



# Foreword

I am delighted as portfolio holder for resources to present our Equality & Diversity strategy for 2019 - 2022.

Along with all our staff at Portsmouth City Council, I am committed to ensuring we deliver high quality services for all our residents. At the same time Portsmouth City Council seeks to be an employer of choice attracting and developing staff to reach their full potential and deliver services which are fair, personal and diverse.

The vision of Portsmouth City Council is to achieve equality, celebrate diversity and advance inclusion in Portsmouth and in line with public sector general equality duty.

We shall show leadership and will help to embed fairness into the cultures and behaviors by:-

- Championing and advancing equality, diversity and inclusion
- In partnership with local providers identify local needs and priorities, particular those at risk of disadvantage and discrimination to help reduce local inequalities
- In partnership with local providers seek the engagement of everyone in shaping local services to meet individual needs and achieve better outcomes for local people
- Helping and supporting staff to understand the importance of fairness and diversity in planning and delivering services.

- Acknowledge and valuing all our local partners who help to deliver fairness and equality

Together we can achieve a more balanced vision and ensure that everyone counts.

**Councillor Jeanette Smith**  
**Portfolio Holder for Resources**

# Introduction

This document sets out Portsmouth City Council's approach to equality and diversity issues over the next four years (2019–2022).

The purpose of the Council's equality and diversity strategy is to set out our vision, approach, key activities and monitoring arrangements in relation to tackling inequalities in Portsmouth.

The strategy has been informed by research and data, as well as gathering information from various protected characteristic groups across the city and analysing the type of corporate complaints that have been received by the council.

We have re-visited our equalities objectives from for the council and for the city, based on:

- actions from the previous action plan
- a review of the latest data on outcomes for communities in the city;
- the results of a range of surveys and consultations;
- changes in the diverse population of Portsmouth; and,
- changes in the legislative context and policy framework.

This document also outlines what equality objectives we are going to progress over the next 4 years based on our five key priorities that were supported by council officers, the residents of Portsmouth and various protected groups across the city, as well as

providing a summary of the council's workforce diversity.

This document has been prepared as an PDF (portable document format) to enable the reader to access key facts and figures and get an overview of Portsmouth's growing diversity and related equality issues.

This document is available in alternative formats on request from 023 9283 4789 or by emailing [equalities@portsmouthcc.gov.uk](mailto:equalities@portsmouthcc.gov.uk)

# Our commitment

Our commitment to equalities remains the strong and we will endeavour to ensure this commitment is embedded into the organisation through training, awareness of the protected characteristics described by the Equality Act 2010, we will also aim to make our services and policies accessible and meet the needs of the residents of Portsmouth.

'Portsmouth City Council's approach to equality and diversity primarily focuses on our customers to ensure that our services meet people's needs, both now and in the future. For us, this means all our customers in all our communities. We are working towards making our services more accessible by planning ahead and taking action based on listening to and involving our communities.

Our aim is to have a workforce that is reflective of the communities in Portsmouth, and is open to new ideas, ways of working and diversity. We are raising awareness on equality and diversity with our staff through an improved training programme that focuses on mainstreaming these principles into all of our work.

Our improved Equality Impact Assessment (EIA) process works across all our services and functions. This EIA process helps us to meet our legal requirements under equalities legislation, as well as helping us to measure the impact of our services on all of us in relation to age, disability, sex, transgender, race, sexual orientation, religion or belief, pregnancy and maternity as well as in relation to community cohesion'.

Our Equality objectives (previously Equality & Diversity Action Plan) works alongside this refreshed equality & diversity strategy and has been developed in line with identified needs and priorities. The relating Equality objectives will ensure that equality and diversity issues are at the forefront of the plans that we make, services we develop and actions we take.

# Our priorities

Our Equality objectives underpin our five key priority areas. They are:

## 1 Promoting fairness and diversity by tackling inequalities, disadvantage, and discrimination

Inequalities and disadvantage occur in many different settings, depending on the issue, and vary between the equality strands on the same basis. Therefore, Priority 1 requires a whole range of actions – some corporate in nature that look at issues holistically, and some service-specific actions that will improve particular outcomes for communities.

## 2 Leadership and partnerships

The council has a role in shaping the communities it serves as well as simply commissioning and providing public services. The council cannot achieve its aims in isolation and we will continue to work to 'identify local needs and to address these at a strategic level'.

## 3 Employment and training

Access to employment opportunities and training services are vital in addressing socio-economic deprivation. Our research shows that people from diverse communities in the city may be more likely to suffer deprivation than the wider population, with some communities feeling that discrimination remains an issue when applying for jobs. The council's role as an employer is one area where it can take very direct action on this issue. The council is one of the largest employers in Portsmouth and as such can do a great

deal to break down barriers and tackle discrimination. We continue to improve work opportunities at the council by providing work placements and apprenticeships.

