

3 March 2021

## NOTICE OF MEETING

### **POLICY AND PERFORMANCE SCRUTINY PANEL**

*will meet on*

**Thursday, 11 March 2021**

*beginning at*

**6:45 pm**

**PLEASE NOTE: this is will be a 'virtual meeting'. The meeting can be viewed here: <https://bit.ly/3c0SSOQ>**

**TO:** Councillor Richard Gomer (Chair)  
Councillor Malcolm Cross (Vice-Chair)  
Councillor Janice Asman  
Councillor Alan Broadhurst  
Councillor Nicholas Couldrey  
Councillor Jephthe Doguie  
Councillor James Duguid  
Councillor Judith Grajewski  
Councillor Tim Groves  
Councillor Lucy Jurd  
Councillor David Pragnell  
Councillor Sara Tyson-Payne  
Councillor Gin Tidridge

**CC:** Councillor Keith House Council Leader

**Staff Contacts:** Nikki Dunne, Democratic Services Officer; Tel: 023 8068 8298; Email: [nikki.dunne@eastleigh.gov.uk](mailto:nikki.dunne@eastleigh.gov.uk)

Natalie Wigman, Corporate Director Tel: 023 8068 8405  
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**NATALIE WIGMAN**  
Corporate Director - Strategy

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as well as in other formats, including Braille, audio, large print and other languages, upon request.

**PLEASE NOTE** that any member of the press and public may listen-in to proceedings at this 'virtual' meeting via a weblink which will be publicised on the Council website at least 24hrs before the meeting. It is important, however, that

Councillors can discuss and take decisions without disruption, so the only participants in this virtual meeting will be the Councillors concerned, the officers advising the Committee and any participants who have registered in advance to speak. This meeting will be recorded.

## AGENDA

1. Apologies

2. Declarations of Interest

Members are invited to declare interests in relation to items of business on the agenda. Any interests declared will be recorded in the Minutes.

3. Minutes (Pages 5 - 12)

To consider the Minutes of the meetings held on 28 January 2021 and 11 February 2021.

4. Public Participation

Councillors not on Policy and Performance Committee and members of the public can participate during this section of the meeting in the following ways:

- If you are able to participate live (meet the technical requirements) and wish to be present and speak, you will need to notify Democratic Services 4 working days (**Midday Friday 5 March 2021**) before the meeting. Technical and etiquette guides will be provided.
- Alternatively, the public can email a statement to be read out by 'the spokesperson'. Emailed statements will need to be received 2 working days (**Midday Tuesday 9 March 2021**) before the date of the meeting. Democratic Services will confirm receipt of the email and confirm it can be read out.
- The statement (including questions) will be the equivalent of a maximum of three minutes if read out. Please therefore restrict your statement to one side of A4 (12 font). This applies audio/ video recordings also.
- Alternatively a MP4 file will be sent to Democratic Services 4 working days (**Midday Friday 5 March 2021**) before the meeting. This must be accompanied by a written transcript (emailed). In the event that the file does not meet technical requirements the transcript will be read by the spokesperson and shown on the screen.

Please contact us via [democratic.services@eastleigh.gov.uk](mailto:democratic.services@eastleigh.gov.uk)

5. Chair's Report

6. Update from Task and Finish Groups

7. Equality Strategy and Action Plan (Pages 13 - 24)

8. COVID Recovery - High Streets and local retail centres

9. Cabinet Forward Plan (Pages 25 - 26)
10. Policy and Performance Scrutiny Panel's Work Programme (Pages 27 - 30)

<p style="text-align: center;"><b>DATE OF NEXT MEETING</b> <b>Thursday, 17 June 2021 at 6:45 pm</b></p>
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## POLICY AND PERFORMANCE SCRUTINY PANEL

Thursday, 28 January 2021 (6:45 pm – 7:49 pm)

### PRESENT:

Councillor Gomer (Chair); Councillors Cross, Asman, Broadhurst, Couldrey, Duguid, Grajewski, Groves, Jurd, Tyson-Payne and Tidridge

Apologies for absence were received from Councillors Doguie and Pragnell

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### RESOLVED ITEMS (SUBJECT TO QUESTIONS ONLY)

#### 145. APPOINTMENT OF CHAIR IN THE SEAT

The Panel appointed Councillor Groves as Vice-Chair in the Seat until Councillor Cross arrived at 18.50.

