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Cambridge City Council

Single Equality Scheme

2012 – 2015



“Embracing diversity, committed to equality”

Cambridge City Council Single Equality Scheme 2012 - 2015

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Introduction

Cambridge City Council values the strength that comes with difference and the positive contribution that diversity brings to the city. Our vision for Cambridge is of a city which is diverse and tolerant, that values activities which bring people together and where everyone feels they have a stake in the community. This is reinforced by a clear statement of Equality Values (Appendix A).

In April 2010 the Equality Act was passed by Parliament bringing with it some specific duties for public bodies, including local authorities. Implementation of the Act began in October 2010 with the introduction of the employment, equal pay, education, and services, public functions and associations elements. On 5th April 2011 further parts of the Equality Act were implemented under the General Duty which requires local authorities and other local authorities exercising public functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between those who share a protected characteristic and those who don't
- Foster good relations between those who share a relevant protected characteristic and those who don't.

The specific duties support and aid compliance with the General Duty and require specific public bodies including Cambridge City Council to:

- Publish information annually to demonstrate how we meet the General Duty starting no later than the 31st of January 2012.
- Prepare and publish one or more objectives to meet any of the aims of the General Duty at least every four years starting no later than the 6th of April 2012.

Producing and publishing specific Equality Schemes no longer form part of our public duties under law, however, Cambridge City Council believes that having a Single Equality Scheme will help it to ensure that it complies with the general and specific duties, assist in tackling discrimination and promoting community cohesion and improve its knowledge and awareness of equality and diversity issues.

The City Council's Single Equalities Scheme covers all the protected characteristics of Race, Disability, Gender, Gender Reassignment, Age, Sexual Orientation, Religion & Belief, Pregnancy & Maternity, Marriage and Civil Partnership. The Scheme is concerned with addressing discrimination in all its forms.

As an employer, service provider and community leader, the Council aims to eliminate prejudice and discrimination, and to promote good relations between different groups. The Council aims to deliver high quality services in a fair and equal way to all who live and work in our community. The Council's vision is for Cambridge to be a city that is vibrant, socially mixed, safe, convenient and an enjoyable place to live. The Council is committed to ensuring that citizens are encouraged to be involved in shaping its values and commitment to equality by:

- Influencing Council decision making processes
- Being involved in measuring Council performance
- Identifying and making suggestions on service improvement
- Working together in partnership.

Our vision for Cambridge

Cambridge City Council has a clear vision for the future of our city, a vision which we share with Cambridge citizens and with partner organisations.

Cambridge – where people matter

- A city which is diverse and tolerant, values activities which bring people together and where everyone feels they have a stake in the community.
- A city whose citizens feel they can influence public decision making and are equally keen to pursue individual and community initiatives.
- A city where people behave with consideration for others and where harm and nuisance are confronted wherever possible without constraining the lives of all.

Cambridge – a good place to live, learn and work

- A city which recognises and meets needs for housing of all kinds - close to jobs and neighbourhood facilities.
- A city which draws inspiration from its iconic historic centre and achieves a sense of place in all of its parts with generous urban open spaces and well designed buildings.
- A city with a thriving knowledge-based economy that benefits the whole community and builds on its reputation as a global hub of ideas and learning.
- A city where getting around is primarily by public transport, bike and on foot.

Cambridge – caring for the planet

- A city in the forefront of low carbon living and minimising its impact on the environment from waste and pollution.

What do we know about people in Cambridge?

Only by understanding who lives and works in Cambridge will we be able to provide appropriate and good quality services that meet the needs of the city's different communities. The information we hold about our communities is regularly updated and used to plan services.

An estimated 119,800 people live in Cambridge¹ (mid-2010 population estimate). Cambridge's population is forecast to increase to 151,800 by 2031², which makes Cambridge's growth forecast the highest in the county.

Gender

According to 2001 Census, 50.1% Cambridge residents were female and 49.9% male, which is broadly similar to the national average.

Age structure

Cambridge's age structure differs from the other districts in Cambridgeshire. Over half of Cambridge's population is between 15-44³. This is primarily due to its large student population, which has the effect of reducing other age groups as a proportion of the total district population. Consequently, Cambridge has the highest proportion of 15-24 and 25-44 year olds in Cambridgeshire, and the lowest proportion of 0-14 and residents older than 45. However, although proportions of non-student age groups are comparably low, Cambridge still has large numbers of children and older people.

