

# **OUR COMMITMENT TO EQUALITY AND DIVERSITY**

Policy and Intelligence Team – March 2022



# INTRODUCTION

## Context

### The Public Sector Equality Duty

The Equality Act 2010 extended statutory protection across nine 'protected characteristics'. It recognised new forms of discrimination and introduced the Public Sector Equality Duty (PSED).

As an Authority listed in Schedule 19 of the Act, we are subject to the PSED. The PSED consists of a general equality duty supported by specific duties, which are imposed by secondary legislation.

### Specific Equality Duties

The aims of the PSED are supported by specific duties set out in separate regulations made by the Secretary of State. They were most recently set out in the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017. Listed authorities in England are required to:

1. At least annually from 30 March 2018
  - publish information about their employees and other persons affected by their policies and practices to demonstrate compliance with the general duty;
  - publish gender pay gap information relating to the employees; the form and content of this publication is set out in a schedule to the regulations.
2. At least every four years, prepare and publish one or more objectives that they think are needed to further any of the aims of the General Equality Duty.

### Due regard to Equality, and Equality Impact Assessments

Those subject to the PSED must, in the exercise of their functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct;
- advance equality of opportunity between people who share a protected characteristic and those who do not; and
- promote good relations between people who share a protected characteristic and those who don't.

The Equality Act says that we must exercise due regard to equality when we make decisions, in a way that is reasonable and proportionate to the decision being taken. To discharge this duty, we remain firmly committed to conducting Equality Impact Assessments (EIAs) on all member decisions taken in the context of our Leader's scheme of delegation. We do this to ensure they do not adversely impact on our diverse community.

### Our equality information

Alongside this document, we have reviewed and republished our Summary Equality Profile, which includes data and intelligence about our workforce, residents and service users, covering all the nine protected characteristics from the Equality Act 2010;

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race

- Religion or belief
- Sex
- Sexual orientation.

Information is arranged under these headings to produce:

- A pen picture explaining the main barriers to equality experienced by people sharing each protected characteristic.
- Monitoring data covering our workforce.
- Demographic and other key statistical data about our diverse communities.
- Relevant recent policy and research.

This information is updated regularly to keep it as current as possible. The [Plymouth Report](#) is a useful source of further data about our diverse communities.

## Policy

The diversity of our City is one of our greatest strengths and assets. We put equality and diversity at the centre of all our work. Our approach is set out in our recently refreshed [Equality and Diversity Policy](#). This is integral to our commitment to making Plymouth 'one of Europe's most vibrant waterfront cities where an outstanding quality of life is enjoyed by everyone.

In the spirit of that commitment, we have worked to ensure we deliver services to all our diverse communities in a way that eliminates discrimination, advances equality of opportunity, and fosters good relations.

## Plymouth City Council's Corporate Plan

Plymouth City Council and its partners are committed to the shared vision in the Plymouth Plan to become 'one of Europe's most vibrant waterfront cities where an outstanding quality of life is enjoyed by everyone'. To achieve this vision, we have adopted a set of values that underpin our commitment to equality and diversity in the Council's [Corporate Plan](#).

We aim to be;-

- Democratic
- Responsible
- Fair
- Collaborative

## Our Priorities

Our priorities are centred on two key themes to ensure that Plymouth is:

- Unlocking the City's potential.
- Caring for people and communities.

## The Plymouth Plan

Plymouth's award-winning and recently refreshed [Plymouth Plan](#) is a groundbreaking strategic plan, which looks ahead to 2034. It is a shared direction of travel for the long term future of the City bringing together several strategic planning processes into one place, including the [Plymouth and South West Devon Joint Local Plan](#) to ensure complete synergy between 'people' and 'place'. Each policy set out in the plan is guided by one or more complementary principles. These principles anchor the plan and put people at the heart of it.

There are five specific 'measures of success' which the Plan sets out that will help to deliver the City wide vision to all our residents:

- Plymouth has a reputation as a welcoming and multicultural City with diverse communities.
- Plymouth offers a diverse cultural experience with a major events programme.
- People get the best start to life; enjoy a better quality of life, and increased life expectancy.

- More residents are contributing to and involved in their community.
- Plymouth has good quality neighbourhoods where people feel safe and happy.

### **Customer feedback**

Plymouth City Council is committed to the highest standards of customer service. We are committed to treating all of our customers with fairness and respect and encourage feedback about our services. Our primary mechanism for collecting customer feedback is through our online system Firmstep. Whilst we monitor customer complaints, we do not do this against the protected characteristics. However, we have recently refreshed our demographic monitoring guidance as the first step towards implementing this.

### **The Equality Framework for Local Government**

[The Equality Framework for Local Government \(EFLG\)](#) is an equality and diversity tool for local government developed by the Local Government Association. The EFLG is also a way for organisations to deliver against the Public Sector Equality Duty (PSED). It consists of four elements assessed against three levels of achievement; 'developing'; 'achieving'; and 'excellence'.

The assessed elements are:

- Leadership and organisational commitment
- Understanding and working with communities
- Diverse and engaged workforce
- Responsive services and customer care

As a Council, we have committed to working towards the 'excellence level' of the Equality Framework for Local Government. Our Equality and Diversity Action Plan 2020-2021 sets out how we would start to do this. We will build upon this work in our 2022-2023 Equality and Diversity Action Plan (see Appendix A).

