



Council Offices, Almada Street
Hamilton, ML3 0AA

Tuesday, 22 October 2019

Dear Councillor

Equal Opportunities Forum

The Members listed below are requested to attend a meeting of the above Forum to be held as follows:-

Date: Wednesday, 30 October 2019

Time: 14:00

Venue: Committee Room 5, Council Offices, Almada Street, Hamilton, ML3 0AA

The business to be considered at the meeting is listed overleaf.

Yours sincerely

Paul Manning
Depute Chief Executive

Members

Bert Thomson (Chair), Janine Calikes, Maureen Devlin, Mary Donnelly, Eric Holford, Ann Le Blond, Martin Lennon, Katy Loudon, Joe Lowe, Jim McGuigan

Substitutes

Maureen Chalmers, Peter Craig, Lynne Nailon, Mo Razzaq, Margaret B Walker, Jared Wark

BUSINESS

1 Declaration of Interests

- 2 Minutes of Previous Meeting** 1 - 2
Minutes of the meeting of the Equal Opportunities Forum held on 21 August 2019 submitted for approval as a correct record. (Copy attached)

Item(s) for Consideration

- 3 Annual Report on Mainstreaming Equality and Diversity - Housing and Technical Resources** 3 - 8
Report dated 16 October 2019 by the Executive Director (Housing and Technical Resources). (Copy attached)
- 4 Black and Minority Ethnic (BME) Employees and Recruitment** 9 - 14
Report dated 26 September 2019 by the Executive Director (Finance and Corporate Resources). (Copy attached)
- 5 Syrian Refugee Resettlement Programme**
Presentation by A Sinclair, Refugee Resettlement Programme Advisor

Urgent Business

- 6 Urgent Business**
Any other items of business which the Chair decides are urgent.

For further information, please contact:-

Clerk Name: Gordon Bow

Clerk Telephone: 01698 454719

Clerk Email: gordon.bow@southlanarkshire.gov.uk

EQUAL OPPORTUNITIES FORUM

2

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 21 August 2019

Chair:

Councillor Bert Thomson

Councillors Present:

Councillor Janine Calikes, Councillor Maureen Chalmers (*substitute for Councillor Mary Donnelly*), Councillor Maureen Devlin, Councillor Eric Holford, Councillor Katy Loudon, Councillor Joe Lowe, Councillor Jim McGuigan

Councillors' Apologies:

Councillor Mary Donnelly, Councillor Ann Le Blond, Councillor Martin Lennon

Finance and Corporate Resources

A Bell, Personnel Officer; G Bhatti, Employment Development and Diversity Manager; G Bow, Administration Manager; K McVeigh, Head of Personnel Services

Also Attending:

M Morrison and E Paterson, PAMIS (Promoting a More Inclusive Society)

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Equal Opportunities Forum held on 22 May 2019 were submitted for approval as a correct record.

The Forum decided: that the minutes be approved as a correct record.

3 Annual Report on Mainstreaming Equalities and Diversity – Finance and Corporate Resources

A report dated 22 July 2019 by the Executive Director (Finance and Corporate Resources) was submitted on work being undertaken by Finance and Corporate Resources to meet the commitments of the "South Lanarkshire Working for You" Mainstreaming Equalities Report 2017 to 2021.

Details were provided on the strategic and operational work being undertaken or planned by the Resource under the following headings:-

- ♦ Resource and Service planning
- ♦ mainstreaming equalities
- ♦ communications and strategy
- ♦ consultation, involvement and engagement
- ♦ Seniors' Together in South Lanarkshire
- ♦ South Lanarkshire Disability Partnership
- ♦ Diversity Monitoring Group
- ♦ performance measurement
- ♦ employment

- ♦ employee development and vocational programmes
- ♦ communications/support

The Forum decided: that the report be noted.

[Reference: Minutes of 22 May 2018 (Paragraph 3)]

4 PAMIS (Promoting a More Inclusive Society) – “Talking About Changing Places”

M Morrison and E Paterson, PAMIS (Promoting a More Inclusive Society), gave a presentation on “Talking About Changing Places” which included:-

- ♦ why we need changing places toilets
- ♦ campaigning – changing places toilets

The presentation highlighted the very positive impact of the provision of Changing Places toilets on individuals with complex needs and their families.

Having responded to members’ questions, both presenters were thanked for their informative presentation.

The Forum decided: that the presentation be noted.

