

The background of the slide features a large, light blue watermark of the City of Vancouver's coat of arms. The crest includes a crown with four maple leaves, a shield divided into four quadrants (top-left: a ship, top-right: a stag, bottom-left: a ship, bottom-right: a grizzly bear), and a banner at the bottom with the motto 'A NE FOR A'.

## **Agenda Item 7**

# **Equality Outcomes and Mainstreaming Report**

**Falkirk Council**

**Title:** Equality Outcomes and Mainstreaming Report  
**Meeting:** Executive  
**Date:** 21 March 2017  
**Submitted By:** Director of Corporate and Housing Services

**1. Purpose of Report**

- 1.1 The purpose of this report is to approve a refreshed Falkirk Council's Equality Outcomes and Mainstreaming report including our education authority outcomes and mainstreaming. These update the previous outcomes and mainstreaming report published in 2015. The refreshed plan has to be published by April 30<sup>th</sup> 2017 as a requirement of the [Equality Act 2010 \(Specific Duties\) \(Scotland\) Regulations 2012](#).

**2. Recommendations**

**2.1 The Executive is asked to agree:-**

**(1) The proposed Equality Outcomes and mainstreaming report with its supporting actions**

**3. Background**

- 3.1 The Equality Act 2010 sets out a general equality duty which requires the Council to demonstrate 'due regard' in the way they conduct business; deliver services and make decisions. The elements of the general duty are to:
- eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct
  - advance equality of opportunity between people who share a relevant protected characteristic and those who do not
  - foster good relations between people who share a protected characteristic and those who do not.
- 3.2 Specific duties were created by secondary legislation in the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012. The duties in full are to:
- report progress on mainstreaming the equality duty
  - publish equality outcomes and report progress
  - assess and review policies and practice

- gather and use employee information
- publish gender pay gap information
- publish statements on equal pay
- consider award criteria and conditions in relation to public procurement
- publish in a manner that is accessible

3.3 The Council is required to publish an outcomes and mainstreaming report by the end of April 2017. We are required to report on:

- how we are mainstreaming equalities across the Council but specifically on our approach to equal pay and public procurement
- employee information together with details of the progress made in gathering and using the information to better meet our obligations
- our policy on equal pay between men and women and other groups
- progress on those outcomes agreed by the Council in 2015
- a revised set of equality outcomes for the next four years – we are required to have outcomes generally, as an employer and also as an Education Authority.

#### **4. Our Revised Outcomes.**

4.1 The proposed and refreshed Equality Outcomes and Mainstreaming report is attached as Appendix 1. We have refreshed our outcomes to reflect our new Strategic Outcomes and Local Delivery plan, consultation with our communities and also to reflect our new integrated children's service plan.

4.2 As noted previously the proposed equality outcomes noted below will replace those established by the Council in 2015:

- Access to our services will be improved by understanding and removing barriers
- Our communities are supported to understand and celebrate the diversity of those who live, work and visit the area
- Our approach to engagement and participation will give a voice to our diverse communities
- People with the relevant protected characteristics or who experience other forms of discrimination and disadvantage are able to be themselves and reach their full potential

4.3 The proposed Education Authority Outcomes are:

- Children and young people within the relevant protected characteristic groups or who experience other forms of discrimination and disadvantage are able to reach their full potential
- Children and young people within the relevant protected characteristic groups in Falkirk Schools feel safe and able to be themselves

4.4 The Employment Outcomes remain the same as in previous years and are:

- Improved quality employee data across all equality protected characteristics
- Increased representation of minority ethnic groups, disabled people, young people aged 16 – 24 and LGBT people across Falkirk Council workforce
- Reduced job segregation and pay gaps

4.5 The report attached as Appendix 1 is divided into a number of required sections. These include:

- Introduction
- How the Council is mainstreaming equalities
- Our approach to mainstreaming
  - As a community planning partner
  - As a decision maker
  - As a service provider
  - As a procurer of services
  - As an education authority
  - As an employer
- A summary of our equality outcomes
- What we need to improve – our equality outcomes
- Appendix 1 – profile of our area
- Appendix 2 – Equalities action plan
- Appendix 3 – Update from previous plan

## **5. Consultation**

5.1 The equality outcomes were developed using information that was gathered and collated as part of the Strategic Outcome and Local Delivery Plan. Further consultation was undertaken using the Citizen's panel. Face to face consultation was undertaken jointly with NHS Forth Valley with users of the Sensory Centre, the Public Partnership Forum, Al Masaar and the Rainbow Muslim Ladies group. Additional consultation was undertaken with LGBT youth and tenants living on the Gypsy Traveller site. Our outcomes have been shared with NHS Forth Valley, Forth Valley College and the relevant officers in Stirling and Clackmannanshire Councils. These outcomes also form the basis of the delivery plan that underpins the SOLD.

## **6. Implications**

### **Financial**

6.1 none.

## **Resources**

6.2 None

## **Legal**

6.3 The Council has a duty to comply with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 of which the publication of an equalities outcomes and mainstreaming report is part.

## **Risk**

6.3 There is a risk of non- compliance if the Council does not fulfill its public sector duties.

## **Equalities**

6.4 Clearly this policy takes forward our obligations with regards equalities and thus does not have a negative but a positive impact for all protected characteristic groups.

## **Sustainability/Environmental Impact**

6.5 N/A

## **7. Conclusions**

The Council has a duty to comply with the requirement of Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012the Public Sector Equality Duty. The recommendations are in line with this.

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Director of Corporate and Housing Services

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Date: 7 March 2017

## **Appendices**

Appendix 1 – Equalities Outcomes and Mainstreaming Report'

## **List of Background Papers:**

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973:

None

**FALKIRK EQUALITIES OUTCOME AND MAINSTREAMING REPORT**

## 1. INTRODUCTION

- 1.1. Falkirk Council recognises that equality is fundamental to achieving its aim of becoming a fairer and more equal place to be. There is a growing commitment to achieving equality for all and a recognition that improving the approach to equalities and human rights issues has to start from existing plans and policies and activities.
- 1.2. The Council and its Community Planning partners are committed to redesigning their services to support the most vulnerable citizens and to raising awareness about the impact that poverty and other inequalities have. It is important that everyone working and living in the area have the skills to challenge stereotypes and to value and respect diversity. If there is improved understanding of the needs of our different communities and more opportunities to bring people together to celebrate difference and diversity we can achieve our aim of having a fairer and more equal Falkirk.

## 2. HOW WE ARE MAINSTREAMING EQUALITIES

- 2.1. Mainstreaming simply means that equality is built into the way the Council works; the way decisions are made; the way people who work for and on behalf of us behave; how we perform and even in the way we improve our services. In other words we need to make sure that equalities are a key component of our work and not an after thought. This statement also refers to the work of the Falkirk Education authority.
- 2.2. We take account of equalities when we go about our business in the Community as
  - *A Community Planning Partner*
  - *A Decision Maker*
  - *A Service Provider*
  - *A Procurer of Services and*
  - *An Education Authority*
- 2.3. We are committed to integrating equalities into our business, using tools such as Equality and Poverty Impact Assessment (EPIA), and by ensuring that equalities feature explicitly and proportionately in business planning, committees or other decision-making, and reports and through all other policy development and review mechanisms. We also integrate equality into our role as an employer.

### **The Legal Context**

- 2.4. Section 149 of The Equality Act 2010 came into force in April 2011, introducing a new Public Sector Equality duty that became law across Scotland. The Public Sector Equality Duty has three parts which must be complied with. It requires public bodies such as Falkirk Council, to have due regard (or to consciously consider) the need to:
  - Eliminate discrimination, harassment and victimisation.
  - Advance equality of opportunity between those who have protected characteristics and those who don't. and
  - Foster good relations between those who have protected characteristics and those who don't.

## **What are Protected Characteristics?**

2.5. Everyone is protected by the Act. Every person has one or more of the protected characteristics, so the Act protects all of us against unfair treatment. The protected characteristics are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Race – this includes ethnic or national origin, colour and nationality. This also includes Gypsy/Travellers.
- Religion or belief – this includes a lack of belief.
- Sex (gender)
- Sexual orientation

## **The Equality Act 2010.(Specific Duties) ( Scotland) Regulations 2012**

2.6. The Scottish Government has introduced a set of specific equality duties to support the better performance of the general duty by public bodies. These duties include requirements to:

- Publish a report on mainstreaming the equality duty.
- Publish equality outcomes and report on progress.
- Assess and review policies and practices.
- Gather and use employee information.
- Publish gender pay gap information
- Publish an equal pay statement.
- Consider award criteria and conditions in relation to public procurement.

2.7. We are required to publish the following information:

- A fresh mainstreaming report no later than 30 April 2017 and subsequently at intervals of not more than two years.
- A report on the progress made to achieve the equality outcomes no later than 30 April 2017.
- Fresh equality outcomes no later than 30 April 2019.

2.8. We are committed to meeting the Public Sector Equality Duty and Specific Duties. To support this, the Council is committed to:

- Promoting equality of opportunity for all persons;
- Promoting a good and harmonious working environment in which all persons are treated with respect;
- Preventing occurrences of unlawful direct discrimination, indirect discrimination, harassment and victimisation;
- Fulfilling all our legal obligations under the equality legislation and associated codes of practice;
- Complying with our own equal opportunities policy and associated policies;
- Taking lawful affirmative or positive action, where appropriate and in accordance with legislation



### **3. OUR APPROACH TO MAINSTREAMING**

- 3.1. In developing this third mainstreaming report we know that we need to continue to build equalities into our organisational and Community Planning Structures so that we can deliver our Equality Outcomes.
- 3.2. The purpose of this report is to outline the progress the Council has made in relation to equality in the Community as:
- A Community Planning Partner
  - A Decision Maker
  - A Service Provider
  - A Procurer of Services and as
  - An Education Authority
- 3.3. There is a separate section on our role as an Employer. There are separate but connected mainstreaming reports and Equality Outcomes from our Licencing Board and our Integrated Joint Board.

#### **Falkirk Council as a Community Planning Partner**

- 3.4. Our Community Planning partnership has reviewed its outcomes and priorities and it is expected that the new priorities of the Council will reflect these. These priorities and outcomes have been arrived at by looking at evidence, speaking to our communities and identifying persistent and evasive issues within our communities. The engagement we carried out informs our approach to the development of our revised Equality Outcomes and will inform our future approach to mainstreaming. [W:\P-PR\M- Policy & Community Planning\A - Community Planning\A- Community Planning Partnership\SOLD - Final Plan\SOLD Final - AUGUST 2016.doc](#)

- 3.5. The priorities and outcomes within our SOLD are:

#### **Priorities**

- Improving mental health and wellbeing
- Maximising job creation and employability
- Minimising the impact of substance misuse
- Addressing the impact of poverty on children

#### **Outcomes**

- Our area will be a fairer and more equal place to live
- We will grow our local economy to secure successful business, investment and employment
- Our children will develop into resilient, confident and successful adults
- Our population will be healthier
- People live full, independent and positive lives within supportive communities
- Our area will be a safer place to live

- 3.6. The Community Planning partnership has restructured to take a more focused approach to its priorities. Six strategic groups have been developed and the underpinning delivery structures are in the process of being established. Delivery Plans have been developed for

each outcome and priority. The relevant equalities work is listed beside each Strategic group. These are the areas of work where it is recognised that public sector partners have to work with other organisations and the whole community to achieve improved outcomes for all.

### ***Falkirk Community Planning Partnership Strategic Groups***

#### *Falkirk Economic Partnership*

3.7. This is chaired by Falkirk Council it will support equality mainstreaming by:

- Greater recognition of skills development of young people who are not in education with a key focus on work based skill
- Considering the specific needs of care experience young people
- Raising awareness on the scale and type of mental health conditions which can prevent people accessing employment and support services
- Working with employers to reduce the stigma associated with declaring a criminal conviction.

#### *Integrated Joint Board*

3.8. This group is chaired by the lead officer for the Falkirk Health and Social Care Partnership. The key issues that the Integrated Joint Board will be considering are:

- The Falkirk area has an ageing population. The 75+ year population is projected to increase by 98% by 2037. This has significant implications for service provision.
- Growing numbers of people living with long term conditions, multiple conditions and complex needs. There is a need to redesign services to better meet the holistic needs of people with complex needs. By the age of 65 years most individuals will be living with more than one diagnosed condition.
- The increase in disease trends have been exacerbated by the lifestyle choices that people make. These trends could be influenced positively through a continued focus on health improvement, early intervention and prevention.
- There are currently over 15,000 people providing unpaid care in Falkirk, which is 9.7% of the local population. 35.7% of carers in Falkirk provide in excess of 35 hours unpaid care. This figure is set to increase.

3.9. A separate mainstreaming report is required by the Joint Board. The Council's community consultation provided information to the joint board in the relation to development of the IJB's equality outcomes.

#### *Falkirk Children's Commission*

3.10. This group is led by the Director of Children's Services. It will work to achieve the following:

- Support early intervention by working together to promote wellbeing and take early action to assess and support children/ young people if a wellbeing concern is raised.
- Be effective corporate parents and care for our looked after children and care leavers as any parent would.
- Pay particular attention to our most vulnerable children and young people who;
  - are on the child protection register, looked after, in kinship care, or care leavers
  - have a disability, are young carers, are living in poverty, are affected by parental mental ill health, substance misuse or domestic abuse

### *Anti—Poverty and Equalities Partnership*

3.11. This outcome led by Falkirk Council and has been split into two distinct workstreams – poverty and equalities recognising there are synergies between both.. This work will take place across the partnership:

- Improve our focus on equalities issues and human rights;
- Work with all communities to build more cohesive communities that recognise and celebrate diversity;
- Seek to increase household income;
- Address the impact of poverty on children;
- Prioritise disadvantaged communities when designing and delivering services;
- Improve access to services for our most vulnerable individuals and families;
- Define a basic standard of living we would expect everyone in Falkirk to enjoy;
- Reduce the stigma of poverty on people, families and communities.

3.12. A partnership group is being to consider developing a shared approach to equality across the Community Planning partnership with a view to helping support the implementation of our shared equality outcomes.

### *Health and Well-being Partnership*

3.13. This group is led by NHS Forth Valley. This group will have a particular focus on ensuring access to appropriate health and social care services which will contribute to reducing health inequalities for all across the lifespan

### *Chief Officer Group for Public Protection and Community Justice*

3.14. This group is chaired by the Chief Executive of Falkirk Council. The activities that it will take forward that support mainstreaming are:

- Our citizens will be protected - specifically vulnerable children / young people and vulnerable adults
- We will work to prevent and reduce crime and the fear of crime
- Community participation in the planning, delivery and evaluation of Community Justice services will be strengthened
- We will work to ensure people who have offended get the help they need, when they need it to make a real difference to their lives
- Our homes, roads and communities will be safer for all
- Gender based violence and prejudiced based crime and incidents will be dealt with appropriately and community based approaches taken to ensure that people feel safe

### *Community Involvement and Participation*

3.15. We have reviewed our approach to community participation to ensure that we work with local people to improve our services and their local communities. We have developed principles for community involvement which are the standards that we will try to achieve whenever we involve communities. Our principles are:

- Purpose in each situation where Falkirk Council engages with the local community, we will be clear about whether we are informing, consulting or engaging. We will not consult people when decisions have already been taken

- Involvement - we will identify who might be interested in any consultation or engagement and encourage them to be involved. We will also try to overcome any barriers they may face so that no group or individual is excluded.
- Methods - we will use the right methods of engagement in each situation and ensure that
  - timescales are long enough for people to participate effectively.
  - Information - we will share all the information necessary for people to participate and we will
  - use clear, accessible language
- Working together - we will treat all participants with respect and we will expect all participants
  - to treat us and others with respect. We may require people and organisations that represent
  - their communities to show us how they have collected the views of their community.
- Feedback - we will always explain how people will receive feedback before they participate. We will always try to show how people's views have influenced the outcome.
- Improvement - we will monitor and evaluate our approaches to Community Participation so that we can improve over time

3.16. One of our outcomes is to reach everyone by adjusting what we do so that anyone can participate in our consultation events. This included ensuring that our events are held in accessible buildings or at times and places suitable to the communities involved, and ensuring that translators or childcare is provided if necessary.

