

Single Equality Scheme

Author:	Stiliyana Stoyanova	Date:	Nov 2021
Version:	5	Review due:	Nov 2024
Related documents (appendices etc)			

Approved by Head of Service:	14.12.2021
Date of Equality and Health Impact Assessment:	November 2021
Date sent to Programmes and Information Team Manager (James Abbott)	04.01.2022
Date sent to Programmes and Information Team Leader (Daniel Arnold)	04.01.2022
Date sent to HR Assistant (Organisational Development and Equalities) Officer (Stiliyana Stoyanova)	N/A
Date sent to Member Support	15.12.2021

Document Review			
Version	Amendment	By	Date
3.	Updated the corporate equality objectives and added information on the progress made against the 2012 corporate equality objectives. Updated information on the borough and the equality activities of the Council.	Charlotte Taylor	January 2015
4.	Updated the information on actions and measurements under each objective. Removed any outdated information. Added a separate appendix listing types of discrimination. Refreshed style and formatting.	Stiliyana Stoyanova	July 2018
5.	Updated the information on actions and measurements as well as appendices content.	Stiliyana Stoyanova	Nov 2021

1. Introduction

East Staffordshire Borough Council is committed to the creation of a fairer East Staffordshire for everyone. We understand that we have a lead role to play in making the borough a place where everyone has equal life chances.

We are committed to providing good quality services, shaped by an understanding of the needs of different people and ensuring that how we employ people and deliver services promotes equality and challenges inequality. We seek to understand East Staffordshire's communities and to work effectively to reduce and eliminate disadvantage, unlawful discrimination and hate crime.

Our aim is for residents to believe and recognise that East Staffordshire Borough Council treats people fairly and that their opinions matter. We also aim to encourage good relations between and within different groups of people.

This Scheme recognises our legal responsibilities as set out in the Equality Act 2010 (see section 2 below), and states our response to the requirements of the Equality Act 2010 and the Public Sector Equality Duty. The Scheme includes our corporate equality objectives, which are the key objectives that the Council will undertake in order to meet the general equality duties. This Scheme applies to all our employees and Councillors and covers all aspects of the Council's activities.

The Scheme also recognises a wider definition of an equal society:

'An equal society protects and promotes equal, real freedom and opportunity to live in the ways that people value and would chose, so that everyone can flourish. An equal society recognised people's different needs, situations and goals and removes the barriers that limit what people can do and be.'¹

2. The Equality Act 2010

The Equality Act 2010 (the Act) sets out the general equality duty, which in summary requires that those subject to the equality duty must, in the exercise of their functions, have due regard to the need 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.

¹ 'Fairness and Freedom: The final report of the Equalities Review' Cabinet Office February 2007, p6.

The Equality and Human Rights Commission states that “having due regard for advancing equality involves:

- Removing or minimising disadvantages 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 disproportionately low.”²

The Equality Act 2010 covers the following protected characteristics:

- age
- disability
- gender reassignment
- marriage and civil partnership (only with regard to eliminating unlawful discrimination)
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

Definitions of these protected characteristics can be found in **Appendix 1**.

In addition to the general equality duty, the Equality Act’s specific duties require the Council to publish information to demonstrate our compliance with the general equality duty, and review and publish one or more equality objectives that the Council thinks it needs to achieve in order to meet one or more of the general equality duties, and then do so at least every four years subsequently. These objectives must be specific, measurable and published in a way that is accessible for the public.³

The publication of information includes information relating to people that are affected by the Council’s policies and practices, and information related to its employees – both in relation to the individuals’ protected characteristics.⁴

This information is published on the equality data page of our website.

<http://www.eaststaffsbc.gov.uk/equalities/equality-data>

² The Equality and Human Rights Commission:

<https://www.equalityhumanrights.com/en/advice-and-guidance/public-sector-equality-duty>

³ ‘Objectives and the Equality Duty: A Guide for Public Authorities. England (and non-devolved public authorities in Scotland and Wales)’, Equality and Human Rights Commission, p7.

⁴ ‘The Essential Guide to the Public Sector Equality Duty England (and Non-Devolved Public Authorities in Scotland and Wales)’, Equality and Human Rights Commission, 2014, p9-10.

