Inverclyde council

Report To:	**Policy and Resources Committee**	**Date:**	**26 March 2019**
Report By:	**Steven McNab, Head of Organisational Development, Policy and Communications**	**Report No:**	**PR/07/19/SMcN/KB**
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Subject:	**Equality Mainstreaming Report 2019, Progress on Equality Outcomes 2017/21 and Equal Pay Statement 2019**		

1.0 PURPOSE

1.1 The purpose of this report is to present for the Committee's approval the Council's Equality Mainstreaming Report 2019, an update on progress on the achievement of the Equality Outcomes 2017/21, and the Equal Pay Statement 2019. More details are provided in the Appendices.

Appendix 1
Appendix 2

2.0 SUMMARY

2.1 In terms of The Equality Act 2010, the Council is required to publish Equality Outcomes every four years and report on their progress via a Mainstreaming Report every two years.

2.2 This report covers the period 2016/17-2017/18 and outlines progress made around the delivery of the Equality Outcomes since their publication in 2017. Additionally, information is provided on the Council's workforce in terms of Age; Disability; Ethnicity; Marriage and Civil Partnership Status; Pregnancy and Maternity; Religion or Belief; Sex; Sexual Orientation; and Adoption. Pay Gap details relating to Gender, Disability and Ethnicity are also included in the report, together with the Council's Equal Pay Statement 2019.

2.3 A number of significant points emerged:

- training on Equality Impact Assessments (EIAs) has been delivered to both Elected Members and employees;
- an awareness-raising session on hate crime, third party reporting and counter terrorism was arranged for Elected Members;
- EIAs were prepared between November 2018 and January 2019 for each of the budget saving proposals;
- it would appear that the Council's employees are becoming more comfortable about providing information about their Sexual Orientation;
- between 2016/17 and 2017/18, there was an increase in the number of existing Council employees who applied for promoted posts; and
- overall, the total number of Grievances – and the split between the male and female employees involved – was relatively unchanged during the last two reporting years.

3.0 RECOMMENDATION

3.1 It is recommended that the Committee:

a. approves the contents of this report.

Ruth Binks
Corporate Director – Education, Communities and Organisational Development

4.0 BACKGROUND

4.1 The Equality Act 2010 includes the Public Sector Equality Duty which covers the Protected Characteristics of Age; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion or Belief; Sex; and Sexual Orientation.

4.2 The Equality Duty comprises a General Duty and Specific Duties. The General Duty requires the Council to have *due regard* to the need to:

- eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by The Equality Act 2010;
- advance equality of opportunity between people from different groups; and
- foster good relations between people from different groups.

4.3 *Due regard* means that, during decision making, conscious consideration is given to the three aims of the General Duty.

4.4 The Specific Duties require the Council to:

- set specific, measurable Equality Objectives and publish information about our performance on equality;
- publish sufficient information to show we have considered the three aims of the General Duty across our functions;
- publish evidence of equality analysis undertaken to establish whether our policies and practices would further, or have furthered, the three aims of the General Duty;
- gather, use and publish employment information;
- publish Gender Pay Pap information;
- publish an Equal Pay Statement; and
- consider award criteria and conditions in public procurement.

4.5 The Council's last Equality Mainstreaming Report and Equality Outcomes were approved by the Policy and Resources Committee at its meeting on 21 March 2017.

<div align="right">Min Ref
P&R Cttee,
21.3.17,
Para 204</div>

4.6 In terms of the Specific Duties, the Council's Education Service is required to publish its Equality Outcomes and Mainstreaming Report separately from the main report. The last Education Equality Mainstreaming Report and Equality Outcomes were approved at the meeting of the Education and Communities Committee on 7 March 2017. The Education Equality Mainstreaming Report 2019 was considered by CMT on 14 February 2019 and will be submitted to the meeting of the Education and Communities Committee on 12 March 2019.

<div align="right">Min Ref
E&C Cttee,
7.3.17,
Para 186</div>

4.7 Additionally, the Inverclyde Licensing Report on Mainstreaming Equalities and Delivering Equality Outcomes was published in March 2017. However, rather than publish a separate Licensing Board Mainstreaming Report this year, the Head of Legal and Property Services proposed that such a report relative to the Licensing Board should be incorporated into the Council's Mainstreaming Report 2019.

5.0 EQUALITY OUTCOMES 2017/21 – PROGRESS

5.1 The Council's Mainstreaming Report 2017 included details of our 19 Equality Outcomes 2017/21. Attached as Appendix 1 are details of progress made with delivery of the Outcomes during the last two years. Points to note include:

<div align="right">Appendix 1</div>

- training on EIAs has been delivered to both Elected Members and employees;
- an awareness-raising session on hate crime, third party reporting and counter

terrorism was arranged for Elected Members; and

- EIAs were prepared between November 2018 and January 2019 for each of the budget saving proposals.

5.2 Attached as Appendix 2 is the Council's Mainstreaming Report 2019. Points to note include:

- it would appear that the Council's employees are becoming more comfortable about providing information about their Sexual Orientation;
- between 2016/17 and 2017/18, there was an increase in the number of existing Council employees who applied for promoted posts; and
- overall, the total number of Grievances – and the split between the male and female employees involved – was relatively unchanged during the last two reporting years.

5.3 It should be noted that, where the number of responses was the equivalent of five or less, the data in the tables contained in Appendix 2 has been supressed to protect the identity of the respective employees.

5.4 The following Case Studies are included in Appendix 2 with the aim of highlighting specific progress with delivery of the Outcomes:

- Lesbian, Gay, Bisexual, Transgender (LGBT) Bronze Youth Charter Award; and
- Disability Confident Scheme (DCS) – Level 3 Status.

6.0 IMPLICATIONS

6.1 Financial implications - one-off costs:

Cost centre	Budget heading	Budget year	Proposed spend this report	Virement from	Other comments
n/a	n/a	n/a	n/a	n/a	n/a

Financial implications - annually recurring costs/(savings):

Cost centre	Budget heading	With effect from	Annual net impact	Virement from	Other comments
n/a	n/a	n/a	n/a	n/a	n/a

6.2 **Human Resources**: There are no direct human resources implications arising from this report.

6.3 **Legal**: There are no direct legal implications arising from this report.

6.4 **Equalities**: This report aims to progress the Council's commitment to equalities and, in doing so, comply with the associated legislative requirements. There are no direct equalities implications arising from this report.

6.5 **Repopulation**: Provision of Council Services which are subject to close scrutiny with the aim of delivering continuous improvement for current and potential citizens of Inverclyde support the Council's aim of retaining and enhancing the area's population.

7.0 CONSULTATION

7.1 The Corporate Equalities Group, together with other appropriate Council Officers, were consulted on the contents of this report and their input has been included, as appropriate.

8.0 CONCLUSION

8.1 The Committee is asked to approve the contents of this report.

9.0 BACKGROUND PAPERS

9.1 There are no background papers regarding this report.

Inverclyde Council Equality Outcomes 2017/21

Equality Outcome 1: Inverclyde Council's employees and Elected Members are able to respond confidently and appropriately to the needs of service users and colleagues

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
a.	Regular face-to-face and online training sessions are available for all employees and Elected Members	Continue to meet the target of participants in training sessions for equality (annually)	Equalities training was provided for employees on a variety of topics included anti-sectarianism, the Protected Characteristics and hate crime. In 2018, delivered training on EIAs to both Elected Members and employees. In September 2018, a training session on equalities was arranged for Councillors, specifically in relation to their roles as Elected Members.	Age, Disability, Gender Reassignment, Race, Religion or Belief, Sexual Orientation
b.	Raise awareness of cultural differences to help with community integration	Two cultural awareness seminars to be held (one in 2017 and one in 2018)	A Syrian/Afghan/Scottish Bazaar took place on 21 June 2017; the event was supported by the Council and promoted on our intranet. Two Eid events were held in 2017 and one in 2018. Syrian families also participated in NHS 70 events (to mark the 70th year of the NHS).	
c.	Communications Strategy to be implemented	Improved communications across the Council that reflects the diversity of the Council's employees and the wider community it serves	The Communications Strategy was approved by the Policy and Resources Committee at its meeting on 21 March 2017. The Strategy includes equalities information and highlights the Council's communications obligations regarding the equalities legislation.	
d.	Increase hate crime awareness for employees and Elected Members	Hate crime awareness will increase, together with an understanding of how/where to report hate crime/incidents (by 2018)	An awareness-raising session was delivered to Elected Members on 30 August 2018 on hate crime, third party reporting and counter terrorism. Training on hate crime was also provided for Council employees.	

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
			An initiative - entitled *Project 22* – which produced an illustrated comic with digital components which allowed it to come to life was developed in collaboration with the Children and Families Team, Community Police Officers, *Your Voice* and young Syrians (New Scots) to raise awareness of hate crime issues. At its meeting on 22 May 2018, the Policy and Resources Committee approved the Inverclyde PREVENT Strategy and Inter-Agency Guidance which informs people about what they can do to prevent vulnerable people being drawn into terrorism. At that time, it was also agreed that a PREVENT staff training approach should be communicated to all staff and partner agencies. We posted anti-terrorism messages on our intranet to encourage our employees to remain alert but not alarmed about the threats posed by terrorist attacks. Advice was also provided on personal and building security.	
e.	Access to translation services is improved for service users, as required	An Officer in each service area is identified to monitor usage of the telephone interpretation service	The Council has access to a telephone interpreting service on an as-required basis; training has also been provided for key contacts in Council Services.	
		A plan is in place for incidents that require a face-to-face translation service	The appropriate arrangements will be made if a face-to-face translation service is required. The British Sign Language (BSL) Scotland Act 2015 promotes the use of BSL in Scotland and required the Council to produce a BSL Plan 2018/24 which outlined how we will promote and raise awareness of the language. Our Plan was approved by the Policy and Resources Committee at its meeting on 13 November 2018 and published – in English and	

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
			in BSL - in line with the Scottish Government's deadline. One of the improvement actions in our BSL Plan 2018/24 is the introduction of contactSCOTLAND-BSL, the BSL interpreting video relaying service; this is currently being explored.	
f.	Budget savings will be subject to EIAs	EIAs for each budget saving are published on the Council's website (ongoing)	EIAs were prepared between November 2018 and January 2019 for each of the budget saving proposals. Following confirmation of the Council's Budget on 21 March 2019, the relevant EIAs will be published on our website.	

Equality Outcome 2: Inverclyde's children, citizens and communities are able to access our services and buildings with ease and confidence

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
a.	Establish a Multi-Agency Equality Group	A Multi-Agency Equality Group is established and communication about equalities issues between communities, the Third Sector and the Council is improved (June 2017)	Chaired by the Head of Education, a Multi-Agency Equalities Group has been established, comprising Council Officers and representatives from a number of Community Planning Partners. The Inverclyde Alliance is the Community Planning Partnership for the local area; membership of the Alliance includes Police Scotland, West College Scotland and a wide range of other organisations. Inequalities is reflected in the Alliance's Local Outcomes Improvement Plan 2017/22 which contains three Strategic Priorities, one of which is *Inequalities – there be low levels of poverty and deprivation and the gap in income and health between the richest and poorest members of our communities will be reduced*.	Age, Disability, Gender Reassignment, Race, Religion or Belief, Sexual Orientation
b.	Continue to support refugee families and facilitate engagement with appropriate services	Support provided to refugee families is evaluated on an ongoing basis (ongoing)	We continue to provide support services in conjunction with our Community Planning Partners and local third sector organisations.	
c.	Implement improvements from Inverclyde's self-assessment of the Inverclyde Alliance Pregnancy and Parenthood in Young People Improvement Plan	There will be fewer unplanned pregnancies amongst young women (ongoing)	The Improvement Plan will be submitted to the June 2019 meeting of the Inverclyde Alliance Board.	
		Young people who are becoming parents are provided with ongoing support appropriate to their needs (ongoing)	We continue to provide support services in conjunction with our Community Planning Partners and local third sector organisations.	

d.	Continue to develop services, guidance and support for the transgender community	Where practicable, existing toilet facilities will be re-designated as accessible toilets to meet the needs of the transgender community (on a phased basis up to 2018)	A number of toilets in Council buildings (including educational establishments) have been re-designated as accessible toilets.	
e.	Continue to improve the condition of roads and pavements in line with the Roads Asset Management Plan	The Council's Environment, Regeneration and Resources Corporate Directorate Improvement Plan (CDIP) Performance Reports will provide evidence of improved roads and pavements (every 2nd Committee cycle in line with the CDIP performance reporting schedule)	In 2012, the Council invested £29 million in a five year improvement programme which included road and pavement resurfacing works, an extensive road patching and pothole repairs programme, street lighting replacement works and improvements to bridges. In the last six years, we treated and upgraded 220 km of roads and pavements which has resulted in a reduction in the number of Inverclyde's roads which require maintenance treatment.	
f.	Continue to work towards improving access to buildings and Council facilities to ensure they are as inclusive as practicable	An equality access audit process will be rolled out across Council buildings regularly used by the public	Equality access audits have been carried out in a number of Council buildings.	

