




















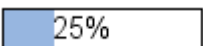










Equalities Performance Report - Priority Summary 2010/13













Code	Priority	Progress	Action summary
SES.01.1	Publish an annual Single Equality Scheme performance report which will detail progress on delivering the scheme	<div><div>100%</div></div>	Q3 11/12: Completed
SES.01.2	Review the Single Equality Scheme on a three-yearly basis	<div><div>70%</div></div>	Q1 12/13: Work now in progress to complete the SES and have in place the Equality Outcome & Mainstreaming reports by 30 April 2013 as required by law.
SES.01.3	Publish an easy read version of the Single Equality Scheme by 31/12/10	<div><div>100%</div></div>	Q3 10/11: Completed
SES.01.4	Ensure the Equalities Working Group drives forward equalities compliance across the Council, Relaunch the group in light of the divisional restructure and producing a new remit for the group	<div><div>100%</div></div>	Q3 10/11: Completed. Regular meeting dates, set agenda templates, revised membership and Group Remit established.
SES.01.5	Develop a managing diversity strategy	<div><div>80%</div></div>	10/11: Action cancelled as standalone Diversity Strategy no longer required with a SES.
SES.02.1	Analyse the composition of the Council workforce in terms of the core equalities characteristics - Ensure improved & accurate information on each of the core equalities characteristics	<div><div>100%</div></div>	10/11: Completed
SES.02.2	Develop a robust EqIA timetable/ programme and process to ensure relevant new/revised functions and policies and budget savings are EqIA'd	<div><div>100%</div></div>	10/11: Completed.
SES.02.3	Develop a quality assurance process for EqIAs that have been conducted	<div><div>100%</div></div>	Q1 11/12: Completed. Proportion of assessments are being checked and spot checks planned.
SES.02.4	Investigate the possibility of cross divisional Mystery Shopping Exercises involving Community Planning Partners, including addressing equalities issues	<div><div>65%</div></div>	Q2 12/13: On Target
SES.03.1	Launch the Single Equality Scheme so that employees and external stakeholders are aware of the launch of the SES and its action plan commitments	<div><div>100%</div></div>	Q3 10/11: Completed. Single Equality Scheme agreed at Council and uploaded onto the Council website.
SES.03.2	Produce and deliver a training plan for 2010/12 aimed at raising awareness of diversity and equalities issues to all employees and Elected Members	<div><div>100%</div></div>	Q2 12/13: Complete

Code	Priority	Progress	Action summary
SES.03.3	Conduct a workplace stress risk assessment/ stress audit for all equality strands and produce an annual action plan to tackle any organisational issues	 100%	Q2 11/12: Complete: Survey complete. New actions will be identified following the analysis of the results of the Stress Survey.
SES.03.4	Implement a workplace mental health and well-being approach, health awareness campaigns and activities for staff including training for managers	 100%	Q1 11/12: Complete.
SES.03.5	Update and publicise consultation/ community engagement guidance with reference to equalities issues	 100%	10/11: Completed (100%)
SES.03.6	Ensure development of the new Council website incorporates Disability Discrimination Act (DDA) standards	 100%	10/11: Complete
SES.04.1	Increase the number of children and young people with additional support needs maintaining inclusive placements in schools through consistent use of staged intervention	 100%	Q4 11/12: Complete. Exclusion Policy completed. School budgets to support young people in mainstream schools have been maintained. We are reviewing how this is allocated to Midlothian schools to achieve the best outcomes.
SES.04.2	Through More Chances, More Choices negotiate with Further Education colleges to provide opportunities for disabled young people	 100%	Q2 11/12: Complete. Three staff appointed as part of the Scottish Government initiative to support young people into positive destinations through the use of Activity Agreements. The 'Transition Support' team are working with vulnerable young people across Midlothian to support transitions. One of the workers is working particularly with Saltersgate young people and young people in mainstream with ASD. Stevenson College and Jewel and Esk College are now amalgamated and further work is continuing to ensure close liaison for this client group.
SES.04.3	Increase the numbers of young people with complex additional support needs in employment, education and training by improving the multi agency planning of the transition	 100%	Q2 11/12: Complete. The Transition supporting young people from Saltersgate and the ASD base is working closely with the 16+ forum and parents to support positive transitions and linking with appropriate agencies and the disability team. Jewel & Esk College is now amalgamated with Stevenson College and processes, procedures and courses may be changing.
SES.04.4	Work with equality target groups to develop a range of vocational training options and promote employability	 100%	10/11: Completed (100%)
SES.04.5	Increase awareness and access to community and public transport through the Council's Physical Disability strategy planned meetings	 100%	10/11: Complete: Travel team continues to be involved with meetings of the Joint Physical Disability Planning group and provides information on public transport and alternative transport where requested by interested groups and individuals.
SES.04.6	Increase access to/uptake of Self Directed Care/Support (Direct Payment). Direct Payments will be promoted at all consultation events held, and on an individual basis.	 100%	10/11: Completed (100%). Consultation took place in March 2011.
SES.04.7	Develop the role of the Midlothian Council Employee Disability Consultation Forum.	 100%	Q3 10/11: Completed.
SES.04.8	Put in place a procedure for developing easy read forms	 100%	Q3 11/12: put in place a procedure for developing easy read forms- 100% complete

