



Ayrshire Valuation Joint Board

**Public Sector Equality Duty
2017 - 2021**

PROGRESS REPORT 2019

March 2019

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1.0 Introduction

The Equality Act became law in October 2010. It replaced a number of individual pieces of legislation and combined them into a single Act. It resulted in everyone being equally protected under the law from discrimination, harassment and victimisation.

The Equality Act 2010 set out nine protected characteristics which are:

- **Age**
- **Disability**
- **Gender Reassignment**
- **Marriage and Civil Partnership**
- **Pregnancy and Maternity**
- **Race**
- **Religion or Belief**
- **Sex**
- **Sexual Orientation**

Section 149 of the Act also imposes a duty on public authorities, when exercising public functions, to have due regard to the following general duties;

- ***Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act***
- ***Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it***
- ***Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.***

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 came into force during May 2012, the purpose of which was to help public bodies in their performance of the general equality duty.

The requirements of the Specific Duties that are relevant to Ayrshire Valuation Joint Board are as follows;

- ***Duty to report progress on mainstreaming the equality duty***
- ***Duty to publish equality outcomes and report progress***
- ***Duty to assess and review policies and practices***
- ***Duty to gather and use employment information***
- ***Duty to publish gender pay gap information***
- ***Duty to publish statements on equal pay, etc.***
- ***Duty to consider award criteria and conditions in relation to public procurement***
- ***Duty to publish in a manner that is accessible***
- ***Duty to consider other matters***

Ayrshire Valuation Joint Board published its first Equality Duty Report in April 2013 and followed that up with an updated report during April 2015.

The 'AVJB Public Sector Equality Duty 2017-2021' was published in April 2017 and in accordance with Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, an update report requires to be published prior to the end of April 2019. This is, therefore, our third report on how we are adopting and embracing the principles of the Equality Act 2010 and the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

This report will focus on those key areas identified within the Equality Act (Specific Duties) (Scotland) Regulations 2012 as listed above.

2.0 Duty To Report On Mainstreaming The Equality Duty

Ayrshire Valuation Joint Board remains committed to mainstreaming the Equality Duty. There are many examples of activities undertaken on a daily basis that demonstrate this commitment, they are summarised below and for a more detailed explanation of each please refer to our report 'Public Sector Equality Duty 2017 - 2021' published in April 2017.

- **Top Down Involvement by all staff**
- **Our Recruitment and Selection policies**
- **AVJB internal Equality Group**
- **Our Service Plan**
- **Staff Training Opportunities**
- **Access to Information Published by the Board**
- **Availability of Translation & Interpretation Services**
- **Active Involvement with the Ayrshire Equality Partnership**
- **Part of the South Ayrshire Council Equalities Champions Network**
- **Training and Work Experience Offered to Young People in Ayrshire**
- **Adoption of SPSO Formal Complaints Procedure**
- **Customer Engagement**
- **Annual Staff Appraisals**

3.0 Duty To Publish Equality Outcomes and Report Progress

3.1 Background

When setting equality outcomes for the period 2017 to 2021 a number of public bodies in Ayrshire agreed to develop shared equality outcomes. This is in recognition that we are all seeking to serve the same communities. Given that equality outcomes require to be integrated into existing business and based on evidence of the needs of our local population, it was agreed that certain Ayrshire public bodies would work collaboratively and in partnership in an effort to develop shared equality outcomes.

The ten partners involved were;

- ***NHS Ayrshire & Arran***
- ***East Ayrshire Council***
- ***North Ayrshire Council***
- ***South Ayrshire Council***
- ***East Ayrshire Health and Social Care Partnership***
- ***North Ayrshire Health and Social Care Partnership***
- ***South Ayrshire Health and Social Care Partnership***
- ***Ayrshire College***
- ***Community Justice Ayrshire***
- ***Ayrshire Valuation Joint Board***

This joint approach to the development and implementation of shared equality outcomes has continued over the previous two years and provides for coherence, uniformity, minimise duplication and resource savings. It also help to avoid consultation fatigue and has allowed for the implementation of equality based aims and objectives across Ayrshire in a targeted and effective manner.

As a result of this collaborative approach, a set of four shared equality outcomes were jointly agreed in partnership with the other nine public bodies. We also took the decision to set our own equality outcomes that were specific to the work of Ayrshire Valuation Joint Board.

3.2 Equality Outcomes 2017 to 2021

The following table summarises the shared equality outcomes that Ayrshire Valuation Joint Board have jointly adopted for the period 2017 to 2021.

In preparing this Progress Report the partners that worked collaboratively to set the shared equality outcomes have been reviewing the activities undertaken since April 2017. It is hoped this review will identify the progress achieved to meet the stated Outputs and also identify where additional work is required, over the following two years, to help achieve those stated Outputs.

The results of this review are summarised in the template documents that follow the Shared Equality Outcome Table below (see page 12).

A similar approach has been taken with respect to the equality outcomes that were specific to AVJB. A copy the table of the AVJB Equality Outcomes set in 2017 can be seen on page 35 and this is followed by a review of those activities undertaken (see page 38).

By taking this approach it is hoped that this review will identify the progress achieved to meet the AVJB specific stated Outputs and also identify where additional work is required over the following two years to help achieve those stated Outputs.

3.3. Table of Shared Equality Outcomes

See below

Equality Outcome 1		In Ayrshire people experience safe and inclusive communities					
Links to National Outcomes		<p>We have tackled the significant inequalities in Scottish Society</p> <p>We have improved the life chances for children, young people and families at risk</p> <p>We live our lives safe from crime, disorder and danger</p> <p>We have strong, resilient and supportive communities where people take responsibility of their own actions and how they affect others</p>					
Context		Outputs	Actions	Measurement	Protected Characteristics	General Duty	Lead Officer and Timescale
1.1	Hate Crime	Increased awareness of hate crime	Raise staff awareness to better identify hate crime	Number of staff trained	Disability, Sex Gender Reassignment, Race Religion and Belief, and Sexual Orientation	Eliminate Discrimination	Head of Valuation Services March 2021
			Work with partners to raise awareness of hate crime	Number of crimes reported and detected		Advance Equality of Opportunity	
		Increased use of third party reporting	Increase the awareness of third party reporting	Increased third party reporting using a variety of media tools and promotion materials	Disability, Gender Reassignment, Race Religion and Belief, and Sexual Orientation	Foster Good Relations	
		Implementation of the 'Keep Safe' initiative across partner agencies in Ayrshire	Deliver partner training as appropriate	Number of training courses/briefing sessions delivered	Disability	Eliminate Discrimination	Head of Valuation Services March 2021
			Conduct a baseline of 'Keep Safe' places	Audit of existing 'Keep Safe' places	Disability	Advance Equality of Opportunity	
			Support the development of the 'Keep Safe' initiative in Ayrshire	Increase in the number of establishments registered for 'Keep Safe'	Disability	Foster Good Relations	
1.2	Prevent	People are aware of prevent	Raise staff awareness to better identify radicalisation	Number of staff trained	All	Eliminate Discrimination	Head of Valuation Services March 2021
		Established reporting protocols in place	Increase awareness of reporting procedures	Published briefings and leaflets in all key areas	All	Advance Equality of Opportunity Foster Good Relations	

Equality Outcome 2		In Ayrshire people have equal opportunities to access and shape our public services					
National Outcomes		<p>We have tackled the significant inequalities in Scottish society</p> <p>We live in well-designed, sustainable places where we are able to access the amenities and services we need</p> <p>Our public services are high quality, continually improving, efficient and responsive to local people's needs</p>					
Context		Outputs	Actions	Measurement	Protected Characteristics	General Duty	Lead Officer and Timescale
2.1	Consultation and Engagement	The experiences of marginalised or under-represented groups continue to inform decision-making	Through the partnership undertake a mapping exercise to identify marginalised and under-represented groups in Ayrshire.	A list of marginalised and under-represented groups to be developed and maintained	Disability, Gender Re-assignment, Race and Sexual Orientation	Eliminate Discrimination Advance Equality of Opportunity	Head of Valuation Services March 2021
			Ensure processes are in place which welcome, encourage and support marginalised and under-represented groups to inform decision-making	Evidence inclusion of marginalised and under-represented groups in decision-making	Disability, Gender Re-assignment, Race and Sexual Orientation	Foster Good Relations	
			Explore joint approach for the commissioning of translation, interpretation and communication support (TICS) services	TICS usage reports Increased customer satisfaction	Disability and Race		
2.2	Accessible and welcoming buildings and services	Trans people are not discriminated against when accessing our services	Ensure our public buildings and services are accessible and welcoming	Feedback from trans community Increased customer satisfaction	Gender Reassignment	Eliminate Discrimination Advance Equality of Opportunity Foster Good Relations	Head of Valuation Services March 2021

Equality Outcome 3		In Ayrshire people have opportunities to fulfil their potential throughout life					
National Outcomes		We realise our full economic potential with more and better employment opportunities for our people We are better educated, more skilled and more successful, renowned for our research and innovation Our young people are successful learners, confident individuals, effective contributors and responsible citizens Our children have the best start in life and are ready to succeed We live longer, healthier lives					
Context		Outputs	Actions	Measurement	Protected Characteristics	General Duty	Lead Officer and Timescale
3.1	Less than 0.5% of all Modern Apprenticeship placements are taken by someone with a declared disability. Around 8% of the target population (16-24) is disabled.	Increase the number of modern apprentices who are BME	Conduct audit of existing modern apprenticeships by protected characteristics	Baseline of number of BME modern apprentices in Ayrshire	Age, Race	Eliminate Discrimination	Head of Valuation Services March 2021
			Work with internal and external stakeholders to promote uptake across protected characteristic groups	Increase in BME modern apprentices	Age, Race	Advance Equality of Opportunity	
		Increase the number of modern apprentices who have a disability	Conduct audit of existing modern apprenticeships by protected characteristics	Baseline of number of disabled modern apprentices in Ayrshire	Age, Disability		
			Work with internal and external stakeholders to promote uptake across protected characteristic groups	Increase in modern apprentices who have a disability	Age, Disability		
3.2	Evidence about non traditional roles	Increased no of people in non traditional gender roles including modern apprenticeships	Conduct an audit of existing modern apprenticeships roles by gender	Baseline of number of modern apprenticeship roles by sex in Ayrshire	Age, Sex	Eliminate Discrimination Advance Equality of Opportunity	Head of Valuation Services March 2021

Equality Outcome 4		In Ayrshire public bodies will be inclusive and diverse employers					
National Outcomes		<p>We realise our full economic potential with more and better employment opportunities for our people</p> <p>We are better educated, more skilled and more successful, renowned for our research and innovation</p>					
Context		Outputs	Actions	Measurement	Protected Characteristics	General Duty	Lead Officer and Timescale
4.1	Recruitment Practices	Public bodies have a diverse workforce reflective of the local population	Use alternative opportunities for advertising posts	More diverse applications for posts within the public sector	All	Eliminate Discrimination	Head of Valuation Services March 2021
			Achieve and maintain Level 2 of the Disability Confident Scheme	Level 2 award achieved and maintained	Disability	Advance Equality of Opportunity	
			Progress work to achieve level 3 of the Disability Confident Scheme	Level 3 award achieved	Disability	Foster Good Relations	
4.2	Training programmes / awareness sessions on general equality and specific equality themes	A better educated workforce to support equality inclusiveness	Partners working together to develop and provide a range of training and awareness sessions around Equality and Diversity issues.	<p>Training programmes developed</p> <p>Training programmes delivered</p> <p>Number of staff trained</p>	All	<p>Eliminate Discrimination</p> <p>Advance Equality of Opportunity</p> <p>Foster Good Relations</p>	Head of Valuation Services March 2021

Equality Outcome 1.1a : In Ayrshire people experience safe and inclusive communities

What we set out to do:

To ensure people across Ayrshire experience safe and inclusive communities. We aimed to increase awareness of hate crime and avenues for reporting including third party reporting centres.

Output – Increased awareness of hate crime

Action – Raise staff awareness to better identify hate crime

Measurement – Number of staff trained

Output – Increased awareness of hate crime

Action – Work with partners to raise awareness of hate crime

Measurement – Number of crimes reported and detected

Output – Increased used of third party reporting

Action – Increase the awareness of third party reporting

Measurement – Increased third party reporting using a variety of media tools and promotion materials

What we did:

The partners recognised that hate crime continues to rise for particular groups within our community, however, under-reporting of such crimes remains an area which requires more focus. Awareness of what constitutes a hate required to be made clearly for people as well as alternative ways of doing so.

The partners took the opportunity during Hate Crime Awareness Week in October to promote what a hate crime is and ways to report. In October 2017, the partners produced a leaflet providing staff and service users with consistent information to better support awareness of this issue. The leaflet was disseminated across all partner organisations along with the use of social media mechanisms such as twitter and face book to get the message out as widely as possible. This was repeated again in October 2018 with the partners also promoting the [Scottish Government One Scotland](#) campaign to put an end to hate crime.

The use of the www.hatecrimescotland.org website also provided the opportunity to further cascade information on hate crimes and reporting mechanisms to both staff and service users.

Through the partnership working with our colleagues in Police Scotland we have also devised a quarterly report to help us understand the levels of hate crime across Ayrshire. The report offers the opportunity to identify if there are any particular protected characteristic groups where hate crime is increasing but also to consider if there are any areas of increase where more work could be targeted to address this.

What difference did we make?

It was anticipated that the increase in awareness raising around Hate Crime that we would see a rise in the reporting of hate crimes before seeing a reduction. This appears to be the case; however, work is ongoing to support a reduction in Hate Crime incidents. The evidence identified that in 2017 Race Hate Crime was the highest and this trend continues.

To support the reduction in Racist Hate Crime, the partners have supported and promoted diversity days and open days at the Mosque to encourage fostering good relations between different racial groups.

What we will do now/future work?

Whilst one of the measurements was the number of staff trained about Hate Crime, the partners have focussed the first two years of this outcome on raising awareness of what this covers and ways of reporting.

At the time of producing this mid-term report, the Scottish Government began a consultation process following on from the recommendations of Lord Bracadale's Independent Review of Hate Crime Legislation in Scotland. The consultation is scheduled to conclude on 24 February 2019.

In the coming two-year period, the partners are looking to develop an online eLearning module to better support staff understanding in line with the outcomes of the aforementioned consultation as well as taking forward any other necessary actions as a result of the consultation.

Over and above supporting our staff, the partners will work together to better promote what Hate Crime is to our communities across Ayrshire and where third party reporting centres are located.

Case study

As indicated previously, the partners worked with Police Scotland colleagues to develop a quarterly report on Hate Crime and evidence showed an increase in Hate Crimes in an area of South Ayrshire but no third party reporting centres. Therefore, as part of the ongoing 'front door' work to NHS premises, this offered the opportunity to address this gap and establish a reporting centre.



Equality Outcome 1.1b : In Ayrshire people experience safe and inclusive communities

What we set out to do:

To ensure people across Ayrshire experience safe and inclusive communities, we aimed to implement the 'Keep Safe' initiative across partner agencies in Ayrshire. We endeavoured to do this through staff training and briefing sessions to raise awareness and through conducting an audit of existing places with a view to increasing the number of establishments registered for the initiative.

Output – Implementation of the 'Keep Safe' initiative across partner agencies in Ayrshire

Action – Deliver partner training as appropriate

Measurement – Number of training courses / briefing session delivered and Number of staff trained

Output – Implementation of the 'Keep Safe' initiative across partner agencies in Ayrshire

Action – Conduct a baseline audit of 'Keep Safe' places

Measurement – Audit of 'Keep Safe' places

Output – Implementation of the 'Keep Safe' initiative across partner agencies in Ayrshire

Action – Support the development of the 'Keep Safe' initiative in Ayrshire

Measurement – Increase in the number of establishments registered for 'Keep Safe'

What we did:

People who are vulnerable because of learning disabilities, physical disabilities, sensory impairment or mental health problems have the right to feel safe when they are out in the community. Unfortunately some people can become targets for bullying and harassment and can feel intimidated, scared and frightened to go out.

The Keep Safe initiative works with a network of businesses such as shops, libraries and cafes who have agreed to make their premises a 'Keep Safe' place for people to go if they feel frightened, distressed or are the victim of crime when out in the community. These premises have been approved by Police Scotland and the staff within these establishments receive training as do staff within organisations and people who use the service

Disabled and elderly people who wish to take part in the initiative will be issued with a contact card which will contain details of the person's name, any health concerns, any communication needs and helpful contact details for friends or family.

The partners conducted an audit of the number of establishments at the outset of this outcome and across the whole of Ayrshire there was only one establishment in North Ayrshire.

The lead for Keep Safe in East Ayrshire has linked with the Lead Partnership Head of Service – Primary Care and Out of Hours Community Response to take forward this action with consideration of this taking place through the management team responsible for General Medical Services, General Dental Services, General Ophthalmic Services, Community Pharmacy and Ayrshire Urgent Care Services.

What difference did we make?

Following the audit, the partners worked to increase the number of Keep Safe establishments across Ayrshire. At the time of writing this report, there were 46 Keep Safe premises across Ayrshire and Arran. These sites have been approved and are registered on the 'I Am Me' website which keeps a register of all approved Keep Safe establishments.

The partners have successfully increased the number of establishments approved and registered from one to 46 in the period since setting this outcome and associated actions. As part of increasing the number of establishments registered for this initiative, a large number of staff have also required to undergo training to ensure staff working in the establishments can fulfill the potential of the initiative.

What we will do now/future work?

Following engagement with Primary Care and Out of Hours Community Response we plan to support roll-out in GP practices, dentists, opticians and pharmacies that express an interest

The partners will also continue to progress identification of further locations for Keep Safe places through engagement with Learning Disability service users and other relevant groups to help identify suitable locations out with statutory buildings. Ideally, Keep Safe places will be established in local business or leisure venues where people would normally visit.

The partners will continue to collect and monitor data on usage for the Keep Safe establishments and measure the impact of these initiatives on service users.

Work is ongoing to engage with the ferry terminal on Arran to progress its registration as a Keep Safe location.

Case study

At the time of preparing this report we did not have any case studies to show the impact of this initiative. That said, we are confident the staff working in the registered establishments are better informed to deal with any situation in a sensitive and supportive way. However, over the next two years the partners will continue to work to increase awareness amongst communities and staff of the initiative and the benefits it can provide to vulnerable individuals.



Equality Outcome 1.2: In Ayrshire people experience safe and inclusive communities

What we set out to do:

Prevent is one of the four elements of CONTEST, the UK Governments counter terrorism strategy. The Counter Terrorism and Security Act (2015) places a duty on a number of specified authorities to have “due regard to the need to prevent people from being drawn into terrorism” The partners agreed to implement certain actions to support this work including raising staff awareness to better identify radicalisation and also increase awareness of the reporting procedures.

Outputs – People are aware of Prevent

Action – Raise staff awareness to better identify radicalisation

Measurement – Number of staff trained

Output – Established reporting protocols in place

Action – Increase awareness of reporting procedure

Measure – Published briefings and leaflets in all key areas

What we did:

Delivery of classroom based Workshops to Raise Awareness of Prevent (WRAP) sessions continued to take place across all partner organisations. This allowed opportunities for staff to better understand the risk of radicalisation but also engage with one another around this agenda to offer the chance for debate and discussion. From 1 April 2017, 1,072 staff were trained with eight staff undertaking the train the trainers training.

The e-learning package continues to be promoted to staff taking the total number of staff completing the e-learning package to 3,912.

The all staff Prevent briefing was revised and circulated a number of times across all partner organisations since 1 April 2017. This allows a clear and consistent message around Prevent to be disseminated across the whole of Ayrshire. Each partner organisation distributes these briefings using their own internal processes.

What difference did we make?

We have raised awareness of Prevent and our responsibility to safeguard vulnerable individuals for being radicalised; in doing so staff have started asking more questions and discussing their concerns.

We are complying with the duties placed upon us as a named specified authority within the Counter Terrorism and Security Act, 2015. Staff are more aware of Prevent and the need to safeguard against radicalisation and the routes for reporting any concerns.

What we will do now/future work?

We will continue to provide WRAP training, publish briefings and keep staff abreast of any changes in line with the Prevent strategy. We will continue to meet with as a multiagency partnership and share intelligence. Going forward we will include Prevent within the adult and child protection training and continue to emphasise Prevent as a safeguarding issue.

Case study

Whilst we do not have any specific case studies to report, we are confident that staff awareness is greatly improved based on a shared understanding of the threat, risk and vulnerability in the area and the safeguarding of individuals. Therefore, should a situation arise we are confident that relevant staff would recognise vulnerability and be in a position to notice, check and share concerns about those at risk appropriately.

Equality Outcome 2.1a: In Ayrshire, people have equal opportunity to access and shape our public services

What we set out to do:

Through the Ayrshire Equality Partnership (AEP) the intention was to establish a database of all marginalised and under-represented groups in Ayrshire.

This was to ensure that there was an evidence base of consultation for all our communities in Ayrshire to ensure that the needs of our service users and their views are taken into account in relation to the design and delivery of services.

It was also essential to ensure that processes were developed and in place which would welcome, encourage and support marginalised and under-represented groups to inform decision-making.

Output – The experiences of marginalised or under-represented groups continue to inform decision-making

Action – Through the partnership establish a database of all marginalised and under-represented groups in Ayrshire

Measurement – A list of marginalised and under-represented groups to be developed and maintained

Output – The experiences of marginalised or under-represented groups continue to inform decision-making

Action – Ensure processes are in place which welcome, encourage and support marginalised and under-represented groups to inform decision-making

Measurement – Evidence inclusion of marginalised or under-represented groups in decision-making

What we did:

The AEP commissioned Council for Ethnic Minority Voluntary Organisations (CEMVO) Scotland to develop a Pan Ayrshire approach to engagement with ethnic minority communities across Ayrshire. CEMVO worked with the three local authority areas (East, North and South Ayrshire).

The information from the research carried out by CEMVO was used as a building block, by the Partners to develop a questionnaire that would help ascertain baseline information in relation to the different groups of people living or working in Ayrshire, which would also be broken down into local authority area.

This information would also allow us to develop a list of marginalised and under-represented groups and give a fuller picture of the diverse population living and working in Ayrshire.

The questionnaire was trialled at an event, however it has been agreed that further development of the questionnaire is required to ensure that information can be effectively and efficiently analysed, and that the questionnaire can be easily adapted to use in a number of different settings and is inclusive to all.

South Ayrshire Council are currently working with CEMVO to develop sustainable engagement with BME communities living in the South Ayrshire area. Information from this approach will be evaluated and reviewed to develop a similar way of working across Ayrshire.

What difference did we make?

At the moment there has been very little difference made. The AEP are in the process of revising the questionnaire to ensure that it can be easily adapted for different groups of people and different events. In essence the questionnaire should allow AEP members to ascertain the needs for the different communities living and working in Ayrshire, which will also be broken down into local authority area.

Anecdotal information received from the questionnaires distributed at a local event in East Ayrshire, shows that the majority of people do not require support from public bodies, although they do access services as required, for example NHS, Education etc.

What we will do now

The Partners have reviewed the situation in relation to the questionnaire and will re-develop the questionnaire to ensure that the information required is collated and easy to extract.

This will then allow the partners to ascertain the number of marginalised groups living in Ayrshire, their needs and the geographic locations.

