

# Chichester District Council

## Equality Strategy 2017 - 2021

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Contact: Corporate Policy

## **Introduction**

Chichester District Council (hereafter referred to as ‘the council’) is committed to providing equality of opportunity in all our activities and to ensuring that discrimination does not occur.

We will strive for a workforce that reflects the diversity of the local community in order that our services are provided appropriately and the council benefits from a wealth of experiences.

The council will involve the wider community in its decision-making processes and use its influence to progress equality issues in the district.

## **Scope**

This is a council-wide strategy that outlines the council’s equality commitment to staff and to members of the public. Detailed operational activity is contained in documents referred to in the ‘Further Reading’ section of this strategy.

## **Legislative Framework**

This strategy sets out the measures the council is taking to meet the requirements of the Equality Act 2010 (hereafter referred to as ‘the act’) and other legislation bringing together all previous equality legislation.

- Equality Act 2010
- Human Rights Act 1998
- Data Protection Act 1998
- Employment Act 2008

## **Protected characteristics**

The act covers the following nine protected characteristics:

- Age
- Disability
- Being or becoming a transsexual person
- Race (including colour, nationality, ethnic or national origin)
- Religion, /belief or lack of religion/belief
- Sex (gender)
- Sexual orientation
- Marriage and civil partnership
- Pregnancy and maternity

People with those characteristics are referred to in this strategy as **protected groups**.

## **The General Equality Duty**

Those subject to the equality duty as set out in the act must, in the exercise of their functions, have **due regard** to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not
- Remove or minimise disadvantages suffered by people due to their protected characteristics
- Take steps to meet the needs of people from protected groups where these are different from the needs of other people
- Encourage people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

### **What are the benefits of the equality duty?**

Compliance with the general equality duty is not only a legal obligation, but the council believes that it makes good business sense. An organisation that is able to provide services to meet the diverse needs of its users should find that it carries out its core business more efficiently. A workforce that has a supportive working environment is more productive. The council believes that a diverse workforce draws on a broader range of talent and better represents the community that we serve.

Compliance with the general equality duty should also result in better-informed decision-making and policy development.

### **Employment**

The council recognises that its employees are our greatest resource and all our employment and recruitment policies will reflect our commitment to equality and best practice.

We work towards a workforce that reflects the diversity of the local community to fully utilise their skills and abilities and take positive action where appropriate to encourage underrepresented groups into our workforce.

No employees will be discriminated against in the areas of pay or conditions of service, access to training and development or promotion. We promote flexible working practices in recognition that many of our employees have caring responsibilities. For more detail please refer to the Flexible Working Policy. We have also committed to a 'New Ways of Working' project which allows greater flexibility for all staff (in terms of working hours and location), enabling them to meet the needs of our customers, while continuing to reduce costs and deliver quality services that are good value for money.

All employees are required to conduct themselves in non-discriminatory ways towards colleagues and the public and to follow the principles of this strategy at all times. If they do not do so, formal disciplinary action may be taken against them.

## **Service Delivery**

We will ensure that all services provided by or on behalf of the council are made accessible where reasonable to all individuals and groups without discrimination.

Where relevant, our services will comply with the Accessible Information Standard. This means that, where we provide services linked to health or social care, we will identify any particular needs of service users, record those needs, flag them to other staff and/or share the information with other organisations as appropriate and do our best to meet those identified needs.

We will ensure that our buildings are fully accessible and where this is not practical we will provide reasonable alternative methods of access so no one is discriminated against by physical barriers.

All aspects of access and equality are considered at design stage of repair and improvement contracts.

We will be responsive to the needs of local people and recognise the importance of removing barriers to communication. Individuals will be consulted about their communication needs and preferences.

## **Wider community**

The council will continue to build closer links with those who may be subject to discrimination. We will use our influence within the local community to give a lead to other employers and work in partnership with other local agencies to promote equality.

West Sussex County Council published ward profiles for the Chichester district in 2013 and these are available on [www.chichester.gov.uk/stats](http://www.chichester.gov.uk/stats) . Ward profiles help to build an understanding of the communities that make up Chichester, and the needs of those communities. In turn this will help to inform the development of policy and decision-making.

The council has developed and will continue to support the Chichester Access Group as one means of engaging with our communities.

The council has a community engagement and development team which seeks to engage with the equality groups in Chichester about relevant issues, including those groups that are referred to as 'hard to reach'.

We will seek to ensure that all contractors directly supplying goods and services or working on behalf of the council comply with the relevant statutes and encourage good practice.

## **Consultation**

Where practical, we will consult our customers and the local community to establish whether our services are accessible to all.

