

Grampian Assessor & Electoral Registration Officer



Equalities Mainstreaming and Outcomes 2021 Report

On behalf of the Grampian Valuation Joint Board

Contents

1.	Introduction	3
2.	Grampian Assessor & ERO	3
3.	Grampian Valuation Joint Board	4
4.	The Legal Context	4
5.	The Operational Context	7
6.	Mainstreaming	11
6.1	Progress in mainstreaming in the workplace	11
6.2	Progress in mainstreaming in our services	12
7.	Equality Outcomes	13
8.	New Outcomes	22
9.	Policies and Practices	24
10.	Gender Pay Gap	24
11.	Equal Pay Statement	26
12.	Procurement	27
13.	Conclusion	28
	Appendix 1 Workforce monitoring	29
	Appendix 2 Recruitment monitoring	31

30 April 2021 Version 1

Introduction

The Grampian Valuation Joint Board (the Board) and the Assessor for the Grampian Valuation Joint Board (the Assessor) are fully committed to embracing and implementing the principle and ethos of the Equality Act 2010 and the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

By fully adopting the principles and ethos of the Equality Act 2010, the Board will provide to all electors, rate payers, council tax payers and to its own staff a service provision, culture and working environment which is free from unlawful discrimination, harassment and victimisation and where all members of our community have equal opportunities and treat each other with dignity and respect.

2. Grampian Assessor & Electoral Registration Officer

The Grampian Assessor and Electoral Registration Officer (ERO) is an independent statutory official appointed and funded by the Grampian Valuation Joint Board to value non-domestic properties for rating purposes, allocate dwellings to council tax valuation bands and provide an electoral registration service for the Aberdeen, Aberdeenshire and Moray council areas. These councils lie in the North East of Scotland and their collective area is known as Grampian. The local councils collect non-domestic rates and council tax and their Returning Officers are usually responsible for conducting any elections. The Assessor & ERO has a workforce of approximately 80 staff distributed between offices in Aberdeen, Banff & Elgin. For the last 12 months the vast majority of staff have been working from home due to the Covid-19 pandemic.

3. The Grampian Valuation Joint Board

The Grampian Valuation Joint Board is the statutory valuation authority established by the Valuation Joint Boards (Scotland) Order 1995. The Board comprises 15 members; Aberdeen City Council appoints six Members, Aberdeenshire Council appoints six Members and The Moray Council appoints three Members. The three councils fund the Board on a pro-rata basis.

The role of the valuation authority is to appoint the Assessor and deposes as necessary for the purposes of the Valuation Acts. The Assessor and any deposes must be chartered surveyors and the Valuation Acts place the duty to assess properties on the Assessor rather than the Board thus ensuring that the assessments are arrived at in an independent manner. Through local arrangements, the Board appointed the Assessor as Electoral Registration Officer to the three councils.

Given the respective roles of the Board and the Assessor & ERO, the Assessor & ERO reports on behalf of the Board.

4. The Legal Context

The Equality Act 2010 and the General Equality Duty

The General Equality Duty replaces the previous race, disability and gender equality duties, which aimed to mainstream equality into public sector culture. These principles continue to apply to the public sector under the Equality Act 2010. This Act increased the number of equality groups from three to eight. These groups are called protected characteristics in the Equality Act:

- Age
- Disability
- Gender
- Gender Reassignment
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sexual Orientation

The General Equality Duty also covers Marriage and Civil Partnerships, with regard to eliminating unlawful discrimination in employment.

