

Overview and Scrutiny Management Committee

Thursday 24 February 2022 at 10.00 am

**To be held at the Town Hall, Pinstone
Street, Sheffield, S1 2HH**

The Press and Public are Welcome to Attend

Membership

Councillors Denise Fox (Chair), Joe Otten (Deputy Chair), Angela Argenzio, Ian Auckland, Steve Ayris, Dawn Dale, Mark Jones, Mike Levery, Bryan Lodge, Zahira Naz, Martin Phipps and Mick Rooney

Substitute Members

In accordance with the Constitution, Substitute Members may be provided for the above Committee Members as and when required.

PUBLIC ACCESS TO THE MEETING

The Overview and Scrutiny Management Committee comprises the Chairs and Deputy Chairs of the four Scrutiny Committees. Councillor Denise Fox Chairs this Committee.

- Remit of the Committee
- Effective use of internal and external resources
- Performance against Corporate Plan Priorities
- Risk management
- Budget monitoring
- Strategic management and development of the scrutiny programme and process
- Identifying and co-ordinating cross scrutiny issues

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Members of the public have the right to ask questions or submit petitions to Scrutiny Committee meetings and recording is allowed under the direction of the Chair. Please see the website or contact Democratic Services for further information regarding public questions and petitions and details of the Council's protocol on audio/visual recording and photography at council meetings.

Scrutiny Committee meetings are normally open to the public but sometimes the Committee may have to discuss an item in private. If this happens, you will be asked to leave. Any private items are normally left until last. If you would like to attend the meeting please report to the First Point Reception desk where you will be directed to the meeting room.

If you require any further information about this Scrutiny Committee, please contact Deborah Glen, Policy and Improvement Officer on 0114 27 35065 or [email deborah.glen@sheffield.gov.uk](mailto:deborah.glen@sheffield.gov.uk)

FACILITIES

There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

**OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AGENDA
24 FEBRUARY 2022**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 5 - 8)
Members to declare any interests they have in the business to be considered at the meeting
- 5. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 6. Minutes of Previous Meeting** (Pages 9 - 16)
To approve the minutes of the meeting of the Committee held on 10th February, 2022
- 7. Annual Equalities Report 2020/21** (Pages 17 - 126)
Report of the Head of Policy and Partnerships
- 8. Request to Review the Steps Taken by the Council in Response to a Petition** (Pages 127 - 130)
Report of the Director of Legal and Governance
- 9. Date of Next Meeting**
The next meeting of the Committee will be held on Thursday, 17th March, 2022, at 1.00 pm, in the Town Hall

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ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest (DPI)** relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority –
 - under which goods or services are to be provided or works are to be executed; and
 - which has not been fully discharged.

- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) –
 - the landlord is your council or authority; and
 - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
 - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
 - (b) either -
 - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
 - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPIs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously.

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Audit and Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Gillian Duckworth, Director of Legal and Governance on 0114 2734018 or email gillian.duckworth@sheffield.gov.uk.

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Overview and Scrutiny Management Committee

Meeting held 10 February 2022

PRESENT: Councillors Denise Fox (Chair), Joe Otten (Deputy Chair), Angela Argenzio, Ian Auckland, Steve Ayriss, Dawn Dale, Mike Levery, Bryan Lodge, Zahira Naz, Martin Phipps and Mick Rooney

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Mark Jones.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETINGS

4.1 4th November 2021

The minutes of the meeting of the Committee held on 4th November 2021, were approved as a correct record.

4.2 2nd December 2021

The minutes of the meeting of the Committee held on 2nd December 2021, were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Alistair Tice raised questions, and responses were provided as follows:-

- (1) The 2022-23 budget proposals refer to £52.7 million savings schemes which is a huge number but does not specify in its key messages or commentary what these cuts are. What are they? How can £50 million more be cut without a massive cut in already reduced services?

In response, Councillor Cate McDonald (Executive Member for Finance and Resources) stated that a full list of all £52.7m of savings schemes is shown in Appendix 2 to the Budget Book. Whilst the Council was having to reduce the

amount it would like to spend to meet the pressures on its services, this does not mean that expenditure was being cut. In fact, Table 7 shows that the Council's spending actually rises from £420.4m to £440.3m. However, given upwards pressures on spending of £81.7m (as shown in Appendix 1), the Council has had to reduce its budgets by £51.3m to limit the spending increase to what it can afford (i.e. £440.3m). Additionally, in a number of places, including Appendix 2, there is a link to the Council's Budget Implementation Plans (BIPs). These BIPs set out the savings proposals in more detail. The BIPs numbers are quoted in Appendix 2 to make them easier to find in the linked excel document.

- (2) The budget refers to proposals to use £70 million reserves (£30m for 21-22, and £40m for 22-23) and later says if the £52.7 million cuts and the cuts required from the strategic reviews do not happen, the Council "will have to use remaining reserves in a risky and unsustainable manner" in 2023-24. So how much reserves have been identified as available altogether? Where have these reserves come from as they were not referred to on the Council website or by Eugene Walker in correspondence about levels of reserves, only the £12.9 million unearmarked reserves were referred to? And how can such big numbers of reserves be used now when campaigners against cuts have repeatedly been told by Council leaders and officers that reserves couldn't be used to set a No Cuts budget which we were told would be illegal ?

Councillor McDonald stated that the Council has identified that £70m of reserves were available altogether. The Council had a number of reserves, which were generally amounts set aside to meet known future commitments. Of these reserves, only £12.9m was not set aside for specific items (i.e. these reserves are "unearmarked"). However, every year the Council reviewed all its reserves to see if they were all still needed (or indeed if they required increasing as new commitments emerged), and then could use any it does not need. This year, improvements in items such as the financial position of the South Yorkshire Pension Fund (into which the Council pays towards its employees' pensions, as all employers have to) means the Council can reduce some of its reserves. Obviously, if the Council had used these reserves in earlier years (in a more risky manner since we did not then know, for example, that pension fund values would experience a sustained rise), then we could not use them now, and consequently would have to make bigger savings this year. The Council can use its available reserves to smooth spending between years to give it time to deliver savings, but it is legally required (by Central Government) to set a balanced revenue budget each year. Reserves once spent, are gone forever.

- (3) In view of the lack of information on the Council website about the proposed £52.7 million cuts, and the existence of at least £70 million reserves available, wasn't the Council's public consultation a purely tick box exercise about which the public could not make an informed comment due to a lack of transparency about the real state of the Councils finances?

Councillor McDonald stated that the Council had published the state of the Council's finances in both the draft financial statements and the Medium Term Financial Analysis that were considered by the Co-operative Executive in October

2021. A link to the Medium Term Financial Strategy had also been included in the public consultation to make sure that people had simple route to it. The Council's budget monitoring information had also made both local and national trade and non-trade press.

Eugene Walker (Executive Director, Resources) added that the questions raised highlighted the serious problems facing the Council. The improved performance of the South Yorkshire Pension Fund over the last few years had enabled the Council to use more of its reserves, and if such reserves had been used in previous years, the Council would now be in a much more difficult position. In terms of going forward, it was important that officers continued to be prudent, and work closely with Members to set a balanced budget. If a balanced budget was not set, the Government could appoint a Commissioner to set a budget, which could result in severe cuts being made, with no regard to any political or community concern.

6. REVENUE BUDGET 2022-23 AND CAPITAL PROGRAMME 2022-2052

6.1 The Committee received a report of the Executive Director, Resources, attaching the Revenue Budget 2022/23 and Capital Strategy for 2022-52, which were to be considered by the Co-operative Executive at its meeting to be held on 16th February 2022.

6.2 In attendance for this item were Councillor Cate McDonald (Cabinet Member for Finance and Resources), Eugene Walker (Executive Director, Resources), Ryan Keyworth (Director of Finance and Commercial Services), Dave Phillips (Head of Strategic Finance) and Tim Hardie (Head of Commercial and Business Development).

6.3 Revenue Budget 2022/23

6.3.1 The Committee received a report of the Executive Director, Resources, setting out the 2021/22 budget position, the initial budget position for 2022/23, the medium-term financial position up to 2025, the outstanding work still required and the timeline for the budget-setting process.

6.3.2 Ryan Keyworth introduced the report, indicating that the Council was currently facing an overspend of around £30m, which mainly referred to Adult and Children's Social Care. The pressures facing the budget were mainly due to the loss of £20m in Government grants, together with the ongoing impact of the overspend from 2021/22. Mr Keyworth stated that the Council had been forced to use £14.5m reserves to enable it to achieve a balanced budget for 2022/23. He highlighted the serious problems facing the Council in terms of setting a balanced budget for 2023/24, given the level of savings required, specifically in terms of Adult and Children's Social Care.

6.3.3 Members of the Committee raised questions, and the following responses were provided:-

- Budgeting for the Social Care Services was extremely difficult, mainly due to the potentially very high costs of looking after an individual child or adult, and the difficulty in terms of predicting the numbers of such high cost cases, as well as the complexity of their needs. Whilst some authorities were experiencing pressures in either Adults' or Children's Social Care Services, generally they were not experiencing problems with both. A considerable amount of work was being undertaken with both Adults' and Children's Services, with a significant change process having been planned for Adult Social Care, with the aim of redesigning the way the Service was provided. The aim was to ensure that services were provided where required, but the manner in how this was done would be challenged, with a clear objective of maintaining the necessary service standards, but at a lower cost where justified. In terms of Children's Services, work was being undertaken to look at having more in-house provision in order to manage the risk of the high costs, as out of area care can be very expensive, as well as generally not being as beneficial for the child.
- In terms of resilience, the Council was looking at a whole-system approach with regard to Adults' and Children's Social Care. The Council was working with partners, particularly the Health Service, in connection with the improved integration of health and social care, which would result in an improved use of resources, and would benefit the people of Sheffield. With regard to Children's Services, a whole-Council approach had been adopted in terms of looking at the needs of children and young people, including the accommodation needs of care leavers. The Council was facing such problems due to a lack of Government funding in this area.
- The Council would also try and budget sensibly, and would be monitoring next year's social care costs very carefully, which would allow time for any issues of concern to be identified and dealt with. Going forward, the Council was planning to manage within its budget and not rely on reserves which, it had been acknowledged, would be very difficult. There would be a big responsibility on the new Council policy committees, which were to be established in May 2022, in terms of sticking to the budget.
- The Government had made additional funds available for social care, but this was mainly for new activities, and did not make up for the cuts made over the last 10 years. The Council had allocated all Government funding specific to 2021/22, with some grants, where there was more flexibility, being carried forward to 2022/23. The Council had been trying for years to ensure that the Government funding was passed down the supply chain, to frontline workers. Workforce issues in social care, particularly the level of wages, represented a major issue for the Council. The Covid-19 pandemic had made the situation worse, and the Government funding was not sufficient to enable the Council to address this issue, or to achieve its aspirations in terms of the foundation living wage. Social care staff were not adequately rewarded for the excellent work they undertook. The Council was looking at changing the way Adult Social Care was procured in the future, which would provide the Council with an opportunity to target more funding to frontline staff.

- The Council had only received a one-year budget settlement from the Government, which was frustrating as it made it difficult to plan for future years.
- The Council was still relatively financially strong, although if the required savings in 2022/23 were not met, the situation could change. Other local authorities were experiencing similar problems, and as a result of a lack of adequate reserves, some authorities were having to undergo mass staff redundancy exercises following the pandemic.
- One of the strategic reviews the Council planned to undertake this year related to the customer experience.
- A strategic review was also planned in respect of the Council's Depot Strategy. There were a number of depots around the city, and the review would look at their number and location. There was also a lot of work required in terms of backlog maintenance on the depots.
- The Council would be reviewing its cleaning and catering provision in order to identify where savings could be made. It was likely that there would be an increase in the costs for the catering provision.
- The main reason for the planned increase in capital financing was due to an increase in the minimum revenue provision (this provision was a statutory annual charge towards the cost of repaying borrowing), in relation to newly constructed assets, such as the Heart of the City. These costs were offset by the rents receivable from the new buildings.
- The Council had a long-term borrowing strategy and managed its cash position. There was a clear difference between its cash and revenue positions. At present, the Council was relatively high in cash balances, but its financial position was based on the statutory requirement to balance its revenue position, rather than its cash position. Whilst the Council can borrow cash to fund capital spending, it was not able to borrow to fund its revenue budget. The Council's current cash position means that it has not needed to borrow as much, but has been able to use its internal cash reserves to fund some of its capital spend, as opposed to borrowing, hence the reference to "under borrowing" in the report. The Council therefore used some of its cash reserves first as opposed to borrowing and having to pay interest charges. These charges would be higher than the interest it would receive if it retained higher cash balances.
- In respect of funding for pay rises, there was both a cost of pay increments and cost of living rise. The Council had operated by requiring the respective Portfolios to fund the cost of living rise, whereas the Council, corporately, had funded the cost of increments.
- The Council considered itself to be in a relatively strong financial position to enable it to deal with the problems facing the Adult and Children's Social Care Services. The Council had more reserves than many other local

authorities to deal with these issues. Whilst they were only one-off reserves, they provided the Council with a bit more time to deal with the issues in a prudent manner. The Directors of Adult Social Care and the Children and Families Services were currently looking at how they could deliver the required budget savings and, as part of this process, would look at how other local authorities, who had already been through this process, had done this. Specific work would be undertaken to look at how savings could be made in the Early Intervention Service, without reducing the level of service provided.

- In terms of the major sporting facilities, the Council's reserves deal with the timing of the expenditure it needed to make on the facilities' debt, and would help with the transition of the facilities from Sheffield City Trust. The Council was currently working closely with the Trust on a clear business plan and financial settlement that would see the Council through to the end of the present arrangements, in 2024. The Council was satisfied with the current position regarding this issue.

6.4 Capital Strategy 2022-2052

6.4.1 Tim Hardie introduced the Capital Strategy 2022-2052, referring to the strategic priorities for 2022/23, together with the longer-term priorities up to 2052.

6.4.2 Members of the Committee raised questions, and the following responses were provided:-

- In addition to the schemes set out in the Strategy, officers were also undertaking investment pipeline planning work regarding the district heating system, and also talking to the Sheffield City Region on how the Council could access the funding coming through that organisation. Details of some of this work were set out in the Council's 10-Point Plan for Climate Change Action.
- It was acknowledged that there was more ambition in terms of the Capital Strategy than funding to enable the delivery of all the projects. It was important that the Council had a clear vision in terms of what it wanted regarding capital projects, as this would make it more viable to be able to obtain the funding required. The 30-year Strategy had been requested by the Chartered Institute of Public Finance and Accountancy (CIPFA) to help local authorities demonstrate that they had a prudent approach to their budgetary process. The Council had a good record in terms of investing in the city, such as the heart of the city project.
- As part of the investment pipeline work, a lot of work was being carried out with Homes England, which was also engaging social landlords, and proposals following this work would be shortly submitted to Members.
- The Council had suffered cuts of up to £225m per annum in Government funding from 2010 to 2020. The figure currently stood at around £180m due to some funding increases during the pandemic. A cumulative figure of £3b had been quoted in terms of a reduction in Government funding to the city

since 2010.

- There had been a considerable amount of pressure on the Council in terms of its finances over the last few years, which had been exacerbated by the Covid-19 pandemic. It was considered that the Council would not be in its current position without being so well-run, in terms of its prudence.
- Whilst there was still a considerable amount of work to be done, having good levels of reserves had enabled the Council to proceed carefully.

6.5 RESOLVED: That the Committee:-

- (a) notes the contents of the report of the Executive Director, Resources, now submitted, on the Revenue Budget 2022/23 and Capital Strategy 2022 to 2052, together with the comments now made and the responses provided to the questions raised;
- (b) expresses its thanks and appreciation to all those Council officers and Members involved in the budget-setting process for the excellent work undertaken by them in achieving a balanced budget, particularly in such difficult circumstances;
- (c) places on record its thanks and appreciation for the excellent work undertaken by Dave Phillips (Head of Strategic Finance), who was retiring from the Council in March 2022 after seven years' service, in connection with the Council budget; and
- (d) recommends that the report of the Executive Director, Resources, on the Revenue Budget 2022/23 and Capital Strategy 2022 to 2052 be approved by the Co-operative Executive without amendment.

7. DRAFT WORK PROGRAMME 2021/22

- 7.1 RESOLVED: That the Committee approves the report submitted by the Policy and Improvement Officer (Deborah Glen), setting out its draft Work Programme for 2021/22.

8. DATE OF NEXT MEETING

- 8.1 It was noted that (a) an additional meeting of the Committee would be held on Thursday, 24th February, 2022, at 10.00 am and (b) the next scheduled meeting of the Committee would be held on Thursday, 17th March, 2022, at 1.00 pm, in the Town Hall.

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Report to Overview and Scrutiny Management Committee - 24th February 2022

Report of: Head of Policy and Partnerships

Subject: The Annual Equalities Report 2020-2021

Author of Report: Adele Robinson - Equalities & Engagement Manager
Adeola Banjoko - Equalities & Engagement Officer

Summary:

As a local authority we have a statutory duty to publish information on an annual basis which demonstrates how we are meeting our statutory duties under the Equality Act 2010 and associated Public Sector Duties (PSED). This includes publishing information relating to citizens and employees with protected characteristics to ensure we continue to create a fairer city for all.

The reporting time frame for this report is from March 2020 to April 2021, a time in which society has experienced profound changes locally, nationally, and globally. The Covid 19 pandemic, combined with Brexit, Black Lives Matter movement, the establishment of the Sheffield Race Equality Commission alongside other international humanitarian events has contributed to this incredibly difficult period in history. The impact of Covid 19 and inclusive recovery for Sheffield remains a key priority to us all.

This report is slightly longer as it includes a section on partnership working across all sectors of our city in response to Covid 19, examples of engagement community work lead in collaboration with mainstream services and an in depth demonstration of how Sheffield City Council is committed to implementing the Equality Act 2010 in practice alongside the public sector duties and [Sheffield Council Equality Objectives 2019- 2023](#). The report captures how we behave as an employer, our workforce diversity and a snapshot of how our colleagues managed and adapted working through the pandemic.

This is a working draft as we would like to hear the committee's thoughts which will further shape the final draft before it is published. As an appendix it will include a draft Workforce Diversity Profile for 2021, The Sheffield Equality Partnership engagement work and various secondary background resources. Available in the full report. We understand the importance of continuous long term meaningful engagement with all communities, partnership working and

leading by example is essential in ensuring Equalities is at the forefront of all decisions made across the city.

Type of item: The report author should tick the appropriate box

Reviewing of existing policy	
Informing the development of new policy	
Statutory consultation	
Performance / budget monitoring report	
Cabinet request for scrutiny	
Full Council request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	x

The Scrutiny Committee is being asked to:

- Consider and discuss the working draft Annual Equalities Report for 2020- 2021
 - Provide views, comments, and feedback of the Draft Equalities Annual Report 2020-2021 before it is published.
 - Give suggestions for future areas of focus for the Annual Equalities report 2021-2022
-

Background Papers:

- Sheffield City Council Work force report
- Sheffield Equality Partnership Engagement work

Category of Report: Open

Sheffield City Council

Annual Equalities Summary Report 2020/2021

Our Annual Equalities report provides an overview of how we are meeting the Equality Act 2010 and associated Public Sector Duties (PSED) and [Equality Objectives](#). The reporting time frame for this report is from March 2020 to April 2021, this report is slightly longer than the previous year as it includes a section on City wide partnership working in response to Covid 19, examples of engagement community work in collaboration with mainstream services and an in depth demonstration of our commitment to our Equality Objectives. The report also captures how we behave as an employer, our workforce diversity and a snapshot of how our colleagues managed and adapted working through the pandemic.

In 2020 due to COVID 19 the Equalities and Engagement team itself was impacted in that 2 team members were moved to the Covid response teams, 2 further team members moved to new roles and we recruited 2 new staff. However, for a significant period including this reporting period, we have been under staffed as a result of supporting the organisations response to Covid 19.

The [Equality Act 2010 and associated Public Sector Duties \(PSED\)](#) require the Council to have due regard to three areas in the way it works:

1. To **eliminate unlawful discrimination, harassment, victimisation**, and any other conduct prohibited by the Equality Act 2010.
2. To **'take forward (advance) equality of opportunity'** between people who share a protected characteristic and people who don't.
3. To **'foster good relations'** between people who share a protected characteristic and people who do not share it.

As a Local Authority, we understand that it is imperative to assess the potential impacts on the range of external and internal activities on diverse groups of people across Sheffield. This involves looking at evidence, engaging and building relationships with all communities, staff, partnerships, customers, stakeholders, and service providers across the city.

Our [Equality Objectives](#) demonstrate the Council's commitment to challenging inequality and promoting a fair and inclusive city. We have 4 objectives, each with a set of 3 more specific aims. The Annual Equality report includes various examples of actions and progress across the Council, guided by the Equality objectives. The below aims to provide a short summary in alignment with the Equality objectives.

4 Equality Objectives 2019 – 2023

Objective 1: Strengthen knowledge and understanding of our communities

- The Customer Services Team, together with the Digital Services and Equalities & Engagement team, have developed an online Equalities monitoring form to capture information about the people using our online services.
- Public Health commissioned services include sports, physical activity projects, programmes, contracts, and funding with sports facility providers across the city are expected to collect Equality monitoring information. The data is collected, and a report is produced which is reviewed by leisure operators and senior members of staff. This is regularly compared against expected uptake and health needs of each population group to ensure equitable access.
- Additionally, we have started the dialogue and raised awareness around the importance of capturing equality monitoring data within various departments across the Council. We understand that having accurate data regarding individuals who may access our services at one point during their lives, will contribute positively to their personal experience. Understanding the areas where further targeted work is required to ensure that all residents in Sheffield are receiving a service that meets their needs is invaluable.
- A local Area Partnership (LAP) between Sheffield City Council and the Office for National Statistics (ONS) provided localised knowledge of various community groups, identify initial barriers to participation/engagement and promote the importance of completing the Census. For example, sharing information about communities with localised knowledge from Council officers and partners across the city allowed ONS Community Engagement Officers to tailor community engagement and inform their large field operations.
- Race Equality Commission – The Commission was established in 2020 in response to the impact of the COVID 19 on BAME communities and the Black Lives Matter Movement. The Commission has an Independent Chair Professor Emeritus Kevin Hylton and 24 Commissioners however the Council are assisting the Commission by providing all of the support and funding. The Commission's aim was to make a non-partisan strategic assessment of the nature, extent, causes and impact of race inequality in the city and to make recommendations for tackling them.

Objective 2: Ensure our workforce reflects the people we serve

- A review and focused work is taking place within Human Resources and other Council departments across all grade profiles to ensure that vacancies are advertised in a much wider arena to maximise the potential to obtain a diverse pool of applicants. The recruitment process is also being reviewed alongside our overarching approach to advertisement,

attraction, selection, progression, retention, development, targeted development for all protected characteristics, career opportunities, talent management, learning and development, website design (jobs/career pages), promotion of employee benefits and the use of social media.

