



**South  
Cambridgeshire  
District Council**

# Disability Equality Scheme 2009-12 (Review of 2006-09 Scheme) Updated July 2010

If you require this information in an alternative format, or require help in understanding it, please contact the Equality and Diversity Officer.

Tel: 03450 450 500  
Fax: 01954 713149  
Minicom: 01480 376743  
Email: [equality@scambs.gov.uk](mailto:equality@scambs.gov.uk)

# Contents

	<b>PAGE</b>
<b>1. FOREWORD</b>	<b>2</b>
<b>2. EXECUTIVE SUMMARY</b>	<b>3</b>
<b>3. INTRODUCTION AND CONTEXT</b>	<b>4</b>
3.1 The Legal Context	4
3.2 The purpose of a Disability Equality Scheme	5
<b>4. THE SOUTH CAMBRIDGESHIRE CONTEXT</b>	<b>6</b>
4.1 Population	6
4.2 Key Statistics by Disability	8
4.3 Children and young People	9
4.4 Life Expectancy	10
4.5 Black, Asian and Minority Ethnic (BAME) People	10
4.6 Gypsies and Travellers	10
4.7 Migrant Workers	11
4.8 Transgender and Transsexual Community	12
4.9 The Council	14
4.10 Our Aims, Values and Approaches	
<b>5. DEVELOPMENT OF THE DISABILITY EQUALITY SCHEME</b>	<b>16</b>
5.1 Gathering Data and Using Information	16
5.2 Consultation and Engagement	16
5.3 Equality Impact Assessments (EQIAs)	17
5.4 Monitoring and Evaluation	19
5.5 Enforcement of the Disability Equality Duty	19
<b>6. DISABILITY EQUALITY SCHEME 2006 - 2009 REVIEW</b>	<b>21</b>
<b>7. DISABILITY EQUALITY SCHEME 2009 - 2012 PRIORITIES</b>	<b>23</b>
7.1 Disability Equality in Corporate Engagement	23
7.2 Disability Equality in Service Delivery	23
7.3 Addressing Violence in Employment	24
<b>8. RESPONSIBILITY AND ACCOUNTABILITY</b>	<b>25</b>
7.1 Portfolio Holder with Responsibility for Equality and Diversity	25
7.2 The Equality and Diversity Steering Group	25
<b>9. FEEDBACK</b>	<b>26</b>
<b>10. ACTION PLAN</b>	<b>27</b>
<b>APPENDICES</b>	

# Contents

<b>1. Bibliography</b>	<b>30</b>
<b>2. List of Invited Consultees</b>	<b>31</b>
<b>3. Disability Equality Scheme 2009 – 2012 (Version 2) Consultation Questionnaire</b>	<b>32</b>
<b>4. Disability Equality Scheme 2009 – 2012 (Version 2) Consultation Responses</b>	<b>36</b>

## **1. Foreword**

South Cambridgeshire District Council is fully committed to eliminating disability inequality and promoting equality between people from different backgrounds. We recognise that there are differences in people's life chances, what services they gain access to and the types of jobs they do. We also know that other equality issues such as race, gender, religion or belief, sexual orientation and age also affect people's lives and that a "one size fits all" approach is not the answer.

The Council's disability equality scheme will show how we intend to fulfil the specific duties relating to the Disability Discrimination Act and will outline our disability equality objectives.

The scheme will help improve our services and policies and make sure that the different needs of people with a disability are better understood. It will help to ensure that our services are better targeted and will lead to improved customer satisfaction and better staff recruitment and retention.

Councillor Ray Manning  
Leader of the Council

Greg Harlock  
Chief Executive

## 2. Executive Summary

Despite recent progress, disabled people still face significant levels of inequality, discrimination and harassment and do not enjoy the same life opportunities as everybody else. In Britain today only half (50 per cent) of disabled people of working age are in work compared with 80 per cent of non-disabled people. Disabled people are also four times more likely to be victims of crime compared to people without a disability. (Annual Report by the British Council of Disabled People, 2007).

The Disability Equality Duty requires public authorities to pay due regard to promoting disability equality and eliminating discrimination and harassment. This means that service providers and public sector employers, will have to design employment and services with the different needs of disabled people in mind.

This is South Cambridgeshire District Council's (SCDC) second Disability Equality Scheme (DES) and it takes account of our role as a service provider, community leader and employer. This Scheme has been developed by gathering data, using information from research practitioners and consulting with a broad range of internal and external stakeholders.

To meet our general duties, South Cambridgeshire District Council must take action to tackle the most significant issues for disability equality.

This Disability Equality Scheme will be reviewed and updated on an annual basis to help ensure compliance with Government guidance and legislation and incorporate emerging good practice.

The Equality and Diversity Steering Group will have primary responsibility for regular monitoring of this Disability Equality Scheme. The Equality and Diversity Steering Group will also oversee its implementation as part of its wider remit to support the development and implementation of policies and practices to enable South Cambridgeshire District Council to meet its statutory obligations and achieve its commitment to equality and diversity given in the Comprehensive Equality Policy 2009 – 2012.

The Portfolio Holder with responsibility for Equality and Diversity will receive progress reports on delivering this Disability Equality Scheme and consider recommendations as required for decision or referral to Cabinet as appropriate.

### 3. Introduction and Context

#### 3.1 The Legal Context

The Disability Discrimination Act 2005 widens the Disability Discrimination Act 1995, and acknowledges that if society is to improve the life chances of disabled people the public sector must take a lead. The Council must promote equality for people with disabilities, those with physical, visual or hearing impairments, those with learning difficulties, with long term medical conditions which adversely affect their day to day living, and those with mental illness. In promoting opportunities for these traditionally overlooked groups it must 'have due regard' to eliminate unlawful discrimination and promote equal opportunities.

The Council must also consider the elimination of the harassment of disabled people, the promotion of positive attitudes and the need to encourage the participation of disabled people in public life. These duties relate to the provision of services, the employment of staff and in the buying of services. There is also a duty to publish a Disability Equality Scheme.

The general duty builds upon the duties of the Disability Discrimination Act 1995 including the duty to make reasonable adjustments to make sure disabled people are not placed at a disadvantage when accessing (or receiving) employment, goods, facilities, services, functions and premises.

This is South Cambridgeshire District Council's (SCDC) second Disability Equality Scheme (DES). It takes account of:

- statutory requirements set out in the Disability Discrimination Acts 1995 and 2005 (DDA) and the Code of Practice produced by the Disability Rights Commission on "The Duty to Promote Disability Equality";
- issues raised by local disability groups and people with personal experience of disability issues in South Cambridgeshire;
- the views and experience of managers across the range of Council functions; and
- emerging good practice from the disability equality schemes being developed by other councils;
- the experience gained from developing and implementing the Council's Disability Equality Scheme.

This Disability Equality Scheme adopts the official DDA definition of disability:

***A person is disabled if they have a physical or mental impairment, which has a substantial or long – term adverse effect on his or her ability to carry out normal day-to-day activities.***

#### 3.2 What is a Disability Equality Scheme?

A Disability Equality Scheme sets out our plans for making equality happen for disabled people living in South Cambridgeshire. The Scheme also includes a number of things we must consider under the specific duty.

