



**GENDER EQUALITY SCHEME**

**ANNUAL PROGRESS REPORT**

The Report also incorporates the

**South Ayrshire Education Gender Equality Scheme Annual  
Progress Report**

and the

**South Ayrshire Council Licensing Board Gender Equality Scheme  
Annual Progress Report**

**MAY 2008**

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# 1 Introduction

This is the first annual progress report to be prepared by South Ayrshire Council reviewing progress against the Gender Equality Scheme, which incorporates the South Ayrshire Education Gender Equality Scheme and the South Ayrshire Licensing Board Gender Equality Scheme, that it agreed in June 2007.

It reflects the statutory requirement that a public authority must on an annual basis publish a report containing a summary of: the actions that they have taken or intend to take to meet the gender equality duty including:

- the steps it has taken to fulfill its gender equality duty (the action plan); what has the authority done over the past year to eliminate discrimination and promote equality of opportunity and is it meeting its targets?
- the results of the information gathering which it has carried out – what evidence has been obtained and what does it indicate?
- what the authority has done with the information gathered – what actions will be taken as a result of what the information indicates?

The report has been structured to respond to each of these questions in turn which also facilitates comparison with the Disability Equality Scheme Annual Progress Report 2007 and later integration into a Single Equality Scheme.

Firstly, the report reviews the priorities that were identified through engagement and outlines the progress achieved to date in relation to these. It then goes on to look in more detail against the progress against the broader range of commitments contained in the action plan itself.

Secondly, the report reviews the information gathered in relation to the Employee Equality Monitoring Statement, the work undertaken in relation to delivering the Council's gender equality duties as an Education Authority and Licensing Board, and the broader work engaged in across the Council in terms of Equalities and Diversity Impact Assessments.

The response to the third question 'what the authority has done with the information gathered' is covered as an integral part of these previous sections, the specific section of this report taking the opportunity to briefly reflect on the need ensure that there is improved reporting and consideration of this aspect during the course of the year.

Preparation of this report has served to create a useful baseline for review of the first 12 months of the scheme, and indeed some 'next steps' are outlined within it. Further work will be undertaken as the report is taken through the Council's decision-making and scrutiny process, the outcome of which will be picked up in the next annual report.

Whilst progress over the last year has in some respects been less than we would have hoped for, the Council's overall commitment to equalities remains high, as evidenced in the development of the new vision for the Council 'Securing the Future for South Ayrshire'.

The overall vision statement that 'Our vision is to establish South Ayrshire as the most dynamic, inclusive and sustainable community in Scotland' puts equalities at the heart of what we are about as a Council. This is further reflected in our guiding principles, one of which is to 'promote equality by tackling discrimination and disadvantage'.

Over the course of the next few months we will be working through precisely how we take these matters forward, and the outcomes that we are seeking to achieve. We will endeavour to ensure that our overall commitments are matched in terms of progress on the ground, particular in relation to the Council's Equality Schemes.

## **2 The steps we have taken to fulfil our gender equality duty**

### **2.1 Approach to the development of the scheme**

The content of the Gender Equality Scheme 2007 was influenced by the involvement of residents and voluntary organisations in South Ayrshire.

The three most important gender equality issues identified in the consultation were:

- Violence and Safety
- Gender Equality Awareness of Council Staff and Elected Members
- Childcare

Within the Council's services gender equality has been progressed in the following areas as detailed in the Gender Equality Scheme 2007:

- Community Safety
- Employment
- Education Gender Equality Scheme
- South Ayrshire Licensing Board Gender Equality Scheme
- Impact Assessment

The progress made on these topics is detailed below.

### **2.2 Progress on the priorities identified by voluntary organisations**

#### Violence and Safety

Voluntary Organisations identified issues of vulnerability for women going outwith their home at night and fear of crime as being of particular concern. In addition to the progress made by the Community Safety Section, as part of the Multi-Agency Partnership on Violence Against Women (MAP), detailed in paragraph 2.4 the following actions target these concerns:

- StaySafe information cards for women and children have been produced, which provide details and contacts for services in relation to gender-based violence. The cards are wallet-sized, include a variety of topics, and have a perforated back page containing helpful numbers which can easily be detached, if needed to be kept discreet.
- A Directory of Services has been produced to raise awareness of support and services available for issues around violence against women, distributed to all agencies within South Ayrshire.
- There has been a radio campaign on the local commercial radio station, encouraging women experiencing domestic abuse to seek support. This consisted of two separate adverts, both a woman's story told in her own words, broadcast 5 times a day over a three week period.
- A Violence Against Women Strategy has been developed by the MAP.
- The MAP website has been developed to include information on a variety of forms of violence against women for both those experiencing gender-based violence and service providers supporting them.

A more detailed description of the work of the Multi-Agency Partnership on Violence Against Women is given in the extract of the Violence Against Women Fund Progress Report prepared by the Community Safety Section, included as Appendix 2.

## Gender Equality Awareness

### *Training*

To progress this training requirement, Human Resources staff have been sourcing training for elected members, general awareness training for staff and departmental specific training.

In addition, staff are at present in contact with the Clyde Valley Project to establish if it is possible to access the work undertaken on Equality and Diversity and briefing sessions have been held for elected members with an equalities remit.

The Recruitment and Selection Procedures training course has also been updated to include gender equality awareness.

### *Communications*

An Equalities and Diversity webpage was added to the Council's website in 2007, which acts as a home page for the Council's equalities schemes, including the Gender Equality Scheme. The minutes and papers of the Member Officer Group on Equality and Diversity are linked to this webpage as are the Equalities Monitoring Statements.

## Childcare

### *Flexible Working*

The Council's Flexible Working Policy is currently under review and options to enhance childcare provisions are being considered. Any proposed amendments will require to be discussed with employee representatives and submitted to the Leadership Panel for their approval.

### *Child Care Vouchers*

The Council is committed to helping employees achieve an effective work-life balance. As part of that commitment the Council supports Childcare Vouchers to help working parents to pay for childcare. The Childcare Vouchers Scheme is a valuable employee benefit, however the number of employees taking advantage of the scheme has been relatively small so far. Measures are currently being put in place to ensure all eligible employees are aware of the scheme.

## 2.3 Employment

The introduction of the Gender Equality Scheme has helped to consolidate the mainstreaming of gender equality as part of HR service planning and delivery. For example, a programme of equality impact assessment of HR policies and procedures is ongoing (e.g. Travelling & Disturbance Allowance Scheme, Disciplinary Procedures, Guide to Working Time Regulations, Dealing with Parental Leave Requests and Employee Code of Conduct), and this impact assessment routinely takes place as part of the design and implementation of policy development and amendments.