5 Urgent Business

There were no items of urgent business.

Report

3

Report to: **Equal Opportunities Forum**
 Date of Meeting: **30 October 2019**
 Report by: **Executive Director (Housing and Technical Resources)**

Subject: **Annual Report on Mainstreaming Equality and Diversity – Housing and Technical Resources**

1. Purpose of Report

The purpose of the report is to:-

- ◆ update the Forum on progress made within Housing and Technical Resources in relation to mainstreaming equalities during 2018/2019, and highlight key action areas for 2019/2020

2. Recommendation(s)

The Forum is asked to approve the following recommendation(s):-

- (1) that the progress made during 2018/2019 and key priorities for 2019/2020 in relation to mainstreaming equalities, be noted.

3. Background

- 3.1. The previous report to the Equal Opportunities Forum in October 2018 gave a commitment to continue to progress Resource activity in relation to mainstreaming equalities.
- 3.2. The Housing and Technical Resources Equality and Diversity Co-ordinating Group continue to progress the Equality and Diversity Work Plan and support a consistent approach to mainstreaming equality and diversity across the Resource.
- 3.3. This report outlines the progress made in meeting these commitments during 2018/2019, whilst setting out the key priorities for 2019/2020.

4. Key Areas of Progress 2018/2019

4.1. Equality Impact Assessments

During 2018/2019, the Resource completed a total of 8 Equality Impact Assessments in respect of:-

- ◆ Housing Allocation Policy
- ◆ South Lanarkshire Rapid Rehousing Transition Plan
- ◆ Local Letting Initiatives (x6)

4.2. Fairer Scotland Duty

The Fairer Scotland Duty came into effect from 1 April 2018. This places a legal responsibility on public bodies to pay due regard to how they can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions.

The Fairer Scotland Duty is subject to a 3 year implementation phase, during which the Scottish Government will work with the Equalities and Human Rights Commission (EHRC) to share best practice. It is expected that the EHRC will also contribute to the final guidance.

Interim guidance has been produced for public bodies and during 2018/2019, the Resource completed a Fairer Scotland Duty assessment as part of the development of the South Lanarkshire Rapid Rehousing Transition Plan 2019/2024. The assessment identified no negative impact in terms of inequalities of outcome.

4.3. Home+ New Build Housing Programme

During 2018/2019, there were a total of 132 completions within the Home+ New Build Housing Programme. This consisted of 84 general needs properties and 48 amenity properties, providing a range of accessible, adaptable new homes suitable for a variety of needs. This provision was further enhanced by 60 homes which were brought back into council ownership through the open market purchase scheme.

4.4. Adaptations Programme

The Resource completed 979 adaptations to council properties throughout 2018/2019. In addition to this, the Scheme of Assistance provided grant funding for adaptations to private homes. This supports people with health conditions or disabilities to be able to continue to live independently within their own homes, without the need for rehousing or moving into a care environment.

4.5. Wheelchair Accessible Housing Targets

In March 2019, the Scottish Government issued guidance to local authorities on setting targets for the delivery of wheelchair accessible housing. These targets are to be set across all housing tenures, supporting Scottish Government's 'A Fairer Scotland for Disabled People Delivery Plan'.

In September 2019, the Scottish Government published revised Local Housing Strategy guidance. This reinforces the requirement for local authorities to set wheelchair accessible housing targets. This will be an important consideration in the development of future Local Housing Strategies, with progress against targets monitored via the Strategic Housing Investment Plan.

4.6. South Lanarkshire Strategic Commissioning Plan 2019/2022

The Resource worked with partners from across the South Lanarkshire Health and Social Care Partnership to contribute to the development of South Lanarkshire's second Strategic Commissioning Plan, covering the 2019/2022 period. An integral part of the Plan is the 'housing contribution statement' which outlines the ways in which the Resource and its housing and homelessness partners will contribute towards its delivery over the next 3 years. Building upon the close working relationships between the Resource and its health and social care partners, the housing contribution has been embedded throughout the Plan, linking specific priorities on health and homelessness.

4.7. South Lanarkshire Rapid Rehousing Transition Plan

Following the recommendations of the national Homelessness and Rough Sleeping Action Group (HARSAG) in 2018, the Resource worked with its housing and homelessness partners from across South Lanarkshire to develop a new Rapid Rehousing Transition Plan. A draft of this was submitted to the Scottish Government in December 2018 for review and the finalised plan was approved at Housing and Technical Resources Committee on 23 January 2019.