#### 146. DECLARATIONS OF INTEREST

In relation to agenda item 7, Councillor Grajewski declared that she was an Executive Member for Public Health at Hampshire County Council and a Member of the Supporting Families' Programme across Hampshire.

#### 147. MINUTES

**It was AGREED -**

**That the Minutes of the meeting of the Panel held on 7 December 2020 be confirmed and signed by the Chair as a correct record.**

#### 148. PUBLIC PARTICIPATION

There was no public participation on this occasion.

#### 149. CHAIR'S REPORT

The Chair welcomed Members back for 2021 and reminded Members that they needed to complete the forms to register their interest in any standing portfolios [GR1].

#### 150. UPDATE FROM TASK AND FINISH GROUPS

Councillor Asman updated the panel from the Equalities Working Group held in early January. The Group were able to comment on an early draft

of the Strategy and Action Plan. The Strategy was to come to Policy and Performance in March.

Councillor Groves updated the panel with regards to the Environment Task and Finish Group. A meeting would be held on the 8 February 2021 to review the process of the Tree Supplementary Planning Document. A draft version will be circulated to the Group next week so that it can be considered.

Councillor Couldrey confirmed that the Housing Group had not met.

The Chair had received an update from the Strategic Planning Lead for the Environment. Hampshire Country Council were going to pre consultation on the Transport Strategy. The Chair suggested that the Environment Task and Finish Group's scope was expanded to give the Group the opportunity to make suggestions.

Councillor Grajewski stated that it was important for people to engage in the pre consultation.

151. EASTLEIGH COMMUNITY SAFETY PARTNERSHIP

Safety and Resilience Manager, Melvin Hartley, outlined the report which included the key community safety issues in the Borough.

**RESOLVED -**

**The Policy and Performance Scrutiny Panel**

**(1) Noted the work undertaken by the Community Safety Partnership over the past twelve months in the Borough.**

The panel requested that that data contained within the report show comparisons with local neighbouring authorities.

152. ANNUAL CUSTOMER COMPLIMENTS AND COMPLAINTS

Consideration was given to a report by the Case Management Team Leader for Service Delivery.

The Panel requested that any future reports were made colour-blind friendly.

**RESOLVED –**

**That the Panel noted the improvement in customer care and made the following recommendation:**

**(1) That the target for complaints [GR2] was reduced from 25%.**

153. CABINET FORWARD PLAN

The Panel considered the Forward Plan of Key Decisions.

Members requested that NHS redesign come to the panel to present.

**It was AGREED that the report be noted.**

154. POLICY AND PERFORMANCE SCRUTINY PANEL'S WORK PROGRAMME

Panel members considered their Work Programme to March 2020.

Members proposed to arrange a workshop for the next year's programme.

**It was AGREED that the Work Programme be noted.**

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POLICY AND PERFORMANCE SCRUTINY PANEL

Thursday, 11 February 2021 (6:45 pm – 7:47 pm)

PRESENT:

Councillor Gomer (Chair); Councillors Cross, Asman, Broadhurst, Couldrey, Duguid, Grajewski, Groves, Jurd, Tyson-Payne, Tidridge and Atkinson

Apologies for absence were received from Councillors Doguie

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RESOLVED ITEMS (SUBJECT TO QUESTIONS ONLY)

155. DECLARATIONS OF INTEREST

There were no declarations of interest in relation to items of business on the agenda.

156. PUBLIC PARTICIPATION

There was no public participation on this occasion.

157. CHAIR'S REPORT

The Chair reminded Members that if they still they needed to complete the forms to register their interest in any standing portfolios that a new link was available.

158. GENERAL FUND REVENUE BUDGET 2021/22 AND PERFORMANCE MONITORING TO DECEMBER 2020

The Chief Finance Officer introduced the report, which outlined the Council's General Fund Revenue Budget for 2021/22 with the associated forecast Medium-Term Financial Plan to 2025/26.