### **Our equality work in 2021**

- The COVID-19 pandemic impacted on us all and made us change the way we live. However, we know that certain groups of people were disproportionately affected and the pandemic exacerbated some of the pre-existing inequalities in society.
- Whilst immediate response efforts continued to ensure that COVID-safe systems of work were in place and vital service delivery continued, our focus also turned to ensuring that those groups with higher levels of vaccine hesitancy felt comfortable to have their COVID-19 vaccines. We worked extensively with our health partners, and across the City to deliver bespoke engagement to encourage vaccine take-up.
- Faith leaders across the City came together for a special thanksgiving service to remember those who lost their lives due to COVID-19 and to show their commitment to working together as Plymouth emerged out of the pandemic.
- In March 2021, the death of Sarah Everard in London highlighted the concerns about safety that many women feel. It triggered protests and a renewed interest in violence against women and girls (VAWG). Locally, Plymouth experienced its own tragedies with the fatal shootings in Keyham and the tragic murder of a young woman in November 2021.
- It was against this backdrop that Plymouth City Council announced a new Commission in November 2021 to tackle VAWG, chaired by Councillor Rebecca Smith. The work commenced with a public question and answer session in December, and has been followed by a survey, an open call for evidence, and engagement with children and young people. The Commission will report on its

recommendations by the end of March 2022. We will ensure that any recommendations from the VAWG Commission which are relevant to equality and diversity are incorporated into the new Equality and Diversity Action Plan (2022-2023).

- Throughout 2021, we have worked hard to promote equality and to deliver our Equality and Diversity Action Plan (2021-2022), this next section highlights some of the work that we have been doing.

## Our equality objectives

As a Council, we are committed to treating everyone with respect and dignity, and working towards creating a fairer City. Under our PSED, we must publish one or more equality objectives every four years. We last set our equality objectives in 2020.

Our equality objectives correspond to the three main strands of the general equality duty. This provides a strong link and solid evidence to demonstrate that we are discharging our duty and making progress towards the aims of the Equality Act 2010.

Furthermore, we have chosen our equality objectives to reflect the concerns of a broad spectrum of protected characteristics, to avoid establishing a hierarchy of discrimination, whilst also reflecting the particular challenges faced by our local diverse communities.

### Progress against our 2020 – 2024 equality objectives

**We have set one overarching objective to celebrate diversity and ensure that Plymouth is a welcoming City.**

*As a Council, we are committed to celebrating equality and diversity and continue to support and champion events and communications with a focus on equality and diversity. We have developed an equality and diversity calendar to help us continue our commitment to celebrating equality and diversity 'cause dates' and religious and cultural occasions. We are proud of our ongoing commitment to Holocaust Memorial Day as a civic event and our recent drive to increase the number of diversity days that we mark. Some of the dates we have marked to date include, Black History Month, Chinese New Year, Interfaith Week, International Women's Day, Diwali, Ramadan, Chanukah and Great Union Day.*

#### **Case study – Black History Month**

*Black History Month aims to help raise awareness of the history and the contribution of black individuals and communities in the UK. In 2021, 'Diversity Business Incubator', a Unify Plymouth partner organised a programme of events to mark Black History Month. This included food demonstrations, a virtual games night, a scavenger hunt, a virtual library, film showings and storytelling nights. The Lord Mayor of Plymouth showed her support for Black History Month when she enjoyed a cultural cooking demonstration.*

**We have set specific objectives, which we will work towards achieving which are:**

#### **1. Pay equality for women, and staff with disabilities in our workforce.**

*Plymouth City Council is committed to equal opportunities and the fair treatment of its workforce. As an employer, we have a clear policy of paying employees equally for the same or equivalent work regardless of gender or disability. The council operates a comprehensive job evaluation scheme to ensure that rates of pay are fair and are based wholly on the role being undertaken.*

*We want to ensure that all members of staff have the opportunity to progress and meet their potential. As an employer with significantly more than 250 employees, we have an obligation to report on our gender pay gap. We monitor pay equality across different staff groups.*

Our mean gender pay gap calculation shows that women receive 0.74 per cent an hour less than men do. However, when compared to 2017 the gender pay gap pay has narrowed between men and women by 1.89 per cent down from 2.63 per cent in 2017. We view this narrowing gap as positive.

A [separate report is published](#) which sets out our gender pay gap in more detail.

We recognise that our members of staff with disabilities face additional barriers compared to those members of staff who do not have a disability, which is why we decided to set this as one of our objectives. Work has started to increase the number of employees who declare their sensitive information, including if they have a disability.

## **2. Supporting our workforce through the implementation of our People Strategy 2020 – 2024**

[Our People Strategy 2020 – 2024](#) is our workforce strategy to help us work successfully, both with those who currently work for us and our future colleagues and partner organisations. To make this happen the strategy has been split into four key themes:

- Everyone feels welcome - Inclusivity and diversity
- Aspire to be the best - Talent and development
- Attract and keep the right people - Employer of choice
- Be well led - Our leadership

We monitor the progress of implementing our People Strategy 2020 – 2024 to ensure we are meeting our people ambitions. Details of our progress can be found on our [People Strategy timeline](#).

As an organisation, we must ensure that all our staff feel welcomed, are treated with dignity and respect and are encouraged to meet their potential.

## **3. Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.**

We have been working hard to ensure that victims of hate incidents/crimes receive appropriate support and that people feel confident and understand how to report incidents. To communicate the importance of reporting incidents we have undertaken a number of activities to raise awareness of the mechanisms for reporting.

This work has included;

- Marking Hate Crime Awareness Week where we attended an event in Drake Circus.
- Sharing messages about hate crime via our communication channels.
- Delivering training to enable employees to appropriately deal with a hate incident/crime. All employees within Safer Communities are aware of how to support someone who has been affected by a hate incident/crime. There is also a hate crime 'champion' who is able to provide specialised support in this area and several employees are now skilled in taking 'third party reports'.
- Engagement with community groups and organisations to encourage reporting of hate incidents/crimes.

