

Public Document Pack

Mid Devon District Council

Community Policy Development Group

Tuesday, 22 March 2022 at 2.15 pm
Phoenix Chambers, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 7 June 2022 at 2.15 pm

PLEASE NOTE: - this meeting will take place at Phoenix House and members of the Public and Press are encouraged to attend via Zoom wherever possible. The Protocol for Hybrid Meetings explains how this will work. Please do not attend Phoenix House without contacting the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

Join Zoom Meeting

<https://zoom.us/j/94770968704?pwd=c2ZRTnMreTJlcm93WDBDd2d2Rkg4QT09>

Meeting ID: 947 7096 8704

Passcode: 356370

One tap mobile

08003582817,,94770968704#,,,,*356370# United Kingdom Toll-free
08000315717,,94770968704#,,,,*356370# United Kingdom Toll-free

Dial by your location

0 800 358 2817 United Kingdom Toll-free

0 800 031 5717 United Kingdom Toll-free

0 800 260 5801 United Kingdom Toll-free

Meeting ID: 947 7096 8704

Passcode: 356370

Membership

Cllr Mrs M E Squires

Cllr G Barnell

Cllr W Burke

Cllr Mrs C Collis

Cllr L J Cruwys

Cllr R J Dolley

Cllr B Holdman

Cllr S Pugh

Cllr Mrs E J Slade

AGENDA

Members are reminded of the need to make declarations of interest prior to any discussion which may take place

- 1 **Apologies and Substitute Members**
To receive any apologies for absence and notices of appointment of substitute Members (if any).
- 2 **Declarations of Interest under the Code of Conduct**
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
- 3 **Minutes of the Previous Meeting** *(Pages 5 - 8)*
Members to consider whether to approve the Minutes of the last meeting as a correct record.
- 4 **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
Note: A maximum of 30 minutes is allowed for this item.
- 5 **Chairmans Announcements**
To receive any announcements that the Chairman may wish to make.
- 6 **Safeguarding Childrens and Adults at Risk Policy and Procedures**
(Pages 9 - 22)
To provide Members with an update on Safeguarding and a review of best practice.
- 7 **Single Equalities Policy and Equality Objectives** *(Pages 23 - 56)*
To receive a review of the Single Equalities Policy and Equality Objectives
- 8 **Community Safety Partnership** *(Pages 57 - 62)*
To agree the action plan for 2022-2023.
- 9 **Trauma Informed Review** *(Pages 63 - 68)*
To receive details on how the Council can become Trauma Informed
- 10 **Chairman's Annual Report** *(Pages 69 - 70)*
To receive the Chairman's annual report.
- 11 **Work Plan and Work Programming Session** *(Pages 71 - 76)*
To receive the current work plan for the Community PDG.

Members to agree and discuss additional items that they would like added to the work plan for the municipal year.

Stephen Walford
Chief Executive
Monday, 14 March 2022

Covid-19 and meetings

From 7 May 2021, the law requires all councils to hold formal meetings in person. However, the Council is also required to follow government guidance about safety during the pandemic. The Council will enable all people to continue to participate in meetings via Zoom.

You are strongly encouraged to participate via Zoom to keep everyone safe - there is limited capacity in meeting rooms if safety requirements are to be met. There are restrictions and conditions which apply to those in the building and the use of the building. You must not attend a meeting at Phoenix House without complying with the requirements in the new protocol for meetings. You must follow any directions you are given.

Please read the new meeting protocol which is available here: [REVISEDMeetingProtocolupdateMarch2022.docx.pdf \(middevon.gov.uk\)](#)

If you want to ask a question or speak, email your full name to Committee@middevon.gov.uk by no later than 4pm on the day before the meeting. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

If you would like a copy of the Agenda in another format (for example in large print) please contact Carole Oliphant on:

Tel: 01884 234209

E-Mail: coliphant@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.

This page is intentionally left blank

MID DEVON DISTRICT COUNCIL

MINUTES of a **MEETING** of the **COMMUNITY POLICY DEVELOPMENT GROUP**
held on 25 January 2022 at 2.15 pm

Present

Councillors

Mrs M E Squires (Chairman)
Mrs C Collis, W Burke, L J Cruwys, S Pugh
and Mrs E J Slade

Apologies

Councillor(s)

Mrs E M Andrews, J M Downes and B Holdman

Also Present

Councillor(s)

J Cairney, Mrs C P Daw, R M Deed, D J Knowles and
B G J Warren

Also Present

Officer(s):

Andrew Jarrett (Deputy Chief Executive (S151)), Jill May (Director of Business Improvement and Operations), Karen Trickey (District Solicitor and Monitoring Officer), Paul Deal (Corporate Manager for Finance), Clare Robathan (Policy and Research Officer), Carole Oliphant (Member Services Officer) and Jessica Watts (Member Services Apprentice)

44 APOLOGIES AND SUBSTITUTE MEMBERS (0.02.38)

Apologies were received from Cllr B Holdman and Cllr J M Downes. The Leader provided apologies for Cllr Mrs E M Andrews.

45 DECLARATIONS OF INTEREST UNDER THE CODE OF CONDUCT (0.03.15)

Councillors were reminded of the need to make declarations where appropriate.

46 MINUTES OF THE PREVIOUS MEETING (0.03.27)

The Minutes of the Meeting held on 20th December 2021 were approved as a correct record and **SIGNED** by the Chairman.

47 PUBLIC QUESTION TIME (0.04.22)

There were no members of the public present.

48 CHAIRMANS ANNOUNCEMENTS (0.04.35)

The Chairman had no announcements to make.

49 **CREDITON AREA HISTORY & MUSEUM SOCIETY (0.04.41)**

Members of the Crediton Area History and Museum Society gave an overview of an exhibition that they intended to run in 2023 by way of a presentation which told the story of the fire which took hold of Crediton High Street in 1743.

They explained that for the exhibition to appeal to a wide range of people it needed to be relatable so would include map images and a research area. They were hoping to get local people involved as back yard archaeologists to find and submit local artefacts. The Society was also intending to publish a book to go along with the exhibition.

The Society was hoping to secure Heritage Funding which would require evidence of:

- How more people would be involved with heritage
- How the local economy would be boosted
- How heritage would be better explained and understood

The Society estimated that the project would cost in the region of £10k.

Members of the Group voiced their support for the project and suggested that the Council could offer practical support at this time. If financial support was required a proper fully funded request would need to be formally submitted with details of what was required and by when. Once this had been presented the PDG, if it so wished, the Group could recommend any such request to the Cabinet to consider.

It was therefore **AGREED** that the Society would return to a future meeting of the PDG to present their case for financial support from the Council.

50 **BUDGET UPDATE 2022/2023 (0.27.34)**

The Group had before it, and **NOTED**, the revised draft *budget for 2022-2023.

The Cabinet Member for Finance, via the Deputy Chief Executive (S151), explained that there was a £1.4m gap to close initially and that the budget was the Council's budget and not the Cabinets and he encouraged Members to contribute to the debate.

The Deputy Chief Executive (S151) explained that this was the second round of budget discussions and since the initial presentation of the draft budget that further savings had been identified along with the Government's Funding Settlement.

The Corporate Manager for Finance explained that the funding gap was down to £947k and welcomed any further options for savings that the PDG could offer in its portfolio which would then be put forward to the Cabinet to consider.

The Group then discussed the savings measures which had been suggested by officers and consideration was given to:

- The suggestions for savings provided were for debate and discussion but the PDG would always get political sign off before any increase in fees for discretionary services were implemented
- Customer retention and growth in the leisure service was a priority and that major significant capital investments had been made in the leisure centres
- Members views that the leisure service was an asset to the Council and the people of the District and should not be outsourced at this time
- Although the Council could look to increase a self-service offering for customer contacts, the need for face to face interactions for those who could not use on line services would always be offered and retained
- Previous investigations into contracted out enforcement had found that the option was not financially viable or reliable
- Members would find it difficult to reduce Grants to strategic partners in future years but felt that as they had remained at the same levels for a number of years, this was effectively a cut in funding due to inflation
- Officers and Members should actively promote chargeable discretionary services to the public to increase revenue from these services
- No additional budget savings were identified by the PDG

Note: *Budget previously circulated and attached to the minutes.

51 **REGULATION OF INVESTIGATORY POWERS (1.31.29)**

The Group had before it the *Annual Review of the Regulation of Investigatory Powers (RIPA) Policy from the District Solicitor and Monitoring Officer.

It was therefore **RECOMMENDED** to the Cabinet that the Council's RIPA Policy be amended as outlined in section 3 of the report.

(Proposed by the Chairman)

Note: *Policy previously circulated and attached to the minutes

52 **WORK PLAN (1.35.00)**

The Group had before it, and **NOTED**, the *Community PDG Work Plan.

The Crediton Area History & Museum Society were invited to return to the PDG at its June meeting to present a fully costed case for financial support.

Note: *Work Plan previously circulated and attached to the minutes

(The meeting ended at 3.56 pm)

CHAIRMAN

This page is intentionally left blank

COMMUNITY WELL-BEING PDG 22 MARCH 2022

SAFEGUARDING POLICY, GUIDANCE AND PROCEDURES

Cabinet Member(s): Cllr Clive Eginton, Cabinet Member for Working Environment and Support Services

Responsible Officer: Mrs Jill May, Director of Business Transformation & Operations and the Council's Corporate Safeguarding Lead Officer

Reason for Report: To provide Members with an update on Safeguarding and a review of best practice.

RECOMMENDATION: That the Community Well-Being PDG recommends the Safeguarding Policy to Cabinet for approval. The content of the report is intended to provide an update on the safeguarding arrangements in place and to ensure the council addresses and embraces its responsibilities to safeguard children, young people and adults at risk.

Relationship to Corporate Plan: The report helps the Council meet its legal responsibilities in respect to safeguarding and child protection and contributes to the Corporate Plan.

Financial Implications: There are no new financial issues arising from the report

Legal Implications: If we do not have appropriate policies and procedures in place we may not meet the requirements of relevant Safeguarding legislation i.e. the Children's Act 2004, Care Act 2014, etc.

Risk Assessment: Failure to have adequate policies and procedures in place may result in harm or injury to a child, young person or adult at risk.

Equality Impact Assessment: The Council needs to take full account of its duties under the Equalities Legislation to ensure that it understands the needs to people with protected characteristics in relation to safeguarding and to ensure that it can meet the needs of all in relation to safeguarding.

1.0 Introduction

1.1 The purpose of this report is to update you on the Council's Safeguarding and Child Protection arrangements.

1.2 As a District Council we have responsibility for safeguarding; our duty is to put into place a safeguarding policy and procedures, ensure that all employees and elected members are aware of the policy and procedures and to provide training and development on safeguarding. This also includes the making of referrals to the statutory agencies. Safeguarding is everyone's responsibility.

- 1.3 We need to ensure that children, young people and adults at risk are safeguarded within the services that we provide and for those we commission through the provision of safe environments and safe working practices. This would include safeguarding practices where external organisations use Mid Devon District premises or hold events on our land.
- 1.4 As a District Council we are required to engage with local partners including Devon Children's and Families Partnership and Torbay & Devon Safeguarding Adults Partnership.
- 1.5 The Corporate Safeguarding Officer meets with the Districts on a quarterly basis which includes a representative from the above partnerships (1.4) to share best practice and feed back to the boards.

2.0 Safeguarding Policy

- 2.1 Safeguarding is about keeping each other and ourselves safe, it is about speaking out and taking appropriate action to prevent any kind of harm or abuse from happening.
- 2.2 Our responsibility as a District Council is to put in place a safeguarding policy and procedures, ensure officers and members are aware of the policy and procedures and to provide training and development on safeguarding, to know what the signs of abuse are and to know when and how to report concerns.
- 2.3 The Council adopted the current safeguarding policy on 7 February 2019. The policy has not been amended during the last year (2021/2022). (see appendix 1).

3.0 Internal Audit

- 3.1 Devon audit partnership have carried out an audit on safeguarding in January 2022, the objective was to review safeguarding and establish that its operations and processes are effective and ensure the council is meeting its statutory obligations.
- 3.2 The overall findings of the audit report established a 'reasonable assurance' with a couple of opportunities to improve.
- 3.3 The Council has a statutory requirement under the Children's Act 2004 to provide a Section 11 Assurance statement annually, previously the council joined the other Districts of Devon and submitted a joint assurance statement.
- 3.4 The audit report highlighted the requirement for a new Section 11 Assurance statement, the council has chosen to submit its own statement which will be forwarded to the Devon Children's and Families Partnership by 31 March 2022.
- 3.5 One recommendation is to share the safeguarding knowledge with all members and take the same approach as we do for all officers. We use the

LMS system to assign e-training to officers and propose this approach to all members.

Safeguarding is everyone's responsibility and members are in a position where they meet their constituents and by having awareness training may assist members with identifying any concerns.

- 3.6 The Corporate Safeguarding Officer last gave an update face to face on child protection, modern slavery, child exploitation and safeguarding presentation to Elected Members in February 2020.

4.0 Community Safety Partnership/Safeguarding

- 4.1 The Modern Slavery Act 2015 ('the Act') introduced the powers that law enforcement agencies needed to pursue, disrupt and bring to justice those engaged in human trafficking, slavery, servitude and forced or compulsory labour.

The Home Office's [Statutory Guidance on Modern Slavery \(2021\)](#) ('the Statutory Guidance') is intended for staff in England and Wales within public authorities who may encounter potential victims of modern slavery and/or who are involved in supporting victims.

Mid Devon District Council has linked with Devon & Torbay Antislavery Partnership which has produced a joint Modern Slavery Adult Victims Protocol and Memorandum of Understanding (MoU) between Statutory Agencies to support potential victims and how to make referrals to the National Referral Mechanism.

- 4.2 Mid Devon District Council is required to publish a modern slavery statement on an annual basis under section 54 (Transparency in Supply Chains) of the Modern Slavery Act 2015. Statutory guidance states that the council should do this within 6 months of the financial year-end. Due to Covid 19 an extension of time was introduced meaning the statement must be posted by 31 March 2022.
- 4.3 Working in partnership with the specialist lead for community safety we have rolled out e-learning modules on the subjects of PREVENT and Domestic Violence & Abuse awareness training to all officers however we recognise the importance to share this training with all members. We are investigating Modern Slavery awareness training for all and specific training for officers who may come across modern slavery whilst carrying out their duties across the district.

5.0 Monitoring

- 5.1 Over the year the number of referrals and allegations made by officers totalled 41 incidents between April 2020 and March 2021, 33 referrals were made by our One Housing Service.

Contact for more Information: Jill May Director of Business Transformation & Operations and Council's Corporate Safeguarding Lead Officer.

Circulation of the Report: Leadership Team and Cabinet Member

Safeguarding Policy

VERSION CONTROL SHEET

Title: **Safeguarding Policy**

Purpose: **Mid Devon District Council is committed to safeguarding from harm all children, young people and adults with care and support needs using any Council services and involved in any of their activities and to treat them with respect during their dealings with the Councils, our partners and contractors.**

Owner: **Director of Business Transformation & Operations**

Email: jmay@middevon.gov.uk

Telephone Number: 01884 234381

Date: **7 February 2022**

Version Number: **4.0**

Status: **Final**

Review Frequency: **Every year**

Next review date: **March 2023 unless legislation has been amended.**

Consultation **This document was sent out for consultation to the following:**

Document History

This document obtained the following approvals and is valid on the date printed.

Title	Date	Version Approved
Safeguarding Policy – Community PDG	20/11/2018	3
Scrutiny Committee	14/01/2019	3
Cabinet		3
Community PDG	28/07/2020	4
Cabinet	6/08/2020	4
Community PDG	22/03/2022	4

1

1. INTRODUCTION

- 1.1 Mid Devon District Council is committed to safeguarding from harm all children, young people and adults with care and support needs (see definition in point 3.1 relating to the Care Act 2014); that is using any council services and involved in any activities, to be treated with respect during their dealings with the council, our partners and contractors.
- 1.2 We aim to act as an exemplar of safeguarding practice providing strong leadership and improving safeguarding standards through having a robust safeguarding policy and monitoring system.

