



Resources Scrutiny Committee

Date: Tuesday, 26 November 2019
Time: 10.00 am
Venue: Committee Rooms A and B, South Walks House,
South Walks Road, Dorchester, DT1 1UZ (DT1
1EE for sat nav)

Membership: (Quorum 3)

Piers Brown (Chairman), Mike Parkes (Vice-Chairman), Andy Canning, Beryl Ezzard, Barry Goringe, Brian Heatley, Sherry Jespersen, Howard Legg, Julie Robinson and David Shortell

Chief Executive: Matt Prosser, South Walks House, South Walks Road, Dorchester, Dorset DT1 1UZ (Sat Nav DT1 1EE)

For more information about this agenda please contact Helen Whitby 01305 224187 - helen.whitby@dorsetcouncil.gov.uk



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AGENDA

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1 APOLOGIES

To receive any apologies for absence.

2 MINUTES

5 - 10

To confirm the minutes of the meeting held on 30 September 2019.

3 DECLARATIONS OF INTEREST

To receive any declarations of interest.

4 PUBLIC PARTICIPATION

To receive questions or statements on the business of the committee from town and parish councils and members of the public.

5 URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

6 EQUALITY, DIVERSITY & INCLUSION POLICY

11 - 44

To consider a report by the Chief Executive.

7 PROCUREMENT - THE DORSET POUND

45 - 54

To consider a report by the Executive Director (Corporate Development S151).

8 PEOPLE STRATEGY

55 - 68

To consider the notes of an informal meeting held on 13 November 2019 on the People Strategy.

**9 RESOURCES SCRUTINY COMMITTEE WORK PROGRAMME AND
CABINET FORWARD PLAN**

69 - 82

To consider the Committee's work programme and the Cabinet Forward Plan.

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DORSET COUNCIL - RESOURCES SCRUTINY COMMITTEE

MINUTES OF MEETING HELD ON MONDAY 30 SEPTEMBER 2019

Present: Cllrs Piers Brown (Chairman), Mike Parkes (Vice-Chairman), Beryl Ezzard, Brian Heatley, Sherry Jespersen, Howard Legg and David Shortell

Also present: Cllr Tony Alford (Cabinet Member for Customer, Community and Regulatory Services) and Cllr Peter Wharf (Cabinet Member for Corporate Development and Change)

Officers present (for all or part of the meeting):

Aidan Dunn (Executive Director - Corporate Development S151), Lee Ellis (Scrutiny Officer), Heather Lappin (Head of Strategic Finance), Sarah Longdon (Head of Transformation Team) and Helen Whitby (Senior Democratic Services Officer)

9. Apologies

Apologies for absence were received from Councillors Andy Canning, Barry Goringe and Julie Robinson.

10. Declarations of Interest

No declarations of disclosable pecuniary interests were made at the meeting.

11. Minutes

The minutes of the meeting held on 16 July 2019 were confirmed and signed.

12. Public Participation

There were no statements or questions from Town and Parish Councils at the meeting:

There were no public statements and questions at the meeting:

13. Urgent items

There were no urgent items.

14. The future of the Revenue and Benefits Service in Dorset

The Chairman referred to the expected report on the future of the revenue and benefits service in Dorset and asked for an explanation as to why this had not been provided. The Executive Director - Corporate Development explained that residents of Dorset Council currently received their revenues

and benefits service from two organisations; the 'in-house' Dorset Council Revenues and Benefits team served residents in the west of the Council area whilst the Stour Valley and Poole Partnership (SVPP) revenues and benefits service supported residents in the East of the Council area. Consideration was being given as to the optimum future arrangement for Dorset Council and an options appraisal had been started as to whether to:

- 1) Do nothing
- 2) Create a single service for Dorset Council
- 3) Create a pan-Dorset service.

To enact any change in April 2021, notice needed to be given to Bournemouth, Christchurch and Poole Council (BCP) by 31 March 2020. The report was to have set out the options but more recently questions had been raised as to whether these were the right options. Officers were therefore not in a position to be able to advise on options. It was hoped that these would be developed before the end of the year. These would then be scrutinised at the beginning of 2020 with the Cabinet making a decision by March 2020, in time for an implementation date of 1 April 2021.

With regard to the Stour Vale and Poole Partnerships Scrutiny meeting the previous week, the Director thought this would have considered the incomplete options appraisal. However, the Cabinet Member for Finance, Commercial and Assets was clear that the future of the service would be decided by Dorset Council albeit with input from the Partnership.

One member referred to the potential difficulties of having two scrutiny bodies considering the same matter and was unhappy that one of these bodies had seen a report which the Committee had not. She hoped that this would not be repeated.

The Chairman stated that the Committee's role was to ensure that the recommended option was the right one for Dorset Council.

The Chairman apologised for the report being withdrawn during the time he had been away and for today's items having no paperwork for members to consider ahead of the meeting. He thought this was a disservice to members in that they had been unable to prepare ahead of the meeting and add value to the work being undertaken.

15. 2020/21 Budget Briefing

The Committee received a presentation from the Executive Director - Corporate Development and the Head of Strategic Finance on the budget for 2020/21. This provided information which would enable the Committee to scrutinise the budget proposals at their next meeting on 26 November 2019.

The presentation covered the current budget position and projected overspends for 2019/20, the Medium Term Financial Plan (MTFP) and key variables, the ambition to see a balanced budget over the next ten years, the

2020 spending round, Dorset Council's Plan and priorities, values, behaviours and principles, and the Council's budget setting process.

In response to questions it was explained that although there were projected overspends for adults and children's services, there was a projected underspend in Corporate Services and other directorates were broadly on budget; Council tax and business rates had been factored into the MTFP and there was some flexibility within the process; Council tax support was based on the assumption that it remained at the same level but financial modelling was able to be refined when more information became available; the additional national funding (£14B) for schools might provide additional support for the most vulnerable children and ease some of the financial pressure on the Council for the provision of educational health care plans; and it was not yet known what effect the additional Government funding would have on spend per pupil.

The Committee would scrutinise the budget at its meeting on 26 November 2019 with members having the opportunity to see the information prior to the meeting. The financial settlement was expected in early December and the budget would be considered by the Cabinet in January 2020 and the Council in February 2020.

One member wanted to be satisfied that the budget process was robust. The Executive Director asked members to provide him with questions they would like to ask in advance of the meeting on 26 November 2019 so that he could ensure these were addressed.

With regard to financial modelling, the Chairman asked the Executive Director to send a list of current and future variables to members following the meeting. This would help members better understand the process and their impact on the budget.

Members noted that discussions with directorates to look at options to address budget gaps were to start the following week. Adults and Children's Services had transformation plans in place but there was a need to generate options to address the budget shortfalls. Other Directorates without projected shortfalls would be expected to find efficiencies and there would be savings arising from the Tranche Two Transitional Structure review.

One member questioned whether the Council's priority for climate change had been taken seriously as the potential impact of its cost would need to be understood before the Council could make an informed decision about its impact on the budget. It was suggested that climate change should be included as one of the key variables but the Executive Director explained that this would be factored in to service plans but was not currently explicitly shown.

Reference was made to the Council's statutory obligations for service provision and the need for investment in non-statutory services in order to ease pressures on statutory spend. Some members were unclear as to what statutory services included and others were of the view that the Council

should not necessarily concentrate on these but on the Council's moral obligation to deliver services that residents needed. It was important for members to understand statutory obligations in order for them to be able to assess the most effective and efficient way for their provision.

With regard to whether discussions with Directorates would include income generation, cost recovery and profit generation, it was explained that the assumption was that prices would reflect inflation modelling and would ensure full cost recovery. Members noted that benchmarking with other local authorities regarding prices was undertaken. The Chairman was keen that the Council deliver the best services possible at the best market price and members thought that commercial activity assumptions should be re-examined to ensure that prices were set at the right level for the new Council.

The Chairman thanked officers for their presentation.

Resolved

That a list of current and future variables be sent to members following the meeting.

16. Dorset Council's Transformation Plan

The Committee received a presentation from the Cabinet Member for Corporate Development and Change and the Head of Transformation Team which explained the Council's Transformation Plan 2019-24.

The presentation set out what transformation meant for the Council, its purpose and high level objectives, the six programmes involved (one Council service reform, customer service, travel and transport, property and estates, employer of choice and efficient organisation), the governance structure, transformation benefits, the approach to delivery, the design principles, the transformation budget, communications and engagement, connecting the Council's priorities and transformation objectives and the measures of success.

Members commented that the success of the transformation programme rested on how radical the Council was and having the courage to prioritise services to reflect the changing economy and residents' needs. It was explained that the Plan was based on the Council being bold, ambitious and radical and on what was best for its customers within the financial constraints. It was a co-ordinated programme with everyone in the Council having a part to play.

Each directorate had its own internal transformation programme which had been ongoing for some time. The Chief Executive, Executive Directors and scrutiny committees provided the necessary challenge. There was a need for the Council to think differently and use its capital assets for little or no return if there was a social need.

Members understood the need for transformation but asked about the Council's attitude to risk. It was explained that each Executive Director took

account of risk within his/her budget. The Cabinet Member for Corporate Development and Change had established a group to review adult and children's services budgets because of the slippages and to gain a better understanding of the demands and enable the Cabinet to provide appropriate support. The Council's culture needed to change to empower staff to take reasonable risks as long as this was for the right reasons. Members recognised that clear policies would be needed to empower staff to make decisions and take risks.

The Committee noted that the draft Council Plan would be considered by the Cabinet the following day and a more detailed transformation plan would be considered by the Cabinet in November 2019. The Cabinet Member for Corporate Development and Change added that members had already had an opportunity to influence the Council Plan and, if agreed at Cabinet, there would be a further opportunity for comment during the consultation period with stakeholders and the public.

With regard to what other local authorities were doing in relation to transformation, the Cabinet Member for Corporate Development and Change reported on conversations he had with other local authorities at a recent Local Government Association. He reminded the Committee that it was important for the Council to work differently in order to make savings and provide better services.

One member drew attention to the lack of cross-party involvement in budget setting and highlighted the reliance on super-broadband and the delay in its delivery. The Cabinet Member for Corporate Development and Change agreed that broadband coverage was not good enough and had sent a personal letter to BT about this. The Executive Director for Place was arranging a meeting with BT's Managing Director to address this issue.

One member found the information provided helpful but questioned how people, who had been providing services in the same way over a number of years, could think radically about future service provision. The Executive Director explained that there were 200 different change projects taking place within the organisation, that new members of staff were bringing new ideas into the organisation and, when necessary, external expertise was being sought. The forthcoming peer review would also provide an opportunity to learn from other local authorities.

The Chairman thanked officers for their presentation.

Noted

17. Resources Scrutiny Committee - Forward Plan

The Committee considered its Forward Plan.

Noted

18. **Cabinet Forward Plan**

Noted

Duration of meeting: 10.00 - 11.50 am

Chairman

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Resources Scrutiny Committee

Equality, Diversity & Inclusion Policy

Date of Meeting: 26 November 2019

Portfolio Holder: Cllr P Wharf, Deputy Leader/Corporate Development and Change

Local Member(s):

Director: Matt Prosser, Chief Executive

Executive Summary:

This report presents the draft Equality, Diversity and Inclusion Policy for Dorset Council.

The policy sets out Dorset Council's approach to equality and diversity. It will sit alongside the Dorset Council Equality Scheme and contains the council's equality objectives, and these ensure compliance with the Equality Act 2010 and specifically the Public Sector Equality Duty.

This report seeks comments and feedback and a recommendation from the Resources Scrutiny Committee that the policy is adopted at Cabinet.

Equalities Impact Assessment:

An Equality Impact Assessment has been undertaken and is attached as Appendix 2 as a draft, as it is yet to be signed off by a Diversity Action Group.

Budget: Nil, the policy will be implemented within existing resources.

Risk Assessment:

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: MEDIUM

Residual Risk MEDIUM

Climate implications:

Climate change is potentially not felt equally, so any solutions need to consider fully the impact on different groups of people and communities. An Equality, Diversity and Inclusion Policy and the use of Equality Impact Assessments will help when any climate change activity is being planned.

Other Implications:

None.

Recommendations:

It is recommended that:

1. That the Resources Scrutiny Committee consider the Equality, Diversity & Inclusion Policy as set out in Appendix 1 of this report.
2. If approved, the Resources Scrutiny Committee recommend to Cabinet that the policy is adopted.

Reason for Recommendation:

1. The Equality, Diversity & Inclusion Policy will ensure that the council is delivering services fairly and meeting the needs of Dorset communities whilst also being a fair and inclusive employer.
2. The policy will ensure that the council is meeting its statutory duties as contained in the Equality Act 2010.

Appendices:

Appendix 1: Draft Equality, Diversity & Inclusion Policy

Appendix 2: Equality Impact Assessment (Draft)

Background Papers:

Dorset Council Equality Scheme, Shadow Dorset Council Executive Committee - [Committee Report](#)

Officer Contact:

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1. Background

- 1.1. An Equality, Diversity and Inclusion Policy provides the framework for Dorset Council to ensure compliance with the Equality Act 2010, it also shows the Council's commitment to equality and diversity.
- 1.2. Dorset was served by nine councils until 1 April 2019 when a local government reorganisation reduced these to two:
 - Dorset Council (formerly Dorset County Council, East Dorset District Council, North Dorset District Council, Purbeck District Council, West Dorset District Council, Weymouth & Portland Borough Council).
 - Bournemouth, Christchurch & Poole Council (formerly Bournemouth Borough Council, Christchurch Borough Council, Poole Borough Council).