## 4 Service delivery and access

All of Portsmouth's residents have the right to expect to be able to easily access services, advice, and information provided or funded by the council. The equality act places additional duties on the council to consider the needs of all of its communities in the design and delivery of services.

## 5 Promoting community and the voluntary sector

Delivering on all of the priorities in this strategy and addressing entrenched inequalities cannot be delivered by the council alone, but will be best achieved by involving and engaging communities in the decision-making process, in service design, and in developing our future plans.

# Equality objectives

1. Promoting fairness and diversity by tackling inequalities, disadvantage, and discrimination		
Objective	Lead officer	Progress
Ensure Equality impact assessments are carried out on all committee reports where necessary, service reviews, strategies, policies, functions and if services are created or ceases to exist	Report authors Directors Access & Equality Advisor	
Reduce rough sleeping and homelessness in Portsmouth. Produce a strategy of the way forward and the councils approach on how to reduce homelessness and rough sleeping in the city	Homeless & Rough Sleeping Strategic Programme Manager	
Alleviate poverty and break the cycle of deprivation using the 6 priorities in the Tackling Poverty Strategy Action Plan	Acting Tackling Poverty Co-ordinator	
Monitor and act on corporate complaints including complaints that are perceived as harassment or discrimination	Corporate complaints officer	
Review and revise the Equality Impact Assessment forms as appropriate	Access & Equality Advisor	
Actively promote PCC vacancies to diverse community groups	Director of HR, Legal & Performance	
Encourage people to report all types of hate crime, investigate 3rd party reporting training and look at premises/organisations that could be utilised for this purpose	Directors Access & equality advisor	

To ensure Portsmouth is a good place for children and young people with autism and make sure there is high quality education provision and access to health services to improve their physical and mental health	Head of inclusion	Autism strategy
To promote inclusion and improve outcomes for children and young people with special educational needs (SEND) and their families	Head of inclusion	SEND strategy

2. Leaderships and partnerships		
Objective	Lead officer	Progress
Joint working with voluntary and statutory organisations	Access & Equality Advisor	
Work with different protected characteristic groups across the city to ensure access to our services is achieved/engagement of groups to tackle inequalities	Access & Equality Advisor Independence & Wellbeing Team	
Work with the Portsmouth Hospital Trust and Patient experience team to ensure joined up working	Access & Equality Advisor	
Create Member equality champions and equalities steering group across political parties and create equality champions across all directorates	Director of Community & Communications	

3. Employment and training		
Objective	Lead officer	Progress
Cultural information, guidance and training awareness promoted to staff	Team Manager, Independence & Wellbeing Service	
Monitor staff perceptions of equality via staff surveys and produce actions relating to the outcome of the survey	Director of HR, Legal & Performance	
Through the staff survey and other channels we will look at ways on how we can improve the workforce data so we know who are the employees and how best to support them	Director of HR, Legal & Performance Communications Access & equality advisor	
Ensure mandatory Equality & diversity training reflects new legislation & government guidelines	Director of HR, Legal & Performance	
Portsmouth City Council to be a Disability Confident employer/leader	Director of HR, Legal & Performance	
Provide training to Members on their duties under the Equality Act 2010	Deputy Chief Executive & City Solicitor Director of HR, Legal & Performance	
Support the voluntary sector and partners to provide training for staff regarding the protected characteristics	Access & Equality Advisor	
Re-establish diversity staff groups if demand is evident and ensure the staff have the opportunity to attend in working hours	Director of HR, Legal & Performance	
Review the internal volunteering policy to enable PCC officers to immerse themselves in the community they serve	Director of HR, Legal & Performance	

4. Service delivery and access - Ensure access, information and advice is available / accessible to all		
Objective	Lead officer	Progress
Feasibility study and costings on allowing disabled people to use their concessionary bus pass before 9.30am to encourage disabled people to work, and college.	Assistant Director, Transport, Environment & Business Support	
To ensure all digital channels of communication is accessible to all people including those that use assistive technology	Assistant Director of Community & Communications Service Manager, Adult Services	
To make sure all the council access points including partnership and commissioned services can be easily accessed e.g. housing offices, library's. Co-produce an audit form that will include all disabilities including autism and sensory impairments and work with these groups to carry out the audits.	Director of Community & Communications Director of Housing, neighbourhood and Building Services Director of Culture and City Development	
Conduct an audit and assessment of all customer facing policies across the authority	Access & Equality Advisor	
Mainstream equality considerations in procurement to ensure wider social benefits, such as creating training or employment opportunities	Assistant Director of Contracts, Procurement & Commercial	
To seek views of the Licensing committee in respect of Section 167 of the Equality Act 2010-Maintain a list of accessible taxis and PHVs licensed in the city	Licensing Manager	

