

Executive Board
7 September 2020

**Equality Promotion Calendar and
Flag & Illumination Protocol**

Recommendations / key decisions required:

1. To agree on a standardised Equality Promotion Calendar for Carmarthenshire County Council for the year.
2. To agree on the key communication and promotion channels within the calendar.
3. To formally agree the amended Flag and Illumination Protocol.

Reasons:

- We are aware that there are a large number of celebration / designated dates for the protected characteristics identified as part of the Equality Act 2010.
- Our aim, through the development of this calendar, is to have a list of specific authorised dates in order to have a consistent and fair timetable across all characteristics.
- Developing a calendar of this kind will assist in the preparation and publication of our Strategic Equality Plan for 2020-2024.
- The Flag and Illumination Protocol identifies the designated days for flying flags and has been amended to incorporate the Equality Promotion Calendar.

Relevant scrutiny committee to be consulted: NO

Exec Board Decision Required YES

Council Decision Required NO

EXECUTIVE BOARD MEMBER PORTFOLIO HOLDER:- Cllr. Cefin Campbell

Directorate

Chief Executive

Name of Head of Service:

Noelwyn Daniel

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Designations:

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EXECUTIVE SUMMARY

Equality Promotion Calendar and Flag & Illumination Protocol

Equality Promotion Calendar

The aim of the Equality Promotion Calendar is to provide a standardised and authorised timetable of key equality and diversity celebratory / designated days. The calendar aims to provide a platform for both internal and external communication, across all of the protected characteristics, as noted in the Equality Act 2010. The protected characteristics are noted below:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation.

As a public sector organisation listed under the Equality Act 2010, we have a responsibility under the General Duty to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Developing an Equality Promotion Calendar provides an opportunity to advance equality and foster good relations between protected groups, in a proactive manner. By having a planned calendar of designated / celebratory days it avoids the need to consider various individual requests for support which can sometimes lead to a lack of representation from across the protected groups as not all characteristics will have representative symbols / flags to display.

Feedback on the promotion activity and celebratory / designated days recognised will be reviewed on an on-going basis, at least annually, in discussion with the Executive Board Member for Equalities and any additions to the Calendar will be agreed with the Leader of the Council in consultation with all Group Leaders.

Flag and Illumination Protocol

The Protocol has been amended to take into account the requirements of the Equality Promotion Calendar (subject to approval of the Calendar) and is presented for formal approval. The Protocol outlines arrangements for designated flag flying dates (as set by the Department for Digital, Culture, Media and Sport), locally agreed flag flying dates and process for requesting additional dates/events for flying of flags or illumination of Council buildings.

DETAILED REPORT ATTACHED?

1. Equality Promotion Calendar
2. Flag & Illumination Protocol

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Noelwyn Daniel**

Head of ICT & Corporate Policy

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
YES	YES	YES	NONE	NONE	NONE	NONE

1. Policy, Crime & Disorder and Equalities

Carmarthenshire County Council is a listed body under the Equality Act 2010 and must comply with the General Duty.

2. Legal

Non-compliance with Act could lead to legal challenge. We must be able to evidence that we have shown due regard to the General Duty.

3. Finance

There may be additional staff caretaking costs in order to raise specific flags; however, we will always aim to plan well in advance in order to minimise any potential costs.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: **Noelwyn Daniel**

Head of ICT & Corporate Policy

4. Relevant Partners

Feedback from the Equality Carmarthenshire Group, which brings together Public Sector organisations and Equality community groups, has been extremely positive, when the concept of establishing an Equality Promotion Calendar has been discussed with them.

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report: **THERE ARE NONE**