

Appendix 1: EQUALITY OBJECTIVES ANNUAL PROGRESS REPORT - July 2017 to June 2018

Ref	Activity Description	Milestones	Milestone Completion date/Review	Milestone Status	Performance Target	Target date	Target Status
1. COMMUNITY RELATIONS - ensure that the people of the district get on well together.							
Encouraging and Celebrating Good Relations - • Encouraging and celebrating good community relations and active citizenship – promoting campaigns and opportunities to participate, raising awareness of 'cultural' events.							
1.1	People Can Campaign	Further develop the PeopleCan programme across the Council and district.	End 2018	The targets to end June 2017 were completed, as reported to Corporate O&S in last year's progress report. Since then activity has continued across the district in support of PeopleCan - Business Covenant, Education Covenant, Bradford Community Champions, Family Hub Service, Prevention and Early Help programme, Community Led Support programme, Integration Strategy, Great Get Together, Community Stars, district wide volunteering. In response to the Peer Review (2017), plans are in place to further develop the potential of the People Can programme. When more detail becomes available the PeopleCan actions and milestones will be updated in support of the Council's equality objectives.	Once new actions are in place targets will be set as appropriate to help measure our progress.	no date yet set.	no target currently able to be set
		A minimum of 6 events to be run/supported annually - Black History Month (October); Trans Day of Remembrance (November); Pride (May); Disability Awareness Month (November/December); Gypsy Travellers Awareness month (June); International Woman's day (March); LGBT history month (February);Hate Crime Week(October); Safeguarding week(October)	End June 2018	The council no longer takes a pro-active lead in running some of the annual events. However on a case by case basis, the Council can support communities when requested with officer time and in some cases a small amount of funding. Work undertaken through Integration Programme will add to the support available for these events, and connection will be made with the cultural calendar. In the last 12 months support has however been given to Black History Month (October); Trans Day of Remembrance (November); Pride (May); Disability Awareness Month (November/December); International Woman's day (March); LGBT history month (February); Hate Crime Week (October); Safeguarding week (October), as well as Hope Not Hate and Windrush events, amongst others.	6 events supported	Jun-18	7 plus supported
1.2	Ease opportunities for people to participate in decision making	The completeness and accuracy of the Electoral Register will be improved, providing opportunity for engagement especially in areas of deprivation.	Dec-18	Registration and reminder stages completed, in line with the schedule. Publicity campaign conducted alongside traditional canvassing activity, to encourage non-responders. Mobile tablet canvassing was also undertaken and provided a positive registration experience for non-responding citizens, encouraging participation.	Each year maintain 1st December annual registration levels within a range of 335,000 to 340,000 (taking into account fluctuations within the register and the levels of registration at publication date).	Dec-18	The annual registration process was fully completed and the target range as at 1 December 2017 exceeded, resulting in an increase in democratic participation following UK Parliamentary General Election 2017.
		The voice and influence of under represented groups are reflected	tbc	Community of interest activities will be continued in accordance with the new Integration programme. Once more detail of the delivery plan has been identified and resource allocated, this action will be updated. The work of the integration programme will also be considered for all the equality objectives over 2018/19.	Once the activities of the new integraion programme are in place targets will be set as appropriate to help us measure our progress.	no date yet set.	no target currently able to be set
Hate and Street Crime - education programmes in schools, increasing reporting, reducing street based sexual harassment.							
1.3	Education programme in schools (Implement an education programme in schools, to build young people's understanding of diversity. This will build understanding in Bradford's young people from an early age to help reduce future hate crime incidence.)	Stand Up Speak Out Make a Difference - (political/social/identity/diversity) includes programmes on Migrate, Anne Frank history for today, Anne Frank and you, Speakers Corner.	Jun-18	The SUSOMAD programme has successfully recruited 9 secondary schools and trained 98 ambassadors to deliver Peer Education Training in schools on Hate Crime and Anne Frank History for Today. 114 Ambassadors have been trained to guide at Anne Frank history for today and Remembering Srebrenica exhibitions. 2387 students have been guided around the Remembering Srebrenica and Anne Frank Exhibitions. 1807 pupils so far have taken part in a Free to Be Workshops to challenge prejudice and discrimination and develop critical thinking skills.	Hate crimes reported: 2016/17: 877 2017/18: less than 1,353 2018/19: less than 1,676 2019/20: tbc (targets to be set on an annual basis) Note: figures are likely to go up as reporting increases, ahead of hopefully reducing as crimes actually reduce.		2016/17 : 1,353 2017/18: 1,676 2018/19: not yet due 2019/20: not yet due
		Holding difficult conversations - prevention education resources	May-18	The Real conversations programme has successfully piloted their programme at 3 schools in Bradford and is now currently recruiting schools for its launch for the next academic year. The target of 8 schools across Bradford and Leeds has been achieved and the programme is now in its second phase of implementation. The Prevent Education Officer has been instrumental in creating a termly newsletter to all schools across Bradford and the district. Resources are currently being adapted to meet the needs of schools, specifically to combat online threats and build resilience in young people.			
