

PERTH AND KINROSS COUNCIL**Equalities & Diversity Member Officer Working Group - 16 September 2016****Equality & Diversity in Employment****Report by Corporate Human Resources Manager****PURPOSE OF REPORT**

This report provides an overview to the Equality & Diversity Member Officer Working Group of the progress over the last twelve months on equality and diversity in employment, and sets out our future plans. This report also includes the results from our Equal Pay Audit which is carried out every two years.

1 BACKGROUND

- 1.1 The Council's commitment to equality and diversity in employment is reflected in our Corporate Equality Policy and our Equal Pay Policy which provide a framework within which we work.
- 1.2 Human Resources provide an annual progress report to the Finance & Resources Group and the Equality and Diversity Member Officer Group.
- 1.3 The report details the work undertaken in the last 12 months on gathering and using employment information, the workforce profile and Council initiatives relating to equality and diversity in employment. The report further outlines what we plan to do next to mainstream equalities to ensure equality is considered in decisions taken that affect our workforce.
- 1.4 This report also includes the results from our Equal Pay Audit which is carried out every two years.
- 1.5 Appendix 1 details the progress for the period 1 April 2015 -31 March 2016.

2. FUTURE PLANS

In 2016/2017 the Council will:

- Undertake an assessment of Human Resources policies against the Fair Work principles.
- Continue to support the Modern Apprenticeship Programme, Graduate Work Experience Programme and Professional Traineeships.
- Continue to maintain Healthy Working Lives Bronze and Silver Award and assess the criteria for the *Gold* Award.
- Assess the criteria and implement the required actions for achievement of Established status in the Carers Kitemark Scheme
- Participate in the Local Government Benchmarking Framework groups to agree equality indicators for benchmarking purposes with other Councils in our Family Group

- Carry out an assessment on the criteria in the three levels of the new Disability Confident self-assessment and accreditation scheme, which will replace the “Two Ticks” Guaranteed Job Interview Scheme.
- Explore the *Recruit Within* initiative as a way of addressing occupational segregation.

3. CONCLUSION AND RECOMMENDATIONS

3.1 This report provides an update to the Equality & Diversity Member Officer Working Group on the progress made over the last twelve months on equality and diversity in employment, and sets out our future plans.

Authors

Name	Designation	Contact Details
Karen Mackie	HR Officer	(01738) 475907 kmackie@pkc.gov.uk

Approved

Name	Designation	Date
Karen Donaldson	Corporate Human Resources Manager	1 September 2016

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 *(Human Resources, 475408)*



Council Text Phone Number 01738 442573

Equality and Diversity in Employment

		Page No
Section 1	Introduction	4
Section 2	Our Equality Duties	4
Section 3	Our Commitment to Equality and Diversity in Employment	5-8
Section 4	Gathering and Using Employee Information	8-9
Section 5	Equality Impact Assessments	9-10
Section 6	Our Workforce Profile – Employee Information	10-11
Section 7	Pay Practices	12-18
Section 8	Summary and Next Steps	19

1. Introduction

- 1.1 Perth & Kinross Council is committed to understanding the needs of different communities, eliminating discrimination and reducing inequality. The Council's draft Health Inequalities Strategy identifies a range of issues that have a direct impact on health and wellbeing, such as obesity, alcohol abuse, smoking, mental illness and disability. As a major employer in the area there are opportunities for the Council to contribute to this agenda.
- 1.2 The Council is committed to delivering services which are fair and inclusive for all of our citizens and to promoting equality and diversity across our workforce. This document details our progress in the last 12 months (1 April 2015 -31 March 2016) and what we plan to do next to mainstream equalities to ensure equality is considered in decisions that affect our workforce.
- 1.3 The development of the *Recruit Within* initiative which will utilise job matching as a means of avoiding redundancy will ensure the Council fulfils its legal obligations to its employees and its commitment to protect people as far as possible. The Council may be able use this opportunity as a way of addressing occupational segregation by encouraging its employees into roles where occupational segregation exists.

