

EQUALITIES PANEL



AGENDA

To: Chair: Antoinette Jackson

Elected Members: Councillors Abbott, Adey, O'Connell and Ratcliffe

Public Members: Graham Lewis, Orsola Spivack, Raheela Rehman, Susan Wan and Judith Margolis

Staff Members: Ari Henry, Karen Lee and Joe Obe

Dispatched: Friday, 3 June 2016

Date: Monday, 13 June 2016

Time: 4.00 pm

Venue: Sports Hall - The Meadows Community Centre - The Meadows Community Centre

Contact: Toni Birkin

Direct Dial: 01223 457013

1 Welcome, Introductions and Apologies

Introduction and welcome to new panel members

2 Declarations of Interest

3 Minutes of Previous Meeting and Matters Arising (Pages 5 - 10)

4 Single Equalities Scheme Annual Update (Pages 11 - 40)

The Single Equality Scheme 2015-2018 sets out five objectives and a series of actions that the Council will take to address equalities issues. David Kidston, Strategy and Partnerships Manager, will present a report on progress in delivering the scheme during 2015/16. The purpose of this item

is to provide an opportunity for the Panel to:

- Review key achievements and learning during 2015/16
- Provide advice on proposed actions for 2016/17

5 Equality in Employment Report (Pages 41 - 74)

The Council produces an annual report on equality and diversity in the Council's workforce. The report provides details of key trends in the workforce, including profile, recruitment, and training. In order to meet the requirements of the Equality Act 2010, the report includes data on the following protected characteristics: ethnicity, disability, gender, age, religion or belief, and sexual orientation. Deborah Simpson, Head of Human Resources, will highlight the key points in the report and answer any questions from the Panel regarding the information in the report.

6 Equality and Diversity Partnership

Jane Wilson, Culture and Community Manager, will present proposals for a Cambridge-wide Equality and Diversity Partnership. This will include an overview of the aims and objectives of the proposed Partnership, and a summary of recent consultation feedback from voluntary and community groups. The Panel is asked to provide advice on the proposals.

7 Equalities Panel programme for 2015/16 (Pages 75 - 76)

The purpose of this item is to provide an opportunity for Panel members to identify aspects of the Council's work or equalities issues in the city which they would like to focus on at subsequent meetings.

Information for the Public

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EQUALITIES PANEL

7 December 2015

4.30 - 6.30 pm

Chair: Antoinette Jackson

Public Members: Graham Lewis, Judith Margolis and Orsola Rath Spivack

Elected Members: Abbott, Holt, O'Connell

Staff Members: Jackie Hanson, Ari Henry, Karen Lee, Joe Obe and Jenna Varga

Officers:

Head of Human Resources: Deborah Simpson

Strategy and Partnerships Manager: David Kidston

Strategy Officer: Suzanne Goff

Committee Manager: Sarah Steed

Others present:

Public Health Manager (Cambridgeshire County Council): Holly Hodge

Mental Health Promotion Facilitator (Cambridgeshire County Council): Claire Harris

Tenancy Sustainment Co-Ordinator: Vicky Schueller

Independent Living Supervisor: Clara Gomez Serrano

Equality and Diversity consultant for Cambridge University: Kevin Coutinho

FOR THE INFORMATION OF THE COUNCIL

15/12/EP Welcome, Introductions and Apologies

Apologies were received from Councillor Bird, Councillor Ratcliffe and Nicky Wrigley.

The Panel noted the resignation of Jackie Hanson and expressed their gratitude for her contributions to the Equalities Panel.

15/13/EP Declarations of Interest

No interests were declared.

15/14/EP Minutes of Previous Meeting and Matters Arising

The minutes of the meeting of the 22nd June 2015 were agreed as a correct record.

15/15/EP Mental Health

The Panel received a presentation from Holly Hodge (Public Health Manager) and Claire Harris (Mental Health Promotion Facilitator) on the recently developed Cambridgeshire Public Mental Health Strategy. They discussed the main aims and themes of the Mental Health Strategy in relation to Cambridgeshire County Council and its associated Action Plan.

Vicky Schueller (Tenancy Sustainment Co-Ordinator) delivered a presentation on the Cambridge City Council Tenancy Sustainment Service which included the aims of the service, what the role of the service was in relation to public well-being and a case study of the role played in supporting a particular individual who suffered from mental health issues.

Clara Gomez Serrano from the Council's Independent Living Service talked about her role supporting older people in Cambridge with mental health issues.

The Panel made the following comments in response to the presentations:

- i. The key message was that early intervention into mental health awareness and prevention was key and should be focussed on. Questioned whether further responsibility should be put onto teachers given that they were not qualified professionals on mental health issues.
- ii. Requested that a leaflet which contained information for teachers on what to look for to identify mental health issues and signposts to organisations was produced and made available by the County Council.
- iii. Some Mental Health Services in Cambridgeshire had closed their lists to certain services; it was therefore questioned whether there was a link between children and adolescents and closed lists.
- iv. Questioned what work had been done with schools and bullying. Commented that some schools ignored that they had bullying issues, others would only deal with overt bullying and did not deal with more undisclosed types of bullying.
- v. Questioned the self-harm figures presented and whether the figures were due to a high recording rate or whether there were more individuals that self-harmed in Cambridge.
- vi. Asked for clarification on the County Council's remit for mental health issues.

In response to questions from the Panel Holly Hodge (Public Health Manager) and Claire Harris (Mental Health Promotion Facilitator) confirmed the following:

- i. The Mental Health Trust provided a service that was tailored to working with young people and free access was provided to schools. A prospectus of services offered by the Trust could be circulated round the Equalities Panel members.
- ii. The waiting lists for children were closed as they were 6 to 12 months long, however the Hub provided signposts to lots of voluntary organisations which could assist.
- iii. The Education Well-being Team worked with schools in relation to bullying.
- iv. Recorded self-harm figures were only the 'tip of the iceberg', as they represented the number of people presenting at hospital with self-harm injuries. Many people who self-harm do not attend hospital. Analysis of the figures showed that the electoral wards around the hospitals had a higher self-harm record rate. This may have been due to the fact that these individuals had better access to facilities, or greater awareness of the support available.
- v. The County Council's role in well-being was to try and prevent poor mental health issues arising.

15/16/EP Cambridge University

The Panel received a presentation from Kevin Coutinho, an Equality and Diversity consultant for Cambridge University on the measures that the University had put in place to promote equality and diversity within the University.

The Panel made the following comments in response to the presentation:

- i. Reference was made to the City Council's Chief Executive reading the Equality Pledge and the event at Queens College Cambridge.
- ii. Asked whether the University had disability champions.
- iii. Asked whether the implementation of equality practices were getting easier.
- iv. Asked if the new Prevent Policy had had any impact.

In response to questions from the Panel Kevin Coutinho, an Equality and Diversity consultant for Cambridge University made the following comments:

- i. Asked whether the Chief Executive's reading of the equality pledge had been tweeted.
- ii. Confirmed that the University had disability champions.

- iii. Commented that most organisations were comfortable with the headlines of equalities but some had difficulties in embedding equalities within working practices. The University's practices had improved although further work was needed.
- iv. Students with disabilities were likely to be affected by budget cuts.
- v. Employees were reluctant to disclose if they had a disability as they felt that they may be dis-advantaged.
- vi. Referred to a 'make no assumptions' Cambridge University campaign in relation to gender identity issues.
- vii. Commented that in terms of the higher education sector women made up 50% of the workforce, but less than 20% were professors. The introduction of a compulsory retirement age by Cambridge University which has led to increased turnover of staff has seemed to help with increasing the number of females amongst senior academic staff.
- viii. The University was mindful to support both faith and non-faith communities.

15/17/EP Climate Change Strategy

The Panel received a report from David Kidston, The Strategy and Partnership Officer on the draft Climate Change Strategy.

The Panel were asked for their input on the particular impacts and risks on equalities groups which might arise from predicted changes to the climate in Cambridge.

The Panel made the following comments:

- i. In relation to impacts on disability, comments were made that lots of people with a disability had a mobility car as public transport was not as accessible as it should be. Mobility cars tended to be diesel which was now understood to be more polluting than petrol. Some villages only had one bus an hour. All public transport was meant to be accessible by 2016 however there was no definition of what accessible meant.
- ii. In relation to impacts on gender, comments were made that women tended to be the main carer for children, if there were school closures following an environmental incident (for example flooding) women could be disproportionately affected.
- iii. In relation to impacts on pregnancy, maternity, civil partnerships and marriage it was highlighted that if the weather was severely hot then this would affect pregnant women.
- iv. In relation to race and ethnicity the key factor identified was language barriers and the production of advisory material.

- v. In relation to religion and belief, it was raised whether multi-faith buildings could be developed to make more efficient use of buildings and development land. The issue of food supply was also raised and whether climate change could impact on the ability to be able to produce certain foods in order to meet various faiths' requirements. It was also questioned whether there could be better use of agricultural land to try and meet the needs of different faiths so there was less reliance on importing products and less impact on the environment. The availability of land for burials and also the different requirements for different faiths was also discussed.

The verbal feedback provided by Panel members was constrained by the limited time available for this item. However, additional written comments were also provided from the breakout group discussions at the meeting, and officers said they would incorporate these comments into the consultation feedback on the strategy.

The meeting ended at 6.30 pm

CHAIR

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Single Equalities Scheme Update

Equalities Panel, 13 June 2016

1. Reason for this report coming to the Equalities Panel

1.1 Members of the Equalities Panel are asked to:

1. Comment on the Council's progress in delivering equalities actions set out in the Single Equality Scheme during 2015/16
2. Comment and advise on whether the actions proposed in Appendix A for delivery during 2016/17 will help the Council to achieve the five objectives for the Single Equality Scheme

2. Background

- 2.1 The Public Sector Equality Duty (PSED) in the Equality Act 2010 requires local authorities to: publish information annually to demonstrate how they meet the equality duty; and publish one or more equalities objectives at least every four years.
- 2.2 The Council has developed a new Single Equality Scheme (SES) for April 2015 to March 2018. The scheme was approved by the Executive Councillor for Strategy and Transformation at Strategy and Resources Committee on 13 July 2015.
- 2.3 The SES identifies 5 objectives for the Council's work on equalities issues and sets out a total of 39 actions for the Council during 2015/16 to help deliver the objectives listed above. A summary of progress in delivering these actions is provided at 4.0 in this report. Further detail can be found in the full Single Equality Scheme Annual report at Appendix A.

3. Progress during 2015/16

- 3.1 During 2015/16 we have taken a number of steps to increase our understanding of the needs of Cambridge's growing and increasingly diverse communities so that we can target our services effectively (SES Objective 1), including:
 - Conducting four needs assessment surveys focussing on: women; men on low incomes; people with disabilities; and

BAME and faith communities. A total of 766 survey questionnaires were completed across the four groups

- Taking the lead on a Cambridgeshire-wide project to identify housing needs of people with disabilities
- Consulting a representative group of residents and businesses on a number of savings proposals as part the Council's annual budget consultation

3.2 We delivered a number of actions which aimed to improve access to and take-up of services from all residents and communities (SES Objective 2), including:

- Providing a number of equalities-focussed training courses for staff including: a dedicated session on equality and diversity as part of the corporate induction for new staff; disability awareness training; mental health awareness training; mental health first aid training; and transgender awareness training
- Procuring a new corporate interpreting and translation contract in collaboration with Cambridgeshire County Council and actively managing this contract to ensure good standards of service for the Council and its customers
- Using funding from the Council's Sharing Prosperity Fund to fund four digital inclusion projects. The Council's City Homes service delivered 5 12- week training courses for 34 residents at venues across the City. 3 voluntary and community organisations were funded to deliver programmes which focused on increasing residents' digital skills and enabling them to access services online

3.3 We have progressed a number of actions to promote equal access to public activities and spaces in Cambridge and help people to participate fully in the community (SES Objective 3), including:

- Completing the Cambridge City Centre Accessibility Review, which focused on accessibility issues for people with disabilities, older people and other people with mobility issues, and taking forward an action plan to address some of these issues
- Reviewing the Council's taxi policy. A draft policy will be considered at the Council's Licensing Committee in July 2016, prior to wider consultation. It is proposed that the disabled

access element of the new policy will include training and awareness on disability issues as part of mandatory safeguarding training for all taxi drivers

- Signing the Cambridgeshire and Peterborough Mental Health Crisis Concordat. By signing the Concordat, the Council has committed to work with partners, including Cambridgeshire Police, Cambridgeshire County Council, Cambridgeshire MIND, and NHS bodies, to ensure that vulnerable individuals in mental health crisis receive the right care, in the right place, at the right time
- Working with Citizen's Advice Bureau to pilot an outreach advice service at Barnwell Medical Practice, which has supported 64 patients who are experiencing mental health issues as a result of debt or other financial issues
- Working with partner organisations to provide 7 awareness raising events and activities on mental health issues for City Council staff and local communities as part of World Mental Health Day in October 2015
- Continuing to provide move-on accommodation for 40 adults recovering from mental ill health, in conjunction with Cambridgeshire County Council and Metropolitan Housing Group
- Providing direct support for 535 older people aged 65+ to help them remain independent and socially active, including through access to benefits, installation of assistive technology, and community alarms
- Continuing to deliver a programme of 15 fitness classes per week for older people in partnership with Forever Active and the Cambridgeshire and Peterborough Clinical Commissioning Group's Falls Prevention Team. There have been 4,976 attendances by older people at these classes to date.
- Continuing to run and support a range of groups for older people in Trumpington, Abbey, Arbury, Akeman Street Community Centre, and Ross Street Community Centre
- Providing a successful programme of free swimming lessons for 290 children who are from low income families or who cannot swim at the key stage 2 assessment point
- Continuing to provide open access play activities for children and young people, providing a programme of summer activities

for children and young people as part of SummerDaze 2015, and providing targeted activities in areas of greatest need, including boat activities, cooking, and art and crafts

3.4 We took forward a number of activities to tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together (SES Objective 4). These included:

- Working with partners to develop an Equality Pledge, which was signed by all local authorities in Cambridgeshire, and a significant number of other public bodies. Cambridge City Council is hosting a web page for the Pledge, and actions are now taking place in support of the Pledge, including the development of an Equalities and Diversity Network
- Supporting and delivering a wide range of celebratory activities, including events to mark Black History Month, Cambridgeshire Celebrates Age, Disability History Month, Holocaust Memorial Day, International Women's Day, Lesbian Gay Bisexual and Transgender (LGBT) History Month, and Refugee Week
- Supporting the development of the 'Safer Spaces' project being led by the Encompass Network. The Council has taken a number of steps to ensure that the Council is a 'Safer Space' for LGB&T customers, including: providing a transgender awareness training course which was attended by over 90 staff; and producing and promoting a guide and for managers on making their facilities a safer space
- Working with Encompass and Cambridgeshire Ethnic Community Forum to arrange events to bring together BAME and LGB&T communities as part of Black History Month and the Council's Customer Awareness Week activities
- Providing regular outreach surgeries at Cambridge Mosque and the Addenbrookes Hub on services to address racial harassment and anti-social behaviour
- Working in partnership with Cambridgeshire Police to put in place a local 'Prevent' initiative. Following an initial community engagement event, we produced an action plan. As part of this we have delivered awareness raising workshops for the community and conducted training for over 160 frontline staff on their responsibilities under 'Prevent'

- Gaining “White Ribbon Campaign” status and taking forward an associated action Plan. Actions have included: Working with partners to organise a domestic abuse and sexual violence awareness event; and developing a new Council webpage to signpost people who have been affected by domestic abuse to agencies that can provide help, and provide information on spotting the signs of domestic abuse or relationship abuse

3.5 We took a number of steps to ensure that the Council’s employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the Council (SES Objective 5). These included:

- Publishing data on the Council’s workforce, recruitment and training attendance by equality group as part of the annual Equality in Employment report.
- Recruiting 7 apprentices during 2015/16 as part of the Council’s ongoing apprenticeship programme
- Publishing a new guide for officers on equalities in procurement which takes into account relevant changes in equalities legislation and guidance
- Progressing a wider audit of the Council’s contract management processes, including auditing a sample of contracts to determine whether equalities considerations are being monitored effectively by contract managers

4. New actions for 2016/17

4.1 The SES 2015-2018 sets out 5 objectives for the Council’s work on equalities issues and 39 actions to help deliver these objectives during 2015/16. A further 30 actions have been identified in Appendix A for delivery during the second year of the scheme in 2016/17. Some of these are new actions that have been developed in response to consultation, research or emerging local issues, while others are an extension or evolution of activity delivered during 2015/16.

**David Kidston, Strategy and Partnerships Manager
Cambridge City Council**

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Cambridge City Council

**Single Equality Scheme
2015 – 2018**

**Year One Review
July 2016**



Introduction

The Council carries out a wide range of work that helps challenge discrimination, advance equality of opportunity and promote good relations between different communities. Cambridge City Council’s Single Equality Scheme sets out our objectives in relation to equalities and diversity for 2015-2018.

This review does not seek to capture everything we do in relation to equality and diversity. Instead it:

- Highlights some of our key achievements during the year which have contributed to progress towards our equalities objectives.
- Reports on progress against the specific actions we identified for the first year of our Single Equality Scheme (2015/16)
- Sets out some actions for the second year of the Single Equality Scheme (2015-16) that will further help us achieve these objectives.

What have we achieved during 2015-16?

