

REPORT TO: POLICY AND RESOURCES COMMITTEE - 24 APRIL 2017
REPORT ON: MAINSTREAMING EQUALITY PROGRESS REPORT 2015-2017
REPORT BY: CHIEF EXECUTIVE
REPORT NO: 136-2017

1. PURPOSE OF REPORT

To gain approval for a Mainstreaming Equality Progress Report 2017 in accordance with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

2. RECOMMENDATIONS

The Committee is recommended to approve:-

- (i) Dundee City Council's Mainstreaming Equality Progress Report 2017, Appendix 1-5;
- (ii) Dundee City Council's Children and Families Service (Education) Mainstreaming Equality Progress Report No 151-2017, Appendix 6.

3. FINANCIAL IMPLICATIONS

- 3.1 Equality and Diversity planning and implementation will continue to be contained within existing corporate and departmental budgets.

4. MAIN TEXT

- 4.1 The Equality Act 2010 (the Act), came into force on 5 April 2011. The Act places a general equality duty on public authorities to pay due regard to the need to:

- Eliminate discrimination;
- Advance equality; and
- Foster good relations across the range of protected characteristics.

- 4.2 The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 placed a duty on Dundee City Council and Dundee Education Authority to publish Mainstreaming Equality reports by 30 April 2013 and to report every two years after that on progress and, every four years, publish a new Mainstreaming Equality report.

The report must contain:

- A mainstreaming report.
- A report on progress made towards achieving equality outcomes.
- Annual employee information together with details of the progress made in gathering and using the information to better meet the duty.
- Updated gender pay gap information.

- 4.3 Both reports will be published in full on the Council's Equality Webpages and summary versions made available in British Sign Language, Easy Read versions and in other community languages on request.

- 4.4 The Dundee City Council Equality Outcomes for 2017 to 2021 are to be developed over the coming months in consultation with protected characteristic communities in Dundee. This will be after the Local Outcome Improvement Plan (LOIP) has been agreed by the Dundee Partnership and the subsequent Dundee Council Plan has been formulated for agreement by the new Council. This will allow for the new Equality Outcomes to be part of the strategic planning of the Council as per the previous mainstreaming of the 2013-2017 Equality Outcomes and be an integral part of the Council's activities.

The Equality Outcomes will be based on the Dundee LOIP's city-wide strategic themes and partnerships as well as the cross-cutting themes and partnership development priorities.

This will be the subject of a subsequent report to Committee.

5. POLICY IMPLICATIONS

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality and Risk Management.

No major issues were identified.

6. CONSULTATIONS

The Council Management Team was consulted in the preparation of this report.

7. BACKGROUND PAPERS

None.

David R Martin
Chief Executive

29 March 2017

APPENDICES

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INTRODUCTION TO DUNDEE CITY COUNCIL MAINSTREAMING EQUALITY PROGRESS REPORT 2015-2017

In April 2013, Dundee City Council (DCC) published its first Mainstreaming Equality Report. The report set out how the City Council supports and delivers equality good practice across all its functions, detailed information on the protected characteristics of its employees, information on gender pay gaps, policy statement by the City Council on Equal Pay and Occupational Segregation, a set of equality outcomes which Dundee City Council considers will enable it to better perform the Equality Duty, how people who share a relevant protected characteristic have been involved, and the evidence used to inform the equality outcomes.

In developing Dundee City Council's equality priorities, a strong evidence base was established, building upon consultation with protected characteristic communities in the city, published research, the strategic priorities set out in the Single Outcome Agreement, Dundee City Council Plan, and the Council's departmental service plans at that time.

This approach aimed to develop a direct link between key equality issues with strategic and service delivery priorities and demonstrate Dundee City Council's commitment to mainstreaming its equality duty across all the relevant functions in a way that is measurable and transparent.

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 placed a duty on Dundee City Council and Dundee Education Authority to report on its progress toward mainstreaming equality by 30 April 2015 and again in 2017. This is Dundee City Council's second Mainstreaming Equality progress report on its commitment to mainstream equality good practice across all its activities.

The report comprises of key reporting requirements:-

Gender, Disability and Ethnicity Pay Gaps: A table setting out on the equality data gathered from Resourcelink payroll and personnel system and imported into the "Equal Pay Reviewer" software tool for analysis. See Appendix 3.

Occupational Segregation: A table setting out details of occupational segregation across Dundee City Council's workforce. Occupational segregation is understood as the concentration of men and women in different kinds of jobs (horizontal segregation) or in different grades (vertical segregation). See Appendix 3.

Employee Equality Monitoring: An annual breakdown of the information Dundee City Council has gathered under its duty to gather and use employee information and details of the progress that it has made in gathering and using that information to enable it to better perform the general equality duty. See Appendix 4.

Equality Outcomes: Reporting on the progress made to meet Dundee City Council's equality outcomes. See Appendix 5.

Education Department Mainstreaming Equality Report: Education Authorities are required to publish a separate report on mainstreaming equality. See Appendix 6.

REPORT SUMMARY AND RECOMMENDATIONS

Equal Pay Statement (Appendix 3): The City Council will continue to monitor the equal pay gap in future to ensure it remains within reasonable limits and ensure that the City Council's published information is consistent with other Scottish Local Authorities to facilitate benchmarking. In advance of future reporting requirements, Appendix 3 also includes information on pay gaps related to disability and ethnicity. There are a number of posts within the Council where there is a concentration of either men or women; examples are shown in Appendix 3. In general terms, there is a concentration of women in teaching, social work and caring posts, whereas there is a concentration of men in posts such as refuse collector, gardener, craft and engineering posts. These areas are easily identified and work is being undertaken within schools and colleges to promote all employment opportunities to males and females and further measures will be considered in an attempt to redress the balance in the future.

Employee Equality Monitoring (Appendix 4): Dundee City Council continues to improve the collection and reporting of equality information provided by applicants for Council posts and publishes detailed breakdowns of employee equality information.

Example of Good Practice: *Following the introduction of the New Start form which incorporated all protected characteristics, non-disclosure rates i.e. not providing information, have dropped substantially. However there are still significant numbers of employees who have chosen not to disclose their information. To further improve disclosure rates, Resourcelink is being developed to provide a "Self Service" approach to employee records. Once implemented, employees will be able to update their own employee records. It is hoped that this will help improve the accuracy and disclosure levels of the equality information required.*

Equality Outcomes (Appendix 6): Overall Dundee City Council continues to make good progress in mainstreaming equality into its everyday practice. Meeting Dundee City Council's Equality Outcomes has been challenging in a few areas. Council service areas require more development of their evidence base to demonstrate progress toward meeting equality outcomes. There is also a need to improve the recording and data management of equality characteristics of service users.

Example of a Good Outcome

"Dundee City Council is succeeding in its aim to place Equality and Diversity at the heart of all it does. The 2016 Employee Survey, undertaken in August and September 2016, found that of the four Our People Strategy themes, Dundee City Council employees were most positive about Equality, Diversity and Fairness".



Employee Equality Monitoring: recommendations/future actions:

- All employees of Dundee City Council will be requested to review their personal information currently held on Resourcelink and update as necessary. The purpose of gathering this information will be communicated to all employees through existing service area communication structures. An over-arching Workforce Strategy is being developed for the Council, with equalities forming an integral part, which will assist in the recording of information.
- Council management systems will continue to be developed to hold equality information, enabling management information to be obtained in a timely and easily collated manner.
- A detailed analysis of the census information and Dundee City Council employee information will be undertaken to understand the underlying reasons for the disparity in the information recorded for both.
- The employee equality monitoring information will be discussed by the Equality and Diversity Steering Group and will remit the appropriate Service Area Equality Groups to develop actions where required.
- Human Resources and Business Support will continue to review the current Employee Equality Monitoring systems and procedures to ensure that Dundee City Council meets its obligation under the Equality Act.

Equality Outcomes: recommendations/future actions:

- Future reporting of Equality Outcomes will move on from baseline reporting to information that can be used in Service delivery design.
- Council employees with responsibility for monitoring and recording Council data systems are to be fully briefed on appropriate data management related to the Council's statutory equality duties.
- Equality Outcomes that cannot be progressed will record evidence of the issues preventing progress and/or alternative solutions.
- Equality Outcome monitoring information will be discussed by the Equality and Diversity Steering Group and will remit the appropriate Service Area Equality Groups to develop actions where required.
- To support awareness and understanding of how equality data can improve practice, Dundee City Council's Equality and Diversity Co-ordinator will continue to provide regular updates and briefings to employees and Councillors.
- In setting the future Equality Outcomes, after agreement on Dundee's Local Improvement Plan, Dundee City Council will develop more strategic outcomes that are measurable, attainable and sustainable. This will be the subject of a future Committee report.

EQUAL PAY STATEMENT

As outlined in our People Strategy, Dundee City Council supports the principle of equal opportunities in employment to ensure that employees are not discriminated against regardless of their age, race, disability, sexual orientation, gender, gender reassignment, marriage/civil partnership, pregnancy, maternity, religion or belief.

Dundee City Council is committed to ensuring that men and women should receive equal pay for the same or broadly similar work, for work related as equivalent and for work of equal value.

Equal Pay Objectives

Dundee City Council is committed to ensuring equal pay structures for all its employees and will:

- Regularly review pay and rewards systems to eliminate any unfair, unjust or unlawful practices that impact on pay.
- Undertake equal pay audits to monitor the impact of its pay structure and report the findings to the Council Management Team.
- Take appropriate action in response to audits, as required.
- Provide training and guidance for those involved in determining pay.
- Respond to grievances on equal pay in accordance with the Council's Grievance Policy.
- Work in partnership with its recognised trade unions to ensure that the Council provides equal pay.
- Review progress every four years.

Gender Pay Gap Information

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 required Dundee City Council to publish gender pay gap information by the 30 April 2013 and every two years thereafter.

The gender pay gap is arrived at by calculating the average hourly rate, excluding overtime, for two groups and expressing the difference as a percentage.

The average hourly rate for a male employee is £15.00 and the average hourly rate for female employee is £14.87, resulting in a gender pay gap for the whole Council of 0.87% in favour of male employees.

Disability Pay Gap Information

The average hourly rate for a non-disabled employee is £14.94 and the average hourly rate for a disabled employee is £13.13, resulting in a disability pay gap of 12.12% in favour of the non-disabled employees.

Minority Racial Group Pay Gap Information

The average hourly rate for an employee who is not a member of a racial minority group is £14.49 and the average hourly rate for an employee who is a member of a minority racial group is £14.39, resulting in a minority racial group pay gap of 0.69% in favour of the employees who are not members of a minority racial group.

Occupational Segregation

The causes and drivers of the gender pay gap are complex and interrelated and include occupational segregation of men and women into different job sectors and industries, more opportunities for flexible working, and increasing the representation of women in senior roles.

A summary of posts held by more than 15 of each gender is shown below.

A summary of males and females by grade is shown below.

A summary of disabled and non-disabled employees by grade is shown below.

A summary of employees who are members of minority racial groups or not by grade is shown below.

SUMMARY OF GENDER BY POST TITLE**Extract of posts containing 15 or more males**

Post Title	Females	Males
ACCOUNTS/BENEFITS ASSISTANT	32	24
ASSISTANT ENGINEER	Less than 10	18
CARETAKER		27
CRAFTSMAN'S LABOURER		23
DRIVER	Less than 10	39
ELECTRICIAN		23
ELECTRICIAN (APPROVED)		25
ENVIRONMENTAL OPERATIVE	Less than 10	16
GARDENER	Less than 10	51
GARDENER (CHARGEHAND)	Less than 10	18
GROUNDS MAINTENANCE OPERATIVE		40
IT OFFICER	Less than 10	35
JOINER		65
LGV DRIVER		32
MUSIC INSTRUCTOR	Less than 10	20
PAINTER	Less than 10	44
PLUMBER (ADVANCED)		26
PRINCIPAL TEACHER	175	97
PROBATIONER TEACHER	46	19
REFUSE COLLECTOR		53
REFUSE COLLECTOR (CHARGEHAND)		29
RESOURCES ASSISTANT	Less than 10	15
SOCIAL CARE OFFICER	176	52
SOCIAL CARE WORKER	440	57
SOCIAL WORKER	131	23
STREET SWEEPER		68
TEACHER	903	186
TEAM LEADER	17	25
TEAM MANAGER	51	17

SUMMARY OF GENDER BY POST TITLE**Extract of posts containing 15 or more females**

