



Equality Annual Report

2017/18

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The Report's Purpose

In March 2016, the Council published its Strategic Equality Plan for the period of 2016-20 in order to reduce inequality between people who have equality characteristics and the rest of society. These characteristics are:

- Age
- Transgender
- Gender
- Race – including ethnic or national origin, colour or nationality
- Disability
- Pregnancy and maternity
- Sexual orientation
- Religion or belief - including lack of belief
- Marriage and civil partnership

(Equality Act 2010)

In the Strategic Equality Plan, the Council noted four objectives to work towards over the next four years. The objectives were chosen based on a variety of evidence including internal information, the voice and participation of members of the public and data on equality characteristics. The objectives are:

- Improve our arrangements to discover and use the opinion of people who share equality characteristics
- Improve our equality impact assessment arrangements
- Create circumstances for people from different backgrounds to represent the people of Gwynedd by standing in an election to become an elected member
- Identify any employment and pay inequalities and take action to reduce them.

The purpose of this document is to note some of the most important things that Gwynedd Council has done during the year from April 2017 to March 2018 in the field of equality in order to ensure that equality consideration receive due regard and permeate naturally into all the Council's work.

Action Plan

Strategic Equality Plan 2016-20

Objective 1

Improve our arrangements to discover and use the opinion of people who share equality characteristics



What the Council will do during 2016-20?	What is the timescale?
1.1 Strengthen the Council's link to specific groups and establish an equality core group. Share the information that comes from the group throughout the Council.	2016-17
1.2 Share information from engagement exercises on the Council's intranet so that it is available to all. (Further consideration to be given to discover the best method)	Ongoing
1.3 Strengthen the equality element in the Engagement Handbook based on good practice to ensure that the services are reminded of the benefit that comes from receiving the views of people with equality characteristics, as well as the duty to do so.	2016-17
What has happened during 2017-18?	
<p>During this time the Equality Core Group was established and the first meeting was attended by approximately 12 people. We will be working to encourage more members to join us during the remainder of the Plan's term. There is a list of approximately 150 organisations working in the equality characteristics field available on the Council's intranet for broader engagement (1.1). This should improve our equality impact assessments and ensure that our policies and procedures are more suitable.</p> <p>A link to the available opinion poll exercises is available on the Council's website in order for the information to be used by all Departments (1.2).</p> <p>The work of amending the Engagement Booklet is complete in order to remind people of their duty towards equality (1.3).</p>	

Objective 2

Improve our equality impact assessment arrangements



What the Council will do during 2016-20?

What is the timescale?

2.1 Give assistance and training to officers to ensure that they have information about their duty towards people with equality characteristics. This should include ensuring that impact assessments are a part of the development of any policy, project or procedure before any decisions are made.

Ongoing

2.2 Ensure that the messages that come from seeking input from groups and individuals with protected characteristics are shared throughout the Council so that they can be included in impact assessments.

Ongoing

What has happened during 2017-18?

The equality e-module is available on the Council's website (2.1).

The impact assessment sheets have been amended and are available on the intranet. More comprehensive guidance has been created and included with them in order for the resource to be available for all (2.1).

Different types of information have been placed on the Council website, e.g. Accessible Meetings and Various Methods of Communication for Council staff to be aware of equality matters. This information will be updated regularly with the support of the Equality Core Group (2.1).

Messages from the equality Core Group minutes will be available on the intranet (2.2) for everyone to have access to them.

This work should strengthen the equality impact assessments that are prepared when changing services.

Objective 3

Create the circumstances for people from different backgrounds to represent the people of Gwynedd by standing in an election to become an elected member.



What the Council will do during 2016-20?

What is the timescale?

3.1 Conduct a local survey to identify the elements that prevent individuals from standing an election to become a local councillor.

2016/17 –
2017-18

3.2 Act on the outcome of the above (where possible) to remove obstacles.

2016/17 –
2017-18

3.3 Various methods to raise the awareness of the people of Gwynedd of democracy and the opportunities to represent as a local councillor.

2016/17 –
2017-18

What has happened during 2017-18?

