

# Everyone different, everyone matters



## Equality & Community Cohesion Impact Assessment (EIA)

<b>Directorate:</b> Chief Executive's	<b>Lead Officer:</b> Jill Bardsley
<b>Service Area:</b> Human Resources	<b>Date completed:</b> June 2023
<b>Service / Policy / Function or Procedure to be assessed:</b> Anti-Racism Charter	
<b>Is this:</b> New	<b>1<sup>st</sup> Review date completed:</b>  <b>Next review date:</b>

## Part A - Initial Assessment to determine relevance if a full Impact Assessment is required

### What are the aims and objectives/purpose of this service, policy, function or procedure to be assessed?

Achieving equity at the Council is driven by equality legislation and the moral and ethical reasons around ensuring fairness. The [Anti-Racism Charter](#), developed by UNISON, gives the Council a clear framework to support and advance the equality agenda and progress actions to address disparities and supports one of the 3 corporate priorities on tackling inequality.

The Anti-Racism Charter pledges that within the first 12 months of adoption, Calderdale Council as an organisation has implemented a clear and visible race equality policy, a programme of anti-racism initiatives and actions across the organisation.

### Please indicate its relevance to equality by selecting yes or no

	Yes	No
Eliminating unlawful discrimination, victimisation and harassment	√	
Advancing equality of opportunity	√	
Fostering good community relations	√	

**If not relevant and this is agreed by your Head of Service**, the Impact Assessment is now complete - please send a copy to your Directorate Equality Champion & to the Cohesion and Equality Team. **If relevant**, a full Impact Assessment needs to be undertaken (PART B below).

## PART B: Full Impact Assessment

### Step 1 – Identifying outcomes and delivery mechanisms (in relation to what you are assessing)

What outcomes are sought and for whom?	<p>There are clear business benefits of having a diverse and equitable workforce. This strengthens our support for communities, helps our workforce to understand our communities (70% of our workforce are also residents of the borough) and helps our communities access our services.</p> <p>The Anti-Racism Charter sends out a clear message to the Workforce, the Community and the Borough to ensure the Council continues to focus on Tackling Inequality and tackling racism.</p>
Are there any associated policies, functions, services or procedures?	Existing HR Employment Policies Equality and Diversity Statement Code of Conduct
How will this service be delivered? (e.g. direct service delivery, commissioned/outsourced etc)	Direct application of the procedure throughout the Council.
If partners (including external partners) are involved in delivering the service, who are they?	Staff Race Equality Network

### Step 2 – What does the information you have collected, or that you have available, tell you?

**What evidence/data already exists about the service and its users?** (in terms of its impact on the 'equality strands', i.e. age, disability, gender identity, race, religion or belief, sex, sexual orientation, maternity/pregnancy, marriage/civil partnership and other socially excluded communities or groups) and **what does the data tell you?** e.g. are there any significant gaps?

#### Workforce Profile

##### Sex

As of 31 March 2022, the profile of Calderdale Council consists of 2,627 employees of whom 857 (32.62%) are male and 1,770 (67.38%) are female. The Workforce at Calderdale Council has decreased by 67 people from the previous year (2,694) - both male and female employees have decreased by 35 and 32 respectively. The percentage ratio between male and female employees has widened from 33.11% and 66.89% (2021) to 32.62% and 67.38% (2022).

The ratios of part-time males to females between 2021/22 still remains static, of those who work part time, 21% are male and 79% are female, however, the ratio between male employees to female employees in full-time roles has changed from 42% (20/21) to 40% (21/22) male employees and 58% (20/21) to 60% (21/22) female employees working full time hours. We have more females holding part-time roles than males. There could be a number of reasons attributing to this including an element of choice and flexibility in how people prefer to work. We recognise that there may be a higher ratio of females employed in caring roles across Calderdale and this may in part account for the higher figure.

The gender pay gap for Calderdale continues to reduce and has decreased from 2.2% in 2020 to 1.5 % in 2021.

## **Disability**

To ensure equality of opportunity in employment, it is important that we meet the needs of people with physical, mental, sensory or learning disabilities when designing work environments and delivering our services.

