

Inclusive Communities

EDI1.01 Engage with, and support local community groups and organisations

Action	Owner	Actual	YTD Comments
EDI1.01.01 Evaluate the quality of council's existing relationships with community groups and organisations which further the Council's commitment to equality, diversity and inclusion	Jon Wild	Delivering to plan	Through different grant schemes offered the range of constituted organisations has broadened during the year. An evaluation of partnerships shows a growing number of stakeholders have been identified across the district. This work is ongoing
EDI1.01.02 Establish new relationships with community groups focused on ethnicity or national identity with priority given to those with the largest number of members in need in the district	Jon Wild	Delivering to plan	The range of constituted organisations known to the council and participating in community development activity has expanded during the last year.
EDI1.01.03 Establish a Language Bank where Cherwell staff proficient in community languages can opt-in to assist with outreach efforts to further the Council's EDI objectives	Claire Cox	Delivering to plan	Since our quarter 3 update, we have now had 17 responses with 15 languages covered. We have not yet identified any staff fluent in British sign language but will continue to promote the language bank to existing staff and new starters in the hope of further building on volunteers to call upon should a need arise.

EDI1.02 Promote inclusive behaviour with residents and service users

Action	Owner	Actual	YTD Comments
EDI1.02.01 Promote externally the Council's work to promote inclusivity	Julian Cotton	Delivering to plan	We regularly consider suitable events and awareness days throughout the year that we can support or engage with through external communications. We maintain an awareness calendar to assist with this. We will continue these types of communications in the upcoming year. This measure could serve as a reference or be seen as business as usual.
EDI1.02.02 Add additional pro-forma text on accessibility to the committee meetings pages of the council's website and agenda reports pack	Natasha Clark	Ahead of schedule	This Action was completed in Q1.

EDI1.03 Work directly with communities to identify inequality and tackle disadvantage

Action	Owner	Actual	YTD Comments
EDI1.03.01 Work with partners to promote an ethnically diverse representation at our voluntary sector forum	Nicola Riley	Delivering to plan	The voluntary sector forum is not yet as diverse as the district and more effort is being made to consider how to remove barriers to participation.

EDI1.04 Promote equality, diversity & inclusion through our supply chain and strategic partnerships

Action	Owner	Actual	YTD Comments
EDI1.4.01 Make sure EDI implications and clauses are included in all our procurement processes as stated in our contracts and evaluation process guidelines	Shiraz Sheikh	Ahead of schedule	This action was completed in Q3.

EDI1.05 Promote and encourage inclusive behaviour for future generations

Action	Owner	Actual	YTD Comments
EDI1.05.01 Collaborate with partner organisations to involve young people in volunteering activities and engage with them to undertake active participation in their local communities	Nicola Riley	Delivering to plan	There are multiple factors in securing ongoing volunteer opportunities for young people that are outside the control of the District Council, but efforts have been made to offer sports leaders courses and work with voluntary organisations to improve the access to volunteering opportunities.
EDI1.05.02 Raise awareness of the role of a councillor from an EDI perspective within political leaders	Shiraz Sheikh	Ahead of schedule	This action was completed in Q3.
EDI1.05.03 Raise awareness of the role of councillors and routes to be becoming a councillor targeted at underrepresented group	Natasha Clark Nicola Riley	Delivering to plan	Elections to Cherwell District Council will take place in 2026

EDI1.06 Work with all partner organisations to understand diverse needs & create incl. communities

Action	Owner	Actual	YTD Comments
EDI1.06.01 Implement the recommendations proposed by the strategic review of partnerships	Nicola Riley	Ahead of schedule	This action was completed in Q2.

Inclusive Services

EDI2.01 Ensure information, website and digital services are accessible to all incl. digitally excl

Action	Owner	Actual	YTD Comments
EDI2.01.01 Agree, implement, and publicise the new translations and alternative formats policy	Celia Prado-Teeling	Delivering to plan	The implementation plans are in progress and will continue through the new FY.
EDI2.01.02 Complete an Equalities Impact Assessment on the website (including the terms and conditions)	Celia Prado-Teeling	Slightly behind schedule	We have now completed the draft assessment. There may be work arising from the EIA; therefore, an action reflecting the support work undertaken to improve our website accessibility should be considered going forward.

