



**Notice of meeting of
Social Inclusion Working Group**

To: Councillors Ayre (Chair), Aspden, Brooks, Crisp (Vice-Chair)
and Gunnell

Non Voting Co-opted Members:

Sue Lister, York Older People's Assembly

Peter Blackburn, LGBT Forum

Sarah Fennell, LGBT Forum

Rita Sanderson, The BME Citizens' Open Forum (York Racial
Equality Network)

Daryoush Mazloun, The BME Citizens' Open Forum (York
Racial Equality Network)

Corry Hewitt, York Interfaith Representative

Revd. Paul Wordsworth, Churches Together in York

John Bettridge, Mental Health Forum

David Brown, Access Group

Becca Cooper, York People First

Fiona Walker, Valuing People Partnership

Date: Thursday, 24 September 2009

Time: 6.30 pm

Venue: **The National Centre for Early Music, St Margaret's Church,
Walmgate, York**

AGENDA

1. Declarations of Interest

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on this agenda.

2. Minutes

(Pages 3 - 36)

To approve and sign the minutes of the last meeting of the Group held on 2 July 2009. An "easy read" version of these minutes is also attached.

3. Public Participation

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Group's remit can do so. Anyone who wishes to register or requires further information is requested to contact the Democracy Officer on the contact details listed at the foot of this agenda. The deadline for registering is Wednesday 23 September 2009 at 5.00 pm.

4. Chair's Report

This report will include an introduction to the work carried out by Higher York. It is proposed that Higher York will share the representation of age issues on the Social Inclusion Working Group with the York Older People's Assembly and the City of York Council Youth Service.

**5. Equalities Impact Assessment Workshop - (Pages 37 - 42)
New Council Headquarters and York
Customer Centre Project**

This workshop will offer the opportunity to consider and comment on the initial findings of the Equality Impact Assessment (EIA) of the new Council Headquarters and York's Customer Centre project. It will also offer the opportunity to shape the final recommendations for action arising from this EIA.

6. Accessible Information Workshop (Pages 43 - 46)

This workshop, which will be led by the Valuing People Partnership Board, will look into what is accessible information. The discussions will help council services and their partners to move towards developing common approaches to providing accessible information.

**7. Any other business which the Chair considers urgent
under the Local Government Act 1972**

Democracy Officer:

Name: Jayne Carr

Tel: (01904) 552030
jayne.carr@york.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details set out above.

This page is intentionally left blank

About City of York Council Meetings

Would you like to speak at this meeting?

If you would, you will need to:

- register by contacting the Democracy Officer (whose name and contact details can be found on the agenda for the meeting) **no later than 5.00 pm** on the last working day before the meeting;
- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

A leaflet on public participation is available on the Council's website or from Democratic Services by telephoning York (01904) 551088

Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

Access Arrangements

We will make every effort to make the meeting accessible to you. The meeting will usually be held in a wheelchair accessible venue with an induction hearing loop. We can provide the agenda or reports in large print, electronically (computer disk or by email), in Braille or on audio tape. Some formats will take longer than others so please give as much notice as possible (at least 48 hours for Braille or audio tape).

If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

Every effort will also be made to make information available in another language, either by providing translated information or an interpreter providing sufficient advance notice is given. Telephone York (01904) 551550 for this service.

যদি যথেষ্ট আগে থেকে জানানো হয় তাহলে অন্য কোন অর্ধাতে তথ্য জানানোর জন্য সব ধরনের চেষ্টা করা হবে, এর জন্য দরকার হলে তথ্য অনুবাদ করে দেয়া হবে অথবা একজন দোআবী সরবরাহ করা হবে। টেলিফোন নম্বর (01904) 551 550।

Yeteri kadar önceden haber verilmesi koşuluyla, bilgilerin terümesini hazırlatmak ya da bir tercüman bulmak için mümkün olan herşey yapılacaktır. Tel: (01904) 551 550

