

Mainstreaming Equality Outcomes Progress Report

1. Context

1.1 About this Report

The purpose of this report is to update on progress made towards strategic equality outcomes set by Shetland Islands Council in our [Mainstreaming and Equality Outcome Report](#).

We published our Mainstreaming Report in 2021 in which we set out our objectives to advance equality and tackle inequalities for the period 2021-2025. The purpose of this report is to update on progress made towards our strategic equality outcomes both internally as an organisation and across Shetland to ensure good progress is being made towards equality.

This report has four distinct sections:

- Section 1 sets out the requirements of the Public Sector Equality Duty (PSED) and the context we are operating in.
- Section 2 sets out information on Shetland Islands Council as an organisation and our workforce, including key datasets on the profile and applicants for jobs.
- Section 3 outlines progress made towards our wider equality outcomes.
- Section 4 sets out our plans for the next period 2023-25.

NB: when the Report was written, in 2021, Shetland College was part of the Council. This organisation no longer exists. All duties for tertiary education in Shetland now rest with University of the Highlands and Islands.

1.2 Public Sector Equality Duty (PSED)

Publishing this progress report is a key part of our public sector equality duty. The public sector equality duty (PSED) consists of a general duty and specific duties. The general duty consists of three main needs. The specific duties support delivery of the general duties and provide a helpful framework for us to demonstrate compliance with the PSED.

The general duty requires Shetland Islands Council to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
- Advance equality of opportunity between people from different equality groups.

The specific duties exist to help the Council develop evidence-based policies and practices, improve transparency and accountability, and deliver better outcomes for everyone in Shetland. In order to meet the specific duties, there are several requirements set out in our Mainstreaming Report, which include gathering data and publishing information on equality outcomes, policy and practices and board and staff diversity.

1.3 Strategic Direction

Our Mainstreaming Equality Outcomes Report sits alongside the Council's Corporate Plan, [Our Ambition](#), and [Shetland's Partnership Plan](#). Embedded throughout our strategic priorities and activities is our commitment to promoting equality, diversity and inclusion. The driver for the Partnership Plan is to reduce inequalities, and Our Ambition features a specific priority linked to this activity – Fairer Shetland.

2. Our Workforce

We publish diversity data on the composition of our employees and that of applicants. The report is called the Employment Equalities Monitoring Report and Equal Pay Gap Information 2023 (data from 2021/22). Included in the report is data from 2019/20 to allow for comparisons.

You can read it in full at [Equality and Diversity – Shetland Islands Council](#).

The data breaks down the data related to employees and applicants by Protected Characteristic and covers:

- Recruitment Information – applicants, applicants shortlisted, and applicants successful in 2021/2022;
- Composition of our employees in 2021/22;
- Maternity Data in 2021/22;
- Discipline and Grievances in 2021/22; and
- Our Gender Pay Gap.

To give us a clear picture of patterns of employment across sex, race and disability we split roles into one of nine Broad Occupational Categories. The categories and typical jobs in these are as follows:

Broad Occupational Category	Typical roles
Business Support	Administrative, Clerical & Business Support Assistant; Library Assistant, Personal Assistant
Care	Social Care Worker, Home Help, Housing Support Worker
Catering and Cleaning	Cleaner, Kitchen Assistant, Cook
Leadership	Chief Executive, Directors, Executive Managers, Team Leaders
Learning	Learning Support Worker; Youth Worker; Lecturer; Early Years Worker
Marine	Deckhand; Mate; Marine Pilot; Skipper
Professional and Technical	Social Worker; Planning Officer; Solicitor
Teaching	Head Teacher; Principal Teacher; Teacher
Trades and Operational	Supervisory Assistant; Janitor; Road Worker

We publish our **Equal Pay Statement**, last updated in 2021 to cover the period 2021-2025, found on www.shetland.gov.uk. It sets out our commitment to the principle of equal pay for all our employees and to reducing occupational segregation. This document includes information on occupational segregation, related to contracted employees employed in the financial year 2019/20, where the total employees was 3,430. The Protected Characteristics looked at for occupational segregation are sex, race and disability.

Key points from 2021-22 data:

- Our contracted workforce was 72% female and 28% male, the same ratio as there was in 2017/18 and 2019/20;
- Our Headcount figure, which includes relief and supply workers, was 75% female and 25% male;
- Our Relief/Supply workers in this period was 82% female and 18% male;
- Our part-time employees and workers was 86% female and 14% male; and
- Occupational segregation (the unequal distribution of women and men across different types and levels of work) remains a significant issue in our workplace:

Our **workforce data** shows the breakdown between men and women for all the Broad Occupational Categories described in the table above. Changes noted in the 2021/22 data:

- While Care is very female dominated there were 10 more males employed, and at 12.8% this is an improvement of 1.5%; and
- Leadership has 15 more women employed, and at 50.4% this is an improvement of 5.7%.