2. Our Equality Duties

- 2.1 There are nine protected characteristics covered by the Equality Act (2010). These are age, disability, gender, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief and sexual orientation.
- 2.2 The Act introduced a "general equality duty" for listed public bodies. This requires the Council, in the exercise of our functions, to have due regard for the need to:
 - Eliminate unlawful discrimination, harassment and victimisation and other conduct which is prohibited by the Act.
 - Advance equality of opportunity between people who share a relevant protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic and those who do not.
- 2.3 In May 2012 the Equality Act (Specific Duties) (Scotland) Regulations 2012 came into force. This introduced specific duties which public bodies must undertake to help achieve the general equality duty by 30 April 2013 and update at not more than two yearly intervals. This means that by 30 April 2017 we must:
 - Gather and use employee information and to present this in a mainstreaming report.
 - Publish our gender pay gap information.

- 2.4 The workforce data for 2015/2016 which is published on the Council's website at www.pkc.gov.uk/equality will be used for this purpose.

3. Our Commitment to Equality and Diversity in Employment

3.1 The Council's commitment to equality and diversity in employment is reflected in our Corporate Equality Policy and our Equal Pay Policy which provide the frameworks within which we work.

3.2 In 2015/2016 the Council delivered a number of equality initiatives. Some of the highlights are below.

3.3 Youth Employment

3.3.1 In 2012, the Council made a significant investment of annual funding of £250,000 to grow the programme to encourage youth unemployment, with an expectation that over a 5 year period, 250 apprenticeship opportunities and 30 professional trainee (PT) opportunities would be offered. The table below shows that we have met both these targets a year early.

Period	Number of MA Opportunities	Cumulative Total	Number of PT Opportunities	Cumulative Total
2012/13	59	59	10	10
2013/14	55	114	5	15
2014/15	71	185	5	20
2015/16	86	271	10	30

3.3.2 In addition to the MA Frameworks previously offered, this year we have recruited a Pupil Support Modern Apprentice for the first time. Of those who completed the MA programme last year 86% achieved a positive outcome.

3.3.3 In total 18 professional trainees have left the programme all having achieved a positive outcome as shown below.

Secured Employment in PKC	Secured Employment Externally	Undertaking Post Graduate Qualification at University	Total
10	7	1	18

A commitment has been given to recruit a further 10 Professional Trainees in 2016/17.

3.3.4 The Graduate Work Experience programme 2015/16 has been a great success and positive feedback has been received by the Transformation Team, Project Leads and the EOT. Six of the Graduates have secured posts, four with the Council, one with a neighbouring council and one with a charitable organisation in Perth and Kinross. They have all said they wouldn't have been in a position to apply for and gain these posts had it not been for this programme.

3.3.5 The Equalities Challenge Fund was led by Perth College during 2015/16 and the project aim was to increase the participation of under-represented groups in modern apprenticeships in Perth and Kinross and its wider travel to work area. As a result of this project within Perth & Kinross Council

- 9 candidates from under-represented groups obtained Modern Apprentice positions
- 4 candidates took part in pre-apprenticeship programmes of whom 1 secured employment, 1 was given an extended work placement with a view to employment and 2 are still being supported by the college to obtain employment, a Modern Apprenticeship or further study.

3.4 Disability

3.4.1 The Council continues to support disabled people into work through the Guaranteed Job Interview Scheme and in work with the professional advice of our Occupational Health provider, People Asset Management (PAM) where difficulties arise, or potentially could arise, in the course of employment.

3.4.2 In March 2016 a sample of management referrals was examined to identify specific support for employees who have a medical condition or disability that is, or is likely to be, covered by the Equality Act (2010). The results are in the table below.

Number of management referrals	Is the Equality Act Likely to Apply?		Examples of Recommended Adjustments
	Yes	No	
40	7	33	<ul style="list-style-type: none"> • Temporary adjustment to duties • Phased return to work • Modify or acquire equipment

3.4.3 By enhancing the Council's reputation as an employer that actively seeks out and employs skilled disabled people we will help to positively change attitudes, behaviours and cultures both within the organisation and the communities around us.

3.5 Pay Practices

- 3.5.1 The Council became accredited as a Living Wage Employer by the Poverty Alliance in partnership with the Living Wage Foundation on 1 April 2016. This is a significant indicator of the Council's commitment to fair work practices for our own employees and those of our contractors.