- 1.3. As part of bringing the councils together, the Shaping Dorset Programme Team worked with equality leads from the sovereign councils to develop an equality and diversity policy for Dorset Council.
 - 1.4. A draft Equality, Diversity & Inclusion Policy was presented at a Shaping Dorset Council Human Resources (HR) and Trade Unions Workshop on 13 March 2019. It was recommended that further work including consultation was required.
 - 1.5. As such, it was agreed by the Shaping Dorset Corporate Theme Board (22 March 2019) that the Dorset County Council Equality & Diversity Policy would be 'lifted and shifted' and used by Dorset Council for interim period whilst the draft policy was finalised.
2. The Dorset Council Equality, Diversity & Inclusion Policy
- 2.1. The Equality, Diversity and Inclusion Policy is attached at Appendix 1. The policy covers the following areas:
 - understanding equality, diversity and inclusion
 - the legal framework
 - implementation of the policy
 - monitoring and measuring progress
 - promotion and communication of the policy
 - 2.2. This policy will sit with other policies such as Dignity at Work and the Behaviours Framework, all of which contribute to ensuring a positive workplace culture where discriminatory behaviour will not be tolerated.
 - 2.3. This policy will also sit alongside the Dorset Council Equality Scheme, this details the council's key equality objectives for the four years and demonstrates the work Dorset Council is doing to meet the Public Sector Equality Duty (Section 149 of the Equality Act, 2010).
 - 2.4. The Dorset Council Equality Scheme was agreed by the Shadow Executive Committee on the 14 January 2019, this was to ensure that Dorset Council was meeting its legal duties under Section 149 of the Equality Act 2010 from 'day one'.
 - 2.5. The Dorset Council Equality Scheme and this Equality, Diversity and Inclusion Policy will be monitored by the Equality, Diversity and Inclusion Executive Advisory Panel (EAP), which was established in September 2019 and is chaired by Councillor Peter Wharf and includes cross-party Council Members.
 - 2.6. The purpose of the Equality, Diversity and Inclusion EAP is to:
 - oversee equality, diversity and inclusion within Dorset Council
 - monitor the council's performance in relation to equality, diversity and inclusion, ensuring that Dorset Council complies with the General and Specific Duties under the Equality Act 2010.
 - ensure publication of an annual report summarising progress against Dorset Council's Equality Objectives
 - keep abreast of national developments and new initiatives in relation to equality, diversity and inclusion for Dorset Council.

- assist the council in responding to Government consultation, guidance and policy on equality, diversity and inclusion.
- work with officers to identify and manage significant risks relating to equality, diversity and inclusion to mitigate their impacts on people with protected characteristics.
- provide regular briefings and update reports to relevant committees and to Cabinet as required.

3. Legal Implications

- 3.1. The Equality, Diversity & Inclusion Policy incorporates the council's approach to discharging its responsibilities under the Equality Act 2010.
- 3.2. The Equality Act 2010 replaced all previous equality legalisation. The act sets out the different ways in which it is unlawful to treat someone, such as direct and indirect discrimination, harassment, victimisation and failing to make a reasonable adjustment for a disabled person, the act prohibits unfair treatment in the workplace and when providing goods, facilities and services.
- 3.3. The act also protects people from being treated less favourably because of certain characteristics, these are known as 'protected characteristics' which are:
 - age
 - disability
 - gender reassignment
 - marriage and civil partnership
 - pregnancy and maternity
 - race
 - religion or belief
 - sex
 - sexual orientation
- 3.4. The act also includes the Public Sector Equality Duty (Section 149) which sets both general and specific duties to which public bodies are legally bound. The general duty requires public bodies to have 'due regard' 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 people who do not share it; and
 - foster good relations between people who share a protected characteristic and those who don't.
- 3.5. The general duty is supported by specific duties; their purpose is to help public bodies meet the general duty and these are;
 - to publish information annually to demonstrate compliance with the general duty
 - to prepare and publish one or more equality objectives, every four years to demonstrate how the council is meeting the aims of the general duty.

- 3.6. The Public Sector Equality Duty applies across all local authority businesses e.g. service delivery, employment, procurement and commissioning and decision making.
- 3.7. The Equality and Human Rights Commission are responsible for monitoring and enforcing the equality duty.
4. Consultation
- 4.1. In developing the Equality, Diversity and Inclusion Policy, a draft copy was circulated internally to the following for comments and feedback:
- Members of the Equality, Diversity & Inclusion Executive Advisory Panel
 - Colleagues in Human Resources & Organisational Development
 - Colleagues in Democratic Services
 - Colleagues in the Community Development Team
 - Diversity Action Group Chair's
- 4.2. The policy was also shared with several key equality focused organisations for comment, these included:
- Stonewall (LGBT charity)
 - Dorset Race Equality Council
 - Chrysalis (Gender Identity Matters charity)
 - Access Dorset (disability)
 - Intercom Trust (LGBT+ charity)
 - LGB&T Dorset Equality Network
 - WAND (Women's Action Network)
- 4.3. In addition, the policy was presented to the HR and Trade Unions Monthly Meeting on the 5 November 2019. The unions agreed to feedback any comments by the date of this committee meeting.

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Equality, Diversity & Inclusion Policy

Policy summary

Purpose	This policy sets out Dorset Council's approach to equality, diversity and inclusion. Dorset Council is committed to promoting equality, diversity and inclusion and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we work with the diverse communities that make up Dorset.
Scope	This policy applies to all who represent Dorset Council in any capacity including elected members (councillors), employees, agency workers, consultants and volunteers. In addition, it also applies to suppliers, sub-contractors and agencies in our supply chain and to customers and residents.

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1. Introduction

- 1.1 This Equality, Diversity and Inclusion Policy sets out Dorset Council's commitment to promoting equality of opportunity and recognising and celebrating the diversity that exists in our workforce and among our communities in Dorset.
- 1.2 Promoting equality of opportunity means creating an environment where people have the chance to achieve their potential, free from barriers, prejudice and discrimination.

2. Scope

- 2.1 This policy applies to all who represent Dorset Council in any capacity including elected members (councillors), employees, volunteers, agency workers and consultants.
- 2.2 The policy also applies to suppliers, sub-contractors and partners in our supply chain and to customers and residents.
- 2.3 We all have a right to be treated fairly and with dignity and respect. We are also responsible for ensuring that our own actions and behaviours are fair and that we respect the dignity of others.

3. Understanding equality, diversity and inclusion

- 3.1 Equality is not about 'treating everyone the same' but recognising that everyone is different, and that people's needs are met in different ways. We would define equality as essentially being about fairness and ensuring that we all have the best possible chance to succeed in life whatever our background or identity.
- 3.2 The right to fair treatment is underpinned by the Equality Act 2010. The Act entitles all of us to be treated fairly and not be subjected to discrimination on the basis of a protected characteristic¹.
- 3.3 Diversity is about understanding that everyone is unique, recognising, respecting and celebrating the added value that differences bring.
- 3.4 Inclusion is where difference is seen as a benefit and where perspectives and differences are shared, leading to better decisions. An inclusive working environment is one in which everyone feels valued, that their contribution matters, and they can perform to their full potential, regardless of their background, identity or circumstances. An inclusive workplace enables a diverse range of people to work together effectively.

4. The Legal Framework

- 4.1 The Equality Act 2010 sets out the different ways in which it is unlawful to treat someone, such as direct and indirect discrimination, discrimination by perception or association, harassment, victimisation and failing to make a reasonable adjustment for a person with a disability.

¹ See section 4.2 for definition of protected characteristic

4.2 The Equality Act also introduced the term 'protected characteristics' to refer to specific aspects of a person's identity these cannot be used as a reason to discriminate against. These are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- marriage and civil partnership
- race
- religion or belief
- sex
- sexual orientation

It is important to note that carers are also protected through association to any of the above nine protected characteristics.

4.3 Everyone has a one or more protected characteristics, so the Act protects everyone against discrimination, harassment and victimisation.

4.4 The Equality Act 2010 also places specific responsibilities on public bodies. The Public Sector Equality Duty includes the General Duty which requires public bodies to:

- a) publish information to show compliance with the Public Sector Equality Duty
- b) set and publish equality objectives at least every four years.

4.5 In addition, Dorset Council is required to have due regard to the need to:

- a) eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act;
- b) advance equality of opportunity between people who share a protected characteristic and those who do not share it; and
- c) foster good relations between people who share a protected characteristic and those who do not share it.

4.6 The general duty applies to all the protected characteristics. However, for the protected characteristic of marriage and civil partnership it applies only in respect of the requirement to have due regard to the need to eliminate discrimination.

4.7 Having due regard means consciously considering the three aims of the equality duty in relation to our decision making and delivery of services and in our duties as an employer.

4.8 Dorset Council acknowledges and welcomes its legal duties. However, we also recognise that there are some additional characteristics that impact on people and their ability to access services and/or participate in public life and we consider these also when making decisions and refer to these as 'local characteristics'. These include:

- rural isolation
- socio-economic status
- single parents
- people with an armed forces background and their families
- gender identity (how someone describes their gender)

5. Our aims

- 5.1 When we develop our policies and plans or make decisions we will aim to:
- design our services to meet the diverse needs of our residents
 - prevent, challenge and eliminate inequality
 - involve and consult with individuals and organisations as necessary
 - foster good relations within Dorset so that it is welcoming to all those who live, work and visit.
 - undertake an Equality Impact Assessment (EqIA) to consider the actual or potential impact of our activities and decisions on people and to remove or reduce negative impacts.
- 5.2 When we deliver services we will aim to:
- ensure that our services are relevant and take different needs into account
 - provide information that is clear, accurate and accessible
 - ensure that customers receive a quality service
 - respond to, investigate and take appropriate action to address complaints of bullying, harassment, discrimination or victimisation
 - monitor services, analyse gaps in provision and identify and remove any barriers to access.
- 5.3 When we procure or commission services, we will aim to:
- consider equality of access in service delivery
 - ensure contractors, suppliers and partners are aware of what the authority expects in relation to equality and diversity and understands that they must provide services that are free from harassment, discrimination or victimisation
 - ensure that the tendering processes include equality and diversity as part of the selection criteria
 - provide guidance to employees about how to include equality and diversity in procurement and commissioning processes.
- 5.4 As an employer we will aim to:
- recruit and retain a workforce that reflects the diversity of Dorset
 - welcome the contribution made by the experience, knowledge and skills that a diverse workforce brings
 - make reasonable adjustments to support current employees and potential employees
 - provide all employees with access to learning and development opportunities
 - ensure that equality, diversity and inclusion is an integral part of the council's induction for all new employees and members
 - provide an environment free from harassment, discrimination, victimisation and bullying
 - use our behaviours framework to promote dignity and respect
 - take seriously any employee grievance concerning harassment, discrimination, victimisation and bullying

- deal with acts of harassment, discrimination, victimisation or bullying by an employee against another employee or a member of the public under the disciplinary policy and procedure
- deal with comments made on social media, as outlined in our social networking policy
- providing ex-offenders with equal employment opportunities in accordance with the policy on the employment of ex-offenders
- guaranteeing to offer an interview to all disabled applicants who fulfil the essential criteria for a post
- promote access to our employee well-being support service
- promote and work with our employee networks
- promote flexible working to help employees balance their work/life commitments and still achieve their full potential
- provide support to employees who are undertaking the process of gender reassignment
- ensure that managers with responsibility for recruitment and selection do not discriminate unfairly.
- seeking to ensure that managers with responsibility for selecting employees for redeployment or redundancy do not discriminate unfairly in the process of selection
- incorporate legislative requirements and best practice to all our employment policies and procedures and support these with appropriate and accessible guidance.

6. Support to implement this policy

6.1 All our policies are supported by training or briefing sessions and guidance. For the Equality, Diversity and Inclusion Policy we will provide:

- on-line training via Learning Online including the mandatory equality and diversity courses.
- advice and support including bespoke equality, diversity and inclusion training
- information on the intranet and the internet.

7. Monitoring and measuring progress

7.1 Dorset Council collects equality information from employees and potential employees, this helps us to make sure our policies and working practices are inclusive do not discriminate against certain groups.

7.2 We will work with employees to understand the barriers that stop individuals from declaring data and try to remove these barriers.

7.3 We will make sure that we keep sensitive information confidential and secure (with only appropriate employees having access, e.g. HR or IT employees where access to the data is necessary for performance of their roles).

7.4 Dorset Council will work with external benchmarking equality organisations to map progress in the organisation around equality, diversity and inclusion.

8. Promoting and communicating equality, diversity and inclusion (EDI)

8.1 We will use all available routes to communicate and promote this policy. In addition:

- elected members will promote our commitment to equality, diversity and inclusion in their day-to-day work
- Senior Leadership Team will be responsible for overall management and direction of EDI commitments
- the EDI Executive Advisory Panel will oversee this policy and monitor the extent to which we are achieving our commitments
- managers will make sure EDI is core to service delivery and employee management
- all employees will ensure they are aware of this policy and take responsibility to promote EDI and challenge discrimination
- contractors, suppliers and potential suppliers will be advised of this policy through the tendering and contract review processes and will be expected to adhere to the policy.

9. Review

- 9.1 Dorset Council will continually seek to develop its approach to equality, diversity and inclusion by identifying good practice in employment and service delivery. The council will review this policy on a regular basis, usually at least every three years, to ensure that it reflects the latest legalisation, best practice and other council policies.

10. Further information

- 10.1 Further information on equality, diversity and inclusion visit [Dorset Council/Equality](#)

Equality Impact Assessment (EqIA)

Before completing this EqIA please ensure you have read the EqIA Guidance Notes

Title	Equality, Diversity & Inclusion Policy		
Date assessment started:	14/10/19	Version No:	1
		Date of completion:	

Type of Strategy, Policy, Project or Service:

Is this Equality Impact Assessment (please put a cross in the relevant box)?

Existing:		Changing, update or revision:	
New or proposed:	X	Other (please explain):	

Is this Equality Impact Assessment (please put a cross in the relevant box)?

Internal:		External:		Both:	X
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Report Created By:

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Members of the assessment team:	Susan Ward-Rice Zoe Schofield Rebecca Murphy

Step 1: Aims

What are the aims of your strategy, policy, project or service?
<p>This policy sets out Dorset Council's approach to equality, diversity and inclusion. Dorset Council is committed to promoting equality, diversity and inclusion and promoting a culture that actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we deliver our services, employ people and in our role as community leaders.</p> <p>The policy applies to all who represent Dorset Council in any capacity including elected members (councillors), employees, volunteers, agency workers and consultants. The policy also applies to suppliers, sub-contractors and partners in our supply chain and to customers and residents.</p> <p>All employees, service users, customers, members have the right to be treated fairly and with dignity and respect. We are responsible for ensuring that our own actions and behaviours are fair and that we respect the dignity of others.</p>

All public bodies (local authorities, police, NHS etc) have a statutory duty to comply with the Equality Act 2010 and particularly the Public Sector Equality Duty (Section 149 of the Act).