Our **recruitment data** shows:

- Some Broad Occupational Categories show an unequal distribution of applications from women and men; for example 60% of applicants for Leadership roles are men while in Care 21% of applicants are from men. During 2021/22 in Marine 99% of applicants were men.

- In 2021/22 there were a number of vacancies in Marine where all the applicants were male (Deckhand, VTS Operator, Master, Marine Pilot, Marine Engineer). This was also the case for vacancies in Trades and Operational (Burial Services Operative, Quarry Operative, road Worker, Handyperson). There were vacancies with all female applicants in Learning (Early Learning and Childcare Senior Practitioner); and in Care (Family Support worker).
- We have increased the number of Modern Apprentices we employ, going from 29 Modern Apprentices in 2019/20 to 49 Modern Apprentices in 2021/22.
- In Health and Care there were no male Modern Apprentices in 2019/20 and in 2021/22 there were less than 5; however in Children and Young People the situation is the reverse with no male Modern Apprentices in this area in 2021/22 where there had been in 2019/20. In the Construction and Trades sector there were female Modern Apprentices in both 2019/20 and in 2021/22.

Disclosure Rates in Workforce and Recruitment data:

- The number of **applicants** who either preferred not to answer or did not answer whether they have a **disability** increased from 1.04% in 2019/20 to 3.7%, in 2021/22;
- The number of **employees** who preferred not to answer or did not answer whether they have a **disability** increased from 9.7% in 2019/20 to 18.16% in 2021/22;
- The number of employees who either prefer not to answer or did not answer on **ethnicity** has doubled in this period from 9.3% in 2019/20 to 18% in 2021/22; and
- The number of successful applicants who have a disability increased from 4.4% in 2019/20 to 12.2% in 2021/22; and 14% of Modern Apprentices in 2021/22 had a disability.

Our **Gender Pay Gap**, which is the percentage difference between the average earnings for men and women, was 6.58% in 2022. We also publish the median pay gap, which is the percentage difference between the midpoint earnings for men and women. This was 9.69% in 2022.

Employer Accreditations

Carer Positive – acknowledges Shetland Islands Council as a positive employer for those with caring responsibilities.

Disability Confident – acknowledges Shetland Islands Council as a positive employer for disabled people.

Equally Safe at Work – acknowledges Shetland Islands Council as a safe and supportive workplace for women.

3. Equality Outcomes: Progress

This section sets out progress, since 2021 on achieving the Equality Outcomes set out in our Mainstreaming Report.

3.1 People will be accessing employment in all sectors in innovative ways designed to minimize the barriers to involvement for all.

General Equality Duty

Will help to eliminate discrimination, advance equality of opportunity and foster good relations

Intended Outputs

Through gender analysis:

Deliver a strategy that focuses our work on overcoming barriers to recruiting and retaining working age people.

Work to understand the effects of the pandemic on the type and amount of work women are able to do.

Ensure that as the local economy diversifies, new opportunities are available to everyone.

Ensuring there are no barriers to obtaining the required skills and experience to be able to take advantage of opportunities created through developments in the local economy.

Deliver on the actions identified in the Council's Equal Pay Action Plan, including:

- Equality data is accurate and up to date at the time of reporting
- Our employment application processes provide the opportunity to request reasonable adjustments.
- We understand why our disability data is not currently reflective of the wider Shetland population
- We can demonstrate that we are a family friendly employer
- We are closing the gender pay gap
- We are an Equally Safe at Work employer at Bronze level.

Develop a new Regional Transport Strategy that identifies the present and future transport needs of the region and the practical means of addressing these needs. The strategy also sets out how transport in the region will be provided, developed, improved and operated so as to promote safety, enhance social and economic well-being, promote sustainability, conserve and enhance the environment, promote social inclusion and equal opportunities, and improve access to healthcare and integration between modes.

Develop demand responsive, shared and integrated transport options and digital journey planning/booking/ticketing (Mobility as a Service).

Support and encourage increased Active Travel through infrastructure development and behaviour change initiatives.

Measuring Success

- SIC workforce statistics
- SIC gender pay gap reporting
- Employers survey
- RTS performance monitoring

Progress

- The Council's HR Service participated in an Employer Assessment carried out by SUSE (Scottish Union of Supported Employment) and APT, a Public Social Partnership funded by the Scottish Government, who have a mission to reduce the Disability Employment Gap. This resulted in an action plan to help us build our capacity to attract, recruit and retain disabled people and those with long term health conditions.
- A Council HR team member is undertaking a certificated NIDMAR (National Institute of Disability Management and Research) training program. This will support the review and development of employment practices of employees with a health condition or disability to gain and retain employment.