The General Equality Duty as set out in the Equality Act 2010 requires public authorities to:

- Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The Act makes clear that having due regard to advancing equality involves:

- removing or minimising disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;

- taking steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;
- encouraging persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

The Specific Equality Duties

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 place particular legal requirements on specified public authorities to assist them meet the requirements of the General Equality Duty. Valuation Joint Boards are specified in the regulations. The legal duties for the Grampian Valuation Joint Board are to:

- Report on mainstreaming equality
- Publish equality outcomes and report on progress
- Assess and review policies and practices
- Gather and use employee information
- Publish gender pay gap information
- Publish statements on equal pay, including occupational segregation information
- Consider award criteria and conditions in relation to public procurement
- Publish in a manner that is accessible to the public

The Specific Duties required public authorities in Scotland to publish a Mainstreaming Report and a set of Equality Outcomes by 30 April 2013. There is an ongoing duty to provide two yearly update reports and to refresh equality outcomes every four years. Accordingly, we published

the first mainstreaming report in 2013 and that was followed by an update in 2015. In 2017 we introduced additional outcomes and updated on them in 2019. Our 2021 report is the fifth report since the 2012 Regulations came into force and provides an update on our progress along with the identification of new outcomes.

A number of listed public authorities are required to publish the gender composition of their board members and to report on current and planned work towards board diversity. The Grampian Valuation Joint Board is not a listed authority under the Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2016.

5. The operational context

Neither the Board nor the Assessor & ERO operate in a vacuum albeit that the remit has a very narrow and statutory foundation. It is important to recognise that the functions are restricted but also that the impact of the functions is fundamental – providing access to the democratic process and an independent assessment service for local taxation.

Partnership working is however a key aspect of the service, with partnerships between the Scottish Assessors Association (SAA) and the 13 other individual and independent lands valuation assessors, the SAA Electoral Registration Committee and the 14 other electoral registration officers in Scotland, the Electoral Commission, the Electoral Management Board for Scotland, the Association of Electoral Administrators, the Royal Institution of Chartered Surveyors and the Institute of Revenues Rating and Valuation. Through these partnerships, the service is able to benefit from the synergies of joint working. The benefits of sharing resources, research and expertise

enables the Assessor & ERO to deliver cost effective but specialist and comprehensive outcomes to the local area.

Operational partnerships with the three local councils responsible for the levy and collection of non-domestic rates and council tax, along with their electoral services offices that support the returning officers appointed for particular elections also prevail. Joint working at this local level ensures that the equalities themes flow across services and measures to advance the interests of those with protected characteristics are implemented in a coordinated manner.

Through their local and national joint working arrangements it is considered that Assessors & EROs provide one of the best examples of joint working within the Scottish public sector, where the focus is on service delivery without disproportionate overheads of a structural or organisational nature.

Local and national partners also have an important role in providing feedback as to performance.

The service's strategic position is as follows:

- Electoral Registration has been subject to a fundamental shift from household registration to individual registration brought about by the Electoral Registration and Administration Act 2013. The regime has been subject to a series of initiatives that have made a substantial impact on the service and citizens. There are some 445,000 electors currently registered to vote in Grampian, which amounts to approximately 10% of the Scottish electorate and 1% of the UK electorate. As a result of the predominance of the oil and gas sector in Grampian, until recently, the area has enjoyed

high levels of employment and migration from other parts of the UK and overseas. The downturn in that industry since 2015 has however resulted in a slowdown in that industry's employment-related migration to Grampian however the extension of the franchise from 3 August 2020 to include all foreign nationals and short sentence prisoners resident in Scotland along with a streamlining of age-related registration requirements for young voters have increased alignment and integration between equalities priorities and electoral registration service priorities.

- Rating – the last rating revaluation of non-domestic properties that came into effect from 1 April 2017. That revaluation involved the assessment of rateable values for some 29,700 non-domestic properties across Grampian, with a total value that exceeds £1B. formal appeals to the independent Valuation Appeal Committees had been made against 10,102 non-domestic properties and by 31 March 2021, appeal resolution had been achieved for 90% of the properties under appeal. The advent of the Covid-19 pandemic has resulted in the service handling a high volume of business grant support related enquiries and receiving 9,295 appeals against values during 2020/21 on the basis that the pandemic had impacted on property values. Throughout the last 24 months the priority has been appeal resolution and enquiries support however the necessary preparation for the move to 3 yearly revaluations is underway and whilst the Government has postponed the next revaluation by 12 months from 1 April 2022 to 1 April 2023, modernising systems and extending them to deal with the new information gathering powers granted to Assessors has been a priority for the service.