		Interfaith education - faith tutor visits to schools and hosting visits to places of worship. Programmes include Religions in Bradford, Sharing Stories/Values, Interfaith week.	Annual (July 2018)	The Interfaith Education Centre continues to deliver its programme of education to schools and has successfully had 17,473 visitors to places of worship and faith tutors have carried out 502 visits to schools for this academic year to date.. So far this has contributed to the development of religious literacy, understanding of religious and cultural diversity and challenged prejudice and stereotyping. This work also promotes spiritual, moral and social development and British values as part of the curriculum.			
1.4	Raise awareness (Raise awareness of hate crime reporting and in the longer term help reduce incidence. Support the running of third party reporting centres, and raise awareness in public places)	4 new reporting centres across the district established with staff training provided, that reflects the protected characteristic groups thus enabling people to report crimes in places where they feel most able to report (currently 28 centres - end 2016).	End 2018	There are now 29 hate crime reporting centres across the district. Training has been delivered to other centres to enable them to make referrals, however they cannot guarantee that they can support all people coming through their doors with the current levels of funding so they are unable to establish themselves as a full hate crime reporting centre. In the last year four new reporting centres have been established - these are at Ahmadi Mosque, Bradford City Football Club (Match Days), Great Horton Village Hall and Central Hall Keighley. In addition the hate crime strategy was launched september 2017 - the priorities of this are to increase the levels of hate crime reporting across the district particularly amongst protected characteristic groups, establish an approach that will address under reporting amongst new and emerging communities; take steps to prevent hate crimes occurring in the first place by introducing an education programme that can be used to raise awareness and educate people about the impact of hate crimes on victims; ensure that a robust support mechanism exists to support victims of hate crimes.			

Bradford Council Equality Objectives (2016-2020)

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		Establish 5 specific hate crime reporting centres that can support new emerging communities and their needs in terms of language and confidence to report.	End 2019	Work continues with Bradford south area co-ordinators and Bradford Hate Crime Alliance to establish hate crime reporting centres that are able to take reports from new emerging communities. Staffed by people from those communities who understand the language and culture and the impact of under reporting. These are located at the Good Shephard Centre Keighley, Great Horton Village Hall, Manningham Housing, Accent Housing, Incommunities and the Thornbury Centre.			
		Publicity in health centres in the 5 key languages of new emerging communities	End 2018	Hate crime reporting information has been produced in the five key new emerging community languages and has been distributed in health centres and centres that are used by new communities. The health centres have included Horton Park Surgery, Hillside Bridge Health Centre and Bowling Hall Medical Centre.			
1.5	Reduce sexual harassment <i>•(Reduce sexual harassment of women at institutes of higher and further education as well as in city and town centres through education, enforcement and increased reporting.)</i>	Extent of problem to be identified - with supporting data to benchmark against and an action plan put in place in co-ordination with partners.	Apr-17	Complete. Street survey carried out on Great Horton Road in May 2017 to ascertain prevalence of problem and create benchmark for reporting. Action plan implemented and work carried out with partners, managed through regular operational and strategic meetings.	Note: formal reporting is currently minimal, so the target is to generally increase reporting to enable a meaningful figure to be set in the future.	Mar-18	Achieved - see milestone narrative.
	Reporting mechanisms and information sharing - create and support joint reporting	Mar-18	Complete. An Information Sharing Agreement has been developed which will continue to be used by the established Sexual Harassment Strategic Group.				
