



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

To: Councillors Vassie (Chair), Aspden, Brooks, Gunnell and Looker (Vice-Chair)

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

Jan Jauncey, York Interfaith

Revd. Paul Wordsworth, Churches Together in York

Larry Hotchkiss, York Older People's Assembly

Date: Wednesday, 11 March 2009

Time: 6.30 pm

Venue: Denham Room, Priory Street, 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. 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 Tuesday 10 March 2009 at 5.00 pm.

- 3. Minutes and Matters Arising** (Pages 3 - 44)
To approve and sign the minutes of the last meeting of the Group held on 14 January 2009. An “easy read” version of these minutes is also attached for members’ consideration.
- 4. Chair’s Report**
Consideration will be given to setting a date for the SIWG 2009 Development Day.
- 5. City of York Council Democratic Services** (Pages 45 - 58)
Equality Impact Assessment
This report asks members of the Social Inclusion Working Group to consider and comment on the findings of the Equality Impact Assessment of Democratic Services.
- 6. City of York Council Private Sector Housing** (Pages 59 - 74)
Strategy Equality Impact Assessment
This report asks members of the Social Inclusion Working Group to consider and comment on the findings of the Equality Impact Assessment of the Private Sector Housing Strategy 2008-13.
- 7. Community Issues**
Community representatives and expert witnesses will have the opportunity to raise issues for consideration by Council services.
- 8. Consultation about Improvements to York Railway Station**
A presentation will be given by National Express about improvements to York Railway Station. This will be followed by group discussion about issues arising.
- 9. 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.

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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.

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Holding the Executive to Account

The majority of councillors are not appointed to the Executive (38 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Advisory Panel (EMAP)) 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	14 JANUARY 2009
PRESENT	COUNCILLORS VASSIE (CHAIR), ASPDEN, BROOKS, GUNNELL, LOOKER (VICE-CHAIR) AND SUE LISTER (NON-VOTING CO-OPTED MEMBER) AND RITA SANDERSON (NON-VOTING CO-OPTED MEMBER)
	EXPERT WITNESSES IN ATTENDANCE: DAVID BROWN (ACCESS GROUP) JIM DOHERTY (ACCESS GROUP) LARRY HOTCHKISS (YORK OLDER PEOPLE'S ASSEMBLY) CLAIRE NEWHOUSE (HIGHER YORK) MAUREEN RYAN (VALUING PEOPLE PARTNERSHIP) CAROLYN SUCKLING (ACCESS GROUP)
APOLOGIES	SARAH FENNELL (NON-VOTING CO-OPTED MEMBER), JAN JAUNCEY (NON-VOTING CO-OPTED MEMBER), LINDA MCELROY (EXPERT WITNESS), DARYOUSH MAZLOUM (NON-VOTING CO-OPTED MEMBER), PAUL WORDSWORTH (NON-VOTING CO-OPTED MEMBER), GEORGE WOOD (EXPERT WITNESS) AND GEORGE WRIGHT (EXPERT WITNESS)

25. 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.

26. INTRODUCTIONS

Introductions were carried out and the new expert witnesses were welcomed to the meeting. It was noted that Jack Archer would no longer be a representative of York Older People's Assembly on SIWG and that YOPA had nominated Larry Hotchkiss as his replacement.

27. PUBLIC PARTICIPATION

There was one registration to speak at the meeting under the Council's Public Participation Scheme.

Lynn Jeffries updated the Group on the setting up of a Disabled People's Forum. The first open meeting of the Forum would take place on Thursday 12 February 2009 at 12 noon at the York Racial Equality Network (YREN) offices. It was intended that, at the meeting, two representatives would be sought to serve on SIWG. Thanks were expressed to YREN for facilitating the meeting and to those who had given their support in the setting up of the Forum.

28. MINUTES

It was noted that, at the meeting, approval had been given for both representatives of an equality strand to be of the same gender should it not otherwise be possible to fill a vacancy. The Group confirmed that this arrangement should be on a temporary basis only and that the principle remained that there should be one male and one female representative to ensure gender balance.

RESOLVED: That the minutes of the meeting of the Group, held on 19 November 2008, be approved and signed by the Chair as a correct record.

29. MATTERS ARISING

Volunteers were sought to assist the Council's Head of Licensing and Regulatory in drawing-up an accreditation scheme for taxi drivers.

RESOLVED: That Jim Doherty and Geoff Henman (subject to his approval) be nominated to assist in the drawing-up of an accreditation scheme for taxi drivers¹.

Action Required

To notify the Council's Head of Licensing and Regulatory of the nominations. GR

30. CHAIR'S REPORT

The Chair gave a PowerPoint presentation on Social Inclusion Working Group activity during 2008 (copy attached at Annex 1 of these minutes).

The Group agreed that the "Help us Get it Right" day had been extremely useful and that this type of event was an excellent model for consulting and engaging with community groups. Copies of the feedback report were tabled (copy attached at Annex 2 of these minutes).

Clarification was sought as to whether student volunteers were still involved in the work of the Group. Officers explained that the students had completed the report that they had been preparing and, as a number of the

students had subsequently graduated or been involved in preparations for their examinations, no further projects were planned at present.

RESOLVED: That the Chair's Report be received.

31. PROJECT PROPOSALS FOR FUNDING IN 2008/9

Members received an updated report on project proposals following on from the paper that had been considered at the meeting on 19 November 2008. Members were asked to offer their support to the outline project proposals expected to be funded from the SIWG projects support budget 2008/9 for work to be carried out in 2009/10.

The following options were put to the Group for consideration:

- To support the projects outlined in Annex 1 of the report.
- Not to support any of the projects in Annex 1 and to seek new project ideas.
- To support some of the projects in Annex 1.

Clarification was sought as to whether funding could be allocated to a group that had no formal connection with SIWG. Officers confirmed that this was possible and that funding for a project had previously been allocated to the Citizens' Advice Bureau.

RESOLVED: (i) That the following outline project proposals, as detailed in Annex 1 of the report, be supported:

- SIWG Diversity Mobile Exhibition £1,940
- SIWG Diversity Day £1,500
- Supporting CANDI (Children and Inclusion) Parents to offer Disability Training £500
- YREN/Young People's Collaboration Regarding BME youth inclusion £500

(ii) That the Group recommended that the remaining funding of £660 be retained for contingencies.

(iii) That the project to develop a diversity mobile exhibition be led by YREN.

(iv) That the Diversity Day project be led by the York Older People's Assembly (YOPA) and, in view of their expertise in arranging events, the Lesbian Gay Bisexual Transgender Forum be asked if they were willing to jointly lead the project.

REASON: To ensure that project budgets promote equality and inclusion.

Action Required

1 To note the Group's recommendations when funding is allocated. GR

32. DISABILITY COMMUNITY REPRESENTATION ON SIWG

Members received a report asking them to consider the representation of the disability strand on the Group, following the resignation of the single co-opted non-voting individual who had been representing disability issues whilst a Disabled People's Forum was being formed.

