

# Equality Information Report 2018



*Epping Forest District Council*  
[www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk)



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If you would like this report in another format, for example large print or Braille, please email:

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More information:

For more information about this report or any aspect of the Council's equality work see [www.eppingforestdc.gov.uk](http://www.eppingforestdc.gov.uk) or email [equality@eppingforestdc.gov.uk](mailto:equality@eppingforestdc.gov.uk)

# 1. Introduction

This report provides an overview of our work over the last 12 months since July 2017, and builds upon previous [reports](#) and should be read in conjunction with them.

Together these reports enable others to assess how effective we are in meeting our responsibilities under equality legislation.

As an overview of our work, this report doesn't necessarily contain information about everything we do. As an organisation committed to equality, much of what we do is routine and part of our everyday experience. Many of our activities which deliver greater equality, are so integrated into our way of working that they do not stand out as being evidence of compliance with equality legislation. Equality should be embedded and be just the way we do things at the Council. Therefore this report sets out just some of the changes we have made or services we have delivered over the last year.

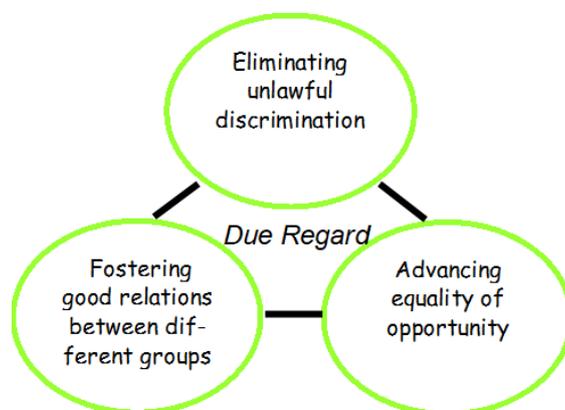
## Statement of commitment to equality

### Short Statement

*Epping Forest District Council is committed to treating everyone equally and fairly according to their needs*

### Full Statement

- ✓ Epping Forest District Council is committed to ensuring that all individuals and groups are treated with respect and are valued equally
- ✓ We will endeavour to make our services accessible to everyone
- ✓ We will endeavour to eliminate unlawful discrimination through our services and employment opportunities
- ✓ We will consult and involve people from our community where appropriate in the design of our services
- ✓ We will collect information about our customers where necessary to ensure our services are accessible and that we are providing the right services
- ✓ We will endeavour to promote understanding and good relations between communities
- ✓ We will consider taking positive action to address under-representation and promote diversity in our workforce profile
- ✓ We will publish information about our equality work
- ✓ We will use our procurement opportunities to drive equality
- ✓ We will ensure appropriate resources are available to meet our statutory equality responsibilities
- ✓ We will make sure that appropriate equality and diversity training is provided for all elected members and staff of the Council



## 2. Equality legislation and Council duties

The aim of the general duty is to ensure that public authorities and those carrying out a public function consider how they can positively contribute to a fairer society through advancing equality and good relations in their day-to-day activities. The aim of the general duty is to ensure that equality considerations are built into the design of policies and the delivery of services and that they are kept under review.

### The Legislation

The Public Sector Equality Duty (PSED)

The PSED was created by the Equality Act 2010 and places a duty on public bodies and others carrying out public functions. Its aim is to embed equality considerations into the day to day work of public authorities.

**The Equality Act 2010 places a number of responsibilities and requirements on the Council. We have a general duty to have due regard to the need to:**

- 1. Eliminate discrimination, harassment and victimisation*
- 2. Advance equality of opportunity between different groups*
- 3. Foster good relations between different groups*

#### **What does due regard mean?**

It means consciously thinking about the three public sector equality duty aims as part of the process of our normal business and decision making, removing disadvantage and encouraging participation.

#### **What does 'equality of opportunity mean?**

Equality of opportunity means removing or minimising disadvantages, taking steps to meet different needs and encouraging participation when it is disproportionately low.

#### **... and foster good relations?**

It means promoting understanding between different groups of people

*The Act sets an expectation that public services treat everyone with dignity and respect.*

### Equality Objectives & Equality Information

In addition to the public sector equality duty we also have two specific duties:

1. Equality Objectives - we have to set equality objectives at least every four years that will help us to further the aims of the public sector equality duty - see the following page for more information on our equality objectives.
2. We must publish equality information annually to show the progress we are making to deliver the general duty.