We will continue to work with communities and partner agencies across the criminal justice system and voluntary and community colleagues to achieve a positive outcome for victims. We have incorporated hate crime within the programme for Safer Plymouth Week.

A breakdown of hate crimes/incidents within Plymouth in the past year can be found within the Pen Profiles.

There is no significant difference with regards those feeling safe in their local area during the day compared with the 2018 City Survey where 91% felt very or fairly safe.

However, the 2020 City Survey shows that there are significant differences in how safe different groups of people feel in our City.

- The proportion of respondents with no health problem/disability who felt safe during the day (94%) was significantly higher than those who are limited a lot (79%) and those limited a little (87%) by a health problem or a disability.
- The City Survey found no significant difference in respondents' perception of their safety by religion.
- The proportion of female respondents who felt safe during the day (93%) was significantly higher than males (88%). There was no significant difference found in respondents' perception of their safety after dark.
- The proportion of respondents feeling safe after dark aged 16-24 years (44%) was significantly lower than those aged 45-54 years (61%). No significant difference in daytime perceptions of safety was found.

### **3. Plymouth is a City where people from different backgrounds get along well.**

We continue to build strong and cohesive communities to ensure that our City is welcoming for everyone. In our City Survey and Resident Survey, we include questions that ask our residents about community cohesion in their local area. To allow us to better understand the cohesion levels in Plymouth we have commissioned Plymouth Octopus Project to carry out appreciative enquiries with different communities. We also continue to work closely alongside our partner agencies and communities to understand the challenges that they face.

We have continued to coordinate a Department for Levelling Up, Housing and Communities funded project with our partners called Unify Plymouth. Through targeted activities with our partners, which include sport, cultural programmes and educational workshops, the programme aims to improve cohesion in our least cohesive wards. In 2021, delivery of this programme included the launch of our community connector programme, inclusive leadership training, and an extensive programme of events for Black History Month.

#### **Case study – Community Connectors**

As part of the Unify Plymouth project, Community Connectors has been set up which aims to improve cohesion in Devonport, St Budeaux and Efford. Working side by side with residents and groups, and supporting local events, the Community Connectors will provide a link back to the wider Unify Plymouth programme. The Community Connectors have already helped raise awareness of the Law Clinic's legal workshops, which have been designed by students and cover three key areas of law: tenancy, employment and business. The pilot workshops to community partners were a success, with the final programme now scheduled for later this year.

Within our City Survey and Resident Survey, we ask whether residents felt that their local area is a place where people from different backgrounds get on well together. This question was included in the survey as a measure of community cohesion and more specifically to measure performance against our equality objective. Results show that 55% of respondents agreed that Plymouth is a place where people from different backgrounds get on well together, while 35% answered 'neither agree nor disagree' or 'don't know'.

Plymouth's cohesion score is currently 86%; this excludes the neutral options and is a significant increase from 73.8% in 2020.

Year	2014	2018	2020	2021
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% respondents who agreed that Plymouth is a place where people from different backgrounds get on well together	49%	38%	39%	55%
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*Our Residents Survey 2021 found the following significant demographic differences:*

1. *Age – The proportion of those respondents aged 35-44yrs who agreed that their local area is a place where people from different backgrounds get on well together was significantly higher (67%) compared with those aged 18-24yrs (44%); 25-34yrs (51%); 55-64yrs (51%) and 65-74yrs (54%).*
2. *Ethnicity – The proportion of those respondents who described their ethnicity as white who agreed that their local area is a place where people from different backgrounds get on well together was significantly higher (57%) compared with those who described their ethnicity as ‘Asian or Asian British’ respondents (19%).*

### **Progress towards meeting our Equality Duty**

In addition to publishing equality objectives, the Public Sector Equality Duty requires that we publish information to show that we are compliant with the Equality Act General Duty. The section that follows describes some of the work we did to promote equality, tackle discrimination and to encourage good relations between different groups last year.

### **Our workforce**

Under our specific equality duties, we publish annual equality monitoring data which covers the demographic breakdown of our workforce, as well as our recruitment processes and staff leaving the organisation. This information is found in our [Workforce Equality profile](#).

Internally we have been making progress around equality and diversity more broadly in several areas, we have:

- Held equality and diversity lectures with managers across the Council. These lectures allow managers to understand the basics of equality and diversity in an interactive and supportive environment. 243 managers have attended to date. The lectures will be followed by smaller group sessions to allow managers to unpick some of the nuanced equality and diversity related issues they might experience in their roles.
- Created an ‘equality hub’ on our intranet for employees which includes a range of engaging and useful information such as our equality objectives, information about our PSED and our equality and diversity policy.
- Supported a number of ‘Talk with Tracey’ sessions focusing on different protected characteristics. This was an opportunity for employees to talk with the Chief Executive about the organisation, what we do well and any improvements that could be made.
- Held a Council-wide session on equality and diversity with the chief executive and senior leaders to raise awareness of the Council’s approach towards equality and diversity.
- Reviewed and updated our recruitment and selection policy to ensure that our recruitment processes are fair and promote equality and encourage flexible working.

- Continued to champion mainstreaming of equality and diversity through the Corporate Equality Group, which is chaired by the Service Director for Human Resources and Organisational Development.
- Held equality and diversity sessions with a specialist employment and discrimination barrister, which provided managers with an opportunity to explore discrimination case law.
- Developed internal sessions for International Women's Day and Men's Health Week amongst others, to raise awareness of different equality and diversity dates amongst employees.
- Ran several pulse surveys across the year to further understand our employees' needs and the impact that the COVID-19 pandemic was having on employees.