Equality Outcome 3: Measures to prevent and eradiate violence against women and girls are making Inverclyde a place where all individuals are equally safe and respected and all women and girls can expect to live free from such abuse and the attitudes that perpetrate it

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
a.	Develop and deliver the Inverclyde Violence Against Women Multi-Agency Partnership (VAWMAP) Strategy 2017/22 and yearly Action Plan	The Strategy is in place and regular updates on the Action Plan are reported to the Corporate Equalities Group. An annual Outcome Report is provided to the Inverclyde Alliance.	The Inverclyde Violence Against Women Multi-Agency Strategy 2017/22 was approved by the Inverclyde Alliance Board at its meeting on 19 June 2017. Regular updates on the Action Plan are provided to the Corporate Equalities Group.

In March 2018, with support from the Improvement Service, the Violence Against Women Multi-Agency Partnership carried out a self-assessment exercise, the output of which was the development of an improvement plan.

The Service Manager - Children, Families and Criminal Justice, now Chairs the VAWMAP and provides updates to the Community Safety Strategy Group at its 6-monthly meetings. | Race, Religion or Belief, Sex |

Equality Outcome 4: There are no barriers in recruitment, training and promotion opportunities for Inverclyde Council

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
a.	All staff to be asked to update their Equal Opportunities status during 2017 to allow the Council to monitor, report on and take action to remove any barriers in recruitment, training or promotion opportunities	The number of staff disclosing information has increased (by the end of 2017)	An equal opportunities update exercise is carried out every three years. The response rate from the 2018 exercise was more than double the response rate to the previous initiative.	
b.	Seek to address any identified Pay Gap through regular promotions and targeted events	The Gender Pay Gap has reduced (March 2018)	Between 2016/17 and 2017/18, the Council's Gender Pay Gap reduced from 9.3% to 8.7%. We will continue to monitor the Pay Gap and take appropriate steps to address any imbalance that occurs. As part of International Women's Day 2017, we held an event at which attendees were given the opportunity to unpick the barriers they perceive exist when it comes to women applying for promoted posts at the Council. The theme for this year's International Women's Day is the promotion of science, technology, engineering and mathematics (STEM) careers to women. An event has been organised for 7 March 2019 at which locally-based keynote speakers will share their experiences of volunteering or working in those areas.	
c.	The Council continues its membership of the DCS	The Council has retained membership of the DCS (ongoing)	The Council was awarded Disability Confident Level 3 Status in September 2017. The Scheme aims to challenge attitudes, remove barriers, and improve opportunities for disabled people and those with long-term health conditions. The next step is the setting up of a Disabled Staff Forum; this is currently being progressed.	

d.	An equalities leaflet has been produced to highlight that jobs are not gender-specific (2017)	Equalities leaflets/web pages on the Protected Characteristics are available (August 2017)	A new leaflet was produced which aims to encourage potential applicants to consider what are traditionally seen as male or female roles at the Council.	

Equality Outcome 5: All Inverclyde residents have an opportunity to share in the area's economic growth

	How will we get there?	How will we know?	Commentary – March 2019	Protected Characteristics
a.	Facilitate the DCS accreditation for Inverclyde employers	An increase in the number of employers with the DCS accreditation	In September 2017, Inverclyde Council became only the second local authority in Scotland to achieve Leadership Status in the Scheme for employers to recruit and retain disabled people. One of the conditions of our accreditation as a Disability Confident Employer is that we promote the Scheme to other employers who may be interested the initiative; this is being progressed.	
b.	Delivery of actions from the Skills Development Scotland (SDS) Equality and Diversity Action Plan	Monitoring of measures included in the Action Plan (ongoing)	To challenge the perceptions which result in under-representation, we continue to work with SDS and Partners in Education, other local authorities, contracted Providers, Colleges, Third Sector organisations, Equality Groups and agencies, Developing the Young Workforce (DYW) Regional Groups, and employers and their representative groups. We continue to support SDS to enable them to deliver their Equality and Diversity Action Plan.	
c.	Ensure equalities are embedded within the Council's procurement approach and documentation	All successful tenderers will have certified their compliance with statutory equality requirements (ongoing)	Part of our tendering process includes the obligation that a contractor undertakes that it has and shall comply with all statutory requirements in respect of ensuring equal opportunity in employment and has not and shall not unlawfully discriminate either directly or indirectly on such grounds as Race, Colour, Ethnic or National Origin, Disability, Gender, Sex or Sexual orientation, Religion or Belief, or Age.	

Equality Mainstreaming Report 2019
Progress on Equality Outcomes 2017/21
Equal Pay Statement 2019

Contents

1.0   Introduction

Inverclyde Council believes in, and is committed to, the principle of equality of opportunity. The Council recognises its responsibilities as a community leader, service provider and employer to encourage the fair treatment of all individuals and to tackle social exclusion and inequality. It also recognises the benefits this brings to the community, the Council and its employees.

The vision for the Inverclyde area is *Getting it right for every child, citizen and community*. This means that the Council and its partners will work in partnership to create a confident, inclusive Inverclyde with safe and sustainable, healthy, nurtured communities, and a thriving, prosperous economy, with active citizens who are resilient, respected and responsible and able to make a positive contribution to the area.

Community planning brings all the public sector partners in an area together to plan and co-ordinate action and resources to improve outcomes for local people. The Inverclyde Alliance is the Community Planning Partnership for the local area.   The Local Outcomes Improvement Plan 2017/22 (LOIP) sets out the Outcomes that Community Planning Partners will seek to improve. The LOIP does not cover everything that is being delivered in Inverclyde but focuses on three key Priorities:

1.   **Population:** Inverclyde's population will be stable and sustainable with an appropriate balance of socio-economic groups that is conducive to local economic prosperity and longer term population growth

2.   **Inequalities:** There will be low levels of poverty and deprivation and the gap between the richest and the poorest members of our communities will be reduced

3.   **Environment, culture and heritage**: Inverclyde's environment, culture and heritage will be protected and enhanced to create a better place for all Inverclyde residents and an attractive place in which to live, work and visit.

There are also a number of Wellbeing Indicators that the Inverclyde Alliance has adopted:

1.   **Safe:** Protected from abuse, neglect or harm and supported when at risk. Enabled to understand and take responsibility for actions and choices. Having access to a safe environment to live and learn in.

2.   **Healthy:** Achieve high standards of physical and mental health and equality of access to suitable health care and protection, while being supported and encouraged to make healthy and safe choices.

3.   **Achieving:** Being supported and guided in lifelong learning.   Having opportunities for the development of skills and knowledge to gain the highest standards of achievement in educational establishments, work, leisure or the community.

4.   **Active:** Having opportunities to take part in activities and experiences in educational establishments and the community, which contribute to a healthy life, growth and development.

5.   **Respected and Responsible:** Respected and shared responsibilities.   Citizens involved in decision-making and play an active role in improving the community.

6.   **Included:** Overcoming social, educational, health and economic inequalities and being valued as part of the community.

The delivery of Outcomes across the Council should also take into consideration how they impact on the delivery of the Wellbeing Indicators.

Our *Nurturing Inverclyde* approach aims *to get it right for every child, citizen and community*; this includes how we ensure that people with Protected Characteristics are safe, healthy, achieving, nurtured, active, respected, responsible and included. There are particular issues for those with Protected Characteristics within these Wellbeing Outcomes. For example, keeping people safe from hate crime; ensuring that leisure

services are accessible; and making sure that no-one is excluded from being a valued part of the local community.

It should be noted that, where the number of responses was the equivalent of five or less, the data in the tables contained in this Appendix has been supressed to protect the identity of the respective employees.

1.1 Our legal obligations

The Equality Act 2010 includes the Public Sector Equality Duty which covers the Protected Characteristics of Age; Disability; Gender Reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion or Belief; Sex; and Sexual Orientation.

The Equality Duty comprises a General Duty and Specific Duties. The General Duty requires the Council to have *due regard* to the need to:

- eliminate unlawful discrimination, harassment and victimisation and any other conduct prohibited by The Equality Act 2010;
- advance equality of opportunity between people from different groups; and
- foster good relations between people from different groups.

Due regard means that, during decision making, conscious consideration is given to the three aims of the General Duty.

The Specific Duties require the Council to:

- set specific, measurable Equality Objectives and publish information about our performance on equality;
- publish sufficient information to show we have considered the three aims of the General Duty across our functions;
- publish evidence of equality analysis undertaken to establish whether our policies and practices would further, or have furthered, the three aims of the General Duty;
- gather, use and publish employment information;
- publish Gender Pay Gap information;
- publish an Equal Pay Statement; and
- consider award criteria and conditions in public procurement.

In terms of The Equality Act 2010, the Council is required to publish Equality Outcomes every four years and report on their progress via a Mainstreaming Report every two years. Additionally, Education Authorities are required to publish their Equality Outcomes and Mainstreaming Report separately from their partner local authority.

1.2 Equalities governance and organisational culture

The equalities remit sits with the Head of Organisational Development, Policy and Communications in the Education, Communities and Organisational Development Directorate. The Corporate Equalities Group (CEG) is chaired by the Corporate Director - Education, Communities and Organisational Development, and its terms of reference are to reinforce and progress the Council's commitment to equalities and, in doing so, comply with associated legislative requirements.

The role of the CEG is to:

- drive the Council's commitment to equalities consistently across all Council Services to ensure better equality outcomes;
- ensure the Council is meeting its legislative duties, as outlined in The Equality Act 2010; and
- establish a robust performance and planning framework for equalities.

The focus of the CEG meetings is primarily on understanding and ensuring compliance with the legislative duties arising from The Equality Act 2010. The Group also monitors progress against the published Equality Outcomes, facilitates support for staff directly involved in delivering those Outcomes, and offers

the relevant Council Services an opportunity to showcase work or projects that relate directly to one or more of the Protected Characteristics.

1.3   Supporting Council Services to meet the General Duty and Specific Duties

The Corporate Policy Officer, who has responsibility for equalities, is located in the Organisational Development, Policy and Communications Service but works alongside all Directorates and Services to help build capacity to effectively mainstream equality and diversity across the Council.

During the last two years, examples of interventions for the Council include:

- supporting staff across the Council to complete the EIAs required as part of the Council's budget-setting process; and
- the arranging of external training on anti-sectarianism for staff.

2.0   Equality Outcomes 2017/21

The Council's Equality Outcomes were refreshed two years ago and approved by the Policy and Resources Committee at its meeting on 21 March 2017.

Equality Outcome 1: Inverclyde Council's employees and Elected Members are able to respond confidently and appropriately to the needs of service users and colleagues

- Regular face-to-face and online training sessions are available for all employees and Elected Members
- Race awareness of cultural differences to help with community integration
- Communications Strategy to be implemented
- Increase hate crime awareness for employees and Elected Members
- Access to translation services is improved for service users, as required
- Budget savings will be subject to EIAs

Equality Outcome 2: Inverclyde's children, citizens and communities are able to access our services and buildings with ease and confidence

- Establish a Multi-Agency Equality Group
- Continue to support refugee families and facilitate engagement with appropriate services
- Implement improvements from Inverclyde's self-assessment of the Inverclyde Alliance's Pregnancy and Parenthood in Young People Improvement Plan
- Continue to develop services, guidance and support for the transgender community

Equality Outcome 3: Measures to prevent and eradiate violence against women and girls are making Inverclyde a place where all individuals are equally safe and respected and all women and girls can expect to live free from such abuse and the attitudes that perpetrate it

- Develop and deliver the Inverclyde Violence Against Women Multi-Agency Partnership Strategy 2017/22 and yearly Action Plan

Equality Outcome 4: There are no barriers in recruitment, training and promotion opportunities for Inverclyde Council

- All staff to be asked to update their Equal Opportunities status during 2017 to allow the Council to monitor, report on and take action to remove any barriers in recruitment, training or promotion opportunities
- Seek to address any identified Pay Gap through regular promotions and targeted events
- The Council continues its membership of the DCS
- An equalities leaflet has been produced to highlight that jobs are not gender-specific (2017)

Equality Outcome 5: All Inverclyde residents have an opportunity to share in the area's economic growth

- Facilitate the DCS accreditation for Inverclyde employers
- Delivery of actions from the Skills Development Scotland Equality and Diversity Action Plan
- Ensure equalities are embedded within the Council's procurement approach and documentation.

3.0   EMPLOYEE PROFILE

3.1   Employee Profile – Head count information

For the purposes of this Report, the head count represents each unique individual who works for Inverclyde Council. Some employees have more than one job at the Council, therefore, the head count figures used here, and for the breakdown of Protected Characteristics, may be less than other figures which express the number of jobs at the Council. With the exception of the Gender Pay Gap, Modern Apprentices are also included in the calculations.

