



Securing the future... • *Improving services*
• *Enhancing quality of life* • *Making the best use of public resources*

Council Building
2 High Street
Perth
PH1 5PH

29 January 2019

A Meeting of the **Scrutiny Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 06 February 2019** at **14:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

KAREN REID
Chief Executive

Those attending the meeting are requested to ensure that all electronic equipment is in silent mode.

Please note that the meeting will be recorded and will be publicly available on the Council's website following the meeting.

Scrutiny Committee

Wednesday, 06 February 2019

AGENDA

MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.

- 1 WELCOME AND APOLOGIES/SUBSTITUTES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE SCRUTINY COMMITTEE OF 28 NOVEMBER 2018 FOR APPROVAL AND SIGNATURE** **5 - 10**
(copy herewith)
- 4 EDUCATION AND CHILDREN'S SERVICES SIX MONTH PERFORMANCE SUMMARY 2018** **11 - 30**
Report by Executive Director (Education and Children's Services)
(copy herewith 19/32)
- 5 EQUALITIES PERFORMANCE REPORT 2017/18** **31 - 70**
Report by Depute Chief Executive, Chief Operating Officer (copy herewith 18/414)

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

PERTH AND KINROSS COUNCIL
 SCRUTINY COMMITTEE
 28 NOVEMBER 2018

SCRUTINY COMMITTEE

Minute of meeting of the Scrutiny Committee held in the Council Chamber, 2 High Street, Perth on Wednesday 28 November 2018 at 1.00pm.

Present: Councillors G Laing, S McCole, C Ahern, D Doogan, J Duff (from Art. 691 onwards) (substituting for Councillor H Coates) D Illingworth, T McEwan, A Parrott, C Purves and C Stewart.

In Attendance: S Devlin, Executive Director (Education and Children's Services); B Renton, Executive Director (Housing and Environment); R Packham and D Fraser (Perth and Kinross Health and Social Care Partnership); J Pepper, R Hill, J Chiles and R Drummond (all Education and Children's Services); C Hendry, C Mailer, P Marshall and E McLaughlin (all Housing and Environment); F Robertson, L Simpson, L Aitchison, S Hendry, M Mahmood, L Potter and D Williams (all Corporate and Democratic Services).

Apologies: Councillors M Barnacle and H Coates.

Councillor G Laing, Convener, Presiding.

688. WELCOME AND APOLOGIES

The Convener welcomed all those present to the meeting and apologies were noted as above.

689. DECLARATIONS OF INTEREST

- (i) Councillor Laing declared a non-financial interest in Art. 691.
- (ii) Councillor C Ahern declared a non-financial interest in Art. 692(i).
- (iii) Councillors C Purves and C Stewart declared a non-financial interest in Art. 692(i) and (ii).

690. MINUTE OF THE MEETING OF THE SCRUTINY COMMITTEE OF 12 SEPTEMBER 2018

The minute of meeting of the Scrutiny Committee of 12 September 2018 was submitted, approved as a correct record and authorised for signature.

HAVING DECLARED A NON-FINANCIAL INTEREST IN THE FOLLOWING ITEM, COUNCILLOR LAING VACATED THE CHAIR. COUNCILLOR MCCOLE, VICE-CONVENER, PRESIDED FOR THE FOLLOWING ITEM.

691. UPDATE BY ARMS' LENGTH EXTERNAL ORGANISATION

(i) Live Active Leisure Ltd.

COUNCILLOR J DUFF ENTERED THE MEETING DURING CONSIDERATION OF THIS ITEM

P Cromwell, Chief Executive and D Longmuir, Board Member, Live Active Leisure, provided a verbal update on the transition between Chief Executives; financial performance and funding; work with national sporting organisations; marketing; and answered a number of questions from members.

Members sought assurance on matters such as: maintenance costs of facilities; visitor attendances at facilities; and services across Perth and Kinross.

Both the Vice-Convener and the Convener thanked the representatives of Live Active Leisure Ltd. for their attendance and they left the meeting at this point.

COUNCILLOR LAING RESUMED THE CHAIR AT THIS POINT.

F ROBERTSON LEFT THE MEETING AT THIS POINT.

S DEVLIN AND B RENTON ENTERED THE MEETING AT THIS POINT.

692. PERTH AND KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP

(i) PERTH AND KINROSS HEALTH AND SOCIAL CARE PARTNERSHIP ANNUAL PERFORMANCE REPORT 2017/18

There was submitted a report by the Chief Officer, Perth and Kinross Health and Social Care Partnership (18/398) presenting the Annual Performance Report for the Partnership for the year 2017/18, which was approved by the Perth and Kinross Integration Joint Board Audit and Performance Committee in July 2018. The Report set out performance against National Health and Wellbeing Outcomes, as well as progress towards the achievement of ambitions outlined within the Strategic Commissioning Plan 2016-19.

R Packham, Chief Officer, Perth and Kinross Health and Social Care Partnership, informed members that the submission of an Annual Report was a requirement of Scottish Government, and this was the second Annual Report published by Perth and Kinross Health and Social Care Partnership. R Packham added that data had been acquired from a number of sources.

PERTH AND KINROSS COUNCIL
SCRUTINY COMMITTEE
28 NOVEMBER 2018

In response to a query from Councillor Illingworth regarding Care at Home, R Packham informed members that a review of the entirety of Care at Home provision was presently being undertaken.

In response to a query from Councillor Doogan regarding digitally enabled care, D Fraser, Health and Social Care Partnership, informed members that this was still at a trial stage, adding that the Telecare service was still operational.

In response to a query from Councillor McCole regarding Inpatient and mental health services, R Packham informed members that a significant amount of work was being undertaken with regards to mental health services across Tayside, in addition to there being a large amount of scrutiny surrounding mental health services across Tayside. R Packham added that an independent enquiry would be reporting in due course.

Councillor Laing requested that in future, as opposed to coming to Scrutiny Committee on an annual basis, representatives from the Perth and Kinross Health and Social Care Partnership provide an update to Scrutiny Committee three times a year.

Resolved:

The contents of Report 18/398, be noted.

(ii) CARE INSPECTORATE INSPECTIONS 2017/18

There was submitted a report by the Chief Officer, Perth and Kinross Health and Social Care Partnership (18/395) advising the Scrutiny Committee of the key findings of inspections carried out in Perth and Kinross by the Care Inspectorate during 2017/18. The Report highlighted some excellent performance and grades awarded by the Inspectorate across the majority of services, as well as some areas for improvement. A similar report had been noted by the Integration Joint Board on 28 September 2018.

Councillor Laing commended the high gradings throughout the Report, with Councillor Illingworth also commending the Report.

Resolved:

The contents of Report 18/395, be noted.

693. HOUSING AND ENVIRONMENT SIX MONTH PERFORMANCE SUMMARY 2018-19 – EXCEPTION REPORT

There was submitted a report by the Executive Director (Housing and Environment) (18/346) reviewing the performance of Housing and Environment against its Business Management and Improvement Plan (BMIP) for the period 1 April to 30 September 2018. A short video was played prior to consideration of this

item. The report had also been considered by the Housing and Communities Committee on 31 October 2018 and the Environment and Infrastructure Committee on 7 November 2018.

In response to a query from Councillor McEwan regarding the replication of Glenfarg Zero-Waste Challenge in other areas of Perth and Kinross, B Renton, Executive Director (Housing and Environment), stated that numerous schemes had been undertaken with Zero-Waste Scotland. However, due to a cessation in funding from Zero-Waste Scotland, there would now be a view for community groups to undertake such schemes, providing examples of Strathearn and Highland Perthshire.

Resolved:

The contents of Report 18/346, be noted.

C HENDRY AND C MAILER LEFT THE MEETING AT THIS POINT

**694. PERTH AND KINROSS CHILD PROTECTION COMMITTEE (CPC)
STANDARDS AND QUALITY REPORT 2017-2018**

There was submitted a report by the Chief Social Worker (18/320), in compliance with National Guidance for Child Protection in Scotland 2014, providing an annual Standards and Quality Report for the Perth and Kinross Child Protection Committee (CPC). The Standards and Quality Report, for the academic year 2017-2018 provided an overview of key activities of the work of the CPC to protect children and young people from harm, abuse and exploitation. The report identified achievements, key strengths and area for further improvement. It also set out a programme of improvement for the next two years.

J Pepper, Chief Social Worker, informed members that the report had been considered by several groups and had been considered by Council at its meeting of 3 October 2018. She added that the report aided understanding on how to continue self-evaluation, and added that B Atkinson had recently been appointed as Independent Chair of both the CPC and the Perth and Kinross Adult Protection Committee.

Resolved:

The contents of Report 18/320, be noted.

**695. PERTH AND KINROSS ADULT PROTECTION COMMITTEE BI-ENNIAL
REPORT 2016-18**

There was submitted a report by the Chief Social Worker (18/325) providing an update of the work of the Perth and Kinross Adult Protection Committee (APC) and activity over the 2016-2018 period. A bi-ennial report is required for submission to Scottish Government by law. This Report had been considered by Council at its meeting of 3 October 2018.

In response to a query from Councillor Laing regarding incidents in Care Homes, M Notman, Housing and Environment, informed Councillor Laing of the varying levels of incidents reported to the Adult Protection Committee, explaining that it would then be up to the Adult Protection Committee as to whether this met the threshold. Councillor Laing stated that it was positive that incidents were being reported.

Resolved:

The contents of Report 18/325, be noted.

R DRUMMOND LEFT THE MEETING AT THIS POINT

THERE FOLLOWED A RECESS AND THE MEETING RECONVENED AT 3.20PM.

696. RAISING ATTAINMENT STRATEGY UPDATE 2018

There was submitted a report by the Executive Director (Education and Children's Services) (18/352) providing a 2018 progress update on the Raising Attainment Strategy 2016-2019. It also presented information on a range of measures designed to both improve performance and monitor progress of improvements. Progress and performance highlights were provided in the Executive Summary. The report had also been considered by the Lifelong Learning Committee on 31 October 2018.

In response to a query from Councillor Doogan regarding how to accelerate the gradual improvement in milestones, S Devlin, Executive Director (Education and Children's Services) informed members that work was being undertaken with colleagues in Health regarding speech and language therapy, also highlighting the importance of early intervention. R Hill, Education and Children's Services, added that work was being undertaken with schools on the provision of numeracy.

Resolved:

The contents of Report 18/352, be noted.

J CHILES AND R HILL LEFT THE MEETING AT THIS POINT

697. COUNCIL COMPLAINTS PERFORMANCE REPORT 2017-18

There was submitted a report by the Head of Legal & Governance Services (18/396) providing assurance that the Council had an adequate and effective Complaints Handling Procedure in place and details of work undertaken to improve the Council's handling of complaints and to support staff in dealing with complaints.

L Simpson, Head of Legal and Governance Services, highlighted to members that the procedures in place to deal with complaints were robust, and that very few cases had gone to the Scottish Public Services Ombudsman (SPSO).

Councillor Purves queried whether it might be useful to distinguish between operational and strategic complaints. In response, L Simpson informed members

that the main concern of the SPSO was simply that there were complaints, rather than the specific nature of complaints.

In response to a query from Councillor Stewart regarding the monitoring and usage of complaints to contribute to continuous improvement, L Simpson informed members that with work with individual services on recognising, handling, and capturing complaints was taking place, and work was ongoing to utilise these aspects for continuous improvement.

Resolved:

The contents of Report 18/396 be noted, and it be further noted that performance of the Complaints Handling Procedure would continue to be monitored and reviewed throughout the year.

698. DEVELOPER CONTRIBUTIONS

There was submitted a report by the Executive Director (Housing and Environment) (18/397) providing information on the application of the Developer Contributions and Affordable Housing Supplementary Guidance to single house developments. Through a number of informal persons, the Committee had been provided with information in relation to the operation of the policy and supplementary guidance. The report provided background to the key areas which were identified for further consideration in relation to the application of the guidance.

In response to a query from Councillor Parrott regarding the length of time taken for contributions, E McLaughlin, Housing and Environment, informed members that with larger developments which can take longer to complete, Section 75 Legal Agreements can still be ongoing.

Councillor Doogan commented that presenting both received and outstanding contributions would provide the fullest picture with regards to contributions and it was agreed that this information should be circulated to members of both the Scrutiny Committee and Planning, Policy and Practice Member/Officer Working Group.