Post Title	Females	Males
ACCOUNTS/BENEFITS ASSISTANT	32	24
ADDITIONAL SUPPORT NEEDS ASSISTANT	227	Less than 10
ADMINISTRATIVE ASSISTANT	56	Less than 10
ADMINISTRATIVE OFFICER	45	Less than 10
ASSISTANT YOUTH WORKER	25	13
CARE MANAGER	40	Less than 10
CLERICAL ASSISTANT	165	14
CLERICAL OFFICER	15	Less than 10
COMM LEARNING & DVLPT WKR	36	13
COMMUNITY LEARNING & DVLPT WORKER	17	Less than 10
CORPORATE RECOVERY OFFICER	23	13
CUSTOMER SERVICES ADVISER	41	11
DEPUTE HEAD TEACHER	40	10
DOMESTIC ASSISTANT	42	Less than 10
EARLY YEARS EDUCATOR	102	
EARLY YEARS PRACTITIONER	104	
EARLY YEARS SUPPORT ASSISTANT	26	Less than 10
ESCORT	47	Less than 10
FAMILY SUPPORT WORKER	32	Less than 10
HEAD TEACHER	39	14
HOME CARE WORKER	38	Less than 10
LINK SCHEME EARLY YRS PRACTITIONER	18	Less than 10
LRNG & ORGANISATIONAL DVLPMNT ADVISER	15	Less than 10
PRIMARY EARLY YEARS SPPRT ASST(P/T)	198	Less than 10
PRINCIPAL TEACHER	175	97
PROBATIONER TEACHER	46	19
PUPIL SUPPORT WORKER	20	Less than 10
RESOURCE MANAGER	23	Less than 10
SECONDARY SCHOOL SUPPORT ASSISTANT	52	Less than 10
SECRETARY	21	
SENIOR CLERICAL ASSISTANT	49	Less than 10
SENIOR EARLY YEARS PRACTITIONER	22	Less than 10
SENIOR FAMILY SUPPORT WORKER	18	
SENIOR SOCIAL CARE OFFICER	24	Less than 10
SHELTERED HOUSING AUXILIARY (P/T)	30	
SHELTERED HOUSING WARDEN	65	13
SOCIAL CARE OFFICER	176	52
SOCIAL CARE ORGANISER	23	Less than 10
SOCIAL CARE WORKER	440	57
SOCIAL WORKER	131	23
SUPPORT WORKER	40	12
TEACHER	903	186
TEAM LEADER	17	25
TEAM MANAGER	51	17

SUMMARY OF GENDER OF EMPLOYEES BY GRADE

Grade	Female	Male
GRADE 1	46	Less than 10
GRADE 2	55	27
GRADE 3	378	207
GRADE 4	365	125
GRADE 5	276	147
GRADE 6	500	282
GRADE 7	966	193
GRADE 8	262	143
GRADE 9	160	117
GRADE 10	136	125
GRADE 11	241	122
GRADE 12	60	45
GRADE 13	14	38
GRADE 14	Less than 10	Less than 10
GRADE 15	Less than 10	Less than 10
GRADE 16	Less than 10	Less than 10
GRADE 17	Less than 10	Less than 10
GRADE 18		Less than 10
GRADE 19	Less than 10	Less than 10
MISCELLANEOUS GRADE	Less than 10	Less than 10
APPRENTICES/MOD APPS	11	50
CRAFT GRADES	Less than 5	301
CHIEF EXECUTIVE	Less than 5	Less than 10
CHIEF OFFICER	22	34
CHARTERED TEACHER EDU	57	Less than 10
DEP HEAD/HEAD EDU	81	24
EDUC PSYCHOLOGY SERVICE EDU	12	
EDUC SUPPORT OFFICER EDU	Less than 10	Less than 10
MUSIC INSTRUCTOR EDU	Less than 10	21
PRINCIPAL TEACH EDU	181	99
PROBATIONER EDU	47	19
QUALITY IMPROVEMENT EDU	Less than 10	Less than 10
UNPROMOTED TEACH EDU	844	177

SUMMARY OF NON-DISABLED AND DISABLED EMPLOYEES BY GRADE

Grade	Non-disabled	Disabled
GRADE 1	52	Less than 10
GRADE 2	79	Less than 10
GRADE 3	565	20
GRADE 4	487	Less than 10
GRADE 5	411	12
GRADE 6	771	11
GRADE 7	1,139	20
GRADE 8	397	Less than 10
GRADE 9	267	10
GRADE 10	257	Less than 10
GRADE 11	354	Less than 10
GRADE 12	102	Less than 10
GRADE 13	51	Less than 10
GRADE 14	Less than 10	
GRADE 15	Less than 10	
GRADE 16	Less than 10	
GRADE 17	Less than 10	
GRADE 18	Less than 10	
GRADE 19	Less than 10	
MISCELLANEOUS GRADE	Less than 10	Less than 10
APPRENTICES/MOD APPS	60	Less than 10
CRAFT GRADES	300	Less than 10
CHIEF EXECUTIVE	Less than 10	Less than 10
CHIEF OFFICER	56	
CHARTERED TEACHER EDU	64	
DEP HEAD/HEAD EDU	105	
EDUC PSYCHOLOGY SERVICE EDU	12	
EDUC SUPPORT OFFICER EDU	Less than 10	
MUSIC INSTRUCTOR EDU	30	
PRINCIPAL TEACH EDU	279	Less than 10
PROBATIONER EDU	66	
QUALITY IMPROVEMENT EDU	Less than 10	
UNPROMOTED TEACH EDU	1,013	Less than 10

SUMMARY OF RACIAL GROUPS OF EMPLOYEES BY GRADE

Grade	Minority Racial Group	Non Minority Racial Group	Prefer not to answer or Unspecified
GRADE 1	Less than 10	48	Less than 10
GRADE 2	Less than 10	67	13
GRADE 3	Less than 10	511	65
GRADE 4	Less than 10	429	53
GRADE 5	Less than 10	383	35
GRADE 6	Less than 10	719	60
GRADE 7	19	1,012	128
GRADE 8	Less than 10	362	34
GRADE 9	Less than 10	252	19
GRADE 10	10	237	14
GRADE 11	Less than 10	335	25
GRADE 12	Less than 10	95	Less than 10
GRADE 13		48	Less than 10
GRADE 14		Less than 10	Less than 10
GRADE 15		Less than 10	
GRADE 16		Less than 10	Less than 10
GRADE 17		Less than 10	
GRADE 18		Less than 10	
GRADE 19		Less than 10	
MISCELLANEOUS GRADE		Less than 10	Less than 10
APPRENTICES/MOD APPS		61	
CRAFT GRADES	Less than 10	258	43
CHIEF EXECUTIVE		Less than 10	
CHIEF OFFICER		55	Less than 10
CHARTERED TEACHER EDU	Less than 10	40	23
DEP HEAD/HEAD EDU	Less than 10	73	30
EDUC PSYCHOLOGY SERVICE EDU		Less than 10	Less than 10
EDUC SUPPORT OFFICER EDU		Less than 10	Less than 10
MUSIC INSTRUCTOR EDU		11	19
PRINCIPAL TEACH EDU	Less than 10	179	99
PROBATIONER EDU	Less than 10	57	Less than 10
QUALITY IMPROVEMENT EDU		Less than 10	Less than 10
UNPROMOTED TEACH EDU	17	693	311

EMPLOYEE EQUALITY MONITORING

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 requires all listed public authorities to take steps to gather information on the composition of the authorities workforce and information on recruitment, development and retention of employees relating to the relevant protected characteristics.

The public sector equality duty covers the following characteristics: age, disability, gender, gender reassignment, pregnancy and maternity, race, religion or belief and sexual orientation.

The purpose of the legislation is to ensure that public authorities:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010;
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not; and
- Foster good relations between people who share a protected characteristic and those who do not.

Information

The information detailed in this report has been compiled from a number of different and independent information systems. These systems are Resourcelink (Payroll/Personnel System), TalentLink (National Recruitment Portal), individual Service's training records/databases, Brightwave (the Council's online training package) and the Council absence management system.

The Equality Act requires local authorities to report on the composition of their Education Authority separately from the rest of the authority's employees. To that end the employees of the Education Service have been reported separately in the attached Appendices.

In accordance with the Equality and Human Rights Commission guidance, no record of less than ten has been reported in the attached Appendices.

MyView - Self Services System

The Council is currently in the process of implementing MyView, the self service module of Resourcelink. It is intended that employees who have access to computer facilities update their own records relating to their personal and equality information. It is hoped that this approach will help improve the accuracy and disclosure levels of existing employees.

Resourcelink will be developed to allow disciplinary and grievance information to be recorded and reported.

Due to the range of jobs undertaken across the Council, a significant number of employees do not have access to computer facilities and attention will require to be given to ensuring that there is a mechanism for this group of employees to update and maintain their personal information.

Non Disclosure of Equality Information

	Non Disclosure Rates	
	Education	Council
Race	22.1% (23%)	13.7% (15%)
Religion or Belief	31.2 (33%)	26.9% (29%)

Table 1

The above table details non-disclosure rates for employees who either did not answer the question or chose not to provide their details.

The Council has full disclosure rates for employees with regard to age and gender. Table 1, above details the non-disclosure rates for race and religion or belief. These levels have marginally improved over 2015 figures which can be seen in italics in the table.

Disability has high disclosure rates. However of the 137 employees who said they have a disability, 47 have chosen not to provide details of their disability.

Non-disclosure rates continue to drop due to the turnover in employees and the efforts being made to encourage new starts to fully disclose their information.

The merits of disclosing equality information will be communicated to all employees through existing communication channels and in conjunction with the trade unions and it is hoped that this approach will help facilitate greater disclosure of information.

New Starts

Following the introduction of the New Start form which incorporates all protected characteristics stipulated in the Equality Act, the Council's non-disclosure rates have greatly reduced for new employees. However, there remains high levels of incidences where new employees have chosen "Prefer Not To Answer" with regard to religion or belief and race, with 26% of new starts choosing not to provide their religion or belief and 25% choosing not to provide their Ethnic Background. Efforts require to be made to keep this to a minimum.

Maternity and Pregnancy

117 females returned from maternity leave during 2016, with a further nine leaving employment at the end of their maternity leave or soon after their return.

At their return to work or soon after their return, 44 females changed their employment status from full-time to part-time following requests through the Flexible Working procedure. Currently there is no method of recording employees who failed with their flexible working request. However Human Resources received one flexible working appeal from an employee whose application had been refused by their line manager due to the burden of additional costs and detrimental effect on the efficient and effective operation of the services.

The average length for maternity leave across the 126 females was just over nine months with the highest being 12 months and the lowest being five months.

No females who were pregnant or off on maternity leave were subject to disciplinary proceedings or lodged a grievance.

Recruitment

In 2016, the Council recruited on 440 occasions employing 739 people on a permanent, temporary or casual/supply basis. From the information detailed in the attached Appendices, 4.2% of applicants stated that they have a disability and 2.1% of successful candidates advised that they have a disability. 9.6% of applicants came from a racial minority group, with 6.3% of successful candidates advising that they came from a racial minority group. 3.8% of applicants identified themselves with a non-Christian religion or belief with 2.5% of successful candidates identifying themselves with a non-Christian religion or belief.

Sexual Orientation

Currently only new starts have had the opportunity to provide this information. An analysis of the information held in Resourcelink is shown at Table 2 below.

Sexual Orientation	Employees
Bisexual	<10
Gay	22
Heterosexual	1144
Lesbian	16
Prefer not to Answer	110

Table 2

Employees will be given the opportunity to provide their information on this characteristic once MyView has been fully implemented.

The National Recruitment Portal has been developed to allow the Council to report on the sexual orientation of all job applicants and successful applicants. Details of job applicants are listed in the tables below broken down by the Council and Education.

Council

Sexual Orientation	All Applications	Successful Applicants
Bisexual	100	<10
Gay	128	<10
Heterosexual/Straight	9034	615
Lesbian	85	<10
Other	29	<10
Prefer Not to Answer	296	18
Blank/Unknown	327	92

Table 3

Of the 739 successful applicants, the vast majority declared themselves to be heterosexual/straight with 14 declaring themselves to be either bisexual, gay, lesbian or other.

Education

Sexual Orientation	All Applications	Successful Applicants
Bisexual	24	
Gay	29	<10
Hetrosexual/Straight	2481	307
Lesbian	27	<10
Other	<10	
Prefer Not to Answer	81	<10
Blank/Unknown	150	44

Table 4

Gender Reassignment

The Council has developed its systems to record information relating to gender reassignment. When MyView is fully implemented, employees will be given the opportunity to record their details for this characteristic.

Currently, no information is recorded where an employee has identified themselves as transgender.

11 job applications were received from individuals who identified themselves as being transgender. None of these candidates were successful with their application.

Marital Status

The below table details Dundee City Council's current employees by this characteristic.

Marital Status	Council	Education
Civil Partnership	<10	<10
Divorced	227	70
Married	2869	1021
Separated	122	37
Single	3554	1306
Unspecified	602	410
Widowed	33	<10

Table 5

The below table details all Dundee City Council's job applicants and successful applications by this characteristic.

Marital Status	Applications	Successful
Living with Partner	14.5%	15.8%
Divorced	3.8%	3%
Married/Civil Partnership	28%	34.2%
Separated	2.1%	2.3%
Single	47.2%	31.3%
Unspecified	2.9%	12%
Widowed	0.5%	0.5%

Table 6

Disability Related Absence

The Council developed an absence management system which enables the recording and monitoring of absence which are related to an employee's disability. In 2016, 82 instances of absences were recorded as being related to an employee's disability and accounted for 2527.5 lost working days or 3.8% of all days lost that year.

The average length of an absence related to a disability was 30.8 days. However, it should be noted that 24 absences were over 30 days in duration accounting for 2,084 days lost, averaging 86.83 days per absence. The remaining 58 absences which were less than 30 days accounted for 443.5 days lost, averaging 7.65 days per absence.

The average length of an absence in the Council is approximately 8 days. When the absences lasting over 30 days excluded from the calculation employees with disabilities compare favourably with the Council's average.

The absence management system ensures that all absence are deal with in accordance with Council procedure and that support where necessary is provided at an early or appropriate stage.