**The purpose of our Disability Equality Scheme is to:**

- Show how we have involved disabled people in decisions we have made.
- Find out what barriers are faced by disabled people and take steps to remove them.
- Find out disabled people's priorities.
- Make sure we meet our legal duties.
- Tell people what our responsibilities are. This includes telling: elected members (or councillors), managers, employees, unions, our partners in the public, voluntary and private sectors, as well as residents.
- Explain how we make things fairer for disabled people in planning our services and what we do.
- Show how the Scheme links to other equalities objectives and priorities.
- Provide information about our involvement, assessments and training arrangements.
- Work in partnership with other disability organisations to prevent ignorance and prejudice in the wider community.
- Show what has changed as a result of involvement and set out our three-year disability equality action plan on how we will put the Scheme into practice.
- Monitor and check what we are doing and report each year.

The Council provides many services to disabled people throughout South Cambridgeshire. Whilst we highlight a few initiatives, we see our Disability Equality Scheme as providing a framework through which our services can work to and within.

More information on what services are doing to meet their new duties will be reported in the annual review of this Scheme.





### 4.1.1 Population & Households

50.8% of the total population is female and 49.2% is male

All people	139,300
Males	68,600
Females	70,600
Total Household	52,180

**Table 1 Population & Households.** Sources: Population – ONS Mid-year Population Estimates 2008. Totals do not add due to rounding. Households – ONS, 2001 Census

### 4.1.2 Age Profile

There are currently no estimates available for the age profile of the district broken down by disability. The 2001 Census analysis is now considered out of date.

South Cambridgeshire has an ageing population. In 2001 around 51% of the population was younger than 40, in 2021 that proportion is expected to drop to 44.3%.

The highest growth is expected to occur in the 65+ age group, from 14.8% in 2001 to nearly 23.9% in 2021. The biggest decline is expected to occur in the 25-39 age group, from 21.5% in 2001 to approximately 16.9% in 2021. The proportion of under-20s is also expected to decline, from 25% of the population in 2001 to 23.2% in 2021. (Annual demographic and socio-economic information report (February 2010) produced by Research Group, Cambridgeshire County Council)

Age (years)	South Cambs	South Cambs (%)	England & Wales (%)
Under 5	8,800	6.3	5.9
Age 5 – 14	17,200	12.3	13
Age 15 – 24	15,300	11	12.1
Age 25 – 44	38,000	27.3	28.1
Age 45 – 59	28,800	20.7	19.1
Age 60 – 74	20,500	14.7	14
Age 75+	10,700	7.7	7.8
Total	139,300	-	-

**Table 2 Age Profile.** Source: ONS, 2007 Mid-Year Estimates. Totals may not add due to rounding.

### 4.1.3 Working Age Population (16-59Female/64Male)

The share of South Cambridgeshire's people who are of working age is nearly 61%, just above the national figure of 59.3%. The share of men who are of working age in the district is above the national figure, but for women it is lower.

	South Cambs	South Cambs (%)	East (%)	England & Wales (%)
Total working age	84,800	60.8	60.9	59.3
Male - working age	44,500	64.9	65.1	60.4
Female - working age	40,200	57	56.8	58.3

**Table 3 Working Age Population.** Source: ONS, Mid-year Population Estimates, 2007. Note: % is a proportion of total population. Totals may not add due to rounding

## 4.2 Key Statistics by Disability

There are an estimated 11 million disabled adults in the United Kingdom (1 in 5 of the total adult population) and 770,000 disabled children. Many of these disabled people often have less obvious or non-visible impairments.

Disabled people have fewer opportunities than non-disabled people in many areas of life. For example, they are more likely to have fewer opportunities in terms of employment, income and education. Disabled people are also more likely to face discrimination and negative attitudes ('Improving the Life Chances of Disabled People,' Prime Ministers Strategy Unit 2005).

### 4.2.1 Adults with a Physical or Sensory Impairment and/or Long Term Condition

Estimates of disability prevalence are highly dependent on the definition of disability used. The Office of Population Censuses and Surveys (OPCS) Disability Survey of Great Britain estimated that in 2006, 8% of the Cambridgeshire population had a disability. The 2001 Census highlighted that 11 % of the Cambridgeshire population reported having a long-term illness, health problem or disability, which limits daily activities or work. Estimates suggest that by 2021, these numbers will rise by 14% and 13% respectively.

Source of data	2006 estimate (15-64 years and % of population)	2021 estimate	Increase (numbers)	Increase (%)
OPCS Survey of Disability	28,500 (8%)	30,885	+4,000	14%
Census LLTI	41,336 (11%)	44,791	+5,000	13%

**Table 4 Comparison of Estimated Number of People with a Disability from OPCS and Census.** Source: OPCS surveys of Disability in Great Britain (1998) and Census 2001.

### 4.2.2 Long Term Illness

In the 2008 Place Survey, 33% of respondents in Cambridgeshire reported having some long-standing illness, disability or infirmity. The rate was higher than the county's average in Fenland (40%) and East Cambridgeshire (34%). It was lower in Huntingdonshire (31%), Cambridge City (30%) and especially lower in South Cambridgeshire (28%).

It appears that that the pattern of poor health, as measured by the Census is broadly similar to the pattern of deprivation, which is highest in Fenland, north-east Cambridge and areas within Huntingdon. South Cambridgeshire is a very affluent area and is in the least deprived 5% of local authorities based on the Indices of Deprivation (IND) score 2007.

### 4.2.3 Adults with Mental Health Problems

Mental health is fundamental to good health, well-being and quality of life. It impacts on how people think, feel, communicate and understand.

There are no actual figures for the number of people in Cambridgeshire with mental health problems. This is because many people with mental health problems do not seek help or support. The Cambridgeshire County Council Research Group estimates that if rates of mental health problems found in national surveys are applied to the county population, there are:

- 9,000 – 35,000 people with anxiety states;
- 12,000 – 29,000 people with depressive disorders;

- 600 – 3,00 people with schizophrenia; and
- 1,200 – 3,000 with affective psychosis.

The overall estimate for the number of people in Cambridgeshire with mental health problems is 64,000.

#### 4.2.4 Adults with a Learning Disability

The Department of Health defines a learning disability as “a state of arrested or incomplete development of mind that includes significant impairment of intelligence and social functioning.” There are estimated to be around 10,000 people with learning disabilities aged 15 and above (Emerson and Hatton, 2004).

People with learning difficulties may be amongst the most vulnerable and marginalized people with Cambridgeshire (Survey of Adults with Learning Disabilities in England, 2003/2004). They are more likely to:

- be socially excluded;
- have poorer physical and mental health;
- have difficulties in accessing health care;
- be at risk from abuse;
- be discriminated against;
- need support to access housing, health, employment and independent living;
- be at greater risk of ending up in prison.

There are estimated to be around 3,400 adults with Autistic Spectrum Disorder (ASD) in Cambridgeshire, of whom around 750 would meet the criteria for learning disability (“The changing prevalence of autism? University of Sunderland, 2006). Individuals who do not meet the criteria may still need significant support.

The location of people with learning disability is affected by service location, housing costs and development opportunity. More people with a learning disability live in Fenland, due to cheaper housing.

