

East Lothian

Equality Plan

2017-2021

August 2017



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Introduction

East Lothian Council, Education Authority & Licensing Board believes that equality is a fundamental right that everyone should have. No one should be denied opportunities because of who they are and everyone should be able to be themselves. This principle must underpin all of the work that the Council does. To put this into practice, we need to:

- recognise that some people can experience discrimination and inequality;
- ensure our services meet the needs of people in our communities and that communities have choice and control over the services they use where appropriate;
- challenge ourselves to tackle any inequality that exists in our communities and work together with our partners to improve outcomes for equality groups; and
- tackle prejudice and negative attitudes towards people and celebrate the diversity within our community.

East Lothian has changed significantly in recent years. The county continues to have population growth ahead of other local authority areas, with an increasing number of young people and a growing elderly population. Over the coming years the impact of the Local Development Plan will result in a significant increase and diversity across our communities.

The Community Empowerment (Scotland) Act 2015 brings new requirements for the Council and its partners to work with the community and ensure that everyone has the opportunity to participate in local decision making. The East Lothian Poverty Commission has reminded us all of the negative impact of poverty on individuals and communities, and the need to work together to tackle inequality.

This plan sets out our commitment to tackling inequality and promoting inclusion. We believe that we need to lead the way in planning and delivering services which meet the needs of our diverse communities and respond to the changes ahead. We also must strive to be a good workplace for all our employees and to promote positive work experiences for our young workforce.

We look forward to supporting equality in all aspects of the Council, Education Authority & Licensing Board's work and employment practices and to reporting the progress we make to you over the coming years.

Angela Leitch, Chief Executive East Lothian Council & Cllr Willie Innes, Council Leader

Section 1: Why we developed an Equality Plan

The Importance of Tackling Poverty and Promoting Equality and Inclusion

'An equal society protects and promotes equal, real freedom and substantive opportunity to live in the ways people value and would choose, so that everyone can flourish. An equal society recognises people's different needs, situations and goals and removes the barriers that limit what people can do and be.' UK Equalities Review 2007

This definition of equality captures three aspects of equality:

Opportunity - whether everyone really has the same chance to reach their potential

Agency - what degree of choice and control an individual has in taking part

Process – whether discrimination (or the way we do things) causes or contributes to a particular inequality.

What is the purpose of the Equality Plan?

The purpose of the Equality Plan is to clearly state the Council's commitment to equality and diversity and to demonstrate how we are meeting the requirements of the Equality Act 2010. It also frames this work in the context of the Council's overarching commitment to 'reducing inequality within and between our wards' and connects all work which is aimed at reducing the impact of poverty and inequality.

Together with its action plan, the Equality Plan identifies key priorities for achieving improved equality outcomes in a targeted and consistent way across the Council. The Equality Plan contributes to all aspects of the Council's Plan 2017-2022 and to the following strategic themes outlined in the Plan:

- Growing our Economy
- Growing our People
- Growing our Communities
- Growing Our Capacity

East Lothian Council through its work on reducing inequality and promoting equality and diversity aims to:

- Continue to lead a culture where respect, choice and understanding is fostered and diversity positively valued;
- Maintain a working environment where unlawful discrimination, harassment, victimisation or bullying is not tolerated;

- Continue to develop our understanding of the needs of different individuals and communities in a time of rapid change;
- Continue to embed the equality agenda in all our work, and contribute to the early intervention and prevention approach adopted by the Council and its Partners;
- Improve understanding of the impact of poverty and inequality on people's lives; and
- Ensure that we plan and deliver services which meet modern standards of delivery and that are inclusive of a wide range of different needs from digital services to face to face interactions

The Council as an **Education Authority** also needs to meet the requirements of the Equality Act, including the specific duties. The Council also administers the **Licensing Board** and needs to meet the requirements of the Act when undertaking its duties in this regard. The commitments of these bodies are also contained in this Plan.

Through this work, we will meet our legal obligations to remove disadvantage, advance equality of opportunity and promote good relations with various groups. The Plan also aims to develop our work on all protected characteristics. It furthers work of previous equality schemes and action plans.

The Equality Act 2010

The purpose of the Equality Act is to ensure that everyone, whether at work or in using a services has the right to be treated fairly. It protects people from discrimination on the basis of certain characteristics. These are known as protected characteristics and they vary slightly according to whether a person is at work or using a service.

During the course of 2017, the Scottish Government intend to enact a further requirement on public sector bodies to consider 'socio economic status' alongside the protected characteristics outlined below. East Lothian Council has already aligned work in relation to poverty and inequality alongside work on equal opportunities recognising the relationship and compounding nature of poverty and social exclusion. The work of the East Lothian Poverty Commission will heavily influence work to address poverty and inequality across the Council.

The protected characteristics are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership (the law provides protection in the area of employment and vocational training only)
- Pregnancy and maternity

- Race
- Religion and Belief
- Sexual Orientation
- Sex (formerly known as gender)

What is Discrimination?

