



## **Equality and Diversity Scheme 2008 – 2011**

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# Leeds City Council's Mission Statement

'To bring the benefits of a prosperous, vibrant and attractive city to all the people of Leeds'

Icons aligned to x-height of parhead

## Our Values



### Looking after Leeds

We are committed to improving the quality of life in Leeds and want to inspire pride in our city and communities. We will work with our partners, build on our success and protect our city for future generations.



### Putting customers first

We will make sure our services meet the needs of our customers and communities. We will communicate clearly and work hard to find out and respond to our customers' needs. We are committed to providing excellent services that are value for money.



### Treating people fairly

We value the diversity of our communities and strive to ensure that everyone shares in the city's success. We will tackle discrimination and improve access to our services — especially to those with the greatest need.



### Valuing colleagues

We know that the good work of our colleagues is key to providing excellent services. We will support colleagues and encourage them to work creatively.

**For enquiries about the Equality and Diversity Scheme please contact:**

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**This information is available in Large Print, Braille, on Audio Tape and on Computer Disk.**

**If you need this information in another language, please phone 0113 247 4190**

**If you need to speak to us in a language other than English, please state the language and we will put you on hold while we contact an interpreter.**

**Other useful contacts:**

The Equality Team holds a contact list for a wide range of equality organisations. This list is regularly updated and is available on our website. For paper copies please contact the Equality Team as above.

## **Equality and Diversity Scheme 2008 – 2011**

### **Statement of Intent**

We are pleased to present the Equality and Diversity Scheme 2008 – 2011 for Leeds City Council.

We all aspire to live in a society that is fair and which supports each individual to fulfil their potential. The scheme takes into account the Council's Values: looking after Leeds, putting customers first, treating people fairly and valuing colleagues.

Leeds City Council recognises the need to embed equality and diversity at the heart of what we do and is committed to making this happen. The Scheme seeks to address the different aspects of identity individuals and communities have. These can be based on race, disability, gender, sexual orientation, religion or belief and age. It recognises too that disadvantage experienced by others, such as carers and single parents, is no less significant. Taking full account of these differences, the Leeds approach focuses on:

- the effects organisational barriers can have on a diverse population
- practical ways of removing or reducing those barriers.

The Scheme seeks to bring these various strands together in order to strengthen the equality and diversity work we have been undertaking, and to map out our approach for the next three years. In summary the Scheme sets out:

- how we will promote equality and diversity
- how we will eliminate harassment and discrimination in the work we do
- how we will meet our legal responsibilities
- actions we plan to take from 2008 – 2011 to improve our performance.

Strong leadership, together with commitment and support from our staff, our communities and our partners, are what will make the Scheme successful. The development of this Scheme has involved representatives from all of our stakeholders, customers, staff, elected members, community groups, trade unions and partners. We welcome your continued support and hope you will let us have your views and comments about how well we are doing as our work progresses.

Councillor Richard Brett

Paul Rogerson, Chief Executive

## Introduction

Our Mission is to bring the benefits of a prosperous, vibrant and attractive city to all the people of Leeds.

The Equality and Diversity Scheme 2008 - 2011 outlines our commitment as an employer, a service provider, a commissioner of services and as a lead partner in the city.

The Leeds Strategic Plan 2008 - 2011 will set out what the council will deliver itself and what it will deliver in partnership with others over the next three years.

Equality and diversity is at the heart of the plan and will be central to how we turn our vision into a reality working in partnership across the city. We are committed to increasing equality and valuing the diversity of all communities in the city. We recognise that priorities and actions can affect some communities or groups of people who participate in the city differently.

We know we need to work more intensively to make sure that the implementation of our improvement priorities supports and encourages a shared sense of belonging in all communities in the city and a widely shared sense of the contribution of different individuals and groups to a future local vision. We recognise that people with different backgrounds should experience similar life opportunities and access to services and work to develop a strong sense of an individual's local rights and responsibilities.

One of the strategic outcomes identified is to have more inclusive, varied and vibrant communities through empowering people to contribute to decision making and delivering local services, as well as improved community cohesion and integration through meaningful involvement and valuing equality and diversity.

Work will also take place to ensure that linkages are made to the key strategies and plans that link to and support the equality and diversity agenda. In addition to the Strategic Plan outlined above these include the Council Business Plan 2008 – 2011 where we have highlighted three equality, diversity and community cohesion business improvement priorities:

- ensure colleagues reflect the diversity of our communities
- ensure fair access to all our services
- embed equality and diversity throughout the organisation.

In addition, community cohesion is now a commonly used term and has been in place as a policy driver for the last couple of years. Community cohesion is a priority for the council and the city as a whole. How we respond to tensions within and between our communities and the changing demographics of our city, as well as providing harmonious communities is critical for the future success of the city.

We have recognised that equality and diversity and community cohesion are two interlinked policy areas and our responses reflect this. This scheme will also be linked to the Cohesion and Integration Plan 2008 – 2011.

This single equality and diversity scheme reflects the statutory duties of the council under the Race Relations (Amendment) Act 2000, the Disability Discrimination Act 2005 and the

Equality Act 2006. It also takes account of the Council's responsibilities under other equality and diversity legislation.

This single equality and diversity scheme incorporates our race, disability and gender equality schemes.

This scheme builds on the work that has already started following the publication of the Equality and Diversity Strategy 2006 – 2008. Our ongoing challenge is to ensure that we consistently convert our values into actions that deliver appropriate services and improve employment opportunities to all communities in the city.

We can only maintain our high levels of performance if we build an explicit commitment to equality and diversity into everything we do.

This single equality and diversity Scheme outlines the continued commitment of Leeds City Council to creating an environment of true equality and diversity across the city.

The Scheme highlights priority actions over the next three years. It is acknowledged that there are core similarities between the different strands of equalities legislation. The Scheme recognises that people do not exist in neat and clearly definable groups and most people identify with more than one equality area at a time and the Scheme assists us in responding to the issues of multiple discrimination.

## About Leeds

The Leeds Metropolitan District covers 552 square kilometres and is the second largest Metropolitan District in England. It is recognised as one of Britain's most successful cities having transformed itself from a mainly industrial city into a broadly based commercial centre regarded as the most important financial, legal and business service centre in the country outside London.

Geographically, the local authority area is one of contrast with a busy, thriving and densely populated city centre and suburban inner ring, surrounded by a huge, sparsely populated rural hinterland with market towns of distinct character.

At the time of the 2001 Census, Leeds had a population of 715,400 living in approximately 301,000 households. Following recent revisions by the Office for National Statistics to the way in which population estimates are calculated (largely aimed at redistributing international migration, which had previously gone to London, to the rest of the country) the population of Leeds is now estimated to be 750,250, an increase of 4.8% from the 2001 figure and representing the largest absolute increase in the country.

There will also be significant changes in the size and profile of black and ethnic minority communities and work by the University of Leeds (School of Geography) suggests that by 2030 the black and minority ethnic population in Leeds will increase by 55% and that the age structure of black and minority ethnic communities will also contain higher proportions of people in older age groups. It should also be noted that migration patterns may well be affected by any future developments in the European Union, international political unrest and climate change, as borders open and people flee war or natural disasters.

During 2006/7 8,480 non-UK nationals from 69 countries registered for National Insurance numbers from addresses in Leeds. Of these 2,960 were from Poland, with other nationals from the European Union Accession States accounting for a further 1,000 registrations. This does not include partners, children and other dependent relatives that are anecdotally known to be accompanying those registering in order to access work.

Leeds is clearly becoming a more diverse place and is now home to more than 130 different nationalities. This diversity is valuable and has helped fuel the prosperity of the area. While communities are comfortable with each other and, in comparison to other major cities, Leeds has little history of conflict this pace of change does create some issues. However, we are addressing the challenge and are in the process of commissioning research to establish the patterns of settlement and the impact of the emergence of new communities.

## Population – Some Key Facts and Figures

- Population has grown by 27,700 in the last 5 years
- 15% of the population is over 65 and 20% is under 16
- 51.7% of the population is female
- 10.8% of the population is from black and minority ethnic communities. If 'white other' and 'white Irish' are excluded this figure falls to 8.15%
- People not in work and claiming benefit has fallen from 45,868 in 2000 to 44,484 in 2006
- 7% of the working age population receives Incapacity Benefit



Like other local authorities we are building our understanding and approach to changing demographics in the city and some of the challenges this may present us with.

A Cross Sector New Migrants Research Task Group has been set up by the council with a view to better understanding the demographics, experiences and aspirations of new migrants and the impact on cohesion, services and the city. Council services such as schools, adult and children's services, housing and others are responding to emerging needs. Understanding service impact is a priority.

The council is working with partners to understand this dynamic situation, which is presenting opportunities and challenges for the economy and employment. Management and integration of new migrants to Leeds is not limited to new European migration.

We have a strong history of welcoming and supporting independence and integrating asylum seekers, refugees, family joiners, students and others. Our growing experience and understanding through partnership working will determine the need for and content of any future city-wide strategy on migration.

## **Overview of Some Equality and Diversity Achievements 2006 – 2008**

The Equality and Diversity Strategy 2006 – 2008 outlined four equality objectives and strategic outcomes and this section provides a summary of key achievements for each of these.

### **1. Leadership**

#### **Equality and Diversity Objective (2006 – 2008):**

To provide strong leadership which enables the principles of equality to be embedded in all areas of employment and service delivery.