The Equality Act 2010 consolidates and replaces previous discrimination legislation. The Act sets out the different ways in which it is unlawful to treat someone, such as direct and indirect discrimination, discrimination by perception or association, harassment, victimisation and failing to make a reasonable adjustment for a person with a disability.

The Equality Act introduced the term 'protected characteristics' to refer to specific aspects of a person's identity. These cannot be used as a reason to discriminate against. These are:

- age
- disability
- gender reassignment
- pregnancy and maternity
- marriage and civil partnership
- race
- religion or belief
- sex
- sexual orientation

The Act also introduces the Public Sector Equality Duty (PSED) which replaced previous equality duties for race, disability and gender. The PSED applies to all the 'protected characteristics', however, for the protected characteristic of marriage and civil partnership it applies only in respect of the requirement to have due regard to the need to eliminate discrimination.

The Public Sector Equality Duty requires public bodies to 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 share it; and
- foster good relations between people who share a protected characteristic and those who do not share it.

In addition, the Public Sector Equality Duty also requires public bodies to:

- publish information to show compliance with the Public Sector Equality Duty. This information must include information relating to people who share a protected characteristic who are:
 - employees
 - people affected by its policies and procedures (e.g. the population of Dorset Council area).
- set and publish equality objectives at least every four years, all such objectives should be specific and measurable.

Dorset Council welcomes its legal duties, however, as a council we recognise that there are some additional characteristics that impact on people and their ability to access service and/or participate in public life and we consider these also when making decisions and refer to these as 'local characteristics' These include:

- rural isolation
- socio-economic status
- single parents
- people with an armed forces background and their families
- gender identity (how someone describes their gender)

This Equality, Diversity and Inclusion Policy provides a framework for Dorset Council to ensure compliance with the Equality Act 2010. An equality, diversity and inclusion action plan is being developed to ensure the Council continues to discharge its duties. In addition, an Equality, Diversity & Inclusion Executive Advisory Panel has been established that will meet quarterly, the panel consists of elected members and officers, the purpose of which is to:

- oversee equality, diversity and inclusion within Dorset Council
- monitor the council's performance in relation to equality, diversity and inclusion, ensuring that Dorset Council complies with the General and Specific Duties under the Equality Act 2010.
- ensure publication of an annual report summarising progress against Dorset Council's Equality Objectives
- keep abreast of national developments and new initiatives in relation to equality, diversity and inclusion for Dorset Council.
- assist the Council in responding to Government consultation, guidance and policy on equality, diversity and inclusion.
- work with officers to identify and manage significant risks relating to equality, diversity and inclusion so to mitigate their impacts on people with protected characteristics.
- provide regular briefings and update reports to relevant committees and to Cabinet as required.

The policy covers the following areas:

- understanding equality, diversity and inclusion
- the legal framework
- our aims
- support to implement this policy
- monitoring and measuring progress
- promoting and communication
- review date

What is the background or context to the proposal?

Dorset was served by nine councils until 1 April 2019 when a local government reorganisation reduced these to two:

- Dorset Council (formerly Dorset County Council, East Dorset District Council, North Dorset District Council, Purbeck District Council, West Dorset District Council, Weymouth & Portland Borough Council).
- Bournemouth, Christchurch & Poole Council (formerly Bournemouth Borough Council, Christchurch Borough Council, Poole Borough Council).

Dorset Council was formed to:

- protect frontline services by reducing costs and duplication
- give Dorset a stronger voice nationally
- better meet the needs of communities across Dorset by bringing all services together in one council.

As part of bringing the councils together, the Shaping Dorset Programme Team worked with officers from the sovereign councils to develop services, policies and procedures, this included reviewing the equality and diversity policy that each of former Dorset Councils had.

A draft policy was developed in February 2019, this was subsequently presented at a Shaping Dorset Council Human Resources (HR) and Trade Unions Workshop on the 13 March 2019, however it was agreed that further work was required.

It was agreed by Shaping Dorset Corporate Theme Board (22 March 2019) that the Dorset County Council Equality & Diversity Policy would be 'lifted and shifted' and used by Dorset Council for an interim period of six months whilst the draft policy is developed further.

An [EqIA Screening Record](#) was undertaken on that policy and published on Dorset for You/Dorset Council website.

Dorset Council hopes that by developing an equality, diversity and inclusion policy, a consistent approach to equality and diversity will be embedded in all aspects of planning, commissioning and delivery of services and employment practices within the organisation. As such, we anticipate that by its very nature the equality, diversity and inclusion policy should have a positive impact on all the protected characteristic groups. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty.

This policy will sit with other policies such as Dignity at Work and the Behaviours Framework, all of which contribute to ensuring a positive workplace culture where discriminatory behaviour will not be tolerated.

Step 2: Intelligence and Communication

What data, information, evidence and research was used in this EqIA and how has it been used to inform the decision-making process?

As this policy is both internal and external the following data has been used to understand our workforce profile and Dorset Council communities:

- Census and Office for National Statistics (2011-2017) taken from [Dorset Insight](#)
- State of Dorset 2019
- Dorset Council workforce profile data (August 2019)
- Legacy council's equality and diversity policies
- [LGBT - Trans Report](#), Stonewall; 2018
- [Gender Identity Update](#), ONS, 2019
- [Pan Dorset Maternity Strategy 2014-19](#), Dorset CCG; 2014

What data do you already have about your service users, or the people your proposal will have an impact on?

Data about the workforce and the population of Dorset Council area is included in Step 3: Assessment under each protected characteristic. It should be noted for some protected characteristics we are unable to provide local data.

In addition, data concerning the Dorset Council workforce relates to all employees at Dorset Council but not school employees, as the Equality, Diversity & Inclusion Policy does not encompass those working in schools.

The employee data used in this EqIA was collected in December 2018, employee data from all sovereign councils was collated as part of an EqIA being undertaken.

Employees are encouraged to provide equality monitoring data, but they are not obliged to do so. It should be noted that for some protected characteristics we are unable to provide data, due to not being collected or it being so small there is risk of identifying.

What engagement or consultation has taken place as part of this EqIA?

A draft copy of the Equality, Diversity & Inclusion Policy was circulated to the following for comments and/or discussion:

- Members of the Equality Diversity & Inclusion Executive Advisory Panel (October 2019)
- Colleagues in Community Development Team (October 2019)
- Colleagues in Human Resources & Organisational Development (October 2019)
- Colleagues in Commercial & Procurement (October 2019)
- Colleagues in Democratic Services (October 2019)
- Unions and discussed at a HR/Trade Unions Meeting (5 November 2019)
- Key equality organisations: Stonewall, Dorset Race Equality Council, Intercom Trust, Access Dorset and LGBT Equality Dorset, Chrysalis.

Is further information needed to help inform this proposal?

No

How will the outcome of consultation be fed back to those who you consulted with?

A final copy of the Equality, Diversity & Inclusion Policy will be circulated to all. In addition, the policy will be stored in the Dorset Council Policy Library, which is publicly available, a copy will also be available on the intranet.

Step 3: Assessment

Who does the service, strategy, policy, project or change impact?

- If your strategy, policy, project or service contains options you may wish to consider providing an assessment for each option. Please cut and paste the template accordingly.

For each protected characteristic please choose from the following options:

- Please note in some cases more than one impact may apply – in this case please state all relevant options and explain in the 'Please provide details' box.

Positive Impact	<ul style="list-style-type: none"> • Positive impact on a large proportion of protected characteristic groups • Significant positive impact on a small proportion of protect characteristics group
Negative Impact	<ul style="list-style-type: none"> • Disproportionate impact on a large proportion of protected characteristic groups • Significant disproportionate impact on a small proportion of protected characteristic groups.
Neutral Impact	<ul style="list-style-type: none"> • No change/ no assessed significant impact of protected characteristic groups
Unclear	<ul style="list-style-type: none"> • Not enough data/evidence has been collected to make an informed decision.

Age:	Positive impact anticipated				
What age bracket does this affect?	All ages				
Please provide details:	Population of Dorset Council area:				
	The age profile for Dorset Council is as follows:				
	Age	All Persons	% Age 0 to 15	% Age 16 to 64	% Persons Age 65+

	376,480	15.9	55.4	28.6
Source: 2018 Mid-Year Estimates, Office for National Statistics				
<p>Dorset has a much greater proportion (29%) of the population aged 65 and over, higher than England and Wales (18%). Over the period 2008 - 2018, the number aged 65+ grew by 22,500 (up by 26%). However, the working age population dropped by 9,200 in Dorset and the number of children fell by 900.</p> <p>The number of children in Dorset is 59,900¹. The number of 0-4-year olds is expected to decrease by about 600, but the number of 5-15-year olds will decrease by almost 100 between 2018 and 2028². Dorset Council produces population projections which look forward 25 years and are revised on an annual basis. These projections can be used to anticipate local housing need and inform local plans which identify land for housing. The projections also help with school place planning - a growing population of children creates a demand for school places and support services. The ageing population can affect housing supply and demand by continuing to live in under-occupied homes, either from preference or because they require or requiring specially designed dwellings.</p> <p>The State of Dorset 2019³ suggests that an ageing population has an impact on the economy as more employees move into retirement which leads to a potential loss of skills from the workforce. Dorset Council works with partners to secure external funding for initiatives to upskill the workforce and help people into employment.</p> <p>To support the growing number of older people, Dorset is helping people plan for their future care needs with a campaign: Prepare to Live Better, the council also provides advice and support to carers.</p> <p>Dorset Council has also created Family Partnership Zones, to ensure that children and families get help and support when needed, working in local communities and with a variety of partners to ensure positive outcomes for children and young people.</p>				
Dorset Council Workforce profile:				
Age	Number	Percentage of Total		
16-24	270	5.6%		
25-39	1,197	25.0%		
40-49	1,155	24.1%		
50-59	1,471	30.7%		
60-64	497	10.4%		
65+	197	4.1%		
Total	4,787			

¹ 2017 Mid-year estimates, 0-15-year-olds, ONS

² 2017-based trend population projections, ONS

³ State of Dorset, 2019; Dorset Council

	<p>The Equality, Diversity & Inclusion Policy will be relevant equally to all employees, regardless of their age. The policy has several aims and for our employees, we aim to:</p> <ul style="list-style-type: none"> • recruit and retain a workforce that reflects the diversity of Dorset • welcome the contribution made by the experience, knowledge and skills that a diverse workforce brings • provide all employees with access to learning and development opportunities • ensure that equality, diversity and inclusion is an integral part of the council's induction for all new employees and members • provide an environment free from harassment, discrimination, victimisation and bullying • use our behaviours framework to promote dignity and respect • take seriously any employee grievance concerning harassment, discrimination, victimisation and bullying, this may involve the use of the council's other policies such as Dignity at work, Grievance policy, recruitment and selection policies. <p>By its very nature, an Equality, Diversity & inclusion Policy is anticipated to have a positive impact on people with protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and particularly the Public Sector Equality Duty.</p> <p>In addition, Dorset Council undertakes Equality Impact Assessments (EqIAs) on new or changing policies, projects, strategies or service design initiatives. This process is designed to assess the impact a policy, project, strategy, service or proposal is likely to have on different groups of people including employees, residents and customers. An EqIA helps to consider the actual or potential impact of our activities and decisions on people using an evidence-based approach. As a result of the EqIA, officers can make changes which aim to maximise potential benefits and mitigate the negative impacts.</p>
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Disability:	Positive impact anticipated		
Does this affect a specific disability group?	No		
Please provide details:	Population of Dorset Council area:		
	The disability profile for Dorset Council is as follows:		
	Category	Number	%
	All Usual Residents	365,153	
	Day to day activities limited a lot	30,710	8%
	Day to Day Activities Limited a little	41,457	11%
Source: Census 2011, Office for National Statistics			

One in five of Dorset's population consider that they have a long-term health problem or disability⁴. In former council area of Weymouth and Portland this accounts for 22% of residents, compared to former North Dorset council area with 18%.

In addition, the number of residents with a disability, claiming disability benefits is 4.6% in the Dorset Council area, but the former local authority areas of Weymouth & Portland which 6.1% and Purbeck is 3.9%⁵.

Dorset Council Workforce profile:

The disability profile is as follows:

Disability	Number	Percentage of Total
Disabled	136	2.8%
Not declared	1,448	30.2%
Not disabled	2,902	60.6%
Prefer not to say	301	6.3%
Total	4,787	

Only 2.8% of our workforce have identified themselves as disabled, this fits with many organisations (nationally) who have similar declared rates of disability. This figure is significantly lower than the Dorset and national average (19%)⁶. Dorset Council recognise that more work needs to be undertaken to encourage disabled people to share their data and for the council to raise awareness and understanding of non-visible disabilities.

The Equality, Diversity & Inclusion Policy will be relevant to all employees. The policy has several aims and for our employees, some are mentioned in the protected characteristics age and in addition we aim to:

- make reasonable adjustments to support current employees and potential employees
- guaranteeing to offer an interview to all disabled applicants who fulfil the essential criteria for a post

As a council we have a legal obligation under the Equality Act 2010 to make reasonable adjustments to reduce or remove disadvantage faced by a disabled employee/potential employee compared to a non-disabled employee.

The Government's Disability Confident Scheme is an initiative that helps employers commit to attracting, recruiting and retaining people with disabilities, the scheme has three levels.

