

**REPORT TO: POLICY AND RESOURCES COMMITTEE 24 NOVEMBER 2008**

**REPORT ON: RACE EQUALITY AND DIVERSITY SCHEME 2005-2008**

**REPORT BY: DIRECTOR OF LEISURE AND COMMUNITIES**

**REPORT NO: 573-2008**

## **1.0 PURPOSE OF REPORT**

1.1 The Report informs the Committee of the progress made in implementing the improvement actions identified in the council's corporate Race Equality and Diversity Scheme 2005-2008 and seeks approval to extend the scheme for one year.

## **2.0 RECOMMENDATIONS**

2.1 It is recommended that the Committee notes the progress made in applying the council's corporate Race Equality Scheme 2005-2008 and approves the appended Annual Report - Race Equality & Diversity Scheme 2005-2008,

2.2 and that the Committee extends the current scheme for a further one year in anticipation of in the introduction of a new streamlined Equality Duty in 2009,

2.3 and that the EQIAs carried out by individual departments as part of their Service Panning process (2007-2011) be published as an addendum to the current scheme.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 None

## **4.0 MAIN TEXT**

4.1 Reference is made to the approved Committee Report 658-2005 and the Race Equality and Diversity Scheme 2005-2008, which sets out how the Council plans to meet our duties under the Race Relations Act 1976 (as amended 2000) and fulfil our commitment to promote race equality and diversity as a Council and as a partner in Dundee Equality and Diversity Partnership.

4.2 Current legislation requires that every three years public authorities will review their list of functions, policies and proposed policies for relevance to the general statutory race equality duty. This is to ensure that there are proper arrangements in place for effective implementation of the Race Equality & Diversity Scheme and that the Scheme is kept up-to-date and relevant. The deadline for the review is 30th November 2008.

- 4.3 There is no statutory requirement to revise and republish the Scheme (although the former Commission for Racial Equality recommended that this be done). The British Government has recently published a paper "Framework for a Fairer Future - The Equality Bill", which will introduce a new single equality duty on the public sector in the next parliamentary session.
- 4.4 In light of this change, it is proposed that the Council's Race Equality & Diversity Scheme is not revised and republished at this time.
- 4.5 Guidance suggests that the list of relevant functions, policies and proposed policies is reviewed to ensure that it is properly reflective of the organisation and business needs: that the Council gives attention to any duties or powers which may have changed: and that changes to the organisation structure or remit be taken into account.
- 4.6 All of the above will have been considered by all departments in drawing up their Service Plans 2007-2011 and in completing the EQIA Screening section. Given that the Service Planning process was completed as recently as February 2008, it is proposed that the EQIA Screening sections constitute the Council's reviewed list of functions, policies and proposed policies relevant to equality and the general statutory duty and that this be published as an addendum to the current scheme.
- 4.7 The legislation also requires that adequate systems are in place to monitor the impact of functions and policies and that impact assessment includes consultation. Work is continuing with the Equality & Diversity Partnership to establish a consultation framework and to inform members of the community of the progress made in addressing equalities issues and to meet the requirements of the new Single Equality Duty.
- 4.8 Appendix 1 provides a review of the progress made towards Dundee City Council's Race Equality and Diversity Action Plan 2005-2008 and an overview of ethnic monitoring of the workforce.

## **5.0 POLICY IMPLICATIONS**

- 5.1 This Report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

## **6.0 CONSULTATIONS**

- 6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Head of Finance have been consulted in the compilation of this Report.

## **7.0 BACKGROUND PAPERS**

- 7.1 Race Equality and Diversity Scheme 2005-2008 available on the website at [http://www.dundee.gov.uk/dundee/uploaded\\_publications/publication\\_472.pdf](http://www.dundee.gov.uk/dundee/uploaded_publications/publication_472.pdf)

