

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 1 (Jan 2013)	Service Lead	ELT Lead
Public service providers (including those contracted by the council) need to ensure that they have, as far as possible, relevant and up to date information on the number of trans people using their services and what they require of that service.	Clifford Youngman	Catherine Vaughan
Council Response (May 2013)		
<p>The council's equalities monitoring form asks questions about all the legally protected characteristics. In the 'Gender' section the possible responses are 'Male', 'Female' and 'Other – please specify' (with a choice of 'prefer not to say').</p> <p>There is also a question about gender identity, informed by national best practice guidance. The question is: 'Is your gender identity the same as the gender you were assigned at birth?'</p> <p>This form is the standard template which should be used by all services and it is accompanied by guidance which explains the purpose of equalities monitoring, how information is used (and kept anonymous), and what the questions mean.</p> <p>In addition Equality Impact Assessments (EIA) are used to identify (potential) impacts of services, policies and activities on all legally protected groups, including trans people. EIAs consider data and community engagement to identify actions that need to be taken to improve the service to meet needs.</p> <p>The Corporate Procurement team will explore the possibility of including a request for; <i>"relevant and up to date information of the number of trans people using services and what they require of that service"</i>, to be included within Stage 3 pre tender risk assessment document used by the corporate procurement team. This would enable consideration of the needs of the trans community and included in relevant procurement activities.</p> <p>Working with contract officers from across council services, the corporate procurement team will be exploring how equalities monitoring of contracts can be improved to adequately and appropriately ensure data about trans service users is collected and used.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p> <p>The Stage 3 Pre Tender Assessment now includes the question: "Consider the request for relevant and up to date information of the number of transgender people using the service and what they require of that service". This means that the prompt is now included in corporate guidance for all tenders and each includes the requirement to monitor service use by trans customers. In addition, work is underway with various contract managers throughout the council to improve equalities monitoring</p> <p>This has completed the action on Procurement.</p>	<p>Status - (note status indicates progress by January 2015)</p> <p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 2 (Jan 2013)	Service Lead	SLT Lead
<p>There is an obvious need for specific trans awareness training for front line staff both in the council and in partner organisations. The council should take the lead in both providing specific training for its own staff, including senior officers, and encouraging other local agencies to do so.</p>	<p>Glenn Jones</p>	<p>Catherine Vaughan</p>
<p>Council Response (May 2013)</p>		
<p>The Panel made a number of recommendations regarding training for front line and other staff in a range of council services and partner organisations as well as for members. The council's Workforce Development Team will support and co-ordinate training as need is identified. Initially awareness training will be offered, followed by more specific training as needs are identified. The procurement of trans awareness training for housing staff is underway.</p> <p>The training will be used as a pilot and used to determined appropriate next steps for wide organisational provision in light of available funding including training for councillors. The team will also assess what if any training has already been delivered on the subject either by the council or public partners. It will also establish a consultative group to include representatives from equalities, police, community safety, and democratic services to explore joint working and avoid duplication. Future training and development will also be informed by the outcome of the needs assessment.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>Initial training was offered to front line housing staff working directly with trans communities. This was evaluated and rolled out to Adult Social Care staff as well as the staff who will be running the new Trans swimming sessions. At the same time the corporate HR team have been working with ELT to progress resources and strategy for equalities training for the whole organisation. Given resource restrictions this is likely to be an e-learning package which will include a trans awareness module.</p> <p>Despite this progress, the community perceive this recommendation to have not delivered as quickly as they would have liked. This is because they consider that as many staff as possible need to be given high quality training and this is difficult to balance given the resource implications and numerous other priorities for training. We are working on this and will continue to target teams where there is a perceived need and demand matched with available resources.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 3 (Jan 2013)	Service Lead	SLT Lead
The council should ensure that all Councillors undertake trans awareness training.	Mark Wall	Abraham Ghebre-Ghiorghis
Council Response (May 2013)		
See response to recommendation no.2		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>An equalities and diversity training programme has been commissioned for members. The training consists of 4 separate workshops including one on Transgender Awareness. The training was scheduled in early December but has been deferred to March 2014 to enable full attendance. The trans awareness element of the programme will be delivered by LGBT HIP.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 4 (Jan 2013)	Service Lead	SLT Lead
<p>Given the state of uncertainty around the future commissioning of gender identity services, it is imperative that there is a local Brighton & Hove professional within the Local Area Team (LAT) of the NHS Commissioning Board to ensure the views of the local trans population are fed into those who commission services. This named individual should be experienced in working with the trans community and be given explicit responsibility for ongoing engagement between the LAT and the trans community.</p>	<p>Maria Crowley, Head of Mental Health Commissioning, NHS England.</p>	<p>Tom Scanlon</p>
<p>NHS England Response (January 2014) – Note that there has been significant restructure of the NHS since the original recommendation and the NHS Commissioning Board is now NHS England.</p>		
<p>The commissioning of gender identity services is complex. There is a patchwork of provision across the country and responsibility for different elements sits with different providers and different commissioners. It is therefore often not possible to nominate one lead contact as this will vary depending on the service, its location and provider. Brighton and Hove falls within the Surrey and Sussex Area Team and the Head of Mental Health Commissioning is responsible for specialised gender identity services in Surrey, Sussex and Kent.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status – (note status indicates progress by January 2015)</p>	
<p>Following the NHS restructure, there are a number of ways in which the trans community are able to feed into the design and delivery of specialist gender identity services as follows:</p> <ul style="list-style-type: none"> • Through the Gender Identity Service - Clinical Reference Group (CRG) – which is national in remit. A local trans rep has applied to join this. • Through patient feedback of commissioned services, (this is made directly to the provider and monitored by the commissioner). • Through Healthwatch, (although this needs further clarification as well as consideration of links to Healthwatch England) <p>Work to build a bridge between these mechanisms and the local Brighton and Hove trans community will be taken forward in the next phase of the work now that the NHS re-organisation is complete.</p> <p>In addition, we will make links to the West London/Charing Cross facility as this is commissioned by the London Area Team of NHS England but well used by the local trans population.</p> <p>Influencing national priority, process and commissioning from a local perspective is likely to be difficult but the community consider this to be an important ongoing focus.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  AMBER </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 5 (Jan 2013)	Service Lead	ELT Lead
The NHS Commissioning Board Local Area Team should review current practices on how personal information is gathered and stored and, through the CCG, offer guidance on the correct procedures.	Paul Savage, NHS England	Tom Scanlon
NHS England Response (January 2014) – Note that there has been significant restructure of the NHS since the original recommendation and the NHS Commissioning Board is now NHS England.		
Paul Savage, NHS England will identify relevant lead for this recommendation from within NHS England Surrey and Sussex Area Team however the local CCG will support its implementation through awareness raising and training.		