我們竭力使提供的資訊備有不同語言版本，在有充足時間提前通知的情況下會安排筆譯或口譯服務。電話 (01904) 551 550。

اگر مناسب وقت سے اطلاع دی جاتی ہے تو ہم معلومات کا ترجمہ مہیا کرنے کی پوری کوشش کریں گے۔ ٹیلی فون (01904) 551 550

Informacja może być dostępna w tłumaczeniu, jeśli dostaniemy zapotrzebowanie z wystarczającym wyprzedzeniem. Tel: (01904) 551 550

Holding the Executive to Account

The majority of councillors are not appointed to the Executive (40 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Decision Session) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

Who Gets Agenda and Reports for our Meetings?

- Councillors get copies of all agenda and reports for the committees to which they are appointed by the Council;
- Relevant Council Officers get copies of relevant agenda and reports for the committees which they report to;
- Public libraries get copies of **all** public agenda/reports.

City of York Council

Committee Minutes

Meeting	Social Inclusion Working Group
Date	2 July 2009
Present	Councillors Ayre (Chair), Aspden, Brooks, Crisp (Vice-Chair) and Gunnell Non-Voting Co-Opted Members: Peter Blackburn – LGBT Forum David Brown – York Access Group Corry Hewitt – York Interfaith Rita Sanderson – York Racial Equality Network Expert Witness: Maureen Ryan – Valuing People Partnership
Apologies	John Bettridge – Mental Health Forum Becca Cooper – York People First Sue Lister - York Older People's Assembly Sarah Fennell - LBGT Forum Daryoush Mazloun - York Racial Equality Network Fiona Walker - Valuing People Partnership

1. **Declarations of Interest**

Members were invited to declare at this point in the meeting any personal or prejudicial interests they might have in the business on the agenda. No interests were declared.

2. **Public Participation**

There were no registrations to speak under the Council's Public Participation Scheme.

3. **Minutes And Matters Arising**

RESOLVED: (i) That the minutes of the meeting of the Group, held on 13 May 2009, be approved and signed by the Chair as a correct record.

In accordance with the Group's request that their recommendations were tracked to ensure that they were being actioned, an update was given on matters arising from the previous minutes:

- First York had agreed to send a representative to the next meeting (minute 47)
- National Express had confirmed that, in response to concerns expressed by the SIWG, the Station Management Team had been briefed that when a platform change occurred, a member of staff would approach passengers waiting on the platform to advise them in person that the platform change had occurred and would direct them to the altered platform. This would be in addition to the visual displaying flashing to indicate a platform change. It was hoped that the additional face-to-face interaction would help overcome any difficulties experienced by passengers with hearing difficulties or for whom English was not their first language (minute 47).
- The application in respect of the barriers at the railway station was due to be considered by the West and City Centre Area Planning Sub-Committee at their meeting on 16 July 2009 (minute 47).
- The Democratic Services Manager would be meeting with the Equality and Inclusion Manager in August to give further consideration as to how the Equalities Impact Assessments for Democratic Services could best incorporate the suggestions put forward by the SIWG (minute 48).
- In response to the request by SIWG representatives that there be a named contact at the City of York Council to whom incidents of a racial nature could be reported, it had been agreed that the same arrangements should be in place as for the reporting of hate incidents (telephone 01904 551552). The Group suggested that it was also important to have a contact who would deal with media enquiries regarding incidents of this nature (minute 49).
- Following the meeting, the Interfaith Group had contacted the Equality and Inclusion Manager regarding the proposed collecting of information on the needs and views of people from the equality strands. It had been suggested that it was important that the forms made clear the reasons why the information was being requested. The Equalities and Inclusion Manager informed the Group that she would welcome their views as to appropriate wording (minute 51). Concerns were expressed regarding the length of the questionnaire and the feasibility of including it with all consultation exercises carried out by the Council. It was noted that the questionnaire was based on a model recommended by the Government.

