

REDDITCH BOROUGH COUNCIL

SINGLE EQUALITY SCHEME 2009 – 2012



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Foreword

The Single Equality Scheme sets out how Redditch Borough Council is promoting and taking action on the specific equality duties placed on it in respect of race, disability and gender. It also explains how it is applying the equality duty principles to other strands of diversity – age, gender identity, religion or belief, and sexual orientation.

The development of the Scheme will move the Council from separate schemes to a single equality approach which will seek to unify the structure for tackling discriminatory practices.

The public equality duties on race, disability and gender are powerful tools which support Redditch Borough Council to focus on equality throughout its business.

This three-year Single Equality Scheme and the Equality Action Plan describe how Redditch Borough Council will fulfil its moral, social and legal obligations to put equality at the heart of everything it does. A single equality scheme can be beneficial as it enables the Council to focus more on an individual's needs and to recognise that people have more than just a single identity. It provides a framework in which to address multiple discrimination and to build synergies between different groups and identities.

The Scheme outlines the context in which the Council operates; the baseline position in relation to equality; and how it intends to continue to promote equality.

Redditch Borough Council is committed, both as an employer and as a deliverer of services, to ensuring that no recipient of services provided by the Council receives less favourable treatment on any grounds such as ethnic origin, gender, disability, age, religion or belief, sexual orientation or other status. The Council will continue to work to eliminate unlawful discrimination, to promote equal opportunities and to foster good relations between people from all communities.

Signed

Carole Gandy – Leader of the Council

Kevin Dicks – Joint Chief Executive

Executive Summary

The Single Equality Scheme explains Redditch Borough Council's commitment and actions to meet the legal requirements of the public equality duties on race, disability and gender.

In producing a single equality scheme, the Council acknowledges that whilst there are common elements for each equality duty (such as eliminating unlawful discrimination) there are also different, specific elements unique to each.

Whilst it has been important that these unique elements are addressed effectively for a particular strand, we have worked to the principle of extending the elements to all of the other strands. So, for example, where the disability duty requires that we "encourage participation by disabled persons in public life" this should also be encouraged for people of all racial groups and for both men and women, as a way of promoting race and gender equality.

The Single Equality Scheme has also considered how the extension of the principles of the equality duties may work across the other diversity strands of age, gender identity (wider than transsexual as covered by the gender equality duty), religion or belief, and sexual orientation.

Promoting Equality through our Business

Redditch Borough Council delivers a diverse range of services, as explained in Section 2 of this Scheme. We are reviewing the impact of our work on all equality strands. On-going consultation and involvement is important and is something on which we will build throughout the three years of the Scheme and beyond.

Appendix 1 of this Scheme sets out the Equality Action Plan which came out of this work and will to be taken forward over the period of this Single Equality Scheme.

Redditch Borough Council is a major employer in the area and we are striving to be an employer of choice. The needs and aspirations of our staff will vary according to individual circumstances, and we recognise that choices relating to employment with us must not be affected in any way by race, disability (physical, mental or learning), gender (including transgender), age, religion or belief or by sexual orientation. The diversity of our workforce is important to us and enables the Council to commission and deliver the best services possible.

Consultation results

Although over the past years we have taken steps to develop a range of different methods of communicating with our residents about our services, feedback we have received shows that we need to ensure that we are providing information in ways that reach everyone, including our hard to reach communities. Consultation has also highlighted the need for more plain English principles when disseminating public information.

Other identified areas of focus following consultation were:

- The need to map sexual violence within the Borough.
- The requirement to map our community to ensure service delivery is effective.
- Making Hate Crime reporting centres more accessible.
- Specific equality and diversity training to be delivered to all staff.
- Encouraging community cohesion through festivals, community projects and awards.

These have been incorporated within the Equality Action Plan.

Managing and measuring on progress

Good governance is important for the Scheme to have the maximum positive impact and effect over the next three years.

We are committed to ensuring that equalities and diversity is at the heart of all we do as a Council. We will monitor our progress in achieving this against the Equality Framework for Local Government and against our Equality Action Plan.

Outcomes will be reported to the following groups and committees on a regular basis:

- Corporate Management Team (Senior Officers)
- The Executive Committee (Elected Members)
- Council (Elected Members)
- Community Forum (Community representatives)

The Single Equality Scheme is a living document, elements of which are likely to change over the three year period of the Scheme. For example, parts of the Action Plan may develop further as a result of completed actions, future organisational change within the Council, or following changes in legislation. Any changes will be reported on annually in March.

An overview of timescales for action under the Single Equality Scheme is given below.

Action Timescales

Action	Timescales
Work under the Single Equality Scheme's Action Plan	Ongoing throughout 2009 – 2012. To be taken forward through Service/departmental groups.
Annual report on Single Equality Scheme & any updates to the Scheme	March each year (2010, 2011 and 2012)
Publication of equality impact assessments	Ongoing
Review of 2009 – 2011 Equality Scheme	November 2011 – February 2012
New Equality Scheme published	March 2012

Section 1

Introduction

This is Redditch Borough Council's first Single Equality Scheme. It describes how the Council will fulfil its moral, social and legal obligation to put equality and diversity at the heart of everything it does. It incorporates the Council's statutory Race, Gender and Disability Equality Schemes and its commitment to meet all of its statutory equalities duties.

The purpose of the Single Equality Scheme is to build on, and take forward, the work that has already been done following publication and implementation of the current separate schemes and action plans. It will bring together the statutory equality duties for race, disability and gender and the common elements of each duty that will be extended to age, transgender, sexual orientation and religion and belief where appropriate, into a consistent and coherent framework. The Scheme will be used to drive forward our work to mainstream equality, diversity and human rights across our functions, services, policies and practices. This will ensure that we will continue to promote and deliver equality as an integral part of our day to day business. It will also help to simplify the current complex equality agenda into one single framework, making it easier for us to understand and act upon our obligations.

The Council's Commitment to Equality and Diversity

Redditch Borough Council is committed, both as an employer and as a deliverer of services, to ensuring that no recipient of services provided by the Council receives less favourable treatment on any grounds such as ethnic origin, gender, disability, age, religion or belief, sexual orientation or other status. This includes:

- Equal treatment regardless of race, gender, age, disability, sexual orientation, religion or belief, with reasonable adjustments where necessary in line with the Disability Discrimination Act.
- Working to eliminate unlawful discrimination.
- Working towards Eliminating Harassment
- Promoting equal opportunities
- Promoting community cohesion, including good relations between people from different racial groups.
- Providing reasonable access to interpretation or support on request.
- Responding to the needs of all, and working to engage all sections of the community.

What is a Single Equality Scheme?

A Single Equality Scheme is a scheme that covers all the communities that generally face inequality of opportunity. These have been identified as age, disability, gender, sexual orientation, faith or belief and ethnicity.

The aim of the Single Equality Scheme is to provide a clear approach to equality and diversity across all communities.

What do we mean by Equality?

We use the term “equality” to mean that everyone has equal access to our services or equal opportunities as an employee or a Councillor. This is not about treating everyone in the same way, but recognising that individuals have different needs, which may need to be met in different ways to achieve equal outcomes.

There are six areas of equality recognised by law – Race, Gender, Disability, Religion or Belief, Sexual Orientation and Age. People in those groups have historically suffered more direct and indirect discrimination and social exclusion than the majority of the population. Some people will fit into more than one of these strands may face obstacles for more than one reason. This is described as “multiple discrimination”.

What do we mean by Diversity?

Diversity among our residents, service-users and employees is not limited to the six statutory equality strands. It also includes issues such as education, geographical location, marital status, class and work experience amongst others. The Council will strive to ensure that diversity is valued by all by integrating diversity into all aspects of the Council’s work and through using its influence as a community leader.

Equality Legislation

There is a wide range of equality law to be borne in mind when creating equality schemes. This is listed and the main points summarised in Appendix 3 to this Scheme.

Consideration should also be given to human rights law, and the duty of all public authorities to comply with human rights as specified in the Human Rights Act 1998. This includes any actions taken to promote human rights but can also include refraining from acting, or taking positive measures to protect human rights (similar to the public sector duties to promote equality).

A new Single Equality Bill was announced in the Queen's Speech in December 2008. The aim of this Bill is to fight discrimination in all its forms and to help to make equality a reality for everyone. It will simplify equality law to make it easier to implement and enforce.

Further information on this bill can be found at http://www.equalities.gov.uk/equality_bill/index.htm

The Equality Framework for Local Government

The Equality Framework for Local Government (EFLG) replaces the Equality Standard in Local Government, which was established in 2001.

The EFLG is designed to reflect recent demographic changes and emerging thinking on the nature of equality and diversity. It has built on existing work by providing a simpler framework, reducing the amount of process and introducing a more outcome-focussed approach. By integrating public duties on race, disability, gender, including age, religion or belief, and sexual orientation it will provide a common performance framework for compliance, and enable authorities working with their Local Strategic Partnership to identify and analyse their Local Area Agreements (LAA) and delivery plans which are aligned to the Comprehensive Area Assessment.

The EFLG consists of five themes, which relates to the new performance regime and Comprehensive Area Assessment. These themes are designed to improve services, life chances and outcomes for local people and are integral to the Council's equality priorities, which include:

- knowing our local community and understanding its needs;
- providing strong leadership and partnership;
- engaging with the community and improving satisfaction;
- providing efficient responsive services and excellent customer care; and
- being an exemplary employer with a modern and diverse workforce.

Equality Impact Assessments

Equality Impact Assessments (EQIA) are used to assess whether:

- the Council's policies and procedures for service delivery may have an adverse impact on particular groups in the community; and
- Council services are accessible to customers and employees.

The process of generating an EQIA follows the six-step approach recommended by the Improvement and Development Agency (IDeA):

1. **Initial Screening** – establishing whether the service area has the potential to have a significant positive or negative impact on different groups in the Borough
2. **Scoping and Defining** – agreeing the parameters of the assessment, and who is responsible for completing the assessment.
3. **Information Gathering** – identifying the main sources of information, where there are gaps in knowledge, and how those gaps will be filled.
4. **Making a judgement** – using the understanding of the needs of particular groups to assess what impacts the service provision will have, and whether such impacts can be justified.
5. **Action planning** – Agreeing what actions should be taken to remove or alleviate the potential for the service to have negative impacts, and putting these into a SMART action plan.
6. **Publication and Review** – ensuring that the EQIA is published in a manner appropriate for the community, and kept under review.

