Equalities Team	A

commissioning practices (see Service delivery section 3.) and we use information and data to inform our priorities/service design	referring to data and new legislation			
Our report template for decision making now triggers officers to engage with the Equality Impact Assessment process e.g. mapping gaps	The use of EQIAs provides essential equalities evidence required at the commencement of effective commissioning and procurement practices. CEDIS review practice as a regular agenda item.	Ongoing	CEDIS members	A
We have engagement mechanisms and structures in place	We have ensured that new Community Engagement Guidance that accompanies the Community Engagement Charter has equality issues and considerations embedded within in	complete	Communities Team/ Equalities Team	G
Giving people a bigger say' is one of our corporate priorities and we have a dedicated Communities Team that supports community engagement.				
Our Community Engagement Charter (approved in Feb 2020) is part of the Corporate Strategy (thus reviewed every 4 years). New guidance has been developed in relation to community consultation.	Guides are available for staff on the intranet and a training programme is currently being developed https://intranet.bathnes.gov.uk/our-community-engagement-framework-%E2%80%93-stakeholder-mapping	complete	Communities Team	G
Our EQIA process contains a section relating to consultation.	We need to improve our feedback. Our new Community Engagement Guidance include recommendations on how to feed back after consultations, and where to post results. To review at next CEDIS meeting (Nov 22)	Under development	Corporate Comms Team Communities Team	A
We actively encourage people from protected groups to take part in consultations and decision making	We need to incorporate guidelines on how to engage with seldom heard groups/those with protected characteristics within the forthcoming Community Engagement Guidance		Communities Team	A
We carry out specialist engagement where needed (e.g. Accessibility Study, Bath City Centre Security proposals 2021)				

Equalities Forums help scrutinise our work/service plans (appendix 2)	We need to review the terms of reference for the groups	Nov 22	Equalities Team	A
We have an Equality Groups page on website for groups to consult with.	To be reviewed and update	Oct 22	Equalities Team	A
We use a range of different consultation methods and formats for consultation (e.g. paper surveys, online, stakeholder meetings)	We need a more consistent approach to the consultation methods we use. Some use E-consult, Mail Chimp, Survey monkey etc. New guidance on Community Consultation to include recommended consultation methodologies. Training is being developed through a range of formats	Nov 22	Communities Team/Highways and Traffic/Equalities Team	A
We are tackling racism and fostering good community relations: A Race Equality Schools task force has been set up and includes partners organisations (SARI, BFESG) schools and council officers	Key issues arising from the Race Equality Schools Task Force to be shared with CEDIS and actions incorporated into this improvement plan.	Ongoing	Director of Education	G
We have set up a Race Panel made up of members of the local Community, Chaired by Cabinet Member, Councillor Dine Romero	The group has carried out a number of work streams to address racism in schools. The Race Charter is active. https://beta.bathnes.gov.uk/race-equality-charter-schools The race panel has been working on a number of projects including raising awareness of Bath's links to the International Slave Trade. Race Panel progress to be shared with CEDIS and actions incorporated into this improvement plan.	Ongoing	Member for Equalities	G
We work in partnership with Ethnic Minority led/focused organisations.	Continue to work in partnership (e.g on projects related to Black History Month; Webinars relating to Bath's history; Films relating to BLM). The Ethnic Minority Staff Network are leading on	Ongoing	Equalities Team	G