	Communications - undertake education and campaigns to increase awareness and understanding of the crime of sexual harassment.	Dec-17	Complete. Awareness campaigns are held at the college, university and student unions on a regular basis with stands, engaging with staff and students and handing out informative literature. Education inputs are provided for students, discussing appropriate behaviours and the importance of reporting incidents. All new further education students have an input as part of their induction to the college. Training is currently being undertaken with front-line staff at Bradford College; discussions are currently being held to widen the scope of staff training to tutors and ancillary staff. York University are providing training for Bradford University staff; the Free Our Streets project is providing information and advice to be included in their training schedule.				
	Provide training for front-line reception and security staff on the implications of sexual harassment and support available for those affected. Training to be provided for the University and College..	Mar-18	Complete. Training for front-line staff and security officers at both Bradford College and the University of Bradford has been provided and well received. Note: The Council's involvement in this project has now come to close (March 2018). Responsibility for moving the project forward and maintaining its momentum has been passed to Bradford University, College and Police Partnership whose aim is to bring together projects around welfare and safety for students and staff, and manage them together. The initial funding and involvement of the Council helped to facilitate this set up.				
2. EMPLOYMENT & SKILLS - promote inclusive growth through ensuring those most disadvantaged in the labour market are able to get the skills they need and access good jobs.							
Poverty and Ethnicity Employment and Skills Programme - addressing barriers and blockages to employment and career progression for disadvantaged groups.							
2.1	Working with business and public sector partners to address barriers and blockages to employment and career progression for disadvantage groups.	Complete Textile Academy project (Asian women into employment)	Apr-18	Completed - The project has been successful at engaging women with low qualifications and ESOL needs, who typically were not engaging with more mainstream pathways such as Jobcentre Plus. The choice to work with an established community partner who had the trust and respect of the women was another success. The textile academy accounted for more than half the training done by the women over the project period. Of the 59 women who were engaged through the textile project, 20 accessed training at the Textile Academy and, of these, 17 women completed the four week course and took part in factory visits. This formal engagement by the women has led to informal 'word of mouth' exchange of information regarding the availability of training and employment opportunities that has brought forward more women showing an interest in accessing training and employment through the textile academy.	• 50 BME women engaged • Employment and skills support provided to 20 women. • 10 BAME women accessing employment that increases their incomes	Apr-18	59 BME women engaged 15 BME women supported with personal development plans 7 BME women have increased their income.

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		Complete Bradford Council Low Paid Employees project (low income staff skill development)	Apr-18	Completed - 31 per cent of participants have applied for or thinking about applying for a higher graded post. Most of them also indicated that their confidence has improved. Tailoring the training so it was directly relevant to the job they were doing was an important element that required a level of customising and preparation on the part of the training provider that is not always possible. It also appears that there were clear champions within the CBMDC and also Shipley College which provided some of the training for this component which may have contributed to its success. As previously noted, the fact that an effort was made to speak to staff about their circumstances and aspirations was important in getting women who might previously not have volunteered to take part in training to do so. For many this was the first time training was explained to them as part of a process of personal development and career progression.	• At least 5 participants on the project have accessed progression that increases their income	Apr-18	3 participants have increased their income.
		Projects evaluated and findings reported.	Apr-18	Completed - A full evaluation report was undertaken and shared with JRF. The key findings of the report show that there is clear evidence that sector based programmes that link employers and disadvantaged groups can improve employment outcomes and also help tackle skills shortages promoting inclusive growth. Focus is however needed on quality engagement, overcoming language/literacy barriers, caring needs and changing perceptions of both parties. The outcome of this and other accompanying JRF projects were disseminated at a Leeds City Region event on 19 June 2018 in Bradford. JRF will collate this alongside other related projects and publish a full report later in 2018. As a consequence of this work the Textile Academy continues broadening out the communities they are supporting; best practice is being adopted through the Integration Programme; and the Council is sharing best practice with local businesses as a means of increasing the diversity of its own and others' workforces.	Final Report submitted to JRF.	Jun-18	Report finalised.
Apprenticeship Programme - ensuring that the Council's new apprentices are representative of the district with a focus on Looked After Children and people with disabilities.							