**It is recommended that Cabinet:**

- (1) Recommend Council approve service spending in line with forecast for 2020/21 which incorporates pressures and efficiencies as part of the Financial Monitoring to 31 December 2020;
- (2) Recommend Council set the net Revenue Budget requirement for 2021/22 at £9,914,000 and note the impact on the Council's General Fund balance;
- (3) Recommend Council note the provisional Local Government Finance settlement for 2020/21;

- (4) Recommend Council approve budget adjustments for 2021/22 in line with the Medium Term Financial Plan;
- (5) Recommend Council decrease the average Council Tax for Eastleigh Borough Council by 0.4% (1% below CPI) and
- (6) Recommend Council approve the Special Expenses for Parished and Non-Parished areas.

**RESOLVED –**

**That the Policy and Performance Scrutiny Panel considered and noted the General Fund Revenue Budget 2021/22 with the associated forecast Medium-Term Financial Plan to 2025/26 report.**

159. HOUSING REVENUE ACCOUNT

The Executive Head of Finance & Housing Programme introduced the report, which considered the options for affordable housing delivery as detailed in the report and made any recommendations to Cabinet as appropriate.

**It is recommended that Cabinet:**

- (7) Approve proposals to open a Housing Revenue Account (HRA) to record expenditure and income arising from the provision of Affordable Housing accommodation by the Council as a Registered Local Provider;
- (8) Delegate authority to the Executive Head (Finance & Housing Programme) to write to the Secretary of State declaring the intention to open a Housing Revenue Account.

**RESOLVED –**

**That the Policy and Performance Scrutiny Panel considered and noted the report.**

160. PLANNING ENFORCEMENT PERFORMANCE

The Executive Head of Planning and Economy introduced the report, which outlined the positive enhancements to the delivery of the Planning Enforcement Service and the improving performance.

The panel made the following recommendations:

- (1) That Planning provided detail on caseload monitoring to Local Area Committees and Ward Councillors, including any lessons learned; and
- (2) That a list of items under enforcement in a quarterly report, to include detail on any community actions and benefits, is provided.

**RESOLVED –**

**That the Policy and Performance Scrutiny Panel considered and noted the report.**

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## POLICY AND PERFORMANCE SCRUTINY PANEL

Thursday, 11 March 2021

### DRAFT EQUALITY STRATEGY AND ACTION PLAN 2021-25

#### Report of the Head of Strategic Planning and Development

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#### Recommendation(s)

It is recommended that the Panel comment on the draft Strategy and Action Plan at Appendix A.

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#### Summary

The draft Strategy is currently subject to consultation and development ahead of Cabinet on 25 March 2021.

#### Focus for Scrutiny

Policy development.

#### Statutory Powers

Equality Act 2010

#### Strategic Implications

1. The Council has a clear and inclusive mission of 'Supporting Communities and Improving Lives' and has clear statutory duties under the Equality Act 2010. The draft Strategy proposes that there is a renewed approach across all relevant Council areas (wider than the Health and Wellbeing theme of the Corporate Plan) to ensure the Council is not only fulfilling meeting those duties but also meaningfully engaging with communities to address inequality of opportunity and promote cohesion.

#### Strategy summary and development

2. The document includes:
  - (a) Legal duties – a reminder of the legal basis for actions
  - (b) Actions from the previous Strategy 2016-2020. This section lists a large number of activities to address inequalities, that the Council can celebrate. Future actions will be measured so that success and impact are more visible. The assessment of equalities impacts, the

understanding and awareness of staff and the extent to which equalities issues are embedded in the Council are all areas where the Council seeks to improve.