4.34% (114 people) of our workforce in 2021/22 have chosen either not to state or have not provided information on whether they have a disability or not. The declaration rate in 2021/22 was 97.11% (159 people).

In 2022, 139 (5.29%) of our workforce told us they have a disability. From the number of individuals declaring they have a disability, 56 are male and 83 are female. From the 139 staff of who have declared a disability, 90 are in full-time posts and 49 are in part-time posts.

## **Age**

We have an experienced but aging workforce with the majority of our workforce in the 45-64 age bands. This year, the biggest reductions have been in the 16-24, 45-54 and 55-64 age bands with 15, 14 and 29 employees respectively moving out of these bands.

There has been a reduction in the number of employees in the older age band 65-70 from 96 (2021) to 84 (2022) but the 70+ age band remains static at 19 (2022). Like many other organisations, Calderdale Council has an aging workforce and this brings challenges ahead that we need to consider. The majority of apprentices are within the age bands 16-24 and 25-34, and the number of Apprentices has increased from 16 (2021) to 25 (2022); Apprenticeships are open to all ages 16+.

## **Ethnicity**

The percentage of the workforce at Calderdale Council representing total ethnic minorities has risen by 6 people from 9.84% (2021) to 10.32% (2022). It is important that Calderdale Council's workforce represents the community it serves from both a moral and business perspective; diversity brings clear dividends to a workforce. Our data tells us that although we have made progress we continue to strive to improve. We have identified addressing this under-representation as one of our six Equality Objectives.

The number of employees from Mixed backgrounds has increased from 1.41% (2021) to 1.52% (2022); the number of Asian staff has increased from 6.61% (2021) to 6.97% (2022) however, the number of Black staff has decreased by 2 people from 1.45% (2021) to 1.41% (2022).

Of the 25 apprentices employed, 20 are White British background, 3 are Asian background, 1 is Black background and 1 is Mixed background.

The ethnicity declaration rate has increased slightly again from 98.03% (2021) to 98.13% (2022); and this in part alongside recruitment, may account for the increased representation. We continue to communicate the benefits of sensitive data monitoring to our workforce and one of the ways that we do this is through regular information messages and promotion of our Dignity at Work Policy.

## **Religion or Belief**

The richness and diversity in Calderdale includes a wide range of religions or beliefs, including people who do not have a religion. Religious beliefs include Christian, Muslim, Buddhist, Hindu, Sikh and Jewish.

The declaration rate of religion or belief continues to grow. In comparison to 2021, this has increased from 81.55% to 83.71%.

The four dominant categories for religion and belief are: Christian 35.17%, 'no religion' 30.30%, 'other' 7.35% and Muslim 5.48%.

### **Sexual Orientation**

84.01% of Calderdale Council employees have completed the optional monitoring question regarding their sexual orientation; this has increased from 81.81% in 2021.

Of those employees that have provided a specific response, 1,978 (75.30%) identify themselves as Heterosexual, 40 (1.52%) as Gay Woman or Lesbian, 18 (0.69%) as Gay Man, 31 (1.18%) as Bisexual, 420 (15.99%) Not Provided, 134 (5.10%) Rather not State and 6 (0.23%) Other.

**Has there been any consultation with, or input from, service users, staff or other stakeholders?** If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please list which specific groups or communities you are going to consult with and when.

There has been an initial consultation with the Council's Staff Race Equality network on the framework of the Charter and supporting the delivery plan. The Charter is being presented to Cabinet for approval with a recommendation to be submitted to Full Council for adoption.

**Are there any complaints, compliments, satisfaction surveys or customer feedback that could help inform this assessment? If yes, what do these tell you?**

All feedback received on the Anti-Racism Charter will be monitored and analysed.