2. Aims of the Policy

2.1 The aims of the policy are to:

- Establish the roles and responsibilities of all parties within scope of the policy.
- Minimise chances of abuse through effective council recruitment and selection procedures.
- Have procedures in place for dealing with concerns through the process of timely and appropriate reporting of issues to Devon County Council.
- Support the promotion of a safe working environment and a culture of care in which the rights of all children, young people and adults with care and support needs are protected and respected.
- Promote best practice in how employees, elected members and associated workers interact with children, young people and adults with care and support needs while providing council services.
- Develop clear guidance and procedures for those employees, elected members and associated workers and ensure through training and support that they are aware of these and able to implement them.
- Provide a framework for developing partnerships with appropriate external bodies e.g. Devon Children and Families Partnership and Devon Safeguarding Adults Board, to ensure that the policy continues to reflect legal and best practice requirements in respect of the responsibility of care of children, young people and adults with care and support needs.

3. Scope of the Policy

3.1 The policy is in respect of Mid Devon District Council's responsibility towards:

- Children and young people legally defined as any person under the age of 18. From this point the terms child or children will be used to refer to this group.
- Adults with care and support needs are defined under the Care Act 2014 and for the purposes of this policy, as anyone over the age of 18 who:
 - has need for care and support (whether or not the local authority is meeting any needs) **and**;
 - is experiencing, or at risk of, abuse or neglect; **and**

- as a result of those care and support needs is unable to protect themselves from either the risk of, or the experience of abuse or neglect.
 - Further information on safeguarding adults and the types and indicators of abuse, can be found at:
<https://www.scie.org.uk/publications/ataglance/69-adults-safeguarding-types-and-indicators-of-abuse.asp>
 - The employees of the council who have dealings with children, young people and adults with care and support needs and who are required to act in a position of trust and to act responsibly and within the law.
 - The employees and elected members of the council who, while not required to act in a position of trust, will come into contact with members of these groups on a regular basis during the course of their work.
 - Volunteers and other workers involved in the provision of council services but not employed by the council, including workers in organisations with which the council has contracts for the delivery of services.
- 3.2 It covers all the functions and services of the council, its elected members, staff, partners and contractors.
- 3.3 This document is primarily concerned with protecting children, young people and adults with care and support needs from harm and providing guidance on how to deal with issues. However it is important to remember that safeguarding has a wider meaning which includes the promotion of welfare and taking action to enable all children, young people and adults with care and support needs to have the best life outcomes.
- 3.4 The policy does not cover health and safety issues related to safeguarding children such as use of play equipment or provision of food at events. Separate guidance on this and appropriate behaviours when dealing with children and adults with care and support needs, should be read in conjunction with this policy.
- 3.5 In accordance with this statutory framework, this policy should be read in conjunction with other Council policies which promote wellbeing.

4. Legal Framework

- 4.1 This policy is based on Mid Devon District Council's responsibilities under:
- 1.1.1 The Care Act 2014 in particular Sections 42 to 46 related to safeguarding, further information can be found at:
<http://www.legislation.gov.uk/ukpga/2014/23/contents/enacted>
- 1.1.2 The Children Act 2004, specifically Section 11 which places a duty on key people and public bodies, including district councils, to make arrangements to ensure that their functions are discharged with regard to the need to safeguard and promote the welfare of children. Further information can be found at:
<http://www.legislation.gov.uk/ukpga/2004/31/contents>
- 1.1.3 The Counter Terrorism Act 2015 section 26 which places a duty on certain bodies, in the exercise of their functions, to have due regard to the need to prevent people from being drawn into terrorism. The Prevent Agenda is one of four strands which makes up the Governments counter-terrorism strategy. Further information can be found at:
<http://www.legislation.gov.uk/ukpga/2015/6/contents>

- 1.1.4 The Modern Slavery Act 2015. Further information can be found at:
<http://www.legislation.gov.uk/ukpga/2015/30/contents/enacted>
- 1.1.5 The Anti-Social Behaviour, Crime and Policing Act 2014 in particular Part 10 relating to forced marriage. Further information can be found at:
<http://www.legislation.gov.uk/ukpga/2014/12/contents/enacted>
- 1.1.6 The Serious Crime Act 2015 particularly Part 5 relating to female genital mutilation, child cruelty and domestic abuse. Further information can be found at:
<http://www.legislation.gov.uk/ukpga/2015/9/contents/enacted>
- 1.1.7 The policy is written with reference to the principle of Think Child, Think Parent, Think Family. Further information can be found at:
<https://www.devonchildrenandfamiliespartnership.org.uk/documents/2014/10/think-family-protocol.pdf/>

5. Supporting structures, policies and procedures

- 5.1 Responsibility for the maintenance and implementation of this policy is that of the Director of Corporate Affairs & Business Transformation (Corporate Safeguarding Lead Officer) who has overall responsibility for the organisation's safeguarding arrangements.
- 5.2 It is the responsibility of group managers/service leads to disseminate and discharge the policy within their area of responsibility; however accountability for the implementation of this policy lies with all levels of the council.
- 5.3 In addition the council has appointed a 'Corporate Safeguarding Officer' responsible for co-ordinating the implementation of the policy and providing a single point of contact.
- 5.4 The Corporate Safeguarding Officer has responsibility for:
- recommending to Leadership Team new/revised policies and procedures, so that the council can safeguard children, young people and adults at risk in accordance with its legal obligations.
 - developing and implementing a performance framework and reporting on the council's safeguarding performance to committee.
 - promoting the policy within the council.
 - procuring and directly providing training, so that officers can undertake their safeguarding roles successfully and efficiently.
 - ensuring there is a secure central record relating to allegations and investigations.
 - working with other district authorities to share best practice and create a shared culture for Devon.
 - advocating the importance of safeguarding to partners, contractors and customers
 - ensuring all safeguarding policies, procedures and guidelines are implemented and promoted

- 5.5 In addition the Corporate Safeguarding Officer chairs a Safeguarding Representatives Group made up of a number of staff across the different services of the council. This group will have an operational overview of safeguarding issues in service areas, together with actions that could be taken.
- 5.6 Safeguarding Representatives have responsibility for:
- Receiving concerns, discussing them with whoever has raised the concern and taking advice from the relevant partner agency/county council service: this could include complex matters such as consent and whether parents/carers should be notified.
 - Making a decision about how to proceed and whether to make a formal referral. If there is disagreement on the appropriate course of action to take then the corporate safeguarding officer has the final decision. Where staff is dissatisfied with the decision of the corporate safeguarding officer, they should report their concerns to their line manager in the first instance and can still make a referral if they have strong concerns.
 - Ensuring the procedure is followed on such matters as making a referral, confidentiality and recording.
 - Working with colleagues to improve practice across the organisation.
 - In the event of an incident or query, if the corporate safeguarding officer not available, staff should go straight to the relevant Devon County Council service. They can be supported by a senior manager but details of any incident must not be shared unless absolutely necessary.
 - Attending appropriate courses and updating of safeguarding legislation.
- 5.7 Any officer who has a safeguarding concern should in the first instance discuss the matter with any one of the safeguarding representatives who will make a decision whether or not to refer the matter to the appropriate external organisation. A suite of supporting procedural documents is made available to all staff on the council's sharepoint site.
- 5.8 Mid & East Devon Community Safety Partnership also deals with some safeguarding issues on a district wide basis such as domestic & sexual violence and abuse, modern slavery, child sexual exploitation and preventing violent extremism. The specialist lead for community safety and emergency planning sits on the corporate safeguarding group so is able to ensure that the work of the corporate safeguarding group supports that of the community safety partnership and vice versa.
- 5.9 This policy should also be used in conjunction with the following documents:
- [Conduct & Disciplinary Procedure](#)
 - [Grievance Procedure](#)
 - [Whistle Blowing Policy](#)
 - [IT Acceptable Use Policy](#)
 - [Equality and Diversity Policy](#)
 - [Complaints & Feedback Procedure](#)
 - [Dignity at Work Policy](#)
 - [Health & Safety at Work guidance](#)
 - [Disclosure & Barring Policy](#)

6. Responsibilities

6.1 Responsibility for the implementation of this policy lies at all levels of the council.

6.1.1 Members

Elected members are collectively responsible for ensuring that the council has a policy, which adequately provides protection for children and adults with care and support needs in receipt of its services and for the regular review of this policy in the light of changes to legislation or regulation.

Each Mid Devon District Councillor has the personal responsibility to comply with the policy.

Elected Members should report any concerns to the corporate safeguarding lead or the corporate safeguarding officer or safeguarding representative.

The Portfolio Holder for Community Wellbeing has lead responsibility for safeguarding and child protection.

6.2 Officers

All employees and particularly those working with children and adults with care and support needs are responsible for:

- Ensuring that they are familiar with and understand the policies and procedures relating to their work with or in the vicinity of children and adults with care and support needs.
- Ensuring that they feel confident in working within this environment and working with their managers to ensure that they have the knowledge and skills to carry out their tasks in this context.
- Treating all those children and adults with whom they come into contact while carrying out their work equally and with respect.
- Reporting to a safeguarding representative or to make a Multi-Agency Safeguarding Hub (MASH) enquiry or contact Care Direct with a referral, if they have concerns about abuse or a lack of care of children and adults with care and support needs, either from other staff, carers, parents or those in place of a parent or between members of the group, providing they feel confident and competent to do so
- More information on making a Multi-Agency Safeguarding Hub (MASH) enquiry can be found at:
<https://new.devon.gov.uk/educationandfamilies/child-protection/making-a-mash-enquiry>
- Taking personal responsibility for their own welfare related to distressing or difficult disclosure of case outcomes and engaging in appropriate levels of support as required by the situation or the organisation.

- 6.3 Leadership team is required to ensure good governance of the organisation and has responsibility to make sure this policy is consistently applied and taken into account when setting strategic direction and reviewing performance.

Members of Leadership Team are also responsible for:

- Ensuring that all necessary procedures and practices are in place to provide adequate protection both for the individuals in these groups but also protection for the employees involved with them.
- Ensuring that the procurement framework for the authority includes expectations upon contractors to demonstrate effective safeguarding practices for all their staff.

- 6.4 The Corporate Safeguarding Lead, Corporate Safeguarding Officer and Human Resources are responsible for:

- Identifying those services and posts that are likely to have an involvement with children and adults with care and support needs, and undertaking an appropriate risk assessment of posts in respect of Disclosure & Barring Service disclosure requirements.
- Ensuring that those people appointed by them to the district council, whose normal duties fall into the definition of regulated activity as defined in the Safeguarding Vulnerable Groups Act 2006 and amended by the Protection of Freedoms Act 2012, are subject to the appropriate level of DBS disclosure and are appropriately qualified and/or trained in working with these groups.
- Ensuring that proper records are kept of any incidents occurring within their service and that these are held securely and/or passed on to the council's human resources team if the incident involves an employee.
- Ensuring that employees, volunteers and other workers dealing with these groups are adequately trained and aware of their responsibilities in this area.
- Ensuring that external contractors delivering council services are aware of the council's expectation that workers are aware of and abide by the standards of behaviour expected of council employees.
- Ensuring that any evidence or complaint of abuse or lack of care is reported to the appropriate body e.g. Devon County Council, Safeguarding Board or the Police, and to council's human resources team where employees, volunteers and contractors are involved and to the Monitoring Officer where elected members are involved.
- Ensuring that employees and others do not work with children or adults with care and support needs on regulated activities without an appropriate Disclosure & Barring Service (DBS) disclosure.
- Working with other associated agencies to ensure the proper transfer of information relating to dealings with children and adults with care and support needs, where necessary.
- Ensuring that adequate supervision and support is available to those who have been directly involved in dealing with safeguarding cases, including a debrief of the case and any relevant outcomes.

6.5 Human Resources are responsible for:

- Working with group managers / service leads in maintaining a record of those posts, requiring a disclosure & barring service disclosure together with the level of disclosure required.
- Ensuring that recruitment procedures are robust and that information pertinent to working with these groups is obtained during the recruitment procedure.
- Ensuring that Disclosure & Barring Service Disclosures are carried out in compliance with legislation and disclosure & barring service guidance.
- Supporting group managers / service leads in dealing with allegations of abuse or lack of care by staff.
- Referring information to the Disclosure & Barring Service and Local Authority Designated Officer (LADO) about employees who have been dismissed or removed from working with vulnerable groups (or would have been had they not left/resigned) as a result of a relevant caution/conviction, conduct that has harmed or put a child/vulnerable adult at risk of harm.

6.6 Volunteers, contractors, suppliers and consultants and other workers are responsible for:

- Working with employees of the council, to the same standard, in ensuring the safety and well-being of children and adults with care and support needs within their scope.
- Participating in any training or development opportunities offered to them to improve their knowledge of skills in this area.

6.6.1 A requirement to comply with equality legislation will be included in all contracts and service level/delivery agreements. Failure to comply may lead to the termination of contracts. Organisations doing business with us are welcome to adopt our safeguarding policy for their own use.

7. Events and land hire

7.1 Any organisation who has lease agreements or regularly hire out or lease council facilities or open spaces, should have appropriate safeguarding procedures in place. They should also ensure any volunteer or employee that has unsupervised contact with children, young people or adults with care and support needs undertakes a Disclosure & Barring Service check.

7.2 A positive disclosure is a certificate that shows cautions, warnings or convictions. They may show spent convictions and also unspent convictions and for enhanced checks, they will also show information that a police force deems relevant to disclose based on the nature of the job that the individual will be undertaking. The organisation will be required to use a positive disclosure & barring service disclosure decision sheet to make an assessment about a volunteers' suitability to be named as the safeguarding representative for the event.

7.3 Any safeguarding concerns on council land should be reported to corporate safeguarding officer or a safeguarding representative. (Not negating a need to call police in a safeguarding emergency) safeguarding representatives are able to provide further advice and support to groups or organisations.

8. Grant applications

- 8.1 All organisations seeking funding from the council are expected to have appropriate safeguarding policies and procedures in place according to the level and type of their activities. Such policies should include Disclosure & Barring Service checks for all employees and volunteers working with children, young people and adults with care

and support needs. Evidence of these policies and procedures may be requested as part of the grant making process.

- 8.2 As a minimum, an organisation will be expected to have a policy statement or procedure relating to safeguarding. Commissioned, contracted or grant funded organisations with minimal contact with children, young people and vulnerable adults may wish to adopt the councils Safeguarding Policy and procedures if deemed suitable.

9. Review

- 9.1 This policy and the related guidance will be reviewed annually or sooner if required whenever there is a change in the related legislation or an emerging risk is identified. This will include an on-going review of guidance, both nationally and locally, to ensure the council meets requirements to safeguard children, young people and adults, and there are appropriate procedures and protocols in place.
- 9.2 The council's scrutiny function will also have a role in scrutinizing and challenging the corporate safeguarding policy and the work of the corporate safeguarding group. An annual report will be submitted to the Community Wellbeing PDG.

This policy should be read with the MDDC guides for managers and employees

This policy can be made available in large print and other formats such as printed on yellow paper, taped, Braille etc. as requested.

This page is intentionally left blank

COMMUNITY PDG 22 MARCH 2022

SINGLE EQUALITY SCHEME

Cabinet Members: Cllr Clive Eginton, Cabinet Member for Working Environment and Support Services

Responsible Officer: Mrs Jill May, Director for Business Improvement & Operations

Reason for Report: To remind Members of the Council's statutory duties under the Equality Act 2010

RECOMMENDATION(S): That Members recommend to Cabinet that they approve the Single Equality Scheme together with the Equality Objectives for 2022-2023.

Relationship to Corporate Plan: The Equality Objectives reflect Corporate Plan aims under the Community and Corporate priorities. The new proposed equality objective is a specific 2020-224 Corporate Plan aim.

Financial Implications: The Single Equality Scheme does not have any financial implications itself beyond those identified in individual service's equality impact assessments.

Legal Implications: The objectives and the information gathered for them contribute to the Council's compliance with the Equality Act 2010. Failure to adopt Objectives or to collect data to support them could find the Council in breach of the Equality Act 2010.

Risk Assessment: Approving the Single Equality Scheme and Equality Objectives reduces the risk of legal challenge.