Equality awareness is routinely included in relevant training course content and delivery (e.g. Recruitment and Selection Training), and a bespoke Equalities Course is being considered.

The Council is committed to ensuring that all staff are aware of and comply with equalities legislation. However, the Council aims to achieve more than just legal compliance. It aims to develop a culture where equality of opportunity is embedded in all that we do and happens, consistently, in all our practices, without conscious effort.

In addition, it is also important to ensure that the depth of knowledge that will be required by front line staff and managers with responsibility for policy and service development is also addressed. Employee Development have developed a range of training courses for managers and front-line staff in line with our statutory duties, and these will be rolled out during 2008/09.

This is a resource intensive exercise, and to facilitate this, and ensure maximum delivery capacity during this year, Human Resources are working with the Clyde Valley Consortium in relation to developing a partnership approach. Furthermore, as part of induction training within management development courses, and in all policy related courses such as Recruitment and Selection, equality and diversity is already emphasised, promoted and encouraged.

Similarly in relation to Elected Members, the Council aims to ensure that equalities is embedded in the behaviours that it is developing through the Elected Member Role profiles and the subsequent training needs analyses which will be carried out by 20th May 2008. This will ensure that equalities training is not delivered in isolation, but rather is focussed on the role of the Elected Member and the behaviours that they, themselves, have identified.

Monitoring and reporting of equalities data is now embedded in reporting arrangements for the new political Panel structure, and regular reports are now submitted to the Leadership Panel for Elected Member scrutiny and approval.

Plans for the imminent implementation of revised pay and grading structures for two major groups of staff (APT&C Staff and Manual Workers) have equalities impact assessment embedded as a prerequisite for acceptance of proposals.

A revised Human Resources Equalities Policy is due to be issued in the near future, and a new HR Newsletter gives regular updates on equality issues.

As part of the 2008 Council-wide Employee Opinion Survey employees' opinion was sought on whether they 'believe that all employees are treated fairly and with respect regardless of their.....gender'. The results of the Survey will be available in late summer with reports being submitted to the Corporate Management Team on the 2nd June 2008 and thereafter to the Leadership Panel on the 24th June 2008. These will lead to actions being identified and pursued on any significant issues arising from the survey.

## **2.4 Summary of progress against Action Plan**

The Council's Gender Equality Scheme Action Plan identifies 12 objectives that it has committed to take forward over the three years of the Scheme to June 2010.

Their achievement is underpinned by a series of 44 key tasks that form part of the service plans of the respective departments. Progress against these has been subject to regular monitoring through the Council's Performance Management System.

The assessment of progress incorporated into this annual report reflects the position as updated by officers to the end of March 2008. The associated detailed working reports have been shared with the Corporate Management Team and Heads of Service, as part of building this into our on going management processes.

To avoid swamping this report with a level of management detail that would distract from what has been achieved, and what requires to be addressed in year 2 and 3, an overview is presented on the following pages, in terms of the five main areas that were targeted within the action plan:

- To promote gender equality within the Council's employment practices
- To promote gender equality within Education
- Women and Children will have improved access to information in relation to support services available.
- Women and Children will receive an improved agency response from local service providers.
- To promote gender equality across a range of front line services

The 12 objectives that we set ourselves have been presented under each of these areas, together with a summary of the main outcomes that have been achieved to date.

**To promote gender equality within the Council's employment practices**

**Objectives:**

**To promote gender equality awareness across the Council**

**Improve employment arrangements in regard to gender equality**

**Outcomes achieved to date:**

- Equalities Monitoring Information reported to Leadership Panel on a regular basis.
- Initial meeting of the Disabled Employee Forum held and further meeting dates set for the year. Chair elected and remit of group agreed.
- Equality awareness routinely included in relevant training course content and delivery (e.g. Recruitment and Selection Training), and a bespoke Equalities Course is being considered.
- Recent recruitment exercises for apprentices and Skillseekers resulted in the appointment of a female Craft Apprentice, and 2 male Care Skillseekers, both of which are areas of traditional segregation.
- A revised Equalities Policy is due to be issued in the near future, and a new HR Newsletter gives regular updates on equality issues.
- A recent Council-wide Employee Opinion Survey asked Employees' opinion on whether they 'believe that all employees are treated fairly and with respect regardless of their.....gender'.

**Next Steps:**

- Progress in improving the relatively low number of women in senior positions, taking into account the successes achieved in councils elsewhere and the guidance on best practice available from the EOC
- Seek to identify steps that the council needs to take to develop new policies or refine and publicise existing policies and practices to reduce occupational segregation

## **To promote gender equality within education**

### **Objectives:**

To provide a learning environment which promotes gender equality and challenges discrimination.

To provide a learning environment which fosters ambition and prepares young people for their future role in the work force.

To develop a gender balanced workforce at all levels and across subject areas and staffing functions.

### **Outcomes achieved to date:**

- Head teachers trained in use of 'Equality inclusion and anti-discrimination induction for staff in schools' (Scottish Government 2008) pack for school staff.
- "Preparing Work Experience" pack distributed to Guidance network Lead Principal Teacher.
- Gender equality and work which helps ECLL in challenging groupings occupationally segregated is a key area for development. Work with Ayr College is in place to pilot access to career opportunities in caring and engineering/construction occupational areas. The pupils from Primary 6 will have experience of social caring (boys) and engineering construction (girls). The pilot programme will give children an opportunity to try out gender biased occupations within a further education context. The children will attend Ayr College for one full day in June 2008.
- School Improvement Planning and the subsequent ongoing monitoring of this are undertaken by the head teacher and the Quality Improvement Officer acting as cluster Link Officer. Within this planned framework the gender equality duty is addressed. The Quality Improvement Officer is responsible for monitoring how schools are implementing the legislation and also for reporting this back to the Education Achievement Quality Development Unit.
- Equality and diversity update on legislative requirements in relation to Gender Equality and other key areas of Race Equality and Disability Equality delivered to head teachers, September 2007.

### **Next Steps:**

- Establish strategic working group to further promote gender equality within Curriculum for Excellence.
- Further develop work with Ayr College in relation to challenging occupation segregation.