- (c) Objectives (para 12 a long-term objective and paras 13-15 three more specific objectives for this plan period)
  - (d) Strategy – how the Council will use the activities within its control, the awareness of staff and Councillors, the need to listen and understand community needs, and the way we frame and conduct debates. The Strategy deliberately proposes to engage and better understand the needs of communities before prioritising and confirming actions to address those needs.
  - (e) Actions – more specific areas of activity and what the Council will do.
3. A previous report was brought to this Panel on 15<sup>th</sup> October 2021, setting out the main legal duties and outlining the strategy development process, with the resolution:
- (a) That the Policy and Performance Scrutiny Panel noted the contents of the report and convened a Task and Finish Group, to be Chaired by Councillor Asman, to assist officers and the portfolio holder with development of the new Equality Strategy, with particular emphasis on:
    - (1) travellers and illegal encampments as part of the strategy;
    - (2) inclusion of a meaningful and transparent section on Equality Impacts Assessment; and
    - (3) incorporation of Digital Inclusion in the strategy.
4. The Task and Finish Group was formed and has met on 3 occasions (November 25, January 26, February 24). (See below for comments from this Group.)
5. The Gypsy, Romany and Traveller community are specifically referenced in the Strategy, although a specific significant action in relation to this community has not been identified at this stage. The Plan contains a clear action to consult and consider the needs of this community to explore this issue further. It is understood that outcomes (e.g. educational and health) are relatively poor. Hampshire County Council employs a liaison officer with whom the Council can work to explore possible future actions.
6. The Plan contains actions in relation to Equality Impact Assessments i.e. training, support to officers who need to carry out such assessments, materials, data and insight to be gathered to support such assessments, and easier ways to consult community groups on impacts, proportionate to the issue or decision.
7. The Strategy flags the importance of digital inclusion (e.g. para 9) and notes the recent mandatory digital accessibility training for all staff in relation to

documents that the Council publishes. The Plan includes an action to ensure Communications and Customer Services protect channels of communication for people who are digitally excluded. The Council is already gathering data and insight into the extent and forms of digital exclusion to support impact assessments and project and service design.

### **Comments on the draft Strategy from the Policy and Performance Task and Finish Group**

8. The draft Strategy and Action Plan represent a preliminary approach and so it is recommended that the document is described as a Strategy and Action Plan for 21/22. After this first year a clearer set of actions can be developed based on the consultations with community groups and Portfolio and service planning during that year. A new Strategy and Plan for 2022-25 can then be approved and this should be reviewed and updated annually.
9. It should be an objective to, where possible, remove barriers to inclusion and accessing services for all protected characteristics, and protect non-digital channels of communication and accessing services.
10. Actions should be more specific, measurable and time-bound. The Action Plan table will be adapted to articulate more clearly and concretely what action will take place and when.
11. The above comments will be accounted for and changes made to the document that goes forward to Cabinet, subject to comments from the Panel and Cabinet Member for Social Policy.

### **Financial Implications**

12. The Strategy has no implications above existing service and project budgets. Any implications arising from engagement with communities will be subject to future approvals.

### **Risk Assessment**

13. The Council risks only partially fulfilling its mission of 'Supporting Communities and Improving Lives' if it does not take an inclusive approach to all of the communities it serves.
14. The Council is at risk of enforcement by the Equalities and Human Rights Commission if it does not fulfil its general and specific equalities duties.
15. The Council risks conducting inaccurate or disproportionate equality impact assessments and focussing on the wrong issues, if it does not seek the views of communities directly as a first step.

### **Equality and Diversity Implications**

16. The Equality Act is relevant to the decision in this report as it relates entirely to the way the Council meets its duties under the Act and carries out other

activity to address inequality and have a positive impact on all communities. The Strategy is currently subject to consultation with all residents and a range of groups representing people with protected characteristics.

## **Climate Change and Environmental Implications**

17. There are no climate or environmental implications of this report or the draft Strategy and Action Plan. Improved engagement with all the Council's residents will assist in promoting behaviour change and action to reduce climate change.

## **Conclusion**

18. The draft Strategy and Action Plan sets out the Council's proposed approach to addressing equalities duties and inequality of opportunity in respect of Council operations.

DICCON BRIGHT  
HEAD OF STRATEGIC PLANNING AND DEVELOPMENT

Date: 24 February 2021  
Contact Officer: Diccon Bright  
Tel No: 07788 790 729  
e-mail: diccon.bright@eastleigh.gov.uk  
Appendices Attached: Appendix A Draft Equality Strategy and Action Plan 2021-2025

## **LOCAL GOVERNMENT ACT 1972 - SECTION 100D**

The following is a list of documents which disclose facts or matters on which this report or an important part of it is based and have been relied upon to a material extent in the preparation of this report. This list does not include any published works or documents which would disclose exempt or confidential information.

