

EAST AYRSHIRE COUNCIL

CABINET – 2 DECEMBER 2009

EQUALITY MONITORING

REPORT BY DEPUTE CHIEF EXECUTIVE / EXECUTIVE DIRECTOR OF CORPORATE SUPPORT

1. PURPOSE

1.1 The purpose of this report is to inform Cabinet of:

- a) statutory obligations to compile and publish information in respect of equality; and
- b) to seek approval of a corporate equality monitoring questionnaire.

2. BACKGROUND

2.1 The specific duties for Public Sector Bodies under the Race Relations (Amendment) Act 2000 and as part of the Council's Race Equality Scheme require the Council to compile and publish equalities statistics on a regular basis.

2.2 In addition, the Disability Discrimination Act 2005 requires all public bodies to gather and monitor information and to use this information, wherever possible, to inform policy and service delivery.

2.3 In 2006, the Equality Bill introduced the Gender Equality Scheme; again under the specific duty public bodies are required to gather information in order to set evidence-based gender equality objectives and priorities.

3. SCOPE OF MONITORING

3.1 There are two distinct areas that require to be monitored. These are:-

Service Provision Monitoring

This requires the Council to monitor the use of services across East Ayrshire to ensure a positive take up of services by all sections of the community and, depending on the service, this may include people who are not East Ayrshire residents. Monitoring also includes services that have been contracted out and the Code on Procurement is used to ensure that monitoring requirements are met in this regard.

Employment Monitoring

The Council is required to monitor employment to ensure a productive and diverse workforce. The monitoring provides the Council with data it needs to address potential inequalities that exists in its workforce.

4. MONITORING BY EQUALITY STRANDS

4.1 There are six broad target groups or 'strands' for which equalities monitoring should be considered. They are:

- Age
- Ethnicity
- Disability
- Religion/Belief
- Gender
- Sexual Orientation

4.2 The Council in developing its commitment to equalities will include the monitoring required legally around ethnicity, disability and gender and will be pro-active and where appropriate collect information relating to age, religious belief and sexual orientation

4.3 It is important to note when carrying out monitoring that the best practice is to get the individual concerned to complete the form and identify themselves with the categories they want to identify with. If completing the form is difficult for the person, they may require some support in completion. Each question needs to be asked sensitively and responses kept confidential.

5. MONITORING OF SERVICE PROVISION

5.1 Priority Areas for Equalities Monitoring

5.1.1 The following list provides areas which should be considered for the development of service provision:-

- Face to face/front line services
- Customer complaints/Contact services
- Services that require the Council to assess entitlement or priority
- Services for traditionally under served or under represented people e.g. services for people with poor mental health
- Services for which there is a national or local history of unequal impact

5.2 Monitoring Equalities Groups in Service Provision

5.2.1 When monitoring service provision in all cases ethnic origin, gender, disability and age should be used. When considering the use of monitoring on sexuality and religion/belief the necessity of the information and the sensitivities attached to these questions should be considered.

5.2.2 The questionnaire has taken into account the new guidance on gender identity as stated by the Scottish Transgender Alliance in their Transgender Equality Report published in February 2009.

5.2.3 All information of a personal nature that is collected will be treated in accordance with the principles of the Data Protection Act.

5.3 Monitoring Sexuality

- 5.3.1 It is important for the Council to know if a lesbian, gay or bisexual person in East Ayrshire is using its services equally. However, it is recognised that there are a greater number of sensitive issues in collecting monitoring data in this strand than there are in relation to monitoring other areas.
- 5.3.2 If however, the Council fails to monitor in this area it will, by inaction, potentially reinforce stigma and invisibility and not pick up on the key areas of concern for lesbian, gay and bisexual people in East Ayrshire.
- 5.3.3 The Council should therefore introduce monitoring in this area as appropriate over a period of time. The Council has already made a commitment to addressing inequalities of gay, lesbian and bisexual communities by joining Stonewall's Diversity Champions programme.

5.4 Monitoring of Religion/Belief

- 5.4.1 Monitoring of religion/belief will help the Council to ensure that it is taking into account the needs of religious groups, and of people who have no religion, when providing services.

6. EQUALITY MONITORING IN EMPLOYMENT

- 6.1 The Council is required to monitor as a part of the Race Relations (Amendment) 2000 Act the ethnicity of all its employees.
- 6.2 The Council undertakes monitoring in this area to assess the extent to which employment is offered and to ensure that working conditions take account of fairness and equality and provide the opportunity for all people to enter and progress through the East Ayrshire's workforce.
- 6.3 How the Council Currently Monitors Employment
- 6.3.1 Currently the Council carries out employment monitoring in the following ways:
- Monitoring questionnaire filled in by all new applicants
 - Monitoring of grievances and disciplines
 - Monitoring of recipients of training
 - Monitoring employees who consider themselves to have secured a promoted post
 - Monitoring employees who leave the Council.
- 6.3.2 The monitoring information is held confidentially and enables the Council to track areas where under-represented groups are over or under-represented.