3.6 Health & Wellbeing Projects

- 3.6.1 The Council's Employee Health & Wellbeing Strategy progressed several projects which all positively contribute to the health and wellbeing of the Council's employees of all protected characteristics. These are briefly summarised below:

Mental Health

Our priority remains mental wellbeing and supporting mental health in the workplace. Examples include the annual Wellbeing Fair, the 'See Me at Work' Campaign, introduction of a Mental Wellbeing Early Intervention Service and a specific Learning Lunch on "Let's talk about Employee Mental Wellbeing".

Carers Kitemark

Carer Positive is a Scottish Government Initiative that aims to encourage employers to create a supportive working environment for carers in the workplace.

The Council was awarded 'engaged' status with Carer Positive on 15 February 2016. This demonstrates the Council's commitment to supporting employees who provide care and support elderly and disabled relatives.

Winter Flu Vaccination Programme

For the past few years the Council has run a Winter Flu Vaccination Programme for employees who work with vulnerable groups and who occupy front line roles.

In 2015/16, for the first time, the Winter Flu Vaccination Programme was available for all employees. The Council worked in partnership with NHS Tayside to enable employees to attend a number of pharmacies within Perth and Kinross to receive their flu vaccination, 440 employees took up this option.

Workplace Chaplaincy Service

The Workplace Chaplaincy Service is an independent and confidential service which was introduced to support employees. Trained chaplains provide employees (of any faith or none) with a listening ear and a supportive

presence. The service offers pastoral and spiritual support to employees regardless of race, creed, gender, age or sexual orientation.

Building Resilience

The Council has developed a corporate building resilience workshop and this is currently being rolled out to target teams undergoing change. There are nine corporate trainers with representatives from corporate and front line Services who have been trained in the skills and techniques. The workshop aims to build both individual and team resilience and to develop a resilience team action plan.

4. Gathering and Using Employee Information

- 4.1 Information from employment monitoring ensures a focus on workplace equality issues when carrying out policy review and development.
- 4.2 The key points from the employee information as at 31 March 2016 are presented in this section. More detailed information for this year and trend information is available on request from the Corporate Human Resources Manager.
- 4.3 A legal opinion was obtained by CoSLA with regard to making the equality questions compulsory within Talentlink and it was deemed that as long as there was an option of 'Prefer not to say' it would be lawful. A decision at national level was subsequently taken to make the equality questions compulsory. There is however still the option to "prefer not to say" to any of the questions. This change in practice may have an influence on disclosure rates.
- 4.4 **Protected Characteristics – Religion or Belief and Sexual Orientation**
- 4.4.1 Since the Council introduced monitoring of religion or belief and sexual orientation in 2014 the disclosure rates from employees has improved again.

Protected Characteristic	31/05/2014	31/05/2015	31/05/2016
Religion or Belief	6.3%	7.9%	10.5%
Sexual Orientation	6.2%	8.2%	10.6%

- 4.4.2 Stonewall has previously advised that it may take up to five years for the numerical data on sexual orientation to become reliable, as employees get used to the process and develop the confidence to self-identify. We will therefore consider next steps to increase disclosure rates of religion or belief and sexual orientation during 2016/17, by encouraging employees to update their personal information including all equality protected characteristics Communications such as Inside News Bulletins will be issued and we may offer Learning Lunches if disclosure remains low to explain the importance of gathering equalities information and how the Council uses the information.

4.5 Flexible Retirements

- 4.5.1 The number of employees choosing the option of flexible retirement has increased this year, with the most significant rise in the 60-64 aged category. This is consistent with the rise in the total number of employees in this age category from 419 in 2014/2015 to 430 in 2015/2016. This suggests employees who may have previously retired at around aged 60 are using the flexible retirement option to continue working for longer remaining economically active longer and easing into retirement.

Flexible Retirements							
Age Band	09/10	10/11	11/12	12/13	13/14	14/15	15/16
50-59	0	0	7	5	2	2	2
60-64	3	16	8	16	7	8	17
65+	1	0	2	2	2	1	1
Total	4	16	17	23	11	11	20

4.6 Employment Equality Monitoring Development Plan

- 4.6.1 The current employment monitoring arrangements cover seven of the nine protected characteristics. As there is increasing evidence of the need to consider how we support transgender employees and we intend to work with Stonewall in 2016/2017 to develop our plan to introduce monitoring of gender identity. We will also consider monitoring for the one remaining protected characteristic of marriage & civil partnership.