3.2   Employee Profile – Gender

Employee Profile – Gender				
All staff	2016/17		2017/18	
	No.	%	No.	%
Male	988	25.28	1,002	25.14
Female	2,921	74.72	2,983	74.86

What the data tells us:

The data shows that, during the last two reporting years, the male/female split of employees was almost unchanged: our workforce comprised just over a quarter (25%) male employees, with females making up just under three quarters (75%) of our staff.

3.3   Employee Profile – Age

Employee Profile – Age				
All staff	2016/17		2017/18	
	No.	%	No.	%
Age in years				
16-19	20	0.51	15	0.38
20-29	310	7.93	359	9.01
30-39	704	18.01	731	18.34
40-49	985	25.20	938	23.54
50-59	1,422	36.38	1,456	36.54
60-65	404	10.34	419	10.51
> 65	64	1.64	67	1.68

What the data tells us:

The data shows, in both 2016/17 and 2017/18, the majority of the Council's employees were aged 50-59 years. During the two reporting years, the number of staff aged between 16 and 19 years fell very slightly (by 0.13%). However, in terms of workforce planning, it is encouraging to note that there was a small increase (of 1.08%) in members of staff aged 20-29 years.

When a comparison is made with the age profile of Inverclyde Council's staff and that of the local population, it is interesting to note that the majority of our employees were aged 50-59 years during the last two reporting years, while the majority of the local population was aged over 65 years at the time of the last Census in 2011. The next Census is expected to be carried out in 2021.

3.4   Employee Profile – Disability

Employee Profile – Disability				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Disability	85	2.17	111	2.79
No disability	2,888	73.88	3,125	78.42
Prefer not to answer	388	9.93	278	6.98
Null/Blank	548	14.02	471	11.82

What the data tells us:

Between 2016/17 and 2017/18, there was an improvement in the disclosure figures around Disability: we saw a fall of 2.2% in the number of people who opted for the *Null/Blank* response when asked if they had a Disability, complemented by a decrease (of 2.95%) in the number of people who preferred not to answer this question. It should be noted that choosing the *Prefer not to answer* option is preferable to choosing not to respond at all (i.e *Null/Blank*).

3.5   Employee Profile – Ethnicity

Employee Profile – Ethnicity					
All staff		**2016/17**		**2017/18**	
		No.	**%**	**No.**	**%**
White					
a.	Scottish	2,707	69.25	3,013	75.61
b.	English	42	1.07	34	0.85
c.	Welsh	<5	0.05	0	0
d.	Northern Irish	12	0.31	10	0.25
e.	British	91	2.33	71	1.78
f.	Irish	195	4.99	150	3.76
g.	Gypsy/Traveller	0	0	0	0
h.	Eastern European	<5	<5	<5	<5
i.	Other white ethnic group	40	1.02	60	1.51
Mixed or Multiple Ethnic Groups					
a.	Any mixed or multiple ethnic group	<5	<5	<5	<5
Asian, Asian Scottish or Asian British					
a.	Pakistani, Pakistani Scottish or Pakistani British	<5	<5	<5	<5
b.	Indian, Indian Scottish or Indian British	<5	<5	<5	<5
c.	Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	0	0
d.	Chinese, Chinese Scottish or Chinese British	<5	<5	<5	<5
e.	Other Asian, Asian Scottish or Asian British	<5	<5	<5	<5
African					
a.	African, African Scottish or African British				
Caribbean or Black					
a.	Caribbean, Caribbean Scottish or Caribbean British	<5	<5	<5	<5
b.	Black, Black Scottish or Black British	<5	<5	<5	<5
c.	Other Caribbean or Black	<5	<5	<5	<5

Employee Profile – Ethnicity				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Other Ethnic Group				
a. Arab	≤5	≤5	≤5	≤5
b. Other	6	0.15	9	0.23
Prefer not to answer	231	5.91	135	3.39
Null/Blank	567	14.5	481	12.07

What the data tells us:

It is encouraging to note that, between 2016/17 and 2017/18, there was a decrease in the number of Council staff who opted not to provide any information about their Ethnicity: we saw a fall of 2.52% in the number of employees who chose the *Prefer not to answer* option, as well as a decrease of 2.43% in the number of staff who chose the *Null/Blank* response.

When a comparison is made with the Ethnicity of Inverclyde Council's staff (who disclosed that information) and that of the local population, it is interesting to note that the majority of our employees identified as *White Scottish* during the last two reporting years (69.25% and 75.61% in 2016/17 and 2017/18 respectively), compared to 93.79% of Inverclyde's residents at the time of the last Census in 2011. The next Census is expected to be carried out in 2021.

3.6 Employee Profile – Sexual Orientation

Employee Profile – Sexual Orientation				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Lesbian, Gay or Bisexual	31	0.79	45	1.13
Heterosexual/Straight	1,706	43.64	2,247	56.39
Prefer not to answer	92	2.35	119	2.99
Null/Blank	2,080	53.21	1,572	39.45
Other	0	0	≤5	≤5

What the data tells us:

The figures show that there was a very small increase (of 0.64%) in the number of employees who chose the *Prefer not to answer* option when asked about their Sexual Orientation. However, it is encouraging to note that there was a significant decrease (of 13.76%) in the number of staff who opted for the *Null/Blank* response when they were asked this question. This would suggest that Inverclyde Council's employees are becoming more comfortable about providing information about their Sexual Orientation.

3.7 Employee Profile – Religion or Belief

Employee Profile – Religion or Belief				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Buddhist	≤5	≤5	≤5	≤5
Church of Scotland	563	14.4	676	16.96
Hindu	11	0.28	7	0.18
Humanist	7	0.18	6	0.15
Jewish	0	0	≤5	≤5
None	335	8.57	465	11.67
Muslim	≤5	≤5	6	0.15
Other Christian	101	2.58	122	3.06
Other Religion	16	0.41	17	0.43
Pagan	≤5	≤5	≤5	≤5
Prefer not to answer	109	2.79	146	3.66
Roman Catholic	697	17.83	981	24.62
Sikh	0	0	≤5	≤5
Null/Blank	2,063	52.78	1,549	38.87

What the data tells us:

The figures show that, between 2016/17 and 2017/18, the number of staff who chose the *Prefer not to answer* option when asked about their Religion or Belief rose slightly (by 0.87%). However, it is encouraging to note there was a marked decrease (of 13.91%) in the number of our employees who opted for *Null/Blank* when asked about their Religion or Belief.

3.8 Employee Profile – Marriage and Civil Partnership Status

Employee Profile – Marriage and Civil Partnership Status				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	229	5.86	267	6.7
Living with Partner	237	6.06	273	6.85
Married/Civil Partnership	1,937	49.55	2,013	50.51
Single	751	19.21	799	20.05
Widowed	39	1	50	1.25
Prefer not to answer	345	8.83	272	6.83
Null/Blank	371	9.49	311	7.8

What the data tells us:

During the last two reporting years, when asked about their Marriage and Civil Partnership Status, there was a decrease (of 2%) in the number of our staff who chose the *Prefer not to answer* option. It is pleasing also to note that the number of employees who opted for the *Null/Blank* response when asked this question also fell (by 1.69%) between 2016/17 and 2017/18.

4.0   RECRUITMENT

4.1   Recruitment – Gender

Recruitment – Gender 2016/17						
	Applications		Interviews		Appointments	
	No.	**%**	**No.**	**%**	**No.**	**%**
Male	2,170	28.95	476	27.87	129	27.1
Female	5,235	69.84	1,206	70.61	339	71.22
Prefer not to answer	25	0.33	<5	<5	<5	<5
Null/Blank	66	0.88	25	1.46	7	1.47

Recruitment – Gender 2017/18						
	Applications		Interviews		Appointments	
	No.	**%**	**No.**	**%**	**No.**	**%**
Male	2,560	27.52	592	24.21	131	21.03
Female	6,657	71.57	1,829	74.81	476	76.4
Prefer not to answer	27	0.29	<5	<5	<5	<5
Null/Blank	57	0.61	23	0.94	15	2.41

What the data tells us:

During the last two years, the number of male and female applicants who expressed an interest in working for the Council was fairly steady at around 28% and 70% respectively.

In terms of the Gender of interviewees, there was a small decrease (of 3.66%) in male candidates between 2016/17 and 2017/18, together with an increase (of 4.2%) in female candidates. This goes on to be reflected at the appointments stage of the recruitment process where we saw a fall of 6.07% in males who secured a position at the Council, together with an increase of 5.18% in successful female candidates.

Recruitment – Promoted posts

Recruitment – Applications for promoted posts				
	2016/17		2017/18	
	No.	**%**	**No.**	**%**
Male	125	32.22	158	29.53
Female	262	67.53	375	70.09
Prefer not to answer	0	0	0	0
Null/Blanks	<5	<5	<5	<5

What the data tells us:

It is encouraging to note that, between 2016/17 and 2017/18, there was an increase in the number of both male and female Council employees who applied for promoted posts.

Recruitment – Successful applications for promoted posts				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Male	18	33.96	18	25.35
Female	35	66.04	53	74.65

What the data tells us:

While the number of male employees who were promoted during 2016/17 and 2017/18 was unchanged (at 18), we saw a marked increase (also of 18) in the number of female employees who successfully applied for promotion.

4.2   Recruitment – Age

Recruitment – Age 2016/17						
Age group in years	**Applications**		**Interviews**		**Appointments**	
	No.	**%**	**No.**	**%**	**No.**	**%**
Under 20	268	3.58	43	2.52	21	4.41
20-29	2,408	32.12	495	28.98	158	33.19
30-39	1,734	23.13	423	24.77	104	21.85
40-49	1,525	20.34	389	22.78	102	21.43
50-59	1,196	15.96	280	16.39	73	15.34
60-65	238	3.18	42	2.46	8	1.68
Over 65	6	0.08	0	0	0	0
Blanks/Unknown	121	1.61	36	2.11	10	2.1

Recruitment – Age 2017/18						
Age group in years	**Applications**		**Interviews**		**Appointments**	
	No.	**%**	**No.**	**%**	**No.**	**%**
Under 20	255	2.74	62	2.54	11	1.77
20-29	2,660	28.6	670	27.4	173	27.77
30-39	2,405	25.86	654	26.75	173	27.77
40-49	1,853	19.92	515	21.06	134	21.51
50-59	1,482	15.93	414	16.93	92	14.77
60-65	380	4.09	78	3.19	20	3.21
Over 65	30	0.32	7	0.29	$\leq$5	$\leq$5
Blanks/Unknown	236	2.54	45	1.84	17	2.73

What the data tells us:

Between 2016/17 and 2017/18, there was a reduction (of 2.64%) in the number of successful candidates aged under 20 years. We also saw a marked increase in the number of people aged 60-65 who applied for a post at the Council (rising from 238 in 2016/17 to 380 in 2017/18). This change is also reflected at the appointment stage where we saw an increase of 12 people from this age group who successfully applied to work for the Council.

4.3   Recruitment – Disability

<table>
<tr><td colspan="7">Recruitment – Disability
2016/17</td></tr>
<tr><td></td><td colspan="2">Applications</td><td colspan="2">Interviews</td><td colspan="2">Appointments</td></tr>
<tr><td></td><td>No.</td><td>%</td><td>No.</td><td>%</td><td>No.</td><td>%</td></tr>
<tr><td>Disability</td><td>309</td><td>4.12</td><td>109</td><td>6.38</td><td>15</td><td>3.15</td></tr>
<tr><td>No Disability</td><td>7,044</td><td>93.97</td><td>1,559</td><td>91.28</td><td>452</td><td>94.96</td></tr>
<tr><td>Prefer not to answer</td><td>75</td><td>1</td><td>16</td><td>0.94</td><td>≤5</td><td>≤5</td></tr>
<tr><td>Blanks</td><td>68</td><td>0.91</td><td>24</td><td>1.41</td><td>7</td><td>1.47</td></tr>
</table>

<table>
<tr><td colspan="7">Recruitment – Disability
2017/18</td></tr>
<tr><td></td><td colspan="2">Applications</td><td colspan="2">Interviews</td><td colspan="2">Appointments</td></tr>
<tr><td></td><td>No.</td><td>%</td><td>No.</td><td>%</td><td>No.</td><td>%</td></tr>
<tr><td>Disability</td><td>406</td><td>4.37</td><td>155</td><td>6.34</td><td>20</td><td>3.21</td></tr>
<tr><td>No Disability</td><td>8,699</td><td>93.53</td><td>2,244</td><td>91.78</td><td>580</td><td>93.1</td></tr>
<tr><td>Prefer not to answer</td><td>96</td><td>1.03</td><td>16</td><td>0.65</td><td>6</td><td>0.96</td></tr>
<tr><td>Blanks</td><td>100</td><td>1.08</td><td>30</td><td>1.23</td><td>17</td><td>2.73</td></tr>
</table>

What the data tells us:

Between 2016/17 and 2017/18, there was an increase of almost 100 (97) in the number of people with a Disability who expressed an interest in working for the Council.