#### **Equality and Diversity Strategic Outcome (2006 – 2008)**

There is effective leadership at all levels. Examples of some key achievements:

- The Policy, Performance and Improvement Team carried out its second quality assurance exercise on Service Plans during April and May 2006 and it was noted that equality and diversity were routinely included within them. Service Plan guidance has recently been revised and in order to ensure more Service Plans take account of equality and diversity issues the reference to inclusion of equality, diversity and community cohesion has been strengthened.
- Within Directors' appraisals there is a specific focus on equality and diversity.
- The Equality Board within Adult and Children and Young People's Social Care and the Equality Champions group in Children and Young People's Social Care continue to provide opportunities for sharing good practice and opportunities for monitoring and review.
- Children and Young People's Social Care have started a transformation project with neighbouring authorities to consider how we can involve children and young people with social care needs in operational and strategic planning. Another strand of the transition project also looks at involving young disabled children in reviews and other planning groups. These projects should inform creative and innovative approaches to involving hard-to-reach and vulnerable children and young people.
- An Equality Suggestion Scheme has been developed in City Development and advertised to staff via posters, Team Talk messages, the intranet etc.
- In the Resources Directorate all service areas now have a standard equality agenda item on Senior Management Teams (SMTs) and equality representatives attend to brief on equality issues and update on progress on the Equality Standard and employment staffing information. Benefits and Revenues have created an equality area under their service area on the intranet to communicate equality issues and progress to staff.
- Services across the council continue to review current equality and diversity indicators with the aim of identifying gaps and ensuring existing indicators are improved for all equality areas. For example, within Environments and Neighbourhoods a number of indicators have been identified and are part of its performance framework. Statistics are now being provided for several of the indicators. Within Adult and Children's Social Care a list of performance indicators is now being finalised and will be available after the Equality Board has considered them.

- Across the council we continue to improve the way we communicate equality and diversity information to staff at all levels. Directors and Heads of Services are responsible for ensuring that equality and diversity messages are included and embedded into Corporate and Departmental Team Talk messages and any other existing forms of communication such as the intranet and staff magazines.
- Within the Leadership Challenge equality is a key component. The pilot is being undertaken within Children's Services and learning being rolled out.

## **2. Service Delivery**

### **Equality and Diversity Objective (2006- 2008):**

To provide accessible and appropriate services to all the people of Leeds.

### **Equality and Diversity Strategic Outcome (2006- 2008):**

Our customers receive excellent services, which are efficient and effective at meeting their needs. Examples of some key achievements:

- The Communication Team continues to ensure that key employment and service delivery information is available in appropriate formats. There is also guidance/policy on equality and community cohesion in communications. Browse aloud, British Sign Language videos plus translations and other accessibility tools are available on the website.
- The Central Interpretation and Translation Unit (CITU) provides a range of interpretation and translation services for council departments and other public services. This ensures that services are made more accessible to individuals in communities where English is not their first language.
- There have been improvements on the number of Equality Impact Assessments that have been carried out. These include 17 Equality Impacts Assessments carried out by Aire Valley Homes. Early Years Service completed its first Equality Impact Assessment on the delivery of children's centre services in August 2007. Community Safety has undertaken 4 Equality Impact Assessments and a timetable has been agreed for further assessments.
- The Children's Social Care actions arising from the previous Equality Impact Assessment of Family Resource Centres have been completed. A guidance document on valuing diversity and the cultural needs of children during access, referrals, assessment and planning has been produced.
- Parks and Countryside has carried out Equality Impact Assessments on the following service planning elements: Golf, City Park: Temple Newsam, City Park: Middleton Park, City Park: Roundhay Park, City Park: Chevin Forest Park, City Park: Kirkstall Abbey, City Park: Golden Acre, Community Parks, Recreation Areas and POS, Streetscape: Floral Initiative, Streetscape: Partnerships, Biodiversity, Burial and Cremation and Public Rights of Way.
- For equality monitoring Adult Social Care has added sexual orientation monitoring to the Electronic Social Care Records. It is now possible for the directorate to monitor the sexual orientation of service users where appropriate, in addition to all other equality strands. Equality monitoring is used for statistical purposes only.

- Work has progressed on the pilot project within Environment and Neighbourhoods to link records in the Orchard system with Contact Leeds. This will include equality monitoring and will enable data to be shared across the systems.
- West North West Homes has implemented its customer profiling exercise and is currently analysing information received. This will be used to tailor services where West North West has identified gaps from monitoring in customer/tenant involvement.
- Early Years routinely collects data relating to service users in the centres in terms of gender, ethnicity, disability, age, and religion via Family Registration Forms, monthly monitoring returns and Annual Parents Survey. Early Years Service is currently undertaking an exercise to develop a Children's Centre profile for each centre. This will include demographic data by Super Output Areas for the area each centre covers. It is anticipated that Children's Centre Managers will then be able to use this data to identify gaps in service delivery and improve services to users.
- In the Parks and Countryside Service a comprehensive survey of allotment holders has been undertaken that included a full set of equality and diversity questions. Information will be used to target under-represented groups.
- Throughout the year Leeds City Council has supported a number of events to promote and celebrate the city's cultural diversity. These include: Leeds Mela, The Bollywood Awards, Breeze Youth Festival, Gay Pride, Leeds West Indian Carnival, Black History Month and International Day of Older People.

### **3. Consultation and Engagement**

#### **Equality and Diversity Objective (2006- 2008):**

To engage in appropriate, effective and timely consultation processes (including feedback) with the citizens of Leeds, to inform service delivery, employment practices and improvements.

#### **Equality and Diversity Strategic Outcome (2006- 2008):**

All communities are thriving and harmonious places where people are happy to live and our customers receive excellent services, which are efficient and effective at meeting their needs. Examples of some key achievements:

- Across each directorate there are a range of consultation and engagement mechanisms that are used with customers. For example, within Children's Social Care a consultation exercise with children and young people in public care was conducted to determine different cultural aspects of care provision. As a result, a cultural booklet has been produced to enhance the cultural identity of children from diverse backgrounds.
- Education Leeds has consulted on an all-encompassing inclusive learning strategy which they are hosting for Children's Services. This will be linked to an equality and diversity strategy to ensure that resources are targeted at priorities and will raise the profile of providing services for disabled children including those with learning difficulties.
- The Asset Management Service conducted a public consultation exercise on the draft Master Plan for Elland Road to enable and inform the planning statement to be developed for the site to address identified inequalities. The stakeholder analysis was undertaken prior to the implementation of the consultation exercise. Through this process, the following minority groups were identified: Young people in association

with St Luke Cares; Leeds Access Committee; Leeds United Disability Organisation; Hamara Healthy Living Centre including members of the Hamara Women's Thursday Group. The outcome of the consultation exercise helped to shape the content of the informed planning statement prior to its approval.

- Corporate Equality Staff Groups for black minority ethnic staff (BME), disabled staff, women and lesbian, gay and bisexual staff (LGB) continue to meet on a corporate level and link with key decision makers. A review of the Corporate Staff Groups will be undertaken during the summer of 2008.
- The Diversity Staff Forum, attended by a representative from each of the Corporate Equality Staff Groups, the Equality Team and Human Resource Services, meets regularly to discuss key issues impacting upon them; acts as an advisor or consultation forum for the council on equality and diversity issues on behalf of their respective staff groups; and influences and supports the development of the equality and diversity agenda.
- Across the council there are a number of established black, minority ethnic disabled and women's groups, although it should be noted that the movement of services within the council has had an impact on membership of some of the staff groups. It is expected that recommendations following the review of Corporate Staff Groups will influence staff groups within directorates.
- The Corporate Consultation Review has been completed and work is being undertaken to establish an Equality Assembly.

#### **4. Employment and Training**

##### **Equality and Diversity Objective (2006- 2008):**

To provide fair and equitable employment.

##### **Equality and Diversity Strategic Outcome (2006- 2008):**

Our staff reflect the diverse communities of our city, perform well, are constantly learning, and are able to develop their careers through all levels of the council without discrimination. Examples of some key achievements:

- The recent changes across Human Resource Services have had an impact on the production of employment-related performance information. The Business Support Centre is currently only able to produce Corporate Organisational Health data rather than data that facilitates the comparison of specific employment-related targets across services.
- However, the corporate data shows that at the end of September 2007 the council (excluding Education Leeds and the Arms Length Management Organisations) was exceeding the target for the top 5% of earners to be black and minority ethnic, was only 0.37% away from the target for the top 5% of earners to be women and would have met the target for the top 5% of earners to be disabled if there had been another 1.7 full time employees classified as disabled under the Disability Discrimination Act. It should be noted that while we continue to exceed the target for minority ethnic groups, the number of employees classed as disabled under the Disability Discrimination Act has fallen over recent years. A new strategy to invigorate employment of disabled people within the council has been developed and implemented in December 2007.

- Work is still in progress to include all equality strands on the Human Resources management system to ensure that equality and diversity monitoring data is compliant with existing, new and changing legislation. For example the inclusion of sexual orientation and religion or belief, in addition to the existing monitoring fields for gender, race, disability and age, is a priority for the council. This is a priority exercise with the intention being to introduce these changes by March/April 2008.
- Across the council we endeavour to meet the employment targets with the implementation of positive action measures and initiatives that aim to support our achievement. These include school placements, mentoring, shadowing, LEODIS and Workstep and supported trainee schemes such as PATH. For example, Human Resources currently has 3 Flagship trainees, 2 PATH trainees and 2 UK Academy placements; Adult Social Care has 4 PATH trainees; Children's Social Care has 2 PATH trainees; Aire Valley Homes currently has 1 PATH and 2 Flagship trainees; West North West Homes, in partnership with West Leeds Family Learning Centre, have taken on people who have no or very little qualifications, to help with their self esteem and confidence. A number of these trainees are of a young age and East North East Homes has created links with Voluntary Action Leeds, East Leeds Family Learning Centre, Sure Start, PATH Yorkshire and Nari Ekta to promote job vacancies.
- In HR Service, policies are regularly reviewed with the aim of identifying improvements to ensure that all our key policies are inclusive and do not create barriers which could cause discrimination. A programme and timetable to review and equality impact assess key policies has been developed, which includes a schedule to ensure all existing and new policies are assessed. The Recruitment and Selection Policy and Procedure are currently being reviewed.
- Phase one of the job evaluation process is now complete and involved all staff up to and including scale 6 (spinal point 28). This includes the former manual worker grades, as well as scales 1 to 6 on the officer pay structure. Phase two of the job evaluation process has already started. All jobs currently between scale 6 and PO6 (spinal points 29 to 49) will be included in this phase. Ongoing job evaluation exercises will ensure future proposed re-gradings consider equal pay issues.