- The Council Tax regime continues to be a stable function, with a valuation list of some 295,000 dwellings allocated to council tax bands and 2,000 new dwellings being added each year. Whilst reform of the council tax is a regular topic for government and Parliament, more immediate national priorities and the challenge of determining the precise shape of any reform has resulted in the retention of a system of taxation based on values that are now 30 years out of date. A revaluation could address this issue but successive governments have not implemented such an exercise.

Appendix 1 to this report provides the characteristics of the employees as at 31 March 2021. The Assessor & ERO service establishment comprises 84 full time posts. This includes 9 additional posts brought about by the reforms to non-domestic rating that require Assessors to carry out revaluations and the associated appeal disposal every three years from 2023, rather than the current requirement that is to carry out revaluations every five years. These posts were not filled during the pandemic although recruitment means that new members of staff commence during April 2021. As at 31 March 2021 there were 68 full and part-time employees that represented 63 full time equivalents. Staff turnover has increased over the last two years with 8 out of the 19 leavers during the period retiring or taking up family caring responsibilities.

We had anticipated that we would be able to maximise the recruitment of young people and thus address one of our published outcomes through the creation of 4 student valuer posts during 2019 as part of our preparations for the NDR reforms, however take up was limited to two post.

6. Mainstreaming

Mainstreaming simply means integrating equality into the day-to-day operations of the service – considering equality in everything that is done as an employer and when planning and providing services. Senior managers must provide clear and consistent messages with the equality duties embedded within all strategy. Co-workers should be able to recognise the relevance of the equality duties to their own role and should consider it in carrying out their work. Equality therefore becomes fully integrated within structures, behaviours and culture rather than an adjunct to these aspects of the service.

Evidence is an important aspect of mainstreaming and includes monitoring service users and service activity as regards all of the protected characteristics and then analysing outcomes. Monitoring and reporting on workforce composition, recruitment, development and retention of its employees with respect to protected characteristics also assists the mainstreaming process. See appendices 1 & 2.

6.1 Progress in mainstreaming in the workplace

Workforce monitoring demonstrates that there have been some changes in the overall balance of the workforce since 31 March 2019 – see comments under Equal Pay Statement below.

The Board is committed to ensuring that recruitment and selection incorporates the principles of equality and fair treatment of all job applicants and that the workforce reflects as far as possible minority groups within the local community where this contributes to facilitating the delivery of continually improving, efficient and effective services.

During the last two years the service has continued to accommodate requests to move to part-time working or to change the pattern of part-time working in order to allow the workforce to meet their out-of-employment social and family responsibilities. During the last 12 months the majority of work has been carried with employees based at home and any working in operational offices has been subject to careful consideration of health and personal circumstances of employees.

6.2 Progress in mainstreaming in our services

Equalities is now a standing agenda item for Management Team meetings to help ensure that our duty to advance equality is meaningful and ongoing.

The Assessor and ERO service has had another extremely busy two year period. The original statutory appeal disposal programme anticipated all Revaluation 2017 appeals being disposed of by the independent valuation appeal committees by 31 December 2020. In autumn 2020 the government extended this deadline by 12 months to 31 December 2021 as a response to the pandemic. Prior to the onset of the pandemic revaluation appeal resolution productivity was running at 30% higher than that achieved at the same point in time relative to Revaluation 2010 with the service showing revaluation appeal adjustments that were the lowest in Scotland¹ for the third consecutive year. Despite the reduction in valuation appeal hearings actually taking place during the pandemic, appeal disposal has continued throughout the last 12 months. In addition the service has provided full registration and support services for two unscheduled national elections in 2019 and

¹ <https://www.gov.scot/binaries/content/documents/govscot/publications/statistics/2019/08/non-domestic-rates-revaluation-appeals/documents/2019-20/non-domestic-rates-revaluation-appeals-2019-20-g4-bulletin/non-domestic-rates-revaluation-appeals-2019-20-g4-bulletin/govscot%3Adocument/RVAPP%2B2019-20%2BQ4%2B-%2BPublication%2B-%2BBulletin.pdf>

also implemented electoral canvass reforms for 2020 and serviced two of the 8 by-elections held in Scotland during the autumn of 2020.