While the number of overall applications for posts at the Council rose between 2016/17 and 2017/18 (by 1,805), it is disappointing that there were also small increases in the number of applicants who opted not to provide any information about their Disability Status (i.e. a rise of 21 in the number of people who chose the *Prefer not to answer*, together with an increase of 32 in the number of applicants who did not respond at all when at when asked about their Disability Status). This may indicate that, at the application stage, potential candidates are not comfortable disclosing information about their Disability Status.

4.4   Recruitment – Ethnicity

	Recruitment – Ethnicity – Applications			
All staff	**2016/17**		**2017/18**	
	No.	%	No.	%
White				
a.	Scottish	6,636	88.53	8,234	88.53
b.	English	0	0	0	0
c.	Welsh	0	0	0	0
d.	Northern Irish	0	0	0	0
e.	British	312	4.16	362	3.89
f.	Irish	50	0.67	30	0.32
g.	Gypsy/Traveller	≤5	≤5	≤5	≤5
h.	Eastern European	30	0.4	39	0.42

Recruitment – Ethnicity – Applications

All staff		2016/17		2017/18	
		No.	%	No.	%
i.	Polish	16	0.21	10	0.11
j.	Other white ethnic group	135	1.8	231	2.48
Mixed or Multiple Ethnic Groups					
a.	Any mixed or multiple ethnic group	17	0.23	31	0.33
Asian, Asian Scottish or Asian British					
a.	Pakistani, Pakistani Scottish or Pakistani British	35	0.47	33	0.35
b.	Indian, Indian Scottish or Indian British	29	0.39	46	0.49
c.	Bangladeshi, Bangladeshi Scottish or Bangladeshi British	≤5	≤5	≤5	≤5
d.	Chinese, Chinese Scottish or Chinese British	≤5	≤5	9	0.1
e.	Other Asian, Asian Scottish or Asian British	11	0.15	12	0.13
African					
a.	African, African Scottish or African British	12	0.16	11	0.12
b.	African Other	28	0.37	45	0.48
Caribbean or Black					
a.	Caribbean, Caribbean Scottish or Caribbean British	12	0.16	23	0.25
b.	Black, Black Scottish or Black British	7	0.09	10	0.11
c.	Other Caribbean or Black	≤5	≤5	≤5	≤5
Other Ethnic Group					
a.	Arab	9	0.12	0	0
b.	Other	0	0	10	0.11
Prefer not to answer		48	0.64	57	0.61
Null/Blank		97	1.29	104	1.12

Recruitment – Ethnicity – Interviews

All staff		2016/17		2017/18	
		No.	%	No.	%
White					
a.	Scottish	1,516	88.76	2,163	88.47
b.	English	0	0	0	0
c.	Welsh	0	0	0	0
d.	Northern Irish	0	0	0	0
e.	British	73	4.27	98	4.01
f.	Irish	16	0.94	10	0.41
g.	Gypsy/Traveller	0	0	0	0
h.	Eastern European	≤5	≤5	12	0.49
i.	Polish	≤5	≤5	≤5	≤5
j.	Other white ethnic group	25	1.46	60	2.45

Recruitment – Ethnicity – Interviews

All staff		2016/17		2017/18	
		No.	%	No.	%
Mixed or Multiple Ethnic Groups					
a.	Any mixed or multiple ethnic group	≤5	≤5	≤5	0.25
Asian, Asian Scottish or Asian British					
a.	Pakistani, Pakistani Scottish or Pakistani British	9	0.53	8	0.33
b.	Indian, Indian Scottish or Indian British	≤5	≤5	11	0.45
c.	Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	≤5	≤5
d.	Chinese, Chinese Scottish or Chinese British	0	0	≤5	≤5
e.	Other Asian, Asian Scottish or Asian British	≤5	≤5	≤5	≤5
African					
a.	African, African Scottish or African British	≤5	≤5	≤5	≤5
b.	African Other	≤5	≤5	≤5	≤5
Caribbean or Black					
a.	Caribbean, Caribbean Scottish or Caribbean British	≤5	≤5	≤5	≤5
b.	Black, Black Scottish or Black British	≤5	≤5	≤5	≤5
c.	Other Caribbean or Black	≤5	≤5	≤5	≤5
Other Ethnic Group					
a.	Arab	≤5	≤5	≤5	≤5
b.	Other	≤5	≤5	≤5	≤5
Prefer not to answer		13	0.76	16	0.65
Null/Blank		31	1.81	32	1.31

Recruitment – Ethnicity – Appointments

All staff		2016/17		2017/18	
		No.	%	No.	%
White					
a.	Scottish	432	90.76	554	88.92
b.	English	0	0	0	0
c.	Welsh	0	0	0	0
d.	Northern Irish	0	0	0	0
e.	British	16	3.36	23	3.69
f.	Irish	≤5	≤5	≤5	≤5
g.	Gypsy/Traveller	0	0	0	0
h.	Eastern European	0	0	0	0
i	Polish	≤5	≤5	≤5	≤5
j.	Other white ethnic group	7	1.47	11	1.77
Mixed or Multiple Ethnic Groups					
a.	Any mixed or multiple ethnic group	0	0	≤5	≤5
Asian, Asian Scottish or Asian British					

Recruitment – Ethnicity – Appointments					
All staff		**2016/17**		**2017/18**	
		No.	**%**	**No.**	**%**
a.	Pakistani, Pakistani Scottish or Pakistani British	≤5	≤5	≤5	≤5
b.	Indian, Indian Scottish or Indian British	≤5	≤5	≤5	≤5
c.	Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	0	0
d.	Chinese, Chinese Scottish or Chinese British	0	0	0	0
e.	Other Asian, Asian Scottish or Asian British	0	0	0	0
African					
a.	African, African Scottish or African British	≤5	≤5	≤5	≤5
b.	African Other	0	0	≤5	≤5
Caribbean or Black					
a.	Caribbean, Caribbean Scottish or Caribbean British	≤5	≤5	≤5	≤5
b.	Black, Black Scottish or Black British	0	0	≤5	≤5
c.	Other Caribbean or Black	0	0	0	0
Other Ethnic Group					
a.	Arab	0	0	0	0
b.	Other	0	0	0	0
Prefer not to answer		≤5	≤5	≤5	≤5
Null/Blank		10	2.1	16	2.57

What the data tells us:

It is encouraging to note that, when people initially expressed an interest in working for the Council, the numbers who chose not to disclose any details of their Ethnicity were fairly low in both 2016/17 and 2017/18 (1.93% and 1.73% respectively combined for the *Prefer not to answer* and *Null/Blank* responses).

4.5 Recruitment – Sexual Orientation

Recruitment – Sexual Orientation 2016/17					
	Applications		**Interviews**		**Appointments**
	No.	**%**	**No.**	**%**	**No.**	**%**
Lesbian, Gay or Bisexual	148	1.97	31	1.81	≤5	≤5
Heterosexual/Straight	7,031	93.8	1,592	93.21	452	94.96
Other	14	0.19	0	0	0	0
Prefer not to answer	207	2.76	58	3.4	10	2.1
Null/Blank	96	1.28	27	1.58	9	1.89

Recruitment – Sexual Orientation 2017/18

	Applications		Interviews		Appointments	
	No.	**%**	**No.**	**%**	**No.**	**%**
Lesbian, Gay or Bisexual	159	1.71	50	2.04	15	2.41
Heterosexual/Straight	8,771	94.3	2,288	93.58	575	92.3
Other	12	0.13	<5	<5	0	0
Prefer not to answer	258	2.77	73	2.99	15	2.41
Null/Blank	101	1.09	30	1.23	18	2.89

What the data tells us:

The figures show that, at the application stage, the figures for the last two reporting years were almost identical in terms of the number of employees who chose the *Prefer not to answer* option when asked about their Sexual Orientation (2.76% in 2016/17 and 2.77% in 2017/18). This is complemented by a small decrease (of 0.41%) in the number of staff who opted for this response when they were asked this question at the interview stage of the recruitment process. However, when successful candidates were appointed in 2017/18, we saw a very small rise (of 1%) in the number of people who opted for the *Null/Blank* response when asked about their Sexual Orientation.

4.6   Recruitment – Religion or Belief

Recruitment – Religion or Belief 2016/17						
	Applications		Interviews		Appointments	
	No.	**%**	**No.**	**%**	**No.**	**%**
Buddhist	11	0.15	<5	<5	<5	<5
Church of Scotland	1,539	20.53	377	22.05	99	20.8
Hindu	12	0.16	<5	<5	0	0
Humanist	44	0.59	7	0.41	<5	<5
Jewish	10	0.13	0	0	0	0
Muslim	49	0.65	10	0.58	<5	<5
None	2,210	29.48	454	26.55	117	24.58
Other Christian	459	6.12	105	6.14	31	6.51
Other Religion	33	0.44	7	0.41	<5	<5
Pagan	10	0.13	<5	<5	0	0
Roman Catholic	2,512	33.51	592	34.62	192	40.34
Sikh	11	0.15	<5	<5	<5	<5
Prefer not to answer	406	5.42	95	5.56	16	3.36
Null/Blank	190	2.53	55	3.22	13	2.73

Recruitment – Religion or Belief 2017/18						
	Applications		Interviews		Appointments	
	No.	%	No.	%	No.	%
Buddhist	19	0.2	$\leq$5	$\leq$5	$\leq$5	$\leq$5
Church of Scotland	1,956	21.03	518	21.19	130	20.87
Hindu	17	0.18	$\leq$5	$\leq$5	0	0
Humanist	46	0.49	10	0.41	$\leq$5	$\leq$5
Jewish	$\leq$5	$\leq$5	0	0	0	0
Muslim	50	0.54	12	0.49	$\leq$5	$\leq$5
None	2,644	28.43	691	28.26	155	24.88
Other Christian	560	6.02	165	6.75	33	5.3
Other Religion	43	0.46	10	0.41	$\leq$5	$\leq$5
Pagan	6	0.06	0	0	0	0
Roman Catholic	3,236	34.79	829	33.91	242	38.84
Sikh	28	0.3	6	0.25	$\leq$5	$\leq$5
Prefer not to answer	475	5.11	141	5.77	32	5.14
Null/Blank	217	2.33	58	2.37	24	3.85

What the data tells us:

Between 2016/17 and 2017/18, as candidates were appointed to Council posts, we saw a small increase (from 2.73% to 3.85%) in the number who chose the *Null/Blank* response when asked about their Religion or Belief.

4.7   Recruitment – Marriage and Civil Partnership Status

Recruitment – Marriage and Civil Partnership Status 2016/17						
	Applications		Interviews		Appointments	
	No.	%	No.	%	No.	%
Divorced/Separated	560	7.47	123	7.20	28	5.88
Living with Partner	774	10.33	192	11.24	41	8.61
Married/Civil Partnership	2,453	32.72	649	38	190	39.92
Single	3,446	45.97	682	39.93	197	41.39
Widowed	106	1.41	16	0.94	6	1.26
Prefer not to answer	83	1.11	19	1.11	6	1.26
Null/Blank	74	0.99	27	1.58	8	1.68

Recruitment – Marriage and Civil Partnership Status 2017/18						
	Applications		Interviews		Appointments	
	No.	%	No.	%	No.	%
Divorced/Separated	645	6.93	150	6.13	35	5.62
Living with Partner	1,165	12.53	307	12.56	70	11.24
Married/Civil Partnership	2,879	30.95	845	34.56	258	41.41
Single	4,268	45.89	1,058	43.27	235	37.72
Widowed	165	1.77	35	1.43	<5	<5
Prefer not to answer	110	1.18	26	1.06	<5	<5
Null/Blank	69	0.74	24	0.98	15	2.41

What the data tells us:

During the last two reporting years, when asked about their Marriage and Civil Partnership Status as part of their application for a post at the Council, it is encouraging to note that less than 1% of candidates provided no information at all i.e. they opted for the *Null/Blank* response (0.99% in 2016/17 and 0.74% in 2017/18).

5.0   LEAVERS

5.1   Leavers – Gender

Leavers – Gender				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Male	117	33.43	103	31.99
Female	233	66.57	218	67.70
Prefer not to answer	0	0	<u><5</u>	<u><5</u>

What the data tells us:

In 2016/17, around a third of leavers (33.43%) were male, while in 2017/18, male employees comprised just over 30% (31.99%) of leavers, a fall of 1.44%.

5.2   Leavers – Age

Leavers – Age				
Age group in years	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Under 20	<u><5</u>	<u><5</u>	7	2.17
20-29	56	16	45	13.98
30-39	55	15.71	54	16.77
40-49	46	13.14	52	16.15
50-59	79	22.57	63	19.57
60-65	86	24.57	79	24.53
Over 65	25	7.14	22	6.83

What the data tells us:

Between 2016/17 and 2017/18, there was a decrease of 2.02% and of 3% in the number of staff aged 20-29 years and 50-59 years respectively who left the Council's employment.