2.2	Ensuring engagement of LAC and disabled people	Specific milestones have not been set to help achieve the target. However the following provide a couple of examples of work being developed in support of this. 1. Interventions from the LAC team to target those leaving care with employment/apprenticeship opportunities at the Council. 2. Development of flexible recruitment options to provide opportunities those with different skill sets (including disabled and LAC) to take on employment opportunities.	Apr-20	Work continues to promote apprenticeship opportunities within the Council. To continue to work with LAC team to promote existing apprenticeship opportunities. A Foster Carer event is scheduled for 10th July 2018 to raise awareness of the what type of careers there are in in the Council and to give an overview on apprenticeships. This is to encourage LAC to apply for apprenticeships. The Councils recruitment process is to be reviewed in 2018/19. The Council needs to adapt its recruitment process to attract more applications from those with a different skill set. A paper is being drafted for CMT with a view to the Council improving its corporate parenting role around access to job vacancies. The Learning and Development Academy Team continue to promote the Council as a good place to work at Career and Jobs Fairs and encourages more applications from our target groups. We have secured Bradford City Football ground for free to run a Bradford apprenticeship fair which will be held in November 2018.	The target for apprentices is 10% for people with disabilities, and that all children leaving care (looked after children) will be offered an opportunity for a traineeship or apprenticeship.	By Sept 2020	The Learning and Development Team to continue to promote apprentices to those with a disability and LAC children. A traineeship programme to be implemented for those not yet ready to start an apprenticeship. To continue to work with managers to create apprenticeship opportunities.
3. ORGANISATIONAL EQUALITIES CULTURE - the Council is well run, fit for business and is fair and inclusive in its approach.							
Equalities Competency and Corporate Approach - a wide ranging programme of equality competency activities and improved governance arrangements.							
3.1a	Governance arrangements - leadership	Senior equalities leadership reviewed within the Council	Mar-17	Completed in previous year - and reported on in 2016/17 progress report to Corporate O&S.	Effective equalities governance, recognised by better equalities understanding by staff and being at the heart of decision making in relation to internal and external work.	end 2019	not yet due
		New senior governance approaches put in place	Jul-17	Arrangements in place with regular meetings of the Cross Dept Equality Group, led by member of CMT. Complete and ongoing.		end 2019	not yet due
3.1b	Governance arrangements - leadership	850 Staff involved in a range of networks as outlined in the Engagment plan 2018-2019. Networks to include: Staff focus groups, Meet the CEX & CMT, Lunchtime drop ins, Council priorities session, Employee of the month and Employee engagment sessions	End 2018	Lunch with CX (8); Focus group- story telling (35); Best Solutions - Performance (182); Staff Engagement session (22); Alumni Network (44); Apprenticeship events for Young people (80); Cross department Equalities group (20). Total 391	Interim targets • March 2018 - 150 • June 2018 - 350 • September 2018 - 600 • December 2018 - 850	End 2018	391 to end June 2018
		Networks fully contributing to the equalities agenda	2020	not yet due			

Bradford Council Equality Objectives (2016-2020)

Ref	Activity Description	Milestones	Milestone Completion date/Review	Milestone Status	Performance Target	Target date	Target Status
3.2	Workforce/Member competency programme (to include progress of activities and awareness raising - (staff messages).	Minimum of 12 'activities' available to staff by each year this may include training courses, development sessions, access to on-line learning resources, up-dates/ comms via internal communications	End 2018	Performance sessions for managers as part of Best Solutions training 232, Performance training for staff ended, Baces, cleansing team, Markets Staff, Team Strengths, Mental Health First Aid at Work, maintained schools apprenticeship team, recruitment jobs fair (apprenticeship team), real safeguarding stories, Getting ready for interviews x 5 sessions, Bradford Behaviours Framework Development Session x 6 (285), Project Griffin x 3 (187), Team Teach Refresher x 3, Apprenticeship awareness session x1, Apprenticeship Pathways Roadshow x1, Apprenticeship Fagley School x1, Youth work Apprenticeship Awareness session x1, Bradnet - Apprenticeships Information, Bradford Schools online Apprenticeships Information, Pupil Referral unit Apprenticeships Information Awareness, Apprenticeships Information, Peel Park Primary, Steeton Primary Apprenticeships Information Awareness	Interim targets • March 2017 - 3 • June 2017 - 6 • September 2017 - 9 • December 2017 - 12 • Repeat up to 2020	End 2018	Over 12 activities delivered between July 2017 and June 2018
		Maintain a minimum of 12 'activities' each year until 2020 – adjusting content and frequency according to need.	2020	not yet due		2020	not yet due
