Scottish Borders
Council

# Scottish Borders Council
# Mainstreaming Report and
# Equality Outcomes

# 2013 - 2017

March 2013

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**Equality and Diversity Officer**
Chief Executives Department
Scottish Borders Council Head Quarters
Newtown St Boswells
Melrose,
TD6 0SA
**Tel: 01835 824 000**

# **Content**

## 1. Introduction

Scottish Borders Council is fully committed to the values and ethos of the duties placed upon it by the Equality Act 2010. Equality and diversity relates to all of the Scottish Borders community, all staff and members of the Council and so is integral to the work we do and the services we deliver.

This is the first Equality Mainstreaming report Scottish Borders Council has produced. The report gives us the opportunity to present the progress we have made in mainstreaming Equality and Diversity work across our organisation. In this report we will look at the approach the Council is taking to progressing our equality duties through reducing inequality, promoting equality of opportunity and fostering good relations.

This report also contains our equality outcomes which the Council has set and will be working towards over the next four years. Our equality outcomes are designed to help us achieve our vision and meet our general duty to eliminate discrimination and harassment; promote equality of opportunity and foster good relations.

It maybe useful to read this report in conjunction with our Equality Scheme 2012- 2016 which sets out our commitment to equality, diversity and developing a human rights based approach.

**You can find our Equality Scheme 2012-2013 here:**
http://www.scotborders.gov.uk/info/751/equality_diversity_and_citizenship/99/equality_and_diversity

## 2. Scottish Borders Council Vision and Equality Vision

**2.1 Vision, Values and Standards**

Our vision, our values and our standards will guide the way we work and will inform everything from our strategies and policies, through to the work plans of individuals within the organisation.

Our <u>Vision</u>
**We seek the best quality of life for all the people in the Scottish Borders, prosperity for our business and good health and resilience for all our communities**

Our <u>Values</u>
- **Public Service**
- **Respect for all**
- **Courage**
- **Integrity**
- **Honesty**
- **Commitment**

Our <u>Standards</u>
- **Putting our customers and staff at the heart of what we do**
- **Being fair, equal and open**
- **Continually improving our services**
- **Working with partners and stakeholders**
- **Delivering value for money in the use of our resources**

Equality and Diversity is essential to achieving our overall vision; helping shape our values and guide our standards.

### 2.2 Vision for Equality and Diversity

**Our Equality & Diversity Vision**
*We seek to embed equality, diversity and human rights into all Scottish Borders Council services, functions and business, enabling the organisation to demonstrate its explicit commitment to equality, diversity and human rights and the positive actions associated.*

## 3.    The Legal Context

### 3.1 The Equality Act 2010 and the General Equality Duty

The Act brings together the areas of race, disability, sex, sexual orientation, religion and belief, age and gender reassignment in one legislative entity.

At the same time the Act clarifies the approach that should be taken on issues around ensuring fair treatment with regards to marriage/civil partnership and pregnancy and maternity. The Council in the exercise of its functions must:

- Eliminate discrimination, harassment and victimisation.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected. characteristic and those who do not, by tackling prejudice and promoting understanding.

(Only the first duty applies in the case of marriage/civil partnership.)
These are the three fundamental elements of the general duty.

### 3.2  The Specific Equality Duties

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 came into force on 27th May 2012. These specific duties are designed to help public sector organisations meet the general duty effectively.

The key legal duties are that the Council must;-

- Report on mainstreaming the equality duty,
- Publish equality outcomes and report progress,
- Assess and review policies and practices,
- Gather and use employee information,
- Publish gender pay gap information,
- Publish statements on equal pay,
- Consider award criteria and conditions in relation to public procurement.

## 4. Building on Previous Work

Scottish Borders Council's approach to mainstreaming Equality and Diversity work is underpinned by our current Equality Scheme 2012 – 2016 and draws upon the approach we had taken previously in our equality schemes (Race Equality Scheme 2008-20011, Disability Equality Scheme 2009-2012 and our previous Gender Equality Scheme 2007-2010).

For a number of years Scottish Borders Council has placed a priority on meeting our equality duties through our work, policies and attitude. The Council looks to continually improve and extend this work through our mainstreaming approach to ensure that not only are we fully compliant with current legislation but that we meet the needs of our diverse community and workforce.

## 5. The Importance of Mainstreaming Equality

Mainstreaming equality simply means integrating equality and diversity into the day-to-day workings of our organisation. We aim to do this by taking equality into account as we exercise our functions and deliver our services.

Mainstreaming equality has a number of benefits including:

- It helps us to ensure that our services are fit for purpose and meet the needs of our community.

- It helps us attract and retain a productive workforce, rich in diverse skills and talents.

- It helps us work toward social inclusion and allows us to support the communities we serve to improve the lives of everyone who lives in the Borders.

- It helps us to continually improve and better perform through growing knowledge and understanding.

## 6. Scottish Borders Council's Approach to Mainstreaming

Our approach addresses all the protected characteristics under the Equality Act 2010   and also goes further to encompass, human rights, poverty and social exclusion.

This is in line with our vision and current legislation. The 'equality strands or protected characteristics' (as set out in the Equality Act 2010) are:

- Age,
- Disability,
- Gender,
- Marriage and Civil Partnership,
- Pregnancy and Maternity,
- Race,
- Religion or Belief, and

- Sexual Orientation.

The reasons we have taken this approach are:

- A recognition that inequalities are rarely experienced in isolation, but are often interdependent.
- A requirement to focus on the 'whole picture' when planning and delivering services.
- A determination to treat all service users, clients and staff with dignity and respect.
- A commitment to making the most of resources and investment.
- A recognition that the principles of human rights apply to equality is an important factor in the production of this scheme and is vital to achieving our aims and objectives which are outlined in our outcome plan.

Addressing things in this way can only make for a better service for everyone, with service users' and employees' experiences reflecting the core human rights principles of:

- Fairness
- Respect
- Equality
- Dignity &
- Autonomy.

## 6.1 Leadership

**Corporate Commitment**

The corporate commitment to mainstreaming equality has been vital in ensuring Scottish Borders Council continues to deliver high standards of services and functions effectively and efficiently. Our Members have responsibility for championing and promoting equality and diversity within the Council and externally.

They engage and listen to the views of our local communities via the committees they sit on, strategic partners and others, to allow them to take a more collective approach to addressing inequalities in the Scottish Borders.

There are also a number of existing arrangements that help deliver the Council's vision and promote equality and diversity, they are:
- Equality Impact Assessments are an integral part of our decision making work
- The Corporate Equality and Diversity Group has responsibility for driving the equality and diversity agenda throughout the organisation.
- The Chief Executive leads the Council Corporate Management Team (CMT) that has the collective responsibility for ensuring accountability of the whole organisation in delivering our equality duties.