Progress at January 2014 – short commentary by service lead:	Status – (note status indicates progress by January 2015)	
<p>This recommendation has been difficult to progress given the significant and ongoing restructure of the NHS. New arrangements and protocols have only recently been put in place. As a result Paul Savage, (Specialist Gender Services Commissioner, NHS England), will identify the new and relevant lead for this recommendation from within NHS England Surrey and Sussex Area Team and further work will be undertaken.</p> <p>In the meantime this issue has been raised directly with the local CCG and within the Council through the Information Governance Board. The council's experience will be used to inform best practice approaches with other partners through the City Inclusion Partnership.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  RED </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 6 (Jan 2013)	Service Lead	ELT Lead
<p>The Clinical Commissioning Group (CCG) needs to mandate a rolling programme of trans awareness training for all CCG and GP practice staff and specifically improve the trans patient experience on the scorecard for GP surgeries. As part of this, the Panel recommend that an action plan must be put in place to ensure that real change occurs.</p>	<p>Ramona Booth, CCG</p>	<p>Tom Scanlon</p>
<p>NHS – Brighton and Hove Clinical Commissioning Group Response (May 2013)</p>		
<p>The CCG recognises the importance accessible and welcoming general practice plays in the transgender community's experience of care. A half days training event for Excluded Groups which will include a specific focus on the trans community will be delivered as part of the Protected Learning Scheme (PLS) training programme in 2013-2014. This will include all staff within the Surgery, ie: Practice Nurses, GPs and reception staff.</p> <p>The CCG will explore the option for patient feedback on accessibility to be included in the updated balance scorecard of local Surgeries.</p> <p>A Lead Commissioning Manager for Excluded Groups has just been added to the CCG staffing structure. The remit of this post will be to ensure the needs of excluded groups (including a specific focus on the transgender community) are appropriately reflected in the CCG's commissioning plans and to liaise with the Area Team to ensure continuity of pathways.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status – (note status indicates progress by January 2015)</p>	
<p>Initial work exploring the proposal of a protected learning scheme afternoon (for all GPs and their practice staff) was unsuccessful; however agreement has now been achieved to training all GPs seconded to the CCG – a total of 20. This will be delivered by LGBT HIP through a total of 4 trans awareness training sessions – 2 for GPs and 2 for reception staff. Furthermore, HIP will attend the local area team meeting to present on the trans equality work and develop broader awareness amongst professionals and a GP rep has been seconded to the Trans Needs Assessment Steering Group – ensuring detailed GP understanding of the issues facing the community. This rep will cascade this knowledge and has championed the need for further work and training meaning that overall progress is on target.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <p style="text-align: right;">  GREEN </p>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 7 (Jan 2013)	Service Lead	ELT Lead
<p>The GP electronic check-in should be changed to remove the need to identify as Male or Female on arrival at the surgery, using alternatively surname and date of birth. In addition, patients should be provided with the option to use a non-gender specific honorific or to decline to provide one on NHS systems.</p>	<p>Ramona Booth (via individual GP Practices)</p>	<p>Tom Scanlon</p>
<p>NHS – Brighton and Hove Clinical Commissioning Group Response (January 2014)</p>		
<p>Whilst all of the GP practices in the city are members of Brighton and Hove CCG the contractual management of General Practice is the responsibility of the NHS England Local Area Team. The CCG works with members to improve the quality of local services but cannot formally mandate changes.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>Whilst this specific recommendation is not within the ability of the CCG to mandate, it will be raised at the training events for GPs for consideration. In addition Paul Savage, NHS England, will identify the relevant GP commissioning lead for Surrey and Sussex as this will enable further support and action.</p> <p>Note: Each GP Practice commissions bespoke IT systems and manages its own approach – it is therefore up to each practice to individually make this change. This could therefore be raised directly through Patient Participation Groups or by patients themselves and/or Healthwatch. It is also worth noting that some practices have already removed this requirement.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  AMBER </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 8 (Jan 2013)	Service Lead	ELT Lead
<p>Given the importance of GPs as the first point of contact for trans or gender-questioning people, the Clinical Commissioning Group needs to ensure that all GPs in the city are fully aware of the appropriate care pathways for gender identity services and health needs of trans individuals. As part of this, GPs must ensure all their staff are trans aware and understand their role in supporting patients on the care pathway.</p>	<p>Ramona Booth, CCG</p>	<p>Tom Scanlon</p>
<p>NHS – Brighton and Hove Clinical Commissioning Group Response (January 2014)</p>		
<p>Whilst all of the GP practices in the city are members of Brighton and Hove CCG the contractual management of General Practice is the responsibility of the NHS England Local Area Team. The CCG works with members to improve the quality of local services but cannot formally mandate changes.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>The CCG’s intranet has been updated with links to support services in general including LGBT Switchboard and LGBT HIP and an explanation of the trans care pathway and GP role within this. A bespoke app is being developed for GPs which will help them search for support services by condition/health issue.</p> <p>In January 2014, the CCG agreed to commission LGBT HIP to provide further targetted and clear supporting information to GPs on the trans care pathway – this will be provided as a leaflet but also electronically and on the CCG website. This will also be reproduced for the community so that it can be used at appointments.</p> <p>The pathway will also be covered in the various GP training sessions described in recommendation 6. Critical to this work is to ensure that GPs are aware that (as a result of the new NHS Interim Protocol for Gender Identity Services) they can now send patients directly to a gender identity clinic rather than request a psychiatric assessment first. This should significantly speed up referrals and reduce mental distress.</p> <p>Furthermore, the half day’s training event will contain broader information on the health needs of the community.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

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Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 9 (Jan 2013)	Service Lead	ELT Lead
Patients and others will need access to information about the gender identity care pathway. The Panel recommend that the Clinical Commissioning Group commissions an online resource and print resource to provide information for patients	Ramona Booth, CCG	Tom Scanlon
NHS Brighton and Hove Clinical Commissioning Group Response (January 2014)		
The CCG recognises the importance of the provision of accurate and easily accessible information to patients and the public. We are continually updating and improving the information available on our website and are current revising and refreshing our engagement and communication strategy in line with best practice.		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
As described in Recommendation 8 above, the CCG have commissioned LGBT HIP to provide supporting information to GPs on the trans care pathway – this will be provided as a leaflet but also electronically and on the CCG website. This will also be covered in the various GP training sessions described in recommendation 6. Critical to this work is to ensure that GPs are aware that (as a result of the NHS Interim Protocol for Gender Identity Services) they can now send patients directly to a gender identity clinic rather than request a psychiatric assessment first.	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

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Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No.10 (Jan 2013)	Service Lead	ELT Lead
<p>The Clinical Commissioning Group should set up a feasibility study and pilot to develop a central Brighton practice as a centre for GPs with special interest in gender identity healthcare. This should ensure best practice is developed and meets the needs of patients undergoing gender identity transition.</p>	<p>Ramona Booth, CCG</p>	<p>Tom Scanlon</p>
<p>NHS Brighton and Hove Clinical Commissioning Group Response (January 2014)</p>		