3.17. A key part of this will be taking forward our approach to locality planning and participatory budgeting. We have established 3 localities and will be identifying the neighbourhoods and communities where there are identified gaps in outcomes between communities and groups. We are committed to ensuring that all our communities are able to take part in these processes as they develop. The recent guidance on community planning states that the duties in the Equality Act and the Specific duties (Scotland) regulations 2012 are integral to the approach that needs to be taken with regards community planning and is at the heart of our approach to this.

3.18. As part of the process of developing this plan we worked closely with NHS Forth Valley to consult and engage with our communities. We carried out a survey of our Citizens Panel, considered feedback from a survey carried out by a local LGBT development group and had consultation sessions with people from our Gypsy Traveller Community, young people from LGBT youth Scotland, representatives from our Muslim women's groups, young people who attend a Muslim youth group, users of our local sensory centre and members and NHS Forth Valley's Public Participation Forum.

#### 4. **FALKIRK COUNCIL AS A DECISION MAKER**

4.1. Falkirk Council's Goals and Values were adopted in 1997. These underpin all our work and embody the way we carry out our business. Our values are:

##### Public Service

- Fairness
- Listening and responding
- Being open, accessible and accountable and
- Promoting our services using plain English as far as possible

#### Performance

- Providing quality
- Achieving value for money
- Promoting innovation; and
- Seeking continuous improvement

#### Partnership

- Effective communication
- Sharing decision making; and
- Encouraging partnership

4.2. Our Corporate Plan will be reviewed and revised after the local government elections in May 2017, The current Corporate Plan sets out the Goals of the Council which are :

- Further develop a thriving sustainable and vibrant economy
- Continuing to improve the health, safety and wellbeing of our citizens and communities
- Increasing our efforts to tackle disadvantage and discrimination
- Enhancing and sustaining an environment in which people want to live and visit

4.3. The Council also supports the Falkirk Community Trust which is a not for profit organisation responsible for the management of a range of community, sport, recreation, arts and cultural services.

4.4. In terms of the Council as a decision maker the Council has developed over a number of years a comprehensive Equalities and Poverty Impact assessment that allows equality impacts to inform all that we do and the decisions made about our services. This is referenced within all Committee reports.

4.5. We have established an Equalities Task Group. Initially the purpose of this group was to oversee and improve our Equality and Poverty Impact assessment process but more recently the group has been overseeing our approach to developing this mainstreaming report and developing our new equality outcomes. This group will become service champions to support the development, implementation and monitoring of the equality action plans in support of our equality outcomes.

4.6. All Chief Officers, Service Managers, and other relevant officers have been required to undertake training on the Public Sector Equality Duty and on our Equality and Poverty Impact Assessment process. This process is reviewed annually after the budget setting process. This is part of our approach to mainstreaming equality across the Council.

4.7. Our committee reports have been changed to include a section on the impact on protected characteristic groups on every report. This is to support our elected members in the decision making process. A link to the completed EPIA should be included within relevant reports. All officers who write committee reports are being trained to write in plain English, so that reports and decisions are easier to understand.

## **5. FALKIRK COUNCIL AS A SERVICE PROVIDER**

5.1. Individual Services have their own Service plans which are aligned to the Council goals within. Since the last mainstreaming report a service restructure has taken place. There are now three services: Children's Services, Corporate and Housing Services and Development Services, with Adult Social Care now reporting through the Health and Social Care partnership.

## ***Children's Services***

- 5.2. Our redesigned Children's services, include Education, Children and Families Social Work, Community Justice, Community Learning and Development, Catering and Building Cleaning divisions. This services priorities are contained within the Inetegrated children service plan and include:

### *Example of Mainstreaming Equalities in Children's Services*

#### *Looked After Children*

- 5.3. Improving the outcomes for Looked after Children in Falkirk is a priority for Falkirk Council. A Corporate Parenting Group has been re-established and a corporate parenting awareness raising session took place with Head Teachers from across Falkirk Council. Looked After Children Scrutiny group remit has been revised to undertake a more robust level of scrutiny of Looked After Children's exclusions. The primary focus will be on processes and supports directed at the child or young person to enable them to more positively engage with school.

#### *Positive Destinations*

- 5.4. To enable young people to receive additional support and guidance and prepare them to enter the world of work, Looked After Children were given preferential access to the newly launched Vocational Pilot, which is being delivered in partnership with Employment and Training Unit.
- 5.5. In addition, the Watling Lodge Vocational Project, delivered in partnership between Falkirk Council and Barnardo's, will provide early and sustained interventions to young people who are looked after or at risk of being looked after, with complex needs, and at risk of opting out of education and not attaining a positive destination. The SOLD Employability Group will now oversee this work and the positive outcomes of these projects will inform the new Creating Opportunities, Realising Potential approach. This approach combines the work of Falkirk Council, ETU, Barnardos and other partners to develop and pathway of support with a strong focus on early intervention, to ensure all children can achieve and secure a positive destination when leaving school.

#### *Children and Young People's Views*

- 5.6. We have established a 'Have Your Say' focus group for looked after children who were involved in peer support work around the Referendum. Young people have also been involved in joint training with Children's Panel members. The 'Children's Commission Falkirk Children and Young People Forum' is being developed for all young people to be involved in planning and ensure we capture views of children, young people and their parents on an ongoing basis to inform planning and contribute to evaluation.

#### *Early Intervention – PoPP*

- 5.7. We have signed a further contract with NHS Education Scotland to provide the Psychology of Parenting Programmes (PoPP). PoPP is aimed at improving the availability of high-quality evidence-based parenting programmes for families with young children who have elevated levels of behaviour problems. Research tells us if we address these behavioural issues between the ages of 3-6 then these children have better start in life and a more equal chance at succeeding when they go to school.

## ***Corporate and Housing Services***

- 5.8. Corporate and Housing Services brings together a number of key services including Finance, Governance, Policy, Technology and Improvement, Human Resources and Business Transformation, Procurement and Housing Property and Housing Services.
- 5.9. The key priorities of Corporate and Housing Services are:
- Delivering improvement and transformation of services across the Council
  - Reviewing our services to ensure that they meet the changing needs of our customers and communities
- 5.10. This means changing our approach to front-line service delivery to ensure that our citizens who are the most vulnerable have their needs prioritised. Our areas for improvement include:
- Frontline service delivery to customers
  - Services to tenants

### **Example of Mainstreaming from Corporate and Housing Services**

#### **Gypsy Traveller Community**

- 5.11. We have reviewed our approach to our tenants living on the Gypsy Traveller site to ensure equity between all our tenants.. This now means that:
- Tenants all pitches on CAPITA ( Housing System) therefore allowing all repairs etc. to be logged in line with mainstream tenancies
  - Pitches are allocated as per Allocations policy and Allocation module has been enhanced to include the site
  - All residents have been signed up to the new occupancy agreement which gives them the same rights as secure tenants, the occupancy agreements also take cognisance of the Mobile Homes Act
  - All tenants now have their own electric supply's/meters
  - Schedule of works being agreed to upgrade chalets following the Scottish Housing Quality Standards ( although technically this does not apply to chalets)

#### **Syrian Refugees**

- 5.12. Falkirk Council is taking part in the Syrian resettlement programme and is working to ensure that the Syrian families feel welcome in our community. The families have a support worker who is working with them to ensure that they can access mainstream services as opposed to creating specific services for the families. The families attend ESOL classes with people who are English speakers of other languages. Some of the refugees are volunteering with older people who attend an IT project. This helps the refugees improve English and the older people their IT skills.

#### **Tenant Mediation Service**

- 5.13. Our tenant mediation service provided mediation where there is a neighbour dispute. This case was a self referral by Neighbour 1 (N1)

- 5.14. Mediation took place between N1, an eastern european couple ( the male partner had good English language skills) who made a complaint about N2 an English speaking neighbour. In a conflict situation the mediation service understand that it is important to be able to fully explain one's feelings in one's own language. The following action was taken:
- 5.15. An initial first meeting took place with both neighbours separately; to inform each of the mediation process and to identify the issues raised that needed to be discussed. This is common practice at this stage of the mediation process.
- 5.16. As English was not N1's first language the couple were offered the services of an interpreter and the preferred language was determined. This was refused at the initial stage of gathering information. Mediators were able to ascertain what the issues were as N1's was able to communicate in English.
- 5.17. Both neighbours agreed to face to face mediation and an interpreter was engaged to attend this session. N1's partner's English was not good therefore this enable the couple to fully engage in the process, explain their feelings and all issues raised were clearly understood by everyone present.
- 5.18. The mediation took place and agreements were reached. Mediators clarified all agreements reached in the meeting. It was not necessary to meet again at this stage.
- 5.19. The written agreements were then translated from English to the preferred language and mailed to N1 and the English version was mailed to N2.
- 5.20. The case was reviewed by telephone after 3 weeks then 6 weeks and the situation had improved.

### ***Development Services***

- 5.21. This service provides the Councils land use, planning, transport planning, economic development, regulatory, bereavement, environmental and flood management functions. The service priorities are our citizen's who require access related support in relation to transport and services, and in relation to employment. Environmental targets around the green agenda are also important as are roads and transport management. This service will have an important role in the development of food strategies and in implementing the Community Empowerment Act, specifically in relation to Community Right to Buy and Asset Transfer Requests.

#### **Examples of Mainstreaming from Development Services**

##### **Employment and Training Unit**

- 5.22. Falkirk Council was successful in gaining SDS funding to co-invest in the promotion of apprenticeship programmes to young people with disabilities. We produced case study films and held an information event where apprenticeship frameworks and career opportunities were discussed. A copy of the one of this films can be found by clicking on this hyperlink- <https://www.youtube.com/watch?v=WIVN5HY0-Vg>.
- 5.23. The focus was on what individuals can do, highlighting the range of support available to access Apprenticeship opportunities with Falkirk Council, partner organisations and local employers. Over the past 12 months Falkirk Council has supported 78 underrepresented individuals into a variety apprenticeships including people with a disability within the local supported business hub. We have built on existing good practice and our business as usual



partnership model creating pathways into apprenticeships from Stage 3 of the employability pipeline targeting care leavers and ex-offenders. The emphasis of the Falkirk approach is “integration”, providing support that is required to enable people to engage in an apprenticeship. There are currently young people on their pathway to Apprenticeships who are in the process of changing gender and we will work closely with partners and employers to minimise the impact that this life change will have on employment opportunities.

- 5.24. An apprentice with Dyspraxia, found new situations difficult to deal with, struggled with mobility in his hands and found it very difficult to communicate. Through his apprenticeship, additional support informed by Occupational Health was provided and supporting skills development which demonstrated a specialist aptitude in particular areas. With increased confidence the apprentice overcame communication difficulties and was able to progress into employment outwith with Falkirk Council and is now being considered for a mentoring/supervisory role.

## **6. FALKIRK COUNCIL AS A PROCURER OF SERVICES**

- 6.1. Falkirk Council’s contract standing orders, procurement procedures, relevant guides and contract terms and conditions promote equal opportunity, fairness and transparency in the evaluation, award and management of contracts.
- 6.2. The Corporate Procurement Strategy (2017- 2020) specifically recognises equalities in 2 out of its 7 key principles. These are:
- all procurement carried out must comply with the EC Treaty principles of equal treatment, non-discrimination and transparency and the requirements of European (EU), United Kingdom and Scottish legislation. Procurement activity will also be guided by applicable EU; UK and Scottish public procurement policy and guidance;
  - recognising that equalities are a key factor in the procurement activity and the procurement approach will encompass equality, gender and disability and these are incorporated into the standard procurement templates.
- 6.3. Our sustainable procurement action plan also promotes our active participation in the Supplier Development Programme and aims to reduce barriers to participation so as to improve opportunities for SMEs and Local Companies to bid for public sector contracts. Our [Procurement Strategy](#)

## **7. FALKIRK COUNCIL AS AN EDUCATION AUTHORITY**

- 7.1. School education is provided for more than 21,000 pupils in 50 primary, 8 secondary and 4 special schools. The service provides over 4,200 places for children in their pre-school years, in 8 nursery schools and day nurseries and 45 nursery classes, and co-operates with local private sector providers to ensure a comprehensive, high quality early education service across the whole council area in accordance with our ‘Learning to Achieve’ policy which is our local vision for delivering Curriculum for Excellence.
- 7.2. Pupil attainment and achievement in our schools continues to rise. Our level of exclusions remains steady and low. Attendance remains high in both primary and secondary sectors. We are working with the Scottish Government Children and Young People Improvement Collaborative to carry out a project on attendance. Our aim is the every child in Falkirk has 90% attendance or above. We know that, in order to achieve, children and young people need to be in engaged in learning. There is a commitment to continuing to improve our

attainment figures as educational attainment is the best way to improve life chances for children and young people.

- 7.3. Our school estate is in good condition, with 93% of our schools being graded A or B for condition and suitability. All our secondary schools have been built within the last fifteen years and are fit for purpose to provide a 21st century education. We are working to make sure our schools are as environmentally friendly as possible and all new developments are sustainable.
- 7.4. It is expected that the funding of public services in Scotland will continue to reduce significantly in the next few years and efficiency savings have already been made both within Education Services and across Falkirk Council services as a whole.
- 7.5. The number of 18-24 year olds claiming Job Seekers Allowance in Falkirk fell significantly during 2014, from 7.4% in January 2014 to 4.6% in January 2015. Whilst youth unemployment remains higher in Falkirk than the Scottish average, it is falling at a greater rate. We will continue to work in partnership with others locally and nationally to increase the number of young people achieving a sustained positive destination when they leave school.
- 7.6. Education works within a complex policy framework. Relevant copies of which are available on the Council's intranet, website or can be provided on request. Education has to work within a framework of laws, guidelines and policies, defined at national and local levels, in order to ensure the best educational outcomes and promote the wellbeing of children and young people.
- 7.7. The main legislation governing education activities (if not mentioned elsewhere in this section) is:
- Education (Scotland) Act 2016
  - Children and Young People (Scotland) Act 2014
  - Education (Additional Support for Learning) (Scotland) Acts 2004 and 2009
  - Standards in Scotland's Schools etc Act 2000
  - Education (School Meals) (Scotland) Act 2000
  - Scottish Schools (Parental Involvement) Act 2006
  - Schools (Health Promotion and Nutrition) (Scotland) Act 2007
- 7.8. We also work within the following national policy initiatives:
- Curriculum for Excellence
  - United Nations Convention on the Rights of the Child
- 7.9. Education also operates within a local policy framework designed to focus attention on issues of local relevance and importance. These local initiatives include:
- Falkirk Strategic Outcomes Local Delivery Plan 2016 - 2020
  - Falkirk's Integrated Children's Service Plan 2017- 2020
  - Towards a Fairer Falkirk
  - My Future's in Falkirk
  - Sustainable Falkirk
- 7.10. Children's Services is committed to the principles of the Equality Act 2010 and implementing the duties across the service. In doing so, we recognise the scale of the task of mainstreaming, which the Council has defined as: 'The systematic integration of an equality perspective into the everyday work of the Council, involving policy makers across all Services, as well as equality specialists and external partners.'

