

EDUCATION, LEARNING & LEISURE COMMITTEE – 23 MAY 2013

EQUALITIES MAINSTREAMING & OUTCOMES

1 Recommendations

The Committee is recommended to:

- 1.1 Note the progress made to date towards integrating equality into the work of the Education, Learning & Leisure Service.**
- 1.2 Note Council approved, for publication, its obligations and commitments as detailed in the Equalities Mainstreaming and Outcomes Report on 25 April 2013.**
- 1.3 Agree to receive, by information bulletin, six monthly updates on the Education Learning & Leisure Service's progress in working towards meeting its equality obligations and receive a full report in April 2015.**

2 Background / Discussion

- 2.1 The Public Sector Equality Duty is a legal duty under the Equality Act 2010 which brings together nine protected characteristics in one legislative entity.**
- 2.2 There are three fundamental elements to the general duty whereby the Council must give 'due regard' to (or consciously consider), in the exercise of its functions, the need to:**
 - Eliminate discrimination, harassment and victimisation;
 - Advance equality of opportunity between people who share a relevant protected characteristic and those who do not;
 - Foster good relations between those who share a protected characteristic and those who do not by tackling prejudice and promoting understanding.
- 2.3 Furthermore the Scottish Government passed the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, which came into force in May 2012. This was the Government's approach to support the better performance of the general duty by listed public bodies; these include Local Authorities, Local Education Authorities and Licensing Boards. These duties cover requirements to:**
 - Assess and review policies and practices.
 - Gather and use employee information.
 - Report and publish gender pay gap information.
 - Publish an equal pay statement.
 - Consider award criteria and conditions in relation to public procurement.
 - Publish in an accessible manner.
 - Publish a report on mainstreaming the equality duty (by 30 April 2013).

Aberdeenshire Council's Mainstreaming and Equality Outcomes report as approved by Full Council on 25 April 2013 can be found [here](#)

Publish equality outcomes and report on progress – these must be published every four years with progress on meeting the outcomes being published every two years. The Equality Outcomes can be found at [Page 31](#) of Appendix 1 to Aberdeenshire Council's Mainstreaming and Equality Outcomes report

- 2.4 The purpose of the Mainstreaming report (which was published by 30 April 2013, and is to be updated at intervals of no more than two years thereafter) is to provide an update on progress against the requirements set out in the general duty – to integrate equality across all council functions in day to day activities whereby the council takes account of equality in everything it does as an employer; in budget setting and policy development processes; when planning or providing services; and reports on making equality integral to the council's activities. Additionally a fresh set of Equality Outcomes require to be published within 4 years of each previous set.
- 2.5 In addition to the Mainstreaming and Outcomes report the Council is required to evidence its commitment to equalities in a variety of ways, one of which is via Equality Impact Assessments (EIAs) to ensure equality forms part of the decision making process at committees and council meetings. As briefings have been provided and information made available on Arcadia it is anticipated that the number, and indeed quality, of EIAs will increase following a period of transition.
- 2.6 As a lead employer across Aberdeenshire, the Council aims to reflect the diversity of the community it serves. The Equalities Mainstreaming & Outcomes report and Appendices includes available employment data which will be built upon in future years.
- 2.7 As the equality duties apply to Education Authorities as separate 'listed Bodies', The Equality & Human Rights Commission have advised that the Education reports and outcomes can be published jointly provided they can be distinguished from those of the Council.
- 2.8 Whilst the Equalities Mainstreaming & Outcomes report sets out the Council's progress to date there is a considerable commitment to build on and improve its approach to ensure equality for all with protected characteristics. This will be evidenced in future reports.
- 2.9 The Head of Finance and Monitoring Officer within Corporate Services have been consulted in the preparation of this report and their comments have been incorporated.

3 Equalities, Staffing and Financial Implications

- 3.1 The Corporate Equalities Group recognised that additional resources were required to support the Project Officer (Equalities) and the Equalities Officer (both of whom have recently been seconded into post). Therefore, to improve equalities mainstreaming a Project Coordinator and Project Assistant were recently recruited from within existing resources on a fixed term basis.

