

Agenda Item 2

To Note the Panel Terms of Reference as agreed by Overview and Scrutiny Commission 8 September 2009

“Wishing positively to support officers in the good work already being done:

- To ensure progress on the issues raised about staff disabilities from the Diversity Peer Challenge (see below)
- To investigate issues relating to performance under the Local Area Agreement (see below)
- To investigate action take by the council to encourage people with disabilities to apply for a job.”

Note that : Progress from the Equalities and Inclusion Action Plan is being monitored via the regular reports within the existing OSC work programme. The draft Single Equality Scheme was reported to 15 December OSC and an additional meeting of OSC was set up on 12 January 2010 to consider and comment on the draft SES. The SES was approved at 11 February 2010 Cabinet.

Extract on Employment and Training from the Diversity Peer Challenge March 2009 organised by the Improvement and Development Agency (IDeA) and carried out by its trained peers.

Including action as at 29 October 2009 as reported to November 2009 Cabinet

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3.4 Employment and Training/ Areas for Improvement:

Peer Challenge comment	BHCC response/action												
<p>a) The Council has not been able to meet its own employment targets other than that for disabled people.</p>	<p>We continue to actively recruit from all groups and monitor this activity on a quarterly basis. We are currently 0.5% away from our target for BME people in the workforce. The trends have however generally been positive and the table below shows that all groups are going through interview and on to appointment.</p>												
<p>b) The Council needs to continue its focus on BME staff retention and would benefit from lessons learned from exit interviews.</p>	<table border="1" data-bbox="624 1010 1474 1160"> <thead> <tr> <th></th> <th><u>Applications</u></th> <th><u>Interviews</u></th> <th><u>Offers</u></th> </tr> </thead> <tbody> <tr> <td>Disabled</td> <td>1.93%</td> <td>2.78%</td> <td>3.21%</td> </tr> <tr> <td>Non Disabled</td> <td>98.07%</td> <td>97.22%</td> <td>96.79%</td> </tr> </tbody> </table> <p>The Local Employment Partnership has succeeded in recruiting over 80 local people into the council who were previously long term unemployed.</p> <p>In order to continue to work towards a representative workforce we have recently undertaken an Equality Impact Assessment of Recruitment and Selection and actions identified include:</p> <ul style="list-style-type: none"> • Recruitment of Disability Officer to work in conjunction with Access Officer to improve access to work/retention of disabled staff. • Ongoing continuing consultations with the community around Recruitment & Selection policy & practice e.g. liaising with job centre to obtain feedback from unemployed BME group about encouraging BME applications and discussions with MOSAIC. • HR to raise equalities issues with DMTs promptly especially, when presenting quarterly equalities monitoring data. • Link to staff forum group on ‘understanding turnover’ and continue work on reviewing exit policy and information. 		<u>Applications</u>	<u>Interviews</u>	<u>Offers</u>	Disabled	1.93%	2.78%	3.21%	Non Disabled	98.07%	97.22%	96.79%
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c) It was reported that there is a lack of a consistent/understood corporate response to the provision of translation and interpreting services to customers.	To be addressed within the ESG communications plan as above 3.1c
d) Reasonable adjustments for Disabled people and interpreting/translation are currently funded through team budget; this may provide a barrier to good employment practice within areas where budgets are under pressure.	The Access to Work guidance has been updated and new work is underway with the reasonable adjustments working group as below 3.4j. As we have clear responsibilities to make reasonable adjustments and provide interpreting or translation they will continue to be prioritised within service budgets.
e) Concern about changes to the sickness management procedure was reported.	This will be addressed within the current Equality Impact Assessment of Absence Management which includes a focus on how disability related absence is recorded.
f) No transparent policy around disability leave was available.	
g) It was reported that support options in the job application process were not known by all managers and therefore were not made available to all job applicants.	To be addressed within Recruitment & Selection Policy Review to ensure clarity of requirements of managers in relation to reasonable adjustments. Effective communication to all managers and appropriate and timely adjustments to be made.
h) It was noted that there is poor application	Equality Impact Assessment to continue to focus on all areas and issues related to religion to be addressed

<p>of awareness training into the work context for some people, for example “religion is not an issue at all in my service”.</p>	<p>appropriately. The Single Equality Scheme will include actions in relation to religion and belief for the first time.</p>
<p>i) The staff bus not accessible to people with mobility impairment.</p>	<p>The current arrangements with Brighton & Hove Bus Company allow them to designate any available vehicle for use on the 11x route although they endeavour to ensure that only accessible buses are used. There are some buses that were purchased before the DDA regulations came into force and they hope to have all their buses fully compliant with DDA regulations by 2010, 7 years before regulations become law in 2017. Any members of staff using other transport are able to reclaim their fares via petty cash.</p>
<p>j) The slow speed of consideration / provision of reasonable adjustment can be frustrating.</p>	<p>A new reasonable adjustment working group has been set up with representation from the Disabled Workers Forum, the unions, HR, ICT, Health & Wellbeing, Supported Employment and appropriate managers. The group will explore what else needs to be put in place to ensure that everyone’s needs are addressed promptly and effectively.</p>
<p>k) Responses to some requests for reasonable adjustment were institutionalised with managers assuming they knew what response was needed rather than making decisions with the disabled member of staff.</p>	

Brighton & Hove City Council - Organisational Health – Mid Year Progress Report 2009/10
Reported to December 2009 Cabinet

Reference	Indicator	Unit	target	Latest Information	Performance
BV011c	Percentage of top 5% of earners with a disability At the end of September, 13 of the 363 top earners i.e.3.58% have a disability compared with 4.6% for the same period last year. The actions in place to address this are included in those across the whole council with the addition that where we are using search providers they will be briefed prior to the assignment, that we are actively seeking to increase the number of staff with a disability at this level.	%	5.50	3.58	• red
BV016	Percentage of employees declaring they meet the Disability Discrimination Act disability definition compared with the percentage of working disabled people in the City At the end of September, there were 268 employees who met the disability definition compared with 7,316 working disabled people i.e. 3.66%. This compares with 3.77% at the same period last year. The percentage of staff meeting the DDA disability definition has reduced and actions are in place to promote the Coty Council as an employer through placing advertisements in RADAR a annual directory for individuals with a disability seeking work and to work with Jobcentre Plus in targeting minority groups in recruiting through the Local Employment Partnership. In addition work is underway in relation to the retention and development of existing disabled staff.	%	5.00	3.66	• red

Ref.	National Indicator number of 'local' reference to enable ease of reference	
Indicator	Description of measure	
Unit	How the indicator is measured: normally either number, percentage of monetary	
Target	The latest target set	
Latest information	Contains the most up-to-date data available to measure the indicator	
Performance	• Green	On track to deliver target
	• Amber	An area in need of improvement
	• Red	Off-track and requires attention
	• Grey	Not able to make a judgement of performance due to lack of information