Case study

In 2017, Council for Ethnic Minority Voluntary Organisations (CEMVO) Scotland were commissioned to develop a Pan Ayrshire approach for engagement with ethnic minority communities across Ayrshire. CEMVO Scotland's role was to work in partnership with the partners across Ayrshire and support in the development of a collective and congruent strategy that could then be taken forward seamlessly in these areas.

As well as identifying specific issues and nuances that affect the likelihood of engagement, the objective was also to identify if there was an appetite to create a similar collective body to the previous Ayrshire Minority Ethnic Communities Association (AMECA). The rationale behind this body was to help gather, collate and share pan Ayrshire intelligence to ensure policy development was inclusive of EM communities and allow a clearer picture of the barriers and issues faced by these communities when accessing local services.

The rationale to CEMVO Scotland assisting with the research was their expertise in engaging with EM communities over the last 14 years and our ability to tie the work into activities that we were planning through our Health and Social Care Programme, Social Enterprise Programme and the climate change work we deliver through our environmental programmes. By directly engaging and building trust with local ethnic minority (EM) communities living in Pan Ayrshire areas CEMVO was tasked to engage with the following communities:

- Sikh
- Pakistani
- Polish
- Nepalese
- Afghan
- Syrian
- Chinese
- Philippine

CEMVO Scotland's role was to support Ayrshire public bodies to gain a better understanding of its local ethnic minority communities and their specific needs in terms of accessing local services, such as:

- Health
- Education
- Social Services
- Policing
- Housing

CEMVO Scotland contacted a small number of individuals to take part in the research. The ethnic profile of the respondents was Gypsy Traveller, Afghan, Pakistani Muslim, Nepalese, Sikh, and Syrian. Some of the respondents were seen as leaders or were considered representatives of their communities.

Although the engagement rate was relatively low, CEMVO deemed that the quality in terms of knowledge, experience and activeness in the community of the respondents added value to developing an overall picture of each of these communities. The partners felt that the work did give a base on which to build upon. The partnership subsequently developed a questionnaire to use at local events to ascertain the needs of the local marginalised groups and to gauge appetite for the development of a voluntary organisation to support marginalised groups in Ayrshire similar to AMECA. To date the feedback from those communities with whom we have engaged does not suggest the need to establishment a voluntary organisation.

Equality Outcome 2.1b : In Ayrshire, people have equal opportunity to access and shape our public services
<p>What we set out to do:</p> <p>The partners set out to explore joint approach for the commissioning of translation, interpretation and communication support (TICS) services. It was agreed from the onset that this process would also include British Sign Language.</p> <p>Output – The experiences of marginalised or under-represented group continue to inform decision-making</p> <p>Action – Explore joint approach for the commissioning of translation, interpretation and communication support (TICS) services.</p> <p>Measurement – TICS usage. Increased customer satisfaction.</p>
<p>What we did:</p> <p>The Partners met on a regular basis to discuss the development of a Pan Ayrshire approach to tender for TICS services. This was to ensure that there was a consistent approach for all our communities across Ayrshire accessing support and to secure best value for all public bodies involved.</p> <p>The process involved collating information from all organisations involved in relation to access, spend, quality of service and languages used, and mapping national contracts that could be accessed by public bodies, for example, the Scottish Government contract.</p>
<p>What difference did we make?</p> <p>This service will ensure that there is consistency of approach across Ayrshire for all translation and interpretation requests.</p> <p>It will not only present a best value approach, but also an efficient process for our communities across Ayrshire in relation to accessing a professional and robust translation and interpretation service which is inclusive. Provision of clear and comprehensive communication will have a positive impact on the outcomes for all of our service users. Work towards achieving this outcome is ongoing.</p>
<p>What we will do now</p> <p>The working group will continue to develop a tender process to ensure that the tendering process is open, transparent and robust.</p>
<p>Case study</p> <p>There is no available case study as this Equality Outcome is still progressing.</p>

Equality Outcome 2.2: In Ayrshire, people have equal opportunity to access and shape our public services

What we set out to do:

In 2016, the Ayrshire LGBT+ Development Group held three locality based Trans events across Ayrshire. Local community engagement identified there is a lack of gender identity support within Ayrshire. In addition, it was highlighted that there were issues related to gender specific services which have adversely impacted the experience of accessing our services by those identifying as transgender.

Welcoming and accessible services would encourage greater engagement with services.

Output – Trans people are not discriminated against when accessing our services

Action – Ensure our public buildings and services are accessible and welcoming for trans people

Measurement – Feedback from the trans community. Increased customer satisfaction.

What we did:

A number of avenues were utilised to ensure that Trans people are not discriminated against when accessing our services. Staff training in relation to Trans specific issues was made available to staff and training experiences shared across the partners. This training was evaluated to be positive for those staff involved. E-learning modules in relation to trans specific training is also available and again this training will be shared across the partners.

A few of the partners have developed, or in the process of developing, policies to support Trans employees in the workplace, and again this practice is being shared across the partners to ensure that Trans employees are supported across the partner organisations.

The Ayrshire LGBT+ Education Network was created by Ayrshire College and East Ayrshire Council and aims to improve the educational experiences of LGBT+ children, young people and adults learning in Ayrshire through the sharing of best practice. The Network was launched in February 2018.

Since that time, the Network has held two further meetings at the College and ran three locality-based 'Join the Network' events across Ayrshire in November 2018.

Whilst the Network aims to improve educational experiences of LGBT+ people, it also offers opportunity to share learning, knowledge and understanding across all partners to ensure access to all public services in Ayrshire are trans inclusive. This work is ongoing to embed across all partner organisations.

What difference did we make?

The development of training and policies within the partner organisations has raised the awareness of the issues Trans people face on a daily basis, and has also provided a point of contact for staff in relation to seeking further advice or learning to ensure that our services are inclusive for Trans people. The Network now includes a mailing list of over 100 practitioners from across the partners. It remains the only Network of its kind in Ayrshire and continues to demonstrate its impact upon practice.

The last two meetings, for example, included Trans-specific focuses with 100% of Network members reporting an improved knowledge and understanding of Trans policy and practice.

Feedback from one of the sessions noted that:

- 100% of participants felt the show and share sessions would have a positive impact on their current practice
- 95% felt that they broadened their knowledge and understanding of Transgender policy and practice

What we will do now

The Network aims to continue growing and meeting its objective, and is one part of the development of work with Trans people in Ayrshire.

We will work with the Scottish Trans Alliance and other organisations to develop Trans specific training across Ayrshire.

Case study

The Ayrshire LGBT+ Education Network was established to improve the educational experiences of LGBT+ children, young people and adults learning in Ayrshire through the sharing of best practice. The Network was launched in February 2018.

Since that time, the Network has held two further meetings at the College and ran three locality-based 'Join the Network' events across Ayrshire in November 2018.

Whilst the Network aims to improve educational experiences of LGBT+ people, it also offers opportunity to share learning, knowledge and understanding across all partners to ensure access to all public services in Ayrshire are Trans inclusive. The Network now includes a mailing list of over 100 practitioners from across the partners.

The impact has been phenomenal in a short space of time:

- 100+ Members
- Had over 40 people attend our meetings at any one time
- Members mostly from education – primary and secondary schools and college but also NHS, vibrant communities, charities, and third sector organisations
- All eight secondary schools in EA now have an equality or LGBT pupil group compared to only four before the network was launched.



Equality Outcome 3: In Ayrshire, people have opportunities to fulfil their potential throughout life
<p>What we set out to do:</p> <p>National and regional data evidenced a need to improve the uptake of Modern Apprenticeships by those from a Black and Minority Ethnic (BME) background; those with a declared disability; and a fairer gender split in non-traditional career choices. These specific groups matched those identified by Skills Development Scotland (SDS).</p> <p>Care-experienced young people remains a national and regional priority for many of the partners involved in delivering on the shared, regional Equality Outcomes 2017-2021. This specific group were not identified as priority in these Equality Outcomes. However, some consideration by partners was given to those who identify as being care-experienced especially given many are defined also as Corporate Parents.</p> <p>Outputs / Indicators</p> <ul style="list-style-type: none"> • Baseline established to identify under-representation
<p>What we did:</p> <p>Some progress has been made by partners in establishing an Ayrshire-wide baseline to identify under-represented groups. Skills Development Scotland (SDS) provides an understanding of where under-representation exists across key, specific groups in Ayrshire and works with training providers, employers and others to tackle this under-representation. Individual partners, in partnership with for example SDS, employers and others, are now seeking to develop or enhance their own action plans to support targeting the under-representation identified. It is clear nevertheless that real change across the identified under-represented groups will require significant cultural and societal changes. As such, further partnership working across all partners involved will be needed to support these cultural and societal changes.</p>
<p>What difference did we make?</p> <p>There remains a mixed picture across Ayrshire in respect of BME, gender, and disability representation in Modern Apprenticeships.</p>
<p>What we will do now/future work?</p> <p>Partners through the shared, regional Equality Outcomes 2017-2021 have committed to tackle under-representation where identified in MA uptake. This commitment remains unchanged.</p> <p>North Ayrshire Council, for example, have approved a new 3 year investment in its own MA programme and as part of this, an increased focus on care experienced young people and disabled young people. The ambition is to have 20% of MAs each year either being care experienced or having a disability. Ayrshire College meanwhile remains committed to, for example, fairer gender representation across all subject choices and careers where under-representation is significant. The College's Gender Action Plan 2018-2021 outlines the actions it is taking to address under-representation. It will also continue partnering with NHS Ayrshire and Arran in the delivery of community programmes such as Project SEARCH designed to improve employment opportunities for those who identify as having a disability.</p>

Case study

There is no available case study as this Equality Outcome is still progressing.

Equality Outcome 3: In Ayrshire, people have opportunities to fulfil their potential throughout life
<p>What we set out to do:</p> <p>Outputs / Indicators</p> <ul style="list-style-type: none"> • Trend increase in uptake of Modern Apprenticeships by those from Black and Minority Ethnic (BME) backgrounds
<p>What we did:</p> <p>Individual partners, in partnership with for example SDS, employers and others, are now seeking to develop or enhance action plans to support targeting the under-representation identified. It is clear further notable partnership working is required to support the achievement of the identified actions of Equality Outcome 3.</p>
<p>What difference did we make?</p> <p>Reflecting on locality data provided by SDS as well as individual partner information in the reporting period, it is shown that across Ayrshire, the uptake of a MA from those who identify as BME is lower than in comparison to those who identify as White Scottish and White British. Little change or impact is evident from year 2017 to year 2019. It could be argued, that while all locality figures in Ayrshire are below the national average of 1.7%, this might be reflective of local BME populations in Ayrshire opposed to, for example, discriminatory recruitment processes.</p>
<p>What we will do now/future work?</p> <p>Partners through the shared, regional Equality Outcomes 2017-2021 have committed to tackle under-representation where identified in MA uptake.</p> <p>Partners will continue to engage with internal and external stakeholders to understand what barriers, if any, exist that may be underpinning the current lack of BME representation in MA. It presents an opportunity also for all partners involved in the shared, regional Equality Outcomes 2017-2021 to learn and share good practice where evident.</p>
<p>Case study</p> <p>There is no available case study as this Equality Outcome is still progressing.</p>

Equality Outcome 3: In Ayrshire, people have opportunities to fulfil their potential throughout life

What we set out to do:

Outputs / Indicators

- Trend increase in number of male enrolments in non-traditional Modern Apprenticeships
- Trend increase in number of female enrolments in non-traditional Modern Apprenticeships

What we did:

Individual partners, in partnership with for example SDS, employers and others, are now seeking to develop or enhance action plans to support targeting the under-representation identified. Ayrshire College, for example, are required by the Scottish Funding Council (SFC) to create, develop and deliver a Gender Action Plan (GAP). The GAP is a whole-College approach to improve gender balances in key subject choices and careers. The GAP includes actions across themes such as Infrastructure and Encouraging Applications. The GAP, therefore, outlines the College's commitment to gender equality. The College is a training provider and as such, will continue to partner with external stakeholders like employers, schools and SDS.

What difference did we make?

Reflecting on locality data provided by SDS, as well as individual partner information in the reporting period, it is shown that across Ayrshire, female uptake of Modern Apprenticeships in traditionally male dominated careers such as Engineering is lower in comparison to male uptake. This pattern is mirrored for male uptake of Modern Apprenticeships in traditionally female dominated careers such as Care.

In the reporting period, the overall number of male MA's across Ayrshire is higher than in comparison to female MA's. This incidence, however, very much is reflective of MA's offered and thus uptake according to gender identity. In North Ayrshire Council, for example, the overall number of female MA's was higher in both 2017-18 and 2018-19. Closer inspection at what MA's offered shows a clear gender split between what is traditionally seen as 'female' or 'male' careers. That said, some progress is noted in improving these gender imbalances; for example, the number of female Health and Social Care MA's in 2017-18 was 5 to 1 male and in 2018-19, it was 2 to 2 and thus a fair gender split.

Such an incidence is not widely seen across all partners and indeed highlights that some learning can be shared through the partners.

What we will do now/future work?

Partners through the shared, regional Equality Outcomes 2017-2021 have committed to tackle under-representation where identified in MA uptake. It is evident that some learning could be gained through the sharing of any good practice between partners.

Case study**Anna Manson / Apprentice of the year**

<https://ayrshirecollegeblog.wordpress.com/2016/03/01/meet-the-apprentice-anna-manson-spirit-aerosystems/>

<https://www.skillsdevelopmentscotland.co.uk/news-events/2017/december/anna-is-scotlands-top-ambassador/>

Equality Outcome 3: In Ayrshire, people have opportunities to fulfil their potential throughout life

What we set out to do:

Outputs / Indicators

- Trend increase in uptake of Modern Apprenticeships by those with a declared disability

What we did:

Individual partners, in partnership with for example SDS, employers and others, are now seeking to develop or enhance action plans to support targeting the under-representation identified. It is known that partnership working through, for example, Project Search, is supporting an improving picture.

What difference did we make?

Reflecting on locality data provided by SDS as well as individual partner information in the reporting period, it is shown that across Ayrshire, the uptake of a MA from those who have a declared disability is lower in comparison to those who do not have a declared disability. All locality areas in 2016-17, according to SDS information, were relatively similar in % uptake of those with a declared disability. It is a more variant picture within individual partners. North Ayrshire Council, for example, saw an improvement of MA disability declaration between years 2017-2018. Ayrshire College, NHS Ayrshire and Arran, and East Ayrshire Council meanwhile continued to work in partnership through Project Search. Ayrshire College also undertook a short research project to improve staff disability declaration. Following this, a trend increase was evident in all staff declaring disability status.

What we will do now/future work?

Partners through the shared, regional Equality Outcomes 2017-2021 have committed to tackle under-representation where identified in MA uptake. Having such a commitment, partners have the opportunity to share learning and engage further with external stakeholders to improve uptake and outcomes of those MA's with a declared disability.

Case study

Project SEARCH – Creating Connections
<http://www1.ayrshire.ac.uk/schools/creating-connections/playlists/>

Equality Outcome 4.1a: In Ayrshire public bodies will be inclusive and diverse employers

What we set out to do:

Employment is also one of the most strongly evidenced determinants of health, the World Health Organisation (WHO) notes that 'unemployment puts health at risk' and 'unemployment has a direct bearing on the physical and mental health and even life expectancy for unemployed people and their families.'

There is also recognition that some recruitment practices can be a barrier to employment for particular groups.

Outputs - Public bodies have a diverse workforce reflective of the population

Actions - Use alternative opportunities for advertising posts

Measurements - More diverse applications for posts within the public sector

What we did:

Each of the partners have continued to promote their respective organisations as an employer of choice by providing employability programmes, especially for unemployed young people, whilst continuing to guarantee an interview to candidates who have a disability and who meet the minimum criteria for the post.

Partners are also continuing to explore how best to utilise social media to promote job opportunities, as well as targeted advertising using third sector organisations.

We continue to liaise with external partner organisations specialising in providing employment opportunities to specific sectors of the workforce, examples include DYW Ayrshire and Skills Development Scotland.

Some partners are exploring recruiting future colleagues via local Education Departments, School twitter accounts, colleges and universities direct.

What difference did we make?

Managers and recruitment staff are more aware of the benefits of providing opportunities to under-represented groups including young people, disabled, LGBT. Having a more diverse workforce will allow services to be designed and delivered with service users at the core.

What we will do now/future work?

We will report to partners the final outcome of the information gathering exercise on recruitment practices in order to learn from the experiences of alternative engagement.

We will continue to look at further alternative methods of attracting a wide range and diverse pool of applicants for available post within all partner organisations.

We will consider positive recruitment practices in an effort to develop a more diverse workforce for the future.

Case studies

Equality Outcome 4.1b: In Ayrshire public bodies will be inclusive and diverse employers

What we set out to do:

Employment is also one of the most strongly evidenced determinants of health, the World Health Organisation (WHO) notes that 'unemployment puts health at risk' and 'unemployment has a direct bearing on the physical and mental health and even life expectancy for unemployed people and their families.'

There is also recognition that some recruitment practices can be a barrier to employment for particular groups.

Outputs - Public bodies have a diverse workforce reflective of the population

Actions - Achieve and maintain Level 2 of the Disability Confident Scheme

- Progress work to Level 3 of the Disability Confident Scheme

Measurements - Level 2 award achieved and maintained

- Level 3 award achieved.

What we did:

Each of the partners have continued to promote their respective organisations as an employer of choice by providing employability programmes, especially for unemployed young people, whilst continuing to guarantee an interview to candidates who have a disability and who meet the minimum criteria for the post.

We also continue to support staff who become disabled to remain in employment.

Baseline data of all Partners' activities with respect to the Disability Confident Scheme has revealed that all Partners have reached Level 2. This audit will also attempt to establish which of the Partners are working towards Level 3 and what experiences and resources are available that can be shared.

What difference did we make?

We have provided opportunities for staff to remain at work following a change to their health.

Managers and personnel colleagues are committed to supporting staff to remain at work following a change to their health. We have provided training to these staff which has given them a greater understanding of the issues faced and potential solutions to support staff to remain in work.

What we will do now/future work?

We will report to Partners the final outcome of the information gathering exercise on the Disability Confident Scheme, recruitment and training.

We will support all Partners in their attempts to progress to Level 3 of the Disability Confident Scheme.

We will continue to look at alternative methods of attracting a wide range and diverse pool of applicants for available post within all Partner organisations.

Case studies

1. NHS Ayrshire & Arran are in the sixth year of running Project Search which is an employability programme designed to improve the employment prospects of young people with learning disabilities and autism spectrum disorders. As result of this programme, a number of young people have secured jobs/further training opportunities e.g. Modern Apprentice programmes.
2. NHS Ayrshire & Arran have retained a number of staff in post by making adjustments. e.g.

for one employee we have:

- Purchased equipment to allow them to continue to use their PC
- Purchased a foot stool and office chair
- Relocated them to a different office
- Altered the lighting
- Amended their start and finish times, the days that they work and reduced their hours of work.
- Redesigned their job removing tasks that they were finding it difficult to perform effectively.

Equality Outcome 4.2: In Ayrshire public bodies will be inclusive and diverse employers

What we set out to do:

We recognised that a better educated and more skilful workforce could lead to an increase in employment opportunities and therefore the conditions to realise their full economic potential.

Employment is also one of the most strongly evidenced determinants of health, the World Health Organisation (WHO) notes that 'unemployment puts health at risk' and 'unemployment has a direct bearing on the physical and mental health and even life expectancy for unemployed people and their families.'

Outputs - A better educated workforce to support equality inclusiveness

Actions - Partners working together to develop and provide a range of training and awareness sessions around Equality and Diversity issues

Measurements - The number of training programmes developed. The number of training programmes delivered. The number of staff trained

What we did:

An audit of all partners' Equality and Diversity training resources, currently in place and under development, is in progress. It is hoped that once the nature and learning platforms being used are established, the potential for sharing those resources will be explored further.

What difference did we make?

The audit of available training and training already delivered is ongoing. Early indications of training courses already delivered is as follows;

Face to Face

Equality & Diversity New Employee Induction – 1,480

Equality Impact Assessment – 110

Unconscious Bias – 60

Delivering an accessible venue – 30

Gender based violence – 165

Sensory Impairment - 6

e-learning

Equality & Diversity (Mandatory) – 3,583

LGBT Awareness – 194

Deaf Awareness – 35

Sight Loss Awareness – 20

Staff being better trained and more knowledgeable in equality and diversity issues will allow us to provide a better service to all stakeholders. Our audit of available, and in development, training resources has allowed a dialogue between the Partners to commence on areas where the sharing of good practice could be beneficial.

What we will do now/future work?

We will continue to review training resources held by all Partners and consider if these can be shared and/or delivered in conjunction with other Partners.

Case studies

There is no available case study as this Equality Outcome is still progressing.

Equality Outcome 1 *Our workforce is representative of the population of Ayrshire*

Context		Outputs	Actions	Measurements	Protected Characteristics	General Duty	Lead Officer/ Timescale
1.1	Our staff is not a true representation of the stakeholders they serve	Our staff understand and provide appropriate services to all stakeholders	Undertake mapping exercises	Baseline of age and diversity of workforce measured	All	Eliminate Discrimination	Head of Valuation Services March 2021
			Identify the gaps	Baseline of age and diversity of the population of Ayrshire measured	All	Advance Equality of Opportunity Foster Good Relations	

Equality Outcome 2 *Improved access to our premises*

Context		Outputs	Actions	Measurements	Protected Characteristics	General Duty	Lead Officer/ Timescale
2.1	Disabled access to our premises is difficult and conspicuous	Improved accessibility for our disabled customers	Improve website information, signage, directions etc.	Record the number of disabled visitors	Disability, Age	Eliminate Discrimination	Head of Valuation Services March 2021
			More welcoming and functioning disabled public counter	Measure satisfaction levels surrounding accessibility	Disability, Age	Advance Equality of Opportunity Foster Good Relations	

Equality Outcome 3

Improved access to Registration for marginalised and difficult to reach groups

Context		Outputs	Actions	Measurements	Protected Characteristics	General Duty	Lead Officer/ Timescale
3.1	There is an under representation of people from certain groups registering to vote	Improved accessibility to the Electoral Register	Map all marginalised and hard to reach groups in Ayrshire	Establish baseline of hard to reach groups we currently engage with	Age, Disability, Race, Sex, Sexual Orientation	Eliminate Discrimination Advance Equality of Opportunity Foster Good Relations	Head of Valuation Services March 2021
			Undertake direct engagement with these groups	Measure additional groups engaged with			
			In conjunction with partners e.g. Community Councils, Returning Officers etc. identify and engage with under - represented groups	Measure existing key baseline figures from the Electoral Register for issues such as location, age, property tenure, etc.			
				Continue to measure and monitor data changes for issues such as location, age, property tenure, etc.			

AVJB Equality Outcome 1;

Our workforce is representative of the population of Ayrshire

What we set out to do:

We recognised that it may be possible to deliver comprehensive, balanced and equitable services to the entire population of Ayrshire if our staff, who are delivering those services, understood the needs, and comprised a reasonable representation, of those customers.

Outputs – Our staff understand and provide appropriate services to all stakeholders.

Actions – Undertake a mapping exercise to identify the gaps.

Measurements – Baseline of age and diversity of workforce and compare this to the age and diversity of the population of Ayrshire.

What we did:

Having a relatively small workforce, the mapping of those individuals is an on-going and relatively straightforward exercise- see the following chapter on Workforce Monitoring.

Mapping the population of Ayrshire requires more time and resources and is therefore an on-going exercise. It is our aim to continue this process.