### **Our service users**

We continue to work hard to ensure that our services are accessible to our service users, residents and wider community. We are proud that over the last year we have:

- As part of last year's National Care Leavers' Week, worked in partnership with Barnardos Care Journeys to highlight the difference that community support can make to the lives of care-experienced young people.
- Refreshed our demographic monitoring form to reflect changes to the 2021 Census and help ensure that we are collecting appropriate demographic information when we engage with residents.
- Continued to prevent digital exclusion through our digital inclusion work. Colleagues from our garden waste service have been working with people who experience difficulty in accessing services, to understand their needs and support them to access digital services. We also ran a survey to get help us better understand the experiences and needs of those facing digital exclusion in Plymouth.
- Working in partnership with organisations across the City, we are developing family hubs to ensure the best outcomes for children in Plymouth.
- Continued to deliver our Wellbeing Hubs, which support a wide range of people to access social prescribing within their local communities. We opened a new St. Budueax and Barne Barton Wellbeing Hub in November 2021 and have further hubs planned.
- We have continued to engage with and encourage companies to sign the Resurgam Charter, which gives businesses the opportunity to share ideas and learning. This work has also included encouraging companies to be fair and inclusive employers and to help them consider the barriers that some people may face when accessing the labour market.
- Developed and published procurement guidance to help employees consider equality at the different stages of the procurement cycle.
- Created a booklet for foster carers to help them better understand equality and diversity.
- Installed and repaired slipways, steps and railings. We are developing a safer way into the water as part of a programme of work to create the Plymouth Sound National Marine Park. This work has included installing a new accessible toilet and changing room on Plymouth Hoe.

### **Our community**

We continue to work hard to promote equality within communities and to ensure that our services are accessible. As a Council, we value the contribution that people and communities can make and want to harness that potential to work together for a fairer, greener and healthier City where everyone can enjoy an outstanding quality of life. Our [community engagement principles](#) set out our approach to community engagement.

We are proud that this year we have:

- Continued to develop the community champions programme and have worked with our partners to deliver bespoke engagement activities to promote vaccination amongst groups that may be less likely to get vaccinated.
- Held drop-in sessions and provided information on how to spot scams as part of National Dementia Action Week.
- Used creative approaches to engage with communities around culture at the Box, through initiatives such as Culture Club.
- Continued to work with our partners to raise awareness of the support available for young carers via the Mind the Gap project.
- Carried out [public engagement](#) to support the 2022-23 budget setting process. A questionnaire was developed which asked respondents to prioritise key public services the Council provides, which received just under 1,200 responses.
- Encouraged young people to have their say on the Climate Emergency and supported the inaugural Young People's Climate Emergency summit, organised by the Plymouth Youth Parliament.
- Delivered appreciative enquiry training to employees and partners to encourage good practice community engagement.
- Worked with young people from our Out Youth club to create a short video that explains the importance of using the correct gender pronouns.
- Developed an easy read version of our Violence Against Women and Girls Survey to enable as many people as possible to share their experiences.

### **Our members**

Our members have an important role in ensuring that equality and diversity is at the centre of the organisation as set out in the Council Constitution, which states:

"We the people of Plymouth, through our elected representatives to Plymouth City Council, ordain and establish this Constitution today 30 January 2012 in order that it will assist in the elimination of discrimination and inequality, promote social and economic well-being, environmental sustainability and opportunity for all and establish good and open governance of our City and its inhabitants."

Members are required to consider equality and diversity when they make decisions. To support members in their role we offer equality and diversity training to all councillors as part of their induction to their role. This training helps members to understand different equality and diversity issues and ensures that they are able to deliver their duties in accordance with the Councillor Code of Conduct.

We are keen that members are involved in and lead our equality and diversity work. In November 2021 we launched a cross party Equalities Working Group. The group is supported by senior officers. It aims to champion equality and diversity across the council. The group has welcomed external speakers who have shared good practice and offered suggestions for how the Council can build upon its equality and diversity work.

### **Our administration's commitments**

Our current administration published several commitments, which are relevant to equality. These are set out below.

- Commitment: We will fast track applications for Blue Badges, disabled facilities grants and disabled parking spaces for those with a terminal illness.

We made it quicker and easier for people diagnosed with a terminal illness to apply for disabled facilities grants, Blue Badges and disabled driver parking spaces.

- **Commitment:** We will review the provision of disabled parking spaces to ensure there is sufficient parking for blue badge holders.

We have undertaken a review of all disabled parking provision within our car parks and on street locations to ensure adequate provision of parking to support persons with impairments. Our commitment to blue badge holder parking was recently underpinned from an independent review identifying Plymouth as the 2nd most accessible area for disabled parking.

- **Commitment:** Plymouth is Britain's Ocean City so we will invest in maritime facilities allowing more people to benefit from our coastal waters and making accessing the sea easier.

We installed five new semi-automatic defibrillators and sea swimming safety signs across the Waterfront. We have also arranged for defibrillator and CPR training courses for local businesses and the community.

- **Commitment:** We will introduce a designated phone line for those without internet access to contact the Council.

We have revised and simplified our contact centre menus and options so that it is clear that customers have the choice in all cases of talking to an advisor. When a customer joins a call queue, they are advised where they are in the queue so that they can decide whether to go online if they do not want to wait.

### **Next Steps**

We are pleased with our ongoing commitment to equality and diversity and the progress we make. However we recognise that further work is required. Our Equality and Diversity Action Plan sets out how we plan to continue working towards achieving our equality objectives and achieve 'excellence on the EFLG'.