- 7.11. We recognise that these duties apply not only to our service users, many of whom are vulnerable due to a range of social and health related issues, but also to our employees who must be both protected under the Equality Act but who are also responsible for ensuring they carry out the duties of the Act in their daily work. In this respect, it is helpful that the equalities values have long been reflected within the values of social work and education as professions and this gives us a definite advantage in relation to the communication and implementation of the equalities policy.
- 7.12. The Service must play its part in contributing to the Council's duties under the Act, including ensuring that all staff receive appropriate training in both these principles and the specific duties which require to be carried out routinely in their daily work. Training in equalities issues is well established within the service in a range of ways, in particular around recruitment and selection of staff.

### Participation and Engagement

- 7.13. Falkirk Council Children's Services is committed to improving outcomes for people who use our services. In order to improve outcomes, services require to be responsive, supportive, empowering and must reflect the needs and aspirations of both current and future service users and their carers and families.
- 7.14. Our aim is to continue to develop a systematic approach to participation and engagement in the way Children's Services plans and delivers services. This will complement the current democratic process with elected members and working arrangements with other stakeholders, for example service providers and employees.
- 7.15. In Falkirk we want to ensure all protected characteristics groups are recognised and our schools take positive action to alleviate any disadvantages these young people face. We recognise it is unlawful for a school to discriminate against a pupil or prospective pupil by treating them less favourably because of their:
- sex
  - race
  - disability
  - religion or belief
  - sexual orientation
  - gender reassignment
  - pregnancy or maternity

- 7.16. We will ensure all of our schools are aware of, and fulfil their duties under the Equalities Act 2010. The following sets out as an example work in one of our high schools.

### Mainstreaming Equality in Braes High School

- 7.17. Whole school: the school motto is 'Build respect and earn success'. Everything the schools does reflects their values, ethos and culture about young people promoting and displaying the behaviour and characteristics of respect. The school reinforces this through our behaviour and relationships policies, our assemblies and in our daily community. We are a Restorative Approaches school and all relationships are based on respect and putting things right when harm has been caused. Young people take part in restorative meetings and conversations for all issues around behaviour, prejudice and discrimination. The school values individual differences and we challenge and educate our young people about their behaviour and attitudes. School based police officer regularly support young people and talks with and involve parents to ensure the school community is respectful to all. The

approach taken recognises that a young person needs knowledge to know what is respectful, and with the job being to educate them rather than judge them. The school is currently embarking on Rights Respecting Schools award. Staff are currently working in cluster working groups around Growth Mindset and Nurture to help address inequalities.

- 7.18. Curriculum: S1 Outdoor Learning programme for pupils experiencing poverty and with Additional Support needs (ASN) needs. Religious, Moral, Philosophical Education, Social Subjects, Personal and social education (PSE), English and Drama highlight and explore equalities subjects. The Best of You programme supports disadvantaged pupils and pupils from minorities who demonstrate evidence of leadership but need support to believe in themselves. Developing the Young Workforce mental health awareness course on offer to senior pupils in timetable.
- 7.19. Pupil leadership: Mentors in Violence programme senior pupils deliver PSE inputs, host a drop in room and twitter feed and deal with issues around gender inequality, homophobia and racism, as well as promoting better relationships and reducing conflict. The School has 2 Holocaust Ambassadors who have led assemblies and talk about the legacy for young people. BrAw awards – pupils earn badges in recognition of volunteering and global/international awareness. YPI – pupils in S3 investigate and present about the work of local grassroots charities to their peers, part of the investigation is looking at the needs of their communities and how some charities try to reduce inequalities. Ongoing pupil support of local charity Falkirk Foodbank. Mental health Awareness course pupils have surveyed whole school about mental health and are taking steps to reduce the stigma of mental health in our school community.
- 7.20. Support structures: Pastoral and SFL teams support young people with issues and help them resolve issues or signpost them to appropriate support. The school has 3 days of Open Doors confidential listening service where young people can speak in private about any concerns they have. Each House team looks at priority pupils to ensure they are being well-supported; priority groups are LGBT, BME, LAC, SIMD 1-4, Free School Meal (FSM), Young Carers, ASN, and other priority groups.
- 7.21. Nurture base for young people with ASN and breakfast club. A large number of Guidance volunteers who are staff who have completed Dare to Care and equalities is part of the coursework. We have adapted or have bespoke packages for young people with physical/medical/mental health needs.
- 7.22. Wider awareness: Prayer room set aside for young people practising Muslim prayers, and a room for young people fasting for Ramadan to go to at break and lunch. Halal meat provided at lunchtimes from school canteen. Teacher promoting Health and Well Being is planning an intergenerational event and Community Cafe.
- 7.23. Extra-curricular: Equalities club. This was set up by young people for young people and began as an LGBTI+ club and has widened into the pupils looking at all issues of equality and how to promote it through school activities and discussion. All young people are welcome. This group supported the Campaign Time for Inclusive Education which Nicola Sturgeon is making mandatory to teach LGBT, the school group had made the local MP aware that the school does this well and thus was referenced in the Scottish Parliament as good practice. Debating clubs frequently choose equalities topics.
- 7.24. Transgender case support: One of the schools pupils talked to the teaching staff about about wanting to change their gender officially in school and making it known in classes and to pupils. The school worked very hard to support this young person, spoke to Falkirk High School for good practice and sensitivity in dealing with this as they had already had a

similar case. From this the school was able to signpost this person and their family to the right agencies that could support them on their journey. They examined closely issues such as gender neutral language, toilets and changing rooms, and are looking at changing their 'disabled' toilets to equal access toilets which would be gender neutral and not make transgender young people feel as though they had a disability. The school prepared the young person for some of the possible issues arising and made sure they or their friends reported any issues of prejudice or bullying. In addition they were also able to deal with curiosity and insensitivity on the part of peers very quickly through open discussion and a reminder of our respect ethos. The school uses the term pupils rather than girls or boys in their literature.

- 7.25. Future steps - the school is currently researching the with a view to pursuing the LGBT Charter mark. It is felt that this is a way that the school can reduce the worry young people have about talking with their parents and indeed other adults on issues of sexuality and sexual orientation.

## **8. FALKIRK COUNCIL AS AN EMPLOYER**

- 8.1. Falkirk Council is the largest local employer within Falkirk and believes that the recruitment and employment of local authority employees, at all levels, is an important activity through which mainstreaming can be achieved. By having a higher quality and more diverse workforce, the Council can provide better quality services to our citizens.
- 8.2. As an employer of choice, Falkirk Council is required to take steps to gather and collate information on the composition of its workforce, as well as a statistical analysis on matters such as recruitment, development and promotion. The collation of such information, specifically the breakdown of the relevant protected characteristics in each category is used to better perform the general equality duty.

### **Employment Data**

- 8.3. The data is collated from a number of different sources, including the Council's Payroll and Human Resource system (Resourcelink) and the Council's Recruitment Portal (Talentlink). In analysing the information, some gaps within the employee reported data have been identified, and work will continue to better improve the data collection. Further information is noted below. The information available is based on the period 1<sup>st</sup> January 2016 to 31<sup>st</sup> December 2016, and covers the following areas:
- workforce profile;
  - applications for employment, promotion and training;
  - employees involved in discipline and grievance issues;
  - leavers from the Council.
- 8.4. The latest available data is summarised below. As education Services is part of Falkirk Council, the information below includes employees within that service, although additional data is provided which shows these figures separately. Ongoing employee monitoring continues within the Council.
- 8.5. The information in the Employment Monitoring summary noted below is based on returned information only.

Employment Monitoring - Summary	
<b>Race</b>	<ul style="list-style-type: none"> <li>The majority (99.1%) of Falkirk Council's workforce is White.</li> <li>Only 45 employees (0.9% of the workforce) are from minority ethnic communities.</li> </ul>
<b>Religion and Belief</b>	<ul style="list-style-type: none"> <li>The majority of Falkirk Council's workforce (59%) is Christian. 35% of the workforce state that they have no religion, and 6% belong to other religions.</li> <li>The largest non-Christian group is Muslim, but all the major religions are represented throughout the workforce.</li> </ul>
<b>Disability</b>	<ul style="list-style-type: none"> <li>1.4% of the overall workforce state that they are disabled. However, this figure will likely be inaccurate because many employees will not 'self-declare' their disability and some will become disabled during their working life.</li> <li>29% of disabled employees work part-time compared with 42% of non-disabled employees.</li> </ul>
<b>Age</b>	<ul style="list-style-type: none"> <li>The majority (56%) of Falkirk Council's workforce is above 44 years of age. Only 22.8% of the workforce is under 35 years of age. 5.1% of the workforce is aged between 16 and 24 and 2.1% of the workforce is aged between 65 and 74. This information does not include Modern Apprentices.</li> </ul>
<b>Gender</b>	<ul style="list-style-type: none"> <li>48% of female employees work part-time compared to 12% of male employees. The percentage of part-time employees who are female has decreased slightly (previously 49%) and the percentage of males has increased (previously 10%).</li> <li>As at December 2016, women represented approximately 73% of the Council's workforce, but tend to be clustered in lower grades, predominately Grades A-D and Grade F.</li> <li>In respect of the Top 2% and 5% of the workforce – overall women make up 39% of the top 2% and 61% of the top 5% of employees. For Teaching posts, women make up 36% of the top 2% and 64% of the top 5%.</li> </ul>
<b>LGBT</b>	<ul style="list-style-type: none"> <li>14.7% of employees reported as Heterosexual with 0.26% reporting Bisexual/Gay/Other.</li> <li>The number of employees not disclosing their sexual orientation reduced from 96% to 85%. This is a positive sign in terms of the work undertaken to encourage employees to complete the equality monitoring information.</li> <li>From the % of employees who had recorded their sexual orientation the figures are as follows: heterosexual – 14.7%; Bisexual – 0.03%, Gay – 0.14% and other 0.09%. This has shown a marked increase in the reporting of this category and work will continue on this. Based on returns only (1052), the percentages are heterosexual – 98.3%; bi-sexual/gay/lesbian – 1.7%.</li> </ul>

8.6. The Council works closely with Trade Unions when implementing policies and conditions to ensure equality matters are addressed. All policies are impact assessed prior to approval and this information is made available to Trade Unions.

#### Job Segregation

8.7. The majority of the workforce in common with the rest of the public sector is predominantly female: females make up 73% of the organisation. Of the total females in employment,

45% are represented in the lowest 5 grades (Grades A-E), demonstrating that females are less well represented in the more senior positions in the Council. There has however been an increase in females being represented within Grade F.

- 8.8. Within the Teaching profile a significant female dominance is noted with 80.60% of Teachers being female. Female employment is dominated by the role of Teacher with 1197 out of a total female profile of 5451. Other significant roles include Cleaning, Catering, Clerical Assistants and Homecare, all with female dominance.
- 8.9. Male employment is focussed in the traditional male dominant Craft and Manual Worker categories. The occupational segregation is strong but these roles reflect the broader occupational segregation experienced across the Local Government sector.

### Gender Pay Gap

- 8.10. According to the EHRC, *“The full-time gender pay gap has narrowed since 1975 when equal pay legislation first came into force, but in 2011 there remained a gap of 10.7 per cent between women’s and men’s pay in Scotland, down from 12 per cent in 2010. There are several ways of measuring the pay gap, but this figure is the average (or mean) gender pay gap between full-time employees’ earnings in Scotland, excluding overtime. The hourly pay gap is bigger if women working part-time are included.”*<sup>1</sup>
- 8.11. Within Falkirk Council, regular pay audits have been conducted since the implementation of Single Status in 2006, which show a general and positive reduction in the pay gap on previous years.
- 8.12. In May 2014, the Council had a gender pay gap in favour of male employees of 7.62%. This was based on the percentage difference between average base hourly rate pay between men and women. The pay gap for Teaching staff only was 2.31% in favour of male employees. The pay gap for all employees excluding Teachers was 15.45% in favour of male employees.
- 8.13. A more recent equal pay audit was undertaken in January 2017 and the gender pay gap in favour of male employees had reduced to 2.96%. This was again based on the percentage difference between average base hours rate of pay between men and women. The base pay gap for Teaching staff is 4.4% in favour of male employees. The base pay gap for all employees excluding Teachers is 11.59% in favour of male employees. The gender gap profile is however consistent with the national average and is not anomalous in a local authority context.
- 8.14. In relation to disability, it should be noted that the Council has partial records for analysis with 2,990 un-declared records across all staff categories. Of the records processed however, the Council has a pay gap in favour of non-disabled employees of 10.05% on the basis of the percentage difference between average base hourly rate pay between non-disabled and disabled employees.
- 8.15. For analysis relating to ethnic minorities, the category with majority representation is ‘White Scottish’. As per Disability analysis, the Council has partial records available with 2,373 un-declared records across all staff categories. Of the records processed however, the Council has a pay gap in favour of ethnic minority employees of 16.13% on the basis of the percentage difference between average base hourly rate pay between ethnic minority and other employees.

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<sup>1</sup> Equality and Human Rights Commission Scotland, 2016: *Employee information and the public sector equality duty: A guide for public authorities (Scotland)*

## Equal Pay Statement

- 8.16. Falkirk Council is committed to equal opportunities across all protected characteristics. The Council is committed to the principle of equal pay for all employees and aims to eliminate any sex bias or any form of discrimination in all pay structures and systems.
- 8.17. Falkirk Council believes pay is one of the key factors affecting motivation and relationships at work and therefore considers it important to develop pay arrangements that reward employees fairly and are free of unlawful bias. The Council is committed to ensuring that men and women should receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value.
- 8.18. The Council will work with Trade Unions to develop fair and non discriminatory pay and progression systems which are understood and accepted by employees and by the managers who operate the system.
- 8.19. All aspects of the pay package will be reviewed and monitored regularly to ensure it delivers equal pay. Any pay inequalities identified which cannot be justified will be eliminated.
- 8.20. In accordance with the Employment Act 2002, employees have the right to request information in relation to equal pay from their employer. As such, Falkirk Council will respond to Equal Pay Questionnaires quickly and transparently, whilst maintaining the privacy of others.
- 8.21. To meet this aim, SJC and Craft jobs will be evaluated using the appropriate Job Evaluation Scheme. Those employees working with the scheme at local level will be trained in job evaluation and discrimination. For Teachers, the Council will comply with nationally agreed pay and conditions of service. The Council has recently undergone a transition to the 3<sup>rd</sup> edition of the SJC Job Evaluation Scheme which has included re-training of staff as well as testing the robustness of the scheme. Further information regarding this process is noted below. The pay structure will also be reviewed to ensure it remains fit for purpose.
- 8.22. The Councils equal pay objectives are to:
- Regularly monitor and review existing pay and conditions
  - Conduct regular equal pay audits to monitor pay and job segregation
  - Eliminate any pay inequalities identified which cannot be justified.