Discrimination comes in different forms. It can be:

- **Direct** when someone's gender, ethnicity, faith, sexual orientation, age, disability or being transgender is used as an explicit reason for treating them differently. This is the kind of discrimination that people often recognise easily.

An example might be where a community learning and development worker refuses to work with someone because they are gay.

- **Indirect** when there are rules, services or ways of doing things that have the effect of discriminating against certain groups

For example, the venue you choose for a local event or training might not be accessible to everyone with a disability.

This kind of discrimination is more subtle and can be harder to spot. It often results from simply not understanding or thinking about the needs of certain groups.

- Treating a disabled person unfavourably because of something connected with their disability when this cannot be justified (known as **discrimination arising from disability**).
- Failing to make **reasonable adjustments** for disabled people e.g. making a hearing loop available at meetings where you know people will be using hearing aids.
- **Discrimination by association** occurs when someone is discriminated against because of their association with someone protected by the Equality Act.

An example might be a Bed and Breakfast refusing a block booking for your group because one of the couples are gay. This would be direct discrimination against the gay couple. It would also be discrimination against you by association.

- **Discrimination by perception** allows someone to claim discrimination even if they do not have the protected characteristic, An example would be an atheist bullied at a football match for being catholic can claim discrimination even though he is not catholic.
- It is important to remember that some people experience discrimination on several grounds – this is sometimes called **multiple discrimination**.

The law also protects against:

- **Harassment** is when an individual is subjected to unwanted conduct which has the intent or effect of violating someone's dignity or of creating an intimidating, hostile, degrading, humiliating or offensive environment.

An example of this would be when a person has made inappropriate sexual comments about a colleague's clothing.

- **Victimisation** is where an individual has sought to enforce their rights, or helped another to do so, and as a result is treated less favourably than others who have not complained.

An example of this would be when a person is excluded from a social work/ work event because they have complained about the conduct of a colleague.

What responsibilities does East Lothian Council have under the Act?

As a local authority, East Lothian Council is required to implement the Public Sector Equality Duty in addition to the provisions relating to employment, education and training. This is comprised of two elements, the general duty and the specific duty.

The general duty was developed for public bodies recognising the significant impact that the delivery of public services has on people's lives. The general duty is designed to ensure that, if followed, services are designed to meet the diverse needs of the community and also build inclusive services. The three general duties are to:

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

The **specific duty** is designed to help authorities to put the general duty into practice. It includes a requirement for the authority to:

- Report on mainstreaming the equality duty
- Publish equality outcomes and report progress
- Assess and review policies and practices
- Gather and use employee information

- Publish gender pay gap information
- Publish statements on equal pay
- Consider award criteria and conditions in relation to public procurement
- Publish in a manner that is accessible

Section 2: How we developed the Equality Plan

Outcomes are the consequences of the actions that we undertake; things that make a difference to the lives of people.

This Equality Plan builds on the previous Equality Plan which was developed after a series of consultations with local groups and individuals. These outcomes continue to reflect the needs of our communities, and reflect ongoing work to achieve positive outcomes for individuals and communities across the county.

To inform our outcomes we continue to:

- engage with people with protected characteristics;
- engage with voluntary and third sector organisations that work with equalities groups;
- consider equality issues raised by members of staff and the community previously;
- look at what existing service areas are doing to advance equality;
- look at external factors which will impact on local people and the way in which the Council delivers services

Factors influencing the new Equality Plan

East Lothian continues to grow and change. There are many factors which influence people's individual circumstances and their life experiences. In developing this plan, the following factors influenced the development of the plan.

- 1) Welfare Reform and the roll out of Universal Credit; East Lothian was the first local authority area to roll out full universal credit in Scotland.
- 2) Findings of the East Lothian Poverty Commission Report [‘Challenging Perceptions. Overcoming Poverty’](#)
- 3) Implications of the Community Empowerment (Scotland) Act 2015;
- 4) Continuing Gender based Violence in the community and its impact on individuals and families;
- 5) Welcoming of Syrian Refugee families;
- 6) Increasing diversity across our population
- 7) Implications of the Local Development Plan; including the increasing diversity of our population
- 8) Living Wage;

- 9) Focus on Digital Services;
- 10) Wider Council Transformation Programme; and
- 11) Brexit and potential implications for Equality and Human Rights legislation arising from the exit of the EU.