- We have established a Disability Confident working group that is currently assessing the Disability Confident Level 2 criteria to identify areas of improvement and actions for the organisation. The group's remit is being extended to ensure it provides the necessary feedback to the organisation on such issues as low morale, attraction, recruitment, progression, development, the current 'reasonable adjustments' process/approach plus more and will therefore align to the DC Level 2 assessment. This group will become an influential voice that receives the attention and visibility for the work it is undertaking.
- We are re-establishing a Carers' working group from September to understand how our employees who are carers are feeling in the organisation following feedback from employee surveys, SEINs, the Equality Leads and other routes that their morale is low. We launched a new Carers' Policy in April 20 that offered up to 6 days' paid carers' leave but this did not potentially reach its target audience due to Covid 19 and working from home for many employees.

Objective 3: Lead the City in celebrating diversity and promoting inclusion

- We work closely together across all sectors and within our organisation to promote, celebrate and raise awareness of specific events throughout the year. These events are communicated on the Manager Bulletin, Other News, the Chief Executive's weekly blog, through the Equality Leads, Staff Equality and Inclusion Networks (SEINs), internal department specific newsletters and externally to organisations and on various social media platforms. We also share and promote our new EDI training products to further develop employee knowledge, learning and awareness in the Council.
- The Equalities and Engagement team have developed an Equalities Awareness Day Calendar and work collaboratively with different departments such as HR, Communications, the Staff Networks, Race Safe Space Network, Sheffield Equality Partnership Organisations/members, city wide EDI leads, external community groups and other mainstream service providers. We are approaching equality awareness days collectively with various community groups, stakeholders, and partners across Sheffield. To ensure it is impactful, relevant and co-produced through delivering workshops, webinars, projects, events, and live interactive discussions. An organisational draft equalities awareness day calendar will be shared with partners and employees by the end of the year.
- As an organisation we understand that accessible means different things for different people which is why we think AccessAble is an important resource for our city and why we appreciate AccessAble's approach of giving factual information without judgement. They currently work with 110 Local Authorities including all in South Yorkshire and 60 NHS Trusts and 101 education settings including Sheffield University and Sheffield Hallam University
- We are working with Disability Sheffield and AccessAble, to embed the guides across the Council to ensure people can access the guides efficiently. Work is ongoing with colleagues across the Council, and we are in discussion with the Business Improvement District. There are 359 reviewed venues across Sheffield.

Objective 4: Break the cycle of inequality and improve life chances

- We continue to work with a wide range of partners on issues around healthy relationships, bullying and the wellbeing of young people and these are picked up by several groups working across Sheffield, for example the Healthy Relationships Group, the Sexual Health Network, RSE Forum, and the Domestic Abuse Steering Group. There has been ongoing work to support vulnerable children and families through our Strengthening Families Change Programme which includes families facing domestic violence
- We insourced our Youth Services in October 2020 and as part of the commitment to Sheffield's young people have pledged to invest £2 million into our youth services to ensure that all young people make a successful transition from their teenage years into confident, happy, and successful young adults.
- As part of our Covid-19 emergency response, we provided food vouchers to families during the October, Christmas, and February holidays as a recognition that many families continue to face financial difficulties because of the pandemic and in response we have committed to also provide vouchers for the children who are eligible for free school meals and those who access social care or MAST, or get income assessed Early Years support over the upcoming Easter holidays. Alongside providing food vouchers, a range of free holiday activities was made available for children and families to take part in as part of the Sheffield Healthy Holidays scheme.

For more in- depth information, please see the Full Annual Equalities Report

Sheffield City Council
Annual Equalities Report
2020/2021



CONTENTS

	Introduction	Pages
Section 1	1.0 A Foreword	2
	1.1 About the report	3
Section 2	The Heart Of Our City: Our Communities	
	2.0 Understanding Our Communities through numbers	4
	2.1 Empowering Communities – introducing New Local Area Committees	7
	2.2 Community engagement and response to Covid19	8
Section 3	Improving Equality and Meeting Our Statutory Duties	
	3.0 The Equality Act and Public Sector Duties	20
	3.1 Sheffield Equality Partnership	22
Section 4	Progress and Challenges	
	4.0 Equality Objectives 2019- 2023: Demonstrating Our Commitment, progress, and priorities	24
	4.1 Supporting a diverse workforce: Employee workforce Report	47
	4.2 Covid 19 response employment Survey	49
Section 5	Reflections and looking ahead	
	5.0 What next? One year plan	54
	5.1 Appendix	55

Section 1

Introduction

1.0 A Foreword

This Annual Report covers the first year of the Coronavirus pandemic, from March 2020 to April 2021. The pandemic has brought unprecedented challenges to our society with many of the things we took for granted such as seeing family, visiting restaurants and even going to work, becoming distant memories and while in the first few days and weeks of the pandemic we often heard that we were “all in this together”, as the pandemic rolled on it became obvious that it only exacerbated many inequalities that we were already aware of.

While the pandemic was extremely difficult, it also brought out the best in us with neighbours banding together to deliver food shopping, people volunteering in droves to support the NHS and many of us doing our jobs under considerable strain and at a heightened pace just to keep supporting our communities. This Annual Report details some of that exceptional work done by voluntary, community and faith sector organisations, mainstream services and businesses as well as work that has started and continued within the Council to minimise discrimination and increase equality of opportunity.

This year’s Annual Report includes information on our One Year Plan which clearly sets the Council’s intentions for the next year, with equality at its heart. We are aware of the enormous strain that the pandemic has been for our communities and the wonderful organisations that keep us going in this city and we want to ensure that they remain supported as we learn to live with Coronavirus ongoing.

I hope you enjoy reading this Annual Report and all that remains is to say thank you to all the individuals and organisations doing important work to make Sheffield accessible, welcoming and full of promise for everyone who lives, works and visits our great city.

Leader of Sheffield City Council

Councillor Terry Fox

1.1 About the report

This year's Annual Equality Report will cover the period from March 2020 to April 2021. It will aim to capture our progress, new developments and outline our plans for the future, whilst also providing a snapshot of our response to Covid 19 and engagement activity carried out over the past year.

In 2020, at the peak of the pandemic it was incredibly difficult for us all. However, we know the pandemic exacerbated the already existing inequalities in our city. There have been disproportionate and uneven impacts on some groups of people and communities.

As society starts to slowly recover from this incredibly complex devastating global impact for many years to come. It is important we continue to acknowledge the support, solidarity, endless work, acts of kindness by our communities, local businesses, mainstream services, partners, voluntary and faith communities. Our localised collaborative effort in rolling out the Covid 19 vaccine program across Sheffield was a real success and we still have a lot more to do together.

We are whole heartedly and sincerely thankful for everything you have sacrificed to make sure we are kept safe and well.

Section 2

The Heart of Our City: Our Communities

We all Make Sheffield

All our diverse community groups, individuals, partners, statutory services, businesses, stakeholders and Voluntary Community Faith Sector continue to make a significant contribution in enriching, supporting and empowering everyone's lives in Sheffield.

Our diverse Communities across Sheffield are the heart of our city, they play a huge part to everyone, living, working, and visiting our vibrant city.

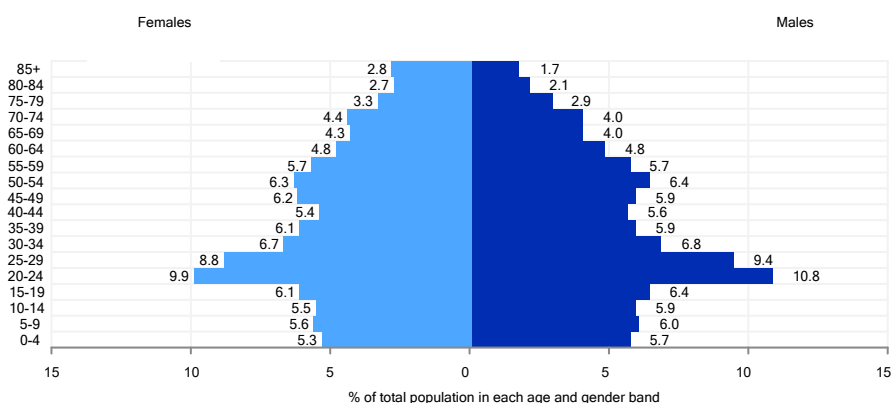
2.0 Understanding Our Communities through numbers

Population: Age and Sex

Sheffield is home to 584,847 residents across the city, with a slight difference between Male Residents (291,253) and Female Residents (293,593)

Total Population	Aged 0-15	Working age population	Aged 65+	Dependency ratio
584,847	105,801	384,606	94,438	0.52
49.8% male; 50.2% female	18.1% (England average = 19.2%)	65.8% (England average = 62.4%)	16.1% (England average = 18.4%)	England average = 0.60
Source: Mid-Year Estimates (ONS) 2019				

The numbers by age, and the 'dependency ratio'. This is the ratio of non-working age (those aged 0-15 and over 65) to working age population and is useful in understanding the pressure on a productive population in providing for the costs of services and benefits used by the youngest and oldest in a population. For example, a ratio of 25% would imply one person of non-working age for every four people of working age.



The population pyramid compares the proportion of males and females by five-year age bands. The line chart shows how the population is changing over time in Sheffield and comparator areas.

The stacked bar chart, below, shows the age breakdown of the population in Sheffield and comparator areas by broad age band.

Population: Ethnicity

What information is shown here?

Asian	Black	Other ethnic group	Households with multiple ethnicities
44,385	20,082	12,398	22,233
8.0% (England average = 7.8%)	3.6% (England average = 3.5%)	2.2% (England average = 1.0%)	9.7% (England average = 8.9%)

Source: Census 2011

Figure: Population by ethnic group (excluding White British)
Source: Census 2011

The information above shows the number of people in Sheffield by ethnicity, based on each person's perceived ethnic group and cultural background.

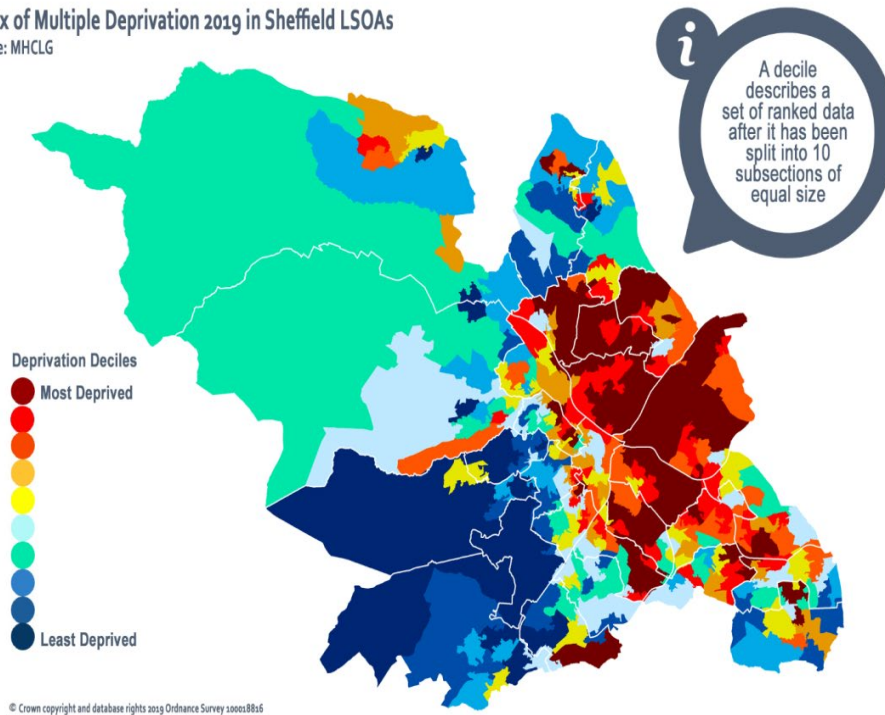
White British	Non-White	White-non-British	Mixed
446,837	90,154	15,707	13,289
80.8% (England average = 79.8%)	16.3% (England average = 14.6%)	2.8% (England average = 5.7%)	2.4% (England average = 2.3%)

The information boxes display the number of people who have identified themselves as White British and the number from non-White ethnic minority groups, as well as the five broad ethnic minority groups (White non-British, Mixed, Asian, Black and other ethnic groups).

The final information box shows the proportion of households where not all household members are of the same ethnicity (households with multiple ethnic groups)

Poverty/Deprivation

Index of Multiple Deprivation 2019 in Sheffield LSOAs
Source: MHCLG



Sheffield is the seventh least deprived of England’s eight core cities. Sheffield has a total of 28 wards [4]. The five wards which rank as most deprived within Sheffield are Firth Park, Southey, Burngreave, Manor Castle and Park & Arbourthorne. Ecclesall, Fulwood, Dore & Totley, Graves Park and Crookes & Crosspool are the five least deprived wards in Sheffield.

Population: Religion

The information below shows the number of people living in Sheffield by religious belief, categorised by the six major religions, other religion, and no religion.

<p>Christian</p> <p>290,299</p> <p>52.5% (England average = 59.4%)</p>	<p>Buddhist</p> <p>2,282</p> <p>0.4% (England average = 0.5%)</p>	<p>Hindu</p> <p>3,566</p> <p>0.6% (England average = 1.5%)</p>	<p>Jewish</p> <p>747</p> <p>0.1% (England average = 0.5%)</p>
<p>Muslim</p> <p>42,801</p> <p>7.7% (England average = 5.0%)</p>	<p>Sikh</p> <p>942</p> <p>0.2% (England average = 0.8%)</p>	<p>Other religion</p> <p>1,961</p> <p>0.4% (England average = 0.4%)</p>	<p>No religion</p> <p>172,516</p> <p>31.2% (England average = 24.7%)</p>
<p>Source: Census 2011</p>			

Figure: Population with non-Christian religion
Source: Census 2011

Population: LGBT+ Community

National estimates for the Lesbian, Gay, Bisexual, Transgender, Queer in the UK are roughly between 5%- 7% of the UK population. There are no official figures available for Sheffield but when we apply the national estimates the range in number of people is around 28,487 – 39,882.

For the first time, the Census 2021 have included a voluntary question about sexual orientation and gender identity. This may provide further information about the LGBT+ community both nationally and locally.

Source: Sheffield City Council Community Profiles and Source: ONS: Sexual Orientation, UK: 2019

However, these numbers vary substantially amongst age groups, region, marital, status, ethnicity, and social economic classification.

According to the ONS (Office of National Statistics) Annual Population Survey:

- Younger people (aged 16 to 24 years) were most likely to identify as LGB in 2019 (6.6% of all 16- to 24 year olds, an increase from 4.4% in 2018); older people (aged 65 years and over) also showed an increase in those identifying as LGB, from 0.7% to 1.0% of this age category.
- The proportion of the UK population aged 16 years and over identifying as heterosexual or straight decreased from 94.6% in 2018 to 93.7% in 2019.
- People aged 16 to 24 continue to be the most likely to identify as LGB, however the proportion of older adults identifying as LGB, while much smaller, is also increasing.
- Possible reasons for this pattern are that younger people could be more likely to explore their sexuality, combined with more social acceptability of different sexual identities and the expression of these today.
- However, for the first time, older people (aged 65 years and over) also showed an increase in those identifying as LGB. This rose from 0.7% in 2018 to 1.0% in 2019 of this age category (120,000, from a population of 12.0 million).

2.1 Empowering Communities – introducing New Local Area Committees

The views and opinions expressed in the [Big City Conversation](#) in 2019, has clearly indicated that citizens would like to feel more connected with decision makers, stakeholders, partners and all sectors across the city on key local issues. This new development aims to empower and facilitate people in Sheffield to make sure the best possible decisions are made within each locality are fair, meaningful and at the core interest of communities.

The primary purpose of the Local Area Committees is to enable, encourage and support local people in the democratic process for change.

Committee Areas

Sheffield is grouped into 28 areas called wards. There are seven Local Area Committees, and each one will be made up of four wards. Each committee is composed of the Elected Members for those Wards.

The Local Area Committees are divided into 7 geographical areas across Sheffield:

- [Central Local Area Committee](#)
- [East Local Area Committee](#)
- [North East Local Area Committee](#)
- [North Local Area Committee](#)
- [South East Local Area Committee](#)
- [South Local Area Committee](#)
- [South West Local Area Committee](#)

There are three councillors per ward, representing you, a resident of that area. Councillors will work with residents, businesses, and community groups at these public meetings to discuss how money can be spent and how the area can be improved.

More information can be found [here](#) and the cabinet report will be available in the appendices.

The Sheffield Equality Partnership supporting organisations will also work with the Local Area Committee model across the city to further ensure that communities that also share protected characteristics are represented, engaged with key issues, feel supported and influence the policy making process. We have started the conversation and plan to work on this in more depth in the next coming months.

In the next Annual report 2021/2022, more information on LACs will be made available in greater depth as the committees were set up in May 2021.

2.2 Community engagement and response to Covid19

The impact of Covid19 is unprecedented but Sheffield's response has demonstrated the true meaning of collaborative working, commitment, togetherness and innovation in extremely challenging times.

The pandemic has undoubtedly brought together mainstream service providers, communities, statutory services, policy makers, businesses, and people across the city. Wider and closer collaboration with community groups and various partners has been crucial in supporting diverse needs of all Sheffielders.

The following paragraphs will include case studies of community based engagement activity by the VCF sector, emergency Covid 19 response work supported by Sheffield City Council, other statutory services with real life case studies.

Research and lived experience

Sheffield's diverse ethnic minority communities

The BAME Public Health Communities group was established by Sarah Hepworth (Public Health) and Shahida Siddique (Faithstar) to understand the lived experiences of BAME communities/organisations and what the positive and negative impacts of Covid19 have been locally during the epidemic.

25 culturally diverse organisations attend and represent the following communities in broad terms:

Black - African, Caribbean and Somali
Asian – Pakistani, Bangladeshi and Chinese
Arabic- Yemeni
Roma Slovak

The group have worked collaboratively with statutory services within the health care sector, other mainstream service providers and communities to improve dialogue across all sectors, provide a deeper understanding of individual community needs and shaping various Covid 19 communications/programmes across the city. The input of community groups tailored cultural appropriate services and expertise has been invaluable.

For more information, the Covid 19 Health Impact Assessment will be available in the appendices to provide a greater insight into the variety of experiences communities faced during pandemic.

The Carers Centre

Sheffield City Council currently fund Sheffield Carers Centre to provide a range of support to carers including section 10 Care Act (2014) carer's assessments. The Carers Centre also provides information and advice, emergency planning, grants to support carers to take a break from caring, long-term support planning, the Carer Card (which is a discount card) and guidance to help negotiate health and social care systems; for more information please see their website which can be found [here](#).

In response to Covid 19, the Carers Centre were responsive, flexible and adjusted their setup to enable working from home at the start of the pandemic; this meant there was minimal disruption to the service being provided. It was vital that the Council continued to support carers during Coronavirus, as factors such as lockdowns, service closures and shielding have placed additional pressures onto carers.

This was evident from responses to a questionnaire for carers that Sheffield City Council undertook in April 2021.

There were 313 respondents, and the key findings were:

- 58% of carers said the person/people they care for needed more help since the start of Coronavirus.
- Only 30% of carers said they felt they had enough breaks from caring before the start of the pandemic and lockdowns have made the situation worse.
- 28% of carers reported their health as either bad (18.4%) or very bad (9.2%).
- 51% of carers indicated that their physical health has got worse since the start of the pandemic.
- 33% of carers described their mental wellbeing as bad (25.7%) or very bad (7.6%).
- 68% of carers feel that their mental wellbeing has got worse since the start of the pandemic.
- 22% of carers reported that they found it difficult to find the information they need.
- 56% of carers would like more help in order to manage their caring role.
- 11% of carers said they didn't feel they could provide care safely.
- 67% of carers don't have an emergency plan in place.
- 11% of carers indicated they don't have enough money for essentials.

From April 2020 to the end of July 2021 the Carers Centre have:

- registered 1809 new carers taking the total to 12,962
- Delivered 869 Tier 1 assessments
- Delivered 41 Tier 2 assessments

This has meant that carers have continued to receive support when they have needed it the most. As restrictions have continued to ease though the impact of the pandemic on the mental health and general wellbeing of carers is still obvious. The Carers Centre have reported that the carers they work with continue to experience more complex and challenging circumstances due to Coronavirus.

Additionally, in response to the pandemic the Carers Centre has increased its capacity to provide weekly social and check-in phone calls via Community Connect, zoom small group meetings and support for carers to try out Zoom. With the help of the Community Liaison Worker, several support groups have moved to the outdoors such as woodland walks. The sessions have been very well received and will continue over the winter.

The Community Connect service provides human contact and support for carers who would otherwise experience heightened social isolation during this difficult time

Domestic Abuse has been a particular concern during the COVID 19 pandemic because of:

- Increased time at home
- Increased time in close proximity to the person causing harm
- Increased emotional and financial stress

- Increased isolation
- Reduced family and social support
- Increased risk of debilitating illness

The pandemic has highlighted the importance of understanding the dynamics of coercive control when responding to domestic abuse. The lockdowns that began at the end of March 2020 had the unintentional effect of enabling perpetrators of domestic abuse to increase their control over their victims/survivors, and their children (many of whom were not at school), as their tactics of isolation, removing independence and regulation of behaviour, usually backed up by threats and intimidation, were now effectively legitimised by the state. People living in domestic abuse situations felt that their routes for accessing support had been closed off – they could not contact agencies, see the professionals they may have been in touch with, family and friends were out of bounds, they may have been working from home or furloughed and the perpetrator may have been too. The Council's Employee Domestic Abuse policy was updated in order to enable better support staff working from home as a result.

People Keeping Well Community Partnerships

People Keeping Well is sometimes known as Social Prescribing or community referral. It is all about 'making every contact count' and connecting people to a range of local non-medical services to improve health and wellbeing. The partnerships meet regularly to consider how they can work together to support the community to live well and tackle local issues. Each partnership is led by a local voluntary sector organisation which works with a wide range of people who live or work in that community.


Sheffield Community Dementia

This support is provided by People Keeping Well dementia workers in various local areas across Sheffield.

Case Study: We initially supported people by phone offering weekly, fortnightly, or monthly wellbeing calls. Our Memory Cafés moved onto Zoom – including reminiscence topics, 'show and tell', singers/entertainers, at-home chair exercise/tai chi sessions, breathing exercises, quizzes with pictures, holiday photos and Pictionary. In total we had about 26 online dementia groups and dementia carers groups. Other online groups included e.g. Men's Health, Singing for the Soul, Frontal Temporal Dementia Group, Love Sport and a social Group. As restrictions gradually eased, we organised socially distanced visits at doorsteps and gardens for our general wellbeing face to face check-in's and/or to deliver dementia-friendly activity packs. Dementia-friendly activity packs were sent by post or hand-delivered with personal social-distanced interaction – including VE Day bunting, nostalgic sweets, sunflower seeds for a growing competition, personalised jigsaws, Yorkshire Tea bags, colouring pages, origami, gloves/mask/sanitiser for those ending Shielding, willow letter rack ('non-craft' for men!), step-by-step guides for Zoom, puzzles, bird-spotting, personalised Playlist for Life CD, design-and-build-a-scarecrow, painting sets, making a bird feeder, decorating Easter bonnets, cake mixes and wordsearches.

A lot of dedicated time throughout the pandemic has been allocated in supporting people to get online if they wanted to or were able to.