The Plan contains 5 high level priority objectives which are centred around a partnership approach to prevent homelessness and to provide adequate support where homelessness cannot be prevented.

An annual review of the Plan will be completed and reported to Housing and Technical Resources Committee, the South Lanarkshire Community Planning Partnership Board and the South Lanarkshire Integrated Joint Board in 2020.

4.8. Syrian Refugee Resettlement Programme

During 2018/2019, the Resource continued to support the Syrian Refugee Resettlement Programme. Since commencement of the Programme, in December 2015, a total of 46 families (170 individuals) have been resettled in South Lanarkshire and continue to be supported by Housing and Technical Resources' Syrian Refugee Resettlement Team.

4.9. Gypsy/Travellers

During 2018/2019, the Resource continued to work closely with the residents of the 2 Council operated Gypsy/Traveller sites, ensuring they were regularly consulted with on a range of issues which affect them, including rent setting and site investment. Based on engagement with residents, detailed investment master plans were developed for both sites, encompassing a range of improvements which are scheduled to be delivered over the next few years.

4.10. Translation and Interpretation Services

The Resource continues to provide a range of translation (written) and interpretation (verbal) services to customers with specific communication requirements, and includes sign language provision. Financial costs for providing these services within 2018/19 was £5,382. The increase on previous years (up 135% from 2017/2018) can be attributed to the increased diversity of the population within South Lanarkshire.

The Syrian Refugee Programme is fully funded by the Home Office and not part of the costs outlined above.

4.11. Consultation, Engagement and Customer Feedback

As part of the Resource's annual consultation programme, officers continued to work closely with a range of equalities groups and stakeholders. These include:-

- ◆ Disability Partnership Housing Sub Group
- ◆ Access Panel
- ◆ Gypsy/Travellers
- ◆ Seniors Together
- ◆ Sheltered tenants
- ◆ Those with lived experience of homelessness
- ◆ Lanarkshire Ethnic Minority Action Group (LEMAG)
- ◆ South Lanarkshire Youth Council
- ◆ Women's Aid

During 2018/2019, these groups and stakeholders were instrumental in shaping development of key, strategic pieces of work, such as the review of the Housing Allocation Policy and delivery of the third Sheltered Tenants' Festival in October 2018. This was a tenant-led event, co-ordinated by a Central Planning Group consisting of a mix of tenants and officers, attended by 180 sheltered tenants.

4.12. Employee Training and Development

Resource employees participated in a wide range of equality and diversity related training activities during 2018/2019. These consisted of a mix of one-off events, classroom-based training and on-line learning activities and included:-

- ◆ International Day Against Homophobia and Transphobia (IDAHOT)
- ◆ Building an Age-Friendly Workplace event
- ◆ Gender-Based Violence
- ◆ Training in Child and Adult Protection
- ◆ Virtual Dementia Experience attended by sheltered housing staff supporting the National Dementia Strategy
- ◆ British Sign Language Levels 1 and 2 and Refresher training

5. Priorities for 2019/2020

5.1. The Resource Equality and Diversity Monitoring Report, aligned to the national Equality Outcomes for 2017/2021, will continue to drive progress in relation to mainstreaming equality across Housing and Technical Resources during 2019/20.

5.2. Key priorities include:-

- ◆ continue to implement equality impact assessments and Fairer Scotland Duty assessments across all new and revised policies and strategies
- ◆ in response to revised Local Housing Strategy guidance, plan for cross tenure wheelchair accessible housing targets to become an integral part of future Local Housing Strategies
- ◆ continued to work with the Health and Social Care Partnership to support the objectives of the Housing Contribution Statement and the wider national health and wellbeing outcomes
- ◆ develop a revised sheltered housing needs assessment with the aim of ensuring that those applicants most in need of the sheltered housing support service are prioritised and implement
- ◆ continue to engage with Gypsy/Travellers on matters which affect the Gypsy/Traveller community and raise awareness of the Gypsy / Traveller culture through continued staff development sessions
- ◆ work with the South Lanarkshire Homelessness Strategy Group and engage with those who have lived experience of homelessness to support the implementation of year 1 of the Rapid Rehousing Transition Plan

5.3. It is intended that the key priorities detailed above will improve services to customers, in particular those of minority or disadvantaged groups.

6. Next Steps

6.1. In line with the agreed reporting schedule, an annual update will continue to be reported to Housing and Technical Resources Committee, Parent Joint Consultative Committee and Equal Opportunities Forum during 2019/2020.