<p>Whilst all of the GP practices in the city are members of Brighton and Hove CCG the contractual management of General Practice is the responsibility of the Area Team. The CCG works with members to improve the quality of local services but cannot formally mandate changes.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>The CCG has discussed the concept of a centre for GPs with special interest in gender identity healthcare. Changes to GP practice boundaries and increased patient choice may make this recommendation difficult to implement. More important is to ensure as many GPs as possible are given basic training and awareness information as in recommendation 6.</p> <p>The CCG therefore does not see this as the way forward currently, but has given the go ahead to the investigation of a Gender Identity Clinic to provide a satellite service to operate from Brighton & Hove (see below) which is seen as a more positive way forward.</p> <p>In addition to the above actions, this recommendation will be discussed with the GP commissioning lead for NHS England Surrey and Sussex.</p> <p>As the community would prefer a ‘specialist GP’ there is work to be done on building understanding and dialogue. Furthermore, it is likely that the community will choose to go to GPs they consider to be ‘trans friendly’ and this will be more possible with the changes to GP registration processes.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  AMBER </div>	

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Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 11 (Jan 2013)	Service Lead	ELT Lead
<p>The Joint Strategic Needs Assessment (JSNA) should more accurately reflect the needs of trans people, particularly regarding suicide prevention. As part of this, health bodies in the city need to clarify what mental health support there is for people both on the trans care pathway and people who are not on the pathway but need support.</p>	Alistair Hill	Tom Scanlon
Council Response (May 2013)		
<p>Will be actioned in 2013 JSNA update by September 2013 (subject to approval of Health and Wellbeing Board)</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>In July 2013, the Health & Wellbeing Board agreed to amend the JSNA to incorporate suicide and information about mental health support for trans individual and in October 2013 the updated JSNA summaries were published.</p> <p>Agreement to a specialist Trans Needs Assessment was also given and this has now started (see recommendation 13). Mental health issues will be included in this.</p> <p>In December 2013 a meeting was held between BHCC, LGBT HIP and Brighton and Hove Clinical Commissioning Group. The CCG and LGBT HIP are now collaborating on the development of a resource for clinicians and patients that will include mental health support. Furthermore, the CCG is also exploring access to the Brighton and Hove Wellbeing Service for trans people.</p> <p>Links:</p> <p>Revised JSNA summary on Gender Identity and Trans People, including evidence on mental health needs available at: http://www.bhlis.org/resource/view?resourceid=1211</p> <p>Need for support for trans people reflected in revised JSNA summary suicide prevention available at: http://www.bhlis.org/resource/view?resourceid=1268</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 12 (Jan 2013)	Service Lead	ELT Lead
<p>Given the concerns of the trans community over the lack of local gender identity services, a feasibility exercise should be conducted by the National Commissioning Board LAT and CCG to commission a Gender Identity Clinic to provide a satellite service to operate from Brighton & Hove on a regular basis. This must be informed by consultation with the trans community. In addition, the CCG needs also to show it is being proactive in bringing influence to bear on the NCB to ensure improvements are made in Gender Identity Clinics.</p>	<p>Maria Crowley, Head of Mental Health Commissioning, Sussex,</p>	<p>Tom Scanlon</p>
<p>NHS England Response (January 2014) – Note that there has been significant restructure of the NHS since the original recommendation and the NHS Commissioning Board is now NHS England.</p>		
<p>As a response to the public sector funding climate, NHS England has been instructed not to approve new service developments at this time and the development of any local facility must be considered alongside this. Furthermore, any local development work must fit with the new gender identity service specification which is currently under production and due for release in April 2014.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>As with the other NHS England recommendations, this area of work has been subject to delay due to the re-organisation of the NHS. However, in October 2013, the CCG lead received approval from the CCG Clinical Services Group (CSG) to begin looking at the feasibility of this.</p> <p>Responsibility for commissioning specialist gender services sits with NHS England - Surrey and Sussex team. In January 2014, a constructive meeting was held with the team to begin to understand the feasibility of this recommendation. As a first step they will request relevant data sets in order to establish baseline demand from patients and we hope that longer term, the needs assessment will help to provide a broader picture of needs and demand.</p> <p>As a priority issue for the community there will be a continued focus on this recommendation. Trans reps are attending the meetings with NHS England in order that relationships and trust can be developed together with an understanding of the possibilities and difficulty realities of taking forward a local service.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  AMBER </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 13 (Jan 2013)	Service Lead	ELT Lead
<p>The Panel welcome the Clinical Commissioning Group's commitment to work with the council on commissioning a trans needs assessment for the city. The Panel recommend that as a matter of some urgency a needs assessment needs to be undertaken to identify the size of the trans community and its needs. Trans people must be involved at every stage of this process from design, commissioning, implementation, analysis, reporting and influencing in order to inspire the trust of the trans community. The current public health Joint Strategic Needs Assessment (JSNA) must be updated to reflect this information.</p>	Alistair Hill	Tom Scanlon
Council Response (May 2013)		
<p>Initial scoping to be considered at City Wide Needs Assessment Steering Group in May 2013. To be informed in advance by NHS CCG, BHCC public health, housing, leisure, employment, social care, equalities team, community safety, CYP services, LGBT Health & Inclusion Project. Scoping will include consideration of further community involvement.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>In July 2013 the Health & Wellbeing Board agreed to resource (through public health staff time) production of a Trans needs assessment in a two stage process – firstly a literature review and secondly stakeholder and community consultation.</p> <p>In order to take this forward, a Needs Assessment Steering Group was created by bringing together key public sector partners and trans reps. The group is co-chaired by a trans community rep in order that the community have some ownership over the process.</p> <p>As at January 2014, 2 steering groups have taken place and a 3rd is scheduled for March 2014. The group signed off a project plan in December 2013 and work is well underway. The group envisage that a few draft of the needs assessment will be available by July 2014.</p> <p>Overall this is considered as a very positive and productive piece of work that will really help inform the future strategy for trans equality in the city.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

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Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 14 (Jan 2013)	Service Lead	ELT Lead
The Panel recommend that the public health team take action to identify the health status of the trans population, and put in place a robust plan for reducing any health inequalities for trans people in the city. As part of this the Joint Strategic Needs Assessment (JSNA) needs to be updated to address the health inequalities noted in this report	Alistair Hill	Tom Scanlon
Council Response (May 2013)		
Health inequalities to be included in scope of Trans Needs Assessment (recommendation 13). Health inequalities to be included in scope of recommendation City Wide Trans Strategy (Recommendation 32).		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
Health inequalities will be included in the scope of the Trans Needs Assessment as described in Action No 13. above.	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
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Scrutiny Report Recommendation No. 15 (Jan 2013)	Service Lead	ELT Lead
<p>During the upcoming revision of housing strategies (homelessness, LGBT housing) the views of the trans community should be actively sought. Specifically, the Housing Options service should be reviewed to ensure that it is widely known about and used by trans people in housing need. A programme of outreach to the trans community to publicise the assistance available from the housing department should be undertaken</p>	James Crane	Geoff Raw
Council Response (May 2013)		
