

Meeting of the Social Inclusion Working Group **24 September 2009**

Report of the Head of Civic, Democratic and Legal Services

Accessible Information Workshop

Summary

1. Following discussions at the SIWG meeting on 2 July 2009, this workshop will look into what is accessible information.
2. Workshop discussions will help council services and their partners to move towards developing common approaches to providing accessible information.
3. The workshop will be introduced by members of York Valuing People Partnership Board - Accessible Information Task Group.

Background

4. For the purposes of this workshop, **accessible information**:
 - a. relates to any form of information that is produced by council services and their partners for the public
 - b. is easily accessed and understood by all recipients without them having to request different formats
5. Accessible information is key to fair access to council services and employment opportunities.
6. When council recently consulted about its Fairness and Inclusion and engagement strategies, several groups in the city highlighted difficulties in accessing council information easily. Council auditors have also highlighted this issue as one that council needs to improve on.

7. Past minutes of SIWG show that the issue of providing inaccessible information unintentionally, has been repeatedly brought up by community groups as well as elected members.
8. Currently council officers are working on the equality impact assessment (EIA) of council publications and communication. This workshop will help them complete the initial stages of the EIA. The council publications and communication EIA, follows on from the draft Marketing and Communications Team EIA considered at SIWG in July 2008.

Consultation

9. Its own policies and practices as well as Equalities legislation require the Council to engage with equality groups to seek views about how to best provide inclusive services.

Options

10. N/A

Analysis

11. N/A

Corporate Priorities

12. The workshop will contribute to actions that support the Inclusive City and Effective Organisation priorities of the Corporate Strategy.

Implications

13. **Financial** – None
14. **Human Resources (HR)** – None
15. **Equalities** – The council's fairness and inclusion objectives as well as SIWG objectives require that we engage the equality community to help us make York council an inclusive organisation.
16. **Legal** - Community engagement in planning and delivering council services is a requirement under equality legislation.
17. **Crime and Disorder** – None

18. **Information Technology (IT)** - None

19. **Property** - None

20. **Other** - None

Risk Management

21. N/A

Recommendations

22. To contribute to the workshop and support sharing its findings across council services.

Reason: To help the council and its partners ensure that information offered to the public is as accessible as possible working within existing resources.

Contact Details

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report:
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**Report
Approved**



Date

Wards Affected:

All



For further information please contact the author of the report

Annexes

None