Local communities across East Lothian remain active in highlighting equality and inclusion issues that are affecting their lives. These include:

- 1) LGBT equality in local schools and communities; including support for transgender pupils;
- 2) Sex (Gender) Equality issues, including domestic abuse, female representation on boards, maternity leave and mental health for new parents;
- 3) The impact of Poverty- particularly on women and children, including access to sanitary products; increase the demand for emergency food provision and continually increasing number being referred to local foodbanks
- 4) Understanding the needs of vulnerable families;
- 5) Hate crime experienced by local BME communities, particularly BME business owners, those with physical and learning disability, LGBT hate crime;
- 6) Promoting understanding of mental health, including suicide awareness and prevention;
- 7) Inclusion of children with additional support needs in mainstream services and fun activities;
- 8) Ensuring our services are accessible to all regardless of age, race or disability; and
- 9) Requests for meeting spaces to meet religious needs during special religious periods

For our services, emerging issues include:

- 1) Supporting services including schools, housing services and care homes to consider transgender equality, and ensure a positive experience for those who need services;
- 2) Continued issue of high levels of sex (gender) based violence, including emerging issues of GBV in dementia households;
- 3) Facilitating interpretation and translation services across a broader range of services, including British Sign Language;
- 3) Dealing with concerns about racism and victimisation in the community;

- 4) Dealing with service users in distress as a result of the impact of welfare reform including expressing suicidal thoughts;
- 5) Supporting sports clubs to consider equality and inclusion and encouraging them to think about these issues differently;
- 6) Supporting those providing Early Years services to think about inclusive play and the importance of equality in early years;
- 7) Meeting the needs of Syrian refugee families:

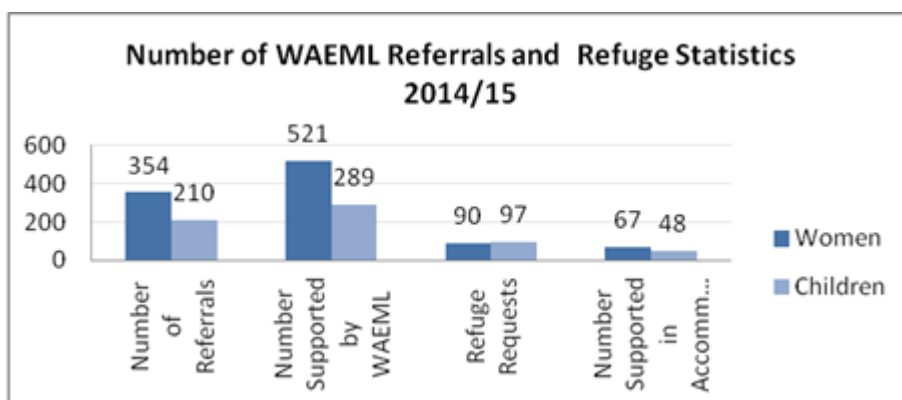
Equality Evidence Review – Some highlight information

- East Lothian Council employees as at 31 03 2017: Of the Council’s 4465 employees 71% are female employees. 39% of the Council’s workforce is made up of women working part time. 24% (1077) of the council’s male employees work full time. These figures show that men and women participate in the workforce differently.
- **Violence Against Women**
 - Rate per 10,000 population of domestic abuse incidents recorded by the Police, East Lothian and Scotland (Scottish Government 2016)

Per 10,000 population	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
East Lothian	75	76	95	92	98	93	101	101	98	88
Scotland	95	97	104	99	106	113	113	110	112	108

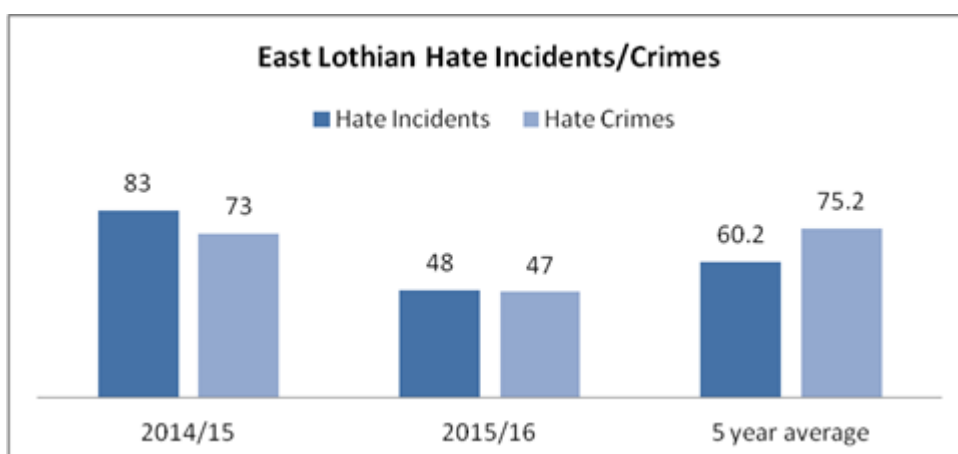
- East and Midlothian have a joint support agency for women, children and young people who experience – or are at risk of experiencing – domestic abuse and violence. The graph below shows the number of referrals and number refuge statistics for women and children across both East and Midlothian. These numbers have been kept together to protect from disclosure.
- The occupancy rate for refuge accommodation during 2014/15 was 92%, with women and children receiving weekly worker support on admission and throughout their stay.