In our Single Equality Scheme, we identified a number of actions for completion during 2015/16 that would help the Council make progress towards achieving its five equalities objectives. Details of all the actions and the progress we have made in delivering them are set out in the tables below:

Objective 1 – To further increase our understanding of the needs of Cambridge’s growing and increasingly diverse communities so that we can target our services effectively

In the first year of the plan (2015/16) we aimed to:	In the first year we:
Use evidence gathered as part of the recent Grants Review to provide a fuller profile for who is in most need in Cambridge	The Grants Review was completed by July 2014 ready for the launch of applications in August 2014. The evidence gathered through the review informed the new funding objectives for the grants, which included helping residents in most need (including those on low incomes) and removing barriers related to disability, gender, ethnicity, and sexual orientation.
Using the approach adopted by the LGBTQ needs assessment, work with voluntary and community groups to conduct similar needs assessments for	Building on the model used for the LGBTQ needs assessment carried out in 2014/15, four surveys were carried out in 2015/16 focussing on: women; men on low incomes; people with disabilities; and BAME and faith communities. A total of 766





In the first year of the plan (2015/16) we aimed to:	In the first year we:
women, men on low incomes, people with disabilities, and BAME/faith communities	survey questionnaires were completed across these four groups. Analysis of the findings of these surveys has been delayed, due to internal capacity issues. The Council will commission a partner organisation to analyse the results of the surveys and the findings will be used to inform Council service development and delivery.
Improve information available on the housing needs of people with disabilities, through the Cambridge sub-regional Strategic Housing Market Assessment	The Council is leading on a Cambridgeshire-wide project to identify housing needs of people with disabilities. Sub-regional authorities in Suffolk are also engaged, but are pursuing their own piece of work. To date a database of existing provision is almost complete, some data has been acquired from Cambridge County Council's adult social care services, and work is under way to develop an assessment model.
Explore opportunities to adopt a more participatory approach to the City Council's annual budget consultation, including securing a representative sample of the Cambridge population	<p>In 2014/15, the council used a tool called YouChoose to carry out its budget consultation. As part of this consultation, residents were asked to say how they would increase or decrease the budget across a range of council services, to meet the council's savings targets and set a balanced budget.</p> <p>In the YouChoose exercise, residents identified a number of services where they thought the biggest savings could be made. In 2015/16 the council held workshops with residents and businesses to explore in more detail at where savings could be made from the services picked out last year. Participants were asked to give their views on a number of costed savings proposals. The workshop participants were recruited to reflect the demographics of the Cambridge population.</p>
Analyse the results of the 2014 STAR City Council tenant satisfaction survey to identify groups with lower levels of satisfaction with services and target improvements for them	The 2014 tenant satisfaction survey was published in July 2014. Analysis of the survey results was used to identify groups with lower levels of satisfaction with services and target improvements for them





Objective 2 - To continue to work to improve access to and take-up of Council services from all residents and communities

In the first year of the plan (2015/16) we aimed to:	In the first year we:
<p>Deliver a series of training sessions on carrying out effective Equality Impact Assessments (EqIAs) and promote them to all services as part of the City Council's corporate Learning and Development programme</p>	<p>3 training courses on conducting effective EqIAs were scheduled during 2015/16. All three sessions were cancelled due to low numbers of bookings from staff. The course was communicated well in advance along with other training events. During 2016/17 officers will promote EqIA training to those Council services that seek the most support when completing EqIAs.</p>
<p>Organise an annual briefing session for Councillors on equalities issues as part of the corporate programme of member briefings</p>	<p>A briefing session for Councillors was organised for 9 September 2015 as part of the corporate programme of member briefings. However, the briefing session was cancelled due to limited interest from Councillors. A detailed written briefing on equalities issues was circulated to all Councillors, and we will continue to explore alternative methods of engaging Councillors in equalities issues.</p>
<p>Ensure that all new starters understand the importance of equality and diversity, and that staff are able to further their understanding as part of their ongoing development, e.g. through the disability awareness course in the corporate learning and development programme</p>	<p>The Council continued to provide a dedicated induction session on equality and diversity, which was attended by a total of 74 staff during the course of 2015/16. A number of other training courses were provided on specific equality and diversity issues including:</p> <ul style="list-style-type: none"> • Disability awareness training course, which was attended by 11 staff • Mental health first aid training course, which was attended by 11 staff • Transgender awareness training course, which was attended by 90 staff across a number of sessions.
<p>Procure a new corporate interpreting and translation contract in collaboration with neighbouring councils and monitor the contract effectively to ensure that interpreters meet</p>	<p>The Council worked with Cambridgeshire County Council to shape a new framework contract with a number of providers of interpreting and translation services. Council services are now able to use a number of different service providers that are on the framework contract. The Corporate Strategy</p>



In the first year of the plan (2015/16) we aimed to:	In the first year we:
the needs of customers and Council services	service is actively managing the contract to ensure that the Council and its customers receive a high standard of service.
Support residents to access digital services provided by the City Council and other organisations and businesses by enabling residents to access the internet and develop their digital skills.	<p>Using funding from the Council's Sharing Prosperity Fund, a Digital Inclusion Fund was created in 2015/16. A total of £15,000 was allocated to 4 projects:</p> <ul style="list-style-type: none"> • City Homes delivered a series of 5 12-week training course for 34 Council tenants at Browns Field Community Centre, Ross Street Community Centre, The Meadows Community Centre and Rock Road Library. • Camsight provided a package of advice, assessment, training in basic digital skills and ongoing technical support to 28 visually impaired Cambridge residents. • Cambridge Housing Society (CHS) was awarded funding to: develop the specialist IT skills of CHS support staff to enable their clients to get online and practise their digital skills; and work with volunteers from Lloyds bank to support digitally excluded older people living in CHS housing. • Cambridge Online was awarded funding to set up and run Digital Inclusion "Clubs" in various City locations.

Objective 3 - To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community

In the first year of the plan (2015/16) we aimed to:	In the first year we:
Conduct a review of accessibility of Cambridge City Centre for people with disabilities, older people and others with mobility issues, including advertising boards and street cafes blocking	The Cambridge City Centre Accessibility Study was completed and presented to the Council's Community Service Committee in March 2016. The review provides a baseline assessment of current accessibility issues in and around the city centre. Key issues included obstructions on streets in the city centre and issues with the





In the first year of the plan (2015/16) we aimed to:	In the first year we:
<p>pavements, poor and uneven pavements, location of street furniture and waste bins, location and availability of disabled parking bays, and particular issues facing deaf and blind people</p>	<p>configuration and quality of the public realm. An action plan was subsequently developed by Council officers and approved at Community Service Committee in July 2015. A number of actions have been progressed to date including:</p> <ul style="list-style-type: none"> • Drafting an 'A board' policy and carrying out an audit of 'A boards' in the city centre. • Re-orienting the on-street cycle parking stands in Sidney Street outside Sainsbury's store so that they can be easily accessed from the carriageway side, rather than the footway. • Collecting over 1500 abandoned and derelict cycles and carrying out an operation to remove unused cycle locks, which can be a trip hazard. • Developing an online reporting procedure for abandoned bicycles to speed up the notification process.
<p>Work with taxi trade representatives to develop and promote a Disabled Access policy for taxis in Cambridge, which will ensure a reliable service for customers who require wheelchair accessible taxis. The policy will address a range of identified issues including: tackling drivers who refuse to accept disabled passengers; vehicle standards; and training needs of taxi drivers on using ramps and safe accommodation of wheelchairs in taxis.</p>	<p>The Council is currently reviewing the full taxi policy, including the disabled access element. A demand survey was carried out in 2013 which identified issues around the behaviour and attitude of some taxi drivers towards disabled passengers. Since then, we have met with taxi drivers through the taxi forum and engaged with disabled groups.</p> <p>The full taxi policy is going to the Council's Licensing Committee in July 2016 for permission to carry out consultation, including on the disabled access element. The final policy will then go to Licensing Committee in October 2016, taking account of the consultation responses. The new policy will focus on training and awareness on disability issues as part of mandatory safeguarding training for all taxi drivers.</p>
<p>Ensure that the diversion of footpaths and creation of alternative routes on Parkers Piece during the redevelopment of the University Arms Hotel</p>	<p>The redevelopment of the University Arms Hotel on Regent Street in Cambridge commenced in the summer of 2015. The construction contractor was granted a temporary license by the Council to occupy a small section of Parker's Piece,</p>





In the first year of the plan (2015/16) we aimed to:	In the first year we:
<p>does not restrict access for people with disabilities, older people, and others with mobility issues, and that improvements to Parkers Piece include provision for disabled access (e.g. benches, signage and location of bins and cycle racks)</p>	<p>including existing foot and cycle paths, to facilitate the demolition of elements of the hotel and construction of the new building over the next two years. A temporary accessible foot and cycle path was constructed around the perimeter of the site on Parker's Piece to ensure that the construction works do not restrict public access, including for people with disabilities, older people, and others with mobility issues.</p>
<p>Respond to the National Accessible Britain Challenge, which aims to engage and work with disabled people to remove barriers that can prevent them being full and active contributors in their community.</p>	<p>The Council submitted examples of its work on disability and accessibility issues to the Department for Work and Pensions for inclusion in a list of good practice case studies for the Accessible Britain Challenge in 2015.</p> <p>The Council has also signed the Cambridgeshire and Peterborough Mental Health Crisis Concordat, which supports the national Mental Health Crisis Concordat. In signing the Concordat, the Council has committed to work with partners, including Cambridgeshire Police, Cambridgeshire County Council, Cambridgeshire MIND, and NHS bodies to ensure that vulnerable individuals in mental health crisis can receive the right care, in the right place, at the right time.</p> <p>The Council has also signed up to the Local Authority Mental Health Challenge scheme, which was established by seven mental health charities (Centre for Mental Health, Mental Health Foundation, Mind, Rethink Mental Illness, Royal College of Psychiatrists and YoungMinds). As part of the scheme, the Council has identified two Councillors as Mental Health Champions (Councillor Lewis Herbert and Councillor Gerri Bird).</p>
<p>Work with Citizen's Advice Bureau to develop a pilot project at East Barnwell Medical Practice to provide advice sessions, including a focus on mental health issues due to low</p>	<p>£25,000 was allocated from the Sharing Prosperity Fund for a pilot outreach project during 2015/16. A CAB advice worker has been in post since April 2015. She has taken referrals from GPs at East Barnwell Medical Practice of clients who are experiencing mental health issues as a</p>





In the first year of the plan (2015/16) we aimed to:	In the first year we:
income, debt or addiction.	<p>result of debt or other financial issues. The advice worker has advised clients on debt issues and been able to identify unclaimed benefits.</p> <p>64 patients have been seen to date who attended 83 appointments. Clients usually attend with multiple issues and 128 advice subjects' areas have been recorded for those patients. It is estimate that £160,420 of additional income has been generated for the patients.</p>
Continue to provide move on accommodation for adults recovering from mental ill health, in conjunction with Cambridgeshire County Council and Metropolitan Housing Group	During 2015/16 40 people who are recovering from a mental health condition have been housed by the Council in this specialist supported housing and have received support from Metropolitan Housing Group.
Work with partner organisations to provide a range of awareness raising activities on mental health issues for City Council staff and local communities.as part of World Mental Health Day in October 2015.	<p>The Council ran a number of internal and external awareness raising activities in October 2015, including:</p> <ul style="list-style-type: none"> • Unison ran 2 sessions of mindfulness workshops 2 sessions of Pilates and some short daily walks during lunch breaks for their members. • Mental Health Training sessions for staff commenced, including Mental Health First Aid Training delivered by Cambridgeshire County Council • A tea dance was held at Ditchburn Place in partnership with the Cambridge Arts Salon • Dedicated mental health resources were included on the Councils website and intranet
Continue to run and support groups for older people in Trumpington, Abbey, Arbury, Akeman Street Community Centre, and Ross Street Community Centre	<p>The Council continued to run and support a number of groups for older people in 2015/16, including:</p> <ul style="list-style-type: none"> • A computer group for older people to reduce isolation at Trumpington • A 50+ Friends Group at Akeman Street Community Centre, including intergenerational





In the first year of the plan (2015/16) we aimed to:	In the first year we:
	<p>work with the SmartArt Group</p> <ul style="list-style-type: none"> • A Chinese Welfare Group for older Chinese people Akeman Street Community Centre • A group for older LGBT people at Ross Street • A community singing group for older people Ross Street Community Centre • Out-reach work with older BAME people at Buchan Street Neighbourhood Centre
<p>Work with partners and voluntary groups to develop and deliver the annual “Cambridgeshire Celebrates Age” festival, which provides a range of inclusive and accessible events</p>	<p>The Council was represented on the Steering Group for the Cambridgeshire Celebrates Age festival in 2015/16 by the Communities Arts and Recreation Service, and helped shape a programme of 31 inclusive and accessible events delivered by a range of providers. Events ranged from fitness and mobility classes to craft and creative workshops.</p>
<p>Continue to provide support for older people aged 65+, working with health and social care services at Cambridgeshire County Council and local housing associations to connect them with services to help them remain independent and socially active</p>	<p>During 2015/16, the Council’s Independent Living Service has reached 835 older people who live in Cambridge. 535 of these have received direct support from the ILS staff within City Homes.</p> <p>Outcomes from this work range include</p> <ul style="list-style-type: none"> • increasing access to a total of £192,000 in non-housing related benefits to help people to remain independent. • referrals to agencies such as the Home Improvement Agency (HIA) for the installation of assistive technology; and • supporting use of utilising a community alarms which reduces the need for upstream services such as residential care.
<p>Continue to provide targeted sports development work to complement NHS services in the community, including work to reduce falls amongst older people and weekly Forever Active exercise classes for people with mobility problems</p>	<p>The Council has continued to deliver a programme of 15 classes per week around Cambridge for the over 55s in partnerships with Forever Active and the Cambridgeshire and Peterborough Clinical Commissioning Group’s Falls Prevention Team. There have been 4,976 attendances by older people at these classes to date.</p>





In the first year of the plan (2015/16) we aimed to:	In the first year we:
	<p>These classes include 7 strength and balance sessions designed to help reduce falls amongst older people. Over the last 2 years participation in these classes has increased by around 100 attendances per month</p>
<p>Actively promote volunteering and befriending schemes delivered by voluntary and community organisations such as AgeUK and CamSight.</p>	<p>The Council promoted volunteering through holding a Volunteer Fair in January 2016 which was attended by 872 people. The Fair included 94 stalls, including voluntary and community organisations such as AgeUK and CamSight.</p> <p>4 new volunteers were recruited to work with the Council's Independent Living Service (ILS). 34 older people were referred to agencies for help with befriending and the ILS has engaged with church groups and Anglia Ruskin University to further explore opportunities for befriending.</p>
<p>Continue to provide open access activities for children and young people in local neighbourhoods across Cambridge, including a programme of summer activities</p>	<p>The Council provided open access play activities across the city in out of school time and in the holidays. We also:</p> <ul style="list-style-type: none"> • included play sessions in the holiday lunch programme provided in the community centres • provided targeted activities in areas of greatest need, including boat activities, cooking, and art and crafts • Delivered a very busy and successful programme of summer activities through SummerDaze 2015.
<p>Provide free swimming lessons at Council-owned pools for younger children (pre-school and key stage 1 children) from low income families and children who cannot swim at the key stage 2 assessment point.</p>	<p>The Council has provided free swimming lessons for 290 children who either come from low income families or cannot swim at the key stage 2 assessment point. The scheme has gone well with most age groups and schools, and regular referrals are being made both via the schools and lesson programmes.</p>
<p>Continue to provide Community Grants to projects which reduce social and/or economic inequality for city residents, by reducing barriers for residents</p>	<p>The funding objectives for the Council's Community Grants in 2015/16 continued to be focussed on these outcomes and objectives. The application form asked for details of barriers faced by these groups and the evidence of need. This</p>





In the first year of the plan (2015/16) we aimed to:	In the first year we:
with the highest needs. These barriers may be caused by low income or through inequalities caused by disability, gender, ethnicity or other protected characteristics	information was then considered as part of the assessment of all bids. The full £900,000 Community Grants budget was allocated to projects meeting the criteria.

Objective 4 - To tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together.

In the second year of the plan (2013/14) we aimed to:	In the second year:
Continue to support and deliver a wide range of celebratory activities, including programmes of events to mark Black History Month, Cambridgeshire Celebrates Age, Disability History Month, Holocaust Memorial Day, International Women's Day, Lesbian Gay Bisexual and Transgender (LGBT) History Month, and Refugee Week	<p>The annual programme of celebratory events was delivered in partnership with a wide range of city organisations. It included the following events:</p> <ul style="list-style-type: none"> • Black History Month - the programme included lectures, storytelling, performance poetry, live music and film. The Council convened and facilitated the steering group, and funded the publicity • Disability History Month – the Council ran a civic event at the Meadows Centre with a national speaker, stalls and discussion. • Holocaust Memorial Day – the Council funded a civic held at the Cambridge Corn Exchange, which included speakers and performances featuring local schools. • International Women's Day City Council – the Council organised an event at Ross Street Community Centre which was attended by 55 women where food and dance traditions were shared. • LGBT History Month – The Council provided significant officer support for the launch of LGBT History Month at a public event at Queen's College, and support for the steering group continued through to the main events. • Refugee Week - planning was led by Cambridge Ethnic Community Forum, with administrative support and funding for publicity provided by the City Council.





In the second year of the plan (2013/14) we aimed to:	In the second year:
<p>Continue to fund and support local events and festivals which increase community pride and cohesion, such as the Big Weekend, Cambridge Mela, Chesterton Festival, Arbury Carnival and Cherry Hinton Festival</p>	<ul style="list-style-type: none"> • The Big Weekend 2015 took place from 10-12th July, with a total estimated attendance of 30,000 people. The event included a range of elements designed to increase community pride and cohesion, including a Cambridge Mela, the Pink Festival cabaret, and the Museum of Cambridge tea tent marking the 70th anniversary of the end of World War II. • Strawberry Fair, a one day volunteer run festival was supported through the Community Grants programme to take place on Midsummer Common. • Mill Road Winter Fair, Cherry Hinton Festival and Romsey Art festival were supported through Area Committee Grants. • The Museum of Cambridge project, Capturing Cambridge, was supported through a community grant, and has been training community volunteers to capture oral histories from across the city.
<p>Including Pink activities in the Big Weekend to raise awareness of LGB&T issues and supporting local voluntary groups to organise a Pink festival in May 2016</p>	<p>Encompass Network liaised directly with Cambridge Live regarding opportunities to raise awareness of LGB&T issues at the Big Weekend. Encompass had a presence at the Big Weekend, including a Pink Festival Cabaret and a ping pong disco.</p>
<p>Supporting the development of the 'Safer Spaces' project by the Encompass Network, which will ask local businesses and organisations to display a symbol and sign a pledge to be a welcoming place for LGB&T customers</p>	<p>The Council has taken a number of steps to ensure that the Council is a 'Safer Space' for LGB&T customers, including:</p> <ul style="list-style-type: none"> • Commissioning Encompass Network to deliver a transgender awareness training course over a number of sessions. The training was attended by 90 staff, mainly from frontline services, and was very well received. • Producing a guide for managers on making their facilities a safer space, including: advice on Council forms; use of gender neutral pronouns; and resources available including rainbow stickers, posters and badges.