Age	Mid-2010 Population Estimates
0-4	6%
5-14	9%
15-24	23%
25-44	31%
45-64	20%
65-74	6%
75-84	4%
85+	2%

¹

<http://www.cambridgeshire.gov.uk/business/research/populationresearch/population/population/Researchgrouppopulationestimates.htm>

² <http://www.cambridgeshire.gov.uk/NR/rdonlyres/3B0B3A7B-E448-4D61-A853-0B5A1A467969/0/CambridgeCityDistrictReport2011.pdf>

³ <http://www.cambridgeshire.gov.uk/NR/rdonlyres/3B0B3A7B-E448-4D61-A853-0B5A1A467969/0/CambridgeCityDistrictReport2011.pdf>

Ethnicity

2001 Census data showed that Cambridge was proportionally more ethnically diverse than the national average, in the sense that a larger proportion of the population was made up of ethnic groups that are not white. 78.5% of the population was White British, 1.6% White Irish and 9.4% White Other – 89.5% in total. Almost 11,500 people identified themselves as belonging to other ethnic groups, the largest of which were Indian, Chinese and Bangladeshi, representing an aggregated proportion of 4.8% of the total population.

Travellers were not identified as an ethnic group in the 2001 Census though this changed in the 2011 Census. The Cambridge Area Travellers Needs Assessment 2005 estimated that in Cambridgeshire and Peterborough there were 6,080 Gypsy/Travellers, making them one of the largest minority ethnic groups in the area. Cambridge City's Traveller estimate was 264 in 2005, which equates to 0.2% of the 2005 total district population, the lowest proportion in Cambridgeshire and Peterborough. In Cambridge, much of the traveller population is settled, with 67% of the households in housing rather than caravans.

Migration

The Cambridgeshire County Council Research Group 'Annual demographic and socio-economic report for Cambridge (April 2011)⁴, sets out:

'The internal migration portion of the Office for National Statistics (ONS) mid-2009 population estimate for Cambridge suggests that more people left Cambridge for other parts of the UK than came to Cambridge from other parts of the UK. Net out-migration was approximately 900 people.

International migration is extremely difficult to measure. Currently two data sources can be used to estimate incoming migration: National Insurance Number (NINo) registrations and registrations for the Workers Registration Scheme (WRS).

NINOs are required for employment or self-employment purposes or to claim benefits or tax credits and are allocated to overseas nationals by the Department for Work and Pensions. De-registration is not required, however, which means that NINo figures can only be used to estimate in-migration. In 2009 approximately 3,200 international migrants registered for NINOs in

⁴ <http://www.cambridgeshire.gov.uk/NR/rdonlyres/3B0B3A7B-E448-4D61-A853-0B5A1A467969/0/CambridgeCityDistrictReport2011.pdf>

Cambridge, which was 24% fewer than in 2008. Between 2002 and 2009 the largest proportion (33%) of registrations were from Western European migrants.

WRS registrations are required by migrants from the so-called A8 countries of Poland, Lithuania, Estonia, the Czech Republic, Slovenia, Latvia, Slovakia and Hungary. The scheme is due to end in April 2011. In 2009 nearly 600 WRS registrations were issued in Cambridge, which was 9% fewer than in 2008.

That both NINo and WRS registration were lower in 2009 than 2008 may indicate that international migration into Cambridge is slowing.' Recent ONS research shows high rates of re-migration – migrants leaving the UK – especially amongst people from the A8 countries. Given the uncertainties involved it is difficult to estimate how many migrants have stayed in Cambridge.

Disability and Health

No single figure exists to record the actual number of disabled people living in Cambridge. According to the 2001 Census, 13.7% of respondents from Cambridge stated that they have a long-term illness, health problem or disability which limits their daily activities or the work they can do.

The Place Survey (2008) asked people whether they consider their health to be 'very good', 'good', 'fair', 'bad' or 'very bad'. 82.9% of Cambridge's population said that their health is good or very good. This therefore indicates that 17.1% of the population feels that they have some form of limitation on their health.

It is estimated that 3,500 children and young people in Cambridgeshire could have some form of disability. A new disability register being installed at the County Council should provide more accurate statistics in the near future.

In 2010 it was predicted that 5,515 people in Cambridge aged 18-64 to have a moderate physical disability (approx 6.2%) and 1,434 to have a serious physical disability (approx 1.6%)⁵. This means that 6,949 people in Cambridge aged 18-64 were predicted to have a moderate or serious physical disability (approx 7.7%).

⁵ The figures are from the Projecting Adult Needs and Service Information System (PANSI). The system provides population data by age band, gender, ethnic group, and by disability living allowance and guardianship for English local authorities.

The report 'Physical and Sensory Impairment and Long-Term Condition' by Cambridgeshire Strategic Needs Assessment in January 2009 states that there were 2,850 people in Cambridgeshire receiving any benefits in the grouping 'disability' in the benefits data and of these 2,820 were receiving Disability Living Allowance. In Cambridge the figure for people receiving disability benefits was 460.