In addition to delivering specific projects and interventions under the action plan, it is crucial to remember that it is incumbent on everyone in Plymouth City Council to play their part. As resources remain scarce, it is vital that equality and diversity must continue to be mainstreamed across the Council.

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This document is available in other languages and in accessible formats - please contact our Policy and Intelligence Team on [equalities@plymouth.gov.uk](mailto:equalities@plymouth.gov.uk) or by phoning 01752 668000.

## Appendix A: Equality and Diversity Action Plan 2022 – 2023

The Equality and Diversity Strategy Action Plan 2022 - 2023 supports the Council's equality and diversity ambitions. This document is a live document and will be updated periodically to reflect changing organisational priorities and community needs. The equality and diversity actions included within this action plan have been identified around the following:

- **Themes** – the objectives and milestones in this plan have been grouped under 4 thematic areas. These thematic areas are used in the Equality Framework for Local Government (EFLG) which will be used to benchmark our equality practice and progress. The four thematic areas are:
  - Leadership and organisational commitment
  - Understanding and working with our communities
  - Responsive services and customer care
  - A diverse and engaged workforce
- **Equality and Diversity Objectives** – Having equality objectives is a requirement under the Equality Act (2010). Our objectives were developed through consultation in January 2020 and set our organisational equality priorities for the next four years. Based on the feedback gathered during our consultation we made slight amendments to our equality objectives, which have been agreed upon as the following:
  - We have set one overarching objective to 'celebrate diversity and ensure that Plymouth is a welcoming City'.
  - We have also set four additional equality objectives which are:
    - Pay equality for women, and employees with disabilities in our workforce
    - Supporting our workforce through the implementation of Our People Strategy 2020 – 2024
    - Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.
    - Ensuring that Plymouth is a City where people from different backgrounds get along well.
- **Equality and Diversity Outcomes** – these are areas identified as good practice, meeting them will help us to ensure equality and diversity good practice is delivered across the organisation.

<b>Leadership and organisational commitment</b>				
<b>Context</b>	<ul style="list-style-type: none"> <li>Effective leadership is key to realising our equality ambitions.</li> <li>Our Chief Executive and Portfolio Holder for equality and diversity set out their commitment to realising the organisation's equality and diversity ambitions in the annual 'Our commitment to equality and diversity' document. The document sets out how the organisation is working hard to challenge discrimination, promote equality of opportunity and understanding and foster good relations within our community.</li> </ul>			
<b>Aim</b>	<b>Outcome</b>	<b>Action</b>	<b>Timescale</b>	<b>Lead</b>
Encourage and support good employment practices across the City.	Work with our partners and large employers in the City to share inclusive employment practices.	<ul style="list-style-type: none"> <li>A group of Human Resource managers is convened to explore the different issues facing employees with protected characteristics in the City.</li> <li>A business/Council co-design workshop has taken place to identify what steps are needed to better promote inclusive employment and these are being implemented</li> </ul>	Q4 2022/23	Economic Development and Human Resources & Organisational Development
Our City is a welcoming City for everyone.	Explore how we want to foster community cohesion to ensure that Plymouth is a welcoming City for everyone.	<ul style="list-style-type: none"> <li>We have set out our approach to community cohesion incorporating learning from the Unify Plymouth project.</li> <li>We have engaged with communities and scrutiny and published our 'Welcoming City Strategy'.</li> </ul>	Q4 2022/23	Policy & Intelligence Team

We ensure that marginalised voices within our community are provided with an opportunity to be heard.	As an organisation, we advocate on issues that particularly impact our residents and run specific campaigns where appropriate.	<ul style="list-style-type: none"> <li>▪ Our public affairs activities include a mechanism to ensure equalities issues are considered.</li> <li>▪ The community empowerment programme provides opportunities for engagement with diverse communities.</li> </ul>	Ongoing	Policy & Intelligence Team with support from Communications
Ensure that those participating in public life reflects our community.	Increase the diversity of the pool of people applying to be councillors.	<ul style="list-style-type: none"> <li>▪ Share communications about our 'how to be a councillor' session.</li> </ul>	Q1 2022/23	Electoral Services
Leaders' commitment to equalities is visible to employees.	Increase the visibility of equalities issues across the organisation.	<ul style="list-style-type: none"> <li>▪ Equalities issues feature prominently on Staff Room and are included within Tracey's Team Talks.</li> <li>▪ We mark a range of equality and diversity-related dates each year.</li> </ul>	Ongoing	Communications with support from Policy & Intelligence Team and Human Resources & Organisational Development
Senior officers feel confident in discharging their responsibility to ensure high quality and robust equality impact assessments.	Good practice on the completion of equality impact assessments is shared within the council.	<ul style="list-style-type: none"> <li>▪ Review our e-learning provision to reflect our new approach to our equality impact assessment process.</li> </ul>	Q2 2022/23	Human Resources & Organisational Development
Senior officers can monitor the progress of their service areas around equality and diversity.	Senior officers understand how to assess their service area against our equality priorities.	<ul style="list-style-type: none"> <li>▪ Developed a self-assessment tool to enable senior leaders to assess where their service area sits on the EFLG.</li> </ul>	Q4 2022/23	Policy & Intelligence Team to lead and