3.3	Snr Officers and Members supported to consider the impact of decisions and activities	Practical equality related sessions run for Members.	Dec-18	Dementia training is now run on a quarterly basis, each session having a different perspective. Recent sessions have covered memory clinics, early onset and dementia friends. Sessions have had 8-12 Members in attendance. A migration session was run in March, with external trainers from Migration Yorkshire. Unfortunately member turn out was very poor. Further work continues to try and encourage greater attendance at future sessions. This includes development work with Evolve to make it more accessible for members. Evolve is also being broadened to provide a full range of resources, blogs, session notes to make it a single point of access for training and development. There are now a range of Safeguarding Stories short films available for members to view at any time, raising a range of issues such as those around fostering and mental health. An additional story around Prevent (and extremism), was launched as part of safeguarding week during summer 2018.	Minimum of 3 practical equality related sessions run each year (identified each year according to need).	annual	Over 3 activities delivered between July 2017 and June 2018
		Equalities embedded into the annual Budget setting process and associated equality assessment briefing for Exec Members run	Nov-18	The budget decision making (for 2019-20, 2020-21) was fully supported by a comprehensive equality assessment process, which helped to shape the final budget. Consultation also took place to support the evidence from the assessments.	Equality assessments undertaken in a timely and supportive manner to the budget setting process.	Nov-18	complete
3.4	Equality Act (changed from PSED) in procurement	Social value policy reviewed and up dated with equalities reference.	Apr-17	A new Social Value & Inclusive Growth Policy has now been finalised and approved by Executive.	Equalities embedded in procurement processes	Apr-18	Social Value policy now in place as part of procurement process
		Weighting social value is given in awarding contracts agreed.	Apr-18	The Social Value & Inclusive Growth Policy requires 10% of the evaluation to be for the delivery of social value.			Scoring/weighting included.
Workforce diversity - recruitment options, commissioning requirements, career progression options.							
3.5	Appropriate recruitment methods (Explore and create a range of recruitment methods to enable the Council to recruit more effectively appealing to a wider range of people.)	Baseline established: equality data assessed and gaps identified in relation to vacancies, including the number of applications, those shortlisted and appointed.	Feb-17	Previous years have reported stats to Corporate O&S for disability, race and gender. Further analysis and progress has now been identified for the next period of July 2017 to December 2017. This now includes age with a focus on young people. Further analysis is due to take place in time for the next reporting period to cover religion/belief and sexual orientation. (Race) 49.07% of all applicants who applied for Bradford Council vacancies identified themselves as white whereas 48.08% of applicants identified themselves as being from another ethnic minority group. This is an increase of 7.74% of applicants applying, being shortlisted and appointed to Bradford Council posts from an ethnic minority group from the previous 6 months. (Gender), 30.81% of all applicants applying for Bradford Council vacancies identified themselves as Male whereas 66.35% of applicants identified themselves as Female. The figures show an increase in the number of Females from the previous 6 months of 2.1%, but a decrease for Males of 1.95%. Transgender is an option for applicants to choose, however there were no reports in this period. (Disability) applicants applying for vacancies who identify themselves have having a disability has remained much the same from the 6 months to December 2017 (5%, from 4.9% the previous 6 months). In addition there has been an increase of around 2% of applicants actually declaring they have a disability when applying for posts. (Age) The number of 16-29 year old applicants has remained steady over the recent reporting periods, with the July to December 2017 figure being 30.53% compared to the previous 6 months of 31.85%.	Increase the diversity where identified with equality embedded into recruitment processes.	annual	diversity across the groups identified has positively increased.
		Recruitment options broadened and targeted: Following analysis of baseline data a broader and more appropriate range of recruitment methods considered and implemented to encourage engagement from identified equality groups– this might include online tools, social media etc.	Apr-18	Careers Page developed, vacancies advertised on social media - (see apprenticeship objective). Disability Confident Kitemark achieved Best Solutions Training provided to managers that contains module on recruitment methods and equality The Engage system has been updated to provide more detailed guidance for applicants when completing the application form. The intention is that this will improve the standard of applications that recruiting managers receive.			