Code	Priority	Progress	Action summary
SES.05.1	Develop hate crime remote reporting		Q1 12/13: Action complete. Remove from scorecard.
SES.06.1	Establish a Midlothian Equality and Diversity network as a platform for ongoing communication with local people across equalities groups and user lead organisations/advocacy groups.		10/11: Complete
SES.06.2	Embed approaches to practice by increasing stakeholder participation which will improve services delivered across schools and parts of Children's Services.		Q2 12/13: Complete.
SES.06.3	ACC service users & carers to have the opportunity to be involved, influence/or have access to planning both on an individual & collective basis via an annual user/carer survey, a programme of public consultation events & involvement on CP sub groups.		Q2 12/13: Complete (100%). Completed at end of 2011/12.
SES.G01.1	Monitor English and Maths via standardised testing at P4 English and Maths and at National Level 3 at S4		Q4 11/12: Complete. Areas of strength and improvement identified and support programmes implemented.
SES.G01.2	Promote non traditional training/employment opportunities to unemployed persons over 16 to address the gender imbalance from school education into further education, training or work		Q2 12/13: Complete (100%). Completed end of Q1 11/12.
SES.G02.1	Market business loan and support services for women		10/11: Complete
SES.G03.1	Support 50 local SME businesses with HR advice including family friendly working; childcare; maternity/paternity care; employment law adherence and offer skills development for 632 SME employees		10/11: Complete
SES.G04.1	Raise awareness, gather data and make managers aware of equality bullying/harassment challenges within schools by March 2012 through senior managers meetings, and by reviewing the data collection capability of SEEMIS.		Q4 11/12: Complete. All staff attended awareness raising sessions.
SES.G04.2	Create a consistent system in schools to collect baseline statistics on transgender, homophobic, race & gender bullying/harassment within schools by October 2012. Thereafter report statistics annually to Education Management Team		Q2 12/13: On Target. SEEMIS module available Dec 2012 leading to system being implemented before March 2013.
SES.G05.1	Increase participation in community learning and development activities (CLD)		Q2 11/12: Complete. At the end of December 2010 there were a total of 470 men engaged in adult learning. This shows an improvement of more than 100% on the previous year. Work will continue to improve this further.
SES.G06.1	Distribute information about domestic violence, violence against girls, young women, women, housing rights and		Q2 12/13: On Target. Homeless prevention and homelessness assessment includes advice & assistance provided for gender based violence. 1 x Homelessness Officer acting

Code	Priority	Progress	Action summary
	protection via The Point		as lead contact for Midlothian Women's Aid. Promotional materials (leaflets and poster) displayed in Buccleuch and homelessness reception areas. This provides information and advice and how to make a referral. Information also available on Midlothian website.
SES.G07.1	Prepare and distribute Youth Homelessness Information pack at schools Aug 2011	 100%	Q2 12/13: Action complete. Remove from scorecard.
SES.G07.2	Raise awareness with secondary schools through information advice sessions- Aug 2011	 100%	Q2 12/13: Action complete. Remove from scorecard.
SES.G08.1	Work with divisions to ensure pay equality through conducting regular pay audits and taking appropriate action	 90%	Q2 12/13: Off Target: Plan to complete consideration of rules by end of October. Some IT development and testing will still be required.
SES.G09.1	Review Harassment at Work policy and all monitoring processes	 100%	Q3 10/11: Complete
SES.G09.2	Review of HR Policy framework to ensure that a full range of appropriate policies are in place and are reviewed regularly	 30%	Q2 12/13: On Target: An Equality and Diversity in Employment Framework has been agreed by CMT and the unions. Framework will now be fully implemented. Regular monitoring to make sure that we are legally compliant continues.
SES.G09.3	Monitor counselling service to ensure equality of service to all employees	 100%	Q3 11/12: Complete: Re-tendering the service which now includes equality monitoring provisions on all protected characteristics.