#### 4.2.5 Disability Living Allowance

There were 3,020 disabled people receiving benefits in May 2009. 2,990 were receiving Disability Living Allowance only and claimants with a disability represent 0.8% of resident working age people in Cambridgeshire (NOMIS, Disability Living Allowance Clients, Cambridgeshire, May 2009).

Disabled people receiving benefits	Total	< 6 months	6 months – 1 year	1 – 2 years	2- 5 years	> 5 years
Cambridgeshire	3,020	180	170	250	510	1,920
South Cambridgeshire	710	40	40	60	110	470

Table 5 Claimants receiving Disability Living Allowance by duration of claim. Source: ONS, NOMIS 2009

### 4.3 Children and young People

There are nearly 141,000 children and young people aged 0-19 who live in Cambridgeshire. The population in South Cambridgeshire is predicted to be 34,620, which equates to 24% of the overall population of the district. Forecast growth in the population aged 0-19 between 2008 and 2021 is forecast to rise by 15% in the

district, which equates to an addition 5,140 children and young people (Cambridgeshire County Council Research Group, 2008).

It is estimated that 3,500 children and young people in Cambridgeshire could have some form of disability. A new disability register being installed at the County Council should provide more accurate statistics in the near future.

#### 4.4 Life Expectancy

South Cambridgeshire has a higher than average life expectancy for both men and women compared to the rest of Cambridgeshire and the UK. The average life expectancy for a man in Cambridgeshire is 79 years and for a woman it is 82.9 years. The national average for a man is 77.7 years and for a woman is 81.8 years.

	South Cambs	England & Wales
Life expectancy at birth (years)		
Males	81.1	77.5
Females	84.5	81.7
Life expectancy at 65		
Males	19.6	17.4
Females	21.9	20.1

Table 6 Life Expectancy. Source: ONS, Life Expectancy at Birth and at Age 65, 2005-07

#### 4.5 Black, Asian and Minority Ethnic (BAME) People

The 2001 Census data shows that in South Cambridgeshire, 93.2% of the population was White British, and a further 3.7% were White Irish and White Other. 3,800 people identified as being from other minority ethnic groups, the largest of which were Indian and Chinese.

The provision of mental health care for people from BAME communities raises important, complex and cultural issues. Nationally, variations between ethnic groups in rates of various types of treatments and in particular the use of compulsion of the Mental Health Act.

#### 4.6 Gypsies and Travellers

Gypsies and Travellers were not identified separately in the 2001 Census although they are an ethnic group. The Cambridge Area Travellers Needs Assessment (2005) estimated that South Cambridgeshire's Traveller community was 1,330, which equates to 1% of the 2005 district population and makes them the largest ethnic minority group.

The Cambridge Sub-Region Traveller Needs Assessment (CSTNA) highlights that Gypsies and Travellers are often more disadvantaged than any other ethnic group in terms of access to healthcare and education.

The Council's Gypsy and Traveller Community Strategy 2010 – 2013 has been developed to:

- Provide a consistent, co-ordinated approach across the Council, and through its partnerships, to its work with Gypsies and Travellers.
- Improve access to services and the responsiveness of mainstream services and ensure that Gypsy and Traveller rights and needs are integrated into existing policies and mainstream services.

- Foster good community relationships, eliminate unlawful racial discrimination, promote equality of opportunity and positively promote mutual understanding, respect and tolerance between Gypsies and Travellers and other members of our rural communities.
- Work with partners, including health, police, voluntary agencies, and other local authorities to address issues of social exclusion amongst Gypsy and Traveller communities.
- Ensure that the accommodation and other needs of Gypsies/Travellers are met whilst taking account of cultural issues or specific requirements.
- Seek to manage unauthorised camping in an efficient and effective way, having regard to the welfare requirements, rights and responsibilities of Gypsies and Travellers, the environment and the potential level of nuisance for local residents.
- Provide a clear policy and practice framework for the guidance of agencies, staff, elected Councillors, Gypsies and Travellers, landowners and the wider public.

The Cambridge Sub-Regional Traveller Needs Assessment (2006) highlighted that Gypsy and Traveller children and young people describe themselves as being at risk of mental health problems and a decrease of their general well-being because of bullying and racism.

The main reported health problems among Gypsies and Travellers are anxiety and depression, respiratory problems, chest pain, arthritis and possibly back problems. There are a number of cultural and practical factors leading to low-take up of primary health care by Gypsies and Travellers. Their favoured option is culturally sensitive outreach services, such as health visitors (Joint Strategic Needs Assessment for Cambridgeshire, 2009).

## 4.7 Migrant Workers

Recent immigration from outside the UK has included workers attracted by opportunities for employment in the food industry and in the local service economy. Migrant workers have traditionally formed an important sector of the seasonal labour force; recently, migrant communities are becoming more established and less 'seasonal'.

There has been a distinct increase in migrant workers numbers since the last Census. After the accession to the EU in May 2004 of several European countries (Poland, Lithuania, Latvia, Estonia, Hungary, Czech Republic, Slovakia, Slovenia), nationals of these countries can work in the UK under the Workers Registration Scheme (WRS), and after working legally for 12 months without a break, have full rights to free movement and will no longer need to register under the WRS. The WRS data for South Cambridgeshire shows that since the start of the programme in 2004, nearly 2,000 migrant workers have registered with the scheme. There was an increase of 410 registrations in the district between 2008 and 2009 (Annual demographic and socio-economic information report (February 2010) produced by Research Group, Cambridgeshire County Council). The majority of these migrant workers are Polish (61%), followed by a considerable proportion of Lithuanians (16%).

Most migrant workers are 18-24 years of age and 59% are male. 33% of migrant workers are employed in the agricultural sector. 13% of migrant workers are employed as process operatives (ONS 2008 Migration Statistics Annual Report).

Individuals who migrate are subject to many changes in lifestyle, culture, food, climate and peer groups. These changes can often lead to depression and other

mental health problems (Migration and Mental Health in Europe, 2005). Cultural differences make diagnosing a mental health problem particularly difficult and this may be compounded by language barriers and a lack of knowledge about available services.

## **4.8 Transgender and Transsexual Community**

According to the Terence Higgins Trust, when people are described as transgender this suggests someone who feels that some aspect of the sex and gender they were born with does not fit who they feel they really are. When people are described as transsexual this is usually used to describe a person who feels that they were born the 'wrong' sex, and who identifies with and would like to be accepted as a member of the opposite sex. Many transsexuals want to change physically and do undergo sexual reassignment to change their bodies so that they are the sex they feel is right for them.

No local data is available on the transgender and transsexual community in South Cambridgeshire. The Gender Trust highlights that the prevalence of transsexualism vary widely between 1 in 4,000 and 1 in 10,000 people. This is mainly due to the social stigma attached to being transsexual, arising from a widespread lack of awareness of the true nature of the condition. It is something that is often kept hidden.

A survey carried out in 2001 revealed that the majority of employers were failing to include gender in their anti-discriminatory policies and no training was being provided to staff on the issues surrounding gender identity.