The actual progressing of mainstreaming initiatives has been challenging against the background of an extremely demanding operational programme; two unscheduled national elections in 2019; the necessity to continuing to provide full operational and statutory services whilst offices remained closed from March 2020 in line with government restrictions; and supporting local authorities with their implementation of the Covid business support regime. Some progress has however been achieved in regard to mainstreaming and the identified equality outcomes (see Section 7 below for detail.)

7. Equality Outcomes

Equality Outcome 1

Maximise the opportunities for young citizens to register to vote and therefore enable them to participate in the democratic process

The registration of young voters (under 18) for the referendum will mirror the demographic profile of Grampian. Registration statistics will demonstrate progress against census outputs and other sources of young person data. In turn, the early engagement with young citizens should prove beneficial in assisting to establish a culture of engagement in mid-late teens that may be maintained into adulthood.

Activities

- Consult with partner authorities and education providers
- Canvass and publicity plan

- Integration of the equalities element with the Electoral Commission performance standards regime
- Engagement with individual equalities groups to ensure removal of barriers to registration

Measurement

- Registration rates compared to census outputs
- Number of registration corrections and complaints

Progress to April 2019

Registration and voter engagement activities took place in advance of the 2016 Scottish Parliamentary and 2017 local government elections. These activities included providing presentations to Modern Studies teacher groups and school librarians, holding registration campaigns, running a promotional banner and leaflet design competition for school students and collaboration with local authorities including participation in mock elections in schools and manning stalls at engagement events.

Specific work was conducted in partnership with the three local authorities to ensure that children in care, known as looked after children, had the opportunity to register to vote and were given the necessary guidance and assistance. The service also facilitated young voters with anonymous registration where personal safety, or that of another member of the household, was an issue.

There were 12,519 under 18 year olds registered to vote at the date relevant date for the May 2017 Local Government Election. The number registered at 31 March 2019 has fallen to 11,319 and this is no doubt due to the lack of electoral events over the intervening two year period.

Similarly the number of students registered in student accommodation has fallen slightly from 579 to 533 over the period.

Progress since April 2019

We have continued to pursue and monitor this outcome. Although there has been a marginal decrease in numbers since the 2017 Local Government Election we have continued to work with the local education authorities with particular emphasis on the preparations for the Scottish Parliamentary election that takes place on 6 May 2021. Our work has included the provision of an animation for use on social media that was specifically designed to engage with young voters.

Our work with universities focussed on the unanticipated election to the European parliament in May 2019 and the snap election to the UK Parliament in December 2019, as both elections essentially took place whilst students were resident at their term-time residences. Since the onset of the pandemic, students have been largely resident at their home addresses and our registration engagement activities such as the annual canvass have focussed on that and on promoting absent voting for all those who could not, or would prefer not to attend a polling station due to the pandemic during the Autumn 2020 by-elections and ahead of the 2021 Scottish Parliament election.

Equality Outcome 2

Maximise registration amongst high mobility citizens such as occupiers of houses in multiple occupation and tenanted dwellings.

Research has shown that high mobility citizens and citizens in tenanted dwellings are under-represented in terms of electoral registration. Ethnicity and nationality may be influencing this under-registration.

Activities

- Consult with partner authorities and housing providers
- Canvass and publicity plan
- Integration of the equalities element with the Electoral Commission performance standards regime
- Engagement with individual equalities groups to ensure removal of barriers to registration
- Focus on improved materials using straightforward language tested by relevant groups in partnership with other EROs and the Electoral Commission.

Measurement

- Registration rates compared to census outputs
- Number of registration corrections and complaints

Progress to April 2019

Since April 2017 the service has continued to focus on students and the tenanted housing sector to deliver this outcome. However, the allocation of resources to a critical requirement to procure a new Electoral Management System to replace an existing in-house system that would be problematic to support in the future meant that the level of activity on this outcome was not as originally planned.

Nevertheless the service has continued to work with student associations and tertiary education providers in order to promote registration.

