

# EQUALITIES SUB-COMMITTEE

## NOTICE AND AGENDA

For a virtual/remote meeting to be held on Monday, 9 October 2023 at 7.00 pm

Members of the Sub-Committee:-

Councillors:

Anne Winter  
Stephen Cox  
Andrea Fraser  
Rue Grewal

Raj Khiroya  
Abbas Merali  
Ciaran Reed  
Roger Seabourne

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*Joanne Wagstaffe, Chief Executive  
Tuesday, 3 October 2023*

The meeting starts at 7pm and will be virtual/remote meeting in that it will be conducted at no specific location and all participants are at various locations, communicating via audio and online.

The Council welcomes contributions from members of the public to its discussion on Part I agenda items at Committee meetings. Contributions will be limited to one person speaking for and one against each item for not more than three minutes. Please note that in the event of registering your interest to speak on an agenda item but not taking up that right because the item is deferred, you will automatically be given the right to speak on that item at the next meeting of the Committee. Details of the procedure are provided below:

Members of the public wishing to speak will be entitled to register and identify which Part I report they wish to speak on from the published agenda for the remote meeting. Those who wish to register to speak must do so by notifying the Committee Team by e-mail 48 hours before the meeting. The first 2 people to register (1 for and 1 against) will be sent a link so that they can join the meeting to exercise that right. This will also allow the Committee Team to prepare the speaker sheet in advance of the remote meeting to forward to the Chair of the meeting.

In accordance with The Openness of Local Government Bodies Regulations 2014 any matters considered under Part 1 business only of the meeting may be filmed, recorded, photographed, broadcast or reported via social media by any person.

Recording and reporting the Council's meetings is subject to the law and it is the responsibility of those doing the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Act and the laws of libel and defamation.

1. **APPOINTMENT OF THE CHAIR OF THE SUB-COMMITTEE**
2. **APPOINTMENT OF THE VICE CHAIR OF THE SUB-COMMITTEE**
3. **APOLOGIES FOR ABSENCE**

4. **MINUTES**

5. **DECLARATIONS OF INTEREST**

To receive any declarations of interest.

6. **NOTICE OF OTHER BUSINESS**

Items of other business notified under Council Procedure Rule 30 to be announced, together with the special circumstances that justify their consideration as a matter of urgency. The Chair to rule on the admission of such items.

7. **DIGITAL ISOLATION**

An overview of the work undertaken by Watford and Three Rivers Trust to address digital isolation in the district.

The presentation will be circulated with the minutes.

8. **SOCIAL ISOLATION**

A presentation from Ascend on social isolation, the issues and solutions.

The presentation will be circulated with the minutes.

9. **EQUALITY, DIVERSITY AND INCLUSION POLICY 2023**

(Pages 5  
- 42)

Recommendation

The Equalities subcommittee recommend the policy to Policy and Resources Committee.

That public access to the report be immediate.  
That public access to the decision be immediate.

10. **EQUALITIES SUB-COMMITTEE WORK PLAN**

(Pages  
43 - 46)

Workplan for 2023-24  
Suggestions for future items

11. **EXCLUSION OF PRESS AND PUBLIC**

If the Committee wishes to consider the remaining item in private, it will be appropriate for a resolution to be passed in the following terms:-

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph 3 of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the

circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

(Note: If other confidential business is approved under item 3, it will also be necessary to specify the class of exempt or confidential information in the additional items.)

**12. OTHER BUSINESS - if approved under item 3 above**

**Virtual/remote meeting details**

**Livestreaming details:**

To watch the meeting live please use the weblink below:

<https://aisapps.sonicfoundry.com/AuditeIScheduler/Player/Index/?id=2976e544-3b1d-49f1-863e-b62a109f9f95&presID=18d62d464a374d32b3d407daba0803b11d>

**General Enquiries: Please contact the Committee Team at**  
[committeeteam@threerivers.gov.uk](mailto:committeeteam@threerivers.gov.uk)

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## Equalities Sub-Committee Monday, 9 October 2023

### PART I

#### Equality, Diversity and Inclusion Policy 2023-26 (ADSPH)

#### 1 Summary

- 1.1 This report presents the final Equality, Diversity & Inclusion Policy (Appendix I), taking into consideration feedback from the Equalities Sub-committee and public consultation.
- 1.2 This report summarises feedback from the public consultation.

#### 2 Details

- 2.1 The Equality Act 2010 introduced a number of responsibilities for councils, including a public sector equality duty and a requirement to promote equality of opportunity between those with “protected characteristics” and others.
- 2.2 The public sector equality duty requires that the council, in the exercise of its functions, have due regard to:
  - 2.2.1 Eliminating unlawful discrimination, harassment and victimisation, and other conduct prohibited by the act.
  - 2.2.2 Advancing equality of opportunity between people who share a protected characteristic and those who do not.
  - 2.2.3 Fostering good relations between people who share a protected characteristic and those who do not.
- 2.3 The nine legally protected characteristics are: disability, age, ethnicity, sexual orientation, religion or belief, sex, gender reassignment, marriage & civil partnership and pregnancy & maternity.
- 2.4 In 2021 a comprehensive review was conducted with all services to gather evidence of how they have achieved the 2016-20 objectives to which they had committed. Some highlights and achievements are noted below.

Objective	Achievement
Promoting Community leadership and community cohesion	Creating and promoting a “Prejudice and Discrimination” survey to capture the experiences of residents in relation to hate crime, hate incidents, prejudice, discrimination and microaggressions.
	Communication to all partners and Councillors relating to changing provision, support available and new initiatives through the Partnership Bulletin.
	Hosting a regular Homelessness Forum with partnership organisations to be aware of current trends, share information on

	rough sleepers and projects and explore funding opportunities. This streamlines the referral process and creates pathways for those with complex needs threatened with homelessness.
Consultation / Community Engagement and Communication	All customer surveys include questions on the respondents demographic information. This allows staff to make comparisons to local data and ensure promotion to residents who are not represented in the results.
	Council meetings publish meetings and agendas and provide residents with Right To Speak. In addition, large print agenda's are made available and a hearing loop is available to attendee's with hearing difficulties.
	Pensioners' Forum and Council e-newsletters developed to encourage engagement and communicate projects and support to residents. Readership is increasing and positive feedback received.
Promoting Equality in Service Delivery	Three Rivers trialed an Adults with Complex Needs Pilot in order to provide targeted support to residents that were coming to frequent attention of public sector organisations
	Established the Community Support Service, providing whole systems support to residents with a mental wellbeing need. This service works in partnership with other organisations in order to provide intensive support and onward discharge to universal services.
	Follow Code for Crown Prosecutors and have assisted other departments in responses to the LGO, where no complaints have been upheld, as stated in the last LGO report. Continued to balance equalities advice/rights with the rights of Freedom of Speech and have strongly upheld both.
Promoting Equality of Opportunity in Employment and Training	Equality and Diversity e-learning module is provided to all staff and Councillors.
Evaluating the Success of Our Equalities Commitments	Adoption of Anti-Semitism and Islamophobia statements
	The Equalities Sub-Committee was established in 2020 and convenes bi-annually. It is a sub-committee of the Policy and Resources Committee and reports to Full Council.
	Undertook equalities audit in 2022, with recommendations relating to updated policy and objectives & mandatory requirement for equalities and diversity training.

2.5 In 2022, as part of the review of the current equality policy, the Equalities Sub-committee, March 2022, and Policy and Resources Committee, held on 18 July 2022, approved revised equality objectives for the period 2022-2026 which are:

2.5.1 To promote equality of opportunity in employment & training

- 2.5.2 To improve equality and access to services for all residents
- 2.5.3 To strengthen knowledge and understanding of all Three Rivers communities.
- 2.5.4 To celebrate diversity, promote inclusion and enhance community life in partnership with communities.
- 2.6 The policy presents aims in order to achieve these objectives, roles and responsibilities for council members, management and staff, and how this will be monitored.
- 2.7 The objectives listed above, public consultation and the findings of the 2023 Equality Duty Information Report informed the development of a new Equality, Diversity and Inclusion Policy 2023-26.
- 2.8 The policy also now reflects the new Corporate Framework and reflects the demographic profile of the district and updated objectives and actions relating to these from the 2021 Census.
- 2.9 A public consultation launched on 8 August until 31 August 2023 obtained views on the aims from people who live and work in Three Rivers.
  - 2.9.1 45 people completed the survey on the Have your say platform. 40% of respondents were residents and 78% worked for an organisation based within the District. 36% of respondents worked for a local organisation but did not live within Three Rivers. 24% did not respond to the question.
  - 2.9.2 Overall, respondents agreed with the proposed actions included within the policy. Some responses presented additional actions that should be considered to enhance the objectives. This included, improving awareness and understanding of different cultures, customs and traditions & taking into consideration neurodiversity in addition to autism.
  - 2.9.3 2% disagree with the council's aim to have a workforce that is representative of the communities we serve, with an equality profile that broadly reflects the economically active population within the district. However, their disagreement was in response to the "economically active population of the district".
  - 2.9.4 5% disagree with the council's aim to deliver services that are responsive to changes in the district and to individual need. Feedback included that the council should not be responsive to change and should only represent those living within the district.
  - 2.9.5 7% disagree with the council's aim to deliver services that adopt a social model of disability and difference. Feedback included that a medical model of disability would also be valid.
  - 2.9.6 98% agree with the council's aim to deliver services that continuously seek to improve customer experience.
  - 2.9.7 98% agree with the council's aim to use high quality evidence and insight to develop consultation and engagement mechanisms that increase the participation and needs assessment of under-represented, disadvantaged or socially excluded communities and individuals.

- 2.9.8 95% agree with the council's aim to encourage all our communities to play an active role in civil society across the district.
- 2.9.9 93% agree with the council's aim to Celebrate diversity and show solidarity with our communities through significant events, including but not limited to Black History month, LGBTQ+ Pride, Holocaust Memorial Day, Remembrance Sunday, International Women's Day and a wide range of religious festivals.
- 2.9.10 Demographic information of those completing the consultation – some respondents did not provide this information.
- 2.9.11 48% of respondents were born between 1980-2000, 23-43 year olds. This is not reflective of the population from the 2021 census. The most common age for Three Rivers adult population was aged between 40-59 at the time of the census, so assumed to be 42-61 today.
- 2.9.12 47% were women, 36% were men. 2021 Census shows that 51% of the population within Three Rivers are women & 49% are men.
- 2.9.13 76% were of White British ethnic background. 9% were from either Indian, Caribbean & African ethnic backgrounds. This is not reflective of residents from diverse ethnic backgrounds living in the district. The 2021 census showed that 15.2% of the population were from an Asian or British Asian ethnic background, and 2.4% from a Black or Black British background.

### **3 Next Steps**

- 3.1 No significant changes are proposed to the policy as a result of the consultation, which showed overall support for the policy.
- 3.2 As part of the implementation the Strategy and Partnerships team will be organising engagement events with staff, such as awareness raising or question and answer session in order to communicate the aims of the policy and implementation.
- 3.3 The Partnerships team will work with individual teams to identify and develop their specific actions.
- 3.4 Online equality and diversity training which we implemented in 2022 will continue to be available to staff and councillors. Further training requirements will be reviewed and implemented by HR.
- 3.5 This policy and the objectives will be reviewed together in 2026.

### **4 Options and Reasons for Recommendations**

- 4.1.1 Under the Equality Act (2010) the Council has a duty to have policies and procedures in place in relation to the achievement of its equalities objectives. It is good practise for the council to regularly review and as necessary refresh its policy documents.
- 4.1.2 No other options.

### **5 Policy/Budget Reference and Implications**



- 5.1 The recommendations in this report are not within the Council's agreed policy and budgets. If progressed to approval this new policy will replace and override the 2018 policy.
- 5.2 The purpose of this proposed policy is to meet the requirements of the Council as stated in the Equality Act 2010.

### **Environmental, Customer Services Centre**

None specific.