Dorset Council has achieved Disability Confident Committed Status (Level 1), this means we are committed to:

- ensuring our recruitment process is inclusive and accessible
- communicating and promoting vacancies

⁴ Census 2011, ONS

⁵ Dorset Council, State of Dorset 2019

⁶ Disability facts and figures, Scope; 2019

	<ul style="list-style-type: none"> • offering an interview to disabled people who meet the minimum criteria for the job • supporting any existing employee who acquires a disability or long-term condition, enabling them to stay in work <p>The council is just starting the work to achieve Level 2 - Disability Confident Employer.</p> <p>As a council we have an in-house employee wellbeing service, linking with an external provider Steps 2 Wellbeing, to provide talking therapy services to employees. We also have a programme of work to raise awareness of mental health issues this includes the roll out of Mental Health First Aid training, recruiting volunteers in the workplace, who will act as a point of contact, signpost to professional support and encourage healthy mental health conversations.</p> <p>In addition, work is just commencing to develop employee networks, existing staff support groups from the legacy councils are working to develop these networks and look at how they will link to the Council's People Strategy and Well-being Strategy. These networks will include disability and mental health.</p> <p>As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.</p>
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Gender Reassignment & Gender Identity:	Positive impact anticipated
Please provide details:	<p>Population of Dorset Council area: Robust statistical data at a Local Authority level on Sexual Orientation and Gender Identity does not currently exist apart from data on couples living in a same sex relationship from the Census 2011 (see sexual orientation).</p> <p>Nationally, data is also very limited on people who identify as Transgender and non-binary. Recent research by Stonewall and YouGov⁷ focused on the experiences of more than 800 trans and non-binary people. This research found that hate crime and discrimination against trans people in the workplace, on the streets and in healthcare is widespread. Two in five trans people had to deal with a hate crime or incident in the year that the research was undertaken (2017). The research also found that trans and non-binary people hide or disguise who they truly are in the workplace and one in eight who responded to the survey have been physically attacked by a colleague or a customer.</p>

⁷ LGBT - Trans report, Stonewall; 2018

	<p>Dorset Council participates in the Stonewall Workplace Equality Index, this index is a benchmarking exercise carried out by Stonewall across the private and public sector, for employers to understand how they are progressing in making a more inclusive workplace for those identifying as LGBTQ+. Some of this work includes how we engage with the LGBTQ+ community within Dorset. As part of our community engagement work, we are developing relationships locally with organisations such as Chrysalis (Gender Identity charity), Intercom Trust and LGB&T Dorset Equality Network.</p> <p>Dorset Council Workforce profile: Dorset Council does not currently collect data on employees for this category.</p> <p>As mentioned above the council participates in the Stonewall Workplace Equality Index, this work includes ensuring that we have effective policies and practice in place to support colleagues who may transition. These policies include guidance for managers and colleagues of those individuals. In addition, as a council we offer the following two courses:</p> <ul style="list-style-type: none"> • Trans Awareness - online learning module available to all • Introduction into Trans Awareness within children & young people - one day workshop for employees in Children's Services <p>As we develop as a council and review our policies and practices, we will ensure that we avoid using gender-specific language in policies. We also want to encourage the use of appropriate pronouns, so our employees can let people know how they would like to be referred to, without assumptions being made.</p> <p>The Equality, Diversity & Inclusion Policy will be relevant equally to all employees, regardless of their gender identity and specifically in our policy: As an employer we will also aim to:</p> <ul style="list-style-type: none"> • provide support to employees who are undertaking the process of gender re-assignment • ensure that managers with responsibility for recruitment and selection do not discriminate unfairly. • incorporate legislative requirements and best practice to all our employment policies and procedures and support these with appropriate and accessible guidance. <p>Dorset Council has developed guidance entitled 'Transitioning at Work' which is available on the intranet and via Human Resources. As part of policy review, this guidance will be reviewed and updated if necessary.</p> <p>As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with people protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition,</p>
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	Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.
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Pregnancy and maternity:	Positive impact anticipated
Please provide details:	<p>Population of Dorset Council area: Research from Dorset Clinical Commissioning Group (CCG) in 2014 suggested that the number of births in Dorset local authority area (formerly Dorset County Council area) was decreasing slightly year on year from 3734 in 2008 to 3658 in 2011 and with the proportion of Dorset women aged 15 to 44 to decrease by 2020 this may indicate a decrease in birth-rate in the future.</p> <p>Dorset Council Workforce profile: Dorset Council has 88 employees on maternity leave since 1 April 2019. Dorset council will need to ensure employees returning from maternity leave (and as part of good practice shared parental and adoption leave) are aware of the new policy.</p> <p>As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with people protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.</p>

Race and Ethnicity:	Positive impact anticipated										
Please provide details:	<p>Population of Dorset Council area: Dorset has much lower levels (4.4%) of Black, Asian and Minority Ethnic (BAME) residents than the country as a whole (19.5%). The highest proportion of Dorset's BAME population are classified as 'White Other' who make up approximately 41% of Dorset's BAME population.⁸ This classification includes people who identify as white but who do not have UK national identity.</p> <table border="1"> <thead> <tr> <th>Race & Ethnicity</th><th>%</th></tr> </thead> <tbody> <tr> <td>All Residents</td><td>365,153</td></tr> <tr> <td>White British & Northern Irish</td><td>95.6</td></tr> <tr> <td>White: Gypsy or Irish Traveller</td><td>0.1</td></tr> <tr> <td>Other White</td><td>2.3</td></tr> </tbody> </table>	Race & Ethnicity	%	All Residents	365,153	White British & Northern Irish	95.6	White: Gypsy or Irish Traveller	0.1	Other White	2.3
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⁸ Census 2011, ONS

Mixed/Multiple Ethnic Groups	0.8
Asian/Asian British	0.9
Black/African/Caribbean/Black British	0.2
Other Ethnic group	0.1
Source: Census 2011, Office for National Statistics	

As a council we work collaboratively with pan Dorset partnerships such as the Gypsy & Traveller Liaison Group, Prejudice Free Dorset (promoting inclusive communities across Dorset). Currently, through our discretionary funding programmes we have funded equality focused organisations such as Dorset Race Equality Council, Kushti Bok and South West Dorset Multicultural Network. We have also procured training services from Kushti Bok (Gypsy & Traveller led organisation) to provide awareness training to employees in Children's Services.

As a council we support several initiatives and events such as Gypsy, Roma & Traveller History Month, Holocaust Memorial Day and Black History Month.

Dorset Council Workforce profile:
The profile of Dorset Council workforce profile is as follows:

Ethnicity	Number	Percentage of Total
White British	3,453	72.1%
BAME (Black, Asian Minority Ethnic)	176	3.7%
Prefer Not to Say	348	7.3%
Not declared	810	16.9%
Total	4,787	

As an employer we are conscious that over 16% of our workforce have not declared their ethnicity and over 7% would prefer not to say. Dorset Council recognise that more work needs to be done to encourage people to share their data and this needs to be a priority in the year ahead.

In addition, the council recognises more work is needed in challenging racism in the workplace and making assumptions about people's ethnicity, origin and background. Through the People Strategy and the Behaviour Framework being developed within the council, training around unconscious bias is being explored and will be a priority for the council in the year ahead.

As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with people protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any

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Religion or belief:	Positive impact anticipated																																
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	<table><tr><th>Religion or Belief</th><th>%</th></tr><tr><td>All Residents</td><td>365,153</td></tr><tr><td>Christian</td><td>65.1</td></tr><tr><td>Buddhist</td><td>0.3</td></tr><tr><td>Hindu</td><td>0.1</td></tr><tr><td>Jewish</td><td>0.1</td></tr><tr><td>Muslim</td><td>0.3</td></tr><tr><td>Sikh</td><td>0</td></tr><tr><td>Other Religion</td><td>0.5</td></tr><tr><td>No Religion</td><td>25.4</td></tr><tr><td>Religion Not Stated</td><td>8</td></tr></table>	Religion or Belief	%	All Residents	365,153	Christian	65.1	Buddhist	0.3	Hindu	0.1	Jewish	0.1	Muslim	0.3	Sikh	0	Other Religion	0.5	No Religion	25.4	Religion Not Stated	8										
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Source: Census 2011, Office for National Statistics																																	
Just over 1% of the population identify with other religions including Islam, Buddhism, Hinduism, Judaism and Sikhism and these tend to be concentrated in Dorset towns; Weymouth has just over 300 residents who identify with Islam. There are also concentrations around military establishments such as Blandford Camp where the Gurkhas and their families live who are predominantly Hindu.																																	
The Council has regular contact with some faith organisations such as the Islamic Centre.																																	
Dorset Council Workforce profile: The profile of Dorset Council workforce profile is as follows:																																	
<table><tr><th>Religion</th><th>Number</th><th>Percentage of Total</th></tr><tr><td>Buddhist</td><td>7</td><td>0.1%</td></tr><tr><td>Christian</td><td>756</td><td>15.8%</td></tr><tr><td>Hindu</td><td>2</td><td>0.0%</td></tr><tr><td>Jewish</td><td>2</td><td>0.0%</td></tr><tr><td>Muslim</td><td>0</td><td>0.0%</td></tr><tr><td>None</td><td>565</td><td>11.8%</td></tr><tr><td>Not declared</td><td>3,258</td><td>68.1%</td></tr><tr><td>Other</td><td>36</td><td>0.8%</td></tr><tr><td>Prefer not to say</td><td>161</td><td>3.4%</td></tr><tr><td>Total</td><td>4,787</td><td></td></tr></table>	Religion	Number	Percentage of Total	Buddhist	7	0.1%	Christian	756	15.8%	Hindu	2	0.0%	Jewish	2	0.0%	Muslim	0	0.0%	None	565	11.8%	Not declared	3,258	68.1%	Other	36	0.8%	Prefer not to say	161	3.4%	Total	4,787	
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As an employer we are conscious that over 68% of our workforce have not declared any religion or belief. Dorset Council recognise that more work needs to be done to encourage people to share their data and this needs to be a priority in the year ahead.																																	

	<p>As an employer and linking with other emerging policies such as the behaviour framework, we need to consider how we raise awareness and understanding of different faiths and beliefs and embrace initiatives such as Multi-Faith week. There is also a need to link with other policies/initiatives such as smarter working and flexible working which can help employees participate in religious/belief events this can help with a work/life balance.</p> <p>As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with people protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.</p>
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Sexual orientation:	Positive impact anticipated																											
Please provide details:	Population of Dorset Council area: Robust statistical data at a Local Authority level on Sexual Orientation and Gender Identity does not currently exist apart from data on couples living in a same sex relationship from the Census 2011 (as listed in the table below).																											
	<table><tr><th>Sexual Orientation</th><th>Number</th><th>%</th></tr><tr><td>All categories Living arrangements</td><td>297,603</td><td></td></tr><tr><td>Living in a couple: In a registered same-sex civil partnership or cohabiting (same-sex)</td><td>1,866</td><td>0.63</td></tr></table>	Sexual Orientation	Number	%	All categories Living arrangements	297,603		Living in a couple: In a registered same-sex civil partnership or cohabiting (same-sex)	1,866	0.63																		
	Sexual Orientation	Number	%																									
	All categories Living arrangements	297,603																										
	Living in a couple: In a registered same-sex civil partnership or cohabiting (same-sex)	1,866	0.63																									
Source: Census 2011, Office for National Statistics																												
According to Office for National Statistics (ONS) data released in 2019 (see the table below), the proportion of the UK population aged 16 years and over identifying as heterosexual or straight has decreased from 94.4% in 2012 to 93.2% in 2017. The same data estimated in 2017 1.1 million people aged 16 years and over identifying as LGB out of a UK population aged 16 years and over of 52.8 million.																												
<table><tr><th>Sexual orientation</th><th>2015</th><th>2016</th><th>2017</th></tr><tr><td>Heterosexual or straight</td><td>93.7</td><td>93.4</td><td>93.2</td></tr><tr><td>Gay or lesbian</td><td>1.1</td><td>1.2</td><td>1.3</td></tr><tr><td>Bisexual</td><td>0.6</td><td>0.8</td><td>0.7</td></tr><tr><td>Lesbian, gay or bisexual (LGB)</td><td>1.8</td><td>2.0</td><td>2.0</td></tr><tr><td>Other</td><td>0.4</td><td>0.5</td><td>0.6</td></tr><tr><td>Do not know or refuse</td><td>4.1</td><td>4.1</td><td>4.1</td></tr></table>	Sexual orientation	2015	2016	2017	Heterosexual or straight	93.7	93.4	93.2	Gay or lesbian	1.1	1.2	1.3	Bisexual	0.6	0.8	0.7	Lesbian, gay or bisexual (LGB)	1.8	2.0	2.0	Other	0.4	0.5	0.6	Do not know or refuse	4.1	4.1	4.1
Sexual orientation	2015	2016	2017																									
Heterosexual or straight	93.7	93.4	93.2																									
Gay or lesbian	1.1	1.2	1.3																									
Bisexual	0.6	0.8	0.7																									
Lesbian, gay or bisexual (LGB)	1.8	2.0	2.0																									
Other	0.4	0.5	0.6																									
Do not know or refuse	4.1	4.1	4.1																									
Source: Office for National Statistics - Annual Population Survey; 2019 (Totals may not add up to 100 due to rounding up)																												
The data also identified that males (2.3%) were more likely to identify as LGB than females (1.8%) in 2017.																												

Dorset Council participates in the Stonewall Workplace Equality Index, this index is a benchmarking exercise carried out by Stonewall across the private and public sector, for employers to understand how they are progressing in making a more inclusive workplace for those identifying as LGBTQ+. Some of this work includes how we engage with the LGBTQ+ community within Dorset. As part of our community engagement work, we are developing relationships locally with organisations such as Intercom Trust, LGB&T Dorset Equality Network and Weymouth Gay Group.

This year the first Pride festival/parade took place in the Dorset Council area, taking in Weymouth & Portland, this event was an opportunity the LGBTQ+ community and the visibility of this community in Dorset. Dorset Council took an active role by participating in the Pride parade and allocating some funding to the event.

Children's Services have funded SPACE LGBTQ+ youth project to run regular youth groups across the Dorset Council for lesbian, gay, bisexual and questioning young people.

