

THE CITY OF VANTAA'S OPERATIONAL EQUALITY AND NON-DISCRIMINATION PLAN FOR THE 2017-2020 COUNCIL TERM

Ratified by the City Executive Board on Nov. 14, 2016, and entered for information at the City Council meeting on Dec. 12, 2016.

This is a plan for how the City of Vantaa will act to make its own decision-making and service operations compliant with the Act on Equality between Women and Men (1329/2014) and the Non-Discrimination Act (1325/2014). The city's equality and non-discrimination planning related to its own employees is not included in this operational plan that focuses on decision-making and services.

WE ARE COMMITTED TO NON-DISCRIMINATION AND TO PROMOTING EQUALITY BETWEEN THE SEXES AND NON-DISCRIMINATION IN ALL OUR ACTIONS

We want to live and act in a city whose political decision-makers and office-holders and employees who produce services recognize the equality and parity of residents and customers. By equality, we mean that people representing different genders have equal rights, obligations and possibilities to fulfill themselves and to participate in the society. By non-discrimination, we mean the same thing based on other characteristics related to the person. These grounds of non-discrimination specified in the Non-Discrimination Act are age, origin, nationality, language, religion and conviction, opinion, political activities, labor-union activities, family relationships, state of health, disability, sexual orientation, and another reason related to the person. As regards realization of possibilities, we will account for both the possibilities and the actual realization of equality and non-discrimination.

Key to the City of Vantaa's operational equality and non-discrimination plan is gaining trust. Our city's residents, customers, and partners have to be able to trust that the city and the city's actors will not place them as individuals into a worse situation than others based on their gender or personal characteristics. Vantaa wants to be a city of trust that will not allow any direct or indirect non-discrimination in its operations. In addition to ensuring that its own operations are non-discriminatory, the City of Vantaa is committed to promoting equality between the sexes and non-discrimination in all its activities. This commitment has been entered into the city strategy, in connection with Vantaa's values. Vantaa's political decision-makers and office-holders emphasize that equality and non-discrimination is essential for us to be able to be an innovative city of sustainable development and social

interaction. In addition, the City of Vantaa ratified the European Charter of Equality Between Women And Men already in 2007, and is committed to implementing it in all the city's work.

PROMOTING EQUALITY BETWEEN THE SEXES AND NON-DISCRIMINATION IS AN OPERATING PROCEDURE

Equality and non-discrimination are not natural phenomena but mutual relations between people, based on human action that can be influenced. Realization of equality between the sexes and non-discrimination in Vantaa's decision-making and services is strongly dependent on how our city's own decision-makers and service-producers act.

Non-discrimination as well as promoting equality between the sexes demands constant and factual analysis of how they are realized in all the city's operations. In addition, changes based on equality and non-discrimination assessment shall be made in all stages of operations, when required. Non-discriminatory operations as well as promoting equality and non-discrimination oblige all the city's actors, compliant with the Act on Equality between Women and Men and the Non-Discrimination Act. The ultimate responsibility for realizing these obligations lies with the city's trustees and officials who shall make possible such an operating procedure that is non-discriminatory and that promotes non-discrimination. The political and official managers shall publicly commit themselves to non-discrimination and its promotion. Furthermore, the City of Vantaa's everyday operations shall be dictated by an operating culture and procedures that build up equality between the sexes and non-discrimination. Thus, non-discrimination and its promotion will translate into an operating procedure that all our city's actors adhere to. An essential part of this operating procedure is experiencing human agency, which means that one cannot outsource responsibility for and activities related to the non-discrimination and promotion of it as regards the city's own services to, for instance, another body, department, director or expert.

We will strive at forming this kind of joint operating procedure through the **Equality and non-discrimination promotion as an operating procedure** plans. The set of plans consists of the following three parts

- 1) Worksheet on equality and non-discrimination (separate part)
- 2) Operational equality and non-discrimination plan (this part)
- 3) Description of personnel-policy equality and non-discrimination planning (separate part).