In the second year of the plan (2013/14) we aimed to:	In the second year:
<p>Working with Encompass and the Ethnic Community Forum to arrange events to bring together BAME and LGB&T communities as part of Black History Month and LGBT History Month</p>	<p>The Council provided funding and supported a voluntary organisation which is a member of the Encompass Network to host a Black History Month event. This event was attended by members of LGB&T and BAME voluntary groups and was the most highly attended event of Black History Month in 2015.</p> <p>The Council also invited Encompass Network, Cambridge Ethnic Community Forum and Cambridgeshire Alliance for Independent Living to run a joint information day for staff as part of the Council's Customer Awareness Week.</p>
<p>Work with Cambridgeshire County Council's Crime Research Team to use available data on hate crime to improve our understanding of the local issues.</p>	<p>The Council's Safer Communities team has contributed to reports by Cambridgeshire County Council's Crime Research Team, including the Community Safety Partnership Annual Strategic Assessment, which includes a focus on hate crime data</p>
<p>Provide regular outreach surgeries at Cambridge Mosque and the Addenbrookes Hub on services to address racial harassment and anti-social behaviour</p>	<p>Outreach surgeries were provided at Cambridge Mosque and the Addenbrookes Hub on services to address racial harassment and anti-social behaviour. The surgeries were provided for a period of a year, but have been discontinued due to declining demand and take-up at the end of this period.</p>
<p>Deliver a 'Prevent' event which will bring community representatives together to look at the issue of radicalisation</p>	<p>The Council worked in partnership with Cambridgeshire Police to put in place a local 'Prevent' initiative. We produced an action plan for working together following an initial community engagement event. As part of this we have delivered awareness raising workshops for the community and conducted training for over 160 frontline staff on their responsibilities under 'Prevent'. A training session has been booked for Councillors after the May 2016 election.</p>
<p>Work to achieve White Ribbon status for the City Council and reduce domestic violence and abuse towards women and men</p>	<p>The Council gained "White Ribbon Campaign" status and started to deliver on the first year of its associated Action Plan. This included:</p>





In the second year of the plan (2013/14) we aimed to:	In the second year:
	<ul style="list-style-type: none"> • Working with partners in the Community Safety Partnership to organise a Domestic Abuse and Sexual Violence Awareness Event in June 2015. • developing a new Council webpage and sharing this with the community. This contains advice for anyone who may be affected by domestic abuse and is looking for help, together with information on spotting the signs of domestic abuse or relationship abuse. The webpage provides information on how the Council's Housing Advice service can help, and links to local support agencies .

Objective 5 - To ensure that the City Council's employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council.

In the second year of the plan (2013/14) we aimed to:	In the second year:
Continue to monitor the profile of the workforce, recruitment, and training attendance by equality group and report annually to the Equalities Panel	The Equality in Employment report was produced and presented to the Equalities Panel in June 2015. The report provided data and analysis of trends in relation to the workforce, recruitment and training attendance by equality group.
Analyse the results of the 2014 Employee Survey and if appropriate identify any actions to be taken in response to issues identified for particular equality groups	<p>The results of the 2014 Employee Survey did not highlight any issues that were particular to staff with protected characteristics. Overall:</p> <ul style="list-style-type: none"> • 67% of respondents to the survey felt that the Council 'treats all employees equally regardless of their background' (with 18% saying that they neither agreed nor disagreed with this statement, and 15% disagreeing). This represented a 7% increase in those agreeing with the statement compared to 2011 when the previous survey was carried out • 82% of respondents to the survey in 2014 felt that the Council 'provides equality of opportunity regardless of age', compared to 74% in 2011.
Analyse the results of the	The recruitment survey was undertaken to help





In the second year of the plan (2013/14) we aimed to:	In the second year:
recruitment survey into BAME community groups in Cambridge and identify any steps that need to be taken in to address issues identified in the research	develop targeted approaches to increase the representation of people from BAME communities (especially the Chinese community) within our workforce, along with people with disabilities and younger people. From the analysis of the limited responses to that survey there did not appear to be anything raised by respondents to indicate that the Council is creating barriers to employment for members of the BAME community, people with a disability or those with other protected characteristics.
Deliver an apprenticeship programme, which will increase the number of apprenticeship opportunities in City Council services	The Council's apprenticeship programme was progressed during 2015/16. We currently have 7 apprentices in post and are scheduled to recruit a further 8 apprentices in 2016/17. It took longer than anticipated to set up apprenticeship arrangements, which delayed the first appointments, so it is expected that the programme will now be completed by 2018. We are also currently preparing for the implications of introduction of the national Apprenticeship Levy from April 2017.
Review the Council's Procurement Guide for officers on 'Equalities, Social Value and the Living Wage' and update it to reflect any relevant changes in equalities or procurement legislation and guidance	The Council's Procurement Guide for officers on 'Equalities, Social Value and the Living Wage' has been reviewed and three separate guides on 'Equalities', 'Social Value' and the 'Living Wage' have been published on the intranet for staff carrying out procurements to refer to. The Equalities guide has been updated to reflect relevant changes in equalities or procurement legislation and guidance.
As part of a wider audit of the Council's contract management processes, audit a sample of contracts to determine whether equalities considerations are being monitored effectively by contract managers	The audit of the Council's contract management processes is currently underway. The audit is likely to be concluded and reported on in summer 2016, including an assessment of whether equalities considerations are being monitored effectively by contract managers.





What actions do we intend to carry out in year two of the Single Equality Scheme?

We have identified a number of actions for the second year (2016/17) of the Council’s Single Equality Scheme. These actions will help us to achieve the six equality and diversity objectives identified in the Scheme. Some of these actions pursue the same themes as those identified for 2015/16, while other actions are new, or build on our learning during the first two years of the scheme.

Objective 1 - To further increase our understanding of the needs of Cambridge’s growing and increasingly diverse communities so that we can target our services effectively

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To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
1.1 Develop an equalities evidence base to inform the planning and delivery of Council services and improve monitoring of outcomes from projects and service delivery	Commission a partner organisation to analyse the results of needs assessments of women, men on low incomes, people with disabilities, and BAME/faith communities, and disseminate findings to services so that they can be used to inform service planning	Community, Arts and Recreation, Corporate Strategy
	Continue to lead the Cambridgeshire-wide project to increase information available on the housing needs of people with disabilities	Strategic Housing
	Work with developing Equalities and Diversity Network to collect data, develop a robust evidence base of existing community provision, and identify where there are gaps and oversupply in provision. This evidence base will be used to inform a strategic review of community provision and ensure that the Council's resources are being targeted	Community, Arts and Recreation





To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
	most effectively at delivering existing and future needs.	
1.2 Use information gained through City Council consultation exercises to identify the needs of different groups and communities and inform decision making on services	Carry out the City Council's 2016 residents survey and budget consultation, including securing a representative sample of the Cambridge population and analysing the results by equalities group	Corporate Strategy
1.3 Develop and contribute to a city wide Equalities and Diversity Network, building on the Equality Pledge, to enable shared learning, a strong cross sector voice, and effective partnership working	Work with partners across the city to establish an effective Equalities and Diversity Network	Community Arts and Recreation

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Objective 2 - To continue to work to improve access to and take-up of Council services from all residents and communities

To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
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To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
2.1 Ensure that we assess the equality impacts of all decisions on policies and projects which have an impact on residents, visitors and customers in Cambridge	Deliver 2 training sessions on carrying out effective Equality Impact Assessments (EqIAs) and promote them to all services as part of the City Council's corporate Learning and Development programme	Human Resources, Corporate Strategy
2.2 Ensure that Councillors and staff understand equality and diversity principles and are able to apply these to their work	Produce and circulate a briefing pack on equalities issues and circulate this to all new Councillors	Corporate Strategy
	Ensure that all new starters understand the importance of equality and diversity, and that staff are able to further their understanding as part of their ongoing development, by delivering: <ul style="list-style-type: none"> • Equality and diversity induction courses • 2 disability awareness training courses • 2 mental health awareness training courses • 4 mental health first aid training courses • 3 transgender awareness training courses 	Human Resources, Corporate Strategy
2.3 Ensure that language does not act as a barrier for residents to accessing services or understanding their responsibilities	Continue to provide corporate interpreting and translation services for customers that need them and continue to monitor the interpreting and translation contract effectively to ensure that interpreters meet the needs of customers and Council services	Corporate Strategy





To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
2.4 Support residents to access digital services provided by the City Council and other organisations and businesses by enabling residents to access the internet and develop their digital skills	Develop the Council’s digital inclusion strategy and work with Cambridgeshire County Council and voluntary groups to deliver a series of digital inclusion clubs for residents in community centres	Customer Services

Objective 3 - To work towards a situation where all residents have equal access to public activities and spaces in Cambridge and are able to participate fully in the community

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To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
3.1 Tackle barriers to accessing the city centre and playing an active part in the community for people with disabilities	Implement key actions identified for 2016/17 in the action plan which was developed following the review of accessibility of Cambridge City Centre for people with disabilities, older people and others with mobility issues.	Planning, Environmental Services
	Carry out consultation on the Council’s new draft taxi policy, including the disabled access element, and seek approval for the finalised policy at the Council’s Licensing Committee in October 2016. It is proposed that the new policy will focus on training and awareness on disability issues as part of mandatory safeguarding training for all taxi drivers.	Environmental Services





To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
	Sign the Cambridgeshire and Peterborough Mental Health Crisis Concordat, and implement the actions that the Council is responsible for	All services (Co-ordinated by Corporate Strategy)
	Work with Citizen’s Advice Bureau to expand the outreach advice project to cover three additional GP practices in Cambridge in addition to East Barnwell Medical Practice. The project will provide advice sessions for up to 300 residents experiencing mental health issues due to low income, debt or addiction. It aims to identify £450,000 in additional income for these residents.	Corporate Strategy
	Continue to provide move on accommodation for up to 40 adults recovering from mental ill health, in conjunction with Cambridgeshire County Council and Metropolitan Housing Group	City Homes
	Work with partner organisations to provide 5 awareness raising activities and events on mental health issues for City Council staff and local communities as part of World Mental Health Week in May 2016.	All services (Co-ordinated by Corporate Strategy)
3.2 Provide activities to promote physical activity and help reduce the social isolation experienced by some older people in the city	Continue to run and support groups for older people in Trumpington, Abbey, Arbury, Akeman Street Community Centre, and Ross Street Community Centre	Community, Arts and Recreation





To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
	Work with partners and voluntary groups to develop and deliver a programme of up to 30 inclusive and accessible events for older people as part of the annual “Cambridgeshire Celebrates Age” festival for 2016	Community, Arts and Recreation
	Continue to provide support for up to 800 older people aged 65+, working with health and social care services at Cambridgeshire County Council and local housing associations to connect them with services to help them remain independent and socially active	City Homes
	Work with Forever Active and the Clinical Commissioning Group’s Falls Prevention Team to reach 5000 attendees at the 15 sports development classes currently offered to older people to help them to stay active and reduce falls, and explore opportunities to expand the number of classes into the new growth sites community centres.	Community, Arts and Recreation
3.3 Provide positive activities for children and young people	Continue to provide 325 open access activities for 5000 children and young people in local neighbourhoods across Cambridge, including a programme of summer activities	Community, Arts and Recreation
	Continue to provide free swimming lessons at Council-owned pools for 300 children who are from low income families or who cannot swim at the key stage 2 assessment point, and expand the programme to include additional sessions for those attending Sure Start sessions at Abbey	Community, Arts and Recreation





To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
	and Kings Hedges Pools	
3.4 Work with voluntary and community groups to deliver activities which promote equal opportunities for residents	Continue to provide £900,000 in Community Grants to projects which reduce social and/or economic inequality for city residents, by reducing barriers for residents with the highest needs. These barriers may be caused by low income or through inequalities caused by disability, gender, ethnicity or other protected characteristics	Community, Arts and Recreation

Objective 4 - To tackle discrimination, harassment and victimisation and ensure that people from different backgrounds living in the city continue to get on well together.

To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
4.1 Work with partners to support and organise a range of events to raise awareness of and to celebrate the different communities that live in Cambridge.	Work with partners in the developing Equality and Diversity Network to support and deliver a wide range of celebratory activities, including programmes of events to mark 7 key regional or national celebrations (Black History Month, Cambridgeshire Celebrates Age, Disability History Month, Holocaust Memorial Day, International Women’s Day, Lesbian Gay Bisexual and Transgender (LGBT) History Month, and Refugee Week)	Community, Arts and Recreation





To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
	Continue to fund and support local events and festivals which increase community pride and cohesion, such as the Big Weekend, Cambridge Mela, Chesterton Festival, Arbury Carnival and Cherry Hinton Festival	Community, Arts and Recreation
4.2 Working with partners to celebrate LGB&T communities in Cambridge and tackle discrimination and harassment they experience	Use publicity materials to promote Council buildings and sites as Safer Spaces for LGB&T customers and services users, and continue to support the wider development of the 'Safer Spaces ' initiative by the Encompass Network	Community, Arts and Recreation Corporate Strategy
	Continue to support the development of the Pink Festival by LGB&T voluntary and community groups	Community, Arts and Recreation
4.5 Work with local communities in Cambridge to reduce domestic violence and abuse	Continue to deliver actions to reduce domestic violence and abuse towards women and men, as set out in the action plan associated with the Council's White Ribbon status	Community, Arts and Recreation
4.6 Work with the arts and cultural sector in Cambridge to develop their role in valuing and celebrating diversity	Use the Cambridge Arts Network annual conference to focus on diversity issues and the arts and cultural sector	Community, Arts and Recreation





Objective 5 - To ensure that the City Council's employment and procurement policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council

To achieve this over the next three years we will	In the second year of the plan (2016/17) we will	The service(s) that will lead on this is
5.1 Analyse available data to understand how representative the City Council workforce is and identify any issues that need to be addressed	Continue to monitor the profile of the Council's workforce, in particular the Council's 2016/17 targets for BAME (9.5%) and disabled (6.5%) staff as a percentage of the workforce.	Human Resources
	Continue to deliver an apprenticeship programme, providing a further 8 apprenticeship opportunities in City Council services by 2018	Human Resources





Equality in Employment

End of Year Workforce
Report

April 2015 – March 2016

Report by: Head of Human Resources

June 2016

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1. Purpose

The purpose of this report is to update the Equalities Panel on the workforce profile as at March 2016.

2. Background

The Equality Act 2010 was implemented on 1st October 2010 and covers nine protected characteristics on the grounds upon which discrimination is unlawful.

These are:

- Ethnicity
- Disability
- Gender
- Gender Reassignment
- Sexual Orientation
- Age
- Religion or Belief
- Marriage and Civil Partnership
- Pregnancy and Maternity

The following information sets out the Council's workforce profile as at 31st March 2016 in relation to ethnicity, disability, gender, age, religion or belief, and sexual orientation. All the data shown is for headcount – not full time equivalents.

Cambridge City Council's Single Equality Scheme for 2015-2018 was approved at the Council's Strategy and Resources Scrutiny Committee on 13 July 2015, following public consultation carried out from February to May 2015. The Single Equality Scheme sets out how the Council will meet the requirements of the Public Sector Equality Duty (PSED). One of the five objectives for the scheme relates to employment issues: 'To ensure that the City Council's employment policies and practices are non-discriminatory and to work towards a more representative workforce within the City Council'.

At March 2016, the headcount for Cambridge City Council staff was 910. The head count on the 1st April 2015 was 975.

3. Summary

- For 2015-16 we set ourselves targets for both BAME (9.5%) and disabled (6.5%) staff as a percentage of the workforce.
- The BAME representation of the workforce has decreased from 7.06% in March 2015, to 6.18% in March 2016.
- The percentage of disabled staff has increased from 5.06% in March 2015 to 5.60% in March 2016.
- The 45 – 54 age group remains the highest age range.
- 50% of the workforce have 10 years or more length service.
- The Gender profile for the council remains approximately 47% female staff and 53% male staff.
- In light of the information set out in this report, it is recommended that both the BAME and Disability targets remain at 9.5% and 6.5% respectively.

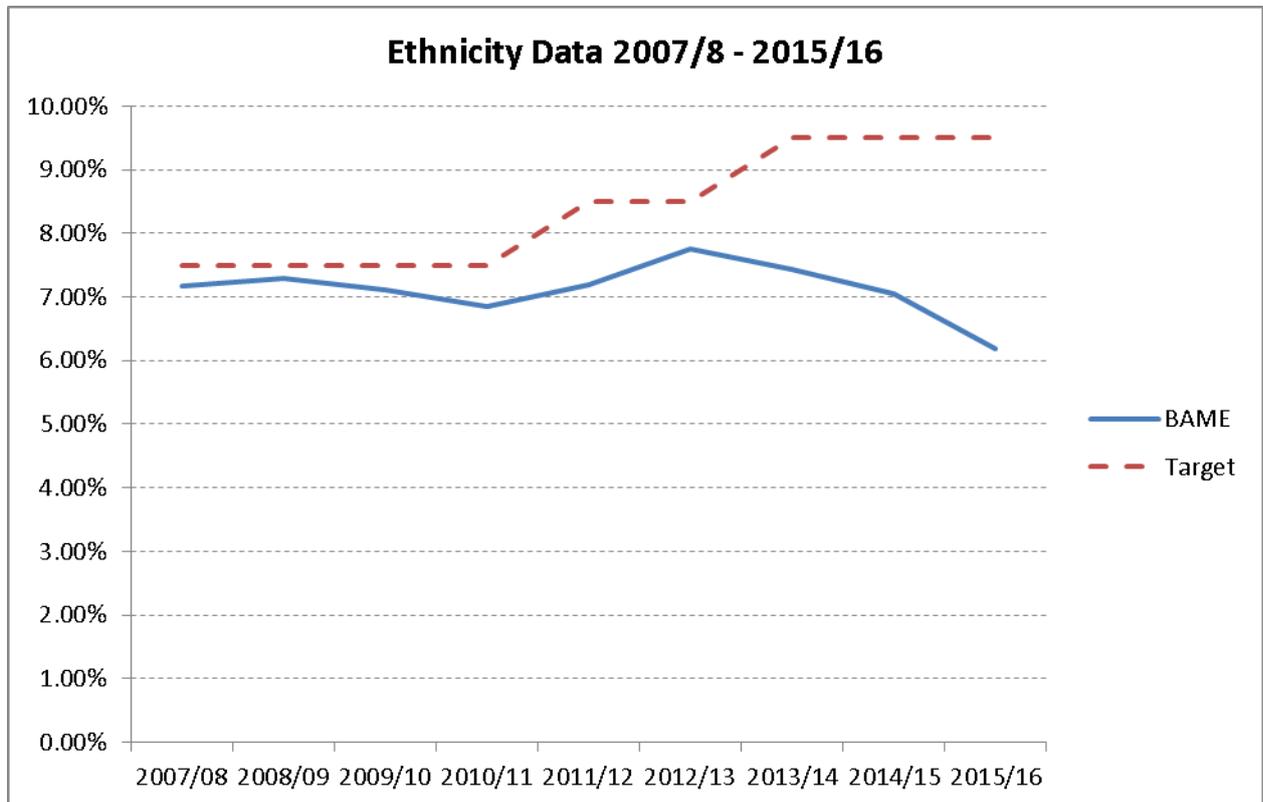
4. Workforce Profile

4.1 Ethnicity 2015 - 2016

As at 31st March 2016, 6.18% of all staff declared themselves to be BAME (Black, Asian and Minority Ethnic). Our target for 2015/16 was 9.5%.