Let's take a snapshot:

 Darnall Well Being is 🥳 feeling delighted.
8 May · 🌐

We're glad to think that everyone who comes to our Dementia cafés, On Our Plot allotment and Dementia support 1-1s will be able to join us in a virtual cuppa at 11am today to mark 75 years since VE Day, thanks to this activity pack that has been sent out to 60 people. Jo has put together another brilliant pack, including a VE Day Invitation to Remember, tea bag, word search and poppy colouring activity. 🇬🇧 🍵
#VEDay75



 Parson Cross-Forum
17 August at 08:58 · 🌐

Monday morning Memory Cafe starting at 9.30am until 11.30am.
This morning we will be welcoming Laura for our Chairiobics session to get our Monday morning off to an active start.
If you would like to join us on our online Zoom Memory Cafes, give us a call on 0114 3279727 to find out more or email louisec@pxforum.org... See more



In their own words:

“Three years ago I was getting depressed. I was looking after a wife that gabbled to me because she couldn't understand half of it. To have something to get up for and go out to every Monday, Tuesday, and Friday [to the Memory Cafés] made it brilliant. We saw people in the same boat we were in, and we could communicate amongst ourselves to find out the best ways of doing things. It has brought me out of my shell a little bit. Alright [my wife] doesn't seem to take part in much of it, but she smiles at people and that's the main thing. Now we're in lockdown I'd have gone in a mental asylum if it hadn't have been for this Zoom programme [online Memory Café] because without this I'd only have had communication with my daughter and nobody else and she would only have talked to me on the phone” - Memory Café attendee

“It's just lovely to be in a [virtual] room with likeminded souls that have trod the same boards as you're treading really. None of this is easy, none of us have got a manual. We adapt to our loved ones or else. We have to do this. Some of it is horrible. Some of it is loveable. It's just nice to know we can speak, and we can trust that it's happening [this group] and we're in a big [virtual!] hug together and it's just lovely”

Online Dementia Carers Group attendee

Comments from people living with Dementia and their carers who attend Sheffield's online Dementia groups



Communications: Health Support during the pandemic

Regularly updated Public Health information specific to Sheffield was available and made accessible across different platforms. Our collaborative approach and support from a wide range of groups such as Disability Sheffield, Age UK, BAME organisations, faith communities and other partners helped us identify and understand in greater depth, the potential barriers to public health related information sharing at early stages of the pandemic.

Greg Fell, Director of Public Health in Sheffield, continues to produce accessible regular weekly [video](#) updates which outlines Sheffield's weekly position with the latest epidemiology figures, time specific updates, guidance and answers any addressed questions. The PH videos have subtitles available, a British Sign Language interpreter and videos can be translated into other languages.

Covid 19 community resources

Key public safety information was made available to support communities, supplied in various languages and formats. The Council communication team, partners, public health and the BAME Public health group worked together to identify the various needs of community groups and co-produce resources.

For example: Public Health postcards included general community helpline information, testing, self-isolating, handwashing, rules and restrictions.

ARABIC

Coronavirus (COVID-19)

مستندة شريطة اللجوء هي منزل واتخاذ الأرواح

خط مساعدة المجتمع

0114 273 4567
sheffield.gov.uk/coronavirus

الخطوط مفتوحة من 8.45 صباحاً إلى 4.45 مساءً

إذا كنت أنت أو شخص تعرفه عرضة للخطر أو يحتجب أو يعزل نفسه ذاتياً وليس له أصدقاء أو عائلة يتصل بهم فالرجاء التواصل معنا - نحن هنا من أجلك.

تستطيع مساعدتك في:

- إحصار حاجتك من السوق أو الأدوية
- طرد الطوارئ للمواد الغذائية الأساسية ومواد النظافة الشخصية لأي شخص في حاجة عاجلة للعلماء خلال 24 ساعة وليس لديه المال لشراها
- تقديم الدعم والمساعدة لأي شخص يشعر بالعزلة أو يحتاج إلى مساعدة إضافية

تصل على الرقم 0114 273 4567 والخط رقم صفر (0) أو طلب المساعدة عبر الإنترنت على: sheffield.gov.uk/coronavirus

لا يمكنك تقديم مشورة طبية ولكن إذا كنت لديك أعراض أو قلق على صحتك، يرجى الاتصال على الرقم 111 أو الذهاب إلى موقع الويب: nhs.uk تذكر أن هيئة الصحة الوطنية لا تزال هنا لمساعدتك. في حالة الطوارئ اتصل على الرقم 999 أو بالمراسل النصية معك.

www.vas.org.uk/what-we- supporting community action

Sheffield City Council

STAY HOME PROTECT THE NHS SAVE LIVES

Each household in the city has received a postcard through their letterbox with information about how to get help and support from Sheffield City Council if they or a friend or relative is shielding or self-isolating

Covid 19 response line and website

We have established a dedicated Coronavirus community helpline for Covid-19 related concerns and enquiries. From 8:45 – 4:45pm seven days a week, members of the public can call 0114 273 4567 and select option 0 to ask any questions relating to the virus. Over 17,000 calls made to the covid community helpline

Also, a dedicated [Covid-19 website](#) was set up with an email alert to make sure people and businesses have a simple way to access a wide range of information and support

Local Community Response Teams

In response to Covid 19, the Council set up seven Local Community Response Teams (LCRTs), which involved multi agency support and coordination across a wide range of service providers, VCF sector, communities, schools, the fire service, public health, social care services, commissioning & inclusion services.

Aims of LCRTs:

- To ensure that individuals are kept safe and well and supported through the pandemic
- To coordinate the provision of multi-agency support that is accessible and meets the needs of individual/ families
- To co-ordinate support for community organisations e.g. Community Hubs, Food Banks
- To provide clear and effective two-way communications with target groups e.g. 'shielding', isolating
- To provide briefings to MPs and Elected Members

Outbreak Control / Test Trace Isolate

During July / August 2020 LCRT's have been working closely with public health, project leads and multi-agency partners to ensure that the city's outbreak control plans are effective and well co-ordinated. Various options for how a 'boots on the ground' approach to local outbreak control issues have been considered. The final approach has yet to be agreed, however it is expected that resource will be required in LCRT's to ensure a joined up local community response.

This work includes:

- Developing the 'ask' of the LCRT's around supporting people (whether they have Covid-19 or are a 'contact') to self-isolate. Delivering key messages: stay at home if symptomatic, get a test, help to isolate.
- Ensuring Ward Councillors and VCS are briefed and involved at a community level in the TTI work.
- Supporting VCS to deliver an enhanced community presence with locally based "COVID-confident" volunteers, myth busters, info givers, sign posters.
- Linking with partner agencies and local businesses to ensure social distancing and community safety issues are addressed.
- Providing an enhanced presence in communities, for example Page Hall where more intensive community cohesion work is required.
- Organising volunteers to support individuals where there was a need for shopping, befriending, medicines, public health information sharing.
- Co-ordinated offers of help from local businesses and groups and support other groups such as Food Banks in the Locality.

The Response Teams were supported by a Central Team, co-ordinating Communications, providing Legal and Financial advice and guidance, IT, Data and intelligence.

The Incident Management Group provided a strategic overview, enabling the Teams to work at capacity and respond to escalated issues.

A snap shot of weekly team updates:

Testing: Overall Update

Asymptomatic Testing:

- **English Institute of Sport** site will go live on **18th Feb** at **1pm**. This will test staff working with vulnerable people in the first instance
- The site will be set up on **15th Feb**. Staff training will take place on **17th Feb**
- Work is ongoing on the **web booking system** to be ready for **16th Feb**
- Test equipment and PPE are already on site
- **Community testing vehicle** will be operational by **mid-March**
- This will provide LFD testing in communities **most affected by COVID-19**. It will also operate as a **one-stop shop for information** about vaccination, financial support, etc



Outbreak Management: Overall Update

- There are a number of outbreaks in **different settings** being dealt with
- These settings include **supported living, schools, extra care homes** and **businesses**
- An outbreak in **extra care housing** is now assessed to be **coming down from the peak**
- **Supported living settings** present complexities because in effect they are 'households'. **Measures to reduce transmission can be difficult**
- Work to support **increased knowledge** of Infection Prevention and Control is in progress



Voluntary Community Sector Community Hubs

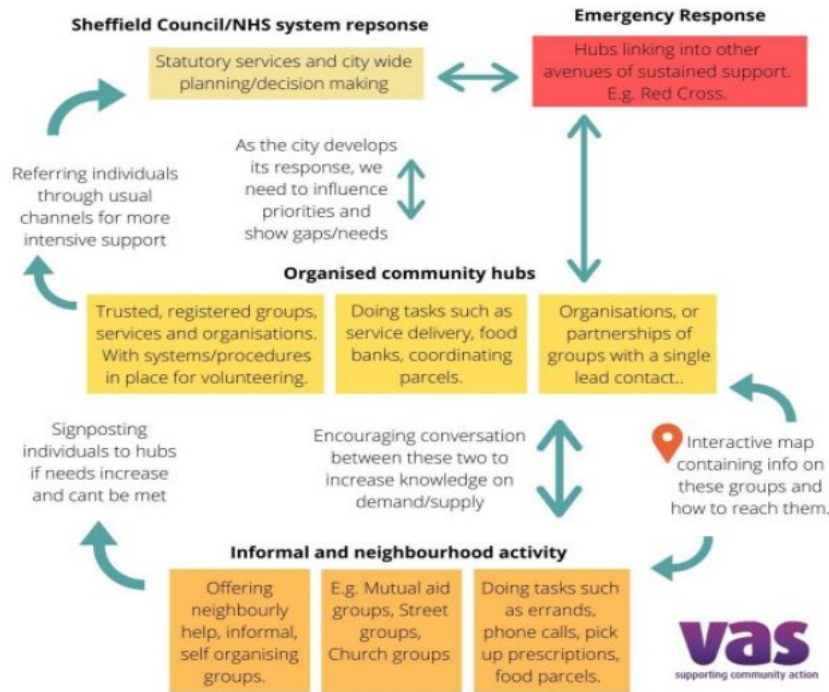
A network of VCS community hubs were established in response to Covid 19 to this played a key part in the city wide VCS response to Covid in Sheffield.

The three-tiered response:

- Informal and neighbourhood activity - street-level support

- Organised community hubs - trusted, registered organisations with systems/procedures in place for volunteering.
- Statutory/city wide approach - for the emergency response and planning.

The framework below provides a brief overview of the hubs in practice:



Covid 19 Grants and support

In response to Covid 19, various grants and tailored support were made available to respond to the needs of our city. For example, business grants, community support grants, hardship grants, public health community funding, self-isolating support, and various other assistance.

Supporting the Voluntary Community and Faith Sector (VCF) –additional funding of over £156k to our vital voluntary, community and faith organisations, working with VAS to help those organisations most at risk.

Supporting active travel – developed and identified a number of schemes to support active travel and support social distancing. These include temporary cycling measures, temporary footway widening, and reducing pedestrian wait times at crossings.

The Emergency Food response

A wide range of different departments across the Council which include employees that traditionally do not work in community engagement, stepped up and all worked together to ensure we purchased, coordinated, packed and delivered emergency food

parcels. In total Sheffield City Council has delivered 4,500 food hampers to some of our most vulnerable children and families across the city.

Regular dialogue with Sheffield’s schools and various networks was crucial to make sure that the option of Free School Meals were made available across the city.

We are also part of the ongoing conversation regarding food provision, each week [Together for Sheffield](#) hosts a forum where a wide range of Voluntary sector organisations, vital food provision services and other agencies share expertise to help them work more jointly across the city.

These meetings have:

- Helped coordinate donations and resources
- Increased front line effectiveness through knowledge sharing
- Helped facilitate new partnerships
- Created a forum for the sharing of best practice

We deeply value the relationships and cooperative working with a variety of stakeholders across the city including food banks, businesses, schools, mainstream services, faith, and community groups. We worked together to respond to the Emergency Food crisis that our city faced.

Sheffield’s businesses – 6,198 businesses in Sheffield have been allocated grants totalling over £74m and providing expert advice to businesses through the Sheffield Business Gateway answering over 200 calls a day.

Ethnicity data of businesses accessing Business Sheffield (Pre Covid)

Business Sheffield Customer Relationship Management (CRM) includes data collection from individuals and businesses, including ethnicity information. This helps

Ethnic Group	Numbers	%	Description of ethnic group
Asian or Asian British	48	5.75%	includes any Asian background for example Bangladeshi, Chinese, Indian, Pakistani or other East or South Asian
Black, African, Black British or Caribbean	52	6.23%	includes any black background
Mixed or multiple ethnic groups	35	4.19%	includes any mixed groups
Another ethnic group	18	2.16%	includes any other ethnic group for example Arab
White	497	59.52%	includes any white background
Preferred not to say/declined/blank	185	22.16%	Did not provide ethnic group and preferred not to say
	835	100.00%	
BAME	153	18.32%	

the service to understand if it is providing an accessible service that is reflective of the business population in Sheffield. As an example, from the period 1st April 2019 to 31st

March 2020 Business Sheffield recorded working with 834 businesses, of which 18.32% identified themselves as BAME.

The Business Sheffield service has consistently been accessed by a diverse client base from across all of Sheffield. BAME businesses attended our workshops and networking events and added value to these sessions. For businesses who did not speak English as a first language, we would offer a 1-2-1 with a business advisor with a business colleague or family member to help translate.

The table below shows the information businesses provided when asked about their ethnicity. Please note that this data reflects how people self-identified their ethnicity rather than a set list:

Housing and Neighbourhoods service

Customer engagement has always been important, but the Covid pandemic encouraged us to look at different ways of reaching out to our tenants. During the last 12 months we have developed our Facebook page, greatly increasing the number of followers. At the height of the pandemic, we were sending email updates to customers weekly and then fortnightly, with important news and information. We have also proactively contacted people to update or get new email addresses for our distribution list. Like many others, we used technology to keep in touch and engage with others, including Zoom coffee mornings and meetings. We used digital channels to ensure important consultations, competitions and projects went ahead as usual. Almost 1,200 customers helped us review our Customer Standards, which set out priorities for each service area that we can measure our performance against.

Although many of our face-to-face services had to stop, we continued to support tenants through proactive telephone welfare checks and by working closely with the Community Response Team. Some housing staff were temporary re-deployed to help support isolated and vulnerable people. Our 1,200 sheltered residents have continued to receive on-site support and activities in a Covid-safe way. We have continued to offer free IT support and training to Tenants and Residents Associations (TARAs) and any customer who needs help to improve their digital skills through our partnership with Heeley Trust.

- We contacted by telephone 35,444 (19 out of 20) households during the pandemic to offer support
- We carried out 173 adaptations in 2020/21, with half of fast-track applications completed in 17 weeks
- We completed 121,521 repairs, including 13,167 emergency repairs
- More than 9 out of 10 tenants thought the Housing Plus visit was useful and that any support needs were identified and addressed

For more information and an outline of our priorities for the next year please read our [Housing and Neighbourhood Service Annual report 2020/2021](#)

Section 3

Improving Equality and Meeting Our Statutory Duties

3.0 The Equality Act and Public Sector Duties

Fairness and tackling inequality is at the heart of our values, we believe that everyone should have a fair chance to succeed but recognise that some people and communities need extra support to reach their full potential, particularly when they face barriers or multiple layers of deprivation.

We are committed to providing fair and accessible services, which meet the needs of all our communities in Sheffield.

The [Equality Act 2010 and associated Public Sector Duties \(PSED\)](#) require the Council to have due regard to three areas in the way it works:

1. To **'eliminate unlawful discrimination, harassment, victimisation'**, and any other conduct prohibited by the Equality Act 2010.
2. To **'take forward (advance) equality of opportunity'** between people who share a protected characteristic and people who don't.
3. To **'foster good relations'** between people who share a protected characteristic and people who do not share it.

According to the Public Sector Equality Duty, advancing equality of opportunity and ensuring all social groups can thrive involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Equality Act 2010 protected characteristics include:

- Age
- Disability
- Race (includes ethnic or national origins, colour, or nationality)
- Religion or belief (or no belief)
- Gender reassignment
- Pregnancy and maternity
- Sex
- Sexual orientation
- Marriage and civil partnership (only in relation to eliminating discrimination)

In essence, everyone has protected characteristics, so the Act protects everyone against unfair treatment. Understanding intersectionality is an important part of practicing inclusion, promoting equality, and reducing discrimination.

Sheffield City Council carries out Equality Impact Assessments (EIA'S) as one of the ways to meet our Public Sector Duties. An EIA is an evidence-based tool and through it, we seek to ensure that all proposals, policies, practices, projects, and processes promote fairness and remove any barriers to participation or potential disadvantage for a particular social group.

Our EIA process also enables us to consider **cumulative impacts**, which could be cumulative year on year or due to different proposals impacting on the same group. Our approach helps us identify these impacts and to make positive changes where possible.

We take a **proportionate approach** to carrying out EIAs, focussing on those areas of high impact and risk. Through our 'live' EIA process we monitor closely any adverse equality impacts, as reductions and changes in provision can occur during implementation and delivery.

In addition, as a Council we have taken a decision to go **beyond our statutory duty** and the protected characteristics and assess the impact on the voluntary and community and faith sector (VCF), poverty, carers, armed forces and health and wellbeing. We believe this approach gives us a wider understanding of the potential impacts of policies and projects in the city. EIAs are attached to relevant decision-making documents and are published as part of the meeting documents e.g. [meetings of the Councils Cabinet](#). All EIAs are also available on request.

There were about 182 EIAs carried out over the year on areas such as all budget proposals and one overarching budget which again identified cumulative impact, especially on disabled people. There were a number of Covid related including changes to bereavement services. Another EIA which was started within the year and has developed is the one on Local Area Committees. This has developed from the one overarching to now one for each area, especially looking at issues around accessibility.

3.1 The Sheffield Equality Partnership

The Sheffield Equality partnership (SEP) formerly known as the Equality Hub Network (EHN) was set up in 2014 to support the Council in meeting our Equality duties under the 2010 Equality Act, with a specific focus on individuals and communities with protected characteristics. As a local authority, we have a Public Sector Equality Duty to eliminate discrimination, victimisation, and harassment; improve equality of opportunity; and foster good relations in relation to the protected characteristics outlined in the Act.

The Sheffield Equality Partnership brings under-represented communities and decision makers together, to ensure a more diverse range of voices are heard city wide. The Partnership holds decision makers to account with the shared goal of creating a more inclusive and representative society for all.



The Sheffield Equality Partnership represents 7 communities and groups:

- Disability
- BAMER (Black, Asian, Minority, Ethnic and Refugees)
- Women
- LGBTQ+ (Lesbian, Gay, Bisexual, transgender, diverse sexual orientations and identities)
- Religion and Belief (including no belief)
- Carers
- Age (intergenerational)

Every year we conduct a review and make the necessary changes to align with the need of our city. We recognise society is constantly evolving.

Some of Sheffield Equality Partnership Aims...

- To amplify underrepresented voices, empower individuals and communities who may share a diverse range of protected characteristics.
- To encourage joint working on shared themes or issues with policy makers, officers, and partners within the Sheffield Equality Partnership. We recognise the importance and value in accountability and intersectionality.

- To contribute, challenge and hold the Council's and other organisations to account
- To work with the Council and other organisations to ensure that due regard to equality and diversity is given to services, strategies, policies, and employment opportunities
- To raise issues of concern, create meaningful relations and engage with the wider public to further ensure we continue to promote equality, understand the challenges from their perspective, reduce barriers to accessing opportunities and creating a fairer society for all

Our Current Partner Organisations

- Together Women
- Carers Centre
- Disability Sheffield
- Faith Star
- LGBT Sheffield
- Age UK (intergenerational SCC youth service formerly Sheffield Futures)

Equality Partnership Organisations Engagement Activity

Throughout the peak of the pandemic to present uncertain times, community led organisations, faith communities' mainstream services and society in general have faced very challenging times. It is vital that we acknowledge and continue to value the local voluntary community and faith (VCF) organisations, community leaders, local businesses, statutory mainstream services and the kindness of the citizens of Sheffield, for all their hard work, dedication and support throughout this unprecedented time.

Sheffielders, partners, stakeholders, VCF organisations, local businesses have all responded in various ways and continue to work tirelessly in the face of the disproportionate impact of COVID 19 on particular social groups that are already experiencing a range of inequalities.

Brief update from Together Women's Centre April - Sep 2021

Since the inception of the Sheffield Equality Partnership grant, Together Women has faced various challenges, mainly due to staffing issues, with a change in management and some members of the team leaving the organisation for other employment opportunities.

This impacted on the overall capacity of the newly formed team in getting the Women's hub up and running as we emerged slowly from the third lockdown.

The centre reopened to the women and girls at the end of June, when staff also returned working from the office for the majority of the time.

The new manager began attending the SEP meetings to get to know the other partners and better understand the priorities of the partnership and the work already under way.

In July and August TW therefore focused on reviewing its contractual obligations for this grant; more specifically on how to redevelop and re launch the Women's Hub that we are tasked to coordinate across the city. The centre manager held 2 meetings with the Leeds Women's Hubs coordinator and her team, facilitated by TW Head of Strategic Development, which were very productive and generated some good ideas based on their best practice and successful run of the hub in their area. The learning and suggestions offered, have helped drafting an initial plan of activities and the design and launch of a survey aimed at all women across the city, to seek their views on what issues have been affecting them the most during the pandemic, and what services and initiatives would they like to see being on offer under the hub and beyond to meet their specific needs. The engagement levels with the survey over a few weeks has been high and the responses it generated have provided us with quantitative and qualitative data that we can pull on, to further develop the hub, but also for bidding for future services to complement the work of the hub. It has also given us access to a pool of women from different walks of lives, that could become Champions for the hub and for the work TW does across the city with women and older girls.

In July we also designed and delivered a creative writing course for young women to address the effects the Covid-19 pandemic has had on their mental and emotional wellbeing, which was well received. We are now planning to have this course running on a regular basis and to open it up to women referred to the service via the Probation pathway in the autumn.

Alongside the above, with the focus remaining on Covid 19 and how this impacted our community of interest, throughout the past 6 months we have carried out Covid vaccine engagement activities with our service users in the form of 121 awareness raising sessions on the benefits of the vaccine and where to get the jab. We also developed a '*COVID- 19, everything you need to know*' leaflet for the women attending our centre; advertised drop in clinics set up across the city during this time, and provided regular feedback our work to the NHS Sheffield CCG. We proposed to support delivering a safe, women-only vaccination drop in clinics and we are in talks as to whether this is still required in the autumn.

Section 4

Progress and Challenges

4.0 Equality Objectives: Demonstrating Our Commitment, progress, and priorities

Our Equality Objectives are a written commitment centred at the core of our organisation. We are committed to tackle and challenge inequality in all its forms. It is important that we continue to collectively work together across the city with partners, communities, and stakeholders to promote a fair and inclusive Sheffield for all people.

The Equality Objectives 2019- 2023 guide and help us prioritise the work we will focus on throughout the forthcoming years. It also provides a clear framework for meeting our equality duties whilst also demonstrating our compliance with the Public Sector duty. Equalities should be embedded in everything we do and to further ensure this the Equalities Annual report aims to highlight our progress over the past year and focus on areas that requires more in-depth focused work.

The following paragraphs will highlight some of the current and ongoing work that has taken place across the Council in partnership with the Voluntary Community and faith sector, various stakeholders, partners, and citizens from March 2020- April 2021.