Single Equality Scheme PI's

Code	Short Name	2011/12	Q1 2012/13			Q2 2012/13			Annual Target 2012/13
		Value	Value	Status	Note	Value	Status	Note	
SES.01.1	% of Single Equality Scheme actions due for delivery each year completed – target 95%	96%	0%		Q1 12/13: 6 actions due for completion in 12/13 - all 6 are on target. 1 from 11/12 now 99% complete and 1 from 11/12 off target and closed (HR).	66%		Q2 12/13: 4 actions of which 1 is complete, 2 are On Target and 1 is Off Target	95%
SES.02.1	Equalities employment data for the year published online	Yes	Yes		Q1 12/13: Additional data from HR employee monitoring exercise being analysed. All data/information will be published in Q2.	Yes		Q2 12/13: Complete - Published online.	Yes
SES.02.2	% of EQIA programme completed. (Target: 95% of 2010/12 programme completed by 31/3/12)	56%	N/A		Q1 12/13: No set programme for 12/13. EqlA under review.	N/A		Q2 12/13: No set programme for 12/13. EqlA under review.	95%
SES.02.3	% of EQIA's checked by the Corporate Improvement Section	100%	N/A		Q1 12/13: Quality assurance process under development.	100%		Q2 12/13: 100% EqlAs published have been checked.	50%
SES.02.4	Number of mystery shopping exercises undertaken – aim to increase by December 2012	0			Q1 12/13: Development ongoing.	0		Q2 12/13: Development ongoing.	
SES.03.2	Percentage of identified staff trained	86%	99%		Q1 12/13: 99% employees trained - 1% (47) still to be trained.	100%		Q2 2012/13: 100% trained - new staff trained as part of induction.	100%





Code	Short Name	2011/12	Q1 2012/13			Q2 2012/13			Annual Target 2012/13
		Value	Value	Status	Note	Value	Status	Note	
SES.03.3	Number of equality strands workplace stress risk assessed – 8 strands by 06/2011	N/A	N/A	?	Q1 12/13: Data not available to measure PI.	N/A	?	Q2 12/13: Data not available to measure PI.	
SES.03.6	% website compliance with DDA standards	100 %		?			?		100%
SES.04.1	Reduce the number of out of authority placements by consistent use of staged intervention, MAPSS (Midlothian Assessment and Planning Stage system) and increasing the number of shared placements with TOPS	47.75	45			43	✓	Q2 12/13: On Target.	43
SES.04.2	Percentage of disabled young people accessing College with support and achieving positive outcomes	14.9 %	N/A	?		N/A	?	Q2 12/13: Annual indicator only.	
SES.04.3	Reduce the number of young people with more complex additional support needs not in employment, education or training	5	N/A	?		N/A	?	Q2 12/13: Annual indicator only.	
SES.04.4	Participation rates in vocational training and employability services - increase by 25% on Aug 10 baseline by 31/3/13	97	103	✓	Q1 12/13: On Target (103).	169	✓	Q2 11/12: On Target (169). Lack of submissions from Skills Development Scotland Careers Service.	25
SES.04.6	24% increase in access to/uptake of Self Directed Care/Support	74	74		Q1 12/13: Off Target (74). Uptake of Direct Payments has not offset the number of clients ceasing the service.	78	✓	Q2 12/13: On Target (78).	80
SES.06.2	% of schools providing evidence on stakeholder participation that informs service delivery	80%	80%	✓		100%	✓	Q2 13/13: On Target.	100%

Code	Short Name	2011/12	Q1 2012/13			Q2 2012/13			Annual Target 2012/13
		Value	Value	Status	Note	Value	Status	Note	
SES.06.3	Number of user and carers surveyed each year	947	N/A	?	Q1 12/13: On Target. Surveys due to be implemented during Q2. Results should be collated and reported in Q3 report.	938	✓	Q2 12/13: On Target (938). 688 user surveys issued, and 250 carer surveys issued through VOCAL (Voices of Carers Across Lothian).	750
SES.G01.1a	1% increase in boys attainment in English and Maths in 4 secondary schools (Baseline to be provided in August)	90.25%	N/A	?		93.25%	✓	Q2 12/13: On Target.	91.25%
SES.G01.1b	0.1 improvement in the mean score in English and Maths standardised tests at P4 by August 2013 (Baseline 99.8)	100.8		?		102.6	✓	Q2 12/13: On Target.	100
SES.G01.2	Number of young women participating in Midlothian Training Services – aim to increase to 28 in 2010/11, 31 in 2011/12, 33 in 2012/13 (09/10 baseline = 23)		12	✓	Q1 12/13: On Target (12).	24	✓	Q2 12/13: On Target (24).	33
SES.G02.1	Increased uptake of business loans and support services by women	3	0	?	Q1 12/13: On Target: Business Loans to Women. Actual value 0; Total 0. Wording to be amended to Increased uptake of Business Loans to Women - Target for 12/13 3. Additional PI to be included under same priority - wording to be Business Support interventions to Women Entrepreneurs Target for 12/13 3. 0 interventions this quarter.	7	✓	Q2 12/13: On Target: 7 interventions this quarter. Business Loans to Women. Actual value 0; Total 0. Wording to be amended to Increased uptake of Business Loans to Women - Target for 12/13 3. Additional PI to be included under same priority - wording to be Business Support interventions to Women Entrepreneurs Target for 12/13 3.	3