5. Equality Impact Assessments

- 5.1 We continue to use the Integrated Impact Assessment (IIA) toolkit to carry out our Equality Impact Assessments (EqIA). One example of a recent EqIA that was completed is outlined below:

5.2 Talentlink

- 5.2.1 Talentlink is the system used to manage the Council's recruitment process which went live from January 2015. The system replaced iGrasp, which was the previous recruitment portal. All 32 Scottish Councils use the system to advertise posts on the MyjobsScotland website which is managed by CoSLA.
- 5.2.2 The system uses a large amount of standardisation and generic application questionnaires for groups of posts. Each application pack comprises of four questionnaires, three of which are standard and used by all Councils and the fourth questionnaire can be developed locally.
- 5.2.3 Within this questionnaire a simplified approach to application questions has been taken to aid consistency and support the Council meeting its equalities duties, as identified in the EqIA.

- 5.2.4 Other Equality Impact Assessments carried out in 2015/16 include - Maternity Leave Provisions, Changes to Teacher's Mileage Rates, Living Wage Accreditation and Framework for Managing Change.

6. Our Workforce Profile – Employee Information

In this section, we highlight relevant variations and trends over recent years.

6.1 2015/2016 - Trends - Workforce Composition

Ethnicity

- 6.1.1 The number of ethnic minority employees continues to increase from 43 (0.7%) at 31 March 2008 to 233 (4.0%) at 31 March 2016. In this context this refers to anyone who identifies their ethnicity as other than White Scottish, White Other British or White UK.
- 6.1.2 When compared to the 2011 Census results for Perth and Kinross 11.9% of the population were born outside of the UK but when asked about their ethnicity using the high level categories of White, Asian, Chinese, Black, Mixed or Other, 97.97% of the population stated they were White.
- 6.1.3 It is therefore not possible to make a direct comparison the workforce with the local population on ethnicity.

Recruitment

- 6.1.4 There has been an increase in applications, internal promotion applications and internal promotion selections from people who identified themselves as being minority ethnic since 2012; this is consistent with the change in the definitions of ethnic groups in the 2011 census to include all categories except White Scottish, White Other British and White UK. This change combined with making the equal opportunity questions compulsory in the recruitment process as discussed at point 4.3, will have contributed to this increase.
- 6.1.5 The number of male internal promotion selection appointments has increased over the 9 year trend. In 2015/2016 the gender split of internal promotion selections was 31% Males to 69% Females, which reflects the gender profile of the workforce.

Maternity Leave

- 6.1.6 121 of the 125 women on maternity leave last year returned to work. Of the women who returned to work 65 (54%) did so without any change to their working pattern and 56 (46%) returned with some change to their working hours.

6.1.7 Last year the Equality & Diversity Member Officer Working Group asked if the women returning from maternity leave increased or decreased their hours. 53 of the women who returned after maternity leave opted to reduce their contractual hours and 3 opted to increase their contractual hours. This shows that the Council's Flexible Working Policy continues to provide working parents with a variety of options to enhance their worklife balance.

Gender

6.1.8 There has been no significant changes in the workforce profile, recruitment activity and employee relations cases in relation to gender. However, the Equality & Diversity Member Officer Working Group asked last year about the male/female balance of employees who achieved internal promotions. The split for 2015/16 is 31% Male and 69% female. This is consistent with the male/female employee distribution in the workforce.

7. Pay Practices

7.1 Equal Pay Audit 2015/16

7.1.1 The Council carries out an Equal Pay Audit every two years and the 2015/16 Equal Pay Audit covered all employee groups and included an analysis of the protected characteristics of gender, age, age and gender combined, ethnicity and disability. It is based on the number of contracts which are held by males and females as at 31 March 2016.

7.1.2 The analysis focused on males and females in each of the appropriate grade bands to identify significant differences between males and females performing work of equal value.

