

Corporate Policy and Strategy Committee

10.00am, Tuesday, 26 February 2019

Equality, Diversity and Rights Framework 2017-21 – progress report for 2017 to 2019

Item number	7.2
Report number	
Executive/routine	
Wards	All
Council Commitments	

Executive Summary

This report provides a two-year progress report on the Council's equality, diversity and rights framework for 2017-19, in response to the requirements of the Public Sector Equality Duty. It also proposes next steps for the remaining two years of the current framework.

Equality, Diversity and Rights Framework 2017-21 – progress report for April 2017 to March 2019

1. Recommendations

- 1.1 To note that the report responds to requirements of the Equality Act 2010 ‘Specific Duties (Scotland) Regulations 2012’.
- 1.2 To note the progress made by the Council against the priorities set out in our Equality, Diversity and Rights Framework.
- 1.3 To agree to the next steps proposed for the final two years of the framework (shown at 3.14).

2. Background

- 2.1 Corporate Policy and Strategy Committee approved the Council’s Equality, Diversity and Rights Framework 2017-21 at its 8 August 2017 meeting.
- 2.2 The framework includes a set of five service improvement outcomes, which were developed through engagement with members of the Edinburgh Equality and Rights Network, community planning partners, and senior managers and chief officers in the Council. The outcomes were informed by community and service area intelligence drawn from a range of engagement processes, including the development of the Edinburgh City Vision, along with insights from needs assessments and performance information.
- 2.3 The framework is a part of the Council’s response to the ‘Public Sector Equality Duty’, which forms part of the Equality Act 2010. This duty has four components:
 - 2.3.1 Eliminate unlawful discrimination, harassment, and victimisation.
 - 2.3.2 Advance equality of opportunity between people who share a protected characteristic.
 - 2.3.3 Foster good relations between people who share a protected characteristic and those who do not. These duties are placed on a range of listed public authorities, which includes all Scottish local authorities.
 - 2.3.4 The Fairer Scotland Duty, introduced in April 2018.

- 2.4 In addition to the ‘Public Sector Equality Duty’, the Equality Act 2010 ‘Specific Duties (Scotland) Regulations 2012’ came into force on 27 May 2012, and require listed public authorities in Scotland to:
- 2.4.1 report on progress on action to mainstream equality;
 - 2.4.2 publish equality outcomes and report progress;
 - 2.4.3 assess and review policies and practices (impact assessment);
 - 2.4.4 gather and use employee information;
 - 2.4.5 publish gender pay gap information and an equal payment statement;
 - 2.4.6 consider award criteria and conditions in relation to public procurement; and
 - 2.4.7 publish all of this in an accessible manner every two years.
- 2.5 This report meets the requirement listed above under 2.4 by providing a progress report, which is attached to this paper.

3. Main report

- 3.1 Central to the Council’s Equality, Diversity and Rights Framework is the ambition to improve services and outcomes for citizens, communities and employees who share the protected characteristics (i.e. disability, race, sex, gender re-assignment, sexual orientation, marriage and civil partnership, age, faith / belief, maternity and pregnancy). As a measure of its commitment to progressing the equalities agenda, the Council has established an Elected Member working group on equalities. The overarching vision is for Edinburgh to be a fair, inspired, thriving and connected city.
- 3.2 The Equality, Diversity and Rights Framework is integral to the wider strategic framework of the Council, including the Council’s Commitments, the Programme for the Capital, the Change Strategy and the Economy Strategy. It reflects the embedding of a ‘rights based approach’ across the organisation as part of the development of policies, strategies and service design and by underpinning the development of its equality outcomes.
- 3.3 The Public Sector Equality Duty covers both the inward and outward-facing activities: inward-facing relate to procurement and to staff recruitment, pay, training and support. The external elements relate to the outcomes sought for the citizens of Edinburgh through policies, strategies and operational delivery.
- 3.4 A summary of the key elements of the progress report is given below.
- Internal-facing duties**
- 3.5 Analysis of the composition of the current workforce by gender, ethnicity, disability, religion, marital status, sexual orientation and age highlight stability over time. Areas identified for future focus are: encouraging more females, part-time workers, BME and disabled employees into senior roles, and addressing the gaps in the information which staff are asked to provide about themselves, for example for

religion and sexual orientation. Full details are provided in Appendix 2 of the progress report.

- 3.6 The gender pay gap (the difference in the average hourly wage of all men and women across the workforce) remains low at 5%, similar to comparator organisations.
- 3.7 The Council's Procurement and Commercial Strategy (December 2016 – March 2020) seeks to maximise the benefits of procurement and make a positive impact on customers and service users, supporting the Council's strategic aims. Activity to achieve these aims and to promote and protect these rights is summarised in the progress report and includes requirements to impact assess procurement proposals at an early stage, terms and conditions for grants and contracts, and the development of community benefits.

External-facing duties

- 3.8 As noted above (2.2), the five service-improvement outcomes were developed through a process of engagement with a broad range of stakeholders.
- 3.9 The wide range of activity undertaken by the Council and funded organisations to achieve these improvements has included: the development of infrastructure including new schools, roads, pavements and travel options; facilitating participation of specific groups, including refugees, into community living as well as activities such as sport and theatre; learning and employment; staff training; improving the effectiveness of support through service improvement plans, streamlined procedures and actions to mitigate against welfare reform; engaging with specific communities; and awareness raising among the general population.
- 3.10 These activities have been designed to support the achievement of the longer-term vision for Edinburgh, which includes it becoming a fairer city with improved quality of life for all. Key measures at this stage of the life of the framework relate to service activity (see appendix 3). The data included in the Scottish Government's Equality Evidence set, are only available up to 2017 at present, and will be used in the final report of our 2017-21 framework in two years' time.
- 3.11 The progress report summarises the feedback from a workshop session hosted by the Equality and Rights Network in September 2018, on progress made with the service improvement outcomes. Positive feedback and areas for improvement were identified, and the feedback was shared with the relevant service managers.
- 3.12 Appendix 1 of the progress report gives an overview of key achievements made in the first two years of the framework for each of the five outcomes, along with examples of initiatives and projects. It illustrates the breadth and scale of the actions taken to date.

Next steps

- 3.13 While this report looks back at progress over the past two years, a lot has changed about the equalities landscape that needs to be taken account of moving forward, including the Fairer Scotland Duty, the emphasis on human rights in a number of

additional policy areas, the City Vision for 2050 and the level of funding available to local government. In order to bring sufficient focus to both the internal and external-facing equalities agendas within this context, we will draw a clearer distinction between citizen-focused activity and outcomes, and activity the Council undertakes as an employer.

- 3.14 Moving forward we will carry out work to consider alignment of the framework, and in particular the outcomes, with the work and progress of the Poverty Commission and the implementation of the Fairer Scotland Duty.
- 3.15 In the longer term, and in preparation for the end of the current framework, the ambition is to begin to bring public sector equalities outcomes closer together, to ensure better strategic alignment across statutory partners, with a view to potentially establishing a joint equalities framework in 2022.

4. Measures of success

- 4.1 The Council's legal duties under the Equality Act 2010 are met.
- 4.2 Key stakeholders recognise that the activities undertaken to make progress towards the five outcomes have been effective, as determined through consultation and engagement.

5. Financial impact

- 5.1 There are no direct financial costs arising from this report.

6. Risk, policy, compliance and governance impact

- 6.1 This report sets out evidence to demonstrate the Council's compliance with its duties under the Equality Act 2010.

7. Equalities impact

- 7.1 The Council's Equality, Diversity and Rights Framework 2017-21 is the mechanism by which the Council seeks to meet its legal duties in relation to equalities, which includes advancing equality of opportunity.

8. Sustainability impact

- 8.1 This report has been assessed in respect of the three elements of the Climate Change (Scotland) Act 2009 Public Bodies Duties and there are no impacts to note.