Appendix 1 provides the Council's workforce profile for the year ending 31st March 2016.

4.1.1 Ethnicity Trend Data for 2008 - 2016



The percentage of the workforce declaring themselves as BAME is lower than the peak of 7.75% in 2012/13.

The highest representation of BAME staff is Black or Black British: Caribbean (1.03%).

There are now three categories that share the lowest figure of 0.11%: Chinese or Other Ethnic: Chinese; Asian or Asian British: Pakistani; and Mixed: Other.

We continue to have no members of staff who identify as being from a travelling community.

The number of staff who identify themselves as White: Other has reduced from 67 (6.75%) in March 2015 to 54 (6.18%) in March 2016.

One factor in this change in the BAME workforce representation is that 11 of the 58 staff that transferred out of the Council under the Transfer of Undertakings (Protection of Employment) Regulations (TUPE) had declared themselves as BAME.

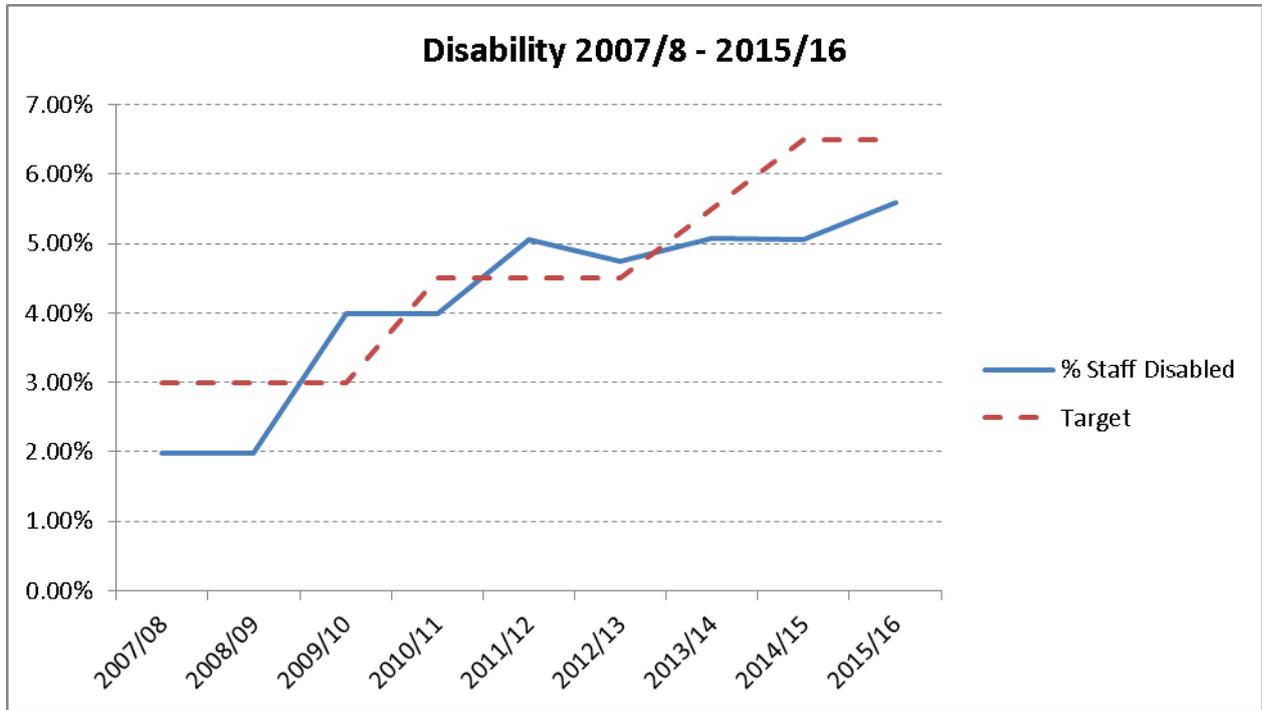
The target for 2015-16 was 9.5%. Based on the 2011 Census, 17.5% of the Cambridge City Population are from the BAME community. 64% of the population are economically active, which equates to 11.2% from the BAME community. It is recommended that the target for 2016-17 remains at 9.5%. This will be reviewed in 2017 with the long term aim of matching the Census data.

4.2 Disability 2015 - 2016

As at 31st March 2016, 5.6% of the Council's workforce declared themselves as disabled. At March 2015 the percentage was 5.06%. The percentage has increased by 0.54% this year. The target for 2015-16 was 6.5%.

Appendix 2 and Section 10.2 display the Disability Profile for 2015-2016.

4.2.1 Disability Trend Data for 2008 - 2016



The Disability Profile for the Council's workforce has risen by around 3.5% over the past 6 years.

A data validation exercise was undertaken in Autumn 2015. In previous years this has resulted in an increase in the number of people declaring a disability, however, this trend has not been as apparent in 2015. The next data validation exercise is due to take place in Autumn 2017.

Based on the 2011 Census, 12.97% of the Cambridge City population declared themselves as having a disability. With 64% of the population being economically active, this equates to 8.3% of the economically active population. It is recommended that the target for staff declaring a disability for 2016-17 remains at 6.5%. This will be reviewed in 2017 with the long term aim of matching the Census data.

4.3 Gender 2015 - 2016

As at 31st March 2016, 47.3% of our staff are female and 52.7% are male.

Appendix 3 shows the workforce Gender Profile by Pay band.

There are 277 part time employees, and 72% of these are female. This is a 1% decrease from 73% in 2015.

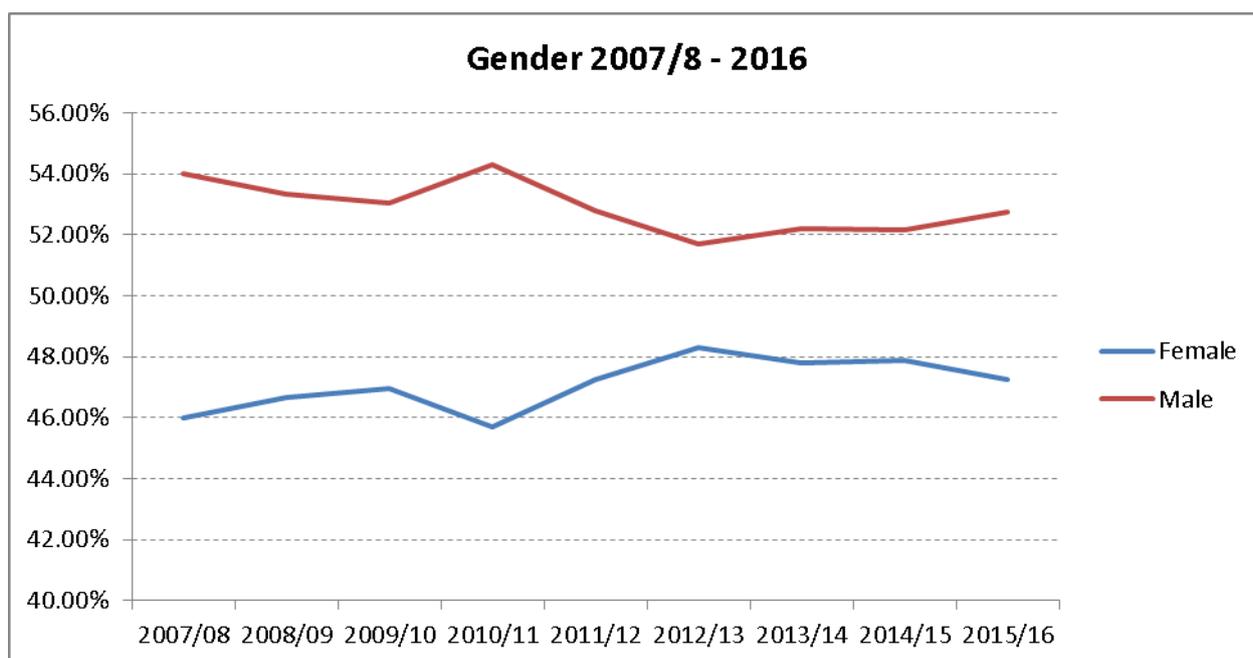
There is a decrease in the percentage of part time staff (30.44% at March 2016, compared to 32.52% in March 2015

There has been an increase (3.48%) in the percentage of female staff working full time when compared to the previous two years when the split between those females working full time and part time was 50:50.

The trend of full time to part time working patterns is now 70% to 30% part time. This pattern is smaller to 2015 when it was 67% to 33% part time.

	FT	%FT	PT	%PT	Total	
Female	230	53.49%	200	46.51%	430	47.25%
Male	403	83.96%	77	16.04%	480	52.75%
Total	633	69.56%	277	30.44%	910	

4.3.1 Gender Trend Data for 2008-2016



The Gender Profile of the Council's workforce has remained at around 47% female, 53% male for the past 4 years.

4.4 Age 2015 - 2016

As at 31st March 2016, the highest percentage of Council staff were in the 45-54 age group. This has been the case since 2010.

There continues to be a decrease in the percentage of staff in the 25-34 age group.

There are 23 members of staff (2.53%) aged 24 or under and 28 members of staff (3.08%) aged 65 and over.

Appendix 4 details the Workforce Age profile by Pay Band.

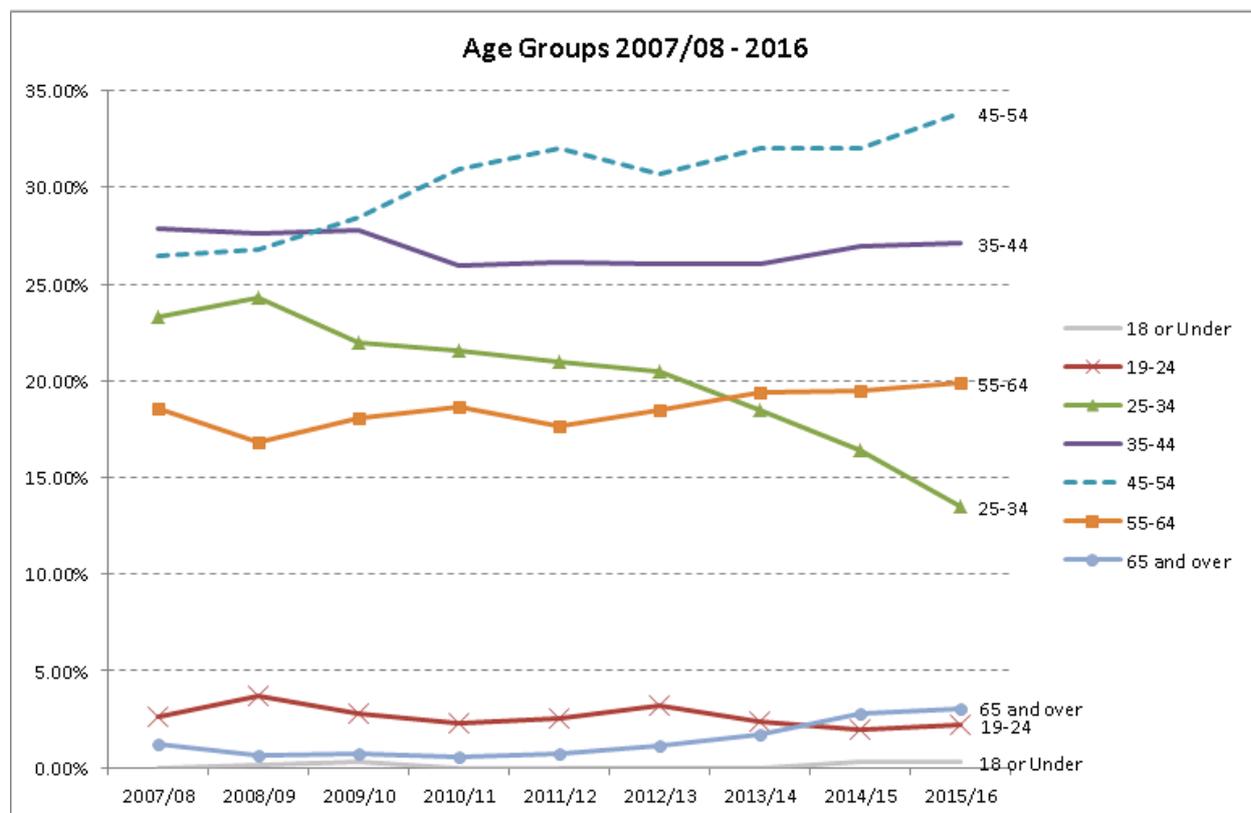
The Council currently has 7 apprentices in the following roles:

- Apprentice Plumber x2
- Apprentice Carpenter x2
- Apprentice Surveyor x1
- Business Admin Apprentice x1
- Youth Project Worker Apprentice x1

During 2016-17 we are planning to recruit the following apprentices:

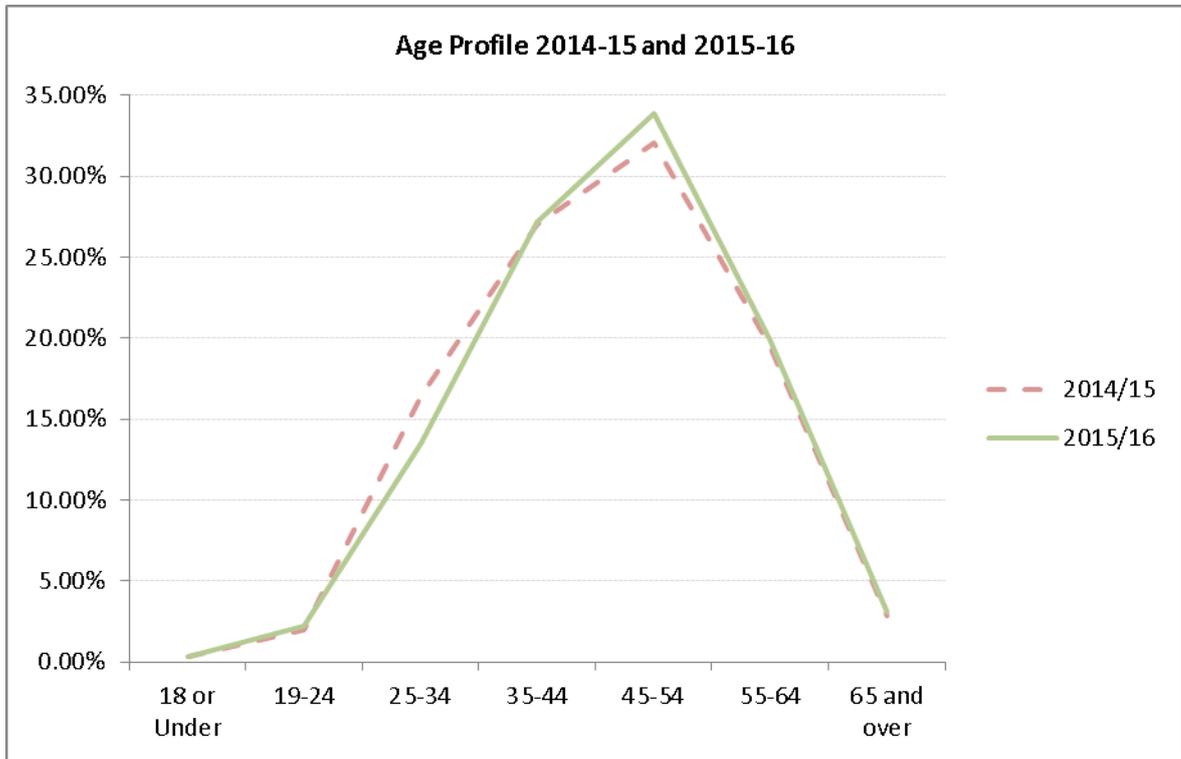
- Apprentice Surveyor x2
- Customer Service Apprentice x1
- Electrician Apprentice x1
- Business Admin Apprentice x2
- Finance Apprentice x1

4.4.1 Age Trend Data for 2008 – 2016



Since 2007/08 the 45-54 age group has risen from 26% to 34%. Over the same period there has been a decline in the 25-34 age group which has gone from 24% to 13.5% in the same time period.

4.4.2 Age Profile 2015-16



The 2016 Age Profile shows a peak in the number of staff aged between 45 and 54. Most of the Council's workforce (94%) are between the ages of 25 and 64.