		<ul style="list-style-type: none"> <li>▪ CMT to carry out a self-assessment on their service area.</li> </ul>		Human Resources & Organisational Development to support
Equality and diversity continues to be recognised as an organisational priority.	Senior officers and members meet to discuss equality and diversity related issues in their service area regularly.	<ul style="list-style-type: none"> <li>▪ The Corporate Equality and Diversity Group chaired by the Service Director for Human Resources and Organisational Development continues to meet.</li> <li>▪ The Equalities Working Group receives frequent updates on progress on the Equality and Diversity Action Plan.</li> </ul>	Ongoing	Human Resources & Organisational Development lead with support from Policy & Intelligence Team
Explore how we can remove some of the barriers that people face to accessing volunteering in the City.	Share good practice with employees and our partner organisations to ensure that volunteering opportunities in the City are accessible.	<ul style="list-style-type: none"> <li>▪ Continue to promote volunteering publish a resource bank.</li> <li>▪ Share learning from the evaluation of the initial equality diversity training, 'So, what can I say?' for volunteers.</li> <li>▪ Encourage Council employees to volunteer via our volunteering policy.</li> </ul>	Q3 2022/23	Public Health and Human Resources & Organisational Development.
Our equality objectives are well understood across the organisation.	Integrate our equality objectives across the organisation.	<ul style="list-style-type: none"> <li>▪ We raise awareness of our equality objectives through internal publicity.</li> </ul>	Q2 2022/23	Policy & Intelligence Team with support from Community Connections,

				Human Resources & Organisational Development
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<b>Understanding and working with our communities</b>				
<b>Context</b>	<ul style="list-style-type: none"> <li>▪ Understanding our communities is key to ensuring that our services meet the ever-changing needs of our residents.</li> <li>▪ We need to continue to work in partnership and continue to build and maintain effective and positive relationships with different organisations to encourage good practice sharing and knowledge exchange.</li> <li>▪ It is also about ensuring we have different mechanisms in place to provide opportunities for as many people as possible to participate in public life.</li> </ul>			
<b>Equality Outcomes</b>	<b>Action</b>	<b>Measure of success</b>	<b>Timescale</b>	<b>Lead</b>
We understand who the different communities living in Plymouth are.	Publish information about our different communities.	▪ Updated pen profiles are published.	Q1 2022/23	Policy & Intelligence Team
We understand who is using our services.	We collect and analyse demographic information about our service users.	▪ We explore how we can better understand who is using our services and what their experience is.	Q4 2022/23	Customer and Corporate Services
We understand who the different communities living in Plymouth are.	Publish information about our different communities.	▪ Updated ward profiles are published.	Q3 2022/23	Policy & Intelligence Team
Our approach to engagement is inclusive and understood across the organisation.	Encourage inclusive engagement activity within the Council by sharing the learning from community- focused e.g natural infrastructure projects such as the	▪ Delivery of a suite of community empowerment action learning e.g. case studies; best practice guidelines.	Q4 2022/23	Natural Infrastructure Team

	BRIC project, Green Minds, National Marine Park.	<ul style="list-style-type: none"> <li>The Council's approach to engagement is embedded within the Interreg programme and feedback is shared.</li> </ul>		
We have a programme of accessible events	Facilitate ongoing dialogue with stakeholders to allow for ongoing feedback of our events programme.	<ul style="list-style-type: none"> <li>Establish a biannual events forum to provide feedback on our events programme, which includes representation from groups working with people with disabilities.</li> </ul>	Q1 2022/23	Events Team
We ensure that children and young people's voices within our community are provided with an opportunity to be heard.	Active Participation of children and young people and families through mechanisms facilitated by the Participation Service as well regular feedback mechanisms in our direct work with families.	<ul style="list-style-type: none"> <li>We improve outcomes for individual children, young people and families.</li> <li>We receive feedback about improved services and practice.</li> </ul>	Ongoing	Children's Services
We support victims of hate crime.	Raise awareness of the mechanisms for victims to report hate crime.	<ul style="list-style-type: none"> <li>We explore how to measure positive outcomes for victims of hate crime.</li> <li>We share communication messages to raise awareness of hate crime within the City and the mechanisms for hate crime reporting.</li> <li>We share internal communications on how Council employees can</li> </ul>	Q3 2022/23	Community Connections leads with support from the Safer Community Partnership and support from Human Resources & Organisational Development and Corporate Communications

		<p>support a victim of hate crime to report their experience.</p> <ul style="list-style-type: none"> <li>▪ We have explored engaging with scrutiny.</li> </ul>		
We understand the different challenges facing these different communities.	Carry out analysis to understand the different challenges facing our communities.	<ul style="list-style-type: none"> <li>▪ We have analysed the results of the Residents' Survey by demographic to identify the trends across different protected characteristics.</li> </ul>	Q2 2022/23	Policy & Intelligence Team
We celebrate the diversity of our City.	Celebrate and recognise the diversity of the different communities within Plymouth.	<ul style="list-style-type: none"> <li>▪ Communications are shared on widely recognised religious and cultural occasions and equality and diversity 'cause days'.</li> </ul>	Ongoing	Corporate Communications
We have relationships with a wide range of stakeholders.	Continue to develop relationships with the voluntary, community, social enterprise and wider community.	<ul style="list-style-type: none"> <li>▪ A group of officers are brought together to help map the Council's different stakeholders.</li> <li>▪ The POP networks include diverse communities.</li> <li>▪ We hold regular meetings with the VCSE to discuss challenges inclosing groups representing diverse community.</li> </ul>	Q4 2022/23	Economic Development and Public Health