What difference did we make?

As this is an on-going exercise any differences will not be materialised until later.

What we will do now/future work?

We will continue to undertake an analysis of our stakeholders – the population of Ayrshire – in terms of some basic characteristics such as sex, age, disability and race. A comparison between the composition of our workforce and the population of Ayrshire will be undertaken to identify any gaps and ultimately with a view to addressing those gaps – if possible.

Case studies

We accept that our workforce is not truly representative of the population of Ayrshire. The age profile of our workforce is one area where we need to do more. For example in 2019 we have only one person aged between 18 and 21 and one person between 22 and 30. To partly address this issue we have been looking at how we recruit and train new members of staff.

Our Chief Officer has been working with all Scottish Universities and Colleges, the Royal Institution of Chartered Surveyors and Skills Development Scotland to develop a Graduate Level Apprenticeship Scheme. This would allow predominantly young people to train as Chartered Surveyors whilst working in full time employment. This scheme is in its infancy but it is now being rolled out across Scotland. It is hoped that AVJB will be able to offer at least one, and possibly two, young persons the opportunity to train whilst remaining in work.

AVJB Equality Outcome 2;
Improved access to our premises

What we set out to do:

We recognised that due to the physical layout of our premises access for disabled members of the public could be conspicuous and difficult.

Outputs – Improved accessibility for our disabled customers.

Actions – Improve website information, signage, direction information and ensure that access to our building for disabled customers is more functional and welcoming.

Measurements – Record the number of disabled visitors and thereafter measure satisfaction levels surrounding accessibility.

What we did:

Since setting this Outcome a decision has been taken to partially vacate our premises and to downsize the accommodation we occupy. This will result in extensive alterations to our premises leading to having one public entrance.

As a result of this necessary change in the occupation of our premises we have been unable to achieve substantial progress in this Outcome.

Notwithstanding this development we have been recording the number of people who have used our existing disabled entrance, for more information see the case study below.

What difference did we make?

Little difference has, so far, been achieved but we expect this situation to radically alter in the near future.

What we will do now/future work?

As part of our programme of works we have instructed our professional advisors to ensure that adequate provision for disabled visitors to our building is a key requirement of their proposals. Key essential requirements include easy access for all, signage, parking, access to toilet facilities etc.

Once building works are completed we will also update our website.

We will continue to monitor the number of disabled visitors to our premises and also attempt to establish whether access to our building and the services within it are adequate and appropriate.

Case studies

In 2017-18 we had 6,632 visitors to our premises and none required to use the disabled entrance. Similarly in 2016-17, of the 7,489 visitors to our premises none asked to use our disabled entrance. Indeed this pattern has been repeated over the past six years.

It is very surprising to note that we have had no disabled visitors over the past six years, however, it is possible that we have had disabled visitors but we have failed to ask the appropriate question or our visitors have been reluctant to declare a physical disability. These statistics suggest that we need to look again at this important area and carry out further research.

AVJB Equality Outcome 3;

Improved access to Registration for marginalised and difficult to reach groups

What we set out to do:

We recognised that there is an under representation of people from certain groups registering to vote.

Outputs – Improved accessibility to Electoral Registers.

Actions – We will attempt to map all marginalised and hard to reach groups. Once these groups have been identified we will undertake direct engagement with them either on our own and/or in conjunction with partners also involved in the democratic process.

Measurements – Establish baseline of hard to reach groups we currently engage with, identify additional hard to reach groups and measure and monitor existing key baseline figures from the Electoral Register for issues such as location, age, property tenure etc.

What we did:

As indicated in Shared Equality Outcome 2.1.a. above, the mapping of marginalised and hard to reach groups in Ayrshire is an extremely difficult task. As indicated above, the Ayrshire Equality Partnership have attempted to undertake work in this area on several occasions in the past. One of the AEP partners is currently working with CEMVO in this area.

What difference did we make?

Identifying some marginalised and hard to reach groups has allowed us to target resources to address a particular need. For example our work with a local Church's lunch club has allowed some homeless people to be registered to vote for the first time in many years. Similarly our work with hostels for the homeless has allowed a much greater access to register to vote by those in that marginalised and hard to reach group.

What we will do now/future work?

We will continue to attempt to identify marginalised and hard to reach groups and in conjunction with local partners and the Electoral Commission engage with those groups wherever possible.

Analysis of the Electoral Register to identify potential under representation by age, location, property tenure is an on-going issue. Where issues are identified we will commit resources to address that issue.

Case studies

We continue to closely liaise with local nursing homes in an effort to ensure consistent and accurate registration by their residents. This pro-active registration procedure benefits residents who, in many instances, have a disability.

In conjunction with one of our partner Councils we have discreetly and securely identified a number of properties now occupied by re-settled refugees. By identifying those properties and by maintaining a dialogue with our colleagues, in that particular Council, we can avoid issuing numerous Forms and Questionnaires requesting the occupants to register to vote. In addition we can avoid a formal visit to the property by an Electoral Registration Canvasser as a result of a non-return of a Form. In most instances the relevant Forms are issued, in the first instance, not in the language of the occupants and can, in certain circumstances, appear to be intimidating and disconcerting. By avoiding the unnecessary issue of certain Forms and Questionnaires and by dispensing with the need to visit the property AVJB can save in time and resources and the occupants avoid any concerns or unease.

4.0 Duty to Assess and Review Policies and Practices

The Board continues to implement many measures and actions the purpose of which is to create an inclusive working environment.

Some of those measures include the following;

- Equality and diversity issues remain a standing item on the agenda of the Assessor's Corporate Governance Forum and Management Team meetings.
- The Head of Valuation Services is part of the South Ayrshire Council Equality Champions Network.
- We support the work of the Ayrshire Equalities Partnership whenever we can.
- All relevant and appropriate issues are reported to Elected Members at their regular Board meetings.
- We have introduced a range of Policies, Procedures, Strategies, Guidance Notes etc. which promote equality at work, foster a positive working environment, eliminate unlawful discrimination, harassment and victimisation. These policies were discussed in more detail in our Equality Duty Report of 2017, they are available to all staff via our internal SharePoint site and are also available on our website. For a detailed list of those Policies, Procedures, Strategies, Guidance Notes etc. please refer to our Equality Duty Report of 2017.

All policies, procedures, guidance documents etc. are reviewed on a regular basis. A rolling programme of review and updating has been introduced in an effort to ensure that all policies and procedures are relevant and fit for purpose

5.0 Duty to Gather and Use Employee Information

The guidance from the Equality and Human Rights Commission '*Employee information and the Public Sector Equality Duty – A guide for public authorities*' recommends that public bodies work towards gathering and using information disaggregated by protected characteristics on the following:

- ***Recruitment and promotion.***
- ***Numbers of part-time and full-time staff.***
- ***Pay and remuneration.***
- ***Training and development.***
- ***Return to work of women on maternity leave.***
- ***Return to work of disabled employees following sick leave relating to their disability.***
- ***Appraisals***
- ***Grievances (including about harassment).***
- ***Disciplinary action (including for harassment).***
- ***Dismissals and other reasons for leaving.***

Where it is feasible, and where information exists, this report will attempt to consider each of the above key areas by specific reference to the protected characteristic.

We are aware that we are a small organisation and that publishing such detailed and sensitive information could lead to the identification of a member of staff and therefore a possible breach in Data Protection legislation. Where this is a possibility we will not publish this information but will identify those instances and explain why we are not publishing the relevant information.

Reporting categories on recruitment and selection are drawn from the National Recruitment Portal (myjobscotland) where categories have been agreed nationally across all local authorities.

Data for our workforce has been drawn in part from South Ayrshire Council's Oracle HR reporting tool and from our Staff Equalities Monitoring Questionnaire which was issued, returned and analysed during the period December 2018 to February 2019.

The workforce data used in the following analysis is current as at 31st December 2018.

The Board currently has a total of 43 members of staff which is adjusted to a full time equivalent of 38.99 when flexible working practices are taken into account.

A Staff Equalities Monitoring Questionnaire was issued to all 43 members of staff which resulted in 38 (88%) Questionnaires being returned. Three members of staff failed to return a Questionnaire and two members of staff could not return their Questionnaire due to being on sick leave during the monitoring period.

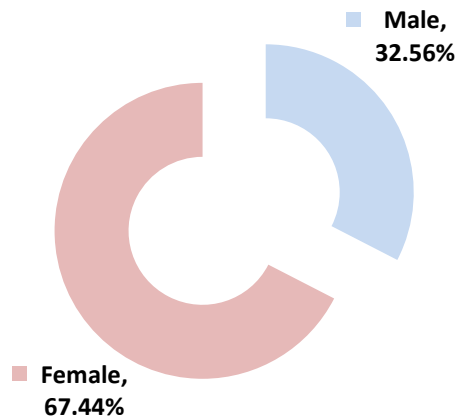
The following tables and charts summarise the outcome of our equalities monitoring exercise.

5.1.0 WORKFORCE

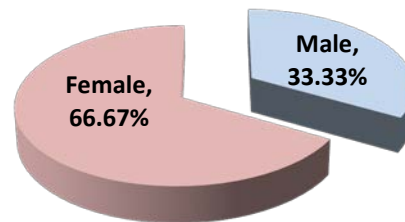
5.1.1 Profile of Workforce by Gender

WORKFORCE BY GENDER PROFILE														
2019					2017					2015				
Workforce Total	Male		Female		Workforce Total	Male		Female		Workforce Total %	Male		Female	
	No	%	No	%		No	No	%	No		No	No	%	No
43	14	32.56%	29	67.44%	48	16	33.33%	32	66.67%	49	17	34.69%	32	65.31%

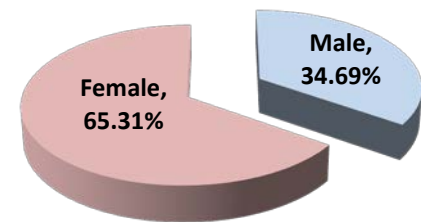
Workforce by Gender Profile 2019



Workforce by Gender Profile 2017

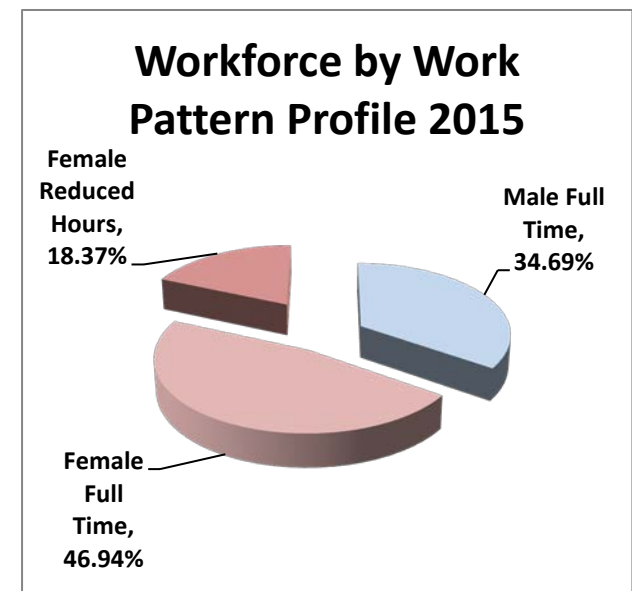
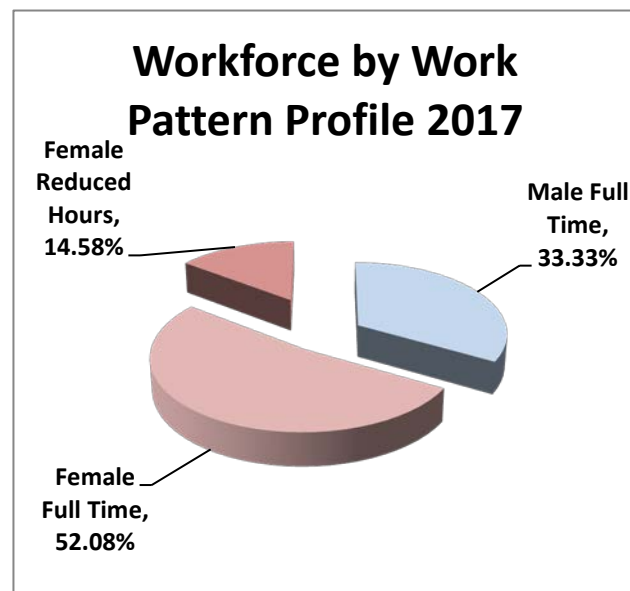
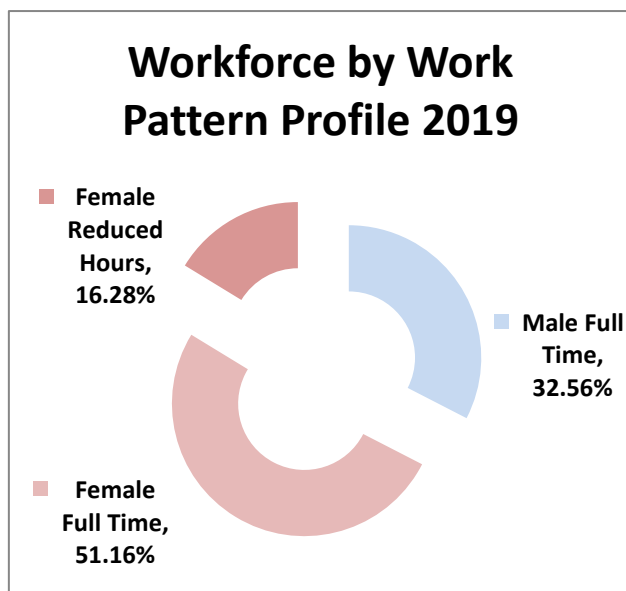


Workforce by Gender Profile 2015



5.1.2 Profile of Workforce by Work Pattern

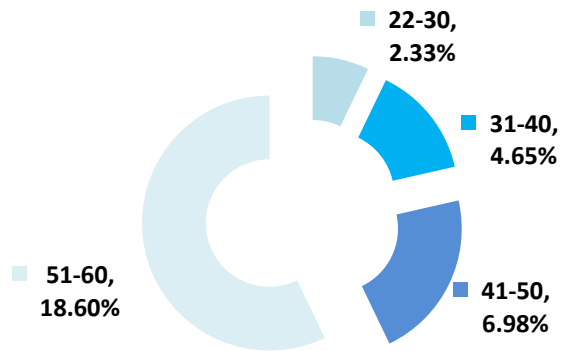
WORKFORCE BY WORK PATTERN PROFILE												
	2019				2017				2015			
Work Pattern	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
Full Time	14	32.56%	22	51.16%	16	33.33%	25	52.08%	17	34.69%	23	46.94%
Reduced Hours			7	16.28%			7	14.58%			9	18.37%



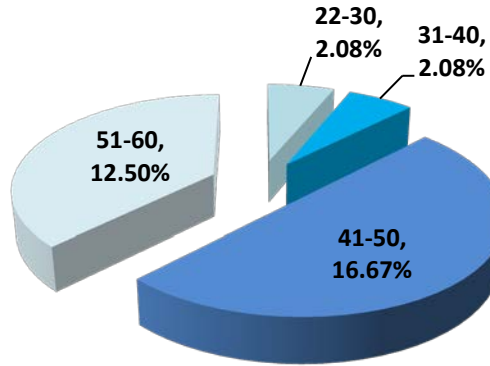
5.1.3 Profile of Workforce by Age

WORKFORCE BY AGE PROFILE												
	2019				2017				2015			
Age Group	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
16-17							1	2.08%				
18-21			1	2.33%							2	4.44%
22-30	1	2.33%			1	2.08%	1	2.08%	1	2.22%		
31-40	2	4.65%	3	6.98%	1	2.08%	3	6.25%	1	2.22%	1	2.22%
41-50	3	6.98%	6	13.95%	8	16.67%	10	20.83%	11	24.44%	12	26.66%
51-60	8	18.60%	17	39.53%	6	12.50%	16	33.33%	3	6.66%	12	26.66%
61-65			2	4.65%			1	2.08%	1	2.22%	1	2.22%
66-70												
71+												

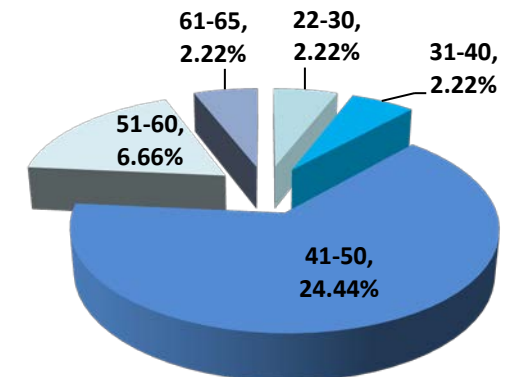
**Workforce by Age Profile
Male 2019**



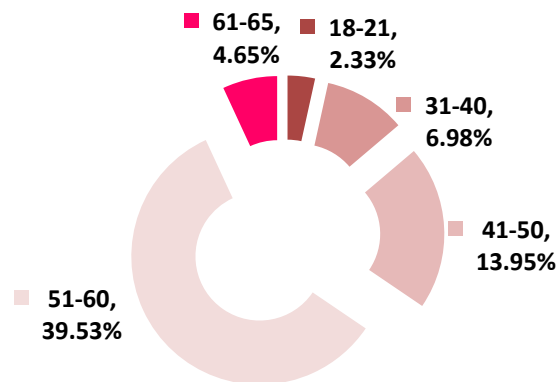
**Workforce by Age Profile
Male 2017**



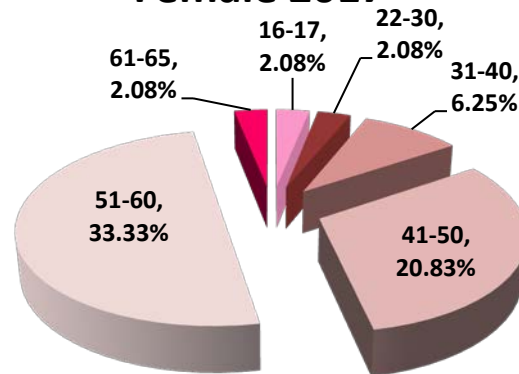
**Workforce by Age Profile
Male 2015**



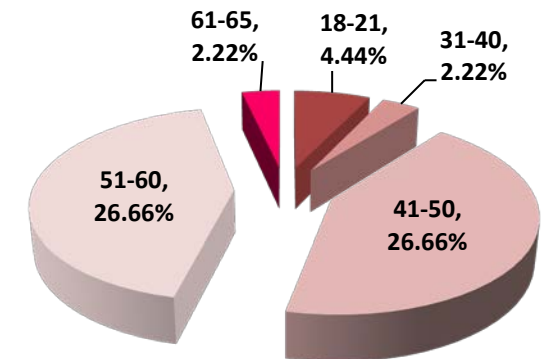
**Workforce by Age Profile
Female 2019**



**Workforce by Age Profile
Female 2017**



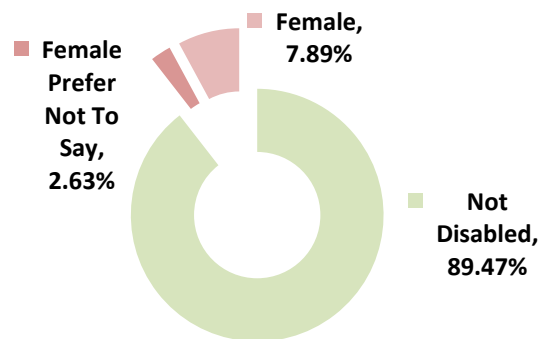
**Workforce by Age Profile
Female 2015**



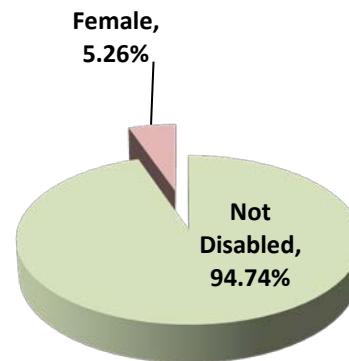
5.1.4 Profile of Workforce by Disability

WORKFORCE BY DISABILITY PROFILE												
	2019				2017				2015			
Identified as	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
Having a Disability			3	7.89%			2	5.26%	1	2.22%	2	4.44%
Prefer Not to Say			1	2.63%					2	4.44%		

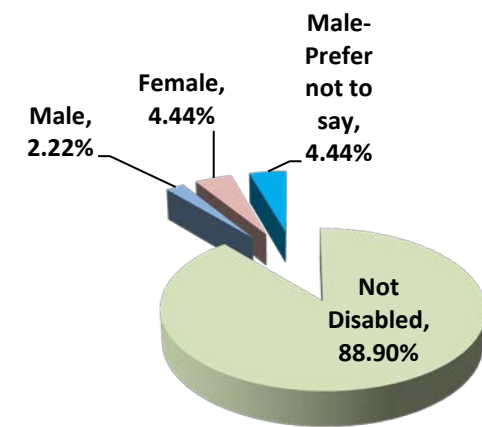
**Workforce by Disability
Profile 2019**



**Workforce by Disability
Profile 2017**



**Workforce by Disability
Profile 2015**



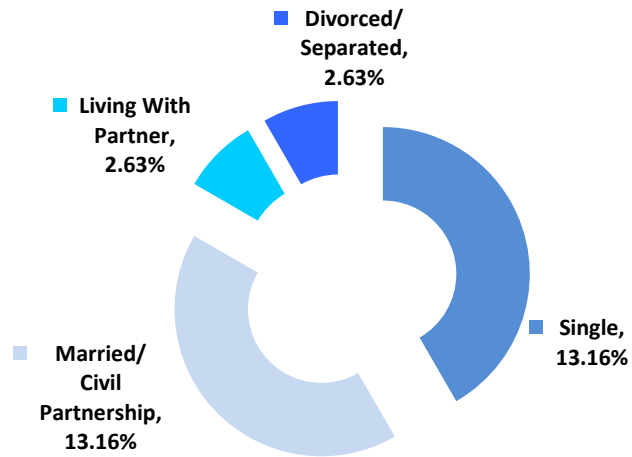
5.1.5 Profile by Gender Re-Assignment

WORKFORCE BY GENDER RE-ASSIGNMENT PROFILE												
	2019				2017				2015			
Identified as	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
Re-Assignment	0		0									
Prefer Not to Say												
					<u>No Information Available.</u>							

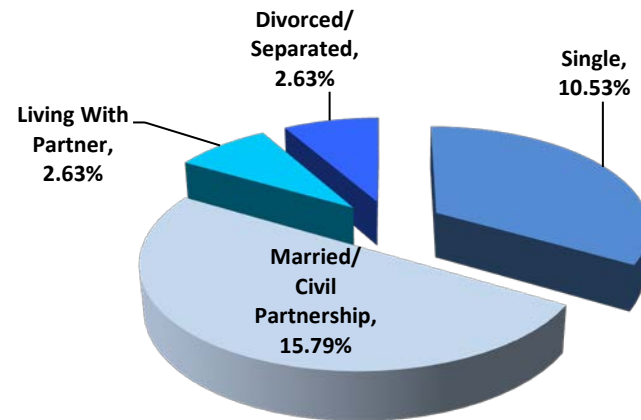
5.1.6 Profile of Workforce By Marriage and Civil Partnership