It was noted that the Council's Housing and Adult Social Services Directorate and York Council for Voluntary Services were currently working together to facilitate the setting up of a Centre for Independent Living (CIL) in York. In line with government recommendations, the CIL should be managed by disabled people to provide services and support for disabled people. Once the Centre was in place and a managing board had been constituted, there would be the opportunity to seek two co-opted non-voting representatives from amongst disabled people members of the CIL management board to serve on SIWG.

The Group also considered the comments made under the public participation item on the agenda regarding the progress in establishing a Disabled People's Forum.

Discussion took place as to the implications of having one equality strand with four co-opted representatives on the Group whilst the other strands would have only two. It was noted that the proposal to recommend that four representatives be appointed would ensure that each of the disability equality sub-strands was represented.

The following options were presented to the Group:

- To invite the community groups listed in paragraph 9 of the report to provide one co-opted non-voting representative each (i.e. four representatives in total) to serve on SIWG until such time as a CIL management board had been put in place.
- Not to appoint disability community co-opted non-voting representatives on SIWG until the CIL management board was in place, drawing on the advice of current disabled expert witnesses in the meantime.
- To seek two co-opted non-voting representatives from amongst the 45 disability community groups currently listed in the York Citizens' Guide.

Discussion took place as to whether it would be appropriate to defer making a recommendation regarding the membership of the Group at this time in view of forthcoming developments regarding a Disabled People's Forum and the establishing of the Centre for Independent Living. It was,

however, agreed that it was important that this issue was addressed as soon as possible. The Group could, in the future, review its composition and make further recommendations to Council as appropriate.

RESOLVED: (i) That it be recommended to the Executive that the following community groups, be invited to nominate co-opted non-voting representatives to serve on SIWG until such time as an umbrella group was in place to represent the views of disabled people¹:

- Access Group (physical and sensory disabilities)
- York People First (learning disabilities)
- Valuing People Partnership (learning disabilities)
- York Mental Health Forum (mental health)

(ii) That it be requested that efforts be made by the Council to support the swift establishment of a Disabled People's Forum.

REASON: To ensure that there is appropriate disability community representation on SIWG.

Action Required

1 To forward the recommendation to the Executive for consideration GR

33. EQUALITY AND INCLUSION STRATEGY AND SINGLE EQUALITY SCHEME

Members received a report outlining the approach to the Council's Equality and Inclusion Strategy and Single Equality Scheme 2009-12 that followed on and updated:

- Pride in Our Communities, the Equality Strategy and Schemes 2005-8 and
- The Single Corporate Equality Scheme for the period July 2008 to July 2009

The report also outlined past and future consultation to offer the opportunity to people from the equality strands to influence the contents of the strategy and scheme 2009-12.

The first draft of the strategy and single equality scheme 2009-12 would be brought to SIWG for consideration and comments in Spring 2009, before being submitted to the appropriate Council decision making meeting for approval by Summer 2009.

Discussion took place as to ways in which young people were represented on SIWG. It was noted that the Group included expert witnesses from the Young People's Service and Higher York. It was agreed that it was also

important that every effort was made to include young people when consultation and engagement events were held.

Concerns were expressed that the recent Cycle Survey had not included equalities data. The Chair informed the Group that he continued to raise the issue of the collecting of equalities data as it was imperative that this information was requested as a matter of routine when surveys were carried out.

RESOLVED: That the report be noted.

REASON: To inform members about the development of the equality and inclusion strategy and schemes 2009-12.

34. ENGAGING WITH THE EQUALITY STRANDS - SMALL GROUP DISCUSSION

Members received a report outlining how people from the equality communities were currently engaged with SIWG. Small groups were formed to consider the discussion paper attached as Annex 1 to the report. The written feedback from the groups was forwarded to the Equalities and Inclusion Officer and would be discussed further at the Group's Development Day in February 2009. Information gathered from this meeting and the Development Day would be used to draft an Engagement Strategy for SIWG.

RESOLVED: That the issues raised in the group discussions regarding the following issues be considered when the Engagement Strategy 2009-12 was being drafted¹:

- Co-opted non-voting representatives
- Expert witnesses
- Community participation and engagement events

REASON: To ensure that SIWG includes as many people from the equality strands as possible in its work.

Action Required

1 To ensure the feedback is taken into account when Engagement Strategy is drafted

GR

35. CHAIR'S COMMENTS

The Group were updated on forthcoming events:

- International Women's Week would take place from 7-14 March 2009. Further information was available from www.yorkwomen.org.uk

- York Older People would be holding an event on Monday 19 January 2009 at 2.00 pm at St Saviour Gate. Speakers would include representatives from Yorkshire Housing (new handyperson service) and the Fire Service (fire safety in the home).
- Real People Theatre production of “Holding the Granny” would take place on Thursday 12 March 2009.

Cllr Vassie, Chair

[The meeting started at 6.30 pm and finished at 8.40 pm].

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Social Inclusion Working Group (SIWG) Chair's Report



November 2007-December 2008

Overall



- Developed the way we work
- Developed SIWG grants
- Involved more people
- Looked at important plans and services
- Looked at Council Equality Impact Assessments

Developing our Group



- First Development Day
- Looked at objectives
- Planned our work and use of money
- Inclusive meetings
- More people joined us
- Developed joint projects

Using SIWG money

Helped us to:

- Communicate with the community
- Gather information from the community
- Co-fund an Inclusive City Forum scheme



Involving more people



- Expert witnesses
- Student-volunteers
- "Disabled People Together" day
- Community surgeries
- "Help us to Get it Right" day (the EIAs Fair)
- Surveys and forums
- Engaging our communities better

Looking at Council and other plans

We made sure Council Executive knew our views on:



- A Centre for Independent Living
- The Local Development Framework
- Inclusive York antipoverty strategy
- Council Marketing and Communications work
- Taxi licensing
- Council equality strategy 2005-8: 2nd year update
- Council Single Equality Scheme 2008-9

Council Equality Impact Assessments (EIAs) are..

.....tools to help Council officers make sure that Council policies and practices do not have a negative impact on people because of their:

- Gender
- Race
- Disability
- Age
- Religion and Belief
- Sexual Orientation



Equality Impact Assessments (EIAs) Day 5.11.2008



- "Help us to Get it Right" day
- 50 people
- 12 groups
- 9 workshops
- Will help plan services that we need
- Newsletter

Services at "Help us to Get it Right" Day



- Information and access to Leisure Services
- Contact the Council
- Waste and Recycling
- Adult Social Care
- Children and Young People
- Housing Benefits Abuse (Fraud)
- Safeguarding Adults

Strategies at Help us to Get it Right Day



- The Future of Our City: The Sustainable Communities Strategy
- Homeless Strategy

Further information from

- Evie Chandler - Equality and Inclusion Manager

Tel: 01904 551704

E-mail: evie.chandler@york.gov.uk

- Jayne Carr - Democracy Officer

Tel: 01904 552030

E-mail: jayne.carr@york.gov.uk

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'Help us get it right' Day 5th Nov 2008



Feedback report December 2008

What was the day about?

The council, and its Social Inclusion Working Group, want to make sure that everything we do, alone or with other organisations, is as inclusive as possible.

Council staff from 9 different services held workshops to discuss important areas of their work. We want to make sure we do all we can to promote equality and inclusion in the way we work and serve the public.



Who was there?