## Meeting Our Legal Duties

As a public authority we have legal responsibilities to promote equal opportunities and address inequalities by eliminating discrimination through a complex legal framework. These responsibilities are set out in Appendix 1.

In order to meet our legal duties we have developed this Scheme which includes the requirements for disability, race and gender schemes. We are taking forward work on a number of areas which support this:

### 1. Promoting Equality and Diversity

It is recognised that there is much work being undertaken and progress being made to promote equality of opportunity and eliminate discrimination. However, disadvantage is still experienced in all equality areas.

Equality areas include:

- young people and older people
- disabled people, including people with physical or sensory impairments, people with learning difficulties, people with mental health issues and people with long-term health conditions
- lesbians, gay men and bisexual people
- black and minority ethnic people including Gypsies and Travellers, migrant workers, asylum seekers and refugees
- men, women and people who identify as transgender/transsexual
- people of religion or belief and those with none
- disadvantage can also be experienced by others such as carers and single parents.

Throughout the review process of the original strategy contributions have helped to identify a number of barriers experienced by individuals and groups. These will be used to develop briefings to help address inequalities. Contributions have included:

- stereotyping – for example: young people lack the experience needed to manage services; women are always primary carers; over 50's do not want to work; disabled people, young people and older people are vulnerable and needy; people who are religious/have faith are extreme in their views and intolerant
- negative media images and a lack of positive role models
- fear of, and experience of, crime creating “no go areas” within the city and rural areas
- public transport – cost, availability, accessibility, safety
- lack of understanding of the needs of people – people are not asked what their needs are
- publicity about availability of policies that all staff can use – for example, flexible working; managing attendance; maternity and paternity leave
- lack of engagement and involvement – communities, whether internal or external, are expected to “come to” decision-makers rather than decision makers going to people
- transgender issues are often put together with lesbian, gay men and bisexual issues which has a negative impact on recognising gender issues, reporting of hate crime and accessing services.

## **2. Increasing Effective Communication and Information**

### **Ensuring Public Access to Information and Services**

Leeds City Council is committed to transparency and openness, and recognises that individual members of the public and sections of the community may experience barriers in accessing information and services. The council therefore makes an overarching commitment through this Scheme to use language appropriate to the intended audience and ensure that information is available in accessible formats.

We recognise that different sections of the community prefer to receive information in different ways and that different communication styles are more effective with some people than others. We will continue to seek to be informed by specialist groups about preferred or most effective communication methods and will try to be a learning organisation when it comes to understanding how barriers to accessing information and services are perceived by those we aim to communicate with.

The council also makes the following commitment to improving and ensuring public access to information and services:

- all information will be written in plain English
- all information will be available in accessible formats such as, Braille, large print, tape, CD
- standard information leaflets will make it clear how and who to contact to obtain information in alternative formats
- standard information leaflets will make it clear how to access face-to-face and telephone interpreting for community languages
- where illustrations are used there will be good colour contrast
- translation into community languages will be in line with recent government guidance.

### **Braille, Large Print and Audio Tape**

On 1 February 2008, ownership of the council's Braille, large print and audio service changed hands. Leeds Society for Deaf and Blind People now runs this service but it is still based at Shire View in Headingley, and should still be used by services for any customer requesting a council document in Braille, large print or on audio tape.

## **3. Employment and Training**

### **Developing Our Capacity**

In response to the Council Change Programme and the national direction of travel for local government, the provision of learning and development must be modernised, transformed, and be a proactive business at both strategic and local level.

The key to learning and development adding value to the council, city and region is to link all learning and development activity to the council's planning framework. Linking staff knowledge, skills and performance gaps to strategic priorities and plans will help to ensure that all learning and development resources are being targeted towards agreed key priorities enabling individuals to fulfil their roles, support their local service plans and meet personal responsibilities in delivering these service plans.



Managers must be able to performance manage and develop their staff with an improvement in both quality of the appraisals and number of appraisals taking place.

The current Workforce Development Strategy reflects this, and reflects the work taking place to consolidate equality and diversity training within, and the Equality and Diversity Learning and Development Plan for Leeds City Council.

A learning needs analysis against the Equality Standard identified various skills gaps, and further information was gained from focus groups held during the review of the 2006 - 2008 Equality Strategy.

Learning and Development is key to ensuring staff and partners are fully equipped to deliver the equality and diversity agenda, fully implementing our Core Values and the Customer Outcomes from the Business Plan and the aims of the Strategic Plan.

### **Gender Pay Gap**

The 1997 Single Status Agreement required local authorities to harmonise terms and conditions of service for former blue- and white-collar employees. The introduction of the National Joint Council (NJC) for Local Government Services terms and conditions of service handbook was introduced. In addition to harmonisation, authorities were also required to carry out pay and grading reviews including implementing a job evaluation scheme.

The report of the Local Government Pay Commission and subsequent National Pay and Workforce Strategy, coupled with changes to the case law surrounding Equal Pay at the end of 2003, changed the context for local pay reviews.

The National Joint Council pay circular of 2004 detailed implementation requirements for local authorities, namely:

- new local pay structures and systems to be agreed by April 2006
- local pay reviews must be completed and implemented by March 2007.

Carrying out such a review for an organisation of the size and complexity of Leeds is significant. The main purpose of the review is to deliver a modern and fair pay structure for the organisation that is modern and fit for purpose for the future. The revised pay and grading structure will eliminate historical pay inequalities and go some way to reducing the gender pay gap.

### **Employment Opportunities for Disabled People**

Our Council Plan identifies a priority to widen employment opportunities for disabled people. Key elements of the Disability Employment Strategy are:

- changing culture, perceptions and knowledge
- workforce planning and service commissioning
- improving delivery
- improving results and returns on investment.

While the focus is on disability, some actions would be transferable to support other priority groups within the context of 'Narrowing the Gap' between the most disadvantaged people and communities and the rest of the city.

## **Apprenticeship Programme**

The Leeds City Council Apprenticeship Programme will provide opportunities for young people and adults to access employment with the council. It will contribute towards the council's workforce development planning, the Skills Pledge and the Corporate Social Responsibilities Programme, while helping to increase the diversity of the workforce. It will support the Narrowing the Gap agenda by targeting young people and adults.

## **Stonewall Workplace Equality Index**

For the second year running the council has been named in the UK's top-100 employers for lesbian, gay and bisexual people in Stonewall's Workplace Equality Index 2008. Stonewall is a campaigning organisation for equality and justice for lesbians, gay men and bisexual people. Its Workplace Equality Index is the definitive national benchmarking exercise showcasing Britain's top employers for lesbian, gay and bisexual staff. This year Leeds City Council has been placed 67th.

This follows the ongoing top-level commitment by the council to provide a supportive environment for its gay, lesbian and bisexual employees.

Following the publication of the index results representatives from the Corporate Lesbian, Gay Men and Bisexual Staff Network, the Equality Team and Human Resource Services met with our Stonewall link person to help us identify areas for improvement. These areas for improvement will link to the action plan for the Scheme.

As the index develops to include service delivery so too will we be improving representation of existing and/or potential customers who identify as lesbian, gay or bisexual and can contribute to delivering the actions.

## **4. Staff Survey**

The staff survey helps the council to take the temperature of the organisation in relation to levels of satisfaction and motivation, opinions on management and supervision, quality of communications and learning and development, and to invite feedback on employment conditions and the working environment.

The survey gives staff an opportunity to voice their opinions in confidence and to help the council meet its aims of being an employer of choice.

The 2007 survey maintains the momentum of the previous staff surveys carried out by the council over the years and the response rate has continued to increase. In 2004 the response rate was 26% and in 2005 this increased to 37%. This year a total of 7,721 completed questionnaires were received, representing which accounted for 41.3% of all council staff.

Examples of responses relating directly to equality and diversity:

- The 70% target of staff who feel the council is genuinely committed to equality and fairness for all has been exceeded by 2%, at 72%.

- 16% of people working for the council have experienced unfair discrimination, harassment or bullying while at work. Of those people 37% said the behaviour that they experienced was in relation to personal circumstances.
- The majority of discrimination, harassment or bullying experienced by staff members came from their managers and/or a colleague.
- The majority of people who experienced discrimination, bullying or harassment did not report the incident (57%). This was for a number of different reasons ranging from fear to a lack of confidence that a resolution would be reached.

## **5. Leeds Inclusive Learning Strategy 2007 – 2010**

This strategy focuses on high achievement and attainment of all disabled children within the context of Every Child Matters and the five outcomes.

Children Leeds believes that through focusing on personalised approaches, all children, young people and families in Leeds will have access to high-quality learning that enables them to be fully included, to achieve, and to be happy, healthy, safe and successful.