Code	Short Name	2011/12	Q1 2012/13			Q2 2012/13			Annual Target 2012/13
		Value	Value	Status	Note	Value	Status	Note	
SES.G03.1a	Skills for Midlothian Business (SFMB) - HR Business Advice	312	61	✓	Q1 12/13: On Target: Target for 12/13 to be amended from 50 to 170 Q1 12/13: On Target: HR Interventions 61.	134	✓	Q2 12/13: On Target: actual HR Interventions 73, total 134.	170
SES.G03.1b	Skills for Midlothian Business (SFMB) up-skilling episodes	121	29	✓	Q1 12/13: Actual up-skilling episodes 25, Total 25.	78	✓	Q2 12/13: On Target: Actual up-skilling episodes this quarter 32, Total 57	120
SES.G04.1	% of managers participating in appropriate awareness training – target 100% by March 2012	100 %	100 %	✓		100%	✓	Q2 12/13: On Target.	100%
SES.G05.1	Increase the number of men engaged in adult learning programmes by 10% from the 2009/10 baseline of 200	470	N/A	?		N/A	?	Q2 12/13: Annual indicator.	
SES.G06.1	Greater uptake of support services. 5% increase from April 2011 baseline April by 2012	244	87	✓	Q1 12/13: On Target.	72	✓	Q2 12/13: On Target.	
SES.G07.2	Increase uptake in the number of Housing and advice sessions delivered – 12 advice sessions across schools and youth advice agencies by Aug 11	23	7	✓	Q1 12/13: On Target.	0	✗	Q2 12/13: Off Target: School holiday period and temporary re-deployment of Housing Options Officer.	12
SES.G08.1	Internal audit shows pay equality		N/A	?	Q1 12/13: With the introduction of the Competency Framework and a consistent approach to incremental progression pay inequality should be reduced. This Performance Indicator will be reviewed on the completion of the Pay Audit with a view to deleting it.	N/A	?	Q2 12/13: With the introduction of the Competency Framework and a consistent approach to incremental progression pay inequality should be reduced. This Performance Indicator will be reviewed on the completion of the Pay Audit with a view to deleting it.	

Code	Short Name	2011/12	Q1 2012/13			Q2 2012/13			Annual Target 2012/13
		Value	Value	Status	Note	Value	Status	Note	
SES.G09.1	Reduce the number formal complaints of harassment year on year	9	4		Q1 12/13: The number of cases raised in Q1 is same as in Q1 last year. Total of 16 cases in 2011/12.	7		Q2 12/13: There have been 7 cases to date compared to 2 at the same time last year.	
SES.G09.2	Reduce the number of grievances raised relating to equality and diversity	0	0		Q1 12/13: No cases raised to date relating to equality and diversity. Following the review of the Single Equality Scheme new performance indicators will be identified to support the outcome based approach to equalities.	0		Q2 12/13: No cases raised to date relating to equality and diversity, which is the same as this time last year. Following the review of the Single Equality Scheme new performance indicators will be identified to support the outcome based approach to equalities.	
SES.G09.3	Maintain or better industrial average for male use of counselling service	18.8 %	35.5 %		Q1 12/13: This figure comes from the 38 EAP cases in Q1 and is higher than the industry average and previous quarters.	N/A		Q2 12/13: This figure will be available after the second week in October. It is hoped that the increased publicity about the new employee health support services will increase take up.	

Single Equality Scheme actions (due for completion in 2012/13)

Code	Outcome	Action	Due Date	Status	Progress	Latest Note
SES.02.4	2. Improved equalities monitoring and equality impact assessments	Investigate the possibility of cross divisional Mystery Shopping Exercises involving Community Planning Partners, including addressing equalities issues	31-Dec-2012		65 %	Q2 12/13: On Target
SES.04.4	4. Our citizens have equality of access to ordinary life opportunities including transport, employment, social and recreational opportunities including full access to the physical environment.	Work with equality target groups to develop a range of vocational training options and promote employability	31-Mar-2013		100 %	10/11: Completed (100%)
SES.G04.2	G04. Midlothian schools are a safe place to be; GO4. Midlothian Schools are a safe place to be	Create a consistent system in schools to collect baseline statistics on transgender, homophobic, race & gender bullying/harassment within schools by October 2012. Thereafter report statistics annually to Education Management Team	31-Mar-2013		25 %	Q2 12/13: On Target. SEEMiS module available Dec 2012 leading to system being implemented before March 2013.
SES.G08.1	GO8 There is gender pay equality for Midlothian Council employees	Work with divisions to ensure pay equality through conducting regular pay audits and taking appropriate action	30-Jun-2012		90 %	Q2 12/13: Off Target: Plan to complete consideration of rules by end of October. Some IT development and testing will still be required.