- RESOLVED: (ii) That, at the next meeting, further consideration be given to the proposed questionnaire.
- (iii) That the advice of the Marketing and Communications Team and the Valuing People Partnership be sought on issues in respect of accessibility of information¹.
- (iv) That samples of questionnaires used by other councils be obtained to identify examples of good practice².

Action Required

1. Seek advice of Marketing & Communications Team and Valuing People Partnership EC
EC
2. Obtain examples from other Councils

4. Chair's Report

Councillor Ayre and Councillor Crisp were welcomed to their first meeting as Chair and Vice-Chair respectively.

Community Groups gave an introduction to their work and brought the following matters to the attention of the Group:

(i) Ethnic Elders Group

The SIWG had provided support in the setting up of an Ethnic Elders Group in the city. The group was flourishing and an increasing number of people were attending its events. The project was helping to eliminate isolation. YREN was now hoping to work with the Youth Service Equalities Team Leader to develop a project targeted at young people.

(ii) Valuing People Partnership

An update was given on the work of the Valuing People Partnership, including the "Making it Happen" project. The Group's attention was also drawn to the impact of the Welfare Reform Bill and events that were being arranged to make the Bill more accessible to carers and to people with learning disabilities.

(iii) Pride in the Park

Details were circulated of the Pride in the Park Picnic that was to take place on Sunday 16 August 2009. The theme was "Maskerade". Further details were available from www.yorklgbtforum.com

(iv) Access

Concerns were expressed that the Council did not appear to be doing enough to ensure that access issues were given appropriate consideration by the planning and building regulations departments. An example was cited of the re-opening of the Odeon cinema which had been welcomed by the Council but which was not accessible beyond the ground floor. The Group suggested that the Council should be doing more to encourage businesses to improve accessibility to buildings.

(v) “Bridging the Gap”

Information was circulated on “Bridging the Gap” – a day of diversity and inclusion arranged by York Older People’s Assembly in association with SIWG. The event would take place on Saturday 26 September 2009. Further information was available on www.yorkassembly.org.uk. Community Groups were requested to complete the form to indicate how their organisation could contribute to the event by holding a workshop, a display, a talk or a performance. It was noted that the SIWG display board, led by YREN, was expected to be available for the event.

(vi) Efficiency Savings

Members of the community groups expressed concern at the impact of proposed council efficiency savings on service users. Confirmation was sought that Equality Impact Assessments would be carried out when recommendations on savings were being considered. The Group was informed that this would be the case.

(vii) Sharing of Information

Clarification was sought as to why it was not possible for different Council departments to share information to avoid service users having to provide the same information on more than one occasion. The present arrangements were a barrier to accessing services for some people. The Group was informed that this was one of the issues that would be considered under the efficiency review but that data protection implications also had to be taken into account.

RESOLVED: (i) That, at the next meeting, a brief presentation be given on how to make information accessible carried out by the Valuing People Partnership.

(ii) That further information be sought from the Planning Department regarding the issue of promoting accessibility to buildings when making planning recommendations and decisions¹.

Action Required

1. Letter to be sent to Planning Department

EC

5. Report From SIWG Development Day May 2009

Consideration was given to a report that summarised the findings from the SIWG Development Day. The Development Day had been very well attended and the Group expressed their appreciation of the work carried out by the Equalities and Inclusion Manager in arranging the event.

The report requested that the findings be agreed as a correct record to enable them to form the basis of a SIWG Development Plan. The Development Plan would be prepared by the Chair, Vice-Chair and the Equalities and Inclusion Manager and presented for consideration at a future meeting.

The following suggestions were put forward for inclusion in the Development Plan:

- The Group needed to be involved in discussions about the impact of sport and leisure on community cohesion/quality of life in the city. (It was noted that it was intended to seek the Group's views on the EIA for the new community sports stadium).
- When considering the age strand it was important that the needs and perceptions of teenagers were also given due consideration.
- The issue of the spread of student accommodation within the city was more complex than indicated in the report.