This work was completed in 2016-17 when preparing for the May 2017 local government elections. The Council accepts that the work did not succeed in creating a more diverse Council. Attracting people from different backgrounds, especially women, young people and disabled people, continues to be a priority and therefore the Council endeavours to look for ways of achieving this. We are aware of the need for a combination of different interventions to influence the situation, and there is a possibility that the fruit of this labour will not be evident for some years. During 2017-18 a sub-group of members was established to build on the work that has already taken place.

Objective 4

To identify any employment and pay inequalities and to take action to reduce them



What will the Council do during 2016-20?

What is the timescale?

4.1 A campaign to fill in gaps in the equality characteristics data

Commencing in June 2016

4.2 Complete a pay audit

2016/17 – 2019/20.

4.3 Act based on the evidence from the pay audit and any other relevant information

2016/17 – 2019/20

What happened during 2017/18?

The latest pay audit was completed earlier in the year. The audit concentrated on considering whether there was any difference in basic salaries, and specifically between men and women who deliver the same type of work. The assessment concluded that there are no equal pay gaps in the workforce (4.2).

In undertaking the next audit the Council will consider extending the brief, to assess whether there is any pay gaps against some of the other equality characteristics e.g. age. In the meantime we will also plan how to address the gender pay gap within the workforce (4.3).

The Council also continues to endeavour to fill the gaps in information on the equality characteristics of our staff members. Every staff member is free to respond to questionnaires that ask for that information, but obviously as an employer we need as much information as possible so that we can then respond to the situation and abolish any discrimination (4.1). It was decided to revise the form as the questions were not consistent and in order to clearly explain the reasons we would urge people to complete it.

Amending the 2016-20 Strategic Equality Plan

The Equality Act 2010 permits Local Authorities to change their Plans if they have adequate reason and evidence to do so. Gwynedd Council has decided that we need to add an objective to our equality plan as follows:

<p>Objective 5</p>	<p>Improve our information provision for people who do not use Welsh or English as a first language or who require documents in different formats</p> 
<p>Why did we decide on this field?</p>	<p>We have noticed that the Council does not do enough to meet the needs of these individuals.</p>
<p>Which equality groups in particular does it affect?</p>	<p>Disabled people, black and ethnic minority people, older people and young people</p>
<p>How are we going to do this?</p>	<ul style="list-style-type: none"> • Engage with the Equality Core Group and other relevant groups to identify the greatest need • Act on what they say, if possible
<p>What is the timescale?</p>	<p>2018-20</p>
<p>What other results do we want to see?</p>	<ul style="list-style-type: none"> • Better understanding of the needs of the people of Gwynedd. • Act on the outcomes of the engagements
<p>The evidence for doing this</p>	<p>It appears that the demand for alternative formats is generally low throughout the Council, except for some specific cases (e.g. over 1,000 copies of Newyddion Gwynedd in audio format are sent out every time). It is not possible to say if the present low demand is because of a lack of need, or are there barriers e.g. lack of information. We need to undertake further work to ensure suitable provision for individuals</p>

Has the Council done anything else?

The Council has not worked on these objectives in isolation in the field of equality during 2016-17. Most of the work in the field is an integral part of officers' day-to-day work as can be seen below. Many of these are undertaken jointly with partners in the public or third sector.

The Sport for Life Team has held the Snowdon Junior Race in 2017 for the first time. More than 230 children competed under five age categories from under 10 to under 18, with medals awarded to the first three girls and three boys in every category. It included thrill of starting at the Snowdon Race starting line, 5 minutes after the main race set off.



Over the course of 4 days in June, the Gwynedd Primary School Orienteering Series was held in three striking locations across the county. Organised by the Sport for Life Team, more than 700 children participated in the event. Orienteering is an exciting and challenging outdoors activity. The aim is to navigate between control points that are marked on an orienteering map and to complete the course in the quickest time possible.

Also a walking with prams group was established in Maesgeirchen in order to improve parent health.

Nefyn and District Golf Club has received funding from Gwynedd Community Chest to develop a new team for girls aged 7-11 years old.



A new accessible cycling club called Cycle Power was set up in Plas Menai. There are 15 adapted bikes available, and they vary from multi-seater, to tandem bikes, tricycles and wheelchair cycles. The club, which convenes every other week, uses the Lôn Las Menai Cycle Path which goes from Caernarfon to Felinhelli and beyond.