Number of referrals, and refuge statistics, for Women's Aid East and Midlothian in 2014/15 (Women's Aid East and Midlothian 2016).



- **Hate Crime:**

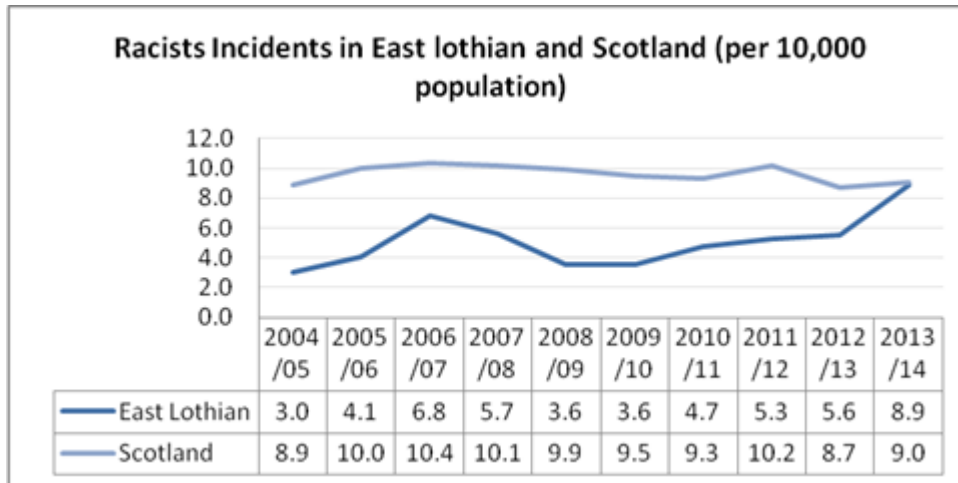
- Number of Hate Crime in East Lothian (Police Scotland 2016).



- **Racist Incidents**

- The graph below shows the number of racist incidents in East Lothian and Scotland over the last 10 years. The number of recorded racist incidents in East Lothian has nearly trebled over this period. East Lothian historically had less racist incidents than Scotland but the figure is now at a similar level.

- Number of recorded racist incidents in East Lothian and Scotland (Scottish Government 2016).



- **Health and Wellbeing**

Life Expectancy

- Male life expectancy varies by almost 8 years between the most affluent and the most deprived areas of the county. Female life expectancy gap is 12.3 years. This highlights that although we are living longer healthier lives, some groups in the community are not benefiting equally from improvements in health.

Life Expectancy:

- Highest Male- Longniddry/Aberlady (82.8 years)
- Highest Female- Musselburgh West (89.8 years)
- Lowest Male- Prestonpans North (74.6 years)
- Lowest Female- Dunbar West (77.5 years)

Mental Health

- The ability to 'be you' and feel respected in the community has a big impact on an individual's mental health and wellbeing and also their sense of community. East Lothian social attitudes show that prejudice and negative attitudes towards equality groups remain a problem in our communities.
- In the last three decades, suicide rates among young men have increased 200% and currently more young people aged 16-24 die from suicide than from road traffic accidents.

- Although the number of suicide deaths per year in East Lothian is not high, the impact of suicide on families and communities is very traumatic.
- Tackling the stigma of mental health is also important. Nationally over 80% of those who suffer from mental health problems also say that they experience stigma and discrimination as a result.

- **Adults with dementia and Alzheimer's**

There are 90,000 people in Scotland with a diagnosis of dementia. 81% of those people live within our communities, and 19% reside in a care home setting. In East Lothian there are 1,932 people with a diagnoses of dementia or Alzheimer's. We know that, statistically, 40% of these people will go missing, and 30% more than once. Improving the safety of these members of our community is a shared responsibility with partners.

Building on existing work

The Council has been working to meet the requirements of previous equalities legislation for a number of years and has developed good practice and skills arising from this work. The Council also works within a complex legislative requirements and provides a range of services for vulnerable people as required. For more information about previous equality work and examples of good practice, please read our 'Mainstreaming Equality Reports'. These are available on our website.

Section 3: Delivering Equality in East Lothian

How we can advance Equality of Opportunity

As a service provider East Lothian Council plays a significant role in people's lives. We need to ensure that our services are accessible to all those who need them and demonstrate that we have considered the diverse needs of the community when developing them. We can do this by:

- removing or minimising disadvantages suffered by people who share a relevant protected characteristic that arise from them having that characteristic;
- taking steps to meet the needs of people who share a relevant protected characteristic that are different from the needs of those who do not share it; and
- encouraging individuals or groups who share a relevant protected characteristic to participate in public life or in any other activity in which their participation is disproportionately low

Outcomes are the consequences of the actions that we undertake; things that make a difference to the lives of people. East Lothian Council has set the following equality outcomes to work towards. These outcomes reflect the work that is being undertaken to mainstream equality into all areas of the Council's work and the work we do in partnership with others. Therefore the outcomes reflect the priorities and outcomes outlined in the Council Plan and the draft East Lothian Plan (Local Outcome Improvement Plan).