A collaborative Health and Wellbeing Group which comprises of employees of the Human Resources Division, trade union representatives and other interested parties. The purpose of the group is to look at ways of reducing sickness absence amongst the workforce by supporting our employees to remain in work and preventing absences. An attendance support plan has been recently introduced to enable managers to support employees to remain in work whilst they go through medical treatment.

Employee Personal Development Review

Dundee City Council offers employees an annual Employee Personal Development Review (EPDR) during which training and development needs are assessed and planned for. Due to the ongoing changes within the Council and the difficulty in developing a learning and development system, it has not been possible to fully record all instances where an employee has had an EPDR nor has it been possible to provide employees equality details. Individual services records show that approximately 3,800 employees have had an EPDR. As development opportunities are typically agreed at these meetings and over 30,000 occasions of training and development have occurred in 2016, it can be concluded that a large proportion of Dundee City Council's workforce have benefited from the EPDR process.

Learning and Development

In 2016, Dundee City Council employees attended 757 individual training or development sessions underlining the Council's commitment to developing its workforce and providing the best possible services to the people of Dundee.

430 employees attended training or development sessions specifically dealing with equalities issues. All Council employees are required to complete Equality and Diversity training irrespective of the duties they undertake in a bid to ensure that equality and diversity principles are instilled in all Council services.

Young Workforce

Dundee City Council is committed to developing its workforce and providing job opportunities for the young people of Dundee. 62 young people are currently undertaking apprenticeships within the Council ranging from traditional trades apprenticeships to Social Care, Business Administration and Information Technology etc.

The apprenticeships range in duration from one year to four years and the qualifications range from SVQ to degree level. On the successful completion of the apprenticeship, many of the young people will be placed in the post permanently, subject to a competency based interview.

In 2016, Dundee City Council organised a series of workshops with its partner organisations and community groups facilitated by consultants to promote the benefits of employing young people and to address the barriers to employment. A strategic approach joining up the employment of young people across the city is being taken forward by the council.

39% of Council employees are over the age of 51 and 8% are over the age of 61. In order to maintain service delivery, it is essential that the Council has a strategy in place to plan for the aging workforce.

Census Information

When comparing Dundee City Council employee information against 2011's census information, it becomes apparent that the Council's workforce is under-represented across many of the equality characteristics.

The minority racial groups total 2.91% of all Council employees, whereas these groups comprise of 11.4% of Dundee's population. White British account for 91.58% of Dundee's population yet only accounts for 83.37% of the Council's workforces. Only when the non-disclosure rates for this characteristic are addressed will accurate comparisons be possible.

There appears to be big difference in the disability stated in the census compared to what has been recorded by Council employees with 52.41% of Dundee's population stating that they have a disability compared to 1.53% of the Council's workforce.

In terms of gender, the Council's workforce is made up of 66.67% female and 33.33% male, this is different from the census information which states that 51.98% are female and 48% are male.

The biggest single group within religion or belief in the census was no religion or belief which accounts for 40.85% of Dundee's population, this compares to 26.13% of Council employees. Employees who identified themselves as non-Christian in their belief accounted for 2.19% and the census accounted for 3.85%. Employees who identified themselves as Christian totalled 42.8% against the census which stated 48.76%.

26.98% of Council employees failed to provide their religion of belief and similarly to race accurate comparison can only be made once non-disclosure rates are minimised.

Future Actions

All employees of Dundee City Council will be asked to review their personal information currently held on Resourcelink and updated as necessary. The purpose of gathering this information will be communicated to all employees through existing departmental communication channels. The Chief Executive will communicate the importance of equality monitoring through the established monthly briefing system linking to our People Strategy.

Council computer systems will continue to be developed to hold equality information, enabling management information to be obtained in a timely and easily collated manner.

A detailed analysis of the census information and Dundee City Council employee information requires to be undertaken to look into the underlying reasons for the disparity in the information recorded for both.

The equality monitoring information will be discussed by the Equality and Diversity Steering Group and will remit the appropriate Departmental Equality Groups to develop actions where required.

The Human Resources and Business Support Division will continue to review the current Employee Equality Monitoring systems and procedures to ensure that Dundee City Council meets its obligation under the Equality Act.

COUNCIL - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY AGE FOR 2016

Age Bandings	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Up to 20	77	991	46	26	<10	19	58	368	20					11
21 - 30	1011	3447	215	128	12	270	741	4740	426	31	<10	<10	<10	115
31 - 40	1504	2069	174	288	38	513	991	6331	511	81	10	<10	<10	99
41 - 50	1922	1728	138	241	46	666	1256	8474	766	<10	18	<10	12	74
51 - 60	2312	1205	68	90	14	728	1584	8882	738		23	23	21	167
61 - 70	575	194	<10	11	<10	267	308	1664	149		<10	<10	<10	130
71 - 80	12	<10				11	<10	<10	<10					<10
81 and above														
No Entry		364	91	11				<10	<10			<10		

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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EDUCATION DEPARTMENT - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY AGE FOR 2016

Age Bandings	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Up to 20	12	155	<10	<10		<10	<10	21						
21 - 30	488	1056	123	51	<10	85	403	2002	51	15	<10	<10		48
31 - 40	750	675	94	143	14	244	506	2835	73	54	<10	<10	<10	54
41 - 50	723	516	68	127	24	268	455	2867	46	<10	<10	<10	<10	32
51 - 60	729	230	26	27	<10	273	456	2547	38		<10	<10	<10	56
61 - 70	149	14	<10	<10		87	62	343	<10			<10	<10	42
71 - 80	<10					<10								<10
81 and above														
No Entry		154	43	<10				<10				<10		

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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COUNCIL - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY DISABILITY FOR 2016

Disability	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Yes	137	427	16	19	No Successful candidates	51	86	720	2612				<10	<10
Yes - Hearing Impairment	<10	12	<10	<10		<10	<10	39	<10					<10
Yes - Learning Disability or Cognitive Impairment	10	115	<10	<10		<10	<10	90	<10					
Yes - Longstanding Illness or Health Condition	16	86	<10	<10		<10	<10	76	<10					<10
Yes - Mental Health Condition	<10	68	<10			<10	<10	18	<10					<10
Yes - Multiple Disabilities						<10								
Yes - Other	21	<10				<10	12	53	<10					<10
Yes - Physical Impairment	16	59		<10		<10	10	86	<10					
Yes - Sensory Impairment	<10					<10	<10	47	<10					
Yes - Visual Impairment	<10	30	<10	<10		<10	<10	<10						<10
Yes - Unspecified	47	26	<10	<10		16	31	298	<10		<10		<10	<10
Yes - Prefer not to Answer	<10	30		<10			<10	12	<10					
No	7267	9239	630	771		2419	4848	29729	2562	117	57	55	46	586
Prefer Not to Answer	<10	48	91			<10	<10	13						
No Entry	<10	285	<10	<10	<10	<10	11				<10		<10	

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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EDUCATION DEPARTMENT - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY DISABILITY FOR 2016

Disability	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals	
Yes	32	74	<10	<10	No successful Candidates	14	18	82	216					<10	
Yes - Hearing Impairment	<10	<10	<10	<10			<10	<10							<10
Yes - Learning Disability or Cognitive Impairment	<10	<10					<10	<10	<10						
Yes - Longstanding Illness or Health Condition	<10	27	<10	<10			<10	<10	38	<10					
Yes - Mental Health Condition	<10	<10					<10								
Yes - Multiple Disabilities	<10						<10								
Yes - Other	<10						<10	<10	18						
Yes - Physical Impairment	<10	12					<10	<10	<10						
Yes - Sensory Impairment	<10						<10	<10	<10	<10					
Yes - Visual Impairment	<10	<10	<10	<10			<10	<10							<10
Yes - Unspecified	<10	<10		<10			<10	<10	13	214					
Yes - Prefer not to Answer	<10	<10		<10				<10							
No	2821	2579	317	358			951	1870	10533		72	11	10	15	231
Prefer Not to Answer		10	<10												
No Entry	<10	137	42				<10	<10				<10			

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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COUNCIL - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY RACE FOR 2016

Race	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
African - (Inc.Scottish/British)	<10	20	<10			<10	<10	30	<10					
African - Other		52		<10										
Asian - Bangladeshi (Inc.Scottish/British)	<10	15				<10								
Asian - Chinese (Inc.Scottish/British)	<10	22		<10		<10	<10	17	<10					
Asian - Indian (Inc.Scottish/British)	13	42	<10	<10		<10	<10	65	<10					<10
Asian - Other (Inc.Scottish/British)	11	29	<10	<10		<10	<10	14	<10					<10
Asian - Pakistani (Inc.Scottish/British)	12	94	<10	<10	<10	<10	<10	23	<10					<10
Caribbean or Black - Black (Inc.Scottish/British)	<10	14					<10	<10						
Caribbean or Black - Caribbean (Inc.Scottish/British)		<10												
Caribbean or Black - Other		11												
Gypsy/Traveller														
Mixed or Multiple Ethnic Group	10	56	<10	<10		<10	<10	19	<10					<10
No Entry	49	343	92	<10	<10	14	35	170	17			<10		10
Arab - Other (Inc.Scottish/British)	<10	29	<10	<10		<10								
Arab - Arab (Inc.Scottish/British)														
Other Ethnic Background	<10					<10	<10	14	<10					<10
Prefer Not to Answer	968	77	<10	<10	<10	299	669	3334	211	23	<10	<10	<10	78
White - Eastern European	14	236	13	28	<10	<10	<10	89	<10					
White - Irish	36	74	<10	<10	<10	<10	32	183	18				<10	<10
White - Other British	382	662	42	36	<10	112	270	1821	167	<10	<10	<10	<10	37
White - Other White Ethnic Group	103	195	<10	16	<10	34	69	387	37	<10				11
White - Scottish	5798	8026	558	678	100	1983	3815	24306	2132	87	53	50	41	450

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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EDUCATION - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY RACE FOR 2016

Race	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
African - (Inc.Scottish/British)	<10	<10					<10	15						
African - Other		<10												
Asian – Bangladeshi (Inc.Scottish/British)	<10	<10				<10								
Asian - Chinese (Inc.Scottish/British)		<10												
Asian - Indian (Inc.Scottish/British)	<10	<10		<10		<10	<10	22						<10
Asian - Other (Inc.Scottish/British)	<10	<10	<10			<10	<10							
Asian - Pakistani	<10	23	<10			<10	<10	16						<10
Caribbean or Black - Black (Inc.Scottish/British)														
Caribbean or Black - Caribbean (Inc.Scottish/British)														
Caribbean or Black - Other		<10												
Gypsy/Traveller														
Mixed or Multiple Ethnic Group	<10	15	<10			<10	<10	<10	<10					<10
No Entry	<10	151	45	<10	<10	<10	<10	38				<10		<10
Arab - Other (Inc.Scottish/British)	<10	10	<10	<10		<10								
Arab - Arab (Inc.Scottish/British)														
Other Ethnic Background														
Prefer Not to Answer	623	17		<10		170	453	2060	62	19			<10	51
White - Eastern European	<10	67	<10	<10		<10	<10	18						
White - Irish	22	32	<10	<10	<10	<10	21	103	<10				<10	<10
White - Other British	144	172	20	17	<10	42	102	522	<10	<10			<10	12
White - Other White Ethnic Group	60	76	<10	<10	<10	22	38	181	<10	<10				<10
White - Scottish	1962	2201	276	320	39	715	1247	7636	144	49	11	10	12	155

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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COUNCIL - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY GENDER FOR 2016

Gender	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Female	4942	5373	461	493	67	2164	2778	21562	2193	117	34	22	31	390
Male	2471	4324	190	293	46	310	2161	8904	418		25	33	17	210
No Entry		269	88	<10					<10			<10		
Other														
Prefer Not to Answer		33		<10				<10						

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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EDUCATION - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY GENDER FOR 2016

Gender	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Female	2362	2182	262	261	35	910	1452	8754	192	72	10	<10	13	182
Male	492	476	61	101	12	55	437	1861	24		<10	<10	<10	51
No Entry		134	42	<10								<10		
Other														
Prefer Not to Answer		<10		<10				<10						

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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COUNCIL - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY RELIGION OR BELIEF FOR 2016

Religion or Belief	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Buddhist	<10	26		<10		<10	<10	22	<10					
Church of Scotland	1506	1588	125	178	31	524	982	6023	461	15	12	12	<10	124
Hindu	13	33	<10	<10		<10	<10	21	<10					<10
Jewish	<10	<10				<10	<10	<10	<10					
Muslim	23	145	<10	<10	<10	<10	14	58	10					<10
No Religion or Belief	2078	5227	307	321	37	740	1338	10041	989	38	16	14	11	159
Other Christian	455	658	55	51	<10	158	297	2109	169	<10	<10	<10	<10	50
Other Religion or Belief	114	169	11	13		35	79	586	40	<10	<10		<10	11
Prefer Not to Answer	1294	425	28	29	<10	357	937	4531	326	29	<10	10	<10	103
Roman Catholic	1212	1247	111	179	33	431	781	4648	428	15	22	<10	11	85
Sikh	<10	<10				<10	<10	40	<10					
Unspecified	706	472	94	12		211	495	2393	182	<10	<10	12	<10	63

No Entry/Unspecified - Applicant/Employee chose not to answer this question

The Equality and Human Rights Commissions guidance states that sub-sets of less than 10 should not be published. The guidance also ensures compliance with the Data Protection Act. Sub-sets of less than 10 are reported as "<10" above.