Gwynedd Council consulted with the public about its disabled sports provision across the county. The intention was to look at how disabled people take part in sports of physical activity and to identify and seek to solve any obstacles they face. It must be ensured that everyone who wishes to participate has access to sport in order to develop skills, gain confidence and stay healthy

More than 600 disabled users have registered with sports clubs in Gwynedd. The county holds more sessions such as Boccia and 'Rebound Therapy' than any other county in Wales.

The second Boccia Tournament for people living with impairments and chronic health conditions took place at Glaslyn Leisure Centre, Porthmadog. Thanks go to Councillor John Hughes and his wife for financing the event and giving a trophy in memory of his son, Wil Hughes.

Boccia is similar to 'boules', is played with soft leather balls and it was originally planned for wheelchair users. Players can choose to throw, kick or use a ramp to place a ball on the court with the aim of getting nearer to the 'jack' ball. 32 teams competed for the Will Pent Memorial Trophy title including clients from DementiaGo and NERS project as well as the MS Society, the local Stroke Club and Parkinson's Support group, Antur Waunfawr, Abergele Boccia Club and the Pines Nursing Home.



The DementiaGo weekly programme is held at five of the Council's leisure centres. It provides exercise classes that help to improve stamina, strength, balance and coordination. There is also an opportunity for parents who attend to participate in games such as Boccia and table tennis and the most important element is that every class ends with a cuppa and a chat.



People who receive a diagnosis of dementia can lose confidence and give up on participating in activities they used to enjoy, this can lead to loneliness and isolation. This can also apply to carers who are trying to cope with the situation and the stress. One specific event held during the summer was an afternoon of fun, dancing and laughter with the television personality Russell Grant who's a former competitor on the BBC's

Strictly Come Dancing programme.

The Council supports a number of different national awareness raising days, weeks and months e.g. National Hate Crime Awareness Week, LGBT (Lesbian, Gay, Bisexual and Transgender) History Month. As an example, for International Women's Day (8 March), the Council published a video to celebrate and to highlight Gwynedd women's contribution to the county, to Wales and beyond. The video has been viewed more than 14,000 times.



Pen Llŷn was the first area in Wales to implement a pioneer project to encourage mums, and women in general, to learn about the digital world. The purpose of the #Techmums charity is to give mums and women who have left work the skills and confidence to enable them to return to work using the latest technology, be that in an office or in their own homes.

Since November 2016, William Mathias Music Centre has been holding music sessions on behalf of Gwynedd Council's Community Arts Unit with the older residents of Gellilydan and Awel y Coleg, Bala under the guidance of the musician, Nia Davies Williams. The plan's main objective is to tackle loneliness and isolation amongst Gwynedd's older population. Children from the local primary schools were invited to participate in Camau Cerdd sessions with Marie-Claire Howorth before joining the older people to sing together and enjoy musical activities. The sessions have helped to bring people together to reminisce and enjoy music, in addition to raising confidence and offering the opportunity to meet new people. From October 2017 onwards, it has been possible for people from the Bethesda and Deiniolen areas to take advantage of the scheme.

The way in which adults have access to social services in Gwynedd has changed. The Information, Advice and Support service is now available on a more local level, with teams based in Llŷn, Caernarfon, Bangor, Eifionydd / north Meirionnydd and south Meirionnydd. The five new teams have replaced the former Adults Advice and Assessment Team and the Arfon, Dwyfor and Meirionnydd Area Teams. This change means that the people who require these services, and their families, can make direct contact with the relevant officers. The smaller areas will also make it easier for staff to have a better understanding of what is taking place within local communities that will in turn improve individuals' experience.

MANYLION CYSWLLT NEWYDD AR GYFER GWASANAETHAU GOFAL I OEDDLION

NEW CONTACT DETAILS FOR ADULT CARE SERVICES

Mae gwasanaeth newydd yn cymryd lle Tim Cynghan ac Aislin Oeddlion Gwynedd.