### 3. Equality Objectives

Equality legislation requires that we set equality objectives at least every four years, that will help us to further the aims of the public sector equality duty.

In April 2016 we adopted a set of equality objectives to focus and direct our work taking into account local as well as national priorities and the priorities of our residents and our partners. These objectives were:

**2016 - 2020**

- 1. To integrate the Council's public sector equality duty into our partnership working**
- 2. To apply robust equality requirements in commissioning, procurement and contract management**
- 3. To develop our capacity so that our employees have the knowledge, skills and confidence to deliver our plans**
- 4. To improve and develop equality into our business activities**

The objectives were supported by an Action Plan with actions designed to secure the achievement of each of the objectives. The set of equality objectives was reviewed by the Equality Working Group (EWG) that met in July 2017. The Group recognised that the actions to deliver these objectives were largely achieved and decided to update and replace these objectives. We could continue with the existing Equality Objectives Plan, however we would be missing the opportunity to enhance the content and adapt the best approach to Equality, particularly in light of the adoption of the new Corporate Plan 2018-2023.

The new set of equality objectives and actions to deliver them was proposed to the Cabinet for adoption in April 2018. We want the Council to be high-performing and deliver top-quality and cost effective services, ensuring that the views and priorities of our service users are integral to all that we do. The new set of objectives take the Council forward until 2020. These objectives are:

**2018 - 2022**

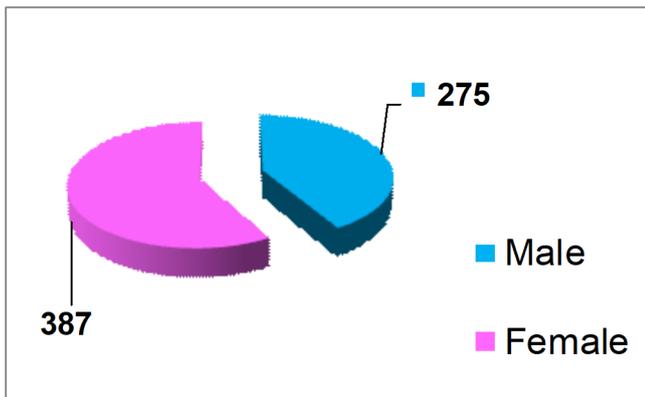
- 1. To apply robust equality requirements in commissioning, procurement and contract management**
- 2. We will recruit and retain a diverse workforce, developing our capacity so that our employees have the knowledge, skills and confidence to deliver our plans**
- 3. We will take into account the equality impacts of our emerging proposals and seek to mitigate any adverse impacts where possible**
- 4. We will embed equalities in all we do and make it part of business as usual**

An action plan has again been developed to deliver these objectives. The Council's elected members will monitor progress on a six-monthly basis and our progress will be published on the Council's website.

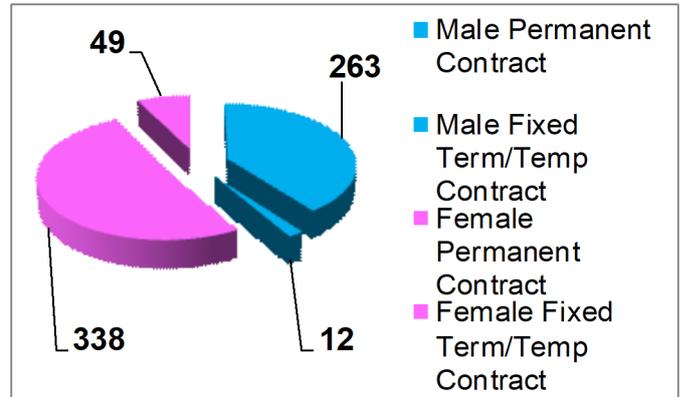
## 4. Workforce Equality Profile (as at 31 March 2018)

Number of Core\* Staff in the Workforce: 662 (\*Figures do not include casual workers)