WORKFORCE BY MARRIAGE AND CIVIL PARTNERSHIP PROFILE												
	2019				2017				2015			
Identified as	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
Single	5	13.16%	5	13.16%	4	10.53%	2	5.26%	2	4.44%	3	6.66%
Married/Civil Partnership	5	13.16%	15	39.47%	6	15.79%	17	44.74%	12	26.66%	19	42.22%
Widowed												
Living With Partner	1	2.63%			1	2.63%	1	2.63%	1	2.22%	1	2.22%
Divorced/Separated	1	2.63%	6	15.79%	1	2.63%	6	15.79%	2	4.44%	5	11.11%
Prefer Not to Say												

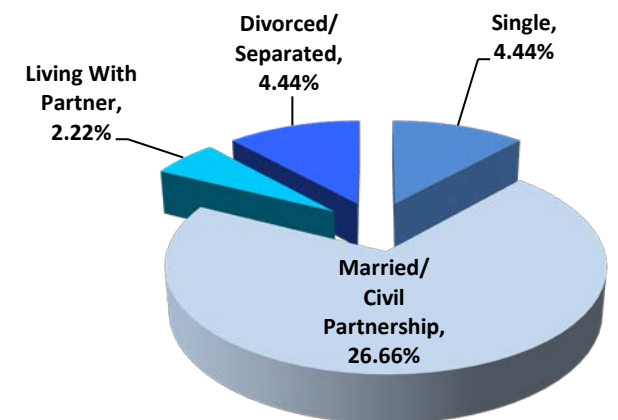
Workforce by Marriage and Civil Partnership Profile Male 2019



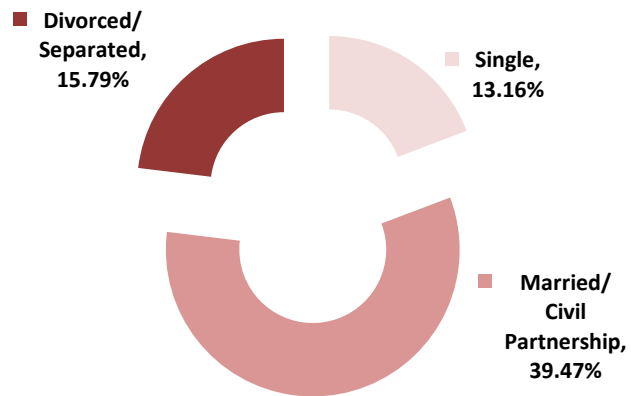
Workforce by Marriage and Civil Partnership Profile Male 2017



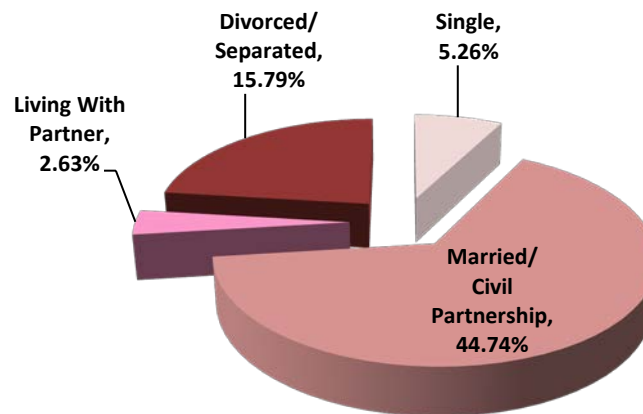
Workforce by Marriage and Civil Partnership Profile Male 2015



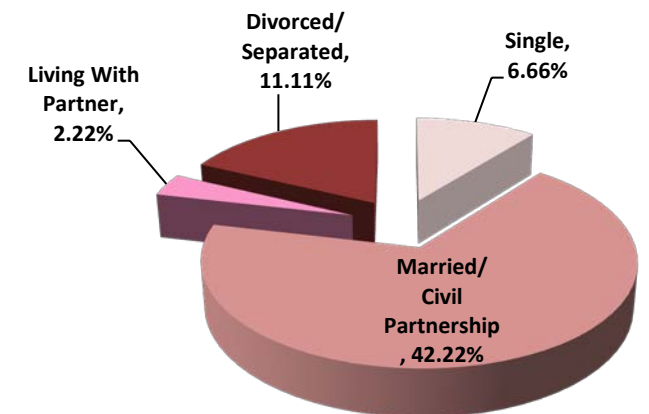
Workforce by Marriage and Civil Partnership Profile Female 2019



Workforce by Marriage and Civil Partnership Profile Female 2017



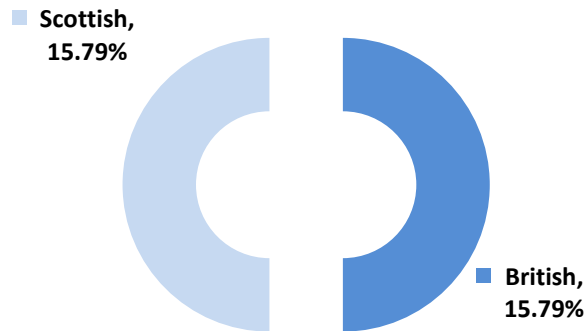
Workforce by Marriage and Civil Partnership Profile Female 2015



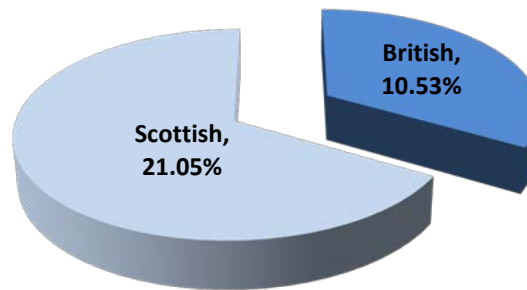
5.1.7 Profile of Workforce by National Identity and Ethnic Group

WORKFORCE BY NATIONAL IDENTITY PROFILE												
	2019				2017				2015			
Identified as	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
British	6	15.79%	7	18.42%	4	10.53%	15	39.47%	8	17.77%	11	24.44%
Scottish	6	15.79%	16	42.11%	8	21.05%	11	28.95%	9	20.00%	17	37.77%
English			1	2.63%								
Welsh												
Northern Irish			1	2.63%								
Other												
Prefer Not to Say			1	2.63%								

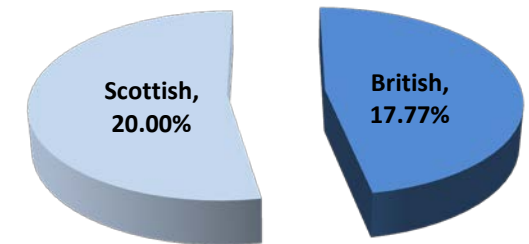
**Workforce by National Identity
Profile Male 2019**



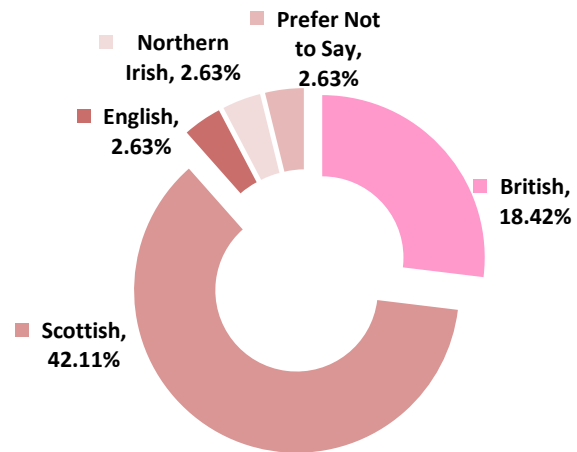
**Workforce by National Identity
Profile Male 2017**



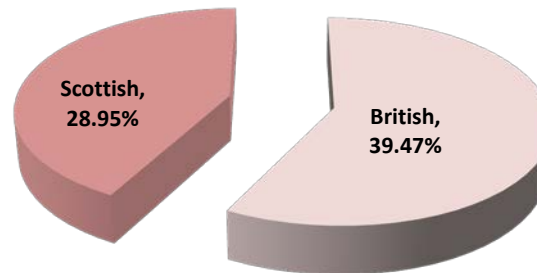
**Workforce by National Identity
Profile Male 2015**



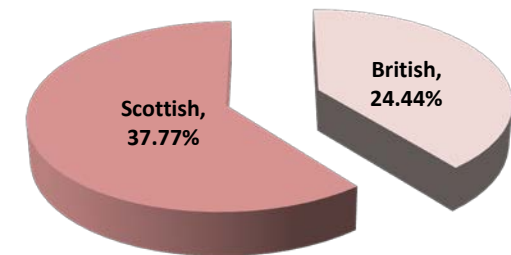
**Workforce by National Identity
Profile Female 2019**



**Workforce by National Identity
Profile Female 2017**



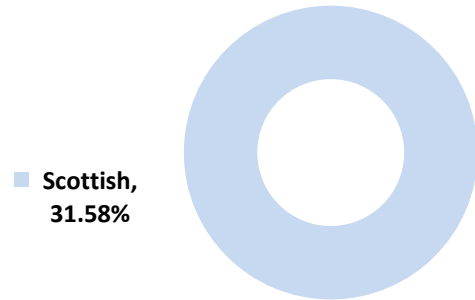
**Workforce by National Identity
Profile Female 2015**



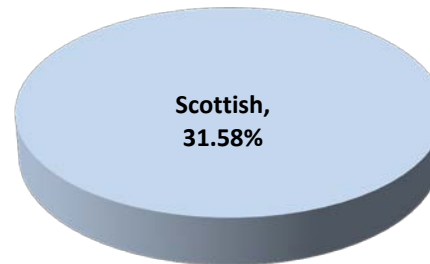
WORKFORCE BY ETHNIC GROUP PROFILE

		2019				2017				2015			
Identified as		Male		Female		Male		Female		Male		Female	
		No	%	No	%	No	%	No	%	No	%	No	%
White	Scottish	12	31.58%	21	55.26%	12	31.58%	23	60.53%	15	33.33%	24	53.33%
	Other British			4	10.53%			3	7.89%	1	2.22%	4	8.88%
	Irish												
	Gypsy/Traveller												
	Polish												
	Other white ethnic group												
Mixed Or Multiple Ethnic Group	Any mixed or multiple ethnic groups												
Asian, Asian Scottish Or Asian British	Pakistani, Pakistani Scottish or Pakistani British												
	Indian, Indian Scottish or Indian British												
	Bangladeshi, Bangladeshi Scottish or Bangladeshi British												
	Chinese, Chinese Scottish or Chinese British												
	Other												
African	African, African Scottish, African British												
	Other												
Caribbean Or Black	Caribbean, Caribbean Scottish or Caribbean British												
	Black, Black Scottish or Black British												
	Other												
Other Ethnic Group	Arab, Arab Scottish or Arab British												
	Other												
Prefer Not to Say				1	2.63%								

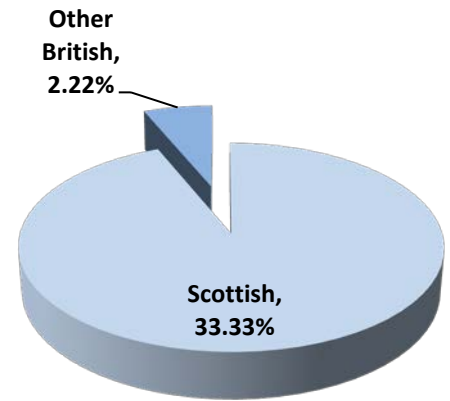
**Workforce by Ethnic Group
Profile Male 2019**



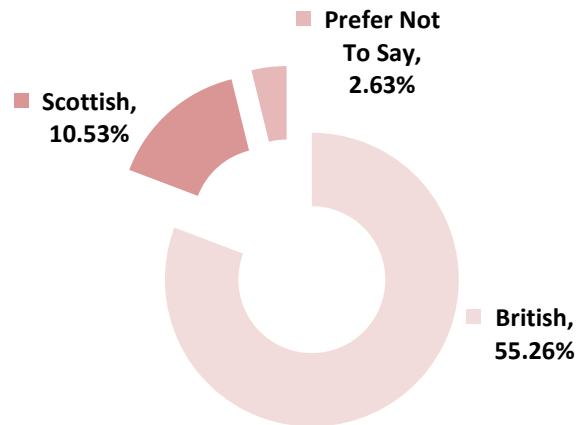
**Workforce by Ethnic Group
Profile Male 2017**



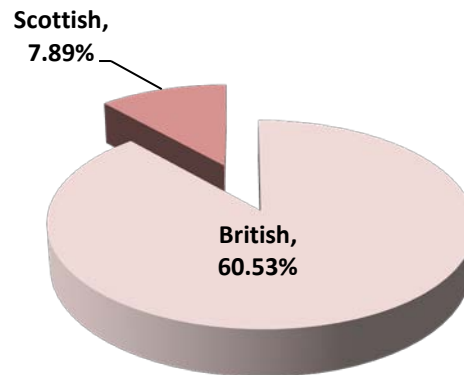
**Workforce by Ethnic Group
Profile Male 2015**



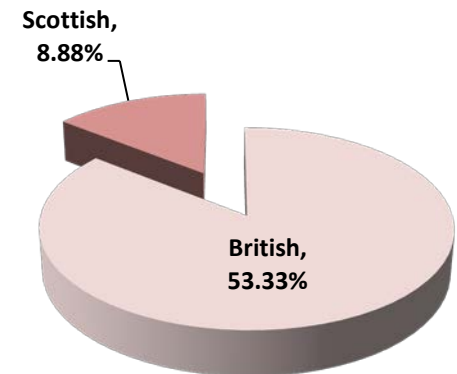
**Workforce by Ethnic Group
Profile Female 2019**



**Workforce by Ethnic Group
Profile Female 2017**



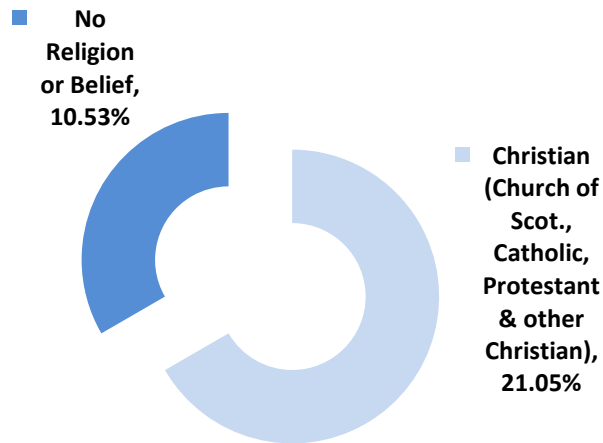
**Workforce by Ethnic Group
Profile Female 2015**



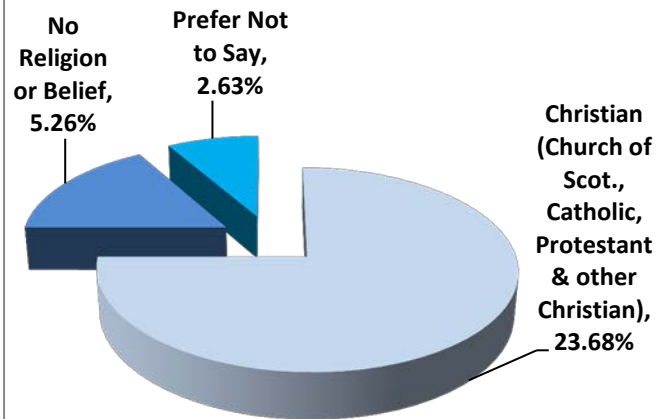
5.1.8 Profile of Workforce By Religion or Belief

WORKFORCE BY REIGION OR BELIEF PROFILE												
	2019				2017				2015			
Identified as	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
Buddhist												
Christian (including Church of Scotland, Catholic, Protestant and all other Christian Denominations)	8	21.05%	18	47.37%	9	23.68%	22	57.89%	10	22.22%	21	46.66%
Hindu												
Jewish												
Muslim												
No Religion or Belief	4	10.53%	6	15.79%	2	5.26%	3	7.89%	4	8.88%	6	13.33%
Sikh									1	2.22%		
Pagan												
Other Religion or Belief									1	2.22%		
Prefer Not to Say			2	5.26%	1	2.63%	1	2.63%	1	2.22%	1	2.22%
Unknown												

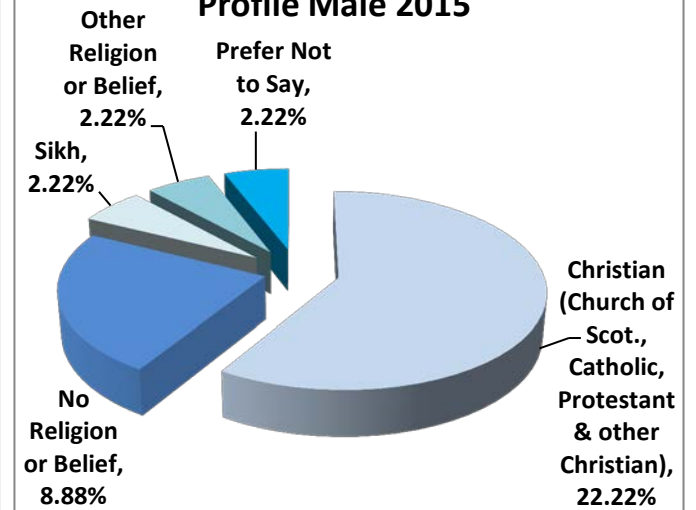
**Workforce by Religion or Belief
Profile Male 2019**



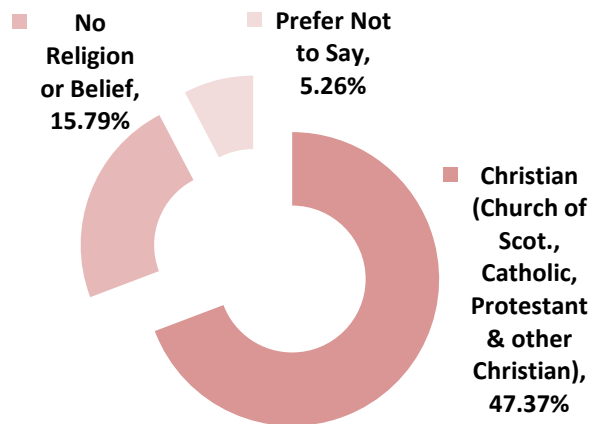
**Workforce by Religion or Belief
Profile Male 2017**



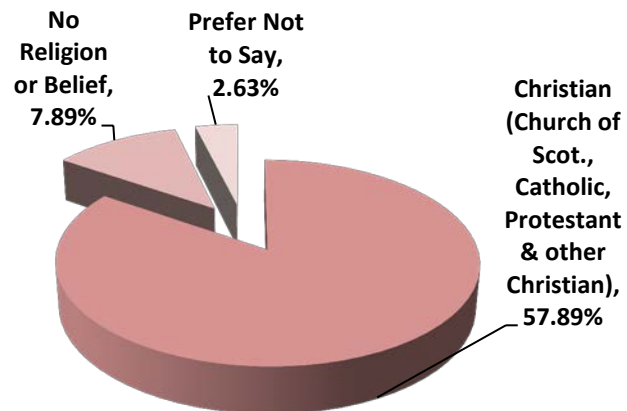
**Workforce by Religion or Belief
Profile Male 2015**



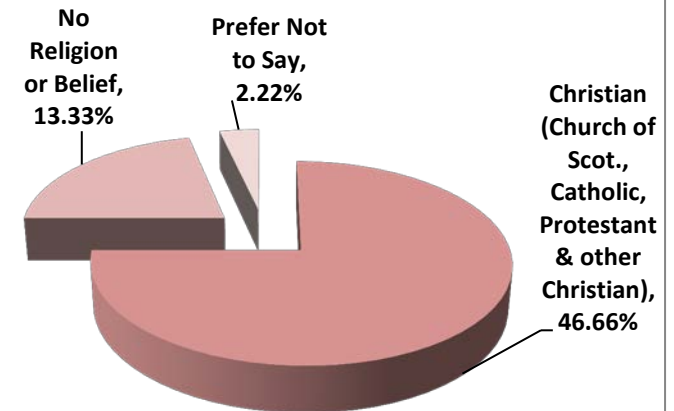
**Workforce by Religion or Belief
Profile Female 2019**



**Workforce by Religion or Belief
Profile Female 2017**



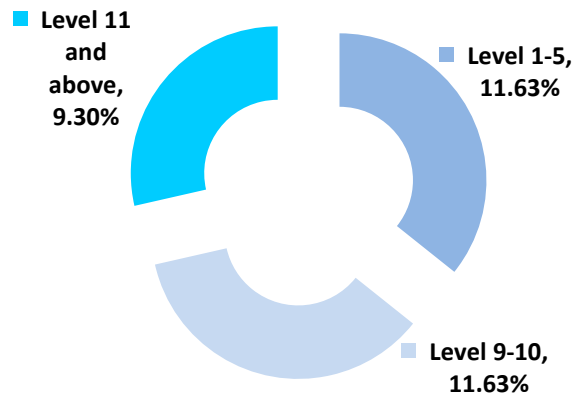
**Workforce by Religion or Belief
Profile Female 2015**



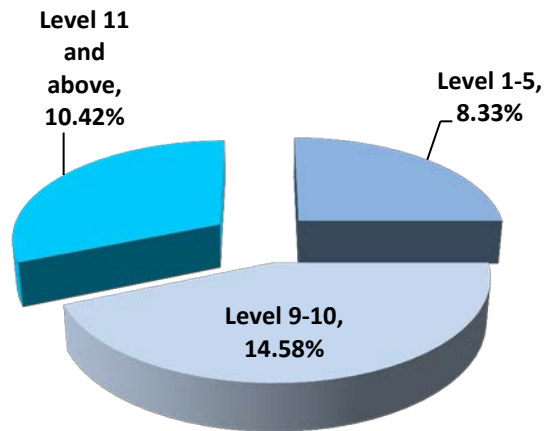
5.1.9 Profile of Workforce by Occupational Segregation By Pay Level

WORKFORCE BY OCCUPATIONAL SEGREGATION BY PAY LEVEL PROFILE												
	2019				2017				2015			
Pay Level	Male		Female		Male		Female		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%
Level 1-5	5	11.63%	12	27.91%	4	8.33%	13	27.08%	3	6.12%	13	26.53%
Level 6-8			7	16.28%			8	16.67%	1	2.04%	10	20.41%
Level 9-10	5	11.63%	2	4.65%	7	14.58%	4	8.33%	8	16.33%	3	6.12%
Level 11 and above	4	9.30%	8	18.60%	5	10.42%	7	14.58%	5	10.20%	6	12.24%

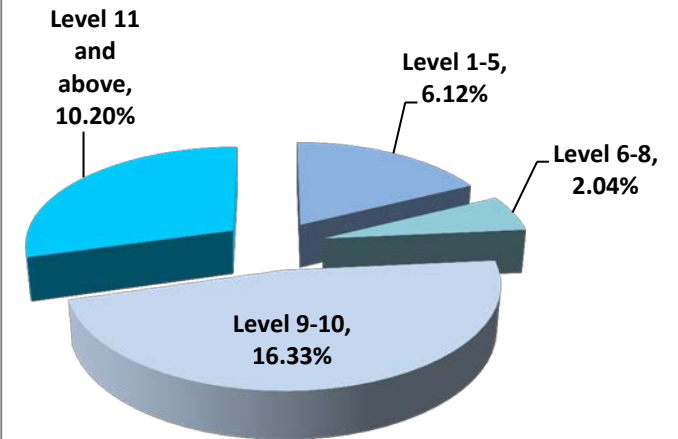
**Workforce Occupational Segregation by
Pay Level Profile Male 2019**