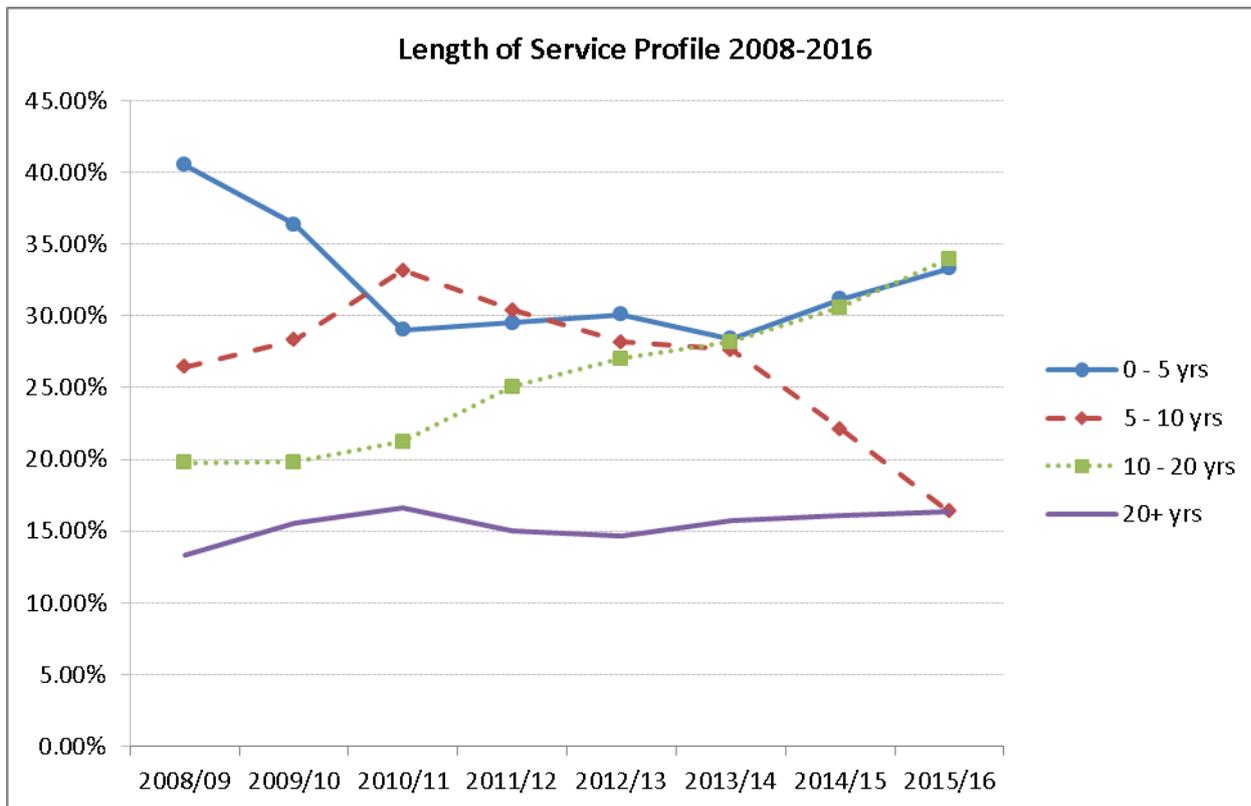
4.5 Length of Service

458 (50.33%) members of staff have been working for the Council 10 years or more. This is an increase of 3% since March 2015.

94 (10.33%) staff have been working for the Council for less than a year. This is an increase of 2% since March 2015.

Length of Service	Number of Staff	% Workforce
Less than a year	94	10.33%
1 - 2 years	67	7.36%
2 - 5 years	142	15.60%
5 - 10 years	149	16.37%
10 - 20 years	309	33.96%
20+ years	149	16.37%
Total	910	

4.5.1 Length of Service Profile 2008 – 2016



The proportion of the workforce who have worked for Cambridge City Council for more than 20 years has remained at around 15-16%.

The percentage of staff who have worked at the Council between 5 and 10 years has decreased since 2011, when the largest proportion of staff fell under this category. The 2016 figures are around 5% lower than in 2014/15 while the 10-20 years group continues to rise. These changes may reflect moves between the bands over the past few years, where members of staff have moved from 5-10 years' service into 10-20 years' service the following year.

The greatest changes have been in the 10-20 years' service group, where there has been over 14% increase since 2008.

4.6 Religion or Belief

The Council's current workforce profile in relation to Religion or Belief is shown in the table below:

Religion/Belief	Number of Staff	% Workforce
Buddhism	6	0.66%
Christianity	388	42.64%
Hindu	4	0.44%
Jewish	2	0.22%
Muslim	10	1.10%
None	281	30.88%
Other	31	3.41%
Refuse/Not Specified	188	20.66%
Total	910	

42.64% of the workforce identify themselves as Christian (an increase of 0.9%) and 30.88% state that they have no religion or belief (an increase of 2.82%).

3.41% of staff stated their religion/belief as Other (down from 3.69%) and 20.66% preferred not to disclose this information.

The percentage of the workforce who identify themselves as Christian has been at around 40% since 2010. Data from the 2011 census shows that Christianity in the population of Cambridge is 44.8%.

37.8% of the population declare themselves as having no religion compared with 30.9% of the workforce.

20.7% of Council staff have declined to disclose their religion or belief, which is higher than the census data (9%). There has been an increase in staff (61) disclosing their religion or belief when compared to 2014/15. This may be due to the data validation exercise carried out in 2015.

In 2013/14 The Equalities Panel had requested benchmarking data on non-disclosure rates in other authorities. The average rate of non-disclosures was 50.5% compared to 20.7% for Cambridge.

The 2011 Census shows that after Christianity, the next most common religions and beliefs are Islam and Hinduism. This is compared with the 3.41% of Council staff who declared their religion or belief as "Other". This group is the 4th most populous, behind Christianity, None and those who did not declare.

4.7 Sexual Orientation

The Council's current workforce profile in relation to Sexual Orientation is reflected in the table below:

Sexual Orientation	Number of Staff	% Workforce
Bisexual	11	1.21%
Gay	7	0.77%
Heterosexual	615	67.58%
Lesbian	3	0.33%
Other	3	0.33%
Questioning	2	0.22%
Refuse to declare	269	29.56%
Total	910	

67.58% of staff declare themselves as heterosexual. This is a 3.11% increase since March 2015.

23 members of staff (2.53%) declare their sexual orientation as gay, lesbian, bisexual or questioning.

It is recognised that urban areas like Cambridge tend to have higher LGB population rates than the national average, and Cambridge in particular is widely considered to have a large LGBTQ community.

29.56% of staff prefer not to declare their sexual orientation.

In 2013/14 The Equalities Panel had requested benchmarking data on non-disclosure rates in other authorities. The average rate of non-disclosures were 56.03% compared to 29.56% for Cambridge.

There is no statistically reliable data on the proportion of Cambridge residents who declare themselves as LGBTQ (Lesbian, Gay, Bi-sexual, Trans or Questioning). However, Stonewall, the national charity working for equality for lesbians, gay men and bisexual states that a reasonable estimate for the UK's population of LGB people would be 5-7%. This would equate to approximately 5,360 – 7,504 people out of the 107,200 people who were aged 15 or over in Cambridge at the time of the 2011 Census.

There has been an increase in staff (70) disclosing their sexual orientation when compared to 2014/15. Similar to religion or belief, this may be due to the data validation exercise carried out in 2015.

5. Recruitment Profile

The full Recruitment Profile for 2015-16 is shown in Appendix 5.

5.1 Ethnicity

The ethnicity profile for applications, those shortlisted and those appointed is shown below.

Overall the number of applications received was similar to 2015 (1214) and (1265) in 2016.

There has been a slight decrease in the number BAME applications received 5 (1.2% decrease). There have also been decreases in the number of shortlisted applications 12 (3.91% decrease, and the number of successful applications 5 (4.96% decrease).

There were 10 (6.58%) BAME applicants who were successful and this is 3% lower than the workforce target of 9.5%.

In order to raise the workforce profile from 6.18% to the target of 9.5%, a further 29 BAME staff would need to be recruited based on the current headcount.

A recruitment survey and audit of BAME applications was undertaken in 2013-14.

The survey was undertaken to help develop targeted approaches to increase the representation of people from BAME communities (especially the Chinese community) within our workforce along with people with disabilities and younger people. From the analysis of the limited responses to that survey there did not appear to be anything raised by respondents to indicate that the Council is creating barriers to employment for members of the BAME community, people with a disability or those with other protected characteristics.

The 2013/14 audit of BAME applications found that there was no suggestion of discrimination and that all applications from BAME candidates which were rejected, at either short-listing or interview stage, were due to fair objective decision making by the panel in accordance with the Council's recruitment policies.

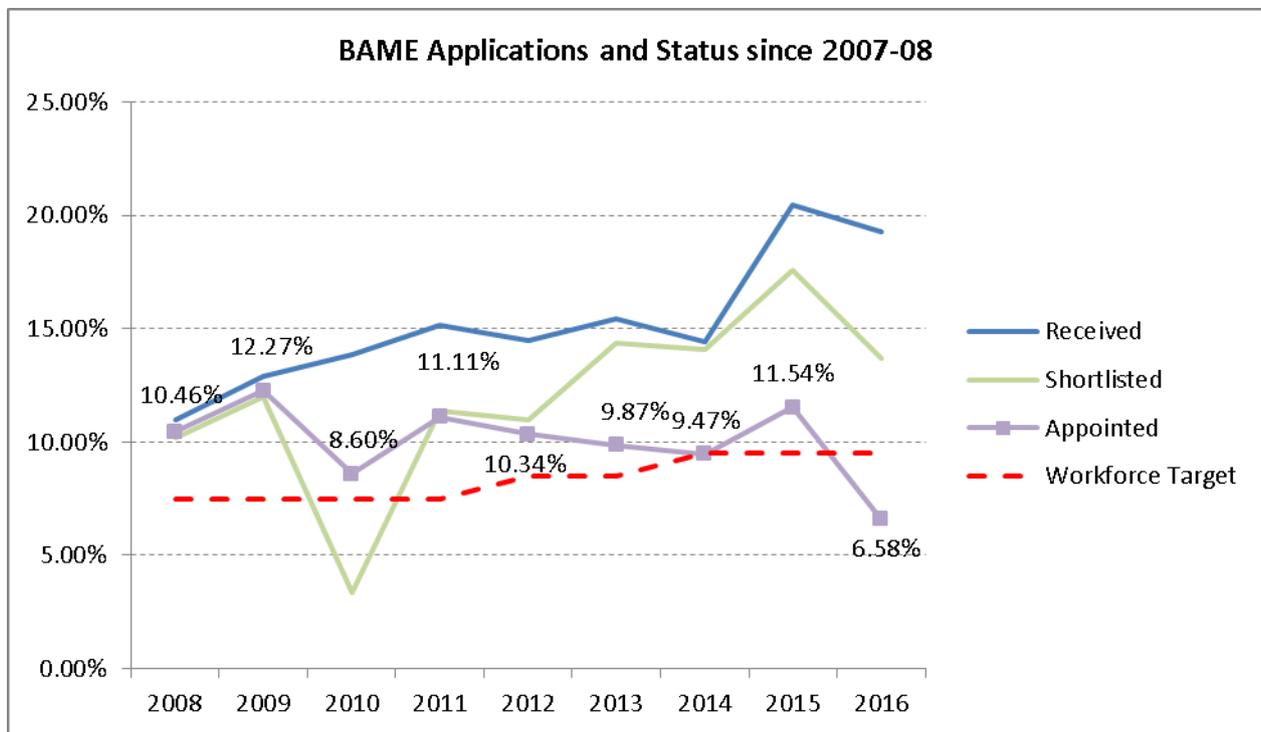
We will repeat an audit of BAME applications in 2016 that will cover the application, shortlisting and decision making stages to ensure the process remains fair and objective and in accordance with the Councils recruitment policies.

2016 Table

Applications	All Applications		BAME Applications		Prefer not to say	
Received	1265		232	19.27%	61	4.82%
Shortlisted	549	43.40%	72	13.66%	22	4.01%
Successful	157	12.41%	10	6.58%	5	3.18%

2015 Table

Applications	All Applications		BAME Applications		Prefer not to say	
Received	1214		227	20.47%	105	8.65%
Shortlisted	515	42.42%	84	17.57%	37	7.18%
Successful	142	11.70%	15	11.54%	12	8.45%



5.2 Disability

The disability profile for applications, shortlisted and appointed is shown below.

The percentage of applications received from people with a disability has remained the same whilst there has been a decrease of 6 (1.4%) in those applicants being shortlisted. The number of applicants with a disability who were successful has increased by 1 (3.82%).

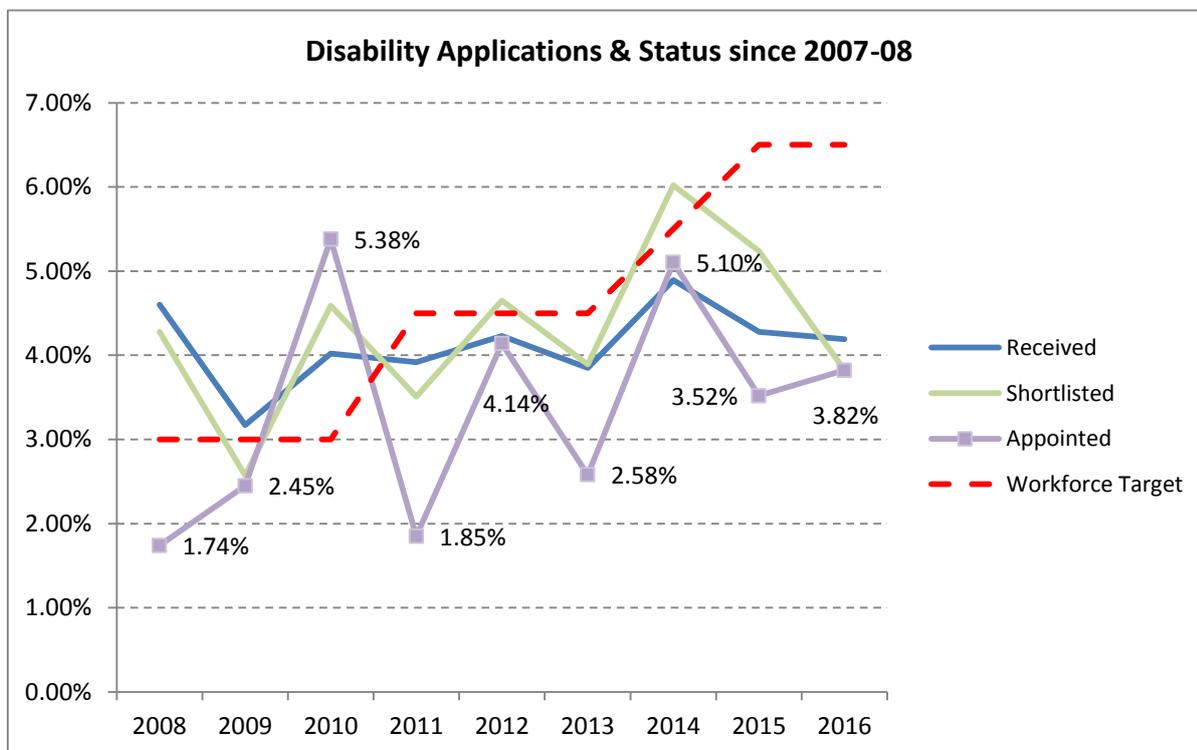
2016 Table

Applications	All Applications		Disability Applications	
Received	1265		53	4.19%
Shortlisted	549	43.40%	21	3.83%
Successful	157	12.41%	6	3.82%

2015 Table

Applications	All Applications		Disability Applications	
Received	1214		52	4.28%
Shortlisted	515	42.42%	27	5.24%
Successful	142	11.70%	5	3.52%

The recommended target for 2016-17 is 6.5%. In order to meet this target there would need to be 9 people with a disability recruited based on the current headcount.



Having and displaying the “Two Ticks” symbol remains a Council commitment. The symbol is a recognition, which Jobcentre Plus gives to employers who have agreed to make certain positive commitments regarding the employment, retention, training and career development of disabled people.

5.3 Age

The age profile for applications, shortlisted and appointed is shown below.

The majority of applications continue to come from people aged between 25 and 34. The highest number of shortlisted and successful applicants are now in the 45-54 age group, whereas in 2014-15 these came from the 25-34 and 35-44 age groups respectively.

This year there were no successful applicants aged 18 or Under. In 2015 there were 4 successful applicants under 18.

The predominant age group is 45 – 54 age group which matches the workforce profile.

2016 Table

Age	Applicant	Shortlisted	Successful
18 or Under	1	1	0
19-24	107	38	17
25-34	400	139	35
35-44	314	149	44
45-54	324	173	48
55-64	104	43	11
65 and Over	6	1	0
Not provided	9	5	2
	1265	549	157

2015 Table

Age	Applicant	Shortlisted	Successful
18 or Under	18	7	4
19-24	183	64	23
25-34	380	158	36
35-44	284	124	43
45-54	227	105	23
55-64	84	45	10
65 and Over	3	2	2
Not provided	35	10	1
	1314	515	142

5.4 Gender

55.18% of applications were from males, and 44.82% from females. As the applications move through the stages of recruitment the balance changes to close to 50:50. At appointment stage there were 77 male staff appointed and 80 female staff appointed.

12.41% of all applications were successful. For males this figure is 11.03% (77 successful from 698 applications) and for females this figure is 14.1% (80 successful from 567 applications).

The workforce profile overall is 53% male and 47% female.