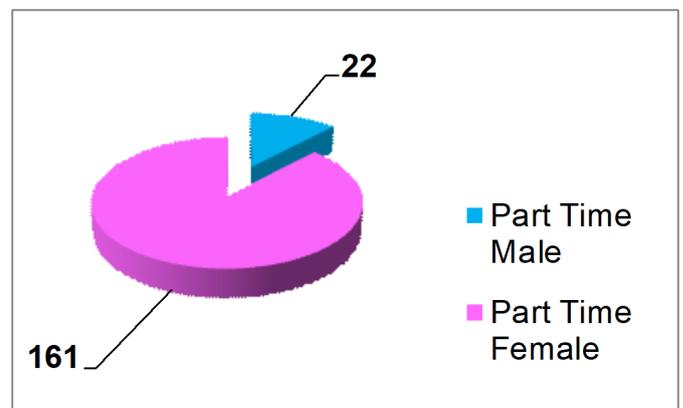
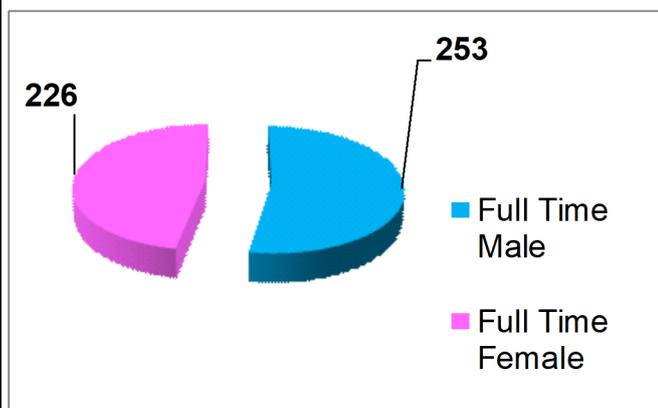
### Gender breakdown