Scottish Borders Council will continue to ensure strong and consistent leadership for equality and diversity. We are committed to ensuring that equality and diversity is embedded within the work of the organisation.

### 6.2 Reporting and Monitoring

**Corporate Management Team**

This is chaired by the Chief Executive and is comprised of all the Service Directors. This Group provides leadership and takes corporate responsibility for ensuring that the Council not only complies fully with all the equalities legislation, but that equality and diversity is mainstreamed into everything that the Council does. The Group is regularly updated on new policies and initiatives as well as on progress being made.

**Corporate Equality and Diversity Group**

Our Corporate Equality and Diversity Group is responsible for driving equality and diversity forward on behalf of Scottish Borders Council and to respond to the evolving and changing agenda on a regional and national level. The Group is made up of senior lead officers from each of the service areas. This group works closely with the Equality and Diversity Officer to ensure that equality and diversity is embedded into all service areas.

**Reporting**

The progress towards our equality outcomes and mainstreaming equality and diversity as well as our employee information will be reported to Council on a bi-annual basis and published on our website starting in April 2013.

**You will be able to find it at:**
**http://www.scotborders.gov.uk/info/751/equality_diversity_and_citizenship/99/equality_and_diversity**

### 6.3  Partnership Working - Community Planning

Equality and Diversity is seen as an integral component within our new community planning structure.  Our Community Planning Partners include NHS Borders, Lothian & Borders Police Service, Lothian and Borders Fire and Rescue Service, Borders College and the Third Sector.

Equality Leads from across the partners have come together to form a Community Planning Partnership Equality Group. Under the new structure the Equality Group support and scrutinise the work of the Programme Boards within the community planning structure. This will ensure that equalities work is being mainstreamed, progress towards equality outcomes is being made and equalities best practice is being shared across the programme boards. The Group will also raise equality and diversity issues to the programme boards as appropriate.

The Community Planning partners have agreed to share a mutual set of Equality Outcomes. This is in recognition that we share common, issues and aims and that through working together to achieve our outcomes we are more likely to make a greater difference for the communities we serve.

## 6.4 Community Working

Community working is centred on people and communities. Our work enables residents to have a greater stake in the community in which they live. This is about the Council and its partners working together with the community to improve the quality of life for everyone in the Scottish Borders

Through our mainstreaming approach we will continue to support community development and regeneration and works closely with communities, groups and people to address local issues, to promote equality and diversity, to help establish groups and projects that raise awareness of equality and diversity and support local partnership initiatives.

We aim to ensure that the 'seldom heard' groups are also supported and presented with opportunities to help Scottish Borders Council to develop and manage its services. We will work with different equality and diversity communities to help identify and meet any specific needs and requirements.

## 6.5     Policy and Practice

### Council Communication and Engagement

Good communication is key to providing high quality, responsive Council services. It is essential to understand the needs of local people, to provide and communicate details of accessible and responsive services, to develop strategies for improving life in the Scottish Borders, and to ensure that we play an effective role in community leadership. Two way communication gives a voice to local people and helps them shape the services delivered in their communities.

### Access to Information

Scottish Borders Council recognises that the provision of appropriate information is an important factor in the promotion of equality and diversity.  The Council is committed to ensuring that all information it produces is available and accessible to all members of the community.

We acknowledge that some sections of the public may not enjoy equality of opportunity in access to information and we will continue to review our methods of communication to improve this. We seek to raise awareness of services available to residents and to improve communication with a range of diverse communities, including those that we have traditionally found hard to reach.

To make accessing the Council and our services easier for customers, part of the Customer First Programme has been to rationalise the number of service access points that we have.

The Customer Service Advisors at each of the access points and the telephone call centre have had customer service training as well as equality and diversity training. The training requirements of these staff were specifically identified and used in the content of the training.

Staff are encouraged to seek feedback from customers and the results of this are held within the Customer Relationships Management system which is then used in the development of our services.

Council news and information is publicised regularly in local and national media through media releases, events and ongoing public relations activities.

The Council also produces a newspaper for Borders residents called SBConnect. There are three editions every year in Spring, Summer and Winter. The newspaper is delivered to every household in the Borders and aims to deliver free, useful information about the Council and its services. An online version of the newspaper is also produced and is available from the SBC website. The newspaper is also available on request in other formats such as CD, braille, large print, various computer formats and in other languages. The Council asks for residents' feedback in every issue of the newspaper.

**Interpretation and Translation**

The Council has a policy of offering both Interpretation and Translation services to anyone who may require them to access the organisation, our services and information.

To make sure our information is accessible and that we communicate effectively with all our customers, all our documents are available in different formats, for example, Braille, large print, British Sign Language, audio tape or CD, Easy Read on request and in different languages on request.

We also offer that an officer can be made available to explain any parts of our information that may be unclear.

**Community Engagement**

Scottish Borders Council strives to ensure our community engagement processes are inclusive and promote equal opportunities for all. We base our work around the National Standards for Community Engagement and believe that equality is a fundamental principle of community engagement.

We understand that people may face recognised barriers[1] to their participation and have very diverse needs and circumstances. A 'one size fits all' approach to engaging equalities groups will not work. It is important for us to think through the different characteristics of the equalities groups and the specific implications for community engagement practice, particularly to include people who share more than one protected characteristic, e.g. young people with a disability, older people who are gay or lesbian.

Considerable efforts are being made to support and engage with equalities groups that relate to the main strands of equality and diversity. These include the Borders Equality Forum, Disability Organisations including the Borders Disability Forum, Scottish Borders LGBT Forum, Elder Voice and Young People's groups.

**Equality Impact Assessment**

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[1] Scottish Executive Good Practice Guidance: Consultation With Equalities Groups

An Equality Impact Assessment (EIA) is a tool aimed at improving the quality of public services by ensuring that individuals and teams think carefully about the likely impact of their work on different communities or groups. It involves anticipating the consequences of policies and services on different communities and making sure that any negative consequences are eliminated or minimised and that opportunities for promoting equality are maximised.

The Council has a specific Equality Impact Assessment policy and toolkit which has been updated to meet the requirements of current legislation. All Council departments regularly undertake equality impact assessments on appropriate policies and practices. The findings of our impact assessments are made available to all decision makers in order that we can fulfil our equality duty to take account of the findings of our assessments.

The findings of our impact assessments can be found within the Equality Section of all relevant Council reports. We also publish our impact assessments on our website.

**You can find our impact assessments here: http://www.scotborders.gov.uk/info/751/equality_diversity_and_citizenship/1188/equality_impact_assessment**

## 6.6    Service Delivery

All Council services are delivered in accordance with the above policies and practices. As many service areas have unique equality and diversity requirements many have their own policy and practices in place to ensure they meet the requirements of our diverse service users.