2016 Table

Applications	All Applications		Male		Female	
Received	1265		698	55.18%	567	44.82%
Shortlisted	549	43.40%	284	51.73%	265	48.27%
Successful	157	12.41%	77	49.04%	80	50.96%

2015 Table

Applications	All Applications		Male		Female	
Received	1214		630	51.89%	583	48.02%
Shortlisted	515	42.42%	232	45.05%	283	54.95%
Successful	142	11.70%	56	39.44%	86	60.56%

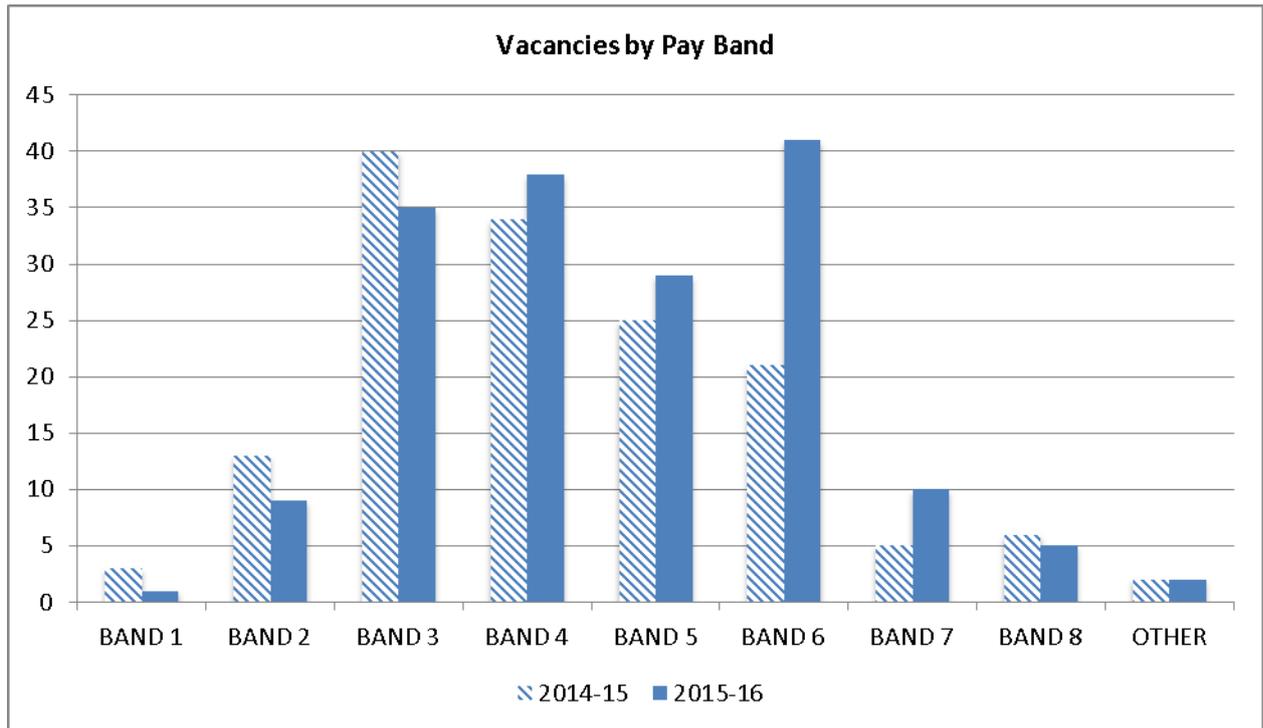
5.5 Vacancies by Pay Band

Band 6 had the most number of advertised vacancies in 2015-16. Bands 4, 3 and 5 are the next highest recruited to grade respectively.

The salary range for band 6 £31,846 - £36,662. Typical roles that fall within Band 6:

- Senior Planning Enforcement Officer
- Commercial Waste & Projects Officer
- Building Control Surveyor
- Customer Service Team Leader
- HR Business Partner
- Housing Enforcement Officer

The Councils pay scales for the period of 2015/16 are shown below



Pay Band	Salary Range	Pay Band	Salary Range
Band 1*	£14,075 - £16,231	Head of Service (JNC 2)	£56,222 - £62,837
Band 2	£16,969 - £19,742	Head of Service (JNC 1)	£65,054 - £71,668
Band 3	£19,742 - £22,937	Director	£83,804 - £93,729
Band 4	£22,937 - £27,123	CEX	£108,639 - £122,503
Band 5	£27,924 - £31,846	Other:	
Band 6	£31,846 - £35,662	Apprentices	
Band 7	£36,571 - £41,140	Staff that have TUPE'd into the Council.	
Band 8	£41,140 - £43,869		
Band 9	£44,836 - £47,864		
Band 10	£50,000 - £54,500		

} Senior Managers

*We are an accredited Living Wage Employer and pay a living wage supplement within Band 1 to ensure staff within this grade receive at least the current UK Living Wage of £8.25 per hour.

5.6 Starters

All new appointments made are monitored in terms of race, gender and disability, and cover internal as well as external recruitment.

The recruitment advertising process was changed in September 2012, and since then there has been a greater proportion of external appointments. Prior to the change the figure was around 60-65% external. Since the change this figure has been between 74-80%.

There were 157 offers of appointment made between April 2015 and March 2016. Of these, 117 (74.52%) were external appointments, and 40 (25.42%) were internal.

Of the 117 external appointments, 2.56% declared a Disability, 7.96% were from a BAME group, 48.72% were Female and 51.28% were Male. The age group with the highest proportion of offers of appointments was the 45-54 age group, compared with 35-44 being more prevalent in 2014-15.

Of the 40 internal appointments, of which 23 (57.5%) were promotions (an increase in Pay Band). The breakdown of promotions for April 2015 – March 2016 is as follows:

	No of Promotions	%
Female	14	60.87%
Male	9	39.13%
BAME	1	4.55%
Non BAME	21	95.45%
Prefer not to say	1	4.35%
Disability	2	8.70%
No Disability	21	91.30%
Age		
18 or Under	0	0.00%
19-24	0	0.00%
25-34	4	17.39%
35-44	11	47.83%
45-54	8	34.78%
55-64	0	0.00%
65 and over	0	0.00%

The majority of promotions were offered to members of staff between the ages of 35 and 44.

There were three internal appointments made to members of staff who declared a disability, two of which were promotions.

5.7 Leavers

The purpose of monitoring leavers in terms of diversity is to highlight whether a disproportionate number of women, disabled or BAME people are leaving the council in comparison to our overall staff turnover.

From April 2015 to March 2016, 176 staff left the Council (an increase of 18 staff from 2014-15). Of these, 5 had a disability, 83 were female, and 24 were BAME.

The reasons for leaving were as follows:

Reason for Leaving		
Dismissal	1	0.5%
End of Contract	17	9.6%
Redundancy	8	4.5%
Retirement	17	9.6%
TUPE	58	32.9%
Voluntary	75	42.6%
Total	176	

- 2.84% of leavers were staff who had declared a disability (a slight decrease from 3.16% in 2014-15).
- 14.29% of leavers were BAME (for data available). This is an increase of 2.65% from 2014-15. Of the 58 staff that transferred out of the Council under the Transfer of Undertakings (Protection of Employment) Regulations (TUPE) between 2015/16, 11 staff (18.9%) had declared themselves as BAME.
- 47.2% of leavers were female, which is a decrease from 53.8% in 2014-15.

5.8 Staff Turnover

Total staff turnover for this period was 18.7% based on all leavers as a percentage of the average number of employees for the year (943)

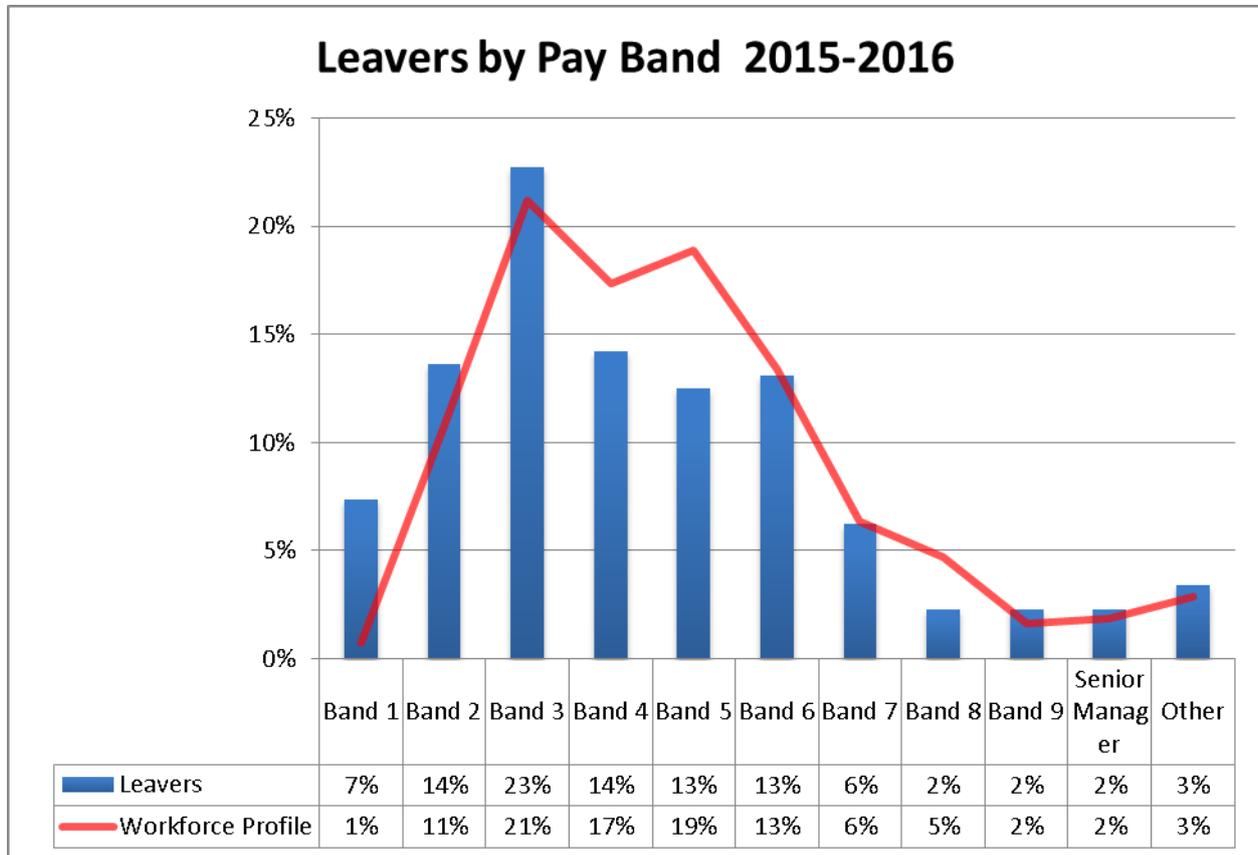
Staff turnover based on voluntary leavers as a percentage of the average number of employees for the year (943) was 8% for this period, which is an increase of 1.2% from 2014-15.

5.9 Leavers by Pay Band

In 2015-16, as with previous years, the highest number of leavers were leaving from posts in Band 3, which is in line with the distribution of the workforce across pay bands.

Bands 2, 4 and 6 had a higher proportion of leavers than other Bands.

Bands 4, 5 and 8 have a lower proportion of leavers compared to the workforce profile.



6 Training

The Council monitors attendance at Corporate Learning and Development staff training courses in terms of diversity.

A total of 124 courses were held from April 2015 to March 2016, compared to 208 for the same period in 2014-15.

In the period 2014/15 the Council was running a management development programme for all managers called the 'Manager Skills Programme'. The programme finished in August 2014 and this contributed towards more courses being run for 2014/15.

6.1 Training Attendance April 2015 – March 2016

	BAME	Non-BAME	Not provided	Disability	No Disability	Female	Male	Under 55	55 and Over
No of Attendees	51	956	103	81	1029	644	466	924	186
%	5.06%	94.94%	9.28%	7.30%	92.70%	58.02%	41.98%	83.24%	16.76%
1110 Attendees									

The figures in this report are based on all training attendances, which include members of staff attending more than one course during this period of time.

5.06% of staff who attended training in this period declared themselves as BAME, which is lower than the workforce profile of 6.18%. This is a decrease from 7.62% who attended training in the previous period from 2014-2015.

The gender profile of the workforce is currently 47% Female and 53% Male. The numbers of staff attending training are 58.02% Female and 41.98% Male. This is a similar pattern to 2015.

The number of staff over the age of 55 who attended training this year was the same as last year (16.8%). The workforce profile has 23% of staff aged 55 and over.

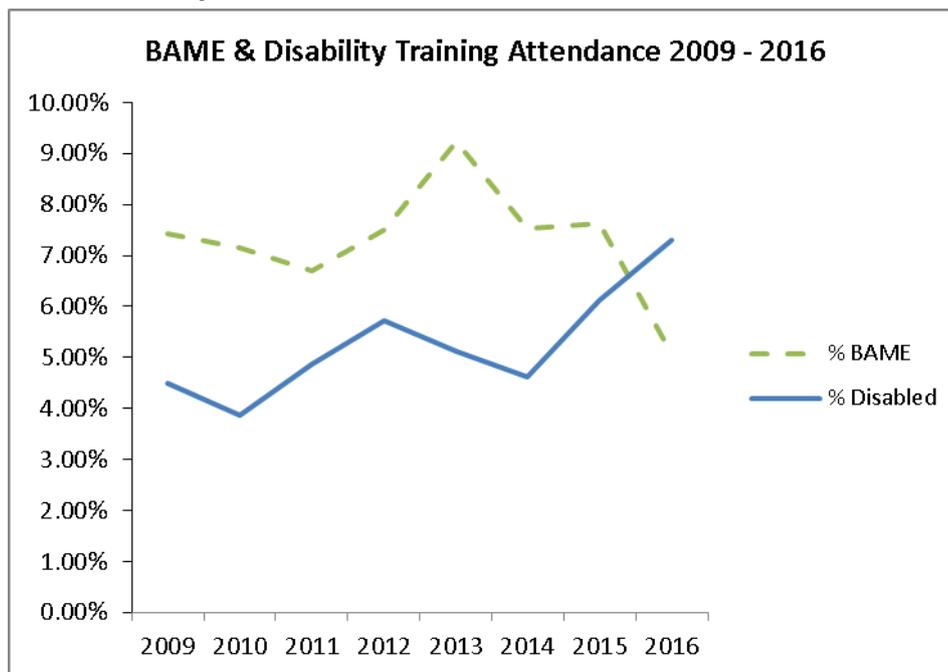
7.3% of attendees declared themselves as disabled. This is both higher than the workforce profile for disability (5.6%) and last year's training figure (6.12%).

As part of the HR induction training, a ½ day training session is delivered for all new staff on Equality and Diversity.

We will review any barriers for staff attending training.

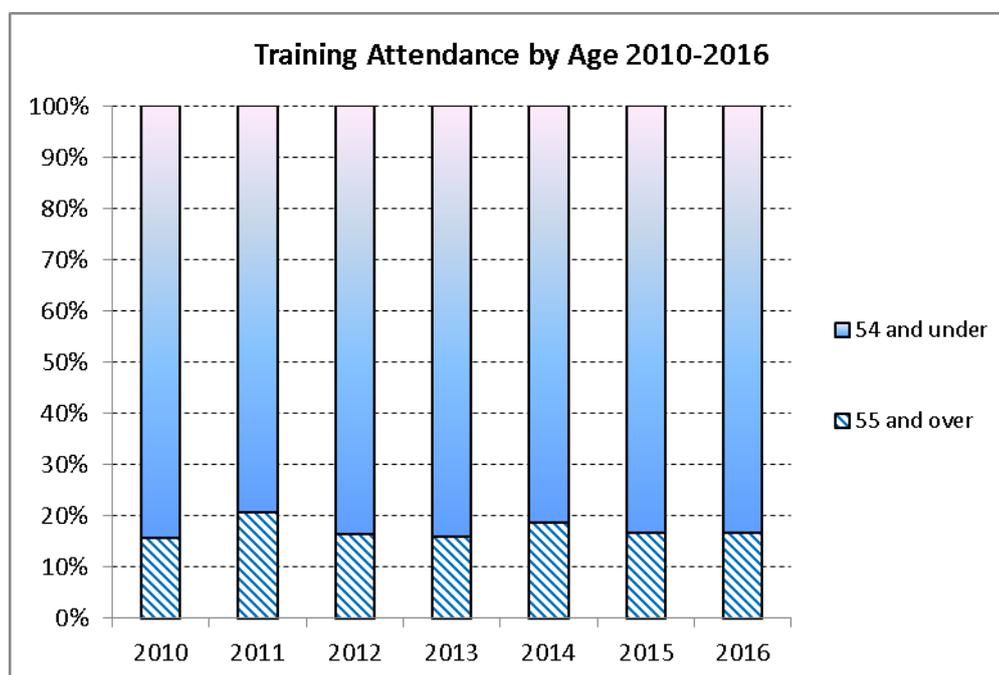
6.2 Training Attendance 2009 – 2016

6.2.1 Ethnicity and Disability 2009 – 2016



The BAME attendance figures have decreased from an average of around 7.5% since 2009 to 5.06% in 2015-16. The percentage of staff with a disability who have attended training has been generally increasing since 2009 (4.5% in 2009 to 7.3% in 2016), and is now above the workforce profile %.

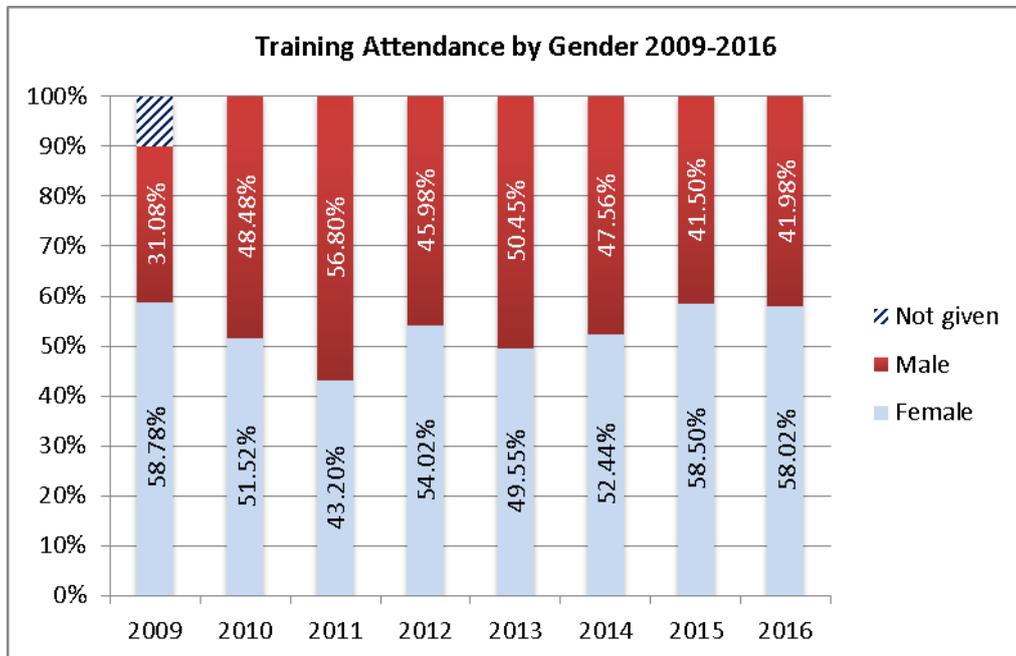
6.2.2 Age 2010 – 2016



The Age trend data is for 2010 – 2016, as the 2009 data was reported for trainees under the age of 50 instead of 55.