The Leeds Inclusion Strategy 2004 – 2010 was developed with key partners in response to the government’s strategy for special educational needs: Removing Barriers to Achievement. The strategy incorporated objectives from the government’s strategy from a local perspective. It was developed in the spirit of the Children’s Bill and responses outlined in Every Child Matters. It continues to make a significant contribution to the aims and aspirations identified in the Vision for Leeds 2004 – 2020, contributing directly to the three strategic areas of developing harmonious communities, health, wellbeing and learning. It represents a commitment to promoting equality and inclusion that is consistent with Leeds City Council’s policy, providing a basis for partnership working and corporate action.

Children and families are at the heart of our refreshed strategy. The Leeds Inclusive Learning Strategy aims to escalate the progress we have already made through focusing on:

- high-quality inclusive learning outcomes across our universal offer
- increased opportunities through our specialist provision
- improved integrated service delivery at a local level that is responsive to the needs of the child and family.

We will achieve our refreshed strategy for inclusive learning and deliver the five outcomes of Every Child Matters by:

- ensuring that all our educational provision in schools and education support services is inclusive, providing a wide range of personalised pathways to meet the needs of all children and young people
- building partnerships to meet the wider needs of children and young people with other agencies and services with Children Leeds.

Central to these developments is the concept of partnership. We will engage all stakeholders in a range of discussions to develop shared understanding and ownership and a sustainable commitment to transforming outcomes for all children and young people.

## **6. Partnership Working**

### **Leeds Domestic Violence Delivery Plan 2008 – 2011**

Domestic violence accounts for at least 17% of all violent crime and has significant human and financial consequences for individuals, families, communities and services.

Domestic violence is a complex and cross-cutting issue and requires varied levels of responses across a wide range of sectors. The Leeds Domestic Violence Delivery Plan 2008 - 2011 is underpinned by a recognition of and commitment to partnership working and an acknowledgement that no single agency can address this issue in isolation.

The overall aim of the strategy is to reduce the level and impact of domestic violence in Leeds.

### **Hate Crime Strategy**

Safer Leeds is one of the first community safety partnerships in the country to publish a 'Hate Crime' strategy. It has been designed to provide a framework to deal with all aspects of hate crime and has drawn on the valuable lessons learned in the field of racist crime. The overall vision of this strategy is to create an environment where no form of hate-motivated crime is tolerated.

Hate incidents cannot be dealt with by any single agency in isolation because the issues involved are usually cross cutting and impact upon more than one agency or organisation. Such incidents require a multi-agency joined-up approach to effectively tackle them. It is extremely important that all reports of hate crime are dealt with consistently and investigated thoroughly and that, wherever possible, offenders are prosecuted.

The strategy aims to provide a comprehensive and consistent approach to tackling hate incidents across the city and offers advice and guidance to all organisations in their response to hate incidents. It sets out a clear vision for further work in Leeds to increase public awareness and increase reporting of incidents in order to establish a base line from which to work. Once a clearer picture is established, then appropriate responses can be made. It also provides an opportunity for agencies to create an environment where hate crime is not tolerated.

It aims to:

- increase awareness, reporting and recording of hate crime incidents
- improve service response to victims
- improve responses to deal with perpetrators of hate crime
- develop preventative and educational activity to address hate incidents.

## **7. Procurement**

Leeds City Council spends millions of pounds every year on contracts with private and voluntary organisations for goods, works and services. All groups in our communities have a right to expect that public money is spent on local services which suit their needs, that it is spent in a way that promotes equality of opportunity and delivers high-quality goods and services. Promoting equality and diversity through procurement is important.

We will develop our approach to ensure that all our services, whether delivered directly or through a contractor or commissioning arrangement, take equality considerations into account and improve the development of their skills through a bespoke programme of learning provided by an external work-based learning provider and funded/part-funded by the Learning and Skills Council.

## **8. Residents Survey**

An independent organisation was commissioned by Leeds City Council to undertake planning and delivery of the Leeds Annual Survey 2007 following on from the first Annual Survey in 2005. This major consultation exercise combined national benchmarking questions and localised questions covering a range of topics.

The aim of the project was to measure and benchmark satisfaction levels across several aspects of the service offered by the council including how people feel about the place they live in, the quality of local services, what facilities and services people wish to see improved and given priority, and the ease of communicating with local service providers.

In total, 2,171 face-to-face interviews were completed, set against a quota of age, gender and area.

Examples of responses:

- Of a list of services provided or supported by the council, respondents who used them were most likely to say they were satisfied with libraries (89%), and theatres and concert halls (89%). The most significant increases in user satisfaction are 13 percentage points for keeping public open spaces clean (up from 52% to 65%), 10 percentage points for theatres and concert halls (up from 79% in 2005) and parks and open spaces (up from 72% to 81%).
- Three-quarters of respondents said they feel they belong to their neighbourhood and nearly half (49%) said they feel that local people work together to improve their neighbourhood.
- Respondents were most likely (35%) to say that teenagers hanging around on the street was a problem for them. This was followed by rubbish and litter lying around (33%) and parents not taking responsibility for the behaviour of their children (31%).
- Half (51%) of respondents said they think that the council keeps residents well informed about the services and benefits it provides.
- The greatest proportion (69%) of respondents agreed that the service providers in the Leeds area are responsive to their needs.

Work is currently being undertaken to develop proposals to ensure that results from residents and staff surveys will inform action plans to improve work in these areas.

## **Key Equality and Diversity Improvement Tools and Techniques**

This Scheme sets out our approach to equality and diversity for the next three years and our corporate equality and diversity action plan. The action plan includes specific actions we will take for age, disability, gender, race, religion or belief and sexual orientation. The plan shows our strategic actions, responsibility for the actions, the timescales for delivery, and the expected outcomes.

Each directorate and its services are responsible for helping deliver the Corporate Equality and Diversity Action Plan. Monitoring and management of our equality and diversity work is embedded into our existing performance management systems.

There are a number of key tools and techniques which the council has adopted to help it deliver against overall objectives and these will enable the achievement of progress in equality and diversity.

### **Service Planning**

Service Planning is used to help continuously review and improve the way services are provided to best meet the needs of existing and potential customers. It links the service with the council's values and priorities and shows how the service will contribute to delivering these.

Service Planning provides a clear statement of areas which the service will concentrate on improving over a 12-month period. It outlines the actions and resources needed to achieve these improvements, details the way success will be measured, and how and when it will be reviewed to track progress throughout the year.

The Service Plan is a high level strategic document rather than a work programme or a list of actions for the year. It focuses on a small number of really key issues and links into budget planning, the Council Plan and other relevant strategy documents such as the Domestic Violence Strategy, the Children and Young People's Plan and the Equality and Diversity Scheme. All services across the council produce a Service Plan each year.

During 2007 the guidance and supporting documents for developing a Service Plan were reviewed and improved and as a result equality, diversity and community cohesion impact assessments were included within the new guidance. The intention is to help all services consider equality, diversity and community cohesion within their annual service review, to improve service delivery, to recruit, retain and develop their workforce, and to communicate and promote progress.

### **Equality Standard for Local Government**

In 2002 Leeds City Council adopted the Equality Standard for Local Government. The Standard recognises the importance of fair and equal treatment in local government services and employment.

It has been developed primarily as a tool to enable local authorities to mainstream age, disability, gender, race, religion or belief, and sexual orientation into council policy and practice at all levels.

There are five levels to the Equality Standard and directorates and services are required to provide evidence of how they meet the requirements set out within each level of the standard.

As the council has continued to progress through the standard we have improved the collection of information that evidences our work, enabling us to monitor performance, identify areas for improvement and take appropriate action. A challenge for the organisation is to not only provide evidence that the processes are established and being used but also that information is being used to make a difference to:

- promote equality of opportunity for all
- eliminate discrimination, harassment and victimisation
- promote good relations
- encourage participation and involvement.

Leeds City Council has achieved level 3 of the Equality Standard for local government and has set a target of achieving level 5 by 2010.

## **Equality Monitoring**

Equality monitoring is the process of gathering and analysing equality information in relation to customers and staff. This shows the extent to which services and employment opportunities are accessed by all communities, and enables the council to identify areas for improvement.

Having appropriate and sufficient equality monitoring information helps the council to:

- provide benchmarks with which to set targets for improvement
- compare results with targets
- identify the need for new or changed services or employment policies
- promote equality of opportunity, cohesion and integration
- highlight satisfaction levels by different communities
- highlight if any policies are not complying with equality legislation
- identify if any policies are adversely affecting people from different communities
- show the numbers of particular communities using services and what outcomes they experience
- measure the effectiveness of service changes.

The council's approach to equality monitoring has been developed during the life of the Equality and Diversity Strategy to include all equality areas.

The monitoring for disabled people has been increased to establish the type of impairments that disabled people have. This will be useful in relation to identifying barriers to service delivery or employment or for assessing their satisfaction with such services. We use the types as specified by current legislation:

- Physical impairment
- Sensory impairment
- Mental health condition
- Learning difficulty



- Long-standing illness or health condition, such as cancer, HIV, diabetes, chronic heart disease, or epilepsy.

Access needs are established separately and we aim to meet these needs wherever we are aware of them.

Sexual orientation and religion and belief are now also monitored in order to establish understanding of differences experienced by these communities. In addition residency is included as this will help in collecting information about our new and emerging communities.

Full guidance on the equality monitoring process is available on our website at [www.leeds.gov.uk/equality](http://www.leeds.gov.uk/equality) or from the Equality Team.

## **Impact Assessments**

Our impact assessment process helps us to put equality, diversity and community cohesion at the heart of everything we do, from strategic decision making to the delivery of front-line services. It is a process which considers all our current and proposed policies and activities to ensure they do not disadvantage black and minority ethnic people, disabled people, men, women and transgender people, and people of different ages, religion or belief, or sexual orientation.