Dorset Council Workforce profile:

The profile of Dorset Council workforce profile is as follows:

Sexual Orientation	Number	% of Total
Bisexual	9	0.2%
Gay/lesbian	32	0.7%
Heterosexual	1,862	38.9%
Other	11	0.2%
Prefer not to say	278	5.8%
Not declared	2,595	54.2%
Total	4,787	

As an employer Dorset Council is that over half of our employees have not declared their sexual orientation and 6% would prefer not to say. We recognise that more work needs to be done to encourage people to share their data and feel safe in sharing data and this needs to be a priority in the year ahead.

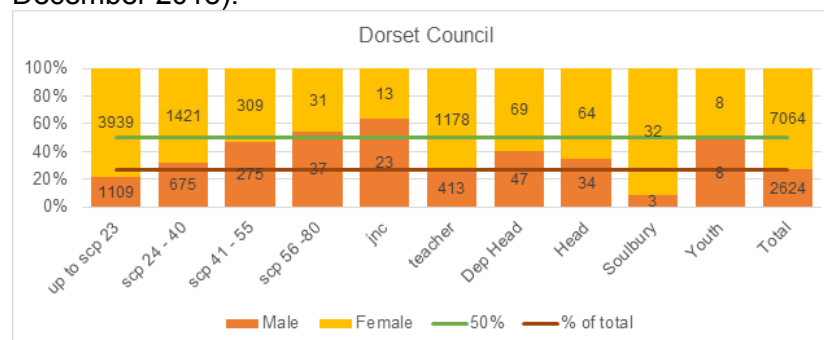
In addition, the council recognises more work is needed in challenging homophobia, biphobia and transphobia in the workplace and making assumptions on people's sexual orientation. Through the People Strategy and the Behaviour Framework being developed within the council, training around unconscious bias is being explored and will be a priority for the council in the year ahead.

As mentioned above the council participates in the Stonewall Workplace Equality Index, this work includes ensuring that we have effective policies and practice in place to support our LGBTQ+ colleagues. Dorset Council should receive the results of its Stonewall submission in January 2020. Following on from this a feedback meeting is held with Stonewall and Dorset Council will then create a Stonewall Development Plan to look at what improvements the council can make.

	<p>In addition, work is just commencing to develop employee networks, existing staff support groups from the legacy councils are working to develop these networks and look at how they will link to the Council's People Strategy and Well-being Strategy. These networks will include LGBT+</p> <p>As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.</p>
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Sex:	Positive impact anticipated												
Please provide details:	Population of Dorset Council area: The profile of Dorset is as follows:												
	<table><tr><th>Sex</th><th>All Persons</th><th>All males (number & %)</th><th>All females (number & %)</th></tr><tr><td></td><td>375,051</td><td>183,388 48.9</td><td>191,663 51.1</td></tr></table>	Sex	All Persons	All males (number & %)	All females (number & %)		375,051	183,388 48.9	191,663 51.1				
	Sex	All Persons	All males (number & %)	All females (number & %)									
		375,051	183,388 48.9	191,663 51.1									
	Source: Census 2011, Office for National Statistics												
Dorset has a slightly higher female population with 105 females for every 100 males in Dorset.													
Dorset Council Workforce profile: The profile of Dorset Council workforce profile is as follows:													
	<table><tr><th>Sex</th><th>Number</th><th>Percentage of Total</th></tr><tr><td>Female</td><td>2,971</td><td>62.1%</td></tr><tr><td>Male</td><td>1,816</td><td>37.9%</td></tr><tr><td>Total</td><td>4,787</td><td></td></tr></table>	Sex	Number	Percentage of Total	Female	2,971	62.1%	Male	1,816	37.9%	Total	4,787	
Sex	Number	Percentage of Total											
Female	2,971	62.1%											
Male	1,816	37.9%											
Total	4,787												
	Dorset Council has a higher proportion of females working at the council. The graph below (taken from Equality Impact Assessment, March 2019) details the female/male split of full time, part time and school hour employees. Please note that ‘part time’ can mean anything less than standard full-time hours (37 hours per week).												
	<table><caption>Workforce Data from Graph</caption><thead><tr><th>Category</th><th>Female</th><th>Male</th></tr></thead><tbody><tr><td>full time</td><td>1400</td><td>1500</td></tr><tr><td>part time</td><td>4300</td><td>600</td></tr><tr><td>School</td><td>1300</td><td>500</td></tr></tbody></table>	Category	Female	Male	full time	1400	1500	part time	4300	600	School	1300	500
Category	Female	Male											
full time	1400	1500											
part time	4300	600											
School	1300	500											

The graph below details the sex breakdown across the pay grades (this graph does include schools, so the number of employees is increased to just under 10,000 employees, this data was collected December 2018):



Generally, where the highest numbers of people are employed (up to SCP 40 and teachers) the male/female ratio is broadly in line with the general male/female employee ratio within the council. However, in the following posts; above SCP 40, JNC, and youth worker, there are disproportionately higher numbers of men, and in Soulbury posts there are higher proportions of women; these posts however represent a relatively small proportion of the overall workforce.

All employers with a workforce of 250 or more must publish information on their gender pay gap every year, this started in 2018. As Dorset Council was established on the 1 April 2019, no gender pay gap reporting has taken place, information is currently being collated for the submission deadline of 31 March 2020, Information about gender pay gap reporting in the legacy councils is available on the [Dorset Council website](#).

Dorset Council recognises more work is needed in challenging sexism in the workplace and making assumptions about people's roles or presuming employees do not need appropriate equipment or clothing for their sex e.g. Personal Protective Equipment (PPE), there is a need to have the right clothing/equipment for the individual person.

Through the People Strategy and the Behaviour Framework being developed within the council, training around unconscious bias is being explored and will be a priority for the council in the year ahead.

As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.

Marriage or civil partnership:	Positive impact anticipated										
Please provide details:	<p>Population of Dorset Council area: The profile of Dorset is as follows:</p> <table border="1"> <thead> <tr> <th>Marriage/Civil Partnership</th><th>%</th></tr> </thead> <tbody> <tr> <td>All Residents, 16 years + (Count)</td><td>305,307</td></tr> <tr> <td>Married</td><td>54.2</td></tr> <tr> <td>Same Sex Civil Partnership</td><td>0.2</td></tr> <tr> <td colspan="2">Source: Census 2011, Office for National Statistics</td></tr> </tbody> </table> <p>Dorset Council Workforce profile: We do not have this data for employees, the policy will be applied equally to all employees regardless of their marriage or civil partnership status. With the development of this policy and other policies such as our behaviour framework, and our work with Stonewall we should be celebrating the diversity of relationships and not making assumptions and any marketing materials should be reflective of different protected characteristic groups.</p>	Marriage/Civil Partnership	%	All Residents, 16 years + (Count)	305,307	Married	54.2	Same Sex Civil Partnership	0.2	Source: Census 2011, Office for National Statistics	
Marriage/Civil Partnership	%										
All Residents, 16 years + (Count)	305,307										
Married	54.2										
Same Sex Civil Partnership	0.2										
Source: Census 2011, Office for National Statistics											

Carers	Positive impact anticipated																					
Please provide details:	Population of Dorset Council area:																					
	The profile of Dorset is as follows:																					
	<table><tr><td></td><td>Number</td><td>%</td></tr><tr><td>All categories: Provision of unpaid care</td><td>365,153</td><td></td></tr><tr><td>Provides no unpaid care</td><td>321,819</td><td></td></tr><tr><td>Provides Unpaid Care</td><td>43,334</td><td>11.9</td></tr><tr><td>Provides 1 to 19 hours unpaid care a week</td><td>29,429</td><td>8.1</td></tr><tr><td>Provides 20 to 49 hours unpaid care a week</td><td>4,770</td><td>1.3</td></tr><tr><td>Provides 50 or more hours unpaid care a week</td><td>9,135</td><td>2.5</td></tr></table>		Number	%	All categories: Provision of unpaid care	365,153		Provides no unpaid care	321,819		Provides Unpaid Care	43,334	11.9	Provides 1 to 19 hours unpaid care a week	29,429	8.1	Provides 20 to 49 hours unpaid care a week	4,770	1.3	Provides 50 or more hours unpaid care a week	9,135	2.5
		Number	%																			
	All categories: Provision of unpaid care	365,153																				
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	Provides 20 to 49 hours unpaid care a week	4,770	1.3																			
	Provides 50 or more hours unpaid care a week	9,135	2.5																			
Source: Census 2011, Office for National Statistics																						
Dorset Council are conscious that caring affects mental and physical health as well as employment and can lead to poorer health outcomes and increased use of health and social care interventions. Dorset Council recognises the huge value that carers add to the local economy and offers support and advice to carers and families by providing breaks for carers and help in an emergency.																						
Dorset Council Workforce profile:																						
At present, Dorset Council does not collect data on employees who are also carers. However, we believe that a number of our employees will be carers and more work needs to be undertaken to understand this better and how can support employees.																						

	<p>There is also a need to link with other policies/initiatives such as flexible working and family friendly which can help employees with a work/life balance.</p> <p>In addition, work is just commencing to develop employee networks, existing staff support groups from the legacy councils are working to develop these networks and look at how they will link to the Council's People Strategy and Well-being Strategy. These networks will include Carers.</p> <p>As mentioned in the final paragraph of the protected characteristics Age, an Equality, Diversity & Inclusion Policy is anticipated to have a positive impact on people with protected characteristics. The policy provides the framework to ensure compliance with the Equality Act 2010 and Public Sector Equality Duty. In addition, Dorset Council undertakes EqlAs which is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics, included in our EqlA template are local characteristics, this is to ensure we give due regard to local issues.</p>
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Rural isolation:	Positive impact anticipated
Please provide details:	Population of Dorset Council area: To be completed:

Single parent families:	Positive impact anticipated																		
Please provide details:	Population of Dorset Council area:																		
	The profile of Dorset is as follows:																		
	<table><tr><td></td><td>Number</td><td>%</td></tr><tr><td>All households</td><td>158,738</td><td></td></tr><tr><td>Lone parent household total</td><td>12,110</td><td>7.6</td></tr><tr><td>Lone parent household: 1 dependent child</td><td>4,259</td><td>2.7</td></tr><tr><td>Lone parent household: 2 or more dependent children</td><td>3,355</td><td>2.1</td></tr><tr><td>Lone parent household: 2 or more dependent children</td><td>4,496</td><td>2.8</td></tr></table>		Number	%	All households	158,738		Lone parent household total	12,110	7.6	Lone parent household: 1 dependent child	4,259	2.7	Lone parent household: 2 or more dependent children	3,355	2.1	Lone parent household: 2 or more dependent children	4,496	2.8
		Number	%																
	All households	158,738																	
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	Lone parent household: 2 or more dependent children	3,355	2.1																
	Lone parent household: 2 or more dependent children	4,496	2.8																
	Source: Census 2011, Office for National Statistics																		
Dorset Council anticipates that this will be a positive impact, as single parent families are included in our EqlA template as a local characteristic, this is to ensure we give due regard to local issues. An EqlA is a process designed to ensure that any new or changing policies, projects, plans and strategies does not discriminate against people with protected characteristics.																			
Dorset Council Workforce profile:																			

	<p>At present, Dorset Council does not collect data on single parent families.</p> <p>We need to link with other policies/initiatives such as flexible working and family friendly which can help employees with a work/life balance. In addition, our work with Stonewall and its Workplace Equality Index will enable us to consider an action plan to review family friendly policies, which will include a language review to avoid gender-specific language.</p>
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Poverty (social & economic deprivation):	Positive for Dorset Council area Unclear for Dorset Council				
Please provide details:	Population of Dorset Council area:				
	The profile of Dorset is as follows:				
	Category	Dorset Council area		England & Wales	
		Number	%	Number	%
	Household not deprived in any dimension	71,760	45.2	9,893,773	42.3
	Household deprived in 1 dimension	54,652	34.4	7,620,164	32.6
	Household deprived in 2 dimensions	26,796	16.9	4,512,853	19.3
	Household deprived in 3 dimensions	5,078	3.2	1,217,061	5.2
	Household deprived in 4 dimensions	452	0.3	122,193	0.5
	Source: Census 2011, ONS				
Dorset Council Workforce profile: To be completed					

Military families/veterans:	<i>Choose impact from the list above</i>
Please provide details:	<p>Population of Dorset Council area:</p> <p>To be completed</p>

Step 4: Action Plan

Provide actions for **positive**, **negative** and **unclear** impacts.

If you have identified any **negative** or **unclear** impacts, describe what adjustments will be made to remove or reduce the impacts, or if this is not possible provide justification for continuing with the proposal.

Issue	Action	Person(s) responsible	Deadline	How will it be monitored?
Policy to be agreed by councillors	Policy to be presented to Resources Scrutiny Committee on 26 November 2019, if agreed, the policy will then go to Cabinet on 10 December 2019	Susan Ward-Rice	26 November 2019 10 December 2019	Report going to committee and be published.
Communication of new policy	Comms to take place re the new policy, links to be created on the Dorset Council website, policy to be stored in the Dorset Council policy library	Susan Ward-Rice	30 January 2020	Copies of communications to be saved, checks that the policy is in the library.
Action Plan	Dorset Council Equality Scheme action plan to be updated to include the Equality policy, action plan to be reviewed to ensure actions include aims from the policy.	Susan Ward-Rice	28 February 2020	Action plan is be updated and published
Collecting employee equality data – encouraging a culture where information is shared	As part of other emerging council policies e.g. behaviour framework, people strategy, this has been identified as an issue, actions include: <ul style="list-style-type: none"> Getting all employees onto the same HR system Sharing with employees the benefits of effective equality monitoring Encouraging employees to share and/or update data Council to use this information to gain a better understanding of how employees from all different backgrounds are being treated at work. 	Human Resources & Business Intelligence	31 August 2020	Baseline of number of people who already share data, setting an % to increase numbers sharing data. Quantity and quality of communications to encourage sharing of data.

Better awareness of invisible disabilities & neuro-diversity	<p>This to be linked to other pieces of work including Disability Confident and the Behaviour Framework, which will include:</p> <ul style="list-style-type: none"> raising awareness of invisible disabilities and neuro-diversity training opportunities to understand invisible disabilities and neuro-diversity 	TBC - Learning & Development, HR, OD & Business Intelligence	1 April 2020	Number and type of awareness raising initiatives undertaken. Disability Confident Action Plan developed and including invisible disabilities and neuro-diversity.
Review of policy	The Equality, Diversity & Inclusion Policy to be reviewed and updated if required.	Susan Ward-Rice	November 2022	This will be monitored through the Dorset Council Equality Scheme Action Plan.