	celebrating 'Success Stories' of Black people who live in, work in or visit B&NES (Oct 22)			
We have a Strategic Partnership Against Hate Crime with Police, SARI, CURO etc. This group receives data on incidents, which is analysed and acted upon.	Summary reports on hate crime to be taken to the CEDIS group	Ongoing	Community Safety	G
We monitor and provide support to schools in respect of Serious Equality Incidents.	Continue to encourage schools to engage with local services e.g. SARI, SPACE LGBTQ+ Youth group.	Ongoing	Equalities Team	G
We involve local people, including underrepresented groups, in opportunities for public participation. We have Policy Development Scrutiny panels, and PDS Enquiry days.	We will encourage participation of a wide cross section of adults and young people in panels that will replace the Area Forums.	Ongoing	Communities Team	G
Responding to the recommendations in the Avon and Somerset Identifying Disproportionality report	The report has been widely disseminated locally and the YOS Management Board is overseeing the local response. Some of the issues are being followed up by the task and finish group on permanent exclusions, led by Jason Pegg and we have raised the need for ethnicity recording to be based on the 18+1 categories across all our systems. We await further guidance from the Avon and Somerset Criminal Justice Board about the introduction of a group to oversee the youth recommendations. Overall, the response is being led by Sarah Crew, Chief Constable	Ongoing	YOS Management Board	G
The recently established Race Panel is providing a way for community members to engage with us in respect of race equality issues.	A Twitter account will be set up for the Race Panel and a member of the group will receive social media training	TBC	Race Panel Comms Team	

<p>Throughout the pandemic we have developed ways of engaging through Webinars, and have managed to reach many protected groups in this way. (e.g. Young people's experience of covid; Black Lives Matter; Holocaust Memorial Day; LGBT History tour of Bath)</p>	<p>We need to continue with the webinar approach post pandemic, as well as face to face engagement.</p>	<p>Ongoing</p>	<p>All</p>	<p>A</p>
<p>For Elected Members we have a Parental leave policy and a dependent/carers element of the allowance scheme</p>	<p>We need to support political groups to undertake outreach to increase diversity of candidates particularly in relation to ethnicity in the run up to the next election in 2023 (liaising with Electoral Services and Legal Services).</p>	<p>Jan 23</p>	<p>Democratic Services/ Equalities Team</p>	<p>R</p>

3. Responsive services and customer care

Our Aspirations:

- Mechanisms are in place to ensure that equality standards are embedded throughout the procurement cycle
- Equality objectives are integrated into service plans across the organisation, with progress towards them performance managed by key decision makers
- There is evidence that services are meeting the needs of a diverse community, and that take up of services is representative of the wider community

Lead Officer for this section: Tracey Long, Head of Customer Access & Improvement

What can the Council already evidence?	What are the gaps/what needs to be done?	By when	By whom	RAG
<p>We look for equalities impacts in our service development and delivery: EQIA's are carried out using the council's own template and we can evidence some very thorough EQIAs that capture issues & mitigations</p>	RE-publicise 1-1 support with EQIA available from the Equality Officer (consider resources and strategy to support this objective at CEDIS)	Nov 22	Equalities Team	A
EQIAs are all signed off by Heads of service, so there is some engagement with issues relating to service accessibility and appropriateness.	Review the EIA template to increase the focus on customer focused contact management, encourage services to use and analyse data (e.g. in respect of service demand and which channels customers are using to access).	Jan 2022	Equalities Team	A
<p>We're embedding equality considerations in our procurement Our procurement processes incorporate all legal requirements in respect of equalities legislation, and all 'above threshold' procurement exercises incorporate equality considerations.</p>	Review intranet pages and templates to ensure we take all opportunities to promote equality in our procurement work.	Complete	Equalities Team	G