With regard to the tenanted housing sector work began towards the end of the period on a Cabinet Office funded pilot exercise to research the potential benefits of using private sector tenancy deposit scheme data. This research sought to use of data from external agencies to establish whether we can improve canvass outcomes and subsequent registration levels. Our engagement with tenancy deposit scheme operators led to the possibility of a national initiative in promoting registration to new tenants, but unfortunately Cabinet Office resources were directed elsewhere and this aspiration remains unfulfilled at national level.

Progress since April 2019

The online functionality of individual electoral registration provides an ideal opportunity to integrate registration with online student enrolment or information systems and a national initiative through the SAA Electoral Registration Committee to encourage tertiary education providers to link registration with student enrolment and information systems.

The operational use of additional other data sources was progressed to a limited extent by the installation of data mining functionality within our recently acquired electoral management system. Full implementation of this aspect of our work was interrupted by the necessity to re-focus resources on operational priorities following the onset of the pandemic.

Following the extension of the franchise in August 2020 we have worked with the Scottish Refugee Council in partnership with Aberdeenshire

Council and supported by the Electoral Commission to promote engagement amongst the newly enfranchised citizens resident in NE Scotland. This has included the provision of translated materials and participation in online presentations and Q&A sessions.

Equalities Outcome 3

To maximise opportunities for young people to enter the workforce

Youth employment is a key national priority, with the low percentage of employees recruited directly from school identified as a key issue. Whilst the service relies on a significant number of individuals who are required to have tertiary education and be working towards professional qualifications, analysis confirms that Under 25 year olds are under-represented in the service's workforce. Notwithstanding that recruitment is fairly minimal the opportunity nevertheless exists to enhance opportunities for young citizens.

Activities

- Promote work experience opportunities for Under 25 year olds
- Review recruitment advertising media
- Promote career progression schemes to encourage young people to make the service an employer of choice.

Measurement

- Annual workforce monitoring
- Annual work-experience monitoring

Progress to April 2019

Staff turnover has decreased over the 2 years to April 2019 and 7 out of the 11 leavers during that period did so as a result of reaching their chosen retirement age. The nature of the vacated posts did not provided the best opportunities to address this outcome.

Recruitment advertising was reviewed and all employment opportunities are advertised online.

Progress since April 2019

We have continued to pursue and monitor this outcome.

The Barclay Review of Non-Domestic Rates had led to Scottish Government funding that provided the opportunity to recruit and train four part-time Graduate Trainee Valuers from July 2019 leading to four full time posts from 1 April 2020. Unfortunately we had limited success in our recruitment drive with only 2 of the 4 posts filled and both students left the organisation due to unforeseen circumstances within 12 months. One left due to their necessity to prioritise studies and the other due to a desire to return to their home country immediately prior to the onset of the pandemic.

This means that we currently have these and a number of other vacancies in our establishment that have brought about by a higher level

of staff turnover in the last 24 months. During this period 19 staff left the organisation, with 42% of leavers retiring or taking up family caring duties. The remainder have moved to other employment and / or away from the Grampian area. The organisation is facing a recruitment challenge and it is anticipated that this may provide an opportunity to bring more young people into the workforce.

During the first quarter of 2021 there was a legal requirement to increase absent vote processing capacity as part of the preparations to hold the Scottish Parliament elections on 6 May 2021. To meet the requirements arrangements were made to second personnel from the sport and leisure sectors that were essentially forced to close due to the pandemic. Staff were seconded to the organisation from local authority and charity operated sport and leisure facilities and this presented an opportunity for predominately young members of that sector to gain experience in the work of the organisation.

The school pupil work experience programme has been interrupted through the changes in pupil curriculum and the pandemic that have meant that we have had no under 25s on work experience during the last 24 months.

Our objective is to re-start this programme in close cooperation with the education authorities.

Equalities Outcome 4

Our services meet the needs of all service users in our community.

Activities

- Monitor customer satisfaction across all service areas by the protected characteristics.

Measurement

- Detailed analysis of customer satisfaction surveys.

Equalities Outcome 5

The Board is seen as an equal opportunities employer where diversity is welcomed and all staff feel valued and respected.