Resolved:

The contents of Report 18/397, be noted.

~~~~~

**PERTH AND KINROSS COUNCIL**

**Lifelong Learning Committee  
30 January 2019**

**Scrutiny Committee  
6 February 2019**

**EDUCATION AND CHILDREN'S SERVICES SIX MONTH PERFORMANCE  
SUMMARY 2018**

**Report by Executive Director (Education and Children's Services)  
(Report No. 19/32)**

**PURPOSE OF REPORT**

This report reviews the performance of the Education and Children's Services against its Business Management and Improvement Plan (BMIP) for the period 1 April 2018 to 30 September 2018.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Lifelong Learning Committee considers performance against the Service BMIPs every six months via the Service six month and annual performance reports.
- 1.2 The six month performance summary highlights those BMIP performance indicators and improvement tasks that are exceptional, either as a result of performance exceeding the target or being unlikely to meet the target.

**2. SIX MONTH PERFORMANCE SUMMARY 2018**

- 2.1 The purpose of the six month performance summary in Appendix 1 is to review the performance of Education and Children's Services during the first six months of 2018/19 against the target and actions in the 2018/19 BMIP, approved by Lifelong Learning Committee in August 2018 ([Report No. 18/246 refers](#)) and considered by the Scrutiny Committee in September 2018.
- 2.2 The exceptions included in the report have been selected following consideration of all BMIP performance management information and relate to performance that is deemed to be significant. Where these exceptions are targets that have not been met, explanations and details of improvement actions to be taken are provided.
- 2.3 A full annual report with detailed progress against all targets and actions within the Education and Children's Services BMIP will be produced at the end of reporting year 2018/19.

### 3. CONCLUSION AND RECOMMENDATIONS

- 3.1 The six monthly monitoring of BMIP performance information by the Education and Children's Services Senior Management Team has identified that achievements have been made in many areas. However, there are some areas in which improvement actions are required or already ongoing.
- 3.2 It is recommended that the Lifelong Learning Committee:
- (i) Considers and accepts the contents of the Education and Children's Services Six Month Performance Summary 2018. (Appendix 1)
- 3.3 It is recommended that the Scrutiny Committee:
- (i) Scrutinises and comments as appropriate on the contents of the Education and Children's Services Six Month Performance Summary 2018. (Appendix 1)

#### Authors

| Name         | Designation         | Contact Details                                                                        |
|--------------|---------------------|----------------------------------------------------------------------------------------|
| James Chiles | Performance Officer | <a href="mailto:ECSCCommittee@pkc.gov.uk">ECSCCommittee@pkc.gov.uk</a><br>01738 475000 |

#### Approved

| Name          | Designation                                            | Date            |
|---------------|--------------------------------------------------------|-----------------|
| Sheena Devlin | Executive Director (Education and Children's Services) | 11 January 2019 |

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>None</b>       |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>N/A</b>        |
| Strategic Environmental Assessment                  | <b>N/A</b>        |
| Sustainability (community, economic, environmental) | <b>N/A</b>        |
| Legal and Governance                                | <b>N/A</b>        |
| Risk                                                | <b>N/A</b>        |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 This report supports the delivery of the following Strategic Objectives within the Community Plan/Single Outcome Agreement 2013-23.

- (i) Giving every child the best start in life
- (ii) Developing educated, responsible and informed citizens
- (v) Creating a safe and sustainable place for future generations

#### Corporate Plan

- 1.2 This report supports the delivery of the following Strategic Objectives within the Council's Corporate Plan.

- (i) Giving every child the best start in life
- (ii) Developing educated, responsible and informed citizens
- (v) Creating a safe and sustainable place for future generations

- 1.3 This report also links to the Education & Children's Services Policy Framework in respect of the following key policy area:

- Change and Improvement

## **2. Resource Implications**

### Financial

2.1 N/A

### Workforce

2.2 N/A

### Asset Management (land, property, IT)

2.3 N/A

## **3. Assessments**

### Equalities Impact Assessment

3.1 Assessed as **not relevant** for the purposes of EqlA.

### Strategic Environmental Assessment

3.2 N/A

### Sustainability

3.3 N/A

### Legal and Governance

3.4 N/A

3.5 N/A

### Risk

3.6 N/A

## **4. Consultation**

### Internal

4.1 The Education and Children's Services Senior Management Team has been consulted in the development of this report.

### External

4.2 N/A

**5. Communication**

5.1 N/A

**2. BACKGROUND PAPERS**

No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

**3. APPENDICES**

Appendix 1: Education and Children's Services Six Month Performance Summary 2018.



**Education and Children's Services**  
**Six Month Performance Summary**  
**1 April 2018 to 30 September 2018**

# Contents

|                                                                        |           |
|------------------------------------------------------------------------|-----------|
| <b>Introduction by Sheena Devlin (Executive Director)</b>              | <b>2</b>  |
| <b>Service performance summary</b>                                     | <b>3</b>  |
| <b>How do we compare with others?</b>                                  | <b>7</b>  |
| <b>What are our customers saying?</b>                                  | <b>8</b>  |
| <b>Progress against Performance Indicators and Improvement Plan</b>    | <b>10</b> |
| <b>Performance Indicators exceptions</b><br>Where we are not on target | 11        |
| <b>Improvement Plan exceptions</b><br>Where we are not on target       | 12        |

# Introduction

by Sheena Devlin, Executive Director (Education and Children's Services)

## Welcome to Education and Children's Services Six Month Performance Summary - 1 April 2018 to 30 September 2018.

The Education and Children's Services Business Management and Improvement Plan (BMIP) 2018/19 sets out the key actions which will be delivered by Education and Children's Services in 2018/19 to ensure better outcomes for children, young people and their families in Perth and Kinross, and contributes to the delivery of the Council's strategic objectives and local outcomes. In this performance summary we are pleased to report good progress in meeting the targets and commitments that we set out.

Improving outcomes for children and young people is the core business of Education and Children's Services. Our focus is to ensure that children and their families receive appropriate experiences and support to best meet their wellbeing and learning needs and achieve positive outcomes.

Our objectives and approaches are now guided by, and aligned with, the **Tayside Plan for Children, Young People and Families 2017-2020**, a multi-agency, cross-border approach towards improving the lives and the life chances of children and young people across the three Community Planning areas of Perth and Kinross, Angus and Dundee.

Our **Early Years Strategy** and the principles of **Getting it Right for Every Child** (GIRFEC) aim to ensure that we provide children and young people with the best possible start and that, together with our partners, we intervene at the earliest possible point and provide the appropriate support to address issues or concerns where required, and our **Parenting Strategy** informs the provision of both universal and targeted support and information for parents with children at all ages.

Raising attainment and achievement for all is a key priority for Education and Children's Services, with a focus on closing the **attainment gap**, increasing children's engagement in their learning and **reducing inequity**, guided by the National Improvement Framework for Scottish Education (NIF).

The **Raising Attainment Strategy 2016-2019** sets out a range of actions and interventions designed to raise attainment and close the gap for all, focused on the nationally recognised drivers for improvement including the launch of Pupil Equity Funding direct to schools as part of the Scottish Attainment Challenge.

Our **Corporate Parenting** Strategy provides the framework for ensuring better outcomes for our looked after children and young people, and we work in partnership to provide holistic and flexible support to families to cope with the challenges they may face in their daily lives.

Young people are afforded more choice and a continuity of support through **Continuing Care**, which meets the welfare needs of the young person up to the age of 21, providing a bridge from the protected status of a looked after child to adult independence.

The school estate is a significant and valuable asset to the communities of Perth and Kinross. Between 2018 and 2028 the Council will invest £175m in the school estate. The transformation programme **Securing the Future of the School Estate** seeks to develop a more efficient and effective estate which supports positive outcomes for children across Perth and Kinross.

## Service Performance Summary

**Our children will have the best start in life, they will be cared for and supported to learn in nurturing environments**

The implementation of the expansion of Early Learning and Childcare (ELC) in Perth and Kinross to enable children to access additional funded hours is being rolled out in rural localities and to families within Perth City who meet eligibility criteria. 1140 hours of ELC is now available to all families in Alyth, Blair Atholl, Kinloch Rannoch, Kirkmichael and Pitlochry. In Perth City, eligible families can access additional hours at City of Perth Early Childhood Centre and Inch View Early Childhood Centre.

The inspection report of Community Learning and Development (CLD) in Perth and Kinross Council published in December 2018 by Education Scotland found several key strengths. Across services it was acknowledged that there is a highly-skilled workforce who are delivering high quality learning opportunities which are tailored to individual needs.

The Inspection also highlighted the effective use of data by the Parenting and Family Learning Team which enabled better selection and targeting of parenting programmes that best meet the needs of families. As a result parents are developing new skills, knowledge and confidence that are transferable to home life and improving outcomes for their children. It was acknowledged that this is supported by good partnership working across the Council, NHS Tayside and 3rd sector services, including efficient cross-service referral processes and joint delivery of programmes.

The partnership work between the [Centre for Excellence for Looked After Children in Scotland](#) (CELCIS), NHS Tayside and Perth and Kinross Council continues to build pace. Called 'Addressing Neglect and Enhancing Wellbeing – Getting it Right Pre-Birth and in to the First Year of Life', the project aims to improve the response to people expecting babies and the parents of infants to address unmet need at an early stage for families and reduce incidences of neglect. Following research to identify an appropriate area, the initial transformation zone is the south west area of Perth and Kinross, comprising the western edge of Perth City and encompassing the towns of Crieff and Auchterarder. There has been consultation and engagement from community development services with agreement for dedicated time from the Community Learning Team and Parenting Strategy Team to focus on building community capacity.

In the first half of the year over 400 people were involved in family learning, adult learning and parenting programmes. In the past year the Parenting and Family Learning Team have improved their recording process, introducing improved methods of recording data which reflects the needs of families and the journey they take to reach their goals, and this has seen an increase in families attending parenting and family learning provision, up from 300 in the first six months of 2017/18.

Working parents continue to be supported through the provision of Out of School Care Kid's Clubs after school hours and during school holidays. The Childcare Strategy Team is working with two communities to support local groups to extend or introduce new opportunities to support the needs of families in their areas.

**Our children, young people and their families will be meaningfully engaged with learning and combined with high quality learning experiences, all children and young people will extend their potential**

Attainment across literacy and numeracy at P1, P4, P7 and S3 continues to increase steadily, based on teacher judgements of Curriculum for Excellence (CfE) levels. There are also early indications of closing the attainment gap at all stages. Writing and numeracy levels are generally lower than for reading and listening/talking, especially for P4 and P7, and the poverty-related gaps more persistent, highlighting the areas where we most need to improve.

The 2018 SQA National Qualification results show sustained high levels of attainment, particularly in S5. More detailed information is included in the [Raising Attainment Strategy Update](#) report, with results for 2018 school leavers expected to be available in February 2019.

Strategies for literacy and numeracy have been developed, promoted and are being considered by schools in planning for improvement. Schools are using the National Numeracy Hub for career-long professional learning to suit their school/individual contexts.

The School Improvement Framework has been refreshed to take account of the learning from the first year of the Pupil Equity Fund. School Improvement Plans contain a more detailed analysis of a school's attainment gap and the actions and evidence-based interventions that have been identified.

Education Scotland published inspection reports for Robert Douglas Memorial School and Arngask Primary School and Nursery Class which received evaluations of *Good* or *Very Good* across all Quality Indicators, and Balbeggie Primary and Nursery Class which received evaluations of *Satisfactory*, *Good* or *Very Good* across all Quality Indicators.

Partner Providers also had inspection reports published. Honeypot Children's Nursery – Luncarty received evaluations of *Good* across all Quality Indicators, The Wendy House received evaluations of *Good* or *Very Good* across all Quality Indicators and Paint Pots Nursery received evaluations of *Satisfactory* or *Good* across all Quality Indicators.

Wider achievement opportunities available through secondary schools were identified during the CLD Inspection as benefiting young people such as Young Sports Ambassadors and volunteer leaders programmes.

**Our children and young people will be physically, mentally and emotionally healthy**

The Educational Psychology Service (EPS) supports mental health generally, through casework and project work at school level and then authority-wide work. The service recently conducted a time-sampling exercise which demonstrated that 23% of all EPS delivery work related to mental health. Evaluations have found, for example, an increase in school attendance and lessening of exam related anxiety following Educational Psychology input.