<p>In accordance with housing consultation and diversity policies it will be actively seeking the views of the trans community in relation to housing policy development and very much welcome information and evidence on detailed housing needs and requirements to help inform consultation and outreach work. Resourcing a specific options outreach service will be explored.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>A review of the LGBT housing options service is planned for April 2014 but the refresh of the homelessness strategy is underway and has included targeted consultation with trans communities.</p> <p>In July 2013, housing managers discussed the current outreach approach and possible ways of improving/maximising impact of service – one of the actions arising from this was the amendment and improvement of the harassment and legal eviction information provided to trans individuals.</p> <p>Recently, discussions amongst third sector LGBT organisations, community representatives and the council’s housing teams have revealed some misunderstandings in the nature, remit and scope of the LGBT Housing Options service. These will be addressed through joint meetings, briefings and surveys with the aim of closing the gap in understanding and improving partnership work on referrals – including those made to generic services.</p> <p>In addition to the above actions, some of the front line homelessness officers have attended trans awareness sessions.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  AMBER </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 16 (Jan 2013)	Service Lead	ELT Lead
The Housing department should also commence a programme of awareness raising about the legal protections for trans people in housing provision and promote good practice within social and private landlords	James Crane	Geoff Raw
Council Response (May 2013)		
<p>See recommendation no. 2</p> <p>Housing will incorporate the housing needs, issues and legal protections concerning the trans community into its learning and development programme for managers and staff drawing on available statistical evidence, results of consultation and outreach work to better understand the current housing requirements of communities of interest.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>Trans awareness training for housing staff was provided in July 2013 and the staff evaluation was very positive.</p> <p>As per recommendation 15 above, recent discussions amongst housing managers have led to improvements in legal protection information and this will be promoted through the joint work described. The primary focus will be on empowering the trans community at the same time as distributing information about trans awareness and rights to landlords and letting agents.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right; margin-top: 20px;">  AMBER </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 17 (Jan 2013)	Service Lead	ELT Lead
Further work should be undertaken to address the transphobia and discrimination faced by older trans people such as in accessing adult social care services, supported housing and care homes (for example, personal care). As part of this, training on trans awareness and the needs of older trans people needs to be put in place for care homes and sheltered housing providers contracting with the council	Peter Huntbach and Martin Farrelly	Geoff Raw and Denise D'Souza
Council Response (May 2013)		
<p>See response to recommendation no.2</p> <p>Housing will raise awareness and challenge potentially discriminatory practices and behaviours toward transgender people in its learning and development and personal development plans. It will seek to pay particular attention to service areas where transgender discrimination could potentially arise.</p> <p>In regards to adult social care provision transphobia is addressed through the Personalisation agenda. Care is person centred and tailored to individual need. Celebration of diversity is key to service provision and integral within commissioned services. The outcomes of the scrutiny panel report have been shared within the Commissioning Support Unit and will inform the care governance arrangements of care services to ensure a focus on these issues.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>Sheltered housing staff providing front line services to older trans customers also took part in the housing led trans awareness training pilot. As a result of this the team produced new and specific information for LGBT communities about sheltered housing and developed a new transgender policy. This was circulated to staff through bulletins and team meetings.</p> <p>Trans Awareness training for selected adult social care managers and staff has been arranged for July 2014. The staff will be drawn from assessment, provider and commissioning teams to ensure a spread of knowledge. Nominees have been selected to make maximum impact of learning as they will be tasked with feeding back to the rest of their teams. Feedback will be gathered for a re-commission /roll out to more staff as required and work towards a Mx category on Carefirst has started.</p> <p>There is an understanding that further work needs to be done to take forward the broadest impact of this recommendation. The issues around personal care, supported housing and sheltered accommodation can be difficult to extract and remain hidden given the small numbers of trans people using these services and the commissioning of much of this provision. However there will be some detailed focus on this at the next Trans Equality Working Group.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 18 (Jan 2013)	Service Lead	ELT Lead
<p>The robust recording of police and community safety data on trans-related crimes and incidents should be developed and used to inform preventative measures. Further work needs to be undertaken to encourage reporting of hate crime. Building on existing relationships, an action plan needs to be put in place by the community safety team in conjunction with Sussex Police to address low levels of hate crime reporting including trans related incidents.</p>	Linda Beanlands	Tom Scanlon
Council Response (May 2013)		
<p>Police and Casework Team to be requested to develop systems which identify recorded crimes and incidents reported by those who are transgender. That data and information to be managed in such a way that it can be used to inform the quarterly and annual performance monitoring reports which are provided to the Safe In the City Partnership. The Casework Team, together with the police hate crime community engagement officers, has already taken action aimed at increasing trust and confidence and reporting of transphobic crimes and incidents. That work to be sustained and its effectiveness regularly reviewed together with information on reporting levels and performance against agreed indicators.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>Sussex Police and the council’s casework team now record all trans incidents, crimes and cases and significant improvements have been made to all systems with regard to monitoring. A snapshot of progress is detailed below:</p> <p>Trans incidents and casework is reported in both the Community Safety Partnership quarterly report and the quarterly case report. The casework team is promoted to the trans community and organisations supporting the Trans community by the LGBT caseworker.</p> <p>The casework team has also had direct contact with all identified trans groups to inform them of the service.</p> <p>The LGBT officer works in the casework team and briefs and supports caseworkers (and the wider partnership team) on trans issues as necessary</p> <p>The LGBT coordinator and Hate Crime Team work with trans groups to develop capacity and support community events and actions. Work continues within the trans communities both in the city and in Sussex to encourage reporting. Front line surgeries and direct engagements with the various trans Groups in Sussex have taken place including officer presence at trans events. Hate Crime officers from the community safety team and Sussex Police attended and supported Trans Pride.</p> <p>Furthermore, the Team has attended the Hate Crime Vigil, Transgendered Day of Remembrance and other events to build relationships and trust.</p> <p>On -line reporting has been developed via the Police Social media sites and direct drop in sessions with front line staff.</p> <p>The new Community Safety Website now hosts specific Transphobic reporting avenues and Transgender support and related information. Third party reporting has been encouraged through direct meetings & training with Trans groups in the city and officer attendance at support groups.</p> <p>The Casework team now offer support to Transgendered victims and/or perpetrators of ASB & Hate incidents and work closely with housing providers to ensure appropriate outcomes are reached for all LGB& T victims.</p> <p>Regular reporting of Hate Crime statistics from the PCST undertaken to the BHCC LGBT Safety Forum, work progresses</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 18 (Jan 2013)	Service Lead	ELT Lead