Copies of our most recent Equality Impact Assessments three year rolling plans and risk assessments are published on the Council's website at www.redditchbc.gov.uk.

Section 2

About the Council

Redditch Borough Council is one of the largest employers in the Borough. It provides a wide range of services to the public. The Council is obliged to provide some of them but has a choice about whether or not it provides the others. Statutory services include the planning, licensing, waste collection and revenue collection functions. Discretionary services include leisure and countryside facilities, community transport, the Shopmobility scheme, CCTV, the Lifeline community alarm service and economic development. Redditch Borough Council is the only District Council within Worcestershire that still maintains its own stock of rented housing.

The Council also has a community leadership role. This commits us to develop, together with our partners, a Sustainable Community Strategy. This sets out the key issues faced in the Borough and a plan to tackle them. The Government also places a responsibility on local authorities to shape their communities around the needs and aspirations of their residents.

Our Vision, Values and Priorities

The Council's vision, values and priorities are set out in the Corporate Plan 2009 – 2012 and provide the standards which inform the Council's actions and by which its performance can be measured.

Our Vision

Our vision is for Redditch to be an enterprising community which is safe, clean and green.

Our Values

The Council has a set of values that support the Vision and Priorities and provide the framework in which decisions will be made. These values are:

- a) We place a value in **Partnership working**, ensuring that these partnerships add value to service delivery and provide Redditch with a strong voice both locally and regionally.
- b) We are **Fair** in the decisions that we make. We value probity and fairness and strive to understand the needs of all communities, embracing a diverse range of needs and showing respect at all times.

- c) We are **Responsive and Accountable**. We believe in customer focus and aim to deliver a standard of service that our customers require whilst being open and honest about the decisions we make. We aim to achieve greater value for money through smarter practices and new technology.
- d) We value feedback through **Communication and Consultation**. We will listen and act appropriately, and will enable and provide support for people to become involved in the services we deliver

Our Priorities

- **Enterprising Community**

We want Redditch to be a vibrant and vital Borough where its population is well educated, has high skill levels and is healthy and fit. Housing is excellent and varied and the community is served by a prosperous town centre and has access to first class leisure facilities. The Council's voice is influential and respected by residents, partners, other governmental agencies and suppliers. The Town's economy provides sufficient high quality jobs for residents with good levels of pay and reward.

- **Safe**

The Council will work in partnership with other agencies through the Redditch Community Safety Partnership to reduce crime and disorder. The Council will identify key projects to build community confidence and allow residents and visitors to be safe and feel safe.

- **Clean and green**

The Council will develop attractive open spaces, taking enforcement action against littering, fly tipping and other behaviour detrimental to the environment, where appropriate, and supporting measures to tackle climate change.

To underpin the delivery of the Council's priorities it is recognised that the Council needs to be:

- **A Well Managed Organisation**

We want Redditch Borough Council to be an organisation that uses its resources effectively in order to achieve its priorities and values and delivers high quality services that meet the needs of its residents and provide value for money.

What is the Council's role in delivering equalities?

In some instances, delivering equality may mean breaking down unfair barriers and discrimination. In others it may simply mean changing the way we deliver services to make them more accessible for all. As an authority we are also responsible for working towards the Equalities Framework which is detailed on Page 10. This is a matter of good service delivery for all our residents.

In addition to ensuring that our services are equally accessible, the Council works to address equalities on two fronts:

In the community: Promoting equality of opportunity and community cohesion through cultural events, supplier diversity and partnership working.

Within the Council: Challenging discrimination through internal equality and diversity policies and policy assessment, performance and review procedures, supported by staff training.

More information about what we do is included in our Corporate Plan which can be found at <http://redditch.whub.org.uk/cms/council-and-democracy/performance/our-priorities.aspx>

Equality Champions

The Equality Champions aim to become champions within Equality and Diversity, to be able to support their service area with the delivery of the Council's equality agenda

They aim to:

1. Support the implementation of the equality framework, impact assessment process and community consultation where appropriate.
2. Support the Council in meeting its legal duty.
3. Undertake an NVQ in Equality and Diversity and attend other training where necessary. (The training is voluntary for all Equality Champions.)
4. The Equality Champions will meet every week, and where necessary will support the community forum meetings.

Partnership Working

Redditch Borough Council works in partnership with other public sector authorities, the voluntary and community sector and the business sector to deliver its priorities. These are set out in the Redditch Sustainable Community Strategy developed by the Redditch Partnership and in the Council's Corporate Plan. The Council is a member of various partnerships, both at a County-wide level and at a Borough level, including the following:

- Redditch Partnership
- Redditch Community Safety Partnership
- Redditch Anti-Harassment Partnership

Further details of Partnerships can be found in Appendix 4,

Workforce Data

Redditch Borough Council is a major employer in the area and we are striving to be an employer of choice. The needs and aspirations of our staff will vary according to individual circumstances, and we recognise that choices relating to employment with us must not be affected in any way by race, disability (physical, mental or learning), gender (including transgender), age, religion or belief or by sexual orientation. The diversity of our workforce is important to us and enables the Council to commission and deliver the best services possible.

Redditch Borough Council currently has 809 employees (excluding casual workers). 42% of these are male, 58% female. 2.6% from ethnic minority groups, 1.3 % with a declared disability. Appendix 7 gives full details of our workforce data.

Promoting Equality through Procurement

Redditch Borough Council is committed to promoting equality of access and adequate use of its services and facilities.

In the context of procurement, we will ensure that where the Council funds services or projects, either independently or in partnership with other bodies, this opportunity will be used to promote equality of opportunity. The Council will treat all people equally whether they are:

- Seeking or using the Council's services or applying for funds; or
- Contracting to supply or purchase goods or services to or from the Council

Within the Council's Procurement Policy we will give our suppliers advice on equalities issues and ensure that contracts promote equality and diversity.

The Council will promote procurement practices which contribute to its priorities on equality and diversity by providing information on equality issues and ensuring that all tenders are treated equally. The Council will provide appropriate, sensitive and accessible services. It will not discriminate on the grounds of age, colour, disability, ethnic origin, gender, sexuality or on any other unjustifiable grounds. Contractors who are appointed for the provision of goods, services or works will be expected to comply with these criteria.

Delivery of Services

The Council offers a wide range of services to the community. The Council is committed to equality of opportunity in the provision of services.

The Council aims to:

- Provide appropriate, accessible and effective services and facilities to the general public without prejudice or bias.
- Provide clear information about our services in a variety of formats, on request.
- Identify appropriate representative groups of residents/visitors/potential visitors within the Borough and its environment and strive to work in partnership through consultation with and involvement of these representatives in decisions we make.
- Achieve consistency in the Council's approach to equality in the delivery of our services.
- Ensure that action is taken to identify groups who have specific needs in relation to the Council's services.
- Act promptly and appropriately if we receive any complaints about the way we provide services by ensuring that complaints are dealt with sensitively and fairly.
- Ensure that all employees understand what equality in service provision means.
- Ensure that equality considerations are addressed within all fundamental performance reviews and services audits.
- Ensure that contractors, suppliers, volunteers and partners are aware of the Council's position on equality and are clear on their obligations to provide services that are in line with that position.

Section 3

Redditch Borough Council's Equality Schemes

Race Equality Scheme

The Race Relations Amendment Act 2000 outlaws racial discrimination in all public functions. The Act places both a general duty and a specific duty on public authorities to promote race equality. The legislation requires that local authorities publish a race equality scheme.

General Duty

- To eliminate unlawful racial discrimination;
- To promote equality of opportunity; and
- To promote good relations between people of different racial groups.

Specific Duties

- Produce a Race Equality Scheme;
- Assess functions and policies for relevance to race equality;
- Monitor policies for impact on race equality;
- Assess and consult on new policies;
- Publish the results of any consultation, monitoring or assessment carried out in relation to any current or new policies;
- Ensure that the public have access to the information and services the Council provides; and
- Train staff on the requirements of the Act.

The Employment Duty

To monitor and analyse by racial groups:

- Grievances
- Disciplinary action
- Training
- Performance appraisals
- Staff leaving the Council

The Race Relation Amendment Act requires a more mainstream approach to be developed by statutory authorities. Redditch Borough Council has embraced these changes and has established clear benchmarks against which its progress can be assessed.

What the Council currently does:

- Promotes racial equality.
- Brings together individuals of different cultures and racial identity as a collective body.
- Works towards the elimination of racial discrimination.
- Promotes equality of opportunity and good relations between persons of different racial groups, and communities with different cultures.
- Develops policy proposals that would influence the decision-making of statutory and voluntary bodies, so that they address the diversity agenda in their service provision and employment strategies.
- Promotes change in public attitudes on matters of race, through programmes of public education, depicting racial equality.
- Develops an effective community and voluntary sector voice, spanning issues important to a diverse range of interests.
- Encourages race equality as a theme within the Council's procurement activity.
- Ensures that action is taken to identify groups who have specific needs in relation to the Council's services.
- Ensures that all employees understand what equality in service provision means.
- Ensures that equality considerations are addressed within all fundamental performance reviews and service audits.
- Monitor the provision of services against performance indicators.
- Ensure that contractors, suppliers, volunteers and partners are aware of the Council position on equality.
- Redditch Borough Council Offer Opportunities for Ethnic Minority Groups to engage in Sport and Physical Activity by:
 - Providing opportunities for up to 40 people from Black and Ethnic Minority communities per year to take part in competitive football, using football as a way of integrating young people.
 - Offering opportunities to inform, advise and record making positive changes to a healthy lifestyle to under represented groups, for example ethnic minorities, non English speaking women, 50+
 - Offer appropriate activities to girls and young women to encourage physical activity, e.g. swimming, keep fit.

The Council aims to:

- Provide appropriate, accessible and effective services and facilities to the general public without prejudice or bias
- Achieve consistency in the Council's approach to equality in the delivery of our services.

Disability Equality Scheme

In December 2006 the Disability Discrimination Act (DDA) was amended to place a duty on all public bodies to actively promote disability equality. The Disability Equality Duty is a positive duty which builds in disability equality at the beginning of the process, rather than making adjustments at the end.

General Duty

- Promote equality of opportunity between disabled people and other people.
- Eliminate unlawful discrimination under the DDA.
- 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 take account of disabled people's needs, even where this involves treating disabled people more favourably than other people.