Over 1100 staff in schools and in Services for Children, Young People and Families have participated in training provided by the Mental Health Innovation Fund team in Children and Adolescent Mental Health Service (CAMHS). This training has improved their confidence and skills to identify and support young people with emotional health and wellbeing concerns.

The Schools Bereavement Project, a multi-agency group, including Cruse Bereavement Care, currently chaired by the Principal Educational Psychologist has reviewed grief and loss materials for use in Primary classrooms to support loss work. Materials have now been updated and launched by Cruse.

In collaboration with the Emotional Wellbeing Collaborative, the EPS is supporting the preparatory work to pilot Bounce Back in two Secondary Schools from January 2019. This aims to promote resilience and positive mental health and wellbeing of young people.

Partnership working through the Tayside Regional Improvement Collaborative is developing. It has seen planning commence for a pan-Tayside Child Healthy Weight Strategy, this includes an initial consultation event for practitioners, leaders and community members. Development of a Tayside Parenting Strategy is progressing, with an extensive consultation with almost 300 parents and 65 practitioners and managers completed in the summer months. This consultation indicated strong support for improved information and services for parents and emphasised the importance of parents being enabled to manage their own family life.

Physical education, physical activity & sport (PEPAS) groups have been established across Perth & Kinross. Their purpose is to ensure that pupils receive a minimum of 2 hours/2 periods of high quality Physical Education (PE) per week and opportunities to participate in physical activity and sport. Each PEPAS group is based in a cluster and is a collaborative working approach across staff in primary and secondary PE, Active Schools, Sports Development and community clubs. They identify local areas of improvement based on the three key areas of work and provide an annual action plan and timeline. Education Services also have worked on a project to encourage more Physical Activity in under ten year olds. Modern apprentices and Active Schools working in targeted nursery and primary settings, which has resulted in an increase in physical activity and extra-curricular sport. Schools continue to encourage active travel and the Daily Mile.

The Children, Young People and Families Partnership have committed to hosting a themed workshop relating to improving mental and emotional well-being in children and young people. This will take place early in the new year and will bring together all partners and agencies to identify how we might focus resource, and work differently, to help tackle the causes of poor mental and emotional well-being.

**Our children and young people who experience particular inequalities and disadvantage will achieve health, wellbeing and educational outcomes comparable with all other children and young people**

Two Educational Psychologists are involved in supporting staff from Young Carers in a yearlong action research project to support and promote the development of resilience in young carers.

The REACH (Resilient Engaged Achieving Confident and Healthy) project aims to help young people to stay within their families, schools and communities and prevent the need to move into residential care, to empower them to build, restore and maintain relationships with their families and communities. There is evidence that the number of young people moving into residential placements is already reducing.

The recent Community Learning and Development (CLD) inspection recognised @Scott Street as a highly effective one stop hub for young people and access to 16+ data is helping CLD staff to target and tailor responses to assist young people in progressing to positive destinations. Good practice in the tailoring of learning programmes for care experienced young people was highlighted, including the corporate parenting initiative 'Fun Young Individuals (FYI)'.

FYI are a group of care experienced young people in Perth and Kinross who aim to make positive change within local care services. They were recently runners-up in the Young Scot Awards in the Equality & Diversity category, which recognises a young person or group of young people working to promote equality, diversity and inclusion or challenge prejudice and discrimination. The group also made a successful bid to the 2018 Angel's Share, and received funding to develop their Corporate Parenting Kit, in collaboration with students from Perth College.

The Parenting and Family Learning Team has been working with Fairview School to adapt some parenting programmes to for families with a child with complex additional support needs. The resultant programme will be piloted from February 2019.

**Our children and young people will be safe and protected from harm at home, school and in the community**

The annual Child Protection Committee Standards and Quality report for 2017/18 was published, and a case review completed in July 2018 examined multi-agency practices in respect of early and effective intervention; assessing and responding to risk; planning and seeking and recording views of children, young people and families. The focus was on young people, over the age of 12, who between January 2016 and January 2018, were the subject of a child protection investigation. The findings provided reassurance that recognition and responses to young people who may be in need of protection are robust, partnership working remains strong and that young people continue to get the help they need, when they need it.

The annual Child Protection Committee (CPC) Development Day took place on 15 May 2018, with a particular focus on exploring further participation and engagement opportunities between children, young people and the CPC. The CPC is now working with young people including representative groups. The public information, communication and engagement strategy is under review to identify new and creative ways for engagement.

Staff within the Child Protection and Duty team have continued to improve the arrangements for Initial Referral Discussions along with police officers from the Public Protection Unit. This has included the consistent use of a new recording template and joint training in trauma-informed practice for joint interviews of children and young people.

The Tayside Regional Improvement Collaborative Priority Group 5 is leading on strategic improvements in child protection processes and practices across the three local authorities, NHS Tayside and Police Scotland Tayside Division. Chronologies set out the key significant events in a child's life and provide key information to understand needs and risks. The Tayside Chronology Action Group was established to review and implement a consistent approach to chronologies across Tayside. A revised Tayside Chronology Template and Practitioners Guidance has been developed, and is currently out for consultation.

## How do we compare to others?

The national benchmarking tool Insight, based on the principles of Curriculum for Excellence, is designed to drive improvements for pupils in the senior phase (S4 to S6) and enables us to compare our performance not only with the national picture, but also matches pupils in Perth and Kinross to pupils with similar needs and backgrounds from across Scotland to create a virtual comparator.

Ongoing analysis of attainment and achievement through Insight demonstrates that Perth and Kinross is performing well nationally and against the virtual comparator, and is used to inform ongoing developments to raise attainment for all and to reduce inequalities. Further details are included in the [Raising Attainment Strategy Update 2018](#).

The [Participation Measure](#) reports on the Scottish Government's *Opportunities for All* pledge, which aims to ensure that all young people are supported into sustainable employment. The latest report, from August 2018, shows that for the fourth year in a row, Perth and Kinross is performing above the national average, and is doing so in every individual age group as well as overall, with around 94% of young people aged 16-19 taking part in employment, education or training.

|                 | Overall | Individual age groups |       |       |       |
|-----------------|---------|-----------------------|-------|-------|-------|
|                 | 16 – 19 | 16                    | 17    | 18    | 19    |
| <b>PKC</b>      | 94.0%   | 99.2%                 | 96.3% | 92.9% | 87.7% |
| <b>Scotland</b> | 91.8%   | 98.9%                 | 94.6% | 89.9% | 84.5% |

The **Care Inspectorate** has completed 23 inspections of services for children and young people within Perth and Kinross since April 2018, almost all of which have received gradings of *Good*, *Very Good* or *Excellent* in all quality themes. Services within PKC received ratings of *Good*, *Very Good* or *Excellent* in 93% of all quality theme gradings, compared to approximately 85% for the whole of Scotland.

## What are our customers saying?

Inspections by the **Care Inspectorate** incorporate the collection of feedback from parents and carers, and include very positive comments about the quality of nursery, pre-school services and Housing Support services.

*"Auchlone is full of wonder and my child loves it. The staff are truly wonderful, kind, caring and professional." (Auchlone Nature Kindergarten)*

*"My child is encouraged to express her ideas and interest in science and the world; I am very happy having her there." (Comrie Primary School Nursery)*

*"The nursery have helped my child to flourish. They have provided support to us every step of the way and the results have been astounding to say the least. It is a happy and caring environment, full of learning support and respect." (Crieff Primary School Nursery)*

*"My child has non-verbal autism with lots of challenging sensory, communication and social issues. The staff have embraced my child's needs and have encouraged him to thrive and be a very happy child. I cannot speak highly enough of all the staff." (Inch View Primary)*

*"The staff are very welcoming and always have a smile. It gives my little girl a loving, caring family away from home. The little stars room in particular is amazing. I can't speak highly enough of them." (Little Scallywags)*

*"I have always been delighted with the standard of care which our child receives. The staff have a nurturing approach which allows my child the freedom to ask questions, interact with our peers and to start making informed decisions and choices for herself." (Paddingtons)*

Inspections by **Education Scotland** also involve feedback from parents and carers. Questionnaires completed by parents show that overall 81% are happy with the school that their child attends.

Care experienced young people were asked by the [Independent Care Review](#) to pass on their views about staff who made a difference to them. This is what our young people attending *Fun Young Individuals* said:

*"X was supportive and understanding and that made me feel loved and cared for."*

*"X has helped me countless times, not just in the group but in my personal life such as helping me apply for jobs, college etc. and this made me feel supported and that I mattered."*

*"X was trying to find me some volunteering, some skills for life and that made me feel happy."*

*"X understands the group, X listens and tries to help solve problems and that makes me feel supported."*

*"X helped me when I went to my lawyer and that made me feel happy."*

*"X has helped me with understanding group sessions and how to include everyone. X has supported me by listening and understanding my point of view. This makes me feel that I know I can go to certain people for certain issues."*

*“X is really nice, X is kind and caring. X is there for people. This makes me feel happy that I can trust someone.”*

Perth and Kinross Council were complimented on their approach during negotiation and agreement of the Design Build Finance and Maintain Contract for the new Bertha Park High School. Partners from Hub East Central, Robertson Construction and the Scottish Futures Trust have all praised the Council's professional pragmatic and sensible approach in negotiating the contract through the design phase and to Financial Close.

## Progress against Performance Indicators and Improvement Plan

Over the six months from 1 April 2018 to 30 September 2018 Education and Children's Services has made significant progress in delivering the services and actions identified in the Business Management Improvement Plan (BMIP) agreed by Council on 20 June 2018 and by Lifelong Learning Committee on 22 August 2018.

Of the 48 key performance indicators contained within the BMIP: 17% are on target; 4% are not on target; and 79% are not measurable at this six month point. The majority of performance indicators recorded as *not measurable* are annual indicators that would not be expected to be updated at this point, such as education attainment indicators, and will be included in the full performance update at the end of the year.

Of the 101 improvement actions contained within the BMIP: 95% are on target and 5% are not on target.

Below is a summary of the progress against the targets within the BMIP.

| Performance Indicators                             | Total     | Exceeding Target | On Target | Not On Target | Information Not Available |
|----------------------------------------------------|-----------|------------------|-----------|---------------|---------------------------|
| Pre-birth & Early Learning                         | 2         | 0                | 1         | 0             | 1                         |
| Learning & Attainment                              | 32        | 0                | 4         | 1             | 27                        |
| Looked After Children, Care Leavers & Young Carers | 10        | 0                | 2         | 0             | 8                         |
| Safeguarding & Child Protection                    | 4         | 0                | 1         | 1             | 2                         |
| <b>Total</b>                                       | <b>48</b> | <b>0</b>         | <b>8</b>  | <b>2</b>      | <b>38</b>                 |
|                                                    |           | -                | 17%       | 4%            | 79%                       |

| Improvement Plan                                   |            |          |           |          |          |
|----------------------------------------------------|------------|----------|-----------|----------|----------|
| Pre-birth & Early Learning                         | 26         | 0        | 25        | 1        | 0        |
| Learning & Attainment                              | 45         | 0        | 43        | 2        | 0        |
| Health & Well-being                                | 11         | 0        | 9         | 2        | 0        |
| Looked After Children, Care Leavers & Young Carers | 9          | 0        | 9         | 0        | 0        |
| Safeguarding & Child Protection                    | 10         | 0        | 10        | 0        | 0        |
| <b>Total</b>                                       | <b>101</b> | <b>0</b> | <b>96</b> | <b>5</b> | <b>0</b> |
|                                                    |            | -        | 95%       | 5%       | -        |