<b>Responsive Services and Customer Care</b>				
<b>Context</b>	<ul style="list-style-type: none"> <li>Responsive Services is key to ensuring that our services meet the ever-changing needs of our residents. It is about using data to know who does and does not use our services, identifying areas of disadvantage and under- representation and ensuring that equality is fully embedded within our procurement activities.</li> </ul>			
<b>Equality Outcomes</b>	<b>Action</b>	<b>Measure of success</b>	<b>Timescale</b>	<b>Lead</b>
We promote and facilitate digital inclusion.	Ensure that our services and business activities are accessible to those without access to the internet.	<ul style="list-style-type: none"> <li>Draft guidance for officers to facilitate inclusive engagement for those who do not have access to the internet.</li> <li>Share learning from the Digital Inclusion Survey to better understand the extent of digital Inclusion in Plymouth.</li> </ul>	Q3 2022/23	Customer and Corporate Services
The education inclusion agenda effectively supports all children to achieve and aspire.	The Inclusion Board and Strategy are well understood and embedded in day-to-day practice in education.	<ul style="list-style-type: none"> <li>We reduce the number of children excluded.</li> </ul>	Ongoing	Children's Services
Our employees feel confident to identify good equality practice during the procurement process.	Ensure that equality and diversity is embedded within our procurement processes.	<ul style="list-style-type: none"> <li>Promote inclusion of equality and diversity- related Social Value measures in the award of contracts where relevant and proportional.</li> </ul>	Q1 2022/23	Procurement Service and Policy and Intelligence Team

We have a programme of accessible events.	Ensure that internal and external event organisers are provided with information to enable them to consider accessibility requirements when organising an event.	<ul style="list-style-type: none"> <li>▪ Publication of events accessibility guidance.</li> <li>▪ Accessibility statements are included on the Council website for all Council run events.</li> <li>▪ Update the Visit Plymouth website to include accessibility information for Council run events.</li> </ul>	Q3 2022/23	Events Team
We will review new policies to monitor any equality impacts.	Ensure that our ASB Case Review Policy is promoting equality.	<ul style="list-style-type: none"> <li>▪ Review our ASB new Case Review Policy and provide effective solutions if the ASB Case Review Policy is not promoting equality.</li> </ul>	Q3 2022/23	Community Connections
We continue to build meaningful relationships with communities.	Continue to develop community wellbeing hubs.	<ul style="list-style-type: none"> <li>▪ Develop two more community wellbeing hubs.</li> <li>▪ Explore how we can collect demographic data to understand who is using the wellbeing hubs and share learning within the organisation.</li> </ul>	Q4 2022/23	Public Health
Our suppliers value equality and diversity.	We are clear of our expectations around equality and diversity with potential suppliers.	<ul style="list-style-type: none"> <li>▪ Publish guidance to enable suppliers to better understand the expectations that the Council has of them around equality and diversity.</li> </ul>	Q4 2022/23	Procurement Service and Policy and Intelligence Team

We understand the engagement needs of different communities.	We use data to drive conversations with different communities.	<ul style="list-style-type: none"> <li>▪ Work with communities to better understand the trends identified within the City Survey and Residents Survey.</li> </ul>	Q3 2022/23	Public Health and Policy and Intelligence Team
We communicate effectively around our green spaces.	Provide clear information about inclusive equipment and facilities, and our approach to inclusivity within the Council's playgrounds.	<ul style="list-style-type: none"> <li>▪ Update website and share communication materials.</li> </ul>	Q1 2022/23	Natural Infrastructure Team
We use best practice to shape our approach to equality and diversity.	Embed recommendations from the VAWG Commission for Plymouth into our equality and diversity work.	<ul style="list-style-type: none"> <li>▪ Identify appropriate VAWG Commission for Plymouth actions for inclusion in the equality and diversity action plan.</li> </ul>	Q2 2022/23	Policy and Intelligence Team
We continue to support and protect the most vulnerable people.	We consider the cumulative impacts of Council budget decision on people with protected characteristics when setting a balanced budget.	<ul style="list-style-type: none"> <li>▪ Review our process for developing our budget EIA.</li> </ul>	Q4 2022/23	Finance with Policy and Intelligence Team
Equality and diversity are embedded into our procurement activity.	We have a consistent approach towards equality across our procurement activity.	<ul style="list-style-type: none"> <li>▪ Explore if, and how far mandatory equality and diversity requirements can be built into procurement activity.</li> </ul>	Q4 2022/23	Procurement Service and Policy and Intelligence Team
We successfully integrate the 'Bright Future' Strategy across the partnership of agencies working to safeguard children in the City.	All partnership governance groups to report on the key priorities to ensure all children: <ul style="list-style-type: none"> <li>• Achieve and aspire.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Incremental evidence of increased educational and employment outcomes for young people.</li> </ul>	March 2024	Plymouth Safeguarding Children's Partnership

	<ul style="list-style-type: none"> <li>• Are safe</li> <li>• Are healthy and happy</li> </ul>	<ul style="list-style-type: none"> <li>▪ Improved health and safety outcomes.</li> </ul>		
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## Diverse and Engaged Workforce

<b>Context</b>	<ul style="list-style-type: none"> <li>▪ Understanding our workforce is key to ensuring that our employment practices meet the needs of our employees and service users. We need to understand who does and does not work for us, who applies for jobs with us and who progresses within the organisation.</li> <li>▪ Our <u>People Strategy</u> will help us become a workforce that is adaptable to the changes we will face over the next few years. It is a blueprint for the organisation and has strong equality, diversity and inclusion themes running through out. The actions below sit alongside and complement our existing People Strategy.</li> </ul>			
<b>Equality Outcomes</b>	<b>Action</b>	<b>Measure of success</b>	<b>Timescale</b>	<b>Lead</b>
We understand the demographics of our workforce.	Encourage employees to record their sensitive information on Core HR.	<ul style="list-style-type: none"> <li>▪ Increase the percentage of employees who have recorded their sensitive information on Core HR.</li> <li>▪ Carry out data analysis to fully understand workforce demographics, identify workforce trends and present this information in a monthly workforce dashboard.</li> </ul>	Q2 2022/23	Human Resources & Organisational Development to lead.
There is a good understanding amongst employees of different cultures.	Provide engaging information for employees to develop cultural awareness and competency.	<ul style="list-style-type: none"> <li>▪ We have run internal briefings/ toolbox talks to foster an understanding of different cultures and</li> </ul>	Q4 2022/23	Human Resources & Organisational