EDUCATION DEPARTMENT - JOB APPLICANTS AND EXISTING EMPLOYEES BROKEN DOWN BY RELIGION OR BELIEF FOR 2016

Religion or Belief	Employees in Post	Job Applicants	Newly Recruited Employees	Promoted - Applications	Promoted - Successful	Part Time - Employees	Full Time - Employees	Training & Development	Training & Development (Appraisal)	Return to Work - Maternity	Grievance	Disciplinary	Dismissals	Leavers excl. Dismissals
Buddhist	<10	<10				<10								
Church of Scotland	593	481	62	91	<10	249	344	2356	34	11	<10	<10	<10	47
Hindu	<10	10		<10		<10	<10	<10						<10
Jewish														
Muslim	13	36	<10	<10		<10	<10	16						<10
No Religion or Belief	622	1302	132	127	11	222	400	2259	40	20	<10	<10	<10	51
Other Christian	203	214	39	25	<10	60	143	910	19	<10				18
Other Religion or Belief	32	48	<10	<10		13	19	248	<10	<10			<10	<10
Prefer Not to Answer	720	94	<10	11	<10	175	545	2507	69	23		<10	<10	62
Roman Catholic	492	410	72	95	21	166	326	1680	42	11	<10	<10	<10	35
Sikh	<10	<10				<10	<10	27						
Unspecified	172	203	46	<10		69	103	610	<10	<10		<10	<10	16

No Entry/Unspecified - Applicant/Employee chose not to answer this question

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GENDER - CENSUS INFORMATION COMPARED WITH DUNDEE CITY COUNCIL

Gender	Census Information				2016		2016	
	Scotland	%	Dundee	%	Dundee City Council	%	Dundee City Council	%
Female	2,727,959	51.52	76,562	51.99	4,942	66.67	4,921	66.05
Male	2,567,444	48.48	70,706	48.01	2,471	33.33	2,529	33.95

RELIGION OF BELIEF - CENSUS INFORMATION COMPARED WITH DUNDEE CITY COUNCIL

Religion or Belief	Census Information				2016		2015	
	Scotland	%	Dundee	%	Dundee City Council	%	Dundee City Council	%
Buddhist	12,795	0.24	391	0.27	<10	-	<10	-
Church of Scotland	1,717,871	32.44	37,249	25.29	1,506	20.32	1,539	20.66
Hindu	16,379	0.31	706	0.48	13	0.18	14	0.19
Jewish	5,887	0.11	63	0.04	<10	-	<10	-
Muslim	76,737	1.45	3,875	2.63	23	0.31	27	0.36
No Religion or Belief	1,941,116	36.66	60,155	40.85	2,078	28.03	1,947	26.13
Other Christian	291,275	5.50	7,574	5.14	455	6.14	461	6.19
Other Religion or Belief	15,196	0.29	476	0.32	114	1.54	118	1.58
Prefer Not to Answer		0.00		0.00	1,294	17.46	1,366	18.34
Roman Catholic	841,053	15.88	26,991	18.33	1,212	16.35	1,218	16.35
Sikh	9,055	0.17	152	0.10	<10	-	<10	-
Unspecified	368,039	6.95	9,636	6.54	706	9.52	747	10.03

AGE - CENSUS INFORMATION COMPARED WITH DUNDEE CITY COUNCIL

	Census Information				2016		2015	
	Scotland	%	Dundee	%	Dundee City Council	%	Dundee City Council	%
Up to 20	1,259,714	23.79%	36,359	24.69%	77	1.04%	83	1.11%
21 to 30	703,939	13.29%	25,585	17.37%	1,011	13.64%	992	13.32%
31 to 40	669,111	12.64%	16,712	11.35%	1,504	20.29%	1,526	20.48%
41 to 50	807,912	15.26%	19,698	13.38%	1,922	25.93%	2,058	27.62%
51 to 60	691,867	13.07%	17,322	11.76%	2,312	31.19%	2,274	30.52%
61 to 70	578,879	10.93%	14,566	9.89%	575	7.76%	509	6.83%
71 to 80	383,618	7.24%	10,909	7.41%	12	0.16%	<10	-
81 and above	200,363	3.78%	6,117	4.15%				

DISABILITY - CENSUS INFORMATION COMPARED WITH DUNDEE CITY COUNCIL

Disability	Census Information				2016		2015	
	Scotland	%	Dundee	%	Dundee City Council	%	Dundee City Council	%
Yes	3,802,111	50.61	111,477	52.41	137	1.85	114	1.53
Yes - Hearing Impairment	350,954	4.67	9,864	4.64	<10	-	<10	-
Yes - Learning Disability or Cognitive Impairment	164,215	2.19	5,448	2.56	10	0.13	<10	-
Yes - Longstanding Illness or Health Condition		0.00		0.00	16	0.22	<10	-
Yes - Mental Health Condition	232,943	3.10	7,760	3.65	<10	-	<10	-
Yes - Multiple Disabilities	1,584,727	21.09	46,054	21.65				
Yes - Other	988,430	13.16	28,232	13.27	21	0.28	15	0.20
Yes - Physical Impairment	355,182	4.73	10,590	4.98	16	0.22	12	0.16
Yes - Sensory Impairment		0.00		0.00	<10	-	<10	-
Yes - Visual Impairment	125,660	1.67	3,529	1.66	<10	-	<10	-
Yes - Unspecified		0.00		0.00	47	0.63	21	0.28
Yes - Prefer not to Answer		0.00		0.00	<10	-	34	0.46
No	3,710,676	49.39	101,214	47.59	7,267	98.03	7,336	98.47
Prefer Not to Answer					<10	-		
No Entry					<10	-		

ETHNIC BACKGROUND - CENSUS INFORMATION COMPARED WITH DUNDEE CITY COUNCIL

Ethnic Background	Census Information				2016		2015	
	Scotland	%	Dundee	%	Dundee City Council	%	Dundee City Council	%
African - (Inc.Scottish/British)	29,186	0.55	1,163	0.79	<10	-	<10	-
African - Other	452	0.01	<10	-			<10	-
Asian - Bangladeshi(Inc.Scottish/British)	3,788	0.07	310	0.21	<10	-	<10	-
Asian - Chinese (Inc.Scottish/British)	33,706	0.63	1,274	0.86	<10	-	<10	-
Asian - Indian (Inc.Scottish/British)	32,706	0.62	1,417	0.96	13	0.18	16	0.21
Asian - Other (Inc.Scottish/British)	21,097	0.40	790	0.53	11	0.15	14	0.19
Asian - Pakistani	49,381	0.93	2,047	1.38	12	0.16	11	0.15
Caribbean or Black - Black (Inc.Scottish/British)	2,380	0.04	66	0.04	<10	-		
Caribbean or Black - Caribbean (Inc.Scottish/British)	3,430	0.06	167	0.11				
Caribbean or Black - Other	730	0.01	36	0.02				
Gypsy/Traveller	4,212	0.08	98	0.07			<10	-
Mixed or Multiple Ethnic Group	19,815	0.37	685	0.46	10	0.13	15	0.20
No Entry		0.00		0.00	49	0.66	51	0.68
Arab - Other (Inc.Scottish/British)	4,959	0.09	153	0.10	<10	-	<10	-
Arab - Arab (Inc.Scottish/British)	9,366	0.18	693	0.47			<10	-
Other Ethnic Background	14,325	0.27	846	0.57	<10	-	<10	-
Prefer Not to Answer		0.00		0.00	968	13.06	1033	13.87
White - Eastern European	61,201	1.15	1,990	1.34	14	0.19	12	0.16
White - Irish	54,090	1.02	1,369	0.92	36	0.49	36	0.48
White - Other British	417,109	7.86	7,783	5.25	382	5.15	413	5.54
White - Other White Ethnic Group	102,117	1.92	3,393	2.29	103	1.39	91	1.22
White - Scottish	4,445,678	83.73	123,827	83.60	5,798	78.21	5,737	77.01

DUNDEE CITY COUNCIL'S REPORT ON PROGRESS MADE TOWARDS ACHIEVING EQUALITY OUTCOMES APRIL 2017

Introduction

To measure and monitor Dundee City Council's progress toward meeting the equality outcomes and to further the mainstreaming of equality, service area leads are required to record quarterly updates on their progress using the City Council's Online Plan Monitoring database. This database keeps track of progress on all the projects and actions contained in the Single Outcome Agreement, Council Plan, Departmental Service Plans, Equality Outcomes and other Key Strategic Documents agreed by Dundee City Council and the Dundee Partnership.

Since the equality outcomes were drafted in 2013, there has been considerable change to services both in terms of new structures and the amalgamation of services. In addition, significant financial challenges and legislative changes such as the establishment of the Dundee Health and Social Care Partnership have added to the complex public sector environment that now exists. These and other changes over this period have impacted on our ability to sustain, deliver and measure on all our equality outcomes.

Despite these challenges, Dundee City Council is succeeding in its aim to place Equality and Diversity at the heart of all it does. The 2016 Employee Survey undertaken in August and September 2016, found that of the four 'Our People Strategy' themes, Dundee City Council employees were most positive about Equality Diversity and Fairness.

The following Equality Outcomes are based on the Dundee Single Outcome Agreements as specified in the Council Plan 2012 -2017

1. Dundee will be an internationally recognised city at the heart of a vibrant region with more and better employment opportunities people.
2. Our people will be better educated and skilled within a city renowned for learning, research, innovation and culture.
3. Our children will be safe, healthy, achieving, nurtured, active, respected, responsible and included.
4. People in Dundee will have improved physical and mental wellbeing and will experience fewer health inequalities.
5. People in Dundee are able to live independently and access support when they need it.
6. Dundee will be a fair and socially inclusive city.
7. Our communities will be safe and feel safe.
8. Our People will live in strong, popular and attractive communities.
9. Our communities will have high quality and accessible local services and facilities.
10. Our people will live in a low carbon, sustainable city.
11. Our customers will get the services they need in an efficient and customer focused manner.
12. Our organisation values and respects its employees so involves all equally in improving our services.
13. Dundee City Council will increase its understanding of the needs of people with protected characteristics to improve its service delivery.

EQUALITY OUTCOMES

DUNDEE SOA OUTCOME 1: Dundee will be an internationally recognised city at the heart of a vibrant region with more and better employment opportunities for our people. Dundee will have more of its young people with protected characteristics moving into employment, education, and training.

Protected Characteristics: Young unemployed including young people from Black and Ethnic Minority (BME) backgrounds/adult learners/young people with a disability and or sensory impairment/care leavers.

This equality outcome falls into five broad areas: Community Learning and Development/Adult Learning/Modern Apprenticeships and Pathways to Employment/Young People in Care.

- 1.1 Establish baseline figure and set targets for the number of young people with protected characteristics who are accessing support from CLD Youth Work programmes.
- 1.2 Community learning and development (CLD): Increase the number of young people in employability programme run by CLD.
- 1.3 Adult Learning: Increase the number of participants in Adult Learning progressing into volunteering, further education or work.
- 1.4 Modern Apprenticeships, Construction and Design Apprenticeship and Pathways to Employment: Develop Modern Apprentice programme and establish baseline information.
- 1.5 Dundee's Pathways to employment will enable people with protected characteristics to progress into sustainable jobs - identify opportunities for supporting employability in the city.
- 1.6 Develop a shared approach to apprentice engagement within the local construction industry.
- 1.7 Increase the number of young, care leavers and those with additional support needs accessing employment education and training opportunities.

UPDATES

- 1.1 **Base line:** A baseline for protected characteristics is still in development, however Cognisoft have been awarded a contract to develop and build a new database to cover all of Community Learning and Development and it is due to be completed by September 2017

- 1.2 **Community learning:** Communities Division reported that some 301 young people were involved in the Employability Programme. Grant aid funding was also provided to the Yusef Youth Initiative to develop a volunteering programme aimed at young BME people.



Community Learning and Development Strategy for Dundee.

<https://www.dundee.gov.uk/sites/default/files/publications/Dundee%20CLD%20Strategy%202015-18.pdf>

- 1.3 **Adult Learning:** In 2016, 107 adult learners moved into employment while a further 300 adults moved into volunteering and further learning opportunities.

Good practice: Dundee City Council's Human Resource Division participated in an employability speed mentoring workshop event by Amina and the Muslim Women's Resource Centre. Speed mentoring is a fun and interactive way for participants to gain experience, skills and knowledge from a professional, employer or existing employee. The event supported Muslim and/or minority ethnic women troubleshoot any careers issues or barriers they face and to get professional advice, including hints, suggestions and techniques in order to boost the confidence and determination of these women who statistically are one of the most economically disadvantaged groups in society.

- 1.4 **Apprenticeships:** Between 2013 and 2017 Dundee City Council recruited 41 female and 59 male apprentices. Mainstream apprentices in the Neighbourhood Services are active in supporting employability through its involvement with local and national initiatives such as Dundee's Pathways to Employment and the Get Ready for Work Programme. While awaiting government guidance planning for changes in legislation is already underway while still progressing new strategy plan. Base line information has been entered into Covalent and will continue to be monitored. Programme is in place across the Council and working with partners. Apprentice equality data is included within the Annual Employee Information reports.

Example: The Neighbourhood Services reported the development of a partnership agreement with Dovetail Enterprises, a local social enterprise, to support procurement opportunities that will help secure sustainable and worthwhile employment for people with physical and sensory impairments.