3. The Council's Equality Objectives

The following objectives represent ESBC's equality commitment, as a result of a review of the equality information published by the Council, local information and a benchmarking exercise with other local authorities. The aims of the general equality duty were also considered in the initial creation and current review of these equality objectives. The equality objectives apply to all protected characteristics, except where stated otherwise.

Objective 1: The Council's services, facilities and information are accessible and inclusive to everyone

To support the "advancing [of] equality of opportunity between people, who share a protected characteristic and those who do not", our aim is for all our services, facilities and information to be accessible to all, and for people to be satisfied with our approach to providing those. We aim for the different needs of people to be considered in all aspects of the planning and delivery of our services, facilities and information, and for reasonable adjustments to be made for people with disabilities. We will collect and analyse data from residents to develop our understanding of communities and service users.

Actions:

- To continue to collect, analyse and, where appropriate, publish equality information from our service users and workforce across the protected characteristics in order to monitor, who is using our services and facilities and understand their level of satisfaction with our services and facilities. This includes information from the Brewhouse Arts Centre, Housing Options Team, Leisure and Active Communities Team as well as from job applicants and during some consultation processes.
- To use the equality information gathered from our service users, and information on our communities, to adjust the design and delivery of our services and policies.
- To continue to review our policies and activities in order to monitor their impact on different population groups, using equality and health impact assessments (EHIA's).
- To ensure that our processes for buying works, goods and services consider our equality commitments.
- To ensure that our election service provision is accessible to all residents, including those with different needs.
- To ensure that activities and projects promote accessibility and equal opportunities to residents (including promotion of individual and community health and wellbeing).
- To ensure that our processes for awarding grants and funding consider our equality commitments.
- To ensure our communication methods and content consider and serve the diverse communities of East Staffordshire.

Measurement:

- Equality information is annually updated on our website. Equality information from our services demonstrates that the people using our services and facilities are reflective of the borough's communities, where the services are designed to do so.

Trends from the data are identified and any actions required are outlined in the EHIA's and included in Service Plans and/or taken into account in future reviews of the corporate equality objectives.

- The Corporate Report Template requires the inclusion of EHIA's when the revised document meets the criteria for it. EHIA's are completed for new and reviewed policies, services and functions and are published on our website alongside the relevant explanation. The EHIA template includes questions, which require detailed evidence formed by equality information and consultation.
- The Council's website meets W3C web standards and AA accessibility standards (protected characteristic: disability). The Council also uses monitoring software to identify any issues.
- As part of communications strategy, use of a website content refresh programme that would allow for content to be kept up-to-date, accessible as well as readable for users with different literacy levels.
- Monthly e-newsletter, as an additional communications tool, promoting news from across the authority, events and key messages.
- The Council's website also features the Leader's Blog, which offers updates on progress on corporate priorities directly from the Leader of the Council (new posts are announced on ESBC social media channels).
- Digital Groups have been established to support the digital development of Council services. The Strategic Group is to meet on a semi-regular basis (at least two times) and discuss service delivery mechanisms, processes (both internally and externally) and digital in the community. Linking with it, the Operational Group is to provide a platform for officers to propose, discuss and deliver new digital solutions for their respective areas.
- Alternative formats of documents and assistive interpretation/translation services are available on request (protected characteristic: disability, age, race). Employees are aware of the processes for creating or requesting alternative formats, communicated via staff briefings.
- 100% of tenders assess equality issues. The Procurement Strategy requires organisations supplying to the Council to meet our equality requirements.
- Information on access to all Council facilities is available to the public on our website (protected characteristic: disability, age).
- Assisting with refuse and recycling collection through the Council's assisted collection scheme for residents in need (protected characteristic: age, disability).
- Ensuring accessible facilities by maintaining the Inclusive Fitness Initiative (IFI) status at Uttoxeter Leisure Centre Meadowside Leisure Centre (protected characteristic: disability).
- Providing accessible and tailored leisure and sports activities, for example, the Inclusive Cycling Facility (protected characteristic: disability, age) at Shobnall Leisure Complex, 'ladies only'⁵ swimming sessions (protected characteristic: sex) at Meadowside Leisure Centre, ReBalance classes (protected characteristic: age) and UpBeat sessions (protected characteristic: age, pregnancy and maternity) at the Brewhouse Arts Centre.