**Note:**

The Service performance is determined from the current performance information available and not from projected data.

The following sections provide an update on Service performance where targets have been exceeded and where the Service is not on track to meet the target in the BMIP. Where performance is currently not on target, improvement actions have been identified to ensure the Service reaches the target.

## Performance Indicator Exceptions

### Where we are not on target

| Indicators not achieving target                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Performance |         |         |            | Targets    |         |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|---------|------------|------------|---------|---------|
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 2015/16     | 2016/17 | 2017/18 | Latest     | 2018/19    | 2019/20 | 2023/24 |
| <b>Learning and Attainment</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |         |         |            |            |         |         |
| <b>Number of young people achieving awards</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 854         | 674     | 650     | <b>187</b> | <b>600</b> | 600     | 600     |
| <p>This includes:</p> <ul style="list-style-type: none"> <li>• Duke of Edinburgh: 163 awards</li> <li>• Youth Achievement: 8 awards</li> <li>• Dynamic Youth: 16 awards</li> </ul> <p>The number of Youth Achievement and Dynamic Youth Awards reflects the change of focus of the service, as it now has targeted early interventions rather than attendance at universal youth provision. The reduction in the number of completed Duke of Edinburgh Awards at this time is due to young people who have only part of the requirement for the award. Two centres have also changed their registration with the Duke of Edinburgh scheme, and although young people will continue to achieve awards with these centres they will no longer be counted within PKC figures. The target has therefore been reduced.</p> |             |         |         |            |            |         |         |
| <b>Looked After Children, Care Leavers &amp; Young Carers</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |             |         |         |            |            |         |         |
| <b>% of Initial Child Protection Case Conferences (ICPCC) within timescales (in line with revised national guidance)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 58%         | 72%     | 76%     | <b>68%</b> | <b>80%</b> | 85%     | 95%     |
| <p>A total of 28 Initial Child Protection Case Conferences were held from April to September 2018, of which 19 were held within timescales.</p> <p>ICPCCs did not take place within schedule for a variety of reasons; parents were not available, meetings were postponed due to not being quorate, or workload pressures were cited by the social worker. Approximately a third of cases were not able to take place due to workers from partner agencies not being available. The school holidays would also have had an impact during this period.</p> <p>This will continue to be monitored with the Child Protection Committee Practice Improvement Group, and addressed with individual agencies.</p>                                                                                                          |             |         |         |            |            |         |         |

## Improvement Plan Exceptions

### Where we are not on target

| Focus and Major Change                                                                                                                                                                                                                | Key action<br>(Lead responsibility)                                                                                                                                                                        | Delivery timescales                          | Comments on progress and improvement actions                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Implement the 1140 hours expansion plan for the delivery of Early Learning and Childcare (ELC) provision.<br><i>Head of Education (Early Years and Primary)</i>                                                                       | Collaborate with Tayside Regional Improvement (TRIC) colleagues on development of key policy areas; (early and deferred entry; cross border; charging; admissions)<br><i>Service Manager (Early Years)</i> | Aug 2018<br><b>Revised Date:</b><br>May 2019 | A number of meetings have taken place across Tayside Regional Improvement Collaborative (TRIC). Work is in progress to update deferred entry policy.                                                            |
| Implement Literacy and Numeracy Strategies and associated interventions to close the poverty related attainment gap.<br><i>Head of Education (Early Years and Primary)</i>                                                            | Establish PKC Literacy and Numeracy Leaders Groups at Local Management Group level to provide core professional learning and support.<br><i>Quality Improvement Officer (QIO) (Literacy and Numeracy)</i>  | Sep 2018<br><b>Revised Date:</b><br>Apr 2019 | QIO with responsibility for Literacy and Numeracy takes up post in January. Strategies to be launched at Headteacher meeting in January.                                                                        |
| Implement the Health and Wellbeing Strategy<br><i>Head of Education (Early Years and Primary)</i>                                                                                                                                     | Establish a Health and Wellbeing Network involving early years, primary and secondary Health and Wellbeing Leaders.<br><i>Quality Improvement Officer (Health &amp; Wellbeing)</i>                         | Aug 2018<br><b>Revised Date:</b><br>Apr 2019 | QIO with responsibility for Literacy and Numeracy takes up post in January.                                                                                                                                     |
|                                                                                                                                                                                                                                       | Establish the Health and Wellbeing Strategy monitoring group.<br><i>Principal Educational Psychologist</i>                                                                                                 | Aug 2018<br><b>Revised Date:</b><br>Apr 2019 | Delivery of this action has been affected by delays in the launch of the strategy and capacity issues in QIO and Educational Psychology teams.                                                                  |
| Work towards achieving 2020 readiness for the 1+2 approach to Language Learning; giving every child the opportunity to learn two languages in addition to their first language.<br><i>Head of Education (Early Years and Primary)</i> | Create collaborative opportunities across Local Management Groups (LMGs) and sectors to support planning for delivery of Language 3.<br><i>Quality Improvement Officer (Literacy and Numeracy)</i>         | Sep 2018<br><b>Revised Date:</b><br>Aug 2019 | Planning has begun within LMGs, although some are further progressed than others. Meetings are taking place with all Primary Head Teachers to monitor and assist with planning for delivery of Language 3 (L3). |



**PERTH AND KINROSS COUNCIL**  
**19 December 2018**

**SCRUTINY COMMITTEE**  
**6 February 2019**

**EQUALITIES PERFORMANCE REPORT 2017/18**

**Report by Depute Chief Executive, Chief Operating Officer (Report No. 18/414)**

|                          |
|--------------------------|
| <b>PURPOSE OF REPORT</b> |
|--------------------------|

|                                                                           |
|---------------------------------------------------------------------------|
| This report seeks approval for the Equalities Performance Report 2017/18. |
|---------------------------------------------------------------------------|

**1. BACKGROUND / MAIN ISSUES**

- 1.1 Under the Public Sector Equality Duty within the Equality Act (2010) a local authority is required to publish a report evidencing work undertaken to achieve its equality outcomes every 2 years. Although, the next scheduled publication date is 2019 it has been agreed that it would be good practice to introduce an annual Equalities Performance Report within Perth & Kinross Council.
- 1.2 This first such Equalities Performance Report sets out our progress in delivering our agreed Equality Outcomes across Council services and where applicable as an Education Authority and Licensing Board to ensure that we are fulfilling our statutory obligations in relation to both the services we provide and as an employer. The report outlines a broad programme of work delivered across the Council and with partner organisations which has taken place during 2017/18. Our statutory annual Equalities Employment Monitoring report is also included here as Appendix 2.
- 1.3 The content of this report was collated by the Council's Equalities Operational Group which has representation from officers across Council services to provide evidence to support the delivery of the Equality Outcomes; mainstream equalities work and measure performance. This group is chaired by the Council's Equalities Team Leader and has met every two months since this post was established in October 2017.
- 1.4 The agreed Equality Outcomes are:
  - 1.4.1 The Council will ensure its services are *accessible* to all individuals and community groups, with due regard to the breadth of circumstances which impact on people's experience of equality;
  - 1.4.2 Employees in Perth & Kinross Council will have opportunities to achieve their full potential in an *equal opportunity workplace*;
  - 1.4.3 All individuals and community groups in Perth and Kinross regardless, will experience *inclusive opportunities* to participate in, and influence Council decisions;

- 1.4.4 All individuals and community groups in Perth and Kinross will have opportunities to be involved in *inclusive community activities and events* in the area, in a *safe and welcoming environment*.

## **2. PROPOSALS**

- 2.1 Where possible the report includes links to existing reports on work which has been undertaken which contributes to the delivery of the Equality Outcomes. This has been done to minimise duplication for officers involved and to evidence clearly how our equalities work is a mainstream part of work which goes on in all areas of the Council. It is proposed that a link to the final version of the Equalities Performance Report becomes part of the Council's overall Performance Report and annual reporting cycle.
- 2.2 Work has also been undertaken this year to update the Equality and Diversity section of the Council's website and intranet site and it is proposed that the final version of the Equalities Performance Report is located on both to ensure ease of access internally and externally.
- 2.3 Appendix 1 contains the full Equalities Performance Report and Appendix 2 contains the Employment Equalities Monitoring Report.

## **3. ONGOING WORK SINCE APRIL 2018**

- 3.1 It is important to note that although the Equalities Performance Report covers the period to 31 March 2018 a number of significant areas of work have progressed since that date;
  - 3.1.1 The revised Gypsy/Traveller Strategy 2018-21 which was approved by Housing and Communities Committee on 22 August 2018 (report [18/258](#) refers).
  - 3.1.2 The production of a British Sign Language (BSL) Plan 2018-24 published on 24 October 2018 in accordance with Scottish Government requirements (<http://www.pkc.gov.uk/BSL>)
  - 3.1.3 Revision of the Equalities and Fairness Impact Assessment process with accompanying staff awareness training.
  - 3.1.4 Establishment of a Working Group in relation to the proposed EU Settlement Scheme Statement of Intent for EU citizens resident in the UK who wish to remain post-Brexit.
- 3.2 All of these areas of work will be reported in full in the Equalities Performance Report for 2018/19.

#### 4. CONCLUSION AND RECOMMENDATION

- 4.1 This report provides an overview of our equalities work as an employer and a service provider demonstrating our commitment to equality of opportunity and how our equality outcomes have been achieved.
- 4.2 It is recommended that Council approves the contents of this report.
- 4.3 It is recommended that the Scrutiny Committee scrutinises and comments on the contents of this report.

##### Author(s)

| Name         | Designation            | Contact Details                                                                        |
|--------------|------------------------|----------------------------------------------------------------------------------------|
| David McPhee | Equalities Team Leader | <a href="mailto:equalities@pkc.gov.uk">equalities@pkc.gov.uk</a><br>Tel : 01738 475000 |

##### Approved

| Name          | Designation                                         | Date            |
|---------------|-----------------------------------------------------|-----------------|
| Jim Valentine | Depute Chief Executive<br>(Chief Operating Officer) | 6 December 2018 |

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>Yes</b>        |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>Yes</b>        |
| Asset Management (land, property, IST)              | <b>Yes</b>        |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>None</b>       |
| Strategic Environmental Assessment                  | <b>None</b>       |
| Sustainability (community, economic, environmental) | <b>None</b>       |
| Legal and Governance                                | <b>Yes</b>        |
| Risk                                                | <b>Yes</b>        |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>Yes</b>        |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>Yes</b>        |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

1.1 This report supports all outcomes in the Community Plan:

- (i) Giving every child the best start in life
- (ii) Developing educated, responsible and informed citizens
- (iii) Promoting a prosperous, inclusive and sustainable economy
- (iv) Supporting people to lead independent, healthy and active lives
- (v) Creating a safe and sustainable place for future generations

#### Corporate Plan

1.2 This report supports all outcomes in the Corporate Plan:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (i) Creating a safe and sustainable place for future generations.

## 2. Resource Implications

### Financial

- 2.1 There are no additional financial implications arising directly as a result of this report at this time. Ongoing work is managed within existing budgets and any new developments which arise in the future will be subject to budget approval as appropriate.

### Workforce

- 2.2 There are no additional workforce implications arising directly as a result of this report at this time. Ongoing work is managed within existing officer workloads.

### Asset Management (land, property, IT)

- 2.3 There are no additional Asset Management implications arising as a result of this report at this time. Any new proposed developments which arise in the future will be subject to the relevant approval process at that time.

## 3. Assessments

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 This section should reflect that the proposals have been considered under the Corporate Equalities and Fairness Impact Assessment process (EFIA) with the following outcome:
- 3.3 A screening assessment using the Integrated Appraisal Toolkit has determined that the proposal is **not relevant** for the purposes of EFIA

*n.b. Although this report relates to Equalities Performance it will be the individual work within the report on which is subject to assessment rather than this report itself.*

### Strategic Environmental Assessment

- 3.4 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.5 The proposal recommended in this paper has been considered under the Act and the pre-screening has identified that the proposal will have no environmental effects, it is therefore exempt. The reason for concluding this is that the recommendation in this report will have no direct environmental effects.

### Sustainability

- 3.6 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.7 No steps are required to be taken in this area.

### Legal and Governance

- 3.8 The Head of Legal and Governance has been consulted during the development of this Strategy.

### Risk

- 3.9 Any risks associated will be mitigated by the monitoring and reporting procedures which have been put in place for the work concerned.

## **4. Consultation**

### Internal

- 4.1 This report has been developed across services within the Council.

### External

- 4.2 The report contains reference to work with strategic partners and will be shared with them when approved.

## **5. Communication**

- 5.1 It is proposed that the report is made available internally and externally when approved.

## **2. BACKGROUND PAPERS**

No other background papers were referred to in the preparation of this report.

## **3. APPENDICES**

Appendix 1: Equalities Performance Report 2017/18

Appendix 2: Equalities Employment Monitoring Report 2017/18

**Equality**  
is at the *heart* of  
**what we do**



Email [equalities@pkc.gov.uk](mailto:equalities@pkc.gov.uk)

# Perth & Kinross Council

## Equalities Performance Report 2017/18

## Contents

|                                                         | Page |
|---------------------------------------------------------|------|
| 1. Introduction                                         | 3    |
| 2. Our Equalities Policy Statement                      | 4    |
| 3. The Equality Protected Characteristics in Our Area   | 5    |
| 4. Assessing our Equalities Work                        | 6    |
| 5. Governance of our Equalities Work                    | 6    |
| 6. Performance Summary Highlights                       | 8    |
| 7. Outcomes:                                            | 9    |
| • Accessible Services                                   | 10   |
| • Employee Opportunities                                | 13   |
| • Influence Council Decisions                           | 15   |
| • Inclusive Community Activities                        | 17   |
| 8. Reasons Why Equalities is at the heart of what we do | 20   |
| 9. Securing the Future Awards                           | 21   |

## 1. Introduction

This report sets out our progress, for the period April 2017 to March 2018, in delivering our agreed Equality Outcomes across Council services and where applicable as an Education Authority and Licensing Board. This is to ensure we are fulfilling our statutory obligations in relation to the services we provide and as an employer.

In addition to our statutory duties to promote equalities, there is an increasing focus on tackling inequalities at national government level through the Fairer Scotland Action Plan and, at a local level, through the publication of the Fairness Commission's [Fairer Futures Report](#) in 2017. Although there is a degree of crossover, a separate reporting process will be in place through the Community Planning Partnership.

As an employer, the Council has been driving forward the Fair Work agenda to ensure that fairness is at the heart of all the Council's employment practices. We are committed to promoting equality and diversity across our workforce.

Workforce data for 2017/2018 is published on the Council's website: [Human Resources Management Information](#).

### Relevant Principles of Partnership Working within the Local Outcomes Improvement Plan (Community Plan) 2017-2027:

**Promoting Equalities** – requires us to work to eliminate discrimination, advance equality of opportunity and foster good relations between communities through the delivery of our services and as an employer in relation to the equality-protected characteristics.

**Tackling Inequalities** – requires us to work collectively to support individuals and communities to reduce local inequalities. Issues such as health, income, gender identity, employment status or housing circumstance can impact on people's life chances and should be considered when tackling inequalities but will also crossover with the equality protected characteristics.

## 2. Our Equalities Policy Statement (revised April 2017)

Perth & Kinross Council is committed to equality of opportunity both as a service provider and as an employer. The Council values the diversity of communities in the area and endeavours to provide services in ways which are inclusive and accessible. The Council recognises that social inclusion and promoting equality of opportunity and good relations between different groups is best achieved by incorporating equalities into the planning, implementation and monitoring processes for all our Council services.

The Equality Act 2010 legally obliges this Council, with all other Scottish public authorities, to pay 'due regard' to the need to: eliminate unlawful discrimination, victimisation and harassment; to advance equality of opportunity; and to foster good relations between those people who share a protected characteristic and those who do not.

By working in partnership to promote equality, we believe we will make better use of all available resources, and ensure mutually positive experience for service users and providers. This in turn can lead to increased satisfaction by service users and service providers.

We recognise that discrimination, victimisation and harassment are unlawful and unacceptable and we will take action to prevent this occurring. If this does occur, we will take agreed and appropriate action to deal with it.

The Council also recognises that, when used legally and appropriately, positive action strategies can help to counteract the adverse impact of past discrimination or other causes of disadvantage. We will therefore implement positive action strategies to make our services more inclusive. The Equality Act 2010 requires this, and the Council must have due regard to the need to:

- remove or minimise disadvantage suffered by people due to their protected characteristics.
- take steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people.
- encourage people with certain protected characteristics to participate in public life or in other activities, where their participation is disproportionately low.

### 3. The Equality Protected Characteristics in Our Area

There are nine protected characteristics in the Equality Act and these are disability, sex, race, sexual orientation, gender reassignment, age, marriage and civil partnership, pregnancy and maternity and religion and belief.

The [Scottish Government Equality Evidence Finder](#) is updated twice a year with data surrounding equality evidence from a wide range of policy areas. Some notable local statistics associated with the protected characteristics include:



**Gender reassignment** - The Registrar General maintains a Gender Recognition Register where the birth of a transgender person whose acquired gender has been legally recognised is registered showing any new name(s) and the acquired gender, enabling the transgender person to apply for a new birth certificate. The Gender Recognition Register is not open to public scrutiny. Local information is not available. (NRS Registration Division 2016)

*National data sources have been used to provide this information but it should be noted that the Scottish Household Survey is only based on a sample of respondents so variations may not be statistically significant.*

#### 4. Assessing Our Equalities Work

Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Under Part 1 of the Act 'The Fairer Scotland Duty', the Council is required to actively consider how it can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions.

The [Integrated Appraisal Toolkit](#) (IAT) was developed within the Council to assess all proposals against criteria for reducing poverty and socio-economic disadvantage, eliminating discrimination, advancing equality of opportunity and fostering good relations between equality groups.

The IAT should first be used at the initial stages of proposal development to screen the proposal for any likely negative or adverse effects in relation to poverty and human rights. After completing the IAT, it should be evident if your proposal is likely (or not) to have significant implications for reducing poverty and socio-economic advantage; eliminating discrimination; advancing equality of opportunity; and fostering good relations between equality groups. If the screening process identifies that there are implications then a full Equality and Fairness Impact Assessment should be undertaken. The Equality and Fairness Impact Assessment Process has recently been revised and staff training is due to commence in 2018/19.

#### 5. Governance of Our Equalities Work

The content of this report was collated by the Council's **Equalities Operational Group** which is for officers across council services to provide evidence to support the delivery of the Equality Outcomes, mainstream equalities work and measure performance. The Council's Equalities Team Leader leads the group.

This group is part of a formalised Equalities Governance structure that was put in place in 2017 to ensure that the needs of all our local communities are understood by the Council and its key partners.

The other two main groups, which form part of this structure, are the Equalities Strategic Forum and the Community Equalities Advisory Group (CEAG). Both of these are chaired by our local Elected Member Equalities Lead, who also provides the link to the Community Planning Partnership Fairer Futures Leads.

The **Equalities Strategic Forum** - was established in January 2018 to provide a platform to ensure that some local equality protected communities of interest, such as minority ethnic communities, LGBT+ communities and disability groups, are still able to effectively influence

discussions at a locality level despite not necessarily having a visible or large presence in specific localities. This group meets every two months.

The **Community Equalities Advisory Group (CEAG)** – although a long-standing group, the purpose of the CEAG was reviewed in 2017 to ensure that the agenda is driven by community organisations who work with local people from equality protected groups. This group meets three times per year and is for public, third sector and community groups to share their knowledge and experience in relation to equalities. Attendance at the group has increased following the review.

A diagram illustrating this [Equalities Governance](#) structure is available to staff on the Intranet.

**Outcome - The Council will ensure its services are *accessible* to all individuals and community groups, with due regard to the breadth of circumstances which impact on people's experience of equality.**

In December 2017, we provided more information online, followed by 1st language film clips on access to social care services (Chinese, English, Urdu and Polish) in February 2019.

There is now provision of a digital inclusion service for housing tenants and we comply with Gypsy/Traveller Minimum Site Standards - Scottish Government.

In our schools, we now have allocated Pupil Equity Funding in response to the Raising Attainment Strategy.

**Outcome - Employees in Perth & Kinross Council will have opportunities to achieve their full potential in an equal opportunity workplace.**

We have established an LGBTI+ Staff Champions Network.

We produce an Equality and Diversity in Employment Report every year.

We offer a range of equalities learning opportunities to staff in the Council and partner organisations.

**Outcome - All individuals and community groups in Perth and Kinross will have opportunities to be involved in inclusive community activities and events in the area, in a safe and welcoming environment.**

Keep Safe (Safe Place) Scheme.

Multi-cultural events programme.

Show Racism the Red Card programme.

LGBT History month programme.

Annual Care Home Go 4 Gold event.

**Outcome - All individuals and community groups in Perth and Kinross regardless will experience inclusive opportunities to participate in, and influence Council decisions.**

In January 2018, we established an Equalities Strategic Forum and in February re-established the Community Equalities Advisory Group.

We provided opportunities for the public to respond to the budget consultation, developed Youth Voice and supported the Participatory Budgeting Process.

## 7. Outcomes

Perth & Kinross Council are working towards four main outcomes to promote equalities and tackle inequalities across our area.

These four outcomes are:

1. The Council will ensure its services are *accessible* to all individuals and community groups, with due regard to the breadth of circumstances which impact on people's experience of equality.
2. Employees in Perth & Kinross Council will have opportunities to achieve their full potential in an *equal opportunity* workplace.
3. All individuals and community groups in Perth and Kinross regardless, will experience *inclusive opportunities* to participate in, and influence Council decisions.
4. All individuals and community groups in Perth and Kinross will have opportunities to be involved in *inclusive* community activities and events in the area, in a *safe and welcoming environment*.

These outcomes will be outlined on the next pages.

---

## Outcome

The Council will ensure its services are *accessible* to all individuals and community groups, with due regard to the breadth of circumstances which impact on people's experience of equality.

---

The critical aspect of this outcome is accessibility. We aim to make the customer experience as positive as possible for our diverse local population from their first point of contact with the Council whether that is face-to-face or through the use of technology.

### Information for Communities

This year, in December 2017 we updated the [equalities content on pkc website](#) which has had average monthly views of 63 since being updated in December 2017, an increase from previous monthly average of 36. Our Community Plan [Stories of Place](#) microsite also has a specific equalities section introduced earlier this year. In February 2018, we also introduced 1<sup>st</sup> Language film clips to improve understanding about accessing our health and social care services – film clips are now available in Chinese (64 website views between February and March); English (123 website views); Polish (43 website views) and Urdu (131 website views). Council committee meetings are also filmed and made publicly available.