**Women and Children will have improved access to information in relation to support services available.**

**Objectives:**

**Produce and distribute leaflets with relevant information and available services.**

**Information on local services will be made available on MAP website.**

**Marketing campaigns on domestic abuse & sexual violence.**

**Outcomes achieved to date:**

- Women and children more aware of services available in relation to violence against women from StaySafe cards ,which were distributed through various venues throughout South Ayrshire
- Women and children experiencing domestic abuse are able to access information on local services on the MAP website
- Raised awareness for friends and neighbours through the 'Don't ignore it' domestic abuse poster campaign
- Raised awareness for children and young people through the 'Talking Helps' domestic abuse campaign
- Raised awareness for perpetrators through the 'Big hitter' domestic abuse poster campaign
- Raised awareness for women through the domestic abuse radio campaign
- Raised awareness for the population of South Ayrshire through the domestic abuse sticker campaign and projected images within Ayr town centre

**Next Steps:**

'This is not an invitation to rape me' sexual violence campaign due to take place in summer 2008 in line with national timescale.

Initiate discussions with Human Resource departments regarding awareness raising of violence against women.

**Women and Children will receive an improved agency response from local service providers.**

**Objectives:**

**Promote domestic abuse training within partner agencies.**

**Create a full service-provider section to the MAP website expanding to include all areas of VAW with information on local support agencies.**

**Create a Violence Against Women directory of services.**

**Implement evaluation of Additional Security Project**

**Outcomes achieved to date:**

- Staff working within agencies are more aware of domestic abuse training from its promotion on South Ayrshire Council website, education's Gateway intranet, Integrated Services' calendar, e-mail distribution list and training leaflets issued throughout South Ayrshire
- Staff working within agencies more aware of appropriate responses to disclosures of gender-based violence and available services from service provider section of MAP website and directory of services
- Women receiving a service from the Additional Security Project have felt safer in their homes and are happy with the service they have received

**Next Steps:**

Deliver problem solving training to MAP members.

**To promote gender equality across a range of frontline services**

**Objectives:**

**Provide short targeted intervention to young male offenders to reduce re-offending.**

**Maintain lower than 20% breach rate for women on supervision.**

**Ensure appropriate services are in place to support families through domestic violence situations**

**Ensure a more appropriate gender balance of care staff across the service user groups of the Department**

**Outcomes achieved to date:**

Work to maintain a lower than 20% breach rate for women on supervision is ongoing on a partnership basis across Ayrshire with South Ayrshire in the lead role in terms of the development of innovative practice. The range of the work has extended beyond original plans with the development of specific programmes for women offenders. This is maintaining reduction in the numbers of women whose probation orders are breached and/or who are imprisoned.

A framework has been developed on an Ayrshire wide basis to provide more effective response across all agencies for families affected by domestic violence.

Local authority social work services offer intervention where there are significant concerns for the safety of children and currently have the role of ensuring that the appropriate universal service is aware that an incident has occurred so that appropriate support can be offered. This framework was implemented in March 2008.

### **3 The results of the information gathering we have carried out**

#### **3.1 Employee Equalities Monitoring Statement**

Since August 2005 the Council has been recording Equality and Diversity employment information including ethnicity, gender and disability which is considered by elected members and thereafter published on the Council website.

The most recent Equalities Monitoring Statement will be considered by the Leadership Panel on 27th May 2008 and it is included for information as Appendix 1. We have now started to analyse the information gathered and this Statement includes interpretation of the data.

During 2008 we continue to prepare more detailed analysis and interpretation of our employment information (including trend analysis) for each of the equality strands to illustrate the Council's progress, with recommendations for improvement actions for consideration by the Leadership Panel.

To date the main issues arising from the data remains:

- Addressing the low proportion of women in senior posts
- Addressing the specific concentrations of occupational segregation that have been identified above.

The proportion of women in the most senior Chief Officer positions has recently increased (as at April 2008 24% from 18% in June 2007 - at the time of publication of the Scheme), evidence that recruitment and selection procedures are helping to address this indicator. However, this increase is due to a recent turnover amongst Chief Officers, the net result of which is the recruitment of one additional female.

Areas of occupational segregation remain a concern, but will be addressed as part of the ongoing implementation of the Scheme Action Plan. Recent recruitment exercises for apprentices and Skillseekers resulted in the appointment of a female Craft Apprentice, and 2 male Care Skillseekers, both of which are areas of traditional segregation. As well as reflecting equality in recruitment and selection processes, progress in this area is linked to efforts in schools to discourage preconceptions of career choices based in gender

### **3.2 Delivery of the Council's gender equality duties as an education authority**

This section of the report outlines the steps Education, Culture and Lifelong Learning has taken to fulfil its responsibilities in relation to gender equality duty over the period 2007-2008. The work carried out represents the department's commitment to ensure compliance with the gender equality duty and to promote further understanding whether this be on how to combat gender stereotyping and challenge discrimination in school or in the workplace environment.

The achievements over the period from June 2007 – April 2008 are as already highlighted in the table on page 9. A strong feature of our approach has been to raise awareness with senior staff in relation to the legislative requirements now required to be implemented by staff in schools. In September 2007 time was given to ensure all head teachers were brought up to date with regard to their responsibilities in implementing the gender equality duty. At this session head teachers were issued with an information pack outlining the key features of the gender equality duty along with examples of good practice, i.e. an outline of an assembly topic on "Heads 2 Head As" web site. The emphasis of the information session was to highlight again some of the key issues associated with gender inequality for instance the gender pay gap currently in Scotland is 15% for full time work and 35% for part time work. It was also useful to remind head teachers about barriers which still exist to both men and women's participation in stereotypically gendered occupations and to women achieving the most senior posts.

These figures are particularly relevant to the teaching profession where 74% of teachers are female, with 26% male. One of the challenges for ECLL is to create opportunities for children and young people to reflect on the impact of stereotyped gender occupations on their future career choices. With this objective in mind a partnership project with Ayr College has been developed. A group of Primary 6 children from three primary schools will attend college for one day to experience occupational areas which are typically undertaken by either men or women. In this pilot project the group of boys will have an opportunity to work within the social care profession and the girls will work within the construction/engineering department. The work will be followed through with an evaluation from the children taking part. Ayr College will consider the outcome with a view to creating a longer term model for a wider group of school pupils.

Monitoring systems have been adapted to enable Quality Improvement Officers to discuss with head teachers their progress against the gender equality duty. The School Improvement Monitoring sessions are seen as a central feature of the quality assurance process. All of the information gathered is analysed and fed back centrally to the Education Achievement and Quality Development unit. This system ensures appropriate action can be taken to meet the requirements to fulfil the legislative framework of the gender equality duty along with other equality legislative actions.