Specific Duties

- Publish a Disability Equality Scheme.
- Involve people with disabilities in the development of the scheme.
- Publish an action plan.
- Explain how we will assess the impact of policies and services.
- Produce an annual report showing how we have implemented our action plan and any information we have gathered.

What the Council currently does:

- The Council makes specific provision of sheltered and very sheltered accommodation to meet the housing needs of disabled people who require support to live independently.
- Through the Care and Repair Agency and the Equipment and Adaptation service the Council provides essential adaptations to enable people with disabilities or mobility problems to remain independent in their own home.
- The Council ensures that new dwellings meet building regulations requirements for accessibility.
- Public and community transport is crucial to social inclusion, enabling disabled people of all ages to access shopping, health services, social, recreational and learning activities. The Council is committed to working in partnership to address transport needs in the Borough.

- The Council's concessionary fares scheme offers disabled people enhancements to the English National Concessionary Bus Pass Scheme.
- The Council provides a Dial-a-Ride service for older people and people with disabilities.
- The Shopmobility service loans out wheelchairs and scooters to people with disabilities and mobility problems, for use in the town centre.
- The Council, which is the largest local employer and an equal opportunities employer, offers a range of traineeship opportunities and Modern Apprenticeships.
- The Human Resources support functions enable the Council to keep disabled people in work with adaptations or enable them to be employed in other work.
- The Council provides suitable access to public buildings and facilities for people with disabilities.
- Redditch Borough Council offers opportunities for disability groups to access sport and physical activity in the following way:
 - Works with Pitcheroak Special School to provide sporting opportunities and access to special needs children.
 - Organises netball for young people with special needs by targeting schools with young people who have special needs

The Council aims to:

- Implement systems to ensure that it is accountable to everyone it serves, and that work and achievements on disability equality are recorded and scrutinised.
- Develop the confidence of disabled residents to report Hate Crime.
- Improve systems, facilities and communications to allow easy access to services, either in person or remotely.
- Improve the health and quality of life of people with disabilities.
- Engage with the hard to reach groups within the community to consult on policies.
- Build consideration of equalities into the Council's work at the stages of community planning, corporate planning, objectives for services and individuals and in the policy review process.
- Build consideration of disability equality statistics into the work plan of the Overview and Scrutiny Committee, which will also generate auditable action plans as a response to these statistics.
- Act promptly and appropriately in response to any complaints about the way services are provided, ensuring that they are dealt with sensitively and fairly.

Through training the Council aims to:

- Develop an understanding of the forms that disability discrimination can take, and the impact it can have.
- Appreciate the legislative framework and relevant codes of practice.
- Gain awareness of disability discrimination and how it affects people.
- Celebrate the diversity of communities in Redditch.
- Identify how its services impact upon the disabled, as well as the issues that are more commonly experienced by them.

Gender Equality Scheme

The Sex Discrimination Act 1975 as amended by the Equality Act 2006 makes sex discrimination unlawful in employment, vocational training, education, the provision and sale of goods, facilities, services and premises. In employment and vocational training, it is also unlawful to discriminate against someone on the grounds that a person is married or a civil partner, or on the grounds of gender reassignment.

The Equal Pay Act 1970 makes it unlawful for employers to discriminate between men and women where they are doing the same or similar work; work rated as equivalent; or work which is of equal value though different in nature. It covers both pay and other terms and conditions such as piecework, output and bonus payments, holidays and sick leave

The Gender Equality Duty does not change the law on single sex services and does not mean that the same services must be provided for men and women where their needs are different.

Women are more likely than men to experience domestic abuse and sexual violence.¹

General Duty

- To promote equality of opportunity between women and men.
- To eliminate unlawful discrimination and harassment on the basis of gender.

Specific Duties

- Produce a Gender Equality Scheme identifying gender equality goals and actions to meet them.
- Consult employees and stakeholders in the development of the scheme.
- Consider including objectives to address the causes of any gender pay gap.
- Gather and use information on how the authority's policies and practices affect gender equality in the workplace and in the delivery of services.
- Conduct and publish gender impact assessments of all major policy developments and publish the criteria for conducting assessments.
- Monitor the scheme, publish an annual progress report and review it every three years.

¹ Violence against women includes rape, sexual assault, domestic abuse, sexual harassment, stalking, trafficking, sexual exploitation, female genital mutilation, forced marriage and crimes in the name of honour.

- Implement actions set out in the scheme within three years, unless it is unreasonable or impracticable to do so.

What the Council currently does

- Maintains equal pay between men and women.
- Implements a robust system for monitoring requirement, training and promotional opportunities.
- Has a flexible working environment.
- Two weeks paternity leave is provided
- Employees Maternity Rights are outlined in the Councils Maternity Leave and Pay Policy
- Raises awareness of gender equality issues within the authority via training for staff, members and key stakeholders.
- Has a robust consultation process which focuses on gender equality.
- Raises awareness of what constitutes sexual harassment and the support networks in place to support staff.
- Acts promptly and appropriately if we receive any complaints about the way we provide services by ensuring that complaints are dealt with sensitively and fairly.
- The Hate Incident reporting process is accessible by all members of the community to report incidents of Hate Incidents and harassment.
- We offer a sanctuary scheme that provides security upgrades at the homes of people experiencing domestic abuse delivering physical and psychological protection.
- Front line staff in key services such as Housing Options, the Homelessness Prevention Team and the Contact Centre are trained in referral pathways for people experiencing domestic abuse and sexual violence.
- Redditch Borough Council rent premises to Stonham for the provision of a women's refuge.
- Redditch Borough Council is an active participant in the Multi Agency Risk Assessment Conferences that deal with high risk domestic abuse cases.
- The Council has developed a specific Gender Reassignment Service Policy and a Gender Reassignment Employment Policy (attached at Appendix 6 to this Scheme).
- Redditch Borough Council recognises the cost of sexual violence and is committed to working to prevent sexual violence, to protect victims from further victimisation and ensure that there is adequate service provision to provide effective support for victims.
- In order to take action on violence against women, and to fulfil our statutory obligations under the Gender Equality Duty, Redditch Borough

Council has secured funding to research and collect data to establish the impact of sexual violence against women locally.

The Council aims to:

- Actively promote agencies which can support domestic violence cases
- Deliver training which focuses on gender, gender reassignment, sexual orientation and domestic violence between April 2010 and March 2011. The training will be repeated on a three yearly basis, primarily targeting front line staff.
- Through Sure Start Childrens' Centres, extend our services to meet the more associated members of the community and also encourage men to access the service on offer at the Centres.
- Offer Opportunities for Women and Girls to engage in Sport and Physical Activity in the following way:
 - To set up Cheerleading sessions for girls aged 2-13 years of age.
 - Raise awareness of opportunities in sport for Women by offering taster sessions.
 - To provide support for young mums with children to access physical activity sessions by providing a crèche.
 - To reduce the levels of Coronary Heart Disease, obesity etc through a weekly programme of classes aimed at women.
 - To provide info on health and well being through the Action Sport instructors.
 - Monitor and evaluate sessions through recognised formal procedures to ensure customers' needs are being met.

Religion or Belief

The Employment Equality (Religion or Belief) Regulations 2003

The regulations apply to all aspects of employment and training, including:

- Recruitment and selection.
- Terms and conditions of employment, including pay.
- Dismissals, including redundancy.
- Opportunities for training: job promotion: transfers.
- After the working relationship has ended.

Unlawful Discrimination

These regulations make it unlawful to discriminate in employment or training through:

- Direct discrimination (including perceived religion or belief).
- Indirect discrimination.
- Harassment.
- Victimisation.

Those protected are:

- All workers.
- People taking part in, or applying for, employment-related vocational training, retraining or work experience.

Part Two of the Equality Act (Religion or Belief) 2006

The Act prohibits discrimination in the provision of goods, facilities, services and education, in the exercise of public functions and the use and disposal of premises. It is unlawful to provide goods, facilities and services of a different quality; in a different manner; or on different terms because of someone's actual or perceived religion or belief.

The Act makes it unlawful to discriminate through:

- Direct discrimination
- Indirect discrimination
- Victimisation

The Act also includes discriminatory advertisements and instructing or causing discrimination.

What the Council currently does

- Ensures all its policies and procedures do not discriminate against residents' religion and belief.
- Includes people's religion and belief in its community consultation procedure.
- Publicises the multi faith calendar within the authority and support the promotion of religious festivals through the year.
- Maintains links with the Worcestershire Faith Forum.
- Through the staff training programme raise awareness of employees and members on religion and belief.
- Ensures training opportunities and employment are open to all regardless of religion or belief.
- Develops a robust monitoring process for recruitment, selection and training.
- Ensures all services and provisions are accessible to all residents regardless of their religion or belief.
- Develops an internal process for employees to report bullying and harassment and raise awareness of the process so that it is accessible to all employees.
- Acts promptly and appropriately if any complaints are received about the way it provides services by ensuring that complaints are dealt with sensitively and fairly.

The Council aims to:

- Raise awareness of the Hate Incident Partnership to the Religious and Faith Communities within the Borough
- Support Community groups in their Celebration of different Religious and Faith Events
- Build stronger relationships with Religious and Faith Community Groups within the Borough

Sexual Orientation

The Employment Equality (Sexual Orientation) Regulations, 2003

The regulations apply to all aspects of employment and training including:

- Recruitment and selection
- Terms and conditions of employment including pay
- Dismissals, including redundancy
- Opportunities for training; job promotion; transfers
- After the working relationship has ended

Unlawful discrimination

These regulations make it unlawful to discriminate in employment or training through:

- Direct discrimination (including discrimination on the grounds of perceived sexual orientation)
- Indirect discrimination
- Harassment
- Victimisation

Those protected are

- All workers.
- People taking part or applying for employment-related vocational training, retraining or work experience.

The Civil Partnership Act, 2004

Civil partners are treated equally to married couples in a range of areas including state/ occupational benefits and employment benefits. Employers are now legally required to treat employees who are civil partners in the same way they treat staff who are married.

The Equality Act (Sexual Orientation) Regulation, 2007

The regulations prohibit discrimination in the provision of goods, facilities, services and education, in the exercise of public functions and the use and disposal of premises. It is unlawful to provide goods, facilities and services of a different quality; in a different manner; or on different terms because of someone's actual or perceived sexual orientation.