<p>Templates are compliant – e.g. the Selection Questionnaire – asks about tribunal cases, and asks to see equality policy</p> <p>We have taken part in an initiative aimed at getting more Ethnic Minority businesses into the SME supply chain</p>	<p>Ensure intranet pages have been updated with relevant equalities information and guidance. Ensure intranet pages link to the council's Equality Impact Assessment pages/advice on EQIAs from the equalities team, and also to the JSNA pages.</p>	Complete	Procurement manager/ team	G
<p>Equality objectives are integrated into service plans across the council</p> <p>Through our new Corporate Business Planning timeline and new Service Planning Templates we have the opportunity to embed equalities in our service planning processes. This will help us measure the extent that services are meeting the needs of a diverse community, and that take up of services is representative of the wider community</p>	<p>Continue to work with Chair of the Ethnic Minority Staff Network</p> <p>Equality analysis/impact assessment to be built into the corporate service planning template (and guidance notes will refer to the Equalities Team for advice and guidance). New template currently being developed (August – Sept 2022)</p>	Complete	Equalities Team Procurement manager team	A
<p>We have to balance our budget – Our Medium-Term Financial Strategy (MTFS) drives the service planning process. This shows how we will do this, maximising income, and reviewing other areas to make savings. The annual MTFS is subject to equality analysis</p>	<p>Ensure managers identify and capture equality issues early on in the process, and the earlier involvement of Equalities Team in carrying out equality analysis of the budget as a whole.</p>	Nov 22	Corporate Governance/ Equalities Team	A
<p>We have new Performance Management coming in. The most important thing will be to ensure there are equality indicators within Directors dashboards</p>	<p>Ensure managers identify and capture equality issues early on in the process, and the earlier involvement of Equalities Team in carrying out equality analysis of the budget as a whole.</p> <p>Directors to include equality related performance indicators within the new Integrated Reporting Framework (Power BI dashboard). This will include quantifiable indicators (% of services who have completed an EQIA).</p> <p>CEDIS – to play monitoring role</p>	Jan 23	Corporate Governance/ Equalities Team	R
		TBC	CEDIS Corporate Governance/ Equalities Team	A

<p>Council services are meeting the needs of our diverse community, and take up of services is representative of the wider community</p> <p>The Director of Business Change & Customer Services, reporting to the Chief Operating Officer will oversee a new Customer Contact Strategy and consistent Standards of customer handling for the council as a whole, bringing us together in a cohesive and consistent approach to customer service, with the core aim of Improving People's Live</p> <p>Staff in customer facing roles will access training on a regular basis and on initial contact users will be asked if they have any accessible needs</p> <p>We have developed monitoring guidelines of categories to use to monitor customer handling. Service Delivery standards may still vary due to legislative and policy regulations but standards for customer handling will be consistent.</p> <p>There are some good practice examples of where we have made important changes in redesigning our services (e.g. Children's</p>	<p>Equalities Team are feeding into the new strategy and standards to ensure equality issues are embedded. CEDIS to play a role in monitoring equality related access/appropriateness of services.</p>	Sept 22	Customer Services/Business Change Hub Equalities Team	A
	<p>Intranet pages to be updated as well as the website to advise staff of the support available for access needs (translation, accessible formats, language, cultural differences, experiences of public services, access and use of digital resources etc)</p>	Dec 22	Corporate governance/IT Digital Team/Equalities Team	R
	<p>Accessible formats training has been developed and will be delivered to Council staff following a pilot session and any required adaptations/amendments</p>	Oct 22	IT Digital Team/Equalities Team	A
	<p>Customer service standards have been defined and a plan is being developed for implementation,</p>	Sept 23	Customer Services/Business Change Hub/IT Digital Team	A
	<p>Ensure equality issues are managed when Agile Service Interventions are being carried out by the service redesign team with services to improve</p>	Oct 22 & Ongoing	Business Change Hub	A

<p>services 'front door review' reviewing the referral mechanism.</p>	<p>customer focused and efficient service delivery by ensuring EQIA's are in place as standard when opportunities are agreed for progression</p>			
<p>We are developing our website development to focus more on the needs of the customer.</p>	<p>The website will continue to be developed ensuring it is accessible, easy to navigate and complies with relevant legislation. When newer emerging technologies are explored, and online forms developed equalities impacts will always be considered</p>	<p>Ongoing</p>	<p>It Digital Team</p>	<p>A</p>

SECTION Four: Diverse and Engaged Workforce

Our aspirations:

- We demonstrate movement towards greater diversity in our workforce profile compared with previous years, including increasing levels of previously under-represented groups at all levels of the organisation
- Our workforce strategies and policies include equality considerations and objectives
- We monitor, analyse and publish employment data in accordance with our statutory duties
- We provide a range of accessible learning and development opportunities to support councillors and officers in achieving equality objectives and outcomes
- We promote the health and well-being of staff