5.3   Leavers – Disability

Leavers – Disability				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Disability	6	1.71	8	2.48
No disability	263	75.14	236	73.29
Prefer not to answer	23	6.57	26	8.07
Blanks	58	16.57	52	16.15

What the data tells us:

When asked about their Disability Status on leaving the Council's employment, the number of people who chose the *Prefer not to* answer option rose by 1.5% (from 6.57% in 2016/17 to 8.07% the following year); however, it should be noted that this represents an increase of three employees only. Additionally, it is

encouraging to note that there was a small decrease (of 0.42%) in the number of leavers who chose not respond at all when asked about their Disability Status on leaving the Council.

5.4   Leavers – Ethnicity

Leavers – Ethnicity				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
White				
a. Scottish	227	64.86	228	70.81
b. English	6	1.71	≤5	≤5
c. Welsh	≤5	≤5	0	0
d. Northern Irish	≤5	≤5	0	0
e. British	10	2.86	6	1.86
f. Irish	21	6	11	3.42
g. Gypsy/Traveller	0	0	0	0
h. Eastern European	0	0	0	0
i. Other white ethnic group	≤5	≤5	≤5	≤5
Mixed or Multiple Ethnic Groups				
a. Any mixed or multiple ethnic group	0	0	0	0
Asian, Asian Scottish or Asian British				
a. Pakistani, Pakistani Scottish or Pakistani British	0	0	0	0
b. Indian, Indian Scottish or Indian British	0	0	0	0
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	0	0
d. Chinese, Chinese Scottish or Chinese British	≤5	≤5	0	0
e. Other Asian, Asian Scottish or Asian British	0	0	0	0
African				
a. African, African Scottish or African British	≤5	≤5	0	0
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	0	0	≤5	≤5
b. Black, Black Scottish or Black British	0	0	0	0
c. Other Caribbean or Black	0	0	0	0
Other Ethnic Group				
a. Arab	0	0	0	0
b. Other	≤5	≤5	≤5	≤5
Prefer not to answer	13	3.71	13	4.04
Null/Blank	62	17.71	53	16.46

What the data tells us:

Although the number of staff who left the Council's employment and who chose the *Prefer not to answer* option when asked about their Ethnicity was unchanged (at 13) in both 2016/17 and 2017/18, there was an increase in the respective percentage of the Council's workforce (rising from 3.71% in 2016/17 to 4.04% in 2017/18). Meanwhile, the number of staff who opted for the *Null/Blank* response fell from 17.71% in 2016/17 to 16.46% the following year.

5.5 Leavers – Sexual Orientation

Leavers – Sexual Orientation				
All leavers	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Lesbian, Gay or Bisexual	<5	<5	7	2.17
Heterosexual/Straight	180	51.43	166	51.55
Prefer not to answer	<5	<5	9	2.8
Null/Blank	166	47.43	140	43.48

What the data tells us:

In both 2016/17 and 2017/18, just over half of the employees who left the Council provided information about their Sexual Orientation.

5.6 Leavers – Religion or Belief

Leavers – Religion or Belief				
All leavers	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Buddhist	<5	<5	0	0
Church of Scotland	45	12.86	52	16.15
Hindu	0	0	<5	<5
Humanist	<5	<5	<5	<5
Jewish	49	14.00	49	15.22
Muslim	0	0	0	0
None	0	0	0	0
Other Christian	12	3.43	10	3.11
Other Religion	0	0	<5	<5
Pagan	0	0	0	0
Roman Catholic	61	17.43	56	17.39
Sikh	0	0	0	0
Prefer not to answer	12	3.43	10	3.11
Null/Blank	168	48.00	141	43.79

What the data tells us:

It would appear that staff who leave the Council are becoming slightly more comfortable about providing information on their Religion or Belief. Between 2016/17 and 2017/18, there were falls of 0.32% and 4.21% respectively in the number of employees who chose the *Prefer not to answer* and *Null/Blank* options when asked this question.

5.7   Leavers – Marriage and Civil Partnership Status

Leavers – Marriage and Civil Partnership Status				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	25	7.14	15	4.66
Living with Partner	18	5.14	28	8.7
Married/Civil Partnership	146	41.71	130	40.37
Single	90	25.71	83	25.78
Widowed	<5	<5	<5	<5
Prefer not to answer	20	5.71	21	6.52
Null/Blank	47	13.43	42	13.04

What the data tells us:

During both 2016/17 and 2017/18, just under a fifth of the staff who left the employment of the Council opted not to disclose any information about their Marriage and Civil Partnership Status (19.14% and 19.56% respectively for the combined number of *Prefer not to answer* and *Null/Blank* responses in 2016/17 and 2017/18).

6.0   Disciplinary Action

6.1   Disciplinary Action – Gender

Disciplinary Action – Gender				
	2016/17		2017/18	
	No.	%	No.	%
Male	13	50	35	47.95
Female	13	50	38	52.05

What the data tells us:

The overall number of cases of Disciplinary Action increased by 64.4% between 2016/17 and 2017/18. In 2016/17, the number of male and female employees involved in Disciplinary Action was evenly split at 50/50%. However, in the last reporting year, there were three more female employees than males involved in Disciplinary Action.

6.2   Disciplinary Action – Age

Disciplinary Action – Age				
	2016/17		2017/18	
Age group in years	No.	%	No.	%
16-19	0	0	<5	<5
20-29	<5	<5	7	9.59
30-39	<5	<5	9	12.33
40-49	<5	<5	20	27.40
50-59	10	38.46	31	42.47
60-65	<5	<5	<5	<5
Over 65	<5	<5	<5	<5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the age profile of the Council's employees who were involved in Disciplinary Action.

6.3   Disciplinary Action – Disability

Disciplinary Action – Disability				
	2016/17		2017/18	
	No.	%	No.	%
Disability	<5	<5	<5	<5
No disability	17	65.38	49	67.12
Prefer not to answer	8	30.77	<5	<5
Blanks	0	0	17	23.29

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Disability Status of the Council's employees who were involved in Disciplinary Action.

6.4 Disciplinary Action – Ethnicity

Disciplinary Action – Ethnicity				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
White				
a. Scottish	16	61.54	58	79.45
b. English	0	0	≤5	≤5
c. Welsh	0	0	0	0
d. Northern Irish	0	0	0	0
e. British	0	0	≤5	≤5
f. Irish	≤5	≤5	≤5	≤5
g. Gypsy/Traveller	0	0	0	0
h. Eastern European	0	0	0	0
i. Other white ethnic group	0	0	0	0
Mixed or Multiple Ethnic Groups				
a. Any mixed or multiple ethnic group	0	0	0	0
Asian, Asian Scottish or Asian British				
a. Pakistani, Pakistani Scottish or Pakistani British	0	0	0	0
b. Indian, Indian Scottish or Indian British	0	0	0	0
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0		0
d. Chinese, Chinese Scottish or Chinese British	0	0	0	0
e. Other Asian, Asian Scottish or Asian British	0	0	0	0
African				
a. African, African Scottish or African British	0	0	0	0
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	0	0	0	0
b. Black, Black Scottish or Black British	0	0	0	0
c. Other Caribbean or Black	0	0	0	0
Other Ethnic Group				
a. Arab	0	0	0	0
b. Other	0	0	≤5	≤5
Prefer not to answer	6	23.08	≤5	≤5
Null/Blank	≤5	≤5	7	9.59

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Ethnicity of the Council's employees who were involved in Disciplinary Action.

6.5   Disciplinary Action – Marriage and Civil Partnership Status

Disciplinary Action – Marriage and Civil Partnership Status				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	≤5	≤5	6	8.22
Living with Partner	≤5	≤5	≤5	≤5
Married/Civil Partnership	8	30.77	25	34.25
Single	≤5	≤5	24	32.88
Widowed	≤5	≤5	9	12.33
Prefer not to answer	≤5	≤5	≤5	≤5
Null/Blank	≤5	≤5	≤5	≤5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Marriage and Civil Partnership Status of the Council's employees who were involved in Disciplinary Action.

7.0   GRIEVANCES

7.1   Grievances – Gender

The breakdown of Gender for grievances in 2016/17 and 2017/18 was:

Grievances – Gender				
	2016/17		**2017/18**	
Gender	**No.**	**%**	**No.**	**%**
Male	9	40.91	9	39.13
Female	13	59.09	14	60.87

What the data tells us:

Overall, the total number of Grievances – and the split between the male and female employees involved – was relatively unchanged during the last two reporting years.

7.2   Grievances – Age

Grievances – Age				
	2016/17		**2017/18**	
Age group in years	**No.**	**%**	**No.**	**%**
16-19	0	0	0	0
20-29	0	0	0	0
30-39	<5	<5	<5	<5
40-49	6	27.27	8	34.78
50-59	10	45.45	9	39.13
60-65	<5	<5	<5	<5
Over 65	0	0	0	0

What the data tells us:

During 2016/17 and 2017/18, there were no staff aged 29 years and under or 65 years or over who were involved in the Council's Grievance process.

7.3   Grievances – Disability

Grievances – Disability				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Disability	<5	<5	<5	<5
No disability	13	59.09	13	56.52
Prefer not to answer	<5	<5	6	26.09
Blanks	<5	<5	<5	<5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Disability Status of the Council's employees who were involved in Disciplinary Action.

7.4   Grievances – Ethnicity

Grievances – Ethnicity				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
White				
a. Scottish	10	45.45	13	56.52
b. English	≤5	≤5	≤5	≤5
c. Welsh	0	0	0	0
d. Northern Irish	0	0	0	0
e. British	0	0	≤5	≤5
f. Irish	≤5	≤5	≤5	≤5
g. Gypsy/Traveller	0	0	0	0
h. Eastern European	0	0	0	0
i. Other white ethnic group	0	0	0	0
Mixed or Multiple Ethnic Groups				
a. Any mixed or multiple ethnic group	0	0	0	0
Asian, Asian Scottish or Asian British				
a. Pakistani, Pakistani Scottish or Pakistani British	0	0	0	0
b. Indian, Indian Scottish or Indian British	0	0	0	0
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0		
d. Chinese, Chinese Scottish or Chinese British	0	0	0	0
e. Other Asian, Asian Scottish or Asian British	0	0	0	0
African				
a. African, African Scottish or African British	0	0	0	0
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	0	0	0	0
b. Black, Black Scottish or Black British	0	0	0	0
c. Other Caribbean or Black	0	0	0	0
Other Ethnic Group				
a. Arab	0	0	0	0
b. Other	0	0	0	0
Prefer not to answer	≤5	≤5	≤5	≤5
Null/Blank	≤5	≤5	≤5	≤5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Ethnicity of the Council's employees who were involved in Disciplinary Action.

7.5   Grievances – Marriage and Civil Partnership Status

Grievances – Marriage and Civil Partnership Status				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	<5	<5	<5	<5
Living with Partner	<5	<5	<5	<5
Married/Civil Partnership	11	50	9	39.13
Single	<5	<5	6	26.09
Widowed	<5	<5	0	0
Prefer not to answer	<5	<5	<5	<5
Null/Blank	<5	<5	<5	<5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Marriage and Civil Partnership Status of the Council's employees who were involved in Disciplinary Action.

8.0 Flexible Working Requests

Flexible Working Requests		
Year	Requests	Increase/Decrease %
2013/14	44	
2014/15	58	+ 31.82
2015/16	80	+ 37.93
2016/17	72	- 10
2017/18	85	+ 18.06

What the data tells us:

Between 2016/17 and 2017/18, there was a rise of 18.06% (or 13 requests) in the number of Council employees who submitted an application for Flexible Working.

8.1 Flexible Working Requests – Gender

Flexible Working Requests – Gender				
	2016/17		2017/18	
	No.	%	No.	%
Male			9	10.59
Female			76	89.41

What the data tells us:

The 2016/17 data in the above table has been supressed to protect the identity of the respective employees.

8.2 Flexible Working Requests – Age

Flexible Working Requests – Age				
	2016/17		2017/18	
Age group in years	No.	%	No.	%
16-19	≤5	≤5	≤5	≤5
20-29	≤5	≤5	≤5	≤5
30-39	30	41.67	23	27.06
40-49	7	9.72	17	20
50-59	21	29.17	27	31.76
60-65	10	13.89	14	16.47
Over 65	≤5	≤5	≤5	≤5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Age profile of the Council's staff who submitted Flexible Working Requests.

8.3 Flexible Working Requests – Disability

Flexible Working Requests – Disability				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Disability	≤5	≤5	≤5	≤5
No disability	64	88.89	80	94.12
Prefer not to answer	≤5	≤5	≤5	≤5
Blanks	≤5	≤5	0	0

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Disability Status of the Council's staff who submitted Flexible Working Requests.