⁵ In the UK law, 'sex' is understood as binary, with a person's legal sex being determined by what is recorded on their birth certificate. According to the Gender Recognition Act 2004, this can only be legally changed with the obtainment of a Gender Recognition Certificate, outlining their preferred 'gender' (a set of conditions apply). However, the Equality Act 2010 sets out exceptional circumstances when the provision of separate or single-sex services is justified (e.g. to protect the rights of others).

<https://publications.parliament.uk/pa/cm201719/cmselect/cmwomeq/1470/147010.htm>

- Holding the 'Able Too' games and develop the breadth of activities delivered to meet the needs of people with different disabilities (protected characteristic: disability).
- An Everyone Active representative sits on the board of the Sports Council, which supports local clubs with advice and grants.
- Providing accessible green spaces (e.g. Washlands Project) to support and enhance the health and wellbeing of people in the community (protected characteristic: all).
- Providing people with disabilities (including learning disabilities) with the opportunity to engage in gardening through the weekly activities at the Greenhouse Gardening Centre (protected characteristic: disability).

Objective 2: Decision making and services are influenced by the needs of residents and communities

Our aim is for all communities to engage in public and civic life, and for their opinions to influence the decision making, planning and the delivery of services. We aim for the information from and about communities to include details concerning all protected characteristics, communities of interest and communities of place.

Our consultation approach is that our commitment to meaningful engagement with residents will inform or influence decision making with the aim of improving standards, efficiency and quality of life for residents and other stakeholders in the borough. Consultation will be conducted in a manner that allows all interest groups to participate; feedback on the results of consultation is also provided to those involved.

Actions:

- Various services' teams to continue to engage with communities, building their capacity and identifying key priorities.
- To undertake consultation which aims to include people with all protected characteristics, and include equality monitoring of people being consulted where appropriate.
- To undertake service user satisfaction surveys and analyse people's experiences by protected characteristic, where appropriate. To identify any inequalities in rates of satisfaction and add any actions required to address these inequalities to Service Plans.
- To monitor any complaints from residents, respond appropriately and reflect on the specific service or process to ensure its inclusiveness in relation to the diverse needs of people in the communities.
- To undertake activities to encourage voter registration take into account different groups within the borough.
- To use equality information from communities to inform services, policies and equality and health impact assessments (EHIA's).
- To ensure consultation undertaken with relevant affected communities and stakeholders, which shapes policies and services, is included in EHIA's.

Measurement:

- Consultation events with residents, which inform neighbourhood projects.
- Community consultation undertaken in the planning of all play area development (protected characteristic: disability).
- Consultation with the Muslim community to review and possibly revise burial procedures and processes.
- Consultation with disability groups regarding future planning policy (protected characteristic: disability).
- Consultations with residents in the community in relation to, for example, reviewing the bin collection services and informing the future spending plans of the Council.
- Working partnerships with local organisations, schools, enabling the Leisure and Culture and Active Communities teams to facilitate a wide range of activities for different community groups (protected characteristic: age, sex, disability, pregnancy/maternity)
- The Able Too Forum meeting bi-annually to discuss and identify new and existing activities for disabled people (protected characteristic: disability).
- Quarterly consultation meetings with various external partners such as Virgin Care, Everyone Health, Support Staffordshire, Together Active and East Staffs Children's Centre, Burton College Quarterly meetings with a 'User Group', part of the Creative Community in Burton, including 5 different voluntary/charity groups.
- EHAs are reviewed and approved alongside reports and published on our website.

Objective 3: Discrimination, harassment and hate crime is not tolerated

To support the general equality duty the Council aims to “eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act and to foster good relations between people who share a protected characteristic and those who do not.”

Our aim is for discrimination, harassment and hate crime related to disability, sex, gender reassignment, race, age, religion or belief, pregnancy and maternity, marriage and civil partnership or sexual orientation to not be tolerated, both in the community and in the workforce. Our aim is for everyone to have the confidence to report incidents of harassment, discrimination, victimisation and hate crime, and to be confident that it will be dealt with robustly. We aim for good relations to be promoted between and within communities.

Actions:

- To continue to record and monitor hate crimes and incidents reported to the Council, and incidents of harassment, discrimination and victimisation in the workforce.
- To identify and deal with anti-social behaviour, motivated by hatred for the victim and related to a protected characteristic, appropriately.
- Workforce policies support this objective, particularly the Dignity at Work policy, which recognises the importance of maintaining a working environment where colleagues, service users and customers are treated with respect and dignity, and in which no-one feels threatened or intimidated or are subject to harassment and bullying.