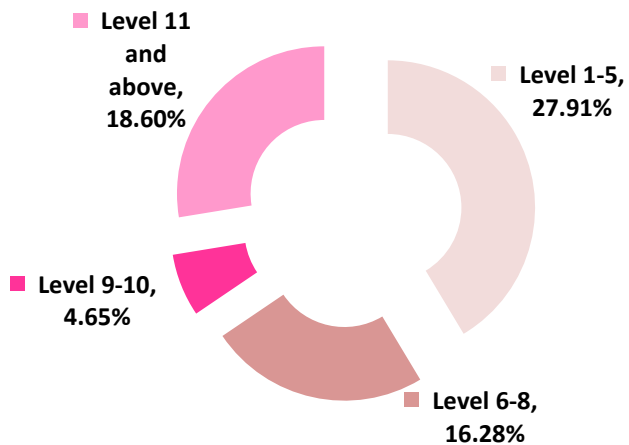
**Workforce Occupational Segregation by
Pay Level Profile Male 2017**



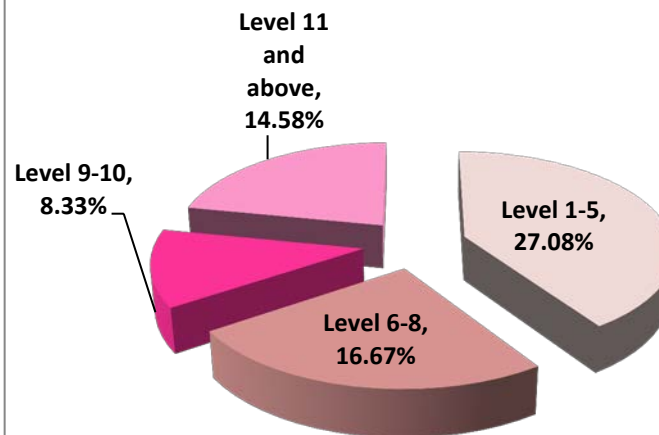
**Workforce Occupational Segregation by
Pay Level Profile Male 2015**



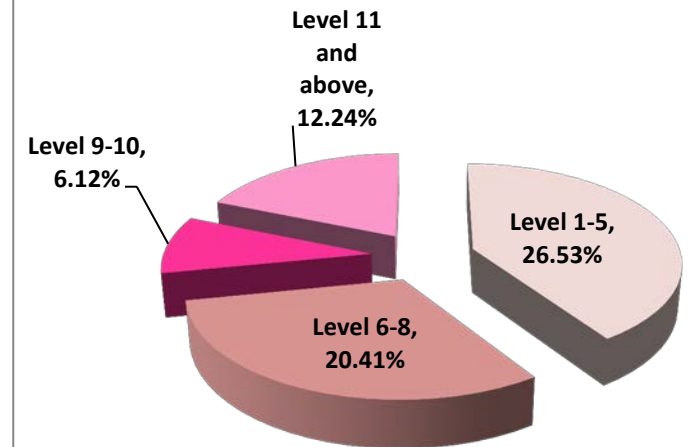
**Workforce Occupational Segregation by
Pay Level Profile Female 2019**



**Workforce Occupational Segregation by
Pay Level Profile Female 2017**



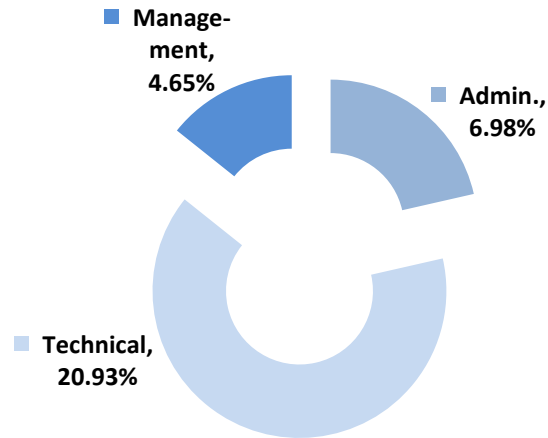
**Workforce Occupational Segregation by
Pay Level Profile Female 2015**



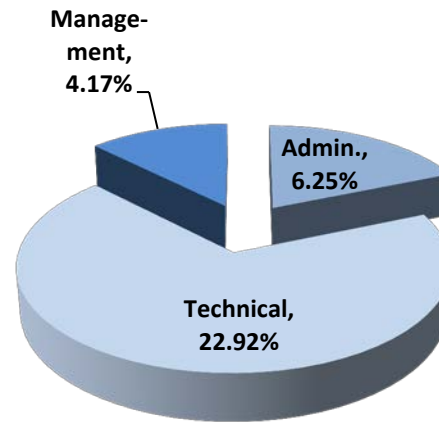
5.1.10 Profile of Workforce by Section and Gender

WORKFORCE BY SECTION AND GENDER PROFILE																		
	2019						2017						2015					
Section	All Staff		Male		Female		All Staff		Male		Female		All Staff		Male		Female	
	No	%	No	%	No	%	No	%	No	%	No	%	No	%	No	%	No	%
Admin.	20	46.51%	3	6.98%	17	39.53%	24	50.00%	3	6.25%	21	43.75%	27	55.10%	4	8.16%	23	46.94%
Technical	20	46.51%	9	20.93%	11	25.58%	21	43.75%	11	22.92%	10	20.83%	19	38.78%	11	22.49%	8	16.33%
Management	3	6.98%	2	4.65%	1	2.33%	3	6.25%	2	4.17%	1	2.08%	3	6.12%	2	4.08%	1	2.04%

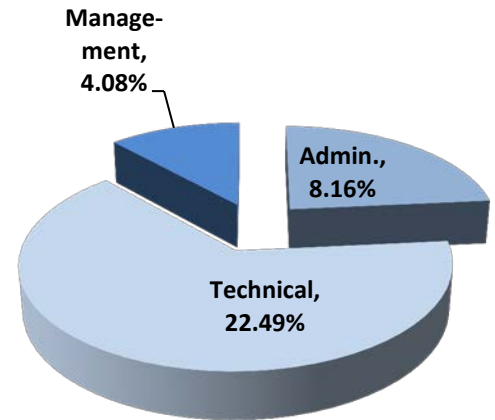
**Workforce by Section Profile
Male 2019**



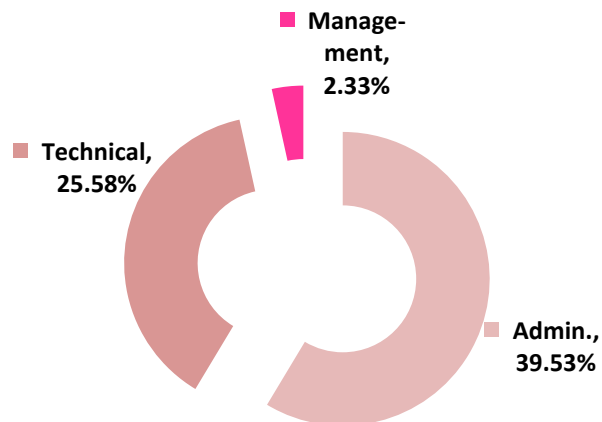
**Workforce by Section Profile
Male 2017**



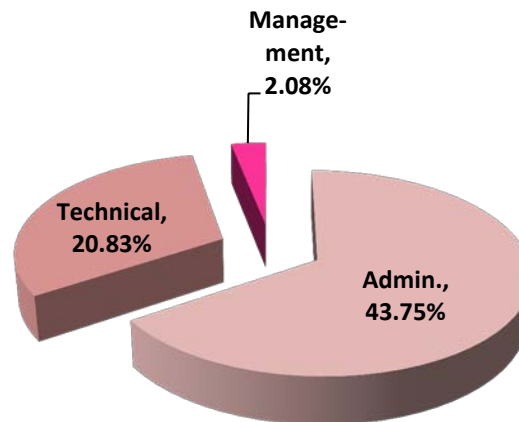
**Workforce by Section Profile
Male 2015**



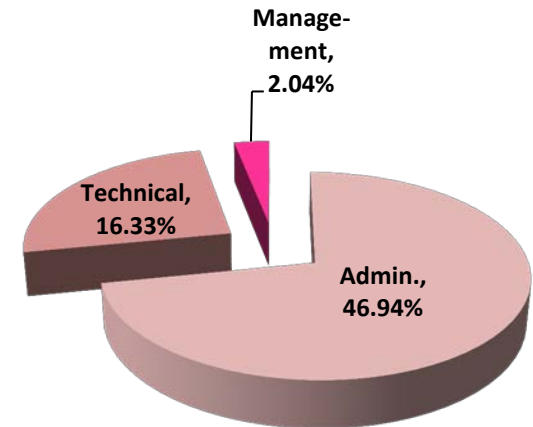
**Workforce by Section Profile
Female 2019**



**Workforce by Section Profile
Female 2017**



**Workforce by Section Profile
Female 2015**

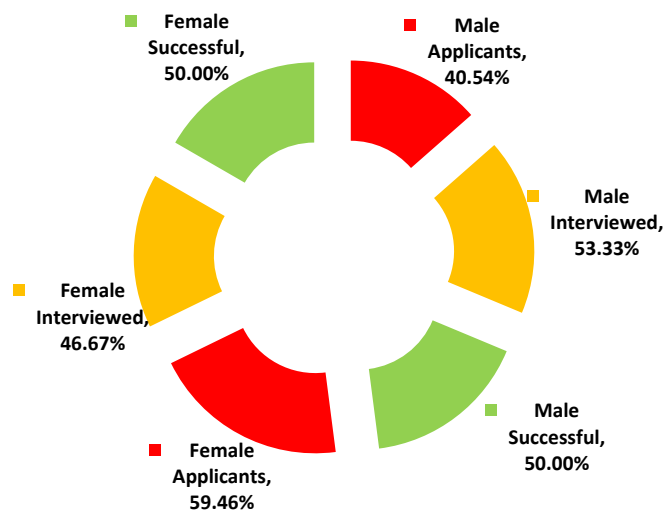


5.2.0 RECRUITMENT & PROMOTION INFORMATION

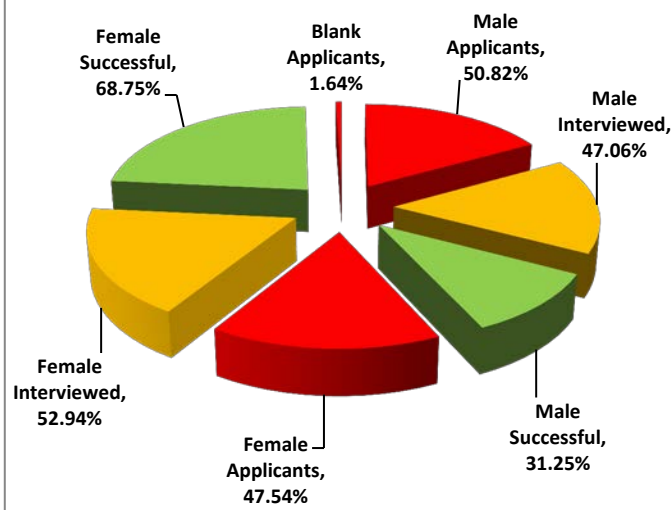
5.2.1 Profile of Recruitment by Gender

RECRUITMENT BY GENDER PROFILE									
	2019			2017			2015		
Identified As	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Male	40.54%	53.33%	50.00%	50.82%	47.06%	31.25%	61.72%	51.42%	62.50%
Female	59.46%	46.67%	50.00%	47.54%	52.94%	68.75%	38.27%	48.57%	37.50%
Prefer Not to Say									
Blanks				1.64%					
Unknown									

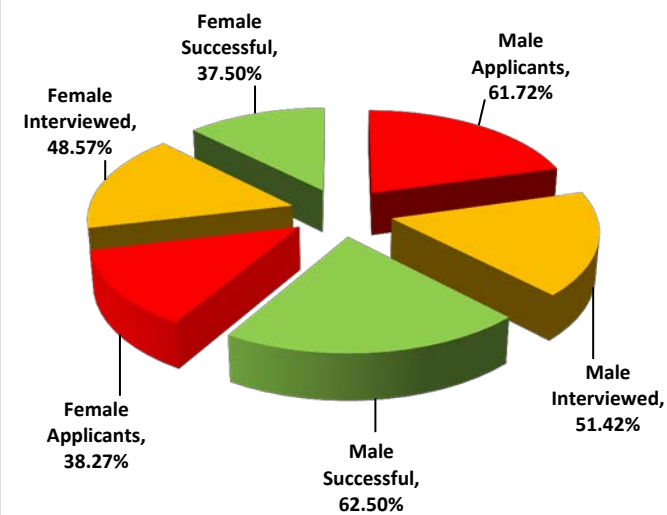
Recruitment by Gender Profile 2019



Recruitment by Gender Profile 2017



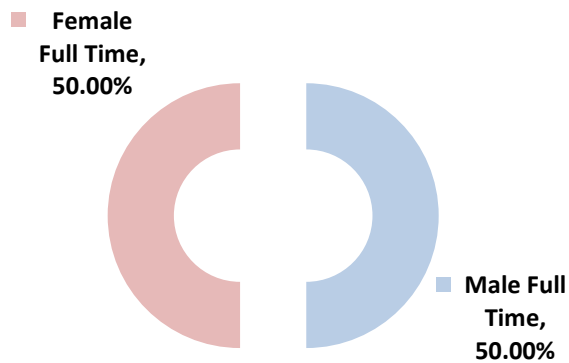
Recruitment by Gender Profile 2015



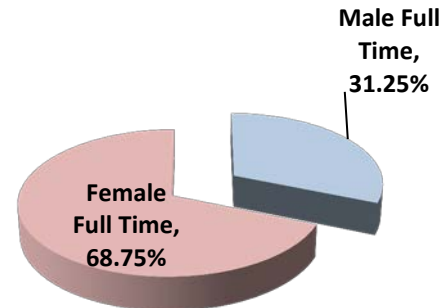
5.2.2 Profile of Recruitment by Work Pattern

RECRUITMENT BY WORK PATTERN PROFILE						
	2019		2017		2015	
Work Pattern	Male	Female	Male	Female	Male	Female
Full Time	50.00%	50.00%	31.25%	68.75%	62.50%	37.50%
Reduced Hours						

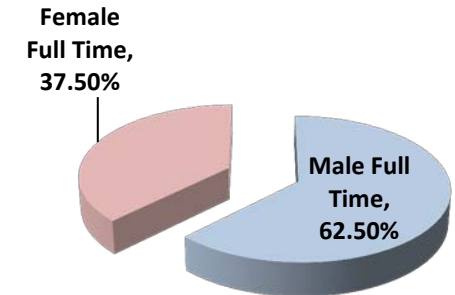
Recruitment by Work Pattern Profile 2019



Recruitment by Work Pattern Profile 2017



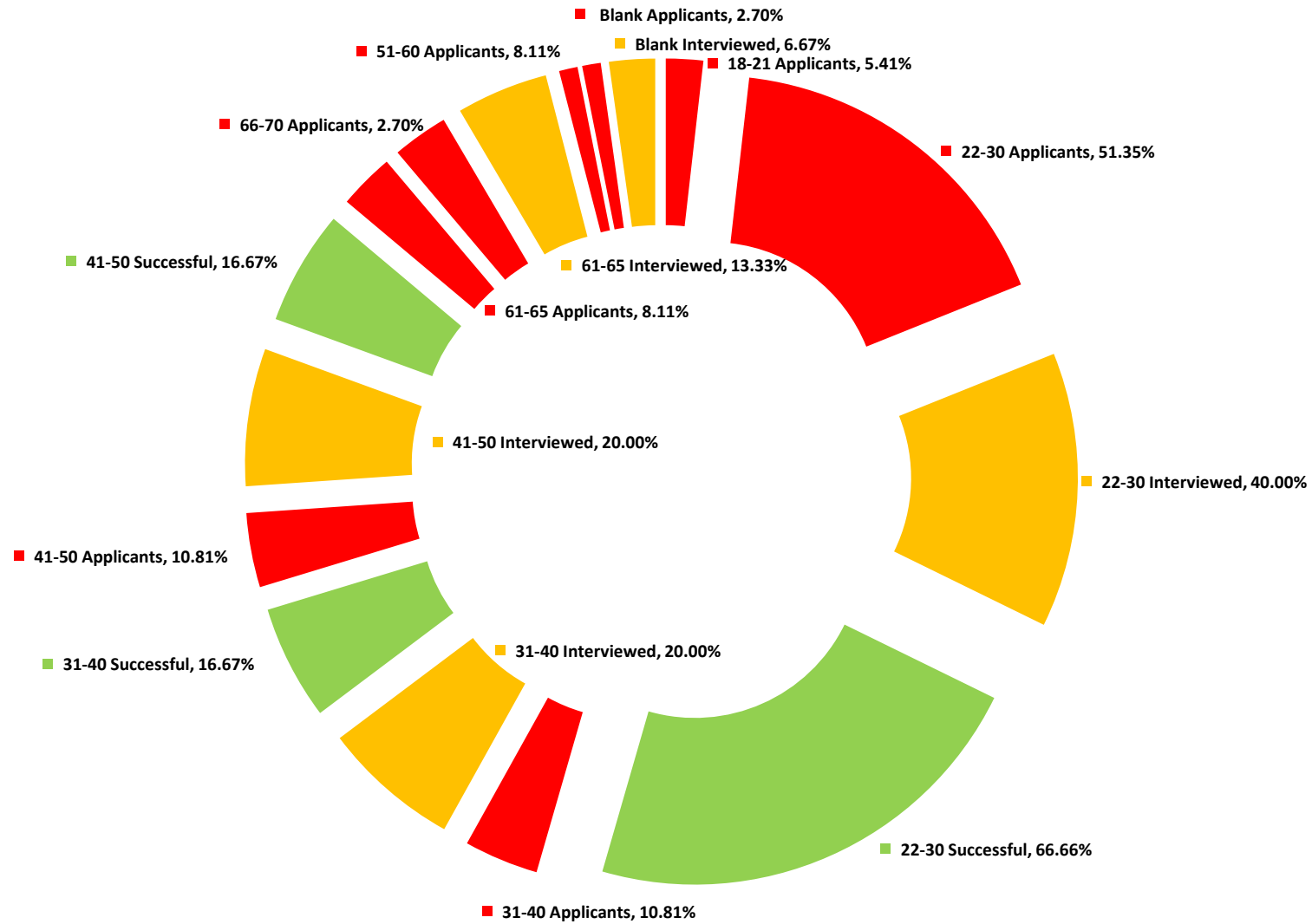
Recruitment by Work Pattern Profile 2015



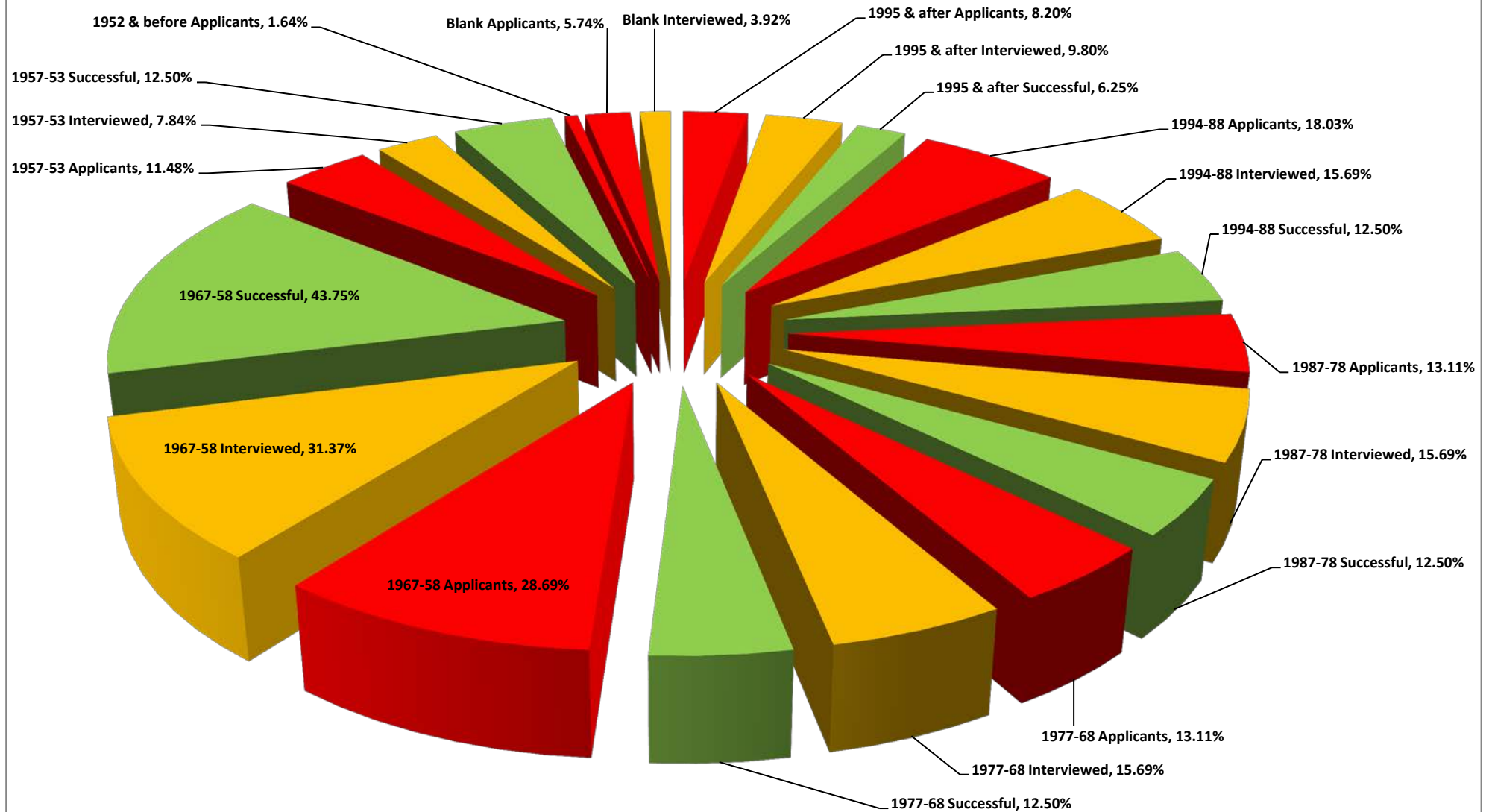
5.2.3 Profile of Recruitment by Age

RECRUITMENT BY AGE PROFILE									
	2019			2017			2015		
Age	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
16-17									
18-21	5.41%			8.20%	9.80%	6.25%	4.93%	8.57%	12.50%
22-30	51.35%	40.00%	66.66%	18.03%	15.69%	12.50%	17.28%	11.42%	12.50%
31-40	10.81%	20.00%	16.67%	13.11%	15.69%	12.50%	30.24%	28.57%	12.50%
41-50	10.81%	20.00%	16.67%	13.11%	15.69%	12.50%	23.45%	25.71%	25.00%
51-60	8.11%			28.69%	31.37%	43.75%	16.04%	20.00%	37.50%
61-65	8.11%	13.33%		11.48%	7.84%	12.50%	6.17%	5.71%	
66-70	2.70%			1.64%			1.23%		
71+									
Blanks	2.70%	6.67%		5.74%	3.92%		0.61%		