The Group stressed the importance of ensuring that there was an evidence base to demonstrate that their views were being actioned. Effective mechanisms also had to be in place to enable the SIWG to evaluate its work.

RESOLVED: (i) That the report be noted and the contents confirmed as a correct record of the SIWG Development Day.

(ii) That a draft Development Plan, incorporating the views put forward at the meeting and at the Development Day, be brought to the Group for consideration at a future meeting¹.

REASON: To summarise findings from the day and agree them so that a SIWG Development Plan can be put in place.

Action Required

1. Include on SIWG workplan

EC

6. **Draft Council Fairness And Inclusion Strategy And Single Corporate Equality Scheme 2009/12**

Consideration was given to a report on the draft Fairness and Inclusion Strategy 2009-12. The Group were invited to comment on the draft strategy and their views would then be taken on board before the draft was finalised and approved by Councillors in Autumn 2009.

The following suggestions were put forward:

- The word "faith" should be replaced with "religion and belief" and the Corporate Strategy should also incorporate this amendment when next updated. (page 53)
- The word "not" has been omitted from paragraph 2 T4 (page 58)

- More also needs to be done to address under-representation by women when promoting civic and public participation opportunities (Action 5 page 66).
- More information needs to be obtained regarding the increase in segregation of ethnic minorities and to ascertain if the segregation is self-imposed (page 74).
- Clarification was sought as to the accuracy of the first sentence on page 76.
- Information should be included to ascertain whether the Council was doing enough to address issues in respect of domestic violence.

Discussion took place regarding the importance of having good recruitment, retention and training provision in place to ensure equality in employment. It was noted that the Fire Service had recently approved an Equality Scheme and had stated that they would welcome the views of the Social Inclusion Group regarding the scheme.

Details were given of the Equality Framework for Local Government. It was noted that a self-assessment had indicated that the Council was nearly meeting all of the requirements to be designated as “developing” and was moving towards “achieving”. Once the actions in the Single Equality Scheme had been met, the Council would be at the “achieving” level.

- RESOLVED:
- (i) That the draft Fairness and Inclusion Strategy 2009-12 be received.
 - (ii) That the suggestions put forward by the Social Inclusion Working Group be taken into account in developing the strategy¹.
 - (iii) That the Fire Service Equality Scheme/recruitment targets be included on the work plan for the Social Inclusion Working Group to enable consideration at a future meeting².

REASON: To ensure that SIWG receives the full draft of the Council's Fairness and Inclusion Strategy that they had helped to put in place in the past year.

Action Required

- 1. Incorporate suggestions into strategy. EC
- 2. Include in SIWG Workplan. EC

7. Equality Impact Assessment: City Of York Corporate Strategy 2009/12

Consideration was given to a report that offered the opportunity for community groups included in the Social Inclusion Working Group to

advise officers about fairness and inclusion issues in the Council's Corporate Strategy.

Officers went through the Corporate Strategy with the Group and invited them to comment on the findings of the Equality Impact Assessment. Information was circulated on the three-year plan (copy attached).

The Group were also asked if they wished to be involved in workshops that were due to take place later in the year.

The Group expressed their concern that the examples of the Council's commitment to make York an Inclusive City (page 11) appeared to be focussed solely on housing and poverty and did not make reference to the strands referred to in the preamble. Inclusion should be inherent in every aspect of the Council's work.

Concerns were expressed that the cost of producing the Corporate Strategy booklet had not been specified on the booklet.

- RESOLVED: (i) That the Social Inclusion Working Group requested that their comments regarding the Corporate Strategy and the Equality Impact Assessment be taken on board¹.
- (ii) That the Group be informed of the costs of producing the Corporate Strategy booklet².
- (iii) That further consideration would be given as to whether the SIWG would wish to be involved in the workshops once the arrangements for these were confirmed.

REASON: To ensure that SIWG had the opportunity to comment on the findings of the EIA and suggest any changes needed.