O llyn ymlaen, am wybodaeth, cynghor a chymorth ar gyfer oeddlion yng Gwynedd, cywllwch â:

From now on, for information, advice and assistance for adults in Gwynedd, please contact:

- 1 Llŷn 01155 704999
OeddlionLlyn@gwynedd.llyw.cymru
- 2 Caernarfon 01284 879999
OeddlionCaernarfon@gwynedd.llyw.cymru
- 3 Bangor 01248 342340
OeddlionBangor@gwynedd.llyw.cymru
- 4 Eifionydd/Caernarfon/Meirionnydd 01766 518300
OeddlionEifionydd@gwynedd.llyw.cymru
- 5 Deiniolen/Meirionnydd 01241 434499
OeddlionDeiniolen@gwynedd.llyw.cymru

www.gwynedd.llyw.cymru

The OPUS Team which is funded by the European Social Fund, via Welsh Government, works to help people who are 25 years old or older and who have been unemployed for an extended time to return to employment. They specifically support those who experience additional obstacles e.g. disabled people or people who do not speak Welsh or English as a first language.

Further Information

Complaints

No official complaints were received about equality matters and the Equality Officer is not aware of any unofficial complaints either. One informal complaint was resolved that had been received during 2016-17. It was identified that it was not an equality matter

Equality Information

See Appendix 1 for the Gwynedd Council staff monitoring figures

As noted in Objective 4, the Council has identified the need to improve the Council's procedure for monitoring staff equality. Work has commenced on amending the questions being asked and the process will be completed by the end of 2018-19.

Att 2: 2017-18 Employment Information

The Council has a duty, according to the Equality Act 2010, to provide employment information annually. This is the information for 2017-18.

I. Details of the workforce in general

42.2% of the Council's staff have filled in an optional equality questionnaire, and the figures below are based on these unless noted differently. The information about the equality characteristics are as follows:

Can you speak Welsh?

	% of the sample	% of the workforce
No	4.4%	1.8%
Yes	94.0%	39.6%
I prefer not to say	1.7%	0.7%
Total	100.0%	42.2%

Nationality:

	% of the sample	% of the workforce
Welsh	91.9%	38.8%
English	4.8%	2.0%
Scottish	0.2%	0.1%
Irish	0.1%	0.0%
Other	2.2%	0.9%
I prefer not to say	0.8%	0.3%
Total	100.0%	42.2%

Ethnicity:

	% of the sample	% of the workforce
White	98.1%	41.4%
Other	0.3%	0.1%
Mixed - White and Black African	0.1%	0.0%
Mixed - White and Asian	0.2%	0.1%
Black - African	0.0%	0.0%
Black - Caribbean	0.0%	0.0%
Asian - Other	0.0%	0.0%
Pakistani	0.1%	0.0%
Indian	0.0%	0.0%
I prefer not to say	1.1%	0.5%
Total	100.0%	42.2%

Gender:

	% of the sample	% of the workforce
Female	69.9%	29.5%
Male	29.6%	12.5%
I think of myself in another way	0.04%	0.02%
I prefer not to say	0.5%	0.2%
Total	100.0%	42.2%

Religion :

	% of the sample	% of the workforce
I have a religion or belief	59.3%	25.0%
I do not have a religion or belief	30.2%	12.8%
I prefer not to say	10.5%	4.4%
Total	100.0%	42.2%

Sexual Orientation :

	% of the sample	% of the workforce
Bisexual	0.0%	0.0%
Hetrosexual or straight	95.9%	40.5%
Lesbian or Gay	0.4%	0.2%
Other	0.3%	0.1%
I prefer not to say	3.4%	1.4%
Total	100.0%	42.2%

Disability :

	% of the sample	% of the workforce
I do not see myself as a disabled person	93.4%	39.4%
I see myself as a disabled person	3.6%	1.5%
I prefer not to say	3.0%	1.3%
Total	100.0%	42.2%

Age: These figures relate to the whole workforce as the Council has every worker's date of birth. They include casual workers as they appeared on 31 March this year.