7.1.3 In line with established good practice, pay gaps of greater than 3% have been analysed.

7.1.4 Where applicable within each employee group, the analysis included the following pay elements in addition to basic salary:

- a) Shift Allowance
- b) Night Allowance
- c) Overtime
- d) Call Out
- e) Premium Payments for Public Holiday Working
- f) Standby Payments
- g) Temporary Higher Duty Payments/Acting Up Allowance

7.1.5 The age analysis considered the average salary across each grade within each of the employee groups. For the purposes of this audit, age has been split up into the following bands:

- a) Under 20
- b) 20-29
- c) 30-39
- d) 40-49
- e) 50-59
- f) 60-64
- g) 65+

7.1.6 The precise principles for determining equal pay for ethnicity and disability are not laid down in law. For the purposes of this analysis, we have assumed that the principles of the Equal Pay Act which prescribe equal pay for equal work performed by women and men in the same employment would ‘read across’ for ethnicity in accordance with the census categories to identify employees who have categorised themselves as other than White Scottish, White Other British or White UK. Similarly, a comparison is made for disability on the basis of those employees who had identified themselves as having a disability.

7.2 Gender

UK & Scotland Statistics - Comparison with Perth & Kinross Council

7.2.1 The Annual Survey of Hours and Earnings (ASHE) is the source for calculating the pay gap which is published late autumn every year.

7.2.2 In Scotland the gender pay gap¹ is reported using the mean, as the median figures underplay the facts that there are few extremely high earning staff, most of whom are men, and that many women are clustered in the lowest paid professions. The mean takes into account the outliers and reflects the structural inequality between men and women and the issues relating to vertical occupational segregation.

7.2.3 The table below shows the results for Perth & Kinross Council are significantly better than the 2015 provisional results for Scotland or the UK.

Gender Pay Gap - Basic Pay	UK ³	Scotland ⁴	Perth & Kinross Council
All employees	19.2	14.8%	5.2%
Full time employees ²	10.2	10.5%	-6.1%
Part time employees ²	-6.5	-6.5%	5.5%

² Pay gaps in favour of females are shown as a negative percentage

³ UK - calculated using median

⁴ Scotland - calculated using mean

7.2.4 The “All employees” pay gap of 5.2% is predominately influenced by the significantly high number of part time females in lower grades within the pay and grading structure as shown in the table below:

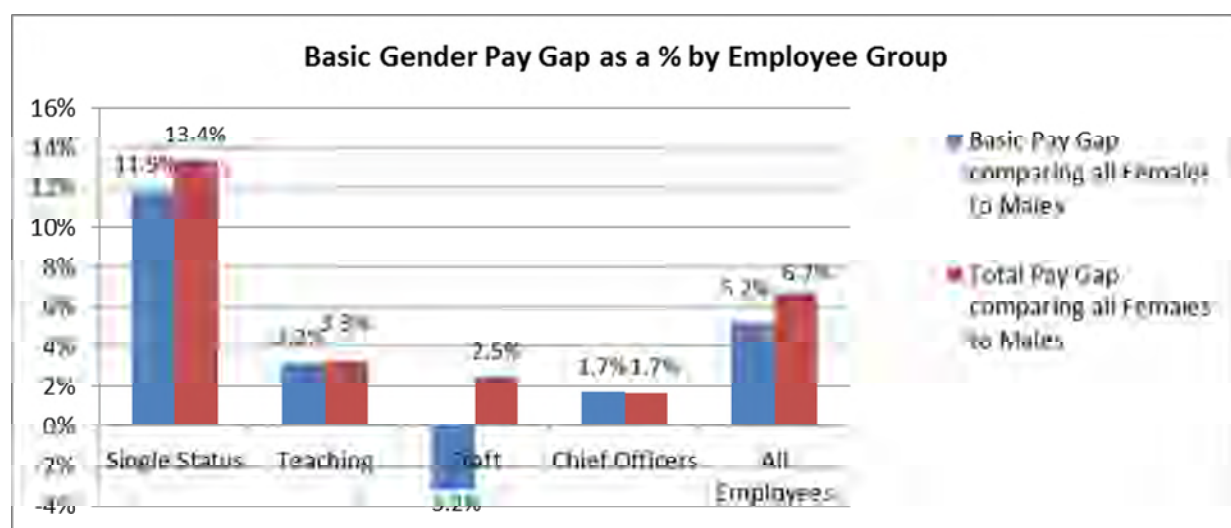
	Males		Females		Variance
	Number	Avg Salary	Number	Avg Salary	
Full Time	1320	£29,464	2125	£31,269	-6.1%
Part Time	274	£24,775	2337	£23,418	5.5%
All	1594	£28,658	4462	£27,157	5.2%

7.3 Results by Employee Groups

Basic Pay Compared to Total Pay

7.3.1 In accordance with the Equality and Human Rights Commission best practice guidance, this audit also compared the total pay within each employee group. Total pay is the hourly rates of pay plus other payments: shift allowance, night allowance, overtime, call out, premium payments for public holiday working, standby payments and temporary higher duty payments/acting up allowance.