The PANSI system predicts that in 2010 in Cambridge 13,985 people aged 18-64 would have a common mental disorder. This is 17.6% of this section of the population.

The 'Adults with a Learning Disability Joint Strategic Needs Assessment' states that across the total population of the UK an estimate of 2% of adults have some form of learning disability. When applying this to the mid-2010 population estimate for Cambridge this would equate to around 2,400 people.

The National Autistic Society estimate that the prevalence rate for Autistic Spectrum Disorder (ASD) in the UK is 91 per 10,000 of the population. Based on that prevalence the estimated number of people with ASD in Cambridge is 1,090 (applied to mid-2010 population estimates for Cambridge).

In their September 2008 report, Cambridgeshire Learning Disability Partnership points out that at a national level there is considerable concern that the needs of people with learning disabilities from ethnic minority groups are inadequately considered. This is particularly relevant to Cambridge as we have the largest ethnic minority population in the County. The report states that "there is evidence to suggest that the prevalence of learning disability is higher among Traveller communities and also some South Asian populations, probably because of higher levels of material and social deprivation and co-sanguineous marriages which are compounded by poor access to health care and negative practitioner attitudes".

Religion or Belief

According to the 2001 Census the total population of Cambridge at the time was 108,863 and the religious make up of Cambridge was as follows:

Total Population	108,863	Percentage
Christian	62,764	57.65%
Muslim	2,651	2.44%
Hindu	1,293	1.19%
Buddhist	1,139	1.05%
Jewish	850	0.78%
Sikh	205	0.19%
Other	531	0.49%
Religion not stated	10,465	9.61%
No religion	28,965	26.61%

As shown above the religion with the highest proportion of followers in Cambridge is Christianity. At 57.65%, that is significantly lower than the county (71.3%) and national (71.7%) averages.

The Census also reveals that Cambridge is among the districts with the highest proportions of people with no religion in the country, along with Norwich and Brighton & Hove.

Sexual Orientation

There are no statistically reliable data on the proportion of Cambridge residents who declare themselves as LGB (lesbian, gay and bi-sexual). However, Stonewall, the national charity working for equality for lesbians, gay men and bisexuals, states that a reasonable estimate for the UK's population of LGB people would be 5-7%. This would equate to approximately 4,525 – 6,035 people over the age of 18 in Cambridge.

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 LGB community.

Transgender and Gender Reassignment

With regards to the transgender community, in 2011 the Gender Identity Research and Education Society estimated that organisations should assume that 1% of their employees and service users may be experiencing some degree of gender variance⁶. At some stage, about 0.2% may undergo transition. The number who have so far sought medical care is likely to be around 0.025%, and about 0.015% are likely to have undergone transition. Based on 2010 population estimates, this would equate to 1,198 residents of Cambridge that may be experiencing some degree of gender variance and

⁶ <http://www.gires.org.uk/Prevalence2011.pdf>

that 18 residents are likely to have undergone transition. However, estimating the number of transgender people, and particularly those looking to, or who already actively engaged in, seeking medical transition, is something that is more likely to be underestimated.

Whilst no robust local data is available, informal research indicates that Cambridge is a cluster for the transgender community. For example, TGCamb, who run a social evening mostly for female-spectrum transgender people, estimate that over the last decade they have encountered around 100 trans women, many of whom still live in Cambridge. The group does not encompass the whole community, and is barely frequented by male-spectrum transgender people (e.g. trans men). Most of their attendees are male-to-female crossdressers, but they have some who are transsexual too.



Our Equalities Objectives for 2012 - 2015

The City Council has set six equalities objectives that it will be focusing on during this three-year scheme to advance its equalities agenda. These are:

1. To continue to work to improve access to and take-up of Council services.
2. To develop an improved level of understanding of Cambridge's communities and their needs through research, data gathering and equality mapping.
3. To improve community engagement in the development and delivery of services.
4. To ensure that people from different backgrounds living in the city continue to get on well together.
5. To ensure that the City Council's employment policies and practices are non-discriminatory and compliant with equalities legislation as a minimum standard.
6. To work towards a more representative workforce within the City Council.

What are we already doing to meet our objectives?

1. To continue to work to improve access to and take-up of Council services.

It is paramount that all those who want or need Council services know how and are able to request or access them. We continually review how accessible our services are.

Equality Impact Assessments identify barriers, as well as solutions, to people using our services. They are an important tool and we need to make sure that they are being used to the best effect across the organisation, to ensure that we consistently consider the potential impact of service or policy changes on all our residents.