### **3.3 Delivery of the Council's Licensing Board gender equality duties.**

The Licensing Board monitors the gender balance of license applications and licenses granted, and attached as Appendix 3 is the breakdown of the current gender statistics. Although there have been many changes of licensee in the last year, the overall percentage split between male and female remain the same - 41% Female and 59% Male.

The Licensing Board can only deal with the applications it receives, there is no way of discriminating, positively or negatively as the applications are not competitive i.e. the Board are not choosing applicant A over applicant B.

### **3.4 Impact Assessment**

As outlined in the Council's Gender Equality Scheme, we have developed a generic approach to impact assessment that includes disability equality impact assessment. The approach makes impact assessment part of the policy development process, such that any major new policy or review of an existing policy requires to be impact assessed.

The process involves officers using an impact assessment tool consisting of a checklist and supporting guidance. During the year training was rolled out to senior officers across the Council to assist them in using this tool.

A number of policies have been impact assessed following on from this, the current position being as follows:

- Improving service provision in Carrick South under the Rural Service Priority Area Initiative
- Community Regeneration in South Ayrshire
- Code of Conduct for Employees
- Data protection code of practice for personnel records
- Discipline policy
- Flexi-time agreement
- Travelling and disturbance allowances scheme

The range of coverage evidenced above shows that we are still at an early stage of ensuring Impact Assessments are undertaken as a matter of course, and this will be an issue for consideration by the Member Officer Group on Equality and Diversity. The intention remains that they will review the progress of impact assessment and suggest any changes or improvements to ensure its effectiveness.

Next Steps:

An early report will be prepared for the Member Officer Group on Equality and Diversity on how impact assessment is progressing and what influence it has had to date on the Council's policies.

## **4 What the authority has done with the information gathered**

The proceeding sections have given an indication of what the authority has already done with the information gathered, within the three discrete areas of employee monitoring, educational responsibilities and impact assessments.

The original Gender Equality Scheme envisaged drawing on a far broader range of information across services, but to date, refinements to monitoring and subsequent performance reporting are still at a relatively early stage. This is clearly an area that we would wish to refocus our efforts upon over years 2 and 3 of the Scheme.

The Council as a whole is re-examining its performance management arrangements in the light of the agreement of its new Vision document, and this gives a further opportunity to ensure that monitoring of equalities issues are embedded within this process, rather than being dealt with as an after thought.

Within the Council's decision making structures, as amended in June 2007, responsibility for equalities lies with the Leadership Panel, with the specific remit lying with the 'portfolio carrier' for Community Services. A standing scrutiny panel mirrors the remit of the portfolio carrier, in addition to which we have the Member Officer Group on Equality and Diversity.

We therefore have clear channels for focussed consideration of progress in relation to our equality schemes and our equalities performance in general, and we will ensure that there is improved reporting and consideration of these aspects over the next 12 months.

**Report as considered by the South Ayrshire Council Leadership Panel on 27th May 2008**

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**South Ayrshire Council****Report by HR Strategist  
to Leadership Panel  
of 28 May 2008**

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**Subject: Equalities Monitoring**

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**1. Purpose**

- 1.1 The purpose of this report is to advise the Panel of equalities monitoring information for the period October 2007 to March 2008, and the Equalities Monitoring Statement as at 31 March 2008.

**2. Recommendations**

- 2.1 **Members are asked to note the statistics relating to equalities monitoring as contained within the *Appendices* to this report.**

**3. Background**

- 3.1 To comply with specific duties for Public Bodies under relevant equalities legislation, and as part of the Council's Equalities Schemes, the Council is required to monitor and report on equalities statistics on a regular basis.
- 3.2 As monitoring is a key element of promoting equality of opportunity, it was agreed that monitoring reports would be provided to the Leadership Panel on a regular basis.

**4. Considerations****4.1 *Equalities monitoring statement***

- 4.1.1 The Equalities Monitoring Statement as at 31 March 2008, is attached at *Appendix 1*. The make up of the Council's workforce is as follows:

- a total of 70.2% of the Council's employees are female, and 29.8% are male;
- where recorded, 0.33% of the Council's employees are of non-white ethnicity, from a non-white proportion of 0.7% of the population of South Ayrshire (2001 Census); and
- where recorded, 1.22% of the Council's employees are disabled.

4.1.2 The proportions of male and female employees remain broadly similar. The proportion of employees of non-white ethnicity has risen slightly to 0.33% from 0.3% in December 2007. The proportion of disabled employees (where recorded) has remained at 1.2%.

#### 4.2 ***Applicants for employment/ promotion***

4.2.1 All applicants for employment are required to complete an Equal Opportunities Monitoring Form. Information is collated on a quarterly basis by Corporate Human Resources, and the analysis is outlined at *Appendix 2*.

4.2.2 Key points to note include:

- the proportions of male and female applicants, interview candidates and successful appointees were generally consistent throughout the recruitment process;
- of the 16 applicants of non-white ethnicity, 5 were interviewed but none appointed;
- a high proportion of disabled applicants were interviewed and appointed;
- the proportion of male and female internal applicants, candidates interviewed and successful appointees are proportionate to the make of male and female employees within the workforce (para 4.1.1 above);
- no internal applicants of non-white ethnicity were appointed; and
- the proportion of disabled internal applicants, candidates interviewed and appointed were well above the proportion of disabled employees.

4.2.3 The graphs which have been appended contain, where possible, an indication of how departments are performing both pre- and post-departmental reorganisation, and are used to identify trends within each department (*Appendix 2*).

4.2.4 The proportions of applicants, interview candidates and appointments for female and disabled candidates remained relevantly constant throughout the recruitment and selection process, showing fairness and consistency. It was encouraging that a high proportion of disabled applicants were interviewed (24 out of 41 to 58%) and appointed (4 out of 41 to 9.75%). However, although 16 applications were received from applicants of non-white ethnicity, only five (31.25%) were interviewed and none appointed. Reasons for this are currently being investigated.

#### 4.3 ***Employees applying for and receiving training***

4.3.1 All employees who apply for training are required to complete an Equal Opportunities Monitoring Form. Arrangements are being adjusted to ensure that this information is recorded at an earlier stage in the process. The total number of employees applying for and receiving training by gender, ethnicity and disability during the period January to March 2008 is attached at *Appendix 3*.

4.3.2 The proportion of male / female employees applying for and receiving training is relatively proportionate to the workforce. No disabled employees or employees of non-white ethnicity applied for or received training during the period.