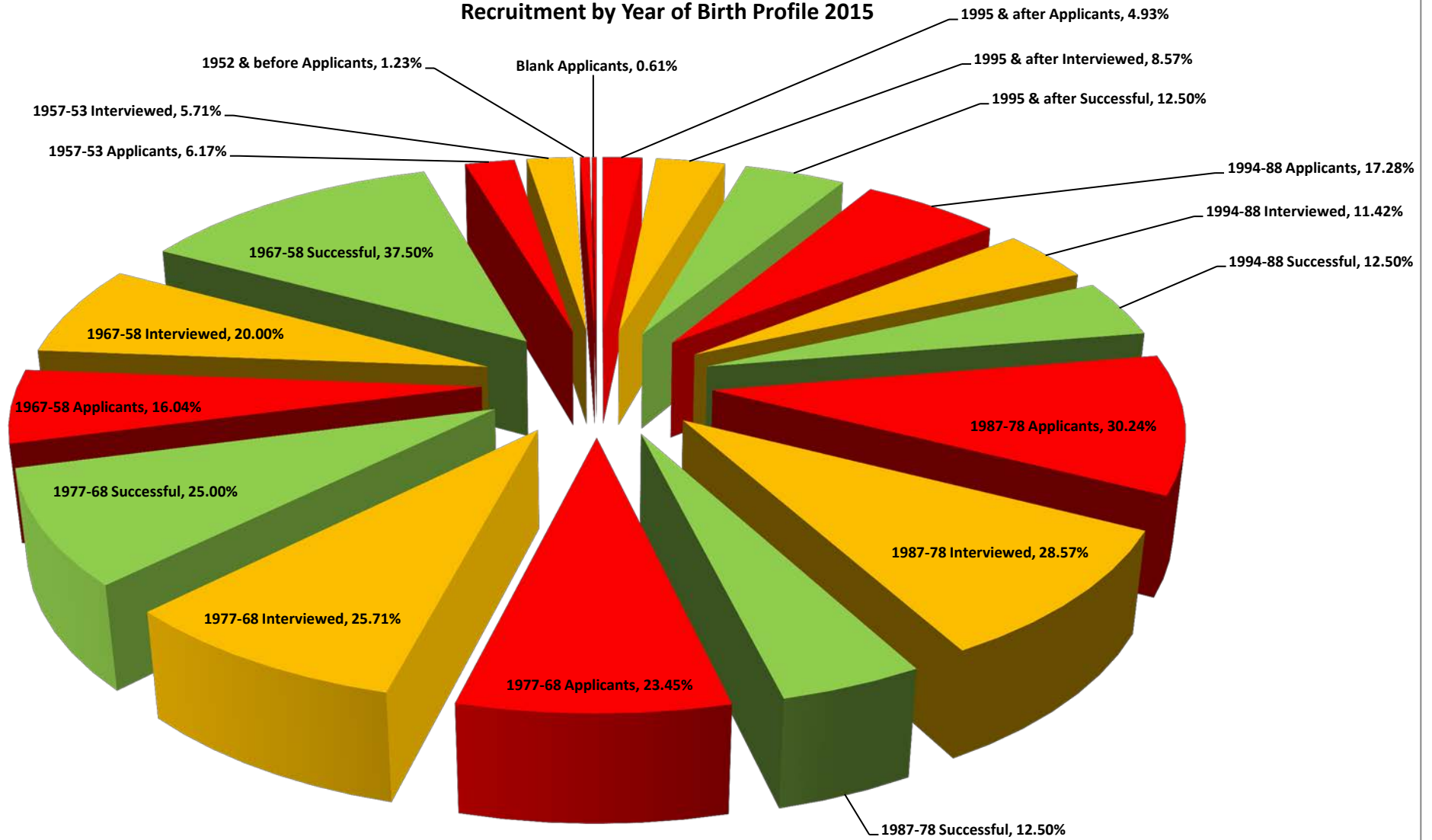
Recruitment by Age Profile 2019



Recruitment by Year of Birth Profile 2017



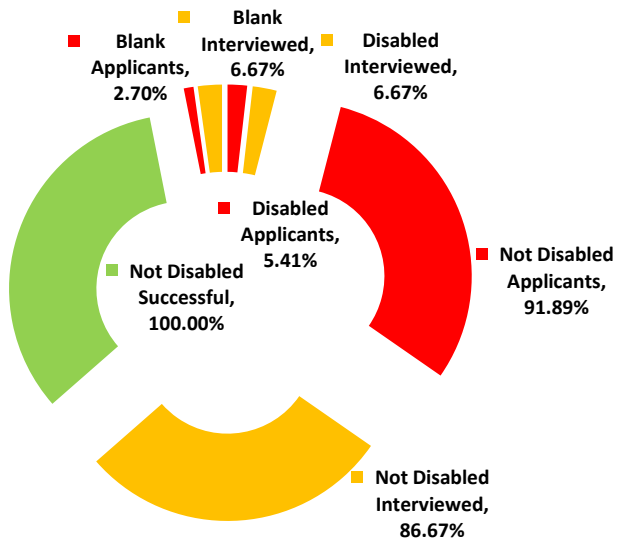
Recruitment by Year of Birth Profile 2015



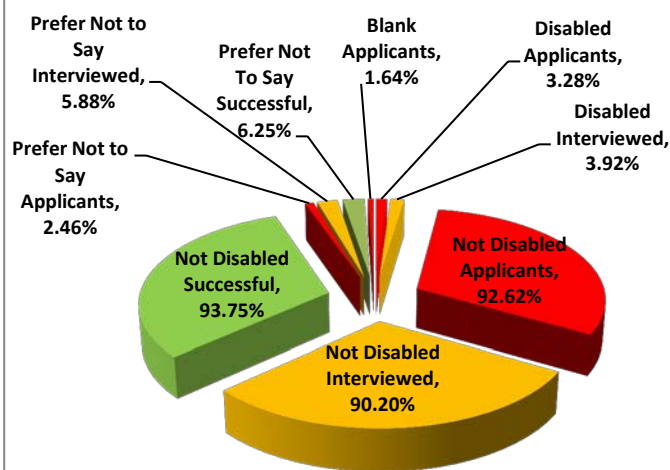
5.2.4 Profile of Recruitment By Disability

RECRUITMENT BY DISABILITY PROFILE									
	2019			2017			2015		
Disability	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Disabled	5.41%	6.67%		3.28%	3.92%		3.70%	2.85%	
Not disabled	97.89%	86.67%	100%	92.62%	90.20%	93.75%	95.67%	97.14%	100%
Prefer Not To Say				2.46%	5.88%	6.25%	0.61%		
Blanks	2.70%	6.67%		1.64%					

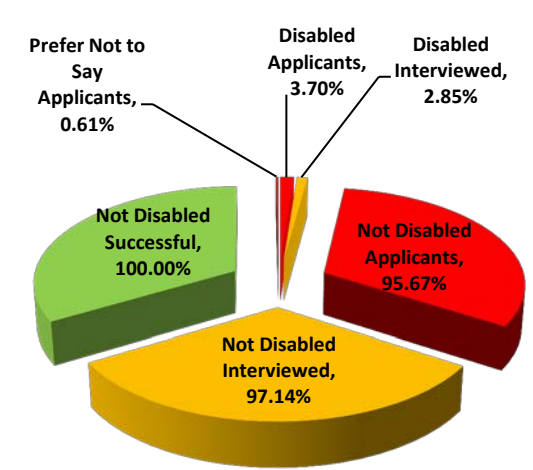
Recruitment by Disability Profile 2019



Recruitment by Disability Profile 2017



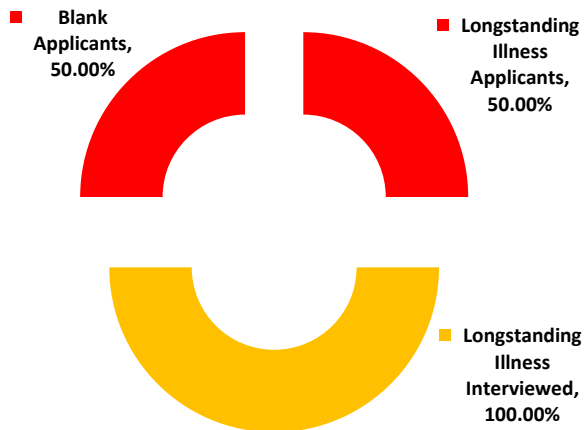
Recruitment by Disability Profile 2015



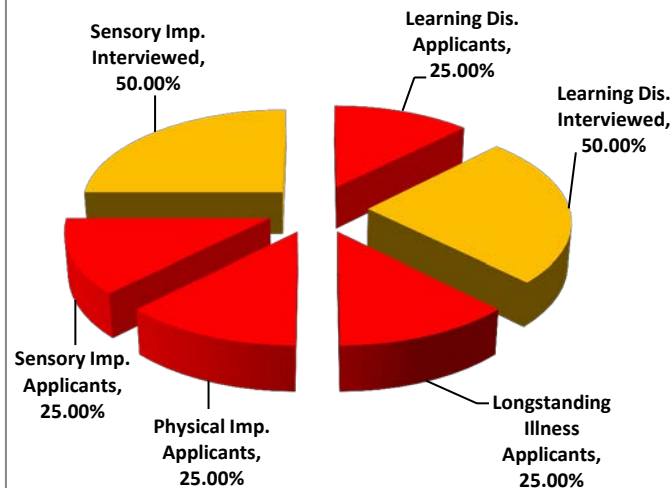
RECRUITMENT BY DISABILITY IMPAIRMENT PROFILE

	2019			2017			2015		
Disability Impairment	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Learning Disability				25.00%	50.00%		16.66%		
Longstanding Illness	50.00%	100%		25.00%			33.33%		
Mental Health Condition									
Physical Impairment				25.00%			16.66%		
Sensory Impairment				25.00%	50.00%		16.66%		
Other							16.66%	16.66%	
Prefer Not to Say									
Unknown									
Blanks	50.00%								

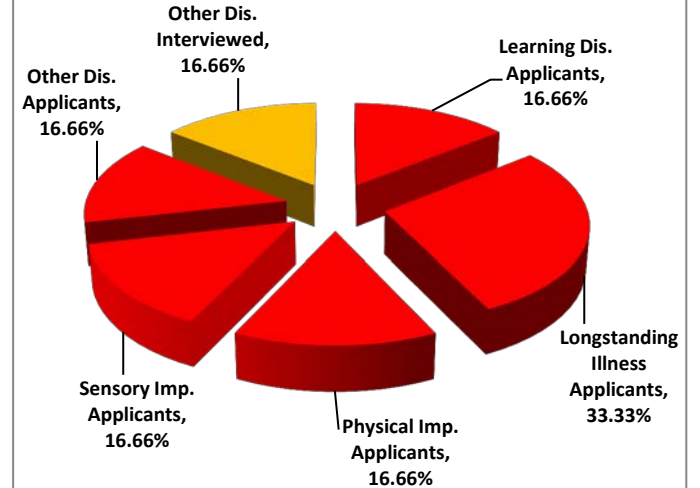
Recruitment by Disability Impairment Profile 2019



Recruitment by Disability Impairment Profile 2017



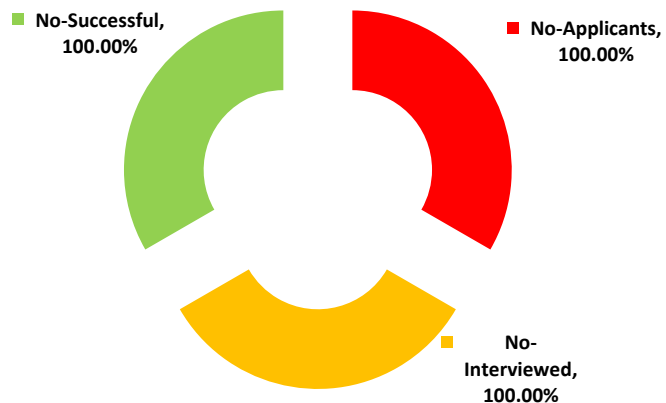
Recruitment by Disability Impairment Profile 2015



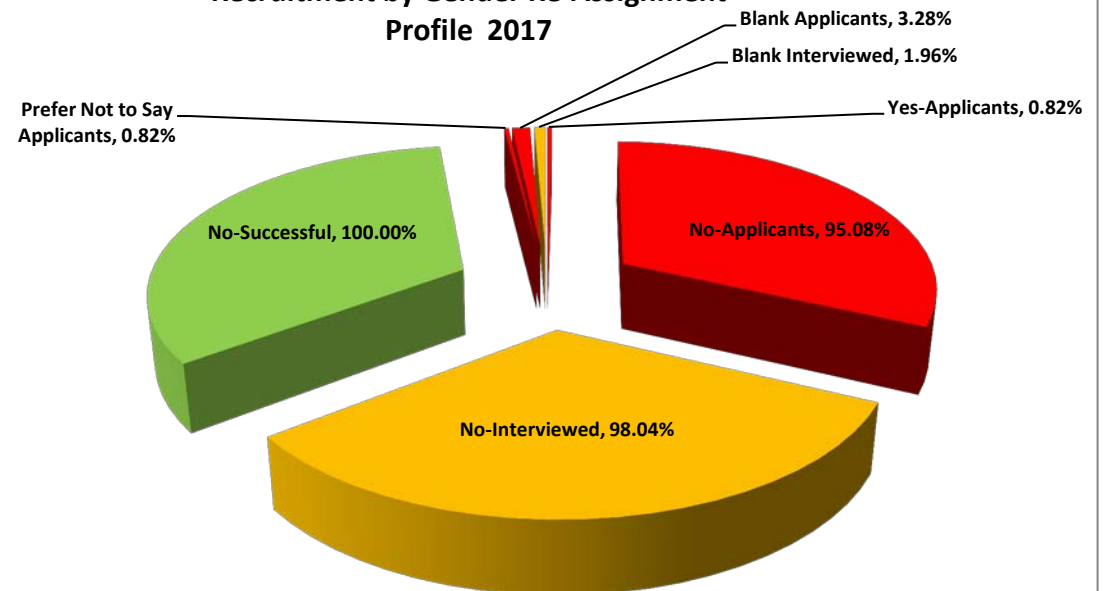
5.2.5 Profile of Recruitment By Gender Re-Assignment

RECRUITMENT BY GENDER RE-ASSIGNMENT PROFILE									
	2019			2017			2015		
Identified As	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Yes				0.82%			No information available		
No	100%	100%	100%	95.08%	98.04%	100%			
Prefer Not to Say				0.82%					
Blanks				3.28%	1.96%				
Unknown									

Recruitment by Gender Re-Assignment Profile 2019



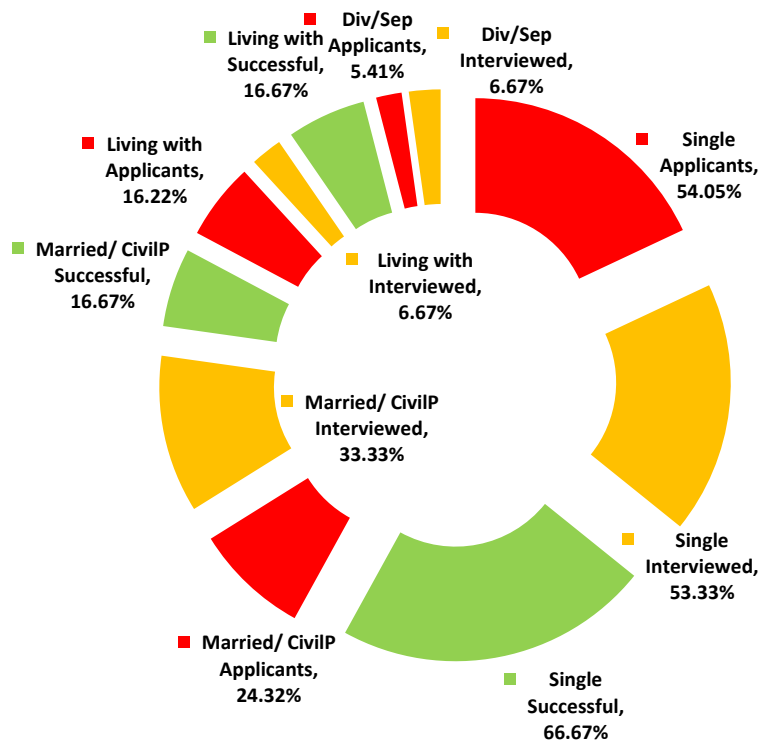
Recruitment by Gender Re-Assignment Profile 2017



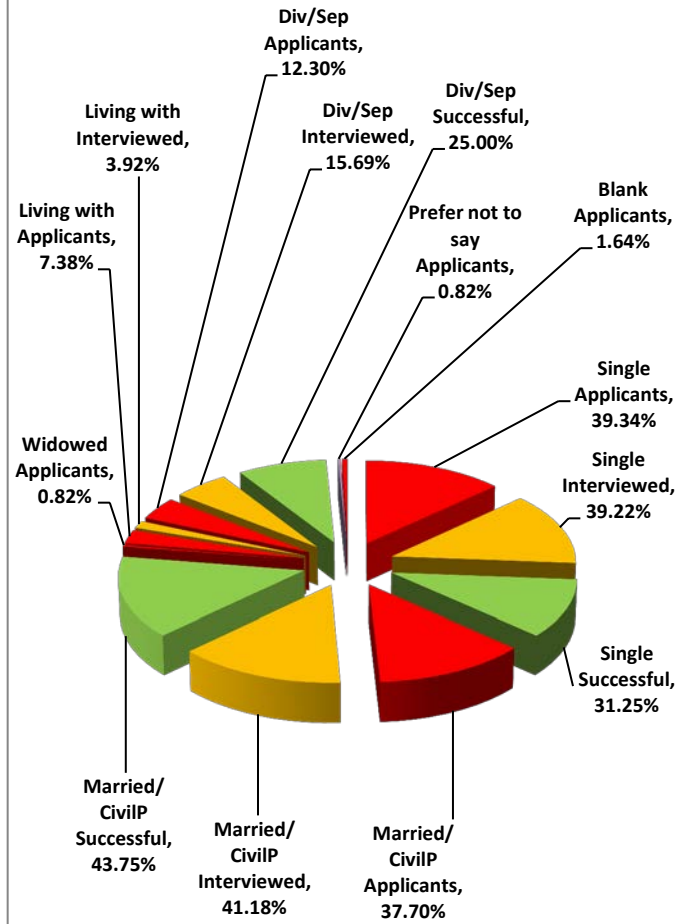
5.2.6 Profile of Recruitment by Marriage and Civil Partnership

RECRUITMENT BY MARRIAGE AND CIVIL PARTNERSHIP PROFILE									
	2019			2017			2015		
Identified As	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Single	54.05%	53.33%	66.67%	39.34%	39.22%	31.25%	43.20%	31.42%	25.00%
Married/Civil Partnership	24.32%	33.33%	16.67%	37.70%	41.18%	43.75%	40.12%	60.00%	62.50%
Widowed				0.82%					
Living With Partner	16.22%	6.67%	16.67%	7.38%	3.92%		11.72%	8.57%	12.50%
Divorced/ Separated	5.41%	6.67%		12.30%	15.69%	25.00%	4.32%		
Prefer Not to Say				0.82%			0.61%		
Unknown									
Blanks				1.64%					

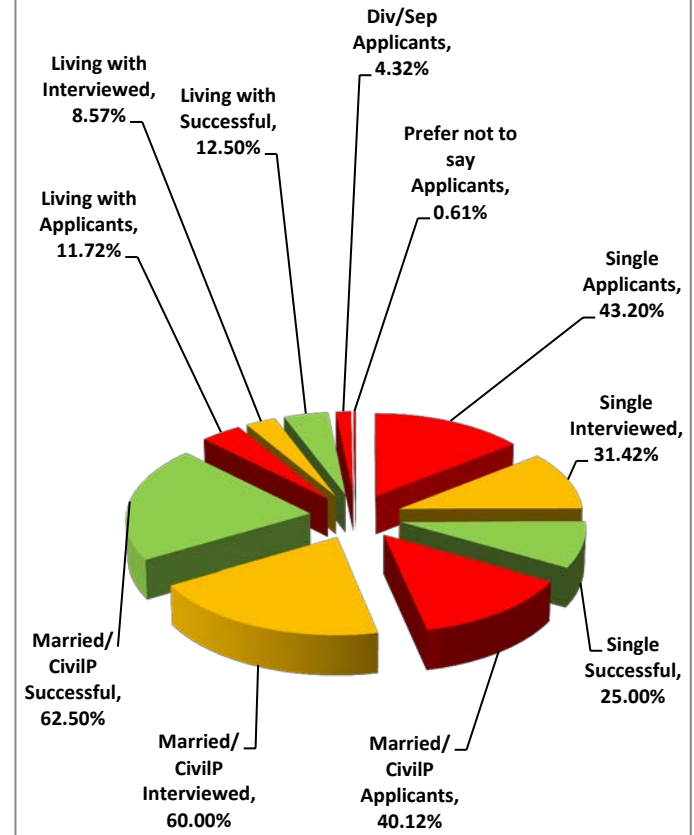
Recruitment by Marriage and Civil Partnership Profile 2019



Recruitment by Marriage and Civil Partnership Profile 2017



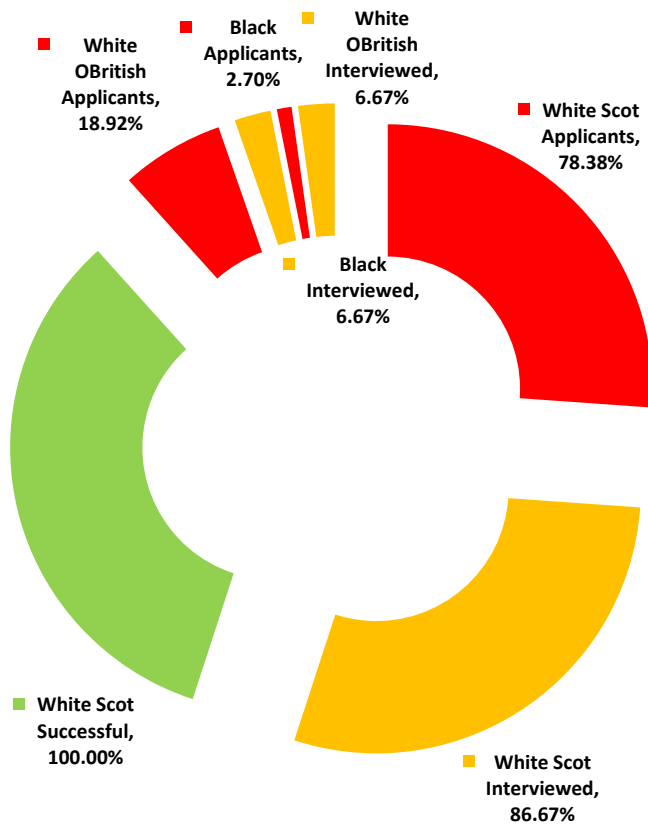
Recruitment by Marriage and Civil Partnership Profile 2015