### **6 Financial Implications**

- 6.1 No additional costs.

### **7 Legal Implications**

- 7.1 Under the Equality Act (2010) the council has specific duties in relation to equalities. This policy provides an up to date framework under which the council can fulfil those duties.

### **8 Equal Opportunities Implications**

- 8.1 Impact Assessment
- 8.2 The projects, work streams and policy contained within the report all contribute to the council positively fulfilling its duties and realising its ambitions under the Equality Act (2010) and related legislation as well as its own corporate framework.

### **9 Staffing Implications**

- 9.1 No impact on staffing. Policy will impact on recruitment process and providing training for staff and members.

### **10 Community Safety Implications**

- 10.1 A number of actions both supported and proposed within the revised policy exist to improve community safety (e.g. to prevent and address hate incidents and crime) for the districts residents.

### **11 Public Health implications**

- 11.1 A number of actions both supported and proposed within the revised policy exist to improve overall health and wellbeing (e.g. to prevent and address health inequalities) of the districts residents.

### **12 Communications and Website Implications**

- 12.1 A number of actions both supported and proposed within the revised policy will need to be communicated internally, with members and residents of Three Rivers. Promotion may be required for some public events held in relation to aims within the policy.

### **13 Risk and Health & Safety Implications**

- 13.1 The Council has agreed its risk management strategy which can be found on the website at <http://www.threerivers.gov.uk>. In addition, the risks of the proposals in

the report have also been assessed against the Council's duties under Health and Safety legislation relating to employees, visitors and persons affected by our operations. The risk management implications of this report are detailed below.

- 13.2 The subject of this report is covered by within all service plans. Any risks resulting from this report will be included in the risk register and, if necessary, managed within this/these plan(s).

<b>Nature of Risk</b>	<b>Consequence</b>	<b>Suggested Control Measures</b>	<b>Response</b> <i>(tolerate, treat, terminate, transfer)</i>	<b>Risk Rating</b> <i>(combination of likelihood and impact)</i>
The council fails to reflect it's duties and practices under the Equality Act 2010.	Complaints  Damage to reputation  Failure to identify and eradicate any form of discrimination, direct or indirect.  Equality and Human Rights commission escalation	Annual reporting within Equality Duty.	Tolerate	4

- 13.3 The above risks are scored using the matrix below. The Council has determined its aversion to risk and is prepared to tolerate risks where the combination of impact and likelihood scores 6 or less.

<b>Very Likely</b> Likelihood ▼	<b>Low</b> 4	<b>High</b> 8	<b>Very High</b> 12	<b>Very High</b> 16
	<b>Low</b> 3	<b>Medium</b> 6	<b>High</b> 9	<b>Very High</b> 12

	<b>Low</b> 2	<b>Low</b> 4	<b>Medium</b> 6	<b>High</b> 8
	<b>Low</b> 1	<b>Low</b> 2	<b>Low</b> 3	<b>Low</b> 4
<b>Impact</b>				
Low -----> Unacceptable				

**Impact Score**

- 4 (Catastrophic)
- 3 (Critical)
- 2 (Significant)
- 1 (Marginal)

**Likelihood Score**

- 4 (Very Likely (≥80%))
- 3 (Likely (21-79%))
- 2 (Unlikely (6-20%))
- 1 (Remote (≤5%))

13.4 In the officers’ opinion none of the new risks above, were they to come about, would seriously prejudice the achievement of the Strategic Plan and are therefore operational risks. The effectiveness of the management of operational risks is reviewed by the Audit Committee annually.

**14 Recommendation**

14.1 **That:**

14.2 The Equalities subcommittee recommend the policy to Policy and Resources Committee.

That public access to the report be immediate

That public access to the decision be immediate

Report prepared by: Shivani Dave, Partnerships Manager,  
shivani.dave@threerivers.gov.uk

**Data Quality**

Data sources:

Census 2021

Data checked by:

Rebecca Young, Head of Strategy and Partnerships

Data rating:

<b>1</b>	<b>Poor</b>	
<b>2</b>	<b>Sufficient</b>	
<b>3</b>	<b>High</b>	<b>x</b>

**Background Papers**

Final Internal Audit Report 2021/22

**APPENDICES / ATTACHMENTS**

- I. Equality, Diversity and Inclusion Policy
- II. Consultation results

Three Rivers District Council

# Equality, Diversity and Inclusion Policy

March 2023

## **Introduction**

The Three Rivers District Council's corporate vision is that the district be a great place to live, work and visit. That vision is one we hold for everyone.

The council is dedicated to the promotion of equality of opportunity and to removing any discrimination in service delivery, procurement and employment. This is an ambition that we cannot realise alone. To achieve the levels of equality, inclusion and community cohesion we aspire to for our district, we remain committed to working in partnership with organisations and local communities across and beyond our geography.

This Equality, Diversity and Inclusion policy will guide us in our efforts to:

- Deliver accessible, inclusive and responsive services to residents and other customers
- Employ a workforce that reflects and embraces the diversity of the district we serve
- Understand and celebrate the vibrant diversity of our communities and the prosperity this brings to our district

## **1. Policy Statement**

**1.1.** Three Rivers District Council is committed to identifying and eradicating any form of discrimination, direct or indirect, institutional or other, both in employment and in the procurement and delivery of our services.

**1.2.** The council recognises that it has responsibilities as:

- A public body to fulfil our duties under Equalities Act 2010.
- A community leader to ensure our community vision is successfully delivered for all our residents.
- An employer to build and support a diverse, included and engaged workforce.

**1.3.** To meet those responsibilities the council commits to:

- Eliminate discrimination on the grounds of protected characteristics;
- Promote equality of opportunity and fair treatment for all our communities;
- Ensure equitable access to our services by all citizens
- Provide services in a manner which is sensitive to needs of individuals;
- Consciously consider the impacts (positive and negative) of our decisions and actions on all our communities
- Help those who face harassment, taking action against perpetrators where possible
- Build a workforce that reflects the diversity of our communities
- Promote equality of opportunity and fair treatment in employment
- Demonstrate visible community leadership to equality, diversity and inclusion
- Work in partnership to ensure effective consultation and engagement
- Monitor and evaluate all relevant aspects of service delivery and employment and eliminate differences demonstrated by unfair outcomes;
- Publish all relevant equalities information.

## **2. Our Vision for Equality, Diversity and Inclusion**

Three Rivers: A district where everyone feels welcome, that they belong and that they are safe

## **3. Our Objectives for 2023-26**

- To promote equality of opportunity in employment & training
- To improve equality and access to services for all residents.
- To strengthen knowledge and understanding of all Three Rivers communities.
- To celebrate diversity, promote inclusion and enhance community life in partnership with communities.

#### **4. Equality of Opportunity in Employment & Training**

Our commitment to diversity and equality is to our own staff as well as to the communities we serve. This commitment is driven partly by our purpose as a local authority but also by our business need to attract talented people into the organisation.

The council performs best by harnessing the complementary skills, knowledge, backgrounds and networks of a rich mix of people who are able to work together in an environment that is fully inclusive and respecting of the talents and contributions of every individual. People from different backgrounds can bring fresh ideas and perceptions which, where they are supported to thrive and flourish, have the potential to drive service improvement.

Three Rivers District Council aims to have a workforce that is:

- Representative of the communities we serve, with an equality profile that broadly reflects the economically active population within the District
- Skilled, capable and motivated to deliver the best services for everyone in the district, with employees across all equality groups showing high levels of engagement and satisfaction with the council as an employer

#### **5. Equality of access to services**

Our commitments and ambitions to promote equality is fully embedded into the way we plan, purchase and deliver our services.

The council has a robust programme of [Equality Impact Assessment \(EIA\)](#) which helps us to pay conscious attention to the potential impacts of our decisions and actions on all people relating to their protected characteristics in service delivery, commissioning services and in our role as an employer.

The council's commitment to social value ensures that where possible and applicable our contracts secure additional outcomes for vulnerable groups including for example, training and employment opportunities.

Three Rivers District Council aims to deliver services which:

- Are responsive to changes in the district and to individual need
- Adopt a social model of disability and difference
- Continuously seek to improve customer experience



## **Knowledge and understanding of all our communities**

Having an in-depth, current, understanding of our communities, their diversity, identities, strengths and needs, helps the council to consider how best to design and deliver our services.

The new census data from 2021 provides fresh insight into the communities of our district. A snap shot in time cannot, however, in isolation provide the complete evidence base that we need. Our communities are constantly changing and the council will continue to develop its community engagement, customer experience and communication strategies to ensure that everyone who needs to has access to the information and services we provide and has the opportunity to engage with their development.

Three Rivers District Council aims to use high quality evidence and insight to:

- Develop consultation and engagement mechanisms that increase the participation and needs assessment of under-represented, disadvantaged or socially excluded communities and individuals.
- Equip staff with the evidence, data and tools they need to develop a comprehensive understanding of the communities they serve.

## **Celebrating diversity, promoting inclusion and enhancing community life in partnership with communities**

Three Rivers is an increasingly diverse and multi-cultural district. With this diversity we face some challenges but are also provided with immense opportunity. The district has strong and cohesive communities who work to support each other, never has this been more evident than in recent years, and who provide a wide range of local skills, talents, experience, knowledge and abilities.

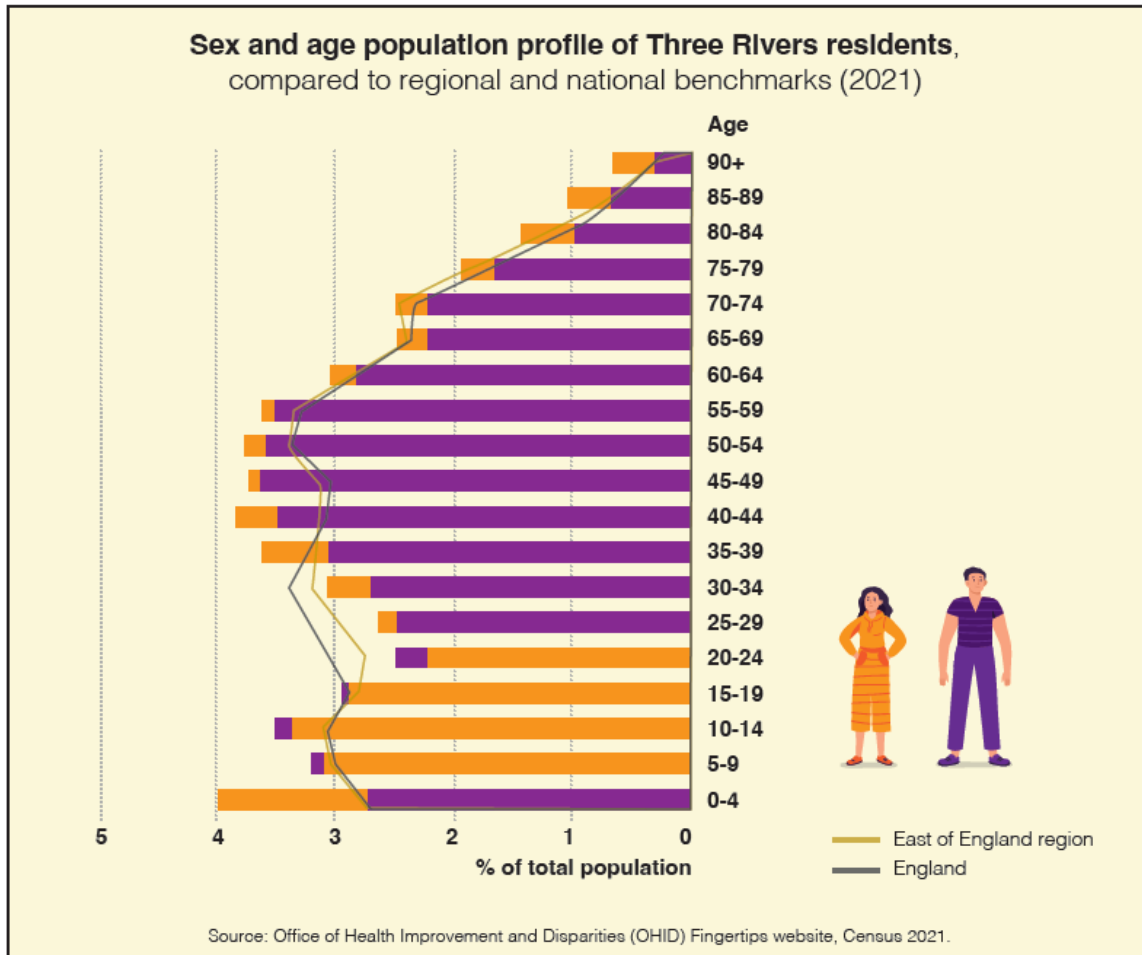
As a district we are aspirational and outward-looking; continuing to build and promote a reputation as a place, and as a council, that welcomes diversity, promotes and enables inclusion and where difference is valued, can only contribute positively to our future prosperity.