## Job Evaluation Scheme

- 8.23. The Council has implemented the 3<sup>rd</sup> Edition of the Scottish Joint Council Job Evaluation Scheme in August 2016. The Scheme was reviewed nationally to remove any potential for creating gender bias and also makes reference to the expanded range of protected characteristics within the Equality Act 2010.
- 8.24. Following the approval of the 3<sup>rd</sup> Edition, all job evaluation processes and documentation within Falkirk Council have been reviewed in line with the updated guidance to ensure best practice and compliance to the new Scheme. Some of the key pieces of work included:



- Training for current job analysts and grading group members as well as arranging training for new job analysts within HR and Trade Unions to facilitate the new processes and review.
  - Testing of specific jobs by current grading group members against the 2<sup>nd</sup> and 3<sup>rd</sup> edition to develop local guidance;
  - Development of revised grading process and related documentation for grading both new posts or re-grading of current posts;
  - Installation and training on software to support the grading process.
- 8.25. The introduction of the 3<sup>rd</sup> Edition was implemented in 2 stages. Stage one involved the assessment of current processes and training on the new scheme to facilitate the introduction of all future grading using the new 3<sup>rd</sup> Edition. The transitional process required a number of jobs to be assessed/tested using the new Scheme before formal implementation. This was completed and concluded in August 2016.
- 8.26. Stage 2 of the process which is currently underway in 2017 is a specific piece of work to ensure job evaluation results and grading remains fit for purpose. It is recognised that a number of years may have passed since evaluations were undertaken and some jobs may have changed during that period. A sample of jobs was therefore identified for re-evaluation in order to ensure robust grading continues to remain in place. This range of jobs was agreed with Trade Unions, ensuring a mix of male and female dominated posts throughout the grading structure. Managers and employees will be required to participate in the evaluation process to facilitate the re-assessment of jobs under the new 3<sup>rd</sup> Edition. Human Resources continue to work with Trade Unions to develop an agreed process for this work.

#### Workforce Equality Profile

- 8.27. Falkirk Council is the largest local employer within the district and believes that the recruitment and employment of local authority employees, at all levels, is an important activity through which equality mainstreaming can be achieved. By having a higher quality and more diverse workforce, the Council can provide better quality services to our citizens.
- 8.28. Falkirk Council is required to take steps to gather and collate information on the composition of its workforce, as well as a statistical analysis on matters such as recruitment, development and promotion. The collation of this information, specifically the breakdown of the relevant protected characteristics in each category, is used to better perform the general equality duty.
- 8.29. The latest available data as at December 2016 is summarised in the workforce profile monitoring summary appendices 2a which profiles all employees and 2b which profiles teachers only.
- 8.30. Where we have been able to do so we have taken the opportunity to compare this information with the information captured as at March 2015 as per the following commentary.

#### Composition of the Workforce

##### Age

- 8.31. All Employees - the age ranges were relatively comparable between March 2013 and March 2015 with the majority of employees within the 25-34 and 35-44 age ranges. As at December 2016 whilst the percentage of employees within the 25-34 age range is fairly comparable to previous data, the highest percentage of staff are now within the 35-44 and 45-54 age ranges. Under-representation is still evident in the 16 – 24 year old age range. 65+ is steady.
- 8.32. Teaching employees – the age profile as at March 2015 indicated that there was a relatively even spread across the ages. As at December 2016, the 25-34 and 35-44 age ranges showed the highest percentage of staff. The data suggests that in the next 5 years approximately 12% of employees are approaching retirement age.

#### Gender

- 8.33. All employees - the comparison data for men and women have remained generally static. In March 2015 the breakdown was female staff 72%; male staff 28%. These percentages reflect the gender split across the public sector in general. In December 2016 the breakdown was 73% of woman and 27% men.
- 8.34. Teaching employees – the 2015 data indicates that 80% of teachers are women with 20% men. In 2016 this remains fairly static with a breakdown on 80.6% female and 19.4% male.

#### Ethnicity

- 8.35. The 2015 data showed the % of employees from BME backgrounds was 0.5% and in terms of numbers this was 38 out of a workforce of 7459. As at December 2016 there were 45 employees out of a workforce of 7058 from BME backgrounds which equated to 0.64%. However based on returns only (4894), the percentage from BME backgrounds is 0.9%.
- 8.36. The profile across the different BME categories as at March 2015 was: Asian 0.35%; Black 0.06%; mixed heritage 0.05% and other 0.04%. As at December 2016 and based on returns received(4894), the categories are: Asian 0.5%; Black 0.3%, Mixed heritage 0% and Other 0.01% which is relatively comparable to 2015 figures.
- 8.37. Teaching employees - the 2015 data showed 0.2% of the teaching workforce with a BME background which equated to 4 teachers out of a teaching workforce of 1789. As at December 2016 the data showed 0.27% of teaching workforce with a BME background which equated to 5 employees out of 1829. Based on returns only however (707) the percentage of teaching employees from BME categories is 0.7%.

#### Disability

- 8.38. All employees – the figure for March 2015 was 2% (112 employees). For December 2016, this figure is 1.4% (98 employees). This figure is based on the overall workforce of 7058 including non-returns. Based on those that have disclosed their disability status (4198) the figure is 2.3%. The Council will continue to work on reducing the non-disclosed figure.
- 8.39. Teaching employees – the percentage of teaching employees in March 2015 who disclosed a disability was 0.39% which equated to 7 in number. In December 2016 this number remained fairly static with a percentage of 0.4% which equates to 8 in number out of 1829. Based on returns only (719) the figure is 1.1%.

- 8.40. The percentage of unknown data/non-disclosure of disability status is 59% (teaching employees) and 40.5% (employees) which suggests an area for continued improvement and scrutiny.

#### Religion

- 8.41. All employees – this was a new recording category for the Council and as such we previously only presented data as at March 2015. The main religion and beliefs represented were Church of Scotland – 33%; no religion / belief – 21%; Roman Catholic – 10.5%. Where the data was unknown this percentage was 31%.
- 8.42. In December 2016, the figures were Church of Scotland – 30%, no religion/belief - 23%, Roman Catholic – 10.4%. The unknown data equated to 32% of the overall figure which is comparable to 2015 and therefore required further improvement. Again this information was based on the overall workforce of 7058. Based on returns only (4778), the percentages are Church of Scotland – 44%; no religion / belief – 34%; Roman Catholic – 15.3%.
- 8.43. Teaching employees – The information gathered in 2015 showed Church of Scotland – 20%; no religion/belief – 12%; Roman Catholic – 8.1%. The unknown percentage was 54.4%. In December 2016 the figures were: Church of Scotland – 16.9%, no religion/belief – 10.8%, Roman Catholic – 7.7%. The unknown percentage has reduced to 32%. Based on returns only (731), the percentages are Church of Scotland – 42.4%; no religion / belief – 27.1%; Roman Catholic – 19.2%.

#### Sexual Orientation

- 8.44. All employees – this was a relatively new recording category for the Council and data was only previously presented as at March 2015. In addition, only percentages were provided as opposed to a number given the low numbers recorded. The % of blank/unknown records were: 96%. The % of employees who had recorded their sexual orientation at this time was: heterosexual – 3.8%; bi-sexual/gay/lesbian – 0.2%.
- 8.45. In December 2016, the percentage of blank/unknown records had reduced to 85%. From the % of employees who had recorded their sexual orientation the figures are as follows: heterosexual – 14.7%; Bisexual – 0.03%, Gay – 0.14% and other 0.09%. This has shown a marked increase in the reporting of this category and work will continue on this. Based on returns only (1052), the percentages are heterosexual – 98.3%; bi-sexual/gay/lesbian – 1.7%.
- 8.46. Teaching employees –the data at presented in March 2015 showed 99% unknown with <1% where data had been provided which suggested an area for improvement and scrutiny. In December 2016, the figures were heterosexual – 4.7%, Gay – 0.22% and other – 0.05%. The percentage of unknown/blank records had reduced slightly to 95%. Based on returns only (91), the percentages are heterosexual – 94.5%; bi-sexual/gay/lesbian – 5.5%.
- 8.47. Whilst there has been an improvement in the data figures collected, this is an area which still requires continued improvement and scrutiny.

#### Transgender

- 8.48. Resourcelink has recently been developed to allow recording of employee transgender status and work will be undertaken to gather employee information for future statistics.

- 8.49. A good practice example of work undertaken in 2016 to support a Transgender employee is noted below:
- 8.50. In April 2015, a male employee 'X' was referred to redeployment, as the facility he was working in was due for closure. At the initial meeting, X disclosed that he was embarking on a process of living as a woman in order to receive gender recognition as a female and from this point, was regarded as a transgender woman.
- 8.51. Essentially the redeployment process was carried out in the same way as any other employee, although additional guidance was provided to the recruiting managers.
- 8.52. X's skills and experience were assessed and a suitable post was identified. The placement was in a male dominated team. In order to give X the best chance to make the work trial as successful as possible, it was decided to meet with the staff in advance and provide transgender awareness training. This decision was taken in consultation with X.
- 8.53. This session was facilitated by an equality activist in the LGBT community. It was very useful for the staff to be able to ask questions and raise their awareness and understanding. The session was very well received. X started on a work trial the following week. The work trial was a success and X was offered a permanent post.
- 8.54. Overall, X felt well supported throughout the redeployment period, both by managers and colleagues and by providing transgender awareness training, the stereotypical barriers which may have arisen were addressed proactively.
- 8.55. In addition, the activist delivered a further training session to HR employees in February 2017 to support workplace policies and practices and raise general awareness in relation to transgender and intersex issues.

#### Grievance and Discipline

- 8.56. This information is being presented for gender, disability and ethnicity only and covers 1<sup>st</sup> January to 31<sup>st</sup> December 2016.
- 8.57. In 2015 the ratio of employees involved in the grievance process was 62% men to 38% women. In 2016 there were 21 grievances raised, 15 of which were female (71%) and 6 were male (29%).
- 8.58. From the information disclosed, there were no employees from a BME background involved in grievance proceedings during 2015. In 2016 the percentage based on the information disclosed was 4.7% from BME. This figure is based on the total number of grievances in 2016.
- 8.59. In 2015, from the information disclosed, no disabled employees were involved in grievance proceedings. This was also the case in relation to the information disclosed in 2016.
- 8.60. In terms of disciplinary proceedings the gender recording for 2015 shows women 29% and men 71%. In 2016 there were 103 disciplinary proceedings, 55 of which were female (53%) and 48 of which were male (47%).
- 8.61. The BME ethnicity information showed no employees involved in disciplinary proceedings in 2015 from information disclosed. In 2016 the figure was 0.93%.
- 8.62. In 2015 2% of employees going through disciplinary disclosed a disability. In 2016 0.93% of employees going through disciplinary disclosed a disability.

## Leavers

- 8.63. The data for gender, disability, ethnicity and religion of leavers is comparable with the composition of the workforce.
- 8.64. In respect of age, there has been a higher turnover in the 55-64 age range (31.6%) which could be equated to the number of retirement and voluntary severance applications throughout 2016.
- 8.65. There has been an improvement in the collection of data on sexual orientation over the past 12 months and figures can now be reported in this category. There is still a high percentage of unknowns – 86.6% which is comparable to the unknowns within the workforce in general. From the information disclosed the data shows: Heterosexual – 13% and Bisexual/Gay/Lesbian/ Other – 0.4%.

## Training

- 8.66. The information for training applications is considered to be incomplete. The Council has updated the Learning and Development Policy to include the Equality Monitoring Form, however, this will be an area for continued improvement. Therefore this report will focus on training accepted.
- 8.67. The data for age and gender is comparable with the composition of the workforce.
- 8.68. The data for disability and ethnicity has improved with a nil return for 2015 compared with 2.1% - disability and 0.28% - ethnicity in 2016.

## Recruitment

### Applications and appointments

- 8.69. It is worth noting that the scale of applications can outstrip the number of jobs available where the experience in services indicate some hundreds of applications for 1-2 jobs. Previous statistics provided were for the overall workforce only. The information noted below provides overall workforce statistics as well as separate statistics for Teaching posts and is based on limited returns of equality monitoring forms.

## Age

- 8.70. This data is presented as 1<sup>st</sup> January to 31<sup>st</sup> December 2016. The overall application picture indicates that the highest percentage of applications are in age range 25-34 (31%) closely followed by age range 16-24 (26%). This suggests younger people seeking work.
- 8.71. For Teaching posts the highest percentage of applications also came from the aged 25-34 ranged (44%), closely followed by the 35-44 age range (20%).
- 8.72. The percentages are comparable with the application rate with the highest appointments coming from the 25-34 age range (31.7%) closely followed by the 16-24 age range (21.8%).

## Gender

- 8.73. The male/female comparison in terms of application rate over 2015 and 2016 has continued to remain static. Figures compare as 68% for women; for men 32%.

- 8.74. There was a more even split in terms of gender for Teaching posts with applications from 51% female and 49% male.
- 8.75. The appointment percentages for 2016 are 72% women; 28% men which is comparable to the make up of the workforce.

#### Disability

- 8.76. The percentage of applicants declaring a disability during 2016 was 5%. Applications for Teaching posts declaring a disability was 4%.
- 8.77. The appointment rate for 2016 overall was 0.6% and will be a focus for examination between now and the next reporting cycle.

#### Ethnicity

- 8.78. For 2016 the overall percentage of applicants from BME communities was 4.2%.
- 8.79. For Teaching posts, the percentage from BME communities was 16%. This figure was based on the number of returned Equality Monitoring forms only which was 45 in total.
- 8.80. This will be an area for continued exploration of the potential to improve the representativeness of the workforce profile.
- 8.81. The appointment rate for 2016 overall was 1.3%.

#### Religion

- 8.82. Previously applications by religion were only available for the period 2014/15. The highest applications at that time were: Church of Scotland - 22%; no religion - 47%; and Roman Catholic - 12%. Other religions: Sikh - 0.12%; Muslim 0.87%; Hindu – 0.12%.
- 8.83. In 2016, the percentage breakdown was Church of Scotland - 19%; no religion 60%, and Roman Catholic - 9%. Other religions were represented as Sikh - 0%, Muslim - 2%, Buddhist - 1%, Hindu - 0% and other Christian/Religion (not specifically defined) 9%.
- 8.84. For Teaching posts in 2016 the breakdown was Church of Scotland - 15%, Roman Catholic - 22%, Muslim - 2% and other Christian - 17%. There were 44% of applicants who preferred not to answer.
- 8.85. Overall appointments during 2016 indicate: Church of Scotland - 9.6%; no religion 24%; and Roman Catholic - 4.8%. Other religions represented included: Muslim – 0.5%; Buddhist – 0.15% and Other – 2.4%. Unknown/unreported percentage was 58.55%.