We also run frequent surveys, ask for your comments and consider your complaints to understand if we could change how we deliver our services in a more user-friendly manner. Many of the changes we make are a direct result of feedback from the people who use our services. For example, over the past year:

- The Grafton Centre has begun an experiment to open the Shopmobility service on Bank Holidays to improve access for older and disabled people.
- Bereavement Services has introduced new graveside procedures this year to better accommodate Islamic funeral practices.
- A new three-year contract is in place for the provision of face-to-face and telephone interpretation, translation and specialist equalities services such as British Sign Language, Braille, audio transcription and lip speak.
- Google translate has been introduced on all our webpages to improve access for those for whom English is not their first language.
- A large screen, public access computers and a free phone have been introduced in the Customer Service Centre to enhance the customer experience and access to our services.
- A Cambridge Card has been introduced offering 50% off sports activities for those on low incomes.
- Work is underway to improve the Assessment Centre at Zion Baptist Church (Jimmy's). This will mean that the building will be accessible for wheelchair users in the future. Vulnerable adults will be safer because dormitories are being replaced with self-contained rooms, which will increase the likelihood of women and young people accessing the service.

We aim to use a range of channels to deliver our services, from face-to-face through to self-service. Where we use technology to provide a service, we strive to make sure that everyone can use it and provide alternatives for those who don't want to.

We have clear expectations of those people delivering services on our behalf. We are going to continue to work with our suppliers of goods and services to ensure that they can demonstrate their commitment to, and compliance with, equalities legislation.

During the life of this scheme there will be some significant changes to law, particularly regarding welfare and housing. We will take a holistic approach to monitoring the impact of the welfare reforms and housing changes on local residents and seek to mitigate any adverse impacts.

2. To develop an improved level of understanding of Cambridge's communities and their needs through research, data gathering and equality mapping.

Only by understanding who lives and works in Cambridge will we be able to provide appropriate and good quality services that meet the needs of the city's different communities. The information we hold about our communities is regularly updated and used to plan services. Equalities is embedded in service planning and service monitoring processes across the organisation.

Information is collected in a variety of ways e.g.:

From customers via:

- Customer comment cards, for example from the Customer Service Centre and Corn Exchange shows.
- Complaints we receive about our services.

From residents and the community via:

- National surveys, for example the Census.
- Local surveys, for example the Citizens' Survey and the Tenant Satisfaction Survey.
- Responses to various consultations e.g. regarding planning applications.

Cost and comparison information comes from:

- Data sets and analysis, for example the Index of Multiple Deprivation, Mapping Poverty Research and the Joint Strategic Needs Assessment.

- Benchmarking with comparable authorities, such as comparisons with other groups of social landlords and using the CIPFA benchmarking tool to compare HR data with other authorities.

3. To improve community engagement in the development and delivery of services.

It is important that people who live and work in Cambridge are able to influence what happens in the city. We recognise that a wide range of methods are needed and we are continually trying to identify new ways to engage with our different communities.

We aim to use the most cost effective and efficient methods of consultation; including face to face meetings; focus groups; workshops; questionnaires; and community working groups. We actively work with diverse communities across the city, including individuals, voluntary and community groups, local business, schools, employees, health colleagues, the Police, and others, to ensure that those who are interested in our work can voice their opinion and help us deliver services to meet their needs.

We have developed a Code of Best Practice on Community Engagement and Consultation to ensure that our approach to consultation is structured, proportionate and appropriate. Details about the code, our upcoming and past consultations are published on our website here: www.cambridge.gov.uk/consultations.

Our area committees bring the Council's decision-making into local communities and give local people the opportunity to voice their views and ideas about how to improve community life.

We work with different equalities groups to ensure that our decisions meet their needs. For example a disability advisory panel made up of residents, architects and representatives of local groups such as CAMTAD and 'Friends With Disabilities' meets monthly to evaluate planning applications in the context of disabled access and the needs of the blind or partially sighted. The Panel's comments are included by planning officers in their committee reports.

4. To ensure that people from different backgrounds living in the city continue to get on well together.

The Council values activities which bring people together and make people feel they have a stake in the community. Despite the challenging economic times, we have maintained our focus on ensuring that social cohesion remains strong within the city.

We support events that involve our different communities, for example the Disability Sport and Arts Festival, the Bling Ya talent show and the Pink Picnic. Ensuring that our events are inclusive remains a priority, and we continue to organise a range of free events. We support our communities to develop themselves, by making grant funding available to support activities, diversity events and outings.

An annual programme of 'diversity days', delivered in partnership, may include:

- Holocaust Memorial Day (27 January)
- LGBT History Month (February)
- International Women's Day (8 March)
- Pink Festival (August)
- Black History Month (October)
- International Day for Older People (October – Cambridge Celebrates Age)
- Disability History Month (22 November – 22 December)

5. To ensure that the City Council's employment policies and practices are non-discriminatory and compliant with equalities legislation as a minimum standard.