East Lothian Council Equality Outcomes 2017-2021

1. East Lothian Council is a positive workplace for all employees

- East Lothian Council will strive to be a workplace free of harassment and discrimination.
- East Lothian Council will continue to monitor and review pay grades to ensure any pay differentials are fair and appropriate in terms of work undertaken
- East Lothian will continue to promote a range of flexible employment practices that affords our employees a better work life balance and choices whilst meeting business needs
- East Lothian Council strives to ensure through positive action our workforce reflects the local community demographics

- East Lothian will strive to develop and promote employment opportunities for young people of East Lothian both within the Council and across the local business community.
- East Lothian Council will have a range of opportunities for employees to develop successful career paths

2. All of East Lothian’s young people are successful learners, confident individuals, effective contributors and responsible citizens

- Close the gap in educational outcomes for those children and young people impacted by socio-economic disadvantage
- Close the gap in literacy rates between boys and girls in primary school
- Improve the health and wellbeing of children and young people with protected characteristics

3. In East Lothian we live healthier, more active and independent lives

- See East Lothian Health & Social Care Partnership Equality Outcomes 2016 – 2018 [here](#)

4. Everyone in East Lothian has access to quality sustainable housing *

- People with particular needs are able to get and sustain their choice of housing, including independent living
- Increase housing supply and improve access to housing, including affordable housing

*Please note that a new Local Housing Strategy is currently under development and new outcomes will be consulted on in September and October 2017. Once available these will be incorporated into the Equality Plan.

5. Fewer people are the victim of crime, disorder and abuse in East Lothian

- Improved levels of safety for women and children experiencing domestic abuse
- Reduced incidence of hate crime
- Increased confidence in reporting hate crime

6. East Lothian has strong, vibrant communities where residents have a sense of belonging

- East Lothian equalities communities can meet to celebrate or raise awareness of cultural heritage or specific issues affecting them
- East Lothian Communities are well informed and can influence decisions that matter in their local areas

7. Fewer people experience poverty in East Lothian

- Local communities are empowered to tackle poverty
- The causes of poverty are tackled and the impact of poverty is reduced or mitigated against.

8. East Lothian Council services will meet the needs of all those in the community

- Equality and socio-economic disadvantage is taken into account when planning and designing services and when making decisions
- East Lothian Council has increased knowledge and capacity about equality, diversity and poverty
- East Lothian Council Procurement Practices ensure equality is a core part of the tendering process
- East Lothian Council is meeting its responsibilities and duties under the Equality Act 2010 and subsequent Regulations

Section 4: East Lothian Council as an Education Authority

East Lothian Education Authority aim to provide the best education service in Scotland through a relentless focus on Inclusion, Achievement, Ambition and Progress for All. We will all work together to Get it Right for Every Child and to ensure that all children and young people are Safe, Healthy, Nurtured, Active, Respected, Responsible and Included. We believe that our common moral purpose will be realised through the actions set out in this Plan and reinforced by the actions taken across our schools and services to improve the quality of experience we provide for children, young people and their families.

In 2016/17 there were 8,492 pupils in East Lothian Council's 35 primary schools, 5,641 pupils in six secondary schools, and 2,454 children accessing 600 hours of early learning and childcare across 33 Local Authority nurseries and 19 private and voluntary sector partnership centres. Specialist provision in enhanced learning centres was provided within 5 of our mainstream primary and 3 of our mainstream secondary schools in 2016/2017, with 49 primary pupils and 47 secondary pupils attending during the year.

To realise this vision we will:

- act with ambition and integrity to open minds to the rights and values of education and help everyone to achieve their potential;
- work together to nurture all our children and young people;
- demonstrate a community working together to make that difference for every child; and
- collectively strive for excellence and equity for all

Our theme to help us collectively deliver on our common moral purpose and our vision is 'Know your gap, Know your impact'.