- 3.2 Beyond the additional resource previously approved there are no financial implications.
- 3.3 An equality impact assessment has been carried out as part of the development of the proposals set out above. It is included as Appendix 1 to this report. A number of positive impacts have been identified. The Mainstreaming report's purpose is to demonstrate the Council's commitment to integrating and embedding equalities. The impacts identified are set out in the main body of the report and its appendices. The measures and outcomes referred to will contribute to mitigating the issues identified through the evidence gathering process.

Kate Bond

Chair of the Corporate Equalities Group

Head of Service (Customer Communication & Improvement)

Author Mark E Baker, Performance & Improvement Manager

EQUALITY IMPACT ASSESSMENT

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|---|---|
| Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions). | |
| Service | Corporate Services |
| Section | Performance and Improvement (Corporate Equalities Team) |
| Title of the activity etc. | Equality Mainstreaming & Outcomes |
| Aims of the activity | <p>The Equalities Mainstreaming report and Outcomes offers the Council, Education Authority and the three Aberdeenshire Licensing Boards an opportunity to present an overview of its work on equality which is focused on reducing significant inequalities, how we comply with the law, and to demonstrate accountability and transparency to our service users, our staff and other stakeholder.</p> <p>The Mainstreaming report and Equality Outcomes are also legal requirements under The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, that must be published no later than 30 April 2013.</p> |
| Author(s) & Title(s) | <p>Donna Redford Improvement Manager</p> <p>Emma Grant Equalities Officer</p> <p>Caroline Tough Project officer (Equalities)</p> |
| Stage 2: List the evidence that has been used in this assessment. | |
| Internal data (customer satisfaction surveys; equality monitoring data; customer complaints). | <p><i>Equality Mapping Exercise with Grampian Regional Equality Council (GREC)</i></p> <p>Aberdeenshire Council commissioned Grampian Regional Equality Council to prepare a report. This report was divided into two parts: a review of <i>internal</i> sources of information (e.g. service monitoring information, community engagement undertaken by the Council, staff surveys, etc.); and a review of <i>external</i> sources of information (e.g. relevant local, regional or national research, government and regulatory body statistics etc.).</p> <p><i>Statistical analysis of workforce and recruitment data</i></p> <p><i>Service monitoring data</i></p> |

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| <p>Internal consultation with staff and other services affected.</p> | <p>Every Service through the Corporate Equalities Group HR and OD's Equalities Group HR and OD Services Licensing Boards Aberdeenshire Education Authority Elected members</p> |
| <p>External consultation (partner organisations, community groups, and councils).</p> | <p>Equality Mapping Exercise with GREC Feedback from community groups and partners eg Stonewall The Ethnic Minority Forum, Aberdeen Joint engagement with Aberdeen City Council, Moray Council, Grampian Police, Grampian Fire Service, NHS and local colleges and universities.</p> |
| <p>External data (census, available statistics).</p> | <p>Equality and Human Rights Commission Triennial Review "How Fair is Britain" 2010 Aberdeenshire Council's Multi Equality Scheme 2010 - 2013 2001 Census data 2011 Census data – high level early release information Household Surveys Staff attended conferences run by the Equality and Human Rights Commission Staff attended meetings of the Scottish Councils' Equality Network Scottish Government Equality and Diversity website Equality and Human Rights Commission website</p> |
| <p>Other (general information as appropriate).</p> | <p>The Council's strategic plan Single Outcome Agreement</p> |

| <p>Stage 3: Evidence Gaps.</p> | |
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| <p>Are there any gaps in the information you currently hold?</p> | <p>There is a lack of information regarding some protected characteristics for example Gender – Reassignment, Sexual orientation (internal and external), Gaps in Equality Monitoring within the Council.</p> |

| Stage 4: Measures to fill the evidence gaps. | | |
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| What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form. | Measures: | Timescale: |
| | Enhance data capture. - seek to encourage staff to provide further information. | Approx 2014 |
| | New ERM system – more ownership by employees to update data | ongoing |
| | Organise events to increase awareness of protected characteristics both internally and externally | ongoing |
| | Continue to work with GREC, Stonewall and partner organisations Keep equalities data up to date both internal and external Continue the roll out of the Equalities Mainstreaming Project | ongoing |

| Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting “yes” in the applicable box/boxes below. | | | | |
|--|----------|----------|---------|---------|
| | Positive | Negative | Neutral | Unknown |
| Age – Younger | Yes | | | |
| Age – Older | Yes | | | |
| Disability | Yes | | | |
| Race – (includes Gypsy Travellers) | Yes | | | |
| Religion or Belief | Yes | | | |
| Gender – male/female | Yes | | | |
| Pregnancy and maternity | Yes | | | |
| Sexual orientation – (includes Lesbian/ Gay/Bisexual) | Yes | | | |
| Gender reassignment – (includes Transgender) | Yes | | | |

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|--------------------------------|-----|--|--|--|
| Marriage and Civil Partnership | Yes | | | |
|--------------------------------|-----|--|--|--|

Stage 6: What are the positive and negative impacts?

| Impacts. | Positive (describe the impact for each of the protected characteristics affected) | Negative (describe the impact for each of the protected characteristics affected) |
|--|--|--|
| Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected. | The actions to integrate equalities across all structures within the Council, Education Authority and Licensing Boards will contribute to informing decisions and lead to an improvement in service provision. | |
| | Employees understanding of equality issues will increase which in turn will enhance our service delivery to residents. | |
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Stage 7: Have any of the affected groups been consulted?

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| If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps? | GREC gathered evidence seeking feedback from the community. Stonewall have participated and provided comment |
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Stage 8: What mitigating steps will be taken to remove or reduce negative impacts? N/A

| These should be included in any action plan at the back of this form. | Mitigating Steps | Timescale |
|---|------------------|-----------|
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| Stage 9: What steps can be taken to promote good relations between various groups? | |
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| These should be included in the action plan. | Please refer to Appendix 1 of the Equalities Mainstreaming and Outcomes Report. |

| Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity? | |
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| The Equality Mainstreaming & Outcomes Report 2013-17 sets out the Council's commitments to advancing equality of opportunity both as an employer and provider of community services. | |

| Stage 11: What equality monitoring arrangements will be put in place? | |
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| These should be included in any action plan (for example customer satisfaction questionnaires). | Monitoring systems eg Covalent, HGIO and other performance management systems will be utilised to monitor progress against the Outcomes set out in the Mainstreaming & Outcomes Report |

| Stage 12: What is the outcome of the Assessment? | | |
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| Please complete the appropriate box/boxes | 1 | No negative impacts have been identified –please explain. |
| | The aim of this report is to ensure the Council complies with the duties set out in the Equality Act 2010 – and whilst this will impact on all employees, Councillors and the community through improved and considered decision making. | |
| | 2 | Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen. |
| | N/A | |
| | 3 | The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen |
| | N/A | |

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

N/A

Stage 14: Sign off and authorisation.

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| Sign off and authorisation. | 1) Service and Team | Corporate Service, Corporate Equalities team | |
| | 2) Title of Policy/Activity | (if appropriate) | |
| | 3) Authors: I/We have completed the equality impact assessment for this policy/activity. | Name: Donna Redford Position: Improvement Manager Date: 10/04/13 Signature: | Name: Caroline Tough Position: Project Officer (Equalities) Date: 10/04/13 Signature: |
| | | Name: Emma Grant Position: Equalities Officer Date: 10/04/13 Signature: | Name: Position: Date: Signature: |
| | 4) Consultation with Service Manager | Name: Mark E Baker, Performance & Improvement Manager Date: 11/04/13 | |
| | 5) Authorisation by Director or Head of Service | Name: Position: Date: | Name:  Position: Head of CCI Date: 16/04/13 |
| | 6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee. | Date: | |
| | 7) EIA author sends a copy of the finalised form to: eia@abdshire | Date: | |
| (Equalities team to complete) Has the completed form been published on the website? YES/NO | | | Date: |

| Action Plan | | | | | | |
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| Action | Start | Complete | Lead Officer | Expected Outcome | Resource Implications | |
| Please refer to the Equality Outcomes in Appendix 1 of the Equalities Mainstreaming and Outcomes report | | | | | | |
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