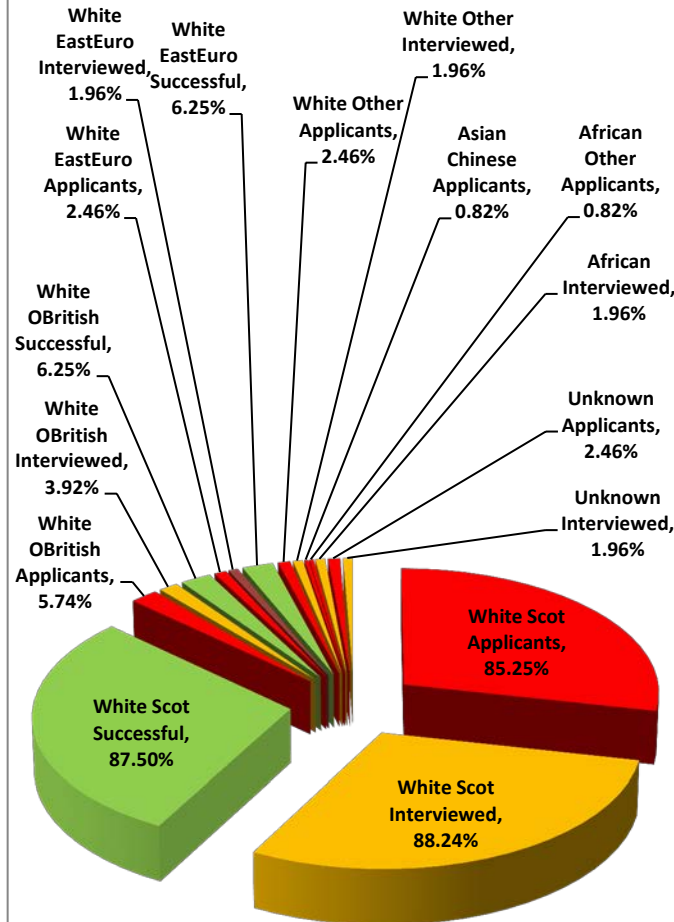
5.2.7 Profile of Recruitment by Race

RECRUITMENT BY RACE PROFILE									
	2019			2017			2015		
Identified As	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
White-Scottish	78.38%	86.67%	100%	85.25%	88.24%	87.50%	85.18%	77.14%	62.50%
White-other British	18.92%	6.67%		5.74%	3.92%	6.25%	9.25%	17.14%	25.00%
White-Irish							0.61%		
White-Polish									
White-Gypsy/Traveller									
White – Eastern European				2.46%	1.96%	6.25%			
White – other white ethnic group				2.46%	1.96%		1.23%		
Mixed or multiple									
Asian – Pakistani (inc Scottish/British)							1.23%		
Asian-Indian (inc Scottish/British)							0.61%	2.85%	12.50%
Asian-Bangladeshi (inc Scottish/British)									
Asian-Chinese (inc Scottish/British)				0.82%					
Asian – other (inc Scottish/British)									
African (inc Scottish/British)							0.61%	2.85%	
African-other				0.82%	1.96%		1.23%		
Caribbean (inc Scottish/British)									
Black (inc Scottish/British)	2.70%	6.67%							
Caribbean or Black (other)									
Other-Arab (inc Scottish/British)									
Other									
Prefer Not to Say									
Unknown				2.46%	1.96%				

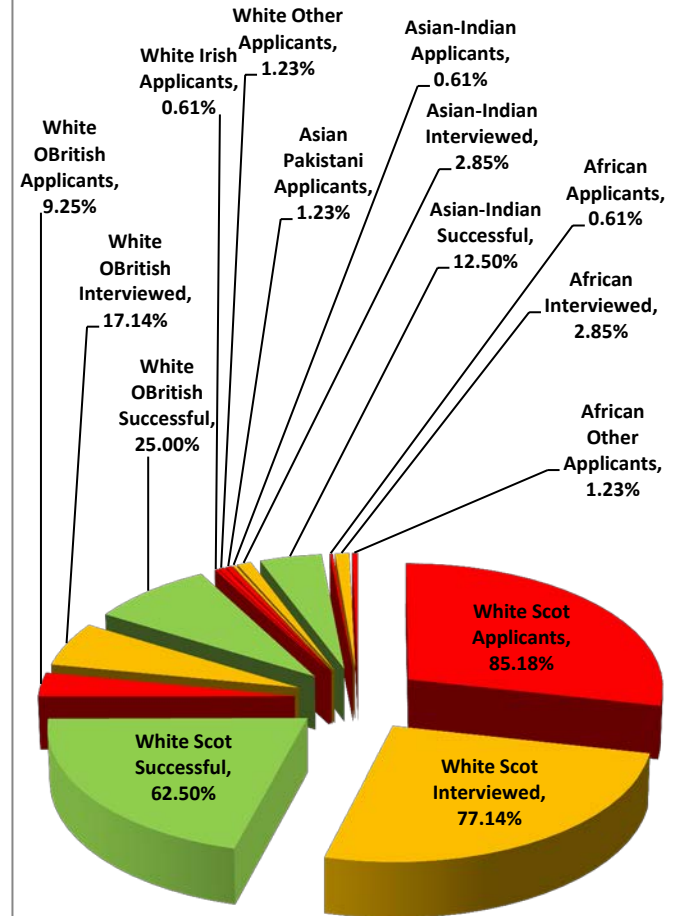
Recruitment by Race Profile 2019



Recruitment by Race Profile 2017



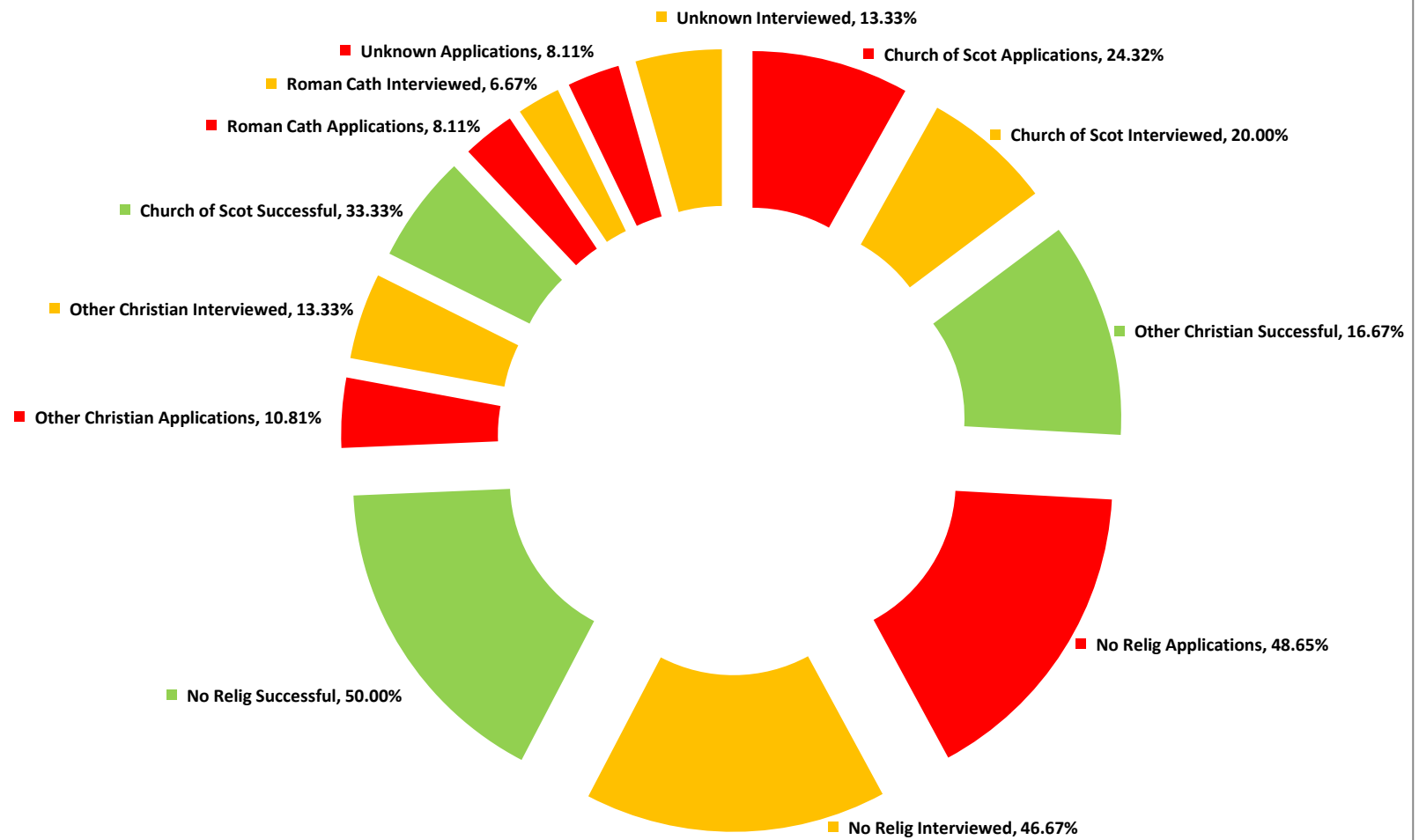
Recruitment by Race Profile 2015



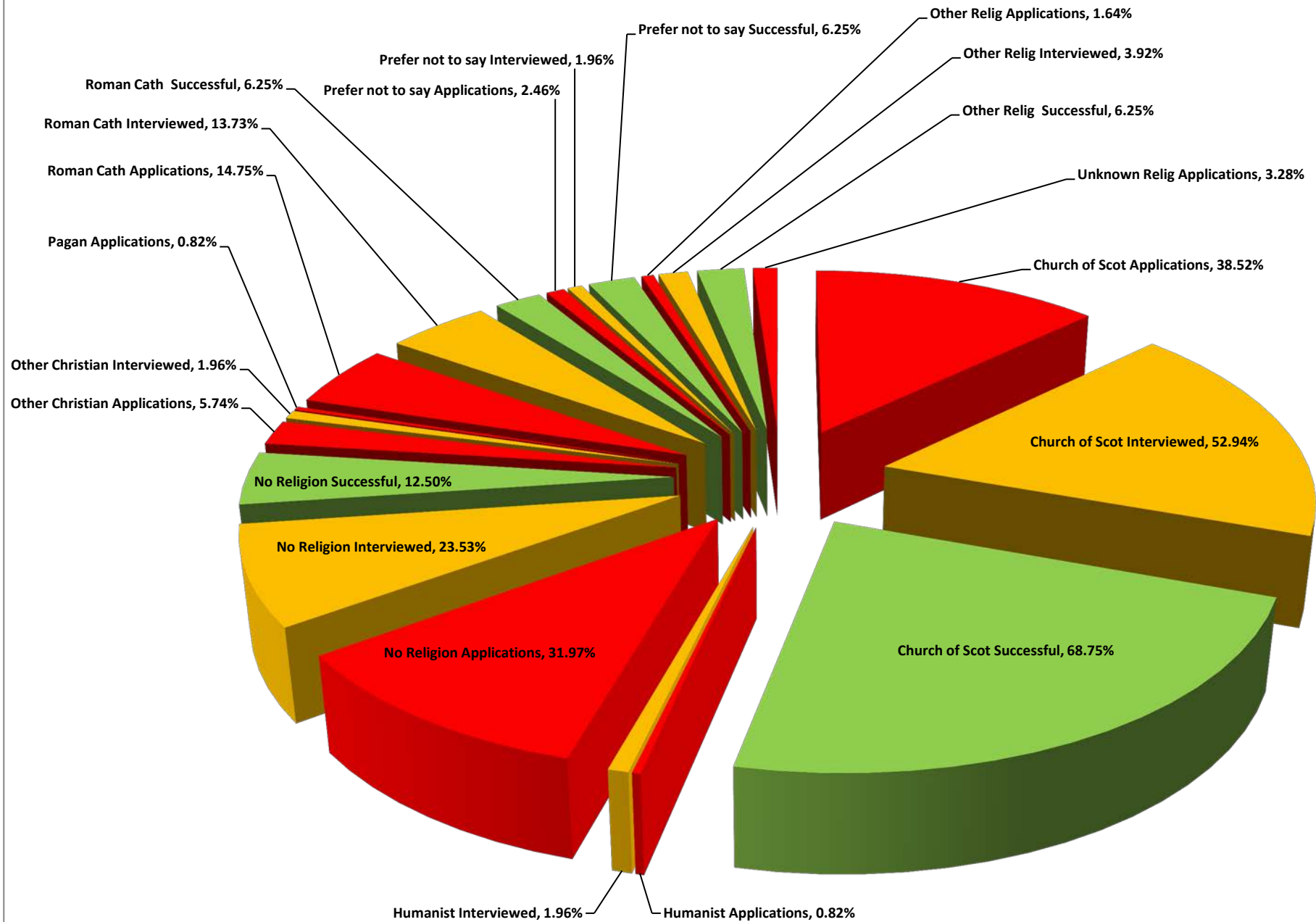
5.2.8 Profile of Recruitment by Religion or Belief

RECRUITMENT BY RELIGION OR BELIEF PROFILE									
	2019			2017			2015		
Identified As	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Buddhist									
Church of Scotland	24.32%	20.00%	33.33%	38.52%	52.94%	68.75%	36.41%	31.42%	50.00%
Hindu									
Humanist				0.82%	1.96%		1.23%		
Jewish									
Muslim							1.23%		
None	48.65%	46.67%	50.00%	31.97%	23.53%	12.50%	40.12%	40.00%	12.50%
Other Christian	10.81%	13.33%	16.67%	5.74%	1.96%		8.02%	8.57%	
Sikh							0.61%	2.85%	12.50%
Pagan				0.82%					
Roman Catholic	8.11%	6.67%		14.75%	13.73%	6.25%	8.64%	8.57%	12.50%
Prefer Not to Say				2.46%	1.96%	6.25%	3.08%	8.57%	12.50%
Other Religion or Belief				1.64%	3.92%	6.25%			
Unknown	8.11%	13.33%		3.28%			0.61%		

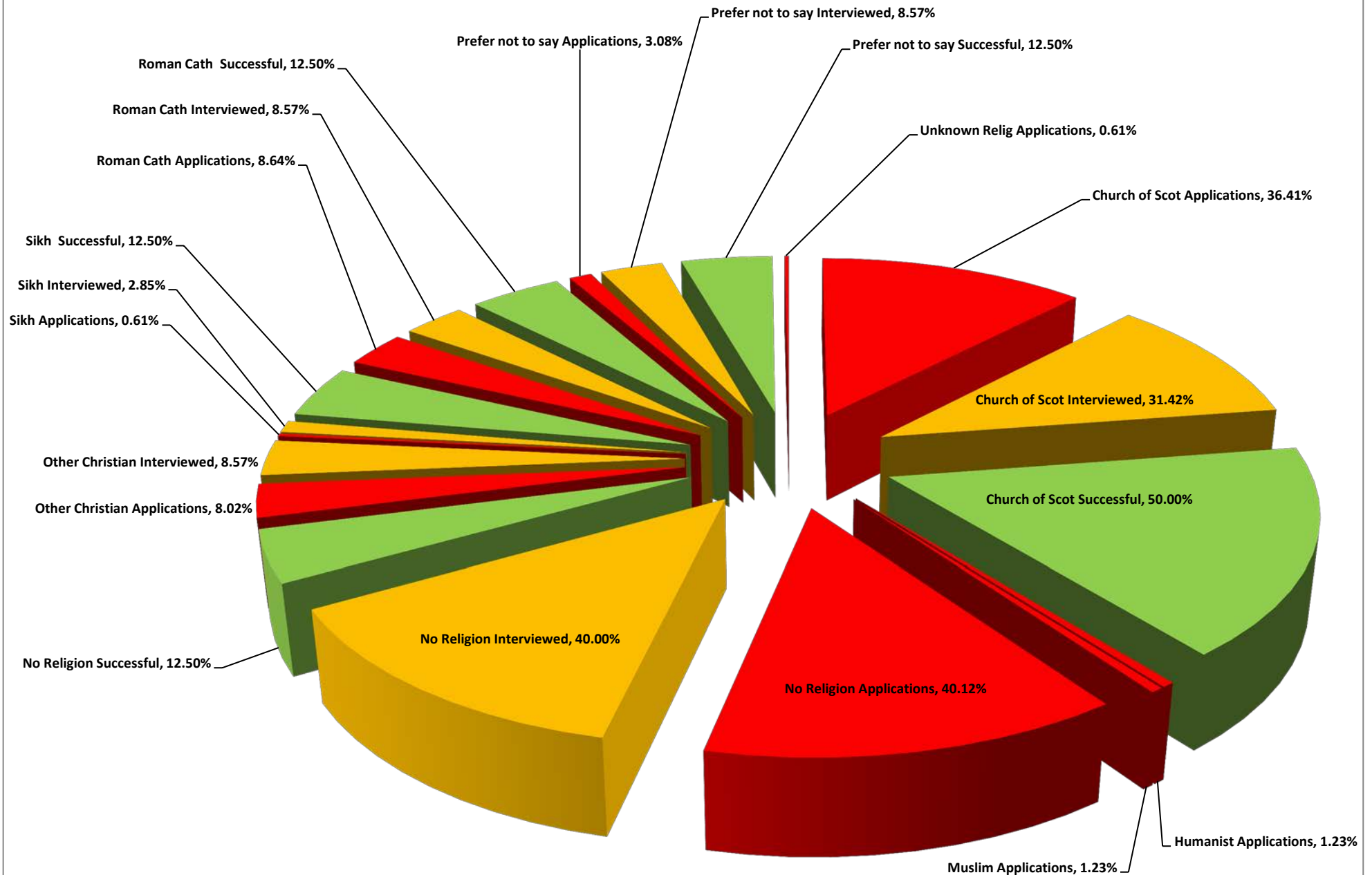
Recruitment by Religion or Belief Profile 2019



Recruitment by Religion or Belief Profile 2017



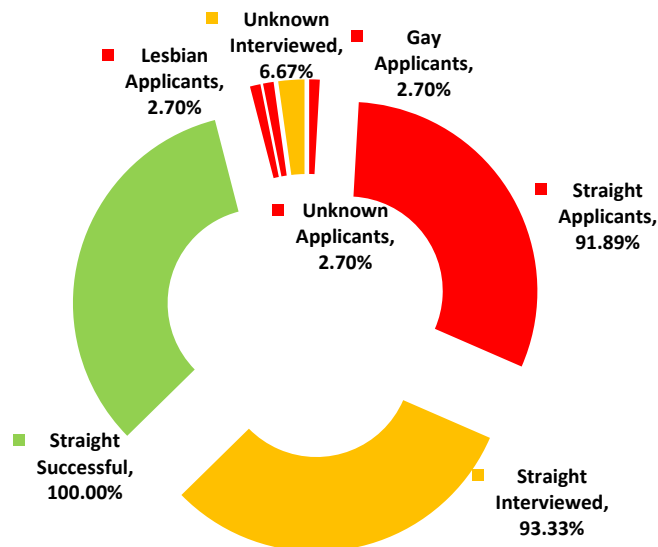
Recruitment by Religion or Belief Profile 2015



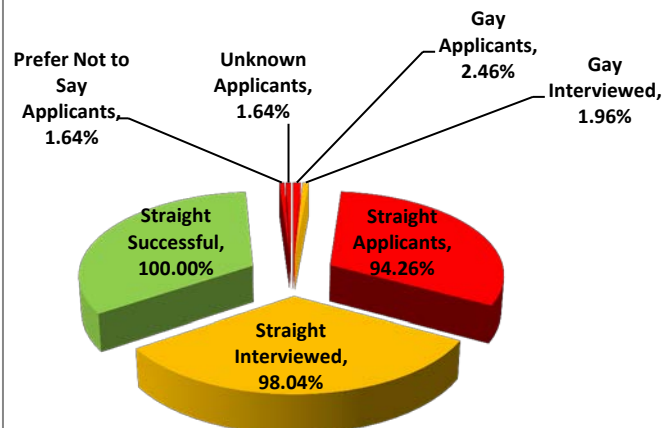
5.2.9 Profile of Recruitment by Sexual Orientation

RECRUITMENT BY SEXUAL ORIENTATION PROFILE									
	2019			2017			2015		
Identified As	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants	Percentage of Total Applications	Percentage of Total Selected for Interview	Percentage of Total Successful Applicants
Bisexual									
Gay	2.70%			2.46%	1.96%		1.23%		
Straight	91.89%	93.33%	100%	94.26%	98.04%	100%	96.29%	97.14%	87.50%
Lesbian	2.70%								
Prefer Not to Say				1.64%			2.46%	2.85%	12.50%
Other									
Unknown	2.70%	6.67%		1.64%					

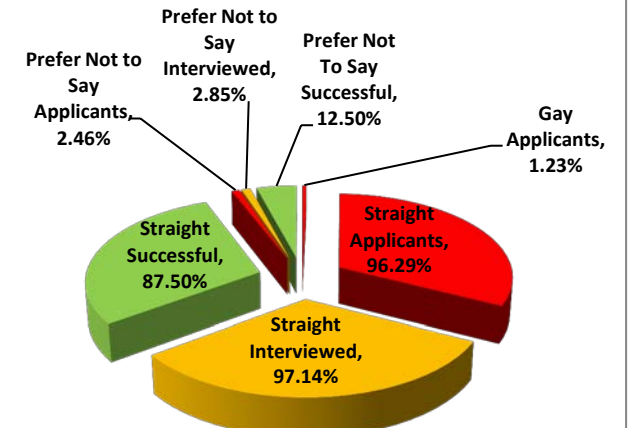
Recruitment by Sexual Orientation Profile 2019



Recruitment by Sexual Orientation Profile 2017



Recruitment by Sexual Orientation Profile 2015

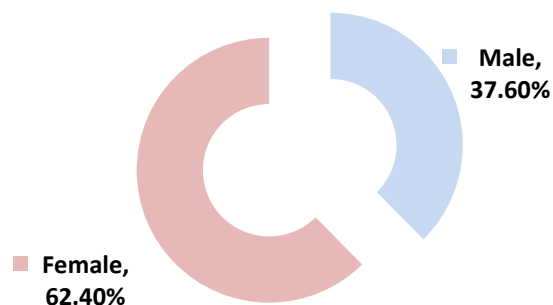


5.3.0 TRAINING

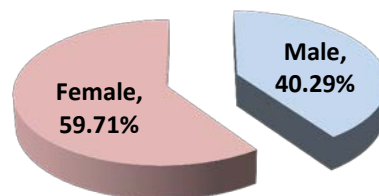
5.3.1 Profile of Workforce Training by Gender

WORKFORCE TRAINING ATTENDANCE BY GENDER PROFILE												
	2019				2017				2015			
Gender	Total Staff		No of Courses Attended		Total Staff		No of Courses Attended		Total Staff		No of Courses Attended	
	No	%	No	%	No	%	No	%	No	%	No	%
Male	14	32.56%	385	37.60%	16	33.33%	164	40.29%	17	34.69%	88	38.10%
Female	29	67.44%	639	62.40%	32	66.67%	243	59.71%	32	65.31%	143	61.90%

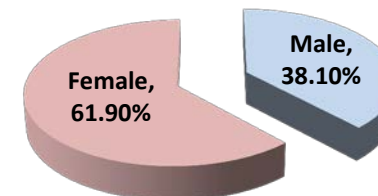
Workforce Training by Gender Profile 2019