- 1.5 **Aftercare provision:** This has been increased through the Children and Young People Scotland Act from 21-26. This has now been fully implemented in Dundee. Positive destinations for care leavers and those with additional support needs are now embedded within the Children and Families Strategic Delivery Plans with 1 and 3 year outcome targets to measure progress.
- 1.6 **Shared Approach:** No further development is expected at present in relation to recruiting additional apprentices through the construction industry.
- 1.7 **Young People in Care:** Dundee City Council's Social Work Department reported that in June 2013, 40.5% of care leavers were in training, education or employment. By January 2015, this figure had risen to 48.3% of care leavers in education, training or employment.

DUNDEE SOA OUTCOME 2: Our people will be better educated and skilled within a city renowned for learning, research, innovation and culture.

Protected Characteristics: Adults from BME communities/adults with learning disabilities/adults who are deaf or hard of hearing/people with dementia.

This equality outcome falls into five broad areas: culture/literacy and numeracy/improved access for deaf and hard of hearing/in college supports/dementia care.

- 2.1 Increase the number of cultural events held within community centres. Increase number of individuals/groups involved in planning, delivering and evaluating Local Community Engagement Action Plans.
- 2.2 Increase the number of speakers of other languages accessing English for Speakers of Other Languages (ESOL) classes.
- 2.3 Increase the number of young people with additional support needs who access further education. EODO02A01f. Develop and expand in college support services. EODO02A01c. Develop and expand in college support services.
- 2.4 Care staff to undertake Best Practice in Dementia Facilitators Training at Stirling University.

UPDATES

- 2.1 **Culture:** Dundee City Council's Communities Division reported a wide diversity of events are available through the calendar year including the city-wide Women's Festival and support for the Dudhope Centre. There has been programme developments through the RNSO and Dundee Rep plus a plethora of seasonal events covering Burns Nights, Easter, Volunteers Week, Halloween, St Andrew's and Christmas celebrations. A new Centre Management System now records number of events and participation levels.

Example: In June 2015 Dundee International Women's Centre a £800 equality and diversity grant was awarded to celebrate the achievements of BME women who attend the Dundee International Women's Centre.



“The funding allowed the centre to hold a graduation ceremony that celebrated and recognised the achievements of DIWC learners and volunteers. Without the funding DIWC would not have been able to supply free crèche for learners, and resources that enabled the day to run smoothly and be a special event for all our learners and volunteers. At the event, 89 ladies and four children attended with 14 children in the crèche. “

- 2.2 **Non-English Speakers:** The Adult Learning Annual Report 2016 showed that from 2013 to 2016, more than 2,000 learners participated in English Speakers of Other Languages (ESOL) classes. The 2011 census identified that some 2,421 people in the city recorded that they 'do not speak English well or at all.

<http://www.dundee.gov.uk/sites/default/files/publications/adultlearning2016.pdf>

- 2.3 **Additional Support needs further education:** Responsibility for this action is transferring to Integrated Children's Services. The ICS Manager will consider how best to gather information through the secondary, post 16 and Disabilities and Complex needs. The information on students with additional support needs are now being held by Dundee and Angus College.

Year of Leaving:	2012/13	2013/14	2014/15
<i>% of school leavers entering Further Education</i>	35.5%	37.2%	35.9%
<i>% of school leavers with ASN entering Further Education</i>	55.3%	56.5%	54.6%

Source: Insight.

- 2.4 **Dementia Good Practice:** Approximately 100 care employees across all care homes completed Best Practice in Dementia training delivered by Stirling University. It is hoped the improved knowledge of employees should be reflected in the published Care Inspectorate grades of the care homes.

Example: The Care Home Liaison Team, 'Psychiatry of Old Age in Dundee' marks its first year in March 2017. The team was established to provide a dedicated service to residents living in care homes suffering mental ill-health and supports the wider care home team. The team of four nurses is supported by medical colleagues who provide specialist assessment and treatment to individual residents as well as facilitating training specific to older people with mental health issues and dementia.

DUNDEE OUTCOME 3: Our children will be safe, healthy, achieving, nurtured, active, respected, responsible and included.

Protected Characteristics: Young people with mental health issues/Young people at risk.

This outcome falls into seven broad areas: Psychological Support/Risk Taking/Health and Wellbeing/Developmental Activities/National Entitlement card/Youth Council/Youth Work Programmes.

- 3.1 **Psychology Services:** Increase level of specialist interventions from Educational Psychology services to residential units in order to increase capacity of staff to support educational outcomes.
- 3.2 **Risk Taking Behaviour:** Develop a sustainable peer education programme model across the city to address young people's risk taking behaviour i.e. substance misuse and under age sex.
- 3.3 **Health and Wellbeing:** Increase the number of young people accessing health and wellbeing information and services through the Youth Work Programme.
- 3.4 **Developmental Activities:** Undertake audit and further develop children's work provision within community centres.



3.5 **National Entitlement Card:** Enable integration of services for young people by delivering the National Entitlement Card for access to services across the community.

3.6 **Dundee's children from all protected characteristic groups will have opportunities to take part in healthy and developmental activities - young people engaged and influencing national developments in community planning and representative structures.**

UPDATES

- 3.1 **Educational Psychologists** are now attached to all the residential houses and meet with staff on a regular basis. Staff liaise with the educational psychologists around issues arising with the children and who provide training with staff on strategies to use with the children who have particular difficulties. All educational psychologists are linked to particular houses. Partnership working exists with regard to individual young people or training around employee needs.
- 3.2 **Peer Education:** A sustainable peer education programme 'Healthy Transitions' http://www.thecorner.co.uk/16_Peer-ledServices.htm now operates in each Secondary School in Dundee supported by Community Learning and Development.
- 3.3 **Health and Wellbeing:** Number of young people receiving Health and Well-Being is increasing through contact with locality based CLD Youth Work teams and The Corner's city wide programmes and drop in.
- 3.4 **Developmental Activities:** Children's Work Strategy completed a programme developing across seven community locations. Audit completed and Strategy being implemented. Children's work provision now transferred to Youth Work.
- 3.5 **National Entitlement Card:** National Entitlement Card application process now main-streamed and available for all primary and secondary school pupils in Dundee as well as for the entire population of the city post primary age. Advice and support provided

to all services who wish to integrate their service delivery with the National Entitlement Card.

- 3.6 **Youth Council:** Dundee Youth Council is growing in influence and increasing numbers of young people are engaging in elections for the Scottish Youth Parliament. The Youth Council have close links with LGBT work through the ALLSORTS group based at the Shore. James the YC chair represents LGBT at Scottish Youth Parliament. There are also several members of the Youth Council and MSP's who represent BME communities

DUNDEE OUTCOME 4: People in Dundee will have improved physical and mental wellbeing and will experience fewer health inequalities.

Protected Characteristics: Disability (mental health)/older people and people with dementia.

This outcome falls into four broad areas: Health Improvement/Active Lifestyles/Mental Health/Older People/Dementia Home Care.

- 4.1 Health Improvement: People in community regeneration areas have improved health.
- 4.2 Mental Health and Wellbeing: Increase the number of sessions targeting mental health and wellbeing with community centres.
- 4.3 People with Dementia: Develop and implement a joint 10 year Commissioning Strategy for older people and people with dementia.
- 4.4 Agree a model of Care Home Support which meets the needs of people with Dementia.
- 4.5 Dundee's people with additional requirements relating to their protected characteristics will be able to live independently and access support when they need it - People have more active lifestyles.
- 4.6 Dundee will improve the physical and wellbeing of protected characteristic groups at additional risk of poor health - people in community regeneration areas have improved health.

UPDATES

- 4.1 **Health Improvement:** Census data has now been integrated into the existing community profiles for each multi-member ward. The updated census profiles for each ward will enable work to be more effectively targeted to reduce Health Inequalities.
- 4.2 **Mental Health:** Figures for the first two quarters (April-Sep Oct-Dec 2016) are very positive, far greater than the previous year. There has been an increase the number of sessions targeting mental health and wellbeing with community centres to 1,882 providing increased opportunities for participation.
- 4.3 **Dementia:** Planning events were held to develop outcomes for the new local Joint Dementia Strategy. Engagement and consultation process commenced to obtain service users/carers views. A new model of early intervention is being developed with Alzheimer's Scotland and Dundee City Council is also taking forward a model of social care support. The Dementia Strategy is in final draft and the Older People Strategy is due in until 2018. Relevant information regarding this care group contributed to Dundee Health and Social Care Partnership Strategic and Commissioning Statement and Needs Assessment. The Dementia Strategy which relates to this document is progressing as well as a specific needs assessment related to dementia.
- 4.4 **Dementia Care Home Support:** A small working group was convened to look at this issue. It was agreed that best practice is to adapt care and support to meet the needs of the individual rather than move them. As a very high proportion of people going into care have dementia and this will continue to increase as ways are found to support people to be at home, this means care homes in the future all need to be geared up for dementia. Dementia friendly design has been used in Janet Brougham House and will be used in the Craigie House rebuild. It will also be promoted in the private and voluntary sector.

Funding was provided to all care homes in Dundee through the Change Fund to take part in the Promoting Excellence Dementia Champion programme from Stirling University.

This is being rolled out in all local authority care homes. Funding was also put into the Dementia Liaison Team to provide support to care homes. This is in addition to the work of Community Mental Health and Review Teams. Work is now underway to review this and a survey undertaken. Behaviours relating to dementia continue to challenge care homes and the model of supporting them is being continually reviewed.



Example: A Care Inspectorate Report in October 2016 found Janet Brougham House offered a warm and welcoming atmosphere. Residents and visitors said they felt comfortable and relaxed in the home. Two of the residents were very proud to show their rooms which they had made personal to them with their own furnishings, photographs and items that had a special meaning for them. This reinforced a homely environment, helped residents settle into the home and promoted a sense of attachment and belonging. Care

plans sampled confirmed the level of support each person required had been fully discussed and agreed with them and their relative, where this was their choice. Risk assessments informed the care plans which were seen to be reviewed regularly. Care plans varied in terms of the level of detail recorded. Detailed plans ensured employees could provide appropriate responsive care while recognising each individual's choice and preferences.

Entries in care planning documentation demonstrated how the care home service linked with healthcare professionals, such as GPs, district nurses and physiotherapists, to promote good health for the residents. A visiting professional noted how well employees had implemented the advice given to support a resident through a period of recovery. They were most impressed with the progress the resident had made and put this down to the commitment of employees.

Employees are progressing through the University of Stirling's Best Practice in Dementia Care learning programme. Employees told us this had given them a better understanding of dementia and how it may affect the person. Having this insight had enabled them to put a suitable care plan in place, guiding staff practice to help reduce any anxieties the person may experience. Training records also demonstrated that staff had accessed a range of additional training relevant to their role.

- 4.5 **Active Lifestyles:** Unable to report on this action due to changes in Leisure and Culture Dundee strategy.
- 4.6 **Improved Health:** Tackling health inequalities is a long-term goal. There has been a move over the last year to bring together the work of dedicated health inequalities teams in the city including Dundee Healthy Living Initiative, Equally Well and Social Prescribing to ensure better targeting of services. New SIMD data was released in 2016 to assist this process.

DUNDEE OUTCOME 5: People in Dundee are able to live independently and access support when they need it.

Protected Characteristics: People with disabilities/Frail elderly.

This outcome falls into three broad reporting areas: Transport/Home Care/Community Supports.

- 5.1 **Demand Responsive Transport:** Introduce Demand Responsive Travel and ensuring appropriate Public Transport Network will allow older people to access treatment and support from wherever they live in Dundee.
- 5.2 **Homecare Support:** Dundee's older people and people with disabilities will have access to appropriate supports to enable them to live independently.

- 5.3 **Older People:** Older people and other adults receive care, treatment and support in community settings as opposed to long-term care settings.

UPDATES

- 5.1 **Transport:** The current focus of activity in this area is on the continued operation of the Taxicard Scheme to ensure continued accessible transport for social inclusion. The local bus network provides the majority of the transport options for residents of Dundee. However, community based options such as Community Cars and Community Transport Public Social Partnerships are emerging as other options.
- 5.2 **Homecare Support:** 1,396 people received an enablement service during 2013/14. Enablement provides support and rehabilitates people in their own homes, with escalating social care needs and the service usually follows a hospital admission. Of the 1,396 people who received an enablement service, 63% required a reduced homecare package or no homecare package following enablement. This is an improvement on previous years. During the period of this plan, enablement services were redesigned to support all appropriate adults being discharged from acute and non-acute hospital services to receive an enablement service. The service was also redesigned to support all new referrals to the Social Work Department to access the service. The service was expanded to support the introduction of medication reviews by a pharmacy technician and more closely aligned to both community rehab at home services with dedicated Allied Health Professional input, and to support the enhanced care model linked to GP practices. The service continues to demonstrate good outcomes for those people using the service.
- 5.3 **Older People:** Change Fund developments progressing. Model of early intervention developed jointly with Dundee CHP/NHS Tayside has ensured more older people are identified at an early stage and health and social care interventions accessed to treat and care for at home rather than in a hospital setting. Housing with care availability is increasing. Accommodation requirements for adults mapped out and work progressing with Neighbourhood Services and Housing Associations to scope out potential accommodation.

EQUALITY OUTCOME 6: Dundee's people with protected characteristics will feel safe.