Measurement:

- All hate crimes and incidents reported to the Council are recorded and action is taken as appropriate. Where applicable, information is shared with the Prevent Partnership Board and further support through action plans is provided.
- Racist and offensive graffiti is removed within 24 hours of being reported.
- The Dignity at Work, Equality in Employment Policy Statement and Single Equality Scheme are communicated to employees during the induction programme as well as via the weekly staff bulletin when reviewed.
- Residents are informed of hate crime and discrimination reporting channels via press releases and our website.
- Incidents of discrimination, harassment, bullying and victimisation in our workforce are recorded and appropriate action is taken.

Objective 4: Our workforce, and workforce policies, reflect and support equality and inclusion

We aim for our workforce policies and practices to not discriminate, provide equal opportunities for employees to progress and develop and to be responsive to the needs of the workforce. We also aim for our workforce to understand and support our equality commitments through their actions. Our Equality in Employment Policy Statement emphasises that “equality applies to all our employment policies and practices and at all stages of employment including recruitment and selection, learning and development, career development, working relationships, disciplinary procedures, redundancy and retirement.” East Staffordshire Borough Council recognises that our employees are our most valuable asset and is committed to:

- ensuring that all employees are treated with dignity and respect and that no form of intimidation, bullying or harassment is tolerated;
- making training, development and progression opportunities available to all staff;
- ensuring that all of our employment policies and practices reflect our commitments to equality and fairness;
- fostering good relations between people of different groups within the workforce and external parties such as job applicants.

East Staffordshire Borough Council has undertaken a process of job evaluation, which included comparison of the pay of men and women doing like work, work rated as equivalent and work of equal value, and checked for any equal pay gaps to ensure that a fair pay structure resulted. The integrity of our pay model is maintained by re-evaluating jobs when significant changes are made to them and carrying out a job evaluation exercise on any new positions that are created. The Council continuously demonstrates legal compliance by publishing its gender pay gap annually since March 2018.

We aim to encourage job applications from and the retention of staff from all communities and groups with any of the protected characteristics. The Terms and Conditions of Employment include flexible working and compliment our family-friendly policies. As with all policies, HR policies are required to have an equality and health impact assessment when they are created or reviewed.

Actions:

- To develop and maintain the understanding of equality for staff and Councillors through learning and briefings.
- To engage in beneficial equality and health discussions with Council officers with the aim of enhancing equality practices and activities.
- To collect and analyse workforce equality information, monitoring the makeup of our workforce in relation to the local labour market and the impact of HR policies and activities. Workforce equality information informs policy decisions via EHAs.

Workforce: The composition of the workforce by gender, age, ethnicity and disability and the return to work rate following maternity leave. This information is also broken down by part-time / full-time / casual staff and pay scale.

Recruitment: The composition of applicants, people shortlisted and appointed to roles by gender, ethnicity, disability, age, sexual orientation and religion or belief.

Staff leavers: The composition of people leaving the Council by gender, age, ethnicity and disability, as well as type of contract and reason for leaving.

Grievances and harassment: The composition of people raising grievances by gender, age, ethnicity and disability. This information is generally not suitable for publication due to small number of cases.

- To advertise training opportunities to all employees and encourage participation across the whole organisation.
- To prepare and publish an annual report about the Council's gender pay gap and inform decisions and action plans to address any arising issues.
- To gather staff experiences through staff surveys and analyse them by protected characteristic, where appropriate, to provide insights.
- To develop the equality information collected from the workforce.
- To consider and provide adjustments and flexible working for members of staff with disabilities. During the recruitment process, all applicants, who state that they have a disability, are guaranteed an interview, if they meet the essential criteria on the person specification for the role.

Measurement:

- Holding annual equality awareness training sessions for staff focusing on different aspects of equality and the protected characteristics (e.g. disability or mental health awareness; recruitment and selection practices; dignity at work). The Workplace Health group supports the organisation and delivery of health- and wellbeing-related events for staff.
- Including information and e-learning on equality as part of the induction of employees and Councillors includes. Staff and Member briefings regularly outline equality items.
- Workforce information is monitored and reported annually to the Corporate Management Team. A workforce profile is published annually on our website.
- The gender pay gap is annually assessed through extensive analysis and published on the government's website.
- Renewal of the Council's accreditation as a Disability Confident Employer Level 2 (protected characteristic: disability).