Lead Officer for this section: Cherry Bennett, Director People and Policy

What can the Council already evidence?	What are the gaps/what needs to be done?	By when	By whom	RAG
<p>We have taken some steps towards increasing the diversity of our workforce</p> <p>Our workforce profile is published on the council's website here Data from the past 4 years shows that we have increased diversity slightly in relation to ethnicity, but our figures for disability remain at 3%</p>	<p>We will examine our current workforce profile data and set targets (Why, how- what will this tell us, how will this make a difference, represent the profile of the community) that are appropriate for our local area, in order to increase diversity where needed. (Census 2021 equalities data not published until 2023)</p>	2023	HR/Equalities Team/CEDIS	A
<p>We are trying to increase diversity in management: Stepping Up Programme – we are offering Ethnic Minority members of staff the opportunity to attend leadership training.</p>	<p>We have missing ethnicity data (20% unknown and additional 2% prefer not to say); sexual orientation data (17% unknown and additional 28% prefer not to say) and disability status (18% unknown and 7% prefer not to say). We need to continue to encourage staff to update their details on Itrent, giving them the confidence to disclose this information where they have</p>	Dec 22	Managers and staff Supported by HR and staff networks	A

<p>Since 2018 – 18 women have completed the Springboard Women’s Development programme and 2 ethnic minority staff have completed the Stepping Up programme. We continue to promote opportunities such as these where appropriate.</p>	<p>indicated that they prefer not to say.</p>			
<p>HR People Strategy 2019-23 states that “we want to promote and enhance diversity across the organisation” and includes specific areas of work. 11 staff videos are due to be launched in Sept 2022 promoting our inclusive and flexible working arrangements.</p>	<p>In process of being developed for Sept 22 - Development + Staff Network Group (for staff who identify as female) and a Carers Staff Network Group.</p>	<p>Sept 22</p>	<p>HR/OD and Equalities team</p>	<p>G</p>
<p>Our Strategic Leadership Team is comprised of 2 males and 3 females. Our wider Corporate Management Team (all Directors) is comprised of 6 males and 7 females.</p>	<p>The People Strategy will be refreshed in 2023 in line with the Corporate Strategy refresh and will include a stronger and more detailed workforce inclusion section. Our vision is to “Ensure that the workforce is representative of the community and that everyone in the organisation feels a sense of inclusion and belonging”</p>	<p>Dec 23</p>	<p>Director Of People and Policy</p>	<p>A</p>
<p>Our policies and strategies are inclusive</p> <p>Reasonable Adjustment process and panel; Disability Leave Policy. Flexible working Policies for those with caring responsibilities We are a Disability Confident Employer Foster Friendly Employer Recruitment Resolution Policy</p>	<p>As above, we will set profile targets to ensure that all levels of council management are diverse and representative.</p>	<p>April 23 & Ongoing</p>	<p>Director of People & Policy</p>	<p>A</p>
<p>As set out above, our HR People Strategy 2019-23 states that “we want to promote and enhance diversity across the organisation” and includes specific areas of work (e.g., Worker group</p>	<p>Undertake a comprehensive review of our existing Equality Impact Assessment for our main Employment related Policies and Procedures to ensure they are inclusive and that we have assessed the equality impact of our policies</p>	<p>Nov 22</p>	<p>HR&OD/ Equalities Team/Staff Network Chairs</p>	<p>A</p>
	<p>We need to review our People Strategy to include additional equality related actions that are highlighted as necessary in this audit or in any Equality Impact Assessments we undertake.</p>	<p>Ongoing</p>	<p>HR/Equalities Team/ Director of People and</p>	<p>G</p>