Bradford Council Equality Objectives (2016-2020)

Ref	Activity Description	Milestones	Milestone Completion date/Review	Milestone Status	Performance Target	Target date	Target Status
		Management support strengthened: information, training and guidance agreed and in place to support recruiting managers to better consider equality and diversity in recruitment, including the concept of sub conscious bias and use of diverse recruitment panels.	Apr-19	not yet due			
3.6	Career development <i>(A stronger focus to be placed on working with services to ensure job profiles allow progression, offering more secondments and providing shadowing, mentoring and job swaps.)</i>	Programme of secondments/ shadowing/mentoring/ apprenticeships/ graduate opportunities set up	end 2018	To review funding opportunities for LGA graduate scheme in 2019. Exploring local grad schemes as an alternative. Networking with Leeds Council to explore their internal graduate scheme. Increasing up skilling of employees as apprenticeships Investigating transfer of Levy funds for leadership graduates in the district Planning Regional Apprenticeship job fair hosted by CBMDC at Bradford City football club FLE 2018 recruitment assessments completed and cohort of 20 candidates confirmed, 3 Places to VCS Launched District wide Team Bradford 'Leaders Network' Alumni programme Writing a Bradford District Alumni leaders story book to be published Nov 18 Planning IWPB district wide innovation session Coaching and Mentoring strategy workshop held for Bradford leaders Planning the launch of the coaching strategy for Bradford Council with programme for coaching champions Bradford Council now signed up to E coach a national partnership for coaching with public sector WFD representing Bradford Council at the Project Search panel to support young people with disabilities into employment	Interim targets • December 2017 - 10% • December 2018 – 20% • December 2019 – 30% • December 2020 – 40%	end 2017	15%
		Minimum 40% taken up by disabled/younger/BME etc by 2020.	2020	not yet due		2020	not yet due
3.7	Commissioning and procurement processes to challenge others to develop diverse workforces	Social value policy to include statement encouraging diverse workforces from commissioned organisations	2018	Supplier & supply chain workforce diversity issues covered by the Social Value & Inclusive Growth Policy	No target has been set as this has not been deemed appropriate.	n/a	n/a
Accessible Information - Accessible Information Standard implemented in Health and Social Care, and extended to customer access points primarily through our customer services.							
3.8	Accessible Information Standard implemented in health and social care and good practice shared across the council. <i>(The Council will focus on making the information it produces more accessible to help people understand which services to use and when.)</i>	The Standard will be fully implemented across all of health and social care	End 2018	The AIS Policy was signed off at by the Health and Wellbeing Department's Leadership Team. Implementation plan on the financial aspects to be drafted and agreed at DMT by August Set up of cross sectoral AIS Group establish to work with all social care and health partners. Presentation to Cross Department Equality Group being prepared for July to start discussions of adopting some best practice across entire council.	No target has been set as this has not been deemed appropriate. However the miletones are being closely monitored to ensure delivery of the actions.	n/a	n/a
		Work across the Council to identify areas of best practice from health and social care, to be implemented across the authority.	End 2019	Rollout to all staff in Adult Social Care by end of October 2018.		n/a	n/a
4. EQUALITY DATA - our data better provides us with the right insight, evidence and intelligence to make well informed decisions that impact on our communities.							
4.1	Review and identify best practice	Action Plan created and agreed	Dec-16	Completed in previous year - and reported on in 2016/17 progress report to Corporate O&S.	Depts consistently collecting equality information on customers, as appropriate to their service, which is better informing decision making/ equality assessments.	Dec-18	completed
		Better practice rolled out across Council	Dec-17	Completed - New guidance and practices now rolled out and promoted across Council. Support being provided by OCX as requested.		completed	
4.2	Use of equality data to inform decisions and activities	Equality data integrated into central intelligence collation processes	Dec-19	not yet due	Equality data used as effectively as other data such as census information to inform decision making by all	Dec-19	not yet due
		Availability of equality information promoted within the Council	Dec-19	not yet due		not yet due	