- The Council, as an employer, has provided menopause awareness training for managers and employees through face to face sessions and e-learning.
 - The Council provided training by Enable Works, covering Learning Disability and Autism Awareness, Disability Awareness and Rethinking Recruitment.
 - The Council continues to provide financial support to sustain COPE Ltd, an established and successful social enterprise that provides employment and skill development for adults with learning disabilities or autism spectrum disorders.
 - Through the Integrated Joint Board, there are more Modern Apprentices and support of training in work schemes within Community Health & Social Care (CH&SC) to offer alternative career progression pathways.
 - There is exploration of flexible working patterns within CH&SC to address concerns around transport costs during the Cost of Living crisis.
 - There is coping of skill mix/new roles in Social Care to support people into work for whom Care Inspectorate Registration is a barrier.
 - The Regional Transport Strategy is due for approval in May 2023. This recognises the need to support everyone to access employment opportunities and has had a full Equalities Impact Assessment.
 - A feasibility study into digital demand responsive transport was undertaken to explore improved access to public transport in remote areas.
- Settlement audits have been undertaken in 16 localities across Shetland, and communities engaged to identify priority interventions in each area.

Next Steps

- The Council will establish a Disabled Staff focus group so that employment plans, policies and practices can be shaped from a lived experience perspective.
 - Elected members and senior leadership team across the Council will develop their understanding of disability in the workplace and the Disability Employment Gap agenda.
 - The Council will offer employment taster sessions providing opportunities to challenge gender stereotypes in the workplace. The MA for a Day “Dare to be Different” event will take place in June 2023 and aims to highlight apprenticeship opportunities that are available in different industries regardless of gender.
 - The Integrated Joint Board is undertaking comprehensive outcomes focused workforce planning to support learning from changes, and sustainability and flexibility in future service provision across CH&SC.
 - ZetTrans will develop a Regional Transport Strategy delivery plan.
 - Incorporate Demand Responsive Transport study findings into a business case for the next round of public bus contracts.
- Implement active travel interventions based on recommendations from completed audits and feasibility studies.

Organisations Involved

- Shetland Islands Council
- Schools Service
- ZetTrans
- Integrated Joint Board

3.2 People will be able to access the information they need, when they need it, in a wide range of different ways

General Equality Duty

Will help to eliminate discrimination, advance equality of opportunity and foster good relations.

Intended Outputs

Produce a guide to inclusive communication.

Gather lived experience of people with different communication needs.

Actions from the Scottish Government review of the Public Sector Equality Duty.

Streamline transport information provision encompassing all modes of public, active and accessible transport.

Provide accessible digital transport information and journey planning capabilities.

Measuring Success

Development of principles for effective communication with involvement from people with lived experience.

Development of a tool to measure the effectiveness of the Council's inclusive communication.

Progress

- The Council has drafted a Guide to Inclusive Communication.
- The Council is acting on recommendations made as a result of commissioning an independent review of the Council's social media accounts which highlighted what information does not meet accessibility guidelines.
- The Council commissions independent advocacy to support people in communicating their needs.
- Health Improvement Health Literacy work in partnership with Scottish Government,
 - improving access to primary care for people who use British Sign Language
 - providing communication support for services working with people with Learning Disability.
- Good Conversations approach to enable shared decisions and improved accessibility of inter-personal communication, and the use of effective alternative communication where appropriate.
- The Integrated Joint Board is strengthening/advancing equal partnership with the third sector to support better inclusion of voices of lived experience.
- ZetTrans is seeking funding for a project to brand and widely promote sustainable transport options through a range of media.

Next Steps

- The Council will finalise the Guide to Inclusive Communication.
- The use of Interact, the Council's internal communications platform, to develop spaces for groups with protected characteristics to form communities to support each other, as well as to ensure that any information meets their communication needs.
- The Integrated Joint Board will develop easy read version of IJB Strategic Plan 2022-25.
Subject to funding, ZetTrans will appoint consultants and engage stakeholders to make improvements in transport communication.

Organisations Involved

- Shetland Islands Council
- Schools Service
- ZetTrans
- Integrated Joint Board
- Licensing Board

3.3 Outcomes will be improved by developing better methods to assess the impact of what we do

General Equality Duty

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Intended Outputs

Audit of equality data collected within the Council.

Monitor the ongoing effects of the pandemic on people with protected characteristics.

Training on using external data, including the Scottish Government's Equality Evidence Finder.