EDI2.02 Take action to make our buildings accessible to all residents

Action	Owner	Actual	YTD Comments
EDI2.02.01 Conduct an access audit on Castle Quay and other major council buildings, unless up to date audits are already available	Mona Walsh	Ahead of schedule	This action has been successfully completed for 2024/25.
EDI2.02.02 Consider and if appropriate, implement the recommendations of the access audit	Mona Walsh	Delivering to plan	Main tasks for this action was completed in 2024/25 any remaining actions will be completed as Business as usual.

EDI2.03 Better understand those using services & their needs by collecting information & feedback

Action	Owner	Actual	YTD Comments
EDI2.03.01 Implement the recommendations of the review of data from customer contact	Celia Prado-Teeling	Delivering to plan	Recommendations will be included in the Annual planning process.

EDI2.04 Engage residents, those using services and community groups when planning services

Action	Owner	Actual	YTD Comments
EDI2.04.01 When officer review is completed, bring the draft consultation and engagement framework to Equality, Diversity & Inclusion working group for consideration	Celia Prado-Teeling	Delivering to plan	Draft has been amended taken into consideration the recently approved corporate vision and strategy, and will be circulated as soon as final version is completed.

EDI2.05 Plan and deliver services that promote inclusion

Action	Owner	Actual	YTD Comments
EDI2.05.01 Complete an Equalities Impact Assessments on all services and contracts	Celia Prado-Teeling	Delivering to plan	Work is progressing well, making sure all new policies, activities and proposals have the correspondent Equalities Impact Assessment. This is an established Business as Usual activity.

Inclusive Workplaces

EDI3.01 Improve diversity of our organisation at all levels to be representative of our communities

Action	Owner	Actual	YTD Comments
EDI3.01.01 Introduce a yearly report to Personnel Committee, which splits the demographic information on the Council's workforce by grade and department	Claire Cox	Delivering to plan	Workforce Statistics continue to be provided to Personnel Committee on a quarterly basis, outlining quarterly turnover and sickness absence rates, starters and leavers information, agency usage, and demographics by grade and department with additional statistics provided at the financial year end.

EDI3.02 Celebrate and promote diversity in our workforce

Action	Owner	Actual	YTD Comments
EDI 3.02.01 Within the annual report referenced in EDI3.01, include a short update on networks & virtual social groups for employees interested in particular causes	Julian Cotton	Delivering to plan	This was completed as part of the annual report. We anticipate it will be updated naturally each year and may not require dedicated action moving forward.

EDI3.03 Provide a supportive environment so all staff can reach their potential

Action	Owner	Actual	YTD Comments
EDI3.03.01 Deliver new communication plan which promotes development opportunities for the Council's workforce	Julian Cotton	Delivering to plan	We have been promoting training and events in a dedicated section of Sway, our weekly staff newsletter throughout the year. We will not need a new communications plan for next year. This will be an ongoing activity and may not need a dedicated measure.
EDI 3.03.02 Conduct an access audit on Castle Quay and other major council buildings (internal)	Mona Walsh	Slightly behind schedule	Main tasks for this action was completed in 2024/25 any remaining actions will be completed in the following as Business as Usual.

ED13.04 Identify and tackle discrimination in all its forms

Action	Owner	Actual	YTD Comments
ED13.04.01 Complete the review and approval by Personnel Committee of the remaining HR policies	Claire Cox	Delivering to plan	Work on updating policies has continued with 2 policies remaining for review. This will happen in June 2025 and all policies will then be on a rolling 3 year review programme.

ED13.05 Provide managers with the skills to support employees with different needs

Action	Owner	Actual	YTD Comments
ED13.05.01 Integrate additional inclusion training for manager into the mandatory e-learning suite	Teresa Reed	Delivering to plan	Managers must complete mandatory e-learning in both EDI and Recruitment. We are also in the process of identifying neurodiversity awareness training following a full council motion for members and employees to be trained.

ED13.06 Train our staff to identify and avoid unconscious bias and deliver inclusive services.

Action	Owner	Actual	YTD Comments
ED13.06.01 Provide an update on the roll out of unconscious bias training & to what extent the Council has been able to gauge its effectiveness	Teresa Reed	Delivering to plan	HR are running regular Recruitment Training for new and existing managers where unconscious bias is covered in detail.