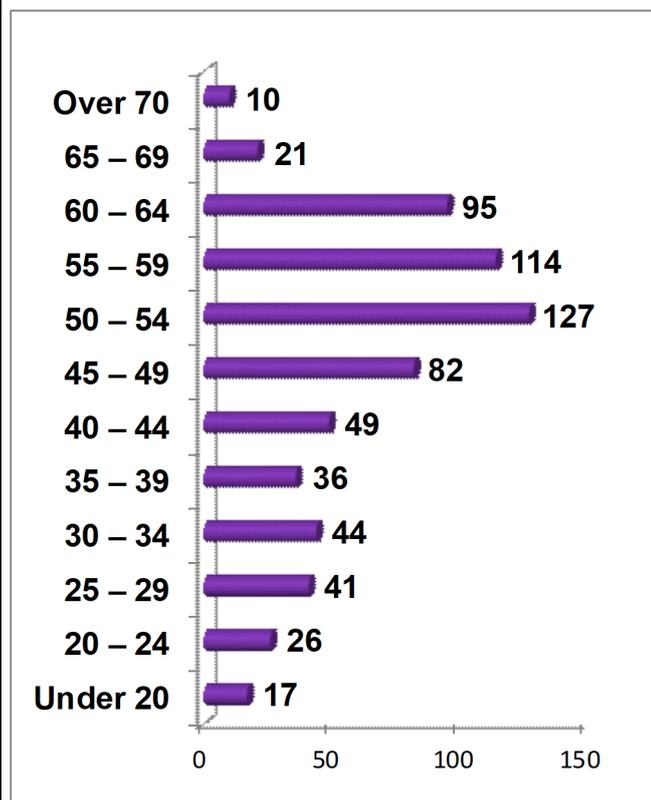
### Working hour profile by gender



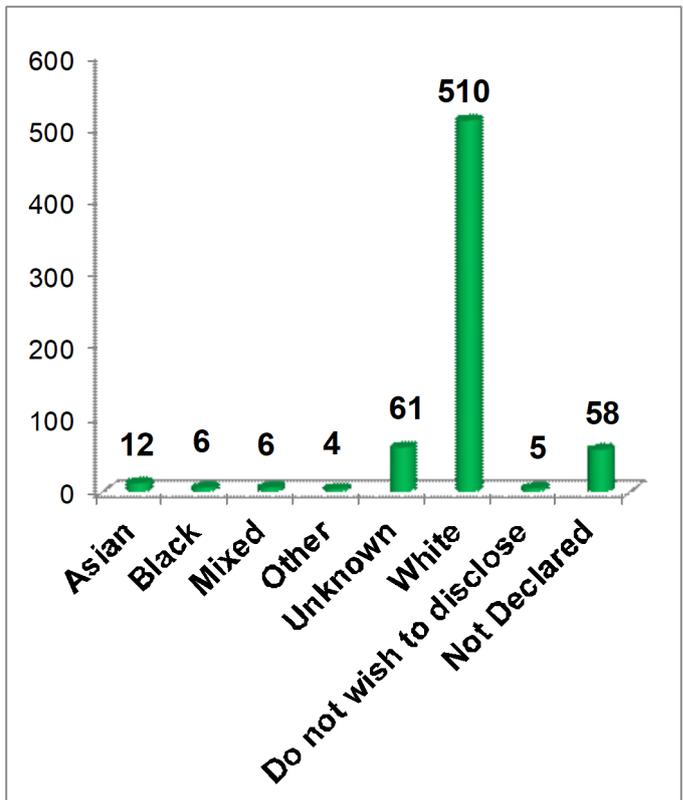
### Working hour profile by gender



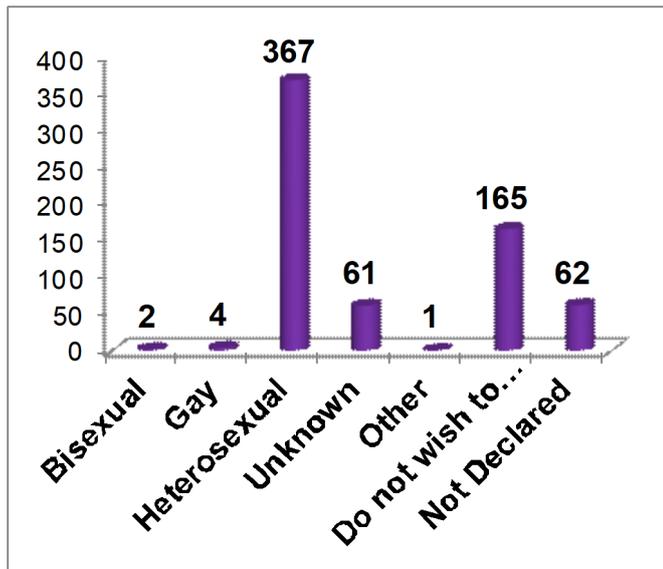
### Age profile



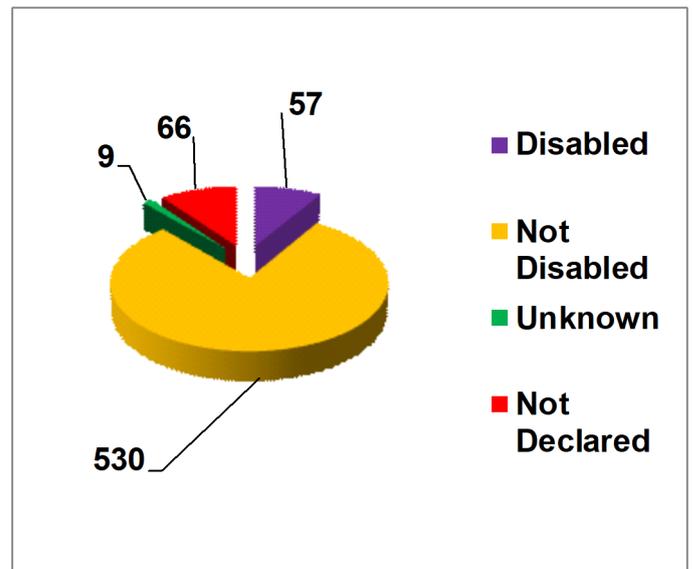
### Ethnicity declarations



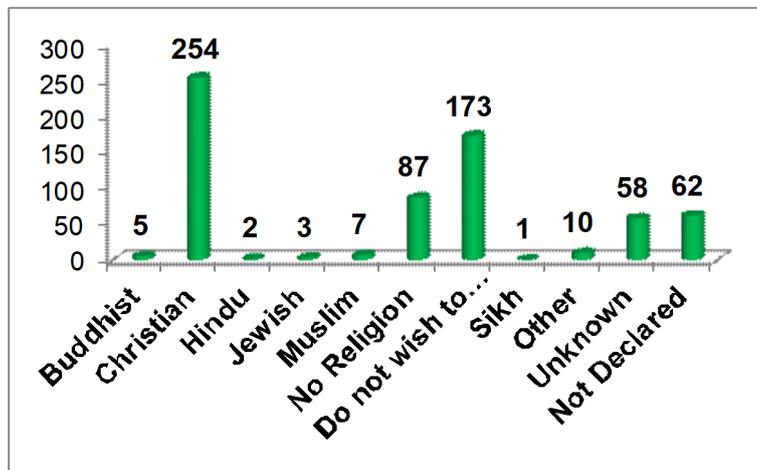
## Sexuality declarations



## Disability declarations



## Religion/belief declarations



## GENDER PAY GAP DATA

The mean gender pay gap is 16.14%

The median gender pay gap is 16.21%

The proportion of Males and Females who received bonus payments is 0%

The mean gender pay gap in bonus pay is 0%

The median gender pay gap in bonus pay is 0%

The percentage of male and female split into quartile figures are as follows:-

| Band | Pay Quartile | Female | Male |
|------|--------------|--------|------|
| A    | Lower        | 65%    | 35%  |
| B    | Lower Middle | 71%    | 29%  |
| C    | Upper Middle | 49%    | 51%  |
| D    | Upper        | 41%    | 59%  |

## 5. Equality initiatives and progress

### Apprentice scheme

Our Apprenticeship Programme is an integral part of our Council and one of our objectives is to help young people in the District to maximise their employment potential. Our apprentices are given the opportunity to work alongside experienced staff, giving them the chance to gain much needed work experience and qualifications at the same time. In 2017 we have taken on 15 apprentices; Corporate Cohort (9) plus 2 current construction staff, 3 Level 3 Business Admin, and 1 X Level 4 Project Management.

### Mental health awareness week

For this year's Mental Health Awareness Week Epping Forest District Council's (EFDC's) apprentices focussed on raising awareness of stress in the workplace and creating a mentally healthy workplace where everyone feels valued and supported. The objective was to educate and inform others about mental health and a range of information, guidance and support on how to achieve this have been provided.

### Mindful employer



EFDC is a member of Mindful Employer Plus. It provides employees with an independent and completely confidential Staff Helpline offering support, 24/7. Whether it is about workplace challenges or personal difficulties, support is available. Managers are also provided with support. It is for those that have a managerial or supervisory role and are dealing with conflicts at work, work-related stress, team issues or behavioural issues.

### Work experience for graduates with disabilities

For the third year running, we are working with 'Change 100' which provides placements for graduates with a disability. This placement provides the Intern with a meaningful period of work experience and hopefully help them secure permanent work opportunities.