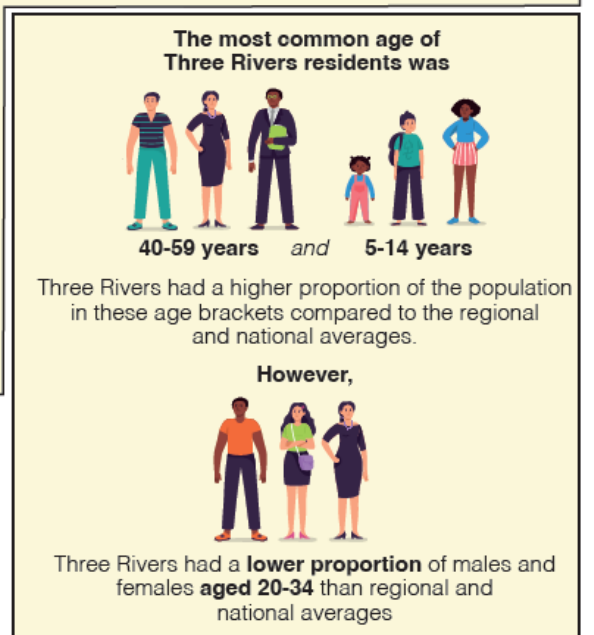
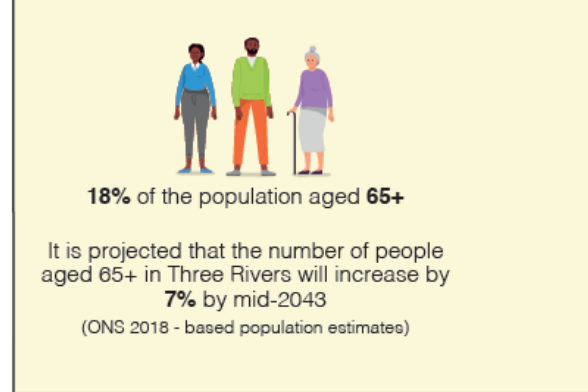
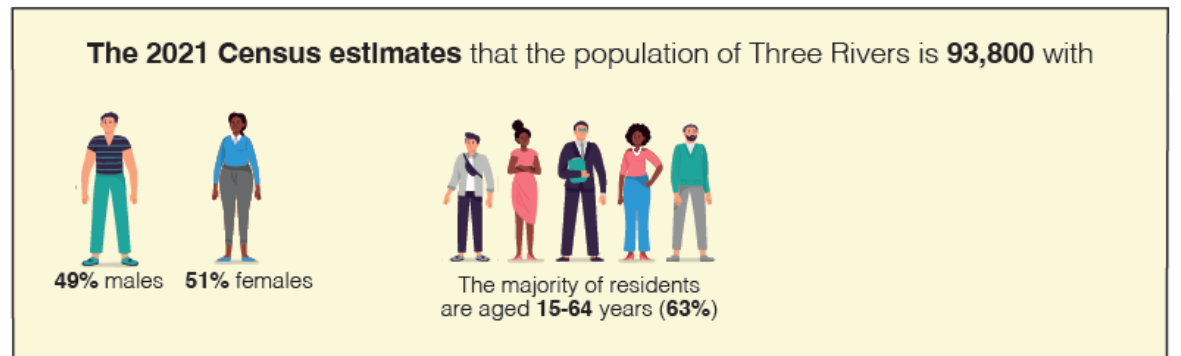
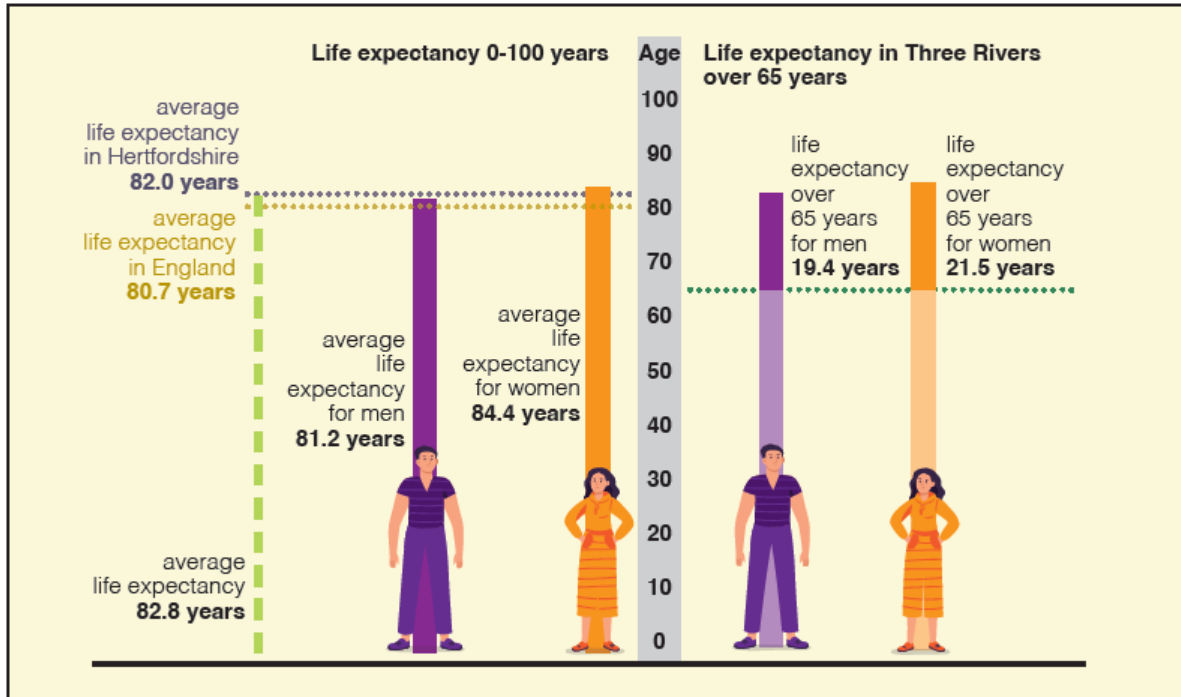
Three Rivers District Council aims to:

- Encourage all of our communities to play an active role in civil society across the district
- Celebrate diversity and show solidarity with our communities through significant events, including but not limited to Black History month, LGBT+ Pride, Holocaust Memorial Day, Remembrance Sunday, International Women's Day and a wide range of religious festivals

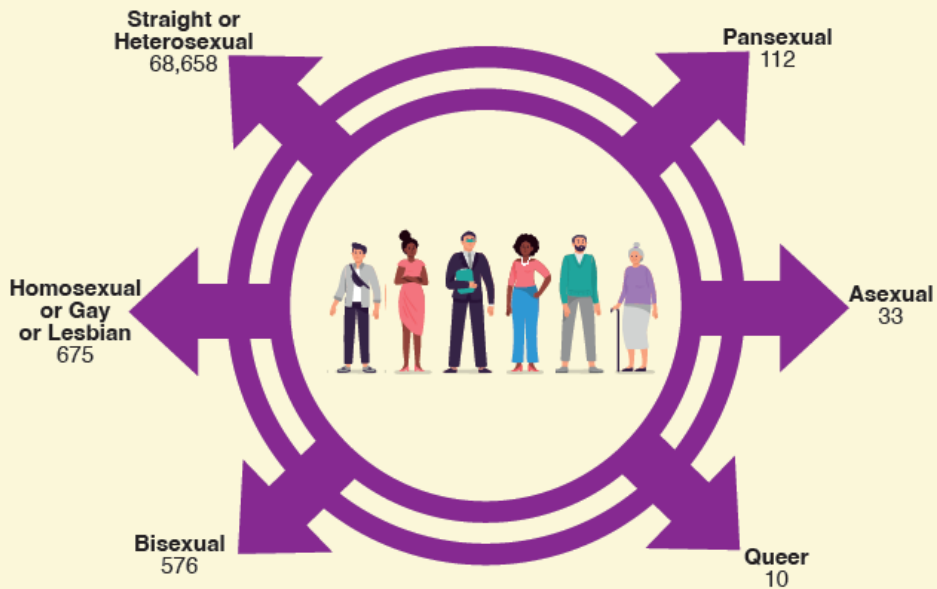
## Our Communities

*Information taken from Census 2021 & Index of Multiple Deprivation 2019. This data is not exhaustive of the protected characteristics.*