Over 45 delegates attended the day. Some delegates were individuals and others were from the following community and voluntary groups or organisations:

York Humanists

Higher York

Interfaith Forum

York Youth Service

Churches Together in York

York LINK

Valuing People Partnership Board

Older People's Assembly

York People First

York Carers Forum

York Access Group

Mental Health Forum

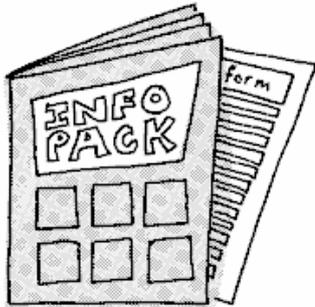
What did we find out?

Information and Access to Leisure Facilities



This workshop concentrated on printed publicity material, like leaflets, and buildings. This covered Libraries, Adult Education, Sport and Active Leisure, Parks and Open Spaces and Arts and Culture.

This is what we found out:

- Generally printed material was ok.
 - There are some improvements needed in using signs to help with readability.
 - Some publications needed to use larger fonts.
 - Some people liked some publications, whilst others disliked them. There was no universal agreement about this.
 - How material is distributed and displayed is as important as how it is produced.
- 
- Signage on buildings is important.
 - Background colour on walls makes it inviting.
 - Some photos on the outside of buildings to show the inside makes them more inviting.
 - Someone to welcome people into a building is important.
 - Displaying leaflets in accessible places is important.
 - Perhaps having a single focus for information would be good.

However there was a clear message that we should not over rely on printed information and that it was ok as far as it went but that we needed to find other ways of communicating the message. Ideas included:

- Better use of posters, public spaces to display material e.g. supermarkets.
- Developing a network of people to promote events and pass information on.

- Large screens that promoted events and activities.
- A single publication – like the citizens guide that listed information and contact details

What are we going to do with this information?

- The information about printed materials is going to be fed back into the group that deals with marketing and printed material.
- We are going to develop some standards and guidelines to include the use of symbols in publicity where appropriate.
- We are going to consider where we might produce material in other formats.

If you would like more information on this work, contact Alistair Gourlay, Head Of Lifelong Learning. Alistair.gourlay@york.gov.uk
01904 554294

The Future of our City



Without Walls is the name of the city-wide partnership that produces York's Community Strategy. The partnership is made up of services like education, health, housing, police and social services. It also includes community and voluntary groups and business people.

The Community Strategy is a long-term plan that tackles challenges facing our city. It has been updated for 2008. Without Walls now wants everyone to work together to deliver the plan. We can all help with this.

The Without Walls team asked how easy or hard it would be to help out. They asked about living a healthy lifestyle, looking after the environment and building a strong community spirit.

They found out about some of the barriers that stop people from taking part in these activities. These included the expense of healthy food, leisure facilities and bus travel. Comments collected

also confirmed that we need to do much more to make information on these subjects accessible to everyone.

The comments collected will be taken to the following partnerships for their consideration:

- Healthy lifestyles comments to the Healthy City Board.
- Looking after the environment to the York Environment Partnership.
- Building strong communities comments to the Inclusive York Forum.

If you would like more information about Without Walls contact Denise Simms, 01904 552027 or denise.simms@york.gov.uk

Homeless Strategy



This workshop focused on the Homeless Strategy for 2008-13, which was published in July this year. The Strategy is trying to end the use of emergency temporary accommodation by planning ahead to use re-housing and independent living instead.

The Strategy has four key strands:

- Partnership working and developing shared objectives. This means we had to ensure this strategy fitted in with other work like the Local Area Agreement.
- Preventions advice and information. A wide range of services contributes directly and indirectly to the prevention of homelessness. For example, services improving people's education and skills; identifying and supporting those at risk at an early stage; and ensuring an adequate supply of affordable housing.
- Accommodation. In the short term we will improve the quality and use of temporary accommodation, to help us move towards longer term housing in the future. Having affordable homes is also crucial. In 2007/8 approximately 50 affordable homes were available and over the next two years the target is 425 affordable homes.

- Support Services will need to develop towards providing support that either keeps customers in their existing accommodation or helps them live independently.

The Strategy has a five-year action plan that supports all the work above. This will mean that the council and partners will need to adopt new working practices, think and plan for the future and develop flexible policies that deal with future challenges.

We had detailed discussions at the workshop about the Strategy. Generally people thought it was good and they supported the new approach that was being taken.

If you would like more information on the Homeless Strategy contact Tom Brittain, Housing Operations Manager.

Tom.brittain@york.gov.uk 01904 551262.

Contacting the Council



This workshop concentrated on some of the different ways to access council services and what will be important in the design of the council's new customer service centre. The session also looked at the new 'Feedback and Complaints'

leaflets and procedures.

This is what we found out:

The new customer centre:

- Meet-and-greet is very important.
- Provide induction loop systems.
- Bring together different services around 'life' events.
- Clear signs needed.
- Need confidentiality ensured when in an open area.

The website:

- Website not designed for easy accessibility – can't find information quickly.

Opening Hours:

- One late night per week would be good.

Email:

- Need to get an acknowledgment that email has been received, and when to expect a reply.
- Need a central location where you can make an enquiry and then the right person emails you back.

Telephone:

- Council telephone numbers could be better advertised.

Text Messages:

- Could be used to advise on road works – text alerts by subscription.

Feedback & Complaints leaflet:

- Provide an advocacy service.
- Offer support in making complaints.
- Vital for people with support needs to have other ways to complain and know how to complain.
- Use plain English.

What are we going to do with this information?

We will use this information in developing the various ways to access council services in the new customer centre.

We are creating new standards and procedures for 'Feedback and Complaints', which will take into account the comments received.

Who to contact for more details

Jane Collingwood, Business Change Manager, 01904 553407
Lorraine Lunt, Customer Relations Improvement Officer, 01904 553421

Kofi Mensah, Business Analyst, 01904 553404

Email: yourviews@york.gov.uk

Waste and Recycling



This workshop looked at signage and information on waste and recycling around the city.

What did we find out?

- Use the Higher York Students website to explain recycling to students.
- Large dumpsters could be dangerous.
- Assisted collection – talk to agencies such as Age Concern.
- Review progress annually.
- Phone numbers are different on bins.
- Use the Recycle for York logo more.
- Give feedback on how we are doing compared to the rest of the country and what happens to our recycling.
- Learn from other authorities - Milton Keynes is excellent at recycling.
- People are keen to recycle food waste.
- Signage needs to be consistent to build up people's knowledge.
- Plastic bag recycling bin at each bring site.
- Signs on main roads to sites – could they be improved?
- Could the council sell a can or cardboard crusher?
- Leaflets (people thought they were '1st class!'), are they 100% recycled?

What are we going to do with this information?

We will use this information to improve our services and make them more accessible.

- Leaflets - talk to York Access Group and York People First to help make improvements.
- Investigate opportunities to promote recycling via churches/faith groups, student societies, and cinema adverts.
- Use cartoons/humour in our communications to attract attention.
- Increase the range of road shows to take the message out further.
- Increase service to include promoting composting and rainwater re-use?

- Advertise assisted collections through York Older People's Assembly, Age Concern, Help The Aged, St Sampson's Centre or through the council tax form?