7. Employee Implications

7.1. There are no employee implications associated with this report.

8. Financial Implications

8.1. There are no financial implications associated with this report.

9. Other Implications

- 9.1. There is a risk to South Lanarkshire Council should the Resource not comply with the relevant equalities duty and legislation. This risk is mitigated by the actions detailed in this report.
- 9.2. The content of this report will contribute to the evidence to support the requirements of the Annual Assurance Statement.
- 9.3. There is no sustainable development issues associated with this report.

10. Equality Impact Assessment and Consultation Arrangements

- 10.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment or formal consultation is required.

Daniel Lowe

Executive Director (Housing and Technical Resources)

16 October 2019

Link(s) to Council Values/Ambitions/Objectives

- ◆ Focused on people and their needs
- ◆ Working with and respecting others
- ◆ Accountable, effective, efficient and transparent
- ◆ Fair, open and sustainable
- ◆ Excellent employer
- ◆ Get it right for children and young people
- ◆ Improve health, care and wellbeing
- ◆ Make communities safer, stronger and sustainable
- ◆ Improve later life
- ◆ Improving the availability, quality and access of housing
- ◆ Protect vulnerable children, young people and adults
- ◆ Deliver better health and social care outcomes for all
- ◆ Support our communities by tackling disadvantage and deprivation and supporting aspiration

Previous References

- ◆ Equal Opportunities Forum – 3 October 2018
- ◆ Housing and Technical Resources Committee – 23 January 2019

List of Background Papers

- ◆ The Fairer Scotland Duty – Interim Guidance for Public Bodies (Scottish Government – March 2018)
- ◆ Wheelchair Accessible Housing Target Guidance Note (Scottish Government – March 2019)
- ◆ Local Housing Strategy Guidance (Scottish Government – September 2019)
- ◆ A Fairer Scotland for Disabled People Delivery Plan to 2021 (Scottish Government – December 2016)
- ◆ South Lanarkshire Health and Social Care Partnership Strategic Commissioning Plan 2019/2022

- ◆ Homelessness and Rough Sleeping Action Group: Final Recommendations Report (Scottish Government – June 2018)
- ◆ South Lanarkshire Council Rapid Rehousing Transition Plan 2019/2024

Contact for further Information

If you would like to inspect the background papers or want further information, please contact:-

Eileen Dobbie, Strategy and Policy Officer

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Report

4

Report to:	Equal Opportunities Forum
Date of Meeting:	30 October 2019
Report by:	Executive Director (Finance and Corporate Resources)

Subject:	Black and Minority Ethnic (BME) Employees and Recruitment
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ advise the Forum of the number of job applications, interviews and selection for employment from candidates who identify as Black and Minority Ethnic (BME)

2. Recommendation(s)

2.1. The Forum is asked to approve the following recommendation(s):-

- (1) that the contents of the report be noted.

3. Background

3.1. The Council has a duty under the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 No 162 to gather and use employee information. The details of the duty is shown below:-

Duty to gather and use employee information:

(1) A listed authority must take steps to gather information on:-

- (a) the composition of the authority's employees (if any); and*
- (b) the recruitment, development and retention of persons as employees of the authority, with respect to, in each year, the number and relevant protected characteristics of such persons.*

(2) The authority must use this information to better perform the equality duty.

(3) A report published by the listed authority in accordance with regulation 3 must include:-

- (a) an annual breakdown of information gathered by it in accordance with paragraph (1) which has not been published previously in such a report; and*
- (b) details of the progress that the authority has made in gathering and using that information to enable it to better perform the equality duty*

3.2. To comply with the duty, everyone who applies for employment with the Council is asked to provide information relating to sex (gender), gender identity, marital status, religion or belief, national identity, ethnic group, disability and sexual orientation. It should be noted that, although the legislation requires that the monitoring questions are asked, there is no obligation to answer them. To take account of this, there is a 'prefer not to say' option available for all the equality questions.

- 3.3. The questions asked in relation to Ethnicity and National Background reflect the classifications used by the Scottish Government in the 2011 Census. There is a review of the questions that will be asked in the 2021 Census and, therefore, the monitoring questions asked may need to be updated to reflect any change introduced by the Scottish Government.