**Service Monitoring**

To ensure that the Council is delivering our services fairly and effectively we are working to improve our approach to equality data gathering and monitoring. We have produced a standard set of equality data monitoring questions and have started to introduce them to service areas across the Council.

By gathering data in a standardised way we will be able to monitor, assess and report much more easily this in turn will assist us in our aim of continual improvement and also help us ensure we meet our equality duties.

**Services Provided by a Third Party**

Where the Council provides public services through a third party, that organisation also has responsibility to eliminate discrimination, advance equality of opportunity and foster good relations, were it provides a public function.

The Council support organisations as appropriate to meet the equality duties through sharing our policy and practises. We also build requirements where appropriate into contracts to ensure that we are able to monitor and report on the organisations progress to meeting the Equality Duties.

All appropriate proposals to outsource Council functions and services will be subject to a full equality impact assessment.

## 6.7     Procurement

Scottish Borders Council's Corporate Procurement Strategy recognises the Councils Corporate Social Responsibility, most notably equalities, ethical procurement, non-discrimination, governance, prompt payment, supporting local small and medium enterprises, sustainability and environmental aspects of goods, services or works we procure.

European Union procurement legislation permits us to ask suppliers questions that have a direct bearing on the goods, services and works being tendered. Where equality and diversity is applicable or relevant to a particular commission being tendered we will ask standard questions.  Accordingly, this will include a requirement for procurement professionals to seek evidence to support the suppliers' own Corporate Social Responsibility strategies to be included in those firms' Expressions of Interest and Tenders.

## 6.8     Scottish Borders Council as an Employer

Scottish Borders Council is one of the largest employers within the region. We recognise the vast impact our employment practices can have on promoting equality and diversity.  We are committed to valuing and supporting our employees to realise their full potential and creating a diverse workforce that broadly reflects the community in which we operate.

**Commitment and Expectations**

Our commitment to Members and employees is one of continuous development through training and awareness raising to ensure that we meet our Equality Duties. Our Human Resources policies set out our commitment to fair employment, equal opportunities, learning and development and valuing diversity. We will continue to work hard to ensure we attract, recruit and retain staff from diverse backgrounds. We expect our staff to:

- Provide a high standard of service to local people, and to those they come into contact with.
- Respect others regardless of who they are.
- Undertake training and self development as identified to help improve our services to users, including equality and diversity training.
- Promote equality of opportunity and help build cohesive community relations.
- Adhere to all appropriate Council policies, procedures and codes of practice and demonstrate these values in the way they work.
- Challenge behaviour or attitudes which are contrary to this policy.

Some departments within the Council have been awarded the Investors in People award and work to the Investors in People framework. The framework focuses on equality of opportunity, the culture of the organisation, recruitment and selection, and how an organisation promotes and values equality and diversity.

We have also been awarded the Job Centre Plus two tick symbol for being positive about employing people with disabilities. To be awarded this symbol we must:

- Interview all disabled applicants who meet the minimum criteria for a job vacancy and to consider them on their abilities.
- Discuss with disabled employees, at any time but at least once a year, what both parties can do to make sure disabled employees can develop and use their abilities.
- Make every effort when employees become disabled to make sure they stay in employment.
- Take action to ensure that all employees develop the appropriate level of disability awareness needed to make these commitments work.
- Review these commitments each year and assess what has been achieved, plan ways to improve on them and let employees and Jobcentre Plus know about progress and future plans.

**Staff Accessibility Forum**

Scottish Borders Council recognised that we had very low levels of Staff declaration rates around disability. So in 2011 we set up the staff accessibility forum. The Forum is made up of staff members who have a disability and is supported by officers from appropriate areas across the Council. The role of the Forum is:

- To give the Council expert advice and insight on disability issues.
- To promote a culture of disability awareness at Scottish Borders Council.
- To provide mutual support for staff with disabilities at Scottish Borders Council.
- To share good practice.

With the aim of:

- Increase knowledge and understanding of Disability issues.
- Increase employee declaration of disabilities rates.
- Increase opportunities for people with disabilities.
- Promotion of an inclusive working environment.

The forum reports into the Employee Council and Corporate Equality Group on appropriate issues, progress and work.

**Training and Development**

The Council recognises the value and importance of training our staff appropriately about Equality and Diversity. We have mainstreamed our provision of equality and diversity training which now includes:

- Recruitment, selection and interviewing training
- First line managers programme (for new and existing managers)
- E-induction programme (for all new employees)
- SVQ management (for line managers)

An Equality and Diversity staff training programme started in spring 2009 which includes:
- Engagement sessions for senior managers outlining their responsibilities under current legislation and guidance

• Equality impact assessment training
• Equality and diversity training for all Council staff

**Equality Duties and Employment**

*Please see page 19 and Appendix 1 for details on our Equal Pay Statement, Occupational Segregation Policy and our employee data.*

## 7. Mainstreaming Equality in Education

In learning settings across Scottish Borders Council Curriculum for Excellence is being implemented. This aims to achieve a transformation in education by providing a coherent, flexible and enriched curriculum for young people from 3-18.

In conjunction with this, the Council and local partners are developing staff understanding of Getting It Right for Every Child (GIRFEC), in particular training will be provided to Education staff in relation to the implementation of the Named Person. The implementation of the Named Person will provide additional support for those children and young people who may require some extra help that can be provided from universal services. The Named Person is about early and effective intervention, good communication and management to ensure that the Named Person, child and family are working together to ensure a timely, appropriate and proportionate response to the worries and concerns being raised in relation to the child.

The principles of GIRFEC builds on the universal services of education and health and it recognises the continuing need for these services to be involved in the support the child or young person receives, no matter the scale of that support.

Through GIRFEC we will ensure that all staff working with children, young people and their families in the Scottish Borders know what to do, when to do it, and who else to get involved. Additionally it will promote appropriate, proportionate and timely action.

Scottish Borders Council is a member of the local Children and Young People's Planning Partnership (CYPPP). The CYPPP has responsibility for GIRFEC across Scottish Borders and have recently published their 2012-2015 Children and Young People's Services Plan. This Plan sets out the key priorities for the CYPPP which includes for example:
• Promoting Children's Rights
• Keeping Children Safe
• Improved attainment and achievement for all our children and young people
• Improved health and wellbeing for children and young people
• Developing a broader range of opportunities for young people in transition (16+)

The approach supports the achievement of improved outcomes for all children and young people, demonstrated through the priorities outlined within the Children and Young People's Services Plan.