Age Band	% of the workforce
16-19	1.8%
20-24	5.7%
25-29	8.8%
30-34	9.3%
35-39	11.3%
40-44	11.7%
45-49	14.6%
50-54	13.9%
55-59	12.4%
60-64	7.1%
65-69	2.1%
70-74	0.8%
75+	0.4%
Cyfanswm	100.0%

2. The Nature of the Posts

There is only a need to note a gender equality characteristic here.

a) The numbers employed according to posts

Analysis not available

b) The numbers employed according to the salary scale

	Male	Female	I think of myself in another way	I prefer not to say	Percentage of the sample
Apprentice	0.0%	0.0%	0.0%	0.0%	0.0%
Sessional Workers	0.2%	0.3%	0.0%	0.0%	0.6%
Basic Scale (BS)	10.5%	39.2%	0.04%	0.3%	50.0%
Officers (O)	7.9%	9.7%	0.0%	0.0%	17.6%
Senior Officers (SO)	6.8%	7.4%	0.0%	0.1%	14.4%
Senior Managers (SM)	0.5%	0.2%	0.0%	0.0%	0.7%
Chief Officers	0.1%	0.1%	0.0%	0.0%	0.2%
Teachers (Including unqualified and supply)	2.5%	9.6%	0.0%	0.00%	12.2%
Headteachers / Deputy Headteachers	0.9%	2.8%	0.0%	0.0%	3.7%

Soulbury	0.1%	0.5%	0.0%	0.0%	0.7%
Total	29.6%	69.9%	0.03%	0.5%	100.0%

c) The numbers employed according to salary range

Salary Band - Full-Time Equivalent	Male	Female	I think of myself in another way	I prefer not to say	Percentage of the sample
£10,000 - £19,999	11.2%	42.6%	0.04%	0.3%	54.2%
£20,000 - £29,999	8.2%	10.9%	0.00%	0.0%	19.1%
£30,000 - £39,999	5.9%	7.4%	0.00%	0.1%	13.3%
£40,000 - £49,999	3.0%	6.7%	0.00%	0.1%	9.8%
£50,000 - £59,999	0.8%	1.8%	0.00%	0.0%	2.6%
£60,000 - £69,999	0.3%	0.2%	0.00%	0.0%	0.5%
£70,000 - £79,999	0.1%	0.1%	0.00%	0.0%	0.3%
£80,000+	0.1%	0.0%	0.00%	0.0%	0.2%
Total	29.6%	69.9%	0.04%	0.5%	100.0%

d) The numbers employed according to contract type

	Male	Female	I think of myself in another way	I prefer not to say	Percentage of the sample
Fixed Term	1.1%	3.6%	0.0%	0.0%	4.7%
Casual	0.8%	3.5%	0.0%	0.1%	4.5%
Permanent	27.7%	62.7%	0.04%	0.4%	90.8%
Total	29.6%	69.9%	0.04%	0.5%	100.0%

e) The numbers employed according work pattern

	Male	Female	I think of myself in another way	I prefer not to say	Percentage of the sample
Full-time	25.5%	36.6%	0.00%	0.3%	62.5%
Part-time	4.1%	33.2%	0.04%	0.2%	37.5%
Total	29.6%	69.9%	0.04%	0.5%	100.0%

3. People who have applied for jobs with the authority during the past year

Note: these are applicants who have applied for a job on-line only - it does not include those who have made a paper application. It includes people who already work for the Authority as well as external applicants. A person can have applied for more than one post and so appear twice in the data.

Gender	Number
Male	1,209
Female	1,862
I think of myself in another way	*
I prefer not to say	15

Note: * means that the figure is too low to disclose

Race	Number
White	3,015
Mixed - White and Black Caribbean	*
Mixed - White and Asian	9
Black - African	17
Asian - Other	6
Pakistani	*
Bangladeshi	9
Chinese	*
Indian	*
Other	5
I prefer not to say	*

Note: * means that the figure is too low to disclose

Nationality	Number
Welsh	2,670
English	270
Scottish	7
Irish	18
Other	113
I prefer not to say	9

Note: * means that the figure is too low to disclose

Religion	Number
I have a religion or a belief	1,067
I do not have a religion or a belief	1,751
I prefer not to say	269

Note: * means that the figure is too low to disclose

Sexual Orientation	Number
Bisexual	18
Heterosexual or 'straight'	2,938
Lesbian or Gay	35
Other	*
I prefer not to say	92

Note: * means that the figure is too low to disclose

4. Council employees who have applied for a different job within the same authority

Part of the above figure

5. Council employees who have made an application for training and the number who were successful

This data regarding those who were successful is unavailable.