Equality Impact Assessment: The adoption and monitoring of Equality Objectives helps to ensure that the needs of all protected groups are taken into account in service delivery.

Impact on Climate Change: No impacts identified for this report.

1.0 Introduction

1.1 The Equality Act 2010 replaced previous anti-discrimination laws with the aim of simplifying the law and removing inconsistencies. The Act places a requirement on public bodies to demonstrate compliance with each part of the Public Sector Equality Duty (PSED).

1.2 Under the Equality Act 2010 local authorities have a duty to have 'due regard' to:
Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;

Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and

Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

- 1.3 Case law over the last few years has clarified that considerations of equality should not only be placed at the centre of policy development but that bodies subject to the Public Sector Equality Duty, of which we are one, must apply this duty to the carrying out of any functions of a public body not just statutory functions.
- 1.4 Local authorities also have specific duties under the Act to publish Equality Information annually and 'Equality Objectives' at least every four years. The Equality Information is available on the Mid Devon District Council website [Equality pages](#).
- 1.5 The Single Equality Scheme is relevant to officers, Members and the wider community and has been reviewed and updated. (Appendix A)
- 1.6 Mid Devon District Council is a member of the Devon Joint Declaration for [Equality](#). The declaration demonstrates our commitment to the achievement of equality and fairness for all people in the county and our district and recognises the importance and benefits of an equal society and will behave in ways that reflect an equal society.
- 1.7 The Council wants to understand the needs and views of our residents and people working in our district and experiences from those using any of our services help us identify priorities and monitor performance with our Corporate Plan. We have a dedicated [web page](#) to access all our consultations and welcome residents to participate.
- 1.8 Whilst we aim to provide high-quality services to all who live or work in the Mid Devon area, we recognise people may wish to complain, or pay a compliment to our officers or give us suggestions on how we could improve a service. Full details are available on our [website](#) using a number of different mediums.

2.0 Progress this year

- 2.1 The two additional Equality Objectives were added in 2021-22, the single equality scheme has been updated to include these objectives.
 1. To continue to concentrate on mental health issues within MDDC and the wider community.
 2. Secure decent digital connectivity for all of Mid Devon (Corporate Plan aim).

Current Objective	Updated Objective
To continue to concentrate on	Regular articles have been posted in the Link newsletter regarding wellbeing and mental health by

Current Objective	Updated Objective
<p>mental health issues within MDDC and the wider community.</p>	<p>the Health & Safety Advisor.</p>
	<p>The Council will focus on how we will support mental health and wellbeing as we travel out of the pandemic to a new 'normal' way of working, and improve both awareness and employment practices to support initiatives.</p>
	<p>A number of officers have been trained as Mental Health 1st aiders and details of them are available on the intranet and noticeboards.</p>
	<p>A number of officers have been trained as workplace coaches to support colleagues with personal or work related concerns.</p>
	<p>Members of the Impact group are trained to be Wellbeing Ambassadors.</p>
	<p>During the pandemic the Council published details of support for our residents. Details of organisations who can support mental health are available on the council's website.</p> <p>Details of community support across the district are available on our website and details of a community support helpline.</p>
	<p>In view of the pandemic, Devon County Council were able to offer a Covid-19 Counselling Service specifically for our BAME communities and details are available on our website.</p>
<p>The Equality Act 2010 (The Act) requires Mid Devon District Council (MDDC), to make 'reasonable adjustments' where a provision, criterion, function, practice, and/or physical or environmental conditions in premises occupied by the Council, place a disabled person at a substantial disadvantage when compared with people who are not disabled.</p> <p>The Council must take reasonable steps to avoid disadvantage being caused to any disabled person in relation to recruitment, retention, promotion, development, retirement and dismissal. A Reasonable Adjustments Policy was approved in October 2021.</p> <p>The Council is committed to raising awareness</p>	

Current Objective	Updated Objective
	around areas of employment practice which may cause discrimination and lack of equal treatment for example the menopause.
Secure decent digital connectivity for all of Mid Devon (Corporate Plan aim).	<p>Internal Audit completed the audit on safe operations for officers during the Covid-19 emergency which included support for officers.</p> <p>The audit demonstrated the Council had reasonable assurance, generally sound system of governance, risk management and control in place to risk 1 and 2.</p> <p>The findings with risk 3 showed limited assurance, with room to improve in relation to technology supporting working remotely.</p> <ul style="list-style-type: none"> • New Telephone system is due for implementation - March • Broadband upgrade procured – scheduled in spring • Core infrastructure refresh procured and implementation in progress • Hybrid project – future working arrangements review in progress to be completed by 30th September <p>Orion was appointed in 2021 to look into a free-to-use Wi-Fi network for Tiverton and Cullompton town centres and have been progressing slowly with establishing the necessary infrastructure. The Council is due to receive an update very soon.</p>
<p>Overcoming the problems faced by vulnerable individuals caused by rural isolation</p> <p>Overcoming the effects of multiple disadvantage in families with complex needs.</p>	<p>The Council has appointed a Customer Welfare Officer to support customers of Mid Devon by working collaboratively with internal and external partners to keeping the customer at the ‘heart of all we do’ and improve processes and policy.</p> <p>Housing have appointed a Customer Engagement Officer working to support the tenants’ involvement Ensuring their views are taken into account and these inform service delivery. To promote a culture of customer focus and to ensure that the services delivered are responsive to local needs, encouraging feedback and involvement of the views of under-represented and hard to reach groups are taken account.</p>

- 2.2 We said we would publish information on our website about our [pay supplement policy](#) and [gender pay gap](#) reporting,
- 2.3 To enable us to understand the demographic breakdown of our communities, we have accessed data from LG Inform which is a local government association research service, the report provides an overview of the mid-year population estimates for 2020 published by ONS in June each year.
- 2.4 In August 2021 an Access assessment took place which appraised the building of Phoenix House on elements to assess the extent of accessibility to services and facilities in accordance with the definitions of the Equality Act 2010 and the client brief. The audit took into account the needs of people with mobility impairments (including wheelchair users) and sensory impairments.

The audit is only the first stage in the process of identifying, planning and implementing access changes and should only be seen as a snapshot of the position at the time of the report. The findings in the audit will be linked to a wider review of the Fire Strategy for Phoenix House.

- 2.5 During the financial year of 2021/2022 an upgrade of the provision of CCTV in Tiverton took place in the control room situated in the Multi Storey car park, the new system now captures the bus station opposite to the car park. The Tiverton town centre CCTV upgrade is due to commence in the 2022/23 financial year.
- 2.6 The Council has developed an employee consultative group named 'Impact' to engage their views in the development of policies and projects like 'Evolve'.

3.0 Update on request to Community PDG in Motion 564

- 3.1 In February 2021, Cllr Elizabeth Lloyd and Cllr Jo Norton brought Motion 564 to Full Council to encourage a discussion on equality and diversity, and to bring forward ideas on how to ensure the Council represents the residents of Mid Devon. Part of that Motion included a request for the Community PDG:

That the Equality Forum and Community Policy Development Group be tasked with exploring opportunities to increase inclusivity, engagement and representation at Mid Devon District Council, including by identifying hard to reach or underrepresented communities, and considering how best to engage with them.

- 3.2 In July 2021 the PDG discussed the request and agreed that as the motion had also made a request to Scrutiny Committee to investigate recommendations in the Fawcett Society/LGiU report: 'Does Local Government Work for Women?', the PDG would defer a decision on a way forward until the Scrutiny review was completed.
- 3.3 Scrutiny have now completed a Spotlight Review on this work and it is due to report to the 21 March Scrutiny meeting. This report will make recommendations the Council can take to enable the right conditions to be in place to allow a diverse range of candidates to be empowered and supported to stand for election in the District, and to ensure those candidates are

supported once elected. The PDG may like to consider reviewing those recommendations, and the original request to the PDG from Motion 564, at its June meeting to consider if any further work is required.

4.0 Future work on Equalities

- 4.1 We Need to develop a new Equalities profile for MDDC to understand any changes with the protected characteristics of our residents in the District using the national (Census 2021) and local data releases.
- 4.2 Access to Work is a scheme to support (if eligible) people to get help or stay in work if they have a physical or mental health condition or disability. Further information is available [here](#).
- 4.3 There is a consultation about disability workforce reporting, the closing date of the consultation is 25 March 2022. This consultation is being led by the Disability Unit, in the Cabinet Office and they are focusing on 4 main areas
 - understanding the current landscape
 - benefits and barriers to disability workforce reporting
 - considerations if mandatory disability workforce reporting was implemented
 - alternative approaches

The outcome of the consultation will be published at a later date.

- 4.4 To raise the profile of Equalities, Diversity and Inclusion across the Council by continuing to do Equality Impact Assessments to ensure equalities are embedded in policy developments and changes.
- 4.5 To organise and plan for the Equalities forum to meet throughout the year

Contact for more Information: Mrs Jill May, Director for Business Improvement and Operations, jmay@middevon.gov.uk; Nicola Cuskeran, Interim Corporate Performance Manager, ncuskeran@middevon.gov.uk

Circulation of the Report: Members of Community PDG, Cabinet Members, Leadership Team

Single Equality Scheme

Mid Devon District Council's Single Equality Scheme sets out how we are working to implement the equality duties that are set out in the Equality Act 2010.

Section 149 of the Act imposes a duty on 'public authorities' and other bodies when exercising public functions to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

These are the three aims of the general equality duty.

What do we mean by equality, diversity and Inclusion?

Equality

This means ensuring that all our workforce, residents and visitors are treated fairly and are given the same, as much as reasonably possible, life chances. One way of achieving it is through provision of equal access to the services and employment opportunities we offer.

However, it is important to understand that equality is not about treating everyone in the same way, as people have different needs that may need to be met by considering individual circumstances.

Therefore, the council takes positive action, wherever possible, to design and deliver services based on the specific needs of a segment of our community, for example, people with disabilities or older people.

Diversity

Diversity is about recognising and championing individual differences of our workforce, residents and visitors. Diversity is closely linked to equality as it is through understanding and valuing differences between the peoples of Mid Devon that equality can be furthered.

Inclusion

Inclusion means that we go beyond legal compliance to create a community and culture where everyone feels that they belong it is safe to be who they are, and they feel valued for being themselves.

1.0 Our Vision

Mid Devon District Council is committed to providing quality services delivered in a fair and equitable way and to promoting good relations between different groups within the community. We value the positive contribution that all our residents bring to the district, and want to work with individuals and groups to continue to improve our services and to promote equality.

2.0 How will we achieve this?

In order to achieve our vision we will:

- Seek to understand the needs of our community
- Know our customers and their specific needs
- Involve the community in changes that might affect them
- Develop services that can respond to the requirements of different residents
- Develop an inclusive working environment
- Ensure equality in procurement and commissioning
- Promote equality through working with others
- Recognise the needs of specific equality groups

3.0 Understanding our community

In order to develop services that meet people's needs we must first of all understand our community. The following gives a brief profile of the district. Most of the data comes from LG Inform Plus - Basic facts about Mid Devon, which includes statistics from the 2011 Census.

An equality profile of Mid Devon

Mid Devon is a rural district lying equidistant between the north and south coasts. It has three principle towns, Tiverton, Cullompton and Crediton, serving an extensive rural hinterland.

Population

The population of Mid Devon in 2020 is around 83,290 this is an increase of 6% since 2013, 49% male and 51% female. Those over 65 make up 23.7% of the population. 27.70% of households have dependent children. 98.6 % of the population in Mid Devon is white compared to 85.4% for the South West as a whole.

Mid Devon

Metric type	Mid Devon	Mean for All English district local authorities	Mean for All local authorities in South West
	2020		
	People		
All persons aged 0 to 17	17,212	23,531	37,097
All persons aged 18 to 24	5,319	8,503	15,309
All persons aged 25 to 34	8,233	13,267	22,231
All persons aged 35 to 44	9,100	13,592	21,525
All persons aged 45 to 54	11,674	15,912	24,987
All persons aged 55 to 64	11,992	15,434	25,146
All persons aged 65 and over	19,760	25,092	42,343
Total population	83,290	115,332	188,638

The key issues for the population of Mid Devon are:

Economy

Mid Devon is an area of low unemployment (1%), but jobs tend to be poorly paid and low skilled. There are a high proportion of part-time and self-employed workers. Over a third of the resident population commutes out of the District for work, particularly from the Crediton and Cullompton areas. In 2020 the overall employment rate for those aged 16-64 was 81.3% compared to the Devon average figure of 80.1%.

Housing

37.3% of Mid Devon households live in housing owned outright and another 31.8% in houses owned with a mortgage or loan. Mid Devon has a higher score than the English area for barriers to Housing and services. The situation is considerably worse in the rural areas of the District. Mid Devon compares poorly for the index of deprivation concerning barriers to housing and services. There is also an increasingly aging population who require support to live in their own homes, and suitably adapted accommodation when they are unable to manage on their own.

Crime

Mid Devon is an area of low crime. The incidence of all major crime (theft, burglary, violent crime) is well below national averages. However concerns about crime and anti-social behaviour remain high particularly amongst the most vulnerable.

Education

Most Mid Devon schools perform well against national averages, in 2017 69.9% of pupils achieved 5 GCSE or equivalent at grades A* - C including English and Maths 56.3% for England as a whole. However the proportion of people of working age who lack any qualifications is higher than the Devon average at 22.7%

Access

In a rural district access to vital services can be a significant problem for some people, particularly those on low income. Over half of rural parishes do not have a post office, and access to scheduled public transport is a problem in many areas, including the edges of market towns. Despite regional programmes to increase speeds, broadband speeds remain low in many rural areas limiting the growth of home-based businesses and increasing the digital divide.

Health

The residents of Mid Devon are generally healthier than the rest of the population. Life expectancy is higher than the national average both for men and women, and mortality rates for all major diseases are lower. However there is a growing proportion of over 75s who will put increasing demands on health and social care services, and a number of people with physical, sensory and learning disabilities whose needs, and those of their carers, must be met. 1% of residents report being in very bad health and another 3.6% in bad health.

Multiple disadvantage

Although Mid Devon generally rates well in national statistics, small parts of Tiverton, Cullompton and Crediton do disproportionately badly for income, education, skills and training when compared to other areas nationally. However Mid Devon overall is ranked 78 out of all 188 districts. Similarly some people in Mid Devon, because of their condition or circumstances, are more vulnerable to disadvantage and poor health outcomes than the rest of the population. This may be due to their age, gender, physical, sensory or learning disability, mental illness, sexuality, race, religion or social circumstances. There are a variety of organisations that provide support to these individuals and their families, including education and training providers, health and social care agencies, employers, voluntary sector organisations.

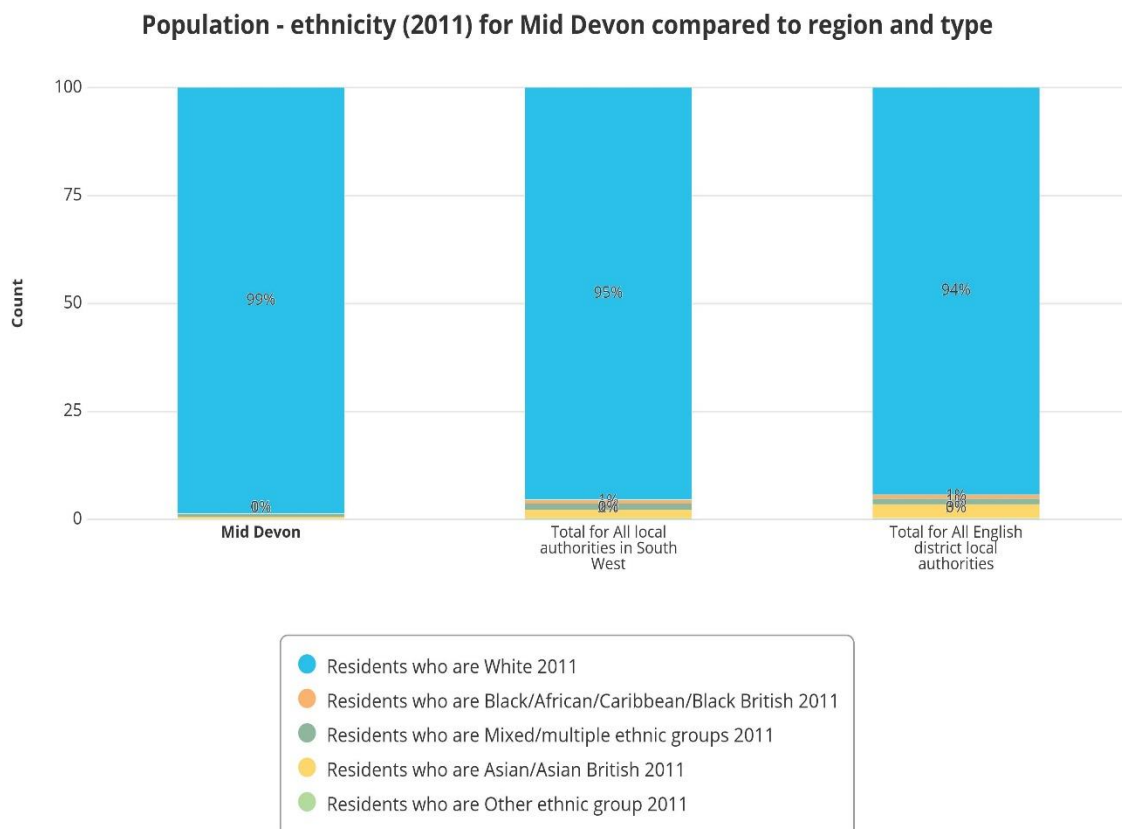
Equality Priorities

From this profile the Council recognises that there are five main equality priorities for the district:

1. Meeting the needs of an aging population
2. Overcoming the problems faced by vulnerable individuals caused by rural isolation
3. Overcoming the effects of multiple disadvantage in families with complex needs.
4. To continue to concentrate on mental health issues within MDDC and the wider community.
5. Secure decent digital connectivity for all of Mid Devon (Corporate Plan aim).

4.0 Knowing our customers – equality monitoring

Mid Devon District Council believe that it is important to know who uses our services. By comparing this with what we know about the community as a whole, we can see if there are any groups who are under-represented, highlighting where there may be barriers to overcome.



Powered by LG Inform

In Mid Devon in 2011 the percentage of the population who identified themselves as white was 98.6%, the percentage who identified as Asian or Asian British was 0.6%, the percentage who identified as black or black British was 0.1%, those who

identified as mixed race made up 0.6% per cent of the population and those who identified as other ethnic group made up 0.1% per cent of the population.

We monitor the complaints we receive to identify whether any equality issues are believed to have contributed to the complaint or problem. This is done by asking the customer a few optional questions when they call in to make a complaint.

The equality information collected can be used to:

- review service delivery
- compare our performance over time
- assist in the development of services in line with people's needs
- monitor the impact of any service changes.

In line with current legislation we will publish relevant equality information, this information includes:

- an equality profile of the district and
- workforce information.

5.0 Involving the community

As part of our commitment to good consultation, the Communications and Engagement Strategy and Action Plan were reviewed and approved during 2018/19. The Council is keen to make sure that people from different equality groups take part in consultation, and will try to find the most appropriate way to consult with them according to their needs.

Mid Devon District Council will:

- work with groups representing the interests of people from different equality groups to get feedback on proposed service changes particularly relevant to them
- develop and support forms of consultation that are appropriate to the communication needs of different groups within the community
- monitor and assess the consultation methods used and where necessary adapt them to meet the needs of different participants
- publish the results of these consultations and feed them back into our decision-making processes in an open and responsible way.

Customer feedback

Mid Devon District Council positively welcomes feedback. We want to ensure residents' views, whether positive or negative, are noted and their concerns are addressed. We are aware that the Council's formal feedback process may be inaccessible to those sections of the community who have difficulties in accessing services. The Council encourages helper organisations to act as advocates for a complainant if necessary.

6.0 Developing responsive services

A primary factor in making a service accessible is providing information and advice in a usable and convenient format.

We seek to ensure that all users:

- know about the relevant services they might need
- are given support where necessary i.e. with completing forms
- are confident about using and contacting a service and, if necessary, complaining about it.

We will do this by:

- communicating clearly both internally and externally
- providing information in plain English
- making as many services as internet accessible as possible
- offering information in different formats on request
- providing interpretation and translation services where possible
- ensuring that buildings that are open to the public, including leisure and community facilities, can be accessed and used by all residents
- making sure that our employees are trained and supported to deliver the highest possible levels of customer service in line with this policy.

Changing services and policies

Mid Devon District Council has a responsibility to assess the likely impact on residents and employees of policies or services it is proposing to change or introduce before they are adopted. This is to make sure that any changes do not disproportionately affect any particular group, and any adverse impacts can be reduced as much as possible.

Policies, in particular, are frequently adapted or replaced to reflect changes in the legal, social and political environment. Our objective is to build equality and diversity into the policy making process and to make that process clear, open and inclusive.

The Council undertakes detailed Equality Impact Assessments on those changes most likely to impact on the wellbeing of certain individuals or groups. The impact assessment process asks how the service or policy affects the different groups in the community. Each Equality Impact Assessment includes an action plan for describing what actions can be taken to mitigate any negative impacts identified. The template includes the consideration of rurality which is identified as a specific problem in Mid Devon.

7.0 Developing an inclusive working environment

The Council considers equality and diversity in all aspects of employment, from advertising vacancies, recruitment and selection, terms and conditions of employment, training and personal development, to reasons for ending employment.

We will promote equality in recruitment by:

- advertising jobs as widely as possible
- providing job details and accepting job applications in alternative formats on request as appropriate to the needs of the applicant
- monitoring recruitment processes and taking action as a result of the findings
- acknowledging that recruitment and selection decisions should be based upon objective, measurable and reasonable selection criteria
- asking only for the skills and qualities actually needed to do the job
- commitment to equality in employment and in service delivery will be reinforced in staff induction programmes for new staff
- training managers on how to recruit in a non-discriminatory way, making sure that all job applicants, whether redeployment candidates, existing employees or people who do not currently work for the District Council, demonstrate that they are qualified, motivated and competent to do the job.

We will promote equality in disciplinary procedures by:

- regularly reviewing our disciplinary and grievance procedures to ensure an appropriate mechanism is in place to deal with bullying and harassment at work.

We will promote equality in pay and conditions by:

- using a pay structure that makes sure employees are rewarded fairly and equitably.

We publish information on our website about our pay policy and gender pay gap.

We will promote equality in training and development by:

- providing training programmes for staff to raise awareness of equality issues and assist them in applying equality principles to their role within the Council
- recognising and supporting the potential of all employees by offering opportunities for training and personal development
- monitoring employee development to make sure that training and development opportunities continue to be open to all employees.

8.0 Ensuring equality in procurement and commissioning

Mid Devon District Council is a major purchaser of services. Every year we spend over £5 million with businesses so that we can deliver our services. We recognise that our spending power gives us the chance to influence how others work and to promote equality. We will:

- require any company or business that wishes to be one of our contractors or suppliers to demonstrate appropriate consideration in their policies on equality in relation to employment and service delivery
- seek to encourage any company, business or individual wishing to provide goods or services to Mid Devon District Council, to contribute to our policy by implementing fair practices in employment and training
- review our own policies and practices and where necessary make changes to them to ensure they do not discriminate or place unfair requirements on small businesses from Mid Devon
- cease issuing contracts to, purchasing from or commissioning any contractor, business or organisation, where we believe they fail to comply with our values in relation to equality and diversity
- follow good practice by having a procurement strategy that gives a clear commitment to equality of opportunity and to tackling discrimination and disadvantage.

9.0 Promoting equality through working with others

The Council recognises that it cannot meet its equality responsibilities without working closely with other public bodies, community groups and individuals.

Mid Devon District Council will:

- use our standing in the area to help shape public opinion to promote understanding between different sections of the community
- work with other public, private, voluntary and community groups in Mid Devon to ensure that equality and diversity policies and plans similar to our own are adopted and implemented more widely
- share information, experience and examples of good practice on equality through links with other public, private, voluntary and community organisations in the region
- promote equality and diversity within partnership working and in our dealings with the media
- involve people from different equality groups in influencing our work and progress on equality
- learn from the equality and diversity policies and plans of other local authorities and organisations.

10.0 Meeting the needs of specific equality groups

The Council is aware that certain groups within society are particularly vulnerable to discrimination because of age, disability, gender, marital status, race, belief or

sexual orientation. In order to eliminate discrimination and promote equality we recognise the need to work with representatives who can advocate on behalf of particular equality groups in order to develop services that meet their specific requirements.

We also recognise that people are individuals, and that although they may be included within a particular equality group they also have individual needs that may differ from the rest of the group. We are committed to dealing with every resident as an individual with their own particular needs.

11.0 Monitoring

Monitoring Impact and Acting on Results

Mid Devon District Council recognises that monitoring is an important way of assessing the effects of policies in practice and is a vital part of any strategy to promote equality.

Monitoring will help us check whether our policies, operations and organisational culture are discriminating against some groups and individuals. This will help us find out why and how discrimination takes place. Where we see that any of our policies or procedures have a negative impact we will investigate the reasons for this and revise them accordingly.

Publishing Results

If Mid Devon District Council is to be successful and keep public confidence, we need not only to promote equality but also to be seen to be doing so. The Council will therefore publish the results of its monitoring, assessment and consultation activities.

12.0 Concerns

If there are any concerns about any matter regarding equality of opportunity or discrimination is suspected, you are referred to the following related policies:

- Whistleblowing Policy
- Dignity at Work and
- Grievance Policy

- Appendix 3 for definitions of types of discrimination

Appendices

Appendix 1 Summary of Equalities Legislation

Mid Devon District Council Equality Strategy complies with the following Equal Opportunities Legislation, Codes of Practice and recommendations:

- Equality Act 2010
- The Human Rights Act 1998
- The Protection from Harassment Act 1997
- Racial and Religious Hatred Act 2006
- Sex Discrimination (Gender Reassignment) Regulations 1999
- The Macpherson Recommendations, Stephen Lawrence Inquiry
- Special Educational Needs and Disability Regulations 2014
- Equal Opportunities Commission and Commission for Racial Equality Codes of Practices
- The Work and Families Act 2006

Appendix 2 Protected Characteristics

We understand we have a duty to promote equality and eradicate discrimination in relation to the nine protected characteristics outlined in the Equality Act 2010.

- Age
- Disability (including people with learning disabilities, people with a mental illness, and people living with HIV and/or AIDS)
- Gender reassignment
- Marital status, family circumstances, or caring responsibilities
- Pregnant women and mothers with young children (under 5's)
- Race, including nationality, national or ethnic origin, being a traveller or gypsy
- Religion or belief
- Sex
- Sexual orientation

Appendix 3 Definitions

Direct discrimination

Direct discrimination occurs when a person treats another less favourably because of a protected characteristic (age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origins), religion or belief, sex or sexual orientation).

For example, someone is not offered a promotion because they are a woman and the job is given to a less qualified man.

This also covers less favourable treatment because of an association with someone with a protected characteristic or less favourable treatment because of a belief that someone has a certain protected characteristic whether or not it is true.

Indirect discrimination

Indirect discrimination occurs where a provision, criterion or practice is applied, which cannot be justified as necessary for the job and is not a proportionate means of achieving a legitimate aim, which is discriminatory in relation to a protected characteristic.

Victimisation

Victimisation occurs when a person is treated unfairly because they made or supported a complaint to do with a 'protected characteristic', or someone thinks they did.

Bullying

Bullying may be characterised as offensive, intimidating, malicious or insulting behaviour, an abuse or misuse of power through means that undermine, humiliate, denigrate or injure the recipient.

Harassment

Harassment as defined in the Equality Act 2010 is: Unwanted conduct related to a relevant protected characteristic (age, disability, gender reassignment, race (including colour, nationality, and ethnic or national origins), religion or belief, sex and sexual orientation), which has the purpose or effect of violating an individual's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that individual

LGA Research Report - Demographic Report



Written by LGA Research from Local Government Association

[LG Inform](#)

Introduction

Understanding and planning for population change is one of the key factors in service planning for local authorities. This report is one of a series of reports in LG Inform based on a single collection, the aim is to provide users with quick and easy access to all the metrics contained in the collection and present this in a variety of charts, tables and maps. Users may wish to use the report in its entirety or select individual elements to download or reuse in their own LG Inform reports. This report provides an overview of the mid-year population estimates for Mid Devon for 2020 taken from the Mid-Year Population Estimates published by the Office for National Statistics. Data in this report is updated annually in June of each year.

The mid-year estimates refer to the population on 30 June of the reference year and are published annually. They are the official set of population estimates for the UK and its constituent countries, the regions and counties of England, and local authorities and their equivalents.

Mid-year population estimates relate to the usually resident population. They account for long-term international migrants (people who change their country of usual residence for a period of 12 months or more) but do not account for short-term migrants (people who come to or leave the country for a period of less than 12 months). This approach is consistent with the standard UN definition for population estimates which is based upon the concept of usual residence and includes people who reside, or intend to reside, in the country for at least twelve months, whatever their nationality.

Using this report

When using / interpreting data from this report it is important to understand:

The most recent mid year population have been used throughout this report, unless otherwise stated, and these unrounded estimates are published by ONS to enable and encourage further calculations and analysis. However, the estimates should not be taken to be accurate to the level of detail provided.

In all charts, tables and text a rank of 1 is the highest area of the chosen comparison group.

Executive summary

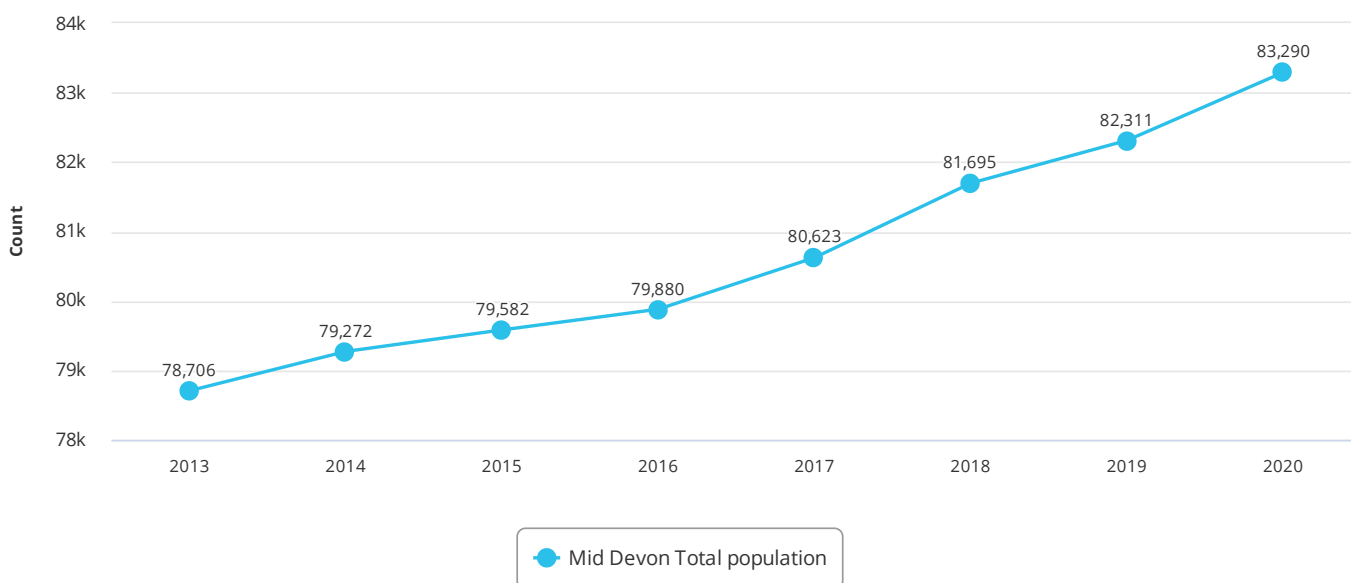
Mid Devon is a District in the South West region.

In 2020 the total population of Mid Devon was 83,290 people this is an increase of [6 % \(4,584\)](#) since 2013, Mid Devon is now ranked 16 (out of 18 Districts in the South West region) in terms of total population. The main (predominate) component of Mid Devon population change is Internal Migration Net.

In 2020 Internal Migration Net accounted for 906 people of the overall change followed by International Migration Net which accounted for 108 people. Of the 83,290 people in Mid Devon, [20.7 percent \(17,212\)](#) are children aged under 18, [55.6 percent \(46,318\)](#) are adults aged 18 to 64 and [23.7 percent \(19,760\)](#) are aged 65 and over; [3.1 percent \(2,593\)](#) of the resident population are 85 and over. Mid Devon has a old age dependency ratio (working age population:over 65 population) of [41.0](#) per 100 working age population which is the 6 lowest out of 18 Districts in the South West region and 128 lowest out of all Districts authorities.

Mid-year population estimates by ethnicity have not been produced since 2009, therefore the latest data available is from the 2011 Census that showed that [1.4](#) per cent of the resident population are non-White and [98.6](#) percent are white; the predominate ethnic group in Mid Devon is residents who are White , followed by residents who are Mixed/multiple ethnic groups representing 98.6 and 0.6 percent of the population respectively.

Total resident population (from 2013 to 2020) for Mid Devon



Population Change

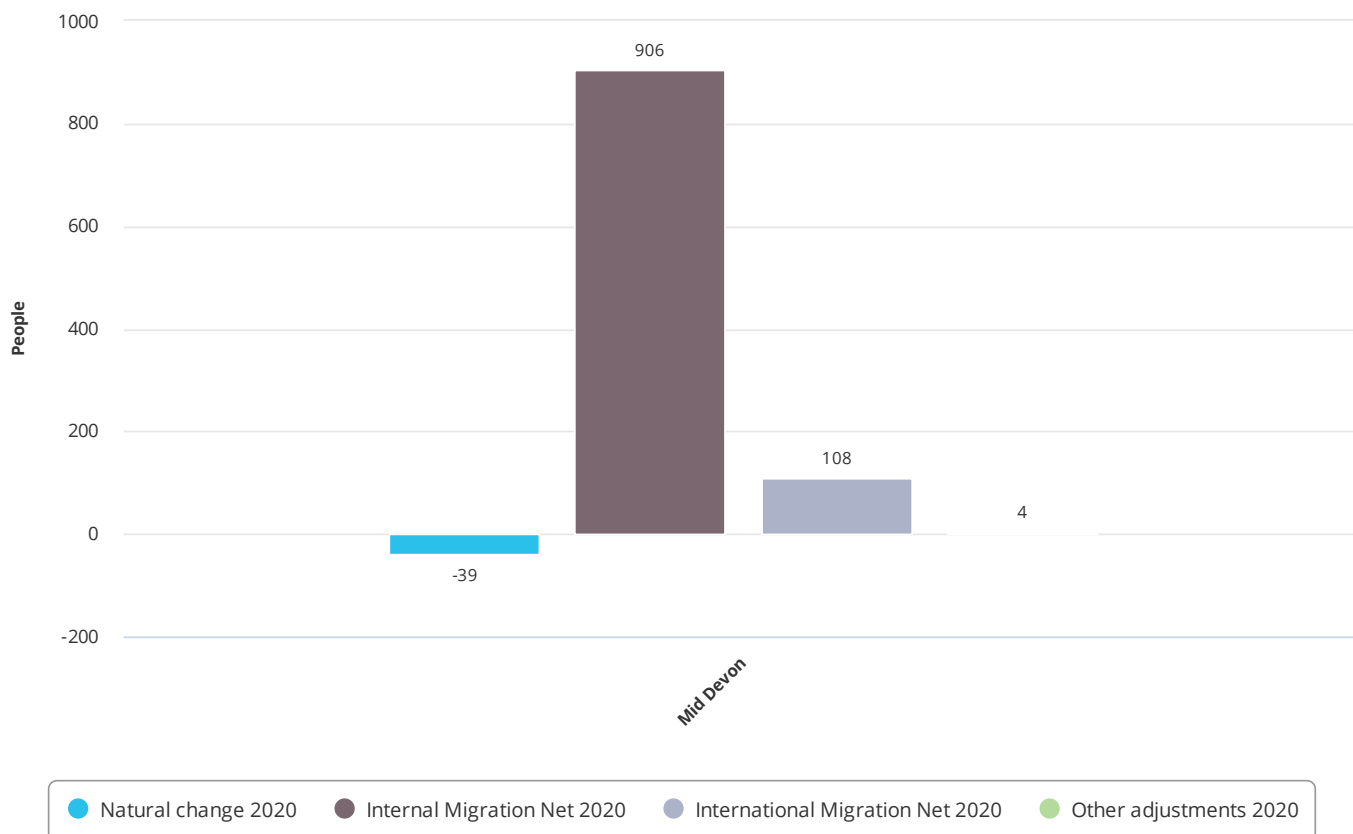
The total population change in Mid Devon for the year to 2020 was 979 people. This included natural change (births - deaths) of [-39](#) people, net internal migration (people into/away from the area within the UK) of [906](#), net international migration (people immigrating/emigration into/out of the UK) of [108](#) and other migration factors of [4](#).

Natural change was less than in previous years (down to -39 people from -34 people in 2019) caused largely by an increase in the number of deaths ([817](#)), combined with the continuing increase in the number of births (up [778](#)).

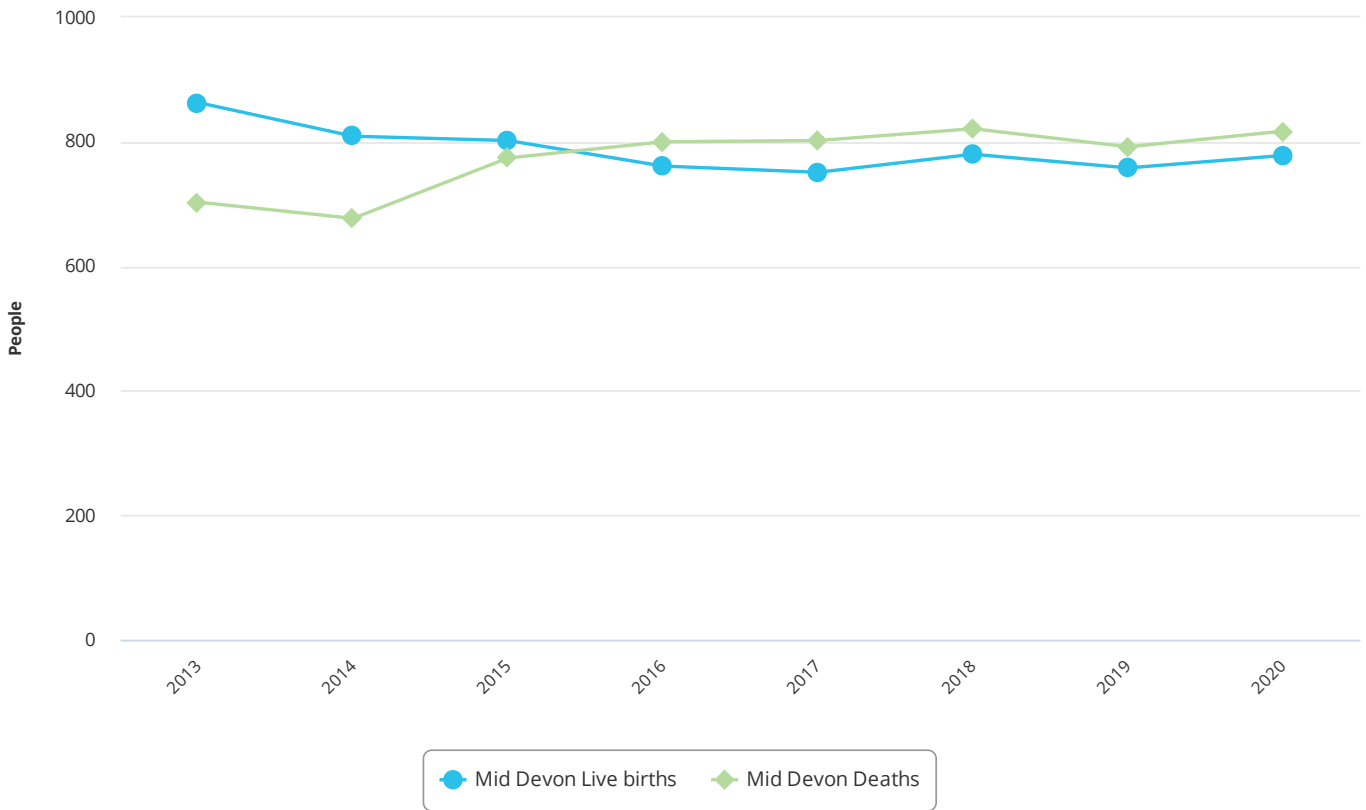
An decrease in immigration (down [248](#)) and a decrease in emigration (down [140](#)) have both contributed to the increase in net international migration compared to that seen in the year to mid-2019.

Population change include changes in population due to internal and international civilian migration and changes in the number of armed forces (both non-UK and UK) and their dependants resident in the UK. In calculating the international migration component of the population estimates, ONS uses the United Nations recommended definition of an international long-term migrant (someone who changes their country of residence for at least 12 months). This component does not include short-term migrants and visitors.

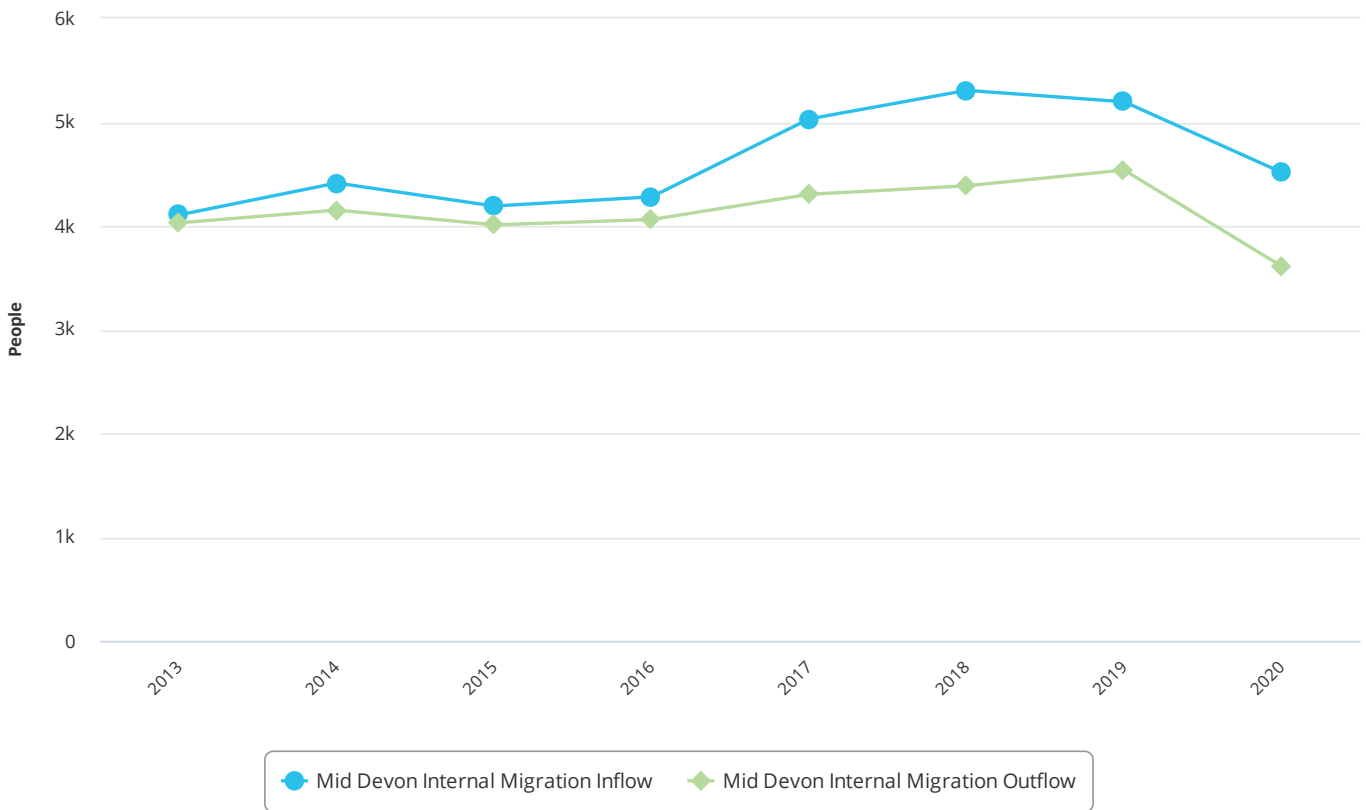
Components of population change in Mid Devon



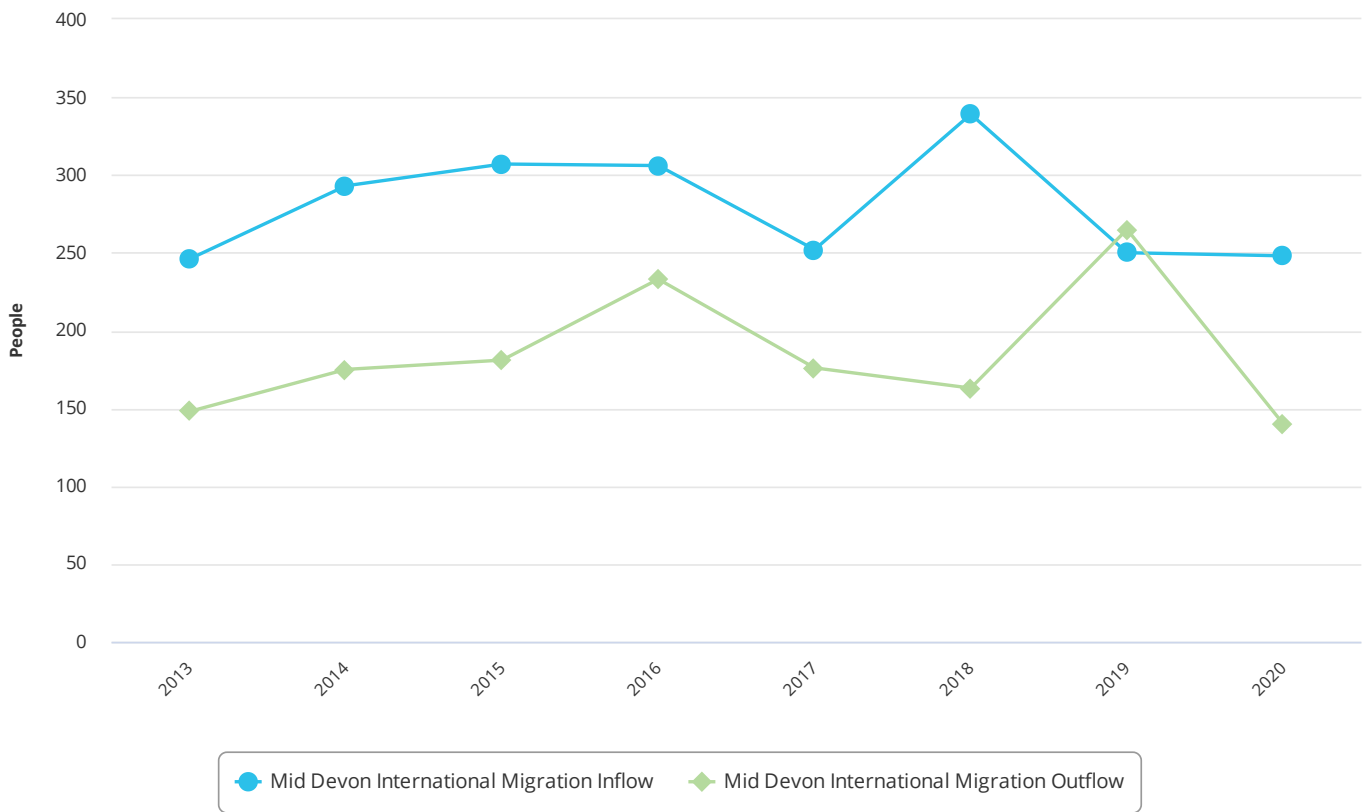
Population change, Live births (from 2013 to 2020) & Population change, Deaths (from 2013 to 2020) for Mid Devon



Population change, Internal Migration Inflow (from 2013 to 2020) & Population change, Internal Migration Outflow (from 2013 to 2020) for Mid Devon



Population change, International Migration Inflow (from 2013 to 2020) & Population change, International Migration Outflow (from 2013 to 2020) for Mid Devon



Population by broad age group

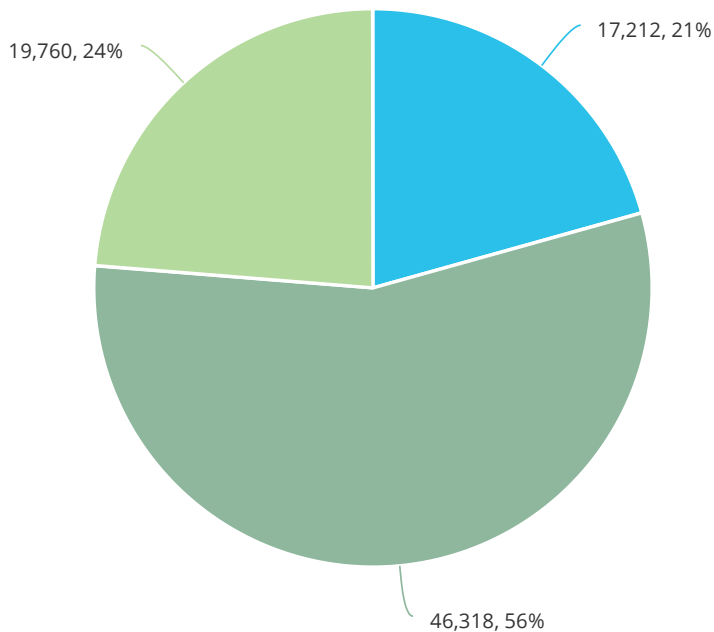
Of the 83,290 people living in Mid Devon in 2020, 17,212 people (20.7%) were aged 0 to 17, 46,318 people (55.6%) were aged 18 to 64 and 19,760 people (23.7%) were aged 65 and over.