The Rights Respecting Schools programme is available to both primary and secondary schools in the Scottish Borders.  Priorsford Primary Schools in Peebles have achieved this

status and are regarded as a local model of best practice. The Rights Respecting Schools Award (RRSA) recognises achievement in putting the United Nations Convention on the Rights of the Child (UNCRC) at the heart of a school's planning, policies, practice and ethos.

Participation and involvement of young people and pupils is developed through the Involved Strategy of the CYPPP. "Involved" gives clear aims and commitments to involving young people in decision-making on matters that affect their lives. Secondly it promotes the UNCRC and supports Scottish Borders Council and its partners to achieve improved outcomes around participation of service-users. Scottish Borders Council Education and Lifelong Learning lead on behalf of the CYPPP a survey of 2000 secondary school pupils gathering their views and opinions on a range of matters with the results informing planning, policies and service delivery. Scottish Borders Youth Voice provides a youth work opportunity to young people who are interested in developing youth-led campaigns on local or national issues, or who wish to represent their peers or community regionally or nationally.

Scottish Borders Council approved the Respectful Relationships: anti-bullying policy in November 2012. This policy recognises bullying behaviour within the context of equalities and diversity. The policy introduces enhanced and more accurate reporting and recording of prejudiced based bullying. This will lead to better responses by professionals and better outcomes for young people. A more accurate data collection system is currently being developed by Educational Services to improve understanding and target priority needs in all areas.

## 8. Scottish Borders Council Equality Outcomes

Under the Equality Act in Scotland, Scottish Borders Council has a specific duty to produce a set of equality outcomes which are informed by engagement with different equality groups and stakeholders. Our outcomes are designed to help us achieve our vision and meet our general duty to eliminate discrimination and harassment; promote equality of opportunity and promote good relations.

### 8.1 What is an Equality Outcome

An equality outcome is a result which we as an authority aim to achieve in order to further one or more of our general equality duties. In other words, an equality outcome should further one or more of the following needs: eliminate discrimination, advance equality of opportunity and foster good relations.

Outcomes are the changes that result for individuals, communities, organisations or society as a consequence of the action we have taken. Outcomes include short-term benefits such as changes in awareness, knowledge, skills and attitudes, and longer-term benefits such as changes in behaviours, decision-making, or social and environmental conditions.

### 8.2 Our Equality Outcomes

Scottish Borders Council started work to develop our Equality outcomes through evidence gathering and engagement work which began in May 2011 (See Appendix 2 & 3). The result of this work is the following set of equality outcomes which cover all protected characteristic.

| No. | Outcome | Lead Council Department/s |
|---|---|---|
| **1.** | We are seen as an inclusive and equal opportunities employer where all members of staff feel valued and respected and our workforce reflects our community. | Chief Executive |
| **2.** | Our services meet the needs of and are accessible to all members of our community and our staff treat all service users, clients and colleagues with dignity and respect. | Chief Executive |
| **3.** | Everyone has the opportunity to participate in public life and the democratic process. | Chief Executive |
| **4.** | We work in partnership with other agencies and stakeholders to ensure that our communities are cohesive and there are fewer people living in poverty. | Chief Executive and Environment and Infrastructure |
| **5.** | Our citizens have the freedom to make their own choices and are able to lead independent, healthy lives as responsible citizens. | Chief Executive Environment and Infrastructure/ Public Health/ Social Work |
| 6. | **The difference in rates of employment between the general population and those from under represented groups is improved.** | Chief Executive & **Education & Lifelong Learning** |
| 7. | **The difference in educational attainment between those who are from an equality group and those who are not is improved.** | **Education & Life Long Learning** |
| 8. | We have appropriate accommodation which meets the requirements of our diverse community. | Chief Executive/ Environment and Infrastructure |

Education and Life Long Learning will play a contributory role to all of Scottish Borders Council's Equality Outcomes and will lead on delivering Outcomes 6 and 7 (**highlighted in bold**)

## 8.3 Aligning Equality Outcomes with Other Work

In order that we mainstream our Equality work Scottish Borders Council will seek to embed our equality outcomes within our Corporate Priorities. This move will assist all areas of the Council in fulfilling our equality duties and enable us to demonstrate an explicit commitment to our equality work.

The Council has also paid consideration to the development of our priorities within the Single Outcome Agreement and our Community Planning Partnership (CPP) Structure in order that we seek to collaborate and maximise our efforts in terms of Equality Work.

Our Partner Agencies have agreed to share our equality outcomes within the work of the CPP as we seek to work towards mutual goals in achieving our identified equality outcomes.

The Table below demonstrates how our equality outcomes fit with; the Scottish Governments National Outcomes and our Local Corporate Priorities.

| SBC Equality Outcome | SG National Outcome/s | SBC Corporate Priority |
|---|---|---|
| **1.** We are seen as an inclusive and equal opportunities employer where all members of staff feel valued and respected and our workforce reflects our community. | **O16:** Our public services are high quality, continually improving, efficient and responsive to local people's needs | **P6.** Developing Our Workforce |
| **2**. Our services meet the needs of and are accessible to all members of our community and our staff treat all service users, clients and colleagues with dignity and respect. | **O16:** Our public services are high quality, continually improving, efficient and responsive to local people's needs<br><br>**O10:** We live in well-designed, sustainable places where we are able to access the amenities and services we need | **P6:** Developing our workforce<br><br>**P7:** Developing our assets and resources<br><br>**P8:** Ensuring excellent, adaptable, collaborative & accessible public services<br><br>**P5:** Maintaining and improving our high quality environment |

| | | |
|---|---|---|
| **3.** Everyone has the opportunity to participate in public life and the democratic process. | **O11:** We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.<br><br>**O13**: We take pride in a strong, fair and inclusive national identity.<br><br>**O7:** We have tackled the significant inequalities in Scottish society | **P4**.Building the capacity and resilience of our communities and voluntary sector |
| **4.** We work in partnership with other agencies and stakeholders to ensure that our communities are cohesive and there are fewer people living in poverty. | **O13:** We take pride in a strong, fair and inclusive national identity<br><br>**O11:** We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.<br><br>**O9:** We live our lies safe from crime, disorder and danger<br><br>**O7:** We have tackled the significant inequalities in Scottish society<br><br>**O8:** We have improved the life chances for children, young people and families at risk | **P8**. Ensuring excellent, adaptable, collaborative and accessible public services.<br><br>**P4**.Building the capacity and resilience of our communities and voluntary sector |
| **5.** Our citizens have the freedom to make their own choices and are able to lead independent, healthy lives as responsible citizens. | **O6:** We live longer, healthier lives<br><br>**O7:** We have tackled the significant inequalities in Scottish society | **P3:** Providing high quality support, care and protection to children, young people, adults, families, and older people.<br><br>**P4:** Building the capacity and resilience of our communities |