- Maintaining the Council's registration as a Charter Signatory of the Mindful Employer initiative and working towards promoting a culture of inclusion and equality (protected characteristic: disability, age).
- Discussing equality activities and work as part of the wider agenda of the Internal Communications Team, which meet on a monthly basis. .
- Updates on equality are provided to staff via staff briefings.
- One of the Council's Core Competencies includes an understanding of equality.
- Equalities is a standing item on the Council's Corporate Management Team agenda.

4. Performance Monitoring of Equality Objectives

Progress against the corporate equality objectives will be reviewed on a regular basis and reports will be created annually or periodically with the Single Equality Scheme review. These will be reviewed by the Corporate Management Team and Cabinet and published on the Council's website for information to our residents. Feedback on our corporate equality objectives will be sought from residents via the website and will inform the annual report. The Equality and Health Working Group has been incorporated into the Council's Internal Communications Group and within that space relevant equality topics will be discussed as applicable..

The Council will also consider and implement best practice regarding the Public Sector specific equality duty, including recommendations from the Equality and Human Rights Commission and benchmark the equality information collected and published, both in range and content, against other similar local authorities.

EHIAs for completion, any actions identified from the analysis of equality information and relevant corporate equality objectives will be included within Service Plans. Equality actions in Service Plans will be monitored by Heads of Service and managers and supported by the Equality and Health Working group.

5. Responsibilities for equality

East Staffordshire Borough Council is committed to equalities and has a structure of responsibility for the implementation and scrutiny of equalities, from departmental to Cabinet level. The Council's equality principles have been strongly embedded into each of its services and practices highlighting the broad understanding of and mindfulness about equality across all within the authority. The Leader of the Council has the equalities portfolio, as does one Head of Service. A key responsibility of the equality portfolio holders is to demonstrate leadership on equality for our workforce, Councillors and communities.

Senior managers and managers

All Heads of Service and managers are responsible for ensuring that our equality commitments and the requirements of this Scheme are embedded within their teams and service delivery. Managers and Heads of Service support the implementation of the corporate equality objectives and identify and undertake Service-level equality actions.

Employees

Employees have a key role in creating a workplace environment where hate crime, harassment, unlawful discrimination and bullying are not tolerated. Employees should understand the relevance and importance of equality to their roles, be committed to delivering good quality services, shaped by the needs of different people and communities, and report any equality issues to their managers.

The corporate officer for equalities provides support for equality work and equality and health impact assessment completion, monitors the completion of the corporate equality objectives and equality actions from Service Plans and monitors and updates the Single Equality Scheme. They also support the collection and publication of equality information.

Councillors

The support of Councillors in the development of a fairer East Staffordshire and in the achievement of the corporate equality objectives is essential. Councillors have a vital community leadership role in relation to equality and in engaging with communities and acting as conduits for community information. Councillors also have a key role in the scrutiny, review and monitoring of the corporate equality objectives.

Equality and Health Discussions

The former Equality and Health Working Group is now incorporated as part of the Council's Internal Communications Group, comprised of members of staff from each Service area, and equality topics are included on a regular basis to support, progress and scrutinise equalities work and activities across the Council and the borough, and to provide useful reflections and assistance on these issues.

Equality and health discussions on an individual basis are carried out with Service Area Managers and key officers to engage in reviewing the equality progress on the Council's equality objectives and meeting the requirements of the Equality Act 2010 and to discuss future plans and objectives that align to the equality agenda.

Ad-hoc equality and health discussions are also arranged amongst Council officers to support the creation, progress, completion and implementation of new projects, practices, policies and procedures that may or will affect communities and Borough residents. These internal discussions can extend to external parties (e.g. voluntary sector organisations) in order to consult and receive valuable feedback on the impact of the Council's policies and practices on the diverse East Staffs communities.

6. Equality and health impact assessments (EHIA)

The Council is required to have due regard to the aims of the general equality duty when making decisions and setting policies. Guidance from the Equality and Human Rights Commission states that "to do this, it is necessary for decision-makers to understand the potential impact of their decisions on people with different protected characteristics and to identify potential mitigating steps to reduce or remove adverse impacts...The general equality duty does not set out a particular process for assessing impact on equality that public authorities are expected to follow. Having

due regard to the aims of the general equality duty is about informed decision-making, not about carrying out particular processes or producing particular documents.”⁶ East Staffordshire Borough Council records its assessments of the impact on equality in an equality and health impact assessment form.