### **Step 3 – Identifying the impact**

- a. Is there any impact on individuals or groups in the community?** (think about age, disability, gender identity, race, religion or belief, sex, sexual orientation, maternity/pregnancy, marriage/civil partnership and other socially excluded communities or groups)

#### **Barriers:**

What are the potential or known barriers/impacts for the different 'equality strands' set out below? Consider:

- **Where** you provide your service, e.g. the facilities/premises;
- **Who** provides it, e.g. are staff trained and representative of the local population/users?
- **How** it is provided, e.g. do people come to you or do you go to them? Do any rules or requirements prevent certain people accessing the service?

- **When** it is provided, e.g. opening hours?
- **What** is provided, e.g. does the service meet everyone's needs? How do you know?

\*Some barriers are justified, e.g. for health or safety reasons, or might actually be designed to promote equality, e.g. single sex swimming/exercise sessions, or cannot be removed without excessive cost. If you believe any of the barriers identified to be justified then please indicate which they are and why.

### **Solutions:**

What can be done to minimise or remove these barriers to make sure everyone has equal access to the service? Consider:

- Other arrangements that can be made to ensure people's diverse needs are met;
- How your actions might help to promote good relations between communities;
- How you might prevent any unintentional future discrimination.

	<b>Barriers/Impacts identified</b>	<b>Solutions (ways in which you could mitigate the impact)</b>
<b>Age</b> (including children, young people and older people)  <b>Disability</b> (including carers)  <b>Race</b> (including Gypsies & Travellers and Asylum Seekers)  <b>Religion or belief</b> (including people of no religion or belief)  <b>Gender Re-assignment</b> (those that are going through transition: male to female or female to male)  <b>Pregnancy and Maternity</b>  <b>Sex</b> (either male or female and including impact on men and women)  <b>Sexual orientation</b> (including gay, lesbian, bisexual and heterosexual)	The Charter, including the delivery plan, will send out a clear message to the Workforce, the Community and the Borough that the Council continues to focus on tackling inequality and tackling racism.	

**b. Is there/will there be any impact on staff?**

Employee Characteristic	Barriers/Impacts identified	Solutions (ways in which you could mitigate the impact)
Age	The Anti-Racism Charter and delivery plan supports the Council to increase the progress it makes towards the Corporate Equality Objectives.	Adoption of the Charter will support the Council to mitigate the following risks: <ul style="list-style-type: none"><li>• Failure to meet Public Sector duty under the Equalities Act 2010</li><li>• Failure to attract and retain diverse talent, Calderdale’s workforce will remain under-represented and disparities not addressed.</li><li>• Discriminatory practice/unconscious bias will go unchecked leading to a breach in Equalities legislation and public sector duty.</li><li>• Services provided to communities will be provided by a workforce lacking understanding of equality/diversity and inclusion breaching equalities legislation.</li></ul> Adoption of the Charter will ensure the Council is a more inclusive organisation and workplace where people from a diverse range of identities, ethnicities and cultures feel inspired and supported to achieve their very best work.
Disability		
Gender reassignment	There should not be any negative impact on staff, communities or residents when the Charter is adopted.	
Pregnancy & maternity		
Marriage and Civil Partnership		
Race		
Religion or belief		
Sex		
Sexual Orientation		

**Step 4 – Changes or mitigating actions proposed or adopted**

**Having undertaken the assessment are there any changes necessary to the existing service, policy, function or procedure? What changes or mitigating actions are proposed?**

The Anti-Racism Charter pledges that within the first 12 months of adoption, Calderdale Council as an organisation has implemented a clear and visible race equality policy, a programme of anti-racism initiatives and actions across the organisation.

## Step 5 – Monitoring

### How are you going to monitor the existing service, policy, function or procedure?

Equality auditing processes will monitor the Charter commitments within 12 months of signing.

## Part C - Action Plan

Barrier/s or improvement/s identified	Action Required	Lead Officer	Timescale
The Charter needs to be communicated to and accessible to all staff	The Charter will be publicised in Ecall.  Review commitments within 12 months of signing		ASAP when approved.  12 months after adopted

### EIA approved by:

Relevant Head of Service:

Date:

**Please send an electronic copy of the EIA to the Cohesion and Equality Team:**

Shameem.Suleman@calderdale.gov.uk

EIA Register Reference: