



## **Equality and Diversity Strategy**

### **Equality Outcomes and Mainstreaming Progress Reports 2013-2015**

#### **Full Council Report**

This document reports the progress made towards Mainstreaming Equality and achieving the Equality Outcomes set by the Council in 2013 within the Council's Equality and Diversity Strategy 2013 which and can found at: <http://www.south-ayrshire.gov.uk/equalities/>

It is presented in two sections:

- Section 1      Equality Outcomes Progress 2013-15
- Section 2      Mainstreaming Progress 2013-15

and is supported by additional detail within:

- Appendix 1    Equality Outcomes Templates Showing Progress 2013-2015

<b>Contents</b>	<b>Page</b>
<b>Section 1 Equality Outcomes Progress 2013-15</b>	
1. Introduction	3
2. Progress against the Council's Equality Outcomes	4
3. Examples of Progress	5
4. Reporting Duties (Including as a Service Provider and Licensing Board)	10
5. Employer Equality Outcomes	11
6. Education Authority Outcomes	13
7. Future Reporting of Equality Outcomes – Next Steps	16
<b>Section 2- Mainstreaming Progress 2013-15</b>	
8. Introduction	17
9. How we have taken forward the three needs of the General Duty	17
10. Leadership	18
11. Decision Making Process	20
12. Equality Impact Assessment Process	20
13. Equality and Diversity Structures	22
14. Partnership Working	23
15. Service Provision	25
16. Workforce Monitoring (Including Full Workforce and Education Authority analysis and details of Gender Pay Gap)	31
17. Workforce Monitoring – Full Workforce Profile (Including Gender Pay Gap on p36)	32
18. Workforce Monitoring – Education Authority Profile(Including Gender Pay Gap on p45)	42
<b>Appendix 1 - Equality Outcomes Templates Showing Progress 2013-15</b>	Separate document

## SECTION 1: Equality Outcomes Progress 2013-15

### 1. Introduction

1.1 An 'Equality Outcome' is a result which the Council aims to achieve in order to demonstrate that it is addressing the 'general duties' contained within the Equality Act 2010 i.e. it will assist the Council to demonstrate it has:

- eliminated discrimination;
- advanced the equality of opportunity and fostered good relations; and
- supported improvements in people's life chances.

1.2 The Council's Equality Outcomes, as identified within its Equality and Diversity Strategy 2013, are shown below. They have been categorised and referenced according to whether they are short (S1, S2 etc), medium (M1, M2 etc) or long term (L1) outcomes.

#### **Short Term Equality Outcomes**

- S1 Improved opportunities for people to participate in shaping services.
- S2 Improved knowledge and understanding of diversity crime and incidents in our communities.
- S3 Improved awareness of equality and diversity issues throughout the Council's employees.
- S4 Educational achievement is maintained and improved for all our children and young people.
- S5 Increased provision of accessible and inclusive Council information and communications.
- S6 Opportunities for young people to enter the workforce are maximised.
- S7 Increased representation of men and women in roles where gender segregation is evident.
- S8 Increased Council leadership of equality and diversity issues in our communities.

#### **Medium Term Equality Outcomes**

- M1 Improved accessibility to Council buildings and public spaces.
- M2 Improved opportunities for people to access services and participate in community life.
- M3 Enhanced confidence and trust of those reporting diversity crime and incidents, and improved service to support victims.
- M4 Council employees work in a fair and inclusive environment.
- M5 Increased awareness raising of equality and diversity issues throughout our communities.

#### **Long Term Equality Outcomes**

- L1 Improve involvement and consultation on the development and provision of services

## **2. Progress against the Council's Equality Outcomes**

2.1 Progress against the Council's Equality Outcomes is set out in the form of completed templates, which are set out within Appendix 1 to this report.

2.2 The first section of each template details how the Equality Outcome relate to the National Strategic Outcomes, the Single Outcome Agreement and the Council Plan. It also details which services contributes to the Equality Outcome, the associated protected characteristics of:

- age,
- disability,
- race,
- sex
- gender reassignment,
- pregnancy and maternity,
- sexual orientation
- religion or belief (including non-belief) and
- marriage and civil partnerships (in respect of eliminating unlawful discrimination).

and the Council's 'Equality Themes' of:

- health and well being
- Human Rights
- rurality and
- deprivation.

Finally, this section identifies which part(s) of the equality duty is being taken forward and the rationale as to why this outcome is important to the Council and its communities.

2.3 Having set the context, the next section records the work that services have undertaken with national and local partners, setting out activities undertaken and outputs produced. The last section records the progress made towards the Equality Outcome using quantitative measurement where possible, a summary statement of achievement, lessons learnt, with a view to support the sharing of good practice.

2.4 The templates as currently completed show the progress achieved over 2013-15. They will continue to be updated as the Council continues on its 10 year journey towards its long term Equality Outcomes.

2.5 To ensure that the Council is kept advised of progress on its Equality Outcomes between formal reporting cycles, the Social Services Portfolio Carrier and the Elected Members with an equalities role are provided with individual and joint briefings as required, and through their participation in the South Ayrshire Council Equality and Diversity Forum – as evidenced in the Forum meeting notes and papers. Further detail on the Equality and Diversity Leadership of the Elected Members and how they have supported delivery of the Council's Equality Outcomes is provided throughout the rest of this report.

2.6 Some highlights of the progress achieved in relation to a number of the Equalities Outcomes, as they relate to both individual and cross cutting protected characteristics and the Council's Equality Themes, are presented on the following pages.

### 3. Examples of Progress

#### 3.1

#### **Equality Outcome S1: Improved opportunities for people to participate in shaping services**

**Service:** Children and Families

**Equality Duty Taken Forward:** Eliminated Discrimination & Harassment  
Advance Equality of Opportunity

**Protected Characteristic(s)** Age, Disability, Health, Human Rights, Deprivation

Children's Services are focussed on delivering the best opportunities and outcomes to the children, young people and adults who are in need of our services. Demand is increasing at the same time that resources to support these services are under increased pressure, and as such the service is constantly seeking new ways to make services more modern and efficient so that people who rely on social work services achieve the best possible outcomes. The service ensures that children, young people, their parents/carers and adults have a say in any decisions which may affect individual planning for their future.

They do this by working with a range of partners such as Children with Disabilities Screening Forum, Who Cares? Scotland and Barnardo's and examples include ensuring placement requirements for children with disabilities are subject to a multi-agency screening process, and advocacy support is delivered to children and young people in South Ayrshire and will continue to develop within the context of the health and social care partnership.

The Corporate Parenting Board consists of **Elected Members** and Looked After young people, and as part of the Corporate Parenting Scheme, members of the Council's **Corporate Management Team** act as champions for a small group of Looked After children and young people.

In addition to ongoing face to face engagement and involvement of young people with the Community Planning Partnership via the South Ayrshire Youth Forum, Children and Families Services also use electronic methods such as 'Viewpoint' to collate and report on the views of young people, across all its services.

The Children and Families service has identified a key measure to judge if we are making progress in improving opportunities for young people to participate in shaping services: the percentage of audited child assessments and plans which evidence that the child's views have been taken into account. In 2013/14 of the 307 children where a child protection assessment was completed, 37% of children actively expressed and had their views recorded. 62% were unable to express a view due to their age or stage of development and in these cases, the child's view is considered through analysis of their presentation and behaviours which are indicators of their wellbeing.

Further progress has also been made within the on-going implementation of Self-Directed Support and continued implementation of Person Centred Planning and the Child's Plan.

### 3.2

**Equality Outcome S2: Improved knowledge and understanding of diversity crime and incidents in our communities - gender-based violence.**

**Service:** **Multi-Agency Partnership on Violence against Women and Children (MAPVAW)**

**Equality Duty Taken Forward:** Eliminated Discrimination & Harassment  
Advance Equality of Opportunity

**Protected Characteristic(s)** Sex, Human Rights

The Council has worked with Ann Moulds to get stalking recognised within criminal justice systems across the globe and introducing anti-stalking legislation in Scotland, England and Wales. Ann was subject to a sustained campaign of harassment and stalking from an ex-partner and as a direct result of this experience, transformed herself from victim to leading campaigner and award-winner.

Provost Helen Moonie hosted a special reception to honour Ann Moulds who was the 2014 Evening Times Scotswoman of the Year. With the support of the MAPVAW Ann's work helped effect change across Europe - in August 2014, the Council of Europe's Convention on preventing and combating violence against women and domestic violence, known as the 'Istanbul convention', came into force, obliging the 47 member states to take specific steps to counter all forms of violence against women, including stalking. It has been ratified by 14 member states so far and signed by a further 22.

The Multi-Agency Partnership on Violence against Women and Children and has undertaken a number of projects highlighting the dangers of stalking, including an innovative DVD and lesson plan.

"I'm delighted we've been able to celebrate Ann's achievements and mark her fantastic work and the difference she makes for others. She is a true beacon of light, giving victims of stalking somewhere to turn to and the means to make sure their voices are heard and I wish her every continued success."

Ann said: "*I was thrilled to be honoured with a Civic Reception by Provost Moonie .... and it is also a celebration of the success of partnership working. I want to thank all those who have contributed to that success and, in particular, South Ayrshire Council for their support over the past five years.*"

<http://www.south-ayrshire.gov.uk/news/south-ayrshire-provost-hosts-reception-for-leading-stalking-campaigner--.aspx>

### 3.3

#### **Equality Outcome S6: Opportunities for young people to enter the workforce are maximised.**

**Service:** Educational Services, Children and Families

**Equality Duty Taken Forward:** Eliminated Discrimination & Harassment  
Advance Equality of Opportunity

**Protected Characteristic(s)** Age, Disability, Health, Human Rights

#### **Modern Apprentices Supporting Older People - July 2013**

Four South Ayrshire Council Modern Apprentices took part in a Modern Apprentice Challenge, with their project to help a dementia patient at a Council managed care home. They decided to create a dementia diary, to help an elderly patient recall early reminiscences and to create a lasting legacy of her life once her memory began to deteriorate.

However, rather than simply document and describe the effects of dementia in a paper diary, the apprentices took a much more innovative approach, working closely with a 75 year old patient from Girvan, who is in the early stages of the disease. They created a living multi-media diary, contained on an iPad, made up of treasured memories and life moments with video and audio clips and a host of images from her life, all aimed at helping her to recall happy times.

These included:

- Wedding photographs
- Images of her husband and clips of her talking about him
- Footage of the patient talking about memories of her schooldays and friends
- The birth of her daughters and early family photographs
- Audio clips of her reminiscing about her life and times in Girvan.

The 'dementia diary' also

- Helped the family to get closer to the patient, sharing memories and helping create a lasting legacy of important moments in her life.
- The diary could be viewed on DVD and PC, making it a simple way for wider family and friends to see and hear some of the patient's memories and
- Care staff were able to access the diary quickly and easily to build a picture of the patient, her life, likes and dislikes in a way that was less intrusive and confusing for her.

The **Modern Apprentices** commented:

*"This has been so totally worthwhile... I especially enjoyed seeing how an iPad and a computer can make such a difference to someone in the early stages of dementia, rather than just using paper and photos.*

*"Working so closely with [the patient] gave me a much better insight to what dementia really is. It's inspired me to have a career in the care profession and the diary is one of the best things I've ever been involved with"*

**Councillor Rita Miller**, South Ayrshire Council's Portfolio for Social Services said:

*"The dementia diary is a fantastic idea and [the patient] has enjoyed working with four Apprentices whose combined ages are the same as her own."*

*"They have all learned from each other and I hope the interactive diary concept will now become more widely used as a clever and cutting edge way to help patients and their families cope with the challenges this disease brings."*

To share good practice this project was brought to the attention of managers within Alzheimer Scotland.

### 3.4

#### **Equality Outcome S8: Increased Council leadership of equality and diversity issues in our community.**

**Service:** Corporate (All Services)

**Equality Duty Taken Forward:** Eliminated Discrimination & Harassment  
Advance Equality of Opportunity  
Foster Good Relations

**Protected Characteristic(s)** Age, Disability, Sex, Race, Religion and Belief (including non-belief), Human Rights

#### **Holocaust Memorial Day**

On the 27 January 2015 the Council Hosted the National Holocaust Memorial Day 2015. This year's theme focused on memory, asking people to remember the millions of people murdered – and honour those who survived – during the Holocaust, Nazi Persecution and in subsequent genocides in Cambodia, Rwanda, Bosnia and Darfur. The event also marked the 70<sup>th</sup> anniversary of the liberation of Auschwitz-Birkenau and the 20<sup>th</sup> anniversary of the Srebrenica massacre.

To mark the day a large number of events were held throughout South Ayrshire including a Holocaust survivor lighting Scotland's first Auschwitz liberation 70th anniversary candle at an Ayr secondary school.

The event included presentations by Ela Weissberger (84) – one of 100 children (out of 15,000) who survived the Terezin concentration camp and Hasan Hasanovic – one of only 3,500 men (out of an estimated 10-15,000) who survived the Srebrenica genocide in Bosnia and both shared their extraordinary experiences at both the school and national events.

South Ayrshire Provost Helen Moonie also welcomed the Right Honourable Nicola Sturgeon, First Minister of Scotland to Ayr Town Hall for the National Holocaust Memorial Day event in the evening. This event was hosted by Kyle Academy pupils who also performed excerpts from Brundibar Children's Opera – first performed by Ela and other children at the Terezin concentration camp, as well as presentations from school pupils who recently visited Auschwitz.

One of the event resources is a film presentation that highlights the impact of the Holocaust on people of different faiths, sexual orientation, age and abilities and arrangements are now in hand to distribute the film presentation amongst the Council's partners and equality networks.

As part of activities in schools to mark the Holocaust five artists worked with young people from 15 South Ayrshire Council schools to create an exhibition of artwork using willow, glass, felt, media and printmaking all reflecting the 'Keep the Memory Alive' theme. The exhibition was held from 26 January until 5 February 2015 in the reception area of the County Buildings in Ayr and was well received by the public.

<http://www.south-ayrshire.gov.uk/news/thought-provoking-keep-the-memory-alive-art-exhibition.aspx>



### 3.5

#### **Equality Outcome M2: Improved opportunities for people to access services and participate in community life.**

<b>Service:</b>	<b>Corporate (All Services)</b>
<b>Equality Duty Taken Forward:</b>	Eliminated Discrimination & Harassment Advance Equality of Opportunity Foster Good Relations
<b>Protected Characteristic(s)</b>	All Protected Characteristics and Equality Themes

**The Community Conference** held in March 2015 focussed on the recent review of Community Planning in South Ayrshire and the significant changes in health and social care services which will come into effect on 1 April 2015.

The conference was an opportunity to find out more about the changes to Community Planning governance. The Partnership will have 3 new strategic groups reflecting the more focused priorities of Health and Wellbeing, Economy and Employment and Community Safety. A working group will consider how public services can adopt more preventative approaches which will take demand out of the system in a challenging climate of reducing budgets. The new governance arrangements reflect the formation of the new localities and include the formation of a Community Forum which will draw membership from each of the six localities.

The conference considered the localities and how they will enable more effective engagement with local people in the planning of services for their area. New locality planning groups are being established, initially for health and social care services but over time will include other partners' services, and Council services where appropriate.

The highlight of the conference was the inspiring input from two men whose lives were blighted by substance misuse. With help from partners, they found confidence in themselves to turn their lives around, gain qualifications and employment and are now planning bright futures.

**DisabledGo** – Following the successful launch of the South Ayrshire section of DisabledGo online access guide on 13<sup>th</sup> April 2013, the Council has continued to support the ongoing development of the web site to ensure the information on disabled access in Ayr town centre and major attractions in South Ayrshire. remains up-to-date and relevant to our residents and visitors.

The guide includes details of access to a variety of buildings including restaurants, tourist attractions, leisure centres and Council buildings giving specific information such as the height of tables, dimensions of toilets or the positioning of fixtures and fittings. DisabledGo surveyors visited every venue featured in the guide collecting information to a set standard which was developed in conjunction with disabled people. This will be an invaluable resource for disabled people living or working in, or visiting South Ayrshire. The guide can be found at [www.disabledgo.com](http://www.disabledgo.com)

In December 2014 the Council's Strictly Seniors magazine was launched as part of South Ayrshire's Reshaping Care for Older People which provides information on a huge variety of activities and events that older people can get involved in as well as providing information about services that are there to help older people and their families.

#### 4. Reporting Duties

4.1 As part of the requirements placed on the Council by the Equality Act 2010 and the Equality Act 2010 (Specific Duties) (Scotland) Regulations, it is required to report as:

- a Service Provider
- an Education Authority
- a Licensing Board
- an Employer

4.2 The table below shows which of the Equality Outcomes Templates set out in Appendix 1 relate to each of these four roles of the Council.

<b>South Ayrshire Equality Outcomes</b>	<b>Service Provider</b>	<b>Education Authority</b>	<b>Licensing Board</b>	<b>Employer</b>
S1 Improved opportunities for people to participate in shaping services.				
S2 Improved knowledge and understanding of diversity crime and incidents in our communities.				
S3 Improved awareness of equality and diversity issues throughout the Council's employees.				
S4 Educational achievement is maintained and improved for all our children and young people.				
S5 Increased provision of accessible and inclusive Council information and communications.				
S6 Opportunities for young people to enter the workforce are maximised.				
S7 Increased representation of men and women in roles where gender segregation is evident.				
S8 Increased Council leadership of equality and diversity issues in our communities.				
M1 Improved accessibility to Council buildings and public spaces.				
M2 Improved opportunities for people to access services and participate in community life.				
M3 Enhanced confidence and trust of those reporting diversity crime and incidents, and improved service to support victims.				
M4 Council employees work in a fair and inclusive environment.				
M5 Increased awareness raising of equality and diversity issues throughout our communities.				
L1 Improve involvement and consultation on the development and provision of services				

4.3 As a **service provider**, all the detailed reporting is contained within these templates.

4.4 As an **employer**, in addition to the information within the templates, further detail is provided at paragraph 5 below.

4.5 As a **licensing authority**, in addition to the information within the templates, progress can be summarised as follows:

The Licensing Board has continued to work hard within the restrictions of the legislative requirements that it is bound by to increase its knowledge and understanding of the equality issues of its Licensees and applicants. It has been successful in widening the representation within the Licensing Forum to include further protected characteristics and in the equality and diversity training and awareness raising of its staff. The Licensing Service has continued to undertake work within its national organisation to improve and share good practice.

4.6 As an education authority, addition to the information within the templates, further detail is provided at paragraph 6 below.

## **5. Employer Equality Outcomes**

5.1 In 2013 three Equality Outcomes were identified for the Council as an employer, which have progressed as follows:

### **M4 - Council Employees Work In A Fair And Inclusive Environment**

5.2 The Council changed its approach to the biennial Employee Engagement Survey to encourage wider participation across the workforce. By using a shorter survey linked to the *How Good is Our Council?* evaluation tool, participation increased significantly from 30% to 45%. Specific questions were included in respect of protected characteristics and the vast majority of respondents were positive:

- **87%** of employees strongly agreed, mostly agreed or agreed that the Council treats employees fairly regardless of age
- **94%** of employees strongly agreed, mostly agreed or agreed that the Council treats employees fairly regardless of disability
- **93%** of employees strongly agreed, mostly agreed or agreed that the Council treats employees fairly regardless of gender

5.3 The survey closed on 30 March 2015. Data will be analysed and published along with actions arising from feedback. Employee focus groups will be held across Services to explore information gathered, including information on equality and inclusion at work.

5.4 Equality has been mainstreamed into all HR policies which are equality impact assessed.

5.5 Maximising Attendance procedures have been changed so that employees whose absence is of concern are managed through capability, rather than disciplinary procedures, unless misconduct is evidenced. All relevant managers have been trained in the new procedure, with particular emphasis on how and when to exercise discretion and the duty to make reasonable adjustments.

5.6 Measures have been put in place to assist managers with the recruitment and selection process to ensure best practice.

5.7 Equality has been mainstreamed into our internal training courses, both online and classroom based. We continue to deliver bespoke equality training, including role specific equality training, such as a range of courses which were delivered to teaching staff.

- 5.8 Advice and guidance is being developed on all protected characteristics to assist managers and employees in relation to their rights and responsibilities at work on Share-point, the Council's internal web pages.
- 5.9 Wider participation is being encouraged in our Equality Champions Network to promote equality and assist in equality impact assessment.

**S6 - Opportunities for young people to enter the workforce are maximised**

- 5.10 The Council is working with Skills Development Scotland, the DWP and community planning partners to deliver the Scottish Government's Opportunities for All commitment to provide all young people with an offer of employment, learning or training.
- 5.11 In South Ayrshire, the Employability and Skills team work very closely with Schools through the MCMC partnerships to provide comprehensive support to young people.
- 5.12 Young people have been consulted with to identify possible steps to increase their employability including how we recruit. This work will continue through close link working with schools.
- 5.13 Additional work experience, training and employment opportunities have been identified within the Council and with local businesses for young people.
- 5.15 A range of flexible learning opportunities are now available across the employability skills pipeline.
- 5.16 A successful graduate intern programme has been launched which to date has had a 100% success rate in terms of graduates moving into employment.
- 5.17 Drop-in Youth Employment Hubs have been developed in key localities to provide easier access to services for young people who are further away from the labour market.
- 5.18 The amount of support provided to all young people has been increased.
- 5.19 Over 430 wage incentives have been provided to support young people into employment.
- 5.20 Recruitment and selection training on competency based recruitment has been provided which all young people on our employability programmes were able to access.

**S7 - Increased representation of men and women in roles where gender segregation is evident.**

- 5.21 Equality sessions have been delivered to encourage young people to seek work experience in non- traditional roles.
- 5.22 Specific service areas have been identified where gender segregation is evident and will work with Service Managers to reduce segregation.
- 5.23 Non-gender stereotypical images are used on the Council's recruitment pages and e-learning platform.
- 5.24 Awareness is raised of gender segregation during recruitment and selection training.
- 5.25 Non-traditional roles for young people are promoted on Council employability programmes.

## 6. Education Authority Outcomes

6.1 The Education Authority Equality Outcomes being reported against for the period 2013–2015 are:

**S4 - Educational achievement is maintained and improved for all our children and young people.**

**S2 - Improved knowledge and understanding of diversity crime and incidents in our communities.**

and Educational Services have contributed to progress on the following South Ayrshire Council Equality Outcomes

**S1 - Improved opportunities for people to participate in shaping services.**

**S3 - Improved awareness of equality and diversity issues throughout the Council's employees.**

**S5 - Increased provision of accessible and inclusive Council information and communication.**

**S6 - Opportunities for young people to enter the workforce are maximised.**

**S7 - Increased representation of men and women in roles where gender segregation is evident.**

**S8 - Increased Council leadership of equality and diversity issues in our community.**

6.2 The Educational Services equality outcome progress is provided in detail within the main Equality Outcome Templates Section of this report. In addition to the Educational Services contributions to each of the progress highlighted already here are some specific areas of progress for the Service's key Equality Outcome:

**S4 - Educational achievement is maintained and improved for all our children and young people.**

### **Working in Partnership**

6.3 The Council have worked with Education Scotland through their inspection process. During the inspection process all early years' establishments were inspected. Positive inspection reports were received in all of the early years establishments. In addition, two out of the three primary schools and the two secondary school that were also inspected, received positive inspection reports.

6.4 Skills Development along with other partners such as Community Learning and Development, Ayr College and Community Safety, help us to sustain school partnerships with a focus on young people requiring More Choices More Chances (MCMC). This work ensures that targeted work is going to support more vulnerable young people have a positive and sustained destination post school i.e. employment, training, further or higher education.

6.5 MCMC partnerships in secondary schools continued to work effectively to identify, support and track young people who needed support to achieve their full potential and make a positive post school transition. In 2012/13 good practice visits were carried out with all partnerships. A risk matrix is now available in all secondary schools to help identify young people most at risk of failing to achieve and/or make a positive post-school transition. Young people who are identified as at risk are provided with support through employability skills training, personal development and/or work experience.

6.6 The Skills Towards Employment Project (STEP) delivered South Ayrshire's Scottish Government funded Activity Agreement programme during 2012/13. An Activity Agreement is an action plan of learning and support agreed between a young person facing barriers to progression and a 'trusted professional'.

- 6.7 Partners worked with the Council to track and support unemployed young people aged 16-19 to ensure that they received an offer of learning, training or employment under 'Opportunities for All'. To support this, Youth Employment Hubs were established in Troon, Ayr North, Ayr Central, Maybole and Girvan and offered young people the opportunity to engage with a range of employability providers and support workers.

### School Leavers

- 6.8 The School Leavers' Destination Return is a statistical return undertaken by Skills Development Scotland on behalf of the Scottish Government. The return reports on the destinations of school leavers in October and again in March to determine the percentage who have sustained a positive destination.

Table 1: Destinations of School Leavers	2010/11		2011/12		2012/13		2013/14
	Initial	Follow-up	Initial	Follow-up	Initial	Follow-up	Initial
Total number of leavers	1,217	1,214	1,173	1,166	1,184	1183	1256
Higher Education	41.3%	39.4%	40%	39.5%	37%	36.7%	41.6%
Further Education	28.7%	26.1%	29.1%	26.6%	33.4%	32.4%	32.2%
Training	4.3%	3.5%	3.5%	4.0%	4.2%	2.6%	2.4%
Employment	14.1%	18.5%	14.2%	18.4%	15.1%	17%	14.3%
Volunteering	0.2%	0.2%	0%	0.1%	0.3%	0.4%	0.3%
Activity Agreement	1.2%	1.2%	1.8%	1.4%	2.7%	2.5%	1.4%
Unemployed (seeking employment)	9.4%	10%	10.1%	8.0%	6.3%	6.8%	6.9%
Unemployed (not seeking employment)	0.8%	1.1%	1.4%	2.0%	0.8%	1.5%	1%
Unknown	0%	0%	0%	0.1%	0%	0.2%	0%
<b>Positive destination</b>	<b>89.7%</b>	<b>88.9%</b>	<b>88.5%</b>	<b>90%</b>	<b>92.8%</b>	<b>91.5%</b>	<b>92.1%</b>

- 6.9 Within Educational Services progress has been made in attainment within Primary Schools as detailed below and this is assessed by in a range of ways, including through the use of standardised assessments provided by Centre for Evaluation and Monitoring (CEM). CEM assessments are used in P1, P3 P5 and P7.
- 6.10 In these assessments pupils in SA in P1 continued to perform above average (when compared with other pupils nationally) in both reading and mathematics. The performance of pupils in P3, 5 and 7 demonstrated improvements in five out of six measures compared with previous year.
- 6.11 Pupil progress through Curriculum for Excellence (CfE) levels have seen improvements in performance in both language and mathematics in all key stages in primary schools (P1, P4 and P7).
- 6.12 Pupil Attainment within secondary schools is assessed at S4,S5 and S6 using Scottish Qualifications Authority (SQA) This year for the first time our schools present pupils for new national qualifications as part of CfE. Overall 83% of pupils gained 5 or more National 4 awards and 44% of pupils gained 5 or more National 5 awards by the end of S4.

- 6.13 The Service continues to improve educational outcomes of Looked After Children (LAC). Attainment of LAC is monitored at the end of S4 and compared with all children and in 2013 most pupils who were looked after achieved at least five awards at level 3 or better.

### Looked After Children

- 6.14 The Council takes its responsibility as corporate parents seriously and the attainment of looked after children remains a priority. The achievements of looked after children are closely monitored. Due to the small number of looked after children in 4th year the figures are liable to year on year fluctuations. Nevertheless the attainment of looked after children in 2013/14 was higher than that of the comparator group.

Table 2: Looked After Children Attainment	2011/12		2012/13		2013/14	
	South Ayrshire	Comparator authorities	South Ayrshire	Comparator authorities	South Ayrshire	Comparator authorities
Looked after at home	89%	67%	91%	80%	50%	49%
Looked after away from home	71%	82%	58%	45%	91%	63%

### Attendance

- 6.15 Lower attendance can be associated with issues of poverty and deprivation and influences educational outcomes. Therefore Educational Services and schools work very hard to improve attendance of all our children and young people in all our establishments.
- 6.16 Pupil attendance is monitored by schools on a daily basis and analysed by the authority on a termly basis. Information relating to our family of comparator authorities and the national average is available on a bi-annual basis therefore there is no comparator authority or national data for 2011/12 and 2013/14. However, in 2013/14 attendance in primary and secondary sectors improved slightly:

Table 3: Primary Attendance Year	South Ayrshire	Comparator authorities	National
2010/11	95.1%	95.4%	94.8%
2011/12	95.6%	No data	No data
2012/13	95%	95.2%	94.9%
2013/14	95.4%	No data	No data

Table 4: Secondary Attendance Year	South Ayrshire	Comparator authorities	National
2010/11	91%	91.7%	91.2%
2011/12	91.7%	No data	No data
2012/13	91%	92.2%	92%
2013/14	91.4%	No data	No data

### Exclusions

- 6.17 Pupil exclusions are managed by schools and analysed by the authority on a termly basis. Information relating to our family of comparator authorities and the national average is available on a bi-annual basis therefore there is no CA or national data for 2011/12. No school excludes pupils lightly and considerable involvement of wider services is considered before such a measure is invoked. In session 2012/13 exclusions decreased significantly in

both primary and secondary sectors. There has also been a further reduction of exclusions in secondary schools during 2013/14

<b>Table 5: Primary Exclusions per 1,000 pupils Year</b>	<b>South Ayrshire</b>	<b>Comparator authorities</b>	<b>National</b>
2010/11	7	12	11
2011/12	5	No data	No data
2012/13	4	9	10
2013/14	6	No data	No data

<b>Table 6: Secondary Exclusions per 1,000 pupils Year</b>	<b>South Ayrshire</b>	<b>Comparator authorities</b>	<b>National</b>
2010/11	47	49	72
2011/12	38	No data	No data
2012/13	37	45	58
2013/14	27	No data	No data

6.18 The Service proposes to continue with this progress by:

- reducing exclusions in primary schools,
- improve performance in the middle and upper primary stages,
- ensure all schools meet the standards for positive inspections, and
- improve levels of attainment for looked after children.

This will be evidenced by all schools meeting the standards for positive inspections, and improve levels of attainment for looked after children (LAC) in the next inspection reports.

6.19 The Leadership Panel is updated on educational attainment annually e.g. School performance Report 2013/14 approved by leadership Panel on 30th September 2014. [https://ww20.south-ayrshire.gov.uk/ext/committee/CommitteePapers2014/Leadership%20Panel/30th%20September/item3\(1\)\(b\).pdf](https://ww20.south-ayrshire.gov.uk/ext/committee/CommitteePapers2014/Leadership%20Panel/30th%20September/item3(1)(b).pdf)

## **7. Future Reporting of Equality Outcomes – Next Steps**

7.1 The Council is required to publish a fresh set of Equality Outcomes within four years of publishing its first set. However, within the Equality and Diversity Strategy the Council has set out the Equality Outcomes it will achieve over a ten year period, and so it will move forward with the progression of the medium term Equality Outcomes where other public bodies are moving forward with their second tranche of Equality Outcomes. The Council will report progress on its medium term Equality Outcomes by the end of April 2017 and 2019 and its long term in 2021 and the conclusion of the ten year journey in 2023.

7.2 At each of these reporting milestones, the opportunity will be taken to build in what we have learnt and inclusion of any emerging priorities of the Council over the period.



## SECTION 2: Mainstreaming Progress 2013- 2015

### 8. Introduction

8.1 The Council has a range of formal performance reporting mechanisms, including:

- Single Outcome Agreement Annual Report
- Leadership Panel Annual Report
- Public Performance Report
- Directorate and Service Reports
- Local Government Benchmarking Reporting

These implicitly include reporting of equalities progress for its communities. All of these formal reports can be accessed within the Public Performance Reporting pages of the Council's website at <http://www.south-ayrshire.gov.uk/performance/>

8.2 In addition to the work recorded within these performance reports , there is another level of mainstreaming activity that is not formally reported but has a significant impact on improving equality for South Ayrshire communities and nationally.

8.3 This report affords the opportunity to highlight some of this equality work and good practice that is not explicitly aligned to our Equality Outcomes, which has taken place over the last two years.

8.4 In addition, there are formal Mainstreaming Duty Employment requirements to report:

- any changes in the gender pay gap and an analysis of the reasons for this gap to assist understanding on how the Council is addressing this issue and how it has used this information to inform policy on equal pay
- the employee information gathered annually and how the Council has used this employee information in practice to better perform the general equality duty including:
  - Composition of employees broken down by protected characteristic;
  - Recruitment, development and retention of employees broken down by protected characteristic;

covering the 2 years since the Equality and Diversity Strategy was published. This information is provided within the Section 3 of this overall report 'Workforce Monitoring 2014'

### 9. How the Council has taken forward the three needs of the General Duty

9.1 Detailed below are examples of and updates on how we have used our:

- Leadership
- Decision Making Process
- Equality Impact Assessment Process
- Equality and Diversity Structures
- Partnership Working
- Service Provision (including Licensing Board)

to ensure that we take forward our general equality duty of

- eliminating discrimination;
- advancing the equality of opportunity and fostered good relations; and
- supporting improvements in people's life chances.

across all the protected characteristics of

- age,
- disability,
- race,
- sex
- gender reassignment,
- pregnancy and maternity,
- sexual orientation
- religion or belief (including non-belief) and
- marriage and civil partnerships (in respect of eliminating unlawful discrimination).

9.2 These examples only offer a snapshot of the equality work of the Council and further details on any of the examples can be obtained upon request to the equalities mailbox:  
[equalities@south-ayrshire.gov.uk](mailto:equalities@south-ayrshire.gov.uk)

## **10. Leadership**

- 10.1 Elected Members continue to lead equality and diversity progress within the Council and its communities and over the last two years have made additional significant progress with taking forward the Sexual Orientation and Religion and Belief protected characteristics. The Social Services Portfolio Carrier and the Provost host and participate in events and awareness raising throughout every year. This includes civic receptions and hospitality which are hosted by the Provost throughout each year to recognise, honour and pay tribute to achievements, persons and events appropriate to the Council and the Community.
- 10.2 The Provost also participates in a large number of external events that support all protected characteristics to represent the Council's commitment and leadership of equalities. The Social Services Portfolio Carrier also supports promotion of equality and diversity in service provision throughout the Council.
- 10.3 The provision of civic receptions and participation in both internal and external events demonstrate the mainstreaming of the general duty as well as the achievement of our Equality Outcome: S8 Leadership of Equality and Diversity Issues in our Community.
- 10.4 Detailed below in Table 7 is a selection of some of the events that have taken place during the period April 2013 to date with the full list available from the Provost's Office.

**Table 7: Civic Receptions and Hospitality**

Date	Event	All Protected Characteristics	Race	Disability	Age	Sex	Religion	Sexual Orientation	Employees	Equality Theme
<b>2013</b> May 29 <sup>th</sup>	<b>Civic Receptions</b> Armed Forces Day. Participants included ethnic minority community representatives									
Aug 6 <sup>th</sup>	Children from Chernobyl - annual visit to stay with local volunteers									Health
14 <sup>th</sup>	Gerry Hughes – Round the World Yachtsman who is deaf and teaches hearing impaired young people.									
17 <sup>th</sup>	LGBT Youth Scotland Annual National Reception and Award Ceremony									
Nov 13 <sup>th</sup>	2 Scots Royal Highland Fusiliers 3 <sup>rd</sup> and Final tour of Afghanistan Homecoming Parade									
<b>2014</b> Jan 24 <sup>th</sup>	SAC Employee 40 year service – County Hall									
26 <sup>th</sup>	Lebanese Student visit to Ayr, , Provost's Room									
Sept 11 <sup>th</sup>	Ann Moulds –Stalking Scotland, Ayr Town Hall									Human Rights
<b>2015</b> Jan 27 <sup>th</sup>	Holocaust Memorial Day – National Scottish Event – Ayr Town Hall									Human Rights
26 <sup>th</sup>	Reception hosted by Chinese Consul General for National Day of the People's Republic of China									
Oct 8 <sup>th</sup>	South Ayrshire Seniors Forum – Multi-cultural "Walk in our Shoes" diversity event									
22 <sup>nd</sup>	Ayrshire Association of Business Women Event – AABW hold several events throughout the year.									
<b>2014</b> Jan 25 <sup>th</sup>	<b>Events</b> 13 <sup>th</sup> Robert Burns Humanitarian Award									Human Rights
11 <sup>th</sup>	Kut-O Europe Chinese Association – Chinese New Year Celebration									
May 9 <sup>th</sup>	Reception for Polish National Day/3 <sup>rd</sup> May Constitution Day Event									
17 <sup>th</sup>	Opening of the General Assembly of the Church of Scotland in Edinburgh CE also attends									
4 <sup>th</sup>	Alzheimer Scotland South Ayrshire Service – Dementia Awareness Week									
5 <sup>th</sup>	Voluntary Action South Ayrshire South Ayrshire Volunteer Awards 2014									
6 <sup>th</sup>	SAC – Foster Carers Annual Lunch (awards)									
19 <sup>th</sup>	SAC Outstanding People Awards									
2015 14 <sup>th</sup>	Episcopal Ordination of The Right Rev Father William Nolan as Bishop of Galloway									

## **11. Decision Making Processes**

- 11.1 The Council ensures that the potential equality impacts of all proposals put before them are considered within the decision-making process by the use of its Equality Impact Assessment Process (EIA).
- 11.2 Over the last two years the process, guidance and EIA templates have been revised to support improvements in the quality of information going before Elected Members as part of Leadership Panel and Full Council reports and more robust scrutiny of content. Elected Members are confident in their responsibilities to consider equality in their decision making and have on occasion requested more detail on equality impacts before proceeding with a proposal.
- 11.3 Similarly, managers have been working to improve the quality of EIAs being put forward with proposals e.g. Environment Neighbourhood and Economy Directorate have had sessions on filling out Equalities Impact Assessments for every paper to panel or Council at their Extended Managers meetings and as a result over the last two years the completion of EIAs within the Directorate is improving.
- 11.4 To support better decision making the Council has included within its EIA process the use of a matrix template that allows consideration of the cumulative effects on protected characteristics. This has been particularly useful within the Budget Process and the consideration of major Council plans and strategies (an example can be found here: <http://www.south-ayrshire.gov.uk/equalities/publications/sample%20eia%20cumulative%20impact%20matrix.pdf> ).

## **12. Equality Impact Assessment Process**

- 12.1 The EIA process also ensures that the individual needs of the Equality Duty are overtly considered within the decision making process. The EIA Summary (Section6) sets out the way an individual proposal will support the Council in taking forward its Equality Duty. A sample selection of three summaries is shown in Table 8 below.
- 12.2 In addition to being published on the Council Website (at: <http://www.south-ayrshire.gov.uk/equalities/impact-assessment.aspx> ) completed EIAs and Scoping Documents are posted on the Council's intranet to support learning and raise awareness of how the Equality Duty is being taken forward in other Council services.

<b>Table 8 Summary Extract from Equality Impact Assessments</b>			
<b>Name of Policy</b>	<b>Eliminate discrimination</b>	<b>Advance equality of opportunity</b>	<b>Foster good relations</b>
Kyle Academy Bike Club Track	This project will assist the Council to reduce the discrimination, social exclusion and disadvantage associated with not being able to participate in an activity and/or sport that requires expensive, specialist equipment. It is also anticipated that the carbon efficiency and equality and diversity benefits will be enjoyed nationally as the pilot is rolled out across Scotland.	This project will advance the opportunity of all protected characteristics to participate in cycling activity and at the same time help to reduce carbon emissions and promote healthy lifestyles. Individuals from the rural community will have the same opportunity to participate in the project and gain the same benefits through the provision of cycles on site.	The project facilitates the fostering of good relations between the Council, local residents and members of the whole community i.e. all protected characteristics including hard to reach groups. This includes fostering intergeneration relations that may help to reduce ageist stereotyping. As a community led project, with input from partner agencies such as the Council and Police Service, good relations have been a priority consideration from the outset.
Lochside Neighbourhood Group	The membership and work of the Partnership is fully inclusive across all protected characteristics. In addition the process involved in the development of the partnership has adhered to the six key values that underpin all community development practice: Equality & Anti-Discrimination, Social Justice, Collective Action, Community Empowerment, Participatory Democracy and Working & Learning Together.	The Partnership provides an opportunity and vehicle for the voices of local people to be heard and have influence over what matters to them. Although the Partnership is still in the developmental stage, they have adopted creative approaches to community engagement and public participation and involvement.	The Partnership supports the Council to foster good relations with the community within the Lochside, Braehead and Whitletts areas.
Suspension of eviction for a period of 12 months for tenants who have fallen into rent arrears as a result of the Welfare Reforms.	This policy will assist to eliminate discrimination by reducing the risk of homelessness for tenants who are in receipt of Housing Benefit and who are affected by the new welfare reforms. This policy will assist to eliminate discrimination against people with disabilities who are in receipt of Housing Benefit, and who require an additional bedroom as a result of their disability, by protecting them from eviction for a minimum period of time	This policy will assist to advance equality of opportunity by enabling tenants on a low income or unemployed and affected by welfare reforms to remain in their homes. Council tenants who are under occupied will not face an increased risk of eviction as a result of being in receipt of Housing Benefit. This policy will advance equality of opportunity by assisting homeless households, affected by the welfare reforms to sustain their accommodation for a minimum period and reduce the risk of repeat homelessness.	This policy may inhibit good relations between tenants, as those in receipt of Housing Benefit and affected by the welfare reforms will be protected from eviction for a minimum period, whilst tenants who are not affected by welfare reforms and who are paying rent will not have the same protection should they fall into rent arrears. This policy may assist good relations between the Council and tenants who are under-occupied and affected by welfare reform as this policy will protect these tenants from eviction for a minimum period of time.

### 13. Equality and Diversity Structures

- 13.1 Over the last two years the Equality and Diversity structures of the Council have made good progress and examples are detailed below. However, due to both changes within the management structure of the Council and the sustainability of voluntary organisations that participate the opportunity is being taken to refresh and restructure the equality and diversity forums. In the meantime to ensure continuity, all forums are circulated with equality news, information and guidance on an ongoing basis. An example of the updates provided to equality forums can be found here <http://www.south-ayrshire.gov.uk/equalities/publications/Equalities%20Fora%20Update%20February%202014.pdf>

#### **South Ayrshire Equality and Diversity Forum**

- 13.2 In the last year particularly, there have been a number of issues with the sustainability of stakeholder participation in the Forum. The following organisations have seen either a significant decline in their membership or health and resource issues impacting on their representatives being able to attend the Forum:
- South Ayrshire Access Panel
  - South Ayrshire Forum on Disability
  - South Ayrshire Sikh Community Association
  - Ayrshire Minority Ethnic Community Association
  - South Ayrshire Seniors Forum (closed down from the end of March 2015)
- 13.3 As part of the refresh of the Forum research has been undertaken on the structure and engagement methods used to promote equality and diversity in other local authorities throughout Scotland. The results of this research has led to proposals currently under development that are looking at a wider range of engagement methods. This includes working within the Ayrshire Equality Partnership to hold the first of a possible series of combined consultation/awareness raising event later this year.

#### **Sample areas of Equality and Diversity Forum Input 2013 - 2015:**

- Housing Need and Demand Assessment and Housing Partnership
- Self Directed Support Policy Consultation
- Gaelic Language Plan
- Kyle Academy Bike Track Equality Impact Assessment
- Heritage Lottery Fund Parks for People Project at Belleisle Park, Ayr
- Ayrshire Equality Partnership (AEP): Hate Crime framework discussions
- Development of the Single Outcome Agreement

#### **Equality Champions**

- 13.4 Directorates are currently in the process of identifying new Equality Champions to represent services. Equality Champion training materials are being refreshed with training sessions being scheduled from June 2015 onwards. Meetings will continue to be held quarterly (as a minimum) with a protected characteristic or Equality Theme highlighted at each one. As with other forums, learning and equalities information has been continuous throughout the two years and an intranet resource has been in development which will be launched at the first meeting of the new Equality Champions.

### **Sample Areas of Progress for Equality Champions over 2013-15:**

- a) Religion and Belief Guidance from the EHRC.
- b) Communication of Equality news such as:
  - Autism Awareness Month
  - LGBT Awareness Month
  - International Womens' Day
  - Holocaust Memorial Day
- d) The Head of Policy Performance and Communication gave a presentation on the Equality and Diversity Strategy implementation arrangements and provided an update on progress of Equality Outcomes
- e) Awareness raising of equalities case law such as the tribunal decision of Bishop Aztec Rhos & Brinklow vs HMRC Commissioners which relates to an HMRC's VAT online filing requirement.

*This case of digital mandation was found to be in breach of the appellants' human rights and unlawful and the Equality Champions were asked to support the review of Council systems or application processes that required, or intended moving to, online completion with ongoing policy and procedure development addressing these issues through the equality impact assessment process*

- f) Equality Champions have supported the resolution of individual employee issues that were raised at the Employee Equality Forum, but are not detailed here for confidentiality reasons.

### **Employee Equality Forum**

- 13.4 Following the restructuring of the Council responsibility for the Employee Equality Forum now sits with the Head of Policy and Performance and arrangements are in hand to re-launch this Forum with adjustments to its meeting format and administrative support arrangements. However, during the last two years employees have had the opportunity to be informed of equality matters and updated on the Council's progress within its Equality and Diversity Strategy and discuss issues of concern to individual employees. The Employee Forum has also acted as a critical friend e.g. on the development of the Maximising Attendance at Work Policy.
- 13.5 The Council in a climate of decreasing resources has chosen to bring investment into equalities and will be recruiting shortly a Policy & Performance (Equalities and Research) Officer supported by a Project Officer (Policy & Performance).

### **14 Partnership Working**

- 14.1 In order to ensure that our Equality Outcomes are progressed as efficiently and effectively as possible, we have looked to working with partners where there are common equality outcomes or other work that takes forward our equality duty. Two key examples of such partnership working are the Ayrshire Equality Partnership and the Multi Agency Partnership on Violence Against Women and Children and detailed below are some practical examples of progress.

- 14.2 However, there are also many other examples of the Council working with these partners on a 1 to 1 basis e.g. Ayrshire College works with the Council on providing English for Speakers of Other Languages (ESOL) <http://www.south-ayrshire.gov.uk/news/esol-learners-awarded-at-john-pollock-centre.aspx> which are too numerous to mention individually.

### **Ayrshire Equality Partnership (AEP)**

- 14.3 There has been significant progress in the LGBT development work initiated by the AEP. This has included the establishment of the Pan-Ayrshire LGBT Leadership Group which has undertaken a number of projects to raise awareness promote LGBT equality within public bodies and throughout the communities of Ayrshire. For example, during LGBT History Month the Group had a full programme of events including:
- Awareness raising within various Youth Provisions, Schools and to Partner organisation
  - Sexual Health Nurse support at each of the Ayrshire College Campuses and
  - a formal training Seminar at Crosshouse Hospital to promote understanding of the issues, discrimination and stigma facing LGBT people.
- 14.4 The Group's action plan for 2015 is being finalised for publication and recent work includes holding Conversation Cafes in the three Ayrshire areas to engage on local priorities.
- 14.5 A number of events have also been held including the Council hosted the LGBT Youth Scotland Awards as part of its National Gathering 2013 held at the University of the West of Scotland, Riverside Campus in Ayr. The National Gathering is their annual opportunity for young people from across the country, to come together to meet, and learn and share experiences. The winner of the South Ayrshire LGBT Youth Award was Susannah McWhirter, Troon who also went on to win the Sunday Mail Young Scot Awards: The Young Scot Cultural Diversity Award:

### **Multi Agency Partnership on Violence Against Women and Children**

- 14.6 The Multi Agency Partnership on Violence Against Women and Children, within their project management process, record progress against the topics of Access, Awareness and Communication. These were the areas of equalities priority identified by stakeholders and employees before the Equality Act 2010 and are still relevant today as golden threads that run through our Equality Outcomes and mainstreaming work.
- 14.7 The Council participates within the MAPVAW in the '16 days of action' campaign which is an international initiative which begins on 25 November each year – and an emphasis on reaching out to young people.
- 14.8 Through the MAPVAW the Council hosts a range of activities and promotions which this year was headlined by a drama premiere, which was commissioned by South Ayrshire Women's Aid, and written by a teenage girl as a way of coping with her experiences of domestic abuse.
- 14.9 This year the Council's role in the campaign was particularly high profile as it joined an initiative led by Police Scotland with Aberdeen City, East and North Ayrshire Councils, in piloting a six month Disclosure Scheme for Domestic Abuse (based on Clare's Law in England) allowing women to find out if their spouse, or partner, has a history of abuse against women.



- 14.10 Locally, the Council also asks men to sign up to the White Ribbon pledge of never committing, condoning, or remaining silent about men's violence against women in all its forms as every ten minutes in Scotland, an incident of domestic abuse is recorded – one of more than 60,000 such incidents every year.
- 14.11 In addition to the drama 'Is This Love?' the Council supported and promoted the campaign with:
- A Border Policing Command Day of Action at Prestwick Airport to raise awareness of violence against women
  - A football project in Kyle Academy - fathers and sons taking part in a five a side match, standing together to say no to domestic abuse
  - High profile banners at rugby clubs
  - A special showing of the anti-stalking film 'Friend Request' in local schools (written and produced by senior pupils from South Ayrshire schools)
  - Advertising and publicity in licensed premises
  - A seminar for staff on the theme of sexual exploitation
  - Information visits to schools and nurseries promoting the white ribbon campaign
  - A projection onto the wall of the Gaiety Theatre.

## **15. Service Provision**

### **Licensing Board**

- 15.1 The Licensing Board works with the Local Licensing Forum as a means of improving communication and understanding relating to licensing issues. The Forum is made up of named individuals representing holders of premises and personal licences, young people, police, people working within health, education or social work as well as people representing local residents and specific arrangements. Since 2013 Licensing staff have, within legal protocols, ensured ethnic minorities representation existed within the Forum via a named individual from the Ayrshire Ethnic Minority Community Association.
- 15.2 The Licensing Board, as part of its commitment to promoting equal opportunities for the community it serves, has developed an equalities monitoring form. This form will support the Licensing Board to improve service e.g. providing information in the best format. It will also help to provide a statistical profile of applicants. However, the Licensing Board has no control over the applicants coming forward for licenses and therefore cannot influence equalities issues such as gender equality in the services it provides. The Licensing Board can only collate information on the gender protected characteristic for all licence-holders within the South Ayrshire area.
- 15.3 The Licensing Service staff have undergone equality training and receive equalities information and updates through their Directorate Equality Champions,

### **Race: Housing Services**

- 15.4 The progress of mainstreaming equalities is shown in the Council's first annual report on the Scottish Social Housing Charter which includes performance data, consultation and engagement arrangements, explanation of how the Council makes best use of its housing stock, financial information, maintenance and repairs and areas of improvement work. The report also affirms the Council's priorities for 2014/15 which includes:

- Working with our tenants and other customers to provide high quality housing and homelessness services that are accessible;
  - Maximising opportunities for tenants to participate in scrutiny activities, our decision making processes and keeping tenants informed about our services and
  - Providing quality services to Gypsies/Travellers on the Council's registered site.
- 15.5 The Council has been highlighted as a good practice example by the Equal opportunities Committee of the Scottish Parliament in its arrangements for Gypsy Travellers. (Insert links to documents)
- 15.6 During 2014 the Council signed up to the Afghan Relocation Scheme and since November Afghan families have started to arrive in South Ayrshire. The reception of the Afghan families has been co-ordinated by the Housing Services Team.
- 15.7 They have involved the following partners and Voluntary Organisations to ensure that the families have both their personal service and cultural needs supported during their transition into the South Ayrshire Community:
- Education
  - Health Services
  - Fire Prevention Services
  - Police Service
  - English for Speakers of Other Languages (ESOL)
  - Ayrshire Minority Ethnic Community Association (AMECA)
  - Kilmarnock Mosque
  - Local community organisations supporting employment
  - COSLA
- 15.8 On the 30 March 2015 an informal gathering of the ten families recently settled in South Ayrshire was held to facilitate introductions and networking to support the new families to be self supporting in the future and to make introductions with services and partners highlighted above. It is intended that there will be further meetings held to provide information on Health and Safety, Council Services and Employment.

### **Disability – Enterprise, Development and Leisure**

- 15.9 The Equality and Diversity Forum received a presentation on the Belleisle Redevelopment Project and the key improvements within the masterplan aimed at:
- Creating a visitor facility at the Stable Block;
  - Relocating and improving the Play Park;
  - Undertake Biodiversity Works to encourage and support the parks wildlife;
  - Better signage and benches
- 15.10 Forum stakeholder representatives raised a number of points for consideration by the development team which it was hoped would save money by being included within the capital project rather than being considered as alterations after completion. These included:

- Adequate and disability friendly signage, e.g. use wording rather than symbols to differentiate between male and female toilets;
- Doors to have a colour contrast to walls;
- Wheelchair friendly gradients and surfaces of footpaths – although it was noted that this might not be possible on all footpaths due to the existing layout and geography e.g. the conservatory and walled garden;
- Audio facility as well as visual displays where appropriate e.g. the display on the history of the park;
- Wheelchair accessible play equipment in each play area to ensure disabled people of all ages can access and participate in active leisure;
- Ensuring sufficient toilets enroute between venues within the project area e.g. between Belleisle Park and Roselle Park;
- Provision of an adult changing area to allow changing of play/wet weather clothing and footwear that is large enough for wheelchair access;
- Liaison with PAMIS (an organisation who provide support for people with profound and multiple learning disabilities, their family and carers and interested professionals) to obtain detailed disability planning information and advice.

15.11 With this support the new Play Area at Belleisle is an inclusive multi-generational facility which takes into account all of the above and

- accessibility;
- seating;
- types of equipment and
- items that are tactile with sound; movement and colour.

15.12 The South Ayrshire Access Panel circulated the project information to the four Ayrshire Access Panels and provided further input on wheelchair accessible items such as swings and picnic benches.

15.13 Feedback from stakeholders and service users has been very positive.

Mike Ankers, Vice Chairman, South Ayrshire Access Panel -

*"I think that you, and others who have obviously worked hard to provide this accessible play area, are to be commended for a first rate piece of work.*

<http://www.south-ayrshire.gov.uk/news/play-time-at-belleisle.aspx>

### **Religion and Belief**

15.14 During 2014 the Council worked with the South Ayrshire Sikh Community Association to establish a suitable site for the scattering of ashes following cremation. The original request was for a site where Sikh families could scatter ashes rather than making the journey to India to do so, especially where disability or financial circumstances were an issue. However, the facility that has been established is available to all faiths and none.

15.15 The Ayrshire Sikh Association has for the last two years participated in the Council's Remembrance Services on behalf of the Sikh Regiment and Sikh community across South Ayrshire.

- 15.16 The Council's Bereavement Services has been working with partners in North and East Ayrshire and the Ayrshire Minority Ethnic Community Association to prepare a Pan-Ayrshire Information Leaflet on Bereavements Services which will also be used for Consultation and engagement with our communities to ensure that the services meet the needs of all protected Characteristics and improve service delivery.
- 15.17 The Council participated in the Scottish Interfaith Week 'Journeys of Faith in 2014' and as part of that Councillor Rita Miller and Council officers attended the opening event held in Kilmarnock on the 23 November 2014. The event included a North Lanarkshire Abrahamic Roots Group presentation on their pilgrimage to Iona, a Sikh Music performance choir and Pan- Ayrshire secondary school art competition. Interfaith work is where people of different religions and beliefs come together to talk, make friends and better understand other people from different faiths and backgrounds. By participating in the Pan-Ayrshire Interfaith Week programme of events the Council progresses the third part of the general equality duty – Foster Good Relations.
- 15.18 On the 18 February 2015, the Provost and Kyle Academy students visited Principal and Vice Chancellor, Dr Hossein Godazgar at the Al-Maktoum College of Higher Education. They were taken on a tour of the campus and attended a lecture on the subject of "Dialogue of Civilisations" along with UAE and Malaysian students currently taking part in the College's 2015 Academic Training Programme. The college brings together student and staff of all religions and no religion together.

#### **Partnership working across local health, social care and third sector service**

- 15.19 On the 10 June 2013 the Cabinet Secretary for Health and Wellbeing Alex Neil MSP launched a pioneering new service to help people come to terms with sight loss. The Ayrshire Vision Support Service was established by the charity RNIB Scotland in partnership with NHS Ayrshire & Arran, East Ayrshire Council, North Ayrshire Council and South Ayrshire Council.
- 15.20 The service offers both emotional and practical support to people diagnosed with sight loss in adjusting to their condition. Peer support from people who are already blind and partially sighted will explain how they have coped.
- 15.21 Employees and volunteers with the service will also advise on what aids and adjustments can make life easier, help people to retain their job or re-train for new work, and explain what benefits are available. Much of this is help that NHS eye clinic staff will not have the necessary time or knowledge to offer patients themselves.
- 15.22 Councillor Rita Miller, South Ayrshire Council's portfolio holder for social services, said:
- "The loss of your sight can be a very traumatic experience, so the more support available to our residents, the better. This new service is a real boost for patients and families – at a difficult time – providing much-needed practical and emotional support to help them achieve the best possible outcomes and quality of life. It's great that such a service is now on offer in Ayrshire."*

#### **Raising Awareness – Sectarianism - April 2014**

- 15.23 A pupil from Alloway primary school was highly commended for her artwork on a poster she entered to the national 'Show Racism the Red Card' Campaign creative competition 2014. The pupil entered her poster in the under 13 year old category and her work was chosen from over 1,600 entries from a total of 4,500 pupils and students from schools and colleges across Scotland.

- 15.24 The aim of the campaign is to combat racism through the use of footballers as anti-racism role models. It has the backing of Scottish Football Association and football clubs across Scotland. The creative competition was introduced in 2003 and has been an enormously successful way of engaging young peoples' interest and awareness in anti-racism.
- 15.25 The poster, inspired by Robert Burns, included the Scottish symbols and the message that racism wasn't allowed in Scotland.

**Partnership Working: Gender Equality - Raising Awareness of Domestic Abuse - June 2013**

- 15.26 The South Ayrshire Multi-Agency Partnership to Tackle Violence Against Women and Children (MAPVAW) commissioned 'Be Enchanted', a local drama company to develop a domestic abuse drama. The production uses young actors who perform 'Torn' which has a particular focus on the relationship between young people.
- 15.27 The drama was shown to secondary school pupils with the aim of learning about the realities of domestic abuse and violence against women in a way which is relevant to the young people watching it. The play has a strong message that abuse of any kind is not acceptable and that there are people there to help them, and particularly shows that abusive relationships can happen between young people and not just with their parents' generation. It also showed how to look for the warning signs before a relationship becomes really damaging and even dangerous."
- 15.28 After each performance a question and answer session took place with pupils to give them the opportunity to reflect on what they had just seen and talk about their thoughts and feelings on domestic abuse. School guidance staff and campus police officers will provide additional support if a young person has been affected by domestic abuse and wishes to make a confidential disclosure.
- 15.29 Here is what some of the students said after watching the play:
- "I learned that there are difference aspects of control in a relationship."*
- "Because the actors actually show you what happens it gives you a better insight into domestic abuse."*
- "I thought I knew some stuff but turned out, not a lot."*
- "I learned that domestic abuse is serious, and not nice to be a part of."*
- "I think that it is great that there is privacy to speak and you can get help from the school."*

**Working together to improve the lives of those residents affected by mental health or disability learning issues - May 2013**

- 15.30 The South Ayrshire Mental Health Action Plan (2013-16) and the South Ayrshire Learning Disability Action Plan (2013-16) have been developed with the South Ayrshire Community Health Partnership (CHP) and an update of the Child Health Strategy is being taken forward by NHS Ayrshire and Arran.
- 15.31 Both action plans focus on partnership working to further deliver a high standard of care and a supportive environment for people with learning disabilities and those experiencing mental ill health, reflecting national changes in shifting care and resources from institutional settings, to care in the community.
- 15.32 Councillor Rita Miller, Portfolio Holder for Social Services explained:

*"In terms of mental health, the plans will look to improve outcomes for people with a range of complex support needs and will make sure the package of care and support they need is fully joined up across the agencies who can best deliver this. Linked to this, we'll be working more closely with families and carers to help people develop self-help techniques and strategies to offer the best possible outcomes. The new plan will work to combat the stigma and will promote the rights of those with mental illness, focusing on issues such as discrimination and exclusion and will make full use of new technology to provide ongoing and up-to-date information and support."*

- 15.33 The Learning Disability Strategy will follow recommendations set out by the Scottish Government's in their 'The Same As You?' document, and will give priority to:
- Human rights and equality: ensuring accessibility to transport, and places, with appropriate information and communication.
  - Tackling hate crime and harassment: helping to develop a supportive criminal justice system and promoting education and understanding.
  - Work: increasing the number of people in paid employment.
  - Support for family and carers: by offering advice and support.
- 15.34 Both new plans have common elements in terms of offering people more choice and control in their lives for self-directed support, healthy and independent living and will work to help forge stronger relationships between themselves and their carers.
- 15.35 The action plans were developed with input from local people, on how best to deliver mental health and disability learning support in the community, and with feedback from NHS Ayrshire and Arran, local community groups and colleagues in the North and East Ayrshire, to ensure consistency across the three Ayrshire areas.

### **Human Rights**

- 15.36 The Council within its work to promote Human Rights participates in the Robert Burns Humanitarian Award, named after Ayrshire's most famous son, Scots Bard Robert Burns.
- 15.37 The Robert Burns Humanitarian Award recognises a group or individual who has saved, improved or enriched the lives of others or society as a whole, through personal self-sacrifice, selfless service or 'hands-on' charitable work. Winners receive the equivalent of 1759 guineas – a sum which signifies the year of the Bard's birth and the coinage then in circulation – as well as a specially commissioned award handcrafted in Scotland.
- 15.38 In 2014 a record number of 120 nominations were received with three outstanding nominees reaching the finals of this humanitarian award:
- The Winner: Olivia Giles is a lawyer from Edinburgh who became a quadruple amputee after contracting meningococcal septicaemia in 2002. After recovering, she founded the charity 500 Miles, which supplies prosthetic limbs to developing countries and, through her work, she has helped hundreds of amputees regain some form of independence.
  - Dr Sanduk Ruit founded the Tilganga Eye Centre in Kathmandu, Nepal, in 1994 – the first out-patient cataract surgery facility in the Himalayan region. In 1995, along with fellow ophthalmologist Dr Geoffrey Tabin, Dr Ruit founded the charity Himalayan Cataract Project
  - Sompop Jantraka is a Thai activist who has worked for the past 26 years to rescue children from exploitative labour, prostitution and child trafficking. In 1989 he founded the Daughters Education Programme (DEP), funding education in order to prevent vulnerable girls being forced into the sex industry.

15.39 Cabinet Secretary for Culture, Europe and External Affairs, Fiona Hyslop said:

*"Robert Burns is recognised internationally as a champion of social justice and humanitarianism and this legacy endures through these awards.*

*The nominees are again an inspiration. Their work and dedication are an example to us all on how to act more generously, selflessly and with greater kindness towards others.*

*They join a select group of individuals – both previous winners and nominees – who have a shown an incredible generosity of spirit and drive to improve humanity for the benefit of all."*

15.40 Further information on the Robert Burns Humanitarian Award can be found at [www.robertburnsaward.com](http://www.robertburnsaward.com) and the winner will be announced at a ceremony on Thursday 22 January 2015 at the Robert Burns Birthplace Museum.

## **16. Workforce Monitoring 2014 - Overview**

16.1 South Ayrshire Council is committed to providing a working environment which values diversity. We want to foster a workplace culture which is free from unlawful discrimination, harassment, victimisation or bullying and where all employees and the wider community they serve are treated with dignity and respect. We also want our workforce to reflect the diversity of our communities.

16.2 To further this commitment, we gather and analyse information relating to the different protected characteristics of our workforce. We use this data to inform a wide range of activities including our policies and procedures, our training and development and our recruitment procedures. The following information relates to the period between 1<sup>st</sup> January 2014 and 31<sup>st</sup> December 2014 and is based on a headcount of 4,883. Our full workforce profile can be viewed in more detail in paragraphs 17-25 below. Workforce data relating to our Education Authority can be viewed in more detail in paragraphs 26-35 below. This data relates to all those employed in the Educational Services Directorate.

### **Key Findings - South Ayrshire Council Employees**

16.3 Analysis of our workforce data identified the following key trends from 2012 to 2014:

- The number of job applications submitted by young people aged 24 and under increased by 8%.
- The number of young people employed by the Council aged 24 and under increased by 10%.
- The gender pay gap has expanded from 2.67% to 3.41%

16.4 No significant changes were identified in terms of the other protected characteristics, with data showing that:

- The majority of employees are female (72%) which mirrors the position nationally across Local Authorities.
- The majority of part time workers are female (90%)
- The majority of employees are white and Scottish (80%) reflecting the population of the area.
- The percentage of employees stating they have a disability is unchanged at 1% and further work is ongoing to establish a more accurate picture.
- 34% of the workforce is aged 46-55, representing no change since 2012.

## Key Findings - Education Authority Employees

16.5 Following a reconfiguration of Directorates in 2014, the Educational Services Directorate was created and all employees within that Directorate have been included as the Education Authority workforce. Analysis of our workforce data for Education Authority employees identified the following key trends from 2012 to 2014:

- Job applications from men increased by 4%.
- Men made up 28% of appointments in 2014, which is an increase of 10% when compared with figures from 2012.
- The number of job applications submitted by young people aged 24 and under increased by 18%.
- The number of young people employed by the Council aged 24 and under increased by 12%.

16.6 No significant changes were identified in terms of the other protected characteristics, with data showing that:

- The majority of employees are female (84%)
- The majority of part time workers are female (94%)
- The majority of employees are white and Scottish (74%) reflecting the population of the area.
- The percentage of employees stating they have a disability is unchanged at 1%.
- 31% of the workforce is aged 46-55 and this represents no change since 2012.

## 17. Workforce Monitoring 2014 - Full Workforce Profile - Gender

17.1 Figure 1 shows the gender make up of South Ayrshire Council's workforce, which is predominantly female (72%) and reflects the national picture, with the workforce across all Scottish authorities being 71.2% female.<sup>1</sup> The gender composition of the workforce has remained unchanged over the last two years.

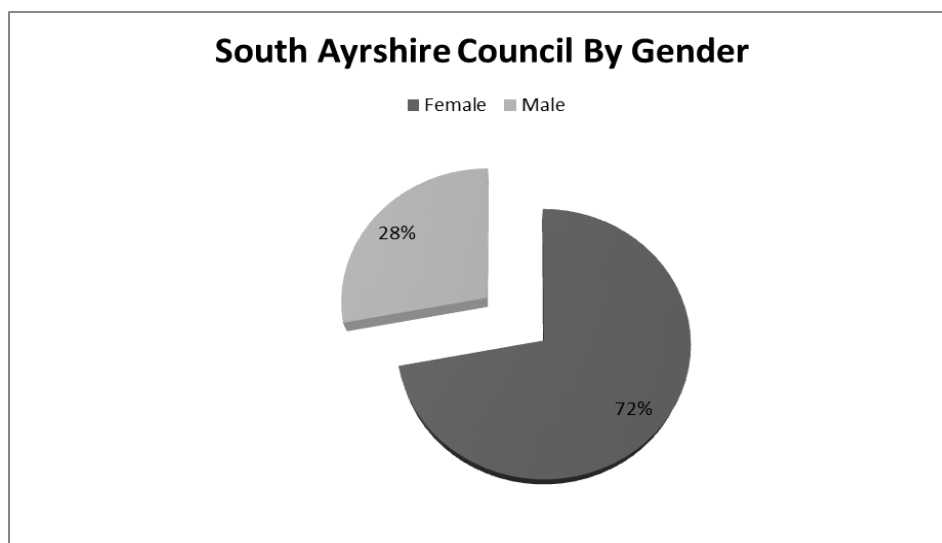
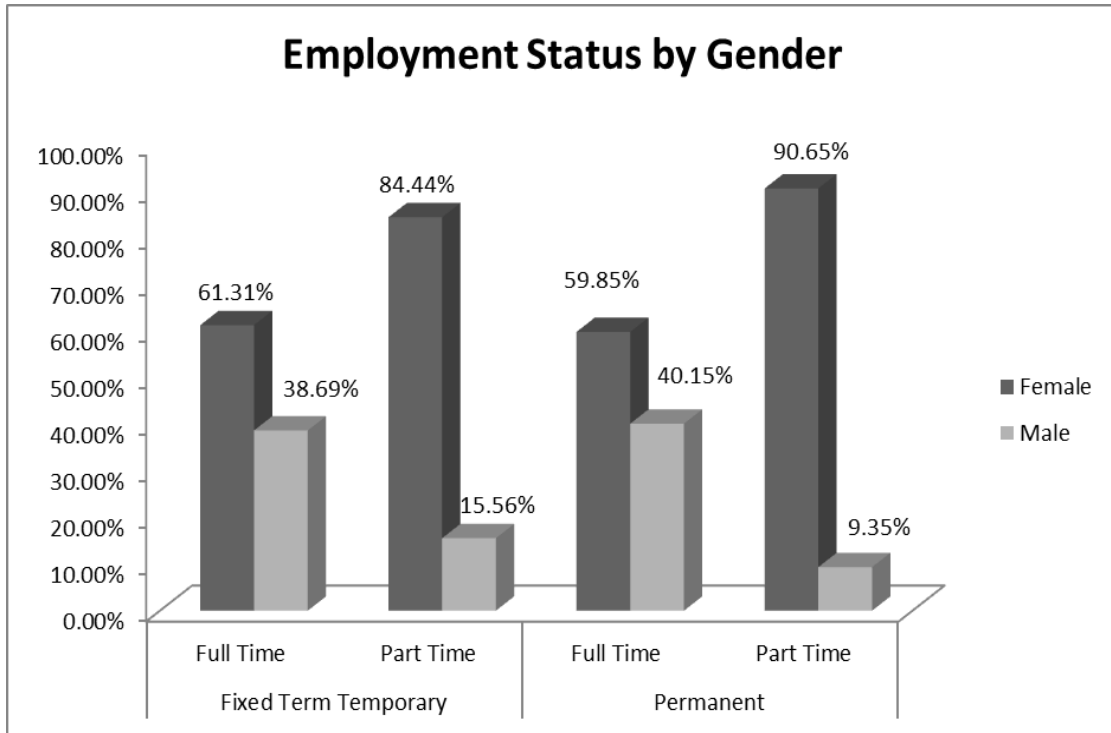


Figure 1

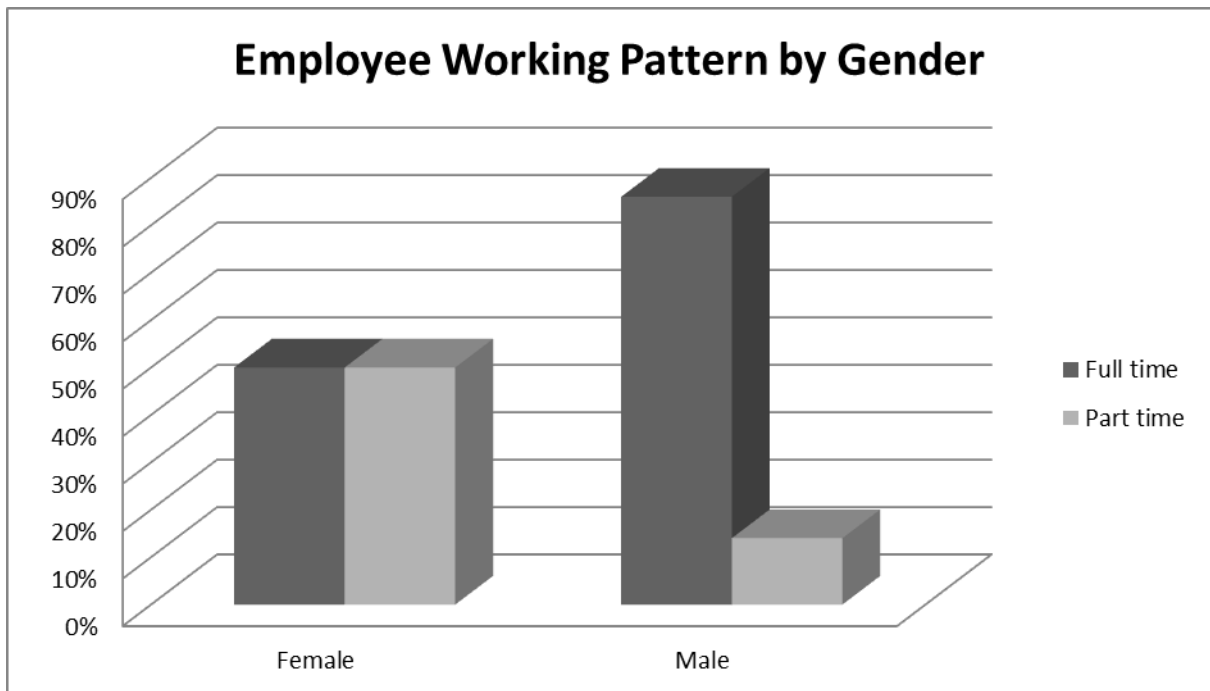
<sup>1</sup> <http://www.scotland.gov.uk/Topics/Statistics/Browse/Labour-Market/PublicSectorEmployment/PSEwebtables>





**Figure 2**

- 17.2 There is a clear difference in the gender profile of part time workers (Figure 2). 91% of part time workers on permanent contracts are female and 84 % of part time workers on temporary contracts are female.
- 17.3 A significantly higher proportion of the male workforce is employed full time (86%) compared to female employees (50%) (Figure 3)



**Figure 3**

## Recruitment

- 17.4 Of the 12,479 job applications received by South Ayrshire Council in 2014, 69% were from females, 30% were from males with the remainder either preferring not to say or not providing any information on gender. This is a 4% increase in the number of applications received from females compared to 2012-2013 and a 4% decrease in the number received from males in the same period.



Figure 4

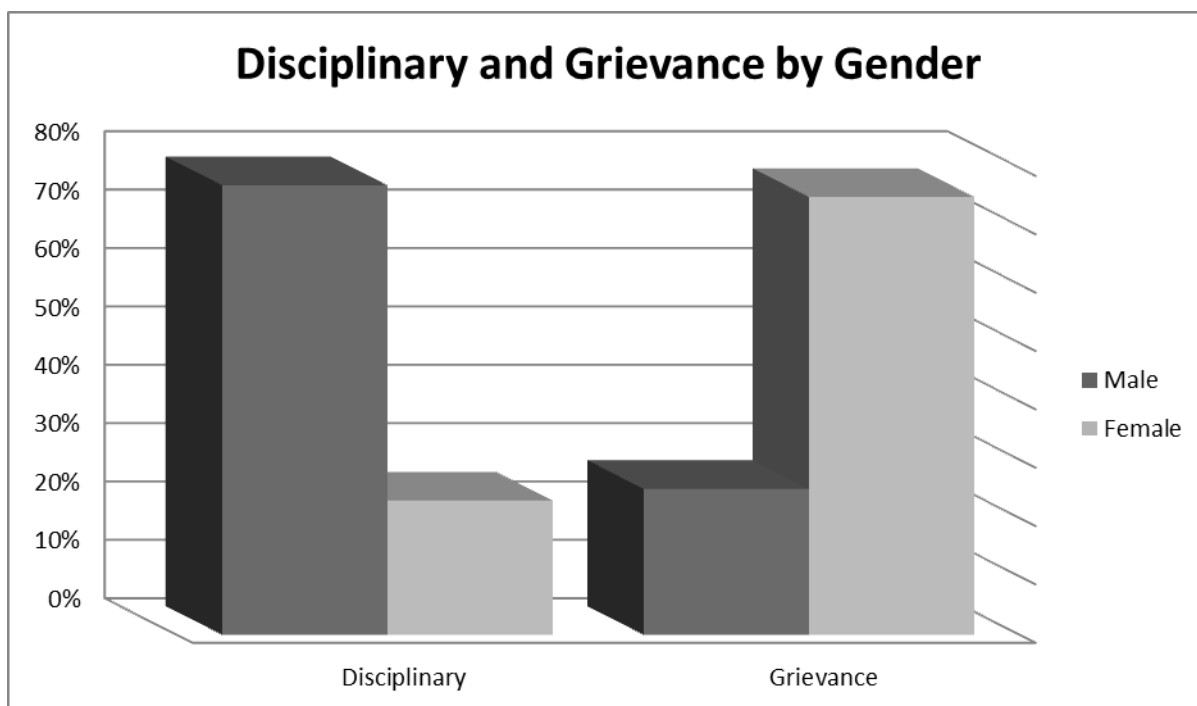
- 17.5 Of the applications submitted by females only 28% were invited to interview, with 32% of those interviewed being successfully appointed. Similarly, of the applications received by males, 34% were invited to interview, with 32% of those interviewed being successfully appointed (Figure 4).
- 17.6 Further work is required to determine why the majority of applications received are from females. As part of our work to further equalities, where appropriate, future recruitment will include a positive action statement to attempt to encourage underrepresented individuals to apply.

## Starters and Leavers

- 17.7 65% of appointments made by South Ayrshire Council in 2014 were female and 34% were male. The remaining 1% did not disclose or provide information on their gender. This reflects the gender makeup of all applications.
- 17.8 42% of those who left South Ayrshire Council were male and 58% were female. Male leavers are over represented as males comprise 28% of the workforce. Further work is required to establish why this was the case.

## Grievances and Discipline

- 17.9 Of the 4 grievances recorded in 2014, one was a collective grievance brought by a group of primarily male employees and the other 3 were brought by females (Figure 5). Due to the small number of grievances raised we cannot disclose the reasons due to confidentiality.



**Figure 5**

17.10 In 2014, the majority of disciplinary proceedings were brought against male employees. Of the 13 disciplinary hearings, 10 involved male employees. Males are overrepresented in this area as they make up 28% of the workforce but were involved in 77% of the disciplinary hearings. Overall, the number of disciplinary proceedings has reduced from the previous year.

#### **Attendance at Training**

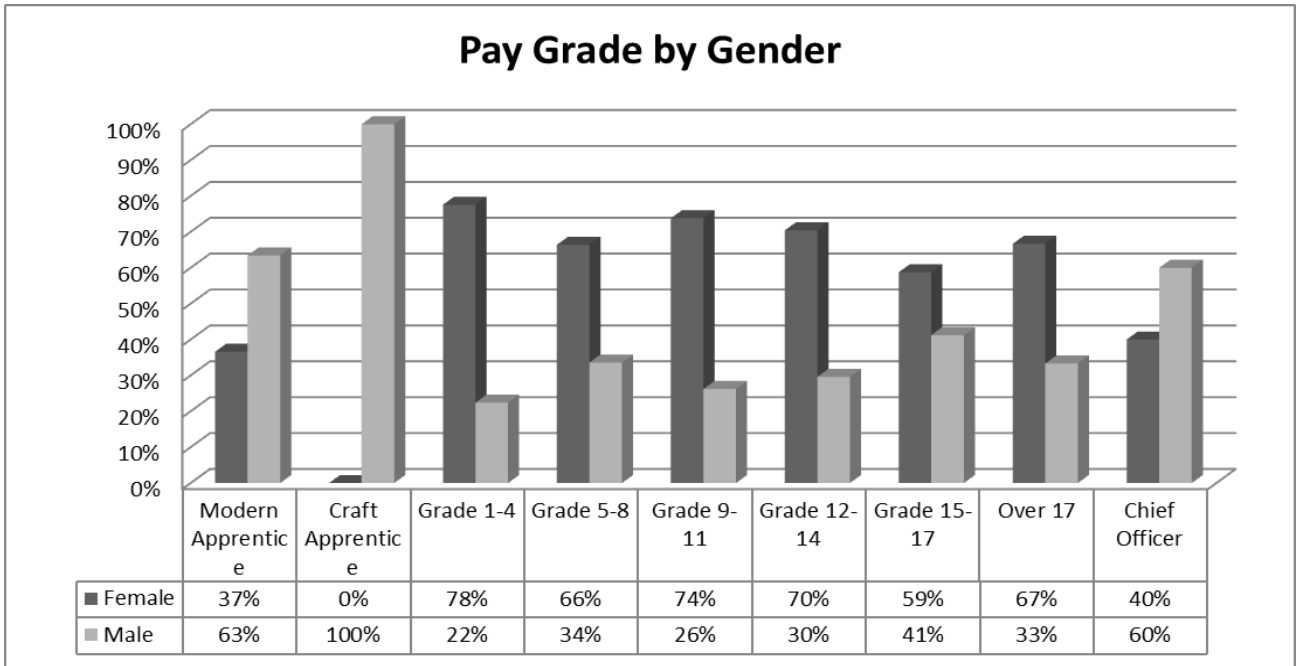
17.11 For all internally provided training in 2014, 42% of attendees were male and 58% were female. We do not hold information on attendance at externally provided training.

#### **Gender and Occupational Segregation**

17.12 Occupational segregation is understood as the concentration of men and women:

- In different kinds of jobs (**horizontal** segregation)
- In different pay grades (**vertical** segregation)

17.13 In South Ayrshire Council, women are mostly concentrated in roles such as home care, catering, administration and clerical roles. In comparison men are mostly concentrated in manual roles such as gardening, green-keeping and bricklaying. Figure 6 gives a breakdown of the percentage of employees in each pay grade by gender.



**Figure 6**

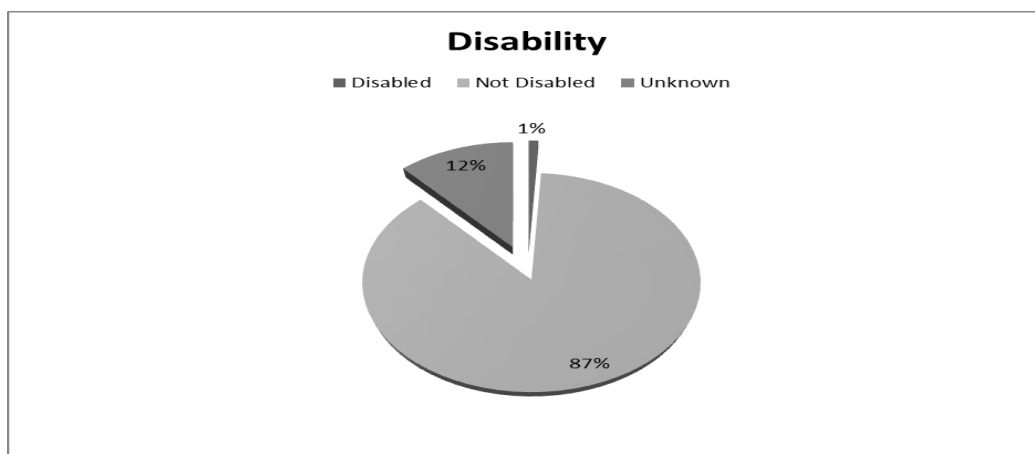
### Gender Pay Gap

17.14 We have calculated our gender pay gap by expressing the average female pay as a percentage of the average male pay and it is currently 3.41%. The pay gap has expanded since 2012 when it stood at 2.67%.

### 18. Workforce Monitoring 2014 - Full Workforce Profile - Disability

18.1 Figure 7 shows that, of our current workforce, 1% of employees have stated that they have a disability. 12% of our employees have not stated whether they are disabled or not and the remainder have declared that they do not have a disability.

18.2 We do not believe this figure is an accurate representation of our current workforce. According to information published by the Scottish Government, 19% of the Scottish population of working age are disabled.<sup>2</sup> We intend to undertake an employee data gathering exercise to address this anomaly.



**Figure 7**

<sup>2</sup> <http://www.scotland.gov.uk/Topics/People/Equality/disability>

## Recruitment

- 18.3 South Ayrshire Council adopts the double tick standard whereby all applicants who are disabled and who meet the essential criteria for the role are automatically sifted through to the interview stage.
- 18.4 In 2014, 4.98% of all applications were from candidates who stated that they had a disability. Of those selected for interview, 5.96% stated that they had a disability. Of all appointments made in 2014, 5.09% had stated that they were disabled (Figure 8).

<b>Disability</b>	<b>Percentage of Applications (12479)</b>	<b>Percentage of Total Selected For Interview (3760)</b>	<b>Percentage of Total Successful Appointments (1179)</b>
<b>Disabled</b>	4.98% (621)	5.96% (224)	5.09% (60)
<b>Not disabled</b>	92.64% (11560)	89.6% (3369)	93.81% (1106)
<b>Prefer Not To Say</b>	0.49% (61)	0.53% (20)	0%
<b>Blanks</b>	1.9% (237)	3.91% (147)	1.1% (13)

**Figure 8**

## Grievances and Discipline

- 18.5 In 2014 there were no grievances raised by an employee who stated that they had a disability. Likewise no disciplinary proceedings were brought against any disabled employees.

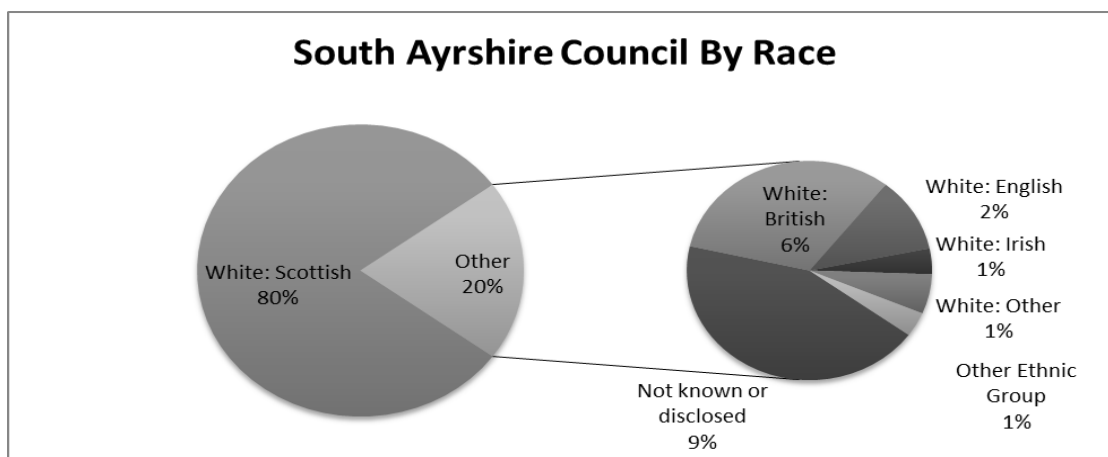
## Attendance at Training

- 18.6 For all internally provided training in 2014, 1% of attendees had a disability which reflects the current percentage of employees in our workforce with a disability. We do not hold information on attendance at externally provided training.

## 19. Workforce Monitoring 2014 - Full Workforce Profile - Race

- 19.1 The racial profile of South Ayrshire Council's current workforce (Figure 9) is predominately white and Scottish, with 80% of employees falling into this category. 6% of employees are white British and for 9% of employees we either have no information or the employee has elected not to disclose. 1% of our workforce have identified themselves as belonging to other ethnic minorities. The ethnic profile of our workforce is reflective of our wider community where, according to the 2011 Scottish census, 89.5% of residents in South Ayrshire were white, Scottish with 0.5% belonging to a variety of other ethnic minorities.<sup>3</sup>

<sup>3</sup> <http://www.scotlandscensus.gov.uk/ods-web/area.html>



**Figure 9**

**Recruitment**

19.2 88% of applications received by South Ayrshire Council were from candidates who identified themselves as white Scottish. Similarly 86% of candidates who were selected for interview and 88% of appointments made in 2014 were of individuals who are white Scottish.

**Grievances and Discipline**

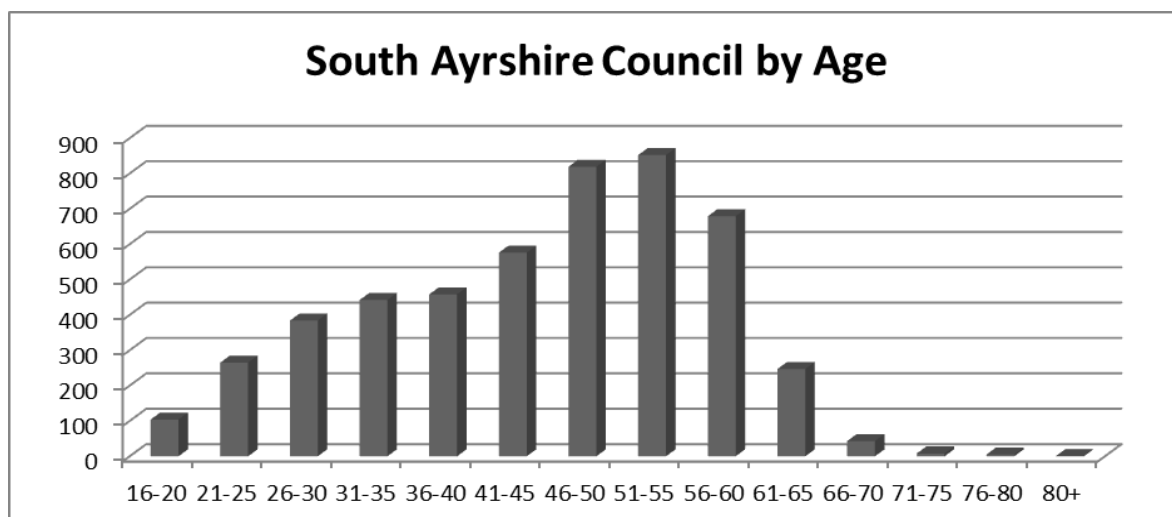
19.3 In 2014 92% of disciplinary proceedings were brought against white Scottish employees with the remaining 8% brought against employees who had identified themselves as white 'other'. 50% of grievances that were raised were by white Scottish employees, with no information available on the ethnicity of the other 50%.

**Attendance at Training**

19.4 76% of employees who attended internal training courses were white Scottish. At present we do not hold information on attendance at externally provided training.

**20. Workforce Monitoring 2014 - Full Workforce Profile - Age**

20.1 Figure 10 shows the age profile of our employees. While there has been no significant change in that the largest percentage of our workforce belonging to the 51-55 and 46-50 age bracket, the percentage of employees under 25 has increased by 2%. 25% of appointees in 2014 were in the 21- 25 age group.



**Figure 10**

## Recruitment

- 20.2 Figure 11 shows the number of applications received in 2014 by age bracket. A significant proportion of applications came from candidates in the 21-25 age bracket, with 27.82% of applications coming from this group. Unsurprisingly the highest percentage of candidates selected for interview were also from the 21-25 age bracket with 22.34% of those interviewed being from this age group.

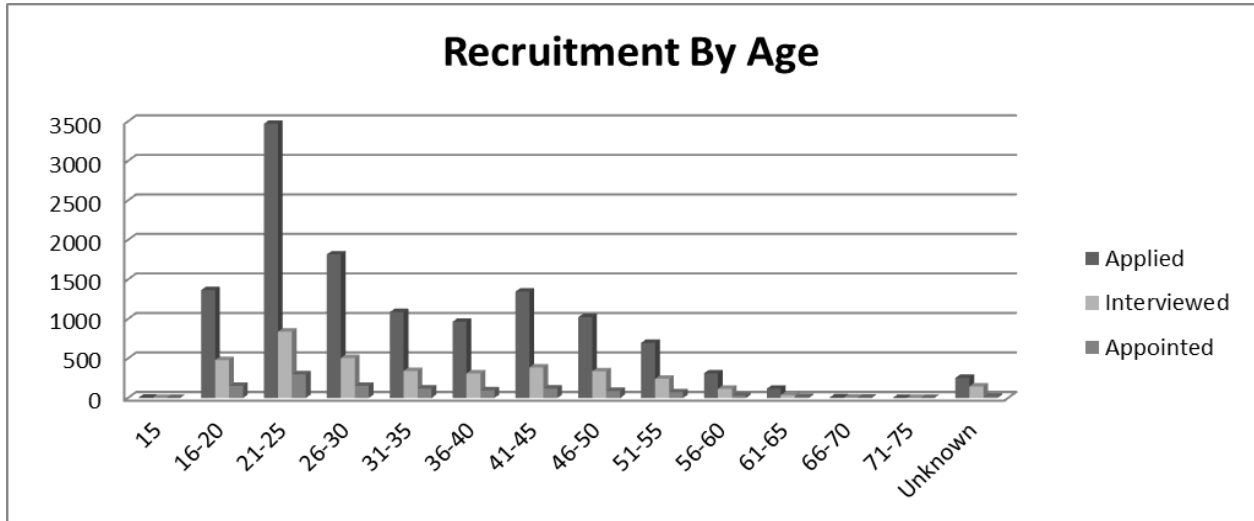


Figure 11

- 20.3 In 2012 the figures used a slightly different age bracket than what is being used currently. However a separate report was run in order to directly compare 2014 with 2012 and it shows that there has been an increase of those aged 24 and under applying and being successfully appointed. In 2012, 25.2% of applications were from those aged 24 and under. In 2014, 33.53% of applications were from this age group. 24.1% of all appointments made in 2012, where from those aged 24 and under whereas in 2014, 34.18% of appointments were made to those in this age group.
- 20.4 A low number of applications was received from candidates who were aged 56 or older, with only 3.52% percent of applications coming from this group. For 2.05% of applications the candidate did not provide their date of birth.

## Grievances and Discipline

- 20.5 In 2014, 38% of disciplinary proceedings were raised against employees within the 51-55 age bracket (Figure 12). Grievances raised were evenly distributed across employees in the 31-35, 36-40, 46-50 and the 56-60 age brackets.

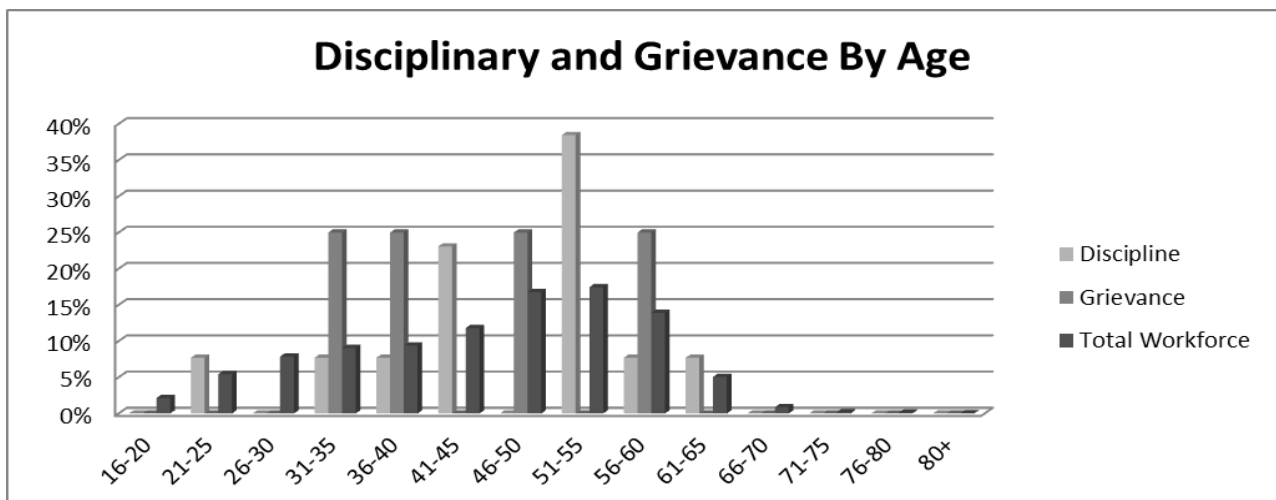


Figure 12

## Attendance at Training

20.5 In 2014, a high proportion of places at internal training sessions were taken by employees within the 51-60 (35.3%) and 41-50 (29.2%) age brackets.

## 21. Workforce Monitoring 2014 - Full Workforce Profile - Pregnancy and Maternity

### Return to Work of Woman on Maternity Leave

21.1 In 2014, 67 women were due to return to work after maternity leave. Of those 4 did not return to work. Of the 63 who returned to work, 6 had a change in working pattern and reduced their hours worked per week. We do not hold data on why 4 employees did not return to work but we are reviewing our exit interview procedures and recording.

## 22. Workforce Monitoring 2014 - Full Workforce Profile - Marital Status and Civil Partnership

### Current Workforce and Recruitment

22.1 We do not have information on marital or civil partnership status of our workforce, other than that gathered through recruitment. In 2014, 49.19% of applications received were from candidates who were single, with 28.4% from candidates who were either married or in a civil partnership.

22.2 45.40% of those interviewed and 46.99% of appointments made were to individuals who were single. Those who had identified themselves as either being married or in a civil partnership made up 30.98% of those interviewed and 32.32% of appointments.

## 23. Workforce Monitoring 2014 - Full Workforce Profile - Sexual Orientation

### Current Workforce and Recruitment

23.1 We do not have information on the sexual orientation of our workforce, other than that gathered through recruitment. In 2014, 94.28% of applications received were from candidates who identified themselves as straight. Figure 13 gives the full breakdown of the sexual orientation of all applications, interviews and successful appointments in 2014.

Sexual Orientation	Percentage of Applications (12479)	Percentage of Total Selected For Interview (3760)	Percentage of Total Successful Appointments (1179)
Bisexual	0.29%(36)	0.29%(11)	0.17%(2)
Gay	1.07%(133)	1.09%(41)	1.19%(14)
Straight	94.28%(11765)	92.53%(3479)	95.42%(1125)
Lesbian	0.21%(26)	0.29%(11)	
Prefer not to answer	2.08%(260)	1.97%(74)	2.04%(24)
Other	0.26%(32)	0.05%(2)	0.08%(1)
Unknown	0.48%(60)	0.74%(28)	0.25%(3)
Blanks	1.34%(167)	3.03%(114)	0.85%(10)

Figure 13



## 24. Workforce Monitoring 2014 - Full Workforce Profile - Religion or Belief

### Current Workforce and Recruitment

- 24.1 We do not have information on the religion or belief of our workforce, other than that gathered through recruitment. In 2014, 41.37% of applications received were from candidates who had stated that they did not have any religion or belief. A full breakdown is contained in Figure 14.

Religion or Belief	Percentage of Applications (12479)	Percentage of Total Selected For Interview (3760)	Percentage of Total Successful Appointments (1179)
Buddhist	0.14%(17)	0.13%(5)	0.08%(1)
Church of Scotland	30.19%(3768)	30.11%(1132)	30.62%(361)
Hindu	0.06%(8)	0.11%(4)	0.25%(3)
Humanist	0.22%(27)	0.19%(7)	0.25%(3)
Jewish	0.18%(23)	0.19%(7)	0.34%(4)
Muslim	0.18%(22)	0.16%(6)	0.08%(1)
None	41.37%(5163)	41.09%(1545)	41.98%(495)
Other Christian	7.93%(990)	6.91%(260)	6.11%(72)
Sikh	0.42%(53)	0.19%(7)	0.34%(4)
Pagan	0.06%(8)	0.05%(2)	
Roman Catholic	10.03%(1252)	9.92%(373)	11.79%(139)
Prefer not to answer	6.13%(765)	6.01%(226)	6.45%(76)
Other Religion or Belief	0.79%(99)	0.9%(34)	0.25%(3)
Unknown	2.28%(284)	4.04%(152)	1.44%(17)

Figure 14

## 25. Workforce Monitoring 2014 - Full Workforce Profile - Gender Reassignment

### Current Workforce and Recruitment

- 25.1 We do not have information on our workforce with regards to employees who identified themselves as undergoing or having undergone gender reassignment, other than that gathered through recruitment. In 2014, 0.26% of applications received were from candidates who had stated that they were undergoing or had undergone gender reassignment. 0.16% of those interviewed and 0.25% of those appointed had identified themselves as undergoing or having undergone gender reassignment.

**26. Workforce Monitoring 2014 - Education Authority – Profile**

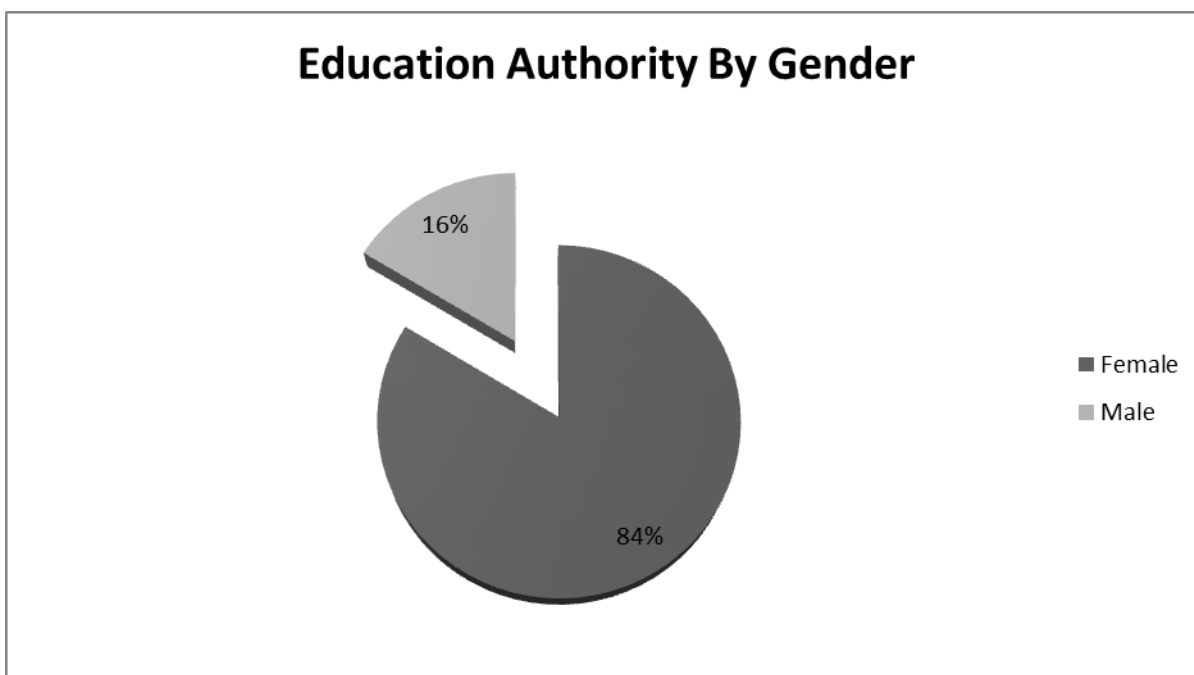
26.1 The following information relates to employees on both teaching and non-teaching terms and conditions within the Education Authority. Roles on teaching terms and conditions include Head Teachers, Depute Head Teachers, Principal Teachers, Teachers, Educational Psychologists and Quality Improvement Officers. Roles on non teaching terms and conditions include Nursery Teachers, School Assistants, School Technicians, School Librarians and Support Assistants.

26.2 Due to a recent restructure structure in the Council, roles such as Janitors, Catering Assistants, School Crossing Patrollers and administration and clerical staff have not been included in this report, but are included in the Council wide data in paragraphs 17-25.

26.3 The data is for the period between 1<sup>st</sup> January 2014 and 31<sup>st</sup> December 2014 and is based on a headcount of 1,838 employees.

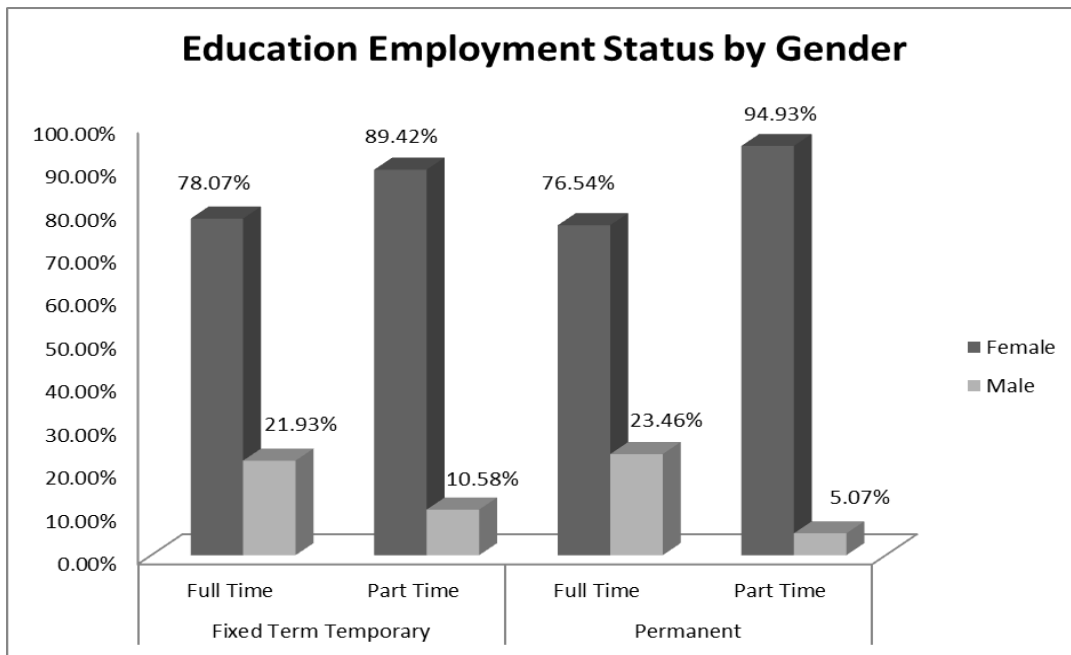
**27. Workforce Monitoring 2014 - Education Authority - Gender**

27.1 Figure 15 shows the gender make up of South Ayrshire Council’s Education workforce, which is predominantly female (84%).



**Figure 15**

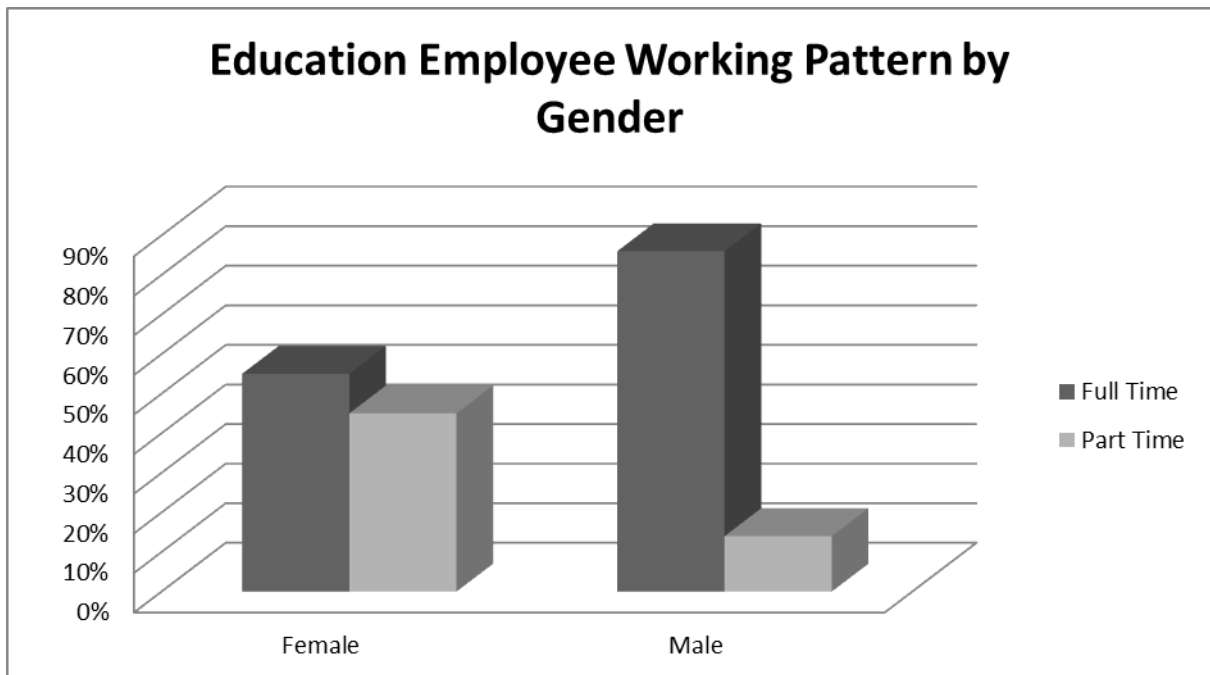
27.2 This represents a slight increase in the percentage of female employees from the previous year when the education workforce was 82% female.



**Figure 16**

27.3 There is a clear difference in the gender profile of part time workers (Figure 16). 95% of part time workers on permanent contracts are female and 89% of part time workers on temporary contracts are female.

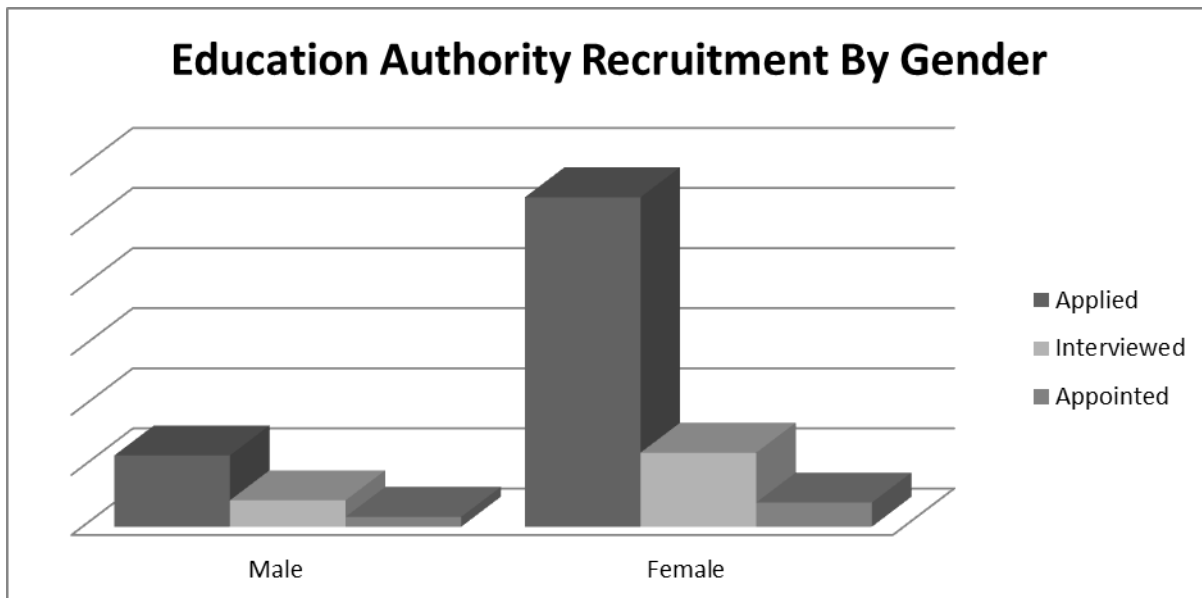
27.4 A significantly higher proportion of the male workforce is employed full time (86%) compared to female employees (55%) (Figure 17)



**Figure 17**

**Recruitment**

27.5 Of the 6,681 job applications received by South Ayrshire Council's Education Authority in 2014, 82% were from females, 18% were from males and the remainder did not disclose. This is a 4% decrease in the number of applications received from females compared to 2012 and a 4% increase in the number received from males in the same period.



**Figure 18**

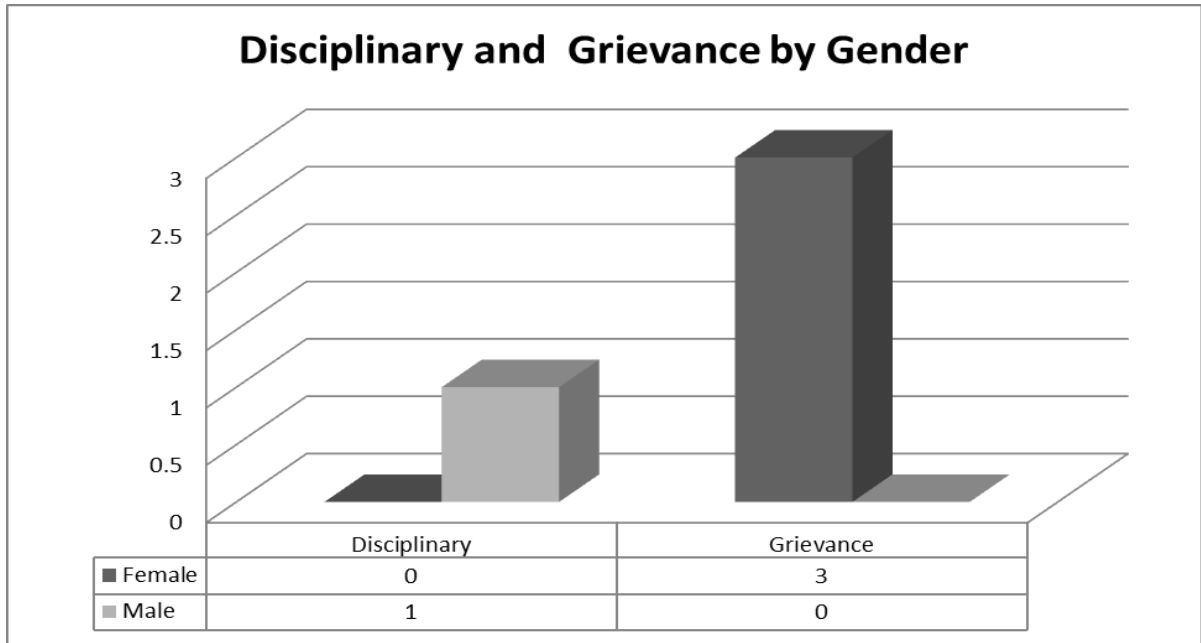
- 27.6 22% of female applicants were invited for interview, with 37% of those interviewed being successfully appointed. 22% of male applicants were invited for interview, with 33% of those interviewed being successfully appointed (Figure 18).
- 27.7 The figures show that further work will need to be undertaken to determine why the majority of applications received are from females. As part of our work to further equalities, future recruitment campaigns may include a positive action statement where appropriate to attempt to encourage underrepresented individuals to apply.

#### **Starters and Leavers**

- 27.8 Females made up 71% of appointments to the Education Authority in 2014. 28% of appointments were of males, with the remaining 1% choosing not to disclose. The figures should be read in light of the large percentage of applications received from females as mentioned in the previous section.
- 27.9 Of those leaving the Education Authority in 2014, 17% were male and 83% were female. The primary reason for both males and females leaving was the end of their temporary contract.

#### **Grievances and Discipline**

- 27.10 All 3 grievances recorded in 2014 were brought by female employees (Figure 19). Due to the small number of grievances raised we cannot disclose the reason for these grievances due to confidentiality. Likewise there was only 1 disciplinary proceeding brought. This related to a male employee and the reason for this cannot be disclosed.



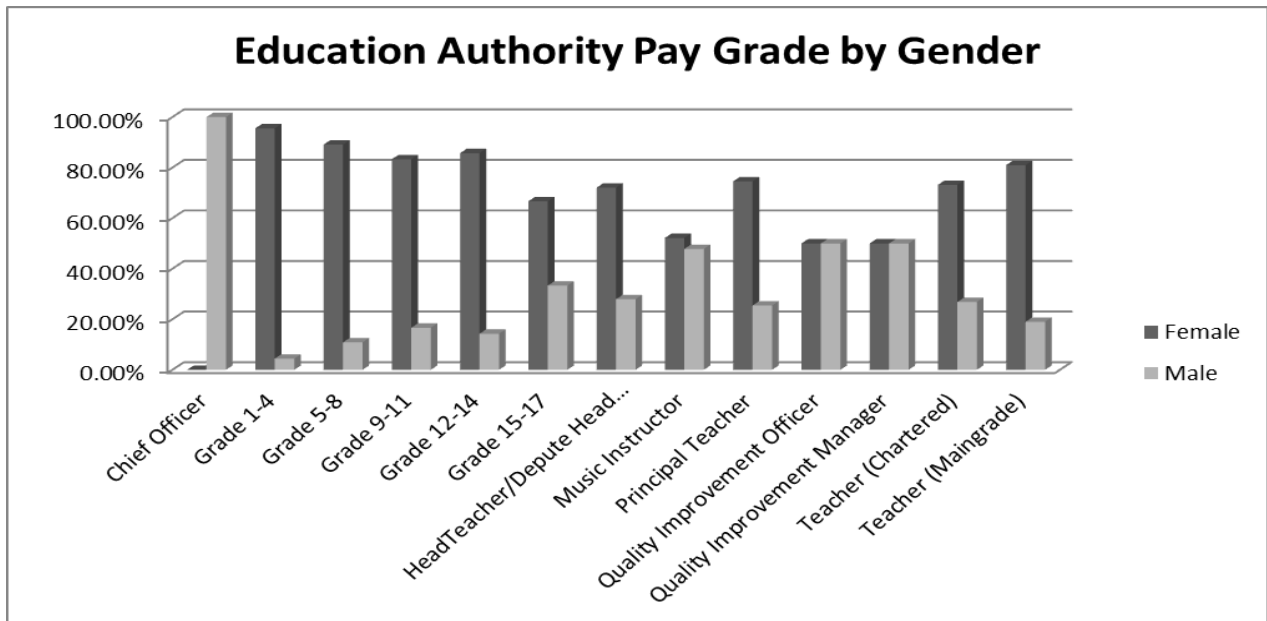
**Figure 19**

### Gender and Occupational Segregation

27.11 Occupational segregation is understood as the concentration of men and women:

- In different kinds of jobs (**horizontal** segregation)
- In different pay grades (**vertical** segregation)

27.12 Within South Ayrshire Council Education Authority, women are concentrated in roles such as teaching, nursery nurses and classroom assistants. Figure 20 gives a breakdown of the percentage of employees in each pay grade by gender.



**Figure 20**

### Gender Pay Gap

27.13 We have calculated our gender pay gap by expressing the average female pay as a percentage of the average male pay and it is currently 17%.

## 28. Workforce Monitoring 2014 - Education Authority - Disability

28.1 Figure 21 shows that 1% of employees have stated that they have a disability. 16% of employees have not stated whether they are disabled or not and the remainder have declared that they do not have a disability. We do not believe that this figure is an accurate representation of our current workforce and we will be undertaking an employee data gathering exercise in the course of 2015/2016 to ascertain the real figure.

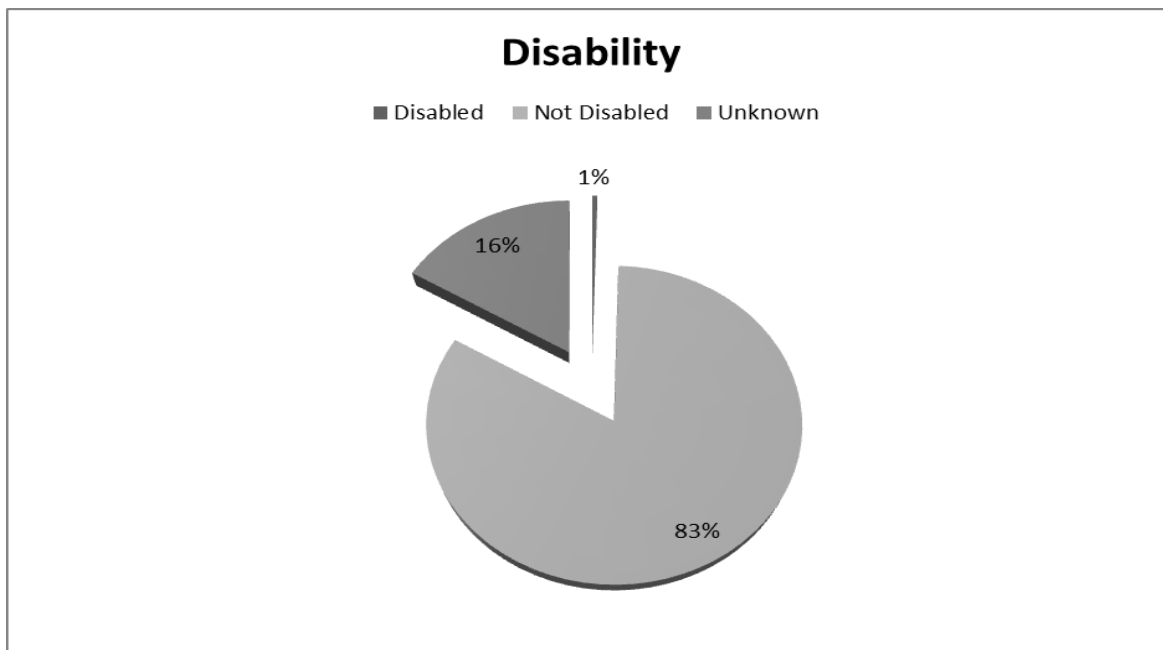


Figure 21

### Recruitment

28.2 South Ayrshire Council as an Education Authority adopts the double tick standard whereby all applicants who are disabled and who meet the essential criteria for the role are automatically sifted through to the interview stage.

28.3 In 2014, 4.33% of all applications were from candidates who stated that they had a disability. Of those selected for interview, 6.26% had stated that they have a disability. Of all appointments made in 2014, 4.95% stated that they were disabled (Figure 22).

Disability	Percentage of Applications (6681)	Percentage of Total Selected For Interview (1678)	Percentage of Total Successful Appointments (566)
Disabled	4.33% (289)	6.26 % (105)	4.95% (28)
Not disabled	94.72% (6328)	92.19% (1547)	94.88% (537)
Prefer Not To Say	0.61% (41)	1.01% (17)	0
Blanks	0.34% (23)	0.54% (9)	0.18% (1)

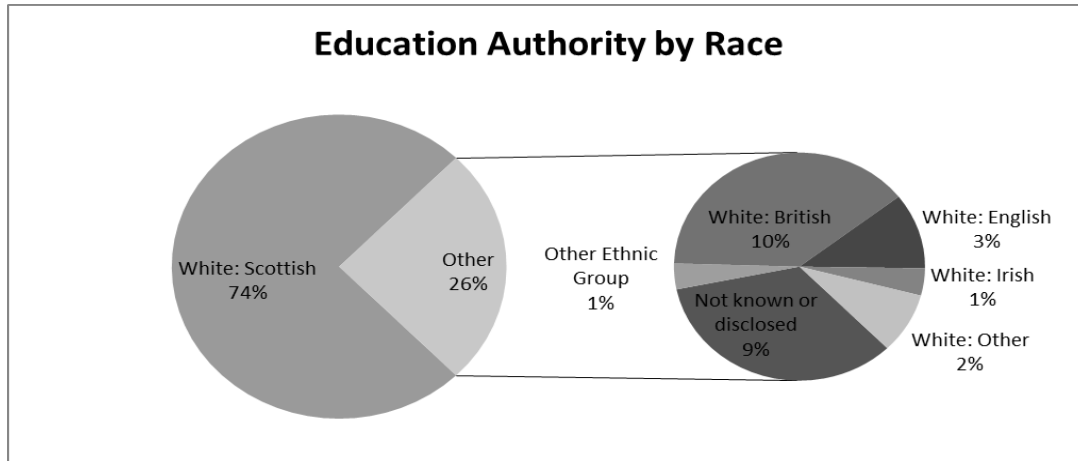
Figure 22

### Grievances and Discipline

28.4 In 2014 there were no grievances raised by an employee who stated that they had a disability. Likewise no disciplinary proceedings were brought against any disabled employees.

**29. Workforce Monitoring 2014 - Education Authority - Race**

29.1 The racial profile of South Ayrshire Council's Education Authority's current workforce (Figure 23) is predominately white and Scottish with 74% of employees falling into this category. 10% of employees are white British and 9% of employees have elected not to disclose. 1% of our workforce had identified themselves as belonging to other ethnic minorities. The ethnic profile of our workforce is reflective of our wider community where, according to the 2011 Scottish census information, 89.5% of residents within South Ayrshire were white, Scottish and 0.5% belong to a variety of other ethnic minorities.<sup>4</sup>



**Figure 23**

**Recruitment**

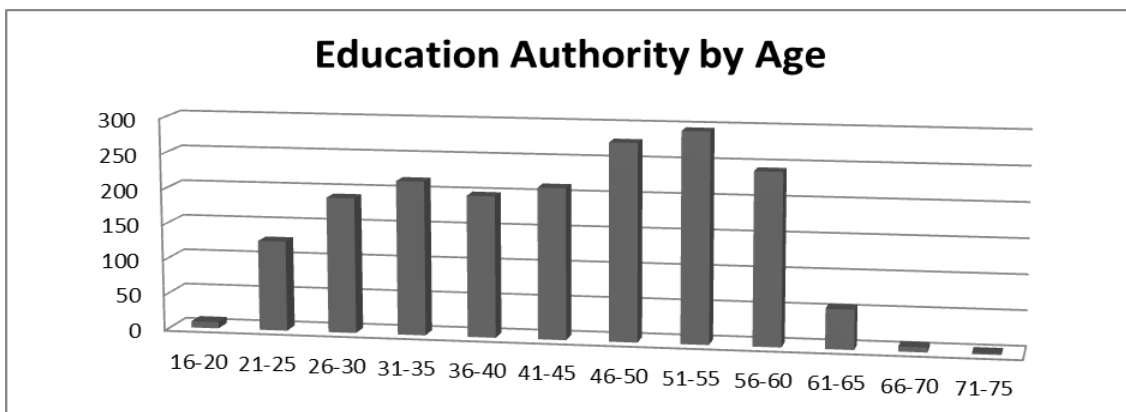
29.2 90% of applications received by the Council were from candidates who identified themselves as white Scottish. Similarly 87% of candidates who were selected for interview and 87% of appointments made in 2014 were to individuals who are white Scottish.

**Grievances and Discipline**

29.3 In 2014, 92% of disciplinary proceedings were brought against white Scottish employees with the remaining 8% brought against employees who had identified themselves as white 'other'. 50% of grievances that were raised were by white Scottish employees, with no information available on the ethnicity of the other 50%.

**30. Workforce Monitoring 2014 - Education Authority - Age**

30.1 The largest percentage of our workforce in 2014 belonged to the 51-55 and 46-50 age brackets (Figure 24). 16.10% of the total workforce is between the ages of 51-55 and 15.13% are between the ages of 46-50.



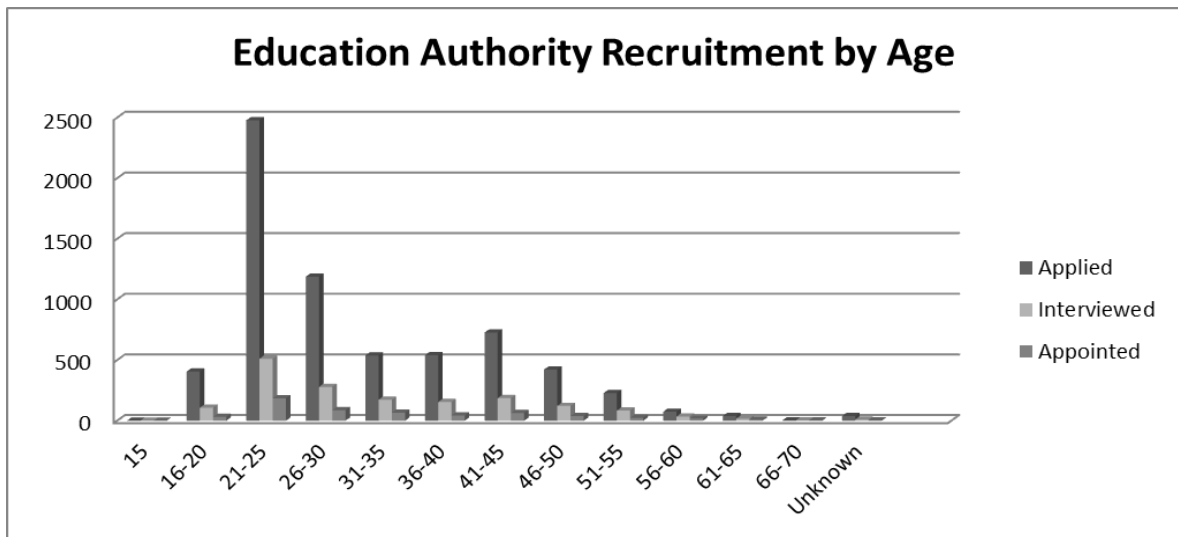
**Figure 24**

<sup>4</sup> <http://www.scotlandscensus.gov.uk/ods-web/area.html>

30.2 These figures show no change from 2012, where the highest percentage of the workforce was between the ages of 46-55.

**Recruitment**

30.3 Figure 25 shows that the majority of applications received in 2014 were from candidates in the 21-25 age bracket, with 37.08% of applications coming from this group. Unsurprisingly the percentage of candidates who were selected for interview were also from the 21-25 age bracket with 30.45% of those interviewed being from this group. 32.69% of successful applicants who were appointed also belonged to the 21-25 age bracket.



**Figure 25**

30.4 In 2012 the figures used a slightly different age bracket than what is being used currently. However a separate report was run in order to directly compare 2014 with 2012 and it shows that there has been an increase of those aged 24 and under applying and being successfully appointed. In 2012, 17.7% of applications were from those aged 24 and under. In 2014, 35.77% of applications were from this age group. 19.6% of all appointments made in 2012, where from those aged 24 and under whereas in 2014, 31.80% of appointments were made to those in this age group.

30.5 A low number of applications were received from candidates who were aged 51 or older, with only 5.14% percent of applications coming from this group. A small percentage (0.57%) of candidates did not provide their date of birth when applying.

**Grievances and Discipline**

30.6 In 2014, the only disciplinary proceedings were raised against an employee within the 51-55 age bracket. The only grievances raised were by employees in the 31-35, 36-40 and 56-60 age brackets.

**31. Workforce Monitoring 2014 - Education Authority - Pregnancy and Maternity**

**Return to Work of Woman on Maternity Leave**

31.1 At present we do not hold any information on members of staff from the Education Authority who returned to work after maternity leave in 2014.



### 32. Workforce Monitoring 2014 - Education Authority - Marital Status and Civil Partnership

#### Current Workforce and Recruitment

Marital Status	Total Percentage
Civil Partnership	0.11%
Divorced	3.21%
Domestic Partner	4.90%
Legally Separated	2.12%
Married	57.56%
Single	20.02%
Unknown	11.48%
Widowed	0.60%

Figure 26

32.1 The majority of the workforce within the Education Authority are married (Figure 26). In 2014, 51.70% of applications received were from candidates who were single, with 26.69% from candidates who were either married or in a civil partnership.

32.2 33.57% of total appointments were to individuals who were either married or in a civil partnership and 45.93% of appointments were made to individuals who were single.

### 33. Workforce Monitoring 2014 - Education Authority - Sexual Orientation

#### Current Workforce and Recruitment

33.1 We do not have information on the sexual orientation of our workforce, other than that gathered through recruitment. In 2014, 95.40% of applications received were from candidates who identified themselves as straight. Figure 27 gives the full breakdown of the sexual orientation of all applications, interviews and successful appointments in 2014.

Sexual Orientation	Percentage of Applications (6681)	Percentage of Total Selected For Interview (1678)	Percentage of Total Successful Appointments (566)
Bisexual	0.18% (12)	0.30% (5)	0.18% (1)
Gay	1.39% (93)	1.79% (30)	1.94% (11)
Straight	95.40% (6374)	94.52% (1586)	95.41% (540)
Lesbian	0.15% (10)	0.30% (5)	0
Prefer not to answer	2.11% (141)	2.32% (39)	1.94% (11)
Other	0.40% (27)	0.12% (2)	0.18% (1)
Unknown	0.25% (17)	0.42% (7)	0.18% (1)
Blanks	0.10% (7)	0.24% (4)	0.18% (1)

Figure 27

### 34. Workforce Monitoring 2014 - Education Authority - Religion or Belief

#### Current Workforce and Recruitment

34.1 We do not have information on the sexual orientation of our workforce, other than that gathered through recruitment. In 2014, 38.06% of applications received were from candidates who stated they did not have any religion or belief. Figure 28 gives the full breakdown of the religion or belief of all applications, interviews and successful appointments in 2014.

Religion or Belief	Percentage of Applications (6681)	Percentage of Total Selected For Interview (1678)	Percentage of Total Successful Appointments (566)
Buddhist	0.12% (8)	0.12% (2)	0
Church of Scotland	31.57% (2109)	31.29% (525)	31.63% (179)
Hindu	0.06% (4)	0.12% (2)	0.35% (2)
Humanist	0.09% (6)	0.12% (2)	0.18% (1)
Jewish	0.30% (20)	0.36% (6)	0.53% (3)
Muslim	0.07% (5)	0.06% (1)	0.18% (1)
None	38.06% (2543)	37.01% (621)	36.22% (205)
Other Christian	9.65% (645)	10.13% (170)	7.95% (45)
Sikh	0.70% (47)	0.30% (5)	0.53% (3)
Pagan	0.04% (3)	0	0
Roman Catholic	10.91% (729)	11.50% (193)	14.13% (80)
Prefer not to answer	6.84% (457)	7.21% (121)	7.24% (41)
Other Religion or Belief	0.63% (42)	0.89% (15)	0.35% (2)
Unknown	0.94% (63)	0.89% (15)	0.71% (4)

Figure 28

### 35. Workforce Monitoring 2014 - Education Authority - Gender Reassignment

#### Current Workforce and Recruitment

35.1 We do not have information on our workforce with regards to employees who identified themselves as undergoing or have undergone gender reassignment, other than that gathered through recruitment. In 2014, 0.07% of applications received were from candidates who had stated that they were undergoing or had undergone gender reassignment.

35.2 0.06% of those selected for interview had identified that they had undergone or were undergoing gender reassignment. No appointments were made to individuals who indicated they had undergone and were undergoing gender reassignment.