The Act makes it unlawful to discriminate through:

- Direct discrimination
- Indirect discrimination
- Victimisation

What the Council currently does

- Ensures the Council meets all legal requirements.
- Ensures that Council policies reflect the same treatment for all partnerships, including civil partnerships.
- Reviews all Council policies and practices to ensure they do not discriminate against lesbian, gay or bisexual people.
- Raises awareness of employees in the areas of Lesbian, Gay, Bisexual and Transsexual (LGTB) communities.
- Raises awareness of Redditch Anti Harassment Partnership and other internal Council documents on bullying and harassment.
- Develops greater partnership working with the LGBT communities.
- Acts promptly and appropriately if we receive any complaints about the way we provide services by ensuring that complaints are dealt with sensitively and fairly.

The Council aims to:

- Work with Rainbow Redditch to engage with the LGB&T Communities.
- Attend the West Mercia LGBT Hate Crime Forum on a monthly basis.
- Promote Broken Rainbow and where necessary to engage with the organisation.
- Deliver training which focuses on gender, gender reassignment, sexual orientation and domestic violence between April 2010 and March 2011; the training will be repeated on a three yearly basis, primarily targeting front line staff.
- Support events which celebrate LGB&T History month on a yearly basis.

Age

The Employment Equality (Age) Regulations 2006 will apply to people of all ages, both old and young, and will cover employment and vocational training. This includes access to help and guidance, recruitment, promotion, development, termination, perks and pay. Goods, facilities and services are not included in these regulations.

Unlawful discrimination

These regulations make it unlawful to discriminate in employment or training through;

- Direct discrimination
- Indirect discrimination
- Harassment
- Victimisation

Lawful Discrimination

There are a limited number of circumstances when it is lawful to treat people differently because of their age:

- An objective justification may apply to setting a maximum age for recruitment or promotion to reflect training requirements for the post or the need for a reasonable period of employment before retirement. An objective justification may well be subject to challenge and evidence will be needed to prove it.
- Where a person is older than, or within six months of, the employer's retirement age there is a specific exemption allowing employers to refuse to recruit that person.
- This discrimination is covered by one of the exemptions or exceptions given in the regulations.
- There is a Genuine Occupational Requirement that a person must be of a certain age.

What the Council currently does:

- Implements a robust monitoring process for recruitment, training and promotion.
- Ensures that applicants who have the desired skills will be offered an interview regardless of age.
- Ensures that training programmes will be accessible by all employees.

- Ensures that the Council meets the statutory regulations.
- Raises awareness with all employees, members and key stakeholders of the support systems in place for age related harassment.
- Raises awareness of the Age Regulations through a robust equality and diversity training programme for staff, members and key stakeholders.
- Acts promptly and appropriately if we receive any complaints about the way we provide services by ensuring that complaints are dealt with sensitively and fairly.

The Council aims to:

- Provide opportunities for older people to engage in sport and physical activity by:
 - Offering support and advice on one off events to promote physical activity across the Borough for the 50+ male and female.
 - Offering classes at various levels from social to physically active to cater for individual needs in local accessible facilities for the 50+ male and female.
- Set up mechanisms to ensure customers' needs are being met by using recognised formal procedures for the 50+ male and female.
- Develop a Walking for Health scheme in partnership with Bromsgrove District Council for the 50+ male and female.
- Reduce levels of obesity and coronary heart disease through a weekly programme of activities, recognising the barriers to taking part for the 50+ male and female.
- Provide health information on diet, nutrition and exercise through leaflets, flyers, advertising etc. to the 50+ male and female.
- Work in partnership with the Primary Care Team to meet national targets on diabetes, coronary heart disease, osteoporosis, etc. for the 50+ male and female.
- Set up 2 postural exercise courses per year for older people, 60+ male & female.
- Develop a forum in which younger people can voice their opinions on Council policies, processes and procedures.
- Continue to develop links with groups and organisations representing different age groups within the Borough.

Section 4

Consultation and Involvement

The Council has specific duties to consult on the development of equality schemes and policies. In the development of this Single Equalities Scheme the following illustrates the consultation that has been undertaken and what is planned for the future.

Consultation undertaken

- March 18th 2009 - consultation with the Race and Religion Sub group to draft the Equalities Action Plan
- May 20th 2009 - consultation with the Age and Disability Sub group to draft the Equalities Action Plan
- 15th June 2009 – consultation with the Gender trust and Sexual Orientation Sub-Group to draft Equalities Action Plan
- 15TH June 2009 – consultation with the Redditch Community Safety Partnership
- 12th August 2009 - the draft Single Equalities Scheme was reviewed by Redditch Borough Council's Equality Champions
- 24th September 2009 - the draft Single Equalities Scheme and Action Plan presented to the Redditch Corporate Management Team.
- 14th October 2009 - the draft Single Equalities Scheme reviewed by the Community Forum and open for comments until 30th October 2009
- 16th November 2009 – consultation with the Equalities Champions.
- 16th November 2009 – consultation with the Worcester Rape and Sexual Abuse Centre.
- 27th January 2010 - the draft Single Equalities Scheme will be presented to the Council's Executive Committee for ratification and adoption.
- 5th January 2010 – consultation with the Gender and Sexual Orientation Sub Group to work on the Single Equality Scheme Action Plan .

Future consultation planned

- 2nd March 2010 - consultation with the Race and Religion Sub Group to work on the Single Equality Scheme Action Plans.
- 4th May 2010 - consultation with the Disability and Age Sub Group to work on the Single Equality Scheme Action Plans.

- 6th July 2010 - consultation with the Gender and Sexual Orientation Sub Group to work on the Single Equality Scheme Action Plans.
- 1st September - consultation with the Race and Religion Sub Group to work on the Single Equality Scheme Action Plans.
- 2nd November - consultation with the Disability and Age Sub Group to work on the Single Equality Scheme Action Plans.
- 1st December - Community Forum Consultation.

Future annual reports will be prepared with the Community Forum Sub-Groups, as the policies have been written in consultation with the community. Many of the actions will be undertaken within this partnership.

Outcomes of consultation

Unlike previous schemes which focused on our internal processes and employment practices, this scheme has an enhanced external focus and many of the things that we will do under our action plan have been influenced by our consultation.

The Equality Action Plan at Appendix 1 is the main working document related to equality and is based on the requirements of the legislation, the new Equality Framework and actions resulting from consultation.

Key findings

Although over the past years we have taken steps to develop a range of different methods of communicating with our residents about our services, feedback we have received shows that we need to ensure that we are providing information in ways that reach everyone, including our hard to reach communities. Consultation has also highlighted the need for more plain English principles when disseminating public information.

Other identifies areas of focus following consultation were:

- The need to map sexual violence within the Borough.
- The requirement to map our community to ensure service delivery is effective.
- Making Hate Crime reporting centres more accessible.
- Specific equality and diversity training to be delivered to all staff.
- Encouraging community cohesion through festivals, community projects and awards.

These have been incorporated within the Equality Action Plan at Appendix 1 where a more detailed description of the actions can be found.

Section 5

Managing and Measuring Progress on Equality

Good governance is important for the Scheme to have the maximum positive impact and effect over the next three years.

We are committed to ensuring that equalities and diversity is at the heart of all we do as a Council. We will monitor our progress in achieving this against the Equality Framework for Local Government and against our Equality Action Plan.

The following mechanisms have been established to manage and measure our progress:

- 1) **Equality Champions** are Council Officers who will support their service area and Head of Service to deliver the Council's equality agenda.
- 2) **The Community Forum** will be a critical friend to Redditch Borough Council to work towards equality and diversity in the Borough by:
 - Working in partnership to identify and address issues of inequality in the Borough.
 - Being a stable, long term working group involved in the development and implementation of the Single Equalities Scheme.
 - Establishing working groups to support all six strands of diversity and the activities relating to these strands.
 - Nominating a representative to sit on the Redditch Local Strategic Partnership.

The Forum will be chaired by a community member and an election will take place on an annual basis.

- 3) **The Corporate Management Team** will monitor the work on equalities. Progress will be reported to the Corporate Management Team during the year.
- 4) **The Executive Committee and Council** will receive an annual progress report on the scheme (covering all equality strands) which will be published in March of each year.

Section 6 - Appendices

Appendix 2

Profile of the Borough of Redditch

Redditch Borough Council is one of six district councils within the County of Worcestershire. It is a second tier authority delivering services such as housing, environmental health, planning and leisure. The Council works with Worcestershire County Council to deliver other services such as transport, education and social services

Redditch is situated in the north east of Worcestershire and lies 15 miles south of the West Midlands conurbation. The Borough covers a total of 54 square kilometres, and comprises several communities focussed around district centres. The Borough is made up of two distinct areas; the urban area in the north of the district which is inhabited by more than 90% of the total population, and a rural area in the south which contains the villages Astwood Bank and Feckenham.

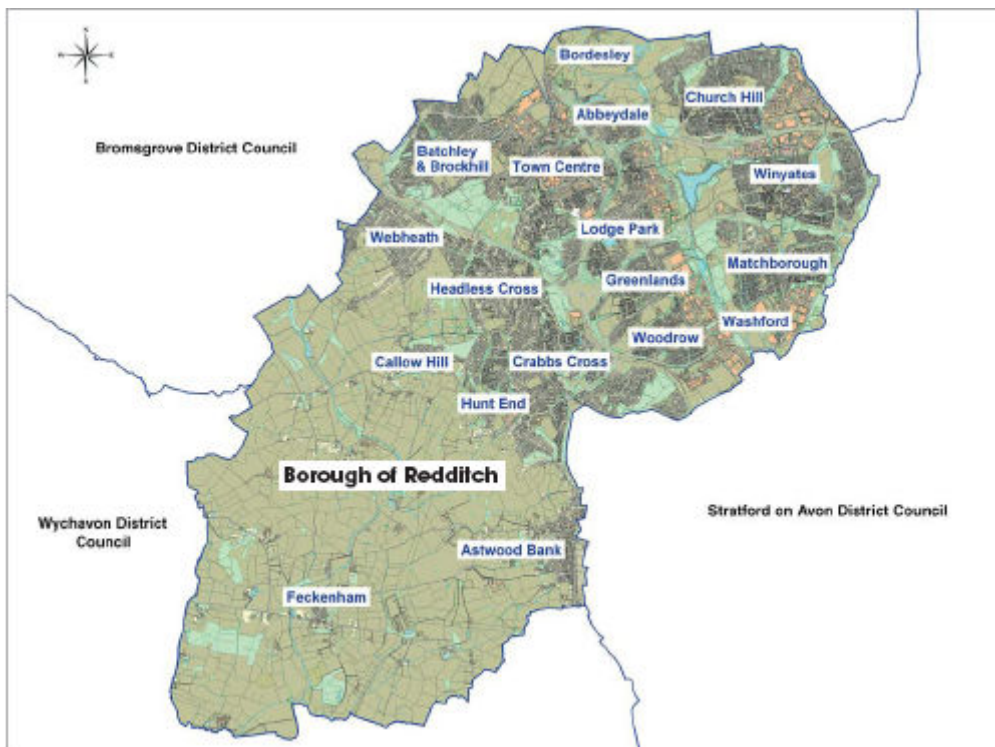


Fig. 1: Map of the Borough of Redditch

Under Phase 2 of the Regional Spatial Strategy (RSS) if Redditch is designated a 'Settlement of Significant Development' it is expected to be the location for concerted housing growth to meet its own needs between 2006

and 2026. This will have a direct impact on issues such as population, employment, transport, waste and other service provisions

Local Economy

There is a strong manufacturing basis to Redditch's economy. The proportion of individuals employed in the manufacturing industry (25%) is considerably higher than both the County and West Midlands' region average.² Redditch has fewer individuals employed in distribution, hotels and restaurants compared to other areas of Worcestershire.