The first part, that is, Worksheet is meant for all the City of Vantaa's actors. It helps individuals and communities to develop their competence in finding and bolstering an equal and non-discriminatory operating procedure. The worksheet includes information on legislation on equality between the sexes and non-discrimination, non-discrimination

grounds related to an individual, stimulus to pondering the significance of grounds related to gender and an individual, as well as policies on promoting equality and non-discrimination as part of ordinary work and trustee activities in Vantaa. The worksheet gives the backgrounds to and makes visible the bases of Vantaa's city-level operative and personnel-policy equality and non-discrimination planning. The worksheet has an immediate connection with the departments' and other city organizations' own operational equality and non-discrimination planning.

The second part, that is, the operational plan—this document—guides the city-level decision-making and non-discriminatory services, as well as promotion of equality and non-discrimination in the 2017-2020 council term.

The third part—description of personnel-policy planning—handles the employer's actions to realize the City of Vantaa employees' internal equality and non-discrimination.

DEVELOPMENT FOCUSES OF OPERATIONAL EQUALITY AND NON-DISCRIMINATION WORK IN THE 2017-2020 COUNCIL TERM

Equality and non-discrimination work refers to evaluative development activities, specifically aiming at equality between the sexes and non-discrimination. For example, the city's myriad services already promote equality between the sexes and non-discrimination in different ways by existing, but equality and non-discrimination work focuses on implementing the services and on searching for potential discrimination, as well as for means to better promote equality and non-discrimination in the various operations.

The City of Vantaa's goal of equality and non-discrimination in decision-making and services is based on the partial amendment of the Act on Equality between Women and Men, entered into force at the beginning of 2015, and on the comprehensive reform of the Non-Discrimination Act. The administration of the Citizen Services Department conducted in late 2015 a city-level assessment of what the city had accomplished on the basis of the Worksheet on Equality Between the Sexes and Non-Discrimination, as well as on the basis of its operational development work, begun at the same time. The assessment process has been described in broad detail in the Worksheet.

The assessment of equality and non-discrimination work related to Vantaa's decision-making and services brought out three kinds of needs or demands for future operations. The first demand can be referred to as *retaining*. Compared with Finnish municipalities as a whole, the City of Vantaa has developed operational equality between the sexes and non-discrimination for a long time in a well-managed way; it has applied comprehensive non-

discrimination grounds. The city has gained empirical data on what is necessary to start operational work from scratch in order to instill knowledge of equality between the sexes and non-discrimination. Currently, Vantaa uses comprehensive strategic procedures related to equality and non-discrimination work.

In addition, the city has functions, partial areas and processes that already include obligations related to gender and non-discrimination grounds. Nevertheless, as regards implementation, there is much room for improvement before the obligations become concrete operational equality and non-discrimination work. These functions need *boosting*.

The third demand is connected to the fact that—as shown by the assessment—the City of Vantaa’s operational development work has not in the 2013-2016 council term progressed quantitatively or qualitatively from the level it reached in the 2009-2012 council term, particularly with the help of binding budget objectives and streamlining with the help of the ESF equality project. In order for us to be able to move forward, we need *new openings* in addition to retaining and boosting the development work.

The City of Vantaa is committed to promoting realization of equality between the sexes and non-discrimination in all its operations. Based on the trichotomy of retaining, boosting and new openings, Vantaa will, in the 2017-2020 council term, implement the following city-level measures related to operational development of decision-making and services.

The top focuses of retaining development are

- Public committed to promoting equality between the sexes and non-discrimination will be stated in the 2018-2021 city strategy.
- The obligation of promoting operational equality and non-discrimination will be included in the city's enterprise resource planning (ERP) mechanism, such as instructions for preparing the budget, and its implementation will be monitored as part of the departments’ standard reporting.
- A steering body will be named for the city-level operational equality and non-discrimination work, as well as an office-holder organ that will develop the work on city-level. These obligations will be entered into the management charter and other relevant documents, including organization charts.
- The promotion of operational equality and non-discrimination will be assessed within the Common Assessment Framework (CAF).
- This city-level operational plan will be specified and development measures will be concretized, as required, by decisions made by bodies and office-holders.