8.4 Flexible Working Requests – Ethnicity

Flexible Working Requests – Ethnicity				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
White				
a. Scottish	53	73.61	62	72.94
b. English	≤5	≤5	≤5	≤5
c. Welsh	0	0	0	0
d. Northern Irish	0	0	0	0
e. British	≤5	≤5	≤5	≤5
f. Irish	≤5	≤5	≤5	≤5
g. Gypsy/Trav eller	0	0	0	0
h. Eastern European	0	0	0	0
i. Other white ethnic group	0	0	0	0
Mixed or Multiple Ethnic Groups				
a. Any mixed or multiple ethnic group	0	0	0	0
Asian, Asian Scottish or Asian British				
a. Pakistani, Pakistani Scottish or Pakistani British	0	0	0	0
b. Indian, Indian Scottish or Indian British	0	0	0	0
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	0	0
d. Chinese, Chinese Scottish or Chinese British	0	0	0	0
e. Other Asian, Asian Scottish or Asian British	0	0	0	0
African				
a. African, African Scottish or African British	0	0	0	0
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	≤5	≤5	0	0
b. Black, Black Scottish or Black British	0	0	≤5	≤5
c. Other Caribbean or Black	0	0	0	0

Flexible Working Requests – Ethnicity				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Other Ethnic Group				
a. Arab	0	0	0	0
b. Other	0	0	0	0
Prefer not to answer	6	8.33	18	21.18
Null/Blank	8	11.11	0	0

What the data tells us:

There was a three-fold increase in the number of employees who chose the *Prefer not to answer* option when asked about their Ethnicity at the time they submitted a Flexible Working Request.

8.5   Flexible Working Requests – Marriage and Civil Partnership Status

Flexible Working Requests – Marriage and Civil Partnership Status				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	<5	<5	8	9.41
Living with Partner	11	15.28	9	10.59
Married/Civil Partnership	50	69.44	57	67.06
Single	<5	<5	7	8.24
Widowed	<5	<5	<5	<5
Prefer not to answer	<5	<5	<5	<5
Null/Blank	<5	<5	<5	<5

What the data tells us:

Given that a number of elements of the data included in the above table have been anonymised to protect the identity of the respective employees, it would not be appropriate to provide a commentary on the Marriage and Civil Partnership Status of the Council's staff who submitted Flexible Working Requests.

9.0   ADOPTION

The number of Council staff who were on adoption leave during 2016/17 and 2017/18 was $\leq$5.

10.0 PREGNANCY AND MATERNITY

The Council offers a broad range of assistance to pregnant employees and those who return to work after having a baby that go above and beyond the statutory requirements. The Council does not wish any member of staff to feel discriminated against because of their Pregnancy or Maternity Status.

11.0   TRAINING

11.1   Training – Gender

<table>
<tr><td colspan="5">Training – Gender
Face-to-face participants</td></tr>
<tr><td>All staff</td><td colspan="2">2016/17</td><td colspan="2">2017/18</td></tr>
<tr><td></td><td>No.</td><td>%</td><td>No.</td><td>%</td></tr>
<tr><td>Male</td><td>57</td><td>24.36</td><td>204</td><td>27.12</td></tr>
<tr><td>Female</td><td>162</td><td>69.23</td><td>393</td><td>52.27</td></tr>
<tr><td>Unknown</td><td>15</td><td>6.41</td><td>155</td><td>20.61</td></tr>
</table>

What the data tells us:

Between 2016/17 and 2017/18, there was almost a three-fold increase in the number of employees who undertook face-to-face training, rising from 234 training sessions in 2016/17 to 752 the following year.

The number of male employees who undertook face-to-face training increased by 2.76% in 2017/18. Meanwhile, we saw a decline (of 16.96%) in the number of female employees who participated in this type of training during the last reporting year.

Additionally, when they were asked about their Gender during face-to-face training opportunities, the number of employees who opted not to provide any information more than trebled between 2016/17 and 2017/18 (rising from 6.41% to 20.61%).

<table>
<tr><td colspan="5">Training – Gender
E-learning participants</td></tr>
<tr><td>All staff</td><td colspan="2">2016/17</td><td colspan="2">2017/18</td></tr>
<tr><td></td><td>No.</td><td>%</td><td>No.</td><td>%</td></tr>
<tr><td>Male</td><td>1,778</td><td>22</td><td>639</td><td>18.41</td></tr>
<tr><td>Female</td><td>6,270</td><td>77.59</td><td>2,832</td><td>81.59</td></tr>
<tr><td>Unknown</td><td>33</td><td>0.41</td><td>0</td><td>0</td></tr>
</table>

What the data tells us:

Overall, the number of e-learning opportunities taken up by the Council's staff fell by 57% between 2016/17 and 2017/18.

The split between male and female employees who participated in e-learning courses was fairly even during the last two reporting years at just under a quarter of males (22% and 18.41% respectively in 2016/17 and 2017/18) and just over three quarters of females (77.59% and 81.59% respectively in 2016/17 and 2017/18).

11.2   Training – Age

Training – Age Face-to-face participants	2016/17		2017/18	
Age group in years	**No.**	**%**	**No.**	**%**
Under 20	0	0	≤5	≤5
20-29	≤5	≤5	41	5.45
30-39	45	19.23	117	15.56
40-49	75	32.05	146	19.41
50-59	76	32.48	225	29.92
60-65	18	7.69	63	8.39
Over 65	≤5	≤5	≤5	≤5
Unknown	15	6.41	155	20.61

What the data tells us:

During the last two reporting years, the majority of the Council's staff who participated in face-to-face training were aged 30 and 59 years; employees in this age group accounted for 83.76% of participants in 2016/17 and 64.89% of participants in 2017/18.

Additionally, between 2016/17 and 2017/18, there was a significant rise (of 14.2%) in the number of employees who opted not to provide any information about their age when they were asked that question during face-to-face training sessions (i.e. the number of responses of *Unknown*).

Training – Age E-learning participants	2016/17		2017/18	
Age group in years	**No.**	**%**	**No.**	**%**
Under 20	88	1.09	46	1.33
20-29	610	7.55	468	13.49
30-39	1,119	13.85	671	19.33
40-49	1,811	22.41	652	18.78
50-59	3,587	44.39	1,291	37.19
60-65	780	9.65	233	6.71
Over 65	53	0.65	46	1.33
Unknown	33	0.41	64	1.84

What the data tells us:

In terms of e-learning, a similar picture emerges to the age profile of face-to-face participants. The majority of our employees who took part in face-to-face training were aged 30 to 59 years in both 2016/17 and 2017/18; employees in this age group accounted for 80.65% and 75.3% of participants respectively in 2016/17 and 2017/18.

11.3   Training – Disability

Training – Disability Face-to-face participants				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Disability	≤5	≤5	15	2
No disability	179	76.5	522	69.41
Prefer not to answer	36	15.38	37	4.92
Blanks	14	5.98	178	23.67

Training – Disability E-learning participants				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Disability	320	3.96	200	5.77
No disability	6,442	79.72	2,953	85.08
Prefer not to answer	796	9.85	236	6.79
Blanks	523	6.47	82	2.36

What the data tells us:

When staff were asked about their Disability Status during face-to-face and e-learning training opportunities, the number who opted not to provide any information was significantly higher at face-to-face sessions in both 2016/17 and 2017/18: 21.36% and 28.59% for the *Prefer not to answer* and *Blank* responses combined in 2016/17 and 2017/18.

In 2017/18, the number of employees who chose the *Prefer not to answer* and *Blank* responses when asked about their Disability Status during e-learning opportunities were 16.32% and 9.15% in 2016/17 and 2017/18 respectively.   These figures seem to indicate that our staff are more comfortable providing information about their Disability Status when they are participating in e-learning training courses.

11.4   Training – Ethnicity

Training – Ethnicity Face-to-face participants					
All staff		**2016/17**		**2017/18**	
		No.	**%**	**No.**	**%**
White					
a.	Scottish	164	70.09	484	64.37
b.	English	6	2.56	10	1.33
c.	Welsh	0	0	0	0
d.	Northern Irish	0	0	≤5	≤5
e.	British	6	2.56	16	2.13
f.	Irish	19	8.12	33	4.39
g.	Gypsy/Traveller	0	0	0	0
h.	Eastern European	0	0	0	0
i.	Other white ethnic group	0	0	≤5	≤5
Mixed or Multiple Ethnic Groups					

Training – Ethnicity
Face-to-face participants

All staff		2016/17		2017/18	
		No.	%	No.	%
a.	Any mixed or multiple ethnic group	≤5	≤5	0	0
Asian, Asian Scottish or Asian British					
a.	Pakistani, Pakistani Scottish or Pakistani British	0	0	≤5	≤5
b.	Indian, Indian Scottish or Indian British	≤5	≤5	0	0
c.	Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	0	0
d.	Chinese, Chinese Scottish or Chinese British	0	0	0	0
e.	Other Asian, Asian Scottish or Asian British	0	0	0	0
African					
a.	African, African Scottish or African British	0	0	≤5	≤5
Caribbean or Black					
a.	Caribbean, Caribbean Scottish or Caribbean British	0	0	0	0
b.	Black, Black Scottish or Black British	0	0	0	0
c.	Other Caribbean or Black	0	0	0	0
Other Ethnic Group					
a.	Arab	0	0	0	0
b.	Other	0	0	≤5	≤5
Prefer not to answer		22	9.4	21	2.79
Null/Blank		14	5.99	180	23.94

Training – Ethnicity
E-learning participants

All staff		2016/17		2017/18	
		No.	%	No.	%
White					
a.	Scottish	6,047	74.83	2,777	80.01
b.	English	99	1.23	35	1.01
c.	Welsh	0	0	0	0
d.	Northern Irish	31	0.38	≤5	≤5
e.	British	197	2.44	29	0.84
f.	Irish	546	6.76	150	4.32
g.	Gypsy/Traveller	0	0	0	0
h.	Eastern European	≤5	≤5	≤5	≤5
i.	Other white ethnic group	26	0.32	121	3.49
Mixed or Multiple Ethnic Groups					
a.	Any mixed or multiple ethnic group	≤5	≤5	18	0.52
Asian, Asian Scottish or Asian British					
a.	Pakistani, Pakistani Scottish or Pakistani British	0	0	0	0

Training – Ethnicity E-learning participants				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
b. Indian, Indian Scottish or Indian British	≤5	≤5	≤5	≤5
c. Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0	0	0	0
d. Chinese, Chinese Scottish or Chinese British	0	0	0	0
e. Other Asian, Asian Scottish or Asian British	0	0	0	0
African				
a. African, African Scottish or African British	0	0	49	1.41
Caribbean or Black				
a. Caribbean, Caribbean Scottish or Caribbean British	13	0.16	0	0
b. Black, Black Scottish or Black British	≤5	≤5	0	0
c. Other Caribbean or Black	0	0	0	0
Other Ethnic Group				
a. Arab	≤5	≤5	0	0
b. Other	46	0.57	0	0
Prefer not to answer	375	4.64	104	2.99
Null/Blank	694	8.59	183	5.27

What the data tells us:

In both 2016/17, the number of staff who did not disclose details of their Ethnicity during face-to-face training sessions and e-learning courses was fairly similar: the combined figure for the *Prefer not to answer* and *Null/Blank* responses was 15.39% for face-to-face participants and 13.23% for e-learning participants.

However, in 2017/18, 26.73% of participants in face-to-face training chose not to share information about their Ethnicity, with a smaller number (8.26%) of e-learning training participants also choosing the *Prefer not to answer* and *Null/Blank* responses.

11.5 Training – Sexual Orientation

Training – Sexual Orientation Face-to-face participants				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Lesbian, Gay or Bisexual	9	3.84	15	2
Heterosexual/Straight	98	41.88	360	47.87
Prefer not to answer	23	9.83	25	3.32
Null/Blank	104	44.45	352	46.81

Training – Sexual Orientation E-learning participants		
All staff	**2016/17**	**2017/18**

	No.	%	No.	%
Lesbian, Gay or Bisexual	89	1.1	26	0.74
Heterosexual/Straight	3,750	46.41	2,063	59.44
Prefer not to answer	211	2.61	203	5.85
Null/Blank	4,031	49.88	1,179	33.97

What the data tells us:

Although, in percentage terms, there was a fall of 6.51 between 2016/17 and 2017/18 in the number of people who chose the *Prefer not to answer* option when asked about their Sexual Orientation during face-face training, the number of staff increased by only two. However, we saw a sharp rise (of 248) in the number of employees who did not provide any information at all (i.e. the chose the *Null/Blank* option) when asked about their Sexual Orientation during face-to-face training.

It is therefore interesting to note that, when staff were asked about their Sexual Orientation during e-learning training sessions, the number who chose the *Null/Blank* response fell by 15.91% between 2016/17 and 2017/18. As is the case with disclosing details of their Disability Status, these figures seem to indicate that our staff are more comfortable providing information about their Sexual Orientation when they are participating in e-learning training courses.