Action Required

- | | |
|---|----|
| 1. Incorporate comments into EIA and future updates to Corporate Strategy | EC |
| | EC |
| 2. Ascertain costs of producing the booklet | EC |
| 3. SIWG Members to be notified of details of workshops once finalised. | |

8. Holocaust Memorial Day

Details were given of events that would be taking place in January 2010 to mark Holocaust Memorial Day. The Group were asked to consider how they could contribute to the planned events. It was noted that the Chair and Vice-Chair served on the planning committee for the events.

- RESOLVED: (i) That the SIWG would have staffed display boards at the event.

- (ii) That further details of the Holocaust Memorial Day be forwarded to members of the SIWG.

REASON: To ensure community groups have the opportunity to participate in the events to mark Holocaust Memorial Day.

Action Required

1. Forward details to SIWG Members

EC

Cllr N Ayre, Chair

[The meeting started at 6.40 pm and finished at 8.50 pm].

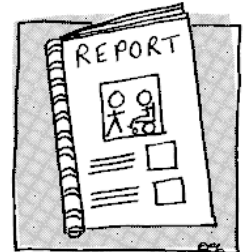


City of York Corporate Strategy 2009/12

The City of York council have made a 3 year plan.

We call this our Corporate Strategy

This is about the work we are doing for our communities



We want to make the City of York a wonderful place for everyone

We will make sure everyone at the City of York Council works together to make this happen



We want to talk to you to find out what you think should be in our plan

We have spoken to lots of people already to find out what they think should be in our plan



These are some of the things people said the City of York should be

- A Safer City
- A Healthy City
- An Inclusive City
- A Sustainable City
- A Thriving City
- A Learning City
- A City of Culture



We want to make sure that the council provides a high quality service that respects and values everyone



Everyone at the City of York Council will work together to make this a great place to work.

How can SIWG get involved?

We have already talked to some people about how to make the City of York a better place for everyone.



We would still like to find out what more people think about this

We want to know:

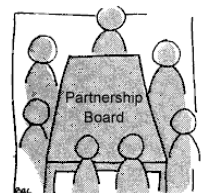
- Does anyone want to be involved in the workshops later in the year?



- What would you like to be involved in to help make York a better place to live and work?



- How does SIWG want to be involved?



Contact

- ✉ janna.eastment@york.gov.uk
- ☎ 01904 551019
- 🏢 Performance and Business Assurance Team
City of York Council, Guildhall, Lendal, York
- 🌐 www.york.gov.uk

This page is intentionally left blank



Corporate Strategy 2009/2012

What is this?



The City of York council have made a 3 year plan.

We call this our Corporate Strategy.

This is about the work we are doing for our communities.

Why?



We want to make the City of York a wonderful place for everyone.

We will make sure everyone at the Council works together to make this happen.



We want to talk to you to find out what you think should be in our plan.

We have spoken to lots of people already to find out what they think should be in our plan .



These are some of the things
people said the City of York
should be :

Thriving City

City of York Council will make York a



Make sure people
have jobs, keep
them and find new
jobs in York.

www.york.gov.uk

Sustainable City

City of York Council will make York a



Help people to respect
the environment and
produce less rubbish,
so that we all live in a
beautiful green city
now and in the future.

Safer City

City of York Council will make York a



Make York a safe city,
where everyone is
happy and feels safe
now, and will carry on
feeling safe in the
future.

Learning City

City of York Council will make York a

Help local people get good education training and skills, to help York continue to be a great place to live work and play.



Inclusive City

City of York Council will make York an



Make sure that everyone can access the services they need. Make sure that people are not left behind because of their sex, age, disabilities, race, religion and belief and their sexuality.

Fight poverty.

City of Culture

City of York Council will make York a

Help everyone to be creative. Provide excellent facilities for sport leisure and culture, like parks, swimming pools, festivals etc



Healthy City



Make sure people live healthy and independent lives, by helping them to make healthy life-style choices and providing the care they need as soon as they need it.