As well as being afforded protection from discrimination and harassment in employment and vocational training, a further change to the law on 21 December 2007 ensures that people who identify as transsexual will also have their rights protected in the provision of goods and services.

## **4.9 The Council**

### **4.9.1 Service Provider**

The Council has three distinct roles as a service provider, community leader and employer.

South Cambridgeshire District Council provides a wealth of services to its residents including:

#### **Environmental services**

- Collecting waste and recycling from 59,000 households
- Cleaning streets, dealing with abandoned cars and clearing and investigating fly tipping
- Making sure food premises are clean and safe
- The Home Improvement Agency enables those in need of support to maintain their independence, health and well-being in their chosen home
- Advising on and enforcing health and safety at work
- Dealing with pollution and offering pest control services
- Licensing taxis, public entertainment and the sale of alcohol

#### **Housing services**

- Improving the supply of affordable homes
- Managing 5,570 Council homes

- Providing housing advice and support for homeless people and victims of domestic violence.

#### **Planning services**

- Considering planning applications, dealing with development without planning permission and building control
- Conserving our environment and buildings
- Developing planning policy to shape the future of the district

#### **New communities**

- Developing the local economy
- Planning for major developments
- Supporting local tourism
- Supporting arts and sports development
- Working towards a sustainable South Cambridgeshire

#### **Working with communities, partners and customers**

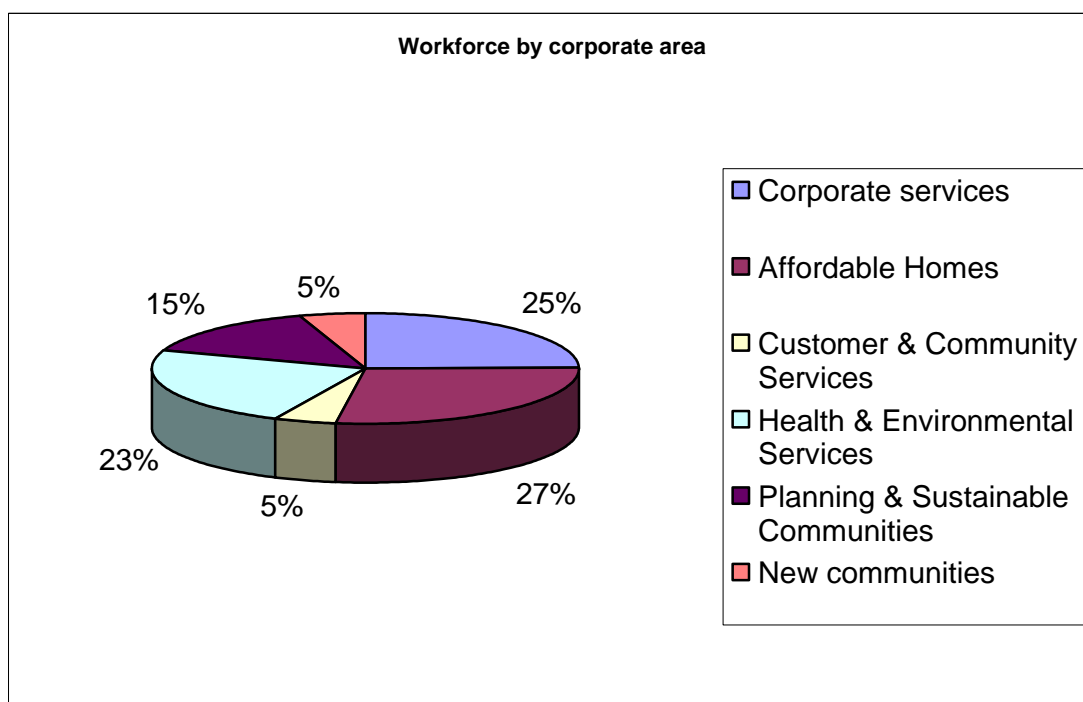
- Promoting community safety
- Supporting, strengthening and engaging with our communities
- Providing community and voluntary sector grants
- Making sure all our customers can access services equally, in the best way for them
- Administering local democracy including elections

#### **Corporate services**

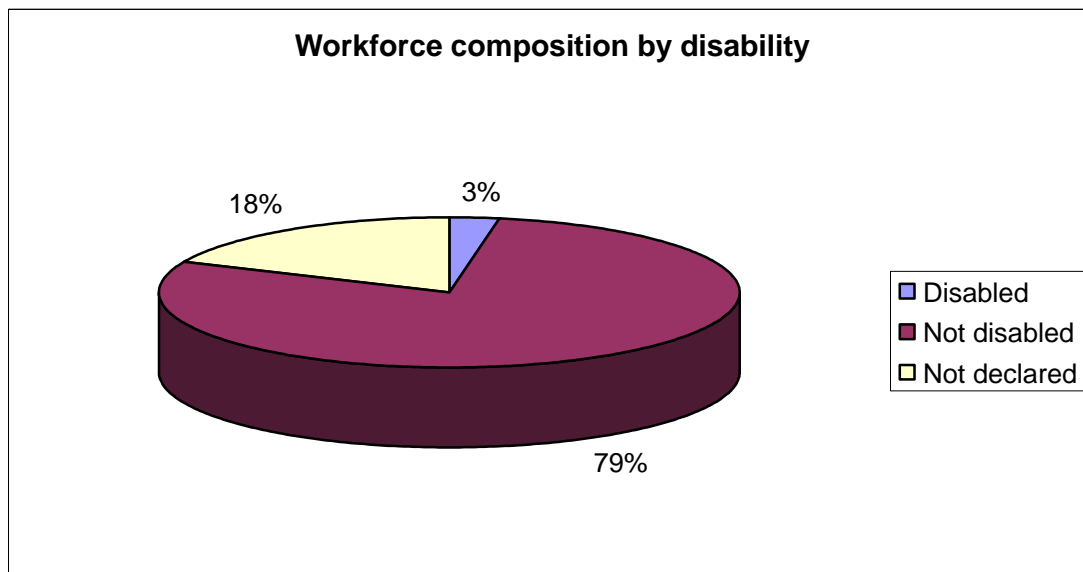
- Increasing customer access and developing smarter ways of working through technology and partnerships
- Providing support for those who need help with Housing and Council Tax Benefits
- Collecting Council Tax and Business rates
- Providing support services such as accountancy and legal

#### **4.9.2 Employer**

South Cambridgeshire District Council employs 490 people across a wide range of service areas. This figure excludes any casual employees.



As of May 2009, the percentage of employees with a disability at South Cambridgeshire District Council was 3%, compared with the estimated 3.5% who are economically active in Cambridgeshire. However, this figure may understate the case, as 18% of employees have not declared their status.



#### **4.9.3 Elected Councillors**

There are 57 Councillors of the District Council representing 103 parishes and settlements.

Currently, there are 38 male (67%) Councillors and 19 (33%) female Councillors and this is reflective of the national make-up across England and Wales. No information is available on the number of District Councillors with a disability at South Cambridgeshire.

The biennial Local Government Association (LGA) and Improvement & Development Agency (IDeA) Councillors' Census for 2008 found that 13.3% of Councillors indicated that they had a long-term illness, health problem or disability. This was slightly higher than in previous censuses when it varied between 10.5% and 12.9%.