| | | and voluntary sector |
|---|---|---|
| | **O8:** We have improved the life chances for children, young people and families at risk<br><br>**O15**: Our people are able to maintain their independence as they get older and are able to access appropriate support when they need it<br><br>**O11:** We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others | **P5:** Maintaining and improving our high quality environment |
| **6**. The difference in rates of employment between the general population and those from under represented groups is improved. | **O2:** We realise our full economic potential with more and better employment opportunities for our people<br><br>**O7:** We have tackled the significant inequalities in Scottish society | 1: Encouraging sustainable economic growth, creating a strong, varied and innovative business base<br><br>**P3**: Providing high quality support, care and protection to children, young people, adults, families, and older people |
| **7.** The difference in educational attainment between those who are from an equality group and those who are not is improved. | **O3:** We are better educated, more skilled and more successful, renowned for our research and innovation<br><br>**O4:** Our young people are successful learners, confident individuals, effective contributors and responsible citizens<br><br>**O5:** Our children have the best start in life and are ready to succeed | **P2**: Improving attainment and achievement levels for all our children and young people, both within and out with the formal curriculum<br><br>**P3:** Providing high quality support, care and protection to children, young people, adults, families, and older people |

| | O7: We have tackled the significant inequalities in Scottish society | |
|---|---|---|
| **8.** We have appropriate accommodation which meets the requirements of our diverse community. | **O7:** We have tackled the significant inequalities in Scottish society<br><br>**O10**: We live in well-designed, sustainable places where we are able to access the amenities and services we need<br><br>**O12**: We value and enjoy our built and natural environment and protect it and enhance it for future generations<br><br>**O15:** Our people are able to maintain their independence as they get older and are able to access appropriate support when they need it | **P5:** Maintaining and improving our high quality environment. |

### 8.4    Achieving Our Equality Outcomes

Scottish Borders Council recognises that the equality outcomes we have set are long term and it may well take longer than a four year period to achieve them. None the less we are committed and believe that we should make every effort to move towards achieving them. In order that we can measure the progress we are making we have identified a set of indicators (**Appendix 4**). We will use these indicators to measure the success of the actions we are taking and will use the information within our future mainstreaming reports and within our corporate planning process to help shape and define our work going forward. The Council will publish a review of progress towards our Equality Outcomes and mainstreaming approach in April 2015.

## 9. Employment Policies

### 9.1    Equal Pay Statement
Scottish Borders Council is committed to equal pay for all its employees including those in education and aims to eliminate any bias in relation to pay systems on grounds of age, disability, race, religion or belief, sexual orientation and /or gender.

As part of this principle all employees should receive equal pay for the same or broadly similar work, for work rated as equivalent, and for work of equal value.  Scottish Borders Council will continue to operate a pay and benefits system which is transparent, based on objective criteria, and free from bias in order to comply with legislation.

Scottish Borders Council believes that in eliminating bias in its pay systems, it is sending a positive message to its employees and the Scottish Borders community. It makes good business sense to have fair and transparent reward systems and it also helps the Council to control costs.

Scottish Borders Council will identify and eliminate any unfair, unjust or unlawful practices that impact on pay as well as being committed to taking the appropriate remedial action.

Scottish Borders Council in supporting this commitment to equality in pay will:

- examine existing and future pay practices for all employees to ensure that they comply with best equal pay practice and most current legislation
- carry out regular monitoring of the impact of these practices
- consult on all changes to pay policy with employees trade union representatives
- inform employees of how these practices work and how their pay and benefits are arrived at
- provide training and guidance for those involved in making decisions about pay and benefits
- Review progress every four years in line with Equality Act Duty and monitor pay statistics extending our equal pay commitment to include disability and race.

### 9.2 Gender Pay Gap

The gender pay gap is the difference between men and women's full-time hourly earnings. Using guidance and the standard calculation that is set out by the Equality and Human Rights Commission, the Council's equal pay gap was calculated using data as at March 2013.

The Standard Calculation is
(a)/(b) x 100 = Total
100 – Total = (c)
(a)/(b) = (c)

Where;
(a) Average Hourly Rate for Women
(b) Average Hourly Rate Men
(c) Pay Gap

The average basic hourly pay (excluding overtime) between male and female employees has been calculated and further details have been outlined below:

- The average hourly rate for women is £13.46 (a)
- The average hourly rate for men is £14.51 (b)
- The difference in hourly pay is £1.05
- This mean that on average women earn 7.24% (c) less than men

The Council also reviewed pay for men and women in Education & Lifelong Learning Department.

Further details have been outline below:
- The average hourly rate for females is £16.77 (a)
- The average hourly rate for males is £18.47 (b)
- The difference in hourly pay is £1.70
- This means that on average women in Education earn 9.22% (c) less than men.

The reasons for this difference include:
- Substantially more females than males working part time in our Education & Lifelong Learning Department
- There are more female probationary teachers than male probationary teachers. The salary for these new entrants is lower than that for experienced teachers.
- The General Teaching Council Scotland states that 76.92% of teachers and associated professionals are female and 23.08% are male (General Teaching Council Scotland Statistical Digest Spring 2011), these statistics are reflective of our Council.

Whilst we believe our gender pay gap is related to the high number of female employees in lower pay grades, our gender pay gap is better than Scotland's pay gap of 13.9% (Close the Gap, Working Paper 9, 2012).

It can be argued that there are three main causes of the pay gap between men and women:
- Occupational segregation.
- A lack of flexible working opportunities.
- Discrimination in pay and grading structures.

The Council's job evaluation scheme provides a robust means of achieving a fair and transparent grading structure which is free from gender-bias and which satisfies the principles of equal pay for work of equal value. The Council believes we offer and provide flexible working practices to employees at all levels, and that we advertise our vacancies in a way that attracts the best person for the job, regardless of gender.

It is anticipated that going forward the Council will be able to compare our pay gap with other public bodies in an effort to work towards addressing the gap through focusing on occupational segregation by assessing the different impacts on women and men of employment policy and practice.

## 9.3    Occupational Segregation

The Council recognises that occupational segregation is one of the key barriers which prevents women and men from fulfilling their potential, and consequently contributes to the pay gap.  The Council recognises that by proactively addressing gender equality issues there is the potential to drive excellence in service delivery through more productive, loyal, motivated and innovated employees who appreciate the needs of service users.

There are a number of factors which influence and affect occupational segregation, including the career choices made by individuals where people will typically prefer those occupations in which they see their own gender represented.  Working towards Equality Outcome 1 where the Council want to be seen as an inclusive and equal opportunities employer we will focus on encouraging and improving access to training courses and apprenticeships which could help achieve support the Council in breaking down areas of occupational segregation given the overall gender split in the Council is 70% female, 30% male.  A review of the information in the table below shows that;

- More females than males are in the lower grades.  In Grades 1-5, 74% of employees are women.
- More females than males are in the supervisory and technical grades, 64% of grades 6-10 are female.
- More females than males are in senior management grades with over 68% of grades 11, 12 and Chief Officers are female.
- The Council has significantly more teachers that are female than male teachers. 77% of our teachers are female.
- Over 85% of newly qualified teachers to join the Council since August 2012 (probationary teachers) were female.