#### Sexual Orientation

- 8.86. Based on responses received the percentage of applications by sexual orientation for 2016 was Hetrosexual 97%, Gay 2% and Bisexual 1%.
- 8.87. For Teaching posts, 95% stated they were heterosexual and 5% were gay.
- 8.88. Overall appointments during 2016 show: Heterosexual – 41%; Gay/Bisexual/Lesbian – 0.3% with the balance as non-respondents. This is based on the information disclosed to Falkirk Council.

## Transgender

- 8.89. There is no reported data in relation to Transgender for recruitment. This is an area which will be further developed.

## Promoted posts

- 8.90. Information in relation to promoted posts is available through recruitment applications as noted as below. Based on the equality monitoring returns received, there were 37 records indicating applications for a promoted post.
- 8.91. Based on the figures as at December 2016, there were no new applications for promotion in relation to Teaching posts.

## Gender

- 8.92. There were 27 applications from female applicants (73%) and 10 applications from male applicants (27%). This is comparable to the current workforce profile.

## Age

- 8.93. The breakdown of applications within the age categories were: 16-24 (41%), 25-34 (19%), 35-44 (16%), 45-54 (16%) and 55-64 (8%). This shows a higher number of applications from younger employees within the 16-24 age range which is still under-represented within the overall workforce.

## Ethnicity

- 8.94. There were applications from 13.5% of ethnic minority communities. This is higher than the percentage within the overall workforce, however, the figure is based on a small number of returns only.

## Disability

- 8.95. There were no applications from applicants declaring a disability.

## Religion

- 8.96. The breakdown in terms of religion is: Church of Scotland (16%), no religion (43%), Roman Catholic (19%) and other religions (22%).

## Sexual Orientation

- 8.97. There were 94% of applicants noting their sexual orientation as heterosexual, 3% indicated gay and 3% preferred not to answer.

## **9. SUMMARY OF EQUALITY OUTCOMES 2017/22**

### **9.1. Outcomes for the Falkirk Council area and the Council for 2017 - 2022**

- Access to our services will be improved by understanding and reducing barriers
- Our communities are supported to understand and celebrate the diversity of those who live work and visit the area
- Our approach to engagement and participation will give a voice to our diverse communities
- Our communities will report harassment, hate crime and gender based violence
- People within the relevant protected characteristic groups or who experience other forms of discrimination or disadvantage are able to be themselves and can achieve their full potential

#### **Education Outcomes 2017 - 2022**

- Children and young people within the relevant protected characteristic groups or who other forms of discrimination and disadvantage are able to achieve their full potential
- Children and young people within the relevant protected characteristic groups in Falkirk Schools feel safe supported and able to be themselves

#### **Falkirk Council Employment Outcomes 2017 - 2022**

- Improved quality employee data across all equality protected characteristics
- Increased representation of minority ethnic groups, disabled people, young people aged 16 – 24 and LGBT people across Falkirk Council workforce
- Reduced job segregation and pay gaps



## 10. What We Need to Improve

### EQUALITY OUTCOME ONE:

- Access to our services will be improved by understanding and reducing barriers.

#### General Duty

- Advance equality of opportunity between groups of people with different 'protected characteristics';
- Eliminate unlawful discrimination, harassment and victimization and other prohibited conduct.
- Fostering good relations between people who share a protected characteristic and those who do not.

#### Evidence

- 10.1. The Council's EPIA process has identified that services, where possible, need to improve the way data is gathered on the protected characteristics of their customers. Information about our customers is not gathered consistently across the Council or collected in a way that allows us to analyse our data to the extent that we would want. This means that even where data exists it can not be used in to understand, identify and then reduce the barriers our customers face in accessing our services.
- 10.2. Our community consultation also identified issues with access to Council services. People, particularly if English is not their first language or if they had poor literacy skills found it hard to access services. People also said that staff could be more proactive in informing people about the services that they might need and that all too services were found through word of mouth. There were issues raised about cuts that are being made to services and questions being asked about how can services be more accessible if services are being reduced and criteria for access being tightened. Some people also expressed preferences to have face to face contact, particularly those with poor literacy skills.
- 10.3. EHRC report 'Is Scotland Fairer' states that having access to more comprehensive and better quality evidence to help improve access to services is a key challenge nationally.
- 10.4. As we improve and redesign our services, it is important that our services understand the needs of our most vulnerable communities particularly those who do not have English as a first language, are gypsy travellers and are transgender.

#### Actions

- We will design and implement a process so that services can monitor, report and identify who uses their service and who does not
- This information will be used to inform service improvement and development
- We will have regular conversations with our protected characteristic communities so that we can understand the barriers they face in accessing our services

#### Protected Characteristic

Disability, Gender Reassignment, Race/ethnicity, religion/belief, sexual orientation, gender

Measured By:

- satisfaction surveys

## EQUALITY OUTCOME TWO:

- Our communities are supported to understand and celebrate the diversity of those who live work and visit the area

### General Duty:

- Eliminate unlawful discrimination, harassment and victimization and other prohibited conduct.
- Fostering good relations between people who share a protected characteristic and those who do not.

### Evidence

- 11.1. Although Falkirk's population is becoming more diverse it is still less diverse than Scotland as a whole. The Scottish Social Attitudes survey showed that attitudes towards protected characteristic groups was improving nationally and 47% of people said they would prefer to live in an area with lots of different types of people. However the same survey showed that people who did not know anyone with a protected characteristic were more likely to hold a discriminatory attitude. We asked this same question to our citizen's panel and 51% of people in Falkirk said that they would prefer to live in an area with lots of different kinds of people. The people in our citizen's panel had also had less contact with equalities groups than people in Scotland as a whole. In Falkirk 73% of our citizen's panel felt that Falkirk should do everything it could to get rid of prejudice.
- 11.2. Our community consultation with protected characteristic groups highlighted the fact that there is a minority of people in our community who commit hate crime and gender-based violence. Our consultations showed that there is a lack of awareness about what hate crime and incidents are and what can be done about them. There is a lack of understanding about all the protected characteristics groups.
- 11.3. The work carried out as part of our SOLD showed that when people feel isolated or experience prejudiced based incidents, hate crime or gender based violence it can impact on their mental health and their ability to participate fully in community life. This can lead to a lack of community cohesion and communities becoming marginalised. One of the challenges identified in our SOLD was to address the issue of stigma and prejudice related to mental health, inequality, using and seeking services.
- 11.4. The most recent statistics on hate crime by the Crown Office and Procurator Fiscal indicate that all groups continue to experience hate crime. Racist hate crime is still the largest category but is decreasing, hate crime in relation to sexual orientation, religion and being transgender are all increasing. Our citizen's panel survey showed that people were more concerned about people they knew with a mental health problem and a physical or learning disability being the victim of a hate crime or incident than any other group. People responding to our citizens panel and taking part in our community conversations felt that more should be done to provide information on what to do if someone experiences or witnesses a hate incident or crime. People also had concerns about some of the terminology used to describe prejudiced based incidents or crimes. *'its not always about hate'*
- 11.5. 'Is Scotland Fairer' identified that hate crimes in relation to both disability and sexual orientation were increasing. It also identified that women were more likely to be subjected to sexual violence than men.

## Actions

- We will establish a communications strategy in partnership with our protected characteristic groups to give clear messages that we want the Falkirk Council area to be a safe place that welcomes diversity
- We will undertake to hold 2/3 events each year to increase understanding between our communities
- We will review and revise our mechanisms for reporting prejudiced based incidents and report these to Police Scotland so that they can determine if a crime has taken place.
- Our services will take a restorative approach within communities when hate related incidents are reported to them
- We will review our gender based violence partnership in line with Scottish Government recommendations
- We will explore the role of the bystander in supporting people who are experiencing prejudiced based incidents and crime and gender based violence.

## Measured By

- No of events organised and participated in by Council Services
- Increase in reports of prejudiced based hate crime
- Increase in reporting of gender based violence
- Compliance with the performance framework on gender based violence
- Increase in customer satisfaction with services (esp. from protected characteristic groups)
- Increased use of BIG Word
- Increase in number of people from protected characteristic groups using Council services
- Number of services with LGBT charter mark

## Protected Characteristic Group

- Disability, gender reassignment, race/ethnicity, religion/belief, sexual orientation

## EQUALITY OUTCOME THREE:

- Our approach to engagement and participation will give a voice to our diverse communities

### Evidence:

- 13.1. Evidence from our Citizen's panel demonstrates that this is an area for improvement. As we need to make sure that the Citizen's panel reflects the make up of the Falkirk Council area. We asked our Citizens panel to describe themselves: 80% are over the age of 45, 96% are white, 88% are Scottish, 91% are heterosexual, 53% male and 4% transgender. Only 2% are from a religion that is not Christian, and 35% have no belief. Our consultations showed that many people from protected characteristic groups were not aware of the ways they could actively contribute to influencing the development of Council Services or the Community Planning partnership priorities. Our community consultation highlighted that it was difficult for groups who had low levels of literacy or who did not speak English as a first language or who used BSL, often did not know how they could take part. Our Citizen's panel said that Community Council's could be daunting and a number of suggestions made as to how the Council could help support this outcome.
- 13.2. The Community Empowerment (2016) Scotland Act will give increased opportunities to involve all our diverse communities in the development and provision of our services. It is important that the views of all our communities are heard when we are developing our locality and neighbourhood plans.
- 13.3. The 'Is Scotland Fairer' report identifies that young people and people from some ethnic minorities were less likely to report being politically active. Women disabled people and people from minority ethnic minorities were politically under-represented both at national and local levels across Scotland. It also identified small groups such as gypsy travellers and transgender people are effectively invisible and suggested that these groups could be experiencing significant disadvantage. The experience of our consultation suggested that this was the case but more work is needed to understand how we can better support these communities and ensure that our services are accessible.

### Actions

- We will have regular conversations with our protected characteristic communities so that we can understand the barriers they face in accessing our services
- Increase awareness about the need to provide interpreters when engaging with people who do not have English as first language
- We will use information gathered in these conversations to identify solutions and ambassadors within our communities to remove barriers and increase understanding with and between communities
- We will work our protected characteristic and other communities to ensure our approach to locality planning is fair
- To explore the role of the bystander in supporting people who are experiencing prejudiced based incidents and crime and gender based violence.

### Measured by:

- No of people from protected characteristics participating in locality planning
- No of people from protected characteristics participating in any consultation
- No of people from protected characteristics groups participating in our citizens panel

## Protected characteristic group

- Disability, gender reassignment, race/ethnicity, religion/belief, sexual orientation

## 14. EQUALITY OUTCOME FOUR:

- People within the relevant protected characteristic groups or who experience other forms of discrimination or disadvantage are able to be themselves and can achieve their full potential

### Evidence

- 14.1. The 'Is Scotland Fairer' report identified that although young people are well qualified they are experiencing considerable disadvantage in the labour market. People aged 16-24 had the highest unemployment rates. The employment gap between young people and other age groups widened between 2008 and 2013. Young people are more likely to be under-employed.
- 14.2. Although girls and women perform well academically this is not reflected in the workplace. People from minority ethnic community are successful academically but again are more likely to be unemployed than white people. Disabled people are more likely to be unemployed. The ethnic minority community are more likely to be living in relative poverty after housing costs, more likely to live in overcrowded households and less likely to receive support from family and friends. Increasing proportions of women are reporting poor or bad health. Gypsy travellers also report high levels of very bad health.
- 14.3. In our local conversations, the issue of mental health services was raised by people in our protected characteristic communities. It is clear from those exercises that there is a shortage of specialist mental health services where people can be communicated with in their first language. Whilst the Council has a limited role in relation to direct provision of mental health services we do have a role in relation to working with our Community Planning partners to develop services and appropriate response to this issue.
- 14.4. Our local snapshot survey on LGBT issues showed that out of 37 people 28 (76%) had not been discriminated against when receiving a service. However the response to other questions in this survey were more mixed and showed that 60% of those responding had experienced biphobic, homophobic or transphobic bullying at school. Half of those people responding to the survey felt that biphobia, homophobia and transphobia had a negative impact on their education, training and employment opportunities.
- 14.5. Our community consultation exercise again highlighted the need for people who did not have English as a first language or who had poor literacy skills to be able to find out about the services that the Council provided. One of the biggest barriers to employment and accessing services is to have a reasonable level of literacy

### Action

- We will have regular conversations with our protected characteristic communities so that we can understand the barriers they face in accessing our services
- We will establish a communications strategy in partnership with our protected characteristic groups to give clear messages that we want the Falkirk Council area to be a safe place that welcomes diversity
- Services understand and remove and reduce the barriers that people with protected characteristics can experience

- Increase awareness about the need to provide interpreters when engaging with people who do not have English as first language
- To work with our partners and protected characteristic groups to develop appropriate responses to these complex issues

Measured by

- Increase in satisfied customer satisfaction in council survey's
- Increase in numbers of people with protected characteristics using Council services
- Increase in use of BIG Word

Protected characteristic group

- Disability, gender reassignment, race/ethnicity, religion/belief, sexual orientation



## 15. FALKIRK COUNCIL EDUCATION AUTHORITY

### Equality Outcome One:

- 15.1. Children and young people within the relevant protected characteristic groups or who experience other forms of discrimination and disadvantage are able to achieve their full potential.

#### Evidence

- 15.2. 'Is Scotland Fairer' highlights clear attainment gaps alongside variable exclusion rates for protected characteristic groups. Work to raise educational standards and attainment should address the following:
- Gender: boys continued to fall behind girls in achieving at least five awards at Scottish Credit and Qualifications Framework (SQCF) Level 5 or better, across all ethnic groups.
  - Socio-economic deprivation: children from poorer backgrounds performed less well than their peers.
  - Ethnicity: Gypsy/Traveller children continued to have the lowest attainment levels.
  - Disability: the attainment gap between pupils with additional support needs (ASN) and those without narrowed but remained significant. Disabled pupils and pupils with ASN were more likely to be excluded from school than non-disabled pupils and those without ASN.
  - Looked after children: the attainment gap between looked after children and other pupils narrowed but attainment levels remain well below that of other pupils.
- 15.3. This national evidence has informed our community consultations. We need to work with particular communities to fully understand the barriers that exist and ensure that attainment increases for all children and young people.

Data on number of prejudice based incidences reported in Falkirk Schools

Year	Primary	Secondary	Additional Support	TOTAL
2012	5	1	0	6
2013	9	4	0	13
2014	16	6	0	22
2015	15	8	0	23
2016	17	7	6	30

- 15.4. Consultation with our Gypsy traveller community highlighted that, although primary school was felt to be a positive experience for gypsy traveller children, there was a marked reluctance for children and young people to participate in school beyond primary level. This was partly due to the culture for children and young people in this age group to work and learn with their parents.

Action:

- Develop briefings for Early Years & Primary Improvement Partnership (EYPIP) and Secondary Improvement Partnership (SIP).
- Develop common processes for reporting prejudice based incidents/ bullying.
- Capture data on protected characteristic groups and identify measures for improvement in areas of need.
- Develop Action plan based on identified needs and improvement measures.
- Allocate tasks to relevant Children's Services and Children's Commission groups
- Using Re-aligning Children's Services and other data, identify needs and improvement actions.