Workforce Training by Gender Profile 2017



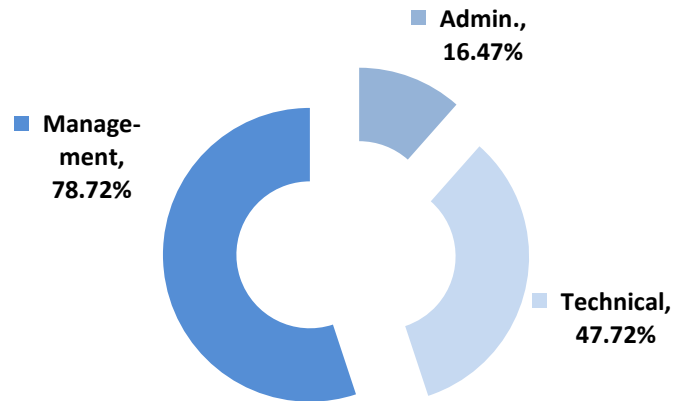
Workforce Training by Gender Profile 2015



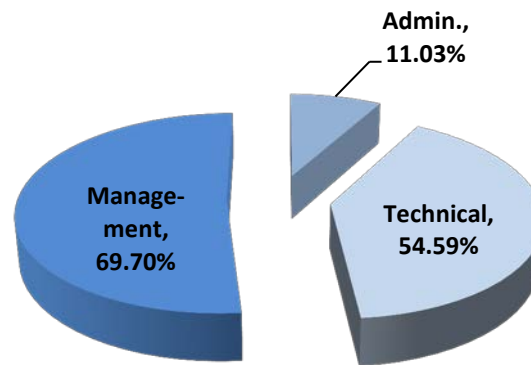
5.3.2 Profile of Workforce Training by Section

WORKFORCE TRAINING ATTENDANCE BY SECTION PROFILE																		
	2019						2017						2015					
Section	Total Staff	No of Courses Attended	Male		Female		Total Staff	No of Courses Attended	Male		Female		Total Staff	No of Courses Attended	Male		Female	
	No	No	No	%	No	%	No	No	No	%	No	%	No	No	No	%	No	%
Admin.	20	425	70	16.47%	365	83.53%	24	145	16	11.03%	129	88.97%	27	117	18	15.38%	99	84.62%
Technical	20	505	241	47.72%	264	52.28%	21	229	125	54.59%	104	45.41%	19	92	50	54.35%	42	45.65%
Management	3	94	74	78.72%	20	21.28%	3	33	23	69.70%	10	30.30%	3	22	20	90.91%	2	9.09%

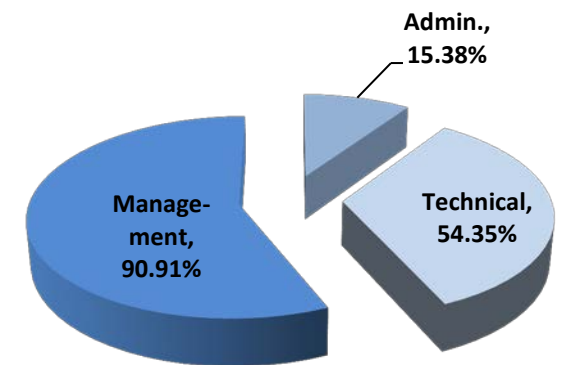
**Workforce Training Attendance by
Section Profile Male 2019**



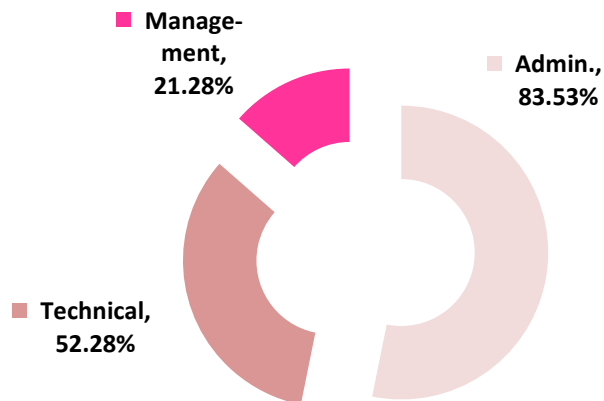
**Workforce Training Attendance by
Section Profile Male 2017**



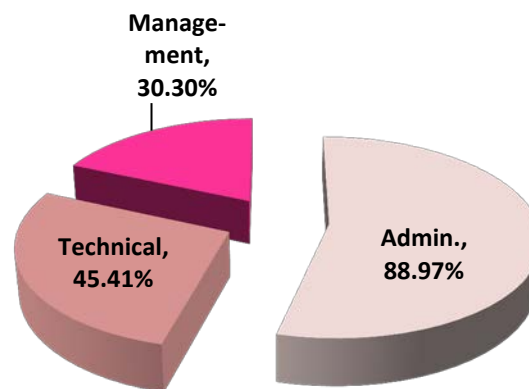
**Workforce Training Attendance by
Section Profile Male 2015**



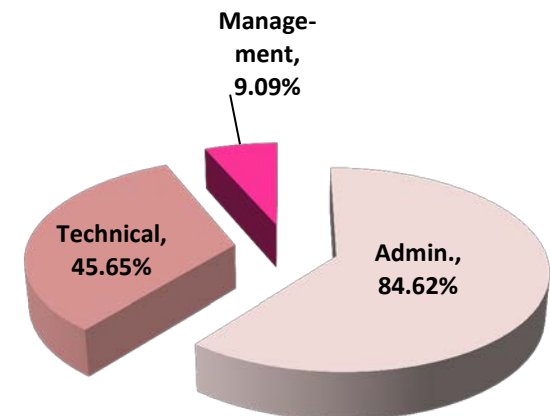
**Workforce Training Attendance by
Section Profile Female 2019**



**Workforce Training Attendance by
Section Profile Female 2017**



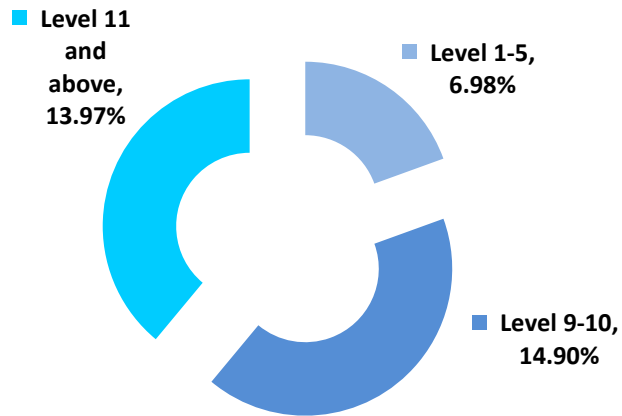
**Workforce Training Attendance by
Section Profile Female 2015**



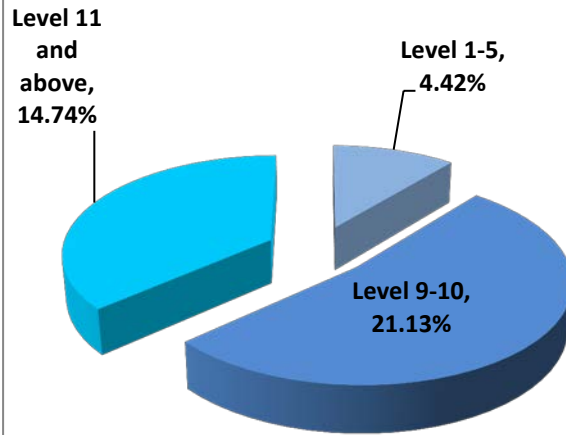
5.3.3 Profile of Workforce Training by Grade

WORKFORCE TRAINING ATTENDANCE BY PAY LEVEL PROFILE																		
	2019						2017						2015					
Pay Level	Male			Female			Male			Female			Male			Female		
	Total Staff	No of Courses Attended		Total Staff	No of Courses Attended		Total Staff	No of Courses Attended		Total Staff	No of Courses Attended		Total Staff	No of Courses Attended		Total Staff	No of Courses Attended	
	No	No	%	No	No	%	No	No	%	No	No	%	No	No	%	No	No	%
Level 1-5	5	75	6.98%	12	171	15.92%	4	18	4.42%	13	53	13.02%	3	13	5.63%	12	43	18.61%
Level 6-8				7	153	14.25%				8	59	14.50%	1	3	1.30%	10	56	24.24%
Level 9-10	5	160	14.90%	2	136	12.66%	7	86	21.13%	4	54	13.27%	8	40	17.32%	3	20	8.66%
Level 11 and above	4	150	13.97%	8	179	16.67%	5	60	14.74%	7	77	18.92%	5	32	13.85%	6	24	10.39%

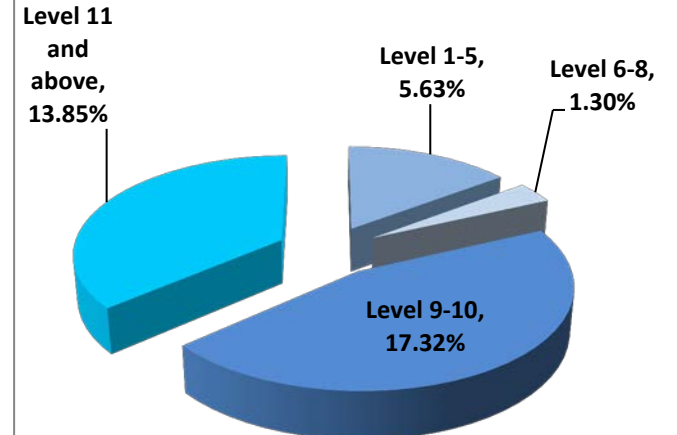
Workforce Training Attendance By Pay Level Profile Male 2019



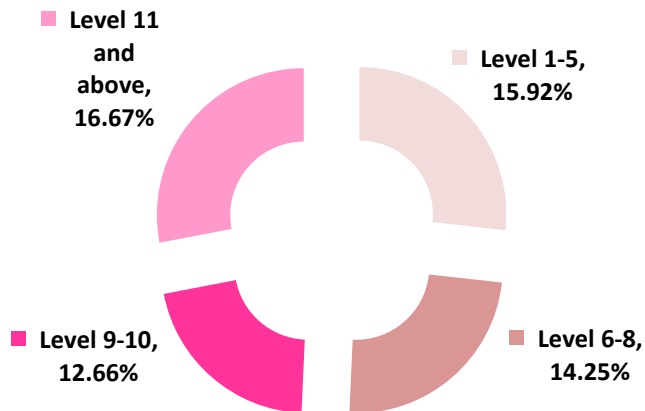
Workforce Training Attendance By Pay Level Profile Male 2017



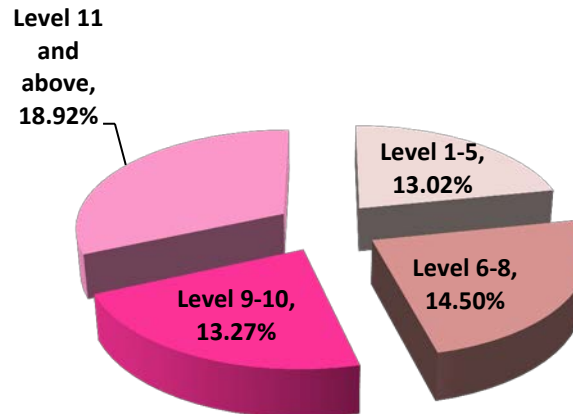
Workforce Training Attendance By Pay Level Profile Male 2015



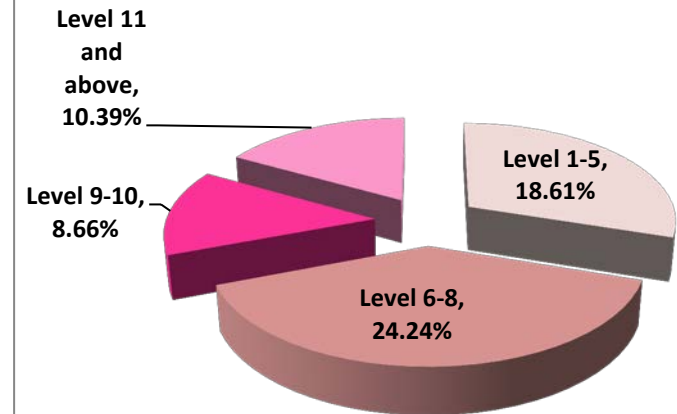
Workforce Training Attendance by Pay Level Profile Female 2019



Workforce Training Attendance by Pay Level Profile Female 2017



Workforce Training Attendance by Pay Level Profile Female 2015

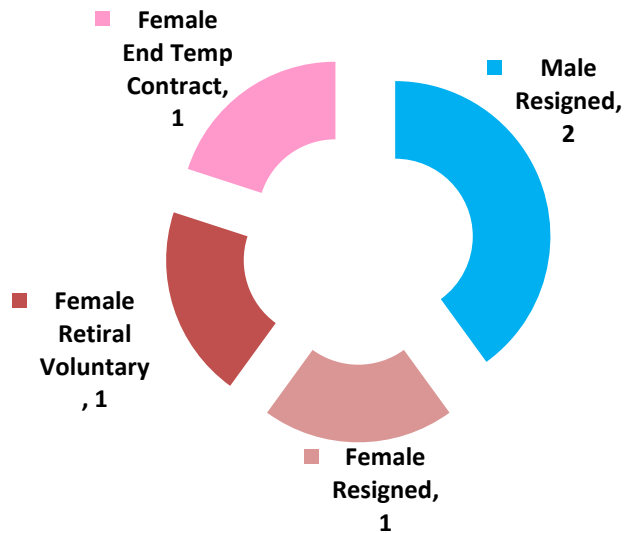


5.4.0 WORKFORCE LEAVERS

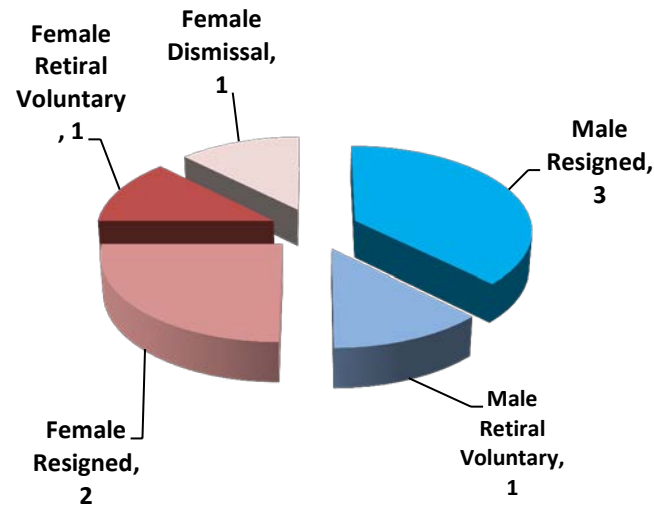
5.4.1 Profile of Workforce Leavers by Reason and Gender

WORKFORCE LEAVERS BY REASON AND GENDER PROFILE						
	2019		2017		2015	
Reason for Leaving	Male	Female	Male	Female	Male	Female
Deceased						
Dismissal				1		
End of Contract						
End of Temp Contract (Funding Ceased)		1				
End of Temp Contract (Post holder returned to work)						
Resigned	2	1	3	2	1	
Retiral - Efficiency					1	1
Retiral - Ill Health					1	1
Retiral - Option						
Retiral - Voluntary		1	1	1		
Voluntary Severance						
Unknown						

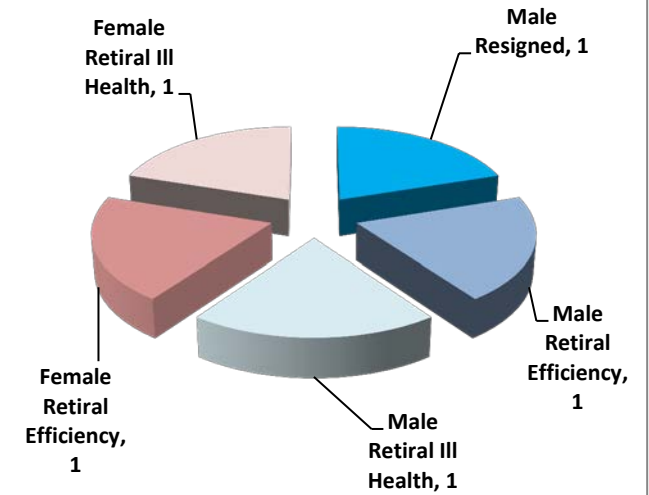
Workforce Leavers by Reason and Gender Profile 2019



Workforce Leavers by Reason and Gender Profile 2017



Workforce Leavers by Reason and Gender Profile 2015



5.5 Grievance

Since 2017 there have been no grievance issues by any member of staff. Despite this it is recognised that this is an important area that could have equalities issues. Accordingly, workforce grievance issues will continue to be monitored closely.

5.6 Disciplinary

Since 2017 there have been no disciplinary issues dealt with by the Board. Despite this it is recognised that this is an important area that could have equalities issues. Accordingly, workforce disciplinary issues will continue to be monitored closely.

5.7 Respect at Work

Since 2017 there have been no issues raised in connection with the Board's Respect at Work Policy and Procedure. Despite this it is recognised that this is also an important area that could have equalities issues. Accordingly, Respect at Work issues will continue to be monitored closely.

5.8 Return to Work of Women on Maternity Leave

Since 2017 there have been no members of staff returning to work following maternity leave. However, in accordance with our existing Policy and Procedure - "*Maternity, Adoption and Paternity leave and Pay*" this important issue will continue to be monitored closely and reported on accordingly.

5.9 Return to Work of Disabled Employees Following Sick Leave Relating to their Disability

Since 2015 there have been no members of staff returning to work following sick leave relating to their disability. It is recognised that this is an important area that has equality implications and will therefore continue to be closely monitored and any appropriate reporting and consequential action taken.

5.10 Workforce Analysis Some Key Issues

Undertaking this analysis has highlighted the fact that a number issues that were identified in previous Equality Duty Reports still remain, they include;

- ***There is an imbalance between men and women in the composition of our workforce.***
 - ***We have very few young people working for us. Almost 63% of our workforce is in excess of 50 years old.***
-

- ***We are not a particularly diverse workforce. Of those who responded, 34% identify as British, 58% Scottish and one person identifies as English and one Northern Irish.***
- ***It is very interesting to note the change since 2017 of those identifying as British and Scottish. In 2019, 42% of our female staff identify as Scottish whereas in 2017 this figure was 29%. In 2017, 39% of female colleagues identified as British whereas this figure in 2019 is now 18%. The reverse is noted within our male colleagues. In 2019, 16% of male members of staff identify as British which is an increase from 10% in 2017. In 2019, 16% of male colleagues identify as Scottish whereas in 2017, 21% of male colleagues identified as Scottish.***
- ***All of our workforce identify as either being White/Scottish (87%) or White/Other British (10%).***
- ***68% (previously 82%) of our workforce identify their religion as Christian and 26% (previously 13%) have no religion or belief.***
- ***A large proportion of our female members of staff work in lower paid jobs.***
- ***In the past two years recruitment by gender has been equally balanced.***
- ***In the past two years 92% of job applicant's sexual orientation has been straight and 3% gay.***
- ***All successful job applicants in the past two years have been straight.***
- ***62% of training has been undertaken by our female members of staff.***

We recognise that with such a relatively small sample of mainly 43, statistical analysis such as this can produce extremes and therefore skew the true picture. Nevertheless it is a worthwhile exercise to undertake an analysis of our workforce, and those hoping to join us, on a regular basis.

Although a few statistics have been highlighted above, we do recognise that a more detailed analysis of these figures is required. This work will be undertaken by our internal Equalities Working Group and reported to a future Management Team Meeting.

6.0 Duty to Use to Information on the Protected Characteristics of Members

Under the terms of Regulation 6A of The Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2016, Scottish Ministers are required to gather information on the relevant protected characteristics of members of certain listed public authorities and thereafter provide that information to the listed authority.

Regulation 6A defines a “relevant listed authority” as;

“ . . .any listed authority the members of which, or the board of management of which, include or includes at least one appointed member, but none of the following is a “relevant listed authority” –

- (a) The Scottish Ministers;***
- (b) A council;***
- (c) A joint board;***
- (d) A licensing board;***
- (e) An education authority;***
- (f) An individual holder of a public office”.***

Accordingly it is our interpretation that Ayrshire Valuation Joint Board, being a “joint board” is not subject to Regulation 6A of The Equality Act 2010 (Specific Duties) (Scotland) Amendment Regulations 2016, and is therefore not subject to the duty to use information on the protected characteristics of members.

7.0 Duty to Publish Gender Pay Gap Information

Regulation 7 (1) of The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, states the following;

“A listed authority must 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).”

An analysis of pay rates for males employed by the Board reveals that the average hourly pay rate, as at 31st December 2018 was £18.66

An analysis of pay rates for females employed by the Board reveals that the average hourly pay rate, as at 31st December 2018 was £15.85.

The percentage difference between men’s average hourly pay and women’s average hourly pay – the gender pay gap – is 17% (In 2017 the equivalent figure was 19%).

The above analysis shows a slight improvement in the gender pay gap since 2017.

8.0 Duty to Publish Statements on Equal Pay

In July 2010 the Board implemented the national single status agreement for Local Authority Employees in Scotland. All jobs were, and continue to be, evaluated to ensure that there is no gender bias. The re-evaluation in 2010 was undertaken using the COSLA job evaluation model and, prior to implementation, an independent consultant was engaged to undertake an equality impact assessment of the outcomes. Following detailed analysis the consultant confirmed that the proposed outcomes were technically robust and non-discriminatory and suitable for implementation by the Board.

In conjunction with re-evaluating all posts the Board introduced a revised pay structure and package of terms and conditions of employment. Again the pay structure and package of terms and conditions was endorsed by the consultant as non-discriminatory in terms of their proposed application. This continues to be the case and has not changed.

During March 2016, the Board introduced a revised set of Terms & Conditions of Employment which were impact assessed prior to being introduced.

In terms of equal pay, our approved Terms & Conditions state the following;

“The Scottish Council’s Job Evaluation Scheme, as endorsed by the Scottish Joint Council for Local Government Employees in 2000 and amended in 2002 is formally used as the mechanism for the evaluation of jobs with the exception of chief officers.

The job evaluation scheme is used to evaluate all Board jobs in terms of 13 factors, and will be applied in a fair and non-discriminatory way that complies with equal pay legislation and associated Codes of Practice. Once evaluated, posts are assimilated to the Board’s pay and grading model.”

In terms of a ‘minimum wage’ or ‘living wage’ our approved Terms & Conditions of Employment also state the following;

“A Living Wage, to be agreed annually, will be applied to certain posts within the Board to ensure a minimum hourly rate for the job. This will be paid as a supplement to hourly rates that are below the agreed level.”

9.0 Duty to Consider Award Criteria and Conditions in Relation to Public 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 South Ayrshire Council and are subject to their procurement procedures in accordance with the Public Contracts (Scotland) Regulations 2012. 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. By having due regard to the above, the Board can satisfy its requirements under Regulation 9 of the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012.

10.0 Duty to Publish in a Manner That Is Accessible

Regulation 10 of The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, requires a listed authority to;

“ . . .publish under regulations 3, 4, 7 and 8 in a manner that makes the information published accessible to the public”

The primary means of making this report accessible to the public is via our website (www.ayrshire-vjb.gov.uk).

In addition a hard copy version of this report, and previous Equality Duty Reports, are available for inspection at our public counter at 9 Wellington Square, Ayr, KA7 1HL.

Alternative language versions can also be made available on request.

Similarly, copies of this report in alternative formats, including large print, audio, Braille, can be made available by contacting us at;

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