If you would like more information on recycling please contact the recycling team recycling.team@york.gov.uk. 01904 551551

Adult Social Care

This workshop looked at people using Individual Budgets to meet their support needs. This might be people from different ethnic groups, older people, people with physical or sensory impairments, or people with learning disabilities.



An Individual Budget is worked out following a self-assessment.

When a person knows how much money they are entitled to they can then make plans on how to spend it to meet their individual needs. Some people may be able to do this on their own, but others may need some help to do this. They can get this help from a national organisation called 'In Control' (www.in-control.org.uk). Their website has lots information and stories about people who have been using an Individual Budget to meet their support needs.

The workshop group liked:

- The idea of Individual Budgets.
- Giving people a bigger element of independence.
- Empowerment :opportunity for freedom.
- More flexible scheme for individuals.
- The flexible and individualised approach.

The workshop group were concerned about:

- Discrimination in the community.
- Trust – strangers in people's homes.
- Dealing with real people from all backgrounds.
- Payments being index linked to increase with the cost of living.

- Ageing community – more demand.
- Not enough guidance.
- The move / transition from one method of delivery to another.
- Timescale of moving to Individual Budgets.
- Money – is there enough?
- People who are not literate or articulate may miss out – unless they have close and supportive/understanding relatives and carers.
- The best way for people to get to know about this is via Age Concern, the Citizens Advice Bureau, their doctor.
- Care for older people needing temporary care on discharge from hospital – lack of communication between hospital and home-care (home help, community nurse or social worker). Who is responsible for making this link?
- Standard of care and attitudes of some home care agencies now they are privately run and financed. Who should check on levels of training and care?
- The constant cuts in Government funding and Local Authority funding requires care managers to work on less and less money.

What are we going to do with this information?

- Explain the process to family carers, voluntary organisations and individual people.
- Carry out a number of road-shows.
- Use examples of where an Individual Budget has helped someone, and how they overcame any problems
- Help people tell their own stories to inspire others.

For More information contact Ralph Edwards, Deputy Head Of Learning Disabilities. 01904 554105 Ralph.Edwards@york.gov.uk

Children and Young People



This workshop was an excellent opportunity to engage with the wider community about the Children and Young Peoples Plan.

The Children and Young Peoples Plan sets out how all services work together to meet the needs of children and young people in York.

These were some of the issues raised:

- All children and young people in York should have the best possible start in life.
- We must be concerned about the effects of poverty on children and young people. Especially as it can affect those who are most vulnerable.
- Support for parents and how agencies can help through information, advice and guidance.
- Safety in the community, especially about bullying. There was recognition that much work was being undertaken but there could be no room for complacency especially about homophobic and racial bullying and cyber-bullying.
- Recreational activities were important and need to be inclusive.

What we will do with these comments:

The workshop was part of a wider engagement process on the Children's and Young Peoples Plan. The plan is currently being written and will be published at the end of March 2009. It will be available in a number of formats and staff will be available to give feedback on the contents of the plan.

If you would like more information contact: Bernie Flanagan
Early Intervention Fund Manager – Bernie.Flanagan@york.gov.uk
01904 554463

Housing Benefit Abuse (Fraud)



This workshop explained how people claim housing and council tax benefit and what the council does in cases where they think someone might be deliberately claiming when they shouldn't (this is fraud).

These were some of the issues raised:

- raise the awareness of fraud - publicity should include something about the cost of fraud to citizens of York.
- reporting changes of circumstances should be made easier, for example by telephone or internet contact.

What we will do with these comments:

- We will include details of the cost of benefit fraud as part of the council's annual publicity campaign about benefits in spring 2009.
- We will continue to work to simplify the process for claiming benefit and telling the council of changes of circumstances. For example you will soon be able to tell the council about a change over the phone.

If you would like more information on benefit issues contact John Madden, Benefits Technical Manager. John.madden@york.gov.uk
01904 552206.

If you would like more information on benefit fraud contact Richard Smith, Deputy Audit & Fraud Manager. Richard.smith@york.gov.uk
01904 552936

Safeguarding Adults



This workshop was about the two main messages in the safeguarding adults policy, which are a) knowing what safeguarding is and b) knowing what to do about it.

Safeguarding means making sure you are safe from abuse and neglect. It also means helping people to be independent and to make choices. Safeguarding means working together to help keep people safe. We want everyone to know what safeguarding is and what to do about it.

We wanted to find out how we could make sure that the policy was accessible to all communities and what would stop people getting the information and help they need. We asked people:

- What are the best ways for you to get information about abuse?
- What would make it easier for you to report abuse?

What we found out.

How to make the policy more accessible:

- Provide information in an accessible style/format, for example
 - TV adverts, articles in the press.
 - send a leaflet to every household.
 - give out wallet sized cards with details of who contact.
 - run a drama workshop with different scenarios.
 - Website/DVD.
 - Use pictures in information.
 - Put information on tapes.
 - Posters in doctor's surgeries/post office/libraries.
- Provide information through people's own community groups and organisations where they can talk to their peers/ feel safe/get advice.
- Use existing forums to spread information.
- Set up a help-line or help-centre.
- Train staff to understand issues experienced by particular communities or involve vulnerable people in training sessions.
- Explain the steps of what happens when you report to reduce people's anxieties.

Getting help when abuse is reported:

- Establish peer support through people's own networks / existing forums.
- Support befrienders / survivors networks.
- Establish back-up team for long term support.
- Give presentations at meetings of groups/forums.
- Use mediation not just punishment (e.g. school bullying mediation).
- Tell potential abusers that we take it seriously and we will do something to stop it long term.
- Encourage reporting from people in the community e.g. neighbourhood watch.

What we will do with what we found out:

- Report the outcome to the Safeguarding Partnership Board and consider any further resources required.
- Report on safeguarding to other Partnership Boards that are in place and request that members take the suggestions and concerns into the forums that they represent.
- Ensure that staff training and public awareness programmes to promote safeguarding are reviewed.
- Consider any strategies, which may need amending to take account of the EIA outcome.
- Ensure that approaches to personalisation reflect different individual requirements for safeguarding.