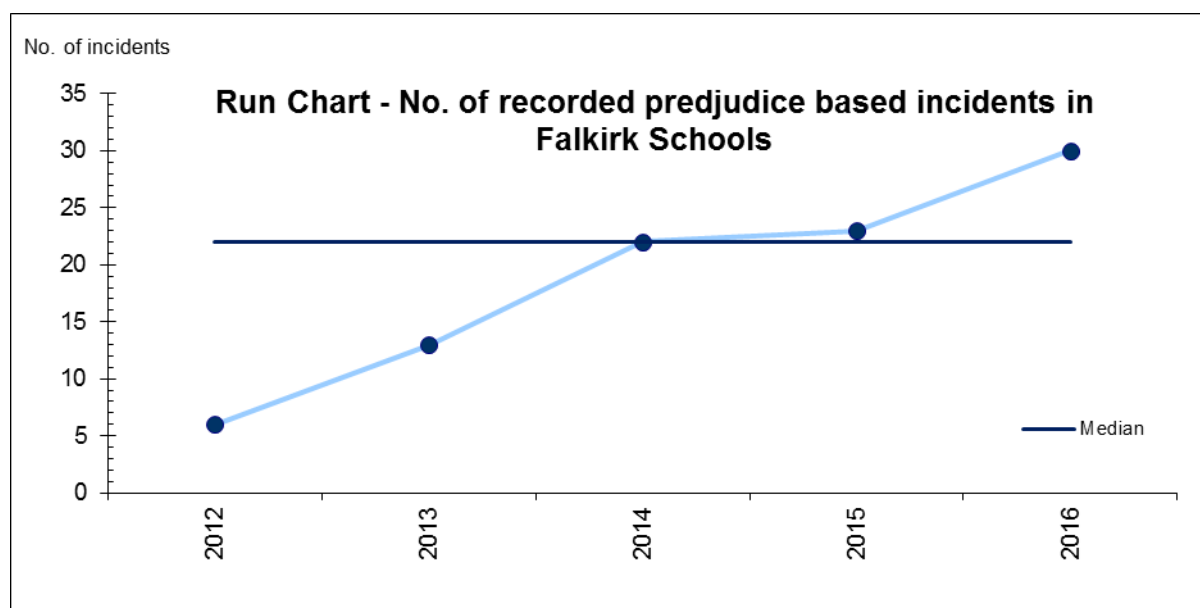
## FALKIRK COUNCIL EDUCATION AUTHORITY

### Equality Outcome Two

- 15.5. Children and young people within the relevant protected characteristic groups in Falkirk Schools feel safe supported and able to be themselves.

#### Evidence

- 15.6. Bullying is a particular issue for those with protected characteristics. National research shows a rise in hate crime in England following the EU referendum. Thankfully we have not seen a similar rise in Scotland but, in terms of other identity based bullying, we do not currently have reliable enough recording/ data to tell us what the current needs are – EHCR Hate Crime Action Plan 2016.
- 15.7. National research highlights that as part of EHRC research (2015a) that two in five pupils (40%) had experienced bullying and one in four pupils were aware of other pupils experiencing prejudice-based bullying – particularly based on sexual orientation or social class.
- 15.8. Our local consultations with approximately 70 children and parents highlighted that all the protected characteristics groups had experienced bullying or prejudice in schools. The participants in our consultation felt strongly that school should be a safe place and that the consequences of bullying (on the victim) were not taken seriously. Some parents spoke of the long term mental health impacts of bullying on their now adult children.
- 15.9. We know that recording of incidents does not match the feedback from our focus groups. One of our sub actions is to ensure common processes for reporting are in place across all of our schools. What our data does tell us is that the number of incidents is growing. While we would expect better reporting processes to perhaps show an increase in reporting initially. Our aim is, that by better reporting of needs, we can put resources/ target support to ensure these incidents do not continue to rise.



#### Actions:

- Implement restorative approaches in all Falkirk Schools.

- Implement Rights Respecting Schools across Falkirk Schools.
- Secondary schools will implement the LGBT charter mark.
- Roll out mentors in violence programme
- Develop common processes for reporting prejudice based incidents/ bullying.
- Capture data on protected characteristic groups and identify measures for improvement in areas of need.
- Develop Action plan based on identified needs and improvement measures.
- Allocate tasks to relevant Children's Services and Children's Commission groups

## Protected CharacteristicS

All

## 16. FALKIRK COUNCIL AS AN EMPLOYER

### 16.1. EMPLOYMENT EQUALITY OUTCOMES

Outcome One - Improved quality employee data across all equality protected characteristics

#### General Duty

- Advance equality of opportunity between groups of people with different protected characteristics;
- Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct

#### Evidence Base

16.2. Whilst the data from December 2016 has shown an improved return rate in respect of employee monitoring, there are still some areas which require further improvement and scrutiny. This is particularly evident within ethnicity, disability, sexual orientation, religion/belief and transgender.

#### Actions

- Identify gaps in employee equality data and continue to increase monitoring information that we hold.

#### Protected Characteristic

All

16.3. Outcome Two - Increased representation of BME groups, disabled people, young people aged 16-24 and LGBT people across Falkirk Council workforce

#### General Duty

- Advance equality of opportunity between groups of people with different protected characteristics;
- Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct;
- Foster good relations between people who share a protected characteristic and those who do not.

#### Evidence Base

16.4. Comparison of Performance Indications from April 2015 and April 2016 show very little change in respect of the representation of the above groups within the Council workforce. In most cases the indicators remain fairly static and this requires further investigation.

16.5. Recruitment figures show a higher rate of applications against the actual number of employees employed within the Council within some characteristics which again suggests are area for further investigation and scrutiny.

## Actions

- Analysis of reports for the application stage of the recruitment process to compare applicants against equality characteristics of Falkirk Council area.

## Protected Characteristic

- Ethnicity, Age, Disability, Sexual Orientation, Gender Reassignment

## 16.6. Outcome Three - Reduced job segregation and pay gaps

### General Duty

- Advance equality of opportunity between groups of people with different protected characteristics;
- Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct.

### Evidence Base

- 16.7. The gender pay gap within the Council has reduced from 7.62% to 2.96%. Whilst this has improved significantly over the past few years, work is still required to further improve the pay gap.
- 16.8. The recent equal pay audit undertaken by the Council showed a predominantly female workforce. The posts occupied mainly by female staff were in relation to Teaching, Cleaning, Catering, Clerical and Care.

## Actions

- Continue to monitor equal pay gap
- Carry out Job Evaluation project to check grading of posts identified through equal pay claims
- Undertake initial analysis of current job segregation picture and identify options to address issues identified.

## Protected characteristic

- Gender, Disability, Ethnicity

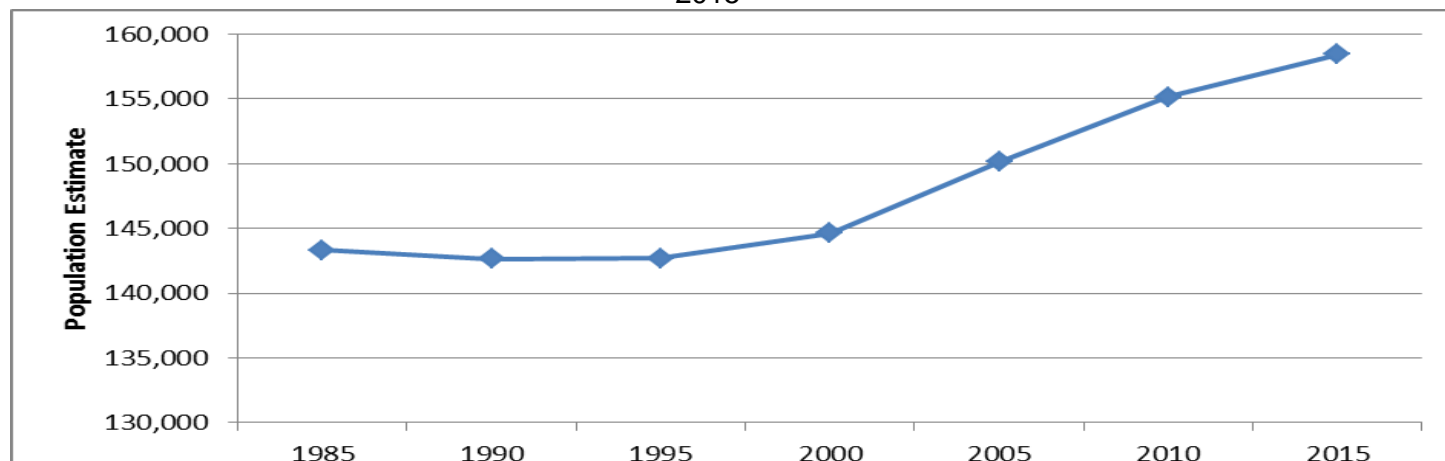
## The Falkirk Council area \_ Our Profile

The Falkirk Council area is situated right at the centre of Scotland. It has a growing population which in 2016 was *157,140 making it the 11th largest council( check this)* in Scotland. Our area is one of the best connected in Scotland, equidistant between Glasgow and Edinburgh and at the heart of the motorway network.

Summary

### Population

Figure 1: Population 1985-2015



Source: National Records of Scotland (NRS) – Mid-Year Estimate 2015

The 2015 mid-year estimate gives the population of the Falkirk Council area as 158,460, an increase of 770 (0.49%) from the 2014 revised population figure. The total population of Scotland is 5,373,600, an increase of 25,400 (0.49%) from the previous year.

- The population is expected to grow to 162,800 by 2020 (representing an 8.5% growth rate)
- Birth rates continue to be well above the national average
- By 2020 it is predicted that the number of 0-4 year olds will rise to 9060
- By 2020 the number of 64-75 years olds will have increased by 1600 or 10%, for 75+ this age group will have grown by 2000 or 16%
- There is variation in the age distribution between local areas
- In 2011 30% of the population suffered from one or more health conditions, 21% were affected by a long-term condition

### The Local Economy

- In 2013, 31% of total employment was in the public sector, compared with 20% in Scotland. We will therefore be disproportionately affected by reductions in public spending
- Unemployment peaked in 2011
- Male unemployment is higher than that of females
- From Autumn 2008 until May 2015 local unemployment remained higher than the Scottish average, but has fallen below that in the last two months. We currently have the 13th highest unemployment rate in Scotland.
- Levels of unemployment vary across the area, the latest average for the whole area being 2.1%. It is twice that in Bainsford/Langlees, Bowhouse and Camelon East. Unemployment levels have remained stubbornly high in our most deprived areas.

- Youth unemployment has fallen, and currently stands at 16%. The data we have suggests we are slightly higher than the Scottish average.
- Adult qualification levels are 7.6% points below that of Scotland. Growth in qualification levels is 3.2% points below the Scottish average.

## Education

- Educational attainment in recent years has improved. The way attainment is reported has changed as a result of the Curriculum for Excellence.
- We experience significant differences in educational attainment across the area. Taking a benchmark level of 5 or more qualifications at SCQF level 5, the area average is 38.7%, best performance is 70% in Polmont, worst performance is 8.2% in Bainsford & Langlees, in eight other areas it is 25% or less.
- For many years performance on school leaver destinations was significantly below the Scottish average. That gap has closed markedly in recent years.
- We remain significantly below the Scottish average (8.9% points) for the number of school leavers going into higher and further education
- 9.1% of our local areas fell within the worst 15% of areas in Scotland for deprivation. When looking at the educational domain however this increased to 13.7%.

## Housing & Infrastructure

- We expect to have 73,100 households by 2020. This represents a steady increase and has been added to by a reduction in household size.
- We expect there to be 25365 single person households by 2020, many of these people being aged 65+ and living alone.
- The level of homelessness has dropped in recent years, but rose slightly last year.

## Age & Gender

Table 1: Falkirk age and gender 2015

Age group	Male No	Female No	Total No	Total %	Scotland %
0-4	4,562	4,228	8,790	5.5%	5.4%
5-11	6,489	6,367	12,856	8.1%	7.5%
12-15	3,434	3,238	6,672	4.2%	4.1%
16-19	3,789	3,331	7,120	4.5%	4.6%
20-29	9,054	9,090	18,144	11.5%	13.6%
30-39	9,615	10,269	19,884	12.5%	12.4%
40-49	11,883	12,411	24,294	15.3%	13.9%
50-59	11,394	11,512	22,906	14.5%	14.3%
60-64	4,422	4,824	9,246	5.8%	5.9%
65-74	7,751	8,376	16,127	10.2%	10.1%
75-84	4,047	5,293	9,340	5.9%	6.0%
85+	1,054	2,027	3,081	1.9%	2.2%
Total	77,494	80,966	158,460	100.0%	100.0%

Source: National Records of Scotland (NRS) – Mid-Year Estimate 2015

In Falkirk 51.1% of the population is Female and 48.9% is Male. This is similar to Scotland which is 51.4% Female and 48.6% Male.



## Ethnicity & National Identity

Table 2: Ethnicity

Ethnicity		Falkirk No	Falkirk %	Scotland No	Scotland %
White	Scottish	142,432	91.3%	4,445,678	84.0%
	Other British	7,025	4.5%	417,109	7.9%
	Irish	882	0.6%	54,090	1.0%
	Gypsy/Traveller	145	0.1%	4,212	0.1%
	Polish	1,080	0.7%	61,201	1.2%
	Other White	1,473	0.9%	102,117	1.9%
Mixed or Multiple ethnic groups	Mixed or Multiple ethnic groups	334	0.2%	19,815	0.4%
Asian, Asian Scottish or British	Pakistani, Pakistani Scottish or British	1,148	0.7%	49,381	0.9%
	Indian, Indian Scottish or British	413	0.3%	32,706	0.6%
	Bangladeshi, Bangladeshi Scottish or British	11	0.0%	3,788	0.1%
	Chinese, Chinese Scottish or British	275	0.2%	33,706	0.6%
African	Other Asian	226	0.1%	21,097	0.4%
	African, African Scottish or British	205	0.1%	29,186	0.6%
	Other African	0	0.0%	452	0.0%
Caribbean or Black	Caribbean, Caribbean Scottish or British	92	0.1%	3,430	0.1%
	Black, Black Scottish or British	17	0.0%	2,380	0.0%
	Other Caribbean or Black	17	0.0%	730	0.0%
Other ethnic groups	Arab, Arab Scottish or British	78	0.1%	9,366	0.2%
	Other ethnic group	137	0.1%	4,959	0.1%

Source: Scotland Census 2011

The majority of people in Falkirk and Scotland are “White Scottish” at 91.3% and 84% respectively. The percentage of households where all members are “White Scottish” is 91.1% for Falkirk and 84.3% for Scotland.

Table 3: Country of birth

Country of birth	Falkirk No	Falkirk %	Scotland No	Scotland %
Scotland	140,890	90.3%	4,411,884	83.3%
England	8,317	5.3%	459,486	8.7%
Wales	403	0.3%	17,381	0.3%
Northern Ireland	718	0.5%	36,655	0.7%
Republic of Ireland	394	0.3%	22,952	0.4%
Other EU Countries	2,304	1.5%	134,910	2.5%
Other	2,964	1.8%	212,135	4.0%

Source: Scotland Census 2011

The highest percentage for country of birth in the Falkirk area was “Scotland” (90.3%) followed by “England” (5.3%). The lowest percentages were recorded for the “Republic of Ireland” and “Wales” (both 0.3%).