The Kingfisher Centre has, in recent years, undergone significant re-development and refurbishment. An increase in the number of 'big name' stores in the centre has attracted non-Redditch residents to shop in the centre, thus providing a positive boost to the local economy.

Population and the equality strands

The population of Redditch increased slowly between 2001 and 2007, growing from 78,800 in 2001 to 79,600 in 2006; an increase of 1%. It is projected to increase by approximately 2,100 between 2006 and 2011, and by approximately 9,100 between 2006 and 2026³.

Between 2001 and 2006 Redditch experienced a net loss of around 220 individuals per annum. The main contributing factor to this was internal migration, with individuals moving to neighbouring rural areas such as Stratford-upon-Avon and Wychavon.

Race and Ethnicity

Redditch has one of the most diverse populations in Worcestershire and its minority ethnic communities continue to grow. Black and Ethnic Minority (BME) communities constitute 6.9% of the total population.⁴

The largest ethnic group within Redditch is the Pakistani community which constitutes 2.3% (1,800) of the total population. Redditch continues to attract migrants from Pakistan, and in 2007-08, 55.6% of the Pakistani migrants to Worcestershire who registered for National Insurance stated Redditch as their place of residence.⁵ The population Census of 2001 indicated that there were 1523 residents of Pakistani origin living in Redditch. This figure has expanded and there are now in excess of 2,000 people of Pakistani origin living in the town.

² Annual Population Survey (2008)

³ Mid year estimate, ONS (2008)

⁴ Estimated resident population by ethnic group and sex, mid-2006, ONS (2008)

⁵ County Economic Summary, WCC (September 2008)

Between 2001 and 2006, there has also been an increase in the Indian population; from 300 in 2001 to 700 in 2006.

Over recent years, Redditch has seen an increase in international migration. There has been a specific influx of individuals from the A8 Ascension Countries, which joined the European Union in 2004.

Other communities found in Redditch include Chinese, and the Borough has other developing communities which were not recording within the 2001 Census

Redditch experienced an increase of 4.7% in the number of non-UK nationals registering for National Insurance in 2007-08, compared to 2006-07.⁶ This contrasted with a 4% decline in Worcestershire as a whole in the same period.

During 2007-08 a total of 900 non-UK migrants registered for National Insurance in Redditch. Of these, 530 (59%) were Polish, 120 (13%) were from the Republic of Slovakia and 50 (42%) were Hungarian.⁷

Religion

Given the diversity of the communities living within Redditch, it is vital to recognise there is also a multi-faith community. The population Census 2001 showed that the religious breakdown within Redditch is as follows:

- Christianity is practiced by both the indigenous population and the African-Caribbean communities.
- Islam is mainly followed by the Pakistani and Bangladeshi communities.
- Hinduism and Sikhism are mainly practiced by those of Indian and East African origin.

It is important that these different faith communities live side by side, being respectful of each others' religious and spiritual beliefs, without compromising the purity and integrity of their own traditions.

Worcestershire has a strong inter faith forum and it is important for the Council to interact with this body so that the local faith groups have strong links with the Local Authority.

Disability

Disability is a wide-ranging term which covers both physical, mental and learning disability. There are approximately 10 million disabled people in the UK. This means that around 1 in 6 people are disabled, of which only 17% are

⁶ County Economic Summary, WCC (September 2008)

⁷ National Insurance Number Registrations, DWP (2008)

born with their impairment. However, disability is not always obvious and many people do not declare that they have a disability.

There is currently no data which shows the breakdown of people with a disability within the Borough of Redditch. However, from the 2001 Census, 16.0% of Worcestershire's population had a limiting long-term illness compared to 17.3% of the total population in England.

In addition, there is correlation between age and limiting long-term illness, the highest being the 70-79 age group, where 21.1% of people in Worcestershire have a limiting long-term illness.

Gender

Currently, 51% of Redditch's population is female, however, it is anticipated that between 2006 and 2011, the male population will experience a greater increase.

In Worcestershire as a whole, 70.7% of the population are economically active. 77% of males aged 16-74 are economically active compared with 64% of females in the same age range. Just over 7 times more women than men work in part-time employment.

In general, more males than females are self-employed, either with or without employees. Within the economically active male population just over three quarters are employed, whereas nearly 85% of females who are economically active are employed.

Within the economically inactive population, a larger proportion of males are retired whereas more females look after the home or family.

Over 40% of employed people in Worcestershire are males working more than 38 hours per week. This trend continues for males in self-employment. There is a much more even spread among females across all three different types of employment. It is recognised that discrimination is still a factor in both men's and women's lives.

Domestic Abuse in Redditch

Serious violent crime is an increasing problem in Redditch, and a substantial proportion of such incidents are related to domestic abuse, with women being the main victims. During 2008/09, 12 of the 72 (16.6%) cases of serious violent crimes recorded involved domestic abuse.

An additional 119 offences of assault with less serious injury were also linked to domestic abuse, comprising 19.3% of all assaults with less serious injury. Furthermore, when considering all crime types, not just serious violent crime, domestic abuse was linked to 15.3% of incidents (958 incidents).

Levels of repeat domestic abuse incidents are also known to be increasing. During 2008/09, 21.5% of domestic abuse incidents were repeats. However recently there have also been high profile violent sexual offences in Redditch. Combating domestic and sexual abuse remains a priority for the Crime and Disorder Reduction Partnership, of which Redditch Borough Council is a key partner.

Sexual violence can have a devastating impact on individual victims, affecting their mental and physical health, as well as employment and educational opportunities. It is also a serious problem for society more broadly.

Sexual Orientation

Lesbian, gay and bisexual people comprise approximately 4-7% of the population nationally. There is currently no data which shows the breakdown of people's sexual orientation within the Borough of Redditch.

Many lesbians, gay and bisexual people do not disclose their sexual orientation to others, especially in the workplace, where they may fear harassment.

For those who prefer not to disclose their sexuality there is the constant pressure of concealment. It can be very difficult for people in this situation to gain support from colleagues that other (heterosexual) employees take for granted.

Age

Worcestershire has a much lower proportion of people in the 20-29 age range (10.2% compared to 12.8%) and a higher proportion of people in the 50-59 age range (14.3% compared to 12.5%) than in England. Overall, Worcestershire has a slightly older population spread than the national average.

As a result of its designation as a New Town in 1964, Redditch attracted a large number of young families. Consequently, the population profile of the Borough is younger than that for Worcestershire as a whole. Although the overall age structure of Redditch is increasing, there continues to be a higher proportion of people under the age of 35 than for Worcestershire as a whole.

Redditch historically has had a higher proportion of young people recorded in its population compared to other Worcestershire districts. There is a higher proportion of young people aged 0-19 compared to other areas of Worcestershire (25.1% compared to 23.5% in the County), and a smaller proportion of individuals aged 60 or over (19.2% compared to 24.6% in the County).

As with the demographic trends across the country, however, Redditch is facing an ageing population. By 2021 Redditch will have a significant section

(over 30%) of the population aged over 65, which has important implications for the future development of the Council's policies and practices. By 2026, the over 65 age group is projected to increase by about 8,600, and a smaller increase of about 1,400 is projected for the 17 and under age group.⁸

In 2003, there were 43,800 people aged 75 and over within Worcestershire, which equates to about 8% of the total population. By 2011, it is forecast that this number will rise to about 50,800, equivalent to approximately 9.1% of the total population. (Projections based on information obtained from ONS on births and deaths, as well as migration statistics and future housing demand information taken from the County Structure Plan and Regional Planning Guidance).

⁸ Population Projections, WCC (2008)

Appendix 3

Legislation

The legislation places legal duties on public authorities requiring them to have due regard to the need to eliminate unlawful discrimination. Any person or body affected by a failure to comply with the general duty by a public authority may take action through judicial review proceedings. The three duties are:

- the Race Equality Duty;
- the Disability Equality Duty; and
- the Gender Equality Duty

Local authorities also have statutory responsibility towards the three other equalities strands by regulations

- Age Regulations
- Religion/ Belief Regulations
- Sexual Orientation Regulations

The main points of the legislation are summarised below.

The Equality Act 2006

- Makes provision for the establishment of the Commission for Equality and Human Rights (CEHR) from October 2007.
- Makes provision about discrimination on grounds of religion or belief in goods and services.
- Makes provision about discrimination on grounds of sexual orientation in goods and services.
- Imposes duties on public authorities to eliminate sex discrimination and promote gender equality.

The Disability Discrimination Act (DDA) 2005

The Act places a duty on all public bodies to have due regard to the need to eliminate unlawful discrimination and promote equality of opportunity for disabled people.

Both the Equality Act and the DDA require public bodies to produce equality schemes for gender and disability equality similar to those already in place for race. These should be reviewed every three years.

Both the gender and disability duty are enforceable by the CEHR.