9. Consultation and engagement

- 9.1 As noted above (2.2), the Equality, Diversity and Rights Framework includes a set of five service improvement outcomes which were developed through engagement with members of the Edinburgh Equality and Rights Network, community planning partners, and senior managers and chief officers in the Council. The outcomes were informed by community intelligence drawn from a range of engagement processes, including the development of the Edinburgh City Vision.
- 9.2 A follow up event was held on 26 September 2018, hosted by EaRN, seeking feedback on progress with achieving the outcomes (described at 3.11).

10. Background reading/external references

- 10.1 City of Edinburgh Council Equality, Diversity and Rights Framework: Interim Progress Report, covering 2017 to 2019
- 10.2 [Equality, Diversity and Rights Framework 2017-21](#), report to Corporate Policy and Strategy, 8 August 2017

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Appendices

Appendix 1 Equality, Rights and Diversity Framework Interim Progress Report 2017-2019

The City of Edinburgh Council

Equality, Diversity and Rights Framework 2017-21: Interim Progress Report, covering 2017- 2019

Introduction

The Council's Equality, Diversity and Rights (EDR) Framework 2017-21 sets out the Council's ambitions to advance equality, promote diversity and enhance rights. Informed by the early stages of ongoing work to develop our Edinburgh City Vision 2050¹, the framework supports the aspiration for Edinburgh to be a fair, inspired, thriving and connected city:

- To be a fair city, we need to improve the quality of life for those who face inequality, harassment, discrimination, and prejudice
- To become an inspired and thriving city we need to harness the talent and celebrate the difference of all who live in the City and who work for the Council
- For the city to be connected, we need to engage with all the City's residents, and ensure good community relations, through locality working, and in line with National Standards for Community Engagement.

The framework also responds to the 'Public Sector Equality Duty', which forms part of the Equality Act 2010 and has four components:

- Eliminate unlawful discrimination, harassment, and victimisation
- Advance equality of opportunity between people who share a protected characteristic
- Foster good relations between people who share a protected characteristic and those who do not

The fourth component is the Fairer Scotland Duty, which came into force on a three-year implementation basis in April 2018, and places a legal responsibility on public bodies in Scotland to actively consider how they can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions.

The Council is also committed to embedding a 'rights based approach' across the organisation as part of the development of policies, strategies and service design and in the development of its equality outcomes. The Equality, Diversity

¹ For more information on the City Vision, visit [Edinburgh City Vision](#)

and Rights Framework is integral to the wider strategic framework of the Council, including the Council's Commitments, the Programme for the Capital, the Change Strategy and the Economy Strategy. The Council uses an Integrated Impact Assessment process which is shared with NHS Lothian and the other Lothian local authorities. It is designed to enable the partners to meet the legal duties to consider equality, human rights, sustainability and the environment in planning decisions and supports a number of legislative requirements including the Equality Act 2010, the Children and Young People (Scotland) Act 2014, the Human Rights Act 1998 and the Fairer Scotland Duty, introduced in 2018.

Those wider activities and processes extend beyond the scope of this framework and ensure we are mainstreaming equalities throughout our core business. Our Equalities, Diversity and Rights Framework sets out the key improvements we want to deliver by 2021.

The framework was developed through engagement with members of the Edinburgh Equality and Rights Network, community planning partners, and senior managers and chief officers in the Council. It was informed by community intelligence drawn from a range of engagement processes, including the development of the Edinburgh City Vision, along with insights from needs assessments and performance information.

A key component of the framework is the five equality, diversity and rights outcomes, framing the ambition to improve services and outcomes for citizens, communities and employees who share the protected characteristics (i.e. race, sex, gender reassignment, sexual orientation, marriage and civil partnership, age, religion or belief, disability, pregnancy and maternity). These outcomes are detailed in the progress section.

The responsibility for planning health and social care services is held by the Edinburgh Integration Joint Board (IJB), which sets out how services should be delivered through its Strategic Plan and issues directions to the Council and NHS Lothian staff (the Health and Social Care Partnership) to operationalise the plan. A set of core principles have been agreed to underpin the planning process, including human rights and equality being the cornerstone of service design and delivery. At present the IJB have their own set of equality outcomes.

Purpose

Our ED&R Framework is a key element of our overall activity in responding to our equalities duties, providing the vision for what we want to achieve by 2021, and beyond that, by 2050.

This progress report responds to requirements of the Equality Act 2010 'Specific Duties (Scotland) Regulations 2012' which came into force on 27 May 2012, requiring listed public authorities in Scotland to:

- report on progress on action to mainstream equality
- publish equality outcomes and report progress
- assess and review policies and practices (impact assessment)
- gather and use employee information
- publish gender pay gap information and an equal payment statement
- consider award criteria and conditions in relation to public procurement and
- publish all of this in an accessible manner and report on progress every two years.

As noted above, the Fairer Scotland Duty came into force on a three-year implementation basis in April 2018, and a summary of the Council's progress is provided in the section below.

Overview of progress

1. Mainstreaming the general equality duty

Mainstreaming equality means integrating equality into the day-to-day working of the Council, in other words, equality should be considered as part of everything we do. The Council is approaching mainstreaming:

- By embedding equality throughout the strategic framework, as noted above, for example, as one of our objectives in the Programme for the Capital, the Council's Business Plan for 2017-22

- By establishing an Elected Member working group on equalities to sharpen focus and enable scrutiny of progress
- By incorporating the findings of the Integrated Impact Assessment into all reports for the Council's committees, to ensure that Elected Members are able to consider equalities, human rights and sustainability in all of the decisions they take, and to ensure that our strategies and plans are developed in a way that maximises opportunities to advance equalities as well as mitigate any negative impacts identified
- Through the actions underway to make progress towards the Council's five equality outcomes to improve outcomes for citizens
- By developing and delivering employment policies and practice which places equality, diversity, and rights as central to the culture of the Council, and by providing learning materials including the online Equality and Diversity Awareness course, introduced in 2018; development of a Diversity and Inclusion Strategy is planned for 2019
- By embedding equalities within engagement practice at a localities level and within community planning processes, for example training and application of joint approach to integrated impact assessments in respect of partnership plans (e.g. Locality Improvement Plans).

2. Equality and rights outcomes

The framework describes five service-improvement outcomes to be delivered during 2017-21, developed and agreed through consultation and engagement, as described above. Each outcome relates to the protected characteristics (including: race, sex, gender reassignment, sexual orientation, marriage and civil partnership, age, religion or belief, disability, pregnancy, and maternity), as described in the Equality Act 2010, and is underpinned by human rights.

- Outcome 1: improved accessibility of council services, housing, and buildings
- Outcome 2: improved community safety, justice, and cohesion services
- Outcome 3: improved education and employability services
- Outcome 4: improved transport services
- Outcome 5: improved social security and household income maximisation services.

Over the first two years of the current framework, we have taken a wide range of actions and initiatives to progress towards these outcomes, as summarised in Appendix 1. The actions span infrastructure, facilitating participation, learning and employment, staff training, improving the effectiveness of support to people, and engagement and awareness raising.

Progress across these areas is summarised below.

Improving our infrastructure

Our actions in this area are designed to meet the needs of people with disabilities, and people of all ages, for example, in learning and in moving safely about the city by making improvements to buildings and the transport network. These actions support the outcomes on accessibility, community safety and transport. Specific actions are summarised below.

- We are developing facilities in schools to provide effective learning support to suit a range of needs, for example, a sensory room and breakout room in a new primary school; our approach to replacing schools will be to consider options for multi-service community hubs, allowing easy access to a range of services.
- We regularly review and update our Road Safety Plan 2020, which sets out actions towards our aim of Vision Zero which will mean all users are free from the risk of being killed or seriously injured.
- We've made pavements easier to navigate for people with mobility difficulties or visual impairments by banning temporary advertising on pavements
- We encourage new development to be designed with less focus on accommodating cars and more focus on active and sustainable transport through our revised Edinburgh Design Guidance, adopted in late 2017.
- Our Public and Accessible Transport Action Plan 2013-20 sets out a range of actions to make public and

accessible transport attractive for citizens of all ages and abilities.