11.6   Training – Religion or Belief

Training – Religion or Belief Face-to-face participants				
All staff	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Buddhist	0	0	0	0
Church of Scotland	32	13.67	98	13.03
Hindu	0	0	0	0
Humanist	<5	<5	<5	<5
Jewish	0	0	0	0
Muslim	0	0	<5	<5
None	45	19.23	85	11.3
Other Christian	<5	<5	18	2.4
Other Religion	<5	<5	<5	<5
Pagan	0	0	0	0
Roman Catholic	20	8.55	162	21.55
Sikh	0	0	0	0
Prefer not to answer	27	11.54	39	5.19
Null/Blank	103	44.02	343	45.61

Training – Religion or Belief E-learning participants				
All leavers	**2016/17**		**2017/18**	
	No.	**%**	**No.**	**%**
Buddhist	15	0.19	0	0
Church of Scotland	1,152	14.26	703	20.25
Hindu	0	0	0	0
Humanist	15	0.19	≤5	≤5
Jewish	0	0	0	0
Muslim	0	0	0	0
Other Christian	287	3.55	163	4.7
Other Religion	31	0.38	30	0.86
Pagan	0	0	0	0
Roman Catholic	1,109	13.72	822	23.68
Sikh	0	0	0	0
Prefer not to answer	341	4.22	93	2.68
Null/Blank	4,058	50.21	1,033	29.77

What the data tells us:

Between 2016/17 and 2017/18, the number of people who chose the *Prefer not to answer* option when asked about their Religion or Belief during face-to-face training more than halved (falling from 11.54% in 2016/17 to 5.19% the following year). We also saw a significant decrease (of 20.44%) in the number of our employees who did not provide any information about their Religion or Belief during e-learning training sessions. These figures would suggest that our staff are becoming more comfortable about disclosing details of their Religion or Belief during both face-to-face and e-learning training opportunities.

11.7 Training – Marriage and Civil Partnership Status

Training – Marriage and Civil Partnership Status Face-to-face participants				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	11	4.7	41	5.45
Living with Partner	22	9.4	54	7.18
Married/Civil Partnership	116	49.58	324	43.09
Single	48	20.51	128	17.02
Widowed	≤5	≤5	6	0.8
Prefer not to answer	30	12.82	28	3.72
Null/Blank	6	2.56	171	22.74

Training – Marriage and Civil Partnership Status E-learning participants				
	2016/17		**2017/18**	
	No.	**%**	**No.**	**%**
Divorced/Separated	561	6.94	204	5.88
Living with Partner	568	7.03	466	13.43
Married/Civil Partnership	4,091	50.62	1,528	44.02
Single	2,033	25.16	934	26.91

	2016/17		2017/18	
Training – Marriage and Civil Partnership Status **E-learning participants**				
	No.	**%**	**No.**	**%**
Widowed	70	0.87	23	0.66
Prefer not to answer	395	4.89	258	7.43
Null/Blank	363	4.49	58	1.67

What the data tells us:

Between 2016/17 and 2017/18, the number of people who chose the *Null/Blank* option when asked about their Marriage and Civil Partnership Status during face-to-face training increased significantly (rising from 2.56% in 2016/17 to 22.74% the following year).

We also saw a decrease (of 2.82%) in the number of our employees who did not provide any information about their Religion or Belief during e-learning training sessions; this would suggest that our staff are becoming more comfortable about disclosing details of their Marriage and Civil Partnership Status during e-learning training opportunities.

12.0 Case studies

Case study 1: LGBT Youth Charter Award

The Council has recently been awarded the LGBT Bronze Charter Award by LGBT Youth Scotland. The LGBT Charter Mark is awarded to schools, organisations and community groups that can demonstrate a commitment to inclusion and equality. Awards are made at Foundation, Bronze, Silver or Gold Level.

LGBT Youth Scotland is the country's leading organisation working to promote equality, rights and inclusion for LGBT young people. It is the largest youth and community-based organisation for LGBT young people in Scotland. Inverclyde Council's Award acknowledges the work of the local LGBT Group, *Clyde Pride*, together with the input from a number of Officers from across the Council who made the positive changes required to achieve this status.

The LGBT Charter is a straightforward programme that enables organisations to positively include LGBT people in every aspect of their work. The CLD's Youth Work Team worked with LGBT Youth Scotland to acknowledge the commitment CLD makes to local LGBT people. During the last year, the Team was supported by LGBT Youth Scotland to undertake training, consider and make amendments to its practices and resources, and review its policies and those of the Council.

Additionally, during the last few years, CLD and *Clyde Pride* have made good progress in raising awareness of the issues affecting LGBT young people. A number of projects have been delivered to help address some of those issues, examples of which include:

- the creation of a Champions' Group to provide support to young people and staff to encourage their involvement in the LGBT Programme;
- the delivery of LGBT training to volunteers and staff to enable them to support LGBT young people; and
- the delivery of a number of briefing sessions to staff on the most up-to-date information from LGBT Youth Scotland.

Plans are now in place to work towards achieving the Silver Charter Award and thereafter the Gold Award.

Case study 2: DCS – Level 3 Status

In September 2017, Inverclyde Council became only the second local authority in Scotland to achieve DCS Leadership (Level 3) Status. The Scheme aims to challenge attitudes, remove barriers and improve opportunities for disabled people and those with long-term health conditions.

Historically, the Council was a member of the *Double Tick* scheme which was replaced by the DCS, a self-assessment and accreditation initiative. The Scheme's Leader Status recognises the Council as a champion in the Inverclyde business and local communities.

A number of Council actions/provisions support the Level 3 Status, examples of which include:

- the welcoming of applications from disabled people, together with the utilisation of the *Access to Work* scheme to provide additional support for disabled candidates and employees;
- redesigning of jobs to remove barriers where potential and existing employees are affected by the nature of their impairment; and
- the provision of placements/experience for disabled students or applicants.

One of the conditions of our accreditation as a DCS employer is that we promote the Scheme to other employers who may be interested the initiative. The implementation of the Council's Communications Strategy will therefore include the promotion of our Level 3 Status.

Additionally, the Council is currently in the process of setting up a Disabled Staff Forum, a friendly staff group that will provide a platform for disabled employees, staff who care for disabled family or friends, and staff with a general interest in disability. The Forum will also provide an opportunity to exchange information and ideas, and raise awareness about disability in a confidential and safe space.

13.0   Equal Pay

13.1   Average Total Pay Analysis for Gender, Disability and Ethnicity

Gender Pay Gap 2016/17						
	Male		**Female**			
Equal Pay Work Group	**Count**	**Average Total Hourly Rate £**	**Count**	**Average Total Hourly Rate £**	**Difference £**	**Pay Gap %**
A	34	6.69	155	6.74	-0.05	-0.75
B	27	7.15	187	7.32	-0.17	-2.38
C	112	8.31	455	8.35	-0.04	-0.48
D	134	9.27	583	9.24	0.03	0.32
E	141	10.71	117	10.63	0.08	0.75
F	101	12.25	338	12.17	0.08	0.65
G	59	14.19	106	14.02	0.17	1.20
H	48	16.17	122	15.97	0.20	1.24
I	46	17.82	89	17.91	-0.09	-0.51
J	18	19.50	36	19.56	-0.06	-0.31
K	42	21.27	45	21.40	-0.13	-0.61
L	8	23.52	12	22.98	0.54	2.3
M	1	25.03	1	25.03	0.00	0.00
N	3	26.06	2	26.57	-0.51	-1.96
O	15	28.01	11	28.18	-0.17	-0.61
C1	1	60.63	0			
C2	2	55.31	1	55.31	0.00	0
C3	2	45.06	1	45.06	0.00	0
C4	5	40.08	2	40.08	0.00	0
Senior Educational Psychologist	1	32.96	0			
Educational Psychologist	0		8	31.52		
Music Instructor	9	19.31	12	19.42	-0.11	-0.57
Teacher	105	20.72	491	20.79	-0.07	-0.34
Principal Teacher	54	26.25	91	25.69	0.56	2.13
Depute Head	7	30.12	31	29.98	0.14	0.46
Head Teacher[1]	10	35.81	22	34.38	1.43	3.99
Quality Improvement Officer	3	34.45	2	35.06	-0.61	-1.77
Quality Improvement Manager	0		1	36.57		
	988	£14.84	2,921	£13.46	£1.38	**9.3%**

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[1] Inverclyde Council has no control over teaching salaries as they are set nationally. The Pay Gap here is due to the number of females who are Head Teachers in pre-5 educational establishments and in primary schools (which are paid less), in comparison with Head Teachers in secondary schools.

Equal Pay Work Group	Male		Female		Difference £	Pay Gap %
	Count	Average Total Hourly Rate £	Count	Average Total Hourly Rate £		
A	28	8.75	153	8.75	0.00	0
B	27	8.75	181	8.75	0.00	0
C	131	8.75	478	8.75	0.00	0
D	140	9.41	581	9.41	0.00	0
E	139	10.90	121	10.72	0.18	1.65
F	98	12.41	357	12.27	0.14	1.13
G	62	14.32	112	14.29	0.03	0.21
H	48	16.34	118	16.09	0.25	1.53
I	44	18.00	97	18.01	-0.01	-0.06
J	18	19.70	31	19.60	0.10	0.51
K	37	21.46	51	21.48	-0.02	-0.09
L	10	23.64	13	23.36	0.28	1.18
M	4	24.21	0			
N	3	26.59	2	26.84	-0.25	-0.94
O	12	28.46	11	28.46	0.00	0
C1	1	61.24	0			
C2	1	55.86	2	55.86	0.00	0
C3	2	45.51	1	45.51	0.00	0
C4	6	40.48	2	40.48	0.00	0
Educational Psychologist[2]	1	33.62	8	31.34	2.28	6.78
Music Instructor	10	19.76	10	20.09	-0.33	-1.67
Teacher	103	20.91	477	20.98	-0.07	-0.33
Principal Teacher	59	26.50	112	25.95	0.55	2.08
Depute Head	7	30.73	36	30.50	0.23	0.75
Head Teacher[3]	9	36.35	25	35.40	0.95	2.61
Quality Improvement Officer	2	35.76	3	35.76	0.00	0
Quality Improvement Manager	0	0.00	1	37.31		
	1,002	£14.93	2,983	£13.63	£1.30	**8.71%**

What the data tells us:

The data provides information on the average basic total hourly pay (excluding overtime), broken down by the male and female employees in each grade. This shows we had a total Gender Pay Gap of 9.3% in 2016/17 and a slight improvement to 8.71% in 2017/18.

Additional information:

The Gender Pay Gap is based on a percentage of the Male Average Total Hourly Rate.

To explore whether there are barriers or cultural issues that prevent female employees from being employed in higher grades, a seminar for female employees will be arranged for March 2019, similar to the one held on International Women's Day 2017. The event will highlight the success stories of female

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[2] One female new start Educational Psychologist is at the bottom of the grade; this will change as she progresses up the grading scale.

employees at the Council and offer an opportunity to explore any issues that female staff may have around applying for promoted posts.

We also monitor the percentage of the highest paid 5% of earners among Inverclyde Council employees that are women (excluding teachers); in 2016/17, the figure was 52.9% and for 2017/18 it was 53.9%.