4. Population Data

- 4.1. There are no current population figures with the last reliable figures being from the 2011 Census records. However, figures provided by the Council's Central Research Unit for 2014 have provided more up-to-date data.
- 4.2. It was estimated in 2014 that, of the South Lanarkshire population, a total of 300,400 were from White Communities and 10,900 were from Minority Ethnic Communities, 96.5% and 3.5% respectively. In Scotland as a whole, 4.1% of the population came from Minority Ethnic Communities.

5. Recruitment Information

- 5.1. Recruitment information held since 1 April 2016 shows that the number of job applications from candidates who identify as BME has increased year on year. The numbers of candidates interviewed has also increased. The latest figures for appointments show that there has been a slight decrease in the numbers of successful candidates. The figures are shown in the table below:-

	1 April 2016 - 31 March 2017	1 April 2017 - 31 March 2018	1 April 2018 - 31 March 2019
Total number of applications	36493	29974	32507
Applications rec'd from BME candidates	224	277	371
% of all applications	0.61%	0.92%	1.14%
BME candidates Interviewed	66	92	169
% of all interviews	0.52%	0.85%	1.09%
BME candidates appointed	26	32	26
% of all appointments	0.52%	0.75%	0.52%

- 5.2. It should be noted that not all applicants complete an Equal Opportunities Monitoring Form and, therefore, the figures shown in the table above could be higher. For the period April 2018 to March 2019, 98% of applicants completed an Equal Opportunities Monitoring Form, compared with 95% for the period April 2017 to March 2018.

6. Employee Information

- 6.1 The table below shows the declared workforce profile figures at 31 March 2019. It is noted that not all employees disclosed their ethnicity with 2.42% of employees who provided ethnicity data identifying as having an ethnic background other than White Scottish or White Other British.

Ethnicity figures at 31 st March 2019	
Any Other Background	0.12%
Arab - British/ Scottish	0.02%
Arab - Other	0.01%
Asian - Bangladeshi	0.01%
Asian - Chinese	0.06%
Asian - Indian	0.19%
Asian - Other	0.15%
Asian - Pakistani	0.19%
Black - Caribbean	0.01%
Black - Other	0.06%
Mixed Background	0.16%
White - Eastern European	0.07%
White - Gypsy/ Traveller	0.00%
White - Irish	0.45%
White - Other British	3.24%
White - Other White	0.92%
White - Scottish	90.93%
Not Disclosed	0.29%
Details not entered	3.07%
Total	100.00%

6.2. The table below shows the pay gap information broken down by grade and ethnicity.

	Basic Salary		
Grade	Average White Employee Basic Salary	Average Minority Ethnic Basic Salary	Pay Gap (%)
Grade 1	£18,791.52	£18,482.94	1.64%
Grade 2	£25,104.80	£25,448.23	-1.37%
Grade 3	£36,344.63	£37,746.23	-3.86%
Grade 4	£46,251.20	£46,388.96	-0.30%
Grade 5	£59,859.33	£62,000.98	-3.58%

7. Advertising Vacancies

- 7.1. Members of the Employee Network are sent information in relation to opportunities for Modern Apprentices. This is to try to ensure that people who might not access myjobscotland find out about opportunities.
- 7.2. A statement is also included in the advert for Modern Apprentices that reflects the funding available via Skills Development Scotland in relation to the Ethnic Intersectionality Incentive (EII) pilot.
- 7.3. EII funding encourages participation of people from a BME background who may also experience additional barriers to their participation in Modern Apprenticeships. The pilot initiative is intended to focus support on those from BME communities and focus on cumulative disadvantage as these groups remain under-represented.

8. Employee Implications

- 8.1. The Council will continue to encourage employees to provide information in relation to their Ethnicity and Nationality by emphasising the reasons for collection.

9. Financial Implications

- 9.1. All financial implications are accommodated within existing budgets.

10. Other Implications

- 10.1. There are no implications for risk or sustainability in terms of the information contained in this report.

11. Equality Impact Assessment and Consultation Arrangements

- 11.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required

- 11.2. There is also no requirement to undertake any consultation in terms of the information contained in the report.

Paul Manning
Executive Director (Finance and Corporate Resources)

26 September 2019

Link(s) to Council Values/Ambitions/Objectives

- ◆ Fair, open and sustainable
- ◆ Focused on people and their needs
- ◆ Working with and respecting others
- ◆ Excellent employer

Previous References

- ◆ None

List of Background Papers

- ◆ None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

Gill Bhatti, Employee Development and Diversity Manager

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