Equality and health impact assessments are a tool to ensure that **everyone can access our services, facilities and information** and that **decision making and services are influenced by the needs of residents and communities**. EHIAs are a key process for identifying groups and communities, whose needs and requirements are, or may be, less well met by Council services, policies and practices than those of other groups.

Our equality and health impact assessment toolkit assesses the impact of a policy, service or function on all protected characteristics, as well as other vulnerable groups. Outcomes for community cohesion and an assessment of whether the policy, service or function does or could promote good relationships within and between communities are also required.

EHIAs require consultation to be undertaken with people, who may be affected by a policy or service. This may be members of staff, residents or community or voluntary groups, depending on the subject of the EHIA. Data and evidence of the potential or actual effect of the policy or service also needs to be included in the EHIA. This could entail service user monitoring, local statistics on communities or neighbourhoods or information from surveys.

Actions to mitigate or remove negative impacts identified within the EHIA, or actions to maximise the benefits of the policy or service, are detailed in the EHIA action plan. The actions are undertaken by the officer nominated in the EHIA action plan, and the action plan is monitored by the EHIA author.

The functions and policies relevant to equality are identified in a number of ways. All policies, strategies, services and functions that may impact upon equality and require an EHIA are identified during the Service Planning process, and this list is monitored quarterly. Equality and health impact assessments are required for new and revised policies, strategies, functions and services and are attached to Corporate Reports.

Once complete, EHIAs are assessed by the corporate officer for equalities and reviewed during the corporate reporting process. Completed EHIAs, which include the results of the consultation undertaken, are published on our website.

7. Communication of the Single Equality Scheme

The updated Single Equality Scheme and corporate equality objectives will be communicated to staff through staff briefings, the e-induction and equality awareness training. Councillors will receive information about the Single Equality Scheme and the corporate equality objectives in their weekly Member Briefings. The Scheme and

⁶ ‘The Essential Guide to the Public Sector Equality Duty England (and Non-Devolved Public Authorities in Scotland and Wales)’, Equality and Human Rights Commission, 2014, p16–17.

corporate equality objectives will also be published on the Council's website for members of the public to view. Alternative formats of this information will be available on request.

8. Further information

Alternative formats of this publication are available on request. Please contact the HR team to discuss an appropriate format.

Call: 01283 508 791

Email: HR@eaststaffsbc.gov.uk

Appendix 1: Definitions of the protected characteristics

Please find below further information about the key terms used in this document. This information has been sourced from the Equality and Human Rights Commission website: [Protected characteristics | Equality and Human Rights Commission](#)

The protected characteristics

These are the grounds upon which discrimination is unlawful. The characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. Definitions of these protected characteristics can be found below:

Age: This refers to a person belonging to a particular age group, which can mean people of the same age (e.g. 32 year olds) or range of ages (e.g. 18-30 year olds, or people over 50).

Disability: A person has a disability if **they have** a physical or mental impairment, which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

Gender reassignment: This includes the intention to, commencing or completion of transitioning from one gender to another⁷.

Marriage and civil partnership: In England, Wales and Scotland marriage is no longer restricted to a union between a man and a woman, but now includes a marriage between a same-sex couple. Same-sex couples can also have their relationships legally recognised as 'civil partnerships'. Civil partners must not be treated less favourably than married couples (except where permitted by the Equality Act 2010).

Pregnancy and maternity: Pregnancy is the condition of being pregnant or expecting a baby. Maternity refers to the period after the birth, and is linked to maternity leave in the employment context. In the non-work context, protection against maternity discrimination is for 26 weeks after giving birth, and this includes treating a woman unfavourably because she is breastfeeding.

Race: Refers to a group of people defined by their race, colour, nationality (including citizenship), ethnic or national origins.

Religion or belief: Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

Sex: Refers to whether a person is a man or a woman⁸.

Sexual orientation: Whether a person's sexual attraction is towards their own sex, the opposite sex or to both sexes.

⁷ The *trans* umbrella term refers to people, whose gender identity is different from the sex they were assigned at birth. *Gender identity* refers to one's personal sense of their gender and there are various terms that one can choose from to describe how they identify.

⁸ Beyond the two categories, this characteristic can also include the term *intersex*, referring to variations of sex characteristics (biological)

Appendix 2: Types of Discrimination

Direct discrimination: is less favourable treatment against an individual because that person's protected characteristic.