Facilitating participation in community life

Feedback from stakeholders, as well as data and research evidence, tell us that certain groups experience barriers or are under-represented in activities such as sport and culture, while others need support to integrate into the community. Our actions here are focused on groups including refugees, people with disabilities including sensory impairment, females and people from minority ethnic groups. These actions support improvements in accessibility, cohesion, employability and income maximisation. Activities have included:

- Addressing barriers to involvement in sport and activities among groups whose levels of participation was identified as low, including women and girls, people with disabilities, older adults, minority ethnic groups and those with low incomes.
- Providing accessible theatre performances including 25 relaxed performances for people with learning disabilities, 25 dementia-friendly, 27 BSL interpreted performances and 32 audio-described; and developing a web-based accessibility guide for all our museums and galleries.
- Enhancing library resources to include a typeface designed to be easy to read for people with dyslexia for eBooks, newspapers and magazines in over 60

languages and drop-in sessions to help blind or visually impaired people to use technology.

- Supporting Syrian refugees, a group identified as a priority in the development of the EDHR framework, to settle in Edinburgh and obtain housing and employment

Learning and employment

We know that increasing educational attainment levels helps improve outcomes in adulthood and that some groups of people need support to access the work, learning, and training opportunities they need to maintain a good quality of life. Groups of people known to experience barriers include care experienced young people and people with disabilities. Key actions have included:

- The introduction of the Edinburgh Learns Strategy which seeks to raise attainment levels for all. There are six frameworks within the strategy including equity, health and wellbeing, learning together (parental engagement), pathways (to develop the young workforce) and quality improvement. We have introduced clear strategic guidance and support/challenge meetings with Headteachers as part of the Edinburgh Learns Quality Improvement and Equity Frameworks. This involves termly meetings to discuss the progress of learners with equity or additional support needs.

- We have continued to support a range of schemes to support young people to gain employment, including Project SEARCH (see example in Appendix 1) for young people who have a disability; the Council's Modern Apprenticeship Programme and the Edinburgh Guarantee.
- Our Corporate Parenting Action Plan for employability and training aims to ensure that looked after children are supported from care into a positive destination.
- Transition from children's to adult services - we have responded to feedback from young adults who have disabilities and their parents by developing new ways of working to deliver an improved experience and outcome by: planning for transition earlier; identifying one member of staff to take responsibility for the whole process; focusing on what is important to the young person; improving accommodation options; and providing the young person and their family with comprehensive and accessible information throughout.

Training staff (in the Council and beyond)

A key element in improving services' contribution to advancing equality and eliminating discrimination is having a staff group who are suitably skilled, knowledgeable and supported to continue to learn and develop. This enables us to respond to emerging best practice and to changes in legislation, such as welfare reform and measures to tackle inequality. Having a

capable and competent workforce will support all of the equality outcome areas. Key activities have included:

- Delivery of a range of staff training, awareness raising and an online knowledge hub; topics include domestic abuse (including the Safe and Together model), female genital mutilation (FGM), honour based violence, hate crime and anti-discriminatory awareness.
- Introducing a contractual requirement of essential learning, including disability and mental health awareness, for our transport providers
- Providing training on responding effectively to hate crime and prejudice to staff including criminal justice social workers and to the Family and Household Support service
- Providing training on welfare reform to our own staff and briefings and training to a wide range of stakeholders so that they can support citizens through the implementation phase and beyond

Improving our support to people

We continuously seek to improve the way that we work with people, through reviewing our services and developing improvement plans where needed; in responding to evidence of what works best and in making our processes as straightforward and quick for people as possible. Our framework included specific aims to improve services for those affected by human trafficking, exploitation, FGM, honour based violence, hate crime and hate incidents in the city.

Actions in this area bring about improvements in all of the outcome areas, but particularly in community safety and justice, education and income maximisation. Key areas of activity over the last two years is summarised below.

- We have developed improvement plans for domestic abuse services and child protection, which include piloting early interventions, providing faster access to better co-ordinated support and responding to evidence of best practice – the Safe and Together model.
- We have commissioned Saheliya and Shakti Women's Aid to provide services for BME women, which may include women affected by FGM and honour based violence
- We are addressing bullying in schools using two-yearly surveys of school pupils to gauge the extent of bullying and how it is handled, with information on respondents' age, gender, disability and race/ethnicity (for secondary pupils); schools record bullying and prejudice-based incidents including nature (race, gender, homophobia, sectarianism/faith, disability and transgender) and results are shared widely with managers centrally and in schools. Findings are used to inform strategy development
- Major areas of activity have been to prepare for welfare reform, while supporting people to mitigate any reduction to their income, and for the new national Scottish Social Security Agency, using the opportunity

to influence policy development while highlighting problems emerging for citizens and councils. We are also reviewing advice services across the City, to ensure that they are as effective and accessible as possible; and developing and testing initiatives to support people to access affordable food.

Engaging and awareness raising

Engaging with people with protected characteristics is key to understanding challenges, priorities and potential solutions, helping us to define the outcomes we are seeking to achieve and shape the actions we're taking. Increasing people's level of knowledge and understanding of other groups among the wider population can help to advance equality and cohesion. This supports the outcome related to community safety, justice and cohesion in particular. Over the last two years:

- The Council has adopted the revised Standards for Community Engagement in March 2017. These are based on the principles which include equality and recognising the diversity of people and communities.
- In developing the new Locality Improvement Plans, we have worked to ensure that communities of interest have contributed their views on their needs and aspirations for their area. For example, this included targeted work with BME community through visits to Mosques.
- We continued to fund the Equality and Rights Network (EaRN), which has worked with *The Welcoming*,

Multicultural Family Base, Saheliya, Feniks and People Know How, to improve engagement with migrant community groups

- We launched 'Together Let's Drive Hate Out: Edinburgh Hate Crime Charter for Public Transport' in June 2017, following a survey in April 2017 to establish a baseline of key measures and a series of roadshows involving people sharing relevant protected characteristics and key organisations.
- Awareness raising activities with young people have focused on preventing racism and religious hate crimes including through the curriculum, libraries and via events to mark the Holocaust; our museums and galleries have held exhibitions and events which contribute to advancing equality of opportunity and cohesion and have spanned topics including Scotland's historical relationship with racism, women of African descent who have fought for equality; the range of religious groups in Edinburgh today, women's suffrage, gender-based violence and Jewish history.

Appendix 1 gives an overview of the actions as they relate to the service improvement outcomes.

The Equalities and Rights Network hosted a workshop session in September 2018, seeking feedback from members on progress to date with the service improvement outcomes. A range of positive comments and areas for further

improvement were identified and the relevant service areas have been informed.

Positive comments included:

- "Edinburgh is possibly the best place in the world to transition gender due to joined-up public services – including the council, NHS and police"
- "Delighted at ban on A-Boards" (street advertising)
- "The Advice Shop supporting me to apply for a benefit review after a disability being diagnosed took 99% of my fear of interacting with the DWP away"

Areas for improvement included:

- Accessibility for people with visual and hearing impairments, with examples given of current challenges, including electronic bus trackers and timetables; entry phones and telephone routing options
- "People still share experiences of facing barriers to employment due to disability – access, appropriate support, form-filling and attitude".
- "More training for employers and more accessible support for disabled employees".

3. Assessments of new or revised policies and practices

The Council has introduced an Integrated Impact Assessment to assess the impact of proposed changes in policy, services and budgets on equality, human rights, sustainability, the environment and the economy. This is to ensure that due

regard is taken of such assessments when making major decisions at Council committees, and by chief officers.