7. USING INFORMATION EFFECTIVELY

7.1 Service Monitoring Data

7.1.1 Where service data is gathered it is important to:

- identify actions to address the inequality in service provisions if information gathered indicates negative impacts or under utilisation by certain groups.
- commit to follow up monitoring to ensure that actions taken have enabled the key-under-represented groups identified to access a service.
- report on the development of this work to the Equality Networks and organisations that represent the needs and views of under represented or under served groups.

7.2 Using Employment Monitoring Data

7.2.1 The employment data that is collected is already published on the Intranet and the Council website. The data is used to:

- identify actions and training that can be developed to redress inequalities that exist in the current Council workforce.
- to identify priority areas for action e.g. in relation to recruitment of under-represented groups.

8. CONCLUSIONS

8.1 The above guidance highlights key areas for consideration when carrying out services and employment monitoring on the six equality strands and clearly identifies the issues to be considered as the appropriate course for equalities action.

8.2 It is important that monitoring of services and employment is undertaken to identify inequality and to ensure that services and employment opportunities are available to all people in East Ayrshire and surrounding areas who may access employment opportunities and services.

8.3 The Corporate Equalities Strategy Group has considered and approved the proposals contained in this report.

9. POLICY & LEGAL IMPLICATIONS

9.1 The Council has a statutory obligation to monitor and gather information and to use this information to inform policy under the Public Sector Duties.

10. FINANCIAL IMPLICATIONS

10.1 There are no financial implications.

11. RISK MANAGEMENT IMPLICATIONS

- 11.1 The proposal contained within this report will allow the Council to meet its statutory obligations as an employer and provider of services.

12. COMMUNITY PLANNING IMPLICATIONS

- 12.1 Equality Monitoring will contribute to the achievement of all aspects of the Community Plan.

13. RECOMMENDATIONS

- 13.1 In order to ensure a consistent approach to monitoring across all service areas, it is recommended that Cabinet approve the Equality Monitoring Questionnaire attached as Appendix 1.

Elizabeth Morton
Depute Chief Executive/Executive Director of Corporate Support
3 November 2009

LIST OF BACKGROUND PAPERS

Nil

Any person wishing further information should contact Martin Rose, Head of Human Resources, Tel: (01563) 576092.

Implementation Officer: Martin Rose, Head of Human Resources



**EAST AYRSHIRE COUNCIL
EQUALITIES MONITORING QUESTIONNAIRE**

In order that the Council has a better understanding of the make up of the communities that it serves, and the specific needs of people within those communities, we would like to ask you to complete the form below. The information you provide will help influence service delivery. This information is for monitoring purposes only. The information you provide will be kept confidential and is subject to the Data Protection Act 1998.

1. What is your gender?

(Please mark an 'x' in one box only) Female Male

2. Gender Identity

Is your gender the same as the gender you were assigned at birth?

Yes No

3. What was your age on your last birthday?

4. Do you consider yourself to be a disabled person?

Under the Disability Discrimination Act (Amended) 2005 a person is considered to have a disability if he/she has a physical or mental impairment or illness such as HIV, cancer, diabetes, heart condition, multiple sclerosis etc which has sustained and substantial long term adverse effect on his/her ability to carry out normal day-to-day activities.

Yes (please go to Q4a) No (please go to Q5)

4a. How would you describe your impairment/s?

Deafness or severe hearing impairment

Blindness or severe visual impairment

A physical disability (a condition that substantially limits one or more basic physical activities such as walking, climbing stairs, lifting or carrying)

A learning disability (Downs Syndrome)

A learning difficulty (such as dyslexia or dyspraxia)

A mental health condition (such as depression or schizophrenia)

A chronic illness (such as cancer, HIV, diabetes, heart disease, epilepsy, Multiple Sclerosis)

5. How would you describe your ethnic group, please tick one category.

White

Scottish

English

Welsh

Northern Irish

British

Irish

Gypsy/Traveller

Other white ethnic group (please specify) _____

DRAFT

Asian, Asian Scottish, Asian British

- Chinese, Chinese Scottish, or Chinese British
- Bangladeshi, Bangladeshi Scottish or Bangladeshi British
- Indian, Indian Scottish, Indian British
- Pakistani, Pakistani Scottish or Pakistani British
- Other (please specify) _____

African, Caribbean or Black

- African, African Scottish, or African British
- Caribbean, Caribbean Scottish, or Caribbean British
- Black, Black Scottish or Black British
- Other (please specify) _____

Mixed or multiple ethnic groups

- Any mixed or multiple ethnic groups
- Please specify _____

Other ethnic group

- Arab
- Other (please specify) _____

6. Sexual orientation

- Bisexual
- Gay man
- Heterosexual/straight
- Lesbian/Gay Woman

7. Your religion or belief

- Agnostic
- Atheist
- Buddhist
- Christian
- Hindu
- Jewish
- Muslim
- Sikh
- Other (please specify) _____

Date Completed _____

Please complete and return to (Service area to include return details)

Thank you for taking the time to complete this survey