Sex Discrimination Act 1975

The Sex Discrimination Act 1975 as amended by the Equality Act 2006 makes sex discrimination unlawful in employment, vocational training, education, the provision and sale of goods, facilities, services and premises. In employment and vocational training, it is also unlawful to discriminate against someone on the grounds that a person is married or a civil partner, or on the grounds of gender reassignment.

The Civil Partnership Act 2004

The Act gives same-sex couples the opportunity to form a civil partnership and gain legal recognition of their relationship.

The Gender Recognition Act 2004

This provides transsexual people with legal recognition in their acquired gender. In practical terms, legal recognition will have the effect that, for example, a male-to-female transsexual person will be legally recognised as a woman in English law. On the issue of a full gender recognition certificate, the person will be entitled to a new birth certificate reflecting the acquired gender (provided a UK birth register entry already exists for the person) and will be able to marry someone of the opposite gender to his or her acquired gender.

Equal Pay Act 1970

The Equal Pay Act 1970 makes it unlawful for employers to discriminate between men and women where they are doing the same or similar work; work rated as equivalent; or work which is of equal value though different in nature. It covers both pay and other terms and conditions such as piecework, output and bonus payments, holidays and sick leave

Race Relations Act 1976 (as amended 2000)

Race Relations (Amendment) Act 2000

Under the Act the Council has general and specific duties.

The **general duty** requires it, in carrying out its functions, to have due regard to the need to:

- eliminate unlawful discrimination;
- promote equality of opportunity; and
- to promote good relations between people of different racial groups.

The **specific duties** require the Council to publish a Race Equality Scheme that lists those functions and policies, or proposed policies that we have assessed as relevant to the performance of the duty and our arrangements for:

- Assessing and consulting on the likely impact of the proposed policies on the promotion of race equality;
- Monitoring those policies for any adverse impact on the promotion of race equality;
- Publishing the results of such assessments, consultation and monitoring;
- Ensuring public access to information and services that we provide;
- Training staff in connection with the duties.

The Employment Duty

In relation to its employees, the Council must also monitor and analyse by racial groups:

- Grievances
- Disciplinary action
- Training
- Performance appraisals
- Staff leaving the Council

The Council is also required to review the scheme every three years.

Employment Equality (Age) Regulations 2006

The regulations apply to employment and vocational training. They prohibit unjustified direct and indirect age discrimination, and all harassment and victimisation on grounds of age. They apply to people of any age - young or old. In addition there are a number of specific regulations regarding age limits on redundancy, statutory sick pay, statutory maternity pay and pensions amongst others.

If a person wishes to complain of discrimination or harassment under the Regulations, they may only do so in an Employment Tribunal or the County Court, as appropriate. This does not, however, prevent the making of an application for judicial review in an appropriate case.

The Employment Equality (Religion or Belief) Regulations 2003

The regulations apply to all aspects of employment and training, including:

- Recruitment and selection

- Terms and conditions of employment, including pay
- Dismissals, including redundancy
- Opportunities for training: job promotion: transfers
- After the working relationship has ended

They apply to all workers and to people taking part in, or applying for, employment-related vocational training, retraining or work experience.

Unlawful Discrimination

The regulations make it unlawful to discriminate in employment or training through:

- Direct discrimination (including perceived religion or belief)
- Indirect discrimination
- Harassment
- Victimisation

The Employment Equality (Sexual Orientation) Regulations, 2003

The regulations apply to all aspects of employment and training including:

- Recruitment and selection
- Terms and conditions of employment including pay
- Dismissals, including redundancy
- Opportunities for training; job promotion; transfers
- After the working relationship has ended

Equality Act (Sexual Orientation) Regulations 2007

The regulations prohibit discrimination in the provision of goods, facilities, services and education, in the exercise of public functions and the use and disposal of premises. It is unlawful to provide goods, facilities and services of a different quality; in a different manner; or on different terms because of someone's actual or perceived sexual orientation.

The Human Rights Act 1998

The Act protects a range of human rights for everyone and gives further effect to the rights contained in the European Convention on Human Rights. It specifies that these rights should be enjoyed by everyone without discrimination on any grounds (article 14). The rights included in the Act are:

Article 2: The right to life

Article 3: The prohibition of torture, inhuman or degrading treatment or punishment

Article 4: The prohibition of slavery and forced labour

Article 5: The right to liberty and security of person
Article 6: The right to a fair trial
Article 7: The prohibition of retroactive criminal law (i.e. cannot be found guilty of an offence that did not constitute a crime at the time).
Article 8: The right to respect for private and family life and correspondence
Article 9: Freedom of thought, conscience and religion
Article 10: Freedom of expression
Article 11: Freedom of assembly and association
Article 12: The right to marry and found a family
Article 14: The prohibition of discrimination
Protocol 1, Article 1: The protection of property
Protocol 1, Article 2: The right to education
Protocol 1, Article 3: The right to free elections
Protocol 13: The abolition of the death penalty

There are also a number of other pieces of legislation which are relevant to equality or particular groups of people such as:

Single Equality Bill

The Single Equality Bill published in April 2009 will streamline the law by creating a clearer legal framework, drawing together a number of pieces of equality law into a Single Equality Act. It proposes the amalgamation of the six equality strands covering gender, race, disability, age, sexual orientation, religion or belief, and gender reassignment into a single equalities duty which is expected to come into force in 2011 and will simplify the definition of "disability discrimination". The single equalities duty will extend the definition of equality to include all groups within society who suffer similar detriment to their life chances as those within the six equality strands.

The Bill also contains provisions for a socio-economic duty, outlawing age discrimination, tackling the gender pay gap, promoting equality through procurement, and clarifying aspects of discrimination law and positive action.

The aim of this bill is to fight discrimination in all its forms and to help make equality a reality for everyone. It will simplify equality law to make it easier to implement and enforce. The bill will strengthen equality law by banning discrimination on grounds of age in relation to the provision of goods, facilities and services; ban the use of secrecy clauses; extend the scope for positive action and the use of all-women shortlists in elected bodies; and extend the scope of recommendations which tribunals can make in discrimination cases.

Further information on the Single Equality Bill can be found at http://www.equalities.gov.uk/equality_bill/index.htm

Appendix 4

Partnerships



Being Different Together

Diversity officers throughout Worcestershire have successfully secured funding from the Regional Improvement and Efficiency Partnership (WMRIEP) capacity building fund.

The money is being used for a range of initiatives to develop an equality and diversity strategy for Worcestershire and to engage with our diverse communities. The project will run for 2 years and this is the first time Worcestershire authorities have worked together to address diversity issues across the County.

The benefits of the project include:

- Gaining a better understanding of our minority communities – BME groups, people with disabilities, etc.
- Establishing new ways to engage with these groups
- Improved, targeted services
- Increased confidence of Councils on equality and diversity
- Formal accreditation of level 2 of the Equality Standard - so Councils get feedback on and recognition of their work



Redditch Anti Harassment Partnership

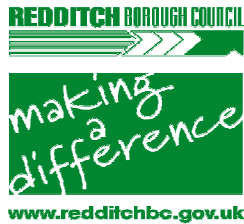
Redditch Anti Harassment Partnership has been in place since 1995, supporting victims of Hate Incidents.

A hate incident is defined as:

“Any incident, which may or may not be a criminal offence, which is perceived by the victim or any other person as being motivated by prejudice or hate”

A hate crime can take many forms including physical attacks, threat of attack and verbal abuse or insults. Incidents of hate crime can have a lasting effect on the victim and often victims will suffer in silence for years.

To enable victims to have the option of reporting in a number of places, community based reporting centres have been established across the Borough. These consist of Redditch Pakistan Community Forum, Sandycroft, Age Concern, Customer Service centres across the Borough, Victim Support, Sure Start, CAB, S.P.I.N, Speak Easy Now, North Worcestershire DIAL, Mencap, Gender Trust, and Ethnic Access Link. Victims are also able to report by filling in the online form in which can be found on the Council's website.



Redditch Partnership

Redditch Partnership promotes the needs of the community. It brings together representatives from public, private, community and voluntary agencies to work together effectively to deliver a range of local projects, services and initiatives. Redditch Partnership aims to provide a leadership and governing role through sharing information, resources and effort to efficiently and effectively meet the needs and aspirations of local communities.

Membership of Redditch Partnership is open to any organisation that provides services in Redditch and wishes to support the aims and work of the Partnership. Partners sign up to a working protocol.

Redditch Partnership is responsible for developing the Redditch Sustainable Community Strategy, managing its implementation and reporting on the delivery of its actions.

The work of Redditch Partnership is overseen by a Management Board comprised of senior representatives of member organisations. Membership of the Management Board is reviewed annually by the Partnership to ensure equitable representation from all sectors. There is a maximum of 12 members, with at least one representative from each of the following organisations:

- Redditch Borough Council – Councillors and Officers
- Worcestershire County Council – Councillor and Officers
- West Mercia Constabulary
- Worcestershire Primary Care Trust
- Bromsgrove and Redditch Network
- Community Forum
- North East Worcestershire (NEW) College
- Hereford & Worcester Fire and Rescue
- Business Community Representative
- Hereford & Worcestershire Chamber of Commerce
- Redditch Community Safety Partnership Chair

Appendix 5



DRAFT GENDER REASSIGNMENT SERVICE POLICY

1. Introduction

This policy has been written to ensure that trans people feel welcomed and valued as potential or existing customers of Redditch Borough Council and to ensure they are treated fairly and equitably regarding access to Redditch Borough Council services.

The policy also provides information and guidance to managers and staff on the experiences and preferences of trans people, including practical advice on handling particular situations so as to preserve dignity and the right of privacy when using council facilities and services.

Redditch Borough Council, through its officers and service provisions, is responsible for the implementation of this policy.

2. Equalities Statement

This policy is intended to operate within the Council's commitment to equalities and diversity including:

- Equal treatment regardless of race, gender, age, disability, sexual orientation, religion or belief, with reasonable adjustments where necessary in line with the Disability Discrimination Act.
- Working to eliminate **unlawful** discrimination.
- **Promoting equal opportunities**
- Promoting community cohesion, **including good relations between people from different racial groups.**
- Providing reasonable access to interpretation or support on request.
- Responding to the needs of all, and working to engage all sections of the community.

This policy will be assessed as part of a rolling programme of reviews to ensure that it does not have a detrimental or disproportionate effect on any group.

Any concerns that the policy is operating in a way that could be construed as discriminatory should be passed to the responsible Manager and will be dealt with as part of the official Complaints Procedure, in line with the Council's Equality Schemes.