Supporting activities include:

- Delivery of regular training sessions to assist staff in undertaking integrated impact assessments, as well as comprehensive guidance published on the Council's internal website
- Quarterly quality assurance meetings with colleagues from partner agencies (NHS Lothian and the other Lothian local authorities), where a sample of completed assessments is considered, and recommendations made
- The introduction of Equality, Diversity and Rights Advisors across service areas who use knowledge of their service area together with learning from IIA training to assist all those in their service area who need support to do their IIA.
- Carrying out a cumulative integrated impact assessment on budget proposals each year, to inform the decisions of the full Council

4. Gathering, using and publishing employee information

The Framework contains commitments to enable the Council to deliver equal pay, tackle unlawful discrimination, harassment, and victimisation, and promote a culture of equality, diversity, and rights amongst its employees. The Council is committed to developing a workforce which is both inclusive and reflective of the diversity of the City and to

develop and deliver employment policies and practice which places equality, diversity, and rights as central to the culture of the Council.

Appendix 2 provides details of the composition of the current workforce by gender, ethnicity, disability, religion, marital status, sexual orientation and age. The data highlight areas for future focus, namely tackling barriers to more women, part-time workers, BME and disabled employees entering senior roles, and the need to address high levels of non-disclosure of information, for example for religion and sexual orientation, within equalities monitoring processes where 93% and 92% of employees have provided no information.

Our intention in 2019 is to undertake a 12-month campaign to increase the levels of self-reporting of equalities data by employees and to raise awareness about disability and the range of support that is available for employees to ensure that employees accessing the resources and support available to them.

Data on recruitment showed slight increases in the proportion of applications from people in BME groups, people who are disabled and those who are LGBT. We are reviewing our recruitment policy and have strengthened manager guidance to ensure that objectivity is maintained at all stages of the selection process and consideration is given to where and how candidates are sourced to ensure a broad reach into the community.

Responses to the Council's 2018 Colleague Opinion Survey showed statistically significant differences between

- Age groups – people aged 16-24 were more likely to agree that their work enables them to make use of their skills and abilities, that they get help and support they need from colleagues and were more positive about opportunities for learning and development. However, the same relationships were observed amongst those who had recently joined the council. Those who are newer to the Council are more likely to be positive on most aspects of their employment. It is not possible to definitively say whether this issue is age-related or driven by length of service
- People with a disability were less likely to agree with positive statements about their work e.g. being interesting, making best use of their skills, enabling them to show initiative; about being encouraged to come up with new ways of doing things; and about support and opportunities for learning and development
- Gender – across all of the questions, females were more likely to agree with positive statements about their work, and learning and development.

5. Publishing gender pay gap information

The gender pay gap is the difference in the average hourly wage of all men and women across the workforce. At March 2018, the gap remains low at 5% at a similar level to

comparative organisations, reflecting our flexible working options and family friendly policies to support which encourage a more flexible, diverse workforce, as well as our diversity and inclusion training. Our aim is to reduce the gap. The full report on our gender pay gap, published in October 2018, is included in Appendix 2.

6. Publication of an equal pay statement

We have updated our Policy Statement on equal pay for consideration by the Finance and Resources Committee in March 2019. It sets out our approach to ensuring that our pay systems in the Council continue to be fair and equitable so that our employees will have confidence in our systems and processes for eliminating bias.

7. Award criteria and contract conditions in relation to public procurement.

The Council's Procurement and Commercial Strategy (December 2016 – March 2020) aims to maximise the benefits of procurement and make a positive impact on customers and service users, supporting the Council's strategic aims, and to work collaboratively and with fairness and integrity in all aspects of commercial activity. We have taken the following actions to support these aims:

- For procurement exercises with a total value of over £50k, we require service areas to undertake an Integrated Impact Assessment during the early planning stages.

- The terms and conditions of our contracts require service providers and any sub-contractors to deliver services in a non-discriminatory way that ensures fairness and equality to all users of the services; as well as to comply with the Council's policies on equality and all relevant laws. The terms and conditions provide for information on protected characteristics in relation to employment and service users to be provided on request.
- Our grant conditions require organisations to commit to mainstreaming equality and rights in accordance with the [Equality Act 2010](#), in employing staff and volunteers and in providing services; and we require organisations when requested to show how they meet the Public Sector Equality Duty.
- Work is ongoing to develop the Council's approach to community benefits to ensure those with protected characteristics benefit from these clauses. Development of the 'Cenefits' system will be completed in 2019 to allow enhanced monitoring of community benefits with reference to promoting protected characteristics or to other priority groups such as those living in poverty, for example the long term unemployed.

8. Fairer Scotland Duty

The Fairer Scotland Duty came into force on a three-year implementation basis in April 2018, and places a legal responsibility on public bodies in Scotland, including local authorities, to actively consider how they can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions.

Directly in line with this duty, we:

- Have set up the Edinburgh Poverty Commission to inform the Council's policies, strategies and actions to prevent and reduce poverty in the city, in order to tackle the inequalities of outcome poverty causes
- Are reviewing the Integrated Impact Assessment with our partner agencies (NHS Lothian and the other Lothian local authorities) and will revise as required to ensure that its coverage of the relevant socio-economic factors (e.g. social status, housing and living conditions, income and employment) is sufficient
- Carry out a cumulative assessment of the impact of budget proposals each year, to inform the decisions of the full Council
- Build further actions over the three-year implementation period

Accessibility

This document is available on the Council's website:

www.edinburgh.gov.uk and in other formats from:

its@edinburgh.gov.uk

Appendix 1. Equality, Diversity and Rights Framework – High Level Action Plan and 2017/19 update

Outcome 1 – Improved accessibility of council services, housing and buildings

We aim to:

- Have quality and modern school facilities to support attainment and positive destination improvements as well as community access
- Focus on those with a disability or additional support needs to ensure participation in mainstream schools and activities
- Improve access to cultural, sporting and physical activity services, including improving signage
- Provide quality library and information services both physically and digitally
- Deliver the Council’s first BSL plan in partnership with our deaf community
- Improve customer satisfaction and access to customer services
- Deliver improved streets and public realm as well as new, affordable and accessible homes

Groups supported:

- People with disabilities
- Children and young people
- Women, older people and people from BME communities

Achievements so far:

Quality and modern school facilities and focus on those with a disability or additional support needs

- We are developing facilities in schools to provide effective learning support to suit a range of needs, for example, a sensory room and breakout room in a new primary school; our approach to replacing schools will be to consider options for multi-service community hubs, allowing easy access to a range of services.
- Our focus on encouraging participation has been to encourage girls and children with disabilities to take part in sports, because their involvement had been low. Examples include Active School’s second “Girls Day Out” Conference, and providing special equipment to let young people with additional needs take part in outdoor residential trips.

Improve access to cultural, library, sporting and physical activity services

- Edinburgh Leisure manages and develops sport and leisure services on behalf of the Council and the Active Communities team deliver projects to people who face the greatest barriers and tend to be much less active: women and girls, people with disabilities, older adults, minority ethnic groups and those with low incomes.
- In 2017/18, Capital Theatres, part funded by the Council, put on a range of accessible performances, including 25 relaxed performances for people with learning disabilities, 25 dementia-friendly, 27 BSL interpreted performances and 32 audio-described.
- We produced Edinburgh’s first [British Sign Language Plan for Edinburgh 2018-24](#) to improve services for BSL users.
- Our improvements to libraries include dyslexia font for eBooks, newspapers and magazines in over 60 languages and drop-in sessions to help blind or visually impaired people to use technology.
- Our museums and galleries website now has an accessibility guide for all venues.
- We have introduced funding to support for cultural engagement in localities through the Local Events Fund

Service owner

Communities & Families

Edinburgh Leisure
Culture
Libraries
Strategy & Insight

Improve customer satisfaction and access

- We have launched a range of ways to improve access including web-chat pilot and web forms to free up capacity for phone and face to face contacts

Improve streets and public realm

- We are making improvements through banning temporary advertising on pavements and making sure that our parks are accessible and safe, benefitting in particular people with disabilities, older people and people with young children in particular.

Affordable and accessible homes

- In 2017/18, a record 1,500 homes were approved for social rent, mid-market rent and low-cost ownership, and around 20% were designed for older people and those with complex needs.