<p>with the Safety Forum to develop a community agreed performance indicator regarding all LGB&T hate crime. Work with younger Trans people and Trans people living in Sussex but working or socialising in the City has been developed through contacts with Sussex wide Trans supports groups, online outreach and work with Victim Support who have developed an LGB&T casework team to support victims in West Sussex</p> <p>As a result of these actions, there have been improvements in the recording of transphobic incidents and crimes reported to Sussex Police. The data is now being shared with the Safe in the City Partnership on a quarterly basis as follows:</p> <ul style="list-style-type: none"> • There were 3 transphobic incidents and crimes recorded by the police in 2012/13 and there have been 14 recorded in the first 9 months of 2013/14. • There were 2 transphobic incidents reported via the duty system to the Community Safety Casework Team between May 2012 and March 2013 and 2 in the first 9 months of 2013/14. Two out of the four reported incidents to date became cases for the Team. In addition, the Community Safety Casework Team also now records information related to protected characteristics, including gender identity, for those people who contact the duty service in respect of a hate incident.” <p>All of this work has been extremely well received by the community who feel that the response from the council and Sussex Police has been excellent.</p>		

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 19 (Jan 2013)	Service Lead	ELT Lead
The Panel recommend that Sussex Police provide trans awareness training for its staff, in conjunction with the community safety team.	Linda Beanlands	Tom Scanlon
Council Response (May 2013)		
The integrated community safety Delivery Unit and Neighbourhood Policing Teams to undertake transgender awareness training, linking in with activity of the workforce development team (see recommendation no.2). Discussions to take place with Sussex Police about the inclusion of transgender awareness within the comprehensive training plans for police officers.		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>Specific stand alone trans awareness training is unlikely to take place in the immediate future due to constraints and pressures on police training resources. However the inclusion of specific trans awareness training is being discussed at force level and both the police and relevant council teams, including the casework team, have recently had briefing and training on adopting the risk and harm based approach when dealing with ASB and hate incidents. This includes dealing with trans victims of ASB or hate incidents.</p> <p>In addition, Sussex Police have an identified post that leads on trans and hate incident awareness. Officers dealing with such incidents and cases get advice and support from that post holder.</p> <p>In the council the casework team is supported by an LGBT co-ordinator post who is part of the team. That post holder provides advice, support and signposting to relevant trans groups and caseworkers.</p> <p>In January 2014, the integrated Community Safety Delivery Unit and Neighbourhood Policing Teams developed two video training aids to address issues of working with the Trans communities. One video is about trans awareness generally whilst the other focuses on legal issues for trans communities which can be used by any team or manager working with trans individuals – for example the Family Intervention Project currently has transgendered clients so this has been offered to workers there. Furthermore the videos have transferability across the council so this will be discussed with corporate HR.</p> <p>The training has been developed in conjunction with the local and wider Sussex trans communities in order that it adequately reflects their concerns.</p> <p>Other work includes:</p> <ul style="list-style-type: none"> • Developed a new hate and ASB risk assessment form which is now used, county wide, for all hate crime incidents. This is incorporated onto the new crime recording system. • The establishment of a trans external reference group to take soundings from and feedback to the community. One of the main aims of this is to build trust and confidence in the police and increase incident reporting. • A continued focus on looking for innovative ways to engage with the community, such as through social media. 	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 20 (Jan 2013)	Service Lead	ELT Lead
<p>The council must continue to actively support the work of the Standards and Achievement Team and Allsorts to provide guidance and support to trans children and young people. As part of this, the resources given to this work should reflect the demands on the service. In addition, specific trans awareness training should be provided in schools, as well to general LGBT training.</p>	Sam Beal	Pinaki Ghoshal
Council Response (May 2013)		
<p>Standards and Achievement Team and Allsorts are in the process of developing a Trans Toolkit for Schools which is being consulted on and will be launched in the Summer term. Building capacity within schools delivers a sustainable approach to on going trans awareness in schools. This is supported by bespoke support for individual schools as requested and from ongoing work of Allsorts, for example, Allsorts provide support to secondary age trans students and to parents and carers of primary and secondary age trans children and young people, joint delivery of teacher training in one school and a pilot workshop for Year 10 students on gender identity / trans at Varndean.</p>		
<p>Allsorts have been awarded a three year strategic discretionary grant – £22,000 per annum 2013-2016.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>There has been very good progress with regard to this recommendation and key highlights are extracted below:</p> <p>The Trans* Inclusion Schools Toolkit was launched on the 4th July and has also been posted on a schools bulletin with a training offer. This toolkit has been positively received by schools and has considerable interest nationally.</p> <p>Lesson plans are being developed to support children to understand about trans* identities</p> <p>In addition to the schools bulletin pdf of the Trans* Inclusion Schools Toolkit has been disseminated to PSHE co-ordinators, Special Educational Needs and Inclusions Co-ordinators, Engagement Providers, FE Colleges and independent schools</p> <p>Schools with out trans* pupils are being targeted for training; 1 whole staff school-based training has been delivered since September 2013</p> <p>A central training on supporting trans* children and young people and combating transphobia was delivered in anti-bullying week and attended by 10 people – a mix of school and youth service staff</p> <p>Learning related to trans* awareness is on the PSHE Education Programme of Study which will be launched in February 2014.</p> <p>The Relationships and Sex Education curriculum frameworks for Primary and Secondary Schools also include outcomes related to gender identity and trans awareness. Lesson plans are being developed in partnership with Allsorts and Allsorts Young People to support children to understand about trans* identities</p> <p>The Safe and Well School Survey has been amended to include a gender identity monitoring question for key stages 3 and 4 (11-16s) the data from this survey will be available in March 2014</p> <p>Training is being delivered to schools on identifying, challenging and recording bullying and prejudiced based incidents by type (including transphobia). Schools return bullying data related to gender identity. September 2012-July2013 43 incidents of bullying to do with gender identity were reported.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 21 (Jan 2013)	Service Lead	ELT Lead
<p>The Panel welcomes the commitment from the sports facilities team that they will engage with the trans community. The Panel recommends that trans individuals are consulted in future facilities planning, and are also consulted and involved in helping to develop trans safe and trans only exercise sessions.</p>	Toby Kingsbury	Paula Murray
Council Response (May 2013)		
<p>Sports Facilities are exploring in conjunction with The Clare Project the establishment of a transgender swimming session at St Luke’s Swimming Pool. This would be similar to the successful women only sessions established at St Luke’s for the Muslim community.</p> <p>Signage on new or refurbished changing rooms and toilets is being reviewed and Sports Facilities are developing on-going consultation with representatives of the transgender community to ensure the most appropriate wording / symbols for this signage. In the longer term the needs of the transgender community will be considered as part of any specification for new-build facilities – for example the redevelopment of the King Alfred Leisure Centre which is a current live project.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>Very positive progress has been made with regard to this recommendation and the council recently launched its first trans inclusive swimming sessions which will start on 7th February 2014.</p> <p>The sessions were developed in consultation with the community following support from LGBT HIP and will start with a 10-week pilot scheme at St Luke’s Swimming Pool. This will initially be offered at a subsidised rate of £2.55 to encourage participation.</p> <p>In addition, trans awareness training has been booked for St Luke’s staff and the new sessions have been promoted through trans networks</p> <p>Regarding changing facilities (see Recommendation no.23) recent refurbishments have seen privacy cubicles installed in changing rooms and showers at Withdean Sports Complex and showers at Prince Regent Swimming Complex.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 22 (Jan 2013)	Service Lead	ELT Lead