#### **4.10 Our Aims and Values**

The Council has set Aims and Values for 2010/11, which helps us to achieve the South Cambridgeshire Sustainable Community Strategy, the Council's vision and the countywide Local Area Agreement (LAA).

##### **4.10.1 Aims**

Five aims have been set for 2010/11, namely:

Aim A - We Are Committed To Being A Listening Council, Providing First Class Services Accessible To All

Aim B - We Are Committed to Ensuring that South Cambridgeshire Continues to be a Safe And Healthy Place for You and Your Family



Aim C - We are Committed to Making South Cambridgeshire a Place in which Residents can Feel Proud to Live

Aim D - We are Committed to Assisting Provision of Local Jobs for You and Your Family

Aim E - We are Committed to Providing a Voice for Rural Life

#### **4.10.2 Values**

The Council has also adopted a set of Values, which will be embedded in the service in 2010/11 through behaviours agreed across the Council:

- Customer service;
- Mutual Respect;
- Trust;
- Commitment to Improving Services

## **5. Development of the Disability Equality Scheme**

### **5.1 Gathering Data and Using Information**

#### **5.1.1 Collection of Data**

One of the duties that must be carried out by any public sector authority is the gathering of information on the effects of its current policies and practices on men and women in employment, those that use its services and also its general performance.

The Council has gathered and will continue to gather this information in the following ways:

- Staff and Councillor surveys
- Customer Satisfaction surveys
- Equality Impact Assessments
- Staff and Councillor Workshops (during the consultation period)
- External Stakeholder workshops (during the consultation period)
- Complaints and Compliments forms
- Equality and Diversity Steering Group
- Staff Statistics and Recruitment Monitoring Forms

#### **5.1.2 Staff Surveys**

A staff survey is generally carried out every two years and asks a range of equality and diversity questions as well as employees general opinions and experiences about their jobs and feelings towards the Council as an employer.

The latest staff survey was carried out in September/October 2009 and an extract from the draft report states:

"The picture at SCDC as an equal opportunities employer is another strong positive. Seven in ten (70%) employees' feel that they are treated with fairness and respect and around three quarters (73%) think that the Council is an equal opportunities employer. The Ipsos MORI Local Authority norms are 59% and 68% respectively on these measures".

#### **5.1.3 Customer Satisfaction Surveys**

Most services within the Council carry out regular customer satisfaction surveys. However, not all services are analysing the data they collect in terms of disability equality and any results are actioned upon accordingly.

## **5.2 Consultation and Engagement**

The Council recognises the importance of consultation in the development and implementation of its Single Equality Scheme. Involvement and consultation helps to give minority groups an opportunity to provide input about the provision of services.

The Disability Equality Scheme has been subject to widespread consultation with Council staff, Councillors, local residents, community groups, partner organisations, parish councils and other associations between ??? and ??? 2010. This helped us gather a wide range of views on whether the draft Scheme represented an effective

approach to delivering Disability Equality over the next 2 – 3 years. Comments received were used to finalise the Scheme for the Council to adopt.

A list of the groups and organisations consulted in the development of this Disability Equality Scheme are attached in Appendix 2.

## **5.3 Equality Impact Assessments (EQIAs)**

### **5.3.1 Carrying out Equality Impact Assessments**

As part of any effective policy development process, it is important to consider any potential risks to those who will be affected by the policy's aims or by its implementation. As part of the Council's commitment to Equality and Diversity we are carrying out Equality Impact Assessments (EQIAs) on all our new and existing policies and procedures. This helps us to consider any potential risk on different groups.

Carrying out an EQIA at the start of the policy development process allows the policy holders to identify, at every step, what the consequences may be to different groups, and whether a policy should adopt a certain direction/approach/criterion or eligibility requirement or whether there are any opportunities to promote equality.

### **5.3.2 What we Assess**

The three existing public sector equality duties require public authorities to check how their policies affect people from different groups and communities in respect of disability, gender and race equality. The Council has extended this assessment to include all equality areas and due to the rural nature of the district, now includes 'rurality' as a consideration during the EQIA process. This relates to both existing and proposed policies.

### **5.3.3 Training for Staff**

Through our internal training programme we provide mandatory equalities training for all staff to ensure they understand their role and objectives under the equality duties and wider equality legislation. In addition, line managers also receive a session on equality impact assessments, which covers:

- What they are and why the Council has to do them;
- The benefits of impact assessments;
- The law on equalities and how this relates to impact assessments; and
- The process for carrying out impact assessments.

### **5.3.4 Quality Assurance**

Corporate Managers are responsible for reviewing and signing off completed impact assessments relevant to their service areas.

In June 2009, the Council established an Equality Impact Assessment Quality Assurance Panel, comprising of six officers from the Council's Equality and Diversity Steering Group. The role of the panel is to:

1. Review and challenge completed impact assessments.
2. Ensure that all Council Officers, when developing/revising policies and practices, give appropriate consideration to how people access the

services they provide and the implications of the policies they develop for all groups in the local community.

3. Challenge whether the Council is meeting all the requirements of the equalities duties, i.e. the race and gender equality duties requires consultation with stakeholders; the disability equality duty requires the involvement of disabled people.
4. Challenge whether the policy/practice is seeking to improve the quality, responsiveness and accessibility of local public services.
5. Help to improve consultation, especially with hard-to-reach groups.
6. Ensure that completed impact assessments are suitable for publication on the Council's website for public inspection.

### **5.3.5 Disability Equality Monitoring**

In line with legislation, guidance from the Equality and Human Rights Commission, Stonewall, ACAS and Employers Organisations, South Cambridgeshire District Council is committed to ensuring that it is operating fairly and equitably in both Service Delivery and Employment.

The Council's Corporate Equality Commitment and Comprehensive Equalities Policy 2009 - 2012, by themselves, will not bring about equality – the Council must have a system for checking whether their policies are being carried out and whether they are working.

The Council successfully monitors the diversity of its workforce. However, work is currently underway to improve systems for monitoring the diversity of its customers

### **5.3.6 Why Gather Information on Disability Equality?**

In policy development equality monitoring can help us to understand:

- whether the policy is likely to have the intended effect;
- how proposed policies might affect particular groups; and
- how we can amend policies to eliminate discrimination and promote equality.

In service delivery, equality monitoring can help us to understand:

- the needs of service users;
- which groups are using our services;
- which groups are not using our services;
- how to reach under-represented groups;
- how satisfied different groups are with our services;
- differences in service outcomes; and
- how to use our resources better.

### **5.3.7 Publication of our Impact Assessments**

The Council is committed to publishing the results of our impact assessments. These are available on the Council's website at or can also be made available on request:

<http://www.scambs.gov.uk/CouncilAndDemocracy/Equality/equalityimpactassessments.htm>.

## 5.4 Monitoring and Evaluation

### 5.4.1 Complaints and Compliments

Complaints are monitored to make sure that there are no complaints based on disability discrimination. If disability inequality issues are picked up through the monitoring of complaints forms these issues will inform the scheme and subsequent action planning, with a view to reducing and eliminating the need for complaints on the grounds of disability inequality.

