

## Employment Equality Initiatives undertaken in 2018

Equality Outcomes	Output and activities	Indicators	Performance Evidence	Next steps	Responsible Officer/service
4 - 'Aberdeen City Council a fair employer'	Undertook a posting on the Council's intranet to raise employee awareness of various events taking place as part of LGBT History Month in February (i.e. network group discussion, a ceilidh and a dramatic performance).	An indicator of the effectiveness of the posting will be any feedback received from employees.	By making the posting, this is an indication that the Council is seeking to raise awareness of LGBT+ issues/events amongst managers and employees, to help promote LGBT equality in the workplace.	No further steps planned.	People and Organisation
4	Undertook a gender pay audit to identify whether there were any gaps in relation to either basic pay or total pay.	The audit highlights any areas of concern in relation to pay and gender in order that these can be examined in more detail and addressed where possible.	This is an indication that the Council is closely monitoring any pay gaps and attempting to identify measures to close gaps where possible, with there being a negligible gap in relation to basic pay but more significant gaps in relation to total pay where allowances	Any pay gaps identified will be discussed in People and Organisation to identify any future actions to address these.	People and Organisation

			are reckoned e.g. overtime.		
4	Identified a rest room facility at the Council's HQ for workers to use who are pregnant or breastfeeding and raised awareness of this through an addition to the Council's maternity guidance.	An indication of the effectiveness of this measure will be through the level of use of the facility and from any feedback received from employees.	The identification of a rest room facility indicates that the Council is adhering to its legal duty to provide suitable rest facilities for workers who are pregnant or breastfeeding.	Monitor any feedback received from users of the facility and on the content of the maternity guidance.	Health and Safety Section/ People and Organisation
4	A review was undertaken of the 'Disability in the Workplace' guidance with relevant updates made to the document.	An indication of the effectiveness of the updated guidance will be through receipt of any feedback from employees/managers on its content.	The revisions to the guidance are an indication that the Council is ensuring that its equalities related documentation is up-to-date, legally compliant and reflecting current practice in the organisation.	The guidance will be reviewed again in line with the normal programme of HR guidance reviews.	Employee Relations Team – People and Organisation
4	Undertook activities as part of Carers Week including the setting up of a stall at the Council's HQ building, the running of Mindfulness training	An indicator of the effectiveness of the activities will be will be any feedback received from	The running of these activities is an indication that the Council is seeking to raise awareness of	Consideration will be given to running similar activities in	People and Organisation

	sessions and making available an app to teach people how to meditate.	employees.	carer issues amongst employees and managers, to help promote equality in the workplace.	future years.	
4	Posted details on the Intranet for managers on supporting an employee with Autism through change.	An indicator of the effectiveness of the posting will be how many managers refer to the posting and any feedback received from managers or employees.	This posting is an indication that the Council is raising awareness amongst managers of the issue of Autism in relation to change, to help ensure that appropriate support is offered where required. This may assist with retention of disabled employees.	No further steps planned.	People Development Team - People and Organisation
4	Undertook a posting on the Council's intranet to raise employee awareness of Carer's Rights Day	An indicator of the effectiveness of the posting was how many employees accessed the information on the intranet.	By making the posting this is an indication that the Council is taking measures to raise awareness of carers' rights in relation to employment as well	No further steps planned.	People and Organisation

			as the Council's guidance on Supporting Carers at Work.		
4	Compiled a Chief Officer competency framework and a Core Competency framework which includes reference to the principles of equality and diversity and inclusiveness. This will form part of an employee's development and performance measurement.	An indicator of the effectiveness of this measure would be managers being rated as at least 'meeting requirements' under this criterion at their annual appraisal meeting.	This is evidence that the Council is raising the profile of equality and diversity in relation to performance measurement which should help to remind managers of the importance of promoting diversity and equality as part of their day to day role.	No further steps planned.	People Development Team - People and Organisation
4	Launched the Apprenticeship Programme which includes Foundation Apprenticeships, Modern Apprenticeships and Graduate Apprenticeships. Apprenticeship Programme Guidance for Managers was produced, and a page set up on the People Anytime portal.	An indicator of the effectiveness of this measure would be an increase in the proportion of younger people working for the Council, although the programme will be open to all.	This is an indication that the Council is aiming to increase the number of younger people in the workforce, who are currently underrepresented.	It is intended that apprenticeship programmes will be expanded in future years.	Talent Acquisition Team - People and Organisation

	Increased the number of 'Career Ready' Mentors who have commenced working with students whose placements will take place in 2019. This is a scheme to help prepare school pupils for working life through the provision of placements supported by a mentor.	An indicator of the effectiveness of this measure would be the numbers of young people who have undergone the scheme who have chosen to apply for a post in the Council on leaving school.	This could result in these students developing an interest in working in a local authority, which could result indirectly in an increase in the number of younger people in the workforce, who are currently underrepresented.	The Career Ready scheme will be ongoing in the Council.	Talent Acquisition Team - People and Organisation
4	Developed links and working with The Robert Gordon University, University of Aberdeen and North East of Scotland College to develop an Apprenticeship Programme.	An indicator of the effectiveness of this measure would be an increase in the proportion of younger people working for the Council.	This is an indication that the Council is aiming to increase the number of younger people in the workforce, (who are currently underrepresented), through putting in place more apprenticeships.	No further steps planned.	Talent Acquisition Team - People and Organisation
4	Attended Career Event at The Robert Gordon University and a Network Event at University of Aberdeen to promote Career	An indication of success will be whether the numbers of applications from	Attendance at these events is an indication that the Council is seeking to	Consideration will be given to attending similar events	Talent Acquisition Team - People and

	opportunities available at the Council.	young people increases in the future.	attract more young people to apply for its job vacancies with a view to increasing the numbers in the organisation and help address underrepresentation.	in future years.	Organisation
4	Ran various training events linked to equality and diversity topics including 'Think Equality', 'Unconscious Bias', 'Stress Awareness', 'Relaxation', Ways to Wellbeing, Mindfulness, Tai Chi, Alternative Therapies, Chair Based Yoga.	At the end of these sessions delegates are asked to complete an evaluation questionnaire to rate the content of the course. From this an indication of the effectiveness of the particular course is obtained.	The running of these courses is an indication that the Council is running a suite of equalities related training for both employees and managers (some of which is related to improving mental health and wellbeing, linking to the protected characteristic of disability).	Further similar courses will be arranged in the coming year.	People Development Team - People and Organisation
4	Ran a 'tea and talk' event to mark World Mental Health Day, which included raising	An indication of the effectiveness of the event would be	The running of this event is an indication that the	Consideration will be given to running a	Employee Transition Team –

	awareness of the employee counselling service and other support available in relation to mental health.	feedback from attendees that their awareness had been raised of the support services available in relation to mental health and wellbeing.	Council is promoting the positive mental health and wellbeing of the workforce, which links to the protective characteristic of disability.	similar event in future.	People and Organisation
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