

## ABERDEEN CITY COUNCIL

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<b>COMMITTEE</b>	Staff Governance
<b>DATE</b>	29 June 2018
<b>REPORT TITLE</b>	Transgender Employment Provisions and Proposed Mental Health Action Plan
<b>REPORT NUMBER</b>	RES/18/054
<b>DIRECTOR</b>	Steven Whyte
<b>CHIEF OFFICER</b>	Morven Spalding
<b>REPORT AUTHOR</b>	Keith Tennant
<b>TERMS OF REFERENCE</b>	Purpose of Committee 1 Remit of Committee 1.3

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### 1. PURPOSE OF REPORT

- 1.1 The purpose of this report is to make Committee aware of two matters raised by Unison who requested through the Director of Resources for these items to be put on the agenda of the Staff Governance Committee.

### 2. RECOMMENDATIONS

That the Committee:-

- 2.1 notes the employment provisions in place in the Council relating to Transgender employees; and
- 2.2 notes the request to produce a mental health action plan based on robust evidence-based data and instructs the Interim Chief Officer, People and Organisation to gather relevant data and present this to the meeting of the Staff Governance Committee on 1 November 2018 together with any necessary action plan.

### 3. BACKGROUND

- 3.1 Unison recently requested that the Director of Resources bring a report to the Staff Governance Committee on two specific matters.

#### **Transgender employment provisions**

- 3.2 The first concerns an enquiry about what employment provisions the Council has in place in respect of Transgender employees, which are as follows.

- 3.21 The Council has had employment guidance in relation to Transgender employees for several years. The guidance was recently re-written, and this updated version was implemented in February 2017 and is available to employees and managers on the Zone.
- 3.22 The Guidance aims to engage and educate the workforce in understanding transgender equality; raise awareness and understanding of issues facing transgender people at work; assist line managers in supporting transgender employees and transitioning employees; and provides details to support transitioning employees and guidance on what they need to know and do.
- 3.23 In addition to the guidance document, there is a set of frequently asked questions with answers (both a general set and a set from a transitioning employee's perspective). There is also a definitions document confirming the meaning of terminology related to Transgender and Transitioning, as well as a sheet detailing useful contacts for employees. A link to the guidance document and the other materials is under [http://thezone/AskHR/YourEmployment/equal\\_opportunity/EqualitiesAberdeenCityCouncil/EMP\\_transgender.asp](http://thezone/AskHR/YourEmployment/equal_opportunity/EqualitiesAberdeenCityCouncil/EMP_transgender.asp)
- 3.24 In advance of the revised guidance being implemented in February 2017 the draft document was given to the trades unions, and the Scottish Transgender Alliance, for comment.

### **Proposed Mental Health Action Plan**

- 3.3 The second issue raised by Unison concerned a request for the Council to compile an action plan in relation to mental health and employment, based on robust evidence-based data.
- 3.31 In respect of this request, it will be necessary to first identify relevant data to inform on the extent of any employee mental health issue and whether it is work related. This will likely comprise gathering data on levels of sickness absence related to psychological illness, data on referrals to the occupational health service for mental health issues and levels of usage of the Council's employee assistance/counselling service.
- 3.32 Once relevant data is collected, this will help identify whether an action plan is required to address mental health issues in the workplace and if so what its content should be.
- 3.33 It should be noted that the Council already has in place a range of support measures to assist employees experiencing mental health problems at work including: -
- An employee assistance service, which provides counselling to employees for those experiencing personal or emotional difficulties.
  - Access to support through the Council's chaplaincy service.

- An occupational health service which can provide advice to managers and employees in relation to mental health issues.
- A Mental Health and Wellbeing in the Workplace policy, which aims to ensure that steps are taken to provide and maintain a work environment that supports and promotes the mental health and wellbeing of all employees.
- A Management of Stress procedure which provides practical guidance on the effective management of the health and safety risks to employees from stress in the workplace.
- Various training courses for employees including mental health awareness, personal wellbeing, developing personal resilience, stress management and mindfulness/relaxation.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 There are no financial implications arising from the recommendation in this report.

#### **5. LEGAL IMPLICATIONS**

- 5.1 There are no legal implications arising from the recommendation in this report.

#### **6. MANAGEMENT OF RISK**

	<b>Risk</b>	<b>Low (L), Medium (M), High (H)</b>	<b>Mitigation</b>
<b>Financial</b>	There is no financial risk.	N/A	N/A
<b>Legal</b>	There is no legal risk.	N/A	N/A
<b>Employee</b>	There is no risk to employees.	N/A	N/A
<b>Customer</b>	There is no risk to customers.	N/A	N/A
<b>Environment</b>	There is no environmental risk.	N/A	N/A
<b>Technology</b>	There is no technological risk.	N/A	N/A
<b>Reputational</b>	There is no reputational risk to the Council.	N/A	N/A

## 7. OUTCOMES

Local Outcome Improvement Plan Themes	
	Impact of Report
Prosperous Economy	N/A
Prosperous People	N/A
Prosperous Place	N/A
Enabling Technology	N/A

Design Principles of Target Operating Model	
	Impact of Report
Customer Service Design	N/A
Organisational Design	N/A
Governance	N/A
Workforce	N/A
Process Design	N/A
Technology	N/A
Partnerships and Alliances	N/A

## 8. IMPACT ASSESSMENTS

Assessment	Outcome
Equality & Human Rights Impact Assessment	Not required
Privacy Impact Assessment	Not required
Duty of Due Regard / Fairer Scotland Duty	Not applicable

**9. BACKGROUND PAPERS**

None

**10. APPENDICES**

None

**11. REPORT AUTHOR CONTACT DETAILS**

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