Previous Equalities Strategy 2016-2020



February 2021



# Draft Equalities Strategy and Action Plan 2021-2025



# Equalities Strategy and Action Plan 2021-2025

## Foreword

**Cllr Tina Campbell, Cabinet Member for Social Policy**

Events over the past year have highlighted the inequalities that exist in our society be that a black man’s experience of the criminal justice system; a child falling behind in their learning through digital exclusion or a disabled person having a far greater risk of death from Covid-19. Tackling these inequalities is recognised as being a key strategic issue for governments, health and education services and public bodies, as a matter of social justice.

Whilst we all have our part to play in creating a more just society Eastleigh Borough Council recognises that as a community leader it must do more to tackle structural inequality; to promote diversity and to provide services in such a way that enable all its citizens to participate in civic life and have an equal opportunity to flourish.

This Equality Strategy sets out how the Council will not only fulfil its legal duties under the Equality Act 2010 but will work towards embedding an inclusive mindset within all its services, processes and culture in order to create an approach that values every individual regardless of their background and characteristics. Thus enabling greater equality and minimising the risk of unintentional institutional bias.

This strategy aligns with the Council’s mission of ‘Supporting Communities, Improving Lives’. The Council’s values of ‘Fairness, Empowerment and Ambition’ underpin the actions in this Strategy and Action Plan and will help to shape the Council’s inclusive culture.

(February 2021)

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## Legal duties

1. The Council has a general duty under the Equality Act 2010 requiring public bodies to have due regard to the need to:
  - (a) eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act;
  - (b) advance equality of opportunity between people who share a protected characteristic and people who do not share it; and
  - (c) foster good relations between people who share a protected characteristic and people who do not share it.
2. Having due regard means consciously thinking about the three aims of the Equality Duty as part of the process of decision-making and carrying out our functions and day to day activities. This means that consideration of equality issues must influence: how public bodies like the Council act as employers; how they develop, evaluate and review policy; how they design, deliver and evaluate services, and how they commission and procure from others; how they work with communities and respond to customers.
3. Having due regard to the need to advance equality of opportunity involves considering the need to:
  - (a) remove or minimise disadvantages experienced by people due to their protected characteristics;
  - (b) meet the needs of people with protected characteristics; and
  - (c) encourage people with protected characteristics to participate in public life or in other activities where their participation is low.
4. Fostering good relations involves tackling prejudice and promoting understanding between people who share a protected characteristic and people who do not share it.
5. Complying with the Equality Duty may involve treating some people differently to others and providing a more suitable service as far as this is allowed by discrimination law. For example, it may involve making use of an exception or the positive action provisions in order to provide a service in a way which is appropriate for people who share a protected characteristic – such as providing computer training for those older people who need help to access information and services.
6. Under the Equality Act all public sector bodies also have a specific duty to:
  - (a) Publish information to demonstrate compliance with the general Equality Duty annually. This information must include, information relating to people who share a protected characteristic who are:
    - (i) its employees, and

- (ii) people affected by its policies and practices.
  - (b) Prepare and publish, at least every four years, one or more objectives that it thinks it needs to achieve to further any of the aims of the general Equality Duty. The objectives must be specific and measurable.
7. The following characteristics are protected in the Equality Act 2010
- (a) age
  - (b) disability, including hidden disabilities, autism, learning disabilities, mental illness
  - (c) gender reassignment
  - (d) pregnancy and maternity
  - (e) race – this includes ethnic or national origins, colour or nationality, including Gypsy Roma and Traveller communities
  - (f) religion or belief – this includes lack of belief
  - (g) sex
  - (h) sexual orientation
  - (i) marriage and civil partnership (in respect to the need to eliminate employment discrimination).
8. The Council recognises that socioeconomic deprivation is also a characteristic which often leads to exclusion and inequalities. Socioeconomic factors play a large part in determining health and other outcomes.
9. Digital exclusion is not itself a protected characteristic although it has a correlation with age, socio-economic deprivation, disability and race. The Council will encourage further use of digital technologies for those who are able to use them but will continue to protect non-digital forms of contact and communication, helping residents to become more digitally enabled where possible.