Customer

Place, Planning
Parks,
Greenspace
and Cemeteries
Housing

Examples of initiatives

Libraries

Libraries worked with partners in the NHS and Education to provide **Boardmaker software** in six of our libraries across the city, ensuring that there is at least one in each locality and one in Central library. Boardmaker contains thousands of picture communication symbols which can be used by anyone who may need additional support with communication, including people of any age who have autism, people who have English as an additional language and people whose communication or memory has been impaired. It is used in all of our schools.

Drop in sessions are held each month in the designated libraries, for parents or carers of children or family members of adults with additional support needs. These sessions support people to use Boardmaker to create visuals for use at home, with examples of how other people are using them and the chance to meet other families. All of the resources are available whenever the library is open, so that people can make their own symbols, laminate them and take them away.

Outcome 2 – Improved community safety, justice, and cohesion services

We aim to:

- Improve services for those affected by human trafficking, exploitation, female genital mutilation (FGM), honour based violence, hate crime and hate incidents in the City
- Ensure early and effective interventions preventing domestic abuse, maximising the safety and wellbeing of citizens, children, and young people affected
- Ensure Syrian refugees are successfully relocated and have a good quality of life
- Ensure community engagement, empowerment and cohesion work across the City is strong and effective

Groups supported:

- Syrian refugees; people affected by human trafficking, female genital mutilation, honour-based violence, domestic abuse, child abuse and hate crime
- Looked after children, older people, people with disabilities

Achievements so far:

Improve services for specified groups

- We agreed an improvement plan for domestic abuse services in 2017; activities include implementing the Safe and Together model, developing locality services, drafting a domestic abuse housing policy, piloting early interventions and quicker access to better co-ordinated support
- Our Child Protection Improvement Plan (2018) has key priorities areas including domestic abuse, neglect, and risk of exploitation
- We have commissioned Saheliya and Shakti Women’s Aid to provide services for BME women, which may include women affected by female genital mutilation (FGM) and honour based violence.
- The City’s Human Trafficking and Exploitation subgroup leads work within Edinburgh to establish new and innovative partnerships ensuring that responses are effective; political agreement to sign up to the Modern Slavery Charter is embedded in Council procurement

Ensure early and effective interventions

- We have delivered a range of staff training, awareness raising and an online knowledge hub; topics include domestic abuse (including the Safe and Together model), FGM, honour based violence, hate crime and anti-discriminatory awareness
- We have provided training on responding effectively to hate crime and prejudice to staff including criminal justice social workers and Family and Household Support
- Our activities with young people have focused on preventing racism and religious hate crimes including, through the curriculum, libraries and via events to mark the Holocaust

Service owner

Safer and Stronger Communities and Families

Safer and Stronger Schools and Lifelong Learning Service

Ensure Syrian refugees are successfully relocated and have a good quality of life

- At the two year plus mark, 54% of households have moved on from initial private sector leased housing into mainstream Council/Housing Association tenancies; and 34% of those we've resettled who are of working age are in employment, volunteering or studying. For those in employment, the majority are part-time.

Safer and Stronger

Community engagement

- We fund the Equality and Rights Network (EaRN), which has worked with The Welcoming, Multicultural Family Base, Saheliya, Feniks and People Know How, to improve engagement with migrant community groups, and signpost people to relevant agencies
- The Edinburgh Community Safety Partnership is leading work to address religious based hate crime, including anti-Semitism, Islamophobia and religious intolerance and is contributing to Scottish Parliament-led initiatives
- In developing the new Locality Improvement Plans, specific focus was made to ensuring communities of interest contributed their views on their needs and aspirations for their area. For example, this included targeted work with BME community through visits to Mosques.
- Council adopted the revised Standards for Community Engagement in March 2017. These are based on the principles which include equality and recognising the diversity of people and communities.

Strategy and Communications

Examples of initiatives

Our museums and galleries have held exhibitions and events and contribute to advancing equality of opportunity and cohesion. Examples include:

- Black History Month exhibition October 2017 – Black Minstrelsy in Scotland –providing an insight into Scotland's historical relationship with racism
- In 2018 Herstory Woven at the People's Story was an interactive artwork commissioned by KWISA-African Women in Scotland Association and produced by artist Fadzai "Fudge" Mwakutuya – to commemorate Women of African Descent who have fought for equality and women's rights across recent history
- Our Story exhibition at the Museum of Edinburgh, co-ordinated by the Edinburgh Inter-Faith Association, aimed to raise knowledge and awareness of the many religious groups in Edinburgh today
- The exhibition and community project around 'Their Work is Not Forgotten' explored the history of women's suffrage and activism in Edinburgh and encouraged participation in the Processions artwork celebrating 100 years of votes for women.
- As the initial host venue for the Scottish Women's Aid exhibition 'Speaking Out' we raised awareness of gender-based violence and abuse.
- For Holocaust Memorial Day 2018, Dr Hannah Holtshneider, a cultural historian of 20th Century Jewish history at the University of Edinburgh, delivered 'How Can Life Go On? The Long Way Home' at Edinburgh Central Library.

Outcome 3 – Improved education and employability services

Our aims:

- Improved outcomes for learners with additional support needs and those who share protected characteristics
- Improved engagement of parent and pupil councils with parents and pupils who share protected characteristics
- Prejudiced and bullying incidents in schools will be recorded and addressed
- Improved employability skills and positive destinations; and a more inclusive labour market (through the Employability Commissioning Plan)
- Improved achievement and attainment, and health and wellbeing; and improved mental health, emotional wellbeing and resilience
- Improved take up of apprenticeships in construction
- Improved transition for pupils with disabilities
- Children's rights are enhanced

Groups supported:

- Young people with disabilities and those disadvantaged by poverty

Achievements so far:

Improve outcomes for learners, including achievement, attainment and health and wellbeing

- We have introduced support/challenge meetings with Headteachers as part of the Edinburgh Learns Framework, with termly meetings to discuss the progress of learners with equity or additional support needs. We have some evidence of some short-term improvements in closing the gap.
- We have allocated Pupil Equity Funding to schools to help close the poverty related attainment gap, enabling headteachers to focus on activities that lead to improvements in literacy, numeracy and health and wellbeing.
- We have rolled the Building Resilience Resource out to all primary schools and have delivered training for mental health and wellbeing to staff across all sectors
- We have supported TYLA (Turn Your Life Around) volunteers with Adverse Childhood Experiences (ACES) to share their stories with pupils in primary and secondary schools and have purchased the licence and supported schools and other settings to use the range of ACES Resilience material to support activities such as discussions and workshops
- 350 young people have participated in consultation focus groups about mental health and accessing an adult to talk to at the point of need

Improve engagement

- We launched the Council's Year of Young People in January 2018, with a series of events to encourage and highlight youth participation and involvement; the themes were identified by young people and included: culture, enterprise, equality and discrimination, and participation
- Our Parental Engagement Framework (Edinburgh Learns) has draft guidance for Parent Councils to improve engagement in the planning for improvement process. Consultation on the guidance is underway, ending in Feb 2019
- We support a range of groups involving members of Parent Councils with arrangements for two-way engagement with senior managers and Elected Members

Service owner

Education Services, Schools and Lifelong Learning (Communities and Families)

Communities and Families

Address prejudiced and bullying incidents

- Two-yearly surveys of school pupils include questions about the extent of bullying and how it is handled and respondents' age, gender, disability and race/ethnicity (for secondary pupils); schools record bullying and prejudice-based incidents including nature (race, gender, homophobia, sectarianism/faith, disability and transgender) and results are shared widely with managers centrally and in schools. Findings are used to inform strategy development.

Communities and Families

Improve employability skills, positive destinations and a more inclusive labour market

- We have continued to support a range of schemes to support young people to gain employment, including Project SEARCH (see example below); the Council's Modern Apprenticeship Programme and the Edinburgh Guarantee
- Our Corporate Parenting Action Plan for employability and training aims to ensure that looked after children are supported from care into a positive destination. This is supported by a group of employability providers, including third sector, Higher and Further Education and Skills Development Scotland.
- Work to improve the number of young people leaving school to positive destinations (e.g. employment or further education) is ongoing with schools and partners. Better strategic planning is now in place with communication to schools and parents improving. Last month we approved the new Foundation Apprenticeships Deal with Edinburgh College - some more construction FAs now in place.