3. Definitions

Transgender

Transgender people are men and women whose gender expression and/or gender identity differs from conventional expectations based on the physical sex they were born into.

It is also used as a generic term commonly used to cover those people whose gender identity does not conform to the existing social and cultural classifications of men and women, this includes Transsexual People.

Transsexual People

Those men and women who have chosen to adopt the gender role opposite to their physical sex on a permanent basis.

Such persons are likely to be, or have been, under medical supervision and may have undergone hormonal, surgical or other forms of treatment in order to more closely conform with their adopted gender.

'Transgender' or 'trans person/people' will be the preferred terms used in this procedure.

Present

When a trans person is in the clothes of their preferred gender and wishes to be treated as that gender, they are said to 'present'.

Passing

The belief that a trans person may have about their ability to perform in society in their preferred gender without being noticed. The ability to pass effectively depends on many things and not to pass well, or be 'outed', can be extremely distressing to the individual.

Transition

A term used by trans people, and those providing their medical treatment, as meaning the process and period in which a trans person moves from living in one gender role and starts living in another.

Some people might regard their transition as starting from the day they first seek treatment for gender dysphoria (the medical condition that underlies a trans person's confusion over their gender identity), and

others might regard it as starting from the date they start living permanently in their acquired gender, or the date they legally change their name.

Gender Reassignment

The process that is undertaken under medical supervision for the purpose of reassigning a person's sex by changing physiological or other characteristics of sex, and includes any part of such a process (as defined by the Sex Discrimination (Gender Reassignment) Regulations 1999).

This may include taking appropriate hormones, gender reassignment surgery, speech therapy, other surgery such as mastectomy, breast augmentation & voice surgery, and psychological support etc.

The term 'sex change' should never be used as it is inappropriate.

Gender Recognition Certificate

A full Gender Recognition Certificate (GRC) can only be issued to an applicant who is unmarried or not in a civil partnership, although an interim GRC (valid for 6 months) may be issued until the marriage/civil partnership is dissolved or annulled, when a full GRC can be issued.

An interim GRC will be seen by the courts as an additional grounds for divorce/annulment. There will continue to be people who are living fully in their acquired gender but who do not have a GRC and remain legally of their birth gender.

The criteria for obtaining a GRC are a requirement for the applicant to be at least 18 years of age, has or has had a diagnosis of gender dysphoria, has been living fully in their acquired gender for at least two years and commits to live in their acquired gender until death. Evidence of all these requirements has to be sent with the application to the Gender Recognition Panel.

Consequently, for at least the first two years following their effective transition, the person will not be eligible for a GRC. Seeking a GRC is optional and not every trans person will do so, perhaps for financial reasons or because they do not wish to end an existing marriage/civil partnership which precludes their eligibility for a full GRC.

4. The Legal Position

Sex Discrimination Act 1975

Sex Discrimination (Gender Reassignment) Regulations 1999

The provisions of the Sex Discrimination Act 1975 have been extended by the Sex Discrimination (Gender Reassignment) Regulations 1999 to

include discrimination in employment, pay and vocational training on the grounds of gender reassignment.

Any reference in the Sex Discrimination Act 1975 to discrimination and harassment in employment against men or women will apply similarly to discrimination and harassment on gender reassignment grounds.

Redditch Borough Council will not tolerate harassment in any form against trans people and reserve the right to refuse entry to any individual to its facilities who do not uphold this philosophy. Any reports will be taken seriously and dealt with in the same way as discrimination against any other minority group.

The Gender Recognition Act 2004

This Act allows people aged at least 18 years who have taken decisive steps to live fully and permanently in their acquired gender to apply to the Gender Recognition Panel for legal recognition of that gender for all purposes.

This full legal recognition is signified by the issue of a Gender Recognition Certificate, which entitles UK citizens, if they wish, to apply for a new birth certificate that shows their acquired gender as if it has always been since birth.

Section 22 of the Act makes it a criminal offence to knowingly pass information about an individual's possession of or application for a GRC to a third party unless that action meets the criteria laid down in Section 22 (4) of the Act. Passing of such information to another in circumstances where that knowledge would be of benefit to the trans person still cannot be done without the express permission of the individual concerned. Passing of such information should be on a 'need to know' basis and strictly controlled.

4. Use of Single Sex Facilities

Part of the discussion process with the person undergoing gender reassignment will be to agree the point at which the use of facilities such as changing rooms and toilets should change from one gender to the other. An appropriate stage for using the facilities of the employee's acquired gender is likely to be the point of change of social gender.

Where there are individual cubicles, staff are encouraged to allow the individual to use their future sex facility immediately. However where there is unrest or a facility is completely communal it is suggested that an alternative is offered to avoid any embarrassment for the individual concerned

This should be offered as a temporary solution only – the law clearly states that it is no longer acceptable to expect this to be a long term or

permanent arrangement. Under no circumstances should they be expected, after transitioning, to use the facilities of their former gender.

Therefore, a persistent complaint by a customer objecting to the use of a facility by a trans person should not be upheld.

5. Dress and Appearance

Flexibility must be shown to accommodate the process of transition from one gender to another and staff are requested to be sensitive and understanding whilst a trans person may be in their “transition” period of treatment.

For example, when using the swimming pool individuals may be body conscious and wish to wear a tee shirt over their costume. As long as appropriate swimwear is in place and the clothing is not likely to cause embarrassment to other users (e.g. the over garment would go translucent when wet), then this would be acceptable, even if outside of the usual dress code.

All staff are asked to take a common sense approach to these issues and if in any doubt seek advice from a senior member of staff or Manager.

6. Useful Contacts/Links/Support Groups

The following details have been obtained from members of the transgender community and other sources. The list is by no means exhaustive. By its publication Redditch Borough Council is not seeking to endorse or promote the work of any specific group and is not in a position to verify the authenticity of any information given, particularly as the content of web sites changes frequently. However, all the details are supplied in good faith.

FTM Network

0161 432 1915 (Wed 8.00 pm to 10.30 pm)

FTM Network, BM Network London, WC1N 3XX

Category: Information for female to male trans people, particularly those in the UK, to help them decide what they wish to do. An informal, ad hoc self help group. Provides free quarterly news magazine, “Buddying” scheme and advice from other F to M’s, annual social events and telephone support line.

Website: www.ftm.org.uk

GIRES (The Gender Identity Research and Education Society)

01372 801554

Melverley, The Warren, Ashted, Surrey. KT21 2SP

Category: A charity founded in 1997 to advance education into gender identity and intersex issues. It provides support for families, holds

workshops and funds research. An annual prize is awarded for the best piece of published research.

Website: www.gires.org.uk

Mermaids

Helpline 0702 093 5066 12.00 noon to 9.00pm

Mermaids, BM Mermaids, London WC1N 3XX

Category: A registered charity and family support group for children and teenagers up to age 19 years with gender identity issues. It aims to raise awareness about gender issues amongst professionals (e.g. teachers, doctors, social services, etc) and the general public and to campaign for the recognition of these issues and an increase in professional services.

Website: <http://www.mermaids.freeuk.com/>

Press for Change

BM Network, London WC1N 3XX

Category: Not a support group but a political lobbying and educational organisation, which campaigns to achieve equal civil rights and liberties for all transgender people in the UK, through legislation and social change.

Website: www.pfc.org.uk

The Beaumont Society

24 Hour Information Line 01582 412220

27, Old Gloucester Street, London WC1N 3XX

Category: A well-established national transgender support group founded in 1966. It offers a wide variety of activities including: weekend reunions, make-up finishing schools, a national information line network, a safe mail box contact system, a wives and partners group and a quarterly magazine called The Beaumont Magazine.

Website: www.beaumontsociety.org.uk

The Beaumont Trust

Helpline 07000 287878 (Tue/Thu 7.00pm to 11.00pm)

Beaumont Trust, BM Charity, London WC1N 3XX

Category: A charitable educational organisation founded in 1987 for medical, voluntary and lay people who want to increase their knowledge on the subjects of transsexualism and transvestism. The Trust's objectives are: to relieve the stress caused by transsexualism and/or transvestism to those affected, their families and friends and to assist professional advisers in the field of care of gender dysphoria and to educate the public about these conditions. The Trust is able to provide guest speakers.

Website: www.members.aol.com/Bmonttrust

The Gender Trust

National Helpline 0845 231 0505 (Mon – Fri 10am –10pm, Sat & Sun 1pm-10pm) Office 01273 234024

P.O. Box 3192, Brighton BN1 3WR

Category: Offers information and support to anyone effected by gender identity issues. The Trust also provides information to employers and others who may have to deal with transgender issues in a professional capacity. The Trust is a registered charity established in 1990. Members receive a quarterly magazine.

Website: www.gendertrust.org.uk

Email: info@gendertrust.org.uk

NOTE: RBC reserve the right to vary the content of this document with consultation where appropriate.

Appendix 6

Gender reassignment policy

Introduction

Redditch Borough Council is committed to ensuring that transsexual employees are treated with respect and that it does not discriminate unlawfully. This commitment is an important aspect of its overall commitment to providing equal opportunities in employment.

This policy is intended to assist Redditch Borough Council to put this commitment into practice and to help the authority and transsexual employees and other employees to deal with any practical issues that may arise. Compliance with this policy should also ensure that employees do not commit unlawful acts of discrimination.

Striving to ensure that the work environment is free of harassment and bullying and that everyone is treated with dignity and respect is an important aspect of ensuring equal opportunities in employment. Redditch Borough Council has a separate dignity at work policy that deals with these issues.

What is gender reassignment?

There are a small number of people in the United Kingdom, approximately 5000, whose gender identity does not match their appearance and / anatomy. Transsexual people are those who feel they need to adopt the opposite gender to that assigned to them at birth because they do not feel that their true gender identity matches that assigned to them. Gender reassignment is the process of changing to the new gender identity. This may involve surgical treatment although some transsexual people will not undergo surgery for personal reasons, such as age, health or finance. The process of gender reassignment will normally involve a period of at least one year when the transsexual person must live and work in the gender to which he/she is reassigning (the 'real life test') and a series of hormone treatment. If the person decides to undergo surgery, this will follow the real life test.

What is gender recognition?

The Gender Recognition Act 2004 allows transsexual people (who are able to satisfy the necessary evidential requirements) to apply for full legal recognition in their acquired gender. Following a successful application, the law regards the transsexual person, for all purposes, as being of their acquired gender.