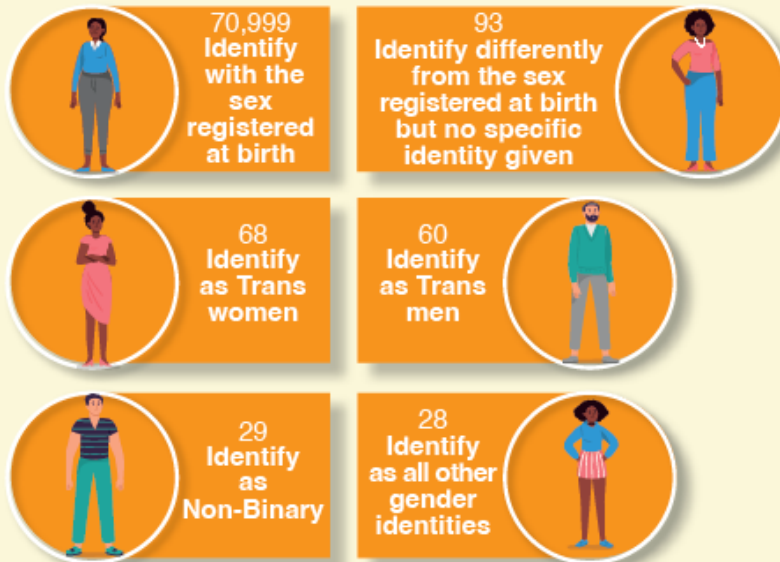


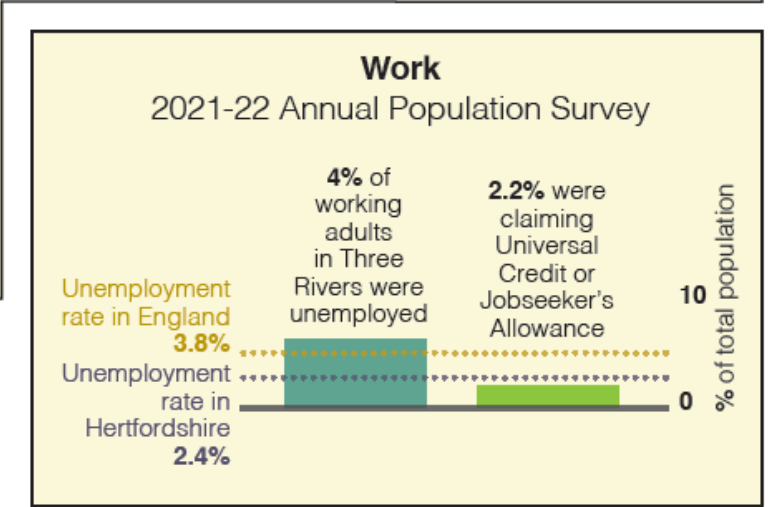
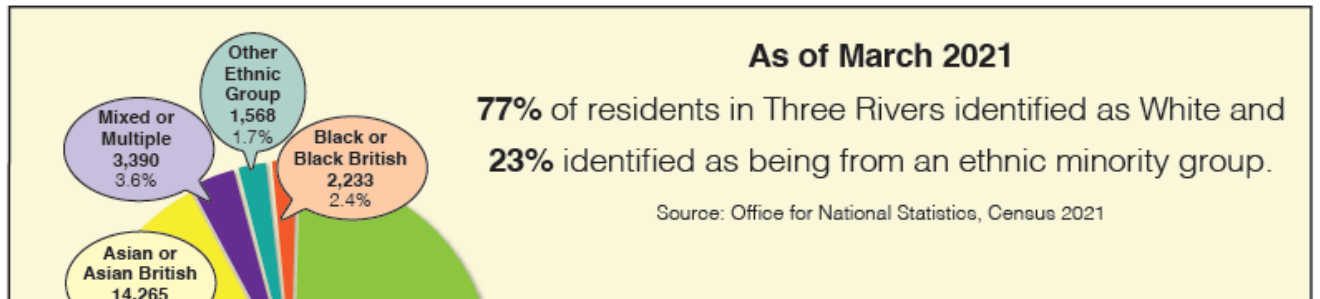
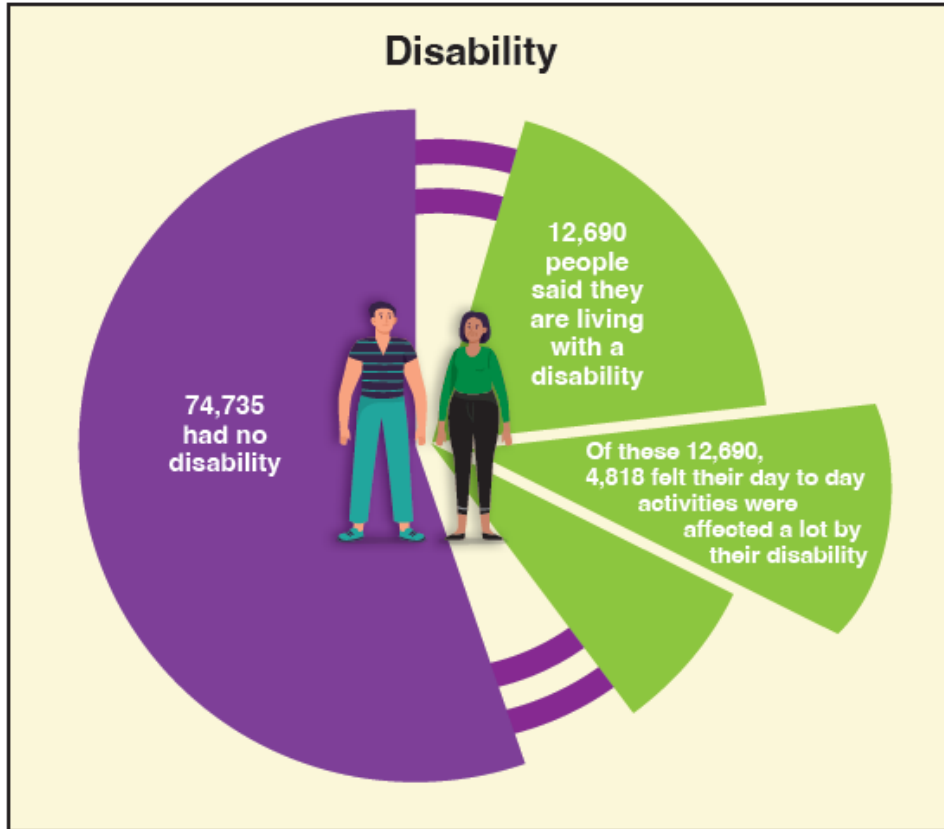


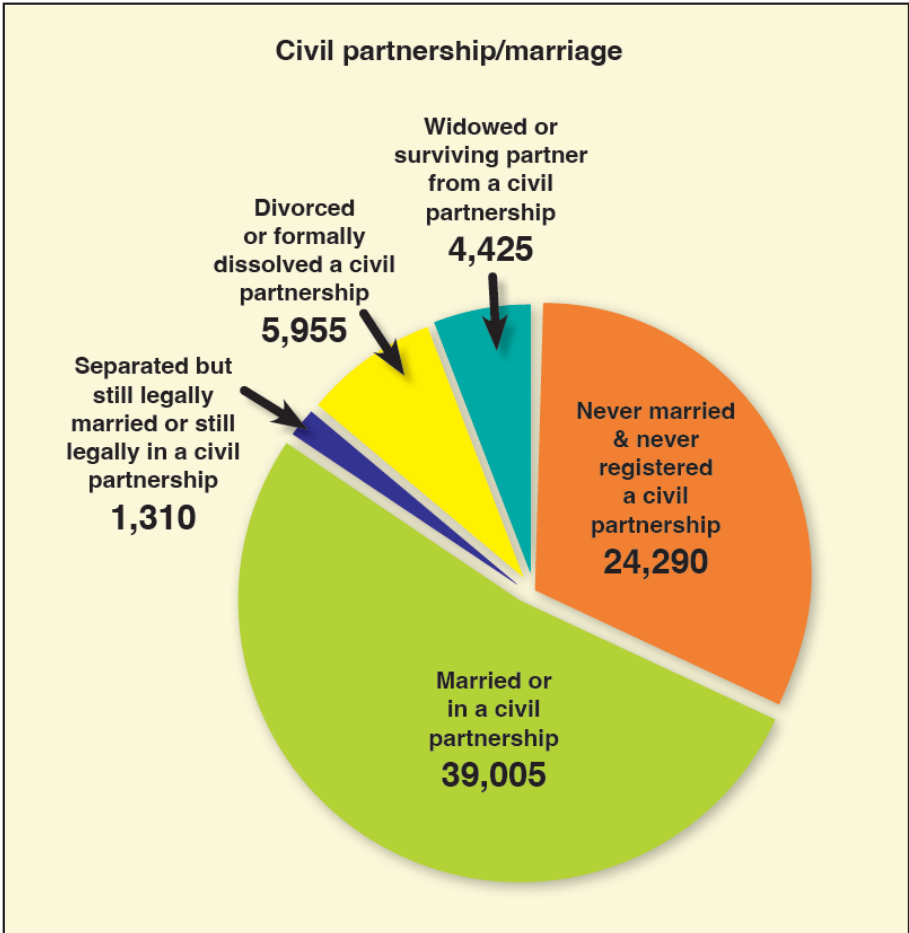
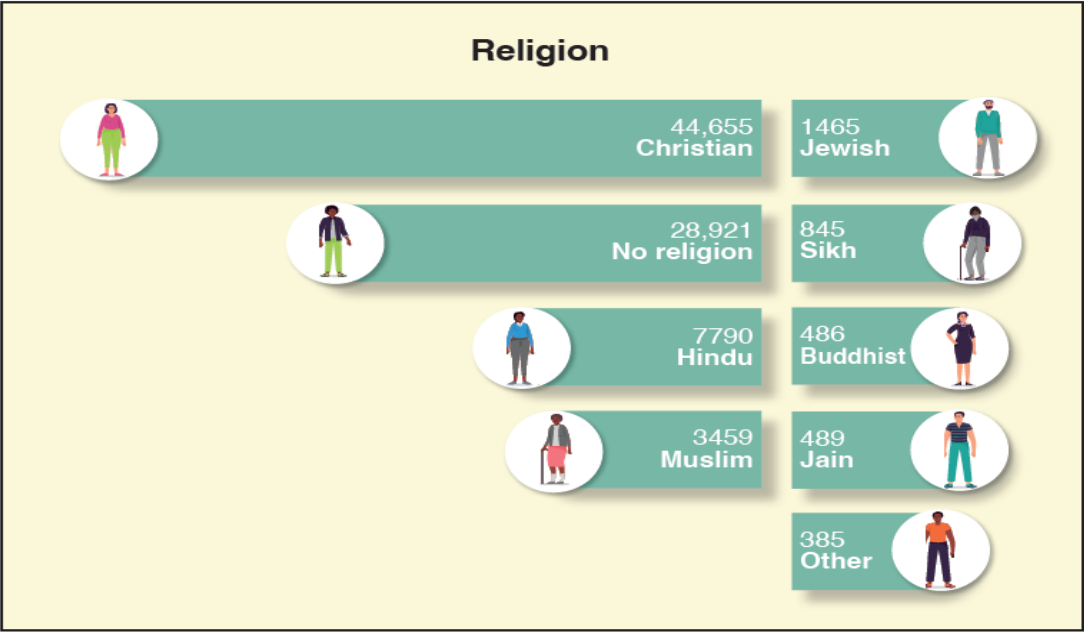
**Sexual orientation** profile of Three Rivers residents from the census data

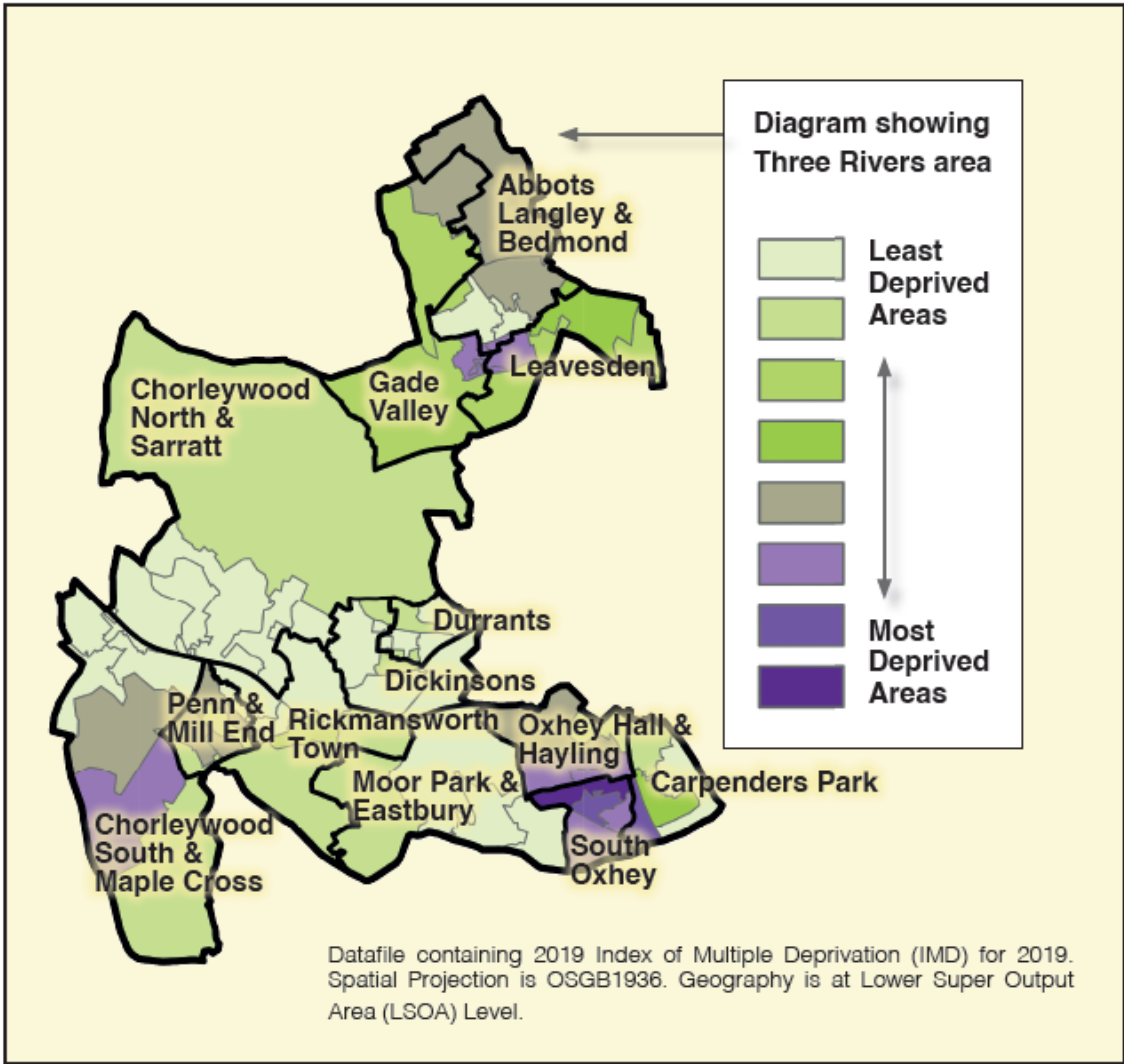


**Gender Identity**









## **Roles and Responsibilities**

Everybody has a role to play in achieving the council's equalities objectives. At Three Rivers, our approach and commitment to equalities is steered from the top and driven by our front line services. To meet our objectives the council will provide leadership that is:

- focussed on tackling inequality and promoting inclusion
- able to balance competing interests and priorities in the district
- confident in its role in improving relations between communities

### Council Members

- The District Council is responsible for setting and approving this policy and any subsequent changes to it. Members are expected to be champions of Equality, Diversity and Inclusion (EDI) acting as role models and demonstrating their commitment to tackling inequality.
- The Policy and Resources Committee (P&R) is responsible for the performance management of this Policy and will make recommendations to Council on its future development.
- The Equalities Sub-Committee (ESC) convenes bi-annually to provide detailed oversight and scrutiny of the Council's Equality Policy, its implementation and outcomes and will make recommendations for improvements to the P&R Committee.