We shall make City of York Council an

Effective Organisation



**Make sure the
Council does its job
right.**

What do you think?

Are these
actions right?

Anything else
you think we
should be
doing?



How can SIWG get involved?

Tell us how you would like to get involved.

Workshops?

Doing something with your group?





Contact Us



janna.eastment@york.gov.uk



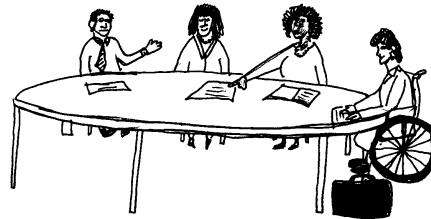
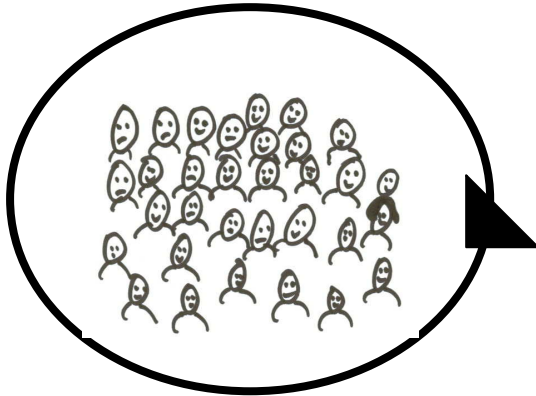
01904 551019



**Performance and
Business Assurance Team
City of York Council,
Guildhall, Lendal, York**



www.york.gov.uk

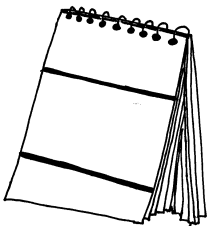


Social Inclusion Working Group

(Social inclusion means including everyone in society. The Social Inclusion Working Group has been set up to look at how all different communities in York can be given the same chances to take part in life and be included)



MINUTES



Date of meeting: 2 July 2009

Members of the Council who were at the meeting



**Nigel Ayre
(Chair)**

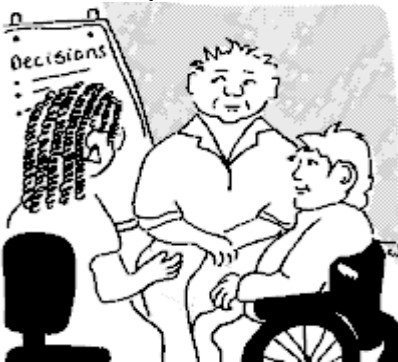
**Sonja Crisp
(Vice-Chair)**

Keith Aspden

Jenny Brooks

Julie Gunnell

People who were at the meeting representing community groups:



Peter Blackburn (LGBT Forum)

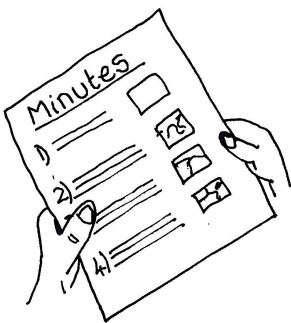
David Brown (York Access Group)

Corry Hewitt (York Interfaith)

Rita Sanderson (York Racial Equality Network)

Maureen Ryan (Valuing People Partnership)

1. Minutes



It was agreed that the minutes of the meeting of 13 May 2009 were a correct record of what had happened.

Details were given of the actions taken following the last meeting.

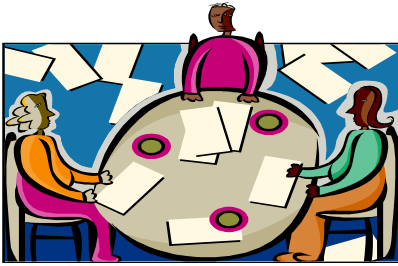
The Group wanted more consideration to be given to the form that would be used to collect information about equalities. Some members of the Group said that the form would be too long. The Group agreed to ask for further advice and to look at the form again at the next meeting.