Activities

- Issue and monitor regular staff questionnaires by the protected characteristics

Measurement

- Detailed analysis of staff questionnaires.

Progress to April 2019

The operational context described in detail at section 5 above, in particular the response to the 2017 Revaluation and the requirement to commission a new electoral registration management system, led to our

aspirations in respect of these two outcomes originally reported in 2017 being unfulfilled prior to April 2019.

Progress since April 2019

The design and issue of questionnaires to demonstrate progress in achieving equality outcomes has commenced but been interrupted by operational priorities and capacity issues during 2019 and the operational response to the pandemic during 2020. It will be a further 12 months before empirical data will be available to quantify progress towards meeting these outcomes.

8. New Equality Outcomes

Equalities outcome 6

To increase the representation of men or women in roles where gender segregation is evident

In common with many public sector employers, men and women are segregated into a range of roles within the organisation. The Equal Opportunities Committee of the Scottish Government has identified occupational segregation as a key equality issue nationally

Activities

- Work with our partners such as RICS and constituent councils to gain information on best practice to address and reduce gender segregation and to remove stereotypical views of occupations by gender.

- Develop a range of positive action measures to encourage males and females into non-traditional roles and work to identify any ways in which we can attract applications from the underrepresented gender and dispel any stereotypical views of particular roles.
- Analyse the percentages of males and females applying for and being successful for roles where occupational segregation is prevalent

Measurement

Monitor occupation segregation over time. An increase in applications from under-represented candidates and a corresponding increase in under-represented candidates being successful at interview would help reduce occupation segregation.

Equalities Outcome 7

To engage with partner bodies representing minority groups in order to overcome potential barriers to service access.

Whilst informal arrangements have been forged over time with external partners such as the Scottish Refugee Council, this outcome will drive progress towards embedding improved service delivery to minority groups in the Grampian area.

Activities

- Work with external partners to understand and overcome barriers to service delivery and access

- Develop a communication strategy and network that enables service-related messaging to be distributed across and accessible to minority groups

Measurement

Customer feedback and focussed consultation with external partners will inform progress.

9. Policies and Practices

Policy and practice reviews are carried out within the terms of section 149(1) of the Equality Act 2010.

The Board employs the Human Resources expertise of the Moray Council, one of its three constituent authorities, and the majority of policies are reviewed by them on a regular programme in line with the terms of the Equality Act and the Council's own policies.

Other policies and practices are reviewed on a regular basis through meetings of the Assessor's Management Team, Administration Group and Technical Group.

10. Gender Pay Gap

In view of employee numbers the Grampian Valuation Joint Board has a duty to publish information on the percentage difference among its employees between men's average hourly pay (excluding overtime) and women's average hourly pay (excluding overtime).

The following information is based on the employees who were in post on 31 March 2021.

GVJB has 30 male employees with an average hourly rate of pay of £24.11 and 33 female employees with an average hourly pay of £17.26.

The mean (average) gender pay gap is therefore:

$$(24.11 - 14.99) / 24.11 \times 100 = 37.82\%$$

The median gender pay gap is obtained by arranging the hourly rates in descending order for both male and female employees and selecting the mid-point of each range.

The median gender pay gap calculation is:

$$(21.57 - 11.29) / 21.57 \times 100 = 47.66\%$$

Full time gender pay gap (25 female and 28 male employees): 37.29%

Part time gender pay gap (13 female and 2 male employees): 4.64%

Full time men/part time women pay gap (13 female and 28 male employees): 43.83%

Permanent staff gender pay gap (36 female and 29 male employees): 37.99%

Temporary staff gender pay gap (2 female and 1 male employees): 4.38%

The gender pay gap analysis has shown very little in terms of change from the previous analysis that was carried out as at 31 March 2019 and

reflects the challenge that faces organisations that have members of the surveying profession as a significant proportion of their establishment. Further detail of this challenge is provided in section 11.

11. Equal Pay Statement

The Grampian Valuation Joint Board is committed to the principle of equal opportunities for all, in every aspect of employment. This means all employees should receive equal pay for doing the same or broadly similar work within the organisation.