## Previous Equalities actions 2016-2020

10. During the last Equalities Plan period the Council has carried out a number of initiatives in relation to equalities:
- a) Disability Facilities Grants – over £1m spend annually
  - b) Improving the consideration of equalities issues at the early stages of project planning
  - c) Improving the quality and quantity of Equality Impact Assessments for committee decisions

- d) Continuing to support the annual Mela event in Eastleigh and establishing a new annual Pride event
- e) Support to Asian and Nepalese communities
- f) Joint work with West Hampshire CCG to improve access to health services by highlighting the need for NHS-funded interpretation/translation services
- g) Adoption of the International Holocaust Remembrance Alliance (IHRA) definition of antisemitism
- h) Adoption of Modern Slavery policy
- i) Breastfeeding welcome and Safer Places campaigns to make venues e.g. shops, cafes, restaurants and public buildings safe and welcoming for people with protected characteristics
- j) Dementia awareness campaign to support dementia friendly places, raise awareness and support local dementia groups
- k) Financial support for the shopmobility service
- l) Funding for youth services including LGBTQ+ service, mental health and teenage pregnancy support
- m) Funding of a range of voluntary and community organisations that support and enable people with protected characteristics
- n) Marking, celebrating, commemorating a range of calendar events that raise awareness of equalities issues
- o) Promoting good mental health among staff with information, advice and mental health champions. Wellness plans for all staff. Signatory to the 'Time to Change' pledge
- p) Targeting certain services towards particular groups that experience unequal opportunities e.g. This Girl Can to increase female participation in physical activity
- q) Promotion of the EU Settlement scheme
- r) Support to foodbanks and coordination of Local Covid19 Response including support to care homes and people shielding
- s) Inclusive Arts and Culture programme including people with Learning disabilities
- t) Providing discounts for individuals experiencing socio-economic deprivation for services such as garden waste, bulky waste, pest control and leisure access
- u) Training for Councillors and staff on general equalities awareness, the Equality Act and Equality Impact Assessments.
- v) Staff awareness session on the menopause
- w) Policy to reduce Council Tax for Care leavers
- x) Assisted waste and recycling collection
- y) Accessible communications including large print and audio versions of Borough News and meeting new Accessibility regulations (2018).
- z) Formation of staff Equalities Focus Group to help review and champion equalities work across the Council.
- aa) Formation of LGBT+ staff network.

bb)Mandatory staff training on digital accessibility (to make all documents published online accessible for people with visual impairments and using screen-readers).

11. Eastleigh borough's residents have a range of diverse and different characteristics. Some of these differences are more apparent than others. Many protected characteristics such as disabilities, however are not always visible, which means the level of diversity is not apparent. Some protected characteristics are shared by relatively small numbers of people; the Equality Act affords protection to certain groups regardless of their size in the population. Further information about outcomes, forms of exclusion and how the Council can address them will be gathered and shared with staff in the Council to assist in assessing equalities impacts.

## Objectives

12. The longer-term aim of the Council is to **embed within its services, processes and culture an inclusive mindset and approach that values every individual**, no matter their background and characteristics, and enables greater equality. This will help to minimise or remove any unintentional institutional bias.
13. The first objective of this new Strategy and Action Plan is to consolidate and refresh the Council's approach to Equalities, firstly **to fully deliver the Council's duties under the Equality Act 2010**.
14. The Council will also undertake further actions **to build better links with people with protected characteristics and be more responsive to the diversity of needs across the Borough**. In particular we want to understand better the different needs of people in relation to the services that our Council carries out.
15. The Council remains committed to being an inclusive and fair employer and will take further steps to **recognise and value the diversity of its workforce**.
16. Completion of actions in the Action Plan below will be one measure of the achievement of these objectives. Staff surveys, resident feedback, annual reviews of EqIAs and feedback from people with protected characteristics will also provide useful information to gauge progress. Following consultation with residents and groups with protected characteristics (in the first year of the Plan), actions and measures may be reviewed and amended.

