



**CORPORATE EQUALITY SCHEME
GENDER 2010 - 2013**

A Framework for Equality Implementation

Contact Officer:
Mary McGregor
Senior Equality Officer
01738 475073
25 May, 2010

Perth & Kinross Council promotes equality of opportunity and good community relations this means ensuring that everyone has access to information in accessible languages and formats and access to Council Services.

If you or someone you know would like a copy of this document in another language or format, (on occasion only a summary of the document will be provided in translation), this can be arranged by contacting
Customer Service Centre on 01738 475000

Ma tha thu fhèin neo duine a dh'aithnicheas tu ag iarraidh leth-bhreac den phàipear seo ann an cànan eile neo ann an cruth eile, (aig amannan cha bhith ach gearr-chunntas a-mhàin ri fhaighinn air eadar-theangachadh) faodar seo fhaighinn le bhith a' cur fios gu:
Customer Service Centre on 01738 475000

إن احتجت أنت أو أي شخص تعرفه نسخة من هذه الوثيقة بلغة أخرى أو تصميم آخر فيمكن الحصول عليها (أو على نسخة معدلة لمخلص هذه الوثيقة مترجمة بلغة أخرى) بالاتصال ب:
الاسم: Customer Service Centre
رقم هاتف للاتصال المباشر: 01738 475000

اگر آپ کو یا آپ کے کسی جاننے والے کو اس دستاویز کی نقل دوسری زبان یا فارمیٹ (بعض دفعہ اس دستاویز کے خلاصہ کا ترجمہ فراہم کیا جائے گا) میں درکار ہے تو اس کا بندوبست سروس ڈیولپمنٹ Customer Service Centre سے فون نمبر 01738 475000 پر رابطہ کر کے کیا جاسکتا ہے۔

如果你或你的朋友希望得到這文件的其他語言版本或形式

(某些時候，這些文件只會是概要式的翻譯)，請聯絡

Customer Service Centre 01738 475000

來替你安排。

Jeżeli chciałbyś lub ktoś chciałby uzyskać kopię owego dokumentu w innym języku niż język angielski lub w innym formacie (istnieje możliwość uzyskania streszczenia owego dokumentu w innym języku niż język angielski), Proszę kontaktować się z
Customer Service Centre 01738 475000

P ejete-li si Vy, anebo n kdo, koho znáte, kopii této listiny v jiném jazyce anebo jiném formátu (v n kterých p ípadech bude p eložen pouze stru ný obsah listiny) Kontaktujte prosím Customer Service Centre 01738 475000 na vy ízení této požadavky.

Если вам или кому либо кого вы знаете необходима копия этого документа на другом языке или в другом формате, вы можете запросить сокращенную копию документа обратившись
Customer Service Centre 01738 475000



Council Text Phone Number 01738 442573

All Council Services can offer a telephone translation facility

Foreword by the Chief Executive and Leader of the Council

As stated in this Council's Corporate Equality Policy 2004, Perth & Kinross Council is committed to taking actions to ensure that equality of opportunity and social inclusion is mainstreamed through the Council's planning, policies and procedures for Services and Employment.

In order to achieve this we fully support the approach taken in this Corporate Equality Scheme which provides the Council with a framework for implementing equality of opportunity in Service Delivery and Employment.

Training and information will be provided to enable all employees to comply with statutory duties, responsibilities and to recognise their rights. This will enable this Council to fully implement this Corporate Equality Scheme in all Council Services.

We recognise that everyone who works for and with the Council has statutory duties, responsibilities and rights in relation to Equality and steps will be taken to communicate this to enable everyone to support the Council to achieve its commitment in relation to equal opportunities and social inclusion.

We will continue to involve all community groups to ensure that we are continuing to develop and deliver inclusive services and access to services.

**Bernadette Malone
Chief Executive**

**Councillor Ian Miller
Leader of the Council**

PERTH & KINROSS COUNCIL

Corporate Equality Scheme Gender 2010 - 2013 A Framework for Equality Implementation

I n d e x

- 1. Introduction:**
 - 1.1 The Gender Equality Duty**
 - 1.2 The Scotland Act 1998 – Equality categories**
 - 1.3 The Local Government in Scotland Act 2003**
 - 1.4 Equality and Human Rights Commission – UK Gender Statistics**
 - 1.5 Statistics relating to gendered violence**
- 2. Mainstreaming Equality**
- 3. Implementation arrangements for Gender Scheme**
 - 3.1 Equality - Communication arrangements**
 - 3.2 Equality – Consultation arrangements**
 - 3.3 Equality - Training arrangements**
 - 3.4 Equality - Monitoring and Publishing**
 - 3.5 Equality – Procurement and Partnerships and Voluntary Organisations**
 - 3.6 Complaints Procedure**
 - 3.7 Customer Care**
 - 3.8 Annual review and reporting progress**
 - 3.9 Brief Equal Pay Statement**
- 4. Education and Children’s Services (including Schools data)**
- 5. Perth & Kinross Council - responsibilities for Equality**
- 6. Corporate Equality Scheme Gender Action Plan including key objectives 2010 – 2013**
- 7. Appendices:**
 - 7.1 Monitoring Data**
 - 7.2 Glossary**
 - 7.3 Perth & Kinross Council Equality Impact Assessing Process (EqIA) link**
 - 7.4 Gender Scheme Year 3 Summary Progress Report**

Perth & Kinross Council
Corporate Equality Scheme (Gender) 2010 - 2013
A framework for Equality Implementation

1. Introduction – the Gender Equality Duty

1.1 The Equality Act 2006 introduces a positive duty for gender equality and is supported by the specific duties enshrined in the Sex Discrimination (Public Authorities) (Statutory Duties) (Scotland) Order 2007. The new duties put the responsibility on public services to end sex discrimination and inequality.

1.1.1 The Gender Equality Duty has been introduced as despite over 30 years of individual legal rights to sex equality, there is still widespread discrimination – sometimes intentional sometimes unintentional – and persistent gender inequality.

Women are frequently disadvantaged by policy and practices that do not recognise their greater caring responsibilities, the different pattern of their working lives and their more limited access to resources.

Men are also disadvantaged by workplace cultures that do not support their family or childcare responsibilities, by family services that assume they have little or no role in parenting.

Girls and boys' experiences in childhood can be very different due in part to persistent gender stereotyping and unequal treatment of the sexes.

1.1.2 The Gender Equality Duty is intended to improve this situation, both for women and men and for boys and girls. The Duty should help the Council to identify and respond to those differences, resulting in improvements for all.

1.1.3 The Gender Equality Duty differs from previous sex equality legislation in two crucial respects:

- The positive requirement for the organisation itself to take action, rather than waiting for individuals to take cases against them
- The requirement to actively promote gender equality, not just to avoid discrimination

1.1.4 The Gender Equality Duty – when carrying out functions the Council must have due regard to the need to:

- Eliminate unlawful discrimination and harassment
- Promote equality of opportunity between men and women (girls and boys)

1.1.5 The Gender Equality Duty – is a form of legally enforceable ‘gender mainstreaming’ which came into force on 6 April, 2007

1.1.6 The Gender Equality Duty aims to make Gender Equality central to the way that public authorities work, in order to create:

- Better informed decision-making and policy development
- A clearer understanding of the needs of service users
- Better-quality services which meet varied needs
- More effective targeting of policy and resources
- Better results and greater confidence in public services
- A more effective use of talent in the workforce

1.1.7 Enforcement of the Gender Equality Duty

- The Commission for Equality and Human Rights (CEHR) will have the power to issue compliance notices in connection with a breach of the general duty and these are enforceable in the Courts
- The CEHR and EOC also have the power to issue compliance notices in respect of the specific duties

1.1.8 Establishing Accountability: “legal responsibility for meeting the duty lies with those individuals who are legally liable for an authority’s acts or failure to act. This includes Elected Leaders and Members of Local Government and Chief Executives”.

The EOC recommends that “Every opportunity should be taken to build the duty into strategic planning, keynote speeches and organisational development work, so that a consistent message is given that gender equality is integral to the core business of the Council”.

1.1.9 Discharge of the Duty is likely to be assessed on the following criteria:

- Gathering information: does the Council have the information which allows for an understanding of the impact of the work it carries out on women and men, boys and girls.
- Involvement: have the relevant people inside and outside the organisation been involved in providing information and identifying gender equality priorities?

1.1.10 The Specific Gender Duties require that the Council:

- Publish a Gender Scheme by 29 June, 2007 and a revised Gender Scheme by 29 June, 2010
- Publish an equal pay policy statement by 28 September, 2007 and a review and report on progress by 28 September 2010
- Carry out Gender Equality Impact Assessments

1.1.11 Meeting the Gender Equality Duty:

- the Council will provide evidence that due regard has been paid to the duty in relation to their core functions of policy development, service design and delivery and employment, this includes services which have been contracted out
- this will mean giving greater consideration and resources to functions and policies that have effect on the public, or on the Council's employees
- changing a function or proposed policy would lead to significant benefits to men and women, including transsexual men and women, public authorities should give greater weight to the case for change
- it is not acceptable for a public authority to claim that it does not have enough resources to meet the duty. This is because meeting the general duty is a statutory requirement

1.2 The Scotland Act 1998 – Equality categories

The Council's CES includes the categories as in Schedule 5 to the Scotland Act 1998, namely, Gender, Race, including colour, nationality – citizenship, ethnic or national origins, marital status, gender reassignment, disability, religion or belief, sexual orientation, age, language, social position and personal attributes.

Perth & Kinross Council takes a broad view of Equality, and believes that all people have the right of access to information, Council Services and opportunities to participate whether they are included in the categories stated in the relevant legislation or whether they have the potential to be disadvantaged due to their location, house-hold make-up, employment status or personal circumstances. The Perth & Kinross Council Equality Policy also specifically includes Gypsy Travellers for the purposes of planning, policy development and delivery of services.

1.3 Local Government in Scotland Act 2003

Perth & Kinross Council CES recognises the effectiveness of close partnership working to effectively implement Equality and Social Inclusion. This Council will continue to take a lead role to ensure that those we work with in partnerships, through Service Level Agreements, Contractors, Suppliers of goods and services etc., are enabling this Council to comply with all relevant Statutory Duties. This includes those duties arising from the Local Government in Scotland Act 2003.

The Best Value Duty requires the Council to secure continuous improvement in the performance of their functions. As Best Value is an auditable requirement on all public sector organisations, this strengthens the Scottish Executive's commitment to ensure the highest standards in equal opportunities across the Scottish Public sector.

1.4 Equality and Human Rights Commission UK - Gender Statistics:

- Women in full-time work earn on average 12.2% less than men doing equal work.
- Women in part-time work earn on average 39.4% less than men doing equal work.
- Each year, around 30,000 women in the UK lose their jobs because they are pregnant.
- Around 75% of women still end up in low-paid areas of employment - the five Cs: cleaning, catering, caring, cashiering and clerical. The majority of women working in these jobs work part time.
- Only 36% of appointments to the boards of public authorities are women.
- Each year, three million women in Britain experience gender-based violence, but only 6% of rapes reported result in a conviction and there are insufficient services for victims.
- Men continue to take up primary healthcare services at lower rates than women and continue to experience poorer outcomes in some areas of health, including higher rates of cancer and heart disease.
- Boys overall have lower levels of educational attainment and higher rates of exclusion from school than girls.

- Up to 73% of transgender people report experiencing transphobic harassment in public spaces.

1.5 Violence against Women - statistical information various sources including Hidden Harm Survey, NSPCC, End Violence Against Women etc. Provided by Perth & Kinross Violence against Women Partnership.

- One in four women will experience domestic abuse from a partner in her lifetime
- 53,681 incidents of domestic abuse were recorded by police in Scotland 08/09. 61% were repeat victims. 84% were female victims with male perpetrators.
- 33% of girls between ages of 13 – 19 years report some form of sexual partner violence and 25% report physical violence
- 1 in 7 women students (14%) had been a victim of serious sexual assault or serious physical violence whilst at university college. 12% had been stalked while at university of or college.
- Tayside Police data indicates that there were 126 incidents of domestic violence per 10k of the population in Tayside for 2008-9.
- Perth & Kinross Council area is Tayside Police Western Division. Their data indicates that between April, 2008 and March 2009 - 1,037 crimes with a domestic abuse marker were recorded. Between April 2009 and March 2010, 1,112 crimes with a domestic abuse marker were recorded.

2. Introduction to Mainstreaming Equality

- 2.1 Mainstreaming is a strategy that aims to make equality considerations a regular part of the mainstream policy process.
- 2.2 Mainstreaming Equality means achieving equal access of equal quality to Services and Employment for all groups in the community and the workplace.
- 2.3 Mainstreaming aims to change the organisational culture in order that an Equality perspective becomes integral to it – building in equality rather than building it on to existing policies and programmes.
- 2.4 Underlying the concept of mainstreaming is recognition that all groups do not have the same resources, situations and needs. Adopting a mainstreaming approach acknowledges that while real gains have been made in terms of legislation outlawing discrimination, the achievement of equality requires a shift or transformation in the policy-making process.
- 2.5 The shift requires an understanding of how various factors impact on opportunities and access to everything concerning Services and Employment.
- 2.6 Mainstreaming equality requires the following:
 - Leadership and political commitment to the principles and processes of mainstreaming equality
 - Commitment and ownership across the organisation for the principles and processes of mainstreaming
 - Work on mainstreaming equality to be integrated with Service Plans, policy objectives and equality progress reporting
- 2.7 Mainstreaming challenges assumptions and raises difficult questions, its “tools” ensure that policy making is based on evidence rather than anecdote or expediency.
- 2.8 The concept of gender mainstreaming first arose in the context of international development at the United Nations Conference in 1985. As a result of discussions and subsequent strategy decisions it was decided that all UN work and that of affiliated agencies must account for the differences that gender makes to the lives of women and men. Specifically the position of women must be made visible, as it would not longer be acceptable to take men’s lives and experiences as representative of all.

- 2.9 In practice this means before taking decisions, an analysis is made of the effects on women and men, respectively.
- 2.10 In the Scottish Parliament gender mainstreaming has been adopted and the strategy is being moved into Equality practice.

3. Perth & Kinross Council arrangements for complying with the General and Specific Statutory Duties for Gender Equality:

3.1 Equality Communication arrangements

A Corporate Media Strategy has been developed which takes full account of access issues in relation to information for all community groups.

To ensure that information about Equality is being communicated both internally and externally and at all levels to enable compliance with the relevant Legislation and Statutory Duties the following arrangements have been developed.

3.1.1 Communication objectives:

- to ensure provision of access to information about Services for men and women and transgender people
- to ensure provision of access to Services for men and women and transgender people
- to promote equality of opportunity in Service Delivery and Employment
- to contribute to the educative process/awareness raising relating to Equality and Social Inclusion for all
- to publish as appropriate and in line with Statutory Duties, monitoring and consultation outcomes (see also monitoring below)

3.1.2 The established communication channels will be utilised to provide guidance, updates and information about Equality. These include:

- Equality Intranet/Information Centre
- Perth & Kinross News
- Inside News Magazine
- Service Newsletters
- Inside News Bulletin
- Internet
- Press Releases
- Other as available and appropriate

3.1.3 Audiences:

Raising awareness will enable everyone to identify their roles, responsibilities and rights to ensure that the Corporate Equality

Policy is being fully implemented in service delivery and employment.

- Members of the Public
- Elected Members
- Employees
- Equality and Human Rights Commission and Scottish Human Rights Commission
- Scottish Government
- Audit Scotland, internal audit and other Service specific inspection bodies including HMIE, SWIA etc

3.1.4 Key Messages:

- Perth & Kinross Council is committed to Promoting Equality and Social Inclusion in Service Delivery and Employment
- Perth & Kinross Council wants to ensure that all the Statutory Duties are being complied with and this Council is ensuring that all members of the public and staff have access to information about Services and access to Services. Information about monitoring and consultation outcomes are published
- Elected Members and all employees are aware of their statutory duties, responsibilities and rights in relation to Promoting Equality and are supporting the Council's commitment to promote Equality and Social Inclusion
- Partner agencies are made aware that Perth & Kinross Council's commitment to Promote Equality and Social Inclusion and they are working with the Council to support that work and commitment
- Perth & Kinross Council is committed to ensure that victims and witnesses of inappropriate behaviour and harassment etc can confidently report such incidents to the Council or (as appropriate) the Council Partners and feel confident that appropriate actions will be taken.
- No place for unfair or unlawful discrimination in this Council area as the Council supports and reflects the Scottish Governments - One Scotland campaign in all its forms.

3.2 Equality Consultation/Stakeholder Involvement arrangements

- 3.2.1 Perth & Kinross Council has a practice of consulting/involving members of the public/employees in a number of different ways including through the Community Equality Advisory Group, Customer Services survey, Employees questionnaires, Viewfinder surveys etc. However, in order to increase confidence in its Services and Employment practices amongst minority, or underrepresented or harder to reach individuals and groups, the Council has expanded consultation to include a targeted approach for specific individuals and groups. See also Community Engagement Strategy action plan at section 5 below.

To prevent consultation fatigue, and for the time being, most of the consultation/involvement with these groups is being coordinated corporately. This will be kept under review and a range of other options considered and supported or resourced for community capacity building. Existing Service level contact with tenants and parent/carer groups etc will continue.

- 3.2.2 Equality Consultation/Involvement continues to be carried out taking full account of the Data Protection and Confidentiality including ensuring that no data is published or shared which would enable a person to be identified due to the small numbers of people in a specific group.

3.3 Equality Training

The Equality Training Strategy has been developed to enable this Council to effectively implement the Council's Corporate Equality Policy including the General and Specific Statutory Duties to Promote Gender Equality.

3.3.1 This approach reflects the commitments stated in the Corporate Equality Policy to promote equality of opportunity and to enable Elected Members and employees to understand their statutory duties, responsibilities and rights in relation to equality

3.3.2 The key to successful implementation of the training strategy will be to ensure that Elected Members and employees understand how they can support the Council to promote Equal Opportunities and Social Inclusion in Service Delivery and Employment.

3.3.3 Equality Training Objectives for Elected Members and Employees:

- to enable them to identify their Statutory Duties in relation to Equality Legislation
- to enable them to develop their knowledge and awareness of their role in implementing the Perth & Kinross Council's Corporate Equality Policy in relation to Service Delivery and Employment
- to enable them to comply with their responsibilities in relation to Equality for Service Delivery and Employment
- to ensure employees know where to access equality information and advice to enable them to identify and gain their rights in relation to Equality in Employment
- to enable employees to develop an understanding of how they can contribute to ensuring the Council can promote equality including gender, disability, race, sexual orientation, religion/belief and age etc as stated in the Corporate Equality Policy and as required by statute in relation to service delivery, employment and training
- to ensure that employees know how to report and respond to reports of harassment.

3.3.4 Training solutions required for the following groups:

- i. Trainers and Personnel Officers

- ii. Members of the Corporate Equality Sub-Group
- iii. Service Equality Contacts
- iv. Elected Members
- v. Executive Directors and Heads of Services
- vi. Supervisors and Managers
- vii. Groups of staff with specific equality training requirements
- viii. All other employees

3.3.5 Training Programme:

There are 5 levels of implementation in the Equality Training arrangements.

Level 1 - E-Learning solution(s): Equality and Diversity training modules covering the issues of Gender and Transgender rolled out from Spring 2008 and ongoing for new staff.

Level 2 – Training solutions(s) for employees with no computer access: Target Date – CD versions of Equality and Diversity training rolled out from Spring 2009 and ongoing for new staff. Service/Line Managers are responsible for ensuring that all employees with no computer access are provided with this training.

Level 3 – Provision of Equality training for Trainers and Personnel Officers with specific responsibilities for training to enable them to review Equality aspects of existing Council training courses, in particular courses offered relating to people management for supervisors and managers i.e. recruitment and selection, flexible working, employee review and development training etc.

All Council training is reviewed to ensure that inappropriate classroom language and behaviour is challenged and dealt with appropriately. All those internal and external trainers and providers contributing to training courses will review their materials and their own approach to ensure they do not in any way undermine the Council's commitment to Promote Equality.

Level 4 – Development and delivery of classroom based training/briefings for those identified by their Service with specific duties in relation to implementing the Council's Equality Policy, Schemes and related Equality duties. Transgender training provided in 2009 by Transgender Alliance.

Equality Training and Briefings provided for Service nominated Officers to enable them to carry out the Service level Equality work and this includes Equality Impact Assessments training and an Action Learning Set approach.

Training/briefings to be developed and delivered as required for individuals and groups with specific responsibilities. These briefings may also be delivered during First Thursday training and Service team meetings or specifically organised to meet the requirements of new Legislation etc.

Level 5 – Training through awareness raising events, initiatives and through the provision of information including via the Equality Intranet site.

The Equality/Diversity Intranet site has been made available to employees with computer access. Service Newsletters and bulletins have been used to raise awareness about its availability. Ongoing development and publicity for the site carried out and ongoing.

Equality awareness raising events will be organised as part of the educative process for Equality.

The employee surveys will include questions in relation to Equality and related issues.

Training and communication (see also 3.1 above for Equality Communication arrangements).

3.4 Equality Monitoring and Publishing arrangements

The Equality Monitoring arrangements identify the statutory duties to collect, analyse, report on and publish the outcomes in relation to Service Delivery and Employment. All monitoring reports will comply with Data Protection and Confidentiality considerations.

Equality Monitoring guidance including a checklist and a range of questions has been published in 2010 and is published on the Equality and Diversity web pages.

The Council is currently implementing a new combined Human Resources and Payroll system which is expected to improve staff data gathering, quality of the data and facilitate reporting.

The Council Equality Monitoring Improvement Plan (February 2007) sets out the key improvement actions, the plan is structured thematically around the following areas:

- Internal Communication and Awareness
- Data Collection Processes and Accuracy
- Data Quality Assurance
- Publishing Information to the Public
- Review Equality Monitoring Processes

3.4.1 Monitoring is a process used to collect, store and analyse any adverse impact or detriment to some individuals or groups based on categories such as Race, gender, marital status, gender identity, disability, religion/belief or sexual orientation, age etc. The classifications used for monitoring, are as used in the Census 2001.

3.4.2 Monitoring enables any adverse impact to be identified in relation to outcomes for particular individuals or groups based on analysis in relation to Equality categories and compared to profile data.

3.4.3 Good practice in relation to monitoring Service Delivery includes:

- Service applicant profiles, including identifying groups who may not be applying for a specific Service and try to find out why
- Service users
- Levels of use
- Satisfaction rate; and

- Complaints

- 3.4.4 See Appendix 7.1 for gender profiles and see below for the arrangements made for gathering, analysing and reporting for employment. Section 4 below for education.
- 3.4.5 Monitoring also enables progress to be identified in relation to improvement actions implemented or to identify where improvement actions need to be developed, implemented and monitored.
- 3.4.6 The outcomes of monitoring should be published using the normal channels of communication. To ensure that monitoring complies with Data Protection Principles, no data will be published when the numbers involved would enable a person to be identified. (See also Equality Communication arrangements above).
- 3.4.7 Employment - The purpose of employment monitoring is to enable the Council to assess the impact of its Human Resources policies and procedures and where indicated implement positive action strategies to promote equality and raise the profiles of underrepresented groups:
- to identify any adverse impact for any group including in relation to pay and benefits
 - to enable workforce planning to be carried out effectively
 - to establish and monitor progress (if targets set)
 - to develop and implement appropriate recruitment campaigns and other positive action strategies to promote equality and increase the profiles of underrepresented groups
 - to comply with Data Protection and Confidentiality
- 3.4.8 Monitoring systems have been and are continuing to be developed to enable the following information for new and existing employees to be collected, analysed and reports of existing staff profiles are made to the Executive Officer Team. This information will be published on the Council website, in the Council Annual Report, Perth & Kinross News and Inside News as appropriate.

Data Protection and Confidentiality considerations will be addressed to prevent identification of individuals when data is published. This may mean publishing a corporate profile for

some aspects of Gender monitoring instead of by individual Service etc.

3.4.9 Summary monitoring data will be included in this Corporate Equality Scheme in relation to Equality categories – see Appendix 7.1 and Council website for data.

3.4.10 Staff Profiles for the following equality categories:

- Race - Nationality/Ethnic Background
- Gender
- Age (by groups)
- Disability
- Sexual Orientation
- Religion/Belief
- Transgender
- Other information to be added as available and considered appropriate

3.4.11 Monitoring is being carried out and systems continue to be developed for the above staff profiles for the following: recruitment, selections, and experience in employment with the Council including access to acting-up/promotion level posts, access to opportunities for review of grading, training, assessment outcomes, leavers etc. Data currently available will be published on the Council's website. Profiles and success rates (as appropriate) for the following:

- workforce as a whole
- workforce by Service
- Staff group (as appropriate)
- Grade/salary bands including point on scale at start of employment
- Monitor part-time female earnings with part-time male earnings and comparisons with full-time equivalents.
- Incremental progression/temporary higher duty payments
- External and internal job applicants
- External and Internal short-listed candidates
- Profiles of applicants for acting-up duties
- Profile of applicants for promotion
- Profiles of applicants for secondments or other similar career enhancing opportunities
- Profile of applicants for re-grading and success rates
- Monitor employee review and development

- Profile of applicants for training and success rates
- if training provides internally or externally
- if training leads to a qualification
- if Council funding provides for external training

3.4.12 Monitor Grievance process as follows:

- Number grievances by equality categories
- Profiles of those involved with process alleged victim(s) and alleged perpetrator(s)
- Staff satisfaction levels with procedure
- Staff satisfaction levels with outcomes

3.4.13 Monitor Harassment process as follows:

- Number of reports of harassment
- Profiles of those involved
- The type of harassment if verbal, physical or other
- Staff satisfaction levels with procedure
- Staff satisfaction levels with outcomes

3.4.14 Monitor Disciplinary process as follows:

- Profiles for staff subject to disciplinary procedures
- Profiles for staff in relation to all stages of the process
- Profiles for staff subject to different levels of disciplinary actions including dismissals arising from disciplinary procedures.

3.4.15 Monitor levels of employees who cease employment as follows:

- Dismissal
- Retirement including early retirement
- Secondment (external)
- Redundancy
- New job elsewhere
- Following maternity leave
- Other as appropriate
- Number of staff returning from maternity and identify any grade/pay changes up/down

3.4.16 Details of other Monitoring arrangements - Services:

Services will monitor the uptake of the services to identify the profiles of users and compare with the community profiles to identify any gaps in uptake of their Services.

Services carry out customer satisfaction surveys in relation to the services they deliver to identify satisfaction levels and profile respondents. This can be cross-related to indicate if there are differences between groups including men and women and transgender people.

3.5 Procurement and Partnerships and Voluntary Organisations

3.5.1 Procurement

Review Service Level Agreements (SLA) and Contracts when they come up for renewal to ensure they contain equality clauses and measures to ensure compliance with statutory duties for Gender.

3.5.2 Partnerships

The Community Planning Partnership (CPP) has three underpinning principles which influence everything that partners undertake in pursuit of our Vision, Aims and Outcomes. The Community Plan for 2006 – 2020 identifies Equality as a value.

We are committed to promoting equality of opportunity for all people and communities to ensure they have access to services and can play a part in all aspects of community life, regardless of income, economic or social circumstances, age, disability, gender, race, religion/belief, and sexual orientation.

3.5.3 Voluntary Organisations

Voluntary organisations delivering after school care, community education services or youth work will not be directly covered by the duty, although their grant funding terms, service level agreements or contracts with the Council may specify that they must act to eliminate discrimination and promote gender equality.

3.6 Complaints Procedure

Definition: A complaint is defined as an expression of dissatisfaction with a Council Service which requires a response.

The Council complaints procedure takes account of all areas of discrimination including Gender and Transgender. Customers can use the procedure to make a complaint about discrimination. This may be to do with a Service not being appropriately focused to meet their specific needs of transgender people, men and women or may relate to the conduct of a council employee. Complaints involving discrimination are monitored and reported through the six-monthly reporting regime. Complaints monitoring outcomes are published.

3.7 Customer Service Standards

The Council aims to deliver an excellent level of service to all of our customers. One of the ways we encourage equality is through applying the same standards of customer service to all customers while recognising that customers have individual needs. We will monitor adherence to the standards through customer feedback, mystery shopping and surveys. We will report on our performance in meeting the standards and review the standards on a regular basis.

3.8 Progress reporting

Services will review, measure and report progress annually.

Council Gender progress reports will be published on an annual basis and the year 3 progress report will be included in the revised Gender Scheme. Activities should be aligned with the Service Team Plans and Service BMIP.

Scottish Ministers will report on public sector progress in Scotland at least once every three years.

Internal reporting

The Council's Corporate Improvement Plan (CIP) supports the delivery of our Community Plan, Single Outcome Agreement and Corporate Plan. The aim of the CIP is to ensure the Council has effective improvement processes, mechanisms, activities and culture in place to deliver and facilitate excellent local services. The CIP supports the delivery of the priorities outlined in the Community Plan, Single Outcome Agreement and Corporate Plan by seeking to ensure the Council is effective and efficient and is aimed at building corporate capacity to address current and future challenges.

- Leadership
- Customer Focused delivery
- Efficiency and Quality

The Council has already self-evaluated itself corporately in these areas and developed improvement plans accordingly. For each of the three areas the Council has clear objectives, outcomes and benefits identified and reports annually as part of its Public Performance Reporting commitments to Council and to the public.

Council Services have a Business Management and Improvement Plan (BMIP) which sets out their key objectives, core activities and improvement actions. Service Gender Actions should be aligned with the Service Team Plans and Service BMIP.

3.9 Brief Equal Pay Statement

Perth and Kinross Council is committed to the principle of equal pay for all our employees. We aim to eliminate any sex bias in our pay schemes and to evaluate jobs using an equality tested Job Evaluation Scheme.

We understand that equal pay between women and men is a legal right under both domestic and European Law. It is in the interest of the Council to ensure that we have a fair and just pay system. It is important that employees have confidence in the process of eliminating sex bias and we are therefore committed to working in partnership with the recognised trade unions to achieve this.

We believe that in eliminating sex bias in our pay systems we are sending a positive message to our employees and service users.

Our objectives are to:

- Identify any unfair, unjust or unlawful practices that impact on pay
- Take appropriate remedial action

Therefore we are committed to:

- Continue to conduct annual equal pay reviews in line with EOC guidance for all employees covered under the single Status Job Evaluation Scheme and also include other employee groups, such as Teachers, Craft Employees and Chief Officers from 2010/11
- Include analysis of ethnicity, disability, age, religion/belief, sexual orientation in future audits carried out
- Implement actions in a planned programme in partnership with the recognised trade unions
- Provide training and guidance for those involved in determining pay
- Communicate this to our employees including how their own pay is determined
- Respond to complaints about equal pay as a priority
- Monitor pay statistics annually

4. Education and Children's Services and the Gender Equality Duty

Education and Children's Services and the Gender Equality Duty

Within Perth and Kinross the education function is delivered through Education and Children's Services. This includes Education Services, Children and Families Services, Cultural and Community Services and Support Services. While we recognise that much of the duty falls within the schools function, the whole of Education and Children's Services will take responsibility for the gender equality duty.

4.1 The Gender Equality Duty

The Gender Equality duty requires that Education Authorities ensure that each school and community learning establishment within their jurisdiction meets the specific duties. To do this Education and Children's Services will:

- Gather information on how our service promotes equality for males and females including transgender people and assess the different impact of policies and practices on both sexes and use this information to inform their work
- Identify priorities and set gender equality objectives
- Plan and take action to achieve those objectives
- Ensure all providers of services commissioned by Education and Children's Services will have, as part of the Service Level Agreement, a responsibility to provide evidence that they are not a discriminatory organisation.
- Ensure that effective implementation of gender duties is part of our ongoing management information system.

4.2 Success Indicators – Gender and Education

We believe the following will indicate our success:

- Demonstration of good information on gender trends being used with evidence of actions towards improvement
- Establishment of a baseline of information which:
 - shows equal opportunities for boys and girls
 - interrogates figures by schools/ genders
 - sets targets for individual schools and community learning activities to allow ECS to assure equity of choice for children and young people

- Demonstrate that resources are made available where needed, i.e. for consultation or information gathering
- Have evidence of building the capacity of Education and Children's Services to meet the duty i.e. for training of staff
- Have evidence of staff attracted to the workforce because of their skills and experience without choices based on gender
- Have evidence that services commissioned by Education and Children's Services are procured properly, demonstrating gender equality measures - see Council-wide strategies and arrangements
- Have evidence of successful targeting of resources

4.3 Consultation

Education and Children's Services is committed to consulting with all its stakeholders in the development of the action plan following the Council's Gender Scheme.

These include:

- Employees
- Communities
- Service users
- Trade unions and other stakeholders

4.4 Gender Impact Assessment (GIA):

Within Education and Children's Services, gender equalities will be undertaken in the context of the Inclusion and Equality policy. This Policy Framework incorporates the disability, race and gender legislation.

The key principles upon which the policy statement is based are as follows:

- Countering conscious and unconscious discrimination that may prevent individuals or groups from thriving
- Actively promoting understanding and appreciation of the diversity of individuals and groups within society.
- Intervening at crucial stages and times to ensure that barriers which prevent inclusion are lessened or removed
- Creating an ethos of achievement for all within a climate of high expectations
- Valuing a broad range of talents, abilities and skills
- Promoting success and self-esteem by taking action to remove barriers to participation and achievement.

The main outcomes we strive for arising from the policy statement are as follows:

- Universal services and targeted measures are in place to enable children, young people and adults to become successful, confident citizens
- Children, young people and adults have access to appropriate lifelong learning opportunities
- Participation and achievement are valued, recognised and celebrated.
- Employees, service users and other members of the community are able to access facilities and buildings; information for a range of purposes; services and learning opportunities; planning and improvement services.

To achieve these aims employees will:

- have an understanding of their legal duties and related policy guidelines on Equalities and Inclusion;
- promote equality of opportunity and good relations between individuals and groups;
- participate in a dynamic process of planning, reflection, monitoring and evaluation to meet the diverse range of needs;
- participate in integrated service delivery and partnership working.

and Leaders and Managers will:

- lead a dynamic process of planning, reflection, monitoring and evaluation;
- optimise resources through priority based planning;
- gather and analyse data to ensure effective responses are taken in support of inclusion and equality of opportunity;
- monitor service provision – at a range of levels – planning, employment, consultation, providing information, incident reporting;
- ensure appropriate employee development and training;
- actively promoting integrated service delivery and partnerships;
- implement appropriate policy guidance and legal duties;
- promote equality of opportunity and good relations between individuals and groups.

4.5 Key challenges for Education and Children's Services

It is the responsibility of individuals and groups at all levels of the Service to ensure that this policy is implemented effectively.

(i) Career Choices

The Equality Opportunities Commission Gender guidance for schools notes that

“Education in Scotland has always enjoyed a high status and been seen as a crucial part of the social fabric with a significant role to play in shaping and developing Scottish society. Scottish schools and nurseries provide opportunities for children to become successful learners, confident individuals, responsible citizens and effective contributors to society. They also employ large numbers of people in a wide range of roles. It is crucial that they rise to the challenge of implementing the GED and ensuring gender equality in policies, services and employment practices”.

Significant gender-related inequalities have been identified in Scottish schools.

For example:

- Girls are out-performing boys in terms of attainment at all levels (consistent with results from across the OECD)
- Boys are much more likely than girls to be excluded from school
- Marked gender differences in young people’s subject and work experience choices, which stem partly from the persistence of stereotypes about what males and females are suited to.

In Perth & Kinross area Education and Children’s Services will focus on the following actions:

- Analysing attainment figures in terms of gender
- Developing new curriculum pathways to support the achievement of those who are not performing well in academic attainment
- Ensuring that analysis and subsequent action related to gender is recorded and acted upon
- Ensuring Gender issues form part of the services continuous improvement planning
- Including gender issues as an integral part of the accountability and reporting processes

(ii) Curriculum Development

Ambitious Excellent Schools: including ‘A Curriculum for Excellence’ (ACfE), a major driver of broad curriculum policy which stemmed from the 2002 National Debate on Education.

The main element of ACfE is the review of the curriculum to create a single, coherent curriculum framework from age 3 to age 18.

The purpose of education is to enable all young people to become:

- Successful learners
- Confident individuals
- Effective contributors to society
- Responsible citizens

A Curriculum for Excellence aims to develop these capacities in a way which, amongst others, enables young people to have respect for others; to understand different beliefs; to develop informed, ethical views of complex issues; to relate to others and manage themselves; and to work in partnership and in teams.

These capacities require active anti-discriminatory approaches to learning and teaching to foster the promotion of equality.

In Perth & Kinross Council Education and Children's Services will ensure the following:

- The use, by all schools of Equalities Toolkit to develop the curriculum to take account of gender inequality in the context of equalities in general
- Schools and services integrating the principles from the Education & Children's policy paper 'Inclusion and Equality' into all delivery programmes
- Recognise the key role of early education in addressing gender stereotypes, specific attention will be given to early years curriculum and the involvement of fathers and other male figures in children's lives
- Recognise the important role of youth provision in challenging gender roles through active discussion with young people in informal and community based settings and through opportunities within citizenship education.

Education and Children's Services will use this and other relevant information to challenge schools and services and build this into the quality assurance framework of the service.

(iii) Children in Need

ECS will ensure equity of response to children and young people 'in need' and engagement with their carers

(iv) Workforce challenges for Education and Children's Services

These include:

- Attracting more men into social work and childcare and teaching roles and more male role models in early years education – currently less than 3% of childcare workers are male and the number of males entering teaching is in decline
- Ensuring that there is an appropriate gender balance at promoted post level and at classroom / service level.
- Ensure employee support tools (e.g. career breaks) are used fairly for both males and females, plus ensuring staff making use of these support tools are not disadvantaged in their career progression.

4.7 Reporting on Progress

Education and Children's Services will report annually on the actions that they have taken or intend to take to meet the gender equality duty. A summary report will be published no more than a year after the publication of the Council's first Gender Equality Scheme which will be published by June, 2010

An enhanced monitoring will be carried out by the service which is expected to provide most of the data needed. Education and employment monitoring arrangements are included under Human Resource monitoring arrangements at Section 3 above and available data is included at Appendix 8.2. Other Education and Children's Services data has been published on the Council's website and this includes pupil performance data.

4.8 Education and Children's Services examples of monitoring data:

Exclusions – 2008/09

| | Boys | Girls |
|-----------|------|-------|
| Primary | 94 | 18 |
| Secondary | 208 | 61 |

Violence and Aggression 2008/09

| Table 5: Incidents by Pupil Gender and Stage | | | | | | | | | | | | | | | | | | | | |
|--|--------------|-----------|----------|------------|--------------|-----------|----------|------------|--------------|-----------|----------|------------|--------------|-----------|----------|------------|-----------------------------------|------------|----------|------------|
| Stage | AY 2005-2006 | | | | AY 2006-2007 | | | | AY 2007-2008 | | | | AY 2008-2009 | | | | 2007-2008 to 2008-2009 Difference | | | |
| | Male | Female | Unknown | Total | Male | Female | Unknown | Total | Male | Female | Unknown | Total | Male | Female | Unknown | Total | Male | Female | Unknown | Total |
| NC | 3 | 1 | 0 | 4 | 2 | 1 | 0 | 3 | 19 | 1 | 0 | 20 | 41 | 0 | 0 | 41 | 22 | -1 | 0 | 21 |
| NS | 18 | 0 | 0 | 18 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| P1 | 19 | 8 | 0 | 27 | 27 | 4 | 0 | 31 | 22 | 0 | 0 | 22 | 52 | 3 | 0 | 55 | 30 | 3 | 0 | 33 |
| P2 | 42 | 4 | 0 | 46 | 23 | 6 | 0 | 29 | 45 | 0 | 0 | 45 | 18 | 0 | 0 | 18 | -27 | 0 | 0 | -27 |
| P3 | 33 | 1 | 0 | 34 | 29 | 9 | 0 | 38 | 3 | 0 | 0 | 3 | 40 | 0 | 0 | 40 | 37 | 0 | 0 | 37 |
| P4 | 27 | 2 | 0 | 29 | 14 | 0 | 0 | 14 | 22 | 18 | 0 | 40 | 3 | 0 | 0 | 3 | -19 | -18 | 0 | -37 |
| P5 | 17 | 0 | 0 | 17 | 58 | 0 | 0 | 58 | 17 | 1 | 0 | 18 | 10 | 0 | 0 | 10 | -7 | -1 | 0 | -8 |
| P6 | 5 | 1 | 0 | 6 | 10 | 1 | 0 | 11 | 26 | 0 | 0 | 26 | 15 | 0 | 0 | 15 | -11 | 0 | 0 | -11 |
| P7 | 15 | 3 | 0 | 18 | 6 | 0 | 0 | 6 | 11 | 2 | 0 | 13 | 6 | 0 | 0 | 6 | -5 | -2 | 0 | -7 |
| S1 | 14 | 3 | 0 | 17 | 11 | 2 | 0 | 13 | 19 | 1 | 0 | 20 | 2 | 6 | 0 | 8 | -17 | 5 | 0 | -12 |
| S2 | 16 | 5 | 0 | 21 | 14 | 13 | 1 | 28 | 29 | 7 | 0 | 36 | 14 | 5 | 0 | 19 | -15 | -2 | 0 | -17 |
| S3 | 28 | 13 | 0 | 41 | 40 | 22 | 0 | 62 | 18 | 9 | 1 | 28 | 15 | 3 | 0 | 18 | -3 | -6 | -1 | -10 |
| S4 | 14 | 6 | 0 | 20 | 18 | 8 | 0 | 26 | 16 | 10 | 0 | 26 | 14 | 2 | 0 | 16 | -2 | -8 | 0 | -10 |
| S5 | 3 | 0 | 0 | 3 | 3 | 0 | 0 | 3 | 1 | 1 | 0 | 2 | 2 | 0 | 0 | 2 | 1 | -1 | 0 | 0 |
| S6 | 0 | 0 | 0 | 0 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 1 | 0 | 1 |
| Special | 21 | 2 | 0 | 23 | 14 | 4 | 0 | 18 | 13 | 2 | 0 | 15 | 25 | 7 | 0 | 32 | 12 | 5 | 0 | 17 |
| Unknown | 0 | 0 | 3 | 3 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 2 | 0 | 0 | 2 | 2 |
| Total | 275 | 49 | 3 | 327 | 273 | 70 | 1 | 344 | 261 | 52 | 1 | 314 | 257 | 27 | 2 | 286 | -4 | -25 | 1 | -28 |

Schools Staff (Source: Audit Scotland)

| | 2006/07 | 2007/08 | 2008/09 |
|---|---------|---------|---------|
| Number of secondary school head and deputy head teachers | 48 | 40 | 38 |
| Number of female secondary school head and deputy head teachers | 13 | 17 | 16 |
| Percentage of secondary school head and deputy head teachers that are women | 27.1% | 42.5% | 42.1% |
| Number of primary school head and deputy head teachers | 110 | 112 | 117 |
| Number of female primary school head and deputy head teachers | 97 | 96 | 101 |
| Percentage of primary school head and deputy head teachers that are women | 88.2% | 85.7% | 86.3% |
| Number of special school head and deputy head teachers | 3 | 4 | 3 |
| Number of female special school head and deputy head teachers | 3 | 4 | 3 |
| Percentage of special school head and deputy head teachers that are women | 100% | 100% | 100% |
| Total number of head and deputy head teachers | 161 | 156 | 158 |
| Total number of female head and deputy head teachers | 113 | 117 | 120 |

| | | | |
|--|-------|-------|-------|
| Percentage of all head and deputy head teachers that are women | 70.2% | 75.0% | 75.9% |
| | | | |
| Number of secondary school teachers (including head and deputy head teachers) | 690 | 639 | 698 |
| Number of female secondary school teachers (including head and deputy head teachers) | 404 | 382 | 425 |
| Percentage of secondary school teachers that are women | 58.6% | 59.8% | 60.9% |
| Number of primary school teachers (including head and deputy head teachers) | 739 | 648 | 712 |
| Number of female primary school teachers (including head and deputy head teachers) | 689 | 604 | 652 |
| Percentage of primary school teachers that are women | 93.2% | 93.2% | 91.6% |
| Number of special school teachers (including head and deputy head teachers) | 25 | 23 | 26 |
| Number of female special school teachers (including head and deputy head teachers) | 20 | 19 | 20 |
| Percentage of special school teachers that are women | 80% | 82.6% | 76.9% |
| Total number of teachers (including head and deputy head teachers) | 1,454 | 1,310 | 1,436 |
| Total number of female teachers (including head and deputy head teachers) | 1,113 | 1,005 | 1,097 |
| Percentage of teachers that are women | 40.5% | 49.3% | 55.0% |

5. Responsibilities for Equality

The Chief Executive has the overall Council responsibility for Equality.

The Head of Business Transformation and Improvement has the responsibility for Corporate Equality and the Equality Team which includes the Senior Equality Officer.

The Equality Strategic Group members have responsibility for the corporate leadership and management of the Equality process in the Council. The Strategy Group provides direction to Services and oversees progress corporately.

The Equality and Diversity Member Officer Group has responsibility for ensuring Elected Members are fully involved in the equality process within the Council.

Service Lead Officers for Equality have the responsibility for ensuring their Service implements effective equality actions which are monitored and reported via Service Equality Action Plans.

Service Equality Contacts provide assistance for the Service Lead Officers for Equality.

Equality - Roles and Responsibilities as stated in the Corporate Equality Policy 2004

Equality is mandatory for the organisation and therefore everyone working for or with Perth & Kinross Council has responsibilities in relation to promoting equality of opportunity and good relations between different groups. Successful implementation of the Equality Policy will depend on a partnership between the Council and the Community.

5.1 Roles

- | | | |
|---------------------|---|---|
| Elected Members | - | to comply with the Equality Policy |
| | - | to provide leadership and support |
| | - | to engage with the local community |
| | - | to provide a scrutiny role |
| Executive Directors | - | to comply with the Equality Policy |
| | - | to provide leadership and support to enable Services to comply with the Equality Policy |

- to oversee and monitor compliance with the Equality Policy
- Employees and staff representatives - to comply with the Equality policy
- to challenge existing cultures and traditions
- Partners/Contractors - to engage with the community
- to comply with Providers of Goods and Services to and for the Council Responsibilities

5.2 Responsibilities

Elected Members

As part of their Scrutiny role for Equality, Elected Members have responsibility for ensuring that reports before Committee identify any relevant Equality implications and clearly indicate how the Equality implications will be addressed. Training will be provided for Elected Members to enable them to provide leadership and support to encourage compliance with the Corporate Equality Policy and enable them to develop their engagement with all groups in the local community.

Executive Officer Team

The Executive Officer Team (EOT) has lead responsibility for ensuring the Equality policy, legislation and related duties are complied with both in service delivery and employment matters.

Executive Directors have responsibility to ensure that the Council's Equality Policy and related strategies are effectively implemented throughout their Service.

Service Management Team

Service Management Teams should ensure that equality matters are integrated into policy development, decision-making, service planning and delivery and employment matters.

Service Managers

Managers will be responsible for ensuring that service and employment functions, policies, practices or procedures comply with the commitment in the Equality policy and ensure changes are implemented.

Employees

All employees have responsibilities as well as rights in relation to implementing the Corporate Equality Policy. Training will be provided for employees, together with guidance and information to enable everyone to positively promote equality of opportunity and good relations between different groups.

Employees will be encouraged to identify any functions, policies, practices or procedures that do not comply with this Corporate Equality Policy and the relevant legislation.

Partners, Contractors and Suppliers

We will work with partners to ensure good Equality practice is shared and that they adopt the principles of equality to enable them to comply with the Equality Policy. Partners, Contractors and Suppliers of goods and services will be encouraged to comply with the specific requirements of the Equal Opportunities Commission Code of practice on Gender and Procurement in Local Government. This in turn will enable this Council to meet its statutory responsibilities and duties.

Public, Private and Voluntary sector partners, contractors and suppliers will be asked to provide evidence on how they are meeting the general and specific duties to enable the Council to comply with the duty to eliminate unlawful discrimination and promote Gender equality.

Organisations in receipt of Council Grants

All organisations receiving grants will be asked to provide evidence of how they are complying with the Perth & Kinross Council Corporate Equality Policy in relation to their service delivery and employment matters.

6. Corporate Equality Scheme (Gender) Action Plan 2010 - 2013

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|-----|--|--|--|--|---|
| 6.1 | <p>Consult, revise and republish the Council's Revised Gender Scheme for 2010 – 2013.</p> <p>Align Gender Scheme actions with Corporate and Service Equality Action Plans, BMIPs and team plans.</p> | <p>Develop and consult on the draft Gender Scheme.</p> <p>Ongoing involvement with men, women and transgender groups through Community Equality Advisory Group meetings and events.</p> <p>Align gender scheme actions with 3 year equality plan</p> | <p>Review draft Gender Scheme and provide comments and identify Service gender and transgender priorities and implement activities to achieve outcomes.</p> <p>Align gender scheme actions with Service Equality Action Plan, BMIPs and Team plans</p> | <p>Revise and re-publish the Gender Scheme by 29 June 2010</p> | <p>Clarifying the Council's arrangements for meeting the Gender Equality Duty help progress gender equality.</p> <p>Create opportunities for ongoing involvement in relation to gender and transgender to ensure inclusiveness of services and employment.</p> <p>All equality actions aligned through performance management framework</p> |
| 6.2 | <p>Review progress and publish annual Gender progress report</p> | <p>Implement Corporate activities to achieve progress for gender and transgender issues and report progress</p> | <p>Implement service level activities to achieve progress for gender and transgender issues and report progress</p> | <p>year 1 = June to May 2011; Year 2 = June to May 2012 and Year 3 = June to May</p> | <p>To demonstrate progress and outcomes achieved for each year of the Gender Scheme.</p> |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|-----|--|--|--|--|---|
| | | and outcomes. | and outcomes. | 2013 include in revised scheme | |
| 6.3 | Take actions to improve access to and take up of Council services, particularly those that are gender specific or may be of particular value to men, women or transgender people | Increase gender and transgender specific community engagement (where appropriate) in the development and delivery of Council Services through improved networking and communication. | Ensure outcomes from gender and transgender specific community engagement are used to influence and where appropriate improve the inclusiveness of service provision and access. | Report progress through Service Equality 6 monthly reports and contribute to annual progress report for Gender Scheme. | The establishment of a robust reporting structure contributes to improving access to and take up of services and highlights areas for improvement. |
| 6.4 | Carry out equality impact assessments for all new and updated 'policies' to ensure they avoid negative impact and promote positive outcomes for transgender people, men and women. This also supports equality objective setting in line with new | Develop and run EqIA training courses for staff including establishing action learning sets to support the completion of EqIAs. | Continue to update Service Schedule for completing EqIA on all new and updated existing 'policies'. Ensure all 'policies' submitted to committee have had an EqIA carried | Annual review of Service Schedule Staff training introductory course to target group by end 2010. Action | EqIA process reflects good practice, outcomes supports inclusive services for men, women and transgender people. Each Service will have a group of staff who have received training for EqIA and can support their |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|-----|--|--|---|---|---|
| | Equality Act 2010 and related duties. | | out. Support staff to attend EqIA training and attend Action Learning Sets focused on specific 'policies'. | Learning Sets ongoing for new and updated policies. | Service's work for EqIA and help the development of more inclusive policies for men, women and transgender people and establish a foundation for developing equality objectives. |
| 6.5 | Review the Corporate Communications Strategy to ensure it incorporates a wide range of communication methods to inform equality groups about services and opportunities available to them. | Where relevant corporate communications reflect a positive approach to gender and transgender. | Where relevant service level communications reflect a positive approach to gender and transgender. | Year, 1 2, and 3 of scheme and ongoing/ | The Corporate communications strategy and practice enhances and reflects equality in all council activities and publicity materials including gender and transgender equality characteristics. |
| 6.6 | Equality and Diversity Training opportunities made available to staff. | Develop and roll-out e-learning and other training solutions including training for gender and transgender equality characteristics. Provide support for | Services to monitor their staff completion rates for Equality and Diversity Training and report progress in Service Equality Action Plan 6 monthly progress | Roll out commenced 2008 and ongoing | Helps to develop awareness and understanding of Council staff to support inclusive services to meet the requirements of men, women and transgender people and schools staff, boys and girls and |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|-----|--|---|---|--|---|
| | | Schools staff to complete the training via link to Cylix website. | reports. | | transgender pupils. |
| 6.7 | <p>Carry out service delivery and employment monitoring and publish the outcomes. Use outcomes to identify improvements as appropriate.</p> <p>Share summary data with colleagues in other Council Services and as appropriate with partner organisations.</p> | Publish Council Equality monitoring guidance encourage an approach of collect data once and use many times. | Services to carry out equality monitoring as part of their approach to measure customer satisfaction and employee satisfaction etc. | Employment monitoring 6 monthly reports to Executive Officer Team and Equality and Diversity Member Officer Group. Regular service delivery monitoring including gender and transgender. | Comprehensive and accurate data available and shared for all equality characteristics including gender and transgender covering community profiles, service user etc profiles and employment. |
| 6.8 | Review Service Level Agreements (SLA) and Contracts when they come up for renewal to ensure they contain equality clauses and | Review and update the Corporate Procurement Strategy to ensure it reflects good | Ensure that contracts for services, service level agreements and work carried | At renewal date or when creating a new SLA or contract | Functions and services carried out by contractors and partners enables the Council to comply with Gender and transgender |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|------|---|---|---|--|---|
| | measure to ensure compliance. | practice for equality. | out in partnership help the Council to promote gender equality and as appropriate compliance with the Gender Equality Duty. | | statutory duties. |
| 6.9 | Employment – Establish procedures to respond to reports of harassment related to gender and transgender. Promote gender equality related policies including flexible working, parental leave etc. | Analyse monitoring outcomes and identify improvements. | Ensure staff have access to procedures for report harassment and access to flexible working opportunities etc. | Data published 6 monthly. | Staff are confident about reporting instances of harassment relating to gender and transgender and their work/life balance is supported. |
| 6.10 | Promote gender and transgender equality objectives in community safety and criminal justice social work across all council services. Work with local agencies and partners to develop and implement the Perth & Kinross Violence Against Women Partnership Strategy which aims | Community Safety Implementation Group to plan and support initiatives and activities designed to prevent and respond to reports of gendered and transgendered violence. | Housing and Community Care, Education and Children’s Services have specific responsibilities for implementing procedures and activities to provide an appropriate response to victims | Publication of joint strategy by end 2010. | Victims of hate crime relating to gender and transgender are confident that they will be supported when they report instances. Data gathered and analysed to identify patterns, trends and improvements to aid |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|------|--|-------------------------------------|---|------------------|---|
| | <p>to develop a strategic integrated approach to address gendered violence, including its causes and impacts.</p> <p>Work as part of the Perth & Kinross Violence against Women Partnership to encourage an integrated strategic partnership approach to preventing and addressing gender based violence</p> | | <p>and potential victims of gendered and transgendered violence.</p> <p>Education and Children's Services Chair the Violence Against Women Partnership and have a responsibility to seek to integrate actions to address Violence Against Women into service provision.</p> | Ongoing | <p>reporting. Also to ensure services are accessible and reflect and respond to identified need.</p> <p>The implementation of the key objectives of the Perth & Kinross Violence against Women Partnership.</p> <p>The identification of gaps and progressing priorities which encompass the wider VAW agenda and take account of national priorities and initiatives.</p> <p>To ensure that policy and service provision/development takes account of the views of women, children and young people.</p> |
| 6.11 | Eliminate discrimination against Transgender staff and aim to | Human Resources, ensure that | Provide support for vulnerable staff and | HR Policy review | Able to identify any procedures or processes |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|------|--|---|--|---|---|
| | promote equality of opportunity for transgender staff or potential staff. | employment policies and procedures take an inclusive approach to wards transgender staff or applicants. | groups including transgender staff or potential staff. | ongoing | where transgender people may experience discrimination and take preventative action. |
| 6.12 | Equal Pay and Single Status Agreement | Monitor information gathered in relation to pay and benefits | Support a fair system of pay and benefits for all staff | Ongoing | Reduce the pay gap between men and women. |
| 6.13 | Council Complaints Procedure is designed to respond to issues relating to gender and transgender and complaints data analysed for impact in relation to men, women and transgender people. | Corporate complaints team to report and publish outcomes from complaints monitoring. Involve local transgender group to establish their views of the Council complaints procedure. | Respond to individual complaints and provide monitoring data to contribute to Council wide data. | Annual reports to Standards and Scrutiny Committee. Involve local groups during the period of this scheme and ongoing. | Able to identify any complaints relating to gender and transgender discrimination and where relevant use successful resolutions to inform decision making. To identify satisfaction levels of transgender people, men and women using the process and publish outcomes. To publish data about complaints process in relation to gender and as appropriate transgender |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|------|---|---|---|---|---|
| | | | | | profiles of users and types of complaints. |
| 6.14 | Regeneration and Employability to address issues relating to men, women and transgender people. | <p>Identify and circulate to Council Services examples of good practice to help to tackle poverty amongst key groups including - women as lone parents and pensioners etc.</p> <p>Develop effective working practices with CPP to enable joint working to tackle poverty and exclusion of key groups.</p> | Consider examples of good practice and introduce positive initiatives including working with partners to achieve a positive impact. | In line with specific target dates determined by the project. | <p>To ensure services are aware of and are taking appropriate actions to develop services and employment practices to contribute to the reduction of poverty and support employability.</p> <p>To ensure that tackling poverty and improving opportunities is a key element of partnership working.</p> <p>To ensure that the Council and partners target resources and services to help to identify key groups in this area and improve their opportunities for inclusion and employability.</p> |
| 6.15 | Ensure the Council has | Corporate guidance | Reviewing | All Services to | Less stressful process for |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|-----|--|--|--|--|---|
| | <p>established and appropriate procedures in place to support transgender customers and employees and potential employees.</p> <p>Areas to consider include having established procedures for changing Council records for transgender people, council tax records, housing benefits, library records, housing services and employment.</p> <p>Education services to have systems in place to enable the re-issue of qualifications when requested for transgender people.</p> <p>Provide safety in facilities for transgender people.</p> <p>Work with partners to promote and implement good practice in health care for women, men and transgender people</p> | <p>and staff training.</p> <p>Through CEAG and other channels work with partners to improve healthcare for transgender people.</p> | <p>procedures for changing name, title and gender.</p> <p>Education and Children's Services to establish system for re-issue of qualifications</p> <p>Housing and Community Care to ensure safety provisions for homeless transgender people.</p> <p>Housing and Community Care to work with partners to promote and implement good practice in healthcare for transgender people.</p> | <p>have review procedures for changing records during 2010/2011 and made the appropriate changes and improvements.</p> | <p>all concerned and staff can make changes to name, title and gender descriptions in records much faster with the outcome of more accurate records.</p> <p>Safer temporary accommodation available for transgender people who are homeless.</p> <p>Improved access to healthcare for transgender people.</p> <p>Improved healthcare for women and men.</p> |

| No. | Action | Corporate Equality Responsibilities | Service Equality Responsibilities | Timescale | Intended Outcomes |
|------------|---|---|--|--|--|
| 6.16 | Progress signing up to the European Charter for Equality of women and men in local life | Research the requirements and prepare report to progress commitment to this positive initiative | To enable the Council to meet the requirements of this Charter is agreed for implementation. | Council signed up to this Charter by en 2010 | Supports progress for gender equality across the Council |

**Monitoring and information gathering – Perth & Kinross and Scotland
Gender profiles**

The profile for gender for this Council area reflects the Scottish and UK profiles.

| | | |
|-----------------|--------|--------|
| Perth & Kinross | Female | 51.71% |
| | Male | 48.29% |

Facts about women and men in Scotland 2006 includes useful profiles for categories such as population, education and training, employment, parents, pay and income, industries and occupations and public and political life and copies have been included in the Council gender toolkit to help inform Services, a copy has also been added to the intranet with other national reports to contribute to information gathering to inform gender planning and procedures etc.

The data includes the following:

Age Group Under 16

| | |
|---------|--------------------------|
| Females | 17% of female population |
| Males | 20% of male population |

Age Group 16 to 64

| | |
|---------|--------------------------|
| Females | 64% of female population |
| Males | 67% of male population |

Age Group 65 and over

| | |
|---------|--------------------------|
| Females | 18% of female population |
| Males | 14% of male population |

Resident population - 5,078,000 in Scotland in 2004. A fifth of the population lives in rural areas.

Population of Perth & Kinross 134,949 the gender profile reflects the national gender profile.

| | | |
|----------|---------|---------------------------|
| All ages | Females | 51.8% of whole population |
| | Males | 48.2% “ “ “ |

Women working full-time earn 12% less per hour than men.

Women working part-time earn 33.6% less compared to the average full-time earnings of men.

The Perth & Kinross area has a higher percentage of people working part-time than the national average.

There are equal numbers of women and men in the public administration and defence sector. One in three managers and senior officials are women.

The unemployment levels in Perth & Kinross are lower than the national average.

Census data indicates that the percentages of people with good and fairly good health is higher in Perth & Kinross compared to the national profile.

Less people in this Council area have a limiting long term illness than elsewhere and a higher percentage have no limiting long term illness. The average age of people who have a limiting long term illness is 60.63 years in Perth & Kinross compared to 57.94 years elsewhere in Scotland.

The percentage of economically inactive people who are permanently sick/disabled in Perth & Kinross is 14.84% compared to the national average of 21.25%. This is in the context of a slightly higher age group of people in this area who are in the 60 to 74 year olds and 75 years and over.

There are fewer households with at least one person aged 16 – 74 who is unemployed – 11.08% compared to a national average of 16.77%.

Travel to work by car is undertaken by a slightly higher percentage of people in Perth & Kinross compared to the national average and travel by train or bus in Perth & Kinross is less than half the national percentage – 7.43% compared to 15.15%.

(Source Census data 2001)

Scottish Executive data indicates that more women than men travel by public transport – 14% women compared to 9% men.

(Source High Level Summary of Equality Statistics – Key Trends for Scotland)

**Race, Gender and Disability Employment Monitoring Statistics for the
Yearly Period 1 April 2009 - 31 March 2010**

1 Workforce Profile as at 31 March 2010

| Workforce Profile | Number | Percentage | Population Statistics for Perth & Kinross as a % |
|--|---------------|-------------------|---|
| Male Employees | 1756 | 29.1% | 48.2% |
| Female Employees | 4270 | 70.9% | 51.7% |
| All Employees | 6026 | 100% | |
| <i>Included in the above numbers:</i> | | | |
| Minority Ethnic Employees | 47 | 0.78% | 0.97% |
| Disability | 39 | 0.66% | 20% (estimated) |

2 Recruitment Applications (for period 1 April 2009 - 31 March 2010)

| Applications | Number | Percentage |
|--|---------------|-------------------|
| Total Number of Applicants* ¹ | 13139 | - |
| Male Applicants* ¹ | 3971 | 30.22% |
| Female Applicants* ¹ | 8274 | 62.97% |
| Minority Ethnic Applicants* ¹ | 334 | 2.54% |
| Disabled Applicants* ¹ | 265 | 2.02% |

*¹ Completion of the equal opportunities form is optional and some applicants only partially complete, ie do not disclose their gender, ethnicity or whether they have a disability. This affects the reliability of the data reported.

As the Council uses local and national media to attract applicants, data has therefore been compared with minority ethnic population figures for Perth and Kinross and nationally in Scotland in the 2001 Census.

| Geographic Area | Minority Ethnic Population |
|------------------------|-----------------------------------|
| Perth and Kinross | 0.97% |
| Scotland | 2.01% |

3 Recruitment Appointments (for the period 1 April 2009 - 31 March 2010)

| Selections | Number | Percentage |
|--|---------------|-------------------|
| Total Number of Appointments* ² | 708 | - |
| Male Appointments* ¹ | 156 | 22.03% |

| | | |
|--|-----|--------|
| Female Appointments* ¹ | 541 | 76.41% |
| Minority Ethnic Appointments* ¹ | 10 | 1.41% |
| Disabled Appointments* ¹ | 6 | 0.85% |

*¹ Completion of the equal opportunities form is optional and some applicants only partially complete, ie do not disclose their gender, ethnicity or whether they have a disability. This affects the reliability of the data reported.

*² The total number of appointments is lower than the individual categories added together, as an appointment may appear in more than one category.

4 Internal Promotions (for the period 1 April 2009 - 31 March 2010)

| Ethnic Background | Promotion Applicants | % | Promotion Short-listed Candidates | % | Promotion Candidates who accepted an offer | Success Rate % |
|-------------------|----------------------|-------------|-----------------------------------|-------------|--|----------------|
| White | 2331 | 96.76 % | 659 | 98.06 % | 186 | 100% |
| Minority Ethnic | 71 | 2.95% | 11 | 1.64% | 0 | |
| Not Disclosed | 7 | 0.29% | 2 | 0.30% | 0 | |
| Total | 2409 | 100% | 672 | 100% | 186 | 100% |
| Gender | | | | | | |
| Male | 791 | 32.84 % | 177 | 26.34 % | 50 | 26.88% |
| Female | 1592 | 66.08 % | 489 | 72.76 % | 136 | 73.12% |
| Not Disclosed | 26 | 1.08% | 6 | 0.90% | 0 | - |
| Total | 2409 | 100% | 672 | 100% | 186 | 100% |
| Disabled | | | | | | |
| Disabled | 53 | 2.20% | 10 | 1.49% | 1 | 0.54% |

* Completion of the equal opportunities form is optional and some applicants only partially complete, ie do not disclose their gender, ethnicity or whether they have a disability. Information is also based on the individual's perception of whether the job would be a promotion. All these factors affect the reliability of the data reported.

5 Procedures Invoked

| Discipline | | | | | |
|---------------------------------|--------|--------|-------------|-----------------|----------|
| Category | Male | Female | Total | Ethnic Minority | Disabled |
| Number of Cases | 36 | 19 | 55 | 1 | 0 |
| % of overall workforce profile | 0.59% | 0.31% | | | |
| % of equality workforce profile | 21.9% | 70.9% | 100% | | |
| % of discipline cases | 65.45% | 34.55% | | | |
| Grievance | | | | | |
| Category | Male | Female | Total | Ethnic Minority | Disabled |
| Number of Cases | 4 | 11 | 15 | 0 | 0 |
| % of overall workforce profile | 0.06% | 0.18% | | | |
| % of equality workforce profile | 21.9% | 70.9% | 100% | | |
| % of grievance cases | 26.67% | 73.33% | | | |
| Dignity at Work | | | | | |
| Category | Male | Female | Total | Ethnic Minority | Disabled |

| | | | | | |
|---------------------------------|--------|--------|-------------|---|---|
| Number of Cases | 11 | 18 | 29 | 2 | 0 |
| % of overall workforce profile | 0.18% | 0.29% | | | |
| % of equality workforce profile | 21.9% | 70.9% | 100% | | |
| % of dignity at work cases | 37.93% | 62.07% | | | |

6 Training Requests & Participation Sessions

| | Training Requests | | | Training Participation | Workforce Profile % |
|--|-------------------|----------|----------------|------------------------|---------------------|
| | Internal | External | Total Requests | Total Sessions | |
| Total Number of Requests/Sessions | 7128** | 502 | 7630 | 8572 | |
| Males | 1363 | 140 | 1503 | 1834 | 29.1% |
| Females | 5755 | 362 | 6117 | 6738 | 70.9% |
| <i>Included in the above numbers:</i> | | | | | |
| Minority Ethnic | 39 | 3 | 42 | 58 | 0.78% |
| Disability | 12 | 1 | 13 | 41 | 0.66% |

* The number of training requests does not correlate with the training participation rates.