The top focuses of boosting development are

- Trustees’ operational equality- and non-discrimination competence will be boosted by including the Worksheet, this operational plan, and the European Charter on Equality in induction of bodies beginning their work after the 2017 municipal

election. Special attention will be paid to inducting the city council, city executive board and committees.

- The importance of schools and educational institutions' statutory equality and non-discrimination planning for the entire city organization's equality and non-discrimination work will increase as the SOTE reform (social and health services reform) significantly diminishes the city's services. Making and implementation of the schools and educational institutions' plans will be monitored with the help of expert assessment and bolstered on the basis of this assessment.
- As regards information provision, we must ensure that there is qualitative and quantitative data on person-related grounds as stipulated in the Non-Discrimination Act with which equality and non-discrimination perspectives can be integrated into management. In addition, in interpreting statistics and conducting research, an approach that enables equality and non-discrimination assessment shall be boosted.
- Reforming the departments' joint wellbeing work shall ensure that operational equality and non-discrimination work is included in the wellbeing-work model, program and reporting.
- Preventive evaluation of impacts related to decision-making shall always entail assessment of equality and non-discrimination impacts.
- The possibilities of equality and non-discrimination contents of structural funds programs (ESF and ERDF) will be more deeply utilized in all project stages as well as in developing the organization's equality and non-discrimination work.

The top focuses of new openings are

- Each department will analyze how its services shall implement preventive measures and promote non-discrimination based on gender identity and gender expression as stipulated in the Act on Equality between Women and Men. After this, the departments will take any measures required, for example, revising gender-related questions in forms, etc.
- The Non-Discrimination Act's obligation of reasonable revisions will be included in the relevant instructions and training in all the departments.
- The city requires that equality and non-discrimination perspectives be included in cross-sector teams promoting safety and fighting violence.
- Group Services' operational equality and non-discrimination perspectives will start with social criteria for purchases.
- With the help of information provision's development measures (see The top focuses of boosting development), gender-conscious budgeting will be tested in some operative areas when preparing the budget. In brief, gender-conscious budgeting means that political decision-makers receive information on distribution of resources between men and women in some area, so that they can make gender- and equality-conscious decisions.

- City-level equality and non-discrimination work will chart the possibilities of making a human-rights plan for the next council term. The plan would include statutory planning obligations—including operational equality and non-discrimination planning—as well as local policies on global challenges that a big and international city like Vantaa cannot disregard. Examples of these challenges consist of, among others, human trafficking, black economy, sudden increase in the number of asylum seekers, status and radicalization of undocumented migrants.

IMPLEMENTING THE 2017-2020 OPERATIONAL EQUALITY AND NON-DISCRIMINATION PLAN

Promoting equality between the sexes and non-discrimination as an operating procedure, as well as retaining measures, boosting measures and measures including new openings demand systematic equality and non-discrimination work on all organizational levels.

At the beginning of the planning stage (year 2017), the essential executor is each department's own implementation plan—based on this city-level plan and on the Worksheet—that indicates the essential processes into which the department will integrate its operational equality and non-discrimination work. The departments' plans shall show how the result divisions assess the realization of equality between the sexes and non-discrimination in their services. The departments' plans will be collected and delivered to the city-level body responsible for operational equality and non-discrimination in the fall of 2017 for monitoring the realization of the plan. Furthermore, the departments will induct and engage their own bodies beginning their work after the municipal election in the city's and the department's equality and non-discrimination work.

The actual implementation will take place from 2018 to 2020. The city-level plan will only set the minimum requirements. The keywords of equality and non-discrimination development are: integration, inclusion, openness, and appropriate resourcing of work.

At the end of the council term in 2020, the departments will make an assessment of their operational equality and non-discrimination development work, as well as of the results gained. These assessments will be the basis for department-level and city-level further development after 2020.