Step 5: EqlA Sign Off

Officer completing this EqlA:	Susan Ward-Rice	Date:	06/11/19
Equality Lead:		Date:	
Directorate Board Chair:		Date:	



Dorset
Council

Resources Scrutiny Committee

Procurement – Dorset Pound

Date of Meeting: 26th November 2019
Lead Member: Cllr Tony Ferrari,
Lead Member for Finance, Commercial and Assets
Local Member(s): All
Lead Officer: Aidan Dunn,
Executive Director for Corporate Development (S151)

Executive Summary:

It is estimated that every year Dorset Council will spend in the region of £380m on purchasing goods, services and works. Spend ranging from buying social care through to purchasing IT systems, from buying vehicles through to procuring food supplies and maintaining roads. It is also estimated that 54% of this spend will be with organisations with a Dorset postcode. As with other local authorities, Dorset Council's future looks set to be increasingly dependent to the success of its local economy therefore there is a need to understand the impact of spending decisions to the local tax base and ways to retain the Dorset Pound within the county.

This report provides a proposal that the Council considers, as part of the strategy, a corporate approach to social value to assist maximising the Dorset Pound through procurement outcomes such as: Economic; Social; and Environmental.

The aim is to develop a new Procurement Strategy for the Council that will be presented to Cabinet in early 2021.

Equalities Impact Assessment:

N/A

Budget:

N/A

Risk Assessment:

Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: LOW

Residual Risk: LOW

Climate implications:

Considering social value within procurement provide means to seek from providers, that secure contracts with the Council, outcomes of how they will protect the environment, minimise waste and energy consumption and use other resources efficiently whilst delivering services.

Other Implications:

N/A

Recommendation:

The Council to establish a Procurement Strategy that sets out key principles and actions to embed practical and effective commissioning for social value in every aspect of its procurements, commencing (as the Public Services (Social Value) Action 2012 requires) at the pre-procurement stage.

This report is seeking consideration from Resources Scrutiny Committee on the proposed approach.

Reasons for Recommendation:

“Social value” is a way of thinking about how scarce resources are allocated – it prompts the question “If one Dorset £ is spent on delivery of services, can that same £ be used to also produce a wider benefit to the community of Dorset?” Social value can help the Council to maximise the Dorset Pound, so it goes further than just delivering the core service.

Under procurement regulations, it is not acceptable to discriminate in favour of local but within procurement exercises we can evaluate those providers who can offer economical, or social, or environmental benefits to Dorset as part of delivering social value; within the fundamental procurement principles of equal treatment, transparency and non-discrimination.

Appendices:

Appendix A – Maximising the Dorset Pound through Social Value
Appendix B – Approach to Corporate Social Responsibility
Appendix C – Social Value Evaluation

Background Papers:

N/A

Officer Contact:

Name: Dawn Adams, Senior Procurement Officer
Tel: 01305 221271
Email: dawn.adams@dorsetcouncil.gov.uk

APPENDIX A – MAXIMISING THE DORSET POUND THROUGH SOCIAL VALUE

1 Introduction

- 1.1 It is estimated that every year Dorset Council will spend in the region of £380m on purchasing goods, services and works. Spend ranging from buying social care through to purchasing IT systems, from buying vehicles through to procuring food supplies and maintaining roads. It is also estimated that 54% of this spend will be with organisations with a Dorset postcode. As with other local authorities, Dorset Council's future looks set to be increasingly dependent to the success of its local economy therefore there is a need to understand the impact of spending decisions to the local tax base and ways to retain the Dorset Pound within the county.
- 1.2 To respond to this there is growing interest in using procurement to invest in the local economy – but does local economy mean purchase local? The commercial reality of purchasing locally varies according to the nature of the specific purchase. Some markets are naturally structured around local providers (e.g. taxi services) where others are primarily national (e.g. mobile phone networks).
- 1.3 Definition of local is a very subjective one, is it:
 - 1.3.1 within a town or boundary?
 - 1.3.2 within the County?
 - 1.3.3 within the South West Region?
 - 1.3.4 within a certain radius from the site where the contract is to be performed?
 - 1.3.5 a supplier that employs staff who are resident of Dorset?
 - 1.3.6 a supplier that has a physical base in the County but its headquarters is elsewhere (global / national supplier)?
- 1.4 A diverse range of providers has much to offer by bringing increased competition for goods and services and supporting us in developing our commissioning intentions. Small and Medium Enterprises (SMEs) and Voluntary and Community Section (VCS) providers often have a lower cost base, are more responsive and can offer a better quality of service.
- 1.5 Whilst we are committed to give all providers opportunities to compete for our contracts on a level playing field, we also need to take full advantage of the skills and enterprise available locally.
- 1.6 Under procurement regulations, we cannot discriminate in favour of local as this would be deemed illegal, but within procurement exercises we can evaluate those providers who can offer economical, or social, or environmental benefits to Dorset as part of delivering social value; within the fundamental procurement principles of equal treatment, transparency and non-discrimination.
- 1.7 "Social value" is a way of thinking about how scarce resources are allocated – it prompts the question "If one Dorset £ is spent on delivery of services, can that same £ be used to also produce a wider benefit to the community of Dorset?". Social value can help the Council to maximise the Dorset Pound, so it goes further than just delivering the core service?

2 Social Value

- 2.1 As well as focusing on price, social value helps to consider the economic, social and environmental benefits to Dorset that can be procured over and above the direct purchasing of services, goods and outcomes.
- 2.2 The full name of the act is the “Public Services (Social Value) Act 2012” and it applies to the procuring of services, or the purchase or hire of goods or carrying out works that is subject to the total contract value threshold (£181,302) that is subject to The Public Contract Regulations 2015.
- 2.3 The Act states – *“If a relevant authority proposes to procure or make arrangements procuring the provision of services, or the provision of services together with the purchase or hire of goods or the carrying out of works the authority must consider how what is proposed to be procured might improve the economic, social and environmental well-being of the relevant areas and, in conducting the process of process of procurement, how it might act with a view of securing that improvement”*.
- 2.4 Considering social value will assist the Council to maximise the “Dorset Pound”, potentially through procurement outcomes such as:
 - 2.4.1 Economic
 - Support Dorset businesses both directly and through sub-contracting opportunities.
 - Encourage new businesses to develop in Dorset, which addresses key challenges and fill gaps in provision.
 - 2.4.2 Social
 - Support businesses in Dorset to create new jobs and support existing jobs for residents
 - Support the creation of apprenticeships and the upskilling the residents of Dorset and their pay.
 - Support the development of new forms of enterprises within Dorset.
 - Through the above activities can support the achievement of wider outcomes around health and crimes, for example.
 - Stimulate social innovation through institutions co-designing services with Dorset communities and utilising social economy and social enterprise organisations in delivery.
 - 2.4.3 Environmental
 - Assist in reducing the distance which goods and services travel to a Dorset point of delivery
 - Assist in stimulating technical innovation through encouraging the market to develop new technologies which address both goods and services requirements and enable environmental advances.
 - Support improve the Dorset environment particularly where innovation processes are utilised in the design process and where creative individuals are procured to design, build and manage new facilities and infrastructure.
 - Encourage and influence providers to improve their sustainability practice such as the use of: low carbon production techniques; recycled materials, alternatives to single use plastics, etc.

3 Proposal

- 3.1 The Council to establish a Procurement Strategy that sets out key principles and actions to embed practical and effective commissioning for social value in every aspect of its procurements, commencing (as the Public Services (Social Value) Action 2012 requires) at the pre-procurement stage.
- 3.2 Make more use of early market engagement to capture views from a wide cross section of potential providers and service users, to help identify co-design and create social benefits from any subsequent contract.
- 3.3 The Council to embed a clear message about its intention to secure social value through commissioning and procurement every time it communicates with the marketplace.
- 3.4 Large contracts should be broken down into lots to encourage wider participation where it has been identified that this will secure better value to the Council.
- 3.5 Actively encourage local sub-contracting by the Council primary (Tier One) suppliers.
- 3.6 The Council should seek, within procurement processes, “like minded” providers in terms of corporate social responsibility that are aligned with the same values as the Council; statements shown in Appendix B – Approach to Corporate Social Responsibility.
- 3.7 Where relevant and proportionate, to include social value in procurement that reflect a minimum of 5% weighting out of the overall 100% of evaluation and provides opportunities for tenderers to offer innovative approaches to deliver wider benefits. Potential evaluation for consideration shown in Appendix C – Social Value Evaluation.
- 3.8 The Council should seek measurable, verifiable social value outcomes across all commissioning of services, including those delivered directly, and the commissioning of goods, works and services of all value that:
 - 3.8.1 are relevant to what is proposed to be commissioned or procured, and proportionate to the value and its importance;
 - 3.8.2 can legitimately be included in the services specification;
 - 3.8.3 will contribute to the Council’s Corporate Plan.

APPENDIX B – APPROACH TO CORPORATE SOCIAL RESPONSIBILITY

The following Corporate statements to be incorporated in procurement processes as part of the corporate approach to encourage providers to align with the Council's values.

Statements
<p>Mindful Employer</p> <p>The Council is a signatory to The Charter for Employers who are positive about mental health and as such it has made a commitment to improve the working life of its staff. <i>For further details:</i> http://www.mindfulemployer.net/about/</p> <p>Please state whether your organisation is also a signatory to The Charter for Employers or can commit to be a signatory, if awarded the contract / framework agreement.</p> <p><i>Select the appropriate statement:</i></p> <ul style="list-style-type: none"> ▪ Yes, our organisation is also a signatory to The Charter for Employers ▪ Yes, our organisation can commit to be a signatory to The Charter for Employers if awarded the contract / framework agreement.
<p>Dementia Friendly</p> <p>The Council is registered with Dementia Friends who provide best practice guidance to organisations, such as the Council, to work towards becoming dementia friendly. <i>For further details:</i> https://www.dementiafriends.org.uk/</p> <p>Please state whether your organisation is also registered with Dementia Friends or can commit to be a registered, if awarded the contract / framework agreement.</p> <p><i>Select the appropriate statement:</i></p> <ul style="list-style-type: none"> ▪ Yes, our organisation is also registered with Dementia Friends. ▪ Yes, our organisation can commit to be registered, if awarded the contract / framework agreement.
<p>Armed Forces Covenant</p> <p>The Council is a signatory to the Armed Forces Covenant which is written and publicised voluntary pledge from organisations who wish to demonstrate their concrete support for the armed forces community.</p> <p><i>For further details:</i> https://www.gov.uk/government/policies/armed-forces-covenant</p> <p>Please state whether your organisation is also a signatory to the Armed Forces Covenant or can commit to be a signatory, if awarded the contract / framework agreement.</p> <p><i>Select the appropriate statement:</i></p> <ul style="list-style-type: none"> ▪ Yes, our organisation is also a signatory to Armed Forces Covenant ▪ Yes, our organisation can commit to be a signatory to The Charter for Employers, if awarded the contract / framework agreement.
<p>Equality and Diversity</p> <p>Does your organisation have a written equality and diversity policy that covers the following:</p> <ul style="list-style-type: none"> ▪ colour ▪ nationality ▪ ethic or national origin ▪ religion and belief ▪ sex and sexual orientation ▪ recruitment, selection, training, promotion, discipline and dismissal ▪ victimisation, discrimination and harassment – making it clear that these are disciplinary offences

Select the appropriate statement:

- Is the answer is YES, submit (upload) a copy of your organisation's Equality and Diversity Policy
- If the answer is NO, as a response provide an explanation how your organisation meets the requirements of the Equality Act 2010.

In the last three years has any contract with your organisation been terminated on grounds of failure to comply with either or both of the following:

- legislation prohibiting discrimination, or
- contract conditions relating to equality and diversity in the provision of goods, facilities or services?

If the answer is YES, provide details which should include what steps your organisation has taken as a result.

Select the appropriate statement:

- Yes
- No

In the last three years has your organisation been the subject of a formal investigation by the Equality and Human Rights Commission or an equivalent body on grounds of alleged unlawful discrimination?

If the answer is YES, provide details of the investigation and any consequent judgement, which should include what steps you have taken as a result of that investigation or finding.

Select the appropriate statement:

- Yes
- No

Apprenticeships

The Council supports the Government's ambition in English Apprenticeships: Our 20:20 Vision for apprenticeships to be an 'attractive offer that young people and adults aspire to go into as a high quality and prestigious path to a successful career'. For further details: <https://www.gov.uk/government/publications/apprenticeships-in-england-vision-for-2020>

Please state whether your organisation also supports Government's ambition in English Apprenticeships or can commit to support Apprenticeships, if awarded the contract / framework agreement.

Select the appropriate statement:

- Yes, our organisation also supports the Government's ambition in English Apprenticeship: Our 20:20 Vision
- Yes, our organisation can commit to support Apprenticeships, if awarded the contract / framework agreement.

Fostering Friendly Employers

As a Corporate Parent, the Council supports the recruitment and retention of foster carers by promoting fostering to its own employees and employees of its suppliers. For further details:

<https://www.dorsetcouncil.gov.uk/children-families/childrens-social-care/fostering/fostering.aspx>

Please state whether your organisation also supports fostering.

Select the appropriate statement:

- Yes, our organisation also promotes and supports fostering
- Yes, our organisation can commit to support the Council by promoting fostering among our employees and customers, if awarded the contract / framework agreement.

Provide an explanation what steps your organisation takes to promote fostering.

APPENDIX C – SOCIAL VALUE EVALUATION

Tenderers required to propose, as part of their offer, what contribution to social value they can provide to support the aimed outcomes. Depending on the procurement objective, the following to be applied within evaluation.