<p>There should be provision for accessible and gender neutral toilets in all areas. The council should take the first step, with consultation with trans individuals, to ensure gender neutral and accessible toilets are available in public buildings. Where appropriate, this process should involve consultation with other groups affected such as disabled people who may have a view about widening access to toilet facilities designated as accessible for disabled people.</p>	<p>Angela Dymott and Jenny Cooke</p>	<p>Catherine Vaughan and Geoff Raw</p>
<p>Council Response (May 2013)</p>		
<p>Property and Design, in consultation with disability groups and the trans community will explore the possibility of existing accessible toilets in council public buildings being used as an inclusive facility for all.</p> <p>Cityclean has been promoting inclusive public toilet provision in response to an Equality Impact Assessment on toilet provision in 2012 and in line with the Equality Act. Cityclean tries to make new public toilets fully accessible wherever space allows. The new designs tend to be single use cubicles and are larger than standard units to cater for accessibility. You enter directly from street level so that users are clearly visible and misuse and anti-social behaviour is reduced. Where possible the service works with developers (large tourist developments) to advise on provision and would recommend the same design, recently working successful with i360 developers. The service also has a toilet user group and will be contacting LGBT HIP to explore how the Trans voice can be represented.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>This recommendation is being progressed as and when new facilities are built or existing refurbished. Some examples of this work include:</p> <p>Recent refurbishments have seen privacy cubicles installed in changing rooms and showers at Withdean Sports Complex and showers at Prince Regent Swimming Complex.</p> <p>The rolling programme of access improvements to public buildings includes the provision of accessible WCs where none existed previously (or the upgrade of existing accessible provision to meet current standards).</p> <p>The new accessible WCs installed are always gender neutral, and we avoid RADAR key systems wherever possible to ensure the accessible provision is as inclusive as possible. A gender neutral accessible WC is currently being installed within Rottingdean Grange for the use of all visitors to the library and museum and will also be made available to passers-by.</p> <p>There is currently no demand for a focus group on accessible toilets from the trans community, however LGBT HIP are able to facilitate potential consultations where specifics require.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 23 (Jan 2013)	Service Lead	ELT Lead
Individual changing rooms should be available in all leisure buildings and the council should actively encourage other organisations to provide changing rooms that are appropriate for all users, whatever their gender identity.	Toby Kingsbury	Paula Murray
Council Response (May 2013)		
See recommendation no. 21		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>Update at July 2013: As action no. 21</p> <p>Update at October 2013: As action no. 21</p> <p>Update at January 2014: As action no. 21</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 24 (Jan 2013)	Service Lead	ELT Lead
<p>The council’s Trans Toolkit is due to be revised. The Panel recommends that the council take advice from experts in trans awareness to ensure the toolkit is fit for purpose. This new Toolkit should then be proactively publicised and promoted to all staff within the council. Managers should be offered training on its use. In addition, guidance should be given for council staff on what to do when a person changes their name and gender marker following a gender transition.</p>	Liz Boswell	Catherine Vaughan
Council Response (May 2013)		
<p>HR has already started reviewing the Transgender Toolkit and will have regard to the recommendations made by the Scrutiny Panel whilst carrying out that exercise and when re-launching the revised toolkit.</p>		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>As per recommendation, the Trans Toolkit is being reviewed and will be re-launch later in the year. HR are looking at how to co-ordinate launch of toolkit with a training offer for Managers.</p> <p>The following illustrates the timeline for revision:</p> <ul style="list-style-type: none"> Revised draft of toolkit to be completed by January 2014 Consultation on the refreshed toolkit to be completed by end of March 2014 Agreement to LGBT Staff Forum review of new Toolkit. Agreement from LGBT HIP to ‘peer review’ the new Trans Toolkit as part of the consultation in March 2014. Toolkit to be re-launched in April 2014 in line with Year 1 Workforce Equality Action Plan 	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 25 (Jan 2013)	Service Lead	ELT Lead
<p>B&HCC Human Resources, in partnership with the LGBT Workers' Forum and the Communities and Equalities Team, need to reach out to trans employees to listen to their experiences of working for the council and to make changes accordingly. The B&HCC LGBT Worker' Forum is to be congratulated on their activities on trans inclusion. The Forum must continue to be supported and resourced to develop its work on this.</p>	<p>Liz Boswell/Emma McDermott/LGBT Workers Forum (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Catherine Vaughan/Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>The LGBT workers forum has prioritised Trans engagement work and support for a number of years, having played a pivotal role in the instigation of the Trans Equality Scrutiny and will continue to do so. The forum continues to receive an annual budget and support from the communities and equality team to deliver its annual business plan, currently being worked on. Reaching out to trans employees has also been discussed at the workforce equalities group attended by representatives from all the workers forums, HR and communities and equality team.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>The LGBT Staff Forum continues to receive both budget and staff support from the Communities and Equality Team and retains a strong focus on trans staff engagement including a specific trans history event at the library as part of LGBT history month in February. The group undertook consultation with LGBT staff in order to understand what types of activities would encourage more people to be involved and this is being used to create a new work programme.</p> <p>The corporate HR Team are working on including trans awareness as part of the new equalities e-learning package for staff, at the same time as putting together bespoke courses for Housing, Adult Social Care and Leisure Staff – all of which are being evaluated for future provision. At the same time member training has been developed and is due to run in March 2014.</p> <p>Furthermore HR will revise its employment pages to increase the emphasis on BHCC as a trans inclusive employer and the team will continue to work with the Forum to engage with trans staff.</p> <p>Given the small numbers of trans staff in the council and sensitive issues such as confidentiality this remains a difficult area of work, however both the forum and HR are committed to ongoing focus.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 26 (Jan 2013)	Service Lead	ELT Lead
The particular impacts on trans people of the government welfare reform agenda must be taken into account. As part of this, the specific vulnerabilities of trans people as recipients of welfare benefits should be explicitly acknowledged in the council's strategy on financial inclusion.	Richard Tuset	Paula Murray
Council Response (May 2013)		
The Council's new Financial Inclusion Strategy has recently been adopted. The specific needs of the trans community were considered as part of the needs and equality impact assessments and will be included in all elements of commissioning and delivery going forward. In particular advice providers have been asked to undertake service monitoring of trans clients and to undertake LGBT awareness training in relation to this. The new Community Banking Partnership commission will also include these actions.		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
The provision of trans inclusive advice services has been built into the Financial Inclusion Strategy and the tender for the Community Banking Partnership. The successful providers will be offered trans awareness training and asked to undertake some quick consultation on financial exclusion in trans communities in partnership with the Trans Alliance and other trans support groups in the city. Furthermore, the city's LGBT third sector organisations have been offered welfare reform training and this offer will be made again through the new Community Banking Partnership in Autumn 2014.	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 27 (Jan 2013)	Service Lead	ELT Lead
When appointed, the Council's Trans Champion (see recommendation 36) should contact local high street banks, building societies and East Sussex Credit Union to encourage sharing best practice regarding staff training/awareness and bank records procedures for trans customers.	Richard Tuset	Paula Murray
Council Response (May 2013)		
The Council has recently adopted a new financial inclusion strategy which includes actions around working with high street banks. With this in mind it is proposed that the work on trans inclusion be added to this process.		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