By undertaking Equality, Diversity and Community Cohesion impact assessments we are able to:

- identify how services can be improved to meet the needs of existing and potential customers
- ensure that different groups are equally served by our policies or decisions;
- avoid adopting unfair policies and procedures
- identify where policies and activities can be more effective in promoting equality of opportunity and positive attitudes to, and good relations between, different groups.

Services across the council have developed priority lists for equality, diversity and community cohesion impact assessments to take place over the next 3 years, and a summary of key assessments is outlined in Appendix 2.

Full guidance on the impact assessment process is available on our website at [www.leeds.gov.uk/equality](http://www.leeds.gov.uk/equality) or from the Equality Team.

## **Involvement and Consultation**

### **1. The Corporate Approach to Consultation**

Community engagement helps us to develop an understanding of the needs of our citizens and communities, by listening and by offering them a greater say in and influence on what happens in their city.

Leeds City Council values all of the people of Leeds and recognises the contribution that individuals make to the development of the city. Community engagement is essential to improving services. It helps to unite local people and communities and builds citizenship and community pride.

Leeds is now home to growing communities of much greater diversity than even 5 years ago and this diversity is constantly changing. We ensure that everyone has an opportunity to contribute including people with disabilities, of different races, religion or belief, gender, age or sexuality. We have a statutory responsibility to consult with our citizens, users and groups and communities. The Vision for Leeds 2004 – 2020 also makes a commitment to develop a more strategic approach to community engagement. As a partner of the Leeds Initiative, the council shares this aspiration.

We have a “good practice” working group to improve and refine the appropriateness and quality of consultation and engagement, and more widely we contribute to and benefit from the West Yorkshire Consultation Network.

We produced a Corporate Engagement Strategy in partnership with other stakeholders to help our staff in understanding the different engagement methods available to them and we will shortly be rolling out an electronic portal called ‘Talking Point’. This is an online application for managing consultation and research projects and a gateway to find out what consultation is being conducted across the council and which reports on the results of previous consultation are available. The portal and database will ensure that we reduce any potential for duplicating consultation and that ultimately we can share the facility with our partners.

Within Leeds we have adopted six different types of community engagement:

- researching needs, priorities and attitudes
- providing information to communities
- consulting communities about actions/decisions
- involving communities in shaping plans
- acting together
- empowering communities to take responsibility for making decisions or delivering services with our support.

We recognise that successful community engagement can be achieved where a mix of approaches are used. Our community engagement activities ensure that the way the council consults and engages is consistent and co-ordinated and that all activities are monitored and evaluated.

## 2. Corporate Equality Consultation

For a number of years we have supported corporate equality consultation forums covering the traditional equality strands of race, women and disability. Although current arrangements have served us well in terms of engaging with these communities, the agenda is changing; different equality needs and equality-related groups are emerging.

We recognise the need to consult with and involve a wider range of communities in decision-making processes, and in the planning and delivery of services, including the lesbian, gay and bisexual community, young people, older people and people from religious and faith-based organisations. A different type of engagement is needed to reflect the complex make-up of these diverse equality-related communities across Leeds. Learning from our past experiences, we need to improve how we engage with diverse communities across the city and to make our arrangements even more effective and responsive.

During 2007 a review of our existing arrangements took place with the purpose of identifying gaps and providing an appraisal of the way in which the council engages with all of its diverse communities — leading to proposals that would bring about an improvement in the way that equality groups can effectively contribute to, and influence, the way in which services are delivered to them.

The review included facilitating a series of workshops with a range of equality forums and networks, a number of one-to-one meetings, and a series of workshops with other stakeholders.

The review concluded that:

- there are currently a range of positive documents, guidance and toolkits in place to guide our equality consultation and engagement activity
- there are generally good relationships in place between many equality groups and Leeds City Council staff
- there are some very well developed one-to-one relationships between community leaders, elected members and officers
- the council has a relatively long history and tradition of supporting equality forums for the traditional equality areas, women, black and minority ethnic community members and disabled people.

It was agreed to shift from a model of consultation to one of involvement, ensuring that a community development approach was adopted, moving away from one-off events to developing long-term and sustainable relationships. A community-led Equalities Assembly will now be established consisting of all equality strands and communities of interest. At the centre of the Equalities Assembly will be a Community Equalities Champion Network of individuals who are supported to provide a voice/representation on behalf of the diverse community they come from.

Equality Hubs will be established representing at the minimum the following communities: black and minority ethnic; gender; lesbian, gay and bisexual people; older people; disabled people; young people; and faith communities. They will consist of existing individuals and organisations but also new and emerging groups, ensuring that no-one is excluded and that opportunities for duplication are reduced. The Community Equality Champions will be drawn from the Equality Hubs.

### **3. Community Involvement with Services**

Services continue to develop initiatives to actively involve representatives from communities in helping to improve provision and access to their service. These include developing community consultation forums, visiting communities, using questionnaires and holding focus groups.

Consultation has traditionally tended to focus on women, black and minority ethnic people and disabled people. The wider breadth of equality areas is now being considered by services and a move to improve involvement based on the proposals from the corporate equality consultation review.

### **4. Staff Networks and Groups**

Staff networks and groups are useful forums not just for staff acquiring peer support but also for specific equality areas to have an active role in influencing decision-making processes across the organisation. Traditionally these have focused on disability, women and black and minority ethnic people.

We have four corporate staff groups; the black and minority ethnic staff network, disabled staff network, women's staff network and lesbian, gay and bisexual staff network. These are supported by Directorate support groups.

The chairs and deputies of these staff networks and groups meet on a regular basis as members of the Staff Diversity Forum to provide opportunities for generic equality issues to be raised.

The role, purpose and function of staff networks and groups will be evaluated during 2008 - 2009.

### **5. Challenge Forums**

Challenge Forums are also being developed within directorates. The objective of these forums will be to encourage employees to embed equality and diversity throughout the directorates and to help determine the extent to which equality and diversity actions are making a difference to the lives of our employees and customers.

### **6. Compliments and Complaints**

We recognise that not everyone wants or has the time to be involved with meetings and forums and a simple way of making a difference is when people give feedback directly to services.

As well as completing questionnaires and attending focus groups, individual services can encourage people to use the compliments and complaints procedure to let them know what they are doing well and what problems have been encountered. This information can be used to help improve service delivery and policy.

## Improving Our Approach to Equality and Diversity

### 1. Equality and Diversity Strategy Review

During 2007 the Equality Team led a review to:

- identify areas for improvement in our approach to equality and diversity
- identify strategic equality, diversity, cohesion and integration priorities
- involve representatives of all our stakeholders in the development and implementation of our future approaches to equality, diversity, cohesion and integration for 2008 – 2011.

Before the review began the Equality Team had already identified some areas to improve within the existing strategy. The needs identified by the Equality Team and also via the review and constructive criticism received from individuals and groups were to:

- have clear evidence of specific priorities and targets for each equality area – race, disability, men, women, sexual orientation, religion or belief and age
- increase participation of interested groups both internal and external, in developing the strategy and supporting documents
- focus on outcomes – what difference is being made and to whom
- simplify the action plan and performance management of the strategy
- improve accountability and challenge of the council's progress
- call the future strategy a “scheme” as this is how legislation describes what needs to be in place and is what people ask for when contacting the council.

In implementing the review the Equality Team aimed to involve representatives from all our stakeholders: customers, staff, councillors, community groups, residents, trade unions and partner agencies.

In the first instance a questionnaire was designed that could be completed by individuals or groups and/or used as prompts by individuals or groups and/or partner agencies to consider barriers experienced by people from different equality areas, actions to take to reduce or remove those barriers, and equality and diversity priorities for the next 3 years.

Equality monitoring information was matched against the responses within the questionnaire and helped to identify priorities for specific equality areas as well as providing reassurance that all equality areas were being represented. For example, the disability responses included those who identified as having: hearing impairments; long-term health conditions; physical impairments and learning difficulties.

These were then followed by a series of focus groups and meetings to ensure a wide range of individuals and groups were able to be involved in the review process.

During the development of the scheme consideration was given to ensure inclusive involvement for all groups. Specific targeted work took place to ensure involvement of disabled people in the development of the scheme.

- **Focus Groups** – these were held in December 2007. Two were held for disability; and one each for gender, black and minority ethnic, sexual orientation, religion or belief, and age.

- **Leeds Involvement Project Consortium** – A joint meeting of representatives from the Equality Team and the Leeds Involvement Project Consortium to discuss their priorities. The Consortium had developed this following contact and involvement from representatives of all impairment groups: physical impairments; sensory impairment; hearing impairment; learning difficulties; long-term health conditions and mental health issues.
- **Leeds Voice** – held an event in October 2007 to consider “What makes good community relations?” Using the questionnaire as a prompt the event was attended by a broad range of voluntary, community and faith sector organisations.
- **Corporate Staff Groups** – The staff support groups and networks have supported individuals to complete the online questionnaire and/or use it to prompt ideas for developing priorities. In addition, an equality and diversity workshop was held at a City Development’s Women’s Conference during 2007 and was used to gain the additional views of women during the process.

Work has also taken place with individual council officers and the Joint Trade Union Committee.

Feedback was given to all participants who took part in the review and the scheme development. Specific feedback was given to a group of disabled people who had been involved, outlining how their contributions would be included in the scheme.

Alongside considerable involvement with a wide range of stakeholders, desktop research has also taken place, and has involved an analysis of:

- existing local and national research
- Comprehensive Performance Assessment – initial findings from the Audit commission’s inspection carried out in December 2007
- existing anti-discrimination legislation
- changes being implemented to National Best Value Performance Indicators
- Equalities Review – fairness and freedom. An independent review commissioned by the Prime Minister
- findings from the Residents’ Survey
- findings from the Staff Survey.