6. Council employees who have completed the training successfully

2,771 members of staff have completed training during the year, either traditional training or e-learning module. Of those 1,279 had completed the equality questionnaire.

Gender	Number
Male	409
Female	864
I think of myself in another way	0
I prefer not to say	6

Note: * means that the figure is too low to disclose

Race	Number
White	1,255
Mixed - White and Asian	*
Mixed - White and Black African	*
Pakistani	*

Other	3
I prefer not to say	16

Note: * means that the figure is too low to disclose

Nationality	Number
Welsh	1,176
English	61
Scottish	*
Irish	*
Other	28
I prefer not to say	10

Note: * means that the figure is too low to disclose

Religion	Number
I have a religion or a belief	696
I do not have a religion or a belief	421
I prefer not to say	162

Note: * means that the figure is too low to disclose

Sexual Orientation	Number
Bisexual	*
Heterosexual or 'straight'	1,225
Lesbian or Gay	9
Other	2
I prefer not to say	42

Note: * means that the figure is too low to disclose

Disability	Number
I do not see myself as a disabled person	1,195
I see myself as a disabled person	47
I prefer not to say	37

Note: * means that the figure is too low to disclose

7. Staff members who have been part of the complaints procedure, either as a complainant or as the person the complaint was made against

22 individuals have been involved in a complaints procedure. It is not possible to analyse further because of the danger of identifying individuals. Looking at the figures it is possible to say that no pattern emerges.

8. Staff members who have been through the disciplinary procedure

51 cases of disciplinary procedures have occurred during the year. It is not possible to analyse further because of the danger of identifying individuals. Looking at the figures it is possible to say that no pattern emerges.

9. Staff members who have left the Council's employment

569 individuals left the Council employ during 2017/18. Of those, 200 had completed the equality questionnaire

Gender	Number
Male	54
Female	146
I think of myself in another way	0
I prefer not to say	0

Note: * means that the figure is too low to disclose

Race	Number
White	200
Mixed - White and Black Caribbean	0
Mixed - White and Asian	0
Black - African	0
Asian - Other	0
Pakistani	0
Bangladeshi	0
Chinese	0
Indian	0
Other	0
I prefer not to say	0

Note: * means that the figure is too low to disclose

Nationality	Number
Welsh	184
English	9
Scottish	*
Irish	0
Other	5
I prefer not to say	*

Note: * means that the figure is too low to disclose

Religion	Number
I have a religion or a belief	128
I do not have a religion or a belief	50
I prefer not to say	22

Note: * means that the figure is too low to disclose

Sexual Orientation	Number
Bisexual	0
Heterosexual or 'straight'	192
Lesbian or Gay	*
Other	*
I prefer not to say	5

Note: * means that the figure is too low to disclose

Disability	Number
I do not see myself as a disabled person	187
I see myself as a disabled person	9
I prefer not to say	4

Note: * means that the figure is too low to disclose

Att 2: Equality Impact Assessment

1) ASSESSMENT AUTHORS

Delyth G Williams, Policy Officer

2) PARTNERS

Who are your partners when starting or changing the policy / plan / practice? They will need to be included when undertaking this assessment.

- People who share equality characteristics
- Groups who represent people who share equality characteristics

3) DATE ASSESSMENT BEGUN

8 October 2015

2018 Version – 11 June 2018

5) AIMS AND OBJECTIVES OF THE POLICY / PLAN / PRACTICE

Note why the policy / plan / practice is necessary. Note what the Authority hopes to achieve.

The purpose of the 2016-20 Strategic Equality Plan is to reduce inequality between people with equality characteristics and the rest of society. The intention is to do so by setting objectives that will ensure that the voice of people with those characteristics is given fair consideration. It is also important to ensure that equality is mainstreamed throughout the work of the Council.

The purpose of the Annual Report is to report on any progress

6) PARTICIPATION AND CONSULTATION

Have you consulted regarding the change in policy / plan / practice? What was the result? Remember it is a statutory requirement to consult with the people who will be affected.

We have received input through a number of sources. A regional engagement day was held with various stakeholders to discuss our regional objectives.