Indirect discrimination: This is when a provision, criterion or practice is applied in a way that creates disproportionate disadvantage for a person with a protected characteristic as compared to those who do not share that characteristic, and this is not a proportionate means of achieving a legitimate aim.

Discrimination by association: This is when someone is treated unfavourably on the basis of another person's characteristic. This does not apply to all protected characteristics – marriage and civil partnership, and pregnancy and maternity are not covered by the legislation.

Discrimination by perception: This is when someone is treated unfavourably because others believe they have a protected characteristic, even though in reality they do not have it. This does not apply to marriage and civil partnership, nor pregnancy and maternity.

Harassment: Unwanted conduct related to a protected characteristic that has the purpose or effect of violating a person's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment. It may also involve unwanted conduct of a sexual nature or be related to gender reassignment or sex. The conduct can either be a serious one-off event or be a 'course of conduct', i.e. it happens on a number of occasions.

Victimisation: Subjecting a person to a detriment because they have done a protected act or there is a belief that they have done a protected act, i.e. bringing proceedings under the Equality Act 2010; giving evidence or information in connection with proceedings under the Act; doing any other thing for the purposes or in connection with the Act or making an allegation that a person has contravened the Act.

This information has been sourced from the Equality and Human Rights Commission website and the Advisory, Conciliation and Arbitration Service (ACAS) website:

[What is discrimination? | Equality and Human Rights Commission](#)

[Glossary of terms | Equality and Human Rights Commission](#)

[Discrimination, bullying and harassment | Acas](#)

Appendix 3: The borough of East Staffordshire

East Staffordshire has 120,923 residents (mid-2020)⁹. In the ten years between the 2001 and the 2011 Census the population of the borough increased by 9.5%. By 2025 a small population increase of 6% is projected, with much larger growth in people aged 65 and over (23%) and people aged 85 and over (42%) in the population.

Age: The median average age of residents is 41.9 years, which is slightly above the national age of 39. Children represent 22.9% of borough residents, which is slightly above the national figure (22.5%). The residents aged 65 and above form 19.4% of the borough's population, which is additionally projected to increase to 25.5% by 2043¹⁰.

Ethnicity: 13.8% of the borough's residents are from Black and Minority Ethnic (BME) backgrounds, which is more than double the Staffordshire average but below regional and national figures of around a fifth. The largest BME group within East Staffordshire is Asian / Asian British: Pakistani, which accounts for 4.9% of the population. The second largest BME group within the borough is "White: Other", which accounts for 3.7% of the borough's residents.

Disability: 17.7% of the borough's residents say their day to day activities are limited, and 7.9% state that their activities are limited a lot, which is below the national, regional and county figures. 3,700 (3.3%) people of working age say their day to day activities are limited a lot and around 5,500 (4.8%) say they are limited a little.

Religion or belief: 68.7% of borough residents state that they are Christian, and 6.4% state that they are Muslim. Over a fifth of borough residents (23.6%) state that they have no religion, which is similar to regional and county figures.

Sexual Orientation: The Census does not collect information about sexual orientation. Stonewall estimate that approximately 5-7% of the population is gay, lesbian or bisexual. The Office of National Statistics announced that around 2.7% of UK adults aged 16+ identify themselves as lesbian, gay or bisexual (LGB) in 2019¹¹.

Marriage and Civil Partnership: Half (50.1%) of the borough's usual residents aged 16 and over are married. This is above the national and regional figures but below the Staffordshire marriage rate of 51.4%. 165 borough residents were in a registered same-sex civil partnership at the time of the 2011 Census.

Gender Reassignment: The data available regarding transgender communities is scarce. The estimated number of transgender people, including people, who identify as non-binary, in the UK may be around 1% of the population. There is an ongoing discussion and research around how to arrive at an accurate population estimate. This is likely to be observed with the release of Census 2021 later in 2022.

Source: Office for National Statistics, Crown Copyright 2012

⁹ The Office for National Statistics: [Population estimates for the UK, England and Wales, Scotland and Northern Ireland: mid-2020](#), June 2021

¹⁰ Subnational populations projections for England: 2018 - based [Subnational population projections for England](#), March 2020

¹¹ The Office for National Statistics: [Sexual orientation, UK - Office for National Statistics](#), May 2021