### Interpreting and Translating

Some of our customers may require support from interpreters to access the services they need. We have undertaken a full [analysis](#) of Language Line usage within the Council this year which has shown us that the main Council services to use the service were Housing/Homelessness (49%) and Welfare Rights (15%) with our current monthly average cost being £617. The three main languages requiring translation support are Polish (50% of spend), Arabic (21%) and Romanian (16.5%). We also received information from our local social enterprise interpreting and translation service Language Base which details the demands made on their services by the Council. They indicate that 88 (65%) of the 135

assignments in 2017/18 were requested by Council departments (again Housing/Homelessness and Welfare Rights are the highest using services) and the most common languages requested were Arabic and Polish. We also continue to implement the Council's Gaelic Language Plan. 2,156 participants have taken part in Adult Literacies programmes responding to needs of hard to reach groups by offering a range of informal and accredited learning, relevant to the needs of individuals.

As well as being the main users of interpreting and translation support within the Council, both Housing and Welfare Rights provide services which place equalities firmly at the heart of what they do. For example, within Housing there are specific equalities indicators within the Annual Scottish Social Housing Charter submission, evidenced by services such as:

- a digital inclusion service for housing tenants;
- self-assessment of the Gypsy Traveller [Minimum Site Standards - Scottish Government](#) with an Improvement Action Plan implemented and;
- continued overview of the Syrian Refugee Integration Programme (Home Office Resettlement Scheme), which saw a jointly commissioned project with Angus Council in 2017/18 with contract now in place with Scottish Refugee Council for support project.

Welfare Rights make a range of their [information](#) publically available.

Other parts of the Council also demonstrate through their Annual Service Performance

Reports how their work on a daily basis contributes to this particular outcome.

#### Pupil Equity Fund

Within Education and Children's Services 2017/18 has seen the first year of the Pupil Equity Fund allocated directly to schools and targeted at closing the poverty related gap. The total allocation was £1,608,000 with the highest primary school allocation being £100,800 (Goodlyburn) and the highest secondary school allocation being £72,000 (Perth Grammar). The largest all-through school allocation was £120,000 at St. Johns. Spending on resources has been mainly to target aspects of early vocabulary and language, literacy, numeracy and health and wellbeing. Specific resources directed at supporting identified pupils with their learning in these areas have been purchased. Additional support staff and teaching staff hours have been engaged with funding to support the interventions with small groups and individuals.

This is the first year of the allocation of Pupil Equity Fund and impact will be measured on an ongoing basis alongside the Council's Raising Attainment Strategy 2016-19. In 2017/18, the service has also led the planning for support in advance of the anticipated arrival of Unaccompanied Asylum Seeking children through the National Transfer Scheme.

#### Supporting Communities: A Partnership

##### Approach

Prior to the service restructuring, colleagues in the Environment Service provided evidence of their work to support a range of work, including Public Transport Procurement to encourage better transport links and promotion of inclusion. Community Greenspace support a growing network of community paths groups working together with communities and this promotes healthy lifestyles, particularly for older people and promotes inclusion; 89 Perth and Kinross Council staff and voluntary carers of

vulnerable adults were given training in scam awareness in 2017/18. Scam awareness talks were delivered to a further 306 members of Probus, Rotary, Sheltered Housing, clubs and groups in 2017/18. Perth and Kinross Community and Business Resilience Group are engaged with six communities to build and/or enhance their resilience in the event of an emergency and have developed resilience plans with 22. All of these groups are at different stages of development. The group meets regularly to ensure that all agencies are joined up in their approach to supporting communities. Specific provision is made within the plans for the most vulnerable people in our communities whether due to age, physical or mental ability. The service also leads on the provision of Employability Support projects in partnership via European Social Funding with the age, gender and ethnicity of all clients recorded.

This outcome cannot be achieved without a range of work with partner organisations and, to this end, the Council budget setting process commissioned three-year funded equality-related projects totalling £180,000 from the third sector. These organisations provide regular monitoring information and 'community intelligence', which help us plan our services accordingly. We have also produced specific [procurement equalities guidance](#) for prospective tenderers and suppliers this year.

## The facts behind the headlines

|                                                                                                     |                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Perth and Kinross Gypsy/Traveller Strategy 2013-2018 (updated Action Plan).                         | <br>GTStrategyAction<br>PlanReview 0118.doc  |
| Perth & Kinross Council Gaelic Language Plan 2018-2023.                                             | <br>PKC_Gaelic_Languag<br>e_Plan_2018_to_202 |
| Perth & Kinross Council Education and Children's Services<br>Raising Attainment Strategy 2016-2019. | <br>RAS.pdf                                  |
| Perth and Kinross European Social Fund Employability Project Statistics.                            | <br>ESF GEO AREAS<br>ETHNICITY STATS 31     |

---

## Outcome

Employees in Perth & Kinross Council will have opportunities to achieve their full potential in an *equal opportunity* workplace.

---

The critical aspect of this outcome is that our employees and workforce should reflect the community we serve. We produce our Annual Equality and Diversity in Employment Report and make it publically available.

### Employment Support

The Council also provides an employment support service (Employment Support Team) which assists people with learning disabilities, autism, acquired brain injury, or mental ill health to access employment opportunities. Nine people (13% of the total number in paid employment on their caseload) have become paid Council employees because of the actions of the service. 25 people (45% of the total number of people supported in voluntary/work experience on their caseload are in a voluntary position within the Council including 14 in projects directly supported by the service such as Working Roots and Green2Go).

### Learning

We ensure that equality issues are a key element of our staff learning and development programme. This year we updated equalities elearning content and have seen 550 staff completing the module since 1 April 2017. 581 staff were 'in progress' during this period. We also introduced an equalities lunchtime learning programme between January and March with 76 staff attending 10 different sessions delivered by a range of external organisations free of charge – programme included anti-sectarianism (online abuse); HIV awareness; Andy's Man Club; disability communication; immigration; asylum and discrimination; LGBT awareness; cultural awareness – South Asian and Polish. This programme will further develop in 2018/19 with 'twilight' sessions taking place in rural areas and filmed sessions available to allow as many staff

as possible to access learning opportunities in different ways.

### Diversity and Wellbeing





We also continue to commit to important partnership workplace initiatives including the See Me in Work programme and the Stonewall Diversity Champions programme; the latter has seen an LGBTi Staff Network being established in 2017/18, which now has an active membership and clear aims and objectives.

### Brexit Impact

Like many other employers, we remain conscious of the potential impacts of Brexit on our workforce and to that end have established a [Brexit advice page](#) on the staff intranet site. We have arranged for the Ethnic Minorities Law Centre to offer advice surgeries for any staff who may be affected directly by Brexit and these commenced in April 2018.

We also remain vigilant to the effect of Brexit on externally commissioned sectors, such as care and in November 2017, we published our bi-annual survey of migrant workers in the care sector, a report to ascertain how reliant the local care sector is on a migrant workforce. The report estimated (based on the responses received) that at least 21.2% of the total independent care home workforce and at least 10.4% of the independent home care sector workforce comes from migrant communities.

## The facts behind the headlines

|                                                                                              |                                                                                                                               |
|----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| Perth & Kinross Council - Annual Equality and Diversity in Employment Report.                | <br>Equality and Diversity in Employment   |
| Perth & Kinross Council – Equalities Learning and Development Programme statistical summary. | <br>Learner Stats - Equalities.xlsx        |
| Perth & Kinross Council - See Me In Work Summary Report.                                     | <br>See Me In Work- MHC2 - PK council - F. |
| Migrant Workers in the Care Sector Bi-Annual Report for Perth and Kinross 2016/17.           | <br>Migrant Worker Report 2016-17.pdf    |

---

## Outcome

All individuals and community groups in Perth and Kinross regardless, will experience *inclusive opportunities* to participate in, and influence Council decisions.

---

The critical aspect of this outcome is inclusion. We want people to be able to participate as fully as they wish in public life and in decisions, which may affect them.

### Working Together on Equality

As outlined above a new Equalities Governance Structure was established in 2017/18. Both the Equalities Strategic Forum (established in January 2018) and the Community Equalities Advisory Group (CEAG) (re-established in February 2018 after member survey), are chaired by the local Elected Member Equalities Lead who also provides the link to the Community Planning Partnership Fairer Futures Leads. Membership reaches across partner organisations working with all equality protected characteristic groups.

### Community Participation

We have also increased the opportunities for participation and engagement with equality protected characteristic groups for example, in February 2018 hosting an *Equali-tea* event to coincide with the Norie-Miller Winter Lights Display and in March 2018 hosting a democratic participation session for international community members, led by the Provost.

*Making Where We Live Better* (Us and the Housing) continue to meet 11 times a year on the last Thursday of every month at Glenearn Community Campus. This is for housing tenants with learning disabilities. The development of Youth Voice saw a new Forum starting in November 2017 to meet twice monthly with Young People led with reps from FYI (Fun Young Individuals – care experienced), Young Carers, G.L.O.W.(LGBT youth group) and Members Scottish Youth Parliament plus representatives from schools and college key themes are

improving health and wellbeing, education and changing services for young people.

In terms of Corporate Parenting, a new post was created in 2017 to support FYI (Fun Young Individuals) care experienced young people and an annual report is available on their work, including the fact that the Council offers a guaranteed employment interview for all care experienced young people. Current care group strategies for mental health and wellbeing, physical disabilities and sensory impairment, carers, older people and learning disabilities will develop into commissioning plans in the next year. The plans will be developed in partnership with a range of stakeholders with third sector and independent sector partners being central, alongside Third Sector Interface (TSI) engagement. Cross cutting themes including housing, addressing inequalities, ageing population, workforce challenges and rurality will be considered as core parts of each commissioning plan.

We continue to provide an adult learning service, which works with marginalised individuals providing them with confidence to participate in the community, enhance family relationships, improve employment prospects, widen social networks and reduce social isolation (adults attended learning sessions 8,190 times in 2017/18).

### Support Local Outcomes and Partnerships

In response to the Local Outcomes Improvement Plan (Community Plan), Local Action Partnerships were established which seek to address inequalities by engaging communities in decisions on local priorities and services. Those partnerships aided the delivery of a successful participatory budgeting scheme in 2017/18 which saw £221,535 allocated to 151







community projects with 24,615 votes cast. Nine participatory budgeting events were held across Perth and Kinross.



We also actively encourage contributions towards the Council's budget setting process

and the online consultation page received 430 unique page views by the public (not including internal staff views). This is a similar level to last year (370). Overall, there were 777 completed surveys, this shows a significant increase on the last two years (332 in 2017, 91 in 2016) and indicates a growing public interest in how the Council budgets for services.

It is also important, that we learn from any complaints which are made specifically relating to equalities matters and to this end, any such complaints are recorded separately within the Annual Complaints Report.

| The facts behind the headlines                                                             |                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Perth & Kinross Council - Adult Literacies and Language Partnership Annual Report 2017/18. | <br>No Adult Lacks Skills - 2017 18 Annual Repo                                                                                                                                                                                                                                                        |
| Perth & Kinross Council – Complaints Report – equalities extracts                          | <br>2017-18 Complaints extract<br><br>2017-18 Stage 1 Complaints - Equalities<br><br>2017-18 Stage 2 complaints - Equalities |
| Perth & Kinross Council - Corporate Parenting Youth Work Annual Report 2017/18 .           | <br>Report 1 annual.pdf                                                                                                                                                                                                                                                                                |
| Perth and Kinross Decides – Participatory Budgeting Statistical Summary 2017/18.           | <br>Perth and Kinross Decides 2018.png                                                                                                                                                                                                                                                                 |

---