For further information please see [here](#)

Please note that the aims under the equality objectives can be used as a guide and are not limited to the below suggestions.

Objective 1: Strengthen knowledge and understanding of our communities

Aim 1: We will improve the data we hold about people who use our services in terms of consistency and robustness. This will include capturing improved equality monitoring data to enable us to better understand people's needs and levels of satisfaction.

Update: The Customer Services Team, together with the Digital Services and Equalities & Engagement teams, have developed an Equalities monitoring form to capture information about the people using our online services. The form is now being piloted across several areas of the Council's website, ranging from the corporate complaints form to applications for Council Tax discount and self-isolation payments. All people using these services are encouraged to fill in their equalities information, helping us to understand if we are reaching the people that need our services and identify when we are not. Take-up of the form is being monitored and evaluated in real-time to inform decisions about future roll-out.

To accompany the online form, a new equality monitoring toolkit for Council staff has been produced to help raise awareness of the importance of the exercise and encourage standard practice across the authority. Discussions are also underway about how we can improve equalities monitoring across other channels that people use to access our services, such as our telephone contact centre and face-to-face customer points. Ensuring a consistent approach is a key priority and we are keen to embed the principles of effective equalities monitoring in all areas of the Council, through working closely with networks such as the Staff Equality & Inclusion Network.

Additionally, we have started the dialogue and raised awareness around the importance of capturing equality monitoring data within various departments across

the Council. We understand that having accurate data regarding individuals who may access our services at one point during their lives, will contribute positively to their personal experience. Understanding the areas where further targeted work is required to ensure that all residents in Sheffield are receiving a service that meets their needs is invaluable.

Culture, Parks and Leisure

Public Health commissioned services include sports, physical activity projects, programmes, contracts, and funding with sports facility providers across the city are expected to collect Equality monitoring information. The data is collected, and a report is produced which is reviewed by leisure operators and senior members of staff. This is regularly compared against expected uptake and health needs of each population group to ensure equitable access. Key Performance Indicators(KPIs) are used to ensure equitable access. It is important that we prioritise and collect data on protective characteristics as it establishes an evidence base for policies, engagement activities, practice and progress. Equality monitoring data helps us to assess whether our policies, practices and general services are equitable and fair. This also helps us understand our service users better and make targeted improvements in our services.

The parks and countryside service do not currently capture specific user group data related to protective characteristics. However, equality monitoring data is collected for specific events and activities.

The Indices of Deprivation also informs our allocation of support and public health resource, but we do acknowledge equality monitoring needs to be captured at a more consistent and granular level. Consultation and creative ways of engagement with our communities in Sheffield is key for the development of the Council's new Sport, Leisure and Active Strategy alongside more focused city-wide partnership working and research. We are working towards more consistent equality monitoring data across all Council departments.

Aim 2: We will work with the people of Sheffield and our partner organisations, including the voluntary, community and faith sector, to ensure data and knowledge are used to deliver joined up approaches to the big challenges that affect the city and our communities. Data on equalities will also be used to ensure we set a fair and evidence-based budget for the council.

Update:

Sheffield Joint Health & Wellbeing Board: This is a partnership between Sheffield City Council, the NHS and a range of partners in the city that aims to deliver a single approach to improving the health & wellbeing of Sheffield residents. The Board has a formal public meeting, normally four times per year, interspersed with engagement events and strategy development meetings.

Over the past year, a lot of the Board's work has focused on the pandemic, which has further exposed and exacerbated existing health inequalities in Sheffield. At their April 2020 meeting, the Health and Wellbeing Board agreed to commission a rapid health impact assessment to help understand and document people's experiences throughout the pandemic. This work has helped to identify key issues and make

recommendations to address these, to reduce health inequalities resulting from the pandemic and in the future.

Sheffield City Partnership Board (SCPB): The aim of the SCPB is “working together to build a Sheffield that works for everyone”. The partnership is committed to effective collaboration, bringing together key partners from the private, voluntary and public sector. There is a shared focus on driving down inequality to make the Sheffield economy work better for its people. Over the past year, the Board has focussed on shaping and supporting Sheffield’s recovery from Covid-19, the impact of VCS in Sheffield during the pandemic and beyond, as well as improving voice and representation on the Board and engagement around equalities.

Strategic Equality and Inclusion Board (SEIB): This is the main Council Board with oversight of equality. It meets every 3 months and is chaired by a Senior Officer and is attended by a Co-op Executive Member.

Health and BAME Communities work: As a response to COVID 19, there have been numerous groups set up in relation to the impact of on Black, Asian and Minority Ethnic communities. There are 3 main groups which the Equalities and Engagement team attend are, the Communities group, co-chaired by Faith Star and Public Health, a staffing group led the Equality and Diversity leads in Sheffield Teaching Hospitals and Sheffield Health and Social Care Trust meeting fortnightly and a Strategic Racial Equity Group coordinated by the Health and Care Partnership (HCP formerly ACP).

There are a number of important actions.

- The action from the staffing group identifies a range of actions under 5 overarching objectives: Challenge and address racism and discrimination, increase workforce diversity at all levels, improve diversity data collection, support staff networks and make the recruitment process more inclusive and accessible.
- The Communities group has informed the Covid19 Health Impact Assessments (as part of a wider set of Health Impact Assessments being completed by our Public Health team) and mitigating actions and has identified and distributed funding to support the Covid response work of the community organisations in protecting our city’s most vulnerable.
- The Strategic Group Co-chaired by Co-chaired by Abiola Allinson (Chief Pharmacist at Sheffield Health and Social Care NHS FT) and Shahida Siddique (CEO, Faithstar), this group was established in April 2020, initially in response to the disproportionate impact of Covid-19 on BAME communities. It was quickly identified that the role of the group would be longer term than originally anticipated, and there was a need for some areas of specific focus. Two subgroups, focusing on communities and staffing, were established in May 2020.

The strategic group has led to the development of an action plan that the HCP has signed up to, which has the aim of ensuring that health and care across Sheffield is equitable and accessible for all our citizens, and that our workforce is representative of our population at all levels. Its concentrates on 5 areas Data, Leadership, Staffing, Commissioning and Community engagement.

- **Operational Equality Lead Group** – Our Equality Lead Officers from across the Council meet at least monthly. The group discuss a wide range of issues relating to equality and diversity, including upcoming items for SEIB and feedback from staff networks (SEIN's) and events
- **Supporting Vulnerable people** - The Income Management & Financial Inclusion Team (IMFIT) played an important role in setting up the supporting vulnerable people group to support people affected by covid – attended by Sheffield City Council teams, other housing providers in the city, NHS staff, Support agencies, (inc Citizens Advice, Shelter, SOAR) and voluntary community sector. This group shared information and helped to provide communications and advice to people affected by covid, as well as work through the many challenges faced by the Government's introduction of the Coronavirus Act 2020.

Census 2021: Digital first

“Once every decade, the census provides an opportunity to build the most detailed and comprehensive picture of the population. The information the census collects underpins decisions on planning and provision of public services, including transport, education, and healthcare. Getting the best possible response rate for the census in your area will make sure that decisions for your local authority area are based on accurate, high-quality data” - Census ONS, 2021.

A local Area Partnership (LAP) between Sheffield City Council and the Office for National Statistics (ONS) provided localised knowledge of various community groups, identify initial barriers to participation/engagement and promote the importance of completing the Census. For example, sharing information about communities with localised knowledge from Council officers and partners across the city allowed ONS Community Engagement Officers to tailor community engagement and inform their large field operations.

Navigating through a pandemic whilst asking people to take part in the first digital Census was challenging in parts, it was critical in the early stages that in depth mapping in preparation of Census Day (March 21st, 2021) was carried out. The LAPP (Local Area Partnership Plan) is a living document used to plan and record census engagement activity in Sheffield. It takes into account the local knowledge and expertise provided both at weekly meetings between ONS and SCC, and via correspondence between meetings.

Three ONS Community Engagement Mangers (CEMs) worked across 3 large areas across the city in partnership with Council officers, voluntary community faith sectors, mainstream services, service providers and care homes to encourage and support Census Completion.

Support was available for those who needed help to complete the census online and by the phone, including paper questionnaires. A dedicated help line, contact centres across the country, community advisors and local census support centres were made available for people to access various forms of support in completing the Census. An

online media communication campaign by ONS and the Council communications team helped raise awareness, highlight the consequences of not participating and targeted specific groups to encourage participation.

How Sheffield City Council is helping



The nine strands of partnership activity

1. Develop an address index to ensure the fullest coverage.
2. Provide local information to identify and target local challenges.
3. Identify and share local community contacts.
4. Help us to recruit field staff.
5. Provide practical support to the field operation (for example, meeting rooms).
6. Support online completions and our Census Support Centres.
7. Support local publicity and media relations activity.
8. Provide local information to support quality assurance.
9. Maximise use of census information in local authorities and support use of census data by local communities.

Aim 3: We will improve the information we hold about our diverse communities including around influence, engagement, and cohesion. We will continue to undertake a broad range of consultation and engagement activities to inform decision making and will support underrepresented communities to raise issues and put forward solutions.

Update:

Access Liaison Group (ALG) is a group that is a group supported by the Council and has Councillors as attendees but is independently chaired. It works closely with the Council to consider new projects and service delivery to give pan-disability input on accessibility. ALG also, where necessary, looks to work through issues where things are not currently working for disabled people. ALG meetings have successfully taken place online over the past year and the group has given valuable input into consultations such as the Connecting Sheffield strategy and the Clean Air Zone plans.

Citizenspace is our online engagement platform ran by Delib. We use Citizenspace as just one way that we ensure we are engaging with a wide range of people in the city and representing a variety of people's views and meets national online accessibility guidelines to ensure a wide range of people can participate. Citizenspace hosts a large variety of consultations and informal surveys from across the organisation and over the past year has hosted the Budget Consultation, LAC survey and Covid Rapid Response Survey. We are currently reviewing our online engagement platform provision and information about any changes to this will be shared in the coming year.

[Sheffield Equality Partnership](#) – We have reviewed the Equality Hub Network and have started to relaunch as the Sheffield Equality Partnership however we still have further work to do. We are meeting with the support organisations jointly on a at least a 6-weekly basis. Grants will continue for a further year. This year the work has focussed

on the impact of and recovery from COVID 19 and working with Local Area Committees. As a result, we are reviewing our website and social media for the relaunch. Our twitter handle is @SCCEqualityPart

Race Equality Commission – The Commission was established in 2020 in response to the impact of the COVID 19 on BAME communities and the Black Lives Matter Movement. The Commission has an Independent Chair Professor Emeritus Kevin Hylton and 24 Commissioners however the Council are assisting the Commission by providing all of the support and funding.

The Commissions aim was to make a non-partisan strategic assessment of the nature, extent, causes and impact of race inequality in the city and to make recommendations for tackling them.

We have set up the website and a [campaign page](#). There is also an information page on the [website](#) and some FAQ's. The Commission has 6 themes, Health, Education, Civic Life and Communities, Business and Employment, Sport and Culture and Crime and Justice. We held a call for evidence which had over 150 responses. All of the themes held 2 all day public hearings which were by zoom in 2020/21. There were also a number of private hearings requested and held. We are currently working on getting the videos of the sessions and evidence online.

All Portfolios submitted evidence on areas such as on Education and Skills; Community Safety and Youth Justice; Workforce Diversity and Business and Employment. In addition, some of our key Partners such as Learn Sheffield, Sheffield CCG, Health Trusts, Police and Crime Commissioners Office, South Yorkshire Police and Schools also submitted evidence to the Commission.

The Chair and Commissioners are working towards the final report, which is likely to be early in 2022. The report will detail the nature, extent, causes and impact of racism and race inequalities and make recommendations to the Council and other key bodies about what short- and long-term measures are required to reduce those inequalities. The priority will be to identify those actions that can be taken by the city itself and those which require external intervention or a combination of both. To keep up to date please sign up to the [mailing list](#).

Objective 2:

Ensure our workforce reflects the people that we serve

Aim 1: We will work towards achieving Disability Confident at Level 3 (currently level 2). We will also undertake work to further understand and respond to lower morale scores for disabled staff to try and bring them in line with non-disabled staff.

Update: We have established a Disability Confident working group that is currently assessing the Disability Confident Level 2 criteria to identify areas of improvement and actions for the organisation. The group's remit is being extended to ensure it provides the necessary feedback to the organisation on such issues as low morale, attraction,

recruitment, progression, development, the current 'reasonable adjustments' process/approach plus more and will therefore align to the DC Level 2 assessment. This group will become an influential voice that receives the attention and visibility for the work it is undertaking. It will be communicated across the organisation to highlight its agenda and targets and the promotion of its open membership to the group. The role of this group will include a longer-term piece of work to submit an application for Sheffield City Council to become DC Level 3 member – Leader Status. The work of this group is outlined as an action on the current equality diversity and inclusion action plan.

Aim 2: We will work to increase the diversity of top earners from the following groups, BAME (Black Asian Minority Ethnic), Women, Disabled People and LGB+ and trans people; based on Chief Officer grade and equivalent.

Update: Currently a review and focused work is taking place within Human Resources and other Council departments across all grade profiles to ensure that vacancies are advertised in a much wider arena to maximise the potential to obtain a diverse pool of applicants. The recruitment process is also being reviewed alongside our overarching approach to advertisement, attraction, selection, progression, retention, development, targeted development for all protected characteristics, career opportunities, talent management, learning and development, website design (jobs/career pages), promotion of employee benefits and the use of social media.

Work is to commence on the completion rates for all managers to undertake the Recruitment and Selection and EDI 'required learning' courses in order to develop their awareness, understanding and skills around attraction, recruitment and selection and all EDI related issues. The timeline for this piece of work is to be established.

Aim 3: We will increase awareness about the support available to carers within our workforce. In response to lower morale scores, we will undertake further work to understand the challenges carers are facing and what can be done in response, with a view to bringing scores in line with non-carers.

Update: we are re-establishing a Carers' working group from September to understand how our employees who are carers are feeling in the organisation following feedback from employee surveys, SEINs, the Equality Leads and other routes that their morale is low. We launched a new Carers' Policy in April 20 that offered up to 6 days' paid carers' leave but this did not potentially reach its target audience due to Covid 19 and working from home for many employees. The Carers' Policy will be reviewed with some urgency as this one a priority area.

We promoted Carers' week in June (2021) this year with a wide range of supportive information, internally and externally, including our Equality Champions, the Carers' Policy, EDI training products and a reminder for our employees to update their workforce census if they have become a carer or if their caring responsibilities have come to an end.

Objective 3:

Lead the city in celebrating diversity and promoting inclusion

Aim 1: We will work with our partner organisations across all sectors, to celebrate and promote our diverse city locally and nationally. We will support and promote events and activities that celebrate and raise awareness with our diverse communities.

Update: We work closely together across all sectors and within our organisation to promote, celebrate and raise awareness of specific events throughout the year. These events are communicated on the Manager Bulletin, Other News, the Chief Executive's weekly blog, through the Equality Leads, Staff Equality and Inclusion Networks (SEINs), internal department specific newsletters and externally to organisations and on various social media platforms. We also share and promote our new EDI training products to further develop employee knowledge, learning and awareness in the Council.

The Equalities and Engagement team have developed an Equalities Awareness Day Calendar and work collaboratively with different departments such as HR, Communications, the Staff Networks, Race space Network, Sheffield Equality Partnership Organisations/members, city wide EDI leads, external community groups and other mainstream service providers. We are approaching equality awareness days collectively with various community groups, stakeholders, and partners across Sheffield. To ensure it is impactful, relevant and co-produced through delivering workshops, webinars, projects, events, and live interactive discussions. An organisational draft equalities awareness day calendar will be shared with partners and employees by the end of the year.

Holocaust Memorial Day

To commemorate [Holocaust Memorial Day](#) we will held an online vigil on Wednesday 27 January 2021, from 5:45pm to 7pm via Zoom. Due to the Covid 19 pandemic we have had to move away from the usual public gathering in the Winter Garden. A diverse range of speakers were present who positively contributed to the success of this online vigil. The speakers included, the Lord Mayor and Council Leader, Sheffield Jewish Orthodox Community, Sheffield Jewish Reform Community, Disability Sheffield and Burton St, SAYIT, Youth Cabinet Members and Sheffield Cathedral. We also showed the video 'My Escape from the Holocaust' in memory of Sue Pearson MBE.



**HOLOCAUST
MEMORIAL DAY VIGIL**

Be the light in the darkness

**Wednesday 27th January 2021
5.45pm to 7pm**

The vigil will include reflections and other contributions from the Lord Mayor, Leader of the Council, Jewish Congregations and key Community Organisations

<https://www.sheffield.gov.uk/home/your-city-council/holocaust-memorial-day.html>

On Holocaust Memorial Day we share the memory of millions who were murdered in the Holocaust and subsequent genocides in order to challenge hatred and persecution in the world today.

Due to the current pandemic the vigil will take place online. Please find the link below to access the event.

https://sheffield.public-i.tv/core/portalwebcast_interactive/539156

Sheffield City Council

International Women's Day 8th March 2021



#choosetochallengecampaign

Council colleagues and people across Sheffield joined us by sharing a photo of themselves with their hand raised on Monday 8 March, demonstrating their commitment to challenging gender-based discrimination and sexism. People wishing to strike the #ChooseToChallenge pose and share on social media can tagged us in their posts and we reposted them across our platforms to highlight Sheffield’s commitment to forging an inclusive world.

Another strand of this year’s theme was based around seeking out and celebrating women’s accomplishments. In collaboration with Together Women, we hosted a virtual celebration to share stories and listen to a range of inspirational speakers from diverse backgrounds draw upon a time in their life where they chose to challenge.

LGBT History Month 2021



Earlier in year we teamed up with Lambeth Libraries for LGBT History Month. There were several events and activities over the month, with participation figures totalling 3580. The partnership with Lambeth Libraries was a key contributor to success, and we received positive feedback and media/social media attention. A wide range of our events were aimed at all different ages to improve inclusivity and raise awareness.

Windrush Grant funding

National Windrush Day and the Windrush Day Grant Scheme are part of Department for Levelling up, Housing and communities work to create more resilient communities, where different religions, cultures and opinions are celebrated, underpinned by a shared set of values that champion tolerance, freedom and equality of opportunity. In the spring of 2020, we were successful in the grant bid for funding of £15k. £10K was allocated to community projects and £5K to creating a permanent resource for the city with Sheffield Archives. However due to Covid 19, a change occurred and as a result the Council set up a new expression of interest and match funding the £5K available. [Nyara Arts](#) were successful in the grant process.

More information on the various Windrush and Black History Month projects will be captured in next year's Annual Equalities Report.

Red Wednesday Campaign 24th November – standing up against the devastating persecution of faith communities and people of faith all around the world in solidarity. A [statement](#) with support from the Council and the Faith communities in Sheffield was promoted and produced to recognise RedWednesday. The face of the town hall was also lit up in red.

Aim 2: We will continue our work to tackle poverty and promote social justice, including through the Fairness and Tackling Poverty Partnership and Making Sheffield Fairer Campaign Group. We will raise awareness of the Fair Employer Charter and Living Wage with employers in the city; and will ensure our commissioning processes are fair and inclusive.

Update: Continuous collaborative working with our partners, services and providers to promote the Council's commitment and membership of the Living Wage Foundation and further work has been undertaken as part of the Ethical Procurement process to strengthen the tendering process regarding the payment of the living wage and expectations around EDI training within our providers/supply chain.

The Ethical Procurement Framework is a clear commitment to maximising the Council's ability to use its discretion to apply ethical standards to behaviour throughout its supply chain including to invest in the talents of their employees through good training and healthy, safe working conditions and encourage our providers to think about the wider social impact on Sheffield communities of their activity. The Procurement team continues to work with our providers with regard to the paying of the living wage, promote fair and flexible contracts of employment, and deploy recruitment and employment practices that identify and support talent, value diversity and promote aspiration and social mobility.

The Income Management & Financial Inclusion Team (IMFIT) in Sheffield City Council's housing department has responded to Covid 19 in the following ways:

- Supporting the provision of additional hardship funding to support SCC tenants through covid, helping them to pay their rent and ultimately sustain their tenancy

- Early and intensive support provided to all new Universal Credit claimants – early contact and advice about budgeting and managing money, suitable payment methods including potential application for managed payments (paid to SCC direct from DWP), setting up direct debit, access to advance payments available from DWP
- Early and intensive support to all new SCC tenants – helping to claim Universal Credit/ Housing Benefit if appropriate, agree suitable payment method including setting up direct debit, support to claim other funds available SCC tenants received over £675k in Discretionary Housing payments awards in 20/21
- An agreement made with Yorkshire Water to refer tenants with higher water charges to their Support scheme – helping tenants to claim over £500k in 20/21 towards their water costs
- Contract with insurance broker to provide low-cost household insurance scheme for SCC tenants – at end of 20/21 4,067 tenants were members of the insurance scheme, paying low premiums included in their weekly rent charge, with accidental cover and no limit on claims made. IMFIT are also working with national Government, and a small number of other large authorities, to identify ways to improve further the take up of household insurance for social housing tenants
- Played an important role in setting up a ‘Vulnerable persons group’ to support people affected by covid – attended by SCC teams, other housing providers in the city, NHS staff, Support agencies (inc Citizens Advice, Shelter, SOAR) Voluntary sector. This group shared information and helped to provide communications and advice to people affected by covid, as well as work through the many challenges faced by the Government’s introduction of the Coronavirus Act 2020
- Promoting preventative measure to avoid legal recovery action wherever possible. This includes most tenants having the opportunity before legal action commences of a pre-legal interview/ appointment with a member of IMFIT’s Court Team, to try and avoid legal action wherever possible. This approach saw the number of tenants evicted for rent arrears in 19/20 (pre-covid impact) at their lowest level for over 20 years
- Additional resources provided by IMFIT to support the increase in tenants being housed in temporary/ interim accommodation during the pandemic – helping people to claim housing benefit and pay any charges due
- Continue to provide tailored support to other particular vulnerable groups – elderly tenants in sheltered schemes, gypsy and travellers, Housing First tenants etc
- Continue to fund a dedicated debt support worker via Citizens Advice and refer those tenants with the most challenging financial needs.

Aim 3: We will continue to support citywide work to ensure our city is an inclusive and accessible place to live and visit. We will work with our partner organisations to raise awareness of hate crime and how it can be reported; and will continue to challenge discrimination, bullying and harassment.

Update: [AccessAble](#) is a digital directory detailing the access information for a variety of venues across the country. Sheffield City Council has a contract with AccessAble to review a number of venues across the city ranging from Council buildings, leisure

venues, restaurants, shops and many more. As an organisation we understand that accessible means different things for different people which is why we think AccessAble is an important resource for our city and why we appreciate AccessAble's approach of giving factual information without judgement. They currently work with 110 Local Authorities including all in South Yorkshire and 60 NHS Trusts and 101 education settings including Sheffield University and Sheffield Hallam University

We are working with Disability Sheffield and AccessAble, to embed the guides across the Council to ensure people can access the guides efficiently. Work is ongoing with colleagues across the Council, and we are in discussion with the Business Improvement District. There are 359 reviewed venues across Sheffield

Last year there were 48,000 page views and 12,000 individual hits to the Sheffield Council part of the website. This has risen in the past year already.