For advice and information on safeguarding contact:

Advice & Information Service, PO Box 402, 10-12 George Hudson Street, York, Y01 6ZE
8.30am to 5pm Monday to Friday

tel: (01904) 554141, minicom: (01904) 554120

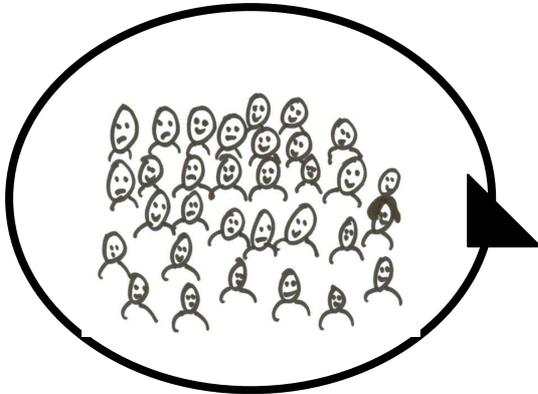
fax: (01904) 554119

email: housing.socialcare@york.gov.uk

For comments on the Safeguarding Adults Policy contact:

Anne Bygrave, Assistant Director Assessment & Personalisation

Anne.bygrave@york.gov.uk

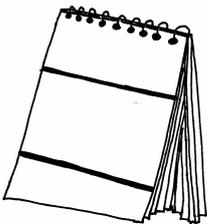


Social Inclusion Working Group

(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: 14 January 2009

**Members of the Council who were at the meeting
(to be known as 'Members' in these minutes):**



**Christian
Vassie
(Chair)**

**Janet
Looker
(Vice Chair)**

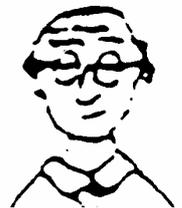
**Keith
Aspden**

**Jenny
Brooks**

**Julie
Gunnell**

People who were at the meeting representing community groups:

Sue Lister and Larry Hotchkiss
of the Older People's Assembly



Rita Sanderson of the BME
(BME stands for Black Minority
Ethnic) Citizens Forum



David Brown (Access Group), Jim Doherty (Access Group), Claire Newhouse (Higher York), Maureen Ryan (Valuing People Partnership) and Caroline Suckling (Access Group) were also present.

1. Public Participation



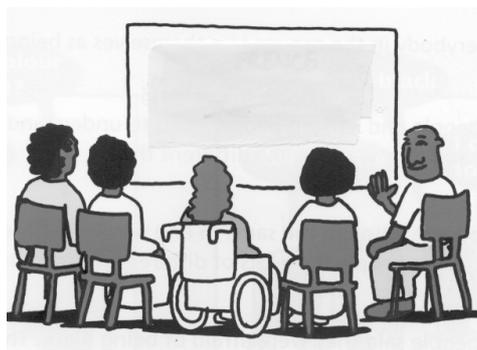
Lynn Jeffries informed the Group that the first open meeting of the Disabled People's Forum would take place at the YREN offices on Thursday 12 February 2009 at noon.

2. Matters Arising from Minutes - Taxis



Jim Doherty offered to assist the Council in the drawing-up of an accreditation scheme for taxi drivers. Geoff Henman would also be asked if was willing to help.

3. Chair's Report

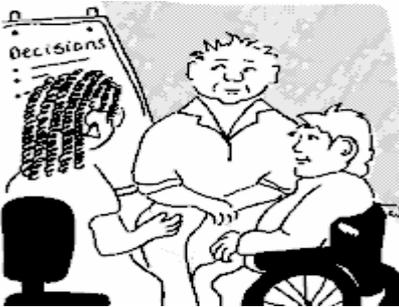


The Chair gave a presentation on the work that the Social Inclusion Working Group had carried out during 2008. If you would like a copy of the presentation please email: jayne.carr@york.gov.uk or telephone (01904) 552030



The Group agreed that the "Help us Get it Right" day had been very useful and that events like this were an excellent way to find out the views of the community. The Group looked at a report about the findings from the day.

4. Project Proposals for SIWG Budgets 2008/9



The Group recommended that the funding available for SIWG projects should be shared as follows:



£1,940 for a diversity mobile exhibition. YREN would lead this project. Display boards would include information about the different strands of inclusion, and could be used at festivals and events.



£1,500 for a SIWG Diversity Day. This could include stalls, a diversity display, food, performances and activities. York Older People's Assembly would lead on this project and the Lesbian Gay Bisexual Transgender Forum would be asked if they were willing to lead as well.



£500 to Children and Inclusion (CANDI) to enable parents to offer disability training.



£500 to help the Young People's Service and YREN to work together to encourage more BME young people to access the Young People's Service



£660 remained - it might be needed at a later date.

5. Disability Community Representation on SIWG



The Group looked at a report about the membership of SIWG and discussed how disabled people were represented. It was agreed to ask the Council to increase the size of the Group so that each of the following organisations would have a co-opted non-voting representative:

- Access Group (physical and sensory disabilities)



- York People First (learning disabilities)
- Valuing People Partnership (learning disabilities)
- York Mental Health Forum (mental health)

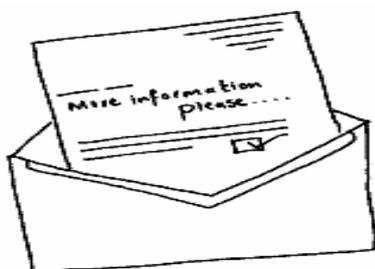
6. Equality and Inclusion Strategy and Single Equality Scheme



The Group looked at a report explaining how the Council's Equality and Inclusion Strategy and Single Equality Scheme 2009-12 would be prepared.



It was agreed that it was very important that the views of young people were taken into account when policies were written.



It was also very important that when the Council carried out surveys it collected information about matters to do with equality.

7. Forthcoming Events



The Group were told about events that they may like to attend:



International Women's Week - 7-14 March 2009. Further information available on www.yorkwomen.org.uk



York Older People Assembly would be holding an event on Monday 19 January 2009 at 2.00 pm at St Saviour Gate. Speakers would include Yorkshire Housing (new handy person service) and the Fire Service (fire safety in the home).



Real People Theatre production of "Holding the Granny" would take place on Thursday 12 March 2009.

8. Engaging with the Equality Strands



A report had been sent to Members of the Group explaining how people from the equality communities were involved with the Social Inclusion Working Group.

Small groups were formed to talk about topics including:

- The part that co-opted members and expert witnesses played in the work of the Group.
- How members of the community could be better involved, including arranging special events for them.

The views that were put forward would be discussed further at the Group's Development Day in February. They would also be used when the Engagement Strategy for SIWG was written.



Meeting of the Social Inclusion Working Group **11 March 2009**

Report of the Director of People and Improvement

CYC Democratic Services - Equality Impact Assessment

Summary

1. This report asks members of the Social Inclusion Working Group to consider and comment on the findings of the Equality Impact Assessment of Democratic Services.

Background

2. Equality Impact Assessments (EIAs) help council officers to identify any negative effects Council policies strategies and procedures may have on groups of people protected by equality legislation, so as to eliminate or minimise them.
3. The EIA attached in Appendix 1 relates to the Democratic Services in the Council.
4. Democratic Services develop support and scrutinise the political management structures in York. They have three sections:
 - Democracy support and Members Support
 - Scrutiny, and
 - Civic

Consultation

5. Equalities legislation requires the Council to engage with equality groups to check the findings of EIAs before they are finalised.
6. The SIWG EIAs Fair day (Help us to Get it Right Day) on 5 November 2008 considered a number of EIAs, but as the Democracy EIA was still being drafted at the time it is now being brought to the Group for consideration and comment.

Options

7. N/A

Analysis

8. N/A

Corporate Priorities

9. Democratic Services contribute to all corporate priorities.

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 Equality objectives as well as SIWG objectives.
13. **Legal** - Community engagement in service planning and delivery 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 EIA findings and suggested action.

Reason: To ensure that SIWG have the opportunity to comment on the findings of this EIA and suggest any changes needed to proposed action.