The council will use a variety of means of engaging with the local community, recognizing that some engagement tools will be more effective with different groups. We will regularly consult with the relevant trade unions and our employees using a range of consultative structures and engagement methods. The council will keep these means of communication under review to ensure they are effective.

We will report back to the community and our employees on the progress we have made through our Annual Report on Equalities. .

Consultation on the draft equality objectives in this Strategy was undertaken when they were first developed in 2012. At that time, the Council consulted with local voluntary and community groups and other partners with an interest in equality issues and groups with specific protected characteristics. Members and staff were also consulted about how the council's services are delivered and the council's role as an employer.

Feedback from this consultation was generally positive, accepting that the broad objectives were appropriate and covered the right areas. Several responses added that the action and delivery to underpin the objectives was the important element. It is felt that the consultation and the objectives themselves are still relevant to this updated strategy.

## **Equality monitoring**

The authority is required to undertake equality monitoring against the 'protected characteristics'. The council has access to a vast range of community and ward profiling data and national census information which is updated regularly and available to staff for analysis purposes. **Appendix 1** shows the most up to date equality data at district level.

The council's services are encouraged to collect equality information directly from their users/customers and to analyse this information in any reorganisation of service or policy development/review.

## **Monitoring the impact of decisions**

Monitoring is a way of checking that no one is being treated unfairly in our employment practices and our service delivery, to find out if our strategy is working, if any remedial action has been effective, or if additional action is required. The council suggests the use of Equality Impact Assessments (EIA) to help analyse the effect of its policies and practices on the protected groups.

## **Monitoring employees**

Employees are asked to supply information about themselves so we can identify how representative our workforce is of the wider community. Staff training and promotion will

be monitored to evaluate the effect of the strategy. Monitoring information will be used in a strictly confidential way.

### **Putting the policy into action**

Putting the strategy into practice is the responsibility of all staff and Members. Both employees and Members must comply with both the spirit and wording of the strategy.

This strategy is to be regarded as part of every employee's terms and conditions of employment.

Heads of Service are responsible for ensuring that their services are delivered without discrimination.

All managers are responsible for preventing discrimination and for setting a good example.

Members are responsible for the strategy.

Measurable and specific equality targets will be identified in corporate and service plans.

The council will communicate the Equality Strategy and related policies to all existing staff and people applying for jobs with the council for example through the information we send out to prospective employees and through the induction of new employees.

Equality and Diversity pages will be maintained on the council's website and contain relevant publications and reports promoting the equality and diversity work undertaken by the council and its partners.

### **Training**

Equality training is provided for staff to ensure they are made aware of their rights and responsibilities under this strategy. In particular all managers are trained on a regular basis in equalities matters concerning employment. Equalities training is also offered to Members.

Equality issues are an integral part of our training and development programmes, regardless of whether the council uses internal or external trainers.

In addition to the generic equality training, tailored equality training to reflect the needs of specific services will be encouraged, particularly for services engaging with external customers and / or where there is a significant engagement with protected group(s).

The council makes a strong commitment to training and development for all staff. All staff will have equal access to training and development and we will take appropriate positive action for those who are underrepresented in our workforce.

## **Remedies**

Staff who feel they have been discriminated against should refer to the Equality and Diversity Policy and the Bullying and Harassment at Work Policy as well as the Grievance Procedure if appropriate. Employees who fail to comply with the Equality Strategy may be subject to the council's Disciplinary and Contract Termination Procedure.

Complaints from customers will be dealt with through the corporate complaints procedure.

## **Our Equality Objectives**

Through previous consultation with a number of local groups, staff and members, and after reviewing a range of evidence sources, we identified four key priorities for our four-year strategy. It is felt that these objectives are still relevant for the latest version of the Equalities Strategy to cover the next 4 years.

1. We will gather evidence on the profiles of our communities using a range of data sources and working in partnership with others. We will use this data to inform the types of services we offer and the most effective methods of delivery. We will work to understand who our customers are, who uses our services and who doesn't and why. We will address any gaps in our customer profile by working with local groups in the community to understand the reasons behind non take up of services.
2. We will use our power as a major employer in the area to ensure that we lead by example in our human resource practices on equality. We will do this by ensuring our policies on recruitment and retention of staff are sound and that our staff are adequately trained in equality and diversity matters.
3. We will provide services in a way that will not discriminate against any protected groups within the community. We will consider the equality impact of any policies, procedures, initiatives and projects and will take mitigating action if adverse effects are identified wherever possible.
4. We will ensure that the rural nature of our district is promoted and taken into account, whilst continuing to ensure that accessibility of service is a key consideration when designing new services or revising existing procedures.