#### 4.4 **Performance assessment**

4.4.1 The Council operates a Performance Development and Review (PDR) system. This system is not linked to salary review and thus employees do not receive any financial benefit or detriment as a result of the system.

#### 4.5 **Grievance/ disciplinary procedures**

4.5.1 The total number of employees involved in Disciplinary and Grievance processes by ethnic background, gender and disability, in the period January to March 2008, was as follows:

Grievance	5 recorded	3 females/ 2 males, all White Scottish, non-disabled
Disciplinary	1 recorded	1 male, White Scottish, non-disabled

4.5.2 In addition 3 group grievances were submitted as follows:

- 10 males, all White Scottish, non-disabled;
- 2 females/ 3 males, all White Scottish, non-disabled; and
- 4 females/ 1 male all White Scottish, non-disabled.

4.5.3 The proportion of employees involved in grievance and disciplinary procedures is proportionate to the make up of the workforce. No disabled employees or employees of non-white ethnicity were involved in grievance or disciplinary processes.

#### 4.6 **Employees leaving employment**

4.6.1 The number of leavers in the period January to March 2008 by gender, ethnicity and disability is outlined at *Appendix 4*. This confirms that:

- 69.1% of leavers were female and 30.9% of leavers were male;
- where recorded, 0.7% of leavers were of non-white ethnicity; and
- where recorded, 2.6% of leavers were disabled.

4.6.2 In general the number of male/ female leavers is proportionate to the make up of the workforce. The proportions of disabled employees and employees of non-white ethnicity were slightly higher than the proportions within the workforce.

### 5. **Resource implications**

5.1 None.



## South Ayrshire Council

## Equalities Monitoring Statement As At 31 March 2008

The number of employees\*, as at the date of the Statement, by ethnic background, gender and disability by department, is as follows:

Fig 1: Breakdown of Employees by Ethnicity

Department	Asian or Asian British - Indian	Asian or Asian British - Pakistani	Black or Black British - African	Chinese	Mixed - Other	Other	White - British	White - English	White - Irish	White - Other	White - Scottish	White - Welsh	Not Re-corded	Total
Chief Executives	1	0	0	0	0	0	6	10	3	2	280	0	1	303
Development Safety and Regulation	0	0	0	0	0	1	16	9	2	2	558	1	65	654
Education Culture and Lifelong Learning	0	1	1	3	3	7	352	75	30	64	2805	9	258	3608
Social Work Housing and Health	0	1	0	2	0	0	23	44	14	4	1529	2	23	1642
<b>Total</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>3</b>	<b>8</b>	<b>397</b>	<b>138</b>	<b>49</b>	<b>72</b>	<b>5172</b>	<b>12</b>	<b>347</b>	<b>6207</b>

Fig 2: Breakdown of Employees by Gender Disability

Department	Female	Male	Total	% Female
Chief Executives	190	113	303	62.7
Development Safety and Regulation	184	470	654	28.1
Education Culture and Lifelong Learning	2810	798	3608	77.9
Social Work Housing and Health	1175	467	1642	71
<b>Total</b>	<b>4359</b>	<b>1848</b>	<b>6207</b>	<b>70.2</b>

Fig 3: Breakdown of Employees by

Department	Not Disabled	Disabled	Not Recorded	Total	% Disabled
Chief Executives	297	3	3	303	0.9
Development Safety and Regulation	628	12	14	654	1.8
Education Culture and Lifelong Learning	3242	26	340	3608	0.7
Social Work Housing and Health	1596	30	16	1642	1.8
<b>Total</b>	<b>5763</b>	<b>71</b>	<b>373</b>	<b>6207</b>	<b>1.2</b>

- Please note that, for equalities monitoring purposes, the number of employees includes casual and other workers on the Council's payroll but not currently employed.

## Appendix 2

Applicants for Employment		Total No: 1,707	
<b>Gender</b>	<b>Number</b>	<b>Proportion (%)</b>	
Male	383	22.4	
Female	1,317	77.2	
Not Disclosed	7	0.4	
<b>Ethnic Origin</b>	<b>Number</b>	<b>Proportion (%)</b>	
White Scottish	1,533	89.8	
White English	95	5.6	
White Welsh	3	0.2	
White Irish	10	0.6	
Other White British	17	1	
Any Other White Background	9	0.5	
Any Mixed Background	6	0.4	
Indian	1	0.1	
Pakistani	3	0.2	
Bangladeshi	0	0	
Chinese	3	0.2	
Any Other Asian Background	1	0.1	
Caribbean	0	0	
African	2	0.1	
Any Other Black Background	0	0	
Any Other Background	2	0.1	
Not Disclosed	22	1.3	
<b>Disability</b>	<b>Number</b>	<b>Proportion (%)</b>	
Disabled	41	2.4	
Not Disabled	1,596	93.5	
Not Disclosed	70	4.1	

Selected for Interview		Total No 764	
<b>Gender</b>	<b>Number</b>	<b>Proportion (%)</b>	
Male	165	21.6	
Female	599	78.4	
Not Disclosed	0	0	
<b>Ethnic Origin</b>	<b>Number</b>	<b>Proportion (%)</b>	
White Scottish	686	89.8	
White English	49	6.4	
White Welsh	1	0.1	
White Irish	2	0.3	
Other White British	9	1.2	
Any Other White Background	6	0.8	
Any Mixed Background	3	0.4	
Indian	0	0	
Pakistani	0	0	
Bangladeshi	0	0	
Chinese	2	0.3	
Any Other Asian Background	0	0	
Caribbean	0	0	
African	0	0	
Any Other Black Background	0	0	
Any Other Background	0	0	
Not Disclosed	6	0.8	
<b>Disability</b>	<b>Number</b>	<b>Proportion (%)</b>	
Disabled	24	3.1	
Not Disabled	720	94.2	
Not Disclosed	20	2.6	

Successful Appointments		Total No: 259	
<b>Gender</b>	<b>Number</b>	<b>Proportion (%)</b>	
Male	53	20.5	
Female	206	79.5	
Not Disclosed	0	0	
<b>Ethnic Origin</b>	<b>Number</b>	<b>Proportion (%)</b>	
White Scottish	239	92.3	
White English	12	4.6	
White Welsh	0	0	
White Irish	1	0.4	
Other White British	1	0.4	
Any Other White Background	4	1.5	
Any Mixed Background	0	0	
Indian	0	0	
Pakistani	0	0	
Bangladeshi	0	0	
Chinese	0	0	
Any Other Asian Background	0	0	
Caribbean	0	0	
African	0	0	
Any Other Black Background	0	0	
Any Other Background	0	0	
Not Disclosed	2	0.8	
<b>Disability</b>	<b>Number</b>	<b>Proportion (%)</b>	
Disabled	4	1.5	
Not Disabled	248	95.8	
Not Disclosed	7	2.7	