As at 31 March 2021, the Board had 68 employees. 39 of these are employed in professional and technical posts and are predominantly male (66.67% compared to 65.91% in 2019). 29 employees are in clerical and administration posts and are predominantly female (86.21% compared to 87.88% in 2019). 78.79% of the administration and clerical posts are in Grades 1 & 2 whereas 97.73% of the professional and technical posts are on Grade 3 and above.

The difference in male and female pay is largely due to the degree of occupational segregation that exists in the organisation. The gender pay gap is higher than the national average. This is due in part to the operational demand to employ Chartered Surveyors within the organisation. The surveying profession has traditionally been male dominated. Currently only 15% members of the surveying profession are female. The average age of our operational surveyors is 48 with 6 out of 20 (32%) female. However the proportion of female surveyors is rising as 5 out of 7 (71%) of the organisation's surveyors under 40 are female.

In relation to Technical posts, there are 5 female employees holding technical surveying posts that amount to 38% of the sector establishment.

With 32% of the organisation's RICS surveyors being female and 38% of our technical posts being held by females, the organisation is showing significant progress in challenging this element of occupational segregation, particularly when viewed in the context of a ratio of 15:85 female to male in the surveying profession as a whole.

12. Procurement

Regulation 9 of the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, imposes a duty on public bodies when considering award criteria and conditions in relation to public procurement, to have due regard to whether the award criteria should include considerations which will help it meet its Equality Duty. Any such award criteria should be related to and proportionate to the subject matter of the proposed agreement.

Currently the Board enters into very few procurement contracts directly. Contracts of any substance are normally procured on behalf of the Board by the Moray Council and are subject to their procurement procedures and in accordance with current procurement legislation. Any contracts that the Board does enter into directly are generally small in terms of the service procured and the monetary value of that service. Notwithstanding, the Board will have due regard to whether the award criteria should include considerations to enable us to better perform the Equality duty.

13. Conclusion

The Board will continue to support the Assessor & ERO in mainstreaming equalities throughout the service and monitor progress in relation to the protected characteristics and the specific equality outcomes identified above.

The Board will publish a fresh mainstreaming report and formally report on the progress made to achieve the equality outcomes by 30 April 2023.

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**Appendix 1:
Workforce Monitoring Statistics 1 April 2019 to 31 March 2021**

	Workforce profile		Promotions		Leavers	
Total	109	100%	3	100%	19	100%
Gender						
Male	44	40%	0	0%	6	32%
Female	65	60%	3	100%	13	68%
Prefer not to Say		0%		0%		0%
Married/Civil Partnership						
Yes		0%		0%		0%
No		0%		0%		0%
Prefer not to Say		0%		0%		0%
DNA		0%	3	100%	19	100%
Sexual Orientation						
Bisexual		0%		0%		0%
Heterosexual	31	28%		0%		0%
Gay Woman/Lesbian		0%		0%		0%
Gay man		0%		0%		0%
Prefer not to say	1	1%		0%		0%
DNA	77	71%	3	100%	19	100%
Age						
20-29	7	6%	1	33%	2	11%
30-39	16	15%	1	33%	2	11%
40-49	24	22%	1	33%	0	0%
50-59	45	41%		0%	8	42%
60+	17	16%		0%	7	37%
Prefer not to say		0%		0%		0%
DNA		0%		0%		0%
Disability						
Yes		0%		0%		0%
No	9	8%		0%		0%
Prefer not to say	1	1%		0%		0%
DNA	99	91%	3	100%	19	100%
Religion						
Ch. of Scotland	2	2%		0%		0%
Roman Catholic	2	2%		0%		0%
Protestant	0	0%		0%		0%
Christian	16	15%		0%		0%
Hindu		0%		0%		0%
No Religion	13	12%		0%		0%
Other	1	1%		0%		0%
Prefer not to Say	2	2%		0%		0%
DNA	73	67%	3	100%	19	100%