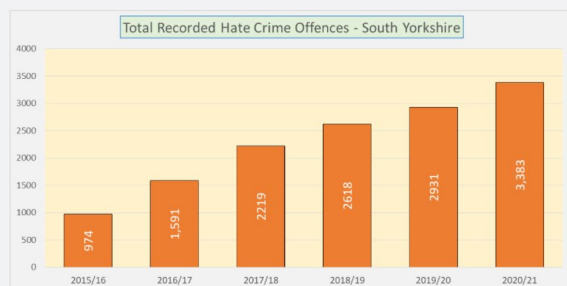
Transport 4 All is a city-wide pan-disability group of disabled transport users that meets quarterly with the City Council, South Yorkshire Passenger Transport Executive and public transport operators in the city. The group advises on how to improve access to transport services for disabled people and move towards equal access. You can view and download the meeting minutes on the City Council website – after they have been approved by the next quarterly meeting. The group has continued to meet during Covid-19 but online - which has had its' pros and cons.

Public transport has been affected significantly by the pandemic, both in terms of existing passengers moving to work from home and self-isolation, social distancing, face covering etc requirements leading to a fall in patronage and therefore in service viability, as well as staffing issues as public transport staff themselves have been directly impacted. So there has been a lot of talk about in terms of day-to-day travel for disabled transport users. Looking ahead to 2022, the forthcoming Clean Air Zone and the South Yorkshire Bus Services Improvement Plan could provide an opportunity to input to improved access to better, cleaner, greener transport so long as this is properly resourced. Also the group has provided input to the Connecting Sheffield programme of projects to enable sustainable travel by public transport and active travel (cycling and walking).

Hate Crime in South Yorkshire 2020/2021

Hate Crime in South Yorkshire

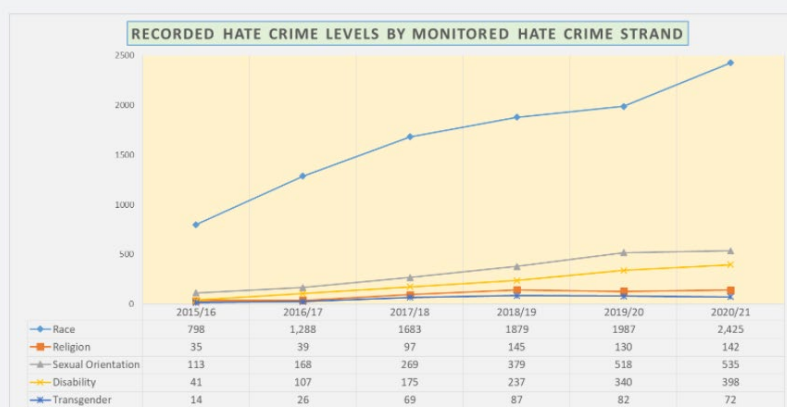
Total Recorded Hate Crime



Source: ONS

- The level of police recorded hate crimes in South Yorkshire has been increasing since 2015/16.
- In the year 2020/21 there were 3,383 hate crimes recorded in South Yorkshire.

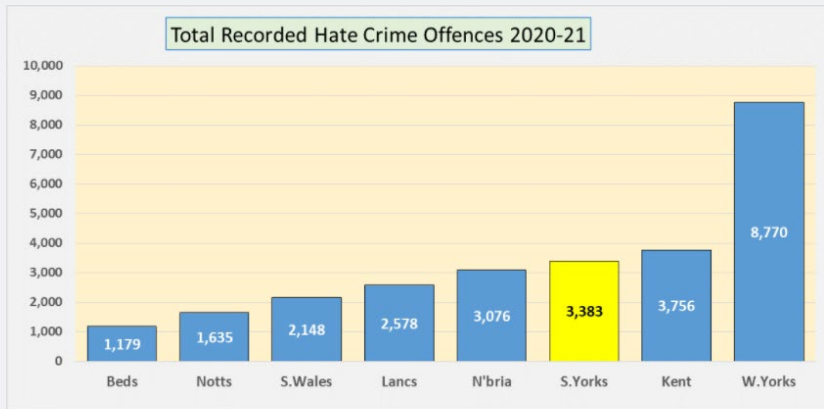
Strands of Hate Crime



Source: ONS

- In the year 2020/21 racially motivated hate crimes accounted for 72% of the total recorded hate crimes.
- With the exception of transgender hate crime, all monitored strands of hate crime saw an increase in recorded levels in 2020-21 compared to the previous year

Most Similar Group Comparison



- The chart above shows how South Yorkshire compares to our most similar police force areas for recorded levels of hate crime.
- South Yorkshire has the 3rd highest volume of these crimes compared to our most similar forces.

Source: ONS

Sheffield City Council undertake internal hate incident and hate crime reporting for its employees (including third party reporting). More information is available on the internal our intranet with regard to the process, approach and contact details. Further work to be undertaken in HR on the role of the Contact Advisers in SCC and the support they offer to employees especially around dignity and respect issues.

Objective 4:

Break the cycle of inequality and improve life chances

Aim 1: We will focus on improving health and wellbeing in the city, especially for groups that experience poorer outcomes. We will ensure decent, inclusive, and accessible housing that promotes wellbeing. Health inequalities will also be a key focus of our revised Health and Wellbeing Strategy, and we will continue to join up and improve health and social care services to provide high quality and accessible care.

Update: continue to work with a wide range of partners on issues around healthy relationships, bullying and the wellbeing of young people and these are picked up by several groups working across Sheffield, for example the Healthy Relationships Group, the Sexual Health Network, RSE Forum, and the Domestic Abuse Steering Group. There has been ongoing work to support vulnerable children and families through our Strengthening Families Change Programme which includes families facing domestic violence. We recognise the increase in domestic violence following

the pandemic and are responding to this through workstreams. We published a report of findings from a survey with Sheffield's children and young people on their experiences of Coronavirus and life in lockdown. 299 secondary school aged children took part in a questionnaire to allow us to understand the impact of Covid-19 on the wellbeing of children and young people in the city and utilise their thoughts and experiences to inform future service provision.

We insourced our Youth Services in October 2020 and as part of the commitment to Sheffield's young people have pledged to invest £2 million into our youth services to ensure that all young people make a successful transition from their teenage years into confident, happy, and successful young adults.

As part of our Covid-19 emergency response, we provided food vouchers to families during the October, Christmas, and February holidays as a recognition that many families continue to face financial difficulties because of the pandemic and in response we have committed to also provide vouchers for the children who are eligible for free school meals and those who access social care or MAST, or get income assessed Early Years support over the upcoming Easter holidays. Alongside providing food vouchers, a range of free holiday activities was made available for children and families to take part in as part of the Sheffield Healthy Holidays scheme.

As part of the Laptops for Kids project, the Council worked with Learn Sheffield and schools across the city to identify those children and young people who did not have access to a device. This identified a shortfall in computers and internet connectivity despite the Department of Education funded machines. The Council committed 1,000 pre-used laptops to school children of all ages and funding was made available to purchase at least a further 5000.

We launched a New Inclusion Strategy to support inclusion and the development of this included wide ranging engagement with stakeholders, parents and carers.

There has been ongoing work to support vulnerable children and families through our Strengthening Families Change Programme which includes supporting children on the edge of the care systems, families facing domestic violence and increasing the number of local foster carers

The Great Start in Life early years' strategy has refreshed Sheffield's previous early years' strategy and sets out Sheffield's ambitions for enabling all children aged 0 to 5 years are able to fulfil their potential including the city's most vulnerable families. This strategy is integral to Sheffield's wider health priority of enabling good health and wellbeing throughout life.

We are key partners in the new South Yorkshire Regional Adoption Agency that brought four local authority services together to benefit children and their adoptive families through improving access to a wider pool of adopters and children, as well as providing more timely matching, and consistent and comprehensive adoption support services across the region.

Aim 2: We will work with partners to ensure there are effective pathways into education, training, and employment (including apprenticeships) to enable young

people to fulfil their ambitions. We will continue to work with schools and partner organisations from early years onwards, to ensure children have a great start in life and to close attainment gaps for disadvantaged pupils and children with special educational needs and disabilities (SEND).

Update: we continue to work with partners to ensure there are effective pathways into education, training, and employment (including apprenticeships) to enable young people to fulfil their ambitions. We will continue to work with schools and partner organisations from early years onwards, to ensure children have a great start in life and to close attainment gaps for disadvantaged pupils and children with special educational needs and disabilities (SEND).

- We work in partnership with the Department of Work Pensions on careers initiatives and activities to support young people and those who need additional support to gain access to employment
- We offer a wide range of apprenticeships as career routes into the Council
- We are developing virtual career events in partnership with the NHS to support young people into social care careers
- We are working with the Department of Education and other employers across the city to provide an interactive resource into schools showcasing key Council jobs to children from junior school upwards

We are working with the NHS on opportunities to offer Project Choice placements within the Council We have established employment and skills programmes which have been designed to help and guide and support vulnerable and marginalised adults towards and into sustained employment. We work with partners in the community, voluntary and private sectors to deliver programmes for us. Our apprenticeships scheme incentivises employers to recruit disadvantaged 16-18-year-olds and other vulnerable people who may otherwise encounter difficulties accessing the labour market and our apprenticeship programmes encourages and supports the creation of on-the-job-training roles, helping to generate approximately 250 new employment opportunities every year.

We started a major consultation on our draft education strategy setting out nine priorities for the future of education in Sheffield: CoVID-19 Recovery; Curriculum development; Disadvantaged; Early Years; Inclusion; Innovation Hub; Leadership; School Improvement and Special Educational Needs and/or Disabilities (SEND). The draft strategy focusses on better outcomes for our pupils, particularly those from more disadvantaged background. The consultation is informing the Councils' final Education Strategy which will be published early in the new year.

In summer 2020 over 2000 children and young people from 64 schools across the city took part in the first ever Sheffield Children's University virtual ceremony which celebrate young people who have taken part in over 100 hours of learning activity in their own time.

To help parents, a home learning booklet for children, young people and families across the city was distributed in 2020 by the Sheffield Star. The resource was put together by schools across the city, Learn Sheffield, Sheffield City Council and Sheffield Children’s NHS Foundation Trust and included learning activities for all age ranges, as well tips and activities to support mental health, physical activity and healthy eating.

Opportunity Sheffield, (Sheffield City Council employment and skills service) have been working with the Voluntary, Community and Faith organisations in Sheffield over several years to target employment support for people with barriers to employment. Working closely with our partners Opportunity Sheffield were able to bid successfully for European social funded money to deliver the Pathways Programme.

The Pathways programme has been designed to support under-represented residents of Sheffield into or closer to employment

The programme addresses barriers to work and mitigation of the deterioration in skills and employability that takes place during extended periods of worklessness.

Programme outcomes include:

- Support for re-engagement with the labour market,
- progression into sustained paid employment, education or training and
- Tailored in work support

There have been and number of targeted projects offering bespoke employment support for BAME women, people with mental health conditions, people with learning and or physical disabilities, ex-offenders, care leavers, homeless, disadvantaged 18 - 24 years.

The table below represents delivery from 2020 to 2021:

2020 - 2021 Pathways Adult Programme Outputs			
Indicator	P2P	P2S	Total
Total Participants	167	864	1,031
Unemployed, including long-term	89	462	551
Economically Inactive	78	402	480
Participants who are Ethnic Minorities	69	323	392
Participants with disabilities	26	232	258

Participants over 50 years of age	12	152	164
Positive outcome (active/employment/training)	92	443	535

The success of the Pathways programmes has led to closer collaboration with South Yorkshire Police and Sky.

Since the Apprenticeship Levy was introduced in April 2017 Sheffield City Council has been actively looking to increase its uptake of apprentices across all portfolio and service areas. A steering group was established in 2017 to include dedicated portfolio leads that work within Human Resources and Lifelong Learning Skills and Employment (LLS&E) in implementing their respective apprenticeship programmes. These apprenticeships have been available for both new entrants and existing members of staff with an overall target of 179 apprenticeship starts annually, with no firm target set for new entrant vs existing staff.

We actively work with the voluntary community sector and various stakeholders across the city to ensure we are recruiting new apprentices from diverse communities. We record our equality monitoring data to further learn and understand what is working and how we can improve.

Demographics data report

	Total Candidates	Successfully into Apprenticeship	Success Ratio
Pakistani	72	32	44.44%
Indian	7	3	42.86%
Bangladeshi	7	4	57.14%
Other Asian	2	2	100.00%
African	11	7	63.64%
Caribbean	9	2	22.22%
Other Black	1	1	100.00%
Mixed	33	20	60.61%
Arab	6	4	66.67%
Other	5	5	100.00%
White	624	361	57.85%

	As % of Sheffield Population	As % of Candidates	As % of Successfully into Apprenticeship
Pakistani	4%	9.27%	7.26%
Indian	1.10%	0.90%	0.68%
Bangladeshi	0.60%	0.90%	0.91%
Other Asian	1%	0.26%	0.45%
African	2.10%	1.42%	1.59%
Caribbean	1.00%	1.16%	0.45%
Other Black	0.50%	0.13%	0.23%
Mixed	2.40%	4.25%	4.54%
Arab	1.50%	0.77%	0.91%
Other	0.70%	0.64%	1.13%
White	84%	80.31%	81.86%

The above demonstrates a distribution of ethnicity across SCC apprenticeship provision/support since August 2018. Our Programmes/Positions attract more candidates than would be expected against City indicators for Pakistani, Caribbean, and Mixed-Race backgrounds. This carries forward to “successful candidates” in all these demographics with the exception of Caribbean backgrounds where over double the number of starts is required to bring in-line with overarching City demographics.

While the proportion of White background starts sits below the citywide population statistics, the data suggests that this group (along with Other, Arab, Mixed, Other Black, African, Other Asian, and Bangladeshi) are more likely to be successful in gaining an Apprenticeship as a proportion of overall candidate demographics.

An individual from a Pakistani, Indian, or Caribbean background is statistically less likely to secure an apprenticeship within Sheffield City Council provision.

The table below shows the make-up of learners since 2018/19 recording Learning Difficulties / Disabilities. The main two being Mental Health Issues and Dyslexia, both of which record unacceptable non-completion rates.

	Total (all LLD)	Withdrew / Non-Completion
Mental Health Difficulties	14%	42.9%
Moderate Learning Difficulty	5%	33.3%
Disability Affecting Mobility	2%	33.3%
Social/Emotional Difficulties	3%	33.3%
Hearing Impairment	4%	28.6%
Visual Impairment	5%	22.2%
Other Medical Conditions (i.e. Epilepsy, Asthma, Diabetes)	12%	20.8%
Prefer not to say	10%	20.0%
Dyslexia	31%	18.3%
Other Physical Disability	6%	18.2%
Asperger's	3%	16.7%
Autism	4%	14.3%
Speech, Language and Communication	2%	0.0%
Dyspraxia	1%	0.0%

What have we learnt?

- Supporting young people into apprenticeships with disabilities, learning difficulties, low levels of prior attainment, from deprived areas and under-represented ethnic groups is clearly a driving imperative of our existing activities and should be acknowledged.
- Candidates from disadvantaged backgrounds are statistically and significantly more likely to attain an apprenticeship within SCC provision than candidates from non-disadvantaged backgrounds.
- Acting on the impressive conversion rates recorded, more needs to be done to attract increased levels of candidates from disadvantaged backgrounds and so push the total volume of these learners/employees up within the SCC provision.
- There are lessons to be learned from our external employer partners around SCC and schools recruiting increased levels of learners with disabilities and those with an Educational Health Care Plans (EHCPs)
- Schools need to be tasked with improving the volume of BME apprentices they recruit.
- SCC recruitment needs to improve specifically for Candidates from Caribbean and Other Black backgrounds.
- Retention of female learners from BAME backgrounds, Learning/disability backgrounds and those reporting mental health issues needs to become a

priority within the service. Digging further into the data, these are often the same learners reporting these multiple characteristics.

It is important to note at this stage that recruiting services are given the option to recruit via a “pre apprenticeship course” (which we refer to as a “traineeship”) or through direct advertisement and application as would be the case for a standard graded position. Other than unique traineeships we have operated to target solely care leavers there is no specific criteria in place as to the background demographics of young people applying for SCC apprenticeship entry. As the demographic report highlights, we do attract and recruit above average volumes of learners from challenging backgrounds, but this is largely due to LLS&E links to schemes and projects dedicated to supporting such young people perhaps more so than any corporate wide intention. Through LLS&E links and projects a greater volume of challenging candidates “ether the mix” than would occur organically and as a result more than would be statistically expected progress to an apprenticeship with SCC.

As a result of Covid-19 and its impact on employment opportunities for young people in Sheffield there is significant drive and funding within LLS&E to support employers in creating opportunities for young people. However, the reality is that regardless how effectively LLS&E can support employers in creating positions, there will be less employment opportunities for young people in the near future than at any other time for over a decade. Young people that are most at risk within the labour market will be affected disproportionately.

Aim 3: We will work with the Police, health, specialist providers and other partner agencies to tackle domestic and sexual abuse. We will work with communities and interest groups on prevention, and ensuring key messages about healthy relationships, consent and sexual harassment are included in ‘relationships and sex education’ in the city. We will develop whole family working on domestic abuse that supports victims and children and holds perpetrators to account; and ensure services are accessible and meet the needs of our diverse communities.

Update: Sheffield Domestic Abuse Coordination Team (DACT) worked closely with providers to ensure that access to support could be maintained and options for access were promoted. A covid 19 information page was created on the DACT public facing website including a wealth of local and national information and initiatives. Campaigns were launched with Sheffield City Council Communications team promoting Crimestoppers for people worried about neighbours, the silent solution for people who needed to call the police discreetly, and the extended webchat offer from providers such as [IDAS](#).

In order to understand need the DACT began monitoring referrals and helpline calls to IDAS (the key community based service on a weekly basis enabling live reporting to Safeguarding and Community Safety Boards. At the end of 2020/21 it was clear that lockdowns meant a drop in referrals as victims found it harder to access support, but these rose again when restrictions lifted so over all the increase appeared minor, however helpline calls and the proportion of cases assessed as being at high risk of serious harm or homicide had increased significantly:

Cases	52 weeks (08/04/19 - 05/04/20)	52 weeks (06/04/20 - 04/04/21)	% Increase
Helpline Contacts	3913	4748	21%
Referrals In	5352	5363	0.2%
High risk	840	978	16%

In response, the Multi Agency Risk Assessment Conference process which works to safeguard victims and their children who are high risk moved to operating as a conference call and additional meetings were scheduled most months to ensure cases were discussed in a timely manner.

In response to concerns that Black, Asian and other minoritized victims and survivors would face even greater barriers to accessing support during the pandemic, information cards (in English and a range of community languages) promoting council services and the Domestic Abuse Helpline were distributed to food banks. The Council also worked closely with the Office of the Police and Crime Commissioner to ensure that covid 19 related funding from central government (mostly the Ministry of Justice) was focussed on the right community based services including those serving the Black and Asian communities such as [Ashiana](#) and [Roshni](#), and sexual abuse services. The Council also supported accommodation providers such as Sheffield Women’s Aid with

guidance and practical assistance such as the provision of Personal Protective Equipment (PPE).

A new dispersed safe accommodation project was launched in May 2020 thanks to central government funding – Safe Zones. This was designed to enable safe accommodation to male and LGBT+ victims of domestic abuse and for women with complex needs for whom refuge was not suitable. This began with 11 family units with intensive support but increased to 18 during the year.

A new model of working with families affected by domestic abuse started to be introduced during the year because of the concerns that domestic abuse would be escalating for some families, but that engagement was becoming more difficult. Therefore, professionals needed to increase their skills and become more domestic abuse informed in the current circumstances. The [Safe and Together](#) model that children's and domestic abuse practitioners started to be trained on in spring / summer 2020 is one that is a child centred and a strengths based approach that seeks to develop the capacity and understanding of practitioners to safely respond to domestic abuse by partnering with the non-abusing parent. The model responds to domestic abuse by removing victim blaming and instead placing a specific focus on the perpetrator's behaviours. It strengthens the ability of services to understand how the perpetrator is creating harm or the risk of harm to children and ensures that fathers who are perpetrators will be held to the same standard of parenting expectations as mothers. Setting high standards for fathers helps children because it guarantees a more comprehensive assessment of risk, safety and protective factors and increases the effectiveness of the system in engaging men to become better fathers. The programme continues to be rolled out across the city by trainers from SCC's Strengthening Families specialist domestic abuse team working with social care in the council and trainers from IDAS.

4.1 Supporting a Diverse Workforce: Employee Workforce Report

As a Council we recognise the importance and value of employing staff which truly represent the diverse makeup of our city. Difference helps us thrive and we become a better Council by engaging with and including the different experiences and expertise of all our communities. We are committed to promoting fairness, equal opportunities, respect, and inclusion for all, across the entirety of Sheffield City Council.

Our workforce report 2020-2021 allows us to ensure that our employment practices are aligned with our Equality Objectives, and that we know where to prioritise equality initiatives, so they make the most impact. It is important that we continue to analyse and collate data to further our understanding and continue to improve our workforce diversity.

In addition to this, we have an Equality Diversity and Inclusion (EDI) action plan in place to help us to achieve this.

The workforce report provides a detailed overview of our employee’s workforce data and we also produce specific reports on protected characteristics. Our data is compiled from our Workforce Census and we use the 2011 Population Census to determine if we are reflective of the city’s 16- 65 population.

Please note: We are aware and have taken into consideration the upcoming ONS 2021 Census data, as we expect to see changes in population growth together with an increase in declaration which may mean we will need to do even more to fully reflect the city population.

According to the current data, our workforce does not reflect the demographics of the city in relation to all protected characteristics shown above. This under representation is particularly reflected at Chief Officer Level where there is also a disproportionately low percentage of BAME, disabled, LGBT+ and female employees.

The Sheffield City Council workforce at the **31st March 2021 is 8,212 employees.**
This is an increase of 358 employees from last year

Sheffield City Council Workforce Diversity Figures 2020-2021									
Carers	14.2%	Disabled	11.6%	BAME	15.7%	Male	39.2%	LGB+	4.3%
Non-Carers	85.8%	Non-Disabled	88.4%	White British	84.3%	Female	60.8%	Heterosexual	95.7%

Our analysis shows that our overall workforce diversity during 2020-21 has slightly increased across all protected characteristics, with a particularly notable rise in the number of our staff who are unpaid carers, though as above, is likely to no longer be keeping pace with city demographic trends.

Key findings from the survey show:

- The overall diversity of the staff profile has marginally improved in all areas.
- The diversity of the city and the workforce in general is not reflected at senior levels. While the proportions of senior leaders who identify as BAME and LGB+ has increased this year, they still do not match with the overall staff profile and the percentages of female, disabled and senior leaders with caring responsibilities has fallen.
- Employee diversity tends to be better represented at our lowest grading banding. There has been an increase of women, disabled people and carer at this banding.