		traditions to promote 'cultural awareness'.		Development with support from Communications
We understand the different experiences of employees within the Council.	We analyse our employee engagement survey 'The Big Listen' by protected characteristics to better understand staff satisfaction levels across the organisation.	<ul style="list-style-type: none"> <li>▪ We use the responses from our 'The Big Listen' employee survey to inform our workforce development planning and strategy development.</li> </ul>	Q4 2022/23	Human Resources & Organisational Development
We are working towards reducing our gender pay gap and our disability pay gap.	We understand what factors are contributing to our gender pay gap and have identified the steps that we will take to reduce this.	<ul style="list-style-type: none"> <li>▪ We have published our gender pay gap report.</li> <li>▪ We have explored the factors contributing to our gender and disability pay gap.</li> <li>▪ We continue to progress our Gender Pay Gap action plan to address our gender and disability pay gap.</li> </ul>	Q1 2022/23	Human Resources & Organisational Development
The Council promotes employee wellbeing.	Managers understand the importance of mental wellbeing within their teams.	<ul style="list-style-type: none"> <li>▪ Managers have received training on mental health awareness.</li> </ul>	Q4 2022/23	Human Resources & Organisational Development
We will develop avenues for employees to come together to discuss equality and diversity.	We will launch our staff networks.	<ul style="list-style-type: none"> <li>▪ We have a range of employee groups in place to support discussion about equality and diversity within the Council.</li> </ul>	Q3 2022/23	Human Resources & Organisational Development

Our employees are supported to feel confident around equalities issues.	We provide a varied equality and diversity training offer.	<ul style="list-style-type: none"> <li>Continue to roll out 'face-to-face' equality and diversity training.</li> </ul>	Ongoing	Human Resources & Organisational Development
We provide high quality employment opportunities.	Continue to deliver the Plymouth Natural Grid project supporting young people on universal credit and at risk of long-term employment into jobs in the Green Sector and share good practice across the organisation.	<ul style="list-style-type: none"> <li>Successful recruitment and support of six month 'Kickstart' placements.</li> </ul>	Q4 2022/23	Natural Infrastructure Team
We provide a wide range of equality and diversity learning and development opportunities for members.	Provide a varied equality and diversity training offer.	<ul style="list-style-type: none"> <li>Review member training offer and create a bespoke equality and diversity training offer for members that includes an equality and diversity learning offer as part of the member development offer.</li> </ul>	Q3 2022/23	Oversight and Governance and Human Resources & Organisational Development
Our organisation ensures the workforce reflects the local labour market.	Encouraging job sharing and encourage departments to advertise jobs as 'suitable for job share'.	<ul style="list-style-type: none"> <li>Communications are shared with recruiting managers to promote flexible working.</li> </ul>	Ongoing	Human Resources & Organisational Development
Our organisation is inclusive and our organisation reflects the community we serve.	Employees understand the importance of using the personal correct pronouns.	<ul style="list-style-type: none"> <li>We provide employees with the option to add their personal pronouns to their email signature and employee ID card.</li> </ul>	Q2 2022/23	Human Resources & Organisational Development

		<ul style="list-style-type: none"> <li>▪ We publish guidance that explains the importance of personal pronouns.</li> </ul>		
We ensure employees have an opportunity to provide feedback on their experience of the Council.	We develop a process for capturing feedback gathered through exit interviews to allow us to identify any trends where managers are clear what their responsibilities are.	<ul style="list-style-type: none"> <li>▪ Exit interviews are monitored and analysed centrally with appropriate action taken to address any issues identified at a local and corporate level.</li> </ul>	Q4 2022/23	Human Resources & Organisational Development
We understand the impact that domestic abuse can have on our employees.	We have set out our organisation approach to supporting employees who have experienced domestic abuse.	<ul style="list-style-type: none"> <li>▪ We have developed and published an employee domestic abuse policy.</li> </ul>	Q4 2022/23	Community Connections and Human Resources & Organisational Development
Our organisation attracts a wide range of talent.	Recruitment panels are trained in good selection practices including how to avoid bias.	<ul style="list-style-type: none"> <li>▪ We deliver training to recruitment managers on inclusive recruitment practices.</li> </ul>	Q4 2022/23	Human Resources & Organisational Development

## IMPLEMENTATION OF THIS PLAN

To enable the organisation to realise its equality and diversity ambitions, it is important that we ensure that activities in this plan are completed. To do this, it is important that all employees clearly understand the role that they play in relation to this action plan and the wider aim to embed equalities within the organisation.

- The Portfolio Holder who has equalities within their portfolio is responsible for championing equalities and holding departments to account.
- The Corporate Management Team are responsible for overseeing the implementation of this plan, championing equalities across the organisation and providing challenge where actions are not being completed.
- The Senior Leadership Team are responsible for leading on the actions identified for their respective departments as well as ensuring that they take into account equality and diversity in the way they deliver their services.
- Human Resources & Organisational Development are responsible for ensuring good practice employment practice within the organisation and provision of learning and development opportunities.
- The Corporate Equality Group and the Equalities Working Group will champion equality and diversity within the Council and oversee the delivery of the action plan.

Policy & Intelligence Team are responsible for ensuring that the organisation is meeting its statutory duty and will coordinate activities in liaison with Human Resources & Organisational Development.