Contact Details

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

**Chief Officer Responsible for the
report:
Heather Rice**

**Report
Approved** **Date**

Wards Affected:

All

For further information please contact the author of the report

Appendix 1- City of York Council Equality Impact Assessment Key findings

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City of York Council Equality Impact Assessment Key findings

1. Details of assessed service area

Service area name:	Democratic Services
Lead officer for this EIA:	Dawn Steel
Phone Number:	01904 (55)1030
Job Title:	Democratic Services Manager
EIA start date:	November 2008
EIA finish date:	January 2009
Date EIA will be reviewed:	January 2010
EIA signed off by:	

Service area description

Democratic services develop support and scrutinise the political management structures in York. It has three arms:

- Democracy support and Members Support
- Scrutiny, and
- Civic

Democracy and Members support services the decision-making machinery of the council.

- It ensures that all information submitted is accurate and that papers are circulated within legal deadlines to all relevant parties.
- It provides procedural and operational advice and organises the 'calling-in' process, whereby proposals are challenged and questioned.
- It looks after members' allowances and expenses, induction and training, personal development, administration of meetings and other related matters.
- It also plays a key role in providing open local government by ensuring public access to council records and background paperwork.

Scrutiny services ensure the work of the Executive is effectively reviewed and checked. The scrutiny manager develops an annual scrutiny plan and commissions scrutiny investigations and reviews. Research from departments and external agencies is commissioned in support of the scrutiny function.

Civic Services support the Lord Mayor and Civic Party in carrying out official engagements. It manages all activities and facilities in the Guildhall and Mansion House including the promotion of events and guided tours in the Guildhall and Mansion House.

2. Consultation

This EIA will be considered by the Council Social Inclusion Working Group. We shall also seek the views of elected members via Group Secretaries.

3. Areas for improvement and action

Area 1: Written/verbal information

When we produce information about Council meetings, there are issues with:

- Size of font
- Style of language used (e.g. Official, Plain English, Easy Read)
- Availability in other languages and formats. We have access to Language Line however it cannot provide simultaneous translation at meetings. We also provide written material in other languages, Braille and tapes upon request by the end user. However the standardised language panel does not explain what the information is about.
- There is no sign language translation available during Council meetings

Considerations

These issues arise because:

- Budgets are very limited
- Legal requirements guide the format and language used during some official Council meetings
- The current buildings are not conducive to modern day communication and interaction

Improvement Objective

Written and verbal communication about Council meetings is accessible to all

Action we propose to take

- We shall ensure that most documentation has copies available in Arial font size 14 unless there are insurmountable issues that prohibit us from doing so in which case documentation will be produced in Arial font size 12.
- Whenever possible we shall use (and train our councillors and officers to use) plain English both in written and spoken communication.
- We shall incrementally move towards producing easy read versions of all our papers and consider having copies produced in Braille and two of the most popular foreign languages in York at the time when papers become available to the general public.
- We shall consider amending the formats and languages panel on our documentation, to include a brief summary of what the publication is about.
- In the context of our new HQ we shall consider the possibility of a facility that provides for simultaneous translation in other languages including sign language for Council meetings

Progress will be measured through

Feedback from people who attend meetings and Councillors. SIWG feedback.

Area 2: Procedures

- When selecting topics for Scrutiny review, we do not currently consider the effect on or relevance to equality and diversity issues
- Standing Orders, procedures and protocols prescribe the way that Council meetings are run. They are drafted across all local authorities in a very legalistic and stylised manner and have been in place long before legislation changed in relation to Equality and Diversity issues. Current CYC Standing Orders do not currently place any requirement upon the Council to address special needs requirements during meetings for example requirements relating to the needs of carers who cannot attend without alternative care being made available for their charges, people who do not read and speak English, people of certain faiths who may need to pray at regular intervals, people who may have sensory or physical impairment because of age.

Considerations

Some procedures and standing orders arise from legislation and cannot be altered.

Improvement Objective

Modernise our procedures to take on board the needs of people from the equality strands.

Action we propose to take

- We shall amend the Scrutiny Review registration form in a way that will encourage the consideration promotion and inclusion of topics that relate to equality and inclusion and which invite suggested reviews from the public and all sections of the community.
- As part of a wider EIA of the Constitution, we shall seek to amend Council Standing Orders, procedures and protocols accordingly and seek the opinion of community representatives and expert witnesses involved in the Social Inclusion Working Group about the changes before we ask our councillors and staff for their feedback and adoption.

Progress will be measured through

Feedback from SIWG community representatives and expert witnesses, members of the public who attend meetings and Councillors.

Area 3: Members support

- Allowances and expenses regulations do not consider special allowances for councillors with physical and sensory disabilities, but there are allowances for Councillors with caring responsibilities.
- Councillors individual needs in terms of disability are not assessed upon induction

Considerations

Any changes made to the scheme of members allowances have to be recommended by the Independent Remuneration Panel.

Improvement Objective

- Inclusive members support
- Modernise our procedures to take on board the needs of people from the equality strands, who want to take part in public life.

Action we propose to take

- At present there are no plans to reconvene the Panel to address physical/sensory disabilities of current council members. However, should an individual be elected to council at any point in the future with such needs, arrangements will be made for the panel will be consulted.
- We shall assess Councillors needs vis-à-vis disability on induction and update this annually after the next election.

Progress will be measured through

- The results of annual reviews after each election.
- Collecting data at the end of councillors' term of office on support made available.

Area 4: Members training and outside meetings

- Councillors receive no training on equality and diversity upon election, however, a copy of the equalities statement is included in their induction pack.
- When we decide which outside meetings/groups councillors attend, we do not assess the equality and diversity implications both for the group as well as the councillor

Improvement Objective

- To make equality and diversity training available to all members during their term of office
- To ensure that members with equality and diversity issues are given appropriate consideration when they are being nominated to committees/working groups and outside bodies

Action we propose to take

- We shall ensure that the equalities strategy/policy forms part of the Members Induction Pack. In addition we will make periodic training available to all our Councillors by way of Pre-Council Seminars.
- We shall encourage political groups to consider any equality and inclusion issues for individual group members when considering the nominations to Council Committees, working groups and outside bodies

Progress will be measured through

- The analysis and evaluation of Programme of Training
- Feedback from members following Annual Council on allocation of seats

Area 5: Mayoralty

The Civic Protocol that governs the Lord Mayor's engagements diary does not promote supporting engagements and visits to groups necessarily representative of all the equality strands.

Improvement Objective

The Mayoralty should contribute to the Duties which arise from Equality legislation and Council's own Equality and Inclusion strategy and schemes.

Action we propose to take

We shall amend the Civic Protocol accordingly and consult as necessary upon the type and nature of representative engagements.

Progress will be measured through

Analysing annually the engagements diary.

Area 6: Facilities – Mansion House

- Disabled people or people with other access issues (e.g. buggies) can access the House via a lift provided at the rear. However there is no advice at the front door about this or how to access it.
- The bell at the side door is not always audible by staff in the building although there is a number to ring if you wish access to the building.
- There are no praying/contemplation facilities in the House.

Considerations

- Due to the listed building status of the building, there may be planning difficulties with having an advisory plaque at the front of the building and a bell fixed at the back door.
- Soon Council services will be moving to a fully accessible HQ.

Improvement Objective

Make Mansion House as accessible as possible.