A report was produced in February 2008 that:

- summarised our current approach to equality and diversity
- explained how improvements were identified through our review
- detailed the outcomes of the analysis which will inform our corporate work and clarify what we intend to do with contributions that were service specific.

A key element of this report was setting out the draft equality and diversity priorities developed from all those who contributed to the review, and which was distributed with a request for any further comments.

A meeting took place in late February 2008 to specifically engage the disabled community to ensure that further contributions were captured.

All feedback received has been used to further improve the priorities set out in this Scheme.

## **2. Guidance**

Throughout the review process individuals and groups suggested developing guidance that would help people to deliver the Equality and Diversity Agenda. This will be developed during the first year of the Scheme, and we will use information gathered from the review process as well as involvement from appropriate experts.

## **3. Continued Involvement**

Effective challenge of the council's equality and diversity progress is an important aspect of continued involvement:

- Community groups and representatives will have an opportunity to contribute to and challenge the progress of the Scheme and the corporate equality and diversity action plan through the Equalities Assembly
- Staff networks across the council will also have an opportunity through the Corporate Staff Diversity Forum to contribute to and challenge progress
- Members have a vital role in bringing robust challenge to our performance by analysing the corporate performance reports through the political leadership team, Overview and Scrutiny Committee and Scrutiny Boards.

Attached at Appendix 3 is an overview of the information gained from different equality communities via focus groups and questionnaires.

## **Leadership and Accountability**

### **1. Overview**

We are all responsible and accountable for our behaviour and actions towards our colleagues, customers, partners, peers, members, communities, friends and family, and the citizens of and visitors to, the city. As such we all have a role to play in treating people with dignity and respect.

However, there are specific responsibilities and accountability for ensuring equality diversity is delivered within the council.

Elected members are responsible for setting policies that are non-discriminatory and which promote equality and diversity for all employees and service users.

The Chief Executive is responsible for implementing these policies through Directors, Chief Officers and Heads of Services.

Directors, Chief Officers and Heads of Services are responsible for ensuring that all employees, customers, contractors and suppliers are aware of the policy and that the policy is implemented in all parts of the management and departmental structures. Practices within each directorate and service should be monitored and reviewed to ensure equality and diversity is promoted in all its forms and that there are no discriminatory practices which affect employees or the service they provide.

Managers and supervisors are responsible for recruiting, training, promoting and implementing conditions of service and council policies in a manner that is non-discriminatory. They should comply with the spirit and intention of this policy in carrying out their duties and in managing staff and services.

All employees make a positive contribution to equality and diversity by treating people with respect and promoting equality and diversity.

### **2. Supporting Structures**

Supporting structures have now been agreed to ensure that we are able to deliver on our equality and diversity improvement priorities while ensuring ownership at all levels.

The Corporate Leadership Team provides strategic leadership and organisational direction for the equality and diversity improvement priorities agenda.

The Resource and Performance Board, on behalf of the Corporate Leadership Team, will have responsibility for moving the agenda forward, driving organisational development and monitoring progress.

Delivery would be tasked to an Equality and Diversity Group which would be set up as a subgroup to the Resources and Performance Board. Work is currently underway to develop terms of reference and roles and responsibilities for this group.

This group will work in partnership with the Stronger Communities Outcomes Group which is responsible for the Cohesion and Integration Plan 2008 - 2011 to ensure linkages between the two interlinked policy agendas.



## **Reporting on the Progress of the Scheme**

This Scheme sets out our approach to equality and diversity for the next three years and our corporate Equality and Diversity Action Plan. The action plan includes specific actions we will take for age, disability, gender, race, religion or belief, and sexual orientation. The plan shows our strategic actions, responsibility for the actions, the timescale for delivery and the expected outcomes.

Directorates and Services are responsible for helping deliver the corporate Equality and Diversity Action Plan. Monitoring and management of our equality and diversity work is embedded into our existing performance management systems.

We will continue to report publicly each year on our progress towards meeting our outcomes and priorities set out within our Scheme. The Equality Team is responsible for using the information provided in the six-monthly reports by Directorates along with any challenges, to produce an annual overview of our progress.

These six-monthly reports will be made available to our external and internal stakeholder challenge forums. This will provide an opportunity for key decision makers and interested stakeholders to challenge progress, support delivery and identify and address any issues that affect the whole organisation.

The Scheme will be reviewed at least every 3 years and a revised Scheme developed following the review (subject to any major legislative changes). Annual reports on progress will be produced and published.

We will ensure continued involvement of all stakeholders will take place during this period.

## **Equality and Diversity Policy**

### **Mission statement**

“The mission of the Council is to bring the benefits of a prosperous, vibrant and attractive city to all the people of Leeds”.

### **Commitment**

We are one of the largest employers in the city and provider of public services to a population of almost three-quarters of a million people.

We consult and engage with a wide range of groups and individuals in the community to shape our services and our overall goal is to close the gap between those enjoying the wealth of the city and disadvantaged communities who experience high levels of unemployment and crime, low income and skills levels, poor health and low educational achievement.

Equal opportunities in the council is about making sure that everyone can fully join in the social, cultural, political and economic life of the city. We are committed to treating our staff, and the people of Leeds, fairly. We will make sure that we do not discriminate against people because of their age, impairment, ethnic origin, nationality, religious belief, social class, gender, sexual orientation, gender reassignment, marital status, responsibility for dependents, trade union activity or for any other unfair reason.

We want to make sure that we take equality and diversity into account, in a positive way, at every stage of our work. We will make sure that we follow equal opportunities policies in the way that we recruit and treat our staff, deliver our services, consult the people of Leeds, and work with other organisations.

We will take all reasonable steps to prevent a provision, criterion or practice applied by or on behalf of us, as an employer or service provider from placing a disabled person at a substantial disadvantage compared with persons who are not disabled. This will apply to employment and occupation and the provision of goods, facilities, services and premises.

### **Making a Difference**

We have developed a policy with a clear vision to ensure fair and open access to services and employment. We recognise the need for continuous improvement and the following actions will enable us to do this:

### **Employment, Learning and Development**

We want to have a workforce that reflects the diverse communities of our city, performs well, is constantly learning, and is able to pursue career development through all levels of the council without discrimination. We will provide support through:

- employment policies that secure flexible and fair working practices
- school placements, mentoring, shadowing and supported trainee schemes
- employment initiatives to support disabled people
- a range of learning and development opportunities.

## **Stronger Communities**

To help us listen to the views of people in Leeds we have set up various community groups, where representatives from different communities can give their views and ask us to take action on various issues. These include:

- Area Management Committees
- The Citizen's Panel
- Youth Forum
- Equalities Assembly.

## **Service Delivery**

All Directorates provide annual plans for the services they provide. Equality and diversity issues are considered to ensure the needs of minority or disadvantaged groups are taken into account. We also monitor the take-up of services to find out if we are failing to meet the needs of some sections of the community.

We have set up various key equality services:

- Stop Hate UK — providing support for victims of hate crime
- Braille, tape and large print service
- Sign language interpreting service
- Corporate translation and interpretation service
- Leeds Inter-Agency Project — providing services for women experiencing domestic violence.

## **Safer Communities**

To help create an environment where all forms of hate crime and domestic violence are not tolerated, we are active partners in the development and delivery of:

- Leeds Hate Crime Strategy
- Leeds Domestic Violence Strategy.

## **Promotion of Equality and Diversity**

We want to create an environment where all people in Leeds are respected and valued. We will continue to raise the profile of equality and diversity through, for example:

- "About Leeds" magazine – distributed to all households and carries regular positive articles and promotes equality and diversity initiatives and campaigns
- Producing an annual overview of the council's achievements in relation to equality and diversity.

## **Measuring Progress**

How well we perform on the priorities and outcomes we have developed on equality and diversity will be monitored through the council's performance management framework.

We are all responsible and accountable for our behaviour and actions towards our colleagues, customers, partners, peers, members, communities, friends and family, and the

citizens of and visitors to the city. As such we all have a role to play in treating people with dignity and respect.

## Equality and Diversity Outcomes and Priorities 2008 - 2011

The equality and diversity outcomes and priorities were revised following the review of the Equality and Diversity Strategy 2006 – 2008, which included the involvement and consultation of a wide range of stakeholders and partners during 2007.

The identified priorities have been divided into five themed areas, as follows:

- employment, training and development
- safer and stronger communities
- service delivery
- stronger communities
- promotion of equality and diversity.

Generally, priorities within these themes are similar for all equality areas (race, disability, gender, sexual orientation, religion or belief and age). However there are some priorities that are specific to particular equality areas. These have been identified in the action plan.

All of these outcomes and priorities have been matched to ensure that they support the delivery of the Leeds Strategic Plan and Leeds Business Plan improvement priorities.

### 1. Employment, Learning and Development

Plan	Improvement priority
Leeds Strategic Plan	Enhance the skill level of the workforce to fulfil individual and economic potential
Leeds Business Plan	Ensure colleagues reflect the diversity of our communities

### Equality and Diversity Outcome

Our staff reflect the diverse communities of our city, perform well, are constantly learning, and are able to develop their careers through all levels of the council without discrimination.