** Includes 10 reserved place - no gender supplied

7 Exits from the Council

| Exits | Number | Percentage | Workforce Profile % |
|--|--------|------------|---------------------|
| Total Number of Leavers | 334 | 100% | |
| Male Leavers | 106 | 31.74% | 29.1% |
| Female Leavers | 228 | 68.26% | 70.9% |
| <i>Included in the above numbers:</i> | | | |
| Minority Ethnic Leavers | 2 | 0.59% | 0.78% |
| Disability | 1 | 0.29% | 0.66% |

* The number of leavers is the number of employees with permanent contracts who have left the Council. It does not include fixed term contracts.

Glossary

| | |
|--|---|
| Equality Scheme | A scheme put in place by the employer, which sets out their gender equality goals. It includes tasks and timeframes and the individual(s) responsible for delivering each goal. |
| Formal Legal Status | This means that the Code of Practice can be used as evidence in a court of law and covers the legal requirements of the duty. |
| Gender | Refers to the wider social roles, attitudes, values and behaviours attributed to women and men by society which structure men's and women's lives. For example, traditionally, a gender role would suggest that women should look after children, while men continue to go to work. |
| Gender Disaggregated Statistics | Data that has been collected and analysed by gender, such as surveys, which would highlight any difference in results between men and women, girls and boys. |
| Gender Impact Assessments | An assessment of planning, service and employment policies, paying specific attention as to how the services impact on gender. Based on the results education authorities should redesign their services to meet the need of men, women and transsexual people. |
| Gender Reassignment | The process or steps, taken under medical supervision, of reassigning a person's gender by changing physical, social or other characteristics. For example, this may include hormone therapy or sex change operation. |
| Occupational Segregation | When women and men are employed in different jobs in the workplace or when men or women predominate a particular job, such as men in the construction industry and women in the childcare sector. |
| | Refers to how we are born and to describe the |

| | |
|--------------------|--|
| Sex | biological and physical differences between women and men. |
| Transgender | People who identify their gender to be different from the physical one into which they were born but who choose not to undergo medical treatment and simply live their life in their new gender are not subject to the same legal protections as transsexual people. |
| Transsexual | A person who intends to undergo, is undergoing or has in the past undergone gender reassignment (which may or may not involve hormone therapy or surgery), and it is this individual who receives protection under the law. |

(Source EOC guidance)

Perth & Kinross Council Equality Impact Assessment Process

There is a pdf version which contains a summary to help keep staff on the right track depending on whether the 'policy' is relevant or not etc.

There is also a Word version which can be completed and electronically shared amongst the team who are involved with carrying out an equality impact assessment process.

Copies available on Eric on the following link.

<http://eric/C10/C7/Equality%20Impact%20Assessing%20Proc/default.aspx>

**Corporate Equality Scheme (Gender) 2007 – 2010 Year 3 (2009 – 2010)
Summary progress report:**

Progress reports for Year 1 and 2 of the Gender Scheme have been published on the Council's website.

<http://www.pkc.gov.uk/Council+and+government/Equality+and+diversity/Gender+Equality+Scheme.htm>

Perth & Kinross Council continues to develop a multi-category approach to equality to reflect the requirements of existing and new equality legislation, including the Equality Act 2010.

All Equality activities will have some benefit for men and women, girls and boys and transgender people in particular actions taken for other equality protected characteristics including race, disability, age, sexual orientation and religion and belief etc.

Equality Impact Assessment Procedure (EqIA) – in 2010 the Council published a multi-equality protected characteristics approach. This helps to ensure that gender issues are considered in the development and updating of new and existing policies and this includes plans strategies and procedures etc. This approach highlights activities for improving the inclusiveness of policies to ensure the specific requirements of women, men, boys and girls and transgender people are considered and addressed.

Equality approach to community engagement - consultation and involvement with women, men and local and national transgender groups through their membership and attendance at the Community Equality Advisory meetings, involvement of Trade Unions, staff questionnaires, pupil, parent and teacher forums, tenancy groups and other forms of community and staff engagement developed for inclusive and equality purposes.

Equality Monitoring arrangements - Services and Human Resources gather and publish data indicating the profiles of women and men and impact of procedures for women and men. Education and Children's Services publish data in relation boys and girls, pupil performance and behaviour. The Environment Service reports on gender outcomes in relation to their customer service surveys.

Education and Children's Services data indicates an increase during the period of the current Gender Scheme the number of females moving into Secondary School Head and Deputy Head Teacher roles has increased from 27% to 42%. There has been an increase in the number of male primary school teachers from 44 to 60 to 2009 and also the number of male Special School teachers from 4 to 6 in the same period.

Education and Children's Services have put in place award winning interventions to reduce the number of boys who are subject to school exclusions and the data for 2008-2009 indicates a small reduction in the number of exclusions.

Equality training arrangements - addresses the issues relating to women, men and transgender people are included in the three Equality and Diversity training modules. Additional classroom based training has been provided for key groups in relation to transgender. Induction training addresses gender and transgender issues. Equality Impact Assessing training is continuing including providing an Action Learning Sets approach to carrying out EqlA on policies.

Housing support funding of £35,098 provided for Women's Aid to help meet the needs of service users.

During 2009/10, the initiative 'Break the Silence' was rolled out in this area as part of the 16 days to end violence against women which is a worldwide campaign and now attracting increased support and a growing range of initiatives in this area. This includes activities such as the awareness raising to end violence against women - the 'White Ribbon Campaign'. White ribbons were made available across Perth & Kinross including through Council buildings and libraries and other partners premises.

The 'Alcohol is not an excuse' approach included a poster and a bus campaign to convey the message that alcohol is not an excuse for domestic violence, rape, sexual assault or any other form of violence against women.

Perth & Kinross Violence against Women Partnership and Perth & Kinross Community Safety Partnership also organised activities to raise awareness of the damage created by pornography and human trafficking for the purposes of sexual exploitation.

Lunchtime sessions were held by the Procurator Fiscal for Perth & Kinross to explore with over 20 professionals how to provide individuals with more in-depth understanding of the role of the Procurator Fiscal and the prosecution process as it relates to Domestic Abuse and Sexual Violence.

This year also saw the launch of a Mobile Alarms Pilot. This was a first for Scotland and has the aim of protecting victims of domestic abuse in this area by providing them with 'state of the art' mobile personal safety devices.

Perthshire women's Aid and Children's Service worked with a number of young people to compile an Artwork display exhibited at A K Bell Library and other venues across Perth & Kinross.

Education and Children's Service chair the Violence against Women Partnership group and work with partners to prevent and address gender based violence. They are making progress by ensuring that the views of women, children and young people are taken into account when planning and implementing services.

Education and Children's Service support a range of training opportunities and workshops for women each year through their support for International Women's Day events.

Education and Children's Services have won Council and Cosla equality awards for their innovative approach encouraging and supporting fathers to closer involvement with their children's education and homework. They have also won a Council equality award for their work with Gypsy Traveller women supporting their traditional culture and skills.

Housing and Community Care work with partners to promote health initiatives for men and transgender people.

Housing and Community Care continue to provide a range of training opportunities for those working with the older age group in their homes and in care homes. This includes the provision of English Language tuition for carers to enable them to better support the women and men they care for.

The Chief Executive Service Human Resource Division monitoring data indicates a stable profile for female and male staff 71% female and 29% male during the period to 31 March, 2010. 31% of leavers are shown as male in this period which is just above their staff profile of 29%. 65% of the total 55 discipline cases in this period involved male staff. 73% of female staff were involved with grievance cases and females represent 71% of the total workforce. 38% of staff raising issues through the Dignity at Work process were male in this period and male staff represent 29% of the total workforce.

Equality monitoring data indicates that male applicants represent 30% of all applications received and 22% of appointments. However, not all applicants provide information in relation to gender and therefore this represents partial information only. Human Resources is currently reviewing the outcomes of equality monitoring data to identify the statistical significance or otherwise of these indicators with a view to identifying improvement actions as appropriate.

The Council is promoting the use of the Visioning Outcomes in Community Engagement toolkit for staff planning events. This toolkit helps to embed an inclusive approach and triggers consideration of the specific needs of women and men, boys and girls etc in the planning and running of events. This includes considerations around timing and date of events, transport requirements, crèche facilities, play areas, suitable venues for parents and children etc.

The Environment Service supports an inclusive approach to planning and organising transport, community safety through street lighting etc.

The Chief Executive Service published a range of guidance for Services to support gender equality including in relation to equality monitoring, accessible information, equality and diversity web pages with guidance, information, research reports, data and useful links.

The Chief Executive Service develops plans and strategies which help to promote gender and ensure an inclusive approach in relation to customer care, Kaizen improvements, procurement and partnership working, communications and media representations and complaints management systems.

The Chief Executive Service - Human Resources Division provide a range of flexible working options for staff to support their work/life balance and enable carers to manage all their responsibilities. The Dignity at Work procedure enable allegations of harassment related to gender and transgender to be addressed. There are also Dignity at Work contacts available for staff to help them with the process as well as Trade Union involvement as appropriate.

The Chief Executive Service, Human Resources Division are reviewing their equal pay policy and will publish a report on progress by the due date of 28 September, 2010.

Contact Officer:

Mary McGregor
Senior Equality Officer
01738 475073
mamcgregor@pkc.gov.uk