This compares to 19.7% aged 0 to 17, 57.9% aged 18 to 64 and 22.4% aged 65 and over for the South West region as a whole, and 21.4%, 60.1% and 18.5% for England.

Using the Mid-Year Population estimates - single year of age and sex tables for local authorities the remainder of this section presents charts showing:

- the number aged 0-17, 18-64 and 65 and over
- single year and sex population pyramid
- market research age bands and sex population pyramid

Population - Three broad age groups (2020) for Mid Devon

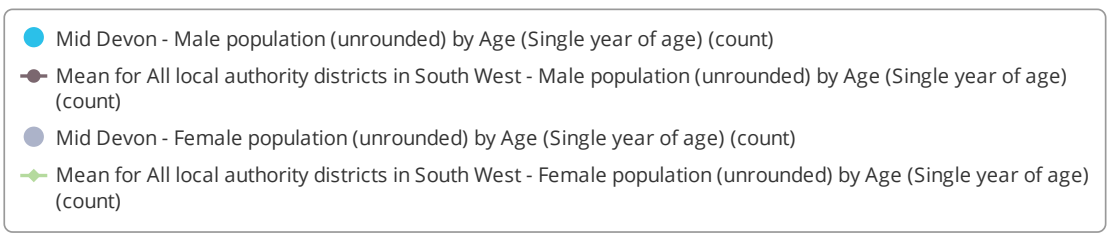
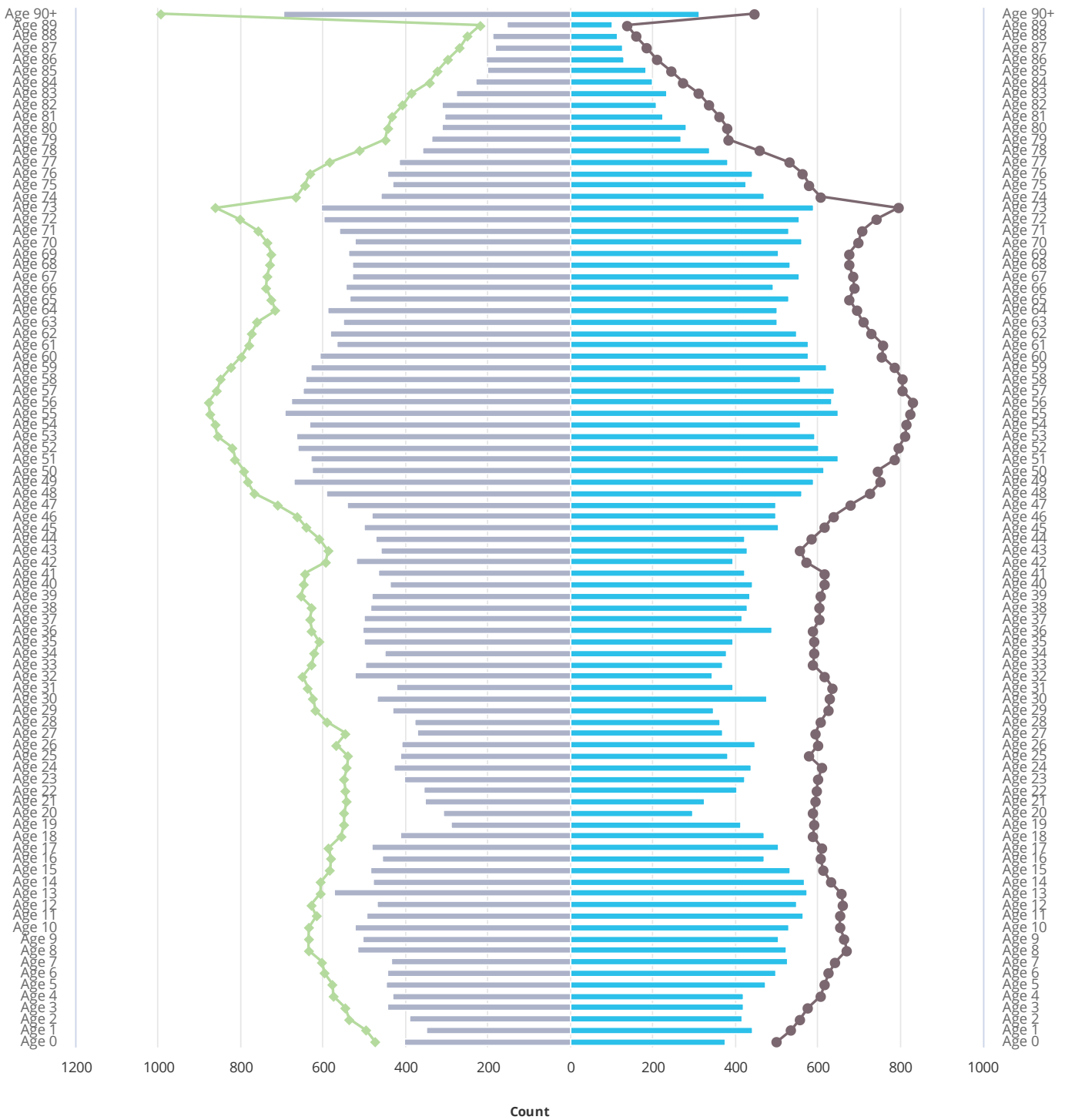


- Mid Devon - Population aged 0 to 17 - 2020 - People
- Mid Devon - Population aged 18 to 64 - 2020 - People
- Mid Devon - Population aged 65 and over - 2020 - People

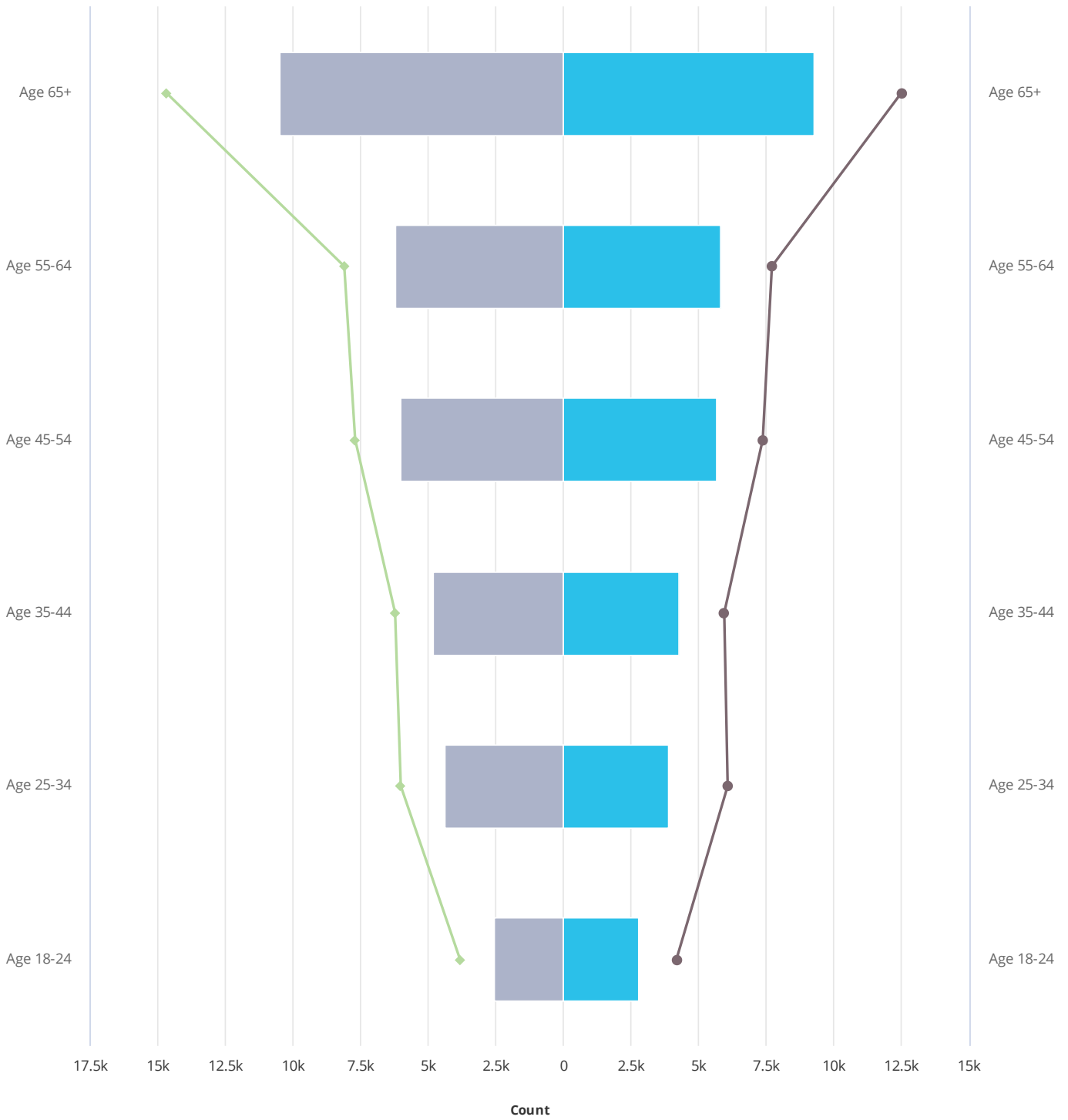
Population - Three broad age groups (2020) for Mid Devon compared to region and type



Total male population (2020) & Total female population (2020) (broken down by age (Single year of age)) for Mid Devon



Total male population (2020) & Total female population (2020) (broken down by age (Market research bands)) for Mid Devon



- Mid Devon - Male population (unrounded) by Age (Market research bands) (count)
- Mean for All local authority districts in South West - Male population (unrounded) by Age (Market research bands) (count)
- Mid Devon - Female population (unrounded) by Age (Market research bands) (count)
- Mean for All local authority districts in South West - Female population (unrounded) by Age (Market research bands) (count)

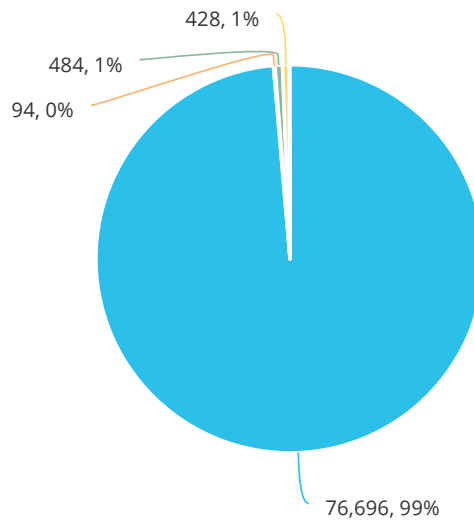
Population Ethnicity

The ethnic group records each person's perceived ethnic group and cultural background. The data covers all people, and shows the detailed 5-way classification of ethnic groups. The latest data available for this measure is Census 2011.

In Mid Devon in 2011 the percentage of the population who identified themselves as white was 98.6% , the percentage who identified as Asian or Asian British was 0.6%, the percentage who identified as black or black British was 0.1%, those who identified as mixed race made up 0.6% per cent of the population and those who identified as other ethnic group made up 0.1% per cent of the population.

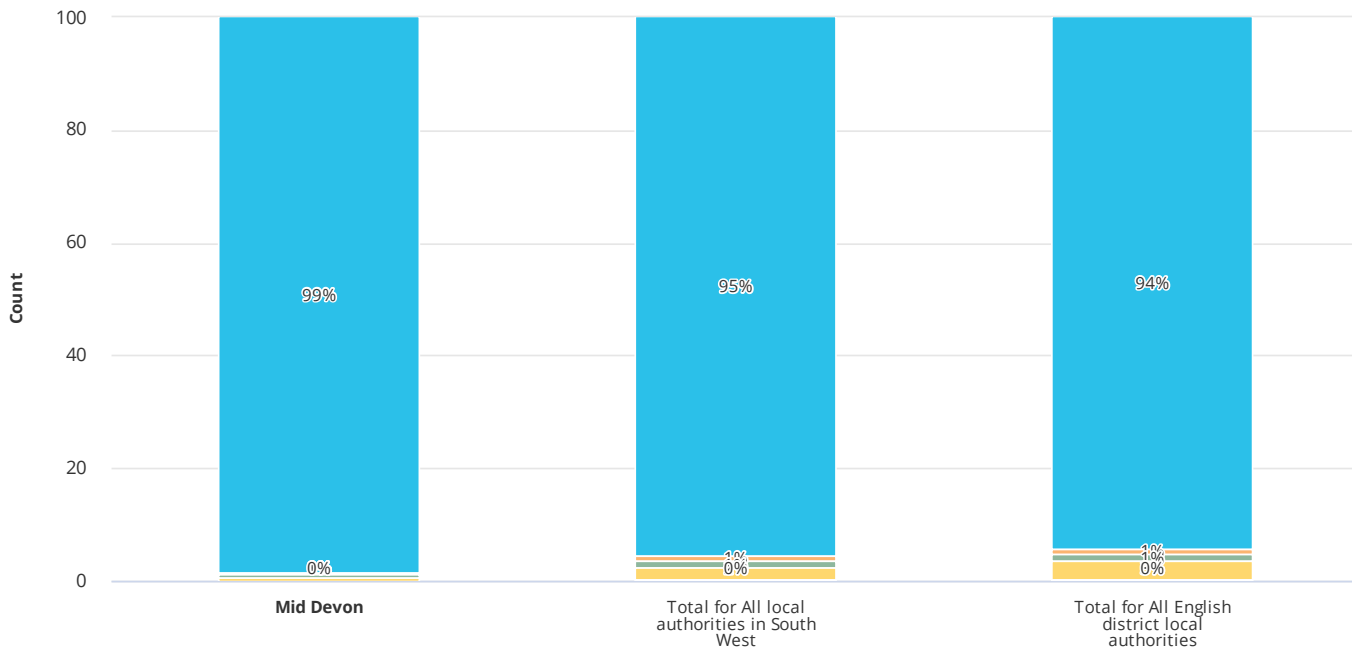
In the South West region the percentage of the population who identified themselves as white was 95.4%, the percentage who identified as Asian or Asian British was 2.0%, the percentage who identified as black or black British was 0.9%, those who identified as mixed race made up 1.4% of the population and those who identified as other ethnic group made up 0.3% of the population. This compared to South West where the percentage of the population who identified themselves as white was 85.4% , Asian or Asian British was 7.8%, black or black British was 3.5%, mixed race made up 2.3% and other ethnic groups made up 1.0% per cent of the population.