Monitoring Compliments forms may provide valuable feedback on progress and actions taken to eliminate disability inequality or disability discrimination. These findings will inform the schemes review process.

### 5.4.2 Equality and Diversity Steering Group

South Cambridgeshire District Council has an active Equality and Diversity Steering Group that is helping to shape the Council's policies on equality and diversity. The Steering Group will be heavily involved in the monitoring and evaluation of the scheme to ensure that it continues to reflect the Disability Equality Duty and provides up to date guidelines for staff and service providers to follow.

### 5.4.3 Equality Framework for Local Government

In June 2009, the Council achieved level 2 of the Equality Standard for Local Government. The standard has subsequently been replaced by the Equality Framework For Local Government, which has three tiers of accreditation: Developing, Achieving & Excellent. South Cambridgeshire District Council has now migrated to the Developing tier of accreditation and the Council is committed to securing Achieving accreditation during 2010/2011.

The Equality Framework assesses five performance areas:

- Knowing your community and equality mapping
- Place shaping, leadership, partnership and organisational commitment
- Community engagement and satisfaction
- Responsive services and customer care
- A modern and diverse workforce

The above five performance areas have been built into the Action Plan for this Disability Equality Scheme. See section 10 for further information.

## 5.5 Enforcement of the Disability Equality Duty

The Equality and Human Rights Commission (EHRC) will actively enforce the duty and the extent to which the Council has complied with the duty is likely to be assessed on the following criteria:

**Information:** Do we have the information, which allows us to understand the impact of our work on people with disabilities?

**Consultation:** Have relevant people inside and outside of the Council been involved in appropriate ways, in providing information and identifying disability equality priorities?

**Transparency:** Has information about the disability equality scheme been widely available through appropriate channels and in a variety of formats?

**Proportionality:** Has the Council put its effort and resources where they will have most impact on disability equality?

**Effectiveness:** Has action been taken and has it delivered the required outcomes, leading to less discrimination and greater disability equality?

## **6. Disability Equality Scheme 2006 – 2009 Review**

The Council's first Disability Equality Scheme contained an Action Plan to be implemented over a three-year period.

During the first year of the plan the Council consolidated and built on disability related information and raised awareness of the Scheme. During the second year of the plan we focused on using disability related information to further develop the Action Plan. Finally, the third year of the plan focused on implementation and the completion of an evaluation of the scheme.

### **Promote equality of opportunity between disabled people and other people**

Main achievements:

- Wide range of information available on the Council's website ([www.scambs.gov.uk](http://www.scambs.gov.uk)) including resizable fonts and an 'accessibility' page, which has been accredited by the Shaw Trust
- Access improvements at Milton Country Park
- Different features on green and black wheelie bins to help residents tell them apart
- Licensing service requires taxis to accept passengers with guide or hearing dogs
- Some private hire vehicles, licensed by SCDC, have wheelchair access
- On-going building works to ensure sheltered housing communal rooms are DDA compliant

### **Eliminate discrimination, which is unlawful under the DDA**

Main achievements:

- Accessibility features at the Council's offices benefit both visitors and staff with disabilities
- Specialist advice is available for people with a disability in the areas of planning, housing and building control
- New LDF development criteria on safe and convenient access
- Access statements required as part of planning applications
- Specific training on access issues and the planning system for planning officers

### **Eliminate harassment of disabled people that is related to their disability**

Main achievements:

- Disability awareness training for voluntary organisations and sports coaches
- Equalities training provided for Members and staff

### **Promote positive attitudes towards disabled people**

Main achievements:

- The Council has developed an Equalities Consultative Forum to work with other agencies who help disabled people
- The Council's Housing Advice and Homelessness Team are a member of Cambridgeshire's Disability Housing Strategic Network Group
- Grant support for local disability groups
- Funding fair and workshops for voluntary organisations

- Discretionary rate relief for charitable organisations supporting people with disabilities

### **Encourage participation by disabled people in public life**

#### **Main achievements:**

- SCDC information available in large print, Braille or in audio format, on request. The Council's choice based lettings scheme user guide is also being developed into a version of Makaton - **Makaton** is a system of communication that uses a vocabulary of "key word" manual signs and gestures to support speech, as well as graphic symbols to support the written word. It is used by and with people who have communication, language or learning difficulties.
- Sports development initiatives, such as Camboccia, to increase opportunities for disabled people
- Opportunities for tenant participation
- Polling stations are DDA compliant and postal voting is arranged on request
- The Council's Contact Centre is open 8am to 8pm Monday to Saturday
- Consultations publicised via the Council's website and South Cambs magazine, which also include the facility for online representations
- Reasonable adjustments are made for visitors with a disability who wish to attend Council meetings
- The Council's choice based lettings scheme holds an assisted bidders list to help vulnerable applicants to access the scheme. This could include sending applicants a personalised free sheet or making proxy bids on their behalf. Non-bidders on the housing list are also reviewed to determine whether specialist support is required to access the scheme.

### **Take steps to take account of disabled people's disabilities**

#### **Main achievements:**

- Availability of home visits
- Support for Mobile Warden schemes, helping elderly and disabled people live in their homes
- Assisted waste and recycling services
- Home Improvements Agency (HIA) and disabled facilities grants
- Priority given to housing applicants with a disability in the Council's lettings policy where their current housing has an adverse impact on their disability
- Applicants with specific disability needs are nominated to Papworth Trust properties
- Communications with individuals are adapted to take account of their particular disabilities
- Occupational health assessments and flexible working options are available to staff



## **7. Disability Equality Scheme 2009 – 2012 Priorities**

### **7.1 Disability Equality in Corporate Engagement**

- Be more consistent and better at communicating with all our residents, to let them know what services are available and how they can access them.
- Ensure that we understand and meet the needs of our newest arrivals in the community, for example migrant workers from Eastern Europe and refugees and asylum seekers, as well as our long-standing Gypsy and Traveller communities.
- Develop our understanding of the needs of the disabled community and proactively address the issues and tackle the barriers that they face.
- Be more sophisticated in our methods of consultation, engagement and involvement, and ensure that all residents know how we have used their feedback to make changes to services or policies.
- Ensure that we are taking a consistent approach to disability equality monitoring to help us improve as an employer and service provider.
- Support our staff as they manage external contracts to ensure services delivered through others meet the needs of our diverse community.
- Ensure efficient and fair delivery of services through a well-trained workforce, knowledgeable about disability equality issues.
- Improve the representation of disabled staff at all levels and in all departments within the Council.
- Further develop the Council's approach to the scrutiny of progress being made on disability equality; and
- Strengthen our work with partners in the public sector to promote disability equality and to develop and share good practice.

### **7.2 Disability Equality in Service Delivery**

- Be more consistent and better at communicating with all our residents to let them know what services are available and how they can access them.
- Continue to undertake robust and effective Equality Impact Assessments (EqIA's) to enable us to better understand the needs of our diverse community.
- Improve our data analysis in order to better understand who is and who is not using our services and why.
- Better engage and involve the disabled community in the decision-making process.
- Use the Equality Impact Assessment (EqIA) tool to more effectively identify service level disability equality objectives and targets.
- Take positive action to make our workforce representative of our diverse community.