Economic Development Service (Place) Communities and Families

Children with disabilities – moving to adult services

- We have responded to feedback from young adults and parents that moving from children and families support services to adult services has been a complex and frustrating experience, by developing new ways of working including: planning for transition earlier and having a lead staff member to support each family through the whole process.

Communities and Families

Children's Rights

- We have continued to support the UNICEF Rights Respecting School Award with 68 primary, 17 secondary, 10 special schools and one Early Years Centre now participating, with 8 schools in total having achieved Gold Status (Rights Respecting); support is arranged to help those schools at Bronze level to progress to Silver (see Key Statistics in Appendix C).
- Young people participating in What Kind of Edinburgh have met regularly and developed actions and workstreams linked to each of the themes in the Children's Services Plan; contributing a range of ideas and suggestions about what actions they would like to see taken to improve a range of policies and outcomes

Communities and Families

Example of initiatives:

Edinburgh Project SEARCH

Project SEARCH is an international employability programme for young people with a recognised disability, introduced in Edinburgh in 2014 and run in partnership with the council, NHS Lothian, Edinburgh College and Into Work. The aim of the programme is mainstream, competitive employment.

Edinburgh Project SEARCH supports 26 young people each year and runs for a full academic year. During the year, participants complete three full time work placements, gaining over 800 hours of practical workplace learning while developing the skills and experience to secure meaningful employment. At each site, two full time Job Coaches provide on-site daily support to the interns and the departments in which they are working and a full-time tutor delivers a Project SEARCH curriculum and Employability Award.

Of the 23 young people who completed the programme in June 2018, 11 (48%) have moved into sustainable employment, one young person (4%) has returned to college, 3 (13%) young people have chosen to pursue other positive destinations such as volunteering, 2 (8%) are not looking for work for personal/health reasons and 6 young people (26%) who are not currently in work continue to be supported to find employment.

Outcome 4 - Improved transport services

Our aims:

- A safer road network
- Healthier, safer and accessible travel options
- Taxis and private hire cars provide a safe, convenient and accessible service to all
- The Transport Charter Action Plan has been delivered and people feel safe on public transport
- Accessible communication and information about transport services and options

Groups supported:

- People with disabilities and people who may be subject to hate crime as a result of their race, sexuality, religion, gender identity or disability

Achievements so far:

A Safer Road Network

- We regularly review and update our Road Safety Plan 2020, which sets actions to improve road safety towards our aim of Vision Zero which will mean all users are free from the risk of being killed or seriously injured.

Healthier, safer and accessible travel options

- Our current Local Transport Strategy 2014-19 (LTS) places emphasis on reducing car use and increasing levels of walking, cycling and use of public transport.
- We encourage new development to be designed with less focus on accommodating cars and more focus on active and sustainable transport through our revised Edinburgh Design Guidance, adopted in late 2017.
- Our Public and Accessible Transport Action Plan 2013-20 helps to deliver a range of actions which make public and accessible transport attractive for citizens of all ages and abilities. All buses operated by Lothian Buses on services in Edinburgh are accessible to wheelchairs and buggies.

Taxis and private hire cars provide a safe, convenient and accessible service to all

- Our contracts with transport providers now include essential learning including disability and mental health awareness
- We have introduced a Travel Hub within the Council to find transport solutions to match individual need, supporting school children, adults with social care needs, people who are moving into temporary accommodation and refugees.

The Transport Charter Action Plan has been delivered and people feel safe on public transport

- We launched 'Together Let's Drive Hate Out: Edinburgh Hate Crime Charter for Public Transport' in June 2017, following a survey in April 2017 to establish a baseline of key measures and a series of roadshows involving people sharing relevant protected characteristics and key organisations.

Service owner

Transport

Spatial Policy
(Planning and
Building
Standards)

Place
Management

Safer and
Stronger

Examples of initiatives

We have been engaging extensively in the production of the City Mobility Plan. The plan is being produced along with two other major projects: City Centre Transformation and Low Emission Zone, and two periods of engagement have taken place – the first phase, undertaken in Spring 2018, involved a series of sessions with a variety of groups and organisations and explored issues and solutions around transport and mobility. The second phase of consultation examined in detail a series of options which were generated following analysis of the first phase. Workshops and discussion sessions involved more than 200 people and a survey generated nearly 5000 responses. While some sectors were harder to reach, the consultation undertaken reached a wide range of citizens.

Some of the specific groups involved in engagement sessions included:

- Edinburgh Access Panel
- Edinburgh Voluntary Organisations Council
- Community Councils
- Young Edinburgh Action
- Transport Forum
- Edinburgh Active Travel Forum

The engagement has provided a large amount of valuable feedback on the options generated, what impacts (positive and negative) they might have on different groups and which ideas we should prioritise.

Outcome 5 - Improved social security and household income maximisation services

We aim to:

- Maximise potential incomes and mitigate the negative impacts of welfare reform
- Ensure that advice services are accessible and effective
- Improve services to tackle household debt
- Support people to access affordable food and energy
- Work in partnership with the Scottish Government to deliver high quality social security services

Groups supported:

- Groups who face disproportionately high risk of poverty, which include children, single parents and families with a disabled family member and people from minority ethnic groups.

Achievements so far:

	Service owner
<p>Maximise potential incomes and mitigate the negative impacts of welfare reform</p> <ul style="list-style-type: none"> - We have appointed a manager to lead on welfare reform, have trained our own staff and given briefings and detailed training on welfare reform to a wide range of stakeholders so that they can support citizens through the implementation phase and beyond - The engagement has included Private Sector Landlords, a key group in terms of addressing risks of becoming homeless - We have set up monitoring to be used across the Council to demonstrate how services are responding to welfare reform 	<p>Customer Customer/Safer and Stronger All</p>
<p>Work in partnership with the Scottish Government to deliver high quality social security services</p> <ul style="list-style-type: none"> - We have engaged extensively with the Scottish Government and the DWP to support the introduction of the Scottish Social Security Agency, to influence policy and highlight problems emerging for citizens and councils 	<p>Customer</p>
<p>Ensure that advice services are accessible and effective and improve services to tackle household debt</p> <ul style="list-style-type: none"> - As part of our review of Advice Services, we have streamlined funding, with grant funding now being led by Health and Social Care, helping us to take a city-wide approach, identify duplication and gaps so that these can be addressed. - We have made changes to make the work we do to support people effective in maximising their income, signposting people to other state benefits and through a single financial assessment covering a range of benefits including Housing Benefit, Council Tax Reduction, Free School Meals and Clothing Grants 	<p>Safer and Stronger/ Health and Social Care Customer</p>
<p>Support people to access affordable food and energy</p> <ul style="list-style-type: none"> - Our 2018 City Housing Strategy has two key priorities: energy efficiency and fuel poverty and actions are underway cross housing providers to support progress, including improvements to properties and providing advice to people on reducing their energy - We are supporting initiatives in schools to support families to maximise their income and to provide children with hot meals during the school holidays 	<p>Place Communities and Families</p>

Examples of initiatives

The Discover Programme (funded by the Scottish Government and being evaluated by the Improvement Service), targeted at children in areas of deprivation, many of whom have additional support needs was funded for one year beginning summer 2018, covering school holidays including some days at Christmas and New Year. It ensures that children have one hot meal along with activities including outings, cooking, input from libraries, drama and app development. Beyond the hot meal, other activities vary across the City, and input has included Skills Development Scotland and income maximisation for parents.