### Corporate Management Team (CMT)

CMT provides corporate leadership on diversity issues; champions, promotes and leads by example and encourages the integration of equality, diversity and cohesion principles in all of the council's functions. Collectively it is responsible for ensuring:

- the implementation of the policy,
- that all staff are aware of and have the tools, skills and knowledge to meet their responsibilities under the policy

### Strategy and Partnerships

- The Strategy and Partnerships service provides professional support to the Chief Executive and CMT by guiding the implementation of the policy and developing monitoring, evaluation, equality impact assessment procedures and guidance. The team also co-ordinates the publication of equality information and equality objectives.



## Managers

All Managers are expected to:

- Ensure all staff are aware of their personal responsibilities in relation to promoting equalities.
- Ensure continued improvement and equality outcomes in relation to the accessibility and delivery of services to residents.
- Create an inclusive workplace culture in which all staff can thrive and reach their potential.
- Ensure all staff are supported and trained so that they can perform their jobs effectively.
- Manage all staff fairly and equitably through the consistent and fair application of HR policies and procedures.
- Set clear standards of behaviours in line with the council's values and promptly dealing with any instances of inappropriate behaviour, including discrimination, harassment and bullying. All elected members:
- Champion equality within the council, including undertaking a scrutiny role to ensure that equality considerations are integrated in the decision making and governance of the council
- Lead, support and advocate for the diverse people and communities they serve
- Use equality impact assessments to inform decision making to avoid discrimination, promote inclusion and wherever possible increase fairness in the district.

## Staff

All staff are responsible for complying with this Policy and its associated procedures and guidance. This means that all staff are expected to:

- Be fully aware and have a comprehensive understanding of the council's legal equality duties, our organisational commitments and what these mean practically for them in their roles.
- Treat service users, colleagues and residents with dignity and respect, responding positively and appropriately to meet diverse needs.
- Challenge and report to managers any incident where equality practice has not been followed, including discrimination, harassment and bullying. If necessary, staff are encouraged to use the appropriate grievance procedure, harassment or whistle-blowing policies.

## **Monitoring and Evaluation**

As part of service delivery and wider community engagement, council services undertake equalities monitoring. This information is collected so that we can:

- Make sure our council services are open to everyone
- Treat everyone fairly and appropriately when they use our services
- Make sure we are listening to views from all sections of our community

Data collected through the monitoring is voluntary, anonymous and confidential. Results are combined so that individual respondents cannot be identified and information is only used under the strict controls of the Data protection Act 1998.

The insight that this monitoring provides allows the council to identify, plan and deliver service improvements and where necessary to target and/or adapt services to and for those who need them. A summary of this monitoring together with details of the actions resulting from and planned for in response to it are reported annually through the publication of the Equality Duty Information Report.

The policy will be reviewed every three years, or when new legislation requires it to be reassessed.

## Legislation and Responsibilities

[The Equality Act 2010](#) sets out the council's legal duties to have due regard to the:

- Elimination of discrimination, harassment, victimisation and any other prohibited conduct
- Advancement of equality of opportunity between people who share a protected characteristic and those who do not
- Fostering of good relations between people who share a protected characteristic and those who do not.

The Act defines the 'protected' characteristics that these duties specifically apply to as:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion and belief
- Sex
- Sexual orientation

The council also recognises that there are a range of other communities of identity and circumstance that are vulnerable to disadvantage and discrimination. These include: Carers, people experiencing domestic and/or sexual violence, substance misusers, homeless people and rough sleepers, looked after children, (ex) armed forces personnel and people on the Autistic spectrum. Some of these communities and/or individuals do not benefit from the protection of legislation, but the Council will ensure good practice in the provision of equal opportunities towards such communities through this policy.

The council, in addition to the Equality Act 2010, recognises its duties under the following UK legislation and statutory guidance and the links that they have to the performance of its equalities duties:

- Mental Health Act 1983 and 2007
- Children Act 1989
- NHS and Community Care Act 1990
- Crime and Disorder Act 1998
- Asylum and Immigration Act 1999
- Care Standards Act 2000
- Human Rights Act 1998
- Children Act 2004
- Care Act 2014
- Forced Marriage (Civil Protection) Act 2007
- Female Genital Mutilation Act 2003
- Mental Capacity Act 2005
- The Domestic Violence, Crime and Victims Act 2004
- The National Prevent Strategy
- Modern Slavery Act 2015
- Public Services (Social Value) Act (2012)
- Domestic Abuse Act 2021



## RESULTS OF EQUALITY, DIVERSITY AND INCLUSION POLICY CONSULTATION

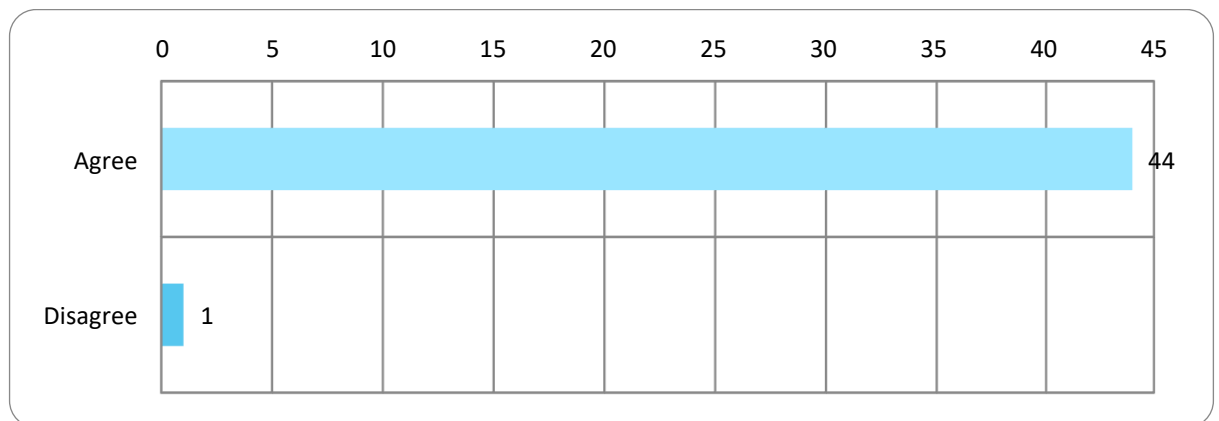
### 1 Summary

- 1.1 The consultation opened on 8 August and closed on 31 August.
- 1.2 153 people visited the consultation and 45 people completed the consultation.
- 1.3 The information below provides an overview of responses, collates all comments received and summarises demographic information.

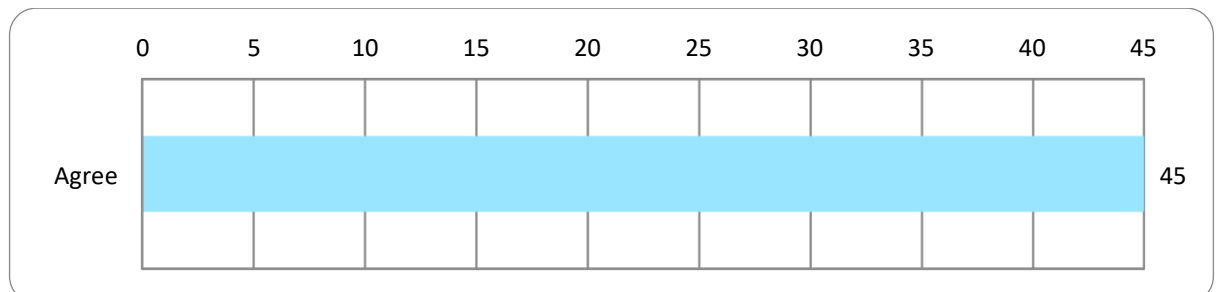
### Results

#### 2 Section 1

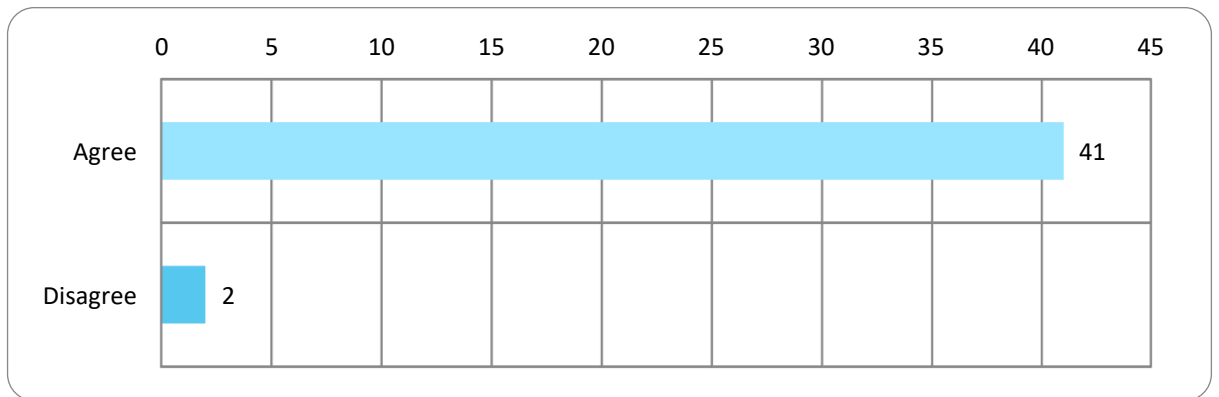
- 2.1 Do you agree or disagree with the council's aim to have a workforce that is representative of the communities we serve, with an equality profile that broadly reflects the economically active population within the District?