## Strategy

17. Factors that create and perpetuate inequalities are complex and no single organisation is able, on its own, to eliminate those inequalities. The Council carries out a number of functions, where it has the opportunity to address inequalities:

a) As a community leader, representing and serving the local population

- b) In delivering services that benefit some or all residents
  - c) In delivering short-term projects
  - d) In shaping the places where people live, work, visit and take recreation
  - e) In regulating certain activities and enforcing rules to protect people and businesses
  - f) In the information and data it collects and analyses
  - g) In communicating with residents, businesses and organisations
  - h) In its work in partnerships with other agencies.
18. The approach to achieving equalities objectives in the short and long term is therefore to increase awareness within the Council and improve processes so that there are positive outcomes for all residents. In some cases, this may involve enhancing a service or project, or going the extra mile, in order to achieve a truly inclusive benefit for residents.
19. Being responsive to the needs of people with protected characteristics means listening to the voices of those people or groups. By achieving this objective we will have a better sense of issues and areas where the Council can focus its equalities actions and efforts in the future. Such actions will be incorporated into this action plan through annual reviews.
20. Equalities issues are sometimes contentious and complex. The Council will promote a supportive environment where it is safe for people to discuss equalities issues, in order to help people to learn, understand the issues and agree a positive shared way forward.

## Actions

Objective	Action
Carry out duties under the Equality Act 2010	Improve consideration of Equalities issues in service and project planning and for key decisions, including further improvement of Equality Impact Assessments (EqIAs)
	Carry out annual reviews of Equality Impact Assessments and make recommendations
	Publish objectives and provide an annual equalities review of the objectives and action plan
Build better links with people with protected characteristics and be more responsive	Carry out detailed engagement with groups and organisations representing people with protected characteristics.
	Build up resources and material to help inform EqIAs and the Council's understanding of Equalities issues
	Increase engagement with such groups on specific key issues to inform assessment of Equality impacts
Recognise and value the diversity of the workforce	Improve monitoring of applicants and staff characteristics
	Review existing Equality and Diversity policy.

Objective	Action
Embed an inclusive mindset across the Council	Use the newly-formed established Equalities Focus Group to consider and champion equalities issues across the Council.
	Ensure communications are accessible, ensuring translation and interpretation is accessible when needed
	Provide training for staff and Councillors in relation to the Equality Act and awareness of protected characteristics
	Provide more detailed training for staff with particular roles and responsibilities in championing equalities issues within the Council and undertaking Equality Impact Assessments
	Support key services to ensure equality of access and positive equalities impacts
	Protect communications and customer service channels for people who are digitally excluded
	Adapt Customer Care policies and processes to ensure there are no unfair barriers to resolving service issues
	Embed equalities considerations within Local Area and Corporate service planning



# EASTLEIGH BOROUGH COUNCIL

## FORWARD PLAN: January 2021 - April 2021

This Forward Plan sets out matters which may be considered by Cabinet in the four month period. It includes items on which a “key decision” is likely to be taken.

**A KEY DECISION IS** - An executive decision (whether or not taken by the Cabinet) which is likely to:

- (1) result in the Council incurring expenditure or making savings which amount to either £50,000 or 20% (whichever is the larger) of the gross expenditure budget for the service or general function to which the decision relates; or
- (2) be significant in terms of its effect on communities living or working in an area comprising two or more wards within the Borough of Eastleigh.

The Plan also includes matters for likely decision relating to the Council’s policy or budget framework.

KEY	ITEM	TO BE TAKEN BY	DATE DECISION TO BE TAKEN	PRE-DECISION SCRUTINY	DESCRIPTION	Contact Officer / Cabinet Member
<b>22 February 2021</b>						
Yes	Capital and Treasury Strategy	Cabinet	22 Feb 2021		To consider and approve the Capital and Treasury Strategy.	Tom Andrews, Finance Specialist /
Yes	2021 - 2022 Borough Council Budget	Cabinet	22 Feb 2021	Policy & Performance Scrutiny Panel	To consider and recommend the 2021 – 2022 Borough Council Budget to Council for approval.	Sarah King, Corporate Director - Support Services /
Yes	Community Investment Programme Scheme(s) Approval	Cabinet	22 Feb 2021		To consider and approve projects within the Community Investment Programme (CIP).	Tom Andrews, Finance Specialist /