refresh; 'Development Plus for Women'	Planned review 2023		Policy	
We review harassment and bullying claims, grievances etc at our 6 weekly casework meeting. This enables us to check if there are problems for staff in particular departments.	Regular reports on equalities aspects of casework (including bullying/harassment) made to CEDIS group	Nov 22 & Ongoing	HR&OD/ Director of People and Policy	G
We analyse and publish workforce data Employee data on workforce profile, leavers, grievances and disciplinaries is published here annually	We need to analyse the data we have available to see if there are any trends (e.g. Less likely to shortlist Ethnic Minorities etc). Put on CEDIS agenda	Ongoing	HR/CEDIS/ Business Intel	A
We have started to explore how we might assess our race pay gap	We need to increase the completeness of our employee data, which will help us assess our performance (e.g. more complete ethnicity data will help us better assess our race pay gap). Regular comms out to all staff began in Sept 2022	Ongoing	HR/CEDIS/ Equalities Team	A
We are taking action to address our Gender Pay Gap Our Gender Pay Gap compares very favourably to other local authorities and is reducing. In 2019 the mean average hourly rate of pay of female employees across the council was £14.74 while the average hourly rate of men was £15.10. It means that over the past year the mean gender pay gap has reduced from 96 pence to 36 pence. See our Gender Pay Gap Report - March 2020	Put Gender Pay Gap report on CEDIS group agenda	Complete	HR	G
	Ensure payments are appropriately paid (so there are fewer ex gratia payments and therefore a reduction in bonus payments and increasing accuracy of hourly rate data)	Complete	HR	G

Arrange further Job Evaluation training	Complete	HR	G
Continue with the piece of work to identify gaps in data.	Dec 2022	HR	A
Improve our reporting capability to have data to enable some detailed analysis on the gender balance within the employee lifecycle e.g. re. interest in posts, shortlisted candidates, successful appointed candidates	Dec 2022	HR	A
Identify key areas of underrepresentation and further action	Complete	HR	G
Continue to embed unconscious bias training in our own practice and corporate training recruitment programmes	Sept 2022 & ongoing	HR	G
Support the development of women: Support a further cohort of the Springboard Development Plus programme for women, (2 B&NES employees signed up for the April 2022 cohort and finished in July 2022)	Ongoing	HR	G
Support the Stepping Up programme. Programme details for 2022 have been released and we are promoting to ethnic minority staff now	Ongoing	HR	G
Support training and apprenticeships that support women's development into senior roles:	Ongoing	HR	G
Continue with workforce monitoring analysis in relation to change programmes	Ongoing	HR	G
Continue to promote flexible working – particularly within Managers @MyBest essential managers package and as part of the wider Preparing for the Future programme	Ongoing	HR	G
Review Staff Engagement survey results to	Published	HR	G

	understand barriers to flexible working			
	Introduce Blended Working Charter as part of Preparing for the Future and new ways of working post-Covid		HR	G
We train our staff and elected members so they are knowledgeable and skilled in respect of equality issues and working with diverse communities		Sept 22	OD/IT/ Equalities Team	A
Equalities training is available to staff via the @MyBest training Offer, and is also a part of corporate induction course. We use a wide variety of methods including standard courses, e-learning, 1-1 coaching	Conduct an overarching equalities audit of @my best training offer to ensure equality issues are integrated (in terms of content, materials, methods). Under review with new online EDI training provider being explored. In-person training now available for customer facing roles. Accessible training has been developed and will be piloted in Sept 22			
An Anti-racist/equalities course run by the Equality Academy was rolled out to MT/LT group in 2020-21.	CEDIS members who did not attend the anti-racism course will be invited to attend 'Equalities for Team and Service' delivered by the Equality Academy as part of the Corporate Training Programme. Inclusive Leadership Training through Diversity Trust is booked for Oct 22, this includes unconscious bias, and how to create new habits.		CEDIS	G
In children's services, we are exploring 'mentoring that offers different perspectives for personal growth'	Explore how reverse mentoring could be rolled out across other parts of the Council. Suggest that we seek nominations from the workforce and leaders and invite to have a conversation	Oct 22	Director of Children's Services & Education/ EM Staff Network Chair	A
Councillors to complete an online LGA course. R& S course includes equalities scenarios;	Review recruitment and selection course materials. Review R&S course and R&S guidance – to ensure equality considerations are embedded within it	Oct 22 & Ongoing	HR	A