Population - ethnicity (2011) for Mid Devon



- Mid Devon - Residents who are White - 2011 - People
- Mid Devon - Residents who are Black/African/Caribbean/Black British - 2011 - People
- Mid Devon - Residents who are Mixed/multiple ethnic groups - 2011 - People
- Mid Devon - Residents who are Asian/Asian British - 2011 - People
- Mid Devon - Residents who are Other ethnic group - 2011 - People

Population - ethnicity (2011) for Mid Devon compared to region and type



- Residents who are White 2011
- Residents who are Black/African/Caribbean/Black British 2011
- Residents who are Mixed/multiple ethnic groups 2011
- Residents who are Asian/Asian British 2011
- Residents who are Other ethnic group 2011

Mid Devon

Metric type	Mid Devon	Mean for All English district local authorities	Mean for All local authorities in South West
	2020		
	People		
Live births	778	1,098	1,717
Deaths	817	1,241	1,997
Natural change	-39	-143	-281
Internal Migration Outflow	3,610	5,628	8,886
Internal Migration Net	906	548	902
International Migration Inflow	248	633	1,237
International Migration Outflow	140	428	823
International Migration Net	108	205	413
Other adjustments	4	-5	114
Total population	83,290	115,332	188,638

Mid Devon

Metric type	Mid Devon	Mean for All English district local authorities	Mean for All local authorities in South West
	2020		
	People		
All persons aged 0 to 17	17,212	23,531	37,097
All persons aged 18 to 24	5,319	8,503	15,309
All persons aged 25 to 34	8,233	13,267	22,231
All persons aged 35 to 44	9,100	13,592	21,525
All persons aged 45 to 54	11,674	15,912	24,987
All persons aged 55 to 64	11,992	15,434	25,146
All persons aged 65 and over	19,760	25,092	42,343
Total population	83,290	115,332	188,638

Total male population (breakdown by age (market research age bands)) (people) 2020 & Total female population (breakdown by age (market research age bands)) (people) 2020 for Mid Devon

Metric breakdown	Metric type	Mid Devon	Mean for All local authorities in South West
		2020	
		People	
Male population (unrounded) by Age (Market research bands).(count)	Age 18-24	2,774	7,924
Male population (unrounded) by Age (Market research bands).(count)	Age 25-34	3,876	11,299
Male population (unrounded) by Age (Market research bands).(count)	Age 35-44	4,279	10,612
Male population (unrounded) by Age (Market research bands).(count)	Age 45-54	5,676	12,251
Male population (unrounded) by Age (Market research bands).(count)	Age 55-64	5,812	12,292
Male population (unrounded) by Age (Market research bands).(count)	Age 65+	<u>9,298</u>	19,434
Female population (unrounded) by Age (Market research bands).(count)	Age 18-24	2,545	7,386
Female population (unrounded) by Age (Market research bands).(count)	Age 25-34	4,357	10,931
Female population (unrounded) by Age (Market research bands).(count)	Age 35-44	4,821	10,913
Female population (unrounded) by Age (Market research bands).(count)	Age 45-54	5,998	12,735
Female population (unrounded) by Age (Market research bands).(count)	Age 55-64	6,180	12,854
Female population (unrounded) by Age (Market research bands).(count)	Age 65+	<u>10,462</u>	22,909

Population - ethnicity (2011) for Mid Devon

Metric type	Mid Devon	Mean for All local authorities in South West
	2011	
	People	
Residents who are White	76,696	168,214
Residents who are Black/African/Caribbean/Black British	94	1,649
Residents who are Mixed/multiple ethnic groups	484	2,396
Residents who are Asian/Asian British	428	3,518
Residents who are Other ethnic group	48	520

References

This report was generated using data from:

- [Office for National Statistics - Census 2011](#)
- [Office for National Statistics - Mid-Year Population Estimates: Components of Change](#)
- [Office for National Statistics - Mid-year estimates](#)

This page is intentionally left blank

COMMUNITY POLICY DEVELOPMENT GROUP 22 MARCH 2022

COMMUNITY SAFETY PARTNERSHIP PRIORITIES REPORT 2022-2023

Cabinet Member(s): Cllr Dennis Knowles
Responsible Officer: Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing (Chair East & Mid Devon CSP)

Reason for Report and Recommendation: To provide an update on the Community Safety Partnership (CSP) priorities and the planned activities of the partnership for the coming year.

Recommendation: That the PDG notes priorities of the East & Mid Devon Community Safety Partnership and planned activities within the partnerships priorities and action plan for 2022-25.

Financial Implications: There are no direct financial implications as a result of this report aside from highlighting potential costs arising from Domestic Homicide Review responsibilities as set out below.

Budget and Policy Framework: Funding for the Partnership is provided by external grant and the details of this are outlined in Section 4.0 of the report. It should be noted that from financial year 2022 onwards the Police & Crime Commissioner (PCC) has reviewed the service commissioning process and the CSP will no longer receive a direct grant. Future funding will likely be in the form of direct funding applications for specific projects with priority to those that show joint working across Devon.

The CSP are legally responsible for the delivery of Domestic Homicide Reviews (DHR) under the Domestic Violence, Crime and Victims Act 2004. An annual contribution has been made by the CSP to Safer Devon Partnership (SDP) to oversee these reviews. There is a proposal for a Peninsula/Greater Devon resource that can coordinate and discharge DHRs and discharge other homicide review responsibilities that are likely to come to the CSPs in the near future. This is likely to have cost implications but subject to an ongoing SDP, Police and partner review due to conclude in spring 2022.

It is confirmed that from April 2022 onwards the CSP will no longer receive a direct funding grant from the PCC on a rolling basis as the commissioner moves to direct commissioning funding basis. Therefore, the CSP will become a facilitator and consultee on direct applications for funding from external projects and organisations via the PCCs Community Grants Fund.

The PCC will be providing the CSP with a one-off funding of £12k to be spent by December 2022, ring fenced to locality based serious violence projects.

Legal Implications: The Crime and Disorder Act 1998 makes it a statutory requirement for the police and local authorities to engage with partners to form a community safety partnership for the purposes of reducing crime and disorder. The 1998 Act places a legal responsibility on the partnership to consult with the community on the priorities it has set and to inform them of progress against the action plan. The Act also requires the partnership to carry out a Strategic Assessment of the area which is used to inform the partnership priorities. The partnership is also responsible for conducting Domestic Homicide Reviews and these are led by Devon County Council.

The new Domestic Abuse Act 2021 placed a duty on Local Authorities in England to provide support to victims of domestic abuse and their children in refuges and other safe accommodation. A Devon Domestic Abuse Local Partnership Board is now in place to assist with the discharge of these duties and is represented for Mid Devon by the Corporate Manager for Public, Regulation and Housing.

The Serious Violence Bill has been delayed until 2022 but is likely to have implications for Community Safety Partnerships and Public Health teams. The PCC has recently looked to get ahead of this duty and launched its Serious Violence Prevention Programme in January and there is a clear expectation that serious violence is reflected in all local CSP priorities going forward. Part of this programme is the local partner funding outlined above alongside more significant upper tier serious violence funding via its Local Partnership Fund allocated to SDP in Devon.

Risk Assessment: There is a risk to the Council if it does not engage with the partnership in respect of failing to meet statutory duties. In turn, the ability of the partnership to provide effective multi-agency working to reduce crime and disorder in our community is potentially reduced.

Equality Impact Assessment: The 2018-21 CSP Plan has had an equality impact assessment (EIA) completed. The transition to the Trauma Informed approach plan in 2019-20 also had an equality impact assessment completed. Overall, no adverse impacts on persons with legally protected characteristics were identified. The assessment have been reviewed against the proposed priorities for the CSP for 2022-25 and no additional considerations have been identified, so no new EIA has been completed however the existing EIA will be updated to reflect this review.

Relationship to Corporate Plan: The priorities of the CSP and the activities undertaken as part of the action plan compliment the ambitions of the Corporate Plan. In particular this activity contributes to the priority of Community. The CSP works directly with the wider community, youth groups and local partners to ensure the district is a safe place to live, work and visit.

Impact on Climate Change: None directly arising from the report. Since the Covid Pandemic the Partnership now undertakes the majority of its management work

remotely through electronic communications which limits officer travel and physical meetings.

1.0 Introduction/Background

- 1.1 The East & Mid Devon Community Safety Partnership (CSP) has been formed in order to meet our statutory duties under the Crime & Disorder Act 1998 and is a multi-agency group working together to reduce crime and disorder.
- 1.2 The CSP meets four times per year. The role of chairing the partnership can be met by any of the statutory partners within the partnership and most recently this function has been carried out by Mid Devon District Council.
- 1.3 The Police and Justice Act 2006 requires the local authority to put in place a method of scrutinising the manner in which the partnership functions. Every local authority must have in place a committee with the power to review and scrutinise the actions of the CSP and make recommendations about how it functions. The East and Mid Devon CSP is scrutinised through each Councils Scrutiny Committee via an annual report. A report is due to go to Scrutiny Committee in April 2022.
- 1.4 The principal purpose of this report is for the Community Policy Development Group to be aware of the planned activities for the CSP going forward.

2.0 Priority Areas

- 2.1 The East & Mid Devon CSP Priorities for 2022-23 are based on the evidence given in the Safer Devon Partnership (SDP) Strategic Assessment, which was produced in December 2021 and the CSP Quarterly Update documents. These give clear indications that the biggest areas of concern are hidden risk, harm and exploitation alongside emerging issues that are a result of the pandemic. East & Mid Devon risks are clearly mirrored within the report, matching the key areas.
- 2.2 The CSP therefore has priorities based on the strategic assessment 2021-22. Below are the priority areas of focus that have been discussed and shaped by the CSP members at the 2 February 2022 meeting, and will be ratified when the CSP next meets on 16 March 2022.

1. Violent Crime

- Sexual Violence and Domestic Violence & Abuse
- Street safety (including street drinking)
- Modern Slavery & Human Trafficking
- Violence Against Women & Girls

2. Youth Risk & Vulnerability

- Community Wellbeing (including mental health)

- Exploitation
- Prevent (of extremist views)
- Anti-social Behaviour
- Hate Crime

A Trauma Informed Awareness approach will be applied to all of these themes.

2.3 The impact of the pandemic is still being felt across all communities and the CSP recognises the risk of neglect of our residents, both young and old, which has been heightened due to the pandemic impacting on finances and services.

2.4 We will continue to promote a 'Trauma Informed' approach across the partner agencies. This approach encourages practitioners and staff to recognise that many service users and community members have experienced some form of traumatic event that they are living with day to day, and may impact on their life choices, activities and actions. This is even more evident as services notice the increases in domestic abuse, child on parent abuse and an increase in substance and alcohol misuse during the pandemic.

3.0 **Action Plan 2022-23**

3.1 Work over the coming year will include:

- Continued Partnership working with other Devon CSPs to consider joint project working and funding applications.
- Training and awareness raising for staff and practitioners on the Trauma Informed Approach and other community safety priority areas.
- Supporting communities and organisations to be more aware of community safety priorities and their role in tackling these as a joint approach and supporting grant funding bids.
- Work will include resilience building for children and young people across all themes.
- Responding to the Violent Crime Act responsibilities.
- Continuing work around reducing violence towards women and girls.
- Lower level mental health needs to build support/capacity before crisis.

4.0 **Funding 2022-23 onwards**

4.1 Historically the Devon CSPs have received annual grant allocations to support local projects and purchases which support achieving the CSP goals by reducing or tackling specific areas of crime or concern. From 2022-23 that financial support has been withdrawn from the OPCC.

- 4.2 The CSPs are able to support local bids from organisations and community groups for funds from the OPCC Community Grant Scheme if the projects meet the CSP priority areas in their grant applications. Furthermore, there is an expectation from the PCC that local bids are consistent with the adopted priorities of the relevant CSP. The CSPs themselves are unable to make a direct bid to this grant scheme.
- 4.3 Sourcing other funding streams is an option but when staffing resources have been reduced this may result in many fewer projects being supported or delivered directly by the CSP. Joined up working with other CSPs will ensure that we have the benefit of mutual support at the forefront of funding applications.
- 4.4 Mid Devon District Council currently provide an annual grant or budget to the CSP of £4750 as recommended and supported some years ago by members and is included in the draft G/F budget for 2022/23 (as recommended to Council for adoption by Cabinet on 1 February 2022). This sum will enable some limited support towards local projects and enable the CSP to continue to deliver a small number of activities that support the action plan for 2022 in the first instance.
- 4.5 The local MDDC budget will work alongside the ring-fenced £12k of PCC serious violence for 2022 and supporting the external, direct-commissioned projects from local organisations.

5.0 Recommendation

- 5.1 Members are recommended to note the report.

Contact for more Information: Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing snewcombe@middevon.gov.uk or Julia Ryder, Specialist Lead - Community Safety & Emergency Planning jryder@middevon.gov.uk

Circulation of the Report:

Cabinet Member for Community Well Being (Cllr Dennis Knowles)
Members of the Community Policy Development Group
All Leadership Team
All Corporate Management Team
All Operations Managers

List of Background Papers and web-links:

Safer Devon Partnership
Information relating to the Devon Strategic Assessment and priorities for Devon.
<https://saferdevon.co.uk/about-safer-devon/>

Public Health England/College of Policing – *Public health approaches in policy. A discussion paper* (PHE 2019) available at <https://www.college.police.uk/What-we-do/Support/uniformed-policing-faculty/Documents/Public%20Health%20Approaches.pdf>

COMMUNITY POLICY DEVELOPMENT GROUP 22 MARCH 2022

MID DEVON AS A TRAUMA INFORMED COUNCIL

Cabinet Member(s): Cllr Dennis Knowles
Responsible Officer: Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing

Reason for Report and Recommendation: To provide an outline to members about becoming a Trauma Informed Council, with a trained trauma aware workforce, as requested by the Community Policy Development Group (PDG) held on 16 November 2021. This follows a recommendation of the PDG Working Group on Community Safety made at the meeting that the PDG investigate adopting this informal status and strategic approach as a Council.

Recommendation:

1. **That the PDG note in principle the impact that trauma has on the wider population, how it impacts on behaviour, health and life opportunities and that this is recognised within public sector activities and interventions. Therefore, agree in principle to explore further the potential benefits, challenges and implications of Mid Devon District Council becoming a Trauma Informed Council**
2. **Subject to Recommendation 1, that a further report is received by August 2022 in respect of the following specific considerations:**
 - **wider synergy with the Council's Corporate Plan and priorities**
 - **other strategy, policy and/or equality implications**
 - **improving interaction and service provision to our customers**
 - **links with updated statutory Modern Slavery provisions as a public sector organisation and the Devon & Torbay Modern Slavery Adult Victims Protocol and Memorandum of Understanding (MoU)**
 - **links with the East and Mid Devon Community Safety Partnership Action Plan**
 - **staff and member understanding, awareness raising and training**
 - **financial costs (one-off and ongoing)**
 - **potential timelines, priority areas and staggered or phased adoption**

Financial Implications: There are no direct financial implications as a result of this report. However if the Council approves the notion to become a Trauma Informed Council there will be initial staff awareness and some more targeted training costs which is estimated to be around £5,000. There is potentially capacity within the existing L&D budget to include this. In addition there would be the resource costs to revisit our front line service delivery to ensure processes are responsive to user needs and embrace of the Trauma Informed approach. These costs will need to be defined and will form part of the further report set out in recommendation 2.