We have a long history of working to create a fair and supportive culture throughout the Council. We have in place a clear set of policies and practices that were all reviewed in light of the introduction of the Equality Act 2010 and they have all been subject to an Equality Impact Assessment.

Our staff groups help us to identify potential issues, as well as solutions, and they have good access to and strong support from the Strategic Leadership Team.

We aim to ensure that all staff understand the importance of equality and diversity. All new staff receive an Introduction to Diversity and attend mandatory half-day workshops on Equalities and Diversity. Further one day training in Equality & Diversity is offered to staff and managers through our corporate Learning & Development Programme. Bespoke training and briefings are also delivered, for example 'Hidden Disabilities' training.

6. To work towards a more representative workforce within the City Council.

It is important that our workforce reflects our community. A diverse workforce will help to ensure that we understand our different communities and deliver our services in the most appropriate way.

There should be no barriers preventing any one section of the community from working for us. We have put in a place broad range of policies and processes to ensure that this is the case, from flexible working and harassment and discrimination policies, through to making reasonable adjustments and targeted recruitment campaigns.

Our staff groups help us to identify potential barriers, as well as solutions, and they have good access to and strong support from the Strategic Leadership Team. Our Equality Impact Assessments are designed to ensure that the needs of our staff are also taken into account.

We proactively work with other organisations and partners to develop new ways of developing our workforce. We have made good progress towards developing a truly representative workforce; however there remain three areas where we need to develop further. Of our 1,079 members of staff, we do not employ enough people from the Black and Minority Ethnic (BAME) community, disabled people or young people.

In March 2011, 6.85% of all staff declared themselves to be from Black and Minority Ethnic (BAME) communities. This had dipped from 7.12% a year earlier. We are performing well against for BAME representation within the lower paybands 1 and 2, but we are below target for the higher pay bands, particularly 8 and 9 where we do not have any BAME staff represented.

The highest representation of an ethnic minority amongst staff is Black African (0.93%), Black Caribbean (1.20%), Asian Indian (1.02.%) and Asian Other (1.02%). Our lowest number of BAME staff continues to be from the Chinese community with only (0.18%) of our staff being Chinese. This figure remains very low considering that the Chinese community is the highest single ethnic minority in Cambridge at 3% of the total population.

In March 2011, 3.99% of the Council's workforce declared themselves as disabled. This figure has doubled from 1.99% in March 2009. It is positive that more people feel comfortable declaring that they have a disability.

Our targets for March 2012 are that 8.5% of our workforce will be from BAME communities and 4.5% of our workforce will be made up of disabled people. We will carry out a data validation exercise by the end of 2011 to measure our progress.



What more do we need to do to meet our objectives?

The below action plan sets what more we will do to meet our six objectives during the course of the next three years, as well as a detailed explanation of what we will do in year one.

The plan builds on our achievements, but it does not aim to capture all the work we will do to challenge discrimination and promote equality of opportunity. The actions have been identified and agreed as the areas where we are most keen to make further progress. They have been informed by our own analysis, the results of our Equality Impact Assessments, feedback from the community and an independent peer review.

We will monitor the plan regularly to assess the impact of our actions and refresh it annually to set out the detail of what we will do over the next year. Performance will be monitored by the Joint Equalities Group, our Equalities Panel and the Strategy and Resources Committee, as well as by any other external assessments carried out during the life of the scheme.

Consultation

On 10 October 2011 the Executive Councillor for Strategy and Climate Change approved a draft Single Equality Scheme for consultation.

The key themes that people responding to the consultation raised were:

- a) The importance of having in place means to assess the City Council's performance on equality and diversity matters, including through clear governance, external scrutiny and SMART (specific, measurable, attainable, resourced and timely) performance measures.
- b) The value of working closely with local voluntary and community groups in order to disseminate information to, and to understand the views of, our different communities.
- c) The importance of using a variety of approaches to consultation and engagement to ensure that it is inclusive.
- d) The importance of Equality Impact Assessments as a tool for ensuring that the City Council considers the potential impact of service or policy changes on all our residents.

Further details can be found here: www.cambridge.gov.uk/consultations.