Our vision and values for education within East Lothian Council align with the Key Priorities in the National Improvement Framework for Scottish Education 'Achieving Excellence and Equity' (*Scottish Government, January 2016*) and Delivering Excellence and Equity in Scottish Education (*Scottish Government, June 2016*):

- Improvement in attainment, particularly in literacy and numeracy;
- Closing the attainment gap between the most and least disadvantaged children;
- Improvement in children and young people's health and wellbeing; and
- Improvement in employability skills and sustained, positive school leaver destinations for all young people

The Education Service Improvement Plan sets out the action the Service needs to take to improve outcomes for children and young people and the way in which it will measure success in delivering improvements. The Standards in Schools (Scotland) Act 2000, as amended 2016, sets out new duties placed on education authorities in planning for improvement. To fulfil our "due regard" duty we need to understand the impact that our

strategic decisions have (or are likely to have) on educational outcomes for those children and young people impacted by socio-economic disadvantage. There is a requirement to focus our efforts on those in disadvantaged communities and those who experience poverty. The Education Service has to:

- Identify those decisions of a strategic nature they take
- Consider how these can be taken and given effect to in a way which addresses the disparity in educational outcomes whilst raising attainment for all

Our shorter-term equality outcomes are:

- Close the gap in educational outcomes for those children and young people impacted by socio-economic disadvantage
- Close the gap in literacy rates between boys and girls in primary school
- Improve the health and wellbeing of children and young people with protected characteristics

Steps taken by East Lothian Council Education Service to plan for improvement include:

- carrying out a self-evaluation audit of performance using relevant Quality Frameworks;
- involving key stakeholders in the review of current priorities, identification of new priorities and anticipated impact and outcomes;
- preparing a Standards and Quality Report which reflects the results of the self-evaluation audit across the Service and all education settings, including recent evaluations from an external scrutiny agency such as Education Scotland;
- identifying aspects of performance in which improvement is necessary; and
- taking account of new national guidance and policy

The purpose of the Education Service Improvement plan 2017-18 is to set out three different things:

- Steps proposed to reduce inequalities of outcome for pupils experiencing them as a result of socio-economic disadvantage;
- Steps proposed to comply with Authorities' duty to consult with and advise specific persons specified in legislation when making decisions of a strategic nature about the carrying out of school education functions; and
- Steps proposed in pursuance of the four National Improvement Framework (NIF) priorities.

The Education Service Improvement Plan is informed by and links to the Outcomes in East Lothian Council's Plan 2017-2020, the Integrated Children and Young People's Service Plan, The East Lothian Poverty Commission Report and the 2017-2021 Equalities Plan.

Integrated Impact Assessment (IIA)

The East Lothian Council Education Authority will use the Integrated Impact Assessment Tool that has been developed by East Lothian Council. All reports presented to the Council committees proposing new policies or guidelines setting out new functions, or proposing any other changes with implications for equality strands will include details of the results of the impact assessment.

Publication

Information about all Education functions, including a copy of this Plan, Annual Reports and results of impact assessments will be published on the Council website and Edubuzz.

Section 5: East Lothian Council: Licensing Board

The East Lothian Licensing Board is constituted in terms of the Licensing (Scotland) Act 2005 and the Gambling Act 2005. The regimes under these Acts set out broad aims which the Board must and will support in all its functions. The pursuit of these aims is a principal feature of this Board's statement of policy. A copy of the Board's Statement of Licensing Policy can be viewed

http://www.eastlothian.gov.uk/downloads/download/524/east_lothian_licensing_board_statement_of_policy-licensing_scotland_act_2005.

The Board's Statement of Gambling Principles can be viewed

http://www.eastlothian.gov.uk/downloads/file/11817/statement_of_principles_2016-2019

The Licensing (Scotland) Act 2005:

- Preventing crime and disorder;
- Securing public safety;
- Preventing public nuisance;
- Protecting and improving public health ; and
- Protecting children from harm

The Gambling Act 2005:

- Preventing gambling from being a source of crime and disorder, being associated with crime or disorder or being used to support crime
- Ensuring that gambling is conducted in a fair and open way
- Protecting children and other vulnerable young persons from being harmed or exploited by gambling

Our Outcomes

In all the Licensing Board's work we will contribute to the long term outcome:

'Fewer people are the victim of crime, disorder and abuse in East Lothian'.

Our short-term priorities include:

- Developing the Licensing Application process to ensure fair access, including the development of electronic applications

- Licensing Board works in partnership with a range of stakeholders to ensure the most effective decisions are made to meet the aims of the Board
- Licensing Board works with license holders and other Council services to support positive behaviour on and around license premises.

Gathering Information

The Licensing Board works with a range of partners to ensure that they have the appropriate information they need to make the right decisions about applications presented. Key partners include police, health and fire services, anti-social behaviour team, community councils, child protection teams and any other relevant stakeholders. Where relevant this can include information about equalities issues and experiences of equality groups in the community.

Integrated Impact Assessment

The East Lothian Licensing Board will use the Integrated Impact Assessment Tool that has been developed by East Lothian Council. All reports presented to the Board proposing new policies or guidelines setting out new functions, or proposing any other changes with implications for equality strands will include details of the results of the impact assessment.

