



To: Executive Councillor for Strategy and Transformation: Councillor Lewis Herbert
Report by: David Kidston, Strategy and Partnerships Manager
Relevant scrutiny committee: Strategy and Resources Scrutiny Committee 4/7/2016
Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge East Chesterton King's Hedges Market Newnham Petersfield Queen Edith's Romsey Trumpington West Chesterton

SINGLE EQUALITY SCHEME 2015-2018

Key Decision

1. Executive summary

- 1.1 The Council's new Single Equality Scheme (SES) was approved by the Executive Councillor for Strategy and Transformation at Strategy and Resources Committee on 13 July 2015. The SES sets out how the organisation will challenge discrimination and promote equal opportunity in all aspects of its work over a three year period (2015-2018).
- 1.2 This report provides an update on progress in delivering key actions set out in the SES for 2015/16. It also proposes some new actions for delivery during 2016/17.

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Note the progress in delivering equalities actions during 2015/16.
- 2.2 Approve the actions proposed in Appendix A for delivery during 2016/17

3. Background

- 3.1 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.

3.2 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.

3.3 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, which is provided as a background paper to this report and can be viewed by following the link in section 7.0.

4. Progress during 2015/16

4.1 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

4.2 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-focused 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

4.3 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 support a range of groups for older people in Trumpington, Buchan Street Neighbourhood Centre, and Akeman Street Community Centre, and providing spaces for groups at 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
- Providing 561 open access play sessions for children and young people, which were attended by 13,289 children. We also provided a programme of summer activities for children and young people as part of SummerDaze 2015, and provided targeted activities in areas of greatest need, including boat activities, cooking, and art and crafts

4.4 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 Partnership and 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, which is being led by the Encompass Network. The Council has taken a number of steps to ensure that it provides 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

4.5 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

5. New actions for 2016/17

5.1 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.

6. Implications

(a) Financial Implications

As equalities has been mainstreamed across all Council services, the activities and actions identified in Appendix A will primarily be delivered through existing service budgets and will not require additional resources. However, the Strategy and Partnerships Team has a small budget to support equalities projects and publications, and a further budget to finance interpreting services to support fair and equal access to and delivery of services. Other services support corporate and service based equalities initiatives through provision of staff resources and occasionally funds for specific projects. We also work extensively with partner organisations to maximise the impact of our resources.

(b) Staffing Implications (if not covered in Consultations Section)

As equalities has been mainstreamed across all Council services, the activities and actions identified in the strategic action plan will primarily be delivered as part of the core responsibilities of staff within the relevant services. The Joint Equalities Group is made up of staff representatives from across all City Council services who are able to input time to supporting the mainstreaming of equalities. These are not specific posts within services, but are roles that have been adopted by staff where departments have been able to absorb additional duties.

(c) Equality and Poverty Implications

No Equality Impact Assessment (EqIA) has been carried out for this progress report on the SES. The SES provides the framework for the City Council's work to challenge discrimination and promote equal opportunity in all aspects of its work, and includes a range of actions that are designed to promote equality of opportunity. It also includes a range of evidence on the make-up of communities in Cambridge and the issues they face, so it will provide a useful resource for the completion of EqIAs for other projects and policies.

The Single Equality Scheme focuses primarily on the nine protected characteristics identified in the Equality Act 2010, but references actions included in the finalised Anti-Poverty Strategy where relevant.

(d) **Environmental Implications**

The actions identified in the Strategic Action Plan are not anticipated to have any environmental impact, so a 'Nil' rating has been assigned

(e) **Procurement**

The City Council has taken steps to ensure that equalities considerations are embedded in its procurement processes. For example, we have published a Quick Procurement Guide which looks at how to deal effectively with equality issues in procurement projects. By doing this, staff can work to ensure that the suppliers and contractors that work for us provide services and supplies that meet the diverse needs of the people that use our services.

(f) **Consultation and communication**

Public consultation on the draft Single Equality Scheme took place for 13 weeks from 2 March to 29 May 2015. The findings from the consultation were presented to Strategy and Resources Committee on 13 July 2015. As part of the consultation officers:

- Published the draft strategy and a questionnaire survey on the City Council website. The survey was publicised via the Council's Twitter account and sent directly to relevant partner organisations. A total of 22 responses were received to the survey.
- Held 10 bilateral meetings with voluntary and community groups that represent particular equalities groups
- Sought advice from the Equalities Panel at a Special Meeting of the Panel on 2 February 2015.
- Sought the views of City Council staff via the Joint Equalities Group on 2 March 2015.

The key equalities achievements from 2015/16 will be communicated externally through a report to the Equalities Panel on 13 June, a press release and an article in Cambridge Matters. They will be communicated to Council staff through articles in Management Matters and Insight.

(g) **Community Safety**

A number of the actions from the SES that have been progressed during 2015/16 will have a positive impact on community safety and cohesion in Cambridge. These actions include:

- Work with Cambridgeshire County Council's Crime Research Team to use available data on hate crime to improve our understanding of the local issues
- Provision of regular outreach surgeries at Cambridge Mosque and the Addenbrookes Hub on services to address racial harassment and anti-social behaviour
- Delivery of a 'Prevent' event which brought community representatives together to look at the issue of radicalisation
- Work to achieve White Ribbon status for the City Council and reduce domestic violence and abuse towards women and men

7. Background papers

The Single Equality Scheme 2015-2018 Year One Review report was used as a background paper when preparing this report. The Year One Review report provides more detailed information on how each of the 39 actions in the SES have been progressed during 2015/16 and sets out the proposed actions for 2016/17. This report can be found on the Council's website at: <https://www.cambridge.gov.uk/content/equality-and-diversity-performance>

8. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

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Appendix A – New SES Actions for 2016/17

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

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 the 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 most effectively at delivering existing and future needs.	Community, Arts and Recreation
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

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
1.3 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

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
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 a briefing pack on equalities issues and circulate this to all new Councillors	Corporate Strategy
	<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, by delivering:</p> <ul style="list-style-type: none"> • Equality and diversity induction courses to meet demand • 2 disability awareness training courses • 2 mental health awareness training courses • 4 mental health first aid training courses 	Human Resources, 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
	<ul style="list-style-type: none"> • 3 transgender awareness training courses 	
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
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, Corporate Strategy

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

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 the 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	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
	issues as part of mandatory safeguarding training for all taxi drivers.	
	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, working 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 and Kings Hedges Pools	Community, Arts and Recreation
3.4 Work with voluntary and community	Continue to provide £900,000 in Community Grants to	Community, Arts and

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
groups to deliver activities which promote equal opportunities for residents	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	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
	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

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 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