- Strengthen individual Service Plans to contain disability equality priorities for action; and
- Better promote the Council's message on disability equality so that all members of staff better understand their roles and responsibilities.

### **7.3 Disability Equality in Employment**

- Improve our communication with the workforce – in terms of both understanding their diverse needs and in terms of promoting the Council's message on disability equality.
- Build capacity in the workforce (through, for example, the duty to consider Positive Action measures) in order that all staff have the opportunity to realise their potential and progress within the Council.
- Monitor success rates for certain groups of people, such as members of the disabled community, who apply for Council jobs.
- Monitor and review the take-up of learning and development opportunities in order to take appropriate action to ensure all staff at all levels have access to these activities.
- Consider the introduction of a Disabled Workers Group, and work with this group to inform the Council's decision-making processes.
- Improve take up of disability equality learning and development activities for all staff; and
- Review employment policies and guidance to managers in line with the findings of the Equality Impact Assessments (EqIA's).

## **8. Responsibility and Accountability**

The Council's Chief Executive has overall responsibility for making sure that we carry out the actions in the Disability Equality Scheme. Actions will be allocated to relevant Managers and Officers who are responsible for carrying these out and reporting on progress.

This Disability Equality Scheme will be reviewed and updated on an annual basis to help ensure compliance with Government guidance and legislation and incorporate emerging good practice.

### **8.1 Portfolio Holder with Responsibility for Equality and Diversity**

There will be quarterly reports to the Portfolio Holder with responsibility for equality and diversity on progress against the delivery of the scheme and its action plan. An annual review of the strategy will also be considered by the Portfolio Holder to ensure that the objectives are still relevant and are being met.

### **8.2 The Equality and Diversity Steering Group**

South Cambridgeshire District Council has an established Equality and Diversity Steering Group whose aim is to support the development and implementation of policies and practices to enable us to meet its statutory obligations and achieve its commitment to equality and diversity given in the Comprehensive Equality Policy 2009 - 2012.

All service areas are represented on the Equality and Diversity Steering Group, which is chaired by the Executive Director for Operational Services. There are clear reporting links to the Executive Management Team (EMT), the relevant Portfolio Holder and other relevant groups. The Equality and Diversity Steering Group meet every six weeks or according to need.

The Equality and Diversity Steering Group will report to the Portfolio Holder with responsibility for equality and diversity and to the Executive Management Team (EMT) at least quarterly on progress with work plans and identifying areas for action and improvement.

## 9. Feedback

The Council welcomes feedback on its Disability Equality Scheme. If you would like more information or to comment on our Disability Equality Scheme or if you would like a copy of this document in an alternative format, please contact us using the information below:

Phone: 01954 713465

Email: [equality.schemes@scambs.gov.uk](mailto:equality.schemes@scambs.gov.uk)

Website: [www.scambs.gov.uk](http://www.scambs.gov.uk)

Or write to us at:

Equality and Diversity Officer  
South Cambridgeshire District Council  
South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

## 10. Action Plan

*Note: This is a pre-consultation draft action plan, which be developed further following the consultation period.*

<b>Disability Equality Scheme 2009 - 2012</b>		
<b>Tasks</b>	<b>Timescale</b>	<b>Lead Officer</b>
<b>THEME 1: Knowing your community and equality mapping</b>		
1. Conduct targeted research with council tenants, staff and service users to ensure that the Council deliver the right actions and improve outcomes for disabled people in housing.	September 2011	Housing Services Manager/Equality and Diversity Officer
2. Develop a thorough understanding of the needs of the disabled community through the establishment of a Disability Forum for residents.	In progress	Housing Services Manager/Equality and Diversity Officer
<b>THEME 2: Place shaping, leadership, partnership and organisational commitment</b>		
1. The Council will continue to work with the East of England Local Government Association (EELGA) to design an equalities development programme for all Councillors.	April 2011	Equality and Diversity Officer/Democratic Services
2. Include the Disability Equality Scheme in the induction process for all Councillors.	April 2011	Equality and Diversity Officer/Democratic Services
3. All key partnerships will be encouraged to include disability related objectives in business plans for all appropriate areas of work.	December 2010	Partnership Manager
4. Continue to include disability-neutral language in all forms of corporate consultation exercises.	In progress	All Corporate Managers
5. Ensure that the Council's Equality and Diversity Steering Group will continue to monitor progress on its equalities programme including disability equality issues.	In progress	Equality and Diversity Officer
6. Keep up to date with any changes on legislation in relation to disability expected to come out of the new Single Equality Bill	In progress	Equality and Diversity Officer
7. Ensure that all Council publications challenge disability stereotypes by avoiding the traditional imagery that could encourage negative behaviour and portraying diverse population that takes into account all strands of equality.	December 2010	Communications Manager
8. Support and organise activities and events to	In progress	Equality and Diversity Officer

### Disability Equality Scheme 2009 - 2012

Tasks	Timescale	Lead Officer
promote and celebrate disability equality		
<b>THEME 3: Community engagement and satisfaction</b>		
1. Increase the use of the Council's website, targeted publications and other disability-specific events to promote positive disability role models and 'non-traditional' jobs.	December 2010	Communications Manager
2. Commit to regular dialogue with disability-specific organisations building on the consultation that took place in the development of this Disability Equality Scheme.	September 2010	Equality and Diversity Officer
<b>THEME 4: Responsive services and customer care</b>		
1. Continue with the process of exploring a partnership arrangement with Cambridge City Council for providing translation and interpretation services to residents. This will improve access to services for people who do not speak English as a first language, e.g. single mothers accessing housing services.	In progress	Equality and Diversity Officer/Procurement Officer
2. Continue to develop the Corporate Equalities Monitoring Form to ensure that equalities is included in all customer service questionnaires and surveys and effectively monitor results to highlight any issues relating to disability.	In progress	Equality and Diversity Officer
3. Conduct regular reviews on housing policies to ensure that procedures and agreements are fair to people with disabilities. Ensure that the housing application and allocation process is free from any unintentional discrimination.	September 2011	Housing Services Manager/Equality and Diversity Officer
<b>THEME 5: Modern and diverse workforce</b>		
1. Continue to deliver staff equalities training, specifically focusing on disability equality and ensure that the Council's Disability Equality Scheme is included in the induction process for all staff.	In progress	HR Manager/Equality and Diversity Officer
2. Ensure that diversity monitoring information is obtained from the point of applying to short listing and finally appointing to guarantee consistency in the Council's recruitment and selection procedures.	December 2010	HR Manager /Equality and Diversity Officer
3. Raise awareness amongst staff and particularly staff with a disability that they can take the time off to attend medical appointments without judgement. Link	November 2010	HR Manager

**Disability Equality Scheme 2009 - 2012**

<b>Tasks</b>	<b>Timescale</b>	<b>Lead Officer</b>
in with Employee Well-Being Week events each November.		
4. Continue to promote an inclusive culture free from prejudice for different employees via training and internal publicity.	March 2011	Equality and Diversity Officer
5. Actively explore how to establish employee disability networks to increase access to advice, information and support on a range of work related matters.	April 2011	Equality and Diversity Officer