**Bruce Patrick**  
**Chair - Race Equality & Diversity Action Group**

**Stewart Murdoch**  
**Director of Leisure and Communities**

**Date: 07 November 2008**

**Annual Report - Race Equality and Diversity Scheme 2005-2008**

**Dundee City Council**

**November 2008**

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## 1) Introduction

- a) This is the Dundee City Council Annual Report - Race Equality & Diversity Scheme 2005-2008.
- b) The report is the City Council's response to the Race Relations (Amendment) Act 2000 on ethnic monitoring in employment, and is guided by the Equality and Human Rights Commission's (formerly the Commission for Racial Equality) new statutory code of practice on racial equality in employment that came into effect in April 2006.
- c) Since its inception in 1996, Dundee City Council has demonstrated consistent commitment to the principles and practice of race equality and diversity and to meeting the requirements of the general statutory duty:
  - to eliminate unlawful racial discrimination
  - to promote race equality
  - to promote good relations between people from different racial groups
- d) Equal opportunities policies have been reviewed in line with the commitment to social inclusion and legislative responsibilities, culminating in the production of the Race Equality Scheme 2002-2005 and then in the Race Equality and Diversity Scheme 2005-2008.
- e) Current legislation requires that every three years public authorities will review their list of functions, policies and proposed policies for relevance to the general statutory race equality duty. This is to ensure that there are proper arrangements in place for effective implementation of the Race Equality & Diversity Scheme and that the Scheme is kept up-to-date and relevant.
- f) The list of relevant functions, policies and proposed policies is reviewed to ensure that it is properly reflective of the organisation and business: that we give attention to any duties or powers which may have changed: and that changes to the organisation structure or remit be taken into account.
- g) All of the above were considered by all departments in drawing up their Service Plans 2007-2011 and in completing the EQIA Screening section. These screenings constitute the Council's reviewed list of functions, policies and proposed policies relevant to equality and the general statutory duty and have been published on the Council's website as an addendum to the current scheme.
- h) This long-term strategy will ensure that:
  - i) policy-making is fully sensitive to the diverse needs and experience of the different minority ethnic groups in Dundee;
  - ii) suitable changes are made to any structures which contribute towards inequality and discrimination;
  - iii) policies and programmes which may continue or worsen existing inequalities are avoided;
  - iv) a policy review process is in place to specifically focus on equality and diversity outcomes.
- i) This report provides a review of the progress made towards Dundee City Council's Race Equality and Diversity Action Plan 2005-2008 and Equality Impact Assessments in relation to race, and an overview of ethnic monitoring of the workforce. The report covers:
  - i) a review of the progress made towards the Race Equality and Diversity Action Plan and Equality and Diversity Monitoring and Action Plan;
  - ii) an overview of the performance of each Council department in undertaking the actions identified in the Action Plans;
  - iii) an overview of the ethnic monitoring of the Dundee City Council workforce; and
  - iv) the monitoring requirements of the Commission for Racial Equality's statutory code of practice on racial equality in employment.

## 2) Support Arrangements for the Delivery of Equality Work

- a) During the life of the current scheme, Dundee City Council had in place a Race Equality and Diversity Action Group (REDAG). This body monitors overall performance relating to race equality and diversity objectives, including:
  - i) analysis of data produced by the Council Personnel Department to ensure that there are no areas of minority ethnic under-representation in the Council workforce;
  - ii) providing feedback and recommendations to departments regarding areas of positive action that could be taken to increase the racial diversity of the Council workforce;
  - iii) monitoring and providing feedback to Council departments in relation to full impact assessments and race equality action plans;
  - iv) analysis of monitoring data produced across all departments and identification of any potential barriers to accessibility from minority ethnic communities;
  - v) assisting with the preparation of race equality and diversity schemes and in the development of generic equality and diversity policy;
  - vi) providing input on how the Council responds to consultations on new policy/legislation relating to race.
- b) This arrangement was mirrored for both the Disability and Gender equality strands and these groups subsequently took on responsibility for religion / belief (race group), age (disability group) and sexual orientation (gender group).
- c) During 2008, however, the impending single equality duty described in the Government's paper "Framework for a Fairer Future - The Equality Bill" and the development of a new role within the Council of an Equality & Diversity Co-ordinator have given cause for a review of these arrangements. During 2009, a single Equality & Diversity Implementation Group will be established to address the requirements of all six equality strands.
- d) In addition, the chairs of the equalities groups work closely with Dundee Equality & Diversity Partnership. Current work includes informing citizens in Dundee of the progress towards equality and establishing a consultation framework
- e) The Race Equality & Diversity Action Group has also identified the need for comprehensive and consistent service monitoring to determine the success of current arrangements and is working to take this matter forward.