The percentage of trainees aged 55 and over has stayed at around 16% since 2010, with a jump to 20% in 2011. The 2016 figure is 16.76%, compared to 23% for the workforce overall.

6.2.3 Gender 2009 – 2016



The percentage of female trainees has fluctuated over the past five years with figures between 58.78% and 43.20%. In the 2009 data, 10.14% of attendees did not disclose their gender.

The percentage of female to male staff attending training in 2015-16 is 58.02% to 41.98%. Since 2009, there has tended to be slightly more females attending training than males although this has never passed more than a 60:40 ratio.

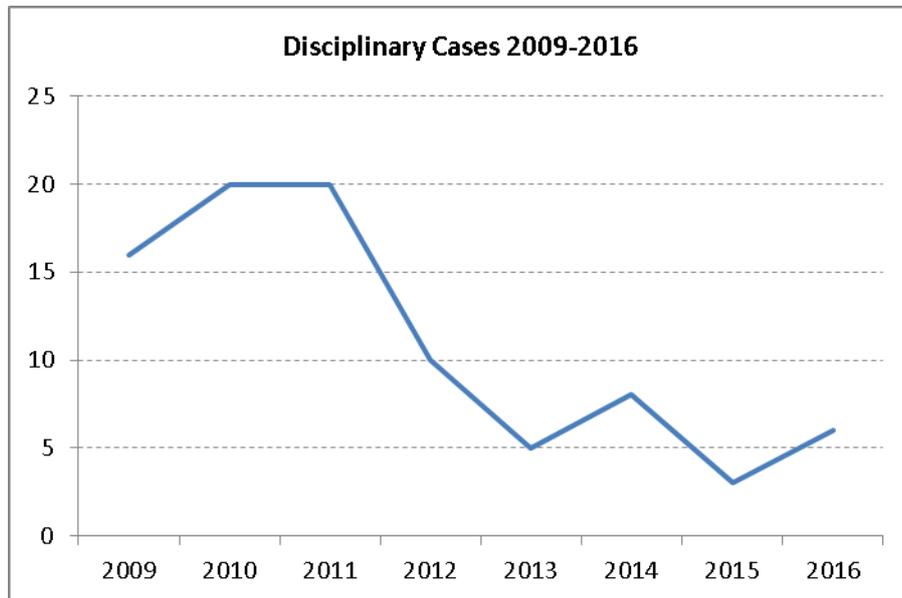
7 Disciplinary, Capability, Grievance and Redundancy

Disciplinary, Capability, Grievance and Redundancy cases are monitored in terms of diversity as outlined below.

7.1 Disciplinary

During the period April 2015 to March 2016, 6 people (0.66%) have been formally disciplined.

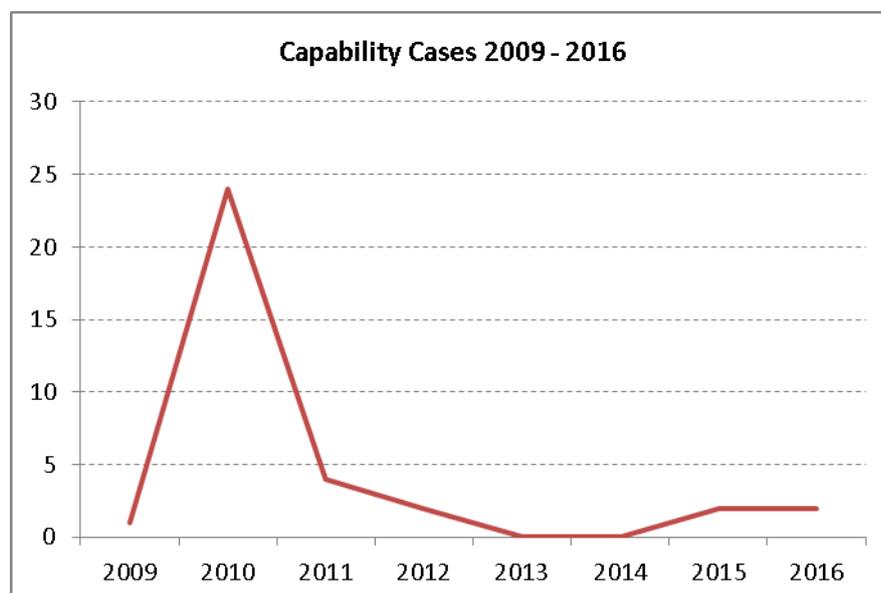
	BAME	Non-BAME	Not Given	Disability	No Disability	Female	Male	Under 55	55 and Over
No. of Staff	1	5	0	2	4	1	5	5	1
%	16.67%	83.33%	0.00%	33.33%	66.67%	16.67%	83.33%	83.33%	16.67%



The number of disciplinary cases recorded has fallen since 2011. This figure shows the number of staff whose disciplinary cases have been concluded with an outcome of written warning upwards. Verbal warnings are not recorded in this data.

7.2 Capability

There were two capability processes being undertaken during 2015-16. As the number of cases is small, equality information has not been provided so as to avoid identifying the individuals concerned.



The number of Capability cases has fallen since 2010.

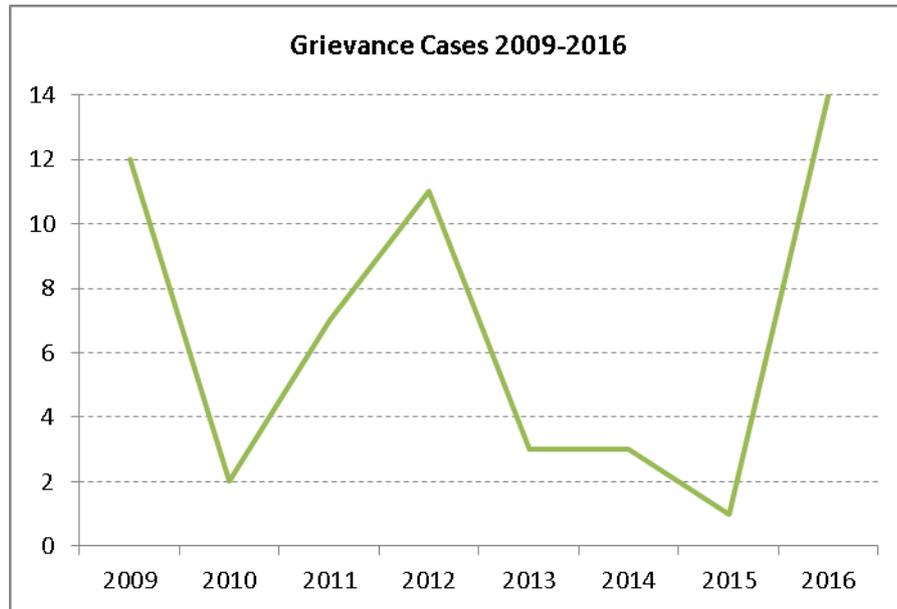
7.3 Grievance

Overall there were 14 grievance cases over this period. Of these 14 cases;

One grievance involved three members of staff and two other grievances involved two members of staff each, there were 11 individual grievances.

In total, the 14 cases involved eighteen people.

	BAME	Non-BAME	Not Given	Disability	No Disability	Female	Male	Under 55	55 and Over
No. of Staff	0	18	0	3	15	10	8	15	3
%	0.00%	100.00%	0.00%	16.67%	83.33%	55.56%	44.44%	83.33%	16.67%

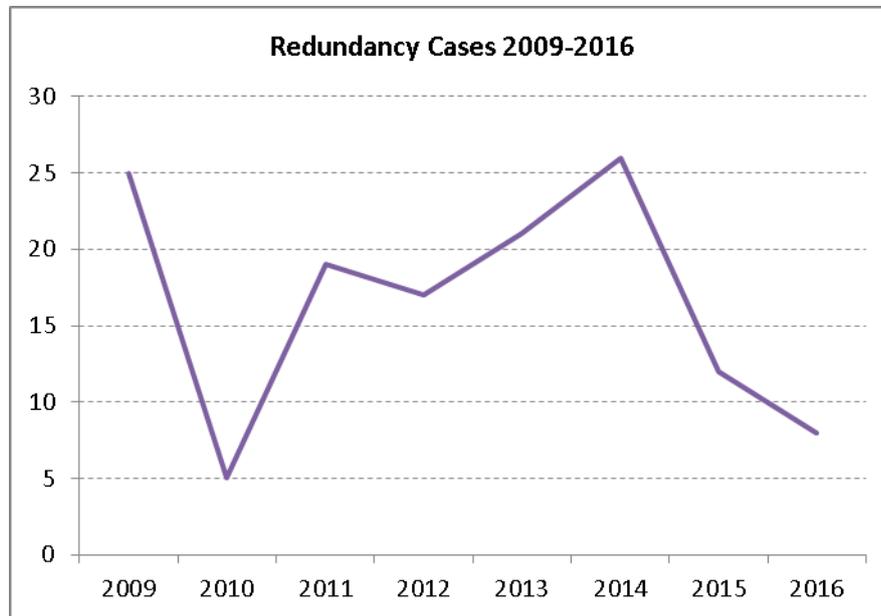


The number of grievance cases has fluctuated since 2009.

7.4 Redundancy

In the period, 1st April 15 – 31st March 16 the Council made 8 people (0.88%) redundant, compared to 12 people from the previous year. This is broken down as follows:

	BAME	Non-BAME	Not Given	Disability	No Disability	Female	Male	Under 55	55 and Over
No. of Staff	1	7	0	0	8	4	4	4	4
%	12.50%	87.50%	0.00%	0.00%	100.00%	50.00%	50.00%	50.00%	50.00%



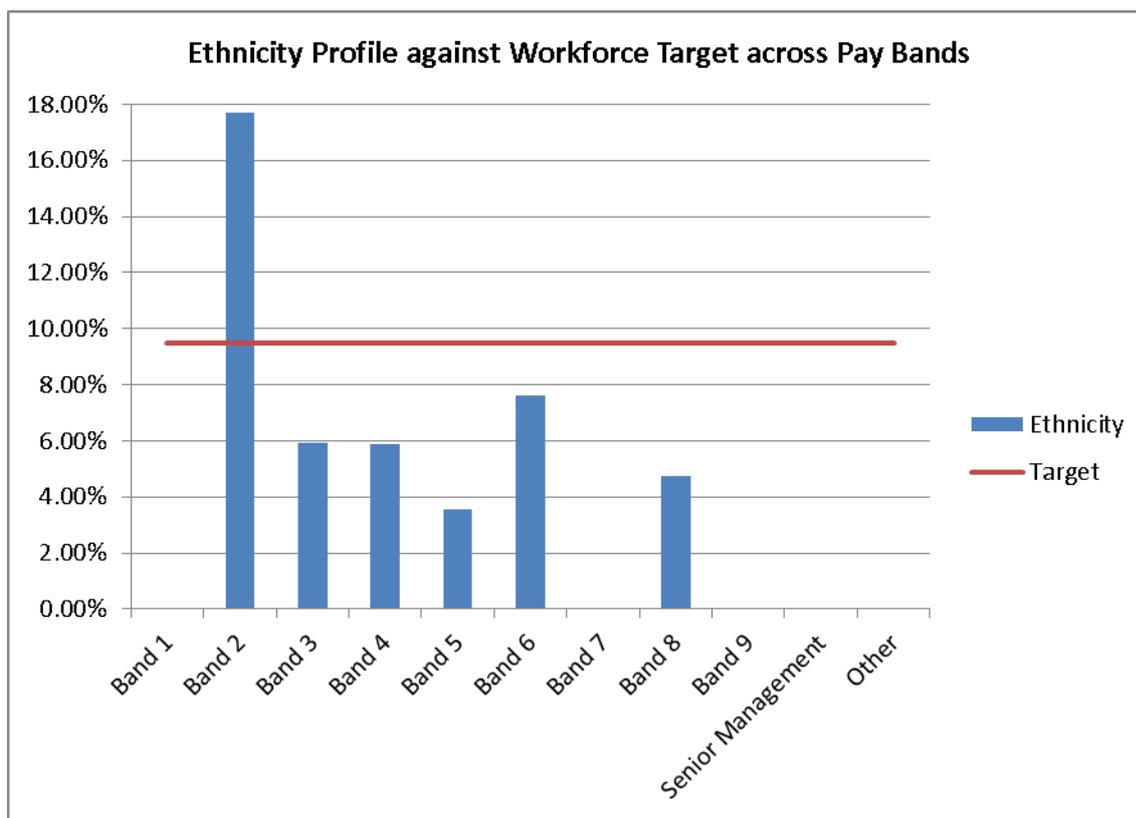
The number of redundancies have fluctuated between 5 and 26 per year since 2009.

7.5 Bullying and Harassment

There were 2 new Bullying & Harassment cases in 2015-16. These were not found to be in relation to issues surrounding any of the protected characteristics.

8 Pay Bands

8.1 Ethnicity

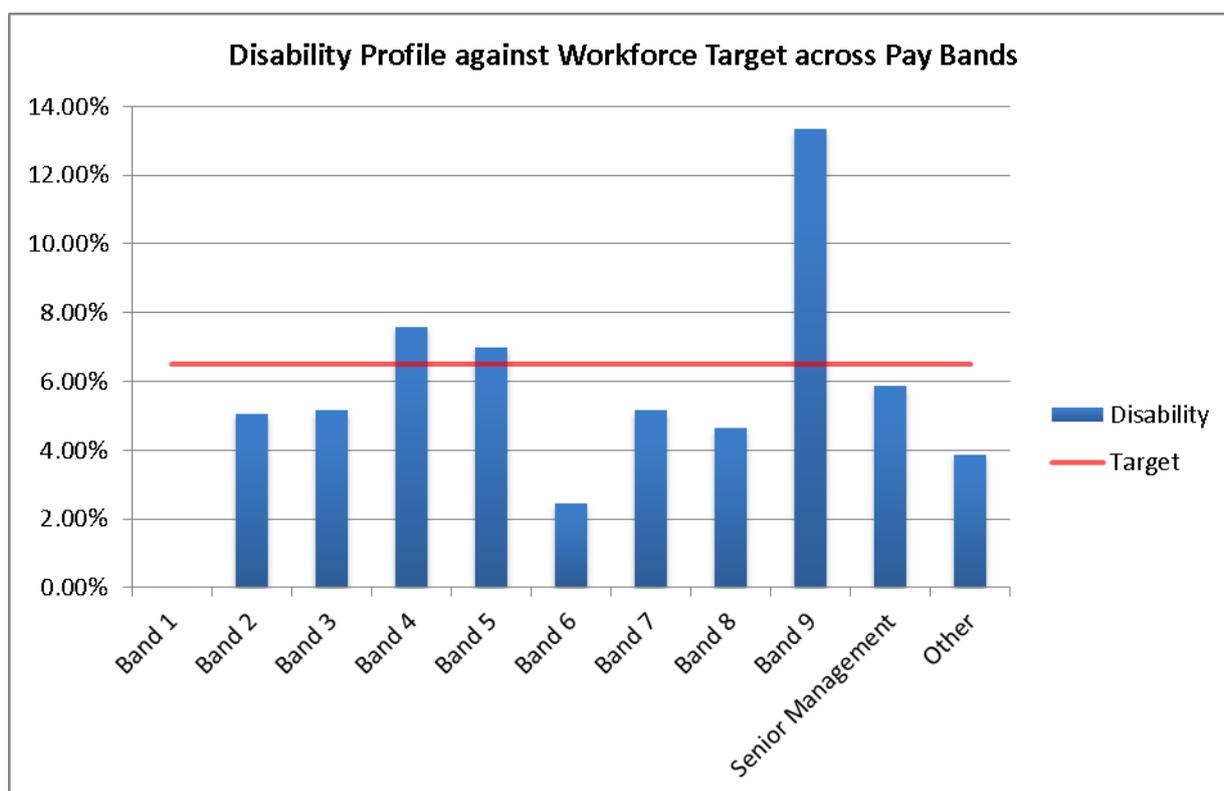


There are no staff who declare themselves to be BAME in pay bands 1, 7, 9 and Senior Management or other. For bands 1 and Senior Management, this is a decrease from 2014-15 where there were approx. 16% and 6% in these bands respectively. There are a small number of staff in these bands so small changes in staff numbers through leavers will account for a higher overall percentage change.

Band 2 continues to be higher than the 9.5% target and both bands 2 and 6 are above the workforce profile of 6.18%.

The BAME workforce profile by pay band is shown in Appendix 1.

8.2 Disability



Our current target for staff declaring a disability is 6.5%. The current workforce profile is 5.6%.

We are exceeding this target in bands 4, 5 and 9, whereas band 1 continues to have no staff who have declared a disability, which has the least amount of staff.

Band 9 continues to have a higher percentage of staff declaring a disability, at 13.33%, whereas the band classed as Other has seen a drop from 12.5% in 2015 to 3.85% in 2016.

Appendix 2 details the Disability Profile for the workforce.

8.3 Gender

Of our 910 members of staff, 47% are female and 53% are male. This ratio has been around 52:48 for at least 4 years.

Women continue to be more highly represented than men in pay bands 4, 6, 8 and 9.

Men are now more highly represented than women in Bands 1, 3, and Senior Management where this was previously 50:50 in 2014-15.

Appendix 3 details the Gender profile of the workforce by pay band for 2015-16.

8.4 Age

There are 23 employees under the age of 25, all but one of who are in the low to mid pay bands 1-4, or Other.

Members of staff within the 65 and over age group are represented in all bands except Band 8, 9 and Senior Management Grades. They are the highest represented group in Band 1 with 6 out of 7 staff.

Members of staff aged 25-34 are represented in all bands except bands 1, 9 and Senior Management.

Members of staff within the 35-44 group are represented in all bands except band 1 and Senior Management.

Senior Management staff are made up of staff between the age groups of 45 and 64, with the majority being in the 45-54 age group.

Appendix 4 details the age profile for the Workforce by pay band for 2015-2016.