The Family Information Service pilot, jointly funded by NHS Lothian and schools through the pupil equality fund, was based in Tynecastle High School, and also covered two of its feeder primary schools and two special schools. A full time Welfare Advisor was employed to carry out benefit checks and to give advice on housing and employment issues. The pilot lasted one year and generated £350,000 for the 61 families supported during that period. In phase 2, currently underway, 16 additional schools have adopted the model. Liberton High School has developed the model to include a full time Family Support Worker and a part time employment advisor, both from Children First). Liberton and its 6 feeder primary schools have regular appointment slots which parents can use.

Appendix 2

Analysis of Employee and Job Applicant Data

1. Introduction

This report is compiled in accordance with our obligations under The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012. In particular, the report details the progress that the City of Edinburgh Council (the Council) has made to make the Equality Duties integral to the exercise of our functions so as to better perform our duties.

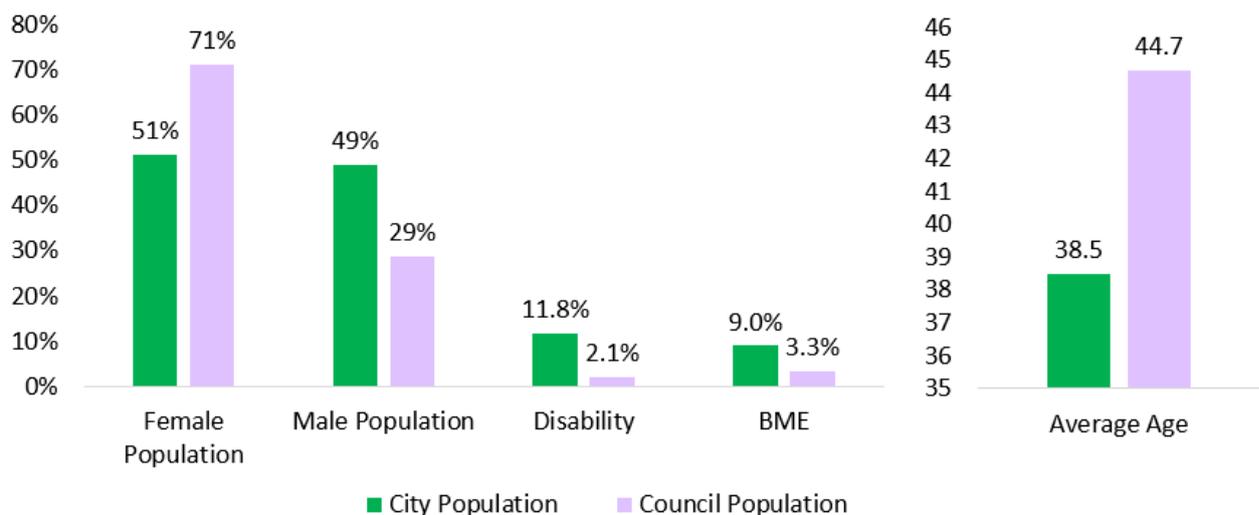
The City of Edinburgh Council is committed to eliminating discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010. Our aim in doing this is to advance opportunity and foster good relations between persons who share a relative protected characteristic and those who do not.

The data in this report highlights the advances that the Council is making in relation to our Equality Duties and shows us where we can continue to improve and do better.

2. Our workforce composition

The population of Edinburgh is currently 500,000. In broad terms our aim is to have a workforce generally reflective of the community we serve, taking account of nature of the services we provide. The chart below provides a summary of our workforce composition compared to our community.

Figure 1: City Population and Council Population



It is acknowledged that in line with other Scottish Councils, we employ significantly more women than men. Whilst we intend to look more closely at occupational segregation, change in this area is expected to be more gradual since much of this is due to societal attitude.

Appendix A (Equalities dashboard) provides further analysis of our workforce composition by gender, part-time working, ethnicity, disability, religion, marital status, sexual orientation and age. The protected characteristic group data is further analysed in Appendix B to provide a picture of the distribution of employees with protected characteristics across each grade/salary and by age group.

Since our last report in 2017 the following trends have been observed:-

- The percentage of women in senior roles at LGE grades increased, from 53% to 58%. The density of women at grade 11 decreased, from 38.5% to 35%. It should be noted that in the period some of the grade 11 roles occupied by women were regraded upwards, resulting in more women working at the grade 12 level. The creation of new roles (with female candidates recruited) and regradings have impacted the grade 12 female density, which increased from 34.5% to 45%.
- Our part time population remained static.
- Our age profile remained static.
- Our total BME population increased from 3.1% to 3.3%. The number of BME employees working at senior grades 9 and 10 level increased from 0.8% to 2%, and 0% to 1%, respectively.
- Our disabled population increased from 1.96% to 2.10%. The number of disabled employees working at the senior grade 10 level increased from 0.8% to 2%.
- Our LGBT population increased from 0.52% to 0.68%.

The data highlights areas for future focus, namely encouraging more females, part-time workers, BME and disabled employees into senior roles.

The data also shows a number of areas where we have high non-disclosure. Absence of data makes it difficult for us to monitor and identify if there are issues and what may be the cause. In particular, we have little to no data about gender re-assignment and therefore have been unable to include data on this protected characteristic within this.

Appendix A shows the levels of reporting by each characteristic and where no data is currently held. For example, 93% of employees have provided no information regarding their religion and 92% have provided no information regarding their sexual orientation. Our intention in 2019 is to up-date the Diversity categories for employees to complete so that these fully reflect current guidance and best practice. We will undertake a 12-month campaign to increase the levels of self-reporting by employees.

As part of the campaign to increase self-reporting, we intend to raise awareness about disability, what constitutes disability and the range of support that is available for employees. There may be employees who may

not regard themselves as having a disability and who may not be accessing the resources and support available to them.

3. Recruitment

The table below highlights the number of applications received in 2018 from each protected characteristics compared to the local population, where we have no information and where there is non-disclosure. Based on this data we can see that:

- There was a reduction in the percentage of female applications
- The number of BME applicants increased from 6.86% to 10%
- The number of disabled applicants increased from 4% to 6%
- The number of LGBT applicants increased from 3.4% to 4.5%

The Council’s recruitment policy is being reviewed and manager guidance has been strengthened to ensure that objectivity is maintained at all stages of the selection process and consideration is given to where and how candidates are sourced to ensure a broad reach into the community.

Figure 2: Job Applicants with Protected Characteristics

Applicants	% Applicants	% Council	% City
Female	54%	71%	49%
BME	10%	3%	9%
Disabled	6%	2.10%	11.80%
LGBT	4.5%	0.68%	no census info
Religion/Belief	40%	6.95%	55%

Figure 2 reinforces the need for improved self-reporting. Whilst applicant self-reporting is positive, we still have under-reporting across existing employees.

4. Maternity Leave

During 2018, 309 women took maternity leave. Of these, 72% returned to work, 3% took an employment break, and 25% left the organisation. A number of our employees hold multiple contracts across the organisation and therefore it is challenging for us to be able to track where these employees have returned to work full time/part time in the same role, or returned to work to a different role.

The City of Edinburgh Council has a suite of family friendly policies which are easily accessed by all our employees and enable return to work and support work-life balance.

We intend to introduce a survey tool during 2019/20 for maternity returners to gain insight into how it feels and what the challenges are for this population.

5. Development

During 2018 an inter-active e-learning module was launched aimed at reminding managers and employees of their responsibilities under the Equalities Act and providing practical guidance for them in the daily undertaking of their role in relation to employees and the community they serve. The e-learning forms part of our “Essential Learning” programme for managers and as such is a requirement on joining the organisation and at regular intervals during the course of employment.

2018 also saw the development of a Talent Management and Leadership programme with a specific emphasis on encouragement of women and other groups to participate and progress. This will be launched in 2019.

6. Engagement

In recognition of the need to engage directly with all our employees in a variety of ways and settings, we are building on the existing principles behind our employee forum for BME employees and developing a framework for a broad range of employee forums, including LGBT, women and careers, wellbeing, disability and health. We also intend to use these forums for policy development as a means of getting feedback on proposed policy change and involving employees in forming policy direction.