Table 4: National identity

National Identity	Falkirk No	Falkirk %	Scotland No	Scotland %
Scottish	106,084	68.0%	3,306,138	62.4%
British	9,849	6.3%	443,275	8.4%
Scottish and British	30,800	19.7%	968,759	18.3%
Scottish and Other	1,983	1.3%	102,028	1.9%
English	2,218	1.4%	120,990	2.3%
Any other combination of UK identities	1,785	1.1%	104,434	2.0%
Other	3,071	2.0%	234,062	4.4%
Other identity and at least one UK identity	200	0.1%	15,717	0.3%

Source: Scotland Census 2011

The identity “Scottish” had the highest percentage for both Falkirk (68%) and Scotland (62.4%), followed by “Scottish and British” with 19.7% and 18.3% respectively.

## Marital Status

Table 5: Marital status

Marital Status	Falkirk No	Falkirk %	Scotland No	Scotland %
Single	39,366	30.8%	1,549,492	35.4%
Married	62,861	49.3%	1,981,516	45.2%
Same Sex Civil Partnership	187	0.1%	7,150	0.2%
Separated	4,314	3.4%	140,954	3.2%
Divorced	11,047	8.7%	359,704	8.2%
Widowed	9,838	7.7%	340,256	7.8%

Source: Scotland Census 2011

The marital and civil partnership status for people aged 16 and over in Falkirk shows 49.3% of the population are “married”, and 30.8% are “single”. The percentage for Scotland as a whole shows “married” people as 45.2% and “single” people as 35.4%. The most common marital status in Falkirk and Scotland is “married”.

## Sexuality

Table 6: Sexuality Falkirk and Scotland

Sexuality	Male %	Female %	Total %	Scotland %
Heterosexual/Straight	98.0%	97.1%	97.5%	98.4%
Gay/Lesbian	1.5%	0.9%	1.2%	0.8%
Bisexual	0.0%	2.1%	1.1%	0.2%
Other	0.0%	0.0%	0.0%	0.0%
Refused	0.5%	0.0%	0.3%	0.6%
Don't know	0.0%	0.0%	0.0%	0.0%
Total	100.0%	100.1%	100.1%	100.0%

Source: Scottish Household Survey (2014)

Table 6 shows 98% of Falkirk male respondents and 97.1% of females stated they were “heterosexual/straight”. The total percentage for male and female was slightly higher for Scotland at 98.4%. Note: the sample size in Falkirk is small and is subject to sampling error. It is felt that the figures are likely to under-report the percentage of lesbian, gay or bisexual (LGB) people within society.

## Pregnancy & Maternity

The Falkirk area has a higher rate of maternities than Scotland, this reflects the growth of population in Falkirk, while in other areas in Scotland the population is growing much slower. Table 15 also shows that there is a higher rate of teenage pregnancies (in women aged 15-19) than Scotland. Scotland has a higher rate of married parents than Falkirk and the number of exclusively breastfed babies at 6-8 weeks is much lower than the Scottish rate of 27%.

Table 14: Number of Maternities 2015 and rate per 10,000 female population aged 15-45

	Number	Rate	Rate Scotland
Falkirk	1,576	513.6	506.6

Source: NRS Scotland Vital Events

Table 15: Teenage Pregnancies 2015 - Number and rate per 1,000

	Number	Rate	Rate Scotland
Falkirk	75	47.5	42.3

Source: NRS Scotland Vital Events

Table 16: Marital Status of Parents to live births 2015

	Within Marriage		Outwith Marriage	
	Number	%	Number	%
Falkirk	745	46.70%	849	53.30%
Scotland	26,888	48.80%	28,210	51.20%

Source: NRS Scotland Vital Events

Table 17: Babies Exclusively Breastfed at 6-8 weeks 2013

	%
Falkirk	20%
Scotland	27.10%

Source: Statistics.scot.gov

## Disability and Illness

Mental wellbeing can be a key factor in determining physical wellbeing. It can also influence social circumstances such as employment, family relationships and community participation. The Scottish Health Survey shows the scores of respondents on the Warwick Edinburgh Mental Wellbeing Scale of adults aged 16+. The rank position shows how each Scottish Local Authority is positioned in relation to each other. Of the 32 Scottish Local Authorities Falkirk Council area respondents showed the 9<sup>th</sup> lowest scores for mental wellbeing. The Local Authority with respondents showing the highest mental wellbeing was the Orkney Islands.

Table 7: Percentage of the population with a long-term health condition

Health Condition	Falkirk %	Scotland %
No condition	69.9%	70.1%
One or more long-term health condition	30.1%	29.9%
Deafness or partial hearing loss	6.4%	6.6%
Blindness or partial sight loss	2.2%	2.4%
Learning disability (e.g. Down's Syndrome)	0.5%	0.5%
Learning difficulty (e.g. dyslexia)	1.9%	2.0%
Developmental disorder (e.g. Autistic Spectrum Disorder)	0.6%	0.6%
Physical disability	7.0%	6.7%
Mental health condition	4.1%	4.4%
Other condition	19.2%	18.7%

Source: Scotland Census 2011

Table 7 shows 30.1% of the Falkirk population suffer from one or more long-term health condition. It is important to note that an individual may suffer from more than one of the above conditions. The most common long term health condition in Falkirk is a "physical disability" (7.0%).

Table 8: Limitations on day-to-day activities

Limitation	Falkirk %	Scotland %
Limited a lot	9.6%	9.6%
Limited a little	10.4%	10.1%
Not limited	80.0%	80.4%

Source: Scotland Census 2011

Table 8 shows the extent to which a long-term health problem or disability limits individuals day to day. Nearly 10% of individuals in Falkirk are limited a lot by a health problem.

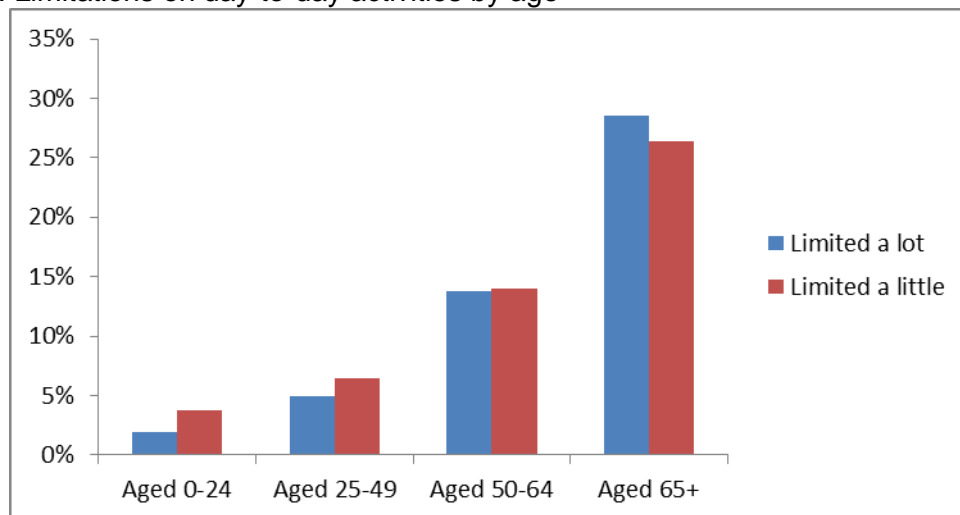
Table 9: Limitations on day-to-day activities by ethnic group

	White	Mixed ethnic groups	Asian, Asian Scottish or Asian British	African	Caribbean or Black	Other ethnic groups
Limitation	%	%	%	%	%	%
Limited a lot	9.7%	4.2%	5.0%	3.4%	4.0%	2.8%
Limited a little	10.5%	6.6%	5.5%	4.4%	6.4%	7.0%
Not limited	79.8%	89.2%	89.5%	92.2%	89.7%	90.2%

Source: Scotland Census 2011

Table 9 shows each ethnic group in Falkirk, followed by the percentages of each that have been limited by a health problem or disability. The highest percentage of people who are limited a lot day-to-day by a disability or illness was found in the “White” group (9.7%), followed by the “Asian” group (5.0%). The highest percentage not limited by a disability or health condition was found in the “African” ethnic group (92.2%).

Figure 2: Limitations on day-to-day activities by age



Source: Scotland Census 2011

Figure 2 suggests that a higher percentage of individuals are “limited a lot” in the 65+ age group category. Of the 25,296 people in this age group 28.6% are “limited a lot”. This is also the only group with the “limited a lot” category is greater than the “limited a little” category.

Table 10: Limitations on day-to-day activities by age

Limitation	Aged 0-24	Aged 25-49	Aged 50-64	Aged 65+
	%	%	%	%
Limited a lot	1.9%	4.9%	13.8%	28.6%
Limited a little	3.7%	6.5%	14.0%	26.4%
Not limited	94.4%	88.6%	72.2%	45.0%

Source: Scotland Census 2011

Table 10 shows that as age increases, limitation to everyday activities also increases. Of people aged 65+ 28.6% said that they are “limited a lot”.

Table 11: Limitations on day-to-day activities by gender

Limitation	Falkirk		Scotland	
	Males	Females	Males	Females
	%	%	%	%
Limited a lot	8.9%	10.4%	8.8%	10.2%
Limited a little	9.7%	11.1%	9.4%	10.7%
Not limited	81.5%	78.5%	81.8%	79.0%

Source: Scotland Census 2011

In terms of gender, Table 11 suggests that slightly more females than males are “limited a lot” in both Falkirk and Scotland. From the total number of people who said their day-to-day activities were “limited a lot” 13.3% said they were in “very good or good health”, 38.8% said they were in “fair health” and 47.9% said they were in “bad or very bad health”.

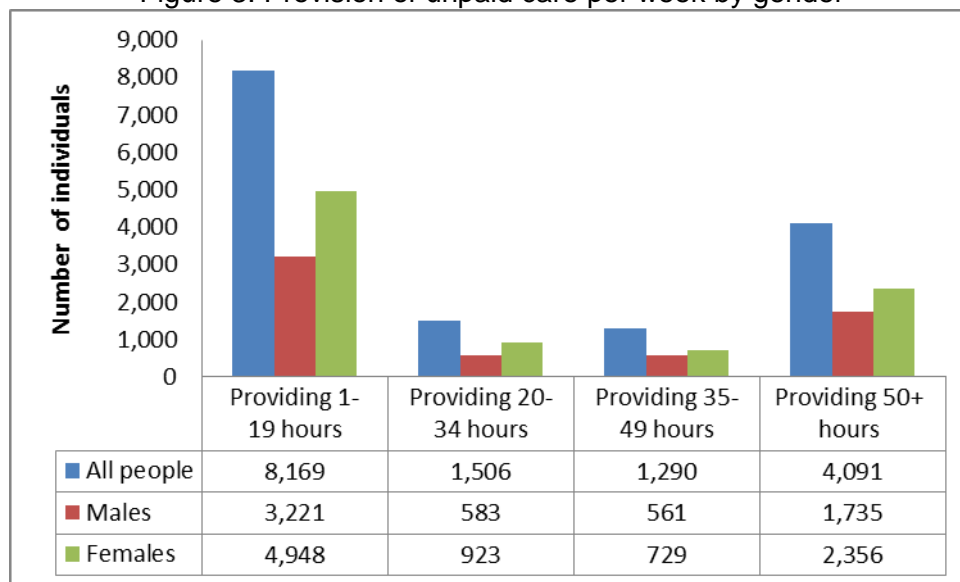
Table 12: Provision of unpaid care per week

Care provided	Falkirk %	Scotland %
Not providing care	90.3%	90.7%
Providing 1-19 hours	5.2%	5.2%
Providing 20-34 hours	1.0%	0.9%
Providing 35-49 hours	0.8%	0.8%
Providing 50+ hours	2.6%	2.5%

Source: Scotland Census 2011

In terms of providing unpaid care, 5.2% of the population for Falkirk and Scotland provide 1-19 hours per week.

Figure 3: Provision of unpaid care per week by gender

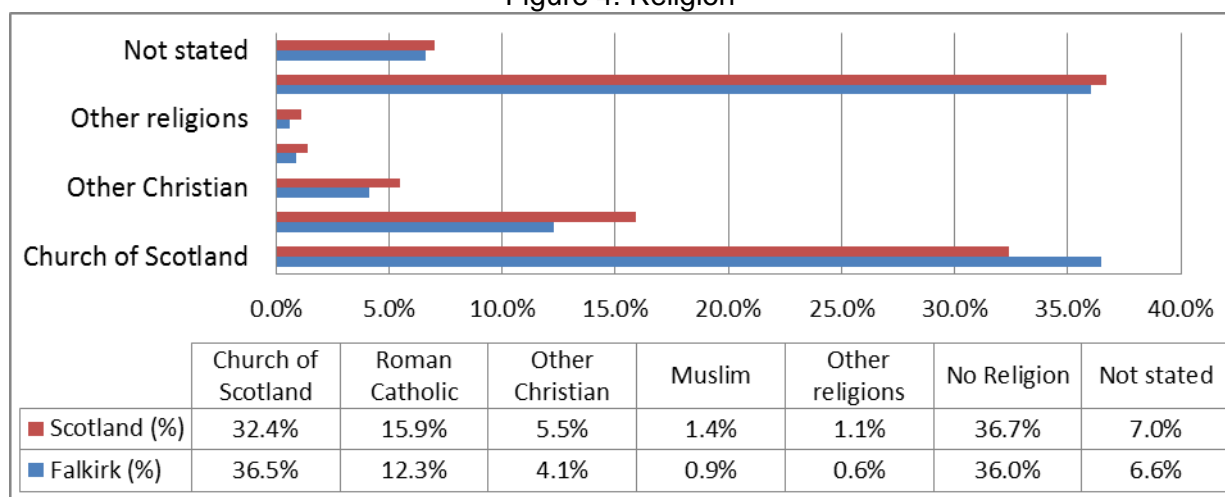


Source: Scotland Census 2011

Figure 3 shows that women provide more unpaid care than men in all categories. The most striking difference is in the 50+ hours category which shows 2,356 women providing this level of care, compared to 1,735 men.

## Religion

Figure 4: Religion



Source: Scotland Census 2011

“Church of Scotland” was the most common religion in Falkirk (36.5%), followed by a “no religion” response (36%).

## Education

Table 13: Highest level of qualification by ethnic group for people aged 16+

Highest level of qualification	All people aged 16+	White total	Mixed ethnic groups	Asian, Asian Scottish or Asian British	African	Caribbean or Black	Other ethnic groups
Total	127,613	125,511	156	1,545	164	88	149
None	27.4%	27.4%	6.4%	27.0%	7.9%	19.3%	26.9%
Level 1	27.7%	27.8%	29.5%	18.6%	28.1%	25.0%	24.9%
Level 2	14.3%	14.3%	19.9%	9.5%	11.0%	12.5%	5.4%
Level 3	10.5%	10.5%	10.3%	10.7%	6.7%	9.1%	12.8%
Level 4 and above	20.2%	20.0%	34.0%	34.2%	46.3%	34.1%	30.2%

Source: Scotland Census 2011

The highest level of qualification for ethnic groups were found in the “level 4 and above” category (Mixed ethnicity 34%, Asian 34.2%, African 46.3%, Caribbean or Black 34.1% and “Other” group 30.2%). For the “White total” group the highest percentage was reported for “level 1” qualification (27.8%), followed by “no qualification” (27.4%).