We will also refer to the council's priorities in the Corporate Plan 2015 – 18 (Revised December 2015). One of the objectives in our Corporate Plan is to 'Provide support to communities and individuals who are vulnerable'. We aim to ensure that there is a safety net for the vulnerable including any 'protected groups' and those who may be disadvantaged in any way to ensure that these issues are considered and taken into account in the decision making process.

These objectives are broad and strategic and will influence how the whole council's services are designed and delivered. Each year we will report on how we are progressing against these objectives in the annual equality report.

## **Appendices**

Chichester District population equality analysis carried out December 2016.

### **Further Reading**

The following documents are readily available and can be obtained by calling 01243-534685.

- Communication Strategy – Disability & Equality Awareness
- Consultation Charter 2014
- Equality Act 2010 – Guidance, Equality Impact Assessment template and FAQs
- Equality Monitoring Guidance and equality monitoring template
- Flexible Working Policy
- Conduct of Staff Policy
- Disability Policy

*A copy of this Equality Strategy can be made available in alternative formats e.g. large print, on computer disk, on tape or translated by calling 01243 785166.*



## Chichester District population equality analysis December 2016

### BACKGROUND

The authority is required to understand its residents and service users. This document outlines some key statistics which help to understand the residents within the district. The most up to date data has been included, which can be used as a benchmark. The equality framework recognises the following categories:

- Gender
- Age
- Ethnicity
- Disability
- Religion and belief
- Sexual orientation
- Marital status
- Pregnancy and maternity

### GENDER

As at Census day 2011 (the most up to date data available), the total district population was 113,794. 54,401 (47.8%) were male and 59,393 (52.2%) were females.

The Office for National Statistics (ONS) also publishes mid-year population estimates. The most recent of these (June 2015) estimates that the total population of Chichester District has grown to 116,976. 56,237 of the estimated population (48.1%) are male and 60,739 (51.9%) are female.

### AGE

The table below shows the breakdown of age ranges in the district as at Census 2011 and the population estimates for June 2015.

The largest age group is those aged 65 – 69. There are estimated to be 8762 people in this age group (at June 2015), or 7.5% of the population of Chichester District. Correspondingly, in the 2011 Census, the largest group were slightly younger (8550 people aged 60 – 64 or 7.5% of the total District population). Generally, the proportion of people in all age groups over 50, as compared to the total district population, has increased from 2011 to 2015.

Age Range	Census 2011		Population Estimate June 2015	
	Number of people	Percentage	Number of people	Percentage
0-4 years	5652	5.0%	5876	5.0%
5-9 years	5630	4.9%	6253	5.3%
10-14 years	6092	5.4%	5859	5.0%
15-19 years	6517	5.7%	6540	5.6%
20-24 years	6200	5.4%	6528	5.6%
25-29 years	5150	4.5%	4948	4.2%
30-34 years	5205	4.6%	5264	4.5%
35-39 years	6121	5.4%	5473	4.7%
40-44 years	7497	6.6%	6829	5.8%
45-49 years	8312	7.3%	8127	6.9%

50-54 years	7795	6.9%	8519	7.3%
55-59 years	7179	6.3%	8114	6.9%
<b>60-64 years</b>	<b>8550</b>	<b>7.5%</b>	7577	6.5%
<b>65-69 years</b>	7551	6.6%	<b>8762</b>	<b>7.5%</b>
70-74 years	6219	5.5%	7200	6.2%
75-79 years	5515	4.8%	5762	4.9%
80-84 years	4317	3.8%	4593	3.9%
85 years and Over	4292	3.8%	4752	4.1%
<b>Total</b>	<b>113,794</b>		<b>116,976</b>	

## ETHNICITY

The table below shows the ethnicity of the resident population in Chichester District. This data is from the Census 2011. Those who are from a White British ethnic group (including those who identify as being English, Welsh, Scottish, Northern Irish or British) are the majority in Chichester District.