## Outcome

All individuals and community groups in Perth and Kinross will have opportunities to be involved in *inclusive* community activities and events in the area, in a *safe and welcoming environment*.

---



A new category in our annual Securing the Future Awards was introduced - **Tackling Inequalities and Improving Health** – our Gold Award Winner was Bridging the Gap (select the image to view the video).

The critical aspects of this outcome are inclusion and safety. We want anyone who lives, works or visits Perth and Kinross to feel safe, welcome and included.

### Celebrating Diversity

We continue to arrange delivery of an extensive and popular multi-cultural events and community lunch club programme with our communities and partner organisations in the third sector. During 2017/18, six different events were attended by 12,875 people with extensive [BBC coverage of Chinese New Year celebrations](#).

The Community Lunch club programme in partnership with PKAVS Minority Communities Hub continues throughout the year. During 2017/18 we also co-ordinated or supported a number of other events to recognise other equality dates in the calendar. The first Holocaust Memorial Exhibition held in Perth and Kinross (recognising the sacrifice of Gypsy/Roma/Travellers) was launched by the Provost in January and received [local media coverage](#), whilst a programme of community

events which was independently evaluated as the most successful LGBT History month in Scotland in February evidenced by positive [media coverage locally](#) and [media coverage nationally](#).

We also held a community consultation programme to establish a community led Perthshire Pride Event (August 2018) with support from partners in the third sector.

### Providing Safety and Inclusion

Within our schools, there is an Anti-Bullying Strategy, which takes account of the equality-protected groups and has been reviewed by Stonewall Scotland. We also continue to provide English as an Additional Language (EAL) service in schools, which supports bilingual children, age 3 – 18 and sees community bilingual staff (Polish Community Link and Community Learning Assistant (Urdu) offer support to families. There are over 1,400 bilingual pupils in local schools and nurseries, with over 250 being supported by the EAL service. A review of Inclusion Services has also

been underway with four workstream groups meeting during 2017/18 to prepare implementation plans for 2019/20. Young people in schools have also continued to benefit from Show Racism the Red Card Educational Workshops. In 2017/18, 42 workshops and educational events were delivered to 1,028 primary school pupils in the 10th year of our partnership agreement (the longest running local authority agreement in Scotland) and one session for 15 teaching staff.




Young people from the LGBT+ community continue to receive support through the G.L.O.W. group partnership with LGBT Youth Scotland which is held @Scott St and has also received the LGBT Youth Scotland Chartermark. Four Secondary schools have LGBT pupil groups.

People with disabilities have the opportunity to sign up to the Keep Safe Scheme, which also has our own local Safe Place branding. Currently 73 people and 27 local businesses are registered with the scheme, which is run in partnership

with a local third sector partner. Within the wider community, we work with partner agencies to ensure that our Community Safety programme is delivered and reported on. 117 older care home residents /service users also took part in the popular Annual Care Home Go 4 Gold Activity Event held on 13 June 2017 formed into 39 Teams.

Our Licensing Board also ensures that equality issues are given consideration in its decision-making process and Equality Impact assessments are undertaken for all reports that go to Licensing Board. In 2017/18, there was a change in legislation for alcohol licensing with those submitting premises licence applications and provisional licence applications must submit a Disabled Access and Facilities Statement (DAFS) for application to be considered competent. Board have also asked that existing premises licence holders submitting a major variation application also submit a DAFS voluntarily.






## The facts behind the headlines

|                                                                                       |                                                                                                                         |
|---------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| Perth and Kinross Care Home Go4Gold Event Evaluation Summary 2017.                    | <br>Go4Gold<br>Evaluations2017.docx  |
| Perth and Kinross Council – Education and Children’s Services Anti-Bullying Strategy. | <br>Antibullying_Strateg<br>y_1_.pdf |
| Perth and Kinross Community Safety Partnership Annual Performance Framework.          | <br>18-05-31<br>COMMUNITY SAFETY     |

## 10 Reasons Why

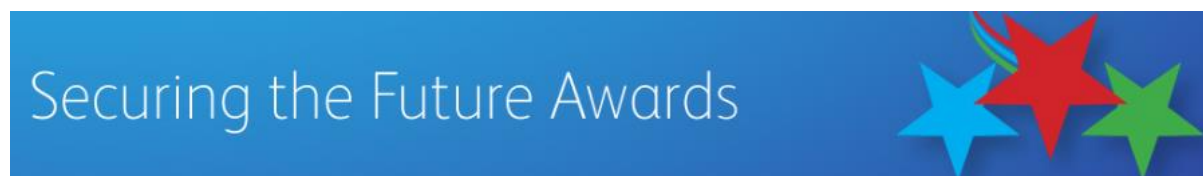
### Equalities is at the Heart of What We Do



- 1  **TOP COUNCIL** for LGBT History Month activity in Scotland
- 2  **75%** increase in website views following update of equalities content on [www.pkc.gov.uk](http://www.pkc.gov.uk)
- 3  **1,028** pupils received **Show Racism the Red Card** educational workshops in 2017/18
- 4  **12,875** people attended 6 different **multi-cultural events** in Perth and Kinross in 2017/18
- 5  **THE FIRST** Holocaust Memorial Exhibition held in the area in January
- 6  **3 YEAR** funding approved in council budget for **Third Sector Equalities** projects
- 7  **A NEW** Equalities Governance Structure was implemented this year
- 8  **626** staff have undertaken some form of **Equalities Learning** in the workplace (E-Learning or lunchtime sessions)
- 9  **COMPLETED** review of the **Gypsy/Traveller Strategy 2013-18**
- 10  **12 WEEK** work experience placement from Employment Support Team successfully completed within Equalities

## Tackling Inequalities and Improving Health 2017/18

This category reflects the key role that the Council and our partners have in tackling inequalities and improving health and wellbeing.



**GOLD WINNER – Bridging the Gap Project** - a health and social care project available to all members of minority ethnic communities who are aged over 50. The project tackles inequalities in health and social care service provision, improving awareness of and access to services, building up a better understanding of services available to minority ethnic communities and supporting them to access services more easily.

**SILVER WINNER - The Perth Academy Inclusion Programme** - funded through the Pupil Equity Fund (PEF) and is a targeted approach to wellbeing and engagement which along with other school interventions, aims to close the poverty related attainment gap at Perth Academy. The aim of the programme is to improve inclusion and school engagement, offering an alternative to school exclusion and an improved approach to individualised support for young people and families at risk of exclusion and disengagement. The programme has resulted in an 86% reduction in the number of individual pupils excluded from Perth Academy and has had a positive and disproportional impact on our most vulnerable and disadvantaged young people and families.

**SILVER WINNER - Play on Pedals** - a nursery project which aims to close the attainment gap between children who come from the most disadvantaged backgrounds whilst also helping them meet their developmental milestones and improve their health and wellbeing



**For any other information, please contact  
David McPhee, Corporate Equalities Team Leader –  
[DFMcPhee@pkc.gov.uk](mailto:DFMcPhee@pkc.gov.uk).**

## Appendix 2

### PERTH & KINROSS COUNCIL

#### Equality and Diversity in Employment 2017/2018

## 1. INTRODUCTION

- 1.1 The Council's commitment to equality and diversity in employment is reflected in our Corporate Equalities Policy and our Equal Pay Policy which provide frameworks within which we work.
- 1.2 This report provides
- An overview of progress in 2017/18 on equality and diversity in employment.
  - Includes the results of our 2017/18 equal pay audit.
  - Sets out what we plan to do next to continue to mainstream and embed equalities to ensure equality is considered in decisions taken that affect our workforce.

## 2. PROMOTING EQUALITY AND DIVERSITY

### Trends

- 2.1 Information from employment monitoring ensures a focus on workplace equality issues when carrying out policy review and development. Analysis of the data collated revealed no new significant trends emerging in any of the protected characteristics. More detailed information is available on request from the Corporate Human Resources Manager.

### AGE – YOUTH EMPLOYMENT

#### Supporting Care Experienced Young People within Perth and Kinross

- 2.2 Perth & Kinross Council's vision is for all children and young people to have the best start in life. As Corporate Parents in Perth and Kinross we have high aspirations and ambitions for our care experienced young people. We recognise that the outcomes for young people who have experienced care often fall short of their peers. Through committed and collective leadership, strong collaboration and partnership working we will strive to close outcome gaps and to achieve significant improvements in the life chances for care experienced children and young people.

2.3 Our current offer is;

- Work experience placements across a wide variety of occupational areas across the Council working closely with @Scott Street on securing placements and providing information.
- Engaging with the Perth & Kinross Young Care Experienced Group through attendance at meetings to highlight opportunities and careers within the Council.
- Commitment to offer work experience, training, an apprenticeship, a job for at least one Care Leaver per year as outlined in the Corporate Parenting Plan.
- Pledge to increase the work and training opportunities for Care Experienced Young People as detailed in the Corporate Workforce Plan 2018-2021.
- Guaranteed Job Interview for Care Experienced Young People for Modern Apprentice posts.

[Modern Apprenticeships and Professional Trainee Opportunities](#)

2.4 The following table provides an overview of the number of Modern Apprenticeship and Professional Trainee opportunities provided in the period 2012/13 to 2017/18.

| Period  | Number of MA Opportunities | Cumulative Total | Number of PT Opportunities | Cumulative Total |
|---------|----------------------------|------------------|----------------------------|------------------|
| 2012/13 | 59                         | 59               | 10                         | 10               |
| 2013/14 | 55                         | 114              | 5                          | 15               |
| 2014/15 | 71                         | 185              | 5                          | 20               |
| 2015/16 | 86                         | 271              | 10                         | 30               |
| 2016/17 | 57                         | 328              | 13                         | 43               |
| 2017/18 | 58                         | 387              | 4                          | 47               |

- 2.5 The Modern Apprenticeship Programme has been developed to enable a wider offer of employment opportunities; we currently offer opportunities in fourteen different occupational areas, including new qualifications within Digital Application Support and Digital Marketing. There has also been a significant increase within Social Services (Children & Young People) where twelve opportunities were taken up.
- 2.6 The MA programme success rates continue to be high. Of those who completed the MA programme in 2017/18, 93% achieved a positive outcome.
- 2.7 A strong partnership has been developed with Perth Autism Support/Number 3 to increase Modern Apprentice opportunities available to young people with autism. Five young people were recruited and supported through this route.
- 2.8 In addition, we have developed partnership working with Perth Youth Services to support young people across a number of protected characteristics. These partnerships include presentations to groups and on a one to one to ensure young people are aware of options and support available within our Modern Apprenticeship programme.

- 2.9 Working with Concept Northern, we now offer a work-based assessment for Modern Apprentices who have been diagnosed with learning difficulties. Concept Northern offer the assessment and support access to funding to purchase resources. This has worked particularly well for our young people with dyslexia who received personal tablets and digital pens.
- 2.10 Since 2012, the Council has offered 47 Professional Trainee opportunities, with the duration of these ranging from two to 4 years. Twenty-eight professional trainees have now left the programme, all having achieved a positive outcome as shown below:

| Currently undertaking Traineeship | Secured Employment in PKC | Secured Employment Externally | Undertaking Post-Graduate Qualification at University | Total |
|-----------------------------------|---------------------------|-------------------------------|-------------------------------------------------------|-------|
| 1                                 | 18                        | 8                             | 1                                                     | 28    |

### Graduate Work Experience

- 2.11 A new Graduate Apprenticeship in partnership with Dundee University is now available. One Graduate Engineering Apprentice started in September 2017 on a four year fixed term contract.
- 2.12 Positive feedback has been received from Project Leads on the Graduate Work Experience programme in 2017/18. In addition, feedback from Graduates who have left the programme indicates they have valued the experience.

| Opportunities Offered | Still on the Programme | Left the Programme | Reason if Left the Programme |                             |                                 |
|-----------------------|------------------------|--------------------|------------------------------|-----------------------------|---------------------------------|
|                       |                        |                    | Gained Employment in PKC     | Gained Employment Elsewhere | Following Different Career Path |
| 27                    | 12                     | 15                 | 7                            | 6                           | 2                               |

## **AGE – OTHER EMPLOYEES**

### Health & Wellbeing

- 2.13 The Council recognises the link between employee health, wellbeing and productivity. A wide range of health and wellbeing opportunities are available to encourage and support employees to lead healthy active lives. These include health promotion days and access to counselling and physiotherapy treatment, where appropriate, as part of our occupational health contract.

### Preparation for Retirement

- 2.14 An increasing number of people wish to continue to work for longer and with changing demographics this trend is likely to continue. However, for those employees planning for retirement, the Council continues to offer a range of support options, including;

- Preparing for Your Future – a one-day workshop run approximately 4 times a year.
- Flexible Retirement Scheme – four learning lunch sessions took place last year to provide further information on the provisions of the scheme.
- Additional Voluntary Contribution Scheme – eleven sessions were delivered in various Council locations to Local Government Pension Scheme members and Scottish Teachers' Superannuation Scheme members.