There is no obligation on an individual to apply for a gender recognition certificate and there may be good personal reasons, such as an existing marriage, why someone has not applied for one. There are special laws

protecting the privacy of someone who has a gender recognition certificate: a person may commit a criminal offence if they disclose information about the gender history of someone with a gender recognition certificate without that person's consent.

Legal Framework

The Sex Discrimination Act 1975 makes it unlawful to treat someone less favourably than other people in relation to employment or vocational training on grounds that they intend to undergo, are undergoing or has undergone gender reassignment. The protection applies whether or not the individual has a gender recognition certificate. Harassment or bullying on grounds of gender reassignment is also unlawful discrimination.

There are some limited exceptions where it is lawful to prevent someone doing a job on grounds of gender reassignment, for example where being a man or a woman is a genuine occupational qualification for the job, as set out in the Sex Discrimination Act 1975, and the employer can show that it is reasonable to prevent the transsexual person from doing the job as a result. These exceptions apply only in rare cases; but do not apply to someone with a gender recognition certificate.

It is unlawful to victimise someone because they have alleged unlawful discrimination or supported someone to make a complaint or given evidence in relation to a complaint.

An employee who discriminates against another employee on grounds of gender reassignment may be held liable for unlawful discrimination and be required to pay compensation as well as, or instead of, Redditch Borough Council.

Recruitment

A job applicant's gender identity status is irrelevant to the recruitment process, except in the rare circumstances where a genuine occupational qualification applies to the job. If a genuine occupational qualification applies to a post been advertised, this will be made clear in the recruitment material. Redditch Borough Council will not ask questions about gender identity status and job applicants are not required to volunteer information about it, unless a genuine occupational qualification makes this relevant. A job applicant with a gender recognition certificate is never required to disclose his or her gender history.

If during the recruitment process information is disclosed about a job applicant's gender history, for example because certain documents are in a previous name, the applicant's gender history is to remain confidential and will not be taken into account in the selection process, unless a genuine occupational qualification makes this relevant. In accordance with our equal opportunities policy, the candidates will be assessed for employment objectively against the requirements that are necessary for the effective performance of the job.

If disclosure from the Criminal Records Bureau (CRB) is required as part of the recruitment process, applicants may wish to contact the CRB directly for advice on the procedure. Transsexual applicants may make use of the special application procedure established by the CRB so that their previous name is not disclosed to the authority.

Employment

The authority will be supportive of any employee who expresses an intention to undergo gender reassignment and will work with them to try to ensure as smooth a transition at work as possible.

It will not normally be necessary for the authority to be made aware of the gender history of an employee who has undergone gender reassignment. If the authority becomes aware of information relating to an employee's gender history, the authority will keep this information confidential. Information about an employee's gender history should not be passed to a third party without written consent from the employee. Any records that the authority needs to keep that relate to an employee's previous gender, for example relevant qualifications in a previous name, will be kept confidential, with only specified staff having access to them. When the authority no longer needs to keep those records, records will be destroyed.

The authority will not take account of an employee's gender identity status or history in making employment decisions except where necessary and permitted by law.

The gender history of an employee with a gender recognition certificate will never be relevant to employment decisions. An employee with a gender recognition certificate will be treated in accordance with their acquired gender for all employment benefits including pensions and insurance.

An employee who has undergone gender reassignment but does not have a gender recognition certificate may be required to disclose their gender history for insurance or pension purposes. This information will be passed only to those people who require it for these purposes and will be kept confidential.

Employee informing their manager

An important factor for an employee in transition from one gender to the other is how this is to be handled in the workplace, in particular that any process is agreed with them. Nothing should be done without the knowledge and consent of the individual.

The employee should first contact their manager to inform them of their circumstances in order for a meeting to be arranged to agree the process. Once the transition process has been discussed and agreed action plan outlining the necessary steps to be taken should be drawn up and adhered to.

Meeting to agree the process

The action plan might include:

- Whether the employee is to stay in their current post or be redeployed
- The expected timescale of the medical and surgical procedures, if known
- The time off required for medical treatment, if known
- The expected point or phase of change of name, personal details and social gender
- Whether the employee wished to inform their colleagues and clients themselves, or would prefer this to be done for them, and whether training or briefing colleagues or clients will be necessary
- What amendments will need to be made to records and systems
- Agreeing a procedure for adhering to any dress code
- Agreeing a point at which the individual will commence using single sex facilities in their new gender (such as toilets)
- If the employees wishes to be referred to the Occupational Health team

Should colleagues, clients and customers be informed?

The employee and manager should discuss if, when and how colleagues, clients and customers will be informed. It is good practice for the manager to take responsibility for informing colleagues, clients and customers; but should not do so without the explicit consent of the employee. The employee themselves may wish to personally disclose their status to colleagues, clients and customers. If so, the manager will need to know when the disclosure is to take place and in what detail, so they can agree and provide appropriate support.

At the point of change of gender, the employee may wish to take a short time off work and return in their new name and gender role.

What happens to the employee's job?

Consideration will be given to whether the employee wishes to stay in the same job and location or, if possible, to move post and/or location. The employee may wish to be relocated during the initial period, this will be given consideration. In the rare cases where a genuine occupational qualification applies to the post, a change of job may be required.

Time off for medical treatment

The employee and manager should discuss as early as possible the likely time required to undergo treatment. The employee may require time off for medical or other treatment. Time off for these purposes will be treated no less favourably than time off for illness or other medical appointments and the normal sick pay arrangements will apply.

Dress codes

If there is a dress code applying to the job done by the employee consideration will be given to what, if any, flexibility may be required to accommodate the transition.

Single Sex Facilities

The manager and employee should agree the point at which the use of single sex facilities such as toilets and changing rooms should change from one sex to the other. An appropriate marker for using the facilities of the employee's "new" gender may be point at which the person begins to live permanently in the gender with which they identify. It is not acceptable to insist for a long term that the employee uses separate facilities, for example the disabled toilets.

Records

Consideration will be given to changes to records and systems that may be needed. After gender reassignment has been completed, records relating to the transition will be destroyed. A new personnel record will be created to ensure confidentiality.

Dignity at work

The dignity at work policy is to be used to address concerns of bullying and harassment on any ground, and how complaints of this type will be dealt with. Disciplinary action will be taken against employees who bully or harass other employees.

Appendix 7

Workforce Data

Redditch Borough Council Equality Statistics

Ethnicity of Staff

Ethnic Origin	April 2008		April 2009		Redditch Population % ⁹
	Count	%	Count	%	
BME	45	5.1	38	4.7	7.4
White	824	92.8	752	93.0	92.6
Not Stated	19	2.1	19	2.3	-
Total	888		809		

Gender of Staff

Gender	April 2008		April 2009		Redditch Population %
	Count	%	Count	%	
Female	515	58.0	469	58.0	50.6
Male	373	42	340	42.0	49.4
Total	888		809		

Age of Staff

Age	April 2008		April 2009		Redditch Population %
	Count	%	Count	%	
16-24	84	9.5	63	7.8	15.5
25-34	168	18.9	148	18.3	16.1
35-44	225	25.3	209	25.8	18.4
45-54	211	23.8	193	23.9	16.8
55-64	177	19.9	174	21.5	16.6
65+	23	2.6	22	2.7	16.6
Total	888		809		

⁹ Worcestershire County Council

Disability of Staff

Disability	April 2008		April 2009		Redditch Population ¹⁰ %
	Count	%	Count	%	
Yes	13	1.5	10	1.2	15
No	604	68.0	543	67.1	85
Not Stated	271	30.5	256	31.7	-
Total	888		809		

Full-time Part-time Distribution

Full-time / Part-time	April 2008		April 2009		Redditch Population ¹¹ %
	Count	%	Count	%	
Full-time	580	65.3	538	66.5	77.2
Part-time	308	34.7	271	33.5	22.8
Total	888		809		

Staff Leaving the Organisation

Ethnic Origin	Headcount	%
BME Leavers	7	6.8
White Leavers	88	85.4
Not Stated	8	7.8

Recruitment & Selection Information (2009)

Total Number of Applications = 1441

Total Number Shortlisted = 330

Total Number Appointed = 77

Ethnicity

Ethnic Origin	Applicants	%	Shortlisted	%	Appointments	%
BME	139	9.6	33	10.0	5	6.5
White	1302	90.4	297	90.0	72	93.5
Total	1441		330		77	

Disability

Disability	Applicants	%	Shortlisted	%	Appointments	%
Yes	20	1.4	8	2.4	0	0

¹⁰ Learning & Skills Council, Hereford and Worcestershire

¹¹ Office of National Statistics

No	1421	98.6	322	97.6	77	100
Total	1441		330		77	

Gender

Gender	Applicants	%	Appointments	%
Male	806	55.9	31	40.3
Female	635	44.1	46	59.7
Total	1441		77	

Appendix 8

Extract from RBC Procurement Strategy 2006 - 2009

8 SOCIAL RESPONSIBILITIES

Equalities and Diversity

We recognise that our activities have an effect on the society in which we work and that developments in society affect our ability to work successfully. We are committed to achieving environmental, social and economic aims that tackle these effects. In particular we are committed to tackling discrimination in any form and we welcome diversity and the benefits that it can bring. We can use our influence to promote a positive approach to equality and diversity. In our procurement processes, we will make sure that we give our suppliers advice on equality issues and ensure that contracts promote equality and diversity.

The Council will look to promote procurement practices and policies which contribute to our priorities on equality and diversity by providing information on equality issues and making sure we treat all tenders equally. Redditch Borough Council is committed to promoting equality of access and adequate use of its services and facilities. In the context of procurement, we will ensure that where the council funds services or projects either independently or in partnership with outside bodies this opportunity will be used to promote equal opportunities. The Council will treat all people equally whether they are:

- seeking or using the Council's services or applying for funds
- contracting to supply or purchase goods or services to or from the Council.

The Council will provide appropriate, sensitive and accessible services. It will not discriminate on the grounds of age, colour, disability, ethnic origin, gender, sexuality or on any other unjustifiable grounds. Contractors who are appointed for the provision of goods, services or works will be expected to comply with these criteria.

The Council will work alongside other Local Authorities within the West Midlands Forum to enforce the agreed Common Standard of commitment to Equalities and Diversity that businesses must adopt as encouraged by the Commission for Racial Equality.