Ethnic Group	Number of people	Percentage
<b>White: English / Welsh / Scottish / Northern Irish / British</b>	<b>105,841</b>	<b>93.0%</b>
White: Irish	743	0.7%
White: Gypsy or Irish Traveller	238	0.2%
White: Other White	3500	3.1%
Mixed / multiple ethnic group: White and Black Caribbean	269	0.2%
Mixed / multiple ethnic group: White and Black African	158	0.1%
Mixed / multiple ethnic group: White and Asian	361	0.3%
Mixed / multiple ethnic group: Other mixed	304	0.3%
Asian / Asian British: Indian	470	0.4%
Asian / Asian British: Pakistani	36	0.0%
Asian / Asian British: Bangladeshi	131	0.1%
Asian / Asian British: Chinese	339	0.3%
Asian / Asian British: Other Asian	641	0.6%
Black / African / Caribbean / Black British: African	319	0.3%
Black / African / Caribbean / Black British: Caribbean	129	0.1%
Black / African / Caribbean / Black British: Other Black	70	0.1%
Arab	102	0.1%
Any other ethnic group	143	0.1%
<b>Total:</b>	<b>113,794</b>	

## DISABILITY

### Limiting Long Term Illness

The table below shows the numbers and percentages of those living in Chichester District with a limiting, long-term health problem or disability. This data is from the Census 2011. In Chichester District, the majority of people say their day to day activities are not limited by any illness, health problem or disability.

	Number of people	Percentage
<b>Day-to-day activities not limited by any illness, health problem or disability</b>	<b>93,911</b>	<b>82.5%</b>

Day-to-day activities limited a little by any illness, health problem or disability	11,555	10.2%
Day-to-day activities limited a lot by any illness, health problem or disability	8328	7.3%
<b>Total:</b>	<b>113,794</b>	

### Disability living allowance claimants

The tables below show the total number of those in the district who were claiming Disability Living Allowance (DLA) in May 2016, broken down by their age and the length of their claim. The majority of DLA claimants in Chichester District are of working age and have been claiming for 5 years or longer.

Claimant Type	Number of Claimants	% of total claimants
<b>Total</b>	<b>1035</b>	<b>100%</b>
Aged under 16	140	13.5%
Aged 16 - 24	75	7.2%
<b>Aged 25 – 49</b>	<b>315</b>	<b>30.4%</b>
Aged 50 – 59	180	17.4%
Aged 60 – 69	185	17.9%
Aged 70 or over	140	13.5%
Claiming for less than 12 months	30	2.9%
Claiming for 1 – 2 years	25	2.4%
Claiming for 2 – 5 years	100	9.7%
<b>Claiming for 5 years or more</b>	<b>880</b>	<b>77.3%</b>

### RELIGION AND BELIEF

The table below shows the religion of the resident population in Chichester District. This data is from the Census 2011. In Chichester District, the majority of people say they are Christians.

Religion	Number of people	Percentage
<b>Christian</b>	<b>75,248</b>	<b>66.1%</b>
Buddhist	492	0.4%
Hindu	276	0.2%
Jewish	163	0.1%
Muslim	419	0.4%
Sikh	31	0%
Other Religion	516	0.5%
No Religion	27,947	24.6%
Religion Not Stated	8702	7.6%
<b>Total:</b>	<b>113,794</b>	

### SEXUAL ORIENTATION

At the 2011 Census, 0.2% of people aged over 16 living in Chichester District (175 people) were in same-sex Civil Partnerships. However, this does not include those in same-sex relationships where people have not entered into a civil partnership. The 2001 Census collected data on all same-sex couples who were living together. At that time, 98 people (0.1%) in Chichester District identified themselves as living in a same-sex couple household.

Data on the sexual identity of individuals is not published at a local authority level. However, the Annual Population Survey estimates that there are 114,000 people living in the South East region who identify as gay, lesbian, bisexual or other.

## MARITAL STATUS

The table below shows the marital status of the resident population in Chichester District. This data is from the Census 2011. In Chichester District, the majority of people aged over 16 are married.

Marital Status	Number of people	Percentage
Single (never married or never registered a same-sex civil partnership)	25,801	27.1%
<b>Married</b>	<b>49,642</b>	<b>52.2%</b>
In a registered same-sex civil partnership	175	0.2%
Separated (but still legally married or still legally in a same-sex civil partnership)	2153	2.3%
Divorced or formerly in a same-sex civil partnership which is now legally dissolved	8890	9.3%
Widowed or surviving partner from a same-sex civil partnership	8500	8.9%
<b>Total (aged 16 or over):</b>	<b>95,161</b>	

## PREGNANCY & MATERNITY

### Fertility rates & Conceptions

ONS also publishes data about rates of fertility and numbers of live births for each Local Authority area. This data is for 2015.

In 2015 there were **1051** live births to women living in Chichester District. ONS also calculates a General Fertility Rate (GFR) using the total number of live births per 1000 women aged 15 – 44 calculated using population estimates. The GFR for Chichester District (2015) is **58.5**. The overall GRF for West Sussex is **62.9**.

In Chichester District, the number of live births and GFR have generally been decreasing following a high of 1136 live births and a GFR of 62.3 in 2012. This is in line with GFR trends nationally.