## Appendix 2 (cont)

Applicants for Promotion		Total No: 552	
<b>Gender</b>	<b>Number</b>	<b>Proportion (%)</b>	
Male	108	20	
Female	444	80	
Not Disclosed	0	0	
<b>Ethnic Origin</b>	<b>Number</b>	<b>Proportion (%)</b>	
White Scottish	508	92	
White English	29	5.2	
White Welsh	0	0	
White Irish	2	0.4	
Other White British	3	0.5	
Any Other White Background	4	0.7	
Any Mixed Background	1	0.2	
Indian	0	0	
Pakistani	0	0	
Bangladeshi	0	0	
Chinese	2	0.4	
Any Other Asian Background	0	0	
Caribbean	0	0	
African	0	0	
Any Other Black Background	0	0	
Any Other Background	1	0.2	
Not Disclosed	2	0.4	
<b>Disability</b>	<b>Number</b>	<b>Proportion (%)</b>	
Disabled	12	2.2	
Not Disabled	514	93.1	
Not Disclosed	26	4.7	

Selected for Interview		Total No: 368	
<b>Gender</b>	<b>Number</b>	<b>Proportion (%)</b>	
Male	67	18	
Female	301	82	
Not Disclosed	0	0	
<b>Ethnic Origin</b>	<b>Number</b>	<b>Proportion (%)</b>	
White Scottish	335	91	
White English	21	5.7	
White Welsh	0	0	
White Irish	1	0.3	
Other White British	3	0.8	
Any Other White Background	4	1.1	
Any Mixed Background	1	0.3	
Indian	0	0	
Pakistani	0	0	
Bangladeshi	0	0	
Chinese	1	0.3	
Any Other Asian Background	0	0	
Caribbean	0	0	
African	0	0	
Any Other Black Background	0	0	
Any Other Background	0	0	
Not Disclosed	2	0.5	
<b>Disability</b>	<b>Number</b>	<b>Proportion (%)</b>	
Disabled	11	3	
Not Disabled	347	94.3	
Not Disclosed	10	2.7	

Successful Appointments		Total No: 158	
<b>Gender</b>	<b>Number</b>	<b>Proportion (%)</b>	
Male	29	18	
Female	129	82	
<b>Ethnic Origin</b>	<b>Number</b>	<b>Proportion (%)</b>	
White Scottish	143	90.5	
White English	10	6.3	
White Welsh	0	0	
White Irish	0	0	
Other White British	1	0.6	
Any Other White Background	3	1.9	
Any Mixed Background	0	0	
Indian	0	0	
Pakistani	0	0	
Bangladeshi	0	0	
Chinese	0	0	
Any Other Asian Background	0	0	
Caribbean	0	0	
African	0	0	
Any Other Black Background	0	0	
Any Other Background	0	0	
Not Disclosed	1	0.6	
<b>Disability</b>	<b>Number</b>	<b>Proportion (%)</b>	
Disabled	4	2.5	
Not Disabled	151	95.6	
Not Disclosed	3	1.9	

## Appendix 3

Total No. Applying for and Receiving Training which took place in Jan to Mar 2008			Total No. Receiving Training in Jan to Mar 2008	
298			235	
	Applying		Receiving	
Gender	Number	Proportion (%)	Number	Proportion (%)
Male	52	17	48	18
Female	244	83	187	82
Not Disclosed	0	0	0	0
Ethnic Origin				
	Number	Proportion (%)	Number	Proportion (%)
White Scottish	298	100	234	99.5
White English	0	0	1	0.5
White Welsh	0	0	0	0
White Irish	0	0	0	0
Other White British	0	0	0	0
Any Other White Background	0	0	0	0
Any Mixed Background	0	0	0	0
Indian	0	0	0	0
Pakistani	0	0	0	0
Bangladeshi	0	0	0	0
Chinese	0	0	0	0
Any Other Asian Background	0	0	0	0
Caribbean	0	0	0	0
African	0	0	0	0
Any Other Black Background	0	0	0	0
Any Other Background	0	0	0	0
Not Disclosed	0*	0*	0*	0*
Disability				
	Number	Proportion (%)	Number	Proportion (%)
Disabled	0	0	0	0
Not Disabled	298	100	235	100
Not Disclosed	0**	0**	0**	0**

\* Where staff have not disclosed their ethnic origin, we have used the default 'White Scottish'.

\*\* Where staff have not disclosed if they are disabled or not, we have used the default 'Not Disabled'.

**Appendix 4**

Department	Chinese	Mixed - Other	Unknown	White - British	White - English	White - Irish	White - Other	White - Scottish	Not Recorded	Total
Chief Executives	0	0	0	0	0	0	0	12	2	14
Development Safety and Regulation	0	0	0	1	0	0	0	10	2	13
Education Culture and Lifelong Learning	0	1	8	24	7	0	2	175	20	237
Social Work Housing and Health	1	0	0	0	0	2	0	33	1	37
<b>Total</b>	<b>1</b>	<b>1</b>	<b>8</b>	<b>25</b>	<b>7</b>	<b>2</b>	<b>2</b>	<b>230</b>	<b>25</b>	<b>301</b>

Department	Female	Male	Total
Chief Executives	9	5	14
Development Safety and Regulation	2	11	13
Education Culture and Lifelong Learning	171	66	237
Social Work Housing and Health	26	11	37
<b>Total</b>	<b>208</b>	<b>93</b>	<b>301</b>

Department	Not Disabled	Disabled	Not Recorded	Total
Chief Executives	3	0	11	14
Development Safety and Regulation	11	1	1	13
Education Culture and Lifelong Learning	173	5	59	237
Social Work Housing and Health	36	0	1	37
<b>Total</b>	<b>223</b>	<b>6</b>	<b>72</b>	<b>301</b>

## **Extract of the Community Safety, Violence Against Women Fund Progress Report**

South Ayrshire's Multi-Agency Partnership on Violence Against Women works together to try and dismantle all aspects of violence against women including (but not limited to) domestic abuse, rape, sexual assault, sexual harassment, child sexual abuse, and commercial sexual exploitation. Violence Against Women is a problem that is relevant to every single member of our community and South Ayrshire's MAP is committed to doing everything it can to support women and children who have or are experiencing gender-based violence. South Ayrshire's MAP also support the current Women's Aid prevention programme.