Protected Characteristics: People who are victims of hate crimes/incidents due to their perceived disability, religion or belief, race, sexual orientation or transgender status.

This outcome falls into two broad reporting areas: Safer City Centre/Tackling Hate Crime.

- 6.1 **Safer City Centre:** Deliver a safer city centre initiative to create a city where our communities will be safe and feel safe, and to discourage anti-social behaviour:
- 6.2 **Tackling Hate Crime:** Dundee will reduce the levels and fear of hate crime - support the Hate Incident Multi Agency Partnership:

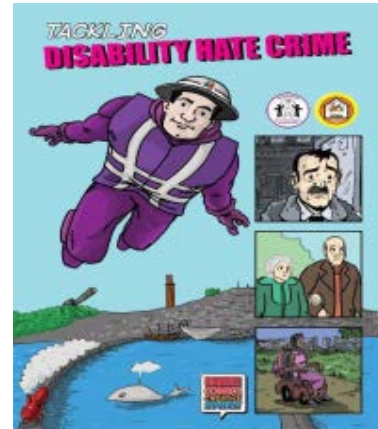
UPDATES

- 6.1 **Safer City Centre:** Keep Safe is a Police Scotland led initiative developed in partnership with I Am Me Scotland to raise awareness and increase reports of hate crime. Keep Safe works with a network of local businesses to create safe places for disabled, elderly and vulnerable people to go if they are lost, scared, need help or if they are the victim of crime. Businesses who agree to take part in the initiative are checked by Police Scotland and issued with a Keep Safe Sticker to display in their premises window to let vulnerable people know that they provide a Keep Safe place. If a person goes into the Keep Safe place they may have a Keep Safe card which holds information about their health, how they communicate and contact details of people who can help them. A staff member will reassure the person and ring one of the numbers on the card and/or contact the police if a crime has been committed. Keep Safe was launched to coincide with Learning Disability Week. Advocating Together (Dundee) a local Independent Advocacy organisation that



benefits people with learning disabilities and/or autism is the lead for the Dundee Safe Place Initiative.

- 6.2 **Hate Crime:** The Hate Crime Multi-Agency Partnership (HIMAP) continues as a mainstreamed Community Safety Partnership process supported by Dundee City Council, Police Scotland, SACRO, Dundee Voluntary Action, NHS Tayside, Victim Support, Terence Higgins Trust, and Advocating Together. The group is currently chaired by Police Scotland. The group continues to work where it can to address trends in hate crime. Dundee City Council have now produced a hate crime reporting policy and it is hoped that other organisations may follow suit. In December, Advocating Together and Dundee Comics Creative Space launched their new 'Tackling Disability Hate Crime' comic. The comic was created by the advocates from Advocating Together and young people and artists from Dundee Comics Creative Space.



EQUALITY OUTCOME 7: Dundee will be a fair and inclusive city.

Protected Characteristics: All people with protected characteristics.

This outcome falls into three broad reporting areas: Discretionary Benefits and Welfare Budget/Community Grants.

- 7.1 Discretionary Housing Benefit Payments and Scottish Welfare Fund Budget.
- 7.2 Community grants: Increase the number of voluntary sector projects accessing community grants.
- 7.3 Improve access to services for the deaf/hard of hearing community through development of literacy support and British Sign Language identification card.

UPDATES

- 7.1 **Housing and Welfare:** All applications are being processed within the revised April 2016 Scottish Government guidelines of two days for Crisis Grants and 15 days for Community Care Grants. All applications up-to-date at year end.
- 7.2 **Grants:** In 2012/2013, 110 community groups were awarded Dundee Partnership community regeneration funds. In the six month period between April 2014 and March 2017, 615 grants were approved for up to 117 community groups.

Dundee Partnership Grants to Community Organisations

	2013-14	2014-15	2015-16	2016-17
Number of Grants approved	138	140	166	171
Number of organisations receiving grants	92	92	117	109

- 7.3 **Deaf and Hard of Hearing:**



At the request of Deaf and British Sign Language, user groups in the city and in partnership with Deaf Action, Dundee City Council funded a Deaf Awareness Card. The card can be presented to Council/Police/NHS and other agencies informing them of the need to request a BSL signer. This service will be reviewed as part of the wider BSL

Act engagement process. To date 69 cards have been issued and they use them regularly in NHS settings and other agencies. The feedback is that service users like them and use them in all sorts of settings. They feel more relaxed having them in their purse/wallet as they can pull the card out quickly if there are any problems with communication.

In 2014, Dundee City Council's Customer Services undertook a re-launched of its Text Service for people who use British Sign Language or who are hard of hearing at a meeting of the Tayside Deaf Hub. The re-launch aimed to promote the service directly to the deaf community in response to a very poor take-up of the service in the preceding two years. To date, January 2017, the City Council has had zero take-up of the Text Service. A decision on the future of the service will form part of the wider BSL Act engagement process.

Dundee City Council's Corporate Management Team agreed, in principle, and subject to Committee approval, the recommendations in the BSL and Hard of Hearing Report. The report proposed Dundee City Council fund a two year pilot programme to provide an online interpreting service and install dedicated BSL online access points at key Council locations. The introduction of the Contact Scotland BSL online service led to a decision not to proceed with Dundee City Council's online interpreting service.

Over 222 Council employees have received deaf and deafblind awareness training since April 2013-December 2016. This figure includes Leisure & Culture Dundee, Customer Services, Revenues and Social Care/Work employees.

A planned program to install fixed hearing loop induction systems in Council reception areas and public and staff meeting rooms is being developed. This will inform the wider BSL Act engagement process.

Training is now being provided to Council employees who have a responsibility for corporate and departmental web-based information to ensure that it is accessible to all groups with communication issues. This will inform the wider BSL Act engagement process.

Dundee City Council is committed to improving engagement with the deaf and hard of hearing communities in preparation for the forthcoming introduction of the British Sign Language (Scotland) Bill.

EQUALITY OUTCOME 8: Our People will live in strong, popular and attractive communities.

Protected Characteristics: Race/Disabilities.

This outcome falls into three broad reporting areas: Racist Graffiti/Accessibility/Involvement.

- 8.1 Racist and offensive graffiti cleaned within the 24hrs of its reporting.
- 8.2 Dundee's communities will have physical environments which are accessible to those with physical disabilities. Delivering Capital Plan programme e.g. school estate, community centres, leisure centres, integrated community health projects, environmental improvements, open space strategy, coastal protection etc.
- 8.3 Increase the number of individuals and/or groups involved in the planning, delivery and evaluating of festivals and other community events.
- 8.4 Support and increase the activity of community groups involved in the management and maintenance of open spaces including community clean ups and Neighbourhood Environmental Action Teams.

UPDATES

- 8.1 **Graffiti:** Neighbourhood Services reports that racist graffiti is removed at the earliest opportunity. Anecdotal reports suggest that incidents of racist graffiti in the city are rare.
- 8.2 **Accessible:** The Asset Management Plan continues to inform works locations. The budget associated with access works is now managed by City Development as well as the Disabled Access budget of £50,000 per year. City Development now require all known building related disabled access needs are suitably prioritised and included within the services property portfolio.

Dundee City Council continues to fund DisabledGo to employ people with a disability to undertake and publish access assessments of public venues across the city. To date the accessibility features of over 1,000 venues in the city from changing places toilets to laundrettes, pubs and voting poll stations are all available on line <http://www.disabledgo.com/organisations/dundee-city-council/main-2>



- 8.3 **Involvement:** Neighbourhood Services reported that census data is now available and profiles have been created for each ward that will assist in more effective targeting of people with protected characteristics. 15 community-led festivals were hosted between June and September 2015. Some of the festivals attract thousands of people such as the Broughty Ferry Gala Day, Celebration in Baxter Park and West Fest. Community festivals continue to be a high local priority and numbers involved in planning and delivering continue to increase.
- 8.4 **Community Clean Ups:** 20 clean ups have been planned as part of the Clean Up Scotland Campaign.

EQUALITY OUTCOME 9: Our communities will have high quality and accessible local services and facilities.

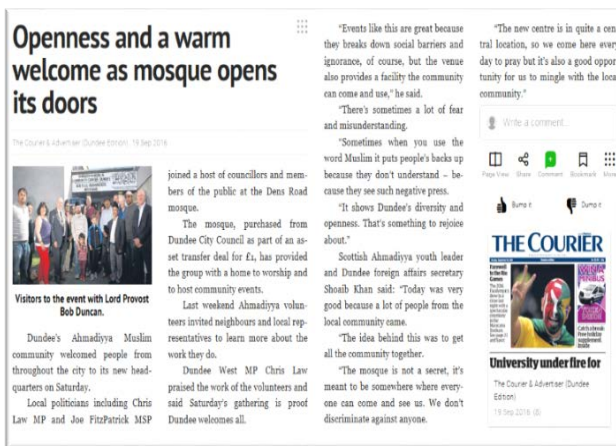
Protected Characteristics: People with disabilities/Frail elderly.

This outcome falls into four broad reporting areas: Responsive and Accessible Travel/Community Engagement in Travel Issues/Community Asset Transfer.

- 9.1 Dundee's travel network will be responsive to the needs of those with limited mobility.
- 9.2 Engage and react to community needs through participation of Local Community Planning Partnerships (LCPPs).
- 9.3 Develop and implement strategy to build community capacity within community groups to enable the transfer of appropriate land and assets to the community:

UPDATES

- 9.1 **Transport:** The Council will be reviewing its transport offerings during 2017 with a view to the introduction a new model for delivering transport for people with restricted mobility. This will focus on using existing Council resources to deliver more affordable journeys for those citizens who struggle to use the local bus network. Until then discounted taxi travel will continue to be available to Taxicard Scheme members, complemented by Community Cars, Good to Go and other third sector transport services.
- 9.2 **Transport Engagement:** Dundee Transport Forum was established in September 2014 to develop regular engagement between officers from Dundee City Council, NHS Tayside and TACTRAN (Tactran is one of seven statutory Regional Transport Partnerships), user groups and third sector organisations in the city. The Dundee Transport Forum is now involved in advising Dundee City Council's on transport issues related to Local Outcome Improvement Plans.
- 9.3 **Asset Transfer:** Dundee City Council Community Asset Transfer Strategy can be viewed at <http://www.dundeecity.gov.uk/sites/default/files/publications/catstrategy.pdf>. The Council continues to work with community groups who are identifying potential funding sources and a number of these will require to lease the ground from the Council. The Community Empowerment Act is now in place with the Community Asset Transfer (CAT) Guidance launched in January 2017. It is recognised that the opportunity that CAT can provide to transform neglected buildings and land into thriving hubs of culture, business and innovation by third sector organisations. Dundee Partnership and Dundee TSI have invited third sector organisations to a Community Asset Transfer Event in March 2017.

Example:

“Ahmadiyya Muslim Community in Dundee is a small community and has been in existence for the last 20 years or so and needed a place to have their Mosque as members number increased. They were praying in their individual member’s houses in rotation until last year. With information and help about asset transfer programme from Dundee City Council they started their application process for a property about three years ago and went through Stage 1 and Stage 2 process. They had full co-operation

and support of local community in Dundee especially in the Coldside area and also Dundee City Councillors, MSPs, MPs and also the Lord Provost of Dundee which ultimately enabled them to acquire a property in July 2016 on Dens Road.”

EQUALITY OUTCOME 10: Our people will live in a low carbon, sustainable city.

Protected Characteristics: All protected characteristics.

- 10.1 People with protected characteristics are aware of, and actively involved in, the development of a low carbon, sustainable city:

UPDATES

- 10.1 Following Councillors approval of changes to waste and recycling services, a targeted schedule of awareness activities is ongoing across the city to promote the Zero Waste message and provide support for householders in utilising their new services. This will be supported by an enhanced education strategy for schools which focuses on the Zero Waste message and encourages behaviour change both in the classroom and at home. Neighbourhood Services is actively promoting awareness of the changes to community groups to contact them if their members want more information and this being made available in five community languages and in large print.

EQUALITY OUTCOME 11: Our customers will get the services they need in an efficient and customer focused manner.

Protected Characteristics: All protected characteristics.

This outcome falls into seven broad reporting areas: Service Monitoring/Equality Impact Assessments/Training/Housing/Citizen Satisfaction.

- 11.1 Dundee City Council will increase its understanding of the needs of its service users with protected characteristics to improve its service delivery and monitoring across the Council is developed utilising improved IT systems.
- 11.2 Improvements are made to the quality and robustness of the Council’s Equality Impact Assessments to ensure that any policy for practice gives due regard to the Equality Duty.
- 11.3 Training: Equality Training is further developed so all staff are aware of the Council’s Equality Duty and good equality practice.
- 11.4 Council housing allocation will reflect the diverse population of the city: Gather information on the ethnic origin of all applicants to ensure equal opportunities of access to social housing.
- 11.5 Council customers will be satisfied with their experience in using Council services and contacting the Council by phone, text and internet and within Council offices.

UPDATES

- 11.1 **Understanding:** Dundee City Council's Equality and Diversity Co-ordinator has been tasked with promoting the use of equality data to improve service planning and deliver across all Council services. The Council Management Team approved a report on the governance and delivery of equality and diversity across the Council. Among the agreed actions was that the new Corporate Equality and Diversity Group establish a working group to develop corporate guidance for gathering and using equalities information to inform practice across the Council.