The Council's Disability Pay Gap information, although not required at this time to be published, is shown in the following tables:

	Disability Pay Gap 2016/17					
	No Disclosed Disability		Disclosed Disability			
	% of Workforce	Average Total Hourly Rate £	% of Workforce	Average Total Hourly Rate £	Difference £	Pay Gap %
Modern Apprentices	0.56	6.74	0.05	6.55	0.19	2.82
A	4.3	8.45	0.18	8.45	0.00	0
B	5.09	8.45	0.13	8.45	0.00	0
C	14.1	8.53	0.41	8.5	0.03	0.35
D	18.21	9.25	0.13	8.99	0.26	2.81
E	6.5	10.67	0.1	10.57	0.10	0.94
F	11	12.18	0.23	12.01	0.17	1.4
G[4]	3.99	14.10	0.23	13.55	0.55	3.9
H	4.27	16.03	0.08	16.19	-0.16	-1
I	3.25	17.89	0.2	17.65	0.24	1.34
J	1.3	19.54	0.08	19.71	-0.17	-0.87
K	2.1	21.32	0.13	21.43	-0.11	-0.52
L	0.51	23.2	0			
M	0.05	25.03	0			
N	0.13	26.26	0			
O	0.61	28.08	0.05	28.19	-0.11	-0.39
C1	0.03	60.63	0			
C2	0.08	55.31	0			
C3	0.08	45.06	0			
C4	0.18	40.08	0			
Educational Psychologist	0.23	31.68	0			
Music Instructor	0.54	19.37	0			
Teacher[5]	15.09	20.74	0.15	19.57	1.17	5.64
Principal Teacher	3.68	25.89	0.03	25.67	0.22	0.85
Depute Head	0.97	30.02	0			
Head Teacher	0.82	35.01	0			
Quality Improvement Officer	0.13	5.00	0			
Quality Improvement Manager	0.03%	36.57	0			
	97.83%	£13.78	2.17%	£13.19	£0.59	**4.3%**

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[4] This will change as employees progress up the grading scale
[5] This will change as employees progress up the grading scale

	No Disclosed Disability		Disclosed Disability			
Disability Pay Gap 2017/18						
	% of Workforce	**Average Total Hourly Rate £**	**% of Workforce**	**Average Total Hourly Rate £**	**Difference £**	**Pay Gap %**
Modern Apprentices	0.43	6.85	0			
A	4.09	8.75	0.15	8.75	0	0
B	4.94	8.75	0.15	8.75	0	0
C	14.63	8.75	0.65	8.75	0	0
D	17.79	9.41	0.3	9.25	0.16	1.7
E	6.37	10.81	0.15	10.91	-0.10	-0.93
F	11.17	12.30	0.25	12.40	-0.10	-0.81
G	4.09	14.32	0.28	14.00	0.32	2.23
H	4.07	16.15	0.1	16.55	-0.40	-2.48
I	3.34	18.00	0.2	18.09	-0.09	-0.5
J	1.15	19.61	0.08	19.92	-0.31	-1.58
K	2.08	21.47	0.13	21.53	-0.06	-0.28
L	0.58	23.48	0			
M	0.1	24.21	0			
N	0.13	26.69	0			
O	0.53	28.46	0.05	28.46	0	0
C1	0.03	61.24	0			
C2	0.05	55.86	0.03	55.86	0	0
C3	0.08	45.51	0			
C4	0.2	40.48	0			
Educational Psychologist	0.23	31.6	0			
Music Instructor	0.5	19.92	0			
Teacher	14.33	20.99	0.23	19.77	1.22	5.81
Principal Teacher	4.24	26.15	0.05	25.52	0.63	2.41
Depute Head	1.08	30.54	0			
Head Teacher	0.85	35.65	0			
Quality Improvement Officer	0.13	35.76	0			
Quality Improvement Manager	0.03	37.31	0			
	97.21%	£13.96	2.79%	£13.34	£0.62	**4.4%**

What the data tells us:

The Disability Pay Gap information presents a good and improving picture which demonstrates the Council's commitment to equal opportunities for all employees.

Additional information:

Inverclyde Council is a *Disability Confident Leader* which shows our commitment to attracting and retaining disabled staff. We have also achieved *Carer Positive Employer* status.

The Council's Ethnicity Pay Gap information, although not required at this time to be published, is shown in the following tables:

	White British		Not White British			
Ethnicity Pay Gap 2016/17						
	% of Workforce	**Average Total Hourly Rate £**	**% of Workforce**	**Average Total Hourly Rate £**	**Difference £**	**Pay Gap %**
Modern Apprentices	0.61	6.72	0			
A	3.84	8.45	0.33	8.45	0.00	0
B	5.01	8.45	0.03	8.45	0.00	0
C	11.13	8.52	1.13	8.55	-0.03	-0.35
D	16.01	9.23	0.67	9.27	-0.04	-0.43
E	5.35	10.65	0.31	10.67	-0.02	-0.19
F	8.26	12.07	1.41	12.55	-0.48	-3.98
G	3.22	14.00	0.56	14.43	-0.43	-3.07
H	3.56	15.99	0.31	16.38	-0.39	-2.44
I	2.35	17.83	0.59	17.95	-0.12	-0.67
J	1.15	19.51	0.13	19.71	-0.2	-1.03
K	1.71	21.31	0.41	21.44	-0.13	-0.61
L	0.43	23.12	0.08	23.61	-0.49	-2.12
M	0.05	25.03	0			
N[6]	0.08	26.57	0.03	25.03	1.54	5.8
O	0.59	28.18	0.08	28.18	0.00	0
C1	0.03	60.63	0			
C2	0.05	55.31	0.03	55.31	0.00	0
C3	0.05	45.06	0.03	45.06	0.00	0
C4	0.1	40.07	0.05	40.08	-0.01	-0.02
Educational Psychologist	0.08	29.98	0			
Music Instructor	0.1	17.07	0			
Teacher	7.04	19.36	0.28	19.14	0.22	1.14
Principal Teacher	1.46	25.78	0.03	26.65	-0.87	-3.37
Depute Head	0.38	30.18	0			
Head Teacher	0.41	34.52	0			
Quality Improvement Officer	0.05	35.06	0			
Quality Improvement Manager	0.03	36.57	0			
	73.14%	£12.55	6.45%	£13.69	-1.14	**-9.08%**

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[6] This will change as employees progress up the grading scale

	White British		Not White British			
Ethnicity Pay Gap 2017/18						
	% of Workforce	Average Total Hourly Rate £	% of Workforce	Average Total Hourly Rate £	Difference £	Pay Gap %
Modern Apprentices	0.43	6.85	0			
A	3.81	8.75	0.2	8.75	0.00	0.00
B	4.97	8.75	0.03	8.75	0.00	0.00
C	13.5	8.75	0.83	8.75	0.00	0.00
D	16.36	9.40	0.53	9.33	0.07	0.74
E	5.5	10.80	0.33	10.80	0.00	0.00
F	9.34	12.24	1.1	12.51	-0.27	-2.21
G	3.59	14.25	0.48	14.58	-0.33	-2.32
H	3.59	16.12	0.3	16.41	-0.29	-1.80
I	2.58	17.96	0.55	18.05	-0.09	-0.5
J	0.98	19.61	0.18	19.59	0.02	0.1
K	1.83	21.43	0.3	21.78	-0.35	-1.63
L	0.5	23.53	0.08	23.16	0.37	1.57
M	0.08	24.33	0.03	23.85	0.48	1.97
N	0.08	26.84	0.03	26.08	0.76	2.83
O	0.55	28.46	0.03%	28.46	0.00	0
C1	0.03	61.24	0			
C2	0.08	55.86	0			
C3	0.05	45.51	0.03	45.51	0.00	0
C4	0.15	40.48	0.03	40.48	0.00	0
Educational Psychologist	0.08	28.41	0			
Music Instructor	0.13	18.18	0			
Teacher	7.8	19.78	0.3	20.07	-0.29	-1.47
Principal Teacher	2.03	26.03	0.05	26.69	-0.66	-2.54
Depute Head	0.5	30.74	0.03	31.2	-0.46	-1.5
Head Teacher	0.55	35.36	0			
Quality Improvement Officer	0.05	35.76	0			
Quality Improvement Manager	0.03	37.31	0			
	79.15%	£12.82	5.4%	£14.15	-£1.33	**-10.37%**

What the data tells us:

The Ethnicity Pay Gap data presents a good and improving position which demonstrates the Council's commitment to equal opportunities for all employees.

Additional information:

The *Blank* and *Prefer not to answer* options account for 20.41% and 15.45% of responses in 2016/17 and 2017/18 respectively.

In relation to the Ethnicity Pay Gap information provided above, guidance suggests that analysis should be carried out based on White and Non-White employees. However, the definitions selected by some staff do not explicitly define whether they are White or not. Analysis has therefore been conducted based on whether an employee is both British and White or not. It is considered that many of the employees who have not disclosed their ethnicity will fall into the White and British category which would reduce the Gap.

Action was taken in 2018 to encourage disclosure by all staff; this supports delivery of Equality Outcome 4: *There are no barriers in recruitment, training and promotion opportunities for Inverclyde Council* and, specifically, improvement action *All staff to be asked to update their Equal Opportunities status during 2017 to allow the Council to monitor, report on and take action to remove any barriers in recruitment, training or promotion opportunities*.

14.0   Equal Pay Statement 2019

Policy Statement

Inverclyde Council supports the principles of equal opportunities in employment and believes that all staff, regardless of their Age; Disability; Ethnicity; Ethnic Origin; Gender; Gender Reassignment; Marriage and Civil Partnership status; Pregnancy and Maternity; Race; Religion or Belief; Sex; or Sexual Orientation, should receive equal pay for the same or broadly similar work, for work rated as equivalent and for work of equal value.

We believe it is in the Council's interest to ensure that pay is awarded fairly and equitably and proactive steps are taken to address equality issues and Pay Gaps between men and women. Unless barriers to men's and women's participation in occupations stereotypically dominated by one gender, and to women achieving the most senior posts are removed, the Council cannot be confident that it is recruiting the most skilled and talented individuals.

The narrative at section 3.5 of the Mainstreaming Report 2019 shows that the ethnicity of the Council's workforce is broadly reflective of the community it serves. However, the Council is not complacent about this and will continue to consider methods to attract the broadest possible range of applicants for vacant positions to ensure that, as well as the Protected Characteristics of Disability, Ethnicity and Sex, all the Protected Characteristics are appropriately represented within its workforce.

According to the latest data for Inverclyde Council, the Gender Pay Gap continues to decrease and we do not have a detrimental Ethnicity Pay Gap and only a minor Disability Pay Gap. We will continue to monitor the Pay Gaps and take appropriate steps to address any imbalance that occurs. Inverclyde Council has registered for the DCS and obtained Level Three which we believe will assist in redressing the small Disability Pay Gap that is detailed on page 62 of the Council's Mainstreaming Report 2019. As part of the DCS, we will introduce a Staff Forum on Disability to further engage with our disabled employees and staff who have an interest in disability.

The Council believes that we should operate a Pay and Grading System which is transparent, based on objective criteria and free from bias, on any grounds. We aim to avoid unfair discrimination and to reward fairly the skills, experience and potential of all employees, thereby increasing motivation, loyalty, productivity and effectiveness and enhance the Council's reputation and image.

The Council uses an analytical Job Evaluation System to assess the value of jobs and their place in the Council's grading structure. For teachers, promoted posts are subject to job sizing for salary purposes.

The Council's Pay and Grading Scheme is based on Job Evaluation and therefore satisfies EIAs fully. The Council is in consultation with our Trade Unions to consolidate the National Living Wage into our Pay and Grading Structure and, as part of this, an EIA was successfully completed in late 2018. The next EIA will be carried out in 2023.

In addition, the following examples further demonstrate the Council's commitment to a culture of equality of opportunity:

- in terms of recruitment and selection, managers are trained to short leet using experience and qualifications (other personal aspects of the applicant are not known by short leet panels), interviews are competency-based, and successful candidates are chosen on merit and their details captured for reference against a selection pro forma, with references only taken up for successful candidates;
- work-life balance - includes a range of varying working patterns for employees to consider;
- flexible working – allows daily attendance flexibility;
- Modern Apprentices Scheme – helps to recruit young people;
- DCS – as mentioned above, the Council is fully signed up to this new initiative to support existing disabled staff and attract new disabled candidates;
- The Workforce Information and Activity Reports highlight equality and pose challenges to address this, where relevant;
- diversity training is provided through face-to-face and e-learning opportunities;

- policies and procedures are in place to support employees to raise examples of any behaviour exhibited against expected high equality standards, for example, whistleblowing, grievance and our Dignity and Respect at Work, and Equality and Diversity Policies;
- each year, the Council welcomes a cohort of around 12 young people with a disability on work placements from West College Scotland; and
- awareness of the diversity of the local population and recognition of the value for all groups represented in the Council's workforce.

Our Objective

We have one simple objective:

- to eliminate any unfair, unjust or unlawful practices that impact on pay equality.

Our Actions

To put Inverclyde Council's commitment to providing equal pay into practice, we will take the following steps:

- continue to work with Trade Union representatives following the implementation of Job Evaluation and the Single Status Agreement which developed a new Pay and Grading Model free of sex-bias;
- the new Pay and Grading Model introduced at Single Status is based on the national Job Evaluation Scheme which was then applied locally following an EIA by a national expert;
- Pay and Grading and Allowances and Conditions of Service were all looked at for equality implications by the EIA expert at that time. A favourable EQIA was carried out in March 2013 by an independent expert and more recently in 2018 to proposed changes to our Pay and Grading Structure;
- in partnership with the Trade Unions, implement regular equal pay reviews, in line with Equality and Human Rights Commission guidance for all staff, to identify any Pay Gaps and their causes;
- assess and review the findings of the Equal Pay Review and take action to address any Gaps identified;
- provide training and guidance for those involved in determining pay and benefits;
- inform employees of how these practices work and how their pay is determined;
- respond to grievances; and
- monitor pay statistics annually.

Responsibility for delivering the Policy

The Council's Corporate Director – Education, Communities and Organisational Development is the Corporate Management Team Lead Officer for monitoring and promoting equality across the Council and ensuring the delivery of the Council's Equality Outcomes 2017/21. The Head of Organisational Development, Human Resources and Communications is responsible for meeting equalities duties in respect of employment and equal pay and for ensuring the commitments made in this Policy are implemented.