The council has now established a basic banking forum and is working on a Basic Banking Charter with local banks which will include a commitment to best practice in working with trans customers. As the council's relationship with the banks is new and developing, progress on this has necessarily been slower but it remains on the agenda for partnership discussion.	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  AMBER </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 28 (Jan 2013)	Service Lead	ELT Lead
<p>All public bodies (including NHS bodies and schools) should publish an annual statement on what they have done to meet their public sector equality duty in respect of trans people.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>The council is incorporating the agreed recommendations of the Trans Equality Scrutiny into the Equality and Inclusion Policy Action Plan. This is updated with input from statutory sector partners and publicly reported every six months, and progress is reported to Overview and Scrutiny annually.</p> <p>The City Inclusion Partnership (an equality and inclusion forum for all the city's statutory organisations) has a focus in 2013 on identifying recommendations in the Scrutiny which would benefit from a citywide approach and on working together to implement the actions and share best practice. Statutory sector partners on the City Inclusion Partnership are included in this process.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>The council considers that the corporate Equality and Inclusion Policy Action Plan provides a suitable annual statement as described by the recommendation. The Action Plan is developed and monitored by the council's communities and equality team who report on progress through third sector engagement events. Key highlights include:</p> <p>School compliance with the Public Sector Duty of the Equality Act is being monitored; currently 80% of schools are compliant. Actions within the council's Equality and Inclusion Policy Action Plan are being reviewed by all services within directorates, two years after the Policy was first launched. An action is being included which will enable us to report at the April/May event against all actions undertaken following the Trans Equality recommendations.</p> <p>The sub-group of the City Inclusion Partnership met in September 2013. Members agreed the Terms of reference for the group and the scope of its work, identified potential gaps in membership and received updates about the other work going on in relation to Trans Equality. The next meeting will be held in February 2014.</p> <p>Whilst the community are appreciative and receptive of this work, they feel that a separate, clear and easily accessible statement specific to work with trans communities needs to be produced. This will be discussed and explored as part of the next stage of the work.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 29 (Jan 2013)	Service Lead	ELT Lead
<p>City-wide there needs to be wider recognition of non-binary gender. Further discussion should be undertaken with the trans community to ensure that all monitoring is sensitive, appropriate and properly implemented. Furthermore, the results of this monitoring, appropriately anonymised, should be made publicly available on an annual basis.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>As in response to recommendation no.1 the council's equality monitoring form recognises non-binary gender identity and allows people to define their own identity. The questions and guidance for the form are based on guidance from Trans organisations. Guidance for staff on how to ask the questions appropriately and sensitively has also been produced.</p> <p>The council's HR team is updating its monitoring categories to reflect the corporate template and will use this to collect data. Monitoring data on staff is reported annually, and figures for Trans staff will be separated, where this does not risk identifying individuals.</p> <p>Equality information on service-users is also collected using the council form and this data is reported via the council's Equality Impact Assessment process. Summaries of these are published on the council's website as EIAs are completed and copies of the full EIAs are available on request.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>There have been a number of developments in response to this recommendation in order to recognise non binary identity and improve monitoring to capture this:</p> <p>Guidance has been provided through the council's corporate Equality Steering Group and the Directorate Equality Groups on the use of this form and it continues to be used by council teams and services.</p> <p>Equality Impact Assessments retain a specific focus on Gender Reassignment as one of the characteristics protected within the Equality Act 2010 and a broad definition of 'Trans' is encouraged for staff completing this process.</p> <p>BHCC HR team has updated its monitoring categories to reflect the corporate template.</p> <p>Equality Impact Assessment training is being provided across the council, with clear explanations on how to gather data to inform service assessments, including equality monitoring.</p> <p>Work is ongoing to ensure that equality monitoring is used appropriately in all community engagement, to evidence the range of engagement and to identify trends in responses.</p> <p>Further the Council's Information Governance Manager will support the requirement to use consistent and corporate equalities monitoring through corporate broadcasts/protocols.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 30 (Jan 2013)	Service Lead	ELT Lead
<p>The importance of an on-going mechanism for consultation and engagement with trans people in the city should be recognised by the council. The Panel recommend that this should be funded accordingly</p>	<p>Emma Mcdermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>The council is funding the LGBT Health and Inclusion Project for a further year (2013-14) in recognition of the excellent engagement and consultation it has delivered. The project is jointly funded by the council and clinical commissioning group, both of which will work with the project in 2013/14 to secure its sustainability.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>LGBT HIP has been has been contracted until 30th June 2014 to facilitate engagement with the Trans (and LBG) community in the city. The new Communities and Third Sector Prospectus has highlighted the need for LGBT as a priority in terms of the commissioning of Infrastructure Support, Community Engagement and Community Development. The bids will be appraised to look at how the city's trans community groups will be enabled to have an active voice in decision making and new services will be in place by Autumn 2014.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 31 (Jan 2013)	Service Lead	ELT Lead
<p>Infrastructure services and the Transforming Local Infrastructure (TLI) project should continue to consider how to engage the city's trans community groups to ensure they have an active voice in decision making.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>This recommendation has been fed back to the four voluntary organisations leading and delivering the new TLI project (funded by the Big Lottery) and as a member of the strategic working group advising the project the communities and equality team has championed the need for the new organisation to explicitly explain how it will support equalities groups, including Trans groups, in the city. At time of writing the final paper on the services to be delivered by the TLI had not been released to the council by the project.</p> <p>The need to support Trans community groups has been explicitly included in the Community and Voluntary Sector Forum's contract for 2013/14 in readiness for its change into the new TLI organisation.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>The Transforming Local Infrastructure (TLI) project met with LGBT HIP to discuss support needs of LGBT community and voluntary groups and organisations as part of its business planning. TLI has now finished and a new body – Community Works has been created through its recommendations.</p> <p>In addition, LGBT HIP facilitated an LGBT third sector meeting to examine the development needs of LGB and T groups. The needs of smaller trans groups were considered as part of this. A full report was produced and recommendations made to the Council and Community Works (the new CVSF).</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 32 (Jan 2013)	Service Lead	ELT Lead
<p>Following the needs assessment (see recommendation 13) a city wide trans equalities strategy should be developed by the council and partner organisations with the full engagement and participation of trans individuals and support groups. This should include an action plan with clear leads and responsibilities. This should be led by the council's Trans Champion.</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>Using the outcomes and recommendations from the needs assessment discussion will be had with the Trans community and public sector organisations about outcomes and recommendations that could appropriately be mainstreamed into existing strategies and the focus required for a specific Trans Strategy.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>A decision regarding the need for a specific Trans Equality Strategy will be made following the final report and recommendations of the Trans Needs Assessment.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No.33 (Jan 2013)	Service Lead	ELT Lead