KEY	ITEM	TO BE TAKEN BY	DATE DECISION TO BE TAKEN	PRE-DECISION SCRUTINY	DESCRIPTION	Contact Officer / Cabinet Member
Yes	Property Transactions	Cabinet	22 Feb 2021		To consider and approve property transactions.	Liz Suatt, Lead Asset Manager /
<b>25 March 2021</b>						
Yes	Community Investment Programme Scheme(s) Approval	Cabinet	25 Mar 2021		To consider and approve projects within the Community Investment Programme (CIP).	Tom Andrews, Finance Specialist /
Yes	Property Transactions	Cabinet	25 Mar 2021		To consider and approve property transactions.	Liz Suatt, Lead Asset Manager /

**FOOTNOTES:**

**Public Participation will apply to enable representations to be made at the time the decision is to be taken.**

**Written reports for public items will be available as part of the agenda papers and are usually available one week prior to the meeting.**

Contact Officer: Laura Johnston – Lead Specialist – Democratic Services

Publication Date: 02 March 2021

Policy and Performance Scrutiny Panel

Work Programme 20/21

Item for Consideration	Focus for Scrutiny	Officer
<b>JULY 2020</b>		
Corporate Action Plan 19/20 Review		DB
Corporate Action Plan	Pre-decision scrutiny	DB
Quarterly Performance Data Q3,4	Commentary on covid19 plus additional indicators to help interpret COVID19 impact on services	
Tree Nursery	Pre-decision scrutiny, congruence with Climate Action Plan	Paul Naylor
New Ways with Waste Project (Waste & Recycling)	Project Scope, Focus, Priorities	Gale Smith
Waste Policy Revisions	Pre-decision scrutiny of some changes to the waste policy	Gale Smith / Paul Naylor
<b>SEPT 2020</b>		
COVID-19 Recovery Plans		NW
Constitution Review	Discussion and update	
Trees SPD	Pre-decision	
Draft Policy Review Schedule	To inform work plan	DB
<b>OCT 2020</b>		

Pollution Strategy	Scope the pollution strategy refresh	Neil Scott
Report & Reccs from Social Policy and Health & Wellbeing Group	Task and Finish Group report and recommendations	
Equalities	Scope the equalities policy refresh	DB
<b>23 NOV 2020</b>		
Covid-19 Response	Pre-decision	NW
Performance Data including MTFP		Corporate Management Team
Biodiversity Strategy	Early Discussion	Jason Light
Home Choice Allocations Policy	Pre-decision	
M27 Motorway	To note	Jason Light
<b>7 DEC 2020</b>		
Public Transport Operators & Public Transport Strategy	Scrutiny of PTOs, plus introduction to process for public transport strategy review	Cali Sparks
Climate Change Action Plan	Regular 6-monthly scrutiny of progress and changes to CCAP	Jason Light
New Ways With Waste – Zonal Collections	Pilot outcomes and shift to zonal waste collection	Gale Smith
Housing Strategy	Note the Housing Strategy prior to Cabinet Approval	Andy Smith

<b>28 JAN 2021</b>		
Community Safety Partnership Review		Melvin Hartley
Tree Strategy	Pre-decision	Jason Light
Complaints		?
<b>4 FEB 2021</b>		
	<b>CANCELLED</b>	
<b>11 FEB 2021</b>		
Budget		Sarah King & Andy Smith
Planning Enforcement	Update on performance since introduction of new policy in 2019/20	Andy Grandfield, Phil Wiseman
<b>11 MAR 2021</b>		
Pollution Strategy		Jason Light
Equality Strategy?		Diccon Bright
	TBC: KICK OFF GROUP TO LOOK AT S106 priorities and lessons learnt on large developments; to bring back to Jan mtg with enforcement	

	report.	
<b>T.B.D.</b>		
Late Reports		Laura Johnston
M27 Smart Motorway	Invitation issued to Highways England	
Walking & Cycling Strategy	Strategy for Feedback; ideally before it's a "pre-decision" item	Cali Sparkes
Sport & Active Lifestyle Strategy (likely delayed by COVID?)		
Topic: Supporting our Parish Councils **	COVID-19; may need permission to publish key data from PCs	
Topic: Economic Development and Local High Streets **	COVID-19 Response; recovery agenda.	
Topic: Encouraging Sustainable Prosperity	Mash-up of Economy and Environment	
Topic: Future Population Growth and Service Delivery		
<b>Digital Inclusion</b> Lockdown = less comms via non-digital inc parish councils, volunteer groups; loneliness	Incorporate into equalities policy	