### **Aims:**

- To act as a resource for all those in South Ayrshire working with women and children who have experienced violence against women.
- To raise awareness of violence against women with the general public and men who perpetrate acts of violence against women.
- To provide women and children who are experiencing violence against women with information on support services.

### **Objectives:**

- To increase the availability of information relating to support services.
- To increase public awareness of issues of Violence Against Women.
- To ensure both victims and perpetrators are aware that local service providers are taking Violence Against Women seriously.
- To source further funding for services for women and children who have or are experiencing forms of violence against women.
- To support all projects/services/work being undertaken in relation to violence against women.
- To further develop the work of the Multi-Agency Partnership to cover all aspects of Violence Against Women.
- To work towards realisation of the Scottish Executive Training Strategy.

### **Engagement with local partners and agencies**

We are a Multi-Agency Partnership - consisting of 17 different partner agencies (both statutory and voluntary) including various different council services and departments. We report officially to South Ayrshire's Community Safety Partnership and have membership on their Violence group and domestic abuse sub-group, which stems from that. The work of the domestic abuse group (gender based) is reported and discussed at the MAP and any assistance or joint work is done where appropriate. The Community Safety Partnership is also a formalised theme group of South Ayrshire's Community Planning Partnership.

The Ayrshire training consortium has 3 South Ayrshire Members, all of whom were selected from the MAP itself and report back to the MAP on progress and development.

The Community Safety Manager sits on the Child Protection steering group and any views of the MAP are consulted and fed into the group through this link.

## **The Violence Against Women Agenda - Project Work**

We have developed a Violence Against Women directory of services.

We have developed a Violence Against Women strategy.

We have updated our domestic abuse website to include information & support provision details for all aspects of violence against women.

We are working in partnership with Rape Crisis Scotland to adapt a sexual violence campaign for the local authority area.

We have supported the expansion of East and North Ayrshire Services to provide outreach services in South Ayrshire, to support victims of sexual violence and adult survivors of child sexual abuse.

Places have been made available for the Community Safety Officer to tackle Violence Against Women at conferences in respect of sexual violence & street prostitution.

### **Violence Against Women Agenda: - details of the resources used to deliver on the overall aims and objectives of the project.**

The Partnership currently has 38 members who assist with the work of the MAP in many varying ways through giving their time and skills.

The MAP has a full-time co-ordinator (35hrs per week), Community Safety Officer (Violence Against Women) with South Ayrshire Council and has assistance from the Community Safety Project Assistant for approximately 15 hours a week. The project assistant collates domestic abuse training dates from South Ayrshire Women's Aid, designs the training leaflet and distributes them.

The MAP has free usage of Council committee rooms.

There has been a great deal of support from the Community Safety Partnership in terms of staff time and commitment to domestic abuse projects. The Council's Marketing and Design department have given their time to develop marketing campaigns and leaflet information, with further time given from partner agencies in development of the initial ideas and approval/completion of design and content.

Various MAP members have also become members of the Community Safety Partnership or its Joint Action Groups.

For the sexual violence campaign ideas and development the MAP has utilised Rape Crisis Scotland's time and experience and are linking in with their national campaign on a local basis.

For the domestic abuse campaign the MAP has utilised the time and experience of South Ayrshire Women's Aid's Training & Prevention Worker and Children & Young Persons Support Workers, drawing on the experiences and comments of young people within South Ayrshire who have been affected by domestic abuse.

The MAP also works closely with the Anti-Social Behaviour Team to co-ordinate and manage the Additional Security Project for women and children experiencing domestic abuse or any other aspect of violence against women within their own home. The Anti-Social Behaviour Officer (Victim/Witness support) spends 15-20 hours a week on this project.

## **Activities or services undertaken to achieve the aims and objectives.**

The Multi-Agency Partnership meets every 8 weeks and has had 3 meetings since the 1<sup>st</sup> of October 2007; it has linked in with the Community Safety Partnership's Domestic Abuse Joint Action Group for marketing development and other projects and this group also meets every 8 weeks, on alternate months. The Ayrshire Training Consortium meets every 12 weeks and feeds back development ideas to the MAP; regular meetings take place between the Community Safety Officer and the Women's Aid Training and Prevention Worker to progress these ideas.

The Talking Helps campaign, directed at young people affected by domestic abuse, focussed on young people being encouraged to seek support for themselves. This involved: posters targeting schools & areas such as community centres where young people congregate; promotional items to reinforce the message & helpline telephone numbers; internal headliners on school buses; information adverts broadcast on a local community radio station; and awareness raising of the campaign during prevention education sessions in schools by the South Ayrshire Women's Aid Training & Prevention Worker to both pupils and staff.

The MAP promotes the various domestic abuse training days delivered by South Ayrshire Women's Aid, through production/publication and distribution of training leaflets, website advertisement, training support on the day, advertisement through Child Protection training and continued awareness raising at various meetings. The training is also advertised on Gateway, the education training website.

StaySafe information cards for women and children have been produced, which provide details and contacts for services in relation to gender-based violence. The cards are wallet-sized, include a variety of topics, and have a perforated back page containing helpful numbers which can easily be detached, if needed to be kept discreet.

A Directory of Services has been produced to raise awareness of support and services available for issues around violence against women, distributed to all agencies within South Ayrshire.

There has been a radio campaign on the local commercial radio station, encouraging women experiencing domestic abuse to seek support. This consisted of two separate adverts, both a woman's story told in her own words, broadcast 5 times a day over a three week period.

A Violence Against Women Strategy has been developed by the MAP.

The MAP website has been developed to include information on a variety of forms of violence against women for both those experiencing gender-based violence and service providers supporting them.

Various members of the MAP have attended training on other areas of Violence Against Women. Knowledge was shared and future development was considered at a Development Day for the MAP in January.

The "this is not an invitation to rape me" campaign with Rape Crisis Scotland will display the MAP logo on posters within South Ayrshire.

MAP members were consulted on the production of three images, for projection on a central wall within the main thoroughfare of the night time economy in Ayr town centre, relating to domestic abuse.

Women and children have access to home security, including a prioritised 999 response through an alarm system via the Additional Security Project. The project provides women &

children experiencing domestic abuse with a range of security measures, to help them feel safer in their own home, or in temporary accommodation. Women must be referred through local agencies & are assessed by the Community Safety Officer for VAW or the Anti-Social Behaviour Officer (Victim/Witness Support) for which security measures would be most appropriate.