Publication

Information about all Licensing functions, including a copy of this Plan, Annual Reports and results of impact assessments will be published on this page

<http://www.eastlothian.gov.uk/downloads/1125/licences>

Section 6: East Lothian Council as an Employer

East Lothian Council's vision is to be "an Employer of Choice" delivering quality services needed by the residents of East Lothian and this is fundamental to the People Strategy. The four key drivers identified as crucial to delivering on this are as follows:

- High achieving leadership and management
- Building workforce capacity
- Competitive recruitment and retention
- Positive employment experience

Key areas of work include:

- Fair and equitable Pay and Grading Structures
- Equality in recruitment and selection
- Conditions of service
- Prevention of harassment
- Employee development

Fundamental to achieving this goal is equality of employment opportunities and the Council strives to ensure that equal opportunities underpin all aspects of employment and employment policies.

Equal Pay

East Lothian Council is committed to the principle of equal pay for all our employees. This is outlined in the Council's Equal Pay Statement.

Our Employment Outcome:

Our long-term outcome is that 'East Lothian Council is a positive workplace for all employees'.

Our long-term outcome is that 'East Lothian Council is a positive workplace for all employees'. To achieve this we have set a number of shorter-term outcomes as follows:

1. East Lothian Council will strive to be a workplace free of harassment and discrimination.
2. East Lothian Council will continue to monitor and review pay grades to ensure any pay differentials are fair and appropriate in terms of work undertaken

3. East Lothian will continue to promote a range of flexible employment practices that affords our employees a better work life balance and choices whilst meeting business needs
4. East Lothian Council strives to ensure through positive action our workforce reflects the local community demographics
5. East Lothian will strive to develop and promote employment opportunities for young people of East Lothian both within the Council and across the local business community.
6. East Lothian Council will have a range of opportunities for employees to develop successful career paths

The Council provides a range of work that supports the equalities agenda including:

- A comprehensive Employee Assistance programme occupational health and physiotherapy provision
- Use of Disability Confident Symbol
- Taking the See Me campaign pledge
- Healthy Working Lives
- Flexible employment policies and practices
- Facilitates a successful school work experience programme
- Investors in People Accreditation
- Investors in Young People

Section 7: Mainstreaming Equality

'Mainstreaming equality' means taking equality into account in the way East Lothian Council undertakes its day to day functions. In practice this means that we think about equality as a core part of everything that we do from our employment practices to the services we plan and provide.

Mainstreaming equality has a number of benefits including:

- Embedding equality into the culture of the Council and influencing our attitudes and behaviours;
- Allowing the Council to demonstrate how we are meeting our legal obligations to promote equality; and
- Allowing us to continually improve our performance and the services we plan and provide.

Key ways we can help to ensure we consider equality as part of everything we plan and do:

1. Ensuring high-level commitment to Equality through all levels of the Council structures and planning procedures.
2. Understanding the impact of our work
3. Gathering information about the experiences of equality groups
4. Building organisational capacity
5. Ensuring that those who provide services on our part consider equality
6. Working in partnership with others.

Detailed information about how the Council has mainstreamed equality can be found in the Mainstreaming Equality Reports that can be accessed on the Council website.

Ensuring high level commitment to Equality through all levels of the Council structures and planning procedures.

- **Service Planning and Performance -**

The service planning process at East Lothian Council aligns high level partnership plans with individual corporate plans which influence the development of service plans within the Council different departments and service areas. In this way we can see that plans are interconnected and combine to ensure that the desired outcomes are successfully achieved.

Understanding the Impact of our work

- **Integrated Impact Assessment (IIA)**

East Lothian Council has developed an 'Integrated Impact Assessment Tool' to allow us to examine the impact of our decisions on the community. The tool brings together key social, environmental and economic priorities to highlight whether the decisions we make or the plans we put in place will have a positive, neutral or negative impact in the community. The process also helps the Council to be more transparent and accountable for the decisions we make.

East Lothian Council requires all reports to the Council committees to include the findings of the Integrated Impact Assessment where proportionate and relevant.

Integrated Impact Assessments are published on the Council's website.

- **Equalities Monitoring**

Equalities 'Monitoring', means gathering and analysing information on the personal characteristics of our service users. Gathering information about our service users helps us to understand the profile of our community, who is and who isn't using our services and what people think of them.

Equalities monitoring allows us to establish:

- The nature or extent of inequality
- The areas where action is most needed to encounter inequality

- Whether or not measures aimed at reducing inequality are succeeding

East Lothian Council's 'A Guide to Monitoring Equalities in Council Services' provides clear guidance on how to monitor equalities effectively in service areas, and is currently being updated.

- **Self Evaluation**

'SELFIE' is used across East Lothian Council to assist services and the Council as a whole to evaluate how well it is doing in a rigorous, robust, systematic and consistent way. It provides a framework with which all services will be able to identify their strengths and areas of development, thereby allowing learning and improvement to take place throughout the Council. The framework picks up on both qualitative and quantitative information and encourages service areas to collect examples from practice to demonstrate and evidence their self evaluation.

- **Reporting on equalities performance**

The Council has developed a series of performance indicators which relate to equalities. These comprise both statutory performance indicators and indicators gathered through service plans or the Single Outcome Agreement/ Local Outcome Improvement Plan.