This action is unlikely to be achieved within the current (2013-2017) equality outcome timetable but will be progressed as part of the Council's mainstream equality actions as improved data management becomes available.

- 11.2 **Impact Assessment:** A new online single assessment tool has been developed and agreed by the City Council. The new tool aims to support officers in recording that due consideration to Equality and Diversity, fairness and poverty, environment and corporate risk has been given to policy and practice. The tool has been tested and briefing sessions held for services management teams. Councillors have indicated that they wished to see more background information on LGBT issues and this has been updated in the accompanying guidance. The tool and related training is expected to be rolled out by June 2017.

- 11.3 **Training:** A report by the Head of HR and Business Support reviewed the current model for learning and development in April 2015: Stated: Equalities needs to be more explicit in Learning and Development plans and should underpin all learning processes and activities. There should also be a more joined up approach with the work of the Council's Equalities Officer and included the following recommendations: Equalities training and development - depending on roles is mandatory for all staff.

All training and learning opportunities are equalities based where possible and that access to appropriate training and development is available to all employees. A report by the Equality and Diversity Co-ordinator in September 2016 on the Future Governance and Delivery of Equality and Diversity in Dundee recommended: promote and encourage Councillors, Senior Council Officers, managers and other Council employees' participation in appropriate Equality and Diversity training. This will be taken forward as a corporate mainstream action in 2017.

- 11.4 **Housing:** Lets to BME Groups Housing Applicants as % of Total Lets from 1 April 2016 to 30 September 2016 is 1.1%. BME Groups Housing Applicants on waiting list as % of Total at snapshot 30 September 2016 is 3.1%

- 11.5 **Satisfied:** An analysis of the Tenant Satisfaction Survey 2015 data found overall satisfaction by equalities measures such as tenant age, gender, ethnic grouping, disability (including use of a wheelchair) and household composition found there is no substantive variation in overall satisfaction across any equalities group apart from household type where, as already noted, households containing children (single parent families and two parent families) are much less likely be less satisfied than other household groups.

Citizen Survey 2015 Research Report was able to quantify variations in the perceptions and what they feel are the priorities of their neighbourhoods by age. For example 'Providing services which are value for money was significantly more important for those aged 65 and over (56%) than those aged 16-34 (43%)'.

In terms of ethnicity, 85% of participants were Scottish. The proportion of participants stating they were Scottish has decreased from the 2014 results where 93% of respondents said they were Scottish. The survey also saw an increase in participants describing their ethnicity is Polish from 1.4% in 2014 to 3% in 2015.

When asked about health and disability, 17% of households stated they had at least one member who had some form of long-term health or disability. This is a reduction from the 18% recorded in 2014. The largest single health issue related to mobility/physical disability, an increase from 67% in 2014 to 75% in 2015. Mental health issues reduced over the same period from 14% to 10%, while visual impairment increased from 1% to 4%, hearing impairment reduced from 5% to 2%.

Cognitive disorders such as learning disabilities/aspersers have fluctuated around 1% to 2% figures. Overall, it is worth noting that when the results are taken over a longer period e.g. 2012-2015, there is little significant change in health and disability responses.

Citizen Survey 2015 Research Report questions on religion found that, since 2012, those describing themselves as having no religion has fluctuated around the 50%-60% mark, while Church of Scotland and Catholic religions have fluctuated around the 20%-30% and 13%-18% respectively. The largest increase is in the Muslim religion from 1% in 2012 to 3% in 2015.

EQUALITY OUTCOME 12: Our organisation values and respects its employees so involves all equally in improving our services.

Protected Characteristics: Gender.

12.1 **Gender Balance in Senior Management:** Take steps to tackle identified gender imbalance within Dundee City Council.

UPDATES

12.1 A Workforce Strategy is currently being developed which will reinforce the Council's commitment to equal opportunities in employment. In addition, a number of measures have been put in place which aim to tackle gender imbalance and, in particular, issues identified by the working group including - the extension of the flexible working to all Chief Officers; the implementation of recommendations of a Senior Officer Stress Audit in relation to sending a clear message to employees that they are not required to respond to emails sent after normal working hours; Adaptive Leadership course being offered which includes the option of receiving one to one coaching.

EQUALITY OUTCOME 13: Dundee City Council will increase its understanding of the needs of its service users with protected characteristics to improve its service delivery.

This outcome has been superseded by 11.1.

REPORT TO: CHILDREN AND FAMILIES SERVICES COMMITTEE - 24 APRIL 2017

REPORT ON: MAINSTREAMING EQUALITY REPORT 2015-2017

REPORT BY: EXECUTIVE DIRECTOR OF CHILDREN AND FAMILIES SERVICE

REPORT NO: 151-2017

1.0 PURPOSE OF REPORT

- 1.1 To gain approval for the Education Equality Progress Report which forms part of the Mainstreaming Equality Progress Report 2017 in accordance with the Equality Act 2010, (Specific Duties) (Scotland) Regulations.

2.0 RECOMMENDATIONS

- 2.1 The Committee is asked to approve:
- (i) Dundee City Council's Children and Families Service (Education) Mainstreaming Equality Progress Report 2015-2017.

3.0 FINANCIAL IMPLICATIONS

- 3.1 Equality and Diversity planning and implementation will continue to be contained within existing corporate and departmental budgets.

4.0 MAIN TEXT

- 4.1 The Equality Act 2010 (the Act), came into force on 5 April 2011. The Act places a general equality duty on public authorities to pay due regard to the need to:
- eliminate discrimination;
 - advance equality; and
 - foster good relations across the range of protected characteristics.
- 4.2 The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 placed a duty on Dundee City Council and Dundee Education Authority to publish Mainstreaming Equality reports by 30 April 2013 and to report every two years after that on progress and every four years publish a new Mainstreaming Equality report.

The report must contain:

- A mainstreaming report.
 - A report on progress made towards achieving equality outcomes.
 - Annual employee information together with details of the progress made in gathering and using the information to better meet the duty.
 - Updated gender pay gap information.
- 4.3 Both reports will be published in full on the Council's Equality Web pages and summary versions made available in British Sign Language, Easy Read versions and in other community languages on request.

- 4.4 The Dundee City Council Equality Outcomes for 2017 to 2021 are to be developed over the coming months in consultation with protected characteristic communities in Dundee. This will be after the Local Outcome Improvement Plan (LOIP) has been agreed by the Dundee Partnership and the subsequent Dundee Council Plan has been formulated for agreement by the new Council. This will allow for the new Equality Outcomes to be part of the strategic planning of the Council as per the previous mainstreaming of the 2013-2017 Equality Outcomes and be an integral part of the Council's activities.

The Equality Outcomes will be based on the Dundee LOIP's city-wide strategic themes and partnerships as well as the cross-cutting themes and partnership development priorities.

This will be the subject of a subsequent report to Committee.

- 4.5 Dundee City Council is succeeding in its aim to place Equality and Diversity at the heart of all it does. The 2016 Employee Survey, undertaken in August and September 2016, found that of the four Our People Strategy themes, Dundee City Council employees were most positive about Equality, Diversity and Fairness.

5.0 POLICY IMPLICATIONS

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality and Risk Management.

No major issues were identified.

6.0 CONSULTATIONS

The Council Management Team was consulted in the preparation of this report.

7.0 BACKGROUND PAPERS

None.

EQUALITY OUTCOMES 2015-2017

CHILDREN AND FAMILIES SERVICE (EDUCATION), DUNDEE CITY COUNCIL

Introduction

The Children and Families Service provides an education service for a pupil population of 17,414 (September 2016 Census) in 35 primary schools, eight secondary schools and one special school. In June 2016, 3,257 children aged between three and five years received services in 28 local authority and 24 private provider nursery settings.

The annual census, taken in September of each year, shows that in 2016 there were over 2,630 bilingual children and young people in Dundee schools and nurseries using 88 different languages. This equates to 9.5% of the school population. The census shows that over 3,500 children and young people have additional support needs, of which 860 are assessed as disabled. This shows an increase of 7% since the 2015 census and the previous Equalities Report.

Equality Outcomes in Education: update on progress

The Equality Outcomes which were agreed in 2013 formed the basis of planning for Equalities and Accessibility in the Children and Families Service. The update since 2015 for each Equality Outcome, and the associated tasks follow.

1. **Children and young people will not experience discrimination, harassment or victimisation in our education establishments**

1.1 Ensure there are appropriate reporting procedures with regard to reporting incidents which are perceived to be motivated by a protected characteristic.

Authority-wide analysis of incidents perceived to be motivated by a protected characteristic has been improved with the full introduction in August 2015 of the Bullying Equalities module on Seemis (management information system). This facilitates recording, analysis and reporting of incidents at school, sector and authority levels. The data indicates that there were 400 Bullying and Equalities Incidents from April 2014 to the present. However, the system was not formally adopted until September 2015 so records prior to this date may be incomplete. It is not possible therefore to have any meaningful comparison with data which schools recorded at school level between 2013 and 2015.

Interpretation of the incidents to date indicates that: 33% (133) of them were recorded as 'not known' with regard to protected characteristics; 20% (83) were motivated by racial characteristics; 17.5% (69) related to body image; 5% (21) related to family circumstances; 4.5% (18) related to homophobia/sexual orientation; and 3.5% (14) related to disability. The majority of incidents were recorded in relation to pupils in S1/S2 at secondary school. This information will be shared with schools within the Equalities and Bullying staff awareness e-learning programme and through School Improvement Partnerships. It will be addressed by schools as part of their quality improvement planning in relation to Wellbeing, Equalities and Inclusion (HGIOS 4). The authority's Anti-Bullying Policy is currently being revised and will emphasise the actions which should be taken to ensure that children and young people will not experience discrimination, harassment or victimisation in our education establishments. An annual report will be provided to committee on progress.

1.2 Develop policy and practice which supports the development of friendships and support structures for young people.

The core approaches which were reported on in 2015 such as 'How Nurturing Is Our School', Restorative and Co-operative Learning, have all been sustained and continue to be central to school and nursery improvement planning. These city-wide approaches promote resilience and positive relationships between pupils. In addition, with the introduction of the authority's Play Strategy in 2016, all schools and nurseries in their local communities are promoting the importance of play and playfulness in our lives. A training day in 2016 for over 200 support assistants introduced school staff to a wide variety of indoor and outdoor opportunities for play across all age ranges.

In addition to the universal support structures referred to in the 2015 Equalities Report, more targeted approaches have been introduced for specific groups of young people. The AIM programme is one which provides access to education and social inclusion for young people who are unable to attend school as a result of mental health and emotional wellbeing needs. AIM has been developed in partnership with young people and in an environment where the young person's emotional need for connection, belonging and to feel success are met in a positive way. All of those who have participated in the last two years have gone on to positive post-school destinations. Plans are underway to introduce AIM for every secondary school in Dundee.

1.3 *Raise awareness of the specific needs of pupils in our education establishments who have a protected characteristic.*

An annual e-learning module is shared with all Education staff in August with reflective questions and prompts/examples of good practice to refer to. This is based on indicators from Education Scotland. Awareness of the needs of children and young people with a disability is raised regularly through different strategic and planning networks with schools and partners, such as the Supporting Learners Management Groups. These groups meet termly to monitor and plan for meeting diverse learning needs in their local community.

Raising awareness and promoting equality of opportunity for young people who are LGBTi has been a focus for improvement over the last two years. With the assistance of LGBT Youth Scotland, we are working towards the Children and Families Service gaining the LGBT Chartermark. Three secondary schools and two primary schools are working towards gaining their Chartermarks at different levels (bronze and silver) and there has been increased awareness of the barriers which young people who are transgender face through the sharing of guidance with schools. 'Purple Friday' on 24 February was recognised across the authority to mark the end of LGBT history month. We will continue to work with LGBT Youth Scotland and local partners to raise awareness and promote equality of opportunity for young people.

2. Children and young people will experience equality of opportunity when accessing education

2.1 *Ensure both the Literacy and the Numeracy Strategies reflect the different learning needs of boys and girls, those with a learning disability and those with English as an additional language.*

Gender differences in learning

The Literacy Strategy continues to embed evidence-based active approaches to literacy which are having a positive impact on boys. The ABLe framework (www.ableschools.org.uk) is used by all schools to identify and address any specific barriers to learning which may be related to protected characteristics. An ABLe school is one that continually adapts what is available universally to meet the needs of the greatest range of pupils in the school. ABLe includes research and strategies which address gender-related factors in numeracy, including motivation, mind-set and active approaches which engage boys. This work will also inform the development of the service's numeracy strategy.

Pupils with a learning disability

Alongside the universal ABLe Framework, targeted approaches are put in place to address barriers to learning and the need for reasonable adjustments for pupils with disabilities. The city-wide specialist services for Additional Support Needs which provide targeted support for staff and pupils are the Multisensory Support Service; The Outreach Team (0-18); and Kingspark Outreach Support. All services deliver staff training, advice and resources in partnership with NHS Tayside in relation to overcoming accessibility requirements for the physical environment; communication; and the curriculum.

For children and young people with a visual or hearing impairment, barriers to learning are addressed through the Multisensory Support Service (MSS) which supports over 200 children and young people from 0-18 across Dundee. MSS staff support children and families with transitions into nursery, primary, secondary schools and on to work, college or university education. Of the 12 pupils with sensory loss who left school in 2016, all went on to college or university.