Single Equality Scheme 2012 – 2015 Action Plan

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
<p>1. To continue to work to improve access to and take-up of Council services.</p>	<p>Improve the consistency and effectiveness of our approach to Equality Impact Assessments (EqIAs) to ensure that we consider the potential impact of service or policy changes on all our residents.</p> <p>Develop and implement a new Customer Access Strategy which puts the needs of our diverse residents first.</p> <p>Improve the accessibility of the city centre.</p> <p>Improve the accessibility of our website by working with a range of people that use it.</p>	<p>Refine the template that we use and the guidance provided to officers. Run training for officers.</p> <p>Undertake random sample of EqIAs to check their quality and use the Joint Equalities Group to promote consistency and best practice.</p> <p>Develop the Customer Access Strategy and start to implement it.</p> <p>Commission a survey of disabled users and Shopmobility users to review how we can improve the accessibility of parking and Shopmobility services in Cambridge.</p> <p>Carry out user testing of our website with disabled people.</p>	<p>Strategy and Partnerships</p> <p>Strategy and Partnerships</p> <p>Customer Services</p> <p>Planning / Specialist Services</p> <p>Corporate Marketing and Communications</p>	<p>All those who want or need Council services know how and are able to request or access them.</p>

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
	<p>Work with our suppliers of goods and services to ensure that they can demonstrate their compliance to equalities legislation.</p> <p>Take a holistic approach to monitoring the impact of the welfare reforms and housing changes on local residents and seek to mitigate any adverse impacts.</p>	<p>Produce a Quick Guide to Procurement and Equalities for staff undertaking procurement and contract managers, complete with training package, to ensure that we are regularly and consistently monitoring our suppliers' compliance to equalities legislation.</p> <p>Continue to work with the Government to understand the proposed changes and to lobby them to mitigate any potentially adverse impact on our residents.</p> <p>Investigate how the service area could work better with partners and the voluntary sector to develop a coordinated approach to home visits, to ensure that the needs of vulnerable residents are identified and responded to, and that they are aware of the benefits they are entitled to.</p>	<p>Resources</p> <p>Revenue and Benefits / Strategic Housing</p> <p>Revenue and Benefits / Strategic Housing</p>	

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
<p>2.To develop an improved level of understanding of Cambridge's communities and their needs through research, data gathering and equality mapping.</p>	<p>Analyse a range of data sources, ensure our councillors and services understand the key findings and adapt our portfolio and operational plans as appropriate.</p> <p>Work with partners to develop a better understanding of mental health and learning disability issues and identify any gaps in our services.</p> <p>Assess the future needs of Gypsies and Travellers in the area.</p> <p>Understand the gaps in the city's provision for cultural activity.</p>	<p>Undertake 'Mapping Poverty' research and adapt our portfolio and operational plans as appropriate.</p> <p>Analyse the outcomes of the 2011 Census, 2010 Index of Multiple Deprivation and the 2011 Joint Strategic Needs Assessment and adapt our portfolio and operational plans as appropriate.</p> <p>Investigate establishing a working group with partners.</p> <p>Carry out an assessment of potential Gypsy and Traveller sites, as part of the local plan development process.</p>	<p>Strategy and Partnerships / All</p> <p>Strategy and Partnerships / All</p> <p>Strategy and Partnerships</p> <p>Strategic Housing / Planning Services</p> <p>Arts and Recreation</p>	<p>The Council is able to provide appropriate and good quality services that meet the needs of the City's different communities.</p>

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
	Develop a consistent approach to gathering equalities monitoring information.	Develop equality monitoring guidance for officers.	Strategy and Partnerships	
3.To improve community engagement in the development and delivery of services.	<p>Implement our new Code of Best Practice on Consultation and Community Engagement.</p> <p>Review our equalities structure to ensure that we are working with groups representing different protected characteristics and that equalities is understood and actively considered by all our services, including through the use of EqlAs.</p> <p>Develop our approach to area working to ensure that residents can influence decisions that are made about their local area.</p>	<p>Develop a forward plan of consultations that the Council will be carrying out.</p> <p>Carry out annual review of the Code to ensure that it is being implemented effectively.</p> <p>Carry out a review of how we work with different external groups, for example through the Diversity Forum.</p> <p>Review the results of the North Area Committee pilot, then agree and implement what changes the committees will make.</p>	<p>Strategy and Partnerships / All</p> <p>Strategy and Partnerships / All</p> <p>Joint Equalities Group</p> <p>Strategy and Partnerships / Democratic Services</p>	Communities are enabled to play a bigger part in the decisions that affect their lives and can choose to participate in the delivery of those services that are important to them.