Key Performance Indicators (including the Statutory Performance Indicators) are published on the Council's performance website: <http://www.eastlothian.gov.uk/performance/>

The Key Performance Indicators are reported to the Policy & Performance Review Committee for scrutiny by the Elected Members. Performance reports are also analysed by the Council Management Team and the Executive Team. Indicators relating to equalities are reported in relation to several outcomes and also in relation to the outcome of 'Prioritising prevention and promoting equality'.

Gathering Information about the experiences of equality groups

East Lothian Council recognises that gathering evidence about the needs and experiences of those with protected characteristics is an important way for us to plan and deliver services that meet the needs of the community. Further, having this information also helps us to assess the impact of proposed and revised policies.

We seek to:

- Identify what issues people in local communities are facing which might be stopping them from accessing our services or making it harder for them to access our services
- Learn more about the diverse experiences of people in the community
- Build trust and improve communication with harder to reach communities

- Understand which issues are within the remit of the Council to address, together with our partners where relevant.

The Council does this in a number of ways including community engagement, research and working in partnership with other specialist organisations.

Community Engagement-

A range of opportunities for people living in East Lothian to connect with and influence the services they use. These include:

- contact with their local elected representatives
- community councils
- the East Lothian Citizens Panel and Residents Survey
- participation opportunities with individual council services including Residents Review
- Community and Policing Partnerships
- Opportunities under the Community Empowerment Act.

East Lothian Partnership and its constituent organisations also engage with the business community and other communities of interest in a variety of ways, including:

- Area Partnerships;
- participation in collective groups such as East Lothian Golf Tourism Alliance, East Lothian Tourism Attractions Group and the Food and Drink Business Improvement District;
- Tenants and Residents Associations;
- Community Care Forums;
- Looked After Children Champions Board

We recognise that for some equality groups there may be additional barriers to getting involved in their community. To address this we are working with colleagues to raise awareness of how to increase participation from under represented groups. This includes written guides and materials, community based training and bespoke opportunities for equality groups to get together.

Building Organisational Capacity

- **Equality Training Plan**

Equality and diversity training is a key way forward for all employees to understand more about the meaning and importance of equality and diversity, and the impact of prejudice and discrimination. The Council developed an Equality Training Plan in 2016 to identify and clarify how learning and development in relation to equality and diversity contributes to the achievement of the culture change described in the 'East Lothian Way'. The aims of the Equality Training Plan are:

- To ensure that East Lothian Council is able to meet its general and specific duties under equalities and human rights legislation;
- To provide employees with opportunities for learning and awareness of their role and responsibilities under Equality and Human Rights legislation; and
- To develop a skilled, motivated and culturally capable workforce that can bring about changes that will improve services and tackle inequalities

Key aspects of the training plan include:

- Training and development for Elected Members;
- Bespoke training opportunities , including inter-agency training;
- E-Learning;
- Equality Guides and Online Resources; and
- Individual Support and Guidance

Procurement & Ensuring that those who provide services on our behalf also consider equality

East Lothian Council ensures that all duties under the Equality Act will be integral to the procurement process. The Council's current Corporate Procurement Policy contains clauses to ensure the equality of opportunity in relation to service provision and employment. The Council also actively supports the use of Article 19 (regulation 7) and is actively working to ensure that at least some Council contracts are with supported businesses.

Work in partnership with others

The Community Empowerment Act brings new responsibilities and opportunities for partners to facilitate and resource community planning arrangements and support community planning. As part of the development of the new Local Outcome Improvement

Plan, the partners will work to refresh the 'Tackling Inequality Framework' that supported the previous Single Outcome Agreement commitment to tackling poverty and exclusion.

Fostering Good Relations

The requirement of the Equality Act is to foster good relations between those who have a protected characteristic and those who do not. There are two significant components to this work:

- tackling prejudice
- promoting understanding

East Lothian has strong and active communities with high levels of satisfaction about the places people live reported through local resident's surveys. However, despite a positive picture we are aware that there are pockets within our communities where tensions exist. East Lothian's population is changing and across the country we have seen a growth in support for far right political parties, increasing concerns about immigration, incidents of hate crime and global terrorist incidents. This highlights the importance of working towards community cohesion and it challenges us to build consideration about how our work can help to foster good relations in all aspects of our work.

We have included 'promotes good relations' as a core policy theme within our new Integrated Impact Assessment process to help us ensure we maximise our awareness of this area of work.

Section 8: Keep in touch / contact us

You can find out more information about equalities work in East Lothian by visiting the equalities section www.eastlothian.gov.uk

Contact us

You can get in touch with us by:

- **Email:** equalities@eastlothian.gov.uk
- **Phone:** 01620 827136
- **Write to:** Equalities Officer
East Lothian Council
John Muir House
Haddington
EH41 2HA