Some of the specialist tasks undertaken by the range of specialist staff include personalised adaptation of resources, assessments and exams for pupils to ensure that pupils can access the work of their class, can participate fully in assessment and can achieve in all aspects of their education.

Members of the service are qualified in Braille and in British Sign Language, skills that are specialised and not widely available to class teachers. Makaton is also used with some pupils and increasingly work is being done to enhance the learning of pupils with sensory loss and complex needs.

Pupils with visual impairment have been able to participate fully in a range of activities such as the Dundee Schools' Orchestra and school trips to France as a result of MSS habilitation and mobility workers familiarising pupils with routes and facilities enabling pupils to be suitably challenged yet safe and gain independence.

Staff at Claypotts Castle PS provide communication support, allowing Deaf pupils to join their peers in after-school activities and lunchtime clubs such as ukulele; hip hop dance; basketball; and football. Some represent their school in citywide competitions and events. With the BSL support, pupils can understand the rules of the games, the input required in dance formations, and the interactions of other young people involved.

Pupils at Claypotts Castle PS have been included in the Scottish Government's Youth Consultation on the BSL Act. Older deaf pupils will have the opportunity to put their views forward at the planned Discovery Day, an event bringing together deaf pupils (P7-S6) from across Tayside and beyond to share views on what it is like to be a young deaf learner, in school and outside and to take part in the consultation.

One of the teachers of VI has contacted a member of the Muslim community to access an electronic copy of the Quran. This will be presented in an alternative format to allow VI pupils to access it for learning at the Mosque.

There are currently 180 young people with profound and complex additional support needs in Kingspark Special School. Of this number 14 have English as an additional language.

Bilingual Pupils

Across Dundee education establishments there are 88 different languages spoken, with the BPSS supporting young people in the following languages: Polish, Urdu/Punjabi, Arabic, Hindi, Russian, Romanian, Mandarin, Bulgarian, Kurdish, Persian and Thai. Polish is the most commonly spoken language, closely followed by Urdu/Punjabi and then Arabic. Literacy in a child's first language is recognised and valued. There is a direct correlation between level of literacy in a child's home language and the child's ability to progress with acquiring English. BPSS ensure that Dundee's local multilingual schools, and their benefits are promoted to parents. In Dundee, there are Chinese, Polish, Urdu/Punjabi, Russian and Arabic schools. Classes run at weekends and enjoy full attendance. The Polish school is the largest with 180 pupils.

Of the total number of bilingual children and young people 578 are at stage one (New to English) or stage two (Early Acquisition). Stage one and two children and young people are supported by the Bilingual Pupils' Support Service (BPSS).

In our nurseries and schools, BPSS support families and 'New to English' and 'Early Acquisition Pupils' by:

- providing PEEP and Bookbug sessions in mother tongue for families with pre-school children to raise educational attainment, especially literacy
- An English Language Learning programme ('Teddy Talk') to children and parents in selected nurseries
- providing direct teaching to small groups and team-teaching with mainstream teachers
- sharing teaching strategies and advice about 'New to English' learners with staff
- adapting mainstream materials to ensure accessibility for bilingual learners
- facilitating pair and group work (discussions, research, projects) with speakers of the same first language and providing lesson summaries in mother tongue
- involving parents in the learning of curriculum content in the home language

- providing translation and interpreting services: Team Around the Child Meetings, parent contact evenings, interpreting content of school letters and other day-to-day home school communication
- delivering in service training
- offering family learning programmes where children and parents learn English together
- In- class, first language support across timetabled subjects at secondary school
- alternative pathways to national qualifications including tuition for SQA ESOL exams
- provision of JCQ/AQA community language exams (GCSE, GCE, AS level and A level)

Over the last three years, 66 bilingual young people have been presented for SQA ESOL exams (National 4, National 5 and Higher). The pass rate (candidates who were awarded grades A-C) was 97%. 62 bilingual young people have been presented for JCQ/AQA exams in Polish, Russian, Dutch, Arabic, Bengali, Urdu and Mandarin. The pass rate (candidates who were awarded grades A-C) was 90%.

For Bilingual children with additional support needs, BPSS provides a specialist clinic, in collaboration with the Speech and Language Therapy Service, in order to assist in mother tongue assessments; and work with parents in their first language to ensure support and participation of clinic work. For Polish children who are on the autistic spectrum, BPSS provides a music therapy programme led by a Polish specialist teacher.

Recently, Dundee has welcomed 17 refugee families who have arrived from Syria/Lebanon. Between them, these families have 24 school age children and young people who are settling into their new schools. All are new to English.

Case Study: The arrival of a refugee family from Syria

A BPSS staff member (Arabic speaker) is the first person to meet the family at the airport. Working collaboratively with social work colleagues, BPSS provide the family with reassurance and answer questions to reduce anxiety before they are settled into their new home. Council colleagues from housing, social work, finance and NHS are supported by Bilingual staff to explain the practical steps the family must take to organise their day to day family living.

The BPSS remit is then to support the families with education and gather their educational history. Due to war, some children have not been in education for several years and now have a significant educational gap. The BPSS uses a clear admission and induction procedure with school staff and parents which ensures a positive welcome to school and sharing of assessment information with teachers so they can effectively plan for inclusion, peer support and tracking and reviewing of progress. The children are assigned carefully chosen 'buddies' who ensure they are offered the chance of help and friendship, ensuring that the class teacher and children know how to pronounce the names of new children and learn how to say a few welcoming words in Arabic.

Children receive regular English lessons and the support of a Bilingual Assistant (Arabic speaking) to access the curriculum. Depending on the age and engagement of older pupils, some may attend ESOL classes at college on a part time basis while continuing to attend a few classes at school. Families and staff report that school provides much needed stability and normality for children and young people who have experienced significant disruption and trauma of war in their lives.

2.4 Use of data sets to ensure that young people with protected characteristics are making progress in education.

All educational establishments are required to report on Equalities through the Quality Improvement framework. School improvement plans monitor and evaluate under the quality indicator 'Wellbeing, Equalities and Inclusion'.

The Outreach support from Kingspark School has enabled schools to identify more diverse achievement awards for children and young people with complex needs who may not meet national benchmarks. The use of ICT is gradually increasing universal assessment arrangements such as digital exam papers across secondary schools although there is still variance between schools.

While the use of the Insight tool continues to provide a basic level of benchmarking in relation to pupils who are Bilingual and those with Additional Support Needs, it has a number of limitations which require more detailed analysis of the reasons behind why some young people are not succeeding at the same level as their peers. For both those who are Bilingual and those with more complex needs, benchmarking is not a fair means of measuring progress as the type and nature of attainment/awards have substantial differences.

Outcome measures for children and young people with complex and additional support needs (disabilities) have been agreed through planning for the forthcoming Children's Plan and Local Outcome Improvement Plan. These measures will contribute to data sets for ensuring that meaningful progress is measured and identifies trends in improvement for those who may not achieve national benchmarks.

3. Children and young people will experience a sense of inclusion, belonging and participation

3.1 Continue to celebrate and share good practice from all sectors across the city in regard of creative approaches to engaging with young people and their families.

Information from school annual reviews indicates a range of ways in which they are engaging with families. There are many different ways for parents to provide feedback on the service they receive from our nurseries and schools. These include:

- Analysis of interventions which many of our nurseries and schools have initiated over the last two years includes activities which promote health and wellbeing including: gardening projects; family movie nights; and family baking afternoons.
- School Family Development Workers continue to provide an important link between school staff and parents.
- Twitter is used by many schools and nurseries to engage with parents and families.

The National Improvement Hub includes examples of Dundee Nurseries and Schools practice in relation to engaging with children and families as a means of sharing approaches which are having a positive impact. The Children's Plan for Dundee includes a key outcome of improving school engagement which is being taken forward by the Primary and Secondary/Post-School delivery groups.

3.2 Offer yearly awareness raising presentations to educational establishments to promote a shared understanding and to encourage inclusion

The e-learning module for all education staff is updated each year in light of new national guidance. Schools are sign-posted to good practice examples on Education Scotland's website. Feedback and analysis of annual reviews indicates that all schools deliver this e-module on the first day of term in August. The focus of the e-learning module for 2016 was the rights of young people who are LGBTi. The 2017 module will draw attention to the Bullying and Equalities data and challenge questions for staff to address with regard to fostering good relations and eliminating discrimination.

3.3 Promote partnership working with partner agencies to increase the opportunities for young people to be included.

Education staff work in close partnership with staff from other council services, NHS Tayside and the voluntary sector to support children and young people with protected characteristics under the Equalities Act (2010) to access as full an education as possible. This partnership can begin from birth, and supports the implementation of the Children and Young People (Scotland) Act 2014.

Strategic planning for children and young people with protected characteristics under the Equalities Act 2010 including those with disabilities, takes place through the Complex and Additional Support Needs Delivery Group. As one of the key delivery groups for the forthcoming Children's Plan and Local Outcome Improvement Plan, the key priority is to improve outcomes for children and young people with complex and additional support needs; and to ensure that they lead lives which ensure that they will have access to the same opportunities as others and have a good quality of life. Therefore partners to the plan address barriers to accessibility, inclusion and equalities which impact on children and young people's development and their participation in their local community.

Our Equality Duty in regard of Education Staff

We have a duty to apply the General Duty in regard of staff employed by Dundee City Council to work within the Children and Families Service. As such, education staff benefit from the support of corporate policy and procedures for recruitment, retention, absence management, and reasonable adjustments.

The Children and Families Service utilises a reporting system to monitor violent incidents involving members of staff. The system allows reports to be run which identify if the incident was motivated by a protected characteristic.

Employment information, for Education staff, relating to: protected characteristics, equal pay, recruitment, development and retention can be viewed by clicking on the following link <http://www.dundee.gov.uk/equanddiv> to the corporate Equality Outcomes.

Consultation and Involvement

Consultation and involvement is not a single event which takes place to inform the development of Equality Outcomes. Consultation and involvement is an on-going process which promotes dialogue and stimulates change. Focus groups, parental/pupil/staff surveys, school reviews, staff professional development and review process are all examples of methodology used on an on-going basis as a means of consulting and involving. The forthcoming Children's Plan includes an outcome which will ensure that children and young people's voices inform and improve the quality of their experience and outcomes. Increasing the awareness of and use of alternative and augmented communication methods will be central to improvement in this area.

Summary

In conclusion, some good progress has been made on the tasks in relation to children and young people experiencing a sense of inclusion, belonging and participation and equality of opportunity when accessing education. The areas for continuing improvement will be implemented and monitored through the Children and Families Service Improvement Plan in relation to the new Equality Outcomes.

DUNDEE CITY COUNCIL EDUCATION DEPARTMENT
AUTHORITY IMPROVEMENT PLAN 2013-2017

ACTION PLAN

Project/ Service Improvement Develop **Equality Outcomes to eliminate discrimination, advance equality and foster good relations.**

Impact/Outcome	Tasks	Responsibilities	Date Due	Resources	Status
<ul style="list-style-type: none"> Children and young people will not experience discrimination, harassment or victimisation in our education establishments 	Ensure there is appropriate reporting procedures with regard to reporting incidents which are perceived to be motivated by a protected characteristic i.e. disability, race, sexual orientation etc.	Support for Learning Strategic Group	Aug 2013	Electronic reporting capabilities	Completed.
	Develop policy and practice which supports the development of friendships and support structures for young people	SMT of education establishments	2013-17	Policy on Positive Relationships	Completed
	Raise awareness of the specific needs of pupils in our education establishments who have a protected characteristic	Education Equality Group	Aug 2013	Produce information for schools on issues related to protected characteristics.	Completed
<ul style="list-style-type: none"> Children and young people will experience equality of opportunity when accessing education 	Ensure both the Literacy and the Numeracy Strategy reflect the different learning needs of boys and girls, those with a learning disability and those with English not as a first language.	Learning and Teaching Group	Aug 2014	Learning and Teaching Policy, within which sits the Literacy and Numeracy Strategy	Completed and ongoing as policy is revised

Impact/Outcome	Tasks	Responsibilities	Date Due	Resources	Status
<ul style="list-style-type: none"> Children and young people will experience a sense of inclusion, belonging and participation 	Ensure that guidance on activities outside the school environs provides advice in regard of assessing risk, to facilitate inclusion of all young people	Support for Learning Strategy Group, Health and Safety Officer	June 2013	Revised Trip Guidance	Completed
	Impact assess individual educational establishments policy and practice to ensure that no young person is disadvantaged due to a protected characteristic	SMT of all educational establishments	2013-17	Impact Assessment Guidance	Ongoing
	Use of data sets to ensure that young people with protected characteristics are making progress in education	Performance Analysis Group, SMT in education establishments	2013-17	Current data sets	Ongoing
	Continue to celebrate and share good practice from all sectors across the city in regard of creative approaches to engaging with young people and their families	Education Equality Group	April 2015	Report on progress every two years	Ongoing
	Offer yearly awareness raising presentations to educational establishment to promote a shared understanding and to encourage inclusion	Education Equality Group	Aug 2013	Annual presentation made available to all establishments at the start of the session.	Annual and Ongoing
Promote partnership working	Support for Learning				

Impact/Outcome	Tasks	Responsibilities	Date Due	Resources	Status
	with partner agencies to increase the opportunities for young people to be included.	Strategic Group, SMT in educational establishments	2013-17	Involve partner agencies at a strategic level	Ongoing