Customer First, customer service course makes reference to equalities.	Explore how we can adapt the PDC templates to include specific equality references and objectives, e.g. <i>'I am confident that I can deliver services in a way that meets the needs of our diverse community'</i>			
	Publicise a summary of our local community profile to staff following release of Census 21 data		Research & Business Intel	R
	Include within next Staff Survey Qs relating to understanding of equality objectives and delivering services to diverse customers		HR/ Research & Business Intel	R
Undertake smaller staff engagement pulse surveys to measure and explore levels of staff engagement and feedback about specific issues	Smaller staff poll – for example a small survey in September to understand how the cost of living crisis is affecting staff	Sept 22	HR/ Research & Business Intel	R
<p>We support the health and wellbeing of our staff</p> <p>See this comprehensive range of support here: which addresses a range of issues including MH; Employee Assistance Programme; Health Champions; Staff Groups and more</p> <p>We have a range of Wellbeing training on the Learning Zone. We have made the 'MH at Work Commitment'; We have supported 'Time to Change' since 2017. We have Wellness Action Plans and resources for managers to use.</p> <p>We have Staff Network Groups for Disabled, LGBT+ & Ethnic Minority</p>	Focus groups/world café/marginalisation of staff Please add comments and info – Lived experiences of staff – focus groups for policy/practice development (staff networks)	Jan 23	Staff network Chairs	G
		Ongoing	HR/Staff Engagement	G
	All staff networks chairs are invited to CEDIS group and contribute to all discussions as well as having a slot for updates. Gauge interest in a woman's career network group and carers group.		Staff Network chairs	G
Menopause staff support group established and a development of a managers training package (40 females attended <i>Menopause Awareness</i>		Ongoing	HR/Staff Engagement	A

session, 24 managers attended Managers session (4 males) 19 male employees attended <i>Men: Let's talk menopause</i> June 2021. There is an active closed group on Yammer that offers ongoing peer support.				
We have a 'Reasonable Adjustment Process' and Panel in place ensuring consistency (see 4.2).	We need to regularly remind managers and staff of the RAP panel and process.	Ongoing	HR	A
H & B Incidents are not included in our annual Employee Data Reports as this would compromise anonymity. However, the CEDIS group can be given an overview to highlight the numbers of equality related H&B cases	Include H&B incident reporting on the CEDIS Group forward agenda.	Bi-annual	HR	A

B&NES equality groups reporting to CEDIS

Staff Network Groups

Our staff groups help to:

- Improve working life
- Identify common workplace issues for the council to address
- Provide a forum to share ideas and best practice
- Provide information about opportunities for personal development

We believe that engaging with and supporting staff will help to progress our work in ensuring equality for all. We encourage staff to participate.

LGBT+

The LGBTQ+ staff network provides a space and a collective voice for LGBTQ+ staff.

The network is a forum to share experiences, offering peer support and networking as well as promoting a safe, inclusive and diverse workplace, where every member of staff gets fair and equal treatment.

As a collective voice for LGBTQ+ staff, we engage with the Council and our partners, giving consultation feedback and contributing to the development of fair and inclusive policies, procedures, and practices.

Ethnic Minority

The group has been established to provide a forum for Ethnic Minority staff to share expertise, experience and discuss issues relevant to staff within Bath & NE Somerset Council.

We want to develop a framework around diversity that will embrace the richness of cultures both within our organisation and in our client groups.

We will help all who work for Bath & NE Somerset Council to improve their understanding of issues that affect ethnic minorities.

Disabled

The disabled Workers Network provides a safe space and a collective voice for Disabled Staff

The network allows disabled staff to share their experiences which in turn helps B&NES create a working environment which embraces disabilities of all kinds.

