

Additional Report – Members Equalities Working Group: Terms of Reference

Policy and Sustainability Committee

10.00 am Tuesday, 12th March, 2024

Dean of Guild Court Room - City Chambers

Additional Report - Members Equalities Working Group: Terms of Reference

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Members Equalities Working Group: Terms of Reference

Executive/routine
Wards

1. Recommendations

- 1.1 It is recommended that Committee:
 - 1.1.1 Agrees the Terms of Reference and Chair for the Members Equalities Working Group.

Dr. Deborah Smart

Executive Director of Corporate Services

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Members Equalities Working Group: Terms of Reference

2. Executive Summary

- 2.1 The Members Equality Working Group has met twice since it was established. As part of these early meetings a term of reference was agreed which is now with the Policy and Sustainability Committee for consideration. The Committee is also asked to agree the appointment of Chair.

3. Background

- 3.1 The remit of the previous (short life) Equalities Working group set up in 2019 was:
- 3.1.1 To support the inclusion and innovation aims of the Council's Economic Strategy;
 - 3.1.2 To improve citizens' access to Council services, including services operated on the Council's behalf;
 - 3.1.3 To improve citizens' access to events, meetings and visits to Council owned buildings, parks and land, and
 - 3.1.4 To improve citizens' access to employment and training opportunities within the Council.
- 3.2 The Council approved the establishment of a Members Equalities Working Group on 16 March 2023.
- 3.3 Since then, the group has met twice, and the terms of reference has been revised and agreed as set out in the appendix 1. In addition, Councillor Lezley Marion Cameron was nominated by the group as Chair.
- 3.4 The membership of the Working Group, appointed in 2023, is as follows: Councillors Bennett, Cameron, Jones, Kumar and O'Neill.

4. Main report

- 4.1 To date, the working group have discussed a broad range of equalities topics including:
 - 4.1.1 The Equality and Diversity Framework 21-25 progress;
 - 4.1.2 The workforce EDI (Equality, Diversity and Inclusion) Action Plan;
 - 4.1.3 Stonewall Champions and UK workplace Equality Index;
 - 4.1.4 Various motions and corresponding follow up work including that related to Pride, Gender Recognition, Islamophobia and EDI training;
 - 4.1.5 A response to the Human Rights consultation and the BSL consultation, and
 - 4.1.6 the recently established Accessibility Commission.
- 4.2 A workshop in April or May will firm up a workplan for the group. Likely topics for consideration when establishing this workplan may include:
 - 4.2.1 Plans to develop a new Framework 25-28 and a refreshed EDI Strategy;
 - 4.2.2 Reporting dates for equality matters, and
 - 4.2.3 Key dates in the Diversity calendar.

5. Next Steps

- 5.1 The Members Equality Working Group are developing their workplan which will be brought back to the Policy and Sustainability Committee for consideration. This report will include a collation of all equality led activity from across the Council.

6. Financial impact

- 6.1 There are no financial implications as a result of this report.

7. Equality and Poverty Impact

- 7.1 Working groups provide a key vehicle for policy development and discussion with stakeholders, informing the decision-making and governance of the Council as a whole.
- 7.2 The working group will share progress of the Equality and Diversity Framework, strengthen our delivery of the public sector equality duty and specific equality duties aswell as assist to shift the culture of the organisation to better embed equality.

8. Climate and Nature Emergency Implications

8.1 No climate or environmental impacts are anticipated as a result of this report.

9. Risk, policy, compliance, governance and community impact

9.1 While these terms of reference vary from the original terms of reference set for the Working Groups this does not constitute a risk.

10. Background reading/external references

[Review of Political Management Arrangements 2022](#) – Full Council – 15 December 2022

[Working Groups](#) – Policy and Sustainability Committee – 6 August 2019

[Appointments to Working Group](#) - Full Council – 16 March 2023

11. Appendices

11.1 Appendix 1: Terms of Reference for Members Equalities Working Group

Appendix 1: Terms of Reference for Members/Officer Equalities working group

1 Purpose:

- To share progress on the implementation of the current Equalities;
- Framework, action plan and pay gap reporting;
- To discuss and agree our strategic direction for our future;
- Equalities Framework 2025 to 2029;
- To share and agree our high-level priority actions and discuss and agree priorities, and
- To share and discuss Officer responses to Council motions.

2 Chair

The Chair will be a member of the Administration.

3 Membership

Elected member from each political party.

Chair and members of the Officer Equalities Group as nominated.

4 Support

Secretariat will be provided by Committee Services.

5 Frequency of meetings

The Group will meet quarterly and otherwise as required.

6 Ways of Working

Meetings will be conducted in accordance with Our Behaviours:

Respect - we're inclusive, we promote equality, we treat people with fairness, understanding and kindness and we consider others in our decisions and actions.

Integrity - we're open and honest, we take responsibility, we build trust and we pull together to do what's right for our residents, colleagues and city

Flexibility - we're open minded, we keep it simple, we adapt to provide great service and find better ways of doing things, and we embrace opportunities for shared working and learning

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