Gather information of the lived experience of people with protected characteristics.

Performance indicators for the new Regional Transport Strategy with appropriate baseline performance data and monitoring and evaluation plan.

Measuring Success

Development of a good evidence base to understand the experience of people with protected characteristics in Shetland.

Services have the data, knowledge and skills to use the evidence base when planning services.

Direction of increased ZetTrans resources to assessing and monitoring impacts of transport policies and projects.

Progress

- Shetland Islands Council achieved Carer Positive accreditation, and established a Carer's Focus Group to ensure that there is a lived experience perspective in the development of a Carer's Leave policy for its employees.
- The Youth & Employability Service provides Schools with a standalone PSE workshop created by [RespectMe](#). The workshop explores the importance of celebrating difference, and increases awareness of prejudice, stereotypes and racism in society. This is supported by [Addressing Inclusion: Effectively Challenging Racism in Schools](#) guidance.
- They also provide two standalone PSE workshops including 'What is sexuality?' and 'What is Gender?'. The first session is around understanding sexuality and how that differs from gender based conversation. Both sessions focus on language and terminology, whilst using examples and stories of young people in Scotland today. Schools can then go on to work towards their [LGBT Schools Charter Mark](#) for the setting. Within Shetland, the Anderson High School have achieved their [LGBT Schools 'Silver' Charter Mark](#). Where there is an identified need in schools then the service can support LGBT groups in schools. Previously we have had groups established at Anderson High School, Brae High School and Sandwick Junior High School.
- Development and sharing of Population Health survey and Public Health Scotland local health profile to support evidence-based decision making.
- ZetTrans have put in place a robust monitoring framework for Active Travel has been developed.

Next Steps

- The Council will seek approval of a Carer's Leave Policy and gather data to monitor its implementation.
- Integrated Joint Board will undertake a Strategic Needs Assessment, supported by Public Health.
- ZetTrans will apply an active travel monitoring framework.

Organisations Involved

- Shetland Islands Council
- Schools Service
- ZetTrans
- Integrated Joint Board
- Licensing Board

3.4 The number of children, young people and adults affected by gender based violence, particularly domestic abuse and sexual violence will be reduced, and the consequences will be minimized.

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Outputs

Multi agency training programs.

Comprehensive education programs for young people.

Signposting and referral pathways.

Review perpetrator programs.

Better understanding of the travel needs/habits and challenges faced by women – e.g. in relation to journey mode, purpose (including trip-chaining) and personal safety concerns.

Measuring Success

Increased proportion of people experiencing domestic abuse and sexual violence who report these incidents to the police.

Reduced harm to children and young people as a result of gender based violence, through identification of those at risk and provision of appropriate dedicated services.

Prevent offending and re-offending through violence reduction programs and criminal justice work

Increased number of women choosing to use active and public transport options.

Progress

- Integrated Joint Board and Council input into Domestic Abuse Partnership and delivery of strategy by partnership services.
- The Youth & Employability Service provides Schools with [Mentors in Violence Prevention](#) (MVP), a peer mentoring programme that gives young people the chance to explore and challenge the attitudes, beliefs and cultural norms that underpin gender-based violence, bullying and other forms of violence. It addresses a range of behaviours including name-calling, sexting, controlling behaviour and harassment, and uses a 'by-stander' approach where individuals are not looked on as potential victims or perpetrators but as empowered and active bystanders with the ability to support and challenge their peers in a safe way.
- Reporting of incidents of domestic abuse and sexual crimes has increased over the last 5 years.
- Support and promotion provided for Cycling UK and Sustrans joint initiative to offer cycle training sessions aimed at women.

Next Steps

- Refresh Domestic Abuse Direction in line with Domestic Abuse Partnership strategy review.
- The Council will develop a Sex Harassment policy for its employees and deliver a programme about what sexual harassment is, and how employees have a role in preventing it.
- The Council will maintain accreditation as an Equally Safe at Work employer.
- ZetTrans will encourage more female uptake of cycling through the Love to Ride project.

Organisations Involved

- Shetland Islands Council
- Schools Service
- ZetTrans
- Integrated Joint Board
- Licensing Board

4. Equality Outcomes: Next Steps

In addition to the next steps identified in Section 3, as a Council, we will:

- Double the resource available within the organisation to deliver on what is required, in acknowledgement of what we weren't able to achieve over the last two years;
- Ensure Equality Impact Assessments are undertaken in a meaningful and systematic way across all our strategies, policies and services, as part of Shetland's wider Integrated Impact Assessment; and
- Explore use of the 'Voices for...' Methodology to ensure the voices of lived experience are central to the next Mainstreaming Outcomes Report.