The challenge for the Council is therefore to address the inherent issues relating to horizontal segregation in services areas where they are currently dominated by male or female employees.  There are further details of the Council's data on occupational segregation outlined below;

**Scottish Borders Council Occupational Segregation by Gender as at March 2013**

| Department/Grade | Chief Executives | | Education and Lifelong Learning | | Environment & Infrastructure | | Social Work | |
|---|---|---|---|---|---|---|---|---|
| | Female | Male | Female | Male | Female | Male | Female | Male |
| 1 | 258 | 63 | 115 | 9 | 3 | 3 | 27 | 6 |
| 2 | 14 | 3 | 5 | 15 | 52 | 125 | 13 | 13 |
| 3 | 10 | 7 | 22 | 48 | | 96 | 4 | 1 |
| 4 | 96 | 13 | 239 | 27 | 44 | 127 | 796 | 47 |
| 5 | 80 | 13 | 56 | 9 | 3 | 57 | 148 | 15 |
| 6 | 43 | 11 | 141 | 30 | 25 | 48 | 39 | 12 |
| 7 | 63 | 32 | 33 | 3 | 10 | 40 | 111 | 24 |
| 8 | 58 | 31 | 30 | 5 | 24 | 59 | 43 | 17 |
| 9 | 30 | 33 | 26 | 12 | 21 | 37 | 134 | 40 |
| 10 | 10 | 11 | 10 | 2 | 8 | 23 | 26 | 22 |
| 11 | 4 | 16 | | 3 | 2 | 17 | 5 | 2 |
| 12 | 3 | 2 | 3 | 4 | | 7 | 3 | |
| Chief Officers | 7 | 6 | 2 | 1 | | 5 | 2 | 2 |
| Teachers | | | 933 | 296 | | | 122 | 10 |
| Total | 676 | 241 | 1615 | 464 | 192 | 644 | 1473 | 211 |

## Appendix 1 – Employment Data

As a Council and public sector employer, we have a statutory duty to publish employment monitoring statistics by age, disability, ethnicity, gender, gender identity, pregnancy and maternity, race, religion or belief and sexual orientation.  However in line with the Council's vision and values, the aim is that continued analysis of monitoring information will support the work we are taking to progress our equality duties.

Information Sources

We have been able to draw on two key sources for gathering up to date equality information for monitoring purposes,

i)      Information held on our HR system, Resource link .
ii)     An equality monitoring exercise where a questionnaire was issued to all Council employees including Education and Lifelong Learning employees in January 2013.

All questions asked in the monitoring exercise were based on good practice guidance from Equality and Human Rights Commission and Scottish Government.  The monitoring exercise was issued to employees across all council services including those in Education and Lifelong Learning Department (ELL), with a total employee population of approximately 5516 which includes 2079 for ELL.  The survey received a response rate of just over 46% and it is those responses that the narratives below comment on with total employee population shown in each of the data tables.

It was acknowledged that through this monitoring exercise, up to date information of the Council's employee's population was gathered in all of the protected characteristics with specific increases in disclosure around the following protected characteristics;

- Religion or Belief.
- Caring Responsibility.
- Sexual Orientation.
- Disability.

This information was added to that already held on Resource Link.  It was acknowledged that more data is held on gender and age than on other strands.  Going forward, following increased capability being put in place for accessing and updating Resource Link through self service, more employees will have access to update their personal information including equality monitoring details and this will support this information being accurate and allow for continued analysis.  Employees will be encouraged to do this at various stages of employment with the Council and of course to update their information at any time where their details or personal circumstances change, particularly in relation to the protected characteristics e.g. disability, pregnancy & maternity, caring responsibilities.

**Employees in post by Age**

Information on age profile was gathered through the monitoring exercise to confirm that the data held on file from the time of appointment was indeed accurate. The Council will continue to gather this information from date of appointment for all staff and there is not considered to be any requirement to change this method. The age demographic within the Council has not changed in a number of years, with the highest percentage of employees being between 26 and 49 as well as over 50 in both full Council and Education and Lifelong learning. Further details are shown for the full Council as well as a breakdown for Education and Lifelong learning in **Table 1.1.**

**Employees in post by Disability**

Referring to the definition in the Equality Act 2010, 5% of respondents to our Monitoring Questionnaire considered themselves to have a disability (proportionality just under 2.5% of the full Council including Education and Lifelong Learning), whilst just under 95% did not. Further details and a breakdown of Education and Lifelong Learning are shown in **Table 1.2.**

We are encouraged at the increase of employees who consider themselves to have a disability as previously this was just 1.13% of the full Council. Employees will continue to be encouraged to update their disability status during employment through Resource Link. This positive example of employees declaring that they have a disability is representative that reasonable adjustments have been implemented, which have resulted in improved performance, job satisfaction and attendance at work. We also have had a staff accessibility forum in place since 2011 as a ways and means of improving policy and practice.

The re launch of the Ways to Work programme starting in April 2013, specifically supporting adults with a disability into work will enable the Council to increase these opportunities and promote the practice of social inclusive as well as working with managers and employees to be more aware of the needs of colleagues with disabilities.

**Disability by Type**

We asked employees to identify the type of disability they have. The majority of those that considered themselves to have a disability responded to this supplementary question. The largest percentages highlighted were those with a physical impairment, a mental health condition and a longstanding illness or other health condition. A small percentage of respondents did not answer and further details as well as a breakdown of Education and Lifelong Learning department are available in **Table 1.3**.

Alongside improving on the percentage of employees disclosing themselves to have a disability, they will also be encouraged to update their personal information around the type of disability they have during their employment with us so that we can work with them and our occupational health providers to put reasonable adjustments in place to support continued and valued employment with the Council.