To review and commission disability awareness training for example Blue Lamp to provide this for taxi drivers	Licensing Manager	
Run an awareness campaign for the public regarding the unlawful act of refusing guide and assistance dogs in taxis	Communications Licensing Manager	

5. Promoting community and the voluntary sector		
Objective	Lead officer	
To engage with minority communities and their organisations to make sure these voluntary and social enterprise organisations have their say, and have the opportunity to be part of future projects in the city	Voluntary Sector Partnership Manager-	
To work with the voluntary, community and social enterprise sector in the city, working to improve partnership and integration between different groups. This integration and collaboration with diverse and minority groups will work to support our understanding of our communities and their needs.	Voluntary Sector Partnership Manager	
To embed equalities monitoring into our VCSE contracts, grants, this information will support our understanding of our local communities and identify potential gaps in the city	Voluntary Sector Partnership Manager	

# Legislative context

The Equality Act came into force on 1st October 2010. The act brought together over 116 separate pieces of legislation into one single act. Combined, the act provides a legal framework to protect the rights of individuals and to advance equality of opportunity for all.

The act covers discrimination because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The act simplifies and strengthens previous legislation to provide a new discrimination law which protects individuals from unfair treatment and promotes a fair and more equal society.

The general equality duty (set out in the equality act) places upon public authorities a requirement to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

The act explains that having due regard for advancing equality involves:

- Removing or minimising difficulties suffered by people due to their protected characteristics.

- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is extremely low.

Specific Duties were introduced by the Government in September 2011 with an aim of facilitating an efficient and effective compliance of certain public bodies with the general Equality Duty. This includes:

- Publishing information to demonstrate compliance with the general equality duty annually;
- and
- Preparing and publishing one or more equality objectives that will contribute to satisfying the three aims of the general Equality Duty (as above) every four years.

A ban on age discrimination was introduced by the Government in October 2012. The objective of the ban is to eliminate any age-related discriminative practices in the provision of goods, services or facilities, and in the carrying out of public functions. The council has been committed to age equality in the way it provides public services and exercises its functions long before the ban was introduced. However, the law provisions provide us with an

opportunity to closely examine our policies and practises to ensure that our residents are afforded fair treatment, regardless of their age.

In 2013 the Marriage(Same sex Act 2013) was passed which allows couples who are in a same sex relationship to get married rather than just having a civil partnership.

Between 01 January 2017and 01 January 2018, 31 same sex couples were married in Portsmouth.

This Act makes the marriage of same sex couples lawful in England and Wales, while protecting and promoting religious freedom.

For more detailed guidance on the Marriage (same sex couples) Act 2013 visit:

[www.equalityhumanrights.com/en/publication-download/marriage-same-sex-couples-act-2013-quick-guide](http://www.equalityhumanrights.com/en/publication-download/marriage-same-sex-couples-act-2013-quick-guide)

For more detailed guidance on the Equality Act 2010 visit:

[www.gov.uk/equality-act-2010-guidance](http://www.gov.uk/equality-act-2010-guidance)

For more information on equality and human rights law, visit the Equality and Human Rights Commission website at:

[www.equalityhumanrights.com](http://www.equalityhumanrights.com)

## Consultation

The consultation will take place from 13 August until 02 November 2018.

There will be an online survey as well as a paper copy for people that don't have access to a computer.

The survey will also be distributed to groups across the city and PCC officers will attend meetings to get feedback and suggestions for the proposed actions for the next 4 years.

# Equality & Diversity at Portsmouth City Council

Our approach to equality and diversity primarily focuses on our customers and their needs, to ensure that we serve all of our communities in the city.

The council's equality diversity work is supported within the Community and communications directorate. It provides support to services and advice on best practice, legislative requirements, monitoring and manages the EIA process.

## Equality impact assessments (EIA)

The council has a well established Equality impact assessment process which assists compliance with the Equality Duty, although EIA's are not a legal document in itself. It was decided in 2016 at the Governance and audit and standards committee that preliminary EIA's should be completed on any decision making reports if required. This was a more effective way of assessing any potential adverse impact our decisions they have on protected characteristics as described under the Equality Act 2010.

Initially a preliminary EIA is completed which is a screening process, this should highlight any potential impact the policy, function or service could have on any protected characteristic groups, if there is not enough information to make a decision or there could be adverse impacts a full EIA would be completed.