### Youth Council Celebrate 10 years



This year Epping Forest Youth Council marked its 10 year anniversary. Over 80 Youth Councillors past and present have attended an evening reception at the House of Parliament where they were able to share their experiences. EFYC does not only give local young people a democratic voice to have their say on local issues, it also highlights the importance of building communities where young people are empowered to make a difference both to their own lives and to the area in which they live.

### Improved due regard to equality in projects and reviews

In 2016 we launched a Transformation Programme to modernise our services and better equip ourselves to deliver Corporate Aims and Objectives. Equality is an integral part of our work and we take into account the equality impacts on our emerging proposals and seek to mitigate any adverse impact where possible. For this reason, we incorporated Equality Impact Assessments (EqIA) into Project Initiation Document and Cabinet Report.

## **We reviewed the Careline Alarm Monitoring Service**



The service offers a twenty-four hour, 365 days per year, emergency alarm monitoring service to older and disabled people living within the District. The Service is also offered to other vulnerable groups including victims of domestic violence and younger people with disabilities. In November 2017, we outsourced the Careline Services to Tunstall Healthcare UK Ltd, a market leader in the alarm industry. This has resulted in improvements in customer experience and helped the Council to adhere to the new British standard, which requires two control operators on duty 24/7.

## **Helping people at risk of abuse**



J9 is a Domestic Abuse Initiative and its core aim is to raise awareness of domestic abuse and to enable all staff to understand their role and responsibilities. We provide free training courses to staff, agencies and voluntary groups across Essex. The courses explore the dynamics of domestic abuse and the impact abuse has on those involved and how this can differ according to gender, race or ethnicity, sexual orientation, faith, disability, or age. J9 now has a network of over 800 practitioners across Essex and is also expanding into neighbouring Hertfordshire.

## **A plan of action for Victims of domestic abuse**

We continue to work in partnership providing Sanctuary Schemes for high risk victims of domestic abuse. Additional security measures are provided or a 'safe' room is created in the home to provide a sanctuary for people at risk.