- Women are significantly over-represented in all parts of the workforce except senior roles (where they are however more in line with the city profile). The number of female employees has stayed relatively stable at approx. 60% of the workforce. Women tend to have lower ranking roles however and are disproportionately likely to work part time (79% of the part time workforce is female, and more than half of female employees work part time).
- Employees who have declared themselves as disabled has stayed stable at now at 11.6%. We know that high proportions of our disabled employees are in the higher age ranges (46+).
- Employees who identify themselves as unpaid carers has risen significantly 14.2% from 12.8% last year.
- Since 2015, employees who identify themselves as LGB+ has slightly risen to 4.3%
- There are different staff profiles in the three portfolios in Sheffield City Council. People has the most female, BAME and unpaid carer employees while Resources has the most disabled and LGB+ employees
Place portfolio has the least diverse staff profile

Portfolio	Proportion of Female Employees	proportions of BAME employees	proportions of Disabled employees	proportions of LGB+ employees	proportions of Unpaid Carer employees
People	77.3%	19.5%	12.4%	4.9%	15.7%
Place	41.5%	11.8%	10.1%	3.2%	12.7%
Resources	64.8%	14.6%	13.2%	5.4%	13.7%
SCC	60.8%	15.7%	11.6%	4.3%	14.2%

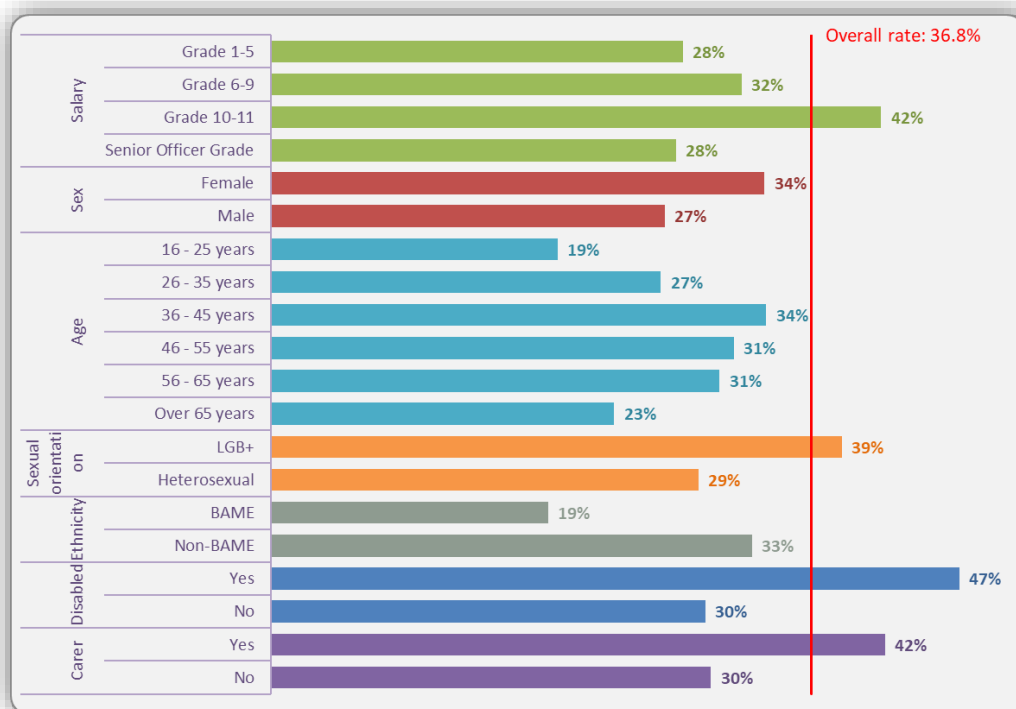
4.2 Covid 19 Response Employee Survey 2020

In place of the Annual Employee Opinion Survey, we felt it was important to get a real sense of how our employees were feeling during this incredibly different and difficult moment in history. This new unique way of working for many of our services, partner organisations and majority of sectors locally and nationally has ultimately transformed the way of working for years many years to come.

The main themes in this survey focused on communication, changes to IT, management support and health and wellbeing.

Grade	Female		Male		BAME		Disabled		LGB+		Carer	
	SCC	Resp.	SCC	Resp.	SCC	Resp.	SCC	Resp.	SCC	Resp.	SCC	Resp.
Senior Officer Grade	48%	31%	52%	69%	7%	<10	5%	<10	3%	<10	17%	<10
Grades 10 to 11	57%	54%	43%	46%	13%	7%	10%	10%	6%	8%	11%	13%
Grades 6 to 9	59%	62%	41%	38%	15%	10%	11%	16%	4%	5%	13%	16%
Grades 1 to 5	62%	74%	38%	26%	17%	11%	12%	20%	4%	5%	12%	20%
SCC	60%	66%	40%	34%	16%	10%	11%	17%	4%	5%	13%	17%

Response rate by grade and characteristics



Characteristics by grade

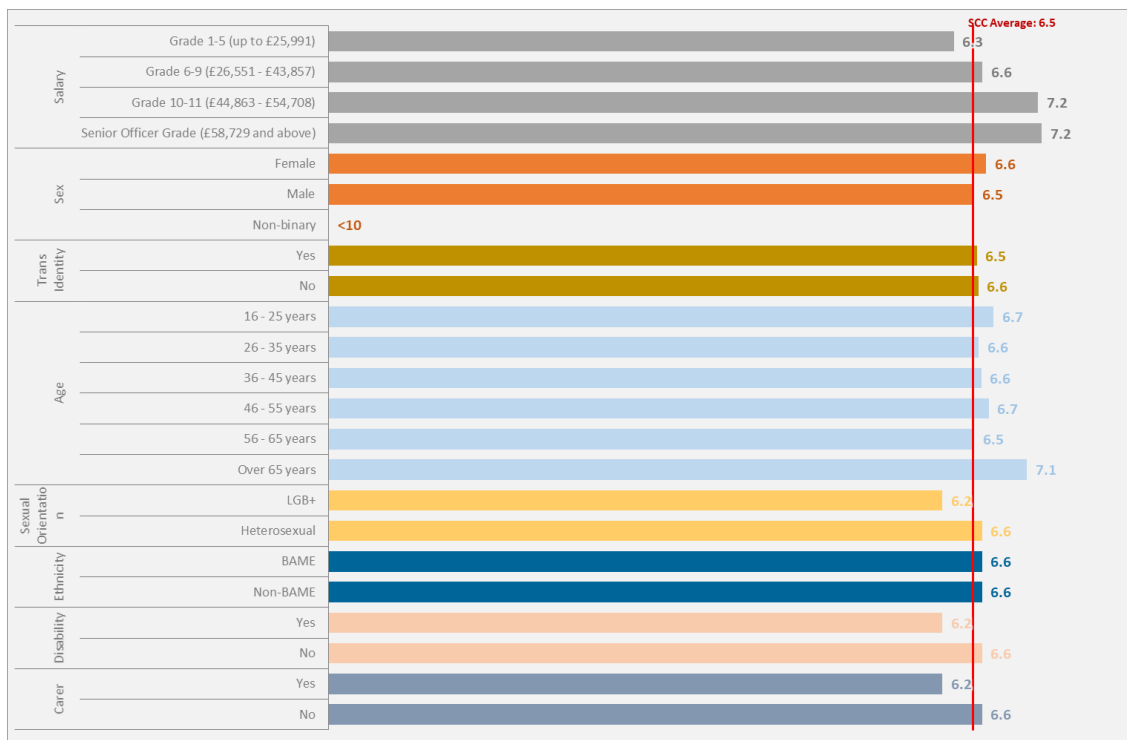
The table above shows breakdowns by grade for different protected characteristics, for SCC as a whole (SCC) and in Employee Survey responses (Resp).

- For example, while females make up 48% of employees at senior officer grade within the council, only 31% of respondents at so grade stated their sex was female.
- At Grades 1-5 however, females were more likely to respond than males. Respondents at these grades were also more likely to state that they were disabled or that they were carers compared to both the SCC average and those who responded at higher grades.
- BAME respondents were under-represented at all grades.

These response rates are important because scores on many questions correlate with grade, and particular protected characteristics are more common in those at lower grades

Note: Respondents who did not answer, or selected 'Prefer not to say' are not included in percentages

Morale



Generally speaking, 'do you feel happy with your work?' has been used as a proxy for morale

* Indicates fewer than 50 responses in this group, highly positive or negative responses can have a great impact on overall scores where there are smaller numbers of respondents

	Female	Male	Non-binary	Not Answered	Prefer not to say	Average
A combination of working from home and on a worksite	6.7	6.7	<10	5.8	5.5	6.6
Entirely or mostly from home	6.7	6.4	<10	6.0	5.5	6.5
Entirely or mostly on a worksite	6.4	6.5	<10	<10	5.8	6.4
Not Answered	<10	<10	<10	<10	<10	<10
Not currently working (e.g. maternity leave, long term sickness, unable to work due to shielding)	<10	<10	<10	<10	<10	<10
Average	6.6	6.5	<10	6.0	5.6	6.5

Happiness with work increased with grade. Respondents who are LGB+, have a disability, are carers or employed in roles grade 1-5 scored below SCC average. Respondents employed in grades 10 and above (including SO grades), and those over 65 years scored the highest.

Work Location and Morale

On average, those working from a combination of home and a worksite scored slightly higher than average (6.6), and those working entirely or mostly from a worksite scored slightly lower (6.4).

Females scored 0.3pt higher than males working mostly or entirely from home.

As with almost all questions, respondents who preferred not to state their characteristics or did not answer the question scored lower than those who did

Morale is correlated with grade, and grade is correlated to work location

- All Senior Officers were either working entirely from home or a combination of home and a worksite, and 92% of staff at Grade 10 or 11.
- In contrast, 24% of staff at Grade 1-5 were working entirely or mostly on a worksite.

Covid 19 and Wellbeing

- 87% of respondents were aware of the COVID-19 health and wellbeing support pages on the Development Hub, and 30% had accessed them.
- 26% of BAME respondents had accessed the pages, compared with 31% of non-BAME respondents. 33% of respondents with a disability had accessed the pages, compared with 30% of respondents who did not have a disability

- Almost 99% of respondents were aware of the reasons why they might need to self-isolate. Awareness was high across all categories of characteristic.

Emerging Themes

- Scores on most questions for most protected characteristics are general comparable or slightly lower than averages for the organisation as a whole.
- A number of groups gave notably low scores for some of the questions around recognition and value, and while scores for recognition and value from customers tended to be similar across different groups, there was greater variation and scores in recognition from senior managers and elected members.
- This may be partly a result of the previously identified under-representation of particular groups at higher grades in the organisation, and the different ways of working during the Covid pandemic that have meant that some groups and employees in lower grades feel less visible to senior managers and elected members.

Staff Equality and Inclusion Networks (SEINs)

Our current staff networks are open to all employees that are interested in equality, diversity, and inclusion. It is a great way to stay updated with new organisational developments, share ideas and engage with different members of staff. The current staff networks also have subgroups which are characterised by the protected characteristics. These structures may be reviewed as we are aware that there is currently not a space for general wider staff engagement mechanisms that go beyond an employee's identity. A hybrid approach to staff networks may be more suited, however further consultation/engagement with our employees is a necessity as we would like to understand what they would like to see across the organisation. This is a potential piece of work, as conversations around these themes have started to emerge.

Section 5

5.0 Reflections and looking ahead

The previous Annual Equalities Report (2019-2020) was written during the first national lockdown, since then we have successfully rolled out the Covid 19 vaccine, eased restrictions and life has slowly started to feel “normal” again.

Over the past year, we have experienced a wide array of changes in the way that we live, study, travel and work, society has adopted to new ways of operating whilst still navigating through the pandemic. The past 20 months has not been easy to say the least. We are starting to really understand and unpick the immense long-term impact Covid 19 has had across every facet of our city. The gradual inclusive recovery phase of Covid 19 in Sheffield means continuous strong, long term, sustainable genuine partnership working with all sectors, organisations, communities, and businesses. The pandemic has really reinforced the invaluable resource of real community spirit, community action, togetherness, and collaborative working across our city.

As an initial step, we have designed the [One Year Plan](#) to build back better, empower our communities and create an even brighter fairer future for all people in Sheffield. A lot of work needs to be done, but the main foundations for long term change as well as immediate actions have been laid. The development of a 3–5-year corporate plan for the Council is an important step to ensure that all parts of the city is involved to create a longer inclusive and fair longer-term plan for Sheffield.

As a council we are also going through various changes, which is an opportunity to rebuild and strengthen our relationship with all our communities, review our decision-making processes which include Local area committee’s and the internal governance system - [transition to committees](#). Further information will be available in next year’s Annual Equality Report.

Earlier this year, we also welcomed our new Chief Executive Kate Joseph’s to the Council. We are feeling optimistic and excited for our journey together in working towards a more inclusive, fairer, and equal Sheffield for us all.

Team Sheffield, we can do this.

5.1 Appendix

Secondary references

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Attached documents

Sheffield Equality Partnership Engagement work during Covid 19 (see attached)

Sheffield City Council Draft Workforce report (see attached)

Sheffield Equality Partnership Supporting Organisations

A Snapshot of some of their Engagement work during Covid19:

Disability Sheffield

- Bi-weekly drop-ins to continue to remain in touch with any covid and covid prevention issues – conversations have broadly moved on to other access issues.
- Continuing linking with Access Liaison group and Transport for all.
- Connecting Sheffield – follow up actions both for the key concern area of the City Centre proposals and on improving Blue Badge Bay provision and design.
- Lack of loos in the city centre and supporting the Changing Places bid for Hillsborough Park.
- Contributing to CCG/SCC BSL interpretation contract tendering process to ensure good preparation for gaps and concerns experienced.
- LAC access work – resulting in overtime compromising other work streams

Faithstar LLP and DiverseCity Development Trust

The past six months have been difficult for the Faith and BAME communities of Sheffield. There was a lot of uncertainty of what was going to come from opening after a turbulent year. Places of worship and community organisations faced questions on whether they should open their doors to the public again or continue to work remotely.

One of the biggest challenges faced was making communities feel safe again. There have been many people who have shielded, kept away from public spaces, and do not feel comfortable leaving their homes. As an organisation we supported these people back into some sort of normality, signposted them to other organisations and public bodies who could help with their anxiety.

The moment Sheffield opened, was the moment Sheffield could grieve for who was lost. As an organisation we have had numerous conversations with those who are supporting those through grief and loss. We have helped signpost people, had our own conversations with places of worship who are going to be the first-place people

go. Places of worship within the city have a key role to play and we have helped them with putting guidance in place to help keep people safe when people start to visit again.

We have supported organisations who have been worried about the mass gathering that have started to take place within the city including weddings and funerals. We helped the council write a check list on the changes and how to keep people safe.

What have we done:

- Built upon and develop existing relationships.
- Continue to address the trust deficit in the city between communities and institutions.
- Help support through the recovery phase
- Bereavement support and development
- Helped with the reopening of places of worship
- Suicide prevention
- Memorial activity for the city
- Signposting COVID-19 information as and when it's needed in line with the guidance.
- Continued to empower voices within the BAMER community
- Continued to support development within BAMER groups
- Sheffield Faith com website still running
- Supporting the vaccination programme
- Continue to support the faith keyworkers across the city
- Ensure religious and cultural practices are being followed

Faithstar and DiverseCity Development Trust will continue to respond to the community need in a joined up and collaborative way. Both the organisation and the charity will keep awareness raising on Covid-19 and will continue to engage with all communities.

The Carers Centre

The Carers Centre were responsive and flexible and adjusted their setup to enable working from home at the start of the pandemic; this meant there was minimal disruption to the service being provided. It was vital that the Council continued to support carers during Coronavirus, as factors such as lockdowns, service closures and shielding have placed additional pressures onto carers.

This was evident from responses to a questionnaire for carers that Sheffield City Council undertook in April 2021. There were 313 respondents, and the key findings were:

- 58% of carers said the person/people they care for needed more help since the start of Coronavirus.

- Only 30% of carers said they felt they had enough breaks from caring before the start of the pandemic and lockdowns have made the situation worse.
 - 28% of carers reported their health as either bad (18.4%) or very bad (9.2%).
 - 51% of carers indicated that their physical health has got worse since the start of the pandemic.
 - 33% of carers described their mental wellbeing as bad (25.7%) or very bad (7.6%).
 - 68% of carers feel that their mental wellbeing has got worse since the start of the pandemic.
 - 22% of carers reported that they found it difficult to find the information they need.
 - 56% of carers would like more help in order to manage their caring role.
 - 11% of carers said they didn't feel they could provide care safely.
 - 67% of carers don't have an emergency plan in place.
 - 11% of carers indicated they don't have enough money for essentials.
- From April 2020 to the end of July 2021 the Carers Centre have:
 - registered 1809 new carers taking the total to 12,962.
 - Delivered 869 Tier 1 assessments.
 - Delivered 41 Tier 2 assessments.

This has meant that carers have continued to receive support when they have needed it the most. Restrictions have continued to ease though the impact of the pandemic on the mental health and general wellbeing of carers is still obvious. The Carers Centre have reported that the carers they work with continue to experience more complex and challenging circumstances due to Coronavirus.

In response the Carers Centre has increased its capacity to provide weekly social and check-in phone calls via Community Connect, zoom small group meetings and support for carers to try out Zoom. With the help of the Community Liaison Worker, a number of support groups have moved to the outdoors e.g. woodland walks. These have been very well received and will continue over the winter.

The Community Connect service provides human contact and support for carers who would otherwise experience heightened social isolation during this difficult time.

LGBT Sheffield

- Weekly Covid 19 drop-in sessions to provide support and discuss any issues
- LGBT+ older persons helpline
- LGBT+ Covid Experiences Survey in Partnership with the council – results will be available shortly

Together Women

Since the inception of the Sheffield Equality Partnership grant, Together Women has faced various challenges, mainly due to staffing issues, with a change in management and some members of the team leaving the organization for other employment opportunities.

This impacted on the overall capacity of the newly formed team in getting the Women's hub up and running as we emerged slowly from the third lockdown.

The centre reopened to the women and girls at the end of June, when staff also returned working from the office for the majority of the time.

The new manager began attending the SEP meetings to get to know the other partners and better understand the priorities of the partnership and the work already under way.

In July and August TW therefore focused on reviewing its contractual obligations for this grant; more specifically on how to redevelop and re launch the Women's Hub that we are tasked to coordinate across the city. The centre manager held 2 meetings with the Leeds Women's Hubs coordinator and her team, facilitated by TW Head of Strategic Development, which were very productive and generated some good ideas based on their best practice and successful run of the hub in their area. The learning and suggestions offered, have helped drafting an initial plan of activities and the design and launch of a survey aimed at all women across the city, to seek their views on what issues have been affecting them the most during the pandemic, and what services and initiatives would they like to see being on offer under the hub and beyond to meet their specific needs. The engagement levels with the survey over a few weeks has been high and the responses it generated have provided us with quantitative and qualitative data that we can pull on, to further develop the hub, but also for bidding for future services to complement the work of the hub. It has also given us access to a pool of women from different walks of lives, that could become Champions for the partnership

Sheffield City Council

Workforce Employee Report

1st April 2020 to 31st March 2021

Author: Human Resources

Date: November 2021



CONTENTS

	Introduction, City Context and Summary	Page 1 - 3
	Workforce Diversity Data	Page 4 - 27
Appendix 1	Terminology	Page 28

Introduction

Sheffield's diversity is one of its many strengths and makes this City a great place to live, work, study and socialise. Sheffield City Council is committed to achieving a workforce which reflects and benefits from the diversity of Sheffield's citizens, and this report is one of the ways in which we can make informed decisions about how to create and support a truly representative workforce. The information in this report allows us to measure how well we are doing in diversifying our workforce and being an inclusive employer.

[Our Sheffield – One Year Plan](#) clearly outlines our commitment to the people and communities of Sheffield and what services and support they can expect from us and also how we communicate to our workforce on how their work contributes to our collective success and that they feel empowered to bring their passion and energy to bear in service of clear objectives.

As a Council we work towards targets set out in our Equality Objectives and we have an EDI action plan in place to help us to achieve these. For more information see [Our equality duty](#)

Information relating to the demographics of our city that are reflected throughout this report can be viewed using the following link: [Community Knowledge Profiles](#)

The period that this report covers has been notably different from other years due to the COVID-19 Pandemic, and accordingly there have been some changes to the way we have both carried out our work and the monitoring of it. In particular this has affected HR casework, which was partly paused for a temporary period and you can find out more on the Casework section from page 23.

We are determined to build back better from COVID and this particularly means we will ensure that Sheffield City Council becomes a diverse and inclusive organisation, which fully reflects our customers, the citizens of Sheffield.

Our Workforce

It is important to note that Sheffield City Council and its workforce numbers are subject to change each year. The workforce numbers (known as headcount) and percentages in this report reflect the position as at the 31st March 2021. If an employee has multiple jobs they will be counted more than once. This report excludes the following workers:

- Casual workers, as these workers do not have an employment relationship with the Council as they are engaged on a sessional basis, with no mutuality of obligation.
- Bank-Pool employees due to the monthly fluctuations in working hours.
- School based employees

Workforce Census

Employees are encouraged on an annual basis to provide monitoring information to help the Council analyse its workforce diversity, but responses to questions are voluntary and an employee can choose which questions they wish to answer. Details in the report are based upon known data where employees have completed and have declared a response in the Workforce Census. We continue to encourage completion and raise awareness of the reasons and importance of providing this data. Details of known information for each Protected Characteristic are shown on page 5. Where employees have not completed or have chosen not to declare diversity information, this is excluded from Workforce Diversity figures. Therefore, the level of unknown data affects the validity of this report and highlights the further work we need on how we communicate the benefits of collecting this data from our workforce.

Age & Sex

We know the age and sex (Self-identified Male and female) of all employees as this is a necessary legal requirement for employment. We ask for binary and non-binary sex information in our Census but employees can choose not to answer this question, the most accurate source for information relating to sex is from our employment records. We continue to monitor non-binary and other gender options in the census results, however we cannot publish those as the numbers declaring are too small at present. We expect this to change in the future and will continue to encourage declaration.

Workforce Diversity: Direction of Travel

The overall trend when looking at previous years is a marginal improvement on diversity figures. However, this is unlikely to be keep pace with the demographic changes in Sheffield and the UK more broadly when the Census 2021 results are released early next year.

Key points:

- Employees who identify themselves as Black Asian or Minority Ethnic (BAME) has risen marginally to 15.7%.
- Employees who have declared themselves as disabled has slightly increased and is now 11.6%. We know that high proportions of our disabled employees are in the higher age ranges (46+).
- Employees who identify themselves as unpaid carers has risen for another year from 12.8% to 14.2%. We think this is due to the additional and/or increased caring responsibilities during the pandemic and therefore employees have updated their profile to reflect this change in their personal circumstances.
- Employees who identify themselves as LGB+ has slightly increased and is now at 4.3%

Note on Intersectionality

We are very aware that monitoring data in these separate categories does not represent the lived experience of many of the people who work for the Council. We live intersectional lives, juggling different identities in different combinations all through our lives. Most people will fall into a number of the different categories which we record and will accordingly suffer multiple barriers throughout their careers. We will aim to provide a more intersectional analysis of key areas such as career trajectories for women of colour and our disabled and BAME employees in future reports.

Summary of Workforce Diversity information

The Sheffield City Council workforce at the 31st March 2021 is **8,212** employees.