**Employees in Post by Ethnicity**

The majority of our employees identify themselves as White Scottish or White British, with less than 1% of full council preferring not to reply to this question. The Council will continue to gather this information from date of appointment for all staff and there is not considered to be any requirement to change this method. There is a further breakdown as well as information specifically relating to our Education and Lifelong Learning department available in **Table 1.4**

### Religion or Belief

Protestant was the single largest religion amongst respondents (36%). The second largest category was respondents who identified themselves as having no religion or belief (35%). Less than 10% of respondents identified themselves as being Catholic or Other Christian with even smaller percentages of identifying with other religions or beliefs such as Hinduism, Judaism, Muslim or Buddhism.  Whilst this information has been collected at applicant stage, this was the first time data has been requested amongst current employees. A further breakdown and summary by full Council and Education and Lifelong Learning department is available in **Table 1.5**

### Employees in post by Gender

Information on gender was gathered through the monitoring exercise to confirm that data held on resource link from the date of appointment was indeed accurate.  The Council will continue to gather this information from date of appointment and there is not considered to be any requirement to change this method.  The gender split remains largely unchanged to previous years with a significantly higher proportion of women working for the Council than men 70% female and 30% male.  This is the first time the Council has included transgender when asking employees about their gender status. We are pleased that we had a positive response with employees disclosing information in relation to this, . We aim to support all employees to feel comfortable to disclose this information in the future.

Further details on gender can be seen for both full Council as well as Education and Lifelong Learning department in **Table 1.6**.

### Sexual Orientation

From the monitoring responses the overwhelming majority of Council employees have identified as Heterosexual (94%), with less than 2% identifying themselves as Bisexual and Lesbian/Gay.  A small percentage of respondents (5%) have preferred not to say.

The small percentage of employees who do not identify themselves as heterosexual is not representative of the community we operate in.  As a Council we need to look at ways of providing a safe and supportive working environment through our policies and practices to encourage employees to be comfortable in identifying their sexuality both at home and in the workplace.  Information relating to Education and Lifelong Learning department and full Council is available in **Table 1.7.**

### Pregnancy and Maternity

The Public Sector Equality duty extended the positive duty on public bodies to promote equality, bringing issues related to pregnancy and maternity into that duty for the first time.

Using existing information around maternity and pregnancy from May 2011 until March 2013 we are able to monitor the number of women who have returned to work following a period of maternity leave.  During this time over 60% of women working for Scottish Borders Council returned to work following a period of maternity leave with less than 2% choosing not to return to work.  A further breakdown is available in **Table 1.8**

The high return rate is a positive sign that for those employees who are pregnant, on maternity leave or breast feeding, they are encouraged alongside their line managers to ensure the appropriate risk assessments are completed; they have the right to reasonable time off, with pay, for antenatal care and appointments. During maternity leave they are

also encouraged to take part in 'Keeping in Touch days' as well as line managers agreeing ways and means of keeping them up to date with any changes in their workplace or role.

In order that we can assess what additional support, policies or awareness raising may be necessary we recognise the need to survey women in relation to pregnancy and maternity to understand what further work the Council can do to sustain these high return rates as well as continuing to improve the working environment/arrangements for women going on or returning from maternity leave. Going forward we can examine these responses in order to inform development in policy and practice within our Council and in relation to this area.

**Employees in post with Caring Responsibility**
Fewer than 19% of respondents to the monitoring questionnaire consider themselves to have caring responsibilities with the majority of respondents, 81% declaring that they do not view themselves as carers. There is a similar response in Education and Lifelong Learning department. A full and further breakdown is available in **Table 1.9**

Whilst we provide a range of flexible working practices, including part-time working, job sharing and term-time working and that this is available to employees at all levels across the Council, including education we do not believe the responses are reflective of the community in which our employees live and work in as well as the number of women we employ. Both local and national research shows that in the majority of cases it is women that have the responsibility for caring for young children and/or elderly relatives.

Going forward we believe it would be advantageous to provide further definition and examples so that information we are able to gather is accurate and therefore fully informs policy and practice to support those with caring responsibilities build and maintain a work life balance.

**Marital Status**
Information on marital status tells us that over 60% of respondents to our monitoring questionnaire are married (61%) and 12% have classified themselves as partnered or single with similar responses in Education and Lifelong Learning department. A full and further breakdown is available in **Table 1.10**

**Table 1.1** Employees in Post by Age

Full Council

| Age Profile | Responses | Percentage |
|---|---|---|
| Under 25 | 229 | 4.15% |
| 26-49 | 3027 | 54.88% |
| Over 50 | 2260 | 40.97% |
| **Total Employee Population** | **5516** | **100%** |

Education and Lifelong Learning

| Age Profile | Responses | Percentage |
|---|---|---|
| Under 25 | 79 | 3.80% |
| 26-49 | 1200 | 57.72% |
| Over 50 | 800 | 38.48% |
| **ELL Total Population** | **2079** | **100.00%** |

**Table 1.2** Employees in Post by Disability

Monitoring Results

| Disability | Percentage |
|---|---|
| No | 94.95% |
| Yes | 5.05% |
| **Total Responses** | **100.00%** |

| Education and Lifelong Learning | |
|---|---|
| **Disability** | **Percentage** |
| No | 47.96% |
| No Response | 49.92% |
| Yes | 2.12% |
| **Total ELL Responses** | **100.00%** |

Full Council

| Disability | Percentage |
|---|---|
| No | 45.34% |
| No Response | 52.25% |
| Yes | 2.41% |
| **Total Employee Population** | **100.00%** |

**Table 1.3** Employees in Post by Disability Type

Monitoring Results

| Disability Type | Percentage |
|---|---|
| Learning Disability | 12.78% |
| Longstanding illness or other health condition | 21.05% |
| Mental Health condition | 21.05% |
| Not answered | 3.76% |
| Other | 0.75% |
| Physical Impairment | 24.06% |
| Sensory Impairment | 16.54% |
| **Grand Total** | **100.00%** |

| Education and Lifelong Learning | |
|---|---|
| **Disability Type** | **Percentage** |
| Learning Disability | 9.09% |
| Longstanding illness or health condition | 25.00% |
| Mental Health condition | 22.73% |
| Not Answered | 2.27% |
| Physical Impairment | 20.45% |
| Sensory Impairment | 20.45% |
| **Total ELL Responses** | **100.00%** |

Full Council

| Disability Type | Percentage |
|---|---|
| Learning Disability | 0.31% |
| Longstanding illness or health condition | 0.51% |

| Mental Health condition | 0.51% |
|---|---|
| No Response | 97.59% |
| Not answered | 0.09% |
| Other | 0.02% |
| Physical Impairment | 0.58% |
| Sensory Impairment | 0.40% |
| **Total Employee Population** | **100.00%** |

**Table 1.4** Employee in post by Ethnicity

Monitoring Results

| **Ethnic Group** | **Percentage** |
|---|---|
| African, Caribbean or Black | 0.08% |
| Asian, Asian Scottish or Asian British | 0.19% |
| Mixed or Multiple Ethnic Group | 0.42% |
| Northern Irish | 0.04% |
| Prefer not to say | 1.18% |
| White British | 27.40% |
| White English | 3.71% |
| White Gypsy/Traveller | 0.11% |
| White Irish | 0.61% |
| White Northern Irish | 0.46% |
| White Other | 1.45% |
| White Polish | 0.31% |
| White Scottish | 63.62% |
| White Welsh | 0.42% |
| **Total** | **100.00%** |