### Falkirk Council Community Equalities Action Plan

Outcome	Action	Success measures	Year
Access to our services will be improved by understanding and reducing barriers	We will design and implement a process so that services can monitor, report and identify who uses their service and who does not	Baseline established re protected characteristic groups	2017/18
	This information will be used to inform service improvement and development	Services target under-represented groups Increase in usage by under – represented groups in all services	2018/19
	We will have regular conversations with our protected characteristic communities so that we can understand the barriers they face in accessing our services	No's of people from protected characteristic groups Increase in numbers of people from protected characteristics using our services	2017/22
Our communities are supported to understand and celebrate the diversity of those who live work and visit the area	We will establish a communications strategy in partnership with our protected characteristic groups to give clear messages that we want the Falkirk Council area to be a safe place that welcomes and celebrates diversity	Number of our services with LGBT charter mark	2017
	We will review and revise our mechanisms for reporting hate and prejudiced based incidents and report these to Police Scotland so that they can determine if a crime has taken place.	Increased reporting in prejudiced based crime and incidents	2017/18
	Our services will take a restorative approach within communities when hate or prejudiced related incidents are reported to them	Increased reporting in prejudiced based crime and incidents	2018/19
	We will review our gender based violence partnership in line with Scottish Government recommendations	Increased reporting Increased satisfaction with services	2017/18

### Falkirk Council Community Equalities Action Plan

Outcome	Action	Success measures	Year
	To explore the role of the bystander in supporting people who are experiencing prejudiced based incidents and crime and gender based violence.	Increase in reporting of hate crime Increase in reporting of gender based violence	2018/19
	We will undertake to hold 2/3 events each year to increase understanding between our communities	No of events held	Yearly
Our approach to engagement and participation will give a voice to our diverse communities	We will have regular conversations with our protected characteristic communities so that we can understand the barriers they face in accessing our services	No of people from protected characteristics participating in locality planning No of people from protected characteristics groups participating in our citizens panel  No of people from protected characteristics participating in any consultation	2017/22
	We will use information gathered in these conversations to identify solutions and ambassadors within our communities to remove barriers and increase understanding with and between communities		2018/22
	We will work our protected characteristic and other communities to ensure our approach to locality planning is fair		2017-2022
	To explore the role of the bystander in supporting people who are experiencing prejudiced based incidents, crime and gender based violence		2018
People within the relevant protected characteristic groups or who experience other forms of discrimination or disadvantage are able to be themselves and can achieve their full potential	We will have regular conversations with our protected characteristic communities so that we can understand the barriers they face in accessing our services	Increase in satisfied customer satisfaction in council survey's  Increase in numbers of people with protected characteristics using Council services	2017-2022

### Falkirk Council Community Equalities Action Plan

Outcome	Action	Success measures	Year
	Increase awareness about the need to provide interpreters when engaging with people who do not have English as first language	Increase in use of BIG Word	2018-2022
	We will establish a communications strategy in partnership with our protected characteristic groups to give clear messages that we want the Falkirk Council area to be a safe place that welcomes diversity		2017-2018
	Services understand and remove and reduce the barriers that people with protected characteristics can experience		2019 - 2022
	To work with our partners and protected characteristic groups to develop appropriate responses to these complex issue		2017-2022

### Falkirk Council Education Authority Equality Action Plan

Outcome	Action
Children and young people within the relevant protected characteristic groups or who experience other forms of discrimination and disadvantage are able to	Develop briefings for Early Years & Primary Improvement Partnership (EYPIP) and Secondary Improvement Partnership (SIP).
	Develop common processes for reporting prejudice based incidents/ bullying.
	Capture data on protected characteristic groups and identify measures for improvement in areas of need
	Develop Action plan based on identified needs and improvement measures.
	Allocate tasks to relevant Children's Services and Children's Commission groups

Falkirk Council Education Authority Equality Action Plan	
Outcome	Action
achieve their full potential	Using Re-aligning Children's Services and other data, identify needs and improvement actions
Children and young people within the relevant protected characteristic groups in Falkirk Schools feel safe supported and able to be themselves	Implement restorative approaches in all Falkirk Schools
	Implement Rights Respecting Schools across Falkirk Schools
	Secondary schools will implement the LGBT charter mark.
	Roll out mentors in violence programme
	Develop common processes for reporting prejudice based incidents/ bullying
	Capture data on protected characteristic groups and identify measures for improvement in areas of need.
	Develop Action plan based on identified needs and improvement measures
	Allocate tasks to relevant Children's Services and Children's Commission groups

Falkirk Council As An Employer Equality Action Plan		
Outcome	Action	Measures / Evidence
Improved quality employee data across all equality protected characteristics	Data Gathering Identify gaps in employee equality data and continue to increase monitoring information that we hold.	Increased protected characteristic information available/reduced gaps in information Annual PI reports Evidence of communication to employees
Increased representation of minority ethnic groups, disabled people, young people aged 16 – 24 and LGBT people across Falkirk Council workforce	Recruitment Monitoring Analysis of reports for the application stage of the recruitment process to compare applicants against equality characteristics of Falkirk Council area.	Stats are reflective of Falkirk Council area stats
	Equal Pay Continue to monitor the pay gap. Carry out JES project to check grading of posts identified through equal pay claims.	Equal pay audits JES outcomes that are robust and equality approved

Falkirk Council As An Employer Equality Action Plan		
Outcome	Action	Measures / Evidence
Reduced job segregation and pay gaps	Occupational Segregation Undertake an initial analysis of the current picture and identify options to address issues identified	Report produced and options identified

**UPDATE FROM 2015 PLAN**  
**Falkirk Council Equality Outcomes 2015/16**

## **1. COUNCIL**

<b>Corporate Plan Goal:</b>	<b>Increasing our efforts to tackle disadvantage and discrimination</b>
<b>Corporate Plan Outcomes:</b>	<b>Our citizens continue to access critical services that meet their needs Our housing continues to meet the needs of people who live and may wish to live in our area Disadvantaged communities will benefit from better services</b>
<b>Service Outcomes:</b>	<b>Improved support and protection for people who experience gender based violence and other hate crimes</b>

<b>Action</b>	<b>Update</b>	<b>Lead Officer</b>
1.01 In partnership with the Council's Finance Service, work with tenants to ensure income maximisation and tenancies are sustained.	A Services to Tenants Improvement Group was established with the aim of undertaking a full review of the housing management service. The group has been working with staff and tenants to agree what a good service would look like. Recommendations were then presented via a questionnaire to all 16,500 tenants, achieving a 10% return rate. The key themes supported the principles of smaller locality based housing teams, named officers and a widening of the services and advice that could be accessed, either at home, in more convenient local access points and on line. The new delivery model is based on an intensive management process that puts individuals at the centre of the Service's activities, ensuring early identification of issues affecting income or issues that impact tenant's ability to sustain their tenancies.	Head of Housing

Action	Update	Lead Officer
1.02 Develop a rent policy and work jointly to address income maximisation and welfare reform issues.	Work on a draft Corporate Debt policy that incorporates references to the Rent Arrears Policy is ongoing and now in draft form. Over the past two years the Housing & Finance Divisions have sponsored a joint working agreement, involving additional staff, to work with some of our more difficult to reach clients. The outcomes have been reflected in the review noted at action 1.01 above. Additionally, changes within corporate advice services have ensured that staff now has easier access to advice services, either from mainstream service users or those subject to homelessness. The Service has been working closely with the Department of Work and Pensions on the roll out of Universal Credit and other welfare reform changes.	Head of Housing
1.03 Develop a Housing Strategy for older people to meet the needs of increasing aging population by providing a range of housing options for a diverse older population.	An Older Person's Plan has been written and actions have been identified within the plan which will be taken forward by the Housing Contribution Statement Group. The actions will also be included within the new Local Housing Strategy which is due to be completed at the start of 2017. Elected members were advised of the Older People's Housing Plan in the Local Housing Strategy Update 2015 Report to Executive on 16 <sup>th</sup> August 2016.	Head of Housing
1.04 Improve information about older persons housing options and services.	This action will be taken forward by the Housing Contribution Statement Group and will also be included within the new Local Housing Strategy action plan.	Head of Housing
1.05 Engage with community and services to ensure integrated services at first point of contact particularly for disadvantaged groups.	A review has been carried out on how we deliver services within Access to Housing to ensure that vulnerable and disadvantaged groups can access services. The new Grangemouth Hub will enable new service delivery methods to be introduced to provide more holistic services to disadvantaged / vulnerable groups.	Head of Housing

Action	Update	Lead Officer
1.06 Review and improve accommodation support to help sustain tenancies and reduce homelessness.	A review of supported accommodation has been carried out and new models of service delivery identified. Services have been tendered with a view to contracts being in place from 1 April 2017.	Head of Housing
1.07 Implement and review the equality and poverty impact assessment process across the Council.	This Equality and Poverty Impact assessment is reviewed every year.	Head of Policy, Technology & Improvement
1.08 Explore the feasibility of combining other assessments within / alongside the EPIA process e.g. human rights.	This has been considered but at this point in time is considered to be a step too far. We will consider this again in March/April as part of the EPIA review.	Head of Policy, Technology & Improvement
1.09 Promote equality data across Services to add value to understanding of the different communities in Falkirk and to inform service needs.	Services are aware of the need to gather equality data to better understand their service users, however this will continue to be an action within our new equality action plan as this is not mainstreamed	Head of Policy, Technology & Improvement
1.10 Equality data will help to inform equality and poverty impact assessments.	Services are engaging more fully with service users as part of EPIA process however data on customers is not routinely gathered.	Head of Policy, Technology & Improvement & Falkirk Gender Based Violence Partnership
1.11 Deliver local initiatives to promote awareness and understanding of the areas of work defined as gender based violence.	16 days of violence campaign is delivered across the Forth Valley to raise awareness about gender based violence, training offered and provided to communities and workers across the Council area on gender based violence	Head of Policy, Technology & Improvement & Falkirk Gender Based Violence Partnership
1.12 Joint work with Council partners, Central Scotland Regional Equality Council and agencies in the criminal justice field to record and report on the level and number of hate incidents across the Forth Valley in order to: <ul style="list-style-type: none"> <li>raise awareness of the nature and type of hate incident locally; and</li> <li>improve the reporting of hate incidents as they occur.</li> </ul>	CSREC funded to raise awareness about Hate Crime across the Council area and to increase reporting. We are in process of changing internal reporting structures to improve reporting across Council services	Head of Policy, Technology & Improvement & Multi Agency Hate Response Strategy



Action	Update	Lead Officer
1.13 Build equality into the governance implications within the Committee reporting process.	A new committee reporting template has been introduced incorporating a section on equalities. Services are required to state if an equality and poverty impact assessment was required and where carried out to provide details of the main findings.	Chief Governance Officer
1.14 Review community mobility and accessible transport.	Implementation of the door-to-door service 'light' started on 1 August 2016. Also trying to encourage, through Taxi licencing, to introduce more accessible and Disability Awareness training for all drivers	Head of Planning & Transportation
1.15 Develop a process for capturing equality data from Modern Apprenticeships and employment opportunities for 16 – 24 year olds in order to create a trend analysis in terms of access, profile and occupational segregation.	Modifications have been made to management information systems and work is ongoing to integrate with national systems	Head of Economic Development & Environmental Services

## 2. EMPLOYMENT

Corporate Plan Goal: Increasing our efforts to tackle disadvantage and discrimination

Corporate Plan Outcomes:

Service Outcomes: Improved quality employee data across all equality protected characteristics  
Increased representation of minority ethnic groups, disabled people, young people aged 16 – 24 and LGBT people across Falkirk Council workforce  
Reduced job segregation and pay gaps

Action	Update	Lead Officer
<p>2.01 Increase the volume of equality monitoring data from existing Council staff. In particular:</p> <ul style="list-style-type: none"> <li>to reduce the non-disclosure rate against the <b>disability</b> category over the next 2 years.</li> <li><b>sexual orientation and religion and belief monitoring:</b> these are relatively new areas of data capture and will need to be monitored over time to measure improvements.</li> <li><b>recruitment monitoring:</b> improve the data comparisons available between applicants; shortlisted and appointed.</li> </ul>	<p>Gaps have been identified in equalities data currently held. Further information from a number of service provision areas has been requested, i.e. waste and teaching staff. Services are being encouraged to populate the Council's internal HR system (MyView). When these areas are complete work will commence to review further gaps in data and a further collection exercise will be carried out as appropriate.</p> <p>Data from the Council's recruitment system (Talentlink) is analysed for shortlisting stage of the recruitment process.</p>	Head of Human Resources & Business Transformation
<p>2.02 <b>Pay gap analysis</b> to include gender; disability and minority ethnic staff and occupational segregation analysis.</p>	<p>Work will shortly commence to procure a service provider to undertake a further equal pay audit. It is anticipated this audit will be complete by April 2017. Actions identified from the audit will be considered and implemented where appropriate.</p> <p>3<sup>rd</sup> edition Job Evaluation Scheme (JES) has been implemented. A separate assessment of high risk posts has been carried out to ensure accuracy and evaluations remain fit for purpose.</p>	Head of Human Resources & Business Transformation

Action	Update	Lead Officer
<p>2.03 <b>Local authority equality benchmarking development:</b> During 2015 a local authority benchmarking group will consider, develop and report on equality employment benchmarking for local Councils.</p>	<p>The Council participates in the Local Government Benchmarking Framework (LGBF) Equalities Group quarterly. Year One summary complete and the next meeting in October 2016 will focus on next year's work.</p> <p>The Council will also be represented at the Annual Equalities LGBF Group meeting on 29 March 2017.</p>	<p>Head of Human Resources &amp; Business Transformation</p>

### 3. EDUCATION

**Corporate Plan Goal:** Increasing our efforts to tackle disadvantage and discrimination

**Corporate Plan Outcomes:**

**Service Outcomes:** Improved educational achievement and attendance for (a) Gypsy Traveller children; (b) pupils with social, emotional and behavioural difficulties (Children's Services)  
Track, monitor and intervene to support vulnerable groups especially looked after children (Children's Services)  
Build family capacity (Children's Services)

Action	Update	Lead Officer
3.01 Identify areas of the curriculum being covered in school that can be supported by the parents at the site.	This action will be continued	Head of Education
3.02 Identify suitable ICT for the Site classroom and support parents with understanding and using the Westquarter homework BLOG.	This action will be continued	Head of Education
3.03 Reduce exclusion particularly for vulnerable groups.	Assessment, monitoring and intervention at Team Around The Child level is ongoing. Monitoring of the exclusion and attendance of Looked After Children continues and has been expanded to include children on the Child Protection register. Director approval is now required before exclusion is granted for anyone within vulnerable groups.	Head of Education
3.04 Pilot a staged intervention approach to low attainment in literacy in the upper primary and build family capacity.	Delivery of a pilot project on Closing the Gap, which developed a staged intervention approach to low attainment in literacy in the upper primary and build family capacity, produced significant gains in pupil reading for the target groups. CLD worked in partnership across 7 Primary Schools with 35 families to develop family capacity programmes at varying levels to fulfil their needs.	Head of Education

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