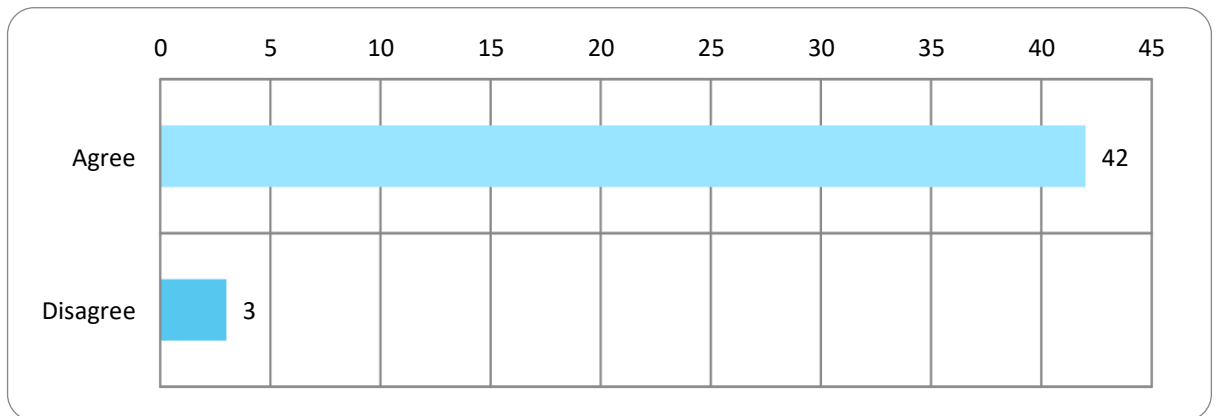
- 2.2 Do you agree or disagree with the council's aim to have a workforce that is skilled, capable and motivated workforce to deliver the best services for everyone in the district, with employees across all equality groups showing high levels of engagement and satisfaction with the council as an employer?



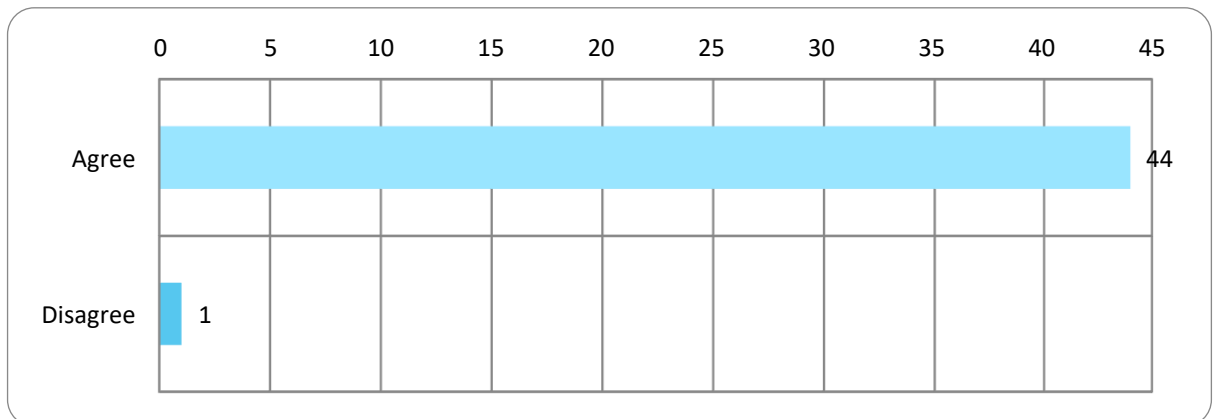
2.3 Do you agree or disagree with the council's aim to deliver services that are responsive to changes in the district and to individual need?



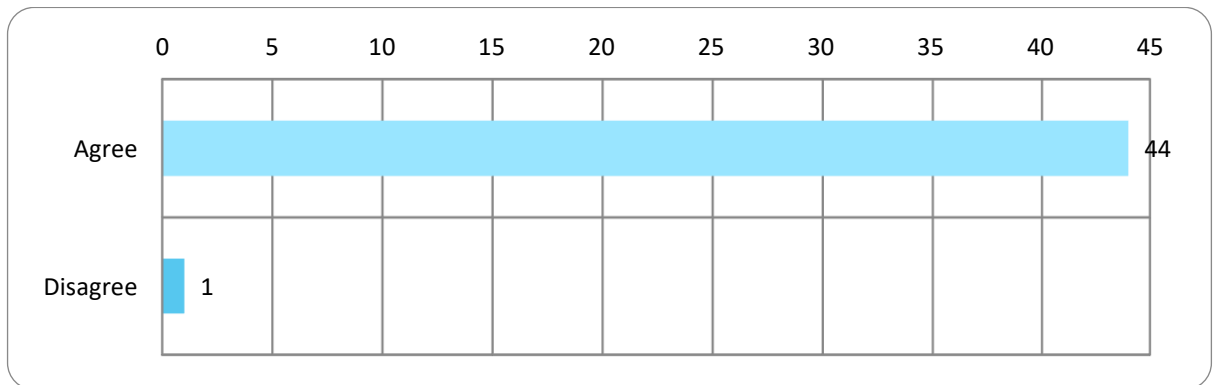
2.4 Do you agree or disagree with the council's aim to deliver services that adopt a social model of disability and difference?



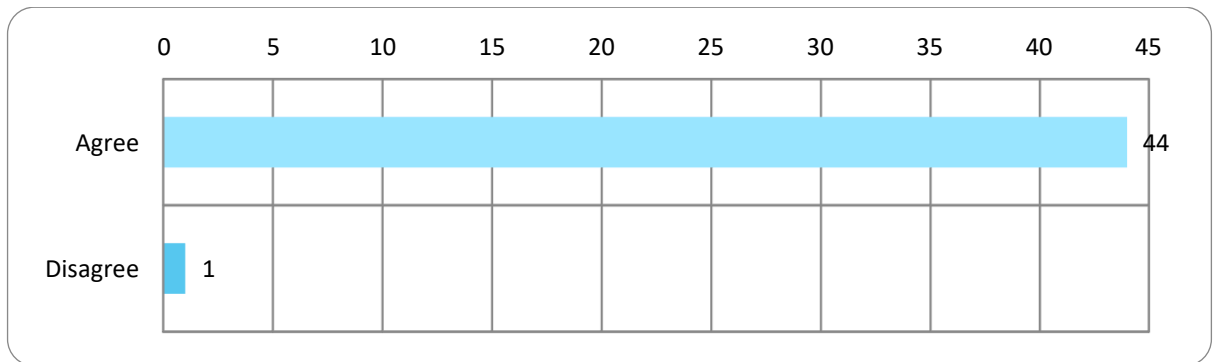
2.5 Do you agree or disagree with the council's aim to deliver services that continuously seek to improve customer experience?



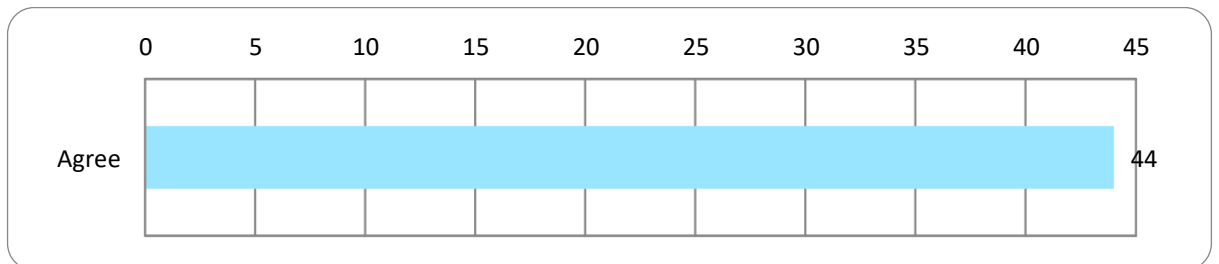
2.6 Do you agree or disagree with the council's aim to use high quality evidence and insight to develop consultation and engagement mechanisms that increase the participation and needs assessment of under-represented, disadvantaged or socially excluded communities and individuals?



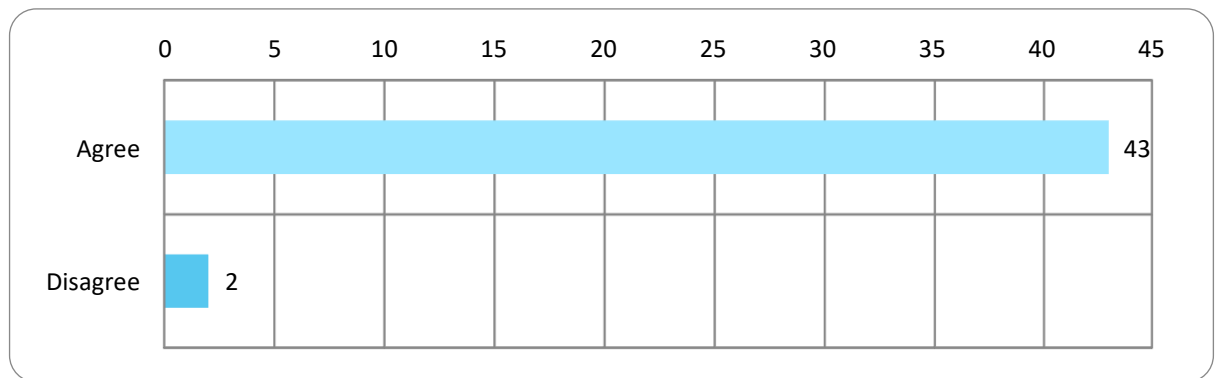
2.7 Do you agree or disagree with the council's aim to use high quality evidence and insight to equip staff with the evidence, data and tools they need to develop a comprehensive understanding of the communities they serve?



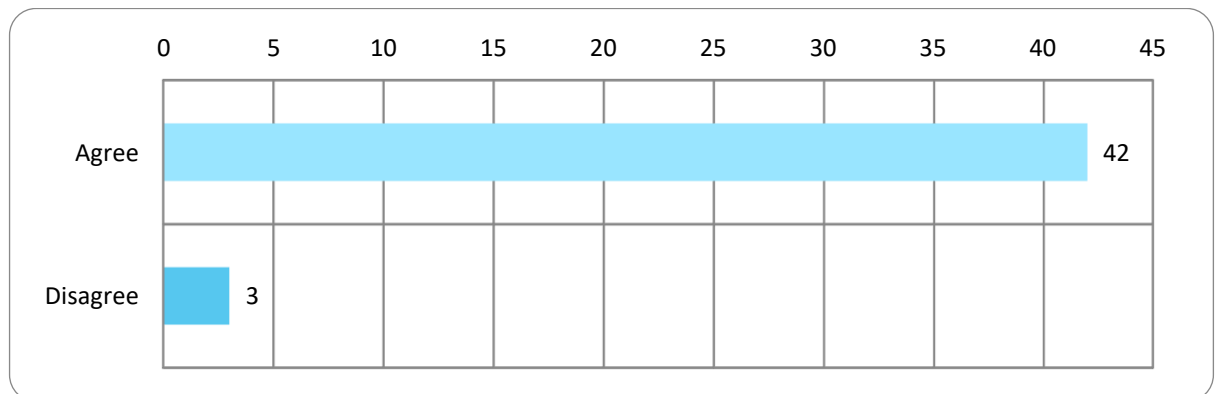
2.8 Do you agree or disagree with the council's aim to use high quality evidence and insight to equip staff with the evidence, data and tools they need to develop a comprehensive understanding of the communities they serve?



2.9 Do you agree or disagree with the council's aim to encourage all our communities to play an active role in civil society across the district?



2.10 Do you agree or disagree with the council's aim to Celebrate diversity and show solidarity with our communities through significant events, including but not limited to Black History month, LGBT+ Pride, Holocaust Memorial Day, Remembrance Sunday, International Women’s Day and a wide range of religious festivals?



**3 Section 2**

3.1 If you disagree with any of the proposed aims for 'Equality of opportunity in employment and training', please tell us how you think we could achieve this objective?

3.1.1 take your concerned citizen serious

3.1.2 I disagree with the 'economically active bit' there are a lot of retired people in Three Rivers Area who should be meaningfully represented in all policy decision making areas

3.2 If you disagree with any of the proposed aims for 'Equality of access to services', please tell us how you think we could achieve this objective?

3.2.1 A social model of disability shouldn't be used exclusively, the medical model of disability can be valid too.

3.2.2 you suck.



3.2.3 i dont know what 'adopt a social model of disability and difference' means. I am also very unclear on whether these are 'aims' or 'objectives' given the different wording of the questions. i am not even sure if the questions make sense...is it possible to agree or disagree with an aim? or should we be asked to support or not support the aim?