2. Chair's Report



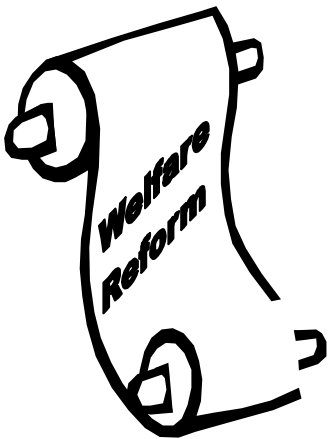
The Chair and Vice-Chair were welcomed to their first meeting.

Members of the Group talked about the work of their community groups.



Ethnic Elders Group

The Social Inclusion Working Group had provided help to set up an Ethnic Elders Group. The Group was very successful and several events had taken place.



Valuing People Partnership

The Group heard about the work of the Valuing People Partnership. The Partnership was helping people with learning disabilities to understand the new Welfare Reform Bill.

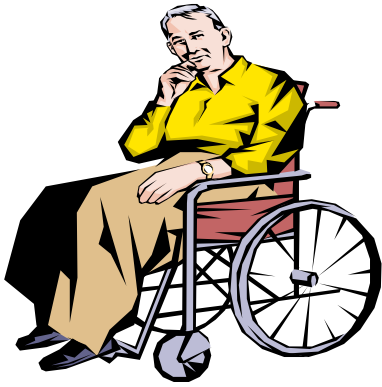
The Group agreed that the Valuing People Partnership should be invited to the next meeting to talk about how to make information easier to understand.



Pride in the Park

Information was circulated about the Pride in the Park Picnic that was taking place on Sunday 16 August 2009. The theme was "Maskerade". For further details -

www.yorklgbtforum.com



Access

Members of the Group suggested that the Council should do more to encourage businesses to make their buildings more accessible (easier to get in and out of). It was agreed to send a letter to the Planning Department of the Council about this matter.



Bridging the Gap

Information was circulated about the "Bridging the Gap" day. The event would take place on Saturday 26 September 2009 and had been arranged by York Older People's Assembly.

Community groups were encouraged to take part.



Efficiency Savings

Members of community groups said that they were concerned that the Council's plans to save money would have an impact on people who used their services. The Group was told that the impact of any changes would be looked at before decisions were made about savings.



Sharing of Information

The Group asked if the Council could improve the way that information was shared between different departments.

When people wanted to use a service they often had to provide information about themselves that they had already given to another department. It would be easier for people if they only had to provide the information once.

The Group was told that this would be looked at when the Council tried to make savings. Data Protection rules may make the sharing of some information difficult.

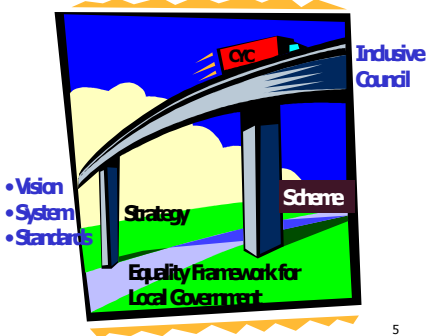
3. Report from SIWG Development Day May 2009



The Group looked at a report about the SIWG Development Day. The event had been very useful. The Chair, Vice-Chair and Evie Chandler would use the information from the event to help write a Development Plan for SIWG. The plan would then be brought to a SIWG meeting. The Group put forward ideas as to what the plan should include.

4. Draft Council Fairness and Inclusion Strategy and Single Corporate Equality Scheme 2009/12

Our ongoing "journey"



The Group looked at a report on a Fairness and Inclusion Strategy. They put forward suggestions as to how this could be improved.

The Group also talked about how important it is to be fair when appointing people to jobs. Staff should also receive good training and support.

The Fire Service had an Equality Scheme in place and had set targets for recruitment. They would like to hear the views of SIWG. The Group agreed to consider the scheme at a future meeting.