Any activity commissioned or supported by the council in relation to LGBT activities, and in particular Pride, needs to mandate trans inclusion	Richard Tuset	Paula Murray
Council Response (May 2013)		
As a result of the Trans Scrutiny Panel findings, we will ensure that any future commissioning or support for cultural work addressing the Lesbian, Gay, Bisexual and Transgendered agenda takes on board fully the needs and aspirations of Transgendered individuals. In terms of the council's relationship with Pride specifically, the council does not commission Pride and currently does not fund the event directly, although Pride does receive support in kind from the council. Council officers responsible for liaising with Pride would be happy to broker discussions that might result in a greater inclusion of the Trans community in the event.		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>The Council has given landlords consent for Pride for the next 3 years. The conditions set out in the report include the requirement that Brighton Pride Community Interest Company (BPCIC) produce an equality statement and action plan that includes appropriate actions to ensure access and inclusion of the Trans Community in Pride as set out and agreed by the council through the Trans Equality Scrutiny process. Council officers are working in partnership with BPCIC to ensure this work is undertaken. In addition Pride consultation events have been undertaken by LGBT HIP and Pride themselves and all feedback pertaining to trans inclusion will be progressed.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 34 (Jan 2013)	Service Lead	ELT Lead
<p>B&HCC should take the lead in creating an identity for the city as a trans friendly place that challenges stigma and discrimination. This includes such actions as a public statement on the website, trans branding, vocal support and partnership working with trans support groups, and publicity information including trans individuals as local citizens.</p>	<p>Jake Barlow</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>The Communications team will tie in with partners across the city to support and champion the issues raised in the report and work taken forward in response. Wherever needed the team will lead on the publication of information which progresses the agenda of equality for local trans people.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>Grant funding and officer support was made available to the city's first Trans Pride in July. As the first event of its kind in the country, the event helped to establish Brighton and Hove as a trans inclusive city.</p> <p>In addition, the communications team are working with partners from the trans community to provide support and advice to help communicate and raise awareness of trans equality in the city and this has included providing media training to effectively communicate and manage often high profile issues. Furthermore, the media team has taken a proactive approach to responding to negative coverage of trans issues and individuals in the local media as well as using BHCC communications channels to promote trans equality events, activities and initiatives including via the website and social media.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 35 (Jan 2013)	Service Lead	ELT Lead
The Panel welcome the addition of the honorific Mx by council benefits staff as giving an alternative option. The Panel recommend that all on-line forms are examined to look at the possibility of additional options, leaving blank or entering the title the individual feels is appropriate to them.	Tara Walker	Catherine Vaughan
Council Response (May 2013)		
Online forms are being reviewed as part of the council's Web Improvement Project as more forms are automated. Each form will be evaluated before Mx is included as a standard title. This will ensure that where data is automatically put into back office systems it is compatible and Mx will be accepted as an option along with an option of leaving the honorific blank. Progress will be monitored and reported back to the Customer Access Programme Board.		
Progress at January 2014 – short commentary by service lead:	Status - (note status indicates progress by January 2015)	
<p>As members will be aware this recommendation received significant media interest so remains sensitive. However, as and when online forms are being developed, the new title is being used where appropriate. Mx has been included in the list of titles in the new web forms software (Achieve) so is available for use as forms are moved to the new software. City Clean are going live with their new forms imminently.</p> <p>Examples of progress include:</p> <p style="padding-left: 40px;">Several web forms for use by staff, including a new Health & Safety incident reporting form are using the new title descriptions including Mx.</p> <p style="padding-left: 40px;">In addition to self service web forms, City Clean is looking to include Mx as a title whenever a new customer record is created by customer service agents. This will be available for use by other services as the Customer System is rolled out.</p> <p style="padding-left: 40px;">The Council's Information Governance Manager has agreed to undertake some investigation into the ways in which sensitive information regarding our trans customers and staff is used and held. This will include providing guidance in relation to the Gender Recognition Act.</p> <p style="padding-left: 40px;">Furthermore, she will progress the recommendation of using the Mx honorific as a corporate approach through the Information Governance Board which is also chaired by the Equalities Champion for the senior leadership team (Catherine Vaughan).</p> <p style="padding-left: 40px;">Adult Social Care are now starting to implement the Mx honorific through Homecare.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 36 (Jan 2013)	Service Lead	ELT Lead
<p>The implementation of these recommendations is crucial and should be carefully monitored. The Panel recommends that a lead officer is appointed as a 'Trans Champion' within the council. This person should be at Senior Management level (within the Corporate Management Team or Assistant Director level or above) and will be responsible to champion the rights of trans people both inside and outside of the organisation. They will also have responsibility for the commissioning of the trans needs assessment and the lead on the development of a city-wide Trans Equalities Strategy (see recommendation 32). In addition, a councillor should be nominated as the council's Trans-Champion (as distinct from the existing LGBT champion).</p>	<p>Emma McDermott (Note that Andy Staniford is now Head of Communities, Equality and Third Sector to cover Emma's maternity leave).</p>	<p>Paula Murray</p>
<p>Council Response (May 2013)</p>		
<p>The Executive Director for Resources, Catherine Vaughan has been appointed as the equalities champion for the Executive Leadership Team (ELT). This includes championing Trans issues. Progress on the responses to the recommendations will be reported in November to the ELT.</p> <p>The councillor Trans champion will be nominated as part of annual council process.</p>		
<p>Progress at January 2014 – short commentary by service lead:</p>	<p>Status - (note status indicates progress by January 2015)</p>	
<p>Catherine Vaughan met with Trans community reps to build relationships and discuss her role. She also attended the Transgendered Day of Remembrance. Catherine also receives feedback from Trans Equality Working group and retains oversight of the scrutiny process through her corporate lead as Equalities Champion and leadership of the Modernisation Board.</p> <p>Furthermore, the Councillor Trans rep has been appointed as Cllr. Stephanie Powell. The city council's communities and equality team has met with all the councillor equalities champions to discuss their focus for 2013 and provision of support by the team.</p>	<p>Red – Off target and not likely to come back to on target performance by year end without intervention Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary) Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	

**Brighton and Hove Trans Equality Scrutiny
Recommendation Action Plan - Annual Report – January 2014**

Scrutiny Report Recommendation No. 37 (Jan 2013)	Service Lead	ELT Lead
The work of this Panel should be forwarded on to the government departments looking at trans equality, specifically in response to the expected call for evidence after the Trans Gender Equalities Action Plan.	Giles Rossington	Abraham Ghebre-Ghiorghis
Council Response (May 2013)		
Actioned by Scrutiny Team following report's endorsement by Overview and Scrutiny Committee in January 2013		
Progress at January 2014 – short commentary by service lead::	Status - (note status indicates progress by January 2015)	
No further action required	<p>Red – Off target and not likely to come back to on target performance by year end without intervention</p> <p>Amber – Currently off target but officers are confident that performance should reach target by year end with current improvements in place (detail these in the commentary)</p> <p>Green – On or above target</p> <div style="text-align: right;">  GREEN </div>	