- Shared Cost Additional Voluntary Contributions – communication campaigns were run to raise awareness of the new salary sacrifice scheme available to Local Government Pension Scheme members.

## DISABILITY

2.15 We continue to support disabled people;

- Into work - through the Guaranteed Job Interview Scheme; and
- In work - with the professional advice of our Occupational Health provider, People Asset Management (PAM) where difficulties arise, or potentially could arise, in the course of employment.

2.16 In 2017/18, there were 716 appointments with our Occupational Health Service. Of these, 474 employees were assessed by the Occupational Health Nurse in the context of the Equality Act (2010). 127 were identified as likely to be covered by the Act, i.e. approximately one in four of this group or one in six of the total number of referrals.

2.17 This suggests that, despite low disclosure rates, the employment rates of Council employees with a disability or health condition covered by the Equality Act (2010) may be closer to the figures published by [Scope](#) which estimates that 19% of the working age population have a disability. Approximately one in five of the working age population reported mental health impairment (22%).

2.18 Typical adjustments recommended by Occupational Health are - temporary adjustment to duties, working hours or place of work, additional breaks during working hours for rehabilitation/treatment and purchase/modification of equipment.

## [Mental Health](#)

2.19 We continue to offer a range of learning/development and support measures to develop/build resilience for employees, potentially covered by the Equality Act (2010), who may be experiencing reduced mental wellbeing. Understanding the issues that employees are facing and steps we can take to provide additional support to improve mental wellbeing is a priority the Council will progress in 2018/19.

## GENDER

### Early Years Childcare

- 2.20 The innovative Men in Childcare project achieved the Scottish Public Service Championing Gender Equality Award in 2017.
- 2.21 The project aims to address gender inequality within the early years and childcare workforce. Supported by the Council, it gives men an introduction to early years and childcare theory and practice, whilst gaining a qualification. The project has been running for 3 years, and each year the delivery has varied in response to the group. This year a Play unit, a Child Development unit and a Working in Childcare unit were offered.

### Learn to Teach

- 2.22 The Learn to Teach project, which started in 2016, provides an opportunity for current employees to retrain to become Teachers. We took the opportunity to encourage gender/ethnicity diversity and, in January 2018, 13 employees started the 12-month training programme (11 females and 2 males). A new flexible working arrangement was agreed to support one of the cohort to take part.

## LGBTI+

- 2.23 The LGBTI+ Staff Network is now well established. Human Resources participate in the network to ensure any employment-related concerns or improvements which are identified by the group members can be addressed.

## RELIGION OR BELIEF AND SEXUAL ORIENTATION

- 2.24 Since the Council introduced monitoring of religion or belief and sexual orientation in 2014, the disclosure rates from employees have continued to improve.

|                           | 31/05/14 | 31/05/15 | 31/05/16 | 31/05/17 | 31/05/18 |
|---------------------------|----------|----------|----------|----------|----------|
| <b>Religion or Belief</b> | 6.3%     | 7.9%     | 10.5%    | 14.7%    | 19.3%    |
| <b>Sexual Orientation</b> | 6.2%     | 8.2%     | 10.6%    | 14.8%    | 19.4%    |

- 2.25 We recognise that increasing the disclosure rates for personal information is challenging, and employees may be reluctant to self-identify for a number of reasons. In an attempt to increase these rates and employee confidence in the process, we continue to work in partnership with the Trade Unions and publish Inside News Bulletins. This enables us to communicate the importance of holding the correct information for employees and how this helps us shape HR policies and practices going forward.

### **SUPPORT FOR CARERS**

- 2.26 The Council recognises the importance of retaining experienced employees, reducing absence and minimising avoidable recruitment costs.
- 2.27 Employers who participate in the Carer Positive Scheme have a working environment where carers are valued and supported. The Council achieved 'Established status' under the Carer Positive Scheme in November 2017.

### **SUPPORT FOR NON-UK EU/EEA NATIONALS**

- 2.28 A Brexit information and support campaign was launched in March 2018 for our Non-UK EU/EEA national workforce. This campaign is ongoing and includes the opportunity for Non-UK EU/EEA nationals to have a one-to-one appointment with a specialist solicitor from the Ethnic Minorities Law Centre.

### **SUPPORT FOR VETERANS**

- 2.29 The Council signed the Community Covenant Partnership in December 2012 and reaffirmed its long standing commitment to support the Armed Forces and those who serve or have served in them and their families by signing the Armed Forces Covenant on 13 September 2017.
- 2.30 We seek to uphold the principles of the Armed Forces Covenant by:
- promoting the fact that we are an armed forces-friendly organisation;
  - seeking to support the employment of veterans young and old and working with the Career Transition Partnership (CTP), in order to establish a tailored employment pathway for Service Leavers;
  - striving to support the employment of Service spouses and partners;
  - endeavoring to offer a degree of flexibility in granting leave for Service spouses and partners before, during and after a partner's deployment;
  - seeking to support our employees who choose to be members of the Reserve forces, including by accommodating their training and deployment where possible;
  - offering support to our local cadet units, either in our local community or in local schools, where possible;
  - actively participating in Armed Forces Flag Raising Day;
  - offering a discount for regular users of the leisure facilities run on the Council's behalf by Live Active Leisure.

- promoting the Council's services to armed forces personnel, veterans and their families to ensure uptake of welfare benefits and access to benefit and money service; housing options, including allocations and homelessness; education; access to leisure facilities; health and social care services, employability and training services; and referrals to other non-Council services.

2.31 Last year the Council also achieved the Silver Award under the Employer Recognition Scheme in recognition of our support for the Armed Forces and Cadets.

### 3. EQUAL PAY AUDIT

3.1 The Improvement Service introduced a new Gender Equality Indicator in 2016/17 which reports on the gender pay gap in Scottish Councils. This is calculated based on average hourly rates of pay. Previously our gender pay gap had been calculated based on average full time equivalent (FTE) salary.

[Scottish Councils Statistics](#)

3.2 The "All Scottish Councils" pay gap for 2017/18 is not yet available.

[Comparison with UK & Scotland Statistics](#)

3.3 The Annual Survey of Hours and Earnings (ASHE) is the source for calculating the pay gap which is published late autumn every year.

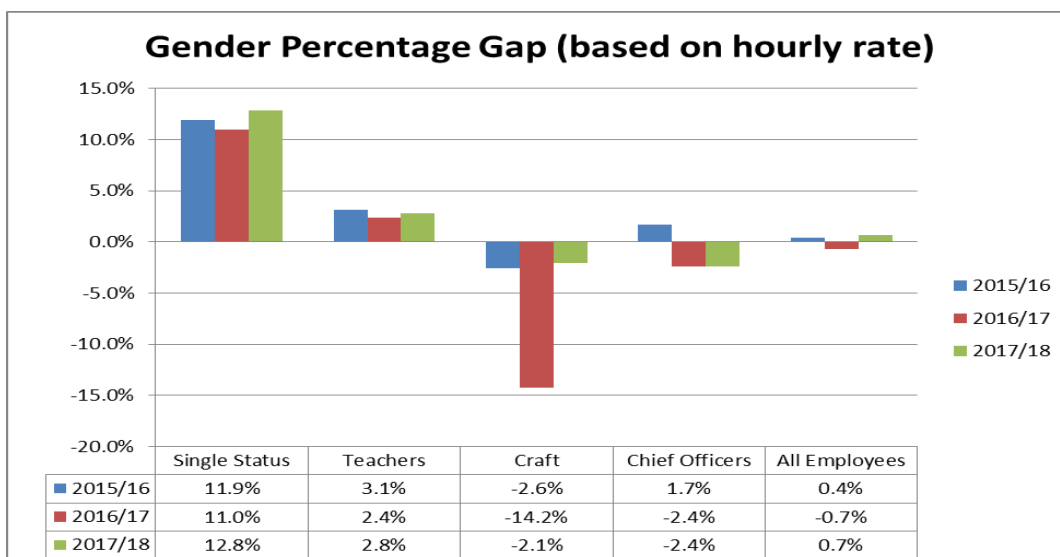
3.4 In Scotland, the gender pay gap<sup>1</sup> is now reported using the mean and median figures. The mean is the difference between the average of male and female pay and the median is the difference between the midpoints in the ranges of male and female pay. The mean is the preferred comparator as it takes into account the outliers and reflects the structural inequality between gender, including issues relating to vertical occupational segregation.

|                    | PKC  | SCOTLAND (2016 results) |
|--------------------|------|-------------------------|
| MEAN (Average) PAY | 0.7% | 14.9% <sup>1</sup>      |
| MEDIAN             | 8.6% | 15.6% <sup>2</sup>      |

<sup>1</sup> Source - <http://www.closesthegap.org.uk/content/gap-statistics/>

<sup>2</sup> Source - <https://www.ons.gov.uk>

3.5 The 2017/18 audit covered all employee groups and included an analysis of the protected characteristics of gender, age, age and gender combined, ethnicity and disability. It is based on the number of contracts which are held by males and females as at 31 March 2018.



Pay gaps in favour of females are shown as a negative percentage

### Reasons for Increase in the Basic Pay Gap for Single Status

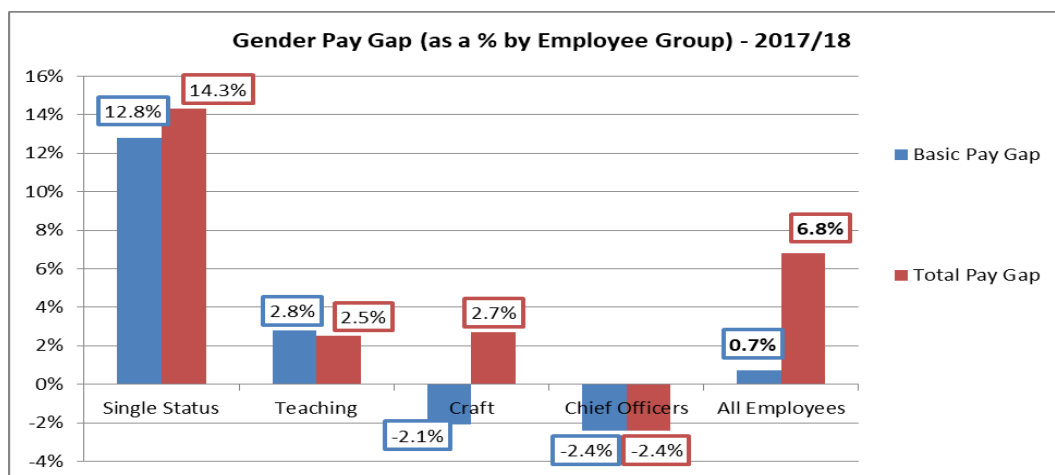
- 3.6 - 103 employees in the Education & Children's Services Facilities Support Team were TUPE transferred to Tayside Contracts in May 2017. As a high proportion (67%) of employees who transferred were male Janitors (GE3) and School Crossing Patrollers (GE2) this has an impact on the overall results.
- 3.7 - The Pupil Equity Fund (PEF) is a national initiative by the Scottish Government to provide additional funding directly to schools towards raising attainment. There was an increase of over 100 contracts for Pupil Support Assistants (GE3) and Early Childhood Practitioners (TAS5) when compared to 2016/17. As the PEF posts are predominately held by females, this has an impact on the pay gap.

### Other Employee Group Analysis

- 3.8 There was no cause for concern to the pay gap for Teachers, Chief Officers and Craft Employees.

### Basic Pay Compared to Total Pay

- 3.9 In accordance with the Equality & Human Rights Commission best practice guidance, this audit also compared total pay within each employee group. Total pay is average full time equivalent salary plus other payments including shift allowance, night allowance, overtime, call out, premium payments for public holiday working, standby payments and acting up allowances.



Pay gaps in favour of females are shown as a negative percentage

### Total Pay Gap

- 3.10 The total pay gap is wider than the basic pay gap because of gender differences in the payment of allowances. This is due to overtime working being predominately carried out by male employees.
- 3.11 The reasons for this can be attributed to occupational segregation where custom and practice has evolved and in some parts of the Council overtime working by full time males is relied upon for service delivery. In addition, societal issues tend to place greater restrictions on full time females availability to work additional hours, where these are offered, as they are more likely to have caring responsibilities.

### **Pay Gap Results by Other Protected Characteristics**

- 3.12 Analysis is undertaken on all the protected characteristics (age, age/gender, disability and ethnicity) and there was no cause for concern.

### **Equal Pay Audit 2017/18 Conclusion**

- 3.13 Overall, the findings of the audit remain positive and the reasons for the widening gender pay gap are due to the loss of the predominately male Facilities Support Team as a result of the TUPE transfer to Tayside Contracts, the expansion of early years and the increase in Pupil Equity Fund (PEF) posts predominately carried out by females.
- 3.14 Human Resources will continue to work with Services to address occupational segregation which remains a significant factor in influencing gender pay gaps. This is prevalent although not unique in teaching roles and, while the Council continues to address this through targeted recruitment campaigns and initiatives such as Men in Childcare, it is also supported nationally with the "Delivering Excellence and Equity in Scottish Education" report being published by the Scottish Government. However, it should be recognised that occupational segregation is a long-term issue which is difficult to tackle and requires sustained focus and commitment.

## 4. Future Actions

### 4.1 In 2018/19, we will:

- Continue to develop the range of opportunities available to young people through the Modern Apprenticeship, Professional Traineeship and Graduate Work Experience programmes (*age*)
- Build on the programmes offered by @Scott Street to their Care Experienced Young People to bridge the skills gap between this and the PKC Modern Apprenticeship Programme. This will include employability skills / confidence building and work experience etc. (*age/care experienced*)
- Create a Modern Apprenticeship in Youth Work specifically targeted at Care Experienced Young People who will use their insight to make a difference in this area (*age/care experienced*)
- Highlight the introduction of enhanced funding for Care Experienced Modern Apprentices aged 20 to 29 in our communication plan. The plan will include a Role Models Campaign to promote and highlight good news stories across Perth and Kinross and encourage and motivate others (*age/care experienced*)
- Continue to provide a wide range of health and wellbeing opportunities to encourage and support employees to lead healthy active lives (*age*)
- Continue to provide a range of information opportunities for employees planning for retirement (*age*)
- Provide targeted communications to employees who may be interested in the Shared Cost Additional Voluntary Contributions scheme (LGPS members) (*age & gender*)
- Assess the benefits of Level 3 Leader status under the Disability Confident Scheme to encourage more applications from potential job applicants with a disability, provide additional support to existing employees with a disability or encourage greater disclosure of disability by existing employees (*disability*)
- Continue to offer a range of learning/development and support measures to develop/build resilience for employees, potentially covered by the Equality Act (2010), who may be experiencing reduced mental wellbeing (*disability & all*)
- Continue to encourage gender diversity in learning/re-training opportunities for our employees (*gender*)
- Consider introducing Gender Based Violence guidance to support the Scottish Government's Equally Safe delivery plan to Prevent Violence Against Women and Girls (*gender*)
- Assess the benefits of Exemplar status under the Carer Positive Scheme as a means to provide further support to our employees who are carers (*gender & all*)
- Review HR policies to ensure these are inclusive by using gender neutral language where appropriate (*sexual orientation & gender identity*)
- Develop Gender Transitioning guidance to support employees who propose to undergo, or are undergoing a process of socially aligning their gender expression with their gender identity, rather than with their birth-assigned sex (*gender identity*)
- Review our approach to encouraging employees to disclose sensitive equality information (*disability, ethnicity, religion or belief & sexual orientation*)
- Continue to offer support to Non UK EU/EEA Nationals through the Brexit process (*nationality*)

- Maintain the bronze and silver awards under the Healthy Working Lives Award Programme by providing a range of information campaigns and learning opportunities and continue to support Healthy Working Lives *(all)*

| <b>Author</b> | <b>Designation</b>                     | <b>Contact Details</b>                           |
|---------------|----------------------------------------|--------------------------------------------------|
| Sheila Munro  | HR Team Leader –<br>Reward & Wellbeing | <a href="mailto:hr@pkc.gov.uk">hr@pkc.gov.uk</a> |

| <b>Approved</b> | <b>Designation</b>                   | <b>Date</b>     |
|-----------------|--------------------------------------|-----------------|
| Karen Donaldson | Corporate Human<br>Resources Manager | 6 December 2018 |