This is an increase of 358 employees from last year. Workforce diversity percentages are based on the proportion of total employees for which equality data is known. Therefore, our known workforce diversity percentages are as follows:

Sheffield City Council Workforce Diversity Figures 2020-2021									
Carers	14.2%	Disabled	11.6%	BAME	15.7%	Male	39.2%	LGB+ **	4.3%
Non-Carers	85.8%	Non-Disabled	88.4%	White British	84.3%	Female	60.8%	Heterosexual	95.7%

Sheffield City population (age 16-65) percentages are also illustrated below. We are currently using the City's 16-65 working age population figures based on the 2011 Census as a comparator. However, we are very aware that these are now ten years old and we know the 2021 Census will see significant demographic changes when the data is published early next year. We envisage population growth with particular increases in the proportions of our BAME, carers, LGBT+, disabled and younger people partly also due to an increase in confidence in declaration.

** Please note the Trans data is collected and displayed separately to LGB+ (see pages 14/15).

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles									
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Carers	12%	Disabled	19%	BAME	19%	Male	50%	LGB+	5-7%
Non-carers	88%	Non-Disabled	81%	White British	81%	Female	50%	Heterosexual	93-95%

According to the current known data, our workforce does not fully reflect the demographics of the City in relation to all protected characteristics shown above, with notable discrepancies in the areas of disability, male and BAME representation.

Overall Workforce Diversity

The information below shows the diversity of our employees. Where numbers fall short of the organisational employee number of 8212, this is because employees have chosen not to answer the question in the relation to a Protected Characteristic and therefore these are not included in the workforce diversity statistics. The level of unknowns is shown overleaf.

All employees in SCC		Employees in Chief Officer Grades (those in Director Grade 7 roles and above)	
BAME 15.7% 1,195 employees	White British 84.3% 6,411 employees	BAME 9.9% <10 employees	White British 90.1% 82 employees
Disabled 11.6% 842 employees	Non-Disabled 88.4% 6,414 employees	Disabled 4.5% <10 employees	Non-Disabled 95.5% 85 employees
LGB+ 4.3% 297 employees	Heterosexual 95.7% 6,683 employees	LGB+ 3.3% <10 employees	Heterosexual 96.7% 87 employees
Unpaid Carers 14.2% 959 employees	Non-Carers 85.8% 5,791 employees	Unpaid Carers 10.7% <10 employees	Non-Carers 89.3% 75 employees

▲	Workforce diversity has increased slightly this year in all areas	▼	Diversity of top earners has decreased when looking at disabled and employees who are carers
▼	However, it is likely that diversity will not have kept pace with Sheffield's demographic trends	▲	Diversity of top earners has increased when looking at

			females, LGB+ and BAME.
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Sex	Workforce	Part time	Full time	SCC overall	Chief Officers
	Male	21.6%	51.9%	39.2%	53.1%
	Female	78.4%	48.1%	60.8%	46.9%
Total numbers	8212	3286	4926	8212	96

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles

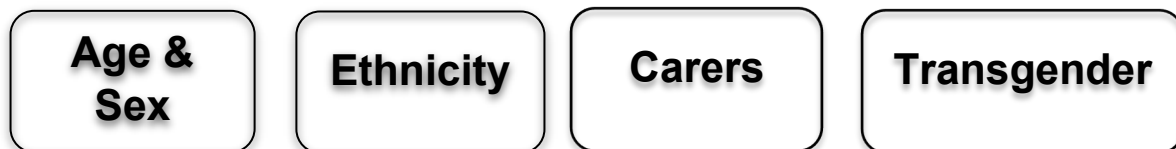
Carers	12%	Disabled	19%	BAME	19%	Male	50%	LGB+	5 - 7%
Non-Carers	88%	Non-Disabled	81%	White British	81%	Female	50%	Heterosexual	93-95%

Workforce Census response rates

We ask employees to update their personal information in MYHR, which includes equality monitoring data, as their circumstances change and we issue reminder messages before we extract the data in early summer each year. Some employees choose not to answer each question but we encourage employees to do so where possible, as not declaring information, will impact on the validity of this report and therefore the action we can take to improve the diversity of our workforce and the experiences of staff with protected characteristics and ultimately the services we provide to our customers, the citizens of Sheffield.

Those who have 'preferred not to say' or have left the question blank are not counted in any other percentages in this report as we do not know their characteristics.

We are currently reporting on binary options to reflect an employee's sex taken from employment records. We recognize the validity of non-binary identities and monitor them in our own census, but HMRC requires us to record the (self-identified) binary sex of each member of staff for tax purposes.



We know 100% of this data as this is mandatory for employment

We know more about this as more employees have chosen to share this information

Fewer employees have answered the Carers questions compared to other PCs

Very few employees have answered the Transgender question compared to other PCs

Protected Characteristic	Declaration	Prefer Not to Say
Age & Sex (Male/Female)	100%	0.0%
Sexual Orientation	88.7%	4.2%
Carer Status	84.6%	2.8%
Disability Status	89.8%	1.6%
Ethnicity	93.7%	1.1%
Gender Identity	78.1%	1.3%
Relationship Status	85.1%	3.0%
Religion / Belief	89.7%	6.5%
		3.8%

Transgender	14.37%		
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Workforce Diversity Trends

The overall trend when looking at previous years' data is a marginal improvement on our diversity figures. However, this is unlikely to keep pace with the demographic changes in Sheffield and the UK more broadly when the Census 2021 data set is published early next year. The rise in the number of employees declaring carer status should be recognised in our engagement with our employees who are carers and to ensure our policies and procedures are supportive and clear. Our Carers' Working Group would be one of the relevant forums to support and advise on these areas of work. We think this increase in declaration is due to the additional and/or increased caring responsibilities during the pandemic and therefore employees have updated their profile to reflect this change in their personal circumstances.

Female employees	2017/18	2018/19	2019/20	2020/21	
	60.5%	60.1%	60.0%	60.8%	
BAME employees	2017/18	2018/19	2019/20	2020/21	
	14.5%	15.0%	15.6%	15.7%	
Disabled Employees	2017/18	2018/19	2019/20	2020/21	
	9.8%	11.6%	11.3%	11.6%	
LGB+ Employees	2017/18	2018/19	2019/20	2020/21	
	3.9%	4.1%	4.0%	4.3%	

Carers- Unpaid	2017/18	2018/19	2019/20	2020/21
	10.4%	10.6%	12.8%	14.2%

The 20/21 data includes some employees who have been insourced into SCC and for the purpose of this report, salaries have been assimilated to the SCC Grading Structure. These were grouped as other grades in previous years.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles

Carers	12 %	Disabled	19%	BAME	19%	Male	50%	LGB+	5 - 7%
Non-Carers	88 %	Non-Disabled	81%	White British	81%	Female	50%	Heterosexual	93-95%

Analysis by Protected Characteristics

Age

Median Age	
49	<p>Our workforce diversity looks very different when you analyse it by age. Our younger workforce looks very different to our older workforce.</p> <p>It is important to understand at the experiences of staff at all life stages. Furthermore, looking at the profile of our younger staff members can give us an idea of future workforce which is more likely to be an increase of other protected characteristics.</p>

Female Employees	49 Median Age	25 and under	26-35	36-45	46-55	56-65	Over 65
		4.7%	13.8%	22.1%	31.5%	25.5%	2.5%
		233 Employees	689 Employees	1102 Employees	1570 Employees	1271 Employees	125 Employees
Male Employees	50 Median Age	25 and under	26-35	36-45	46-55	56-65	Over 65
		7.6%	13.5%	20.0%	25.6%	30.0%	3.4%
		245 Employees	435 Employees	643 Employees	826 Employees	965 Employees	108 Employees
BAME Employees	45 Median Age	25 and under	26-35	36-45	46-55	56-65	Over 65
		22.4%	17.5%	19.7%	15.2%	11.7%	6.3%
		100 Employees	185 Employees	319 Employees	337 Employees	241 Employees	13 Employees
Disabled Employees	52 Median Age	25 and under	26-35	36-45	46-55	56-65	Over 65
		5.9%	8.9%	9.4%	14.0%	13.5%	10.9%
		26 Employees	91 Employees	146 Employees	294 Employees	264 Employees	21 Employees
LGB+ Employees	42 Median Age	25 and under	26-35	36-45	46-55	56-65	Over 65
		4.1%	8.0%	4.9%	3.8%	2.4%	1.7%
		18 Employees	81 Employees	74 Employees	76 Employees	45 Employees	<10 Employees
Unpaid Carer Employees	54 Median Age	25 and under	26-35	36-45	46-55	56-65	Over 65
		2.0%	5.8%	10.9%	17.9%	20.5%	9.0%
		<10 Employees	56 Employees	158 Employees	348 Employees	373 Employees	16 Employees

Relationship status

Relationship status of all employees in SCC		
Married	51.2%	3526 Employees
Single	26.4%	1821 Employees
Co-habiting/ Other	14.5%	999 Employees

Civil Partnership	1.0%	68 Employees
Widowed	0.6%	42 Employees
Sheffield City age 16-65 relationship status percentages		
Married – 38.6%		
Single – 49.5%		
Co-habiting/ Other – 0%		
Civil Partnership – 0.2%		
Widowed – 1.2%		

Parental Leave

Number on Parental Leave by Sex	
Female 3.8% 179 Employees	Male 1.5% 47 Employees

We have lower proportion of men taking parental leave, though it compares to the national picture.

Maternity

We are required by law under the Public Sector Equality Duty to report on the number of employees who take maternity leave and who return to work under different terms and conditions. However, the number of employees who would fall into this description is too low to report on for the purposes of this report.

Ethnicity and Diversity

	Number	Percentage	Census 2011 Comparator
Asian/ Asian British	336	4.1%	7.5%
Black/ Black British	328	4%	3.4%
Mixed/ Multi Heritage	202	2.5%	2.2%
Other Ethnic Group (Including White Other)	329	4%	6.4%
White	6411	78%	80.5%
Prefer not to say	87	1%	n/a
Unknown	519	6.4%	n/a
Grand Total	8212	100%	100%

When exploring our Ethnicity diversity, we have an under representation of employees describing their ethnicity as Asian or Asian British, which is the largest ethnic group in the city.

There is an over representation of employees describing their ethnicity within all other categories. White Other is included in 'Other Ethnic' group and this category is overrepresented.

There are 519 employees who have not declared their ethnicity. Therefore, we need to ensure that when we next communicate a reminder for our employees to update the workforce census data within MyHR (early February 2022) that we send out a clear message as to why this data is so important to us and how it can inform and support the Council to take positive steps to become a more inclusive and diverse organisation.

Religion and Belief

Sheffield City Profile - Religion and Belief Percentages		Sheffield City Council employees - Religion and Belief	
Christian	37.7%	Christian	46.1% Employees
No Religion	52.5%	No Religion	44.4% Employees
Muslim	7.5%		

Other	0.5%	Muslim	5.3%	368 Employees
Buddhist	0.6%	Other	3.5%	244 Employees
Hindu	0.2%	Buddhist	0.3%	23 Employees
Sikh	0.9%	Hindu	0.2%	14 Employees
Jewish	0.1%	Sikh	0.2%	12 Employees
		Jewish	0.1%	<10 Employees

We have an underrepresentation of employees who are Muslim.

Disability and Diversity

71% of our disabled workforce have shared with us the nature of their disability/impairment.

Disability/Impairment	SCC	National Statistics
Visual	4%	9%
Learning	9%	12%
Other	11%	20%
Hearing	13%	8%
Mental Ill Health	24%	39%
Mobility or physical	28%	40%

We have used the national Annual Family Resources survey (working age population) to compare our data.

When exploring our Disability and diversity, we have an underrepresentation in all impairments with the exception of 'hearing'.

In our Census, the following impairment types are also listed to select. These are not selections in the Annual Family Survey and therefore we are limited to how we measure the data:

- Communication – 1%
- Development – 8%
- Long term illness or health condition – 54%

Over half of our total disabled workforce, describe their disability as a long-term illness or health condition.

LGB+ and Diversity

Lesbian / Gay Women 1.3% 88 Employees are lesbian / gay women	Bisexual 1.4% 95 Employees are bisexual
Gay Men 1.0% 71 Employees are gay men	Other minority sexual orientations 0.6% 43 Employees identify as having a sexual orientation other than heterosexual, gay or bisexual.
<p>We have more women that identify as Lesbian/gay woman, than men who identify as gay men, which is the opposite of national trends.</p> <p>Further work is necessary to look at where there is under-representation within this Protected Characteristic.</p>	

Transgender

0.6 % (<10) employees are Transgender.

The City comparator is estimated at 0.6 %.

We know that the response rate to this question is very low which affects the reliability of this data.

Gender Identity

Less than 20 employees have shared non-binary options (other than male or female) in the question relating to gender identity.

This is 0.2 % of the workforce

Diversity by Employment Grade

Grade 1 - 5 trends to 2017 - 21

Female employees	2017/18	2018/19	2019/20	2020/21
	68.6%	68.0%	61.6%	63.5%
BAME employees	2017/18	2018/19	2019/20	2020/21
	16.4%	16.4%	17.4%	16.6%
Disabled Employees	2017/18	2018/19	2019/20	2020/21
	11.2%	12.5%	11.7%	12.2%
LGB+ Employees	2017/18	2018/19	2019/20	2020/21
	3.4%	3.7%	3.5%	3.8%
Carers-Unpaid	2017/18	2018/19	2019/20	2020/21
	11.4%	11.5%	12.4%	14.5%

The 20/21 data includes some employees who have been insourced into SCC and for the purpose of this report, salaries have been assimilated to the SCC Grading Structure. These were grouped as other grades in previous years.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles

Carers	12%	Disabled	19%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	81%	White British	81%	Female	50%	Heterosexual	93-95%

Chief Officer trends 2017-21

Female employees	2017/18	2018/19	2019/20	2020/21
	39.2%	38.8%	48.0%	46.9%
BAME employees	2017/18	2018/19	2019/20	2020/21
	8.5%	6.4%	7.4%	9.9%
Disabled Employees	2017/18	2018/19	2019/20	2020/21
	6.2%	6.4%	5.2%	4.5%
LGB+ Employees	2017/18	2018/19	2019/20	2020/21
	2.9%	2.7%	2.6%	3.3%
Carers-Unpaid	2017/18	2018/19	2019/20	2020/21
	16.5%	17.3%	17.3%	10.7%

The 20/21 data includes some employees who have been insourced into SCC and for the purpose of this report, salaries have been assimilated to the SCC Grading Structure. These were grouped as other grades in previous years.

It is notable that the number of senior managers reporting that they have a disability has declined steadily over the past four years. While absolute numbers are small, this should be investigated further to understand the relationship between employees leaving and the number of senior managers being appointed or promoted who have a disability. This should be part of the overall recruitment, attraction and retention strategy to help build a workforce profile that reflects those who we serve.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles

Carers	12%	Disabled	19%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	81%	White British	81%	Female	50%	Heterosexual	93-95%

Salary Grades

48.8%

Nearly half of the workforce work in the lowest grades (up to grade 5). There are nearly twice as many women working in these roles than men

7.6 - 1

This is the ratio between the median salary and the top salary in Sheffield City Council's workforce. This means the top salary is more than 7.6 times greater than the average salary. This compares favourably to other Local Authorities

Percentage of employees at each grade group

Grades 1 to 5: £17,842 to £25,991	48.8%
Grades 6 to 9: £26,511 to £43,857	44.9%
Grades 10 to 11: £44,863 to £54,708	5.1%
Chief Office Grade: £60,344 and above	1.2%

Female		Male		
51.0%	2545 Employees	Grades 1 to 5	45.5%	1465 Employees
43.2%	2154 Employees	Grades 6 to 9	47.5%	1532 Employees
4.9%	246 Employees	Grades 10 to 11	5.4%	174 Employees
0.9%	45 Employees	Chief Office Grade	1.6%	51 Employees

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census Sex Percentages

Male	Female
50%	50%

Sheffield City Council Workforce Diversity Figures 2020-2021 by grading group

	Female	Male	BAME	Disabled	LGB+	Carer
Grades 1 to 5	63.5%	36.5%	16.6%	12.2%	3.8%	14.5%
Grades 6 to 9	58.4%	41.6%	15.3%	11.5%	4.4%	14.2%

Grades 10 to 11	58.6%	41.4%	12.6%	9.0%	7.1%	12.9%
Chief Office Grade	46.9%	53.1%	9.9%	4.5%	3.3%	10.7%
SCC	60.8%	39.2%	15.7%	11.6%	4.3%	14.2%

Part-time* working

*Part time in this context is any employee who works less than 37 hours per week

Percentage of male and female workforces who are working part-time	
Female 51.9%	Male 21.6%
2591 female employees work part time	695 male employees work part time.

While there is an increase in the percentage of men working part time, there are still nearly 4 times as many women working part time than men.

Percentage of part time workers by sex	
Female 78.8%	Male 21.2%

Over three quarters of Sheffield City Council's part time workforce is female

Age distribution of part time working by Sex

The information below shows the age ranges of the entire male and female part time workforce.

Female			Male		
2.0%	51 Employees	25 and under	1.9%	13 Employees	
11.1%	288 Employees	26-35	8.0%	56 Employees	
24.4%	631 Employees	36-45	17.1%	119 Employees	
29.4%	761 Employees	46-55	20.0%	139 Employees	
29.2%	755 Employees	56-65	41.1%	286 Employees	
4.0%	104 Employees	Over 65	11.9%	83 Employees	
There are more than 4 times more females who work part time in every age group up to age 65.			Over 50% of the part time male workforce is 56 and above.		

Sheffield City Age 16-65 Sex Diversity Figures Based on 2011 Census	
Male	Female
50%	50%

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles									
Carers	12%	Disabled	19%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	81%	White British	81%	Female	50%	Heterosexual	93-95%

Apprentices

Sheffield City Council has an established apprenticeship programme, bringing new skills into our organisation, changing our age profile and widening diversity with the aim of building a workforce for the future.

Apprenticeships play a vital role in supporting communities and changing the diversity of our workforce and in addressing some of the inequalities within our city. The SCC apprenticeship programme has opened up entry routes into employment within our organisation and career pathways for our new apprentices as well as

providing an opportunity for existing employees to develop and progress in their careers. SCC offers apprenticeships ranging from Level 2 up to Level 7 in a variety of areas including Plumbing, Plastering, Electricians, Social Care, Surveying, Public Health, Social Worker, Accountancy, Business Administration, Customer Services, Housing Service roles, HR, Horticulture and many more.

Our aim is to ensure that our Apprentices are supported to successfully complete their apprenticeship and then move into a destination position, enabling them to secure permanent employment within SCC and ensuring that SCC retains the talent it has have invested in.

Apprentices by Sex

Female	Male
22.6%	77.4%
33 Employees	119 Employees

Apprentices by Age

Age Group	
25 and Under	92.5%
26-35	7.5%

Apprentices by Protected Characteristic

Ethnicity		Disability		Sexual Orientation	
BAME	14.5%	Disability Declared	4.5%	LGBT+	4.4%
White British	85.5%	Non-Disabled	95.5%	Heterosexual	95.6%
There is a reasonably high representation of apprentices who are BAME compared to our		There are fewer apprentices who are disabled than our workforce, however this is comparable to the city's		Apprentices who are LGB+ are less represented than they are in our workforce,	

workforce figures, though this has reduced from 25.4% last year, and compares poorly with Sheffield's BAME figures for the same age group	disabled population of the same age	and compared to the national figures of 6.6% of all 16 to 24 year olds
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Sheffield City Age 15-24 Diversity Figures							
Disabled	4.8%	BAME	24.9%	Male	52%	LGB+*	6.6%
Non - Disabled	95.2%	White British	75.1%	Female	48%	Heterosexual	95.3%

This is a national figure as we do not have this data for Sheffield*

The Workforce and HR

Sheffield City Council's Human Resources takes an active role in working to improve the diversity of our workforce with colleagues in the Portfolios and the Equalities and Engagement Team. From monitoring recruitment practices, to looking at the different demographics in different parts of the organisation to analysing case work by protected characteristic.

Organisational Structure

Sheffield City Council is structured by Portfolios. We recognise that there are differences across the Council's Portfolios demonstrating a continued need to target work where there is greater disproportion in relation to specific protected characteristics. The graph below demonstrates the differing workforce diversity

Portfolio	Proportion of Female Employees	proportions of BAME employees	proportions of Disabled employees	proportions of LGB+ employees	proportions of Unpaid Carer employees
People	77.3%	19.5%	12.4%	4.9%	15.7%
Place	41.5%	11.8%	10.1%	3.2%	12.7%
Resources	64.8%	14.6%	13.2%	5.4%	13.7%
SCC	60.8%	15.7%	11.6%	4.3%	14.2%

Resources includes Chief Executives Office and PPC*

The main differences in each Portfolio are:

People forms 44.8% (3682 employees) of our workforce. This Portfolio has the highest proportion of female employees, disabled employees, employees who are carers and employees who are BAME. This is most reflective of the City's BAME profile. Employees who are LGB+ are also higher than the SCC overall profile.

Place forms 41.4% (3,396 employees) of the workforce. This Portfolio has the highest proportion of male employees and the lowest proportions of female employees. There are low proportions of employees who are LGB+, disabled, and BAME.

Resources / Policy Performance & Communications forms 13.8% (1,134 employees) of our workforce and has slightly higher proportions of employees who are disabled, LGB+, women and therefore lower proportions of employees who are male and carers.

HR Casework – Employee Led

At the start of the pandemic all ER casework was stood down. This was due to the lack of ability to undertake this face to face. As the pandemic continued and we were equipped with the technology to hold virtual meetings, it was agreed with Trade Unions that high level cases that involved safeguarding / fraud cases could take place. These usually involved a verification meeting to determine whether suspensions needed to take place or if it was possible to seek to find an alternative. During this period ill-health dismissals also took place if it was deemed in the employee's best interests to be dismissed from the organisation. In discussions with the Trade Unions, we agreed to restart higher level cases (L3 / L4). This was due to the added anxiety that employees were facing due to the time delay. We held a mock virtual hearing with HR / TU's to agree principles around virtual meetings and an agreement was made that if the employee still wanted a hearing to be conducted face to face, we would continue to postpone these. We have since held some face to face meetings in agreement with all parties and following COVID secure practices.

Dignity and Respect cases by protected characteristic

There is a disproportionate number of employees who are female, Disabled, BAME and Carers who are raising Dignity and Respect concerns, however it is a low number overall and under 10 employees per protected characteristic.

Female 75.0%	Male 25.0%	BAME 18.2%
<10 Cases	<10 Cases	<10 Cases
Disabled 41.7%	LGB+ 0.0%	Carers 20.0%
<10 Cases	0 employees	<10 Cases

Grievance cases by protected characteristic

There is a disproportionate number of employees who are female, BAME and/or disabled who are making a complaint in relation to a grievance, but it is a low number of cases overall and under 10 employees per protected characteristic.

Female 100% <10 employees	Male 0.0% 0 employees	BAME 50.0% <10 Cases
Disabled 50% <10 cases	LGB+ 0.0% 0 employees	Carers 0.0% 0 employees

HR Casework - Employer Led

90 employees were involved in employer-led casework in 2020/21. It is important to note that the number of employees who are in Employer led casework is a small proportion of the workforce as a whole and is 1% of the whole organisation. As mentioned previously, this is further reduced from last year due to the suspension in case work during the pandemic.