Action we propose to take

- Place appropriate signage near the front door. We shall consider displaying an “A” board whilst events are on.
- Provide the Custodian with equipment that will allow him/her to hear the bell whilst in transit.
- Provide a secondary bell by the back door.

Progress will be measured

Via feedback forms issued to users

Area 7: Facilities – The Guildhall

- Meetings rooms adjacent to the main hall are not easily accessible via the hall.
- The Council Chamber is not accessible without assistance.

Considerations

- The building is listed and there may be planning issues regarding alterations.
- Costs to be incurred given that Council will be moving to a fully accessible HQ in the very near future.

Improvement Objective

Fully accessible facilities.

Action we propose to take

- Provide accessible signage that explains there is an alternative route for people in wheelchairs wishing to access Committee rooms 1 & 2 (past the Liberal Group Rooms), as the ramp provided via the Guildhall is very steep.
- Refurbish the disabled toilet adjacent to Committee Room 2 to make it fully accessible (subject to availability of funding).
- Provide large clearly visible signage that people in wheelchairs wishing access to the Council Chamber may need to be assisted to do so.
- Consider removing seating and barriers in the public gallery and the Chamber itself to make room for wheelchairs.

Progress will be measured

Via feedback forms issued to users

Area 8: Performance management

We do not currently collect equality or satisfaction data about:

- Our Councillors
- Guildhall and Mansion House facilities users
- Members of the public attending Council meetings

Improvement Objective

To collect data that will help us understand how effective the measures we have outlined in this EIA are

Action we propose to take

Consider collecting, analysing and using relevant equality and satisfaction data about Councillors, Guildhall and Mansion House users and members of the public attending Council meetings.

Progress will be measured

Numbers of questionnaire issued and returned used in tracking progress with any adjustments.

Area 9: Service planning

Currently some Equality and Inclusion issues are considered in the planning of the service areas mentioned above but this is not consistent and mainly this is a result of concerns/complaints received.

Improvement Objective

Improve service planning and make it inclusive at design stage

Action we propose to take

Refresh this Equality Impact Assessment every year before we start service planning for the following year to identify areas we need to improve.

Progress will be measured

By Head of Service when he/she approves yearly service plans.

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Meeting of the Social Inclusion Working Group **11 March 2009**

Report of the Director of People and Improvement

CYC Private Sector Housing Strategy 2008-13: Equality Impact Assessment findings

Summary

1. This report asks members of the Social Inclusion Working Group to consider and comment on the findings of the Equality Impact Assessment of the Private Sector Housing Strategy 2008-13.

Background

2. Equality Impact Assessments (EIAs) help council officers to identify any negative effects Council policies and strategies may have on groups of people protected by equality legislation, so as to eliminate or minimise them.
3. The Private Sector Housing Strategy sets out what the council and its partners will do to help improve the standard of private sector homes in the city, including the management and maintenance of such homes so that they meet the Decent Homes Standard and do not present a risk to tenants' health and safety.
4. The Equality Impact Assessment (EIA) of the Strategy is attached as Appendix 1. During the meeting officers will make an accessible presentation that will identify the key findings of the EIA and action they propose to minimise any negative effects. Following the presentation they will invite comments from those present at the meeting. These will be used to finalise the EIA and actions that council will take as a result of the findings of this EIA.

Consultation

5. Equalities legislation requires the Council to engage with equality groups to check the findings of EIAs before they are finalised.

6. The SIWG EIAs Fair day (Help us to Get it Right Day) on 5 November 2008 considered a number of EIAs, but as the Private Sector Housing Strategy was still being refreshed at the time, the relevant EIA is now being brought to the Group for consideration and comment.

Options

7. N/A

Analysis

8. N/A

Corporate Priorities

9. The Strategy contributes to all corporate priorities.

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 Equality objectives as well as SIWG objectives.
13. **Legal** - Community engagement in policy and strategy planning 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.

Reason: To ensure that SIWG have the opportunity to comment on the findings of this EIA and suggest any changes needed.

Contact Details

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

**Chief Officer Responsible for the
report:
Heather Rice**

**Report
Approved** **Date**

Wards Affected:

All

For further information please contact the author of the report

**Appendix 1- CYC Equalities Impact Assessment
High Level Strategies**

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CYC Equalities Impact Assessment High Level Strategies

Name of Strategy	Who is conducting this EIA?
Private Sector Housing Strategy 2008-2013	Name: Paul McCabe
	Job Title: Planning and Policy manager
	Contact Details: 01904 554527 paul.mccabe@york.gov.uk
Describe the Strategy:	
What is the purpose of the strategy (describe in simple, easy to understand terms)	
The strategy sets out what the council and its partners will do to help improve the standard of private sector homes in the city, including the management and maintenance of privately rented dwellings. A key focus is to address those dwellings that fail to meet the Decent Homes Standard and/or present a risk to a person's health and safety.	

Equality Aims in the Strategy

	Yes	No	Explanation and Evidence
<p>Does the Strategy have an equalities statement (or vision / policy) that specifically mentions the 6 strands?</p> <p>(race, disability, gender, sexual orientation, religion and belief and age)</p>	✓		<p>The strategy contains a statement about how the council and its partners will seek to work with everyone, regardless of ethnic background, age, disability, gender, religion or sexual orientation to address poor conditions with the private sector housing stock.</p> <p>It also says the council and its partners will continually strive to ensure that services are accessible and relevant to the increasing diverse communities of York and seek to ensure the specific needs or particular groups are fully understood.</p>
How did you decide what went into this statement?	Identified through discussion at the multi agency steering group developing the strategy		
Has it been agreed by all partners?	✓		Agreed by members of the multi agency steering group behind the strategy.
What processes are in place to monitor progress on achieving this statement?	<p>Progress against the strategy will be undertaken at regular intervals and reported to the multi agency steering group and elected members annually. This will include an opportunity for annual review of the key aims and objectives.</p> <p>The council will commission a private sector house condition survey at regular intervals (every 5 years) to include an assessment of the needs of households within the six equality strands and develop a strategy around these needs.</p>		

Whom will this be reported to?	The multi agency steering group and elected members.
--------------------------------	--

Development of the Strategy

Has the Strategy considered:	Yes	No	Explanation and Evidence
The make up of the local population as the time of writing the strategy?	✓		The strategy provides a section outlining key facts about York and points to increasing diversity within the city, and especially the growth in the number of older households and younger (largely student) households. It also points to the larger proportion of people with a disability and/or longer term care need (as a result of people living longer).
Potential changes to the local population over the life of the strategy? e.g. aging population (and therefore an increase in disabled people), increasing Black and minority ethnic population etc.	✓		The aging population is a key theme within the strategy and measures have been set out specifically to address the future needs of such households. Similarly, specific actions and targets have been designed around the needs of disabled households and younger households. There were no ethnically specific actions as there was no evidence of ethnically specific needs relating to housing conditions in the private sector.
How information on different communities' needs is collected and used by the council and partners. E.g. to: a. plan and manage services b. develop indicators/targets	✓		The survey research on which the strategy is based included an assessment of the household characteristics based around the six equality themes (except sexual orientation). The key findings from the survey were used to identify the strategic aims and objectives within this strategy.