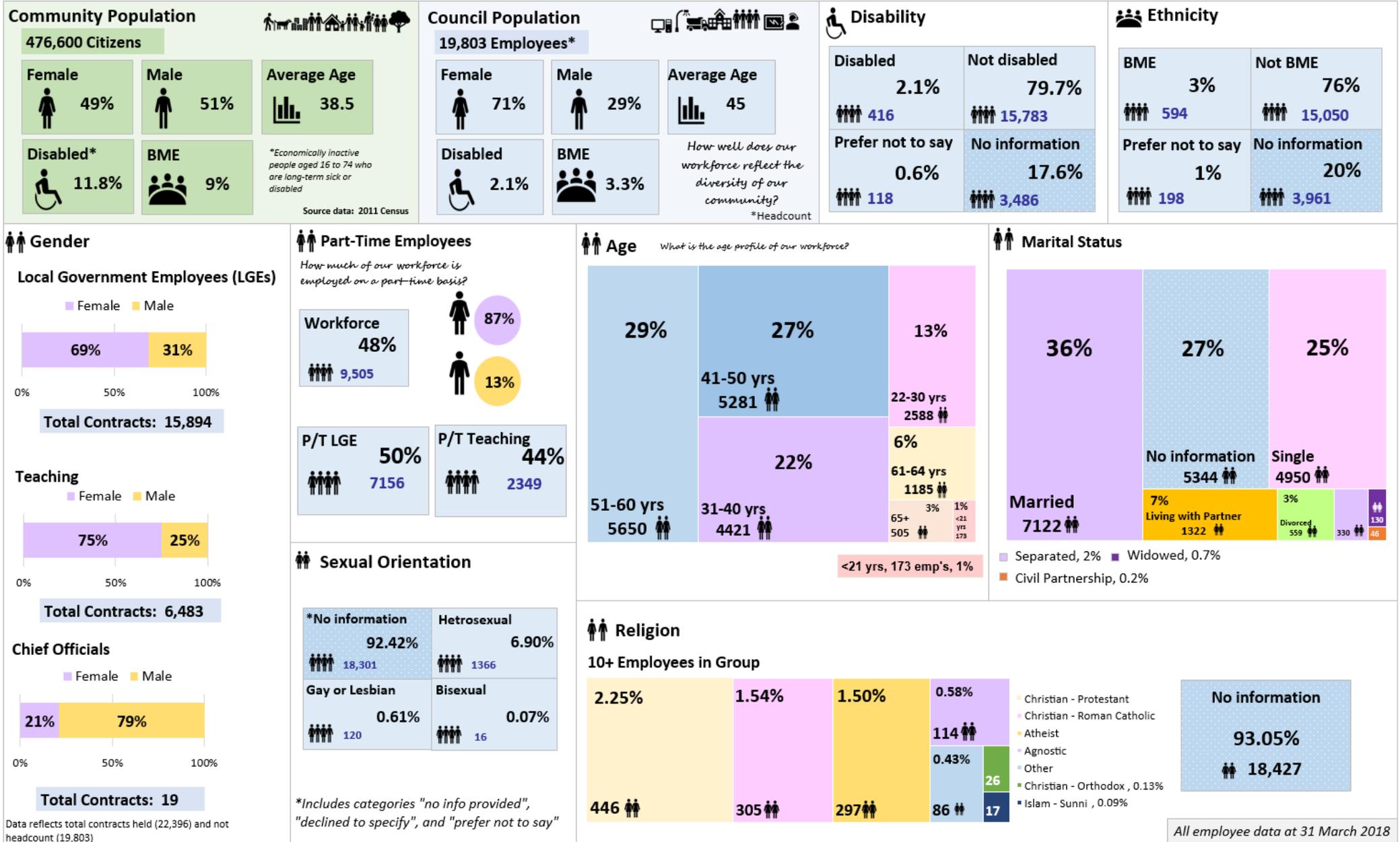
Through engagement with our recognised trade unions, we are also working together to draw on their Equalities expertise to promote the increase in understanding on the importance of self-reporting and encouraging all employees to complete their individual diversity data.

7. Policy Review

Recently reviewed policies include the Absence policy with an emphasis on simplification of the absence management process, improved support through our new Occupational Health and Employee Assistance provision and greater awareness and provision for people suffering from illness related to mental health. The policy covers reasonable adjustments and exceptional circumstances for employees whose disability is affecting their attendance at work.

Appendix A. Analysis of Protected Characteristic Groups by Grade/Salary and Age

Equalities, Diversity and Inclusion Dashboard - Council Employees



			% Protected Characteristic: Local Government Employee Grades - How Many of Our LGEs Have the Protected Characteristic, by Grade?															% Protected Characteristic: Teaching Salaries - How Many of Our Teachers Have the Protected Characteristic, by Salary?				% Protected Characteristic: Age Profile - How Many of Our Employees Have the Protected Characteristic, by Age?							
Protected Characteristic	Group		% Protected Characteristic	GR1	GR2	GR3	GR4	GR5	GR6	GR7	GR8	GR9	GR10	GR11	GR12	Craft Apprentice	Interpreter/Translator	Tertiary	£20-£29K	£30-39K	£40-49K	£50K+	<21 yrs	22-30 yrs	31-40 yrs	41-50 yrs	51-60 yrs	61-64 yrs	65+
Gender		Female Population	71%	81%	76%	78%	67%	72%	57%	65%	59%	53%	58%	35%	45%	0%	75%	64%	13%	54%	8%	3%	56%	71%	72%	72%	70%	69%	63%
Part Time Employees		Part Time Population	48%	95%	89%	75%	40%	47%	31%	28%	26%	12%	10%	8%	0%	0%	100%	100%	43%	50%	20%	13%	70%	45%	52%	54%	51%	63%	83%
		Part Time Female	87%	74%	61%	68%	34%	43%	26%	24%	21%	9%	9%	8%	0%	0%	75%	64%	31%	43%	18%	13%	40%	33%	44%	47%	43%	51%	57%
		Part Time Male	13%	21%	29%	7%	6%	4%	6%	4%	5%	2%	1%	0%	0%	0%	25%	36%	13%	7%	2%	1%	30%	12%	8%	7%	7%	12%	26%
Disability		Disabled Population	2%	2%	4%	2%	3%	2%	2%	4%	2%	3%	2%	0%	0%	6%	0%	2%	3%	1%	1%	0%	4%	3%	2%	2%	2%	2%	1%
Ethnicity		BME Population	3%	4%	3%	4%	6%	4%	2%	3%	3%	2%	1%	0%	0%	0%	5%	6%	3%	2%	1%	0.4%	1%	2%	4%	5%	3%	2%	2%
Sexual Orientation		LGBT Population	1%	0%	0%	0%	0%	0%	1%	1%	1%	0%	0%	0%	0%	0%	0%	0%	1%	0%	1%	2%	2%	14%	22%	26%	28%	6%	3%
Marital Status		Civil Partnership	0.23%																										



- 472 people on low incomes with "Get Active" Membership"
- 653 children in the Looked After and Active project
- 3,073 referrals from health & social care professionals
- 3,100 visits to female only BME Swimming session in Leith

Edinburgh City Libraries

- Over half million digital downloads per year up 40% on previous year.
- 55 people each week attend technical drop in session for blind and visually impaired.

Edinburgh Advice Services

- 2,226 people contacted per year
- 25% were over 65 years
- 50:50 equal split male and female
- 39% White Scottish

Syrian refugees

- 55% Households moved from leasing to mainstream
- 22% of those resettled are in employment



Poverty related attainment gap in Edinburgh schools

- 13%-point gap in attainment for reading, writing, and numeracy for Edinburgh pupils at S3 (third level) between the most deprived areas and least.
- The attainment gap between these groups varies by school age and subject.

UNICEF rights respecting school awards



Employability services

- 52% of young people (16-19 years) are disabled who work with Activity Agreement Advisors, and
- 34% of young people receiving this targeted service are looked after.

Active Schools

- 48% of girls take part in Active School programmes