5. Equality Impact Assessment: City of York Corporate Strategy 2009/12



The Group heard about the Council's Corporate Strategy - its plans for the future. The Group were asked for their views about fairness and inclusion issues in the plan. They also looked at the Equality Impact Assessment.

The Group were concerned that the examples in the paper about the Council's commitment to make York an



Inclusive City were all about housing and poverty. Other aspects of inclusion should be in the plan.

The Group also wanted to know how much it had cost to produce the booklet.

SIWG members were invited to attend the workshops that would be taking place later in the year.

6. Holocaust Memorial Day



Details were given of the events planned to mark Holocaust Memorial Day. The Group were invited to become involved. They decided that the SIWG display boards should be used at the event. Further information would be sent out after the meeting.



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

Report of the Head of Civic, Democratic and Legal Services

Equalities Impact Assessment Workshop- New Council Headquarters and York Customer Centre Project

Summary

1. This workshop will offer the opportunity to consider and comment on the initial findings of the Equality Impact Assessment (EIA) of the new Council Headquarters project which will include a new York Customer Centre. It will also offer the opportunity to shape the final recommendations for action arising from this EIA.

Background

2. Equality Impact Assessments (EIAs) help council officers to identify any negative effects Council policies strategies and projects may have on groups of people protected by equality legislation, so as to eliminate or minimise them.
3. Background about the workshop is attached in Annex 1.
4. During the workshop officers will present key findings and suggested action from the initial stages of this EIA. SIWG will then be invited to work in small groups to discuss and recommend any changes.
5. The EIA for the project which will incorporate the recommendations from SIWG, will be presented for consideration at the meeting of the project board on 30 October 2009.

Consultation

6. Its own policies and practices as well as Equalities legislation require the Council to engage with equality groups to seek views

about the findings and key actions arising from EIAs before they are finalised and used by elected members to make decisions.

Options

7. N/A

Analysis

8. N/A

Corporate Priorities

9. This projects underpins all corporate priorities for 2009-12.

Implications

10. **Financial** – None

11. **Human Resources (HR)** – None

12. **Equalities** - Community contribution to and feedback on the findings of Equality Impact Assessments supports making York an inclusive city and meets Council fairness and inclusion objectives as well as SIWG objectives.

13. **Legal** - Community engagement in planning and delivering council activities is a requirement under equality legislation.

14. **Crime and Disorder** - None

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

16. **Property** - None

17. **Other** - None

Risk Management

18. N/A

Recommendations

19. To invite SIWG to comment on the findings of the EIA and shape recommendations for action arising from the findings.

Reason: To ensure that the board that oversees this project receives advice from SIWG before it takes decisions about the next stages of this project.

Contact Details

**Author: Evie Chandler
Equality and Inclusion
Team
Tel: 551704**

**Chief Officer Responsible for the
report:
Quentin Baker**

**Report
Approved**



Date

Wards Affected:

All



For further information please contact the author of the report

Annexes

Annex 1- Background note

This page is intentionally left blank

Annex 1- Background Note

Social Inclusion Working Group
24 September 2009
Equality Impact Assessment Workshop
New Council HQ and York Customer Service Centre
project

The City of York council is moving to a new headquarters building in the Autumn of 2012.



This is a key council project affecting all employees and customers.



We have spoken to lots of people already to find out what they think and now we want to talk to you to find out what you think should be in our Equalities Impact Assessment.



What do we want to find out?

- What are the key equality issues or areas that we need to think about?
- Have we missed any?
- What actions do we need to take about these issues? What are the solutions?
- Anything else you think we should be doing?



Equality strands affected - All

This page is intentionally left blank



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

**Author: Evie Chandler
Equality and Inclusion
Team
Tel: 551704**

**Chief Officer Responsible for the
report:
Quentin Baker**

**Report
Approved**



Date

Wards Affected:

All



For further information please contact the author of the report

Annexes

None

This page is intentionally left blank