Social Value Evaluation @ least 5% weighting out of the total 100% evaluation score

Evaluation Scoring
<p>5 - Excellent Comprehensive and detailed response that provides high levels of confidence that the required social value and delivery will be achieved. Demonstrates excellent understanding of social value.</p> <p>3 - Good Response addresses key issues and is adequately developed. Provides good levels of confidence that the required social value and delivery will be achieved. Demonstrates good understanding of social value.</p> <p>1 - Basic Response addresses a limited range and is basically developed. Provides only limited levels of confidence that the required social value and delivery will be achieved. Demonstrates only a basic understanding of social value.</p> <p>0 - Unacceptable No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required social value and delivery will be achieved. Demonstrates little or no understanding of social value.</p>
Questions
<p>Local Employment Outcomes: <i>Increased number of employment and training opportunities for local people of Dorset, improving the employment opportunities for local people through training, apprenticeships and offering employment to local workforce.</i> Outputs:</p> <ul style="list-style-type: none"> - How many new jobs (full time equivalent) will your organisation create within Dorset? - How many apprenticeships will your organisation support within Dorset? - How many hours of voluntary work hours will your organisation provide to the community of Dorset? - How many people within Dorset will your organisation support back to work with Coaching, mentoring, CV writing, mock interviews, etc? - How many people within Dorset will your organisation support into employment who face challenges, e.g. ex-offenders, disabled, etc? - What % of your organisation's staff live within Dorset or within 10 miles of Dorset? - What % of your organisation's staff live within 30 miles of where the services are being delivered? - Any other measure
<p>Buy Local Outcomes: <i>Support the local economy by choosing providers close to the point of service delivery where possible, building the local economy by supporting local businesses and building your organisation's supply chain locally. In particular, by opening up procurement opportunities to the local market.</i> Outputs:</p> <ul style="list-style-type: none"> - What % of your organisation's spend will be suppliers located in Dorset? - What % of your organisation's spend will be with SMEs (less than 205 employees) located in Dorset? - What % of your total spend will be with the 3rd sector (Social Enterprises, Charities, etc) located in Dorset? - Any other measure

Partners in Communities

Outcomes: *Help to develop local communities – your organisation will need to evidence how it will provide both practical and financial support to the local community of Dorset.*

Outputs:

- Paid voluntary time given for staff to do community work (hours, days, number of staff, etc)
- How many schools will your organisation support through, becoming a governor, reading, mentoring, career advice, CV writing, etc
- Hours of paid voluntary time given by staff
- What is the value of donations raised / give to Charities?
- What is the value of spend with Social Enterprises?
- Number of disadvantage individuals supported
- Number of community organisations supported
- Number of community projects supported
- Any other measure

Good Employer

Outcomes: *Staff development – your organisation will need to evidence how it will support staff development and welfare.*

Outputs:

- How much does your organisation spend on training per employee?
- Are flexible working hours provided?
- Does your organisation have Investors in People accreditation (Gold/Silver/Bronze) or any other accreditation?
- Staff turnover improvement target %
- Does your organisation record and report on employee diversity?
- Any other measure

Green and Sustainable

Outcomes: *Your organisation will need to evidence how it will protect the environment, minimise waste and energy consumption and use other resources efficiently.*

Outputs:

- CO2 reduction target in % or in tonnes
- Waste reduction target in %
- Waste to landfill reduction %
- Gas reduction %
- % of renewable energy used
- Water consumption reduction %
- Number of individuals in fuel poverty assisted with energy efficiency measures
- Environmental Management system (e.g. ISO14001) introduced and maintained
- Implement a Carbon Management / Environmental Policy to reduce impact of CO2
- Single Use Plastic reduction %
- Any other measure

Ethical Procurement

Outcomes: *The highest ethical standards employed in all operations and within the supply chain.*

Outputs:

- % of suppliers paid no later than the terms of the primary contract.
<http://www.promptpaymentcode.org.uk/>
- % of invoices paid within 30 days (this is a legal requirement for public sector contracts)
- % of spend on ethically sourced standards (e.g. Fairtrade)
- % of suppliers audited on ethical practices
- % weighting placed on social value when procuring
- Any other measure

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13 November 2019 at 3.30pm

Informal Meeting of the Resources Scrutiny Committee

In attendance: Cllr David Shortell, Cllr Brian Heatley, Cllr Peter Wharf (Portfolio Holder – Corporate Development and Change), Ann-Marie Barlow (Interim Head of Organisational Development), David McIntosh (Corporate Director for HR & OD) and Lee Ellis (Scrutiny Officer).

Apologies: Cllr Beryl Ezzard and Cllr Piers Brown

Dorset Council – People Strategy

An overview was provided by Councillor Peter Wharf and a Powerpoint presentation is attached as Appendix 1.

It was confirmed that the report had already been to the Audit and Governance Committee, with a number of suggested changes and that the report wouldn't need to go back to Cabinet.

Cllr Brian Heatley stated that he was familiar with the spirit of it strategy. However, was worried that it would get to the point where the authority was communicating to employees that they were more worried about peripheral concerns than the actual work being undertaken and that the strategy needed to be put in a slightly harder edged context. In response, it was confirmed that this was emphasised in the introduction to the strategy.

David McIntosh confirmed that: (a) the authority was keen to create the right type of environment and that this was also endorsed by the Senior Leadership Team; (b) there was an action plan which would go live in January 2020; and (c) that one of the parts of the Transformation Plan included the Employer of Choice.

RECOMMENDATION

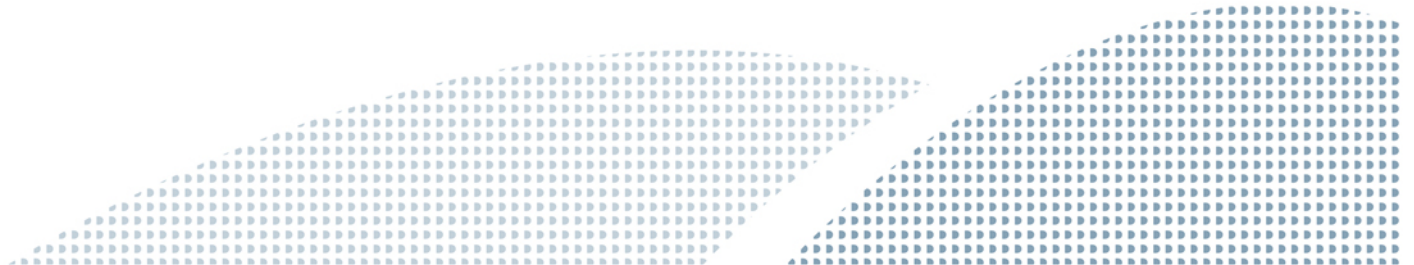
MEMBERS AGREED THE CONTENTS OF THE PEOPLE STRATEGY, SUBJECT TO THE ABOVE OBSERVATION.

VOTING: UNANIMOUS

Meeting ended 4.30pm

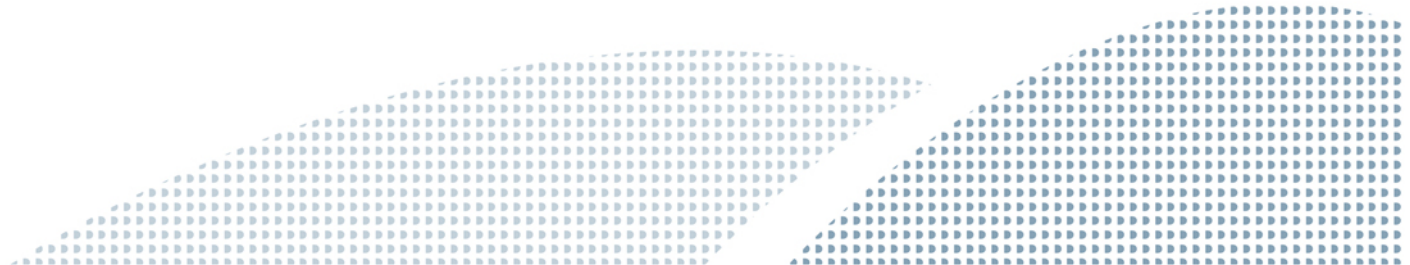
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Developing Our People Strategy



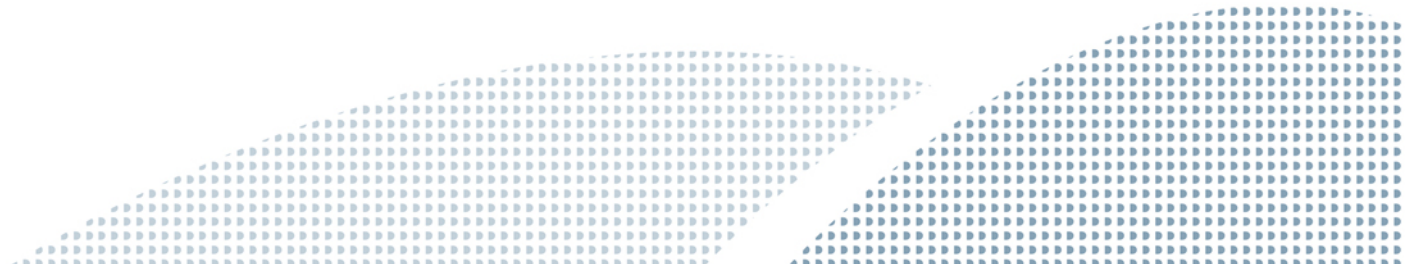
Developing the strategy

- Employee engagement sessions
- Meetings with Heads of Service and Directors
- Trade unions
- Portfolio holder engagement
- Peer Review process
- Attending Audit and Scrutiny Committee 7th November



What we are doing

- People strategy
- Five year action plan
- Workforce profile
- Internal communications strategy



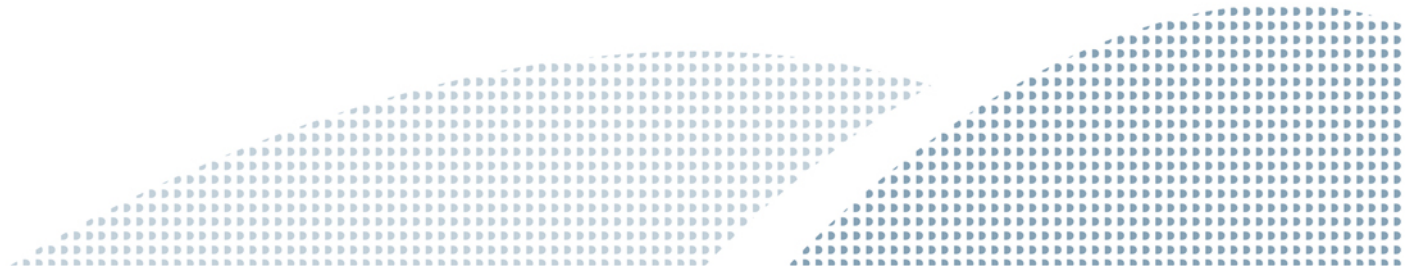
People Strategy: Themes

Key themes:

- Becoming an employer of choice
- Developing our people
- Engaging our people
- Supporting our people
- Rewarding and recognising performance
- Creating a positive workplace culture

Becoming an employer of choice

- Promote and proactively work towards enabling a diverse and healthy workforce
- Develop an employer brand
- Review our processes to improve the 'employee journey'



Developing our people

- Maximise the apprenticeship levy to develop our existing employees and attract our employees of the future
- Develop a coaching and mentoring culture
- Learning and development roadshows and masterclasses

Engaging our People

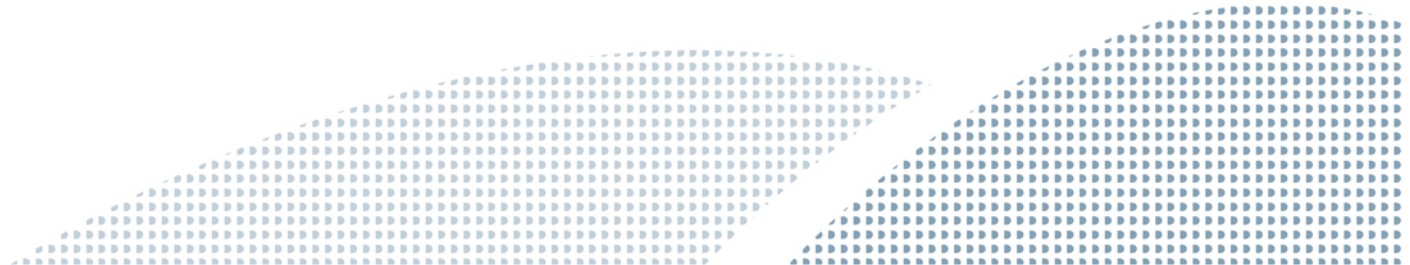
- Introduce tools to help us with regular, two way engagement
- Establish a leadership forum to bring together our people leaders on a regular basis
- Internal communications strategy

Supporting our People

- Create a strategic employee wellbeing programme
- Make sure our employees are aware of risks, and these are managed well
- Build understanding and reduce stigma of mental health conditions

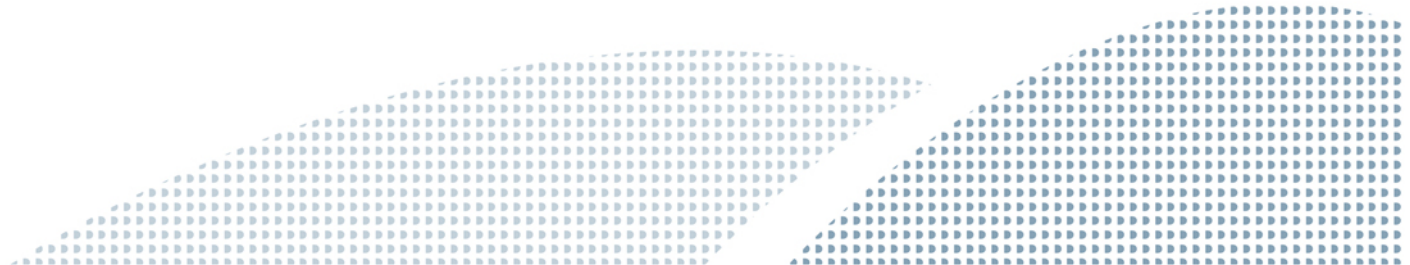
Rewarding and Recognising Performance

- Succession planning and talent management
- Launch and develop an employee offer
- Review our approach to performance management, moving towards regular developmental and performance conversations