Ethnicity						
White						
Scottish	29	27%		0%		0%
English	1	1%		0%		0%
British	3	3%		0%		0%
Welsh		0%		0%		0%
Irish		0%		0%		0%
Northern Irish	1	1%		0%		0%
Polish		0%		0%		0%
Scottish/ Polish		0%		0%		0%
Other		0%		0%		0%
Mixed						
		0%		0%		0%
Asian						
Indian	3	3%		0%		0%
Pakistani		0%		0%		0%
Bangladesh		0%		0%		0%
Chinese	1	1%		0%		0%
Other		0%		0%		0%
Black						
Caribbean		0%		0%		0%
African	1	1%		0%		0%
Other		0%		0%		0%
Other ethnic group						
Prefer not to Say	4	4%		0%		0%
DNA	68	62%	3	100%	19	100%

Appendix 2:
Workforce recruitment monitoring Statistics 1 April 2019 – 30
October 2020

	Applied		Shortlisted		Appointed	
Total	71	100%	39	100%	10	100%
Gender						
Male	28	39%	15	38%	2	20%
Female	41	58%	22	56%	7	70%
Prefer not to Say	2	3%	2	5%	1	10%
Married/Civil Partnership						
Yes	32	45%	19	49%	5	50%
No	20	28%	11	28%	3	30%
Prefer not to Say	1	1%	1	3%	1	10%
DNA	18	25%	8	21%	1	10%
Sexual Orientation						
Bisexual	1	1%	0	0%	0	0%
Heterosexual	59	83%	36	92%	9	90%
Gay Woman/Lesbian	0	0%	0	0%	0	0%
Gay man	0	0%	0	0%	0	0%
Prefer not to say	3	4%	1	3%	1	10%
DNA	8	11%	2	5%	0	0%
Age						
16-24	5	7%	2	5%	1	10%
25-29	10	14%	3	8%	1	10%
30-34	3	4%	1	3%	0	0%
35-39	6	8%	4	10%	0	0%
40-44	8	11%	3	8%	2	20%
45-49	11	15%	10	26%	3	30%
50-54	7	10%	3	8%	1	10%
55-59	6	8%	4	10%	1	10%
60-64	5	7%	5	13%	0	0%
65+	1	1%	1	3%	0	0%
Prefer not to say	2	3%	2	5%	1	10%
DNA	7	10%	1	3%	0	0%
Disability						
Yes	6	8%	3	8%	0	0%
No	57	80%	34	87%	9	90%
Prefer not to say	1	1%	1	3%	1	10%
DNA	7	10%	1	3%	0	0%

Religion						
Ch. of Scotland	0	0%	0	0%	0	0%
Roman Catholic	0	0%	0	0%	0	0%
Protestant	0	0%	0	0%	0	0%
Christian	29	41%	16	41%	6	60%
Hindu	1	1%	0	0%	0	0%
No Religion	28	39%	17	44%	2	20%
Other	2	3%	2	5%	0	0%
Prefer not to Say	4	6%	3	8%	2	20%
DNA	7	10%	1	3%	0	0%
Ethnicity						
White						
Scottish	30	42%	19	49%	4	40%
English	5	7%	4	10%	1	10%
British	12	17%	8	21%	3	30%
Welsh	0	0%	0	0%	0	0%
Irish	0	0%	0	0%	0	0%
Northern Irish	3	4%	3	8%	1	10%
Polish	0	0%	0	0%	0	0%
Scottish/ Polish	0	0%	0	0%	0	0%
Other	4	6%	2	5%	0	0%
Mixed	2	3%	0	0%	0	0%
Asian						
Indian	3	4%	1	3%	0	0%
Pakistani	0	0%	0	0%	0	0%
Bangladesh	0	0%	0	0%	0	0%
Chinese	0	0%	0	0%	0	0%
Other	1	1%	0	0%	0	0%
Black						
Caribbean	0	0%	0	0%	0	0%
African	2	3%	0	0%	0	0%
Other	0	0%	0	0%	0	0%
Other ethnic group	0	0%	0	0%	0	0%
Prefer not to Say	1	1%	1	3%	1	10%
DNA	8	11%	1	3%	0	0%