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
		Consider the implications of the Localism Bill and adapt our portfolio and operational plans as appropriate.	Strategy and Partnerships / All	
4. To ensure that people from different backgrounds living in the city continue to get on well together.	<p>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.</p> <p>Promote community engagement and the role of the voluntary sector in the work and democratic processes of the Council and in the organisation of community activities.</p>	<p>Support a wide range of celebratory activities, including Holocaust Memorial Day, LGBT History Month, International Women's Day, Black History Month, Disability History Month and other events as appropriate.</p> <p>Promote and manage grant funding so that voluntary groups are able to access grant aid and other support to help them build their knowledge, skills and confidence.</p> <p>Engage more actively with BAME and other communities who feel vulnerable to provide them with opportunities to express their concerns and have them addressed.</p>	<p>Arts and Recreation / Community Development / Strategy and Partnerships</p> <p>Community Development</p> <p>Community Development</p>	Despite challenging economic times social cohesion remains strong within the city.

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
<p>5.To ensure that the City Council’s employment policies and practices are non-discriminatory and compliant with equalities legislation as a minimum standard.</p>	<p>Proactively identify potential issues through the use of EqlAs and take appropriate action.</p> <p>Work with our staff to understand if they have any concerns or suggestions about our policies and practices, including through the staff groups.</p> <p>Support our staff to understand the equalities legislation and what it means for them.</p>	<p>Implement the actions arising from the EqlA of employment policies.</p> <p>Track any patterns in disciplinary cases and grievances, learn the lessons and take appropriate actions.</p> <p>Implement the action plan arising from the staff survey.</p> <p>Review the equalities training we offer managers and staff to address any gaps or issues.</p>	<p>Human Resources</p> <p>Human Resources</p> <p>Human Resources</p> <p>Human Resources</p>	<p>Employment policies are compliant with equalities legislation and actively promote good relations between Council staff.</p>
<p>6.To work towards a more representative workforce within the City Council</p>	<p>Develop targeted approaches to increase the representation in our workforce of young people, people with disabilities and people from Black and Minority Ethnic communities (especially the Chinese community).</p>	<p>Investigate opportunities for carrying out a recruitment survey among the BAME community groups in Cambridge.</p> <p>Continue our work with the Papworth Trust to support our managers to identify potential job opportunities for disabled people and encourage the Trust’s</p>	<p>Human Resources</p> <p>Human Resources</p>	<p>Our workforce will better reflect our communities.</p> <p>In particular, there will be an increase in the percentage of our workforce from BAME communities (our target is 8.5%) and an increase in the percentage of our workforce that has a disability (our target is</p>

Our objective is	To achieve this over the next three years we will	In the first year of the plan we will	The service(s) that will lead on this is	The end result will be
		<p>disabled clients to apply for suitable positions.</p> <p>Work with the County Council to explore opportunities for potential work experience placements for young people across Cambridge City Council directorates.</p> <p>Carry out a data validation exercise of our workforce equalities monitoring information.</p>	<p>Human Resources</p> <p>Human Resources</p>	<p>4.5%).</p>

Our approach to tackling inequalities

Challenging discrimination and promoting equal opportunities is a priority across the Council. We have put in place robust policies and processes, underpinned by a clear structure to provide leadership and support throughout the organisation.

At an officer level, the Chief Executive, Antoinette Jackson, is the Equalities Champion. The Leader of the Council, Councillor Sian Reid, is our Member Lead for Equalities.

Despite the challenging financial climate during which this scheme will be delivered, as an organisation we have committed to working to ensure that we protect services for vulnerable individuals and communities.

The Council has an Equalities Policy that outlines our commitment to equality and diversity as an employer, as a service provider, and as a community leader. The Council also has the following Value Statement, which sets out the responsibilities of staff.

Cambridge City Council Equality Values Statement

“Embracing diversity, committed to equality”

Cambridge City Council believes in the dignity of all people and their right to respect and equality of opportunity. We value the strength that comes with difference and the positive contribution that diversity brings to our city.

As an employer, service provider and community leader, we aim to eliminate prejudice and discrimination, and to promote good relations between different groups.

We recognise that certain individuals and groups of people can experience significant disadvantage in society, including

- Black and Minority Ethnic communities
- Women (including pregnant women and nursing mothers)
- Disabled people
- Lesbian, gay, bisexual and transgendered people
- Older people, children and young people
- Religious and belief groups

and that people can be disadvantaged because of their marital or civil partnership status.

As a service provider, we will ensure that:

- service users receive fair, sensitive and equal treatment
- services are relevant and responsive to the changing and diverse needs of our local population
- services, buildings and information are fully accessible, particularly to those groups or individuals who face disadvantage or discrimination

As an employer, we will ensure that:

- employees do not discriminate against anyone, or influence another employee to discriminate, tolerate or condone discriminatory practices, harass or abuse other employees or members of the public
- we provide a safe, supportive and accessible working environment free from harassment and discrimination for existing and potential employees where individuals' values, beliefs, identities and cultures are respected
- we will develop inclusive initiatives to redress imbalances in our workforce at all levels, through recruitment, career development and training, and strong community links.