Sickness Procedure cases by protected characteristic

There is a high representation of employees who are disabled, BAME, and/or male, in a sickness procedure where HR is supporting the case (HR attends formal meetings with the employee).

We need to consider the workforce age profile when looking at disability and carers. It is important to note that over a third of our disabled workforce are disabled through ill health and their sickness could be related to this.

Female 58.9%	Male 41.1%	BAME 18.5%
33 Cases	23 Cases	10 Cases
Disabled 23.9%	LGB+ 2.2%	Carers 6.7%
11 Cases	<10 Cases	<10 Cases

Disciplinary or Performance cases by protected characteristic

There is a high representation of employees who are BAME, or/and male in disciplinary or performance cases supported by HR.

Female 34.6%	Male 65.4%	BAME 40.0%
<10 Cases	17 Cases	10 Cases
Disabled 0.0%	LGB+ 0.0%	Carers 0.0%
0 employees	0 employees	0 employees

When considering Casework (Employee & Employer Led), we need to look at variations in our workforce diversity to identify if issues of high representation

remain. Differences such as Portfolio and service diversity, age and diversity, grade and diversity are all influencing factors which may have an impact on these figures.

Leavers and New Starters

The information below monitors leavers and new starters to Sheffield City Council. This demonstrates where the number of leavers with protected characteristics are leaving at a greater rate than those who are starting employment with the same protected characteristics.

432	Employees left Sheffield City Council in 2019/20	444	Employees joined Sheffield City Council in 2019/20
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Leavers and New Starters by Sex

More males left employment at Sheffield City Council than started.

Leavers		Starters		Reason for Leaving*								
<table border="1"> <tr> <td>Female</td> <td>56.9%</td> </tr> <tr> <td>Male</td> <td>43.1%</td> </tr> </table>		Female	56.9%	Male	43.1%	<table border="1"> <tr> <td>Female</td> <td>60.1%</td> </tr> <tr> <td>Male</td> <td>39.9%</td> </tr> </table>		Female	60.1%	Male	39.9%	<p>Female</p> <p>Employee Led 86.2%</p> <p>Employer Led 9.8%</p> <p>Male</p> <p>Employee Led 81.7%</p> <p>Employer Led 15.1%</p>
Female	56.9%											
Male	43.1%											
Female	60.1%											
Male	39.9%											
267 female employees and 174 male employees left the council during the reporting period		246 female employees and 186 male employees joined the Council and remained employed by the Council at the end of the reporting period		<p>More males left for employer led reasons than females</p> <p>*Where percentages fall short of 100% in leaving reason above, this is where there are other reasons associated with a leaver.</p>								

Leavers and New Starters by Ethnicity

More employees who are BAME started employment with Council than BAME employees who left, though the percentage of new BAME starters is not equal to city BAME demographics.

Leavers		Starters		Reason for Leaving (BAME)	
BAME	12.4%	BAME	14.5%	Employee Led	86.0%
White	87.6%	White	85.5%	Employer Led	12.0%
British		British		Other	2.0%
50 BAME employees left the council during the reporting period		60 BAME employees joined the Council and remained employed by the Council at the end of the reporting period		This very slightly increases the percentage of BAME employees	

Leavers and New Starters by Disability

More employees who are disabled left employment with the Council, than those who started employment.

Leavers		Starters		Reason for Leaving (disabled)	
Disability Declared	12.6%	Disability Declared	10.2%	Employee Led	77.1%
Non-Disabled	87.4%	Non-Disabled	89.8%	Employer Led	12.5%
				Other	10.4%
48 disabled employees left the council during the reporting period		41 disabled employees joined the Council and remained employed by the Council at the end of the reporting period		This slightly reduces our workforce diversity for Disability	

Leavers and New Starters by Sexual Orientation

More employees who are LGB+ started employment with the Council than those who left

Leavers		Starters		Reason for Leaving	
				Employee Led	81.8%
LGBT	3.0%	LGBT	6.5%	Employer Led	18.2%
Heterosexual	97.0%	Heterosexual	93.5%	Other	0.0%
11 LGB+ Employees left the council during the reporting period.		26 LGB+ Employees joined and stayed with the council during the reporting period.		This slightly increases our workforce diversity for LGB+	

Leavers and New Starters by Carer Status

More employees who are carers (unpaid) left the Council than carers who started employment with the Council

Leavers		Starters		Reason for Leaving	
				Employee Led	85.1%
Unpaid Carer	13.2%	Unpaid Carer	7%	Employer Led	12.8%
Non-Carer	86.8%	Non-Carer	93%	Other	2.1%
47 employees who are carers left the council during the reporting period		29 employees who are carers joined the Council and remained employed by the Council at the end of the reporting period		This reduces our workforce diversity for carers	

There are high proportions of employees leaving the Council are aged 56 and above. The highest proportion of new employees who have started employment with the Council are aged under 36.

Sheffield City Council Leavers			Sheffield City Council Starters		
25 and Under	27 Employees	6.3%	25 and Under	109 Employees	24.5%
26-35	54 Employees	12.5%	26-35	108 Employees	24.3%
36-45	62 Employees	14.4%	36-45	90 Employees	20.3%
46-55	73 Employees	16.9%	46-55	90 Employees	20.3%
56-65	162 Employees	37.5%	56-65	43 Employees	9.7%
Over 65	54 Employees	12.5%	Over 65	<10 Employees	0.9%
56	Median age of employees who left Sheffield City Council in 2019/20		36	Median age of new starters in 2019/20	

Proportion of leavers in each age group who left for employee-led reasons

Most employees left the Council for employee led reasons.

Starters			Leavers		
25 and Under	109 Employees	24.5%	25 and Under	27 Employees	6.3%
26-35	108 Employees	24.3%	26-35	54 Employees	12.5%
36-45	90 Employees	20.3%	36-45	62 Employees	14.4%
46-55	90 Employees	20.3%	46-55	73 Employees	16.9%
56-65	43 Employees	9.7%	56-65	162 Employees	37.5%
Over 65	<10 Employees	0.9%	Over 65	54 Employees	12.5%

Proportion of leavers in each age group who left for employer-led reasons

25 and Under	<10 Employees	7.7%
26-35	<10 Employees	15.4%
36-45	<10 Employees	9.6%
46-55	11 Employees	21.2%
56-65	18 Employees	34.6%
Over 65	<10 Employees	11.5%

In addition, a small number left for reasons categorised as 'other'.

Recruitment and Selection

Adverts 562	Applied 7,876	Short-listed 1,814	Offered Post 624
<p>The information below tracks those who have applied for jobs with Sheffield City Council and measures success rates. The request for Equality information appears at application stage and at appointment. The information in this section is based on what is declared at application stage. We know that between 25% and 40% of candidates are choosing not to share some, or all equality monitoring information. We aim to work on encouraging declaration.</p> <p>We also know that for those where job offers have been made, those not sharing information drops to between 6% and 18%. Therefore, we know more about the diversity of those successful in our recruitment.</p>		<p>48.2% of all jobs were offered to those under 36</p>	

Applicants by age group

	Applicants	Shortlisted	Offers Made
	Of those who applied and declared this information	Of those who were shortlisted and declared this information	Of those who were recruited and declared this information
25 and under	23.09% 1158 Applicants	17.27% 213 Applicants	17.93% 71 Applicants
26 - 35	29.72% 1491 Applicants	28.06% 346 Applicants	30.30% 120 Applicants
36 - 45	22.31% 1119 Applicants	24.33% 300 Applicants	25.25% 100 Applicants
46 - 55	18.40% 923 Applicants	22.14% 273 Applicants	18.18% 72 Applicants
56 - 65	6.28% 315 Applicants	7.87% 97 Applicants	7.83% 31 Applicants

Over 65	0.20%	0.32%	0.51%
	10 Applicants	<10 Applicants	<10 Applicants

Sheffield City profile age 16-65 - 2011 Census and other estimates sources where required.					
Age Group %					
16 - 25	27.4%	36 - 45	17.5%	56 - 65	14.8%
26 - 35	21.2%	46 - 55	19.1%		

Female		Male	
Applications	61.1%	Applications	38.6%
Short- Listed	66.9%	Short- Listed	32.6%
Offers Made	70.0%	Offers Made	29.5%

Female applicants are more represented at shortlisted and appointment stages of the recruitment process. The amount of part time roles advertised will have a significant impact on the number of female applicants. There is less representation at shortlisted and appointment stages for males.

This reflects employment trends as females will generally apply for and occupy more part time roles than males.

BAME Applicants		Disabled Applicants	
Applications	25.5%	Applications	7.7%
Short- Listed	21.8%	Short- Listed	8.2%
Offers Made	17.3%	Offers Made	9.5%
Applicants who are BAME are highly represented at application stage. Offers of employment are fewer but still higher than overall BAME workforce percentages.		Applicants who are disabled are underrepresented at application stage. Offers of employment to disabled applicants are higher than applications but still lower than disabled workforce percentages	
LGB+ Applicants		Applicants who are unpaid carers	
Applications	6.2%	Applications	8.2%
Short- Listed	6.7%	Short- Listed	10.1%
Offers Made	8.3%	Offers Made	9.5%
Applicants who are LGB+ are more represented than the Council average at the application stage. Offers of employment to LGB+ applicants are well represented and higher than our current workforce percentages		Applicants who are unpaid carers are less representative at all stages in the recruitment process	

Progression and Promotion*

The table below looks at the ways people move upwards through the organisation and whether or not those with protected characteristics are as likely to progress. The data indicates that our BAME employees have an above average chance of progression, but other groups are less likely to progress compared to their peers.

BAME 19.6% 89 employees	White British 80.4% 366 employees
Disabled 8.7% 39 employees	Non-Disabled 91.3% 410 employees
LGB+ 4.6% 20 employees	Heterosexual 95.4% 418 employees
Unpaid Carers 10.3% 43 employees	Non-Carers 89.7% 374 employees
Female 63.7% 295 employees	Male 36.3% 168 employees

*Contract Changes identified that would assume either progression or promotion are: Grade and Hours Increase, Grade Increase, Grade Increase-Hours Decrease, Temporary Grade Increase

Temporary Additional Responsibility Allowance

Temporary Additional Responsibility Allowances (TARA) provide a flexible option for managers in situations where temporary cover is required to undertake specified roles and responsibilities for a short timescale.

An employee can be awarded a TARA in two ways:

- TARA Full duties – if a single employee provides cover for the full range of duties required for a role, this temporarily moves them into a different role
- TARA Partial duties – if an employee covers part of the duties of a different role or take on additional responsibilities, but remains in their substantive role

The data below demonstrates that TARAs do not reflect either the workforce profile or city diversity demographics and therefore should be reflected in this report's recommendations for review.

	Count	
BAME	71	13.1%
White British	473	86.9%
Unknown	12	
Prefer not to say	2	
Grand Total	558	

	Count	
Disability Declared	52	9.8%
Non-Disabled	479	90.2%
Prefer not to say	3	
Unknown	24	
Grand Total	558	

	Count	
LGBT+	22	4.3%
Heterosexual	485	95.7%
Prefer not to say	23	
Unknown	28	
Grand Total	558	

	Count	
Unpaid Carer	58	11.7%
Non-Carer	437	88.3%
Prefer not to say	2	
Unknown	61	
Grand Total	558	

	Count	
Female	326	58.4%

Male	232	41.6%
Grand Total	558	

	Count	
Grades 1 - 5	172	30.82%
Grades 6 - 9	254	45.52%
Other Grades	58	10.39%
Senior Grade	74	13.26%
Grand Total	558	100.00%

Learning & Development

Recruitment, Selection & Retention

Focused recruitment, selection and retention activity are cornerstones of our aim to have a workforce that is reflective of our customers, the citizens of Sheffield.

Recruitment & Selection training Number of Offer letters sent 624	% Managers on Course 181 (14.7%)
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Application & Interview skills for employees

204 employees attended this course. This course aims to give employees the confidence and capability to complete job applications and perform well in interviews. There is an opportunity during the course to practice how to demonstrate skills and experience linked to person specifications and job descriptions, in writing and verbally.

Female	71.6%
Male	28.4%
BAME	21.1%
Disability Declared	17.7%
LGBT+	2.6%
Unpaid Carer	16.8%

There is a significant underrepresentation of employees who are male attending this course. When looking at our Recruitment and selection data in this report, male applicants are less successful than female applicants.

There is a high representation of employees who are BAME and disabled attending this course. When looking at our Recruitment and selection data in this report, employees who are BAME are underrepresented at offer stage considering the number of applications from candidates who are BAME.

Induction to Sheffield City Council

As there were 444 new starters in reporting year, we know that fewer than half of new starters completed their full Induction. We also know that a large proportion of employees complete this course later on in their employment with SCC.

195 (43.9%) new starters completing this course

319 (71.8%) all employees completing this course

Percentage of Personal Development Reviews completed

10% employees went through the PDR process in the reporting year compared to 75.74% the year before and it is thought that this was linked to the pandemic and the re-prioritisation of workload. We aim for all employees have annual PDRs to support their Learning & Development plan.

Manager Development Programmes

Sheffield City Council is committed to investing in its managers, and upskilling managers in good diversity and inclusion practices. The Middle Manager development programme gives managers or those aspiring to be middle managers, access to the development opportunities needed to perform at their best, as part of a modern, flexible and creative organisation. Due to the pandemic these programmes did not run during this reporting period but have resumed during the Autumn of 2021 with a Leadership and Middle Manager Conference both taking place and this data will be reflected in the 2021-2022 Workforce Employee Report.

Institute of Leadership and Management courses (Level 2 – 5)

154 employees attended these courses gaining the skills and knowledge to lead, organise and motivate teams.

Female	65.6%
Male	34.4%
BAME	10.5%
Disability Declared	11.6%
LGBT+	9.5%
Unpaid Carer	16.1%

When measuring diversity of employees completing these courses, there is a significant underrepresentation of employees who are BAME.

The following information looks at numbers on courses. The data sets only reflect training completed in the reporting year and therefore some employees may have completed the course over the last few years. It is not currently necessary to repeat courses. However, we would encourage employees to refresh their knowledge periodically.

It is important to note that some learners complete more than one course, and they are counted each time they complete a course. This data below reflects employees undertaking the EDI courses available throughout this reporting period for both managers and employees and the courses were:

April 2020 to December 2020:

- Equality, Diversity and Inclusion (EDI) - What It Means For You

- Equality, Diversity and Inclusion (EDI) - Awareness for Leaders and Managers

January 2021 to March 2021:

- Inclusion Essentials
- Understanding Unconscious Bias
- Inclusive Leadership

The above courses fall within the remit of the 'required learning suite' and therefore should be undertaken by all employees. The EDI courses changed with effect from January 2021 when the organisation contracted with a new training provider called Skill Boosters.

Equality, Diversity & Inclusion for Managers (2 courses) Number of Managers in the workforce 1228	% of Managers that Attended 80 (6.5%)
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Equality, Diversity and Inclusion training Number of employees in the workforce (excluding 1184 managers) 6984	% of employees completing this training 1290 (18.5%)
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Terminology

Certain words and phrases have particular meanings when used in connection with Workforce equality data. To assist with the understanding of information in this report, the definitions of these words/phrases are explained below.

Appendix 1 Terminology	
Portfolio	The Council structure is broken down into 3 sections known as Portfolios and a smaller group of employees who support the Chief Executive's Office (includes Policy, Performance & Communications).
Headcount	The number of Sheffield City Council employees regardless of hours
The Equality Act 2010	Legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some situations. It sets out the different ways in which it is unlawful to treat someone.
Protected characteristics	<p>The protected characteristics definitions are in accordance with the Equality Act 2010.</p> <p>Protected groups covered by the Act are:</p> <ul style="list-style-type: none"> Age disability sex reassignment pregnancy and maternity race (colour, ethnicity and nationality) sex (women and men) sexual orientation marriage and civil partnership - eliminate discrimination only religion or belief (including no religious belief)
BAME Employees	We use the census definition of employees who are Black, Asian or Minority Ethnic (all non- white British people including White Irish or White other).
LGB+ Employees	Employees who self-define as lesbian, gay, bisexual, or other (all other non-heterosexuals).

Disabled employees	Employees who define themselves as disabled
Definition of disability under the Equality Act 2010	<p>A person is disabled under the Equality Act 2010 if they have a physical or mental impairment that has a ‘substantial’ and ‘long-term’ negative effect on a person’s ability to do normal daily activities.</p> <p>‘Substantial’ is more than minor – eg, it takes longer to complete a daily task</p> <p>‘Long-term’ usually means 12 months or more – but can mean other conditions which due to treatment surgery may be shorter.</p>
Gender Re-assignment/ Transgender	Under the Equality Act 2010, a person has the protected characteristic of gender reassignment if they are proposing to undergo or are undergoing or have undergone a process (or part of a process) for the purpose of reassigning their sex by changing physiological or other attributes of sex.
Carers	An employee who has caring responsibilities at home other than parental responsibilities. A carer is unpaid and looks after or supports someone else who needs help with their day-to-day life, because of their age, a long-term illness, disability or substance misuse. This includes parents a disabled child.
Difficult to measure data	Throughout this report we compare certain sample data to the workforce. Sometimes the sample is too small to do this properly. For example: 11.3% of all employees in Sheffield City Council who replied to the question: “Do you consider yourself to have a disability?” answered “yes”. If we looked at another smaller service with 4 employees and all 4 completed their census information, I f one of them replied that they have a disability, we couldn’t meaningfully compare the 25% “yes” response from that small team to the 11.3% “yes” response for the whole of SCC
HR Employee/ Employer Led Process	An Employee Led process is a procedure initiated by an employee that has HR involvement other than general advice, i.e. Dignity and Respect or Grievance. An Employer led process is a procedure initiated by Management with support from HR i.e. Performance, Disciplinary, Managing Absence.
Chief Officers	Chief Officers are the most senior Officers in the Council and paid on the Directors Grading structure. Data in this report relating to Chief Officers also now includes some most senior officers on “Other Grades” due to other terms and conditions associated with their job.

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Report to the Overview and Scrutiny Management Committee

24th February 2022

Report of: The Director of Legal and Governance

Date: 24th February 2022

Subject: Request to Review the Steps the Council has
Taken in Response to a Petition

Author of Report: John Turner, Committee Secretary

Summary: The Committee has been requested by a lead petitioner to review the steps the Council has taken in response to a petition he submitted to the Council meeting on 1st December 2021

Recommendations: To make a determination as to whether the Council has taken appropriate steps in response to the petition

Background Papers: Council Petitions Scheme

Category of Report: OPEN

If Closed add – ‘Not for publication because it contains exempt information under Paragraph... of Schedule 12A of the Local Government Act 1972 (as amended).’

* Delete as appropriate

Statutory and Council Policy Checklist

Financial Implications
YES/NO - Cleared by:
Legal Implications
YES/NO - Cleared by:
Equality of Opportunity Implications
YES/NO - Cleared by:
Tackling Health Inequalities Implications
NO
Human rights Implications
NO:
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
None
Relevant Cabinet Portfolio Member
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
NO

1.0 INTRODUCTION

- 1.1 A petition, containing nine signatures, and requesting a traffic island barrier and traffic calming opposite the meditation centre on Ecclesall Road was received by the Council on 12th November 2021, and referred to the Council meeting on 1st December 2021. The lead petitioner (Christopher Beck) attended the meeting and spoke to the petition.

2.0 BACKGROUND

- 2.1 The lead petitioner (Christopher Beck) has requested that the Committee, on behalf of the Council, reviews the steps taken by the Council in response to a petition he submitted to the Council meeting on 1st December 2021.

3.0 MAIN BODY OF THE REPORT

- 3.1 In accordance with standard procedure, the petition was referred to the relevant Co-operative Executive Member, who, in this case was Councillor Douglas Johnson – Climate Change, Environment and Transport.

- 3.2 The petition would then have been referred to the appropriate Council officer to investigate the issue, and to provide a response to Councillor Johnson. Councillor Johnson would then formulate a response, based on the information he had received, and send this to the lead petitioner. The response was sent to Mr Beck, via email, on 8th December 2021.

- 3.3 Lead petitioners are advised that every effort will be made to send a response within 28 days, so this deadline was clearly met in this case. They are also advised that if they feel that the Council has not dealt with their petition properly, they can request that this Committee reviews the steps taken in response to the petition. The following wording is set out in the Council's Petitions Scheme:-

3.4 What can I do if I feel my petition has not been dealt with properly?

If you feel that we have not dealt with your petition properly, the petition organiser has the right to request that the Council's Overview and Scrutiny Management Committee review the steps that the Council has taken in response to your petition. It is helpful to everyone, and can improve the prospects for review, if the petition organiser gives a short explanation of the reasons why the Council's response is not considered to be adequate.

The Committee will endeavour to consider your request at its next meeting, depending on workload. Should the Committee determine we have not dealt with your petition adequately, it may use any of its powers to deal with the matter. These powers include instigating an investigation, making recommendation to the Council's Executive and/or arranging for the matter to be considered at a meeting of the Full Council. Once the appeal has been considered, the petition organiser will be informed of the results within seven days. The results of the review will also be published on our website.

3.5 Mr Beck sent an email, dated 26th December, 2021, setting out the reasons for why he believed the Council had not dealt with the petition properly, and were as follows:-

3.6 **1. NO ON SITE VISITS MADE BY KEY COUNCILLORS TO MAKE A VALID ASSESSMENT**

I believe it would have given standing to Councillors Johnson, Paul Wood, Julie Grocutt, Mazher Iqbal, staff and other parties involved and considering action on this matter, to visit the site in order to view pedestrian and motorist behaviour as Councillor Roger Davison did. They failed to do so.

Councillor Johnson did not confer with his colleague and hear from him how it opened this local Councillor's eyes when he saw how pedestrians and traffic behave in this location. That's a local Councillor already familiar with the location. Opinions are only as good as the reality on which they are based.

2. THE DECISION PROCESS - RISK ASSESSMENT NOT QUANTIFIED, NOR PRESENTED TO THE DECISION MAKER(S).

I do not believe the Transport Officers who spoke to the decision maker - Councillor Johnson - were able to provide him with documentary evidence and measurable facts indicating, and I quote his letter of response - the "more dangerous sites across the city that should receive priority over Hunters Bar. Those numbers should have been made available to answer the question above relating to the expected monetary value derived from risk assessments. Opinions are only as sound as the facts on which they are based.

3. THE COUNCIL HAS NOT INVESTIGATED WHETHER THIS IS A CASE OF NEGLIGENCE ON THE PART OF THE PARTIES RESPONSIBLE.

It has been pointed out to me by a member of the public and signatory to the petition that the traffic island appears to be only 50% completed. AMEY confirm that they too were aware of this anomaly at the time of construction, and are still concerned about the lack of safety. If a historic search validates this conclusion, then perhaps the Council should be looking to the original road construction company to honour the contract or if they are not culpable, at the very least complete the construction. If that is the case, as it stands, any accident that results in the meantime may be assessed as negligence by the party or parties responsible. Staff should consider the expected monetary value of construction cost versus the probable risk of accidents and cost of settling the resulting claims for compensation.

4.0 **RECOMMENDATIONS**

4.1 The Committee is being requested to consider whether the Council has taken appropriate steps in response to the petition.