The Council has collected information regarding people's priorities through Gwynedd Challenge, an opinion gathering exercise, which included a meeting with groups of older people, young people and disabled people. This information has been used in forming the following objectives but also will be used in shaping of our future work. Information from previous engagements has also been used.

We now intend to have a consultation period, with widespread advertising and contact with specific groups.

7) EVIDENCE AVAILABLE

The evidence can be based on local, regional or national evidence, e.g. the service's data or regional equality statistics or a national report.

Our evidence has come from a variety of sources including

- Engagement - see above
- The Council's internal information
- Data on equality characteristics

There is more information on this data in the plan.

8) GAPS IN EVIDENCE

Note any gaps in evidence and explain how you intend to fill them.

We have identified gaps in evidence in the Plan and identified methods to correct this e.g. collecting information on the equality characteristics of the workforce.

We do not feel we have enough information about the need for documents in different formats, e.g. Easy Read or British Sign Language. There has not been much demand for alternative sources but we are not sure if this is because there is no real demand or because people are unaware of their rights in this regard. We have therefore decided to include an additional Objective in our plan from now on to identify the real need and act on the information we receive.

9) RELEVANCE AND EFFECT

The relevance of the policy / plan / practice to the general equality duty and to each one of the equality groups (protected characteristics) must be shown. The real or likely effect must be clearly noted. It is possible that not every characteristic will be relevant or be affected.

9a)

Equality Act General Duty	Relevance	The real or likely effect
Removing illegal discrimination, harassment and victimisation	Positive	The Plan intends to respond to these duties and will therefore have a positive impact.
Promoting equal opportunities	Positive	The Plan intends to respond to these duties and will therefore have a positive impact.
Foster good relations	Positive	The Plan intends to respond to these duties and will therefore have a positive impact.

9b)

Characteristics	Relevance	The real or likely effect
Race	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this characteristic. Each of the objectives will have an impact by including people by engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will be important for people with this characteristic because considers the needs of people who do not speak Welsh as English as their first language.
Disability	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this feature. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will be important for people with this characteristic because it looks at the needs of people who use British Sign Language or need documents in Easyread, large print or audio.
Sex	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this characteristic. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the

		impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will not affect people with this characteristic.
Gender reassignment	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this feature. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will not have an impact on people with this characteristic
Sexual orientation	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this feature. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will not have an impact on people with this characteristic.
Religion or belief	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this characteristic. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will not have an impact on people with this characteristic

The Welsh language	Positive	There is no specific effect on the Welsh language but, of course, all the work will be done in accordance with the Council's Language Policy
Age	Positive	<p>The purpose of the plan and the objectives is to reduce inequality and therefore it will have a positive impact on people who share this characteristic. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements.</p> <p>Objective 5 can have an impact on older people because people's needs change as they get older. It will be relevant especially for older people who do not speak Welsh or English as a first language. It is also important to consider the needs of young people and create appropriate information.</p>
Pregnancy and maternity	Positive	<p>The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this characteristic. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will not have an impact on people with this characteristic</p>

Marriage and Civil Partnership	Positive	The purpose of the plan and objectives are to reduce inequality and will therefore have a positive impact on people who share this characteristic. Each of the objectives will have an impact by involving people through engagement, fully take into account the needs of people by assessing the impact of our policies, encouraging more people to stand in elections, and looking at our employment arrangements. Objective 5 will not have an impact on people with this characteristic
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10) ADDRESSING THE EFFECTS

a)	Note any possible effects from an equality perspective The plan and the objectives are expected to have a positive effect from an equality perspective. Objective 5 is also expected to have a positive impact, especially the Deaf people, disabled people and people who do not speak Welsh as English as their first language as well as older people and young people.
b)	What steps can be taken to lessen or improve these effects? Monitoring and reviewing, see below
c)	Is it necessary to reconsider the proposal? No

11) ARRANGEMENTS FOR MONITORING AND REVIEWING

What steps will you take to review the policy / plan / practice once it has been adopted? Although the above assessment recognised the possible effect, it must be remembered that the full effect will not be seen until the policy is implemented

An annual report will be completed yearly to note the work which has been completed and to recognise any gaps

It is acceptable to change the Plan at any time, as we have done in the current Annual Report

12) DECISION

Submit to Cabinet for approval of the contents, and for information