### Equality Improvement Priorities

- Equality monitoring employment, training and development through development of the change to the Human Resource Management System:
  - Recruitment and selection: application, short listing and appointment
  - Voluntary leavers
  - Grievance and disciplinary
  - Attendance at training and development
  - Appraisals
- Development of an action plan to deliver employment targets presently linked to best value performance indicators:
  - Increase the representation of women in senior management positions

- Increase the representation of black and minority ethnic staff in senior management positions
  - Increase the representation of disabled staff in senior management positions
  - Increase the number of staff declaring they meet the Disability Discrimination Act as a percentage of the total workforce
  - Increase the number of black and minority ethnic employees as a percentage of the total workforce
- Addressing the requirements of the Single Status Agreement with respect to equal pay legislation — specifically relating to men and women
  - Developing and delivering improved equality and diversity training and development to provide a range of learning and development opportunities that challenge stereotypes and assumptions, promote equality, diversity and human rights and explore responsibility
  - Continue to undertake equality, diversity and community cohesion impact assessments of employment policies, guidance and human resources initiatives
  - Raising the profile of what harassment, discrimination and victimisation are
  - Continued support for staff groups.

## 2. Safer Communities

Plan	Improvement priority
Leeds Strategic Plan	Reduce bullying and harassment
Leeds Business Plan	Build trust with local communities to encourage greater engagement

### Equality and Diversity Outcome

Leeds is a city where hate crime and domestic violence is not tolerated.

### Equality Improvement Priorities

- Increase promotion of reporting hate crime issues and incidents
- Increase recording of hate crime issues and incidents
- Increase service responses to victims of hate crime issues and incidents
- Improve access to services for women experiencing domestic violence
- Improve access to services for children and young people witnessing and/or experiencing domestic violence

Reporting hate crime issues, incidents and bullying and taking action focuses on: race, disability, sexual orientation and in particular gay men, transgender/transsexual people and older people.

It is recognised that domestic violence occurs in same sex relationships, by women against men and by other family members. However, the majority of domestic violence incidents and the most serious and repeated acts are committed by men against women and children, and young people are often witnesses to domestic violence.

### 3. Service Delivery

Plan	Improvement priority
<b>Leeds Strategic Plan</b>	Develop extended services, using sites across the city, to improve support to children, families and communities
<b>Leeds Business Plan</b>	Ensure fair access to all our services

#### Equality and Diversity Outcome

Leeds City Council provides fair access to services which meet the needs of our diverse communities and individuals.

#### Equality and Diversity Priorities

- Equality and diversity is considered within the procurement and management of contracts where services have been, or are planned to be outsourced
- Providing accessible information in the promotion of services
- Improve access to local authority buildings open to the public
- Increase the number of equality, diversity and community cohesion impact assessments to identify and reduce or remove barriers to accessing services experienced by any particular groups
- Increase promotion of the barriers experienced by different equality groups/areas

Providing accessible information in the promotion of services is a priority particularly for: disabled people, young and older people, black and minority ethnic people and women.

Although positively impacting on everyone, improving access to local authority buildings is a specific priority for disabled people and there are key performance indicators in place.

### 4. Stronger Communities

Plan	Improvement priority
<b>Leeds Strategic Plan</b>	An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents
<b>Leeds Business Plan</b>	Increase involvement, engagement and participation of all our diverse communities

#### Equality and Diversity Outcome

Leeds is a city that values the contributions of all the people of Leeds and actively engages with all our diverse communities.

#### Equality and Diversity Priorities

- Develop effective participation, involvement and challenge mechanisms

- Increase promotion of participation, involvement and challenge mechanisms and associated activities
- Increase representative participation, involvement and challenge
- Increased involvement of users in improving services
- Increase local initiatives and events for all equality and diversity areas

With the exception of religion or belief representatives, all equality areas identified the same priorities for inclusive participation and involvement. Although often visible, men expressed concern that their needs and barriers to services, employment, training and development were often not considered.

## 5. Promotion of Equality and Diversity

Plan	Improvement priority
Leeds Strategic Plan	An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities
Leeds Business Plan	Embed equality and diversity throughout the organisation

### Equality and Diversity Outcome

Create an environment where all the people of Leeds are respected and valued.

### Equality and Diversity Priorities

- Raise the profile of the positive impact of equality and diversity in service delivery, employment, training and development and partnership work
- Improve links on the council's website to organisations where people can obtain additional advice and/or support
- Increase the use of positive role models in service delivery, employment, training and development and partnership work
- Increase the promotion of local, national and international equality and diversity initiatives and events

As with the stronger communities priorities, all equality areas (race, disability, gender, sexual orientation, religion or belief and age) identified the same priorities.



## **Equality and Diversity Action Plan**

The Equality and Diversity Action Plan sets out the activities we will undertake over the next 3 years to meet our legal duties.

In putting together this plan it should be noted that:

- actions that cover all equality areas (race, disability, gender, age, sexual orientation and religion or belief) are listed once to avoid duplication. Those actions that are for specific equality areas are identified separately
- the dates for completing all actions have been referenced as:
  - Year 1
  - Year 2
  - Year 3
- the action plan is a working and developing document and will be reviewed and updated regularly in line with the 6-month performance reports.

## Equality Legislation

There is a raft of legislation which covers equality and diversity. This is encompassed within:

- Children's Act 2004
- Civil Partnership Act 2004
- Disability Discrimination Act 1995 and 2005
- Employment Equality (Sexual Orientation) Regulation 2003
- Employment Equality (Religion and Belief) Regulation 2003
- Employment Equality (Age) Regulation 2006
- Equal Pay Act 1970
- Equality Act 2006
- Gender Recognition Act 2004
- Race Relations Act 1976 and the Race Relations (Amendment) Act 2000
- Sex Discrimination Act 1975 and the Sex Discrimination (Amendment) Act 2006.

The following gives a brief overview of the requirements against each of the equality areas.

### Race

The Race Relations (Amendment) Act 2000 was introduced following the Stephen Lawrence Inquiry, and extended the scope of the Race Relations Act 1976. It introduced a new general positive duty upon specified public bodies including local authorities to promote race equality. The general duty is to have due regard to the need to:

- eliminate unlawful racial discrimination
- promote equality of opportunity and good race relations between persons of different racial groups.

Specific duties were also placed on certain public authorities to help them meet the general duty, and include:

- having a race equality scheme with an annual report each year
- assessing which functions and policies are relevant to the general duty
- monitoring the negative effect of policies and services
- assessing and consulting on policies and proposals for adoption
- publishing the results of any assessments, consultation and monitoring
- making sure that the public has access to information and services
- training and briefing staff.

### Disability

The Disability Discrimination Act 2005 introduced the Disability Equality Duty which came into force in December 2006. The general duty applies to all public authorities, plus additional specific duties to support the majority of public authorities in achieving the outcomes required by the general duty.

The general duty for disability includes:

- promote equality of opportunity for disabled people
- eliminate discrimination
- eliminate harassment.

The specific duties which have been established to support progress in delivering the general duty are, in brief, to:

- publish a disability equality scheme
- involve disabled people in its production
- report on progress
- review and revise the scheme every 3 years
- promote equality of opportunity between disabled people and other people
- eliminate discrimination that is unlawful under the Disability Discrimination Act
- eliminate harassment of disabled people that is related to their disability
- promote positive attitudes towards disabled people
- encourage participation by disabled people in public life
- take steps to meet disabled peoples' needs, even if this requires more favourable treatment.

## **Gender**

The Gender Equality Duty came into force on 6 April 2007.

A public body in carrying out its functions must have due regard to the need to:

- eliminate unlawful discrimination and harassment on the grounds of sex
- promote equality of opportunity between women and men.

The specific duties which have been established to support progress in delivering the general duty are, in brief to:

- prepare and publish a gender equality scheme, showing how it will meet its general and specific duties and setting out our gender equality objectives
- (in formulating its overall objectives) consider the need to include objectives to address the cause of any gender pay gap
- gather and use information on how the public authority's policies and practices affect gender equality in the workforce and in the delivery of services
- consult stakeholders (i.e. employees, service users and others, including trade unions) and to take account of relevant information in order to determine its gender equality objectives
- assess the impact of its current and proposed policies and practices on gender equality
- implement the actions set out in its scheme within three years, unless it is unreasonable or impracticable to do so
- report against the scheme every year and review the scheme at least every 3 years.

Public authorities will also need to look at how their employment policies affect transgender/transsexual men and women.

## **Sexual Orientation**

From 1 December 2003, when the Employment Equality (Sexual Orientation) Regulations came into force, it became unlawful to discriminate against workers on the grounds of sexual orientation. The regulations also cover providers of vocational training.

The Equality Act extends the regulations to cover the provision of goods, facilities and services. The sexual orientation provisions came into force on 30 April 2007.

The regulations prohibit discrimination on the basis of:

- a person's actual sexual orientation
- the sexual orientation he or she is thought to have
- the sexual orientation of someone with whom he or she is associated.

## **Religion or Belief**

From 2 December 2003, when the Employment Equality (Religion or Belief) Regulations came into force, it became unlawful to discriminate against workers on the grounds of religion or similar belief system. Again, the regulations also apply to providers of vocational training.

The Equality Act extends the regulations to cover the provision of goods, facilities and services. The religion and belief provisions came into effect on 30 April 2007.

The regulation prohibits discrimination on the basis of:

- a person's actual religion or belief
- a religion or belief they are thought to have
- the religion or belief of someone else with whom they are associated (for instance, a friend or member of his or her family).

They also prohibit discrimination against a person on the grounds that he or she does not follow a religion or belief system.

This protects people from being discriminated against because, for example, they:

- hold a particular religion
- are married to a person of a particular religion
- appear to be of a particular religion because of the way they dress
- are not a follower of a particular religion.

## **Age**

From 1 October 2006 the Employment Equality (Age) Regulations made it unlawful to discriminate against workers, employees, job seekers and trainees because of their age.

These regulations apply to all employers, private and public sector vocational training providers, trade unions, professional organisations, employers organisations and trustees and managers of occupational pension schemes.