Budget and Policy Framework: There are on-going budget implications with regard to adaptations to the TI approach for frontline services, plus refresher courses for staff.

Legal Implications: None directly arising from this report.

Risk Assessment: There is a risk that if this approach is not approved that MDDC services do not suitably and satisfactorily accommodate the needs of our service users. Risks can be explored further as part of the recommended further report (recommendation 2).

Equality Impact Assessment: To become Trauma Informed (TI) across the Council would require detailed analysis of our service provision to ensure that all customer interactions are mindful of the needs of our customers. Each service area would be required to consider service provision and complete a revised EIA for any revision to policy and processes.

Relationship to Corporate Plan: Adoption of a TI approach meets with the desire to be a progressive council that is committed to providing a high quality and sustainable service. This modification to a TI service delivery links closely with the promise for local engagement and participation, supporting good health (because of improved understanding of barriers), promotes equality of service, and supports the values that are important to the council.

Impact on Climate Change: None directly arising from the report.

1.0 Introduction/Background

1.1 As a key, statutory partner in the East & Mid Devon Community Safety Partnership (CSP) officers have become more aware of the impact that trauma can have on individuals, families and communities. Virtually all community safety issues can be linked back to some form of trauma and there is a continuous thread that connects trauma to many of the current CSP priority areas. This includes sexual violence, domestic violence and abuse, substance (including alcohol) misuse, violent crime, exploitation, mental health and vulnerability.

1.2 Often there is a cycle of trauma within families and those that have experienced higher levels of trauma as children are more likely to be at risk of addiction, unhealthy relationships, criminal activity, or vulnerable to exploitation.

2.0 The results of trauma

2.1 When trauma is experienced then behaviour is often based on responses to the trigger from the past trauma, with actions and behaviour that the individual has learnt in order to best 'protect themselves'. When individuals are on a heightened state of alert, already in 'fight or flight' mode, their behaviour is often not the same as others without trauma. They may experience issues communicating effectively, concentrating or planning/controlling their life.

2.2 Children that grow up with trauma, such as abusive parents, domestic abuse, substance misuse or sexual exploitation are often unable to communicate well and brain development can be seriously impacted as the trauma is overriding in their life during key growth periods. As they grow they carry that trauma and lack of personal development into adulthood and this is where we may see behavioural issues playing out in schools, or as anti-social behaviour in communities.

3.0 Being Trauma Informed

3.1 Despite large numbers of people being affected by trauma, including our customers and staff, many of us don't automatically think of the possibility that someone we

meet, speak with or support, may have experienced trauma. This makes us less likely to recognise it. Keeping the possibility of trauma and the sensitivities and vulnerabilities of people who may be trauma survivors in our assessment focus is therefore the first step towards informed practice.

3.2 Having a basic understanding of how stress can affect an individual is important. Knowing this will make us less likely to fuel other peoples stress levels. This means paying attention to 'how' we engage with other people, as well as 'what' we do. It also means thinking about what may have happened to someone, rather than judging what is 'wrong' with them.

3.4 Positive interactions, even routine, should not be underestimated and can be therapeutic and validating. Positive experiences of relationships are central to trauma recovery, whilst negative experiences in relationships can exacerbate emotional and psychological impacts.

3.5 Trauma often affects the way people approach potentially helpful relationships. This is because many survivors feel unsafe, lack trust or live with anxiety. Becoming trauma informed is about supporting people to feel safe enough in their interaction with services to build trust, and to help people overcome any barriers to an effective, helping relationship.

3.6 Impact of trauma is now recognised by health and social care services worldwide as there is a solid body of research that now exists to show that many mental and physical illnesses, and general emotional distress, are associated with unprocessed traumatic experiences.

3.7 In the wake of the COVID-19 global pandemic the impact of trauma has seldom been more evident, with many organisations increasingly seeing the need to address trauma as an essential component of service delivery.

3.8 Other local authorities in Devon are also considering this opportunity to review service delivery and Mid Devon staff are leading a working group to explore countywide recognition and adoption of trauma informed working methods. This could potentially mean shared working practices and savings in training requirements.

3.9 The Scottish Government have produced a Trauma Informed Practice Tool Kit which now forms part of a national trauma training programme.

4.0 **The Plymouth City Model**

4.1 The City of Plymouth has become the first city in the UK to become a Trauma Informed City. Becoming trauma informed is an on-going process. Plymouth have worked through a programme of change in four stages:-

- **Trauma Aware:** Staff understand trauma, its effects and survivor adaptations
- **Trauma Sensitive:** The agency integrates some concepts of trauma informed approach into operational ethos.
- **Trauma Responsive:** Individuals and the agency recognise and respond to trauma, enabling changes in behaviour and strengthening resilience and protective factors.
- **Trauma Informed:** The culture of the whole system, including all work practices and settings reflects a trauma informed approach.

5.0 **Mid Devon as a potential Trauma Informed Council**

5.1 It is possible that a Council, such as Mid Devon, can adopt this same approach as the City of Plymouth, for the benefit of our residents and the communities we serve.

5.2 We could develop our own ‘trauma lens’ which may include the following:

<p>Collaborative</p> <ul style="list-style-type: none"> ○ With people using our services ○ With communities ○ With colleagues ○ With partners ○ We learn effectively 	<p>Safe</p> <ul style="list-style-type: none"> ○ We aim to reduce harm ○ We create safe spaces ○ We build confidence ○ We build trusted relationships ○ We understand trauma
<p>Person Centred</p> <ul style="list-style-type: none"> ○ My experience matters ○ My strengths count ○ My choices are important ○ My outcomes are first ○ My voice is heard 	<p>Kind</p> <ul style="list-style-type: none"> ○ We stay out of judgement ○ We have compassion ○ We seek connection ○ We are emotionally aware ○ We look to address underlying causes
<p>Empowerment</p> <ul style="list-style-type: none"> ○ We make a difference ○ We embrace cultural change ○ We are transparent ○ We take responsibility ○ We innovate 	

6.0 The benefits to Mid Devon and our community

6.1 The potential benefits of a trauma informed organisation are:

- the individual and communities that we serve will feel that they are being listened to
- positive relationships will be formed and the Council/individuals are trusted
- people feel safe and supported
- problems or issues can be addressed before they escalate
- trauma cycles within families are reduced
- neighbourhood disputes and anti-social behaviour are reduced
- reduced tenancy breaches
- barriers to support services are minimalised
- the workforce is trauma informed and aware of the role of Adverse Childhood Experiences (ACEs)
- we support a preventative approach
- the organisation culture changes and adapts to being trauma informed
- leadership is based upon kind relationships that are safe and collaborative
- acknowledgement that this is about ‘all of us’

6.2 Council areas most likely to benefit from Trauma Informed training and adopting a TI approach include:

- Senior and strategic management (Leadership and Corporate Management Teams)
- Mid Devon Housing
- Benefits
- Council Tax
- Public Health
- Customer First
- Member Policy Development Groups and Cabinet

7.0 Recommendations

7.1 The first recommendation is that members consider further the benefits of becoming a Trauma Informed Council and the potential adoption of a TI approach across the whole Council through a greater understanding of the benefits, challenges and implications. The second recommendation sets out the detail and outline scope of a further report in order to inform this, to be received for the August 2022 PDG meeting.

Contact for more Information: Simon Newcombe, Corporate Manager for Public Health, Regulation and Housing snewcombe@middevon.gov.uk or Julia Ryder, Specialist Lead - Community Safety & Emergency Planning jryder@middevon.gov.uk

Circulation of the Report:

Cabinet Member for Community Well Being (Cllr Dennis Knowles)
Members of the Community Policy Development Group
All Leadership Team
All Corporate Management Team
All Operations Managers

List of Background Papers and web-links:

Scottish Government tool-kit

<https://www.gov.scot/publications/trauma-informed-practice-toolkit-scotland/>

Plymouth City Council 2019 Cabinet paper

<https://democracy.plymouth.gov.uk/documents/s96851/2019%2006%2011%20-%20Trauma%20informed%20city%20cover%20sheet.pdf>

Plymouth Trauma Informed Network – Plymouth City Council Health & Wellbeing board paper 2021

[Trauma Informed Plymouth Update for HWB board 002.pdf](#)

This page is intentionally left blank

Community PDG Annual Report

Chairman's words

This year has been a busy year for the Community PDG. I would like to thank Members Services who have done a fantastic job during COVID, they have kept us going with technology during online meetings, in particular Carole Oliphant and Clare Robathan for their help. My thanks also to Cllr Elizabeth Slade, the Vice Chairman who has stepped in for me on occasions. The members of the PDG have done a sterling job especially with the working groups that we have had throughout the year. I also thank the officers across the council who have reported to the PDG.

Working Groups on CSP, strategic grants and ASB

The PDG has held three Working Groups this year. The first considered the priorities and activities of the Community Safety Partnership (CSP) in detail. Members had concerns about violence against women and also wanted to investigate the effect the pandemic had and how priorities of the CSP may have changed. The group saw how during the pandemic support agencies and police have seen a significant rise in the number of victims coming forward to report sexual and domestic abuse and seek support. The group discussed and acknowledged how mental health has been impacted by the pandemic and that it is a thread through many of the priority areas of the CSP work. The group recommended that members have the opportunity to complete Mental Health First Aid Training in order to enhance and support their community liaison role within communities, and that officers review the Council becoming a 'Trauma Informed Council' and potentially adopt a trauma informed approach to future service delivery. Members are due to review this approach at our March meeting.

The second working group reviewed the strategic grant funding for the financial year 2022-2023. There is continuing pressure on local government finances, and the PDG asked the Cabinet to set the level of strategic grants funding as part of the budget setting process. The Working Group received presentations from all Strategic Partners and recommended that the total Strategic Grants budget remain at £138,500 for a period of two years, and that individual awards to Strategic Partners remain at the 2020-2021 levels for this period. We also recommended the level of grant awards to individual partners for 2022-23 and 2023-24.

The third Working Group of the PDG this year is ongoing, and is on anti-social behaviour in the District. Members are reviewing the current policies and enforcement, and how to ensure the Council has a targeted and effective response to anti-social behaviour in the District. This is a prevalent and important issue that has a big impact on communities, and it needs a comprehensive and coherent review and response. The Working Group is looking at the local context, where ASB occurs and any key areas across the District, as well as how the council interacts with partners to develop a cohesive response.

Action on Air Quality

Throughout the year the PDG has reviewed progress on the Air Quality Action Plan. The action plan had stalled during 2020 as Public Health officers had been redeployed to assist with services dealing with the pandemic. In November, the PDG reviewed the updated measures proposed for the plan, including traffic management

and electric vehicle charging. There had been a public consultation, although response had been quite low. Following discussion, the PDG recommended adopting the updated Air Quality Action Plan.

Leisure Centres

Throughout the year the Group has heard updates from the Leisure Manager, outlining the health and wellbeing activities in the council's leisure facilities. We heard the impact that Covid 19 continues to have on the Leisure Centres, and the activities the Leisure team had been involved in, including in shielding hubs by supporting the telephones lines and visits to the vulnerable. We heard how the leisure recovery plan will review the critical phases, including reviewing the staffing structure and introducing enhanced training and development for staff. Future deliverables include an improved leisure app and online offerings and booking system. In November, we discussed the leisure pricing review for 2022-23, and resolved to delegate the decision on fees and charges for Leisure Services to the Cabinet Member for Community Wellbeing.

Budget – identifying potential savings

Discussions on the budget throughout the year looked at how to close the current deficit within the council, and to identify any potential savings. We held a dedicated meeting on the Medium Term Financial Plan - General Fund, Housing Revenue Account (HRA) and Capital Programme in December to look at not just identifying cuts, but also how to improve revenue income. The PDG considered the car parking and leisure revenue and how it had been impacted by the pandemic, and discussed that commercial ventures which provided economic growth for the District should be investigated and long terms plans to realise these should be considered.

In January we reviewed the revised draft budget changes identified and discussed further changes required in order for the Council to move towards a balanced budget for 2022/23. We agreed that retention and growth in the leisure service was a priority and that it would be difficult to reduce Grants to strategic partners in future years. The PDG considered the options for savings and discussed the savings measures which had been suggested by officers.

Regular reports and reviews

An important part of the yearly activity is to review routine reports, policy reviews and receive regular financial updates. The PDG received a number of standing items including the annual review of the Council's Regulation of Investigatory Powers Policy, the three yearly review of the Customer Care Policy, and the Performance and Risk Outturn. We also considered the DCC Strategy for Domestic Abuse Support in Safe Accommodation and heard a presentation from the Crediton Area History & Museum Society on an exhibition that they intended to run in 2023.

Cllr Margaret Squires

COMMUNITY PDG WORKPLAN 2022-2023 - 2022 TO 2023

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
7th June 2022				
7.06.22	Election of Chairman To elect a Chairman for the Municipal Year			
7.06.22	Election of Vice Chairman To elect a Vice Chairman for the Municipal Year.			
7.06.22	Start Time of Meetings To agree the Start Time of Meetings for the Municipal Year.			
7.06.22 7.06.22	The Crediton Area History & Museum Society To receive business case from The Crediton Area History & Museum Society for financial support.			
7.06.22 12.07.22	Town and Parish Charter To receive the 3 yearly review of the Town and Parish Charter		Sally Gabriel	
7.06.22	Revenue and Outturn Report To consider a report of the Deputy Chief Executive (S151) presenting the Revenue and Capital Outturn report, previously considered by Cabinet on 17 th May 2022.		Paul Deal	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
7.06.22	Performance and Risk Outturn Report To receive the Performance and Risk Outturn report for 2021-2022 presented to the Cabinet on 17 May 2022.		Matthew Page	
7.06.22 12.07.22	Unauthorised Encampment Policy To receive the 3 yearly review of the Unauthorised Encampment Policy		Andrew Busby	
7.06.22	6 Month Leisure Update To receive an update on the Leisure Service from the Leisure Manager		Lee Chester	
7.06.22	Workplan 2022-2023 & Work Programming Session Members to receive the Workplan for 2022-2023 and to discuss items and projects that they would like to add to the workplan		Clare Robathan	
2nd August 2022				
2.08.22	Work Plan To receive the current workplan for the Community PDG. Members to agree and discuss additional items that they would like added to the Workplan		Clare Robathan	
27th September 2022				

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
27.09.22	<p>Work Plan To receive the current workplan for the Community PDG.</p> <p>Members to agree and discuss additional items that they would like added to the Workplan</p>		Clare Robathan	
22 November 2022				
22.11.22	<p>Medium Term Financial Plan - General Fund (GF), Housing Revenue Account (HRA) and Capital Programme To consider the updated Medium Term Financial Plan (MTFP) which covers the period 2023/2024 to 2027/2028 and options available in order for the Council to set a balanced budget.</p>		Andrew Jarrett	
22.11.22	<p>6 Month Leisure Update To receive an update on the Leisure Services from the Leisure Manager</p>		Lee Chester	
22.11.22	<p>Work Plan To receive the current workplan for the Community PDG.</p> <p>Members to agree and discuss additional items that they would like added to the Workplan</p>		Clare Robathan	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
24 January 2023				
24.01.23	Budget Update To receive a report of the Deputy Chief Executive (S151) reviewing the revised draft budget changes identified and discussing further changes required in order for the Council to move towards a balanced budget for 2023/2024.		Andrew Jarrett	
24.01.23	Work Plan To receive the current work plan for the Community PDG. Members to agree and discuss additional items that they would like added to the work plan.		Clare Robathan	
28 March 2023				
28.03.23 4.04.23	Single Equalities Policy and Equality Objectives To receive the annual review of the Single Equalities Policy and Equality Objectives		Matthew Page	
28.03.23 4.04.23	Community Safety Partnership To agree the Action Plan for 2023-2024		Simon Newcombe	

Meeting Date	Agenda Item	Theme	Officer Responsible	Comments
20.03.23 28.03.23 4.04.23	Regulation of Investigatory Powers To receive the Annual Review of the Regulation of Investigatory Powers		Karen Trickey	
28.03.23	Work Plan To receive the current workplan for the Community PDG. Members to agree and discuss additional items that they would like added to the Workplan		Clare Robathan	

This page is intentionally left blank