## **Helping vulnerable victims of crime**

We work with the police, the voluntary sector and landlords to provide crime prevention advice and assistance to vulnerable people. The Homesafe scheme can provide peace of mind to vulnerable residents by making their homes safer and more secure. Bespoke risk management plans are developed for people who are vulnerable through age, disability, race or their sexual orientation.

## **We are trained to respond**

We continue to provide training and refresher training on safeguarding which enables us to help identify vulnerable adults and children. We have also organised a number of bespoke training courses on Modern Slavery and Child Sexual and Criminal Exploitation. These training courses have been opened out to partners working across the District.

## **And to safeguard children and vulnerable adults**

In 2017-18 our safeguarding team received 385 safeguarding reports concerning 325 children and 346 adults. Of these 146 were reported to Social Care, 19 to the Police, and 40 to other agencies. 152 cases were not referred due to not meeting the statutory thresholds for social care, however all concerns were recorded.

## **Epping Forest Dementia Action Alliance**

In May 2016 we launched Epping Forest Dementia Action Alliance, which encourages and supports communities and organisations to take practical actions, enabling people to live well with dementia and build community resilience. To date 16 organisations have joined and produced their own key actions.

## DAA

### Epping Forest District Dementia Action Alliance

The DAA are currently working on a Dementia Friendly Business Sticker Scheme. The group have worked with local businesses and people living with dementia to develop a set of criteria that businesses can work towards to achieve a one star rating showing they are working to become dementia friendly. Once businesses have met the criteria they will be given a sticker to display in their business window. The aim of the project is for people living with dementia and their carers to know where they can find understanding and support and see what businesses have taken consideration of the adaptations needed for people living with dementia.

### Dementia friends

We have created 416 'Dementia Friends' through delivery of awareness sessions. A Dementia Friend learns a little bit more about what it's like to live with dementia and then turns that understanding into action. Anyone of any age can be a Dementia Friend.

### Grant Aid Scheme for Community & Voluntary Organisations

We give grant aid to voluntary and community groups involved in providing community, cultural or sports activities to support these organisations to provide successful services to residents of the Epping Forest district. In 2017-18 the Council awarded grants to a record number of 38 community based organisations from a range of groups from sports clubs to older people's services. Of these 38 organisations, 13 had not been in receipt of funding from EFDC before. In 2017-18 our grants have supported approximately 19,300 Epping Forest residents and over 1,000 volunteer roles.

### Ensure taxi drivers are trained to be able to recognise signs of abuse

The Council has taken the decision to offer training for all our taxi drivers and operators on Child Sexual Exploitation (CSE). To date approximately 500 taxi drivers and operators attended and the remaining individuals will be required to complete the training in September 2018, as they are best placed to be able to identify issues, especially when carrying vulnerable people and children.

### Buckhurst Hill Social Isolation Project

Local GP's in Buckhurst Hill felt that social isolation was a key issue and concern. In response, EFDC's Community, Health and Wellbeing team established a Social Isolation Action Group, tasked with conducting a task and finish piece of work in tackling social isolation and loneliness. In order to obtain a better understanding of Buckhurst Hill residents' personal experiences of social isolation, the group agreed to carry out a door knocking exercise to conduct short interviews. Six streets were identified to carrying out the exercise and a total of 67 interviews were conducted. A report is currently being put together following the analysis of the interviews along with an action plan that will be agreed by the group and implemented.

## Walking Football



**Walking Football**

Walking football is a slow paced version of the beautiful game and is aimed at getting players back in to the sport.

Walking football is designed to help people keep an active lifestyle, as well as helping players recover from injuries!

The game is non-contact and any player who sprains or goes whilst the ball is in play will concede a free kick.

**Day**  
Saturdays  
(first session 28/04/18)

**Time**  
10:30–11:30 am

**Location**  
Roding Valley Recreation Ground, Roding Road, Loughton, IG10 3BS

**Price**  
£2.50

**Epping Forest District Council**  
www.eppingforestdc.gov.uk

For more information please contact  
Ezra Folan, Health & Wellbeing  
Engagement Officer on 01992 594363  
or efolan@eppingforestdc.gov.uk

Walking Football is aimed at getting players back playing the sport they love. It is designed to help people have an active life whatever their age or ability. It is a very relaxed session based around socialising with like-minded football fans. The Community, Health and Wellbeing Team deliver walking football in Loughton and Waltham Abbey, with 10-14 people attending each session. A new session will be starting soon in Epping.