As the voice of disabled staff the network is often called upon as a consultee on major decisions.

Corporate Equality, Diversity & Inclusion Steering Group

The Council wants to capture and co-ordinate our actions in respect of equality and have a mechanism to ensure that the good practice being developed in some sections of the council is shared across other departments. It has set up this 'corporate oversight' group for equalities to help us with this and ensure that we develop and monitor future equalities related targets and actions across the Council. The group meets biannually is chaired by Will Godfrey, Chief Executive.

Independent Equality Advisory Group

Equalities governance and scrutiny in the council is currently undertaken via the council's Independent Equalities Advisory Group (IEAG). IEAG is supported and facilitated by the Equalities Team, and membership includes Council officers, health colleagues and voluntary/community sector organisations with equalities focus (e.g. SARI; Black Families Education Support Group). IEAG meets three times per year and its remit is to act as a 'critical friend' to the council, helping to review the council's equality related actions and assessing the equality impacts of council proposals. The chairs of the Ethnic Minority, LGBT+ and Disabled staff networks are invited to IEAG meetings. This group is chaired by the Corporate Equalities Officer

B&NES Council Race Panel

The B&NES Race Panel aims to address systemic inequality, racism and discrimination which disadvantage the people of Bath and North East Somerset because of their culture, ethnicity or race. The purpose of the panel is to:

- advise and challenge B&NES public sector bodies on their work to tackle systemic inequality, racism and prevent discrimination
- increase the visibility of issues relating to race, and to recommend solutions

The panel is made up of individuals who have volunteered to represent the B&NES communities. The way that race intersects with other personal characteristics will also be an important part of the panel's work. This group is chaired by Cllr Dine Romero

Race Equality Hate Crime Task Force

Aims & Objectives of the partnership:

- Ensure persistent challenge against institutional racism in B&NES schools
- Support B&NES schools to achieve race equality in all areas including representation, outcomes for pupils and dealing effectively with racist incidents and discrimination
- Support B&NES schools to achieve best practice policies, procedures and response to hate crime

This group is chaired by Chris Wilford, Director of Education and Safeguarding

CORPORATE POLICY DEVELOPMENT AND SCRUTINY PANEL

This Forward Plan lists all the items coming to the Panel over the next few months.

Inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online Forward Plan is updated regularly and can be seen on the Council's website at:

<http://democracy.bathnes.gov.uk/mgPlansHome.aspx?bcr=1>

The Forward Plan demonstrates the Council's commitment to openness and participation in decision making. It assists the Panel in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations, please contact the report author or, Democratic Services . A formal agenda will be issued 5 clear working days before the meeting.

Agenda papers can be inspected on the Council's website.

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
26TH SEPTEMBER 2022				
26 Sep 2022 17 Nov 2022	Corporate Policy Development and Scrutiny Panel Council	Equality Improvement Plan	Louise Murphy	Director of People and Policy
28TH NOVEMBER 2022				
28 Nov 2022	Corporate Policy Development and Scrutiny Panel	Economic Development Update		Director of Sustainable Communities
28 Nov 2022	Corporate Policy Development and Scrutiny Panel	Invest in Bath and North East Somerset	Rob Dawson	Chief Finance Officer (S151)
28 Nov 2022	Corporate Policy Development and Scrutiny Panel	Somer Valley Enterprise Zone		Chief Operating Officer
23RD JANUARY 2023				
		Budget Scrutiny		

Ref Date	Decision Maker/s	Title	Report Author Contact	Director Lead
27TH MARCH 2023				
ITEMS TO BE SCHEDULED				
	Corporate Policy Development and Scrutiny Panel	Emerging Digital Data	Jeff Wring Tel: 01225 477323	Chief Operating Officer
	Corporate Policy Development and Scrutiny Panel	Parish Charter	Dave Dixon	Director of People and Policy
The Forward Plan is administered by DEMOCRATIC SERVICES: Democratic_Services@bathnes.gov.uk				

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