3) Review of Race Equality and Diversity Action Plan 2005-2008 and Equality Impact Assessments

- a) When preparing a Race Equality Scheme, listed public authorities were required to produce a list of their functions, policies and proposed policies and assess which of those were relevant to race equality and the general statutory duty. Dundee City Council established this list through a comprehensive screening of all of its functions, by department, and identifying resulting objectives.
- b) Progress against these objectives is monitored through the Council's Online Plan Monitoring System. This system provides regular reminders to responsible officers who are required to record progress. A report summarising this progress is considered regularly by elected members.
- c) There are 180 objectives to be addressed across the Council during 2005 to 2008 arising from the Race Equality Scheme and Equality Impact Assessments. The following table shows the progress made to November 2008.

Status	Number	%
Completed	124	68.89%
On Schedule	28	15.56%
Behind Schedule	10	5.56%
Unlikely To Be Achieved	3	1.67%
Abandoned	15	8.33%
Total	180	100.00%

- d) The table shows that 85% of the objectives have been assessed as completed or on schedule and only 7% as being behind schedule or unlikely to be achieved. There is evidence that race equality has been considered in the mainstream of departments' activities.
- e) With regard to those actions behind schedule or unlikely to be achieved, any current concerns will have been identified during the service planning process whereby all departments developed their Service Plans 2007-2011. This process was completed in February 2008. All plans will include an up-to-date EQIA screening of policies/functions for departments and will identify those objectives relating to race equality to be met in the coming years.
- f) These objectives have been added to the Online Plan Monitoring Database and, taken together, will constitute the new Race Equality Scheme Action Plan. A list of these objectives will be published as an addendum to the current Race Equality & Diversity Scheme



#### 4) Workforce Equality Monitoring

- a) The Council's Race Equality and Diversity Scheme 2005-2008 sets out how the Council plans to meet the requirements of employment legislation and gives a commitment to equality monitoring.
- b) Equality monitoring allows the Council to highlight possible inequalities, investigate the underlying causes and remove any unfairness or disadvantage in employment and recruitment. Monitoring also allows us to check that the Council's equality policies are working.
- c) Dundee City Council is currently transferring to a new payroll/personnel system and as part of this process employees are asked to complete a transfer form which included equality monitoring information.
- d) All employees have now completed a transfer form which when added to the information gained from other systems has enabled Dundee City Council to fully report the equality details of its employees.
- e) There has been a significant increase in disclosure but there remains a relatively high incidence of non disclosure of information with 15% of employees failing to enter their ethnic background, 30% failing to enter their religious belief and 19% failing to enter any disability information. Once all employees have been transferred every effort will be made to reduce the level of non disclosure.
- f) In 2007, the Council recruited 625 new employees. Equality monitoring information for successful applicants is recorded. Non disclosure of equality information is again relatively high and further effort will be made to encourage greater disclosure of information in future.
- g) The Equal Opportunities section of the Application for Employment form has been amended to ensure that the authority will be in a position to improve its monitoring information. This has been achieved by inserting a question on whether the applicant is applying for a promoted post; a breakdown of disability into a number of classifications; the addition of a further age band to capture information in relation to applicants/employees aged over 65; and a question covering religious belief.
- h) An analysis of Dundee City Council's 2008 equality monitoring figures has been compared to the 2001 census results for Dundee and Scotland. Based on these figures it is difficult to reach any conclusions due to the relatively high rate of non disclosure.
- i) A full version of the report is available on the Equality pages of the Council website.

#### Future Actions

- j) The equality monitoring statistics will be analysed and, if required, action plans prepared to address any issues. Action plans will be subject to review on an annual basis following the publication of the equality monitoring statistics. It is acknowledged that this analysis will be limited until all employees' records have transferred to the new payroll/personnel system.
- k) The Personnel Department will continue to provide advice and guidance to departmental training co-ordinators in order for them to develop or establish systems where training can be recorded and reported. The system will require to record training requested and undertaken and whether training resulted from the Staff Development Review process.
- l) Employees who did not disclose monitoring information or have an incomplete disclosure of information relating to equalities will be encouraged to fully disclose the information.
- m) The council is currently reviewing where it advertises vacancies. The purpose of the review will be to ensure that every reasonable step is taken to encourage all sections of the community to apply for council vacancies.