## Disability Inclusion Project



The Epping Forest Inclusion project has secured funding of £37,600 from Action for Children to provide a wide range of sport, physical and leisure activities for children and young people with disabilities until October 2019. The funding will enable the co-ordination and delivery of a range of sessions and activities meaning we have been able to engage with children and young people with a wide range of interests. The project not only benefits the child with a disability but the whole family. The inclusion of siblings at our holiday activities has been crucial for parents. Many parents do not often have the choice or opportunity to send siblings to the same activity as their child with a disability. To date approximately 1,000 individual children and young people with disabilities have accessed the scheme.

## miLife Project

miLife is a national award winning project commissioned by young people for young people, exploring how everyone can experience better emotional wellbeing and mental health.

Epping Forest Youth Council (EFYC) invited the Red Balloon Family Foundation, a local charity which supports a wide variety of children's, youth and families projects along with NELFT, the NHS emotional wellbeing and mental health service (EWMHS) provider in this part of Essex, to work with them to create the miLife roadshow to visit all seven secondary schools as well as producing a number of associated resources.

To date over 4,500 children have taken part in the scheme. Feedback from the project has been used to improve the scheme and this has led to 90% overall enjoying the MiLife intervention.

## The Lime Farm FISH — Food in School Holidays



The Community Health and Wellbeing team at EFDC along with partners Barnardo's Children's Centre's and the Epping Forest Food Bank, provide a holiday club for invited residents that are in need of support during the school holidays particularly around food and nutrition, health and well-being and social interaction. The club runs for 2 hours, with the first hour consisting of games, arts and crafts and sports, with the second hour bringing together residents, volunteers and workers to share a meal.

## Museums provide workshops, activities, lectures and exhibitions; Support for Individuals with Visual Impairment

Museum Heritage and Culture (MHC) worked with Support4sight and held a workshop on 2<sup>nd</sup> November 2017 devised to provide engagement opportunities for individuals with no or limited sight as part of our 'The Sounds of Rural life' exhibition. We have worked with Vocal Eyes a charity with a mission that blind and partially sighted people should have the best possible opportunities to experience and enjoy art and heritage. Vocal Eyes provided training support for MHC staff to help us devise services for blind and partially sighted people, which is one of the development areas we have identified for the service

## Audience Survey data result findings

A survey of museum visitors undertaken by the Audience Agency and funded by Arts Council England found that the cultural offer at our District Museum was attracting a higher percentage of Black and Minority Ethnic (BAME) and less culturally engaged groups than the average within the museum sector.

Out of the three museums (Epping Forest, Lowewood and Chelmsford), Epping Forest District Museum attracts the highest proportion of less engaged segments, with a quarter (24%) of visitors represented by the four groups. (Funded by Arts Council England)

## Oral History



Museum Heritage and Culture (MHC) commissioned a number of oral recordings throughout the Epping Forest District and Broxbourne Borough Council. They focused on Black and Minority Ethnic residents (BAME) and those with disabilities (including visual and mental) to illustrate the social and economic changes of these groups and their experiences living in the area.

## Older People's Dance workshops at EFDM

We have a range of new activities running in our activity space at the Museum including Museum Movers, which are fun, informal dance sessions, designed to promote health, well-being and freedom of movement for older people. People are welcome to do a seated version or can challenge themselves by performing the exercises standing. The sessions provide a range of visual arts, dance and fitness techniques, enabling local residents to express themselves through creativity, whilst developing strength and stamina, a sense of well-being and social interaction.

## Motiv8



The Motiv8 Youth Dance Platform was once again held at Epping Forest College on 26 and 27 March for the ninth consecutive year. The show was themed 'Celebrating Different Cultures in Epping Forest' and the groups participating interpreted this creatively covering a diversity of cultures through dance and song.

## **An update on remaining equality objectives 2016-20**

In our report to the Governance Select Committee in March 2018, we said that we communicated all remaining actions to responsible officers to ensure their completion. These actions have been covered in our daily work and remain an integral part of our everyday experience.

## **Going forward**

We will publish more equality information in July 2019 and annually in July thereafter.

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