A full EIA would include consultation with the groups that could potentially be impacted on and where possible mitigation put in place or barrier removed completely. All EIA's are published with the report it relates to and any additional

significant EIA's that are completed will be published on the Equality and diversity web pages, these will be published on a rolling year.

The council will publish a list of 'Equality Impact Assessments' (EIAs) on proposed, new, changed or terminated services, policies, strategies, projects and functions with a link to the report that the EIA refers to.

This helps to evidence how the duties under the Equality Act 2010 have been considered, and, if necessary, mitigated any discriminative impact on our residents and visitors.

## Equality objectives

The Equality objectives are incorporated in the equality & diversity action plan which provides a list of our objectives. It sets out our key actions on promoting equality with regard to age, disability, sex, gender reassignment, race, religion or belief and sexual orientation, (as well as socio economic deprivation).

We are required to publish equality objectives in response to our specific duties in legislation.

An annual report will be produced to show progress on the Equality objectives and will report to the Governance, Audit and Standards committee.

## Workforce Diversity and Management

All Portsmouth City Council's recruitment and human resources policies are designed to be compliant with existing legislation and ensure that discriminatory practices are avoided.

The council ensures that all employees and managers undertake appropriate equalities and diversity training, proportionate to their role and level of responsibility. A range of management development programmes are provided to ensure that all managers have the opportunity to develop effective communication and leadership skills and value diversity within the workplace.

The council supports the wellbeing of its employees and provides information and advice to support the health of the workforce. An employee opinion survey is conducted on an annual basis across the whole workforce to provide feedback on a range of aspects. This is analysed across the protected characteristics of age, sex, ethnicity and disability.

Under Specific Duties introduced in 2011 as part of the Equality Act 2010, the council has a legal obligation to publish equality information relating to its employees on an annual basis. The council currently monitors the diversity of its workforce with relation to age, sex, disability and race as well as gender pay gap.

### Sex

The council, like most authorities, has a predominantly female workforce, with 75% female and 25% male employees.

### Ethnicity

Data held by the council indicates that 6.5% of our staff are from BME groups - this figure has remained unchanged since the previous strategy. However, this is likely to be an under-estimate, as

18.9% are listed as undisclosed. The BME figure does not reflect the diversity of the city, as the most recent data suggest that 16% of our resident population are from BME groups.

### Age of council staff

The council has 38.6% (increase from 3.6% recorded in the previous strategy) of its staff over the age of 50, while only 5.4% are under 25 (up from 5.3% recorded in the previous strategy).

### Disabled staff

1.5% of the council staff have disclosed having a disability. 30.9% are listed as 'undisclosed'; however, this high percentage includes staff who joined the authority prior to the introduction of any monitoring system to collect information on disability. In addition, because this data is captured at the time of recruitment, it does not reflect any staff that become disabled whilst working for the council. As such, this figure is almost certainly an under-estimate of the true position.

### Gender Pay Gap

The Gender Pay Gap for Portsmouth City Council was published in September 2017, the report includes school staff.

At the time of the report being published the data was correct for all staff, including school staff in post with PCC who earned their full-pay (relevant employees) At that time, there were 5,873 relevant full pay employees, which is made up of 75% (n4377) of females and

25% (n1496) were males.

The difference between the mean hourly rate of pay for male full-pay relevant employees and that of female full-pay relevant employees is 11%.

The average mean hourly rate of pay for a male was £16.84. For a female the average mean hourly rate of pay was £14.93, which results in the mean figure reported above.

The gender pay gap exists within Portsmouth City Council as the significantly larger proportion of female employees at the council work on the lower quartile (out of 20 pay bands) than our male employees – 22% male and 78% female staff.

The percentage of male employees increases throughout the remaining quartiles, from 20% in the lower middle quartile to 33% in the upper quartile.

In direct comparison the percentage of females employees decreases throughout the remaining quartiles from 80% in the lower middle quartile to 67% in the upper quartile.

Clearly, the council's current workforce does not match the profile of Portsmouth, with a large gender imbalance (though this is typical of local government) and under-representation of disabled people and people from BAME communities.

For more information on the Gender Pay Gap at Portsmouth City Council visit:

<https://www.portsmouth.gov.uk/ext/the-council/transparency/senior-management-salary-information>

### Apprenticeships

In Portsmouth City Council we have a successful apprenticeship scheme and look to promote this further especially to the different communities across the city.

The council currently have 74 apprentices-57% females and 43% males

The age of apprentices vary but 62% are aged 19-21 and 11% are aged between 26 and 49.