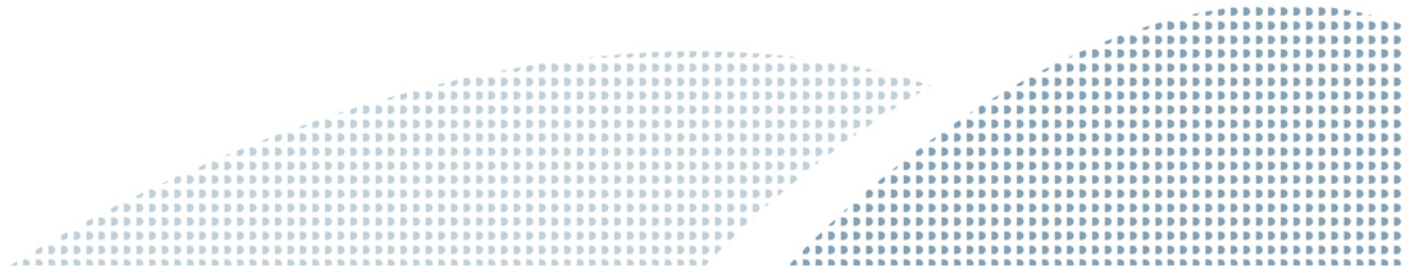
Creating a Positive Workplace Culture

- Create a culture shaping programme
- Work with managers and employees to help build successful teams
- Develop an organisational approach to how we work, to make the best use of our office accommodation



Recommendations for today:

- That Cabinet reviews the People Strategy and accompanying documentation and agrees its adoption
- That the EqlA be noted and Cabinet members suggest any additional activity required to ensure that our approach is as inclusive as possible
- That in consultation with the Executive Director, the Portfolio Holder for Corporate Development is delegated authority to make changes to the strategy which might occur as a result of the scrutiny process



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Resources Scrutiny Committee – Forward Plan

Subject/Decision	Decision Maker	Decision Due	Consultation	Background Docs	Member/Officer Contacts
Overview of the 2020/21 Budget Proposals.		26 November 2019			Portfolio Holder for Finance, Commercial and Assets Lead Officer – Aidan Dunn, Executive Director Corporate Development
Procurement - Dorset £ (Pound) Verbal Presentation		26 November 2019			Portfolio Holder for Finance, Commercial and Assets Lead Officer – Aidan Dunn, Executive Director Corporate Development
Equalities Policy		26 November 2019			Portfolio Holder for Corporate Development and Change Lead Officer – Matt Prosser, Chief Executive
Forward Plan/Cabinet Forward Plan To include feedback on the People Strategy		26 November 2019			Chairman of Resources Scrutiny Committee Lead Officer - Lee Ellis, Scrutiny Officer
Budget/Budget Scrutiny Café		13 January 2020			Portfolio Holder for Finance, Commercial and Assets Lead Officer – Aidan Dunn, Executive Director Corporate Development
Future Revenue & Benefits Service for Dorset		17 March 2020			Portfolio Holder for Finance, Commercial and Assets

					Lead Officer – Aidan Dunn, Executive Director Corporate Development
Pay Policy Statement		17 March 2020			Portfolio Holder for Finance, Commercial and Assets Lead Officer – Aidan Dunn, Executive Director Corporate Development
Grants to the Voluntary and Community Sector Review		17 March 2020			Portfolio Holder for Customer, Community and Regulatory Services Lead Officer – John Sellgren, Executive Director of Place
Forward Plan/Cabinet Forward Plan		17 March 2020			Chairman of Resources Scrutiny Committee Lead Officer - Lee Ellis, Scrutiny Officer
Forward Plan/Cabinet Forward Plan		14 July 2020			Chairman of Resources Scrutiny Committee Lead Officer - Lee Ellis, Scrutiny Officer
Forward Plan/Cabinet Forward Plan		29 September 2020			Chairman of Resources Scrutiny Committee Lead Officer - Lee Ellis, Scrutiny Officer

Forward Plan/Cabinet Forward Plan		24 November 2020			Chairman of Resources Scrutiny Committee Lead Officer - Lee Ellis, Scrutiny Officer
Forward Plan/Cabinet Forward Plan		9 March 2021			Chairman of Resources Scrutiny Committee Lead Officer - Lee Ellis, Scrutiny Officer
Future Items					
Equality, Diversity and Inclusion Executive Advisory Panel					Portfolio Holder for Corporate Development and Change Lead Officer – Matt Prosser, Chief Executive
ICT and Digital Executive Advisory Panel					Portfolio Holder for Corporate Development and Change Lead Officer – Aidan Dunn Executive Director Corporate Development
Review of Disposal of Assets					Portfolio Holder for Finance, Commercial and Assets Lead Officer – Aidan Dunn, Executive Director Corporate Development
Are Managers Commercially Competent?					Portfolio Holder for Corporate Development and Change

					Lead Officer – Aidan Dunn, Executive Director Corporate Development
Transformation Plans					Portfolio Holder for Corporate Development and Change Lead Officer – Aidan Dunn, Executive Director Corporate Development



Cabinet Forward Plan - November 2019
For the period 1 NOVEMBER 2019 to 29 FEBRUARY 2020
(publication date – 11 NOVEMBER 2019)

Explanatory Note:

This Forward Plan contains future items to be considered by the Cabinet and Council. It is published 28 days before the next meeting of the Committee. The plan includes items for the meeting including key decisions. Each item shows if it is 'open' to the public or to be considered in a private part of the meeting.

Definition of Key Decisions

Key decisions are defined in Dorset Council's Constitution as decisions of the Cabinet which are likely to -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates (**Thresholds - £500k**); or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

In determining the meaning of "*significant*" for these purposes the Council will have regard to any guidance issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

Cabinet Portfolio Holders 2019/20

Spencer Flower	Leader / Governance, Performance and Communications
Peter Wharf	Deputy Leader / Corporate Development and Change
Tony Ferrari	Finance, Commercial and Assets
Graham Carr-Jones	Housing
Gary Suttle	Economic Growth and Skills
Andrew Parry	Children, Education and Early Help
Laura Miller	Adult Social Care and Health
David Walsh	Planning
Ray Bryan	Highways, Travel and Environment
Tony Alford	Customer, Community and Regulatory Services

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)
Adoption of Poole Harbour Recreation Supplementary Planning Document (SPD) Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Planning	<i>Steve Boyt, Senior Planning Policy Officer</i> <i>steve.boyt@dorsetcouncil.gov.uk</i>
Ofsted Focused Visit - Update and feedback Key Decision - No Public Access - Open Do update cabinet on the published findings of our recent Ofsted Focused Visist of 1&2 October 2019.	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Children, Education and Early Help	<i>Sarah Parker, Executive Director of People - Children</i> <i>sarah.parker@dorsetcouncil.gov.uk</i>
Children's Services - High Needs Block Reduction Strategy Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Children, Education and Early Help	<i>Mark Blackman, Corporate Director - Education and Learning Tel: 01305 228241</i> <i>mark.blackman@dorsetcouncil.gov.uk</i>
Children's Safeguarding Annual Report Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Children, Education and Early Help	<i>Karen Elliott, Designated Safeguarding Manager</i>

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)
Equalities Policy Key Decision - No Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Deputy Leader - Corporate Development and Change	<i>Bridget Downton, Head of Business Insight and Corporate Communications</i>
Budget (MTFP/Council tax/Capital Programme/Treasury Mgt Strategy) Key Decision - Yes Public Access - Open	Dorset Council - Cabinet Dorset Council - Cabinet Dorset Council	10 Dec 2019 28 Jan 2020 13 Feb 2020		Portfolio Holder for Finance, Commercial and Assets	<i>Aidan Dunn, Executive Director - Corporate Development S151</i> <i>aidan.dunn@dorsetcouncil.gov.uk</i>
Major Waste Disposal Contracts following competitive tender process Key Decision - Yes Public Access - Fully exempt	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Customer, Community and Regulatory Services	<i>Karyn Punchard, Corporate Director of Place Services</i> <i>karyn.punchard@dorsetcouncil.gov.uk</i>
Dorset Joint Health and Wellbeing Strategy Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Adult Social Care and Health	<i>Sam Crowe, Acting Director of Public Health</i> <i>s.crowe@dorsetcc.gov.uk</i>
Endorsement of the Dorset Local Industrial Strategy Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Economic Growth and Skills	<i>David Walsh, Service Manager for Growth and Economic Regeneration</i> <i>David.walsh@dorsetcouncil.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)
Making of the Motcombe Neighbourhood Plan 2017 - 2027 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Planning	<i>Ed Gerry, Prinicpal Planning Policy Team Leader</i> <i>ed.gerry@dorsetcouncil.gov.uk</i>
Article 4 Direction for specified areas in the Dorchester Conservation Area Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019	Northern Area Planning Committee 19 November 2019	Portfolio Holder for Planning	<i>Alison Turnock, Service Manager for Conservation</i> <i>alison.turnock@dorsetcouncil.gov.uk</i>
Proposed content of Public Consultation for a Dog-related Public Spaces Protection Order Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	10 Dec 2019		Portfolio Holder for Customer, Community and Regulatory Services	<i>Jane Williams, Team Leader - Public Protection</i> <i>jane.williams@dorsetcouncil.gov.uk</i>
Statement of Community Involvement Key Decision - Yes Public Access – Open	Dorset Council - Cabinet	28 Jan 2020		Portfolio Holder for Customer, Community and Regulatory Services	<i>Ed Gerry, Prinicpal Planning Policy Team Leader</i> <i>ed.gerry@dorsetcouncil.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)
Unreasonable Complaints Policy Key Decision - No Public Access - Open	Dorset Council - Cabinet	28 Jan 2020		Portfolio Holder for Customer, Community and Regulatory Services	<i>Jonathan Mair, Corporate Director - Legal & Democratic Service Monitoring Officer</i> jonathan.mair@dorsetcouncil.gov.uk
Capital funding option for the West Bay Coastal Improvements Project Key Decision - Yes Public Access - Part exempt	Dorset Council - Cabinet	28 Jan 2020		Councillor Tony Ferrari, Councillor Ray Bryan	<i>Greg Northcote, Estates Manager</i> greg.northcote@dorsetcouncil.gov.uk
Pay Policy Statement Key Decision - Yes Public Access - Part exempt	Dorset Council	13 Feb 2020		Deputy Leader - Corporate Development and Change	<i>Aidan Dunn, Executive Director - Corporate Development S151</i> aidan.dunn@dorsetcouncil.gov.uk
Endorsement of the Dorset & East Devon Coast World Heritage Site Partnership Plan Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	3 Mar 2020		Portfolio Holder for Highways, Travel and Environment	<i>Ken Buchan, Head of Environment and Wellbeing</i> ken.buchan@dorsetcouncil.gov.uk
Asset Management Strategy for Dorset Council 2020 - 2023 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	3 Mar 2020		Portfolio Holder for Finance, Commercial and Assets	<i>John Sellgren, Executive Director, Place</i> jsellgren@dorset.gov.uk

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)
School Admissions Policy Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	3 Mar 2020		Portfolio Holder for Children, Education and Early Help	<i>Sarah Parker, Executive Director of People - Children sarah.parker@dorsetcouncil.gov.uk</i>
Housing Allocations Policy Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	7 Apr 2020		Portfolio Holder for Housing	<i>Rebecca Kirk, Corporate Director of Housing, Dorset Council Rebecca.Kirk@dorsetcouncil.gov.uk</i>
Results of Public Consultation on the proposed dog-related Public Spaces Protection Order Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	7 Apr 2020		Portfolio Holder for Customer, Community and Regulatory Services	<i>Graham Duggan, Head of Community & Public Protection graham.duggan@dorsetcouncil.gov.uk</i>
Asset Management Plan for Dorset Council 2020- 2023 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet	5 May 2020		Portfolio Holder for Finance, Commercial and Assets	<i>John Sellgren, Executive Director, Place jsellgren@dorset.gov.uk</i>
Constitution Review Key Decision - Yes Public Access - Open	Dorset Council - Cabinet			Leader of the Council	<i>Jonathan Mair, Corporate Director - Legal & Democratic Service Monitoring Officer jonathan.mair@dorsetcouncil.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)
Designating an area of the Melcombe Regis for Selective Licensing - Housing Act 2004 Key Decision - Yes Public Access - Open	Dorset Council - Cabinet			Portfolio Holder for Housing	<i>Rebecca Kirk, Corporate Director of Housing, Dorset Council</i> <i>Rebecca.Kirk@dorsetcouncil.gov.uk</i>
Car Parking Charges and Tariffs Key Decision - Yes Public Access - Open	Dorset Council - Cabinet			Portfolio Holder for Highways, Travel and Environment	<i>John Sellgren, Executive Director, Place</i> <i>jsellgren@dorset.gov.uk</i>
Making of Arne Neighbourhood Plan Key Decision - Yes Public Access - Open	Dorset Council - Cabinet			Portfolio Holder for Housing	<i>John Sellgren, Executive Director, Place</i> <i>jsellgren@dorset.gov.uk</i>
Wool Neighbourhood Plan - Independent Examiner report and progress to Referendum Key Decision - Yes Public Access - Open	Dorset Council - Cabinet			Portfolio Holder for Planning	<i>John Sellgren, Executive Director, Place</i> <i>jsellgren@dorset.gov.uk</i>
Making of Wool Neighbourhood Plan Key Decision - Yes Public Access - Open	Dorset Council - Cabinet			Portfolio Holder for Planning	<i>John Sellgren, Executive Director, Place</i> <i>jsellgren@dorset.gov.uk</i>

Subject / Decision	Decision Maker	Decision Due Date	Consult Other Committee(s) Date	Portfolio Holder	Officer Contact (Lead)

Private/Exempt Items for Decision

Each item in the plan above marked as 'private' will refer to one of the following paragraphs.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the shadow council proposes:-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

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