Appendix 1

Ethnicity Profile for April 2015 – March 2016

Ethnic Origin	Pay Grade											Total	% Ethnicity
	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	SEN MGT	OTHER		
Arab												0	0.00%
Asian or Asian British:Bangladeshi			2	1								3	0.34%
Asian or Asian British:Indian		1		2		3		1				7	0.80%
Asian or Asian British:Other		7	1									8	0.92%
Asian or Asian British:Pakistani						1						1	0.11%
Black or Black British:African		2	2	1	2							7	0.80%
Black or Black British:Caribbean		1	2	3	2			1				9	1.03%
Black or Black British:Other		1	2				1					4	0.46%
Chinese or other Ethnic:Chinese					1							1	0.11%
Chinese or other Ethnic:Other		2				2						4	0.46%
Mixed:Other						1						1	0.11%
Mixed:White&Asian		1	1		1							3	0.34%
Mixed:White&Black African		1		2								3	0.34%
Mixed:White&Black Caribbean		1	1				1					3	0.34%
Traveller: From a Travelling Community												0	0.00%
Other Ethnic Group												0	0.00%
White:British	3	64	160	129	158	98	53	38	13	15	18	749	85.70%
White:Irish		1	2	2	3	4	1	1	1	1	1	17	1.95%
White:Other		14	13	13	2	7	3	1	1			54	6.18%
Total BAME Employees	0	17	11	9	6	9	0	2	0	0	0	54	6.18%
Total in Pay Band Data Supplied)	3	96	186	153	169	118	57	42	15	16	19	874	
BAME % For Pay Band	0.00%	17.71%	5.91%	5.88%	3.55%	7.63%	0.00%	4.76%	0.00%	0.00%	0.00%		

Prefer not to say	4	3	7	5	3	4	1	1	0	1	7	36	3.96%
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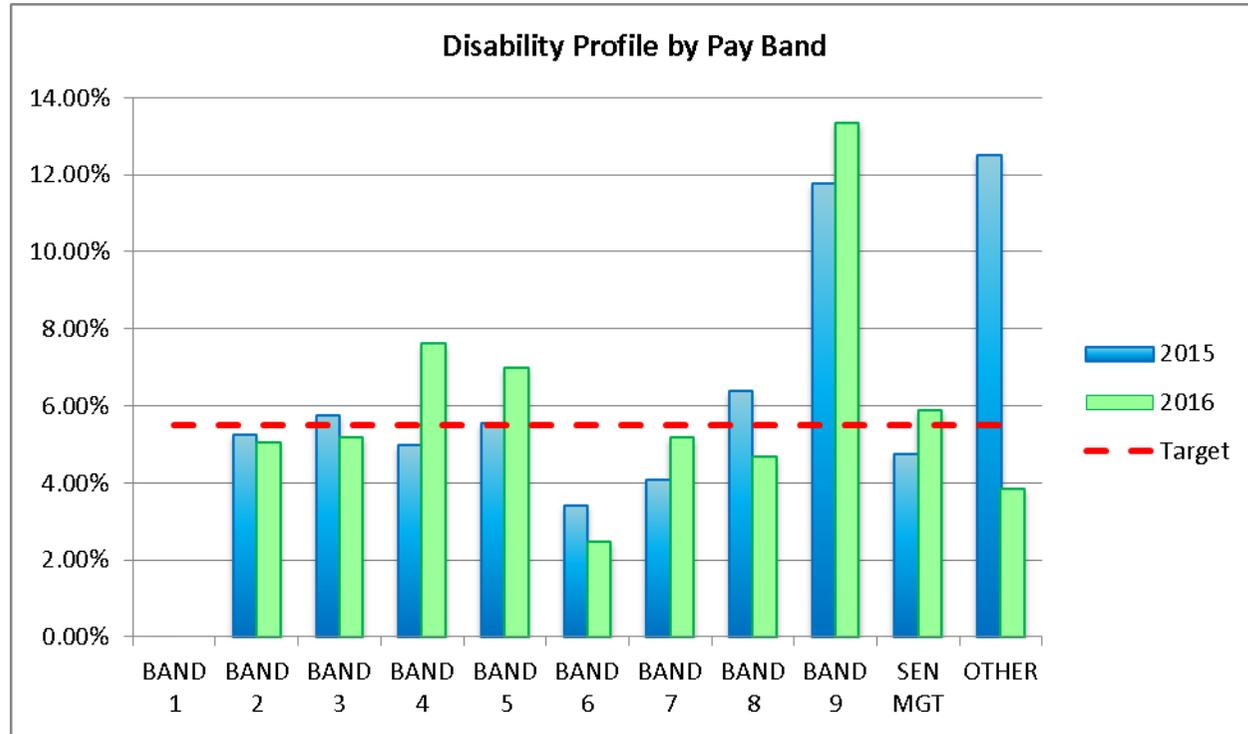
Total Workforce within Pay Band	7	99	193	158	172	122	58	43	15	17	26	910
% Workforce within Pay Band	0.77%	10.88%	21.21%	17.36%	18.90%	13.41%	6.37%	4.73%	1.65%	1.87%	2.86%	

Appendix 2

Disability Profile April 2015 – March 2016

Disability?	Pay Grade											Total
	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	SEN MGT	OTHER	
NO	7	94	183	146	160	119	55	41	13	16	25	859
YES	0	5	10	12	12	3	3	2	2	1	1	51
Total	7	99	193	158	172	122	58	43	15	17	26	910
%	0.00%	5.05%	5.18%	7.59%	6.98%	2.46%	5.17%	4.65%	13.33%	5.88%	3.85%	

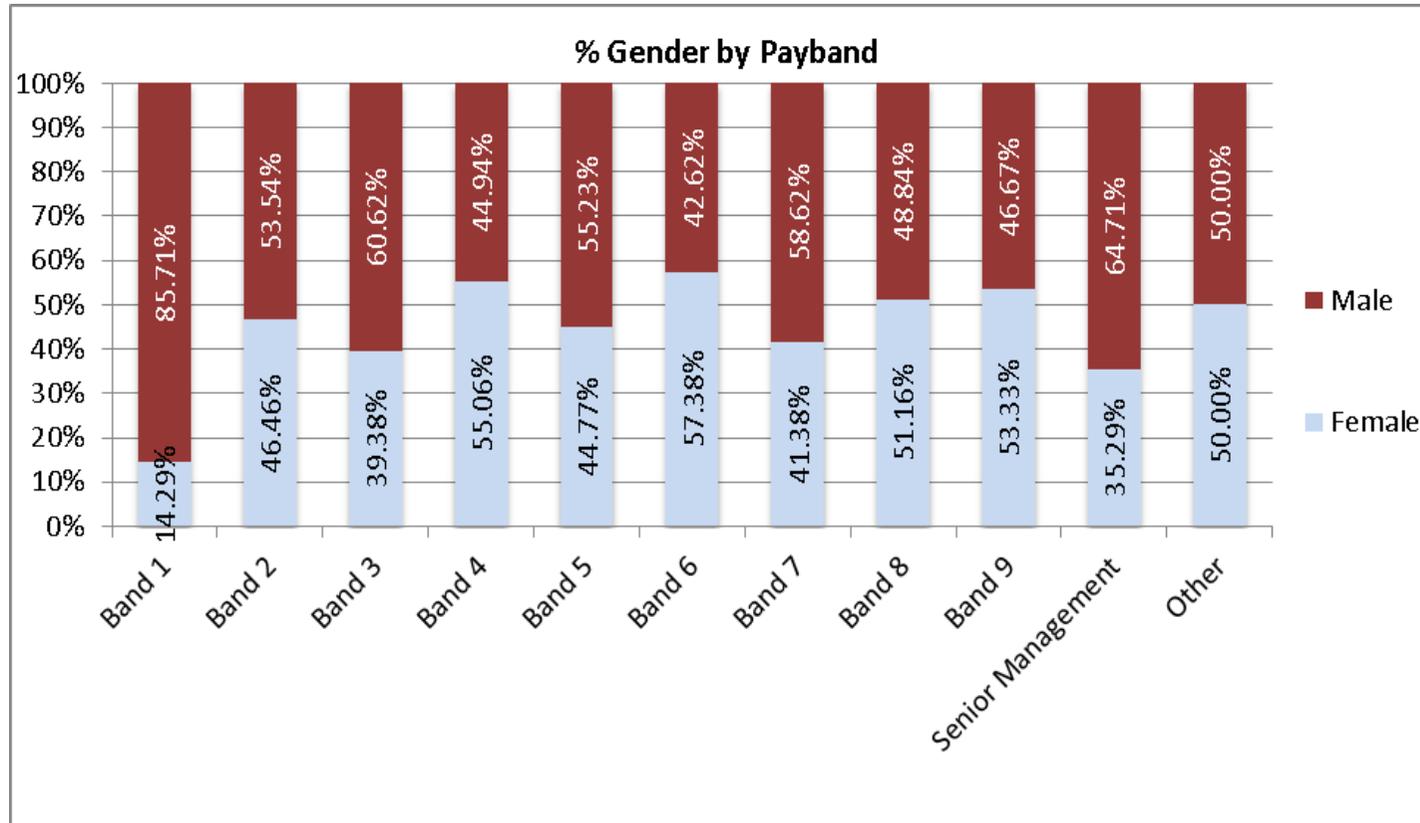
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Appendix 3

Gender Profile April 2015 – March 2016

	Pay Grade																						Total	%
	BAND 1		BAND 2		BAND 3		BAND 4		BAND 5		BAND 6		BAND 7		BAND 8		BAND 9		Senior Management		Other			
Female	14.3%	1	46.5%	46	39.4%	76	55.1%	87	44.8%	77	57.4%	70	41.4%	24	51.2%	22	53.3%	8	35.3%	6	50.0%	13	430	47.3%
Male	85.7%	6	53.5%	53	60.6%	117	44.9%	71	55.2%	95	42.6%	52	58.6%	34	48.8%	21	46.7%	7	64.7%	11	50.0%	13	480	52.7%
Grand Total	7		99		193		158		172		122		58		43		15		17		26		910	

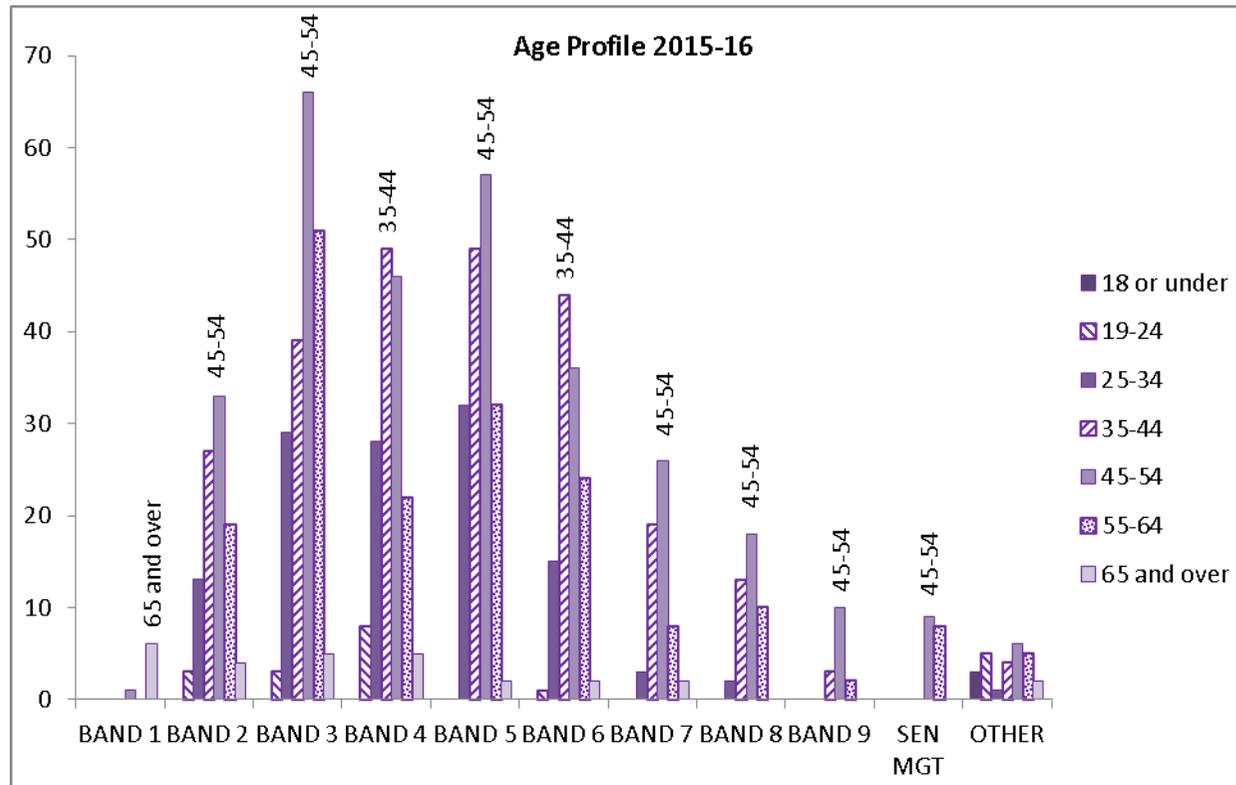


Appendix 4

Age Profile April 2015 – March 2016

	Pay Grade											Total	%	
	BAND 1	BAND 2	BAND 3	BAND 4	BAND 5	BAND 6	BAND 7	BAND 8	BAND 9	SEN MGT	OTHER			
18 or under												3	3	0.33%
19-24		3	3	8		1						5	20	2.20%
25-34		13	29	28	32	15	3	2				1	123	13.52%
35-44		27	39	49	49	44	19	13	3			4	247	27.14%
45-54	1	33	66	46	57	36	26	18	10	9		6	308	33.85%
55-64		19	51	22	32	24	8	10	2	8		5	181	19.89%
65 and over	6	4	5	5	2	2	2					2	28	3.08%
Total	7	99	193	158	172	122	58	43	15	17	26	910	100.00%	

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Appendix 5

Recruitment Applications Profile April 2015 – March 2016

Ethnic Origin	Applicant								Shortlisted								Successful											
	18 or Under	19-24	25-34	35-44	45-54	55-64	65+	No Info	Total	18 or Under	19-24	25-34	35-44	45-54	55-64	65+	No Info	Total	18 or Under	19-24	25-34	35-44	45-54	55-64	65+	No Info	Total	
Arab					1				1					1				1										0
Asian or Asian British:Bangladeshi		2	5	1	4	1			13		1			1	1	1		4										0
Asian or Asian British:Indian		2	8	16	7	2			35			2	4	5				11				1	1					2
Asian or Asian British:Other		1	6	8	6	2			23			1	2	1				4				1	1					2
Asian or Asian British:Pakistani			10	1	7	1			19			3		2	1			6										0
Black or Black British:African		3	17	15	14	1			50			5	5	5				15										0
Black or Black British:Caribbean		2	1		3	1			7		1	1		2				4			1							1
Black or Black British:Other			4	3	3				10			3		1				4										0
Chinese or Other Ethnic:Chinese			6		4	1			11			2						2			1							1
Chinese or Other Ethnic:Other					1				1					1				1					1					1
Mixed:Other		1	7	4	1	1			14			2			1			3										0
Mixed:White & Asian		1	1	1					3		1							1										0
Mixed:White & Black African		1	1	4	2				8				1	2				3										0
Mixed:White & Black Caribbean			6	4	3	2			15			3	1	3	1			8					1					1
Traveller:From a Travelling Community									0									0										0
White British:	1	86	272	203	243	85	6	2	898	1	32	104	110	141	37	1	2	428		16	28	30	41	11		1		127
White:Irish		2	11	9	1	3			26		1	2	5					8				4						4
White:Other			17	22	7	1		1	48			5	11	2			1	19			3	6	1			1		11
Other Ethnic Group		1	12	6	1	2			22		1	1	2		1			5		1		1						2
Prefer not to say		5	16	17	16	1		6	61		1	5	7	6	1		2	22			2	1	2					5
Grand Total	1	107	400	314	324	104	6	9	1265	1	38	139	149	173	43	1	5	549	0	17	35	44	48	11	0	2	157	

Ethnic Origin	Applicant					Shortlisted					Successful				
	Female	Male	Not Given	Disabled	Total	Female	Male	Not Given	Disabled	Total	Female	Male	Not Given	Disabled	Total
Arab		1			1		1			1					0
Asian or Asian British:Bangladeshi	9	4			13	2	2			4					0
Asian or Asian British:Indian	23	12		1	35	7	4			11	2				2
Asian or Asian British:Other	15	8			23	4				4	2				2
Asian or Asian British:Pakistani	1	18			19	1	5			6					0
Black or Black British:African	17	33			50	4	11			15					0
Black or Black British:Caribbean	4	3		2	7	2	2		2	4		1			1
Black or Black British:Other	5	5			10	1	3			4					0
Chinese or Other Ethnic:Chinese	3	8			11	2				2	1				1
Chinese or Other Ethnic:Other		1			1		1			1		1			1
Mixed:Other	4	10		3	14	1	2			3					0
Mixed:White & Asian		3			3		1			1					0
Mixed:White & Black African	4	4			8	1	2			3					0
Mixed:White & Black Caribbean	10	5			15	6	2			8	1				1
Traveller:From a Travelling Community					0					0					0
White British:	404	494		33	898	208	220		17	428	65	62		6	127
White:Irish	6	20		7	26		8		1	8		4			4
White:Other	24	24		1	48	12	7			19	7	4			11
Other Ethnic Group	9	13		1	22	2	3			5	1	1			2
Prefer not to say	29	32		5	61	12	10		1	22	1	4			5
Grand Total	567	698	0	53	1265	265	284	0	21	549	80	77	0	6	157

Item 5 – Equalities Panel Programme 2016/17

Equalities Panel, 13 June 2016

1.0 Equalities Panel programme 2016/17

1.1 In July 2015 members of the Equalities Panel identified the following issues as ones that it would like to focus on in future:

- Mental health issues
- Cambridge University work on equalities
- Women as victims of domestic or sexual abuse
- An update on the Prevent project
- Integration and attitudes towards immigration
- Digital inclusion
- Older people's experiences of financial abuse and fraud

1.2 Of the items identified above, the Panel received presentations on mental health issues and Cambridge University's work on equalities at its meeting in December 2015. The Panel has also previously considered:

- climate change and equalities issues
- children and young people's issues
- disability and accessibility issues
- welfare reform and anti-poverty issues including food banks, credit unions and food poverty
- older peoples issues
- hate crime

1.3 Members of the Panel are asked to consider whether:

- The items listed at 1.1 are still relevant and should be focussed on in future meetings of the Panel
- There are any other issues that members of the Panel feel future meetings should focus on, thinking particularly of issues where the Council is able to have an influence through its role as a service provider.

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