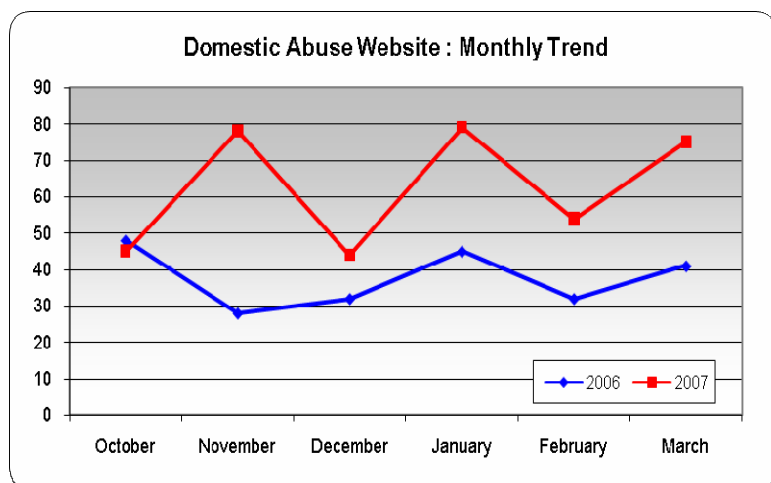
### **Evidence Gathered to measure each objective.**

- The Multi-agency partnership has had 3 meetings since the 1st of October 07.
- The Community Safety Partnership's Domestic Abuse Joint Action Group has had 3 meetings since 1st October 07.
- 217 people have booked Domestic Abuse Training since 1st October 2007, 14% of which were male. 3 key note addresses were given at conferences in other regions by the trainer.
- There have been 375 hits on the Domestic Abuse website since 1<sup>st</sup> October 07.
- There have been 44 referrals to the Additional Security Project since 1<sup>st</sup> October 07.
- 19,000 StaySafe information cards have been distributed at various venues throughout South Ayrshire.
- 500 Directory of Services have been distributed to agencies within South Ayrshire.
- 18,000 bookmarks and 18,000 pens and pencils have been distributed to children and young people in South Ayrshire.
- 19 members attended the MAP Development Day.
- 40 copies of the strategy have been distributed to partners.
- 2 radio adverts raising awareness of domestic abuse were broadcast a total of 166 times over a three week period.
- In an evaluation of the Additional Security Project, 100% of women responded that the equipment installed was relevant to them and their home; 97% of all the women questioned felt that the security measures had helped them to remain in their home.
- 3 awareness raising images have been produced for projection in a public place.

### **Review of what has worked and what hasn't.**

The StaySafe cards were distributed at end October / beginning November and included the website address. The following graph would indicate that the cards have had an impact, as the number of hits on the website increased substantially in comparison with the same period the previous year.

<b>Month</b>	<b>2006</b>	<b>2007</b>	<b>% Change</b>
October	48	45	-6%
November	28	78	179%
December	32	44	38%
January	45	79	76%
February	32	54	69%
March	41	75	83%
<b>Total</b>	<b>41</b>	<b>75</b>	<b>83%</b>



As part of a survey of the SafeAyr project, the first five GOBO images that were projected evaluated well. 20% of people questioned found the VAW image most eye-catching, which rated it third out of the five. Comments made were “message hits home” and “people will see it and maybe think”. The further images that have been produced will be rotated at varying times throughout the year.

The Development Day was successful with acknowledgement made of the good work that had been done and the advantages of working as a partnership to share knowledge, experience and best practice in working towards providing women and children with a quality service within South Ayrshire. There was renewed commitment from partners, agreement to continue with the current objectives, and identification of areas for development in the future.

The Talking Helps campaign ran from 17<sup>th</sup> March to 4<sup>th</sup> April 08, therefore it is not possible to accurately assess the impact it has had on young people at this time. The timing of the campaign was delayed due to difficulties experienced in accessing a suitable image for the poster, given the sensitive subject matter.

#### **Future Action Plan for the next 6 months.**

- Contact potential new members for MAP to fill identified gaps; two new members by May 08 and thereafter as and when identified.
- Deliver problem solving training to MAP members by June 08.
- Production of a new image for projection relating to sexual violence by July 08.
- Evaluation of the Talking Helps campaign by September 08.
- Evaluation of Directory of Services by March 09.
- Initiate discussions with Human Resource departments regarding awareness raising of violence against women.
- Ongoing monitoring of violence against women website.
- Investigate additional funding opportunities.

## GENDER STATISTICS

Area	Hotels	Rest Hotels	Public Houses	Rest	Off-Sale	Ent	Refresh	Total
1 - Ayr & Alloway	23	2	70	21	57	14	13	200
Female	8	1	21	8	27	5	6	76
Male	15	1	49	13	30	9	7	124
2 - Annbank, Mossblown, Coyton	1	1	5	2	7	1	1	18
Female	1	0	4	2	4	0	1	12
Male	0	1	1	0	3	1	0	6
3 - Carrick North	11	0	10	4	12	4	1	42
Female	4	0	3	0	5	0	0	12
Male	7	0	7	4	7	4	1	30
4 - Carrick South	6	2	4	1	7	0	1	21
Female	2	0	2	1	5	0	0	10
Male	4	2	2	0	2	0	1	11
5 - Dundonald, Loans, Monkton	5	0	8	0	6	0	0	19
Female	1	0	7	0	2	0	0	10
Male	4	0	1	0	4	0	0	9
6 - Girvan	5	0	8	3	12	2	2	32
Female	3	0	6	1	5	1	1	17
Male	2	0	2	2	7	1	1	15
7 - Maybole	1	0	5	1	11	1	0	19
Female	1	0	1	0	6	0	0	8
Male	0	0	4	1	5	1	0	11
8 - Prestwick	4	3	13	5	15	1	2	43
Female	1	2	6	3	7	0	0	19
Male	3	1	7	2	8	1	2	24
9 - Tarbolton, Craigie, Symington	3	0	3	1	6	0	2	15
Female	1	0	0	0	2	0	1	4
Male	3	0	3	1	4	0	1	12
10 - Troon	6	0	12	3	13	1	7	42
Female	2	0	6	2	6	0	3	19
Male	4	0	6	1	7	1	4	23
Female	187	187	Male	265	Total	Total	452	
	41%	41%	59%	59%				