3.2.4 deliever - spell check anyone?

3.2.5 I don't think services should be responsive to changes. I think the council should represent those already living here and be active in resisting changes imposed from beyond the district unless they are clearly in the interests of the locals already here. Eg the London ULEZ zone coming out to the the Three Rivers birder with its serious and significant cost implications for patients and families visiting Mount Vernon hospital or acting as a housing overspill for Wembley.

I have no idea what a social model of disability and different means. In plain English I want a council delivering an economically sound set of services, as legally obligated on District Councils but no more, efficiently and courteously.

3.3 If you disagree with any of the proposed aims for 'Knowledge and understanding of all our communities', please tell us how you think we could achieve this objective?

3.3.1 take your concerned citizien serious

3.3.2 It is not the council's job to pick up the pieces where other public services have failed. The council should provide services equally to all who request them and provide adequate information publicly as to what those services are. I do not want taxpayer's money spent on faffing about, overpaid officers without direct front line jobs liaising ineffectually etc etc. An recent example of this is the 'stakeholders' who put out a cycle snd walking plan for Chorleywood where it emerged that not a single one of them had any local knowledge of Chorleywood, how the roads and paths are actually used or the impact on all sorts of local residents who are not 'single childless fit young things' if the plan they had signed off went ahead

3.4 If you disagree with any of the proposed aims for 'Celebrating diversity, promoting inclusion and enhancing community life in partnership with communities', please tell us how you think we could achieve this objective?

3.4.1 we do not need to celebrate for every pronouns.

3.4.2 As soon as you celebrate or privilege some minority group you simultaneously discriminate against everyone else. The more society is artificially subdivided into 'identities' the more divisive it becomes, not least because open minded people who didn't so notice nor discriminate previously is suddenly forced to be aware and take a position as well as engendering a feeling in the minority group of being somehow 'in need of support'. Britain was a much more harmonious community and country to live in before every day (it seems) was some sort of 'special' day or part of a special week eg small boats, black lives, rainbow nation, walking, health-condition , wheelchair over 50s users, blended families etc etc. I'd rather (and have) live alongside everyone rather than be pushed into smaller and smaller subdivisions (in which I don't even necessarily see myself, even though technically I may fit the description)

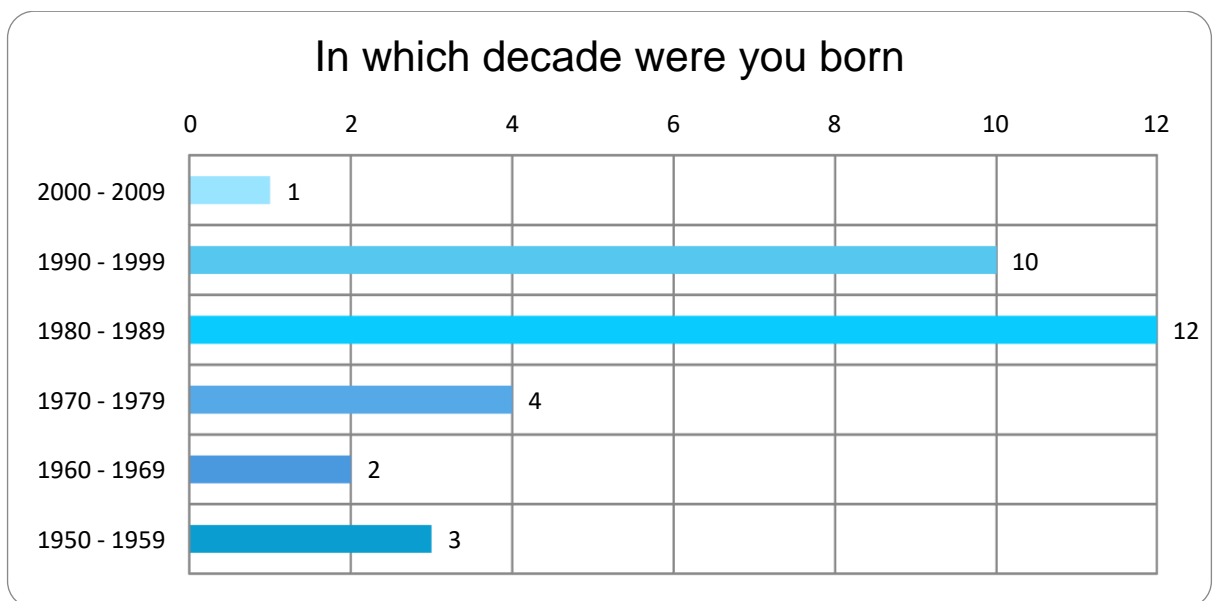
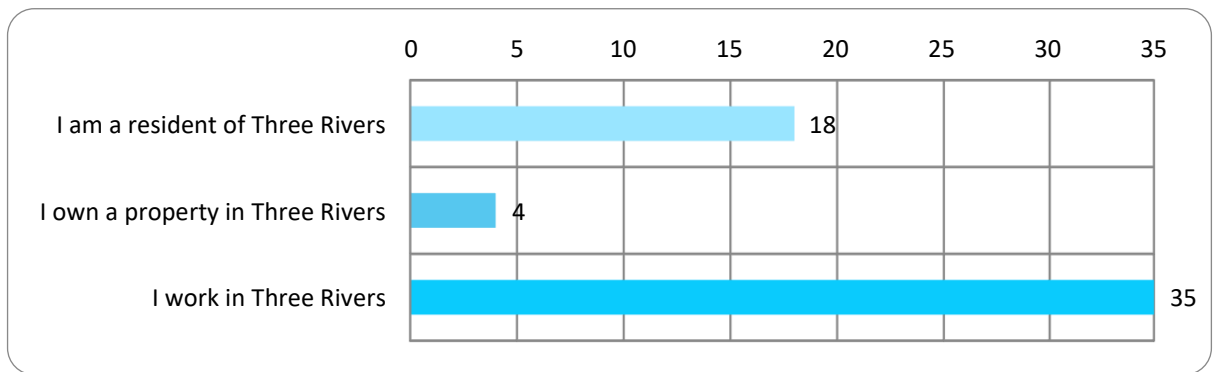
3.5 Any other comments

3.5.1 we do not need to celebrate for every pronouns.

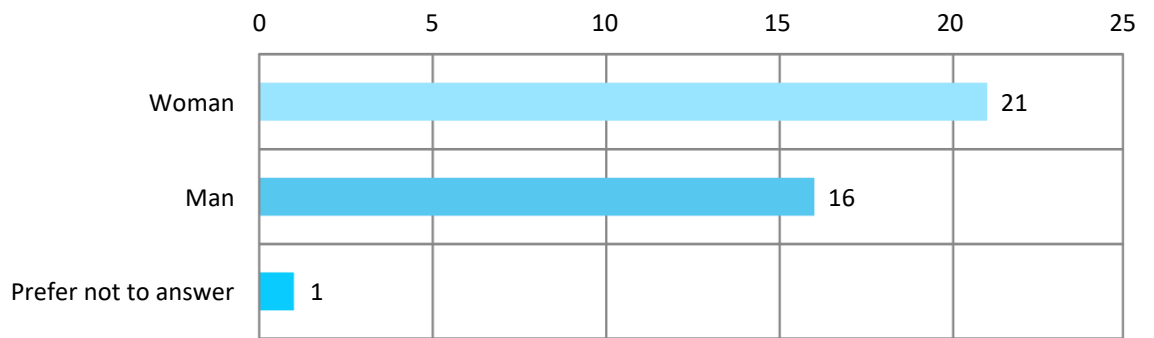
- 3.5.2 I thought it was excellent that you mentioned those on the autistic spectrum. I wondered if you could also include somewhere an aim to recognize, destigmatize and celebrate neurodiversity in our residents.
- 3.5.3 I believe the council should do events that bring a range of different cultures together at one event rather than isolating and celebrating one at a time. The wider groups/community are still non the wiser or don't get a chance to embrace those other cultures with the current model.
- 3.5.4 This survey was not very accessible. The language was hard to understand and comes across very "Councily".
- 3.5.5 No other comments - important we are seen as an inclusive organisation.
- 3.5.6 There are instances in my experience where staff are not conscious about some members of staff cultural differences and this results in tat part of community to not receive the best service.
- 3.5.7 Stop carving us up. Stop trying to chivvy us politically. Promote Live and Let Live

**4 Section 3**

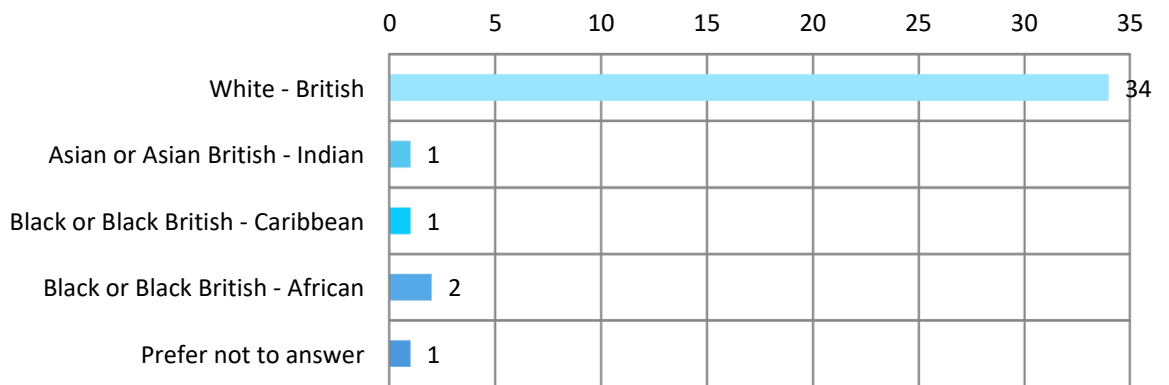
4.1 Demographic information



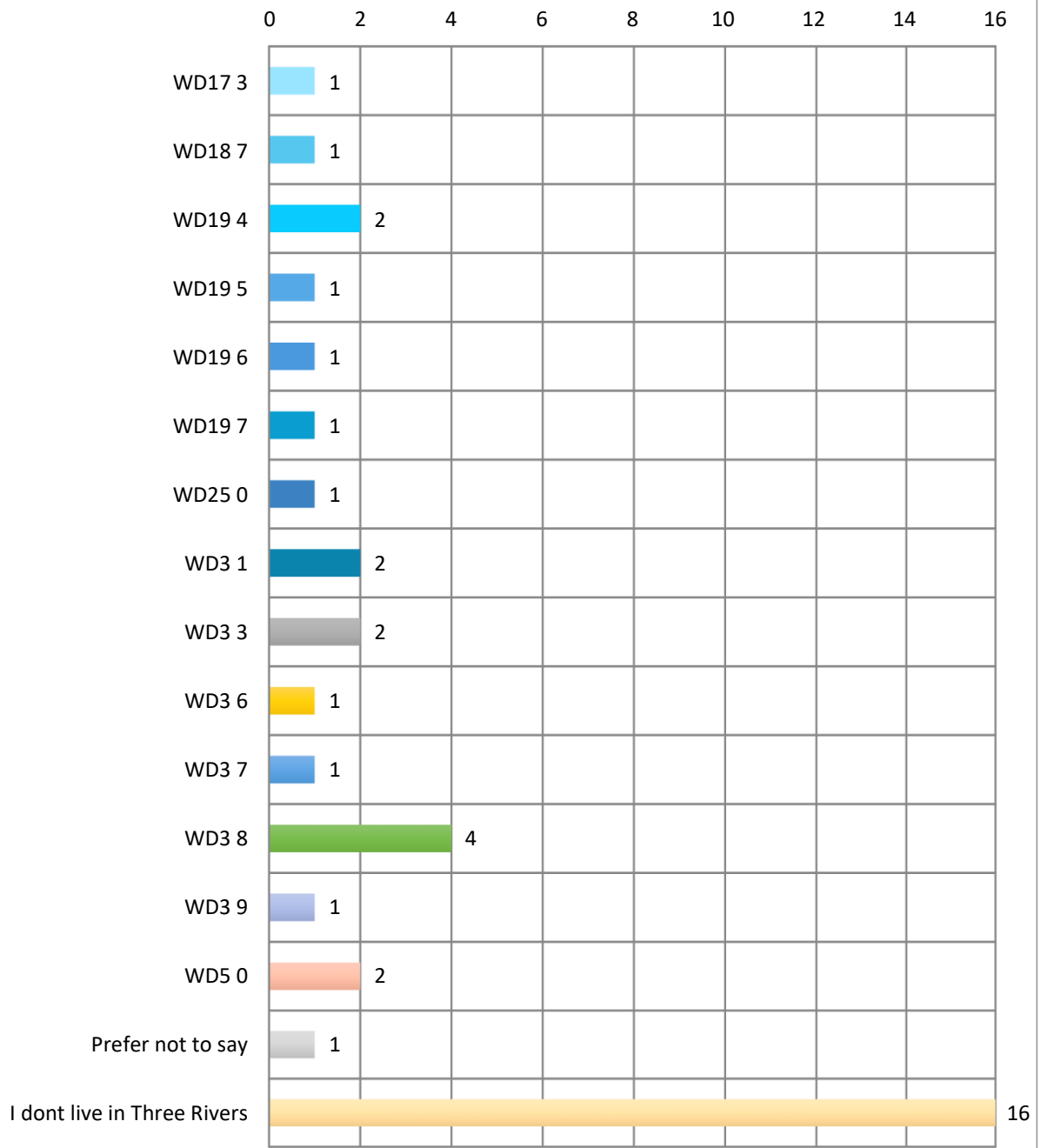
This question is about your gender identity Do you identify as