## **Appendix 1: Bibliography**

- Annual Demographic and Socio-Economic Information Report (February 2010), Cambridgeshire County Council
- Annual Report by the British Council of Disabled People, 2007
- Data Profile of Children and young People in Cambridgeshire, Cambridgeshire County Council
- Disability Rights Commission (2005) The Duty to Promote Disability Equality: Statutory Code of Practice
- Equality and Human Rights Commission (2009) A Guide to the Public Sector Equality Duties
- Equality and Human Rights Commission (2009) Disability Equality Schemes: the three-yearly review
- Equality and Human Rights Commission (2009) Using your revised Disability Equality Scheme to improve the lives of disabled people
- First Among Equals: Diversity in local government leadership and public appointments, NLGN, 2009
- Improving Life Chances of Disabled People, 2007
- Joint Strategic Needs Assessment for Cambridgeshire, 2009
- Learning Disabilities in Children and Young Adults, Emerson and Hatton, 2004
- Migration and Mental Health in Europe, 2005
- NOMIS, Disability Living Allowance Clients, Cambridgeshire, May 2009
- ONS 2008 Migration Statistics Annual Report
- ONS Annual Population Survey, 2008
- ONS Annual Survey of Hours & Earnings – Resident Analysis, 2009
- ONS Mid-year Populations Estimates, 2008
- OPCS Survey of Disability in Great Britain (1998) and Census 2001
- Survey of Adults with Learning Disabilities in England, 2003/2004
- The Changing Prevalence of Autism, University of Sunderland, 2006
- The Council's Community Safety Strategy
- The Council's Housing Strategy
- The Council's Workforce Plan



**Appendix 2: List of Invited Consultees**

To be added post-consultation.

**Appendix 3: Disability Equality Scheme 2009 – 2012 (Version 2)  
Consultation Questionnaire**

**South Cambridgeshire District Council  
Disability Equality Scheme 2009 – 2012 (Version 2)  
Consultation Questionnaire**

We are very grateful to the many people and organisations that have contributed to the development of this Disability Equality Scheme (DES) by sharing their experiences, views, opinions and ideas with us.

We would appreciate it if you would take the time to read the draft DES and complete the questions below to reach us by ???.

**1. To what extent do you agree that the background and context (outlined in Chapters 1 – 5) provides a useful and relevant introduction to the DES?**

- |                            |                    |                          |
|----------------------------|--------------------|--------------------------|
| Agree strongly             | (go to question 3) | <input type="checkbox"/> |
| Agree                      | (go to question 3) | <input type="checkbox"/> |
| Neither agree nor disagree | (go to question 3) | <input type="checkbox"/> |
| Disagree                   | (go to question 2) | <input type="checkbox"/> |
| Disagree strongly          | (go to question 2) | <input type="checkbox"/> |

**2. If you disagree or disagree strongly, please explain why.**

**3. To what extent do you agree that we have identified the correct priorities (outlined in Chapter 6) for the DES?**

- |                            |                    |                          |
|----------------------------|--------------------|--------------------------|
| Agree strongly             | (go to question 5) | <input type="checkbox"/> |
| Agree                      | (go to question 5) | <input type="checkbox"/> |
| Neither agree nor disagree | (go to question 5) | <input type="checkbox"/> |
| Disagree                   | (go to question 4) | <input type="checkbox"/> |
| Disagree strongly          | (go to question 4) | <input type="checkbox"/> |

**4. If you disagree or disagree strongly, please explain why and suggest up to 3 alternative priorities.**

**5. To what extent do you agree that we have identified the appropriate actions (outlined in Chapter 9) for the DES?**

- |                            |                    |                          |
|----------------------------|--------------------|--------------------------|
| Agree strongly             | (go to question 7) | <input type="checkbox"/> |
| Agree                      | (go to question 7) | <input type="checkbox"/> |
| Neither agree nor disagree | (go to question 7) | <input type="checkbox"/> |
| Disagree                   | (go to question 6) | <input type="checkbox"/> |
| Disagree strongly          | (go to question 6) | <input type="checkbox"/> |

**6. If you disagree or disagree strongly, please explain why and suggest alternative actions.**

**7. How easy is the Disability Equality Scheme to understand in terms of:**

	Very easy	Quite easy	Neither easy nor difficult	Quite difficult	Very difficult
<b>Terminology &amp; Language</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Format &amp; layout</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Length</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Content</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Background &amp; Context</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Priorities</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Actions</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**8. If you found any sections of the DES difficult to understand, please highlight, which sections and how it could be improved.**

**9. Do you have any other comments about the DES?**

## Equalities Monitoring Form

South Cambridgeshire District Council is committed to equality of access for all of our residents. This applies equally to consultation surveys such as this one. Your responses to these questions will help us to ensure that our consultation exercises are reaching the widest possible audience.

**The questions are not compulsory and leaving them blank will not affect your submission**, but they will help us to provide a better standard of service throughout our community. Please tick where applicable

**1. If you are representing an organisation or group, please state which one:**

--

**2. What is your age group**

- 16-24
- 25-34
- 35-44
- 45-54
- 55-59
- 60-64
- 65-74
- 75-84
- 85+
- Prefer not to say

**3. Do you have a disability?**

- Yes
- No
- Prefer not to say

**4. What is your gender?**

- Male
- Female
- Prefer not to say

**5. Is your gender identity the same as the gender you were assigned at birth?**

- Yes
- No
- Prefer not to say

**6. What is your relationship status?**

- Single
- Married
- Civil Partner
- Co-habiting
- Prefer not to say

**7. What is your religion or belief?**

- No religion
- Christian
- Buddhist
- Muslim
- Hindu
- Jewish
- Sikh
- Other
- (please write in).....
- Prefer not to say

**8. How would you describe your sexual orientation?**

- Bisexual
- Gay
- Heterosexual
- Lesbian
- Prefer not to say

**9. What is your ethnicity? Please chose ONE from section A to E, then tick the appropriate box(es) to indicate your cultural background.**

**A. White**

- British
- Irish
- Eastern European
- Any other white background  (please write in).....

**B. Dual Heritage**

- Black Caribbean
- Black African
- Asian
- Chinese
- White
- Any other Mixed background  (please write in).....

**C. Asian or Asian British**

- Indian
- Pakistani
- Bangladeshi
- Any other Asian background  (please write in).....

**D Black or Black British**

- Caribbean
- African
- Any other black background  (please write in).....

**E. Chinese or other ethnic group**

- Chinese
- South East Asian
- Any other  (please write in).....

**F. Perfer not to say**

**10. To provide information on the geographical spread of responses please could you provide the first part of your postcode (e.g. CB23). Please do not provide your full postcode.**

First part of postcode: \_\_\_\_\_

**Thank you very much for all of your comments.**

**The published DES will be available on the website**  
<http://www.scambs.gov.uk/>

**Please return this completed questionnaire by ???**

Please E-mail the completed questionnaire to [equality.schemes@scambs.gov.uk](mailto:equality.schemes@scambs.gov.uk) or post it to:

Paul Williams  
Equality and Diversity Officer  
South Cambridgeshire District Council  
South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

**Appendix 4: Disability Equality Scheme 2009 – 2012 (Version 2)  
Consultation Responses**

To be added post-consultation