Education and Lifelong Learning

| **Ethnic Group** | **Percentage** |
|---|---|
| Asian, Asian Scottish or Asian British | 0.05% |
| Mixed or Multiple Ethnic Group | 0.24% |
| No Response | 49.88% |
| Prefer not to say | 0.87% |
| White British | 15.58% |
| White English | 1.44% |
| White Irish | 0.34% |
| White Northern Irish | 0.29% |
| White Other | 0.72% |
| White Polish | 0.05% |
| White Scottish | 30.40% |
| White Welsh | 0.14% |
| **Total ELL Population** | **100.00%** |

Full Council

| **Ethnic Group** | **Percentage** |
|---|---|
| African, Caribbean or Black | 0.04% |
| Asian, Asian Scottish or Asian British | 0.09% |
| Mixed or Multiple Ethnic Group | 0.20% |

| No Response | 52.56% |
|---|---|
| Northern Irish | 0.02% |
| Prefer not to say | 0.56% |
| White British | 13.00% |
| White English | 1.76% |
| White Gypsy/Traveller | 0.05% |
| White Irish | 0.29% |
| White Northern Irish | 0.22% |
| White Other | 0.69% |
| White Polish | 0.15% |
| White Scottish | 30.18% |
| White Welsh | 0.20% |
| **Total Employee Population** | **100.00%** |

**Table 1.5** Employee in post by Religion or Belief

Monitoring Results

| Religion or Belief | Percentage |
|---|---|
| Agnostic | 2.82% |
| Atheist | 6.47% |
| Buddhist | 0.42% |
| Catholic | 6.55% |
| Hindu | 0.04% |
| Jewish | 0.11% |
| Muslim | 0.08% |
| No religious group | 35.52% |
| Other Christian | 5.94% |
| Prefer not to say | 4.53% |
| Protestant | 36.32% |
| Other Religion or Belief | 1.22% |
| **Total Employee Population** | **100.00%** |

| Education and Lifelong Learning | |
|---|---|
| **Religion or Belief** | **Percentage** |
| Agnostic | 1.30% |
| Atheist | 3.13% |
| Buddhist | 0.24% |
| Catholic | 3.66% |
| Jewish | 0.05% |
| No religious group | 16.35% |
| No Response | 49.78% |
| Other Christian | 3.08% |
| Other Religion or Belief | 0.58% |
| Prefer not to say | 2.45% |
| Protestant | 19.38% |
| **Total ELL Population** | **100.00%** |

Full Council

| Religion or Belief | Percentage |
|---|---|

| | |
|---|---|
| Agnostic | 1.34% |
| Atheist | 3.08% |
| Buddhist | 0.20% |
| Catholic | 3.12% |
| Hindu | 0.02% |
| Jewish | 0.05% |
| Muslim | 0.04% |
| No religious group | 16.91% |
| No Response | 52.37% |
| Other Christian | 2.83% |
| Prefer not to say | 2.16% |
| Protestant | 17.30% |
| Other Religion or Belief | 0.58% |
| **Total Employee Population** | **100.00%** |

**Table 1.6** Employees in Post by Gender

Full Council

| Gender | Responses | Percentage |
|---|---|---|
| Female | 3956 | 71.72% |
| Male | 1560 | 28.28% |
| **Total Employee Population** | **5516** | **100.00%** |

Education and Lifelong Learning

| Gender | Responses | Percentage |
|---|---|---|
| F | 1615 | 77.68% |
| M | 464 | 22.32% |
| **Total ELL Population** | **2079** | **100.00%** |

**Table 1.7** Employees in post by Sexual Orientation

Monitoring Results

| Sexual Orientation | Percentage |
|---|---|
| Bisexual | 0.81% |
| Heterosexual | 93.71% |
| Lesbian/Gay | 0.85% |
| Prefer not to say | 4.63% |
| **Total Employee Population** | **100.00%** |

Education and Lifelong Learning

| Sexual Orientation | Percentage |
|---|---|
| Bisexual | 0.19% |
| Heterosexual | 46.85% |
| Lesbian/Gay | 0.38% |
| No Response | 50.17% |
| Prefer not to say | 2.41% |
| **Total ELL Population** | **100.00%** |

Full Council

| Sexual Orientation | Percentage |
|---|---|
| Bisexual | 0.38% |
| Heterosexual | 44.04% |
| Lesbian/Gay | 0.40% |
| No Response | 53.01% |
| Prefer not to say | 2.18% |
| **Total Employee Population** | **100.00%** |

**Table 1.8** Pregnancy & Maternity

Monitoring Results

| Pregnancy & Maternity | Percentage |
|---|---|
| Returned following maternity leave | 62.57% |
| Did not return | 1.60% |
| Expected to return | 35.83% |
| **Total Employee Population** | **100.00%** |

**Table 1.9** Employee in post with Caring Responsibility

Monitoring Results

| Caring Responsibility | Percentage |
|---|---|
| No | 81.00% |
| Yes | 19.00% |
| **Total** | **100.00%** |

| Education and Lifelong Learning | |
|---|---|
| **Caring Responsibility** | **Percentage** |
| No | 42.42% |
| No Response | 50.26% |
| Yes | 7.31% |
| **Total ELL Population** | **100.00%** |

| Full Council | |
|---|---|
| **Caring Responsibility** | **Percentage** |
| No | 38.34% |
| No Response | 52.66% |
| Yes | 8.99% |
| **Total** | **100.00%** |

**Table 1.10** Marital Status

Monitoring Results

| Marital Status | Percentage |
|---|---|
| Civilly Partnered | 0.98% |
| Divorced | 10.16% |
| Married | 61.87% |
| Partnered | 12.61% |
| Prefer not to say | 1.99% |

| | |
|---|---|
| Single | 11.37% |
| Widowed | 1.02% |
| **Total Employee Population** | **100.00%** |

Education and Lifelong Learning

| Marital Status | Percentage |
|---|---|
| Civilly Partnered | 0.14% |
| Divorced | 4.91% |
| Married | 33.24% |
| No Response | 49.45% |
| Partnered | 5.05% |
| Prefer not to say | 0.96% |
| Single | 5.77% |
| Widowed | 0.48% |
| **Total ELL Population** | **100.00%** |

Full Council

| Marital Status | Percentage |
|---|---|
| Civilly Partnered | 0.47% |
| Divorced | 4.89% |
| Married | 29.80% |
| No Response | 51.83% |
| Partnered | 6.07% |
| Prefer not to say | 0.96% |
| Single | 5.47% |
| Widowed | 0.49% |
| **Total Employee Population** | **100.00%** |