It is the responsibility of every individual member of staff within Cambridge City Council to uphold these values and act accordingly. We expect our staff to be treated with the same respect and dignity that we offer our customers.



Equalities Panel

The role of the Council's Equalities Panel is to lead in the promotion of equality and diversity; to develop and implement positive action to tackle and eradicate discrimination; to champion organisational cultural change; and to promote positive relations in the workplace and community.

The membership consists of four elected Members, four members of the public and four members of staff. The Council's Equalities Champion chairs the Panel: the Equalities Champion is the Chief Executive. This ensures senior level commitment to our equalities and diversity work internally and externally.

Public and staff members are selected via an open recruitment process: public members must live within the City of Cambridge, and they receive a small allowance to cover expenses such as travel and caring responsibilities.

The Panel meets formally twice a year to oversee the Council's equalities work, and if required has further informal meetings for training and consultation purposes.

Joint Equalities Group (JEG)

The role of the Joint Equalities Group (JEG) is to coordinate and monitor the Council's equality and diversity work, including the development and monitoring of our Single Equalities Scheme and annual Equalities Action Plans.

JEG oversees equalities issue related to legal compliance, policies, service, organisational, and cultural issues within the Council. The Group has also taken on a new role of monitoring the annual programme of Equality Impact Assessments (EqIAs) and providing quality assurance to those EqIAs considered 'high risk'.

The membership consists of staff from across the organisation to ensure that equalities is embedded in everything that we do. Members of the group act as champions on equalities and diversity issues throughout the Council.

Our Staff Groups

The Council is committed to and facilitates four staff groups that support staff from minority or disadvantaged communities. They are:



Black and Minority Ethnic (BAME) Staff Group

BAME@cambridge.gov.uk

Providing support, information, links and opportunities for BAME staff; tackling discrimination and prejudice; involvement in Black History Month



Lesbian Gay Bisexual & Transgender (LGB&T) Group

lgbt@cambridge.gov.uk

Challenging homophobia and raising awareness, supporting LGB&T staff; involvement in LGBT History Month



Disabled Staff Group (DSG)

Working to create a sensitive and supportive working environment for disabled staff.



Women's Staff Network (WSN)

women@cambridge.gov.uk

Wide-ranging focus on gender specific issues and women's life experiences.

The aim of the staff groups is to provide a safe place where staff can raise issues of concern and have these addressed within the organisation. The groups advise on corporate policy, as well as participate in training for staff and managers. They meet on average six times a year with attendance being classed as work time for staff.

Each of our staff groups has a link with a member of our Senior Leadership Team or a Head of Service. This is to ensure senior backing and support for the groups that help to identify issues for minority groups or disadvantaged people. The staff groups also meet annually with the Senior Leadership Team to exchange achievements, concerns and ideas. The links are:

- BAME (Black & Minority Ethnic) Link – Director of Environment
- WSN (Women's Staff Network) Link – Director of Customer and Community Services
- LGBT (Lesbian, Gay, Bisexual & Transgender) Link – Chief Executive
- Disability Link – Head of Human Resources.

The Council also actively promotes LGBT Cambridgeshire, which is a network to bring together support available to LGBT colleagues that work in the public sector in the county.

Equality Impact Assessments (EqIAs)

The Equality Duty requires us, and indeed every public body, to consider all individuals when carrying out our day-to-day work; in shaping our policies, in delivering our services and in relation to our own employees.

The Equality Duty supports good decision making – it encourages us to understand how different people will be affected by our activities, so that our policies and services are appropriate and accessible to all and meet different people's needs. We can be more efficient and effective by understanding the effect of our activities have on different people.

Equality Impact Assessments help us to make this duty a reality. EqIAs are a process we go through when developing new projects, making changes to services (including where these may be cut), or developing or significantly revising policies and strategies. They are completed for all existing or proposed areas of the Council's work. Each department is challenged to think through the impact of change (from a customer point of view), to identify any unintended discrimination or negative impact our customers or staff might experience as a result.

EqIAs are carried out across the Council, supported by equalities Link Officers. An internal audit of the Council's EqIA process was undertaken in March 2009. The audit found that the EqIA process could be improved with better action planning, and improved monitoring of the effects EqIAs have on policy and service delivery. Revised guidance and simplified documentation for recording EqIAs and actions arising from them have now been launched. Training has also been provided to staff.

The Equalities Panel continues to monitor two or three EqIAs at each of its meetings, and the Joint Equality Group is focused on ensuring that EqIAs are carried out consistently and to a high standard.

We recognise that EqIAs are an important tool for advancing our work on equalities, and we are committed to continually improving their effectiveness.