The regulations make it unlawful in relation to employment to:

- discriminate directly against anyone – that is, to treat them less favourably than others because of their age – unless the treatment can be objectively justified
- discriminate indirectly against anyone – that is to apply a criterion, provision or practice which disadvantages people of a particular age, unless it can be objectively justified
- subject someone to harassment because of their age
- victimise someone because they have made or intend to give evidence in relation to a complaint of discrimination on the grounds of age
- discriminate against someone, in certain circumstances, after the working relationship has ended.

Upper age limits on unfair dismissal and redundancy have been removed. There is a national default retirement age of 65, making compulsory retirement below 65 unlawful unless objectively justified.

Employees have the right to request to work beyond 65 or any other retirement age set by the employer. The employer has a duty to consider such requests.

**Key Equality, Diversity and Community Cohesion Impact Assessments to be Undertaken 2008 – 11**

<b>Policy, plan, function</b>	<b>Responsibility</b>
Drugs and Alcohol Policy	Corporate HR Service
Dignity at Work	Corporate HR Service
JNC Disciplinary	Corporate HR Service
Home Working	Corporate HR Service
Fixed Term Contracts	Corporate HR Service
Early Leavers Initiative	Corporate HR Service
One Stop Centres (all 15)	Customer Services
The Contact Centre	Customer Services
Welfare Rights and surgery sites	Customer Services
CITU offices	Customer Services
Taxi and Private Hire*	Legal and Democratic
Entertainment Licensing*	Legal and Democratic
Electoral Services*	Legal and Democratic
Registrars*	Legal and Democratic
Local Land Charges*	Legal and Democratic
St George House Reception*	Legal and Democratic
Chief Executive's Office	Executive Support
Communications Team (consultation and media)	Executive Support
Director of Children's Services Unit Reception	Children's Services
14 – 19 Strategy and Implementation Plan	Education Leeds
Strategic Plans	Education Leeds
Extended Services Core Offer Plans	Education Leeds
Review of new policies	Education Leeds
New transformational strategies	Education Leeds
Human Resources	Education Leeds
Leadership development and governance	Education Leeds
People Development Strategy and the Quality Framework	Education Leeds
Learning Environments: Building Schools for the Future Developments	Education Leeds

Leeds Inclusive Learning Strategy	Education Leeds
School Improvement Strategy	Education Leeds
New Year's Eve	City Development
Breeze International Youth Festival	City Development
Use of the self-service facility that enables customers to take out and return books without queuing for counter service.	City Development
Capital schemes, including the refurbishment of libraries, which will allow opportunities to improve sites to deliver better service to communities.	City Development
Provision of parking bays for disabled people	City Development
Highways Asset Management Plan which looks at how the City's roads, pavements and footpaths are going to be treated.	City Development
LIAP — Communication	Environments and Neighbourhoods
Regeneration: Aire Valley — Risk	Environments and Neighbourhoods
Regeneration: EASAL Project — Resources	Environments and Neighbourhoods
Housing Needs: Care Ring Service	Environments and Neighbourhoods
Environmental Health: Out of Hours	Environments and Neighbourhoods
Environmental Health: Adaptations	Environments and Neighbourhoods
Housing Needs: Choice-based Lettings Service	Environments and Neighbourhoods
Piloting of the Budget Holding Lead Professional arrangements for looked after children	Children and Young People Social Care
Access to Services	Children and Young People Social Care
Improving the quality of assessment and care management (11)	Children and Young People Social Care
Reconfiguration of disability services	Children and Young People Social Care
Transitions	Children and Young People Social Care
Continuing Health Care	Children and Young People Social Care
Participation (3)	Children and Young People Social Care
Review of placements (and related decision making) (8, 10)	Children and Young People Social Care
Contact	Children and Young People Social Care
Direct Payments	Children and Young People Social Care
CART	Children and Young People Social Care
Redesign of day services function, development of specialist services and access to universal service	Adult Social Care
Redesign intermediate tier services function, development of	Adult Social Care

specialist services and access to universal service	
Ensure links to non ILP properties are maintained and impact on day services is considered	Adult Social Care
Prepare 'whole' service plan incorporating service priorities and responsibilities for delivery	Adult Social Care
Collaborative working and new service delivery models	Adult Social Care
Review opportunities for closer working with other organisations including health, voluntary and independent sector	Adult Social Care
Provision of hostel in line with independent living requirements	Adult Social Care
Review of current systems for supporting people from childhood into adults	Adult Social Care



**Key Issues from Focus Groups**

The following provides an overview of the information gained from the different equality communities via focus groups and questionnaires:

**Concerns for Age**

- There is a need to understand about welfare rights, benefits and funding streams available
- There is very little provision for older people in the city centre particularly at weekends
- Access can be an issue due to poor lighting and stairs
- Access to transport is a concern
- More outreach work would ensure more involvement in decision making
- People need to have feedback and see the results of involvement
- Would appreciate more ongoing engagement from councillors
- Insufficient facilities and work done with young people
- Lack of respect for young people from older people
- The complaints procedure should be widely promoted
- Leeds City Council staff need a better awareness of the issues of older and younger people
- Contracted out services, particularly in the case of Adult Social Care, has reduced decreased the quality of the service, and there is a general lack of respect for the elderly
- Barriers to employment as a result of age-related stereotypes or recruitment methods which target younger people

**Priorities for Age**

- Information and communication
- Challenge stereotyping
- Role models for younger people
- Safe public transport for children
- Integration for children
- Involvement in decision making
- Improving services delivered through contractors

**Concerns for Black and Minority Ethnic**

- Information and communication need to be more accessible
- Lack of awareness of different communities by staff and councillors
- Stereotyping
- Negative media and press
- There needs to be an infrastructure support for local community groups
- Employment opportunities are not open
- Equality monitoring would benefit from being more detailed
- There needs to be more real involvement
- There is a lack of trust in the complaints procedure

- Contracted out services, particularly in the case of Social Care, do not understand the needs of black and minority ethnic communities

### **Priorities for Black and Minority Ethnic**

- Increase staff awareness of different communities, using local trainers/people
- Prioritise service-specific issues where these are identified
- Involvement in decision making
- Challenge stereotyping, by both staff and councillors
- Reduce employment barriers, and increase employment for black and minority ethnic community
- Raise awareness of how to challenge the system

### **Concerns for Disability**

- There is a need for a genuinely disabled representative body
- There is a need to recognise the work of voluntary organisations
- Lifetime homes should remain so even when a disabled person has vacated the property
- Middle managers do not have sufficient understanding of disability issues
- Access to transport is a concern
- Access to shops
- Access to meetings – these need to start after 10.30am
- More real involvement
- Needs to be more flexibility in system – people taken into hospital should have library fines disregarded
- Wheelie bins and cars on pavements
- Overgrown hedges and unstable pavements
- Street lighting
- Services for deaf people are limited and not accessible
- There are problems with outsourcing home care
- Useful to have a councillor as a disability champion

### **Priorities for Disability**

- All decisions need to be impact assessed, and leaders be accountable
- Increase managers' awareness of different communities, using local trainers/people
- Change the culture of the council
- Respite facilities
- Reduce employment barriers, and increase employment for disabled community
- Eligibility criteria within Adult Social Care
- Maintenance of paths
- Access to buildings
- Be positive about disabled people

### **Concerns for Gender**

- Transgender should be linked to gender not lesbian, gay and bisexual
- Increase staff and managers' awareness of gender issues
- Contracted out services do not understand the needs of different communities

- Stereotyping
- Harassment and hate crime
- Information and communication
- Employment barriers

### **Priorities for Gender**

- Increase staff awareness of different communities
- Services to be gender specific where needed e.g. domestic violence
- Multi-agency approach to hate crime
- Challenge stereotyping, by both staff and councillors
- Include transgender on equality monitoring forms

### **Concerns for Lesbian, Gay and Bisexual**

- Stereotyping
- Increase staff and managers' awareness of gender issues
- Negative media portrayal
- Procurement needs to take account of needs of lesbian, gay and bisexual community
- Lesbian, gay and bisexual couples wanting to adopt are treated differently than heterosexual couples
- Homophobic bullying in schools
- Residential housing for older lesbian, gay and bisexual couples

### **Priorities for Lesbian, Gay and Bisexual**

- Increase staff awareness of different communities
- Hate crime and homophobic bullying
- Improving services delivered through contractors
- Impact assess service
- Reduce stereotyping
- Undertake sexuality monitoring
- Provide links on website to support organisations

### **Concerns for Religion and Belief**

- Need for more equal funding for different religious groups and associated events
- Hold multi- and cross-cultural events in the community
- Information and communication via religious buildings and community groups
- Need to provide feedback
- Stereotyping
- Need to be positive about different religious festivals

### **Priorities for Religion and Belief**

- Need to promote basic human rights
- Take information out to religious buildings and community groups
- Recognise that 25% of people in Leeds state they have no religion
- Provide feedback

## Equality Monitoring of Involvement in the Review

In implementing the review the Equality Team involved representatives from all its stakeholders. The initial involvement took the form of individual discussions, focus groups and questionnaires. Once the responses had been analysed these were fed back to the original participants.

In all, 7 focus groups were held (2 for disabled people) and a total of 103 people attended. The equality monitoring breakdown is:

Age	16
Black and minority ethnic	16
Disabled	32
Gender	10
Sexual orientation	10
Religion or belief	19

In addition 61 questionnaires were completed and equality monitoring information was provided for 32. This showed

Disabled	11
Black and minority ethnic	6
Lesbian, gay and bisexual	2
Over 50	8
Under 25	0

Further information about the involvement in the review is in the 'Equality and Diversity Strategy Review: Analysis of Outcomes and Involvement' which is available on our website at [www.leeds.gov.uk/equality](http://www.leeds.gov.uk/equality).