What is your ethnic group



### Please select the beginning of your postcode



4.1.1

## Short Equality Impact and Outcome Assessment (EIA) Template **DRAFT FOR DISCUSSION**

EIAs make services better for everyone and support value for money by getting services right first time.

EIAs enable us to consider all the information about a service, policy or strategy from an equalities perspective and then action plan to get the best outcomes for staff and service-users<sup>1</sup>. They analyse how all our work as a council might impact differently on different groups<sup>2</sup>

They help us make good decisions and evidence how we have reached these decisions.<sup>3</sup>

See end notes for full guidance. For further support or advice please contact the Community Partnerships Team

### Equality Impact and Outcomes Assessment (EIA) Template

First, consider whether you need to complete an EIA, or if there is another way to evidence assessment of impacts, or that an EIA is not needed<sup>4</sup>

<b>Title</b> <sup>5</sup>	Equality, Diversity and Inclusion Policy 2023-26	<b>ID No</b> <sup>6</sup>	CP004
<b>Team/Service</b> <sup>7</sup>	Strategy and Partnerships		
<b>Focus of EIA</b> <sup>8</sup>	<p>This policy aims to eradicate any form of discrimination, direct or indirect, institutional or other, in employment, procurement and delivery of our services, as required under the Equalities Act 2010.</p> <p><b>The objectives within the policy aim:</b></p> <ul style="list-style-type: none"> <li>• To promote Equality of Opportunity in Employment &amp; Training</li> <li>• To improve equality and access to services for all residents.</li> <li>• To strengthen knowledge and understanding of all Three Rivers communities.</li> <li>• To celebrate diversity, promote inclusion and enhance community life in partnership with communities.</li> </ul> <p>Through this policy the council commits to:</p> <ul style="list-style-type: none"> <li>• Eliminate discrimination on the grounds of protected characteristics;</li> <li>• Promote equality of opportunity and fair treatment for all our communities;</li> <li>• Ensure equitable access to our services by all citizens</li> <li>• Provide services in a manner which is sensitive to needs of individuals;</li> </ul>		

	<ul style="list-style-type: none"> <li>• Consciously consider the impacts (positive and negative) of our decisions and actions on all our communities</li> <li>• Help those who face harassment, taking action against perpetrators where possible</li> <li>• Build a workforce that reflects the diversity of our communities</li> <li>• Promote equality of opportunity and fair treatment in employment</li> <li>• Demonstrate visible community leadership to equality, diversity and inclusion</li> <li>• Work in partnership to ensure effective consultation and engagement</li> <li>• Monitor and evaluate all relevant aspects of service delivery and employment and eliminate differences demonstrated by unfair outcomes;</li> <li>• Publish all relevant equalities information.</li> </ul>
<p><b>Assessment of overall impacts and any further recommendations</b> <sup>9</sup></p>	
<p>The aims proposed within the policy should positively impact on those with protected characteristics.</p>	
<p><b>Potential Issues</b></p>	<p><b>Mitigating Actions</b></p>
<p>No negative impact to people with protected characteristics arising from the proposals within the policy</p>	<p>Tackling inequality is a 'golden thread' running throughout the refreshed Corporate Framework 2023-26. Its objectives seek to address issues of inequality and promote inclusivity.</p>
<p><b>Actions Planned</b> <sup>10</sup></p>	
<p>Further EQIAs may be completed as necessary relating to specific work delivered as a result of this policy.</p>	

EIA sign-off: (for the EIA to be final an email must sent from the relevant people agreeing it or this section must be signed)

**Equality Impact Assessment officer:** Shivani Davé

**Date:** 18/08/2023

**Equalities Lead Officer:** Shivani Davé

**Date:** 18/08/2023

## Guidance end-notes

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<sup>1</sup> The following principles, drawn from case law, explain what we must do to fulfil our duties under the Equality Act:

- Knowledge: everyone working for the council must be aware of our equality duties and apply them appropriately in their work.
- Timeliness: the duty applies at the time of considering policy options and/or before a final decision is taken – not afterwards.
- Real Consideration: the duty must be an integral and rigorous part of your decision-making and influence the process. • Sufficient Information: you must assess what information you have and what is needed to give proper consideration.
- No delegation: the council is responsible for ensuring that any contracted services which provide services on our behalf can comply with the duty, are required in contracts to comply with it, and do comply in practice. It is a duty that cannot be delegated.
- Review: the equality duty is a continuing duty. It applies when a policy is developed/agreed, and when it is implemented/reviewed.
- Proper Record Keeping: to show that we have fulfilled our duties we must keep records of the process and the impacts identified.

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NB: Filling out this EIA in itself does not meet the requirements of the equality duty. All the requirements above must be fulfilled or the EIA (and any decision based on it) may be open to challenge. Properly used, an EIA can be a tool to help us comply with our equality duty and as a record that to demonstrate that we have done so.

## <sup>2</sup> Our duties in the Equality Act 2010

As a council, we have a legal duty (under the Equality Act 2010) to show that we have identified and considered the impact and potential impact of our activities on all people with 'protected characteristics' (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, and marriage and civil partnership).

This applies to policies, services (including commissioned services), and our employees. The level of detail of this consideration will depend on what you are assessing, who it might affect, those groups' vulnerability, and how serious any potential impacts might be. We use this EIA template to complete this process and evidence our consideration

The following are the duties in the Act. You must give 'due regard' (pay conscious attention) to the need to:

- avoid, reduce or minimise negative impact (if you identify unlawful discrimination, including victimisation and harassment, you must stop the action and take advice immediately).
- promote equality of opportunity. This means the need to: – Remove or minimise disadvantages suffered by equality groups – Take steps to meet the needs of equality groups – Encourage equality groups to participate in public life or any other activity where participation is disproportionately low – Consider if there is a need to treat disabled people differently, including more favourable treatment where necessary
- foster good relations between people who share a protected characteristic and those who do not. This means: – Tackle prejudice – Promote understanding

## <sup>3</sup> EIAs are always proportionate to:

- The size of the service or scope of the policy/strategy
- The resources involved
- The numbers of people affected
- The size of the likely impact
- The vulnerability of the people affected



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The greater the potential adverse impact of the proposed policy on a protected group (e.g. disabled people), the more vulnerable the group in the context being considered, the more thorough and demanding the process required by the Act will be.

#### **4 When to complete an EIA:**

- When planning or developing a new service, policy or strategy
- When reviewing an existing service, policy or strategy
- When ending or substantially changing a service, policy or strategy
- When there is an important change in the service, policy or strategy, or in the city (eg: a change in population), or at a national level (eg: a change of legislation)

Assessment of equality impact can be evidenced as part of the process of reviewing or needs assessment or strategy development or consultation or planning. It does not have to be on this template, but must be documented. Wherever possible, build the EIA into your usual planning/review processes.

#### **Do you need to complete an EIA? Consider:**

- Is the policy, decision or service likely to be relevant to any people because of their protected characteristics?
- How many people is it likely to affect?
- How significant are its impacts?
- Does it relate to an area where there are known inequalities?

How vulnerable are the people (potentially) affected? If there are potential impacts on people but you decide not to complete an EIA it is usually sensible to document why.

**5 Title of EIA:** This should clearly explain what service / policy / strategy / change you are assessing

**6 ID no:** The unique reference for this EIA. This will be added by Community Partnerships

**7 Team/Service:** Main team responsible for the policy, practice, service or function being assessed

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**<sup>8</sup> Focus of EIA:** A member of the public should have a good understanding of the policy or service and any proposals after reading this section. Please use plain English and write any acronyms in full first time - eg: 'Equality Impact Assessment (EIA)'

This section should explain what you are assessing:

- What are the main aims or purpose of the policy, practice, service or function?
- Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person/team/body and where other organisations deliver under procurement or partnership arrangements.
- How does it fit with other services?
- Who is affected by the policy, practice, service or function, or by how it is delivered? Who are the external and internal serviceusers, groups, or communities?
- What outcomes do you want to achieve, why and for whom? Eg: what do you want to provide, what changes or improvements, and what should the benefits be? • What do existing or previous inspections of the policy, practice, service or function tell you?
- What is the reason for the proposal or change (financial, service, legal etc)? The Act requires us to make these clear.

**<sup>9</sup> Assessment of overall impacts and any further recommendations**

- Make a frank and realistic assessment of the overall extent to which the negative impacts can be reduced or avoided by the mitigating measures. Explain what positive impacts will result from the actions and how you can make the most of these.
- Countervailing considerations: These may include the reasons behind the formulation of the policy, the benefits it is expected to deliver, budget reductions, the need to avert a graver crisis by introducing a policy now and not later, and so on. The weight of these factors in favour of implementing the policy must then be measured against the weight of any evidence as to the potential negative equality impacts of the policy,
- Are there any further recommendations? Is further engagement needed? Is more research or monitoring needed? Does there need to be a change in the proposal itself?

**<sup>10</sup> Action Planning:** The Equality Duty is an ongoing duty: policies must be kept under review, continuing to give 'due regard' to the duty. If an assessment of a broad proposal leads to more specific proposals, then further equality assessment and consultation are needed.

<b>Equalities Sub Committee - Workplan 2023/24</b>	
<b>Theme</b>	<b>Month</b>
Equalities Policy & consultation results	October 2023
Social Isolation	October 2023
Prevent update	March 2024
Refugees	March 2024
Training and Development	September 2024
Learning Difficulties	September 2024
<b>Standing Items:</b>	
Equalities Sub Committee Workplan	
Council Motions	
Equalities Duty Impact Report	

Frequency of Item	Detail	Lead
once		Community Partnerships
once	get partners to be able to have a discussion - 2 different organisations	Community Partnerships
Bi-annual	HCC Prevent Manager to attend and discuss local issues and concerns.	Community Partnerships
Once	Support available, details on Syrian, Afghani & Ukrainian refugee's.	Housing and Community Partnerships
Bi-annual		Human Resources
Once	Look at provision and needs of children and adults. MENCAP had attended in 2021.	Community Partnerships
Every meeting	Update and scheduling of items of business	Community Partnerships
As Appropriate	To agree and debate Council Motions if necessary	Committees
Mar-24	Complete report to be shared	Community Partnerships



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