c. monitor progress			These include objectives to address the needs of older households, vulnerable households and disabled households. No specific needs were found for the other equality strands relating to housing conditions in the private sector.
Any limitations of current data and what will be done to address this?	✓		<p>We recognise that our knowledge of the needs of relatively small BME groups in the city can always be improved and may not always be adequately captured within the context of a quantitative survey such as the one underpinning this strategy.</p> <p>We have recently commissioned (along with other local authorities in the sub region) a BME / Migrant worker housing and housing related support needs assessment that will take a more qualitative approach. We are hoping this will give us new insights into the needs of these groups that will compliment the survey findings we already have.</p>

Community Cohesion

Has the Strategy considered:	Yes	No	Explanation and Evidence
Any past and current community tensions in the local area?	✓		<p>The strategy recognises that community tensions can, and have been, created between the settled community and transient student households in certain parts of the city. The strategy seeks to improve management of shared housing to minimise potential problems.</p> <p>There was no other evidence of any community tensions arising between any of the other equality strands arising</p>

			from the house condition survey.
Neighbourhoods / wards on which to focus community cohesion/building initiatives?		✓	Outside the remit of this strategy
Development and capacity building of appropriate local organisations which could assist with developing and improving community cohesion?			Outside the remit of this strategy
What actions are being taken to promote community cohesion?			

Equality Legal Duties

What actions are in the strategy to promote our legal duties to:	Yes	No	Explanation and Evidence
Eliminate <u>discrimination and harassment</u> on the grounds of race, disability, gender, age, sexual orientation and religion and belief?	✓		<p>The strategy contains a statement about how the council and its partners will seek to work with everyone, regardless of ethnic background, age, disability, gender, religion or sexual orientation to address poor conditions with the private sector housing stock.</p> <p>It also says the council and its partners will continually strive to ensure that services are accessible and relevant to the increasingly diverse communities of York and seeks to ensure the specific needs of particular groups are fully understood.</p>

			A specific BME and Migrant worker housing and housing related support needs study has recently been commissioned and is due May 2009.
Promote <u>equality of opportunity</u> between Black and minority ethnic (BME) and white British people, disabled and non-disabled and men and women?	✓		The strategy sets out objectives to help households who may be vulnerable or disabled to remain in their own homes and in their own community. Its aim is to prevent customers becoming depressed and socially isolated, giving them back their independence and confidence and helping them to set up coping mechanisms which will hopefully stop them becoming ill and needing a more formal care package.
<u>Promote good relations</u> between different ethnic groups (not just BME and white British people)		✓	Outside the specific remit of this strategy
Promote <u>positive attitudes</u> towards disabled people (and other communities)	✓		The answer to the 2 nd duty (and the one below) also covers this.
Promote <u>participation by disabled people</u> in public life?	✓		See comment above. Also the strategy sets out objectives to help households who may be vulnerable or disabled to remain in their own homes and in their own community. Its aim is to prevent customers becoming depressed and socially isolated, giving them back their independence and confidence and helping them to set up coping mechanisms which will hopefully stop them becoming ill and needing a more formal care package.
N.B. These duties apply to everyone – private, public and voluntary and community sectors. Therefore they apply to organisations providing services or goods on our behalf (and it's our responsibility to make sure they are complying with equalities legislation in this capacity).			

Links from this Strategy to other Strategies or Policies / Working Practices

	Yes	No	Explanation and Evidence
Do any policies or other strategies need to be changed to reflect the objectives or actions in this strategy?	✓		Grants and assistance policy (older households, vulnerable households, disabled households, households with children) Policies to do with the regulation of shared housing
Do any policies or other strategies that sit under this strategy need to be Equality Impact Assessed?	✓		Any changes to policy will be subject to EIA
Who will do this?	Ruth Abbott, Housing and Adult Social Services.		

Implementation

	Yes	No	Some	Explanation and Evidence
Do staff / partners have the skills and capacity to achieve the equality aims and actions in this strategy?	✓			The skills and capacity required to take forward the strategy and the specific equality aims are already present in the organisations that will be taking them forward.
If not, how is this being addressed?				

Involvement & Consultation

	Yes	No	Explanation and Evidence
What consultation mechanisms are in place to engage the views of communities on this strategy?			<p>The strategy is primarily concerned with addressing poor conditions with the private sector housing stock. It is based upon a large scale survey of private sector dwellings selected at random across the city. The survey is statistically robust.</p> <p>The survey questionnaire provided households with an opportunity to indicate their ethnicity, age of head of household, disability, gender and economic status. It also asked households about what their first language is.</p>
Are consultation methods inclusive and accessible?	✓		<p>The survey research on which the strategy was based, was largely quantitative and therefore there is a possibility that it did not adequately reach some of the smaller equality groups in the city. However, it was a statistically robust piece of work. The survey was offered in a range of formats and languages and telephone support was available.</p> <p>We have recently commissioned a supplementary piece of research to help fill any gaps in knowledge of BME / migrant worker housing needs and this will take a more qualitative approach.</p>
Have you actively sought the views of groups from the 6 equality strands on this strategy?	✓		<p>The survey questionnaire provided households with an opportunity to indicate their ethnicity, age of head of household, disability, gender and economic status. It also</p>

(either individuals or community or voluntary groups) If so, which groups?			asked households about what their first language is. There was evidence of a growing need for aids and adaptations to help people stay in their own homes for longer.
Are there arrangements in the strategy for on-going dialogue with groups from the 6 equality strands?		✓	No plans to report directly back to households from the six equality groups but will be reporting regularly to the multi agency steering group comprising agencies that support and represent the views of people from the equality strands like York Racial Equality Network
How are these views used in the strategy decision making processes?	N/A		
Will groups from the 6 strands be involved in setting priorities or targets in the strategy and assessing progress on these?	✓		We consulted households taking part in the research survey on the key findings and asked for help in setting future priorities.

Communication

	Explanation and Evidence
How has the Strategy been communicated to partners and the public?	The strategy was developed through a multi agency steering group (which included representatives from Age Concern, York Racial Equality Network, City of York Council Children’s Services). Findings from the survey were reported back to households taking part in the survey and extensively covered in the local media. The strategy was approved at a public meeting of the Housing and Adult Social Services EMAP in December 2008.

Partnerships

Has this strategy stimulated any specific areas for partnership development or improvement?	Yes	No	Explanation and Evidence
Community involvement?		✓	Outside the remit of the strategy
Consultation mechanisms?		✓	Outside the remit of the strategy
Community cohesion and equality (e.g. fulfilling legislative duties)?		✓	Outside the remit of the strategy

Assessment and analysis of specific community needs?	✓		The strategy set specific objectives to address the needs of: Older households Younger households Disabled households
Development or improvement of data and profiling of data?	✓		Follow up research recently commissioned to help find out the needs of the harder to reach (i.e. smaller in number) groups.
Monitoring and evaluation of the strategy?	✓		Unlike previous years we will regular monitor progress through an ongoing multi agency steering group
Equalities Impact Assessments?	✓		First year one has been carried out for this area of work.
Priority setting?	✓		The strategy set specific objectives to address the needs of: Older households Younger households Disabled households

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