¹ Source - <http://www.closesthegap.org.uk/content/gap-statistics/>



Pay gaps in favour of females are shown as a negative percentage

7.3.2 There are differences between the four pay structures that are used across the Council, ie incremental progression in Single Status, fixed single point salaries for Chief Officers and Craft Workers and a combination of both in the Teaching Pay Structure. When comparing basic pay and total pay in each of the pay structures, there is little difference.

7.3.3 The pay gap widens when looking at Total Pay (6.7%) rather than Basic Pay (5.2%) because of gender differences in the payment of allowances as described in paragraph 7.1.4. On further investigation this is due to overtime working being predominately carried by male employees. However, there is no evidence to suggest that female employees do not have equal access to overtime.

Trends for Single Status and Teaching Workforce

7.3.4 The following charts show that the gender pay gap has increased for both total pay and basic pay in comparison to 2013/14 although the longer term trend shows a decrease.



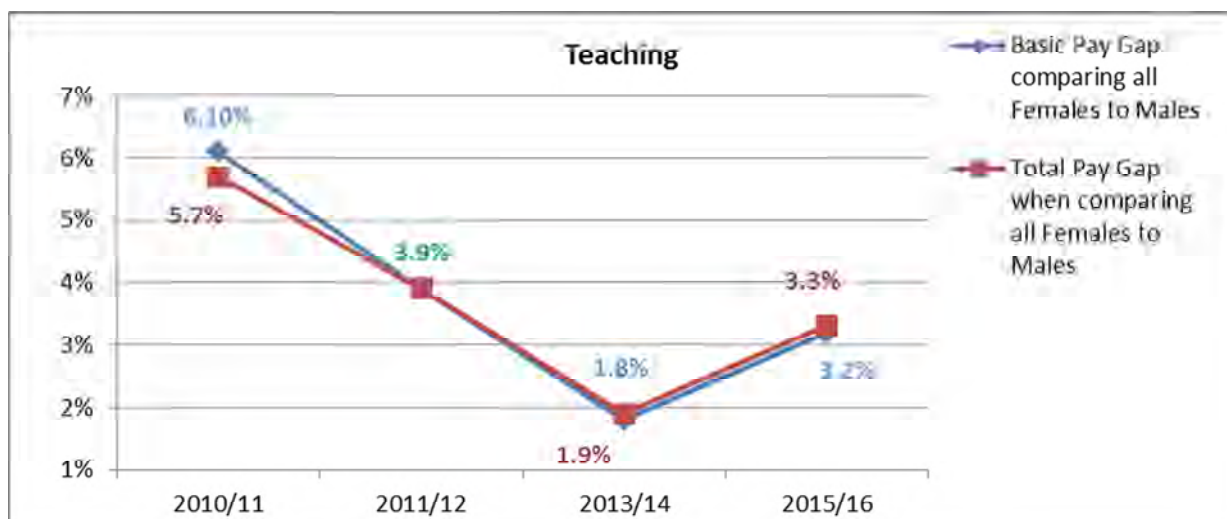
Total Pay includes all pay elements such as overtime, additional hours, shift working and night working payments

7.3.5 The Single Status basic pay gap above which compares all males to all females has increased in 2016 to 11.9% compared to 10.5% in 2014.

7.3.6 On further investigation this increase can be attributed to additional staff recruited within the grades of GE2 and TAS5 who were predominately female. The purpose of the additional recruitment was to achieve the Scottish Government initiative of extending free school meal provision to all P1-P3 children. This saw an increase of 107 females in the post of Primary Pupil Support Assistant (GE2) and was effective from 1 January 2015.

7.3.7 Another Government initiative was in early years where funding was provided to increase the entitlement of early learning and childcare for children aged 3 to 5 and Looked After 2 year olds. To achieve this initiative there was also a rise of 9 female Play Assistants (GE2) and 115 female Early Childhood Practitioners (TAS5).

7.3.8 The basic pay gap for teaching employees, which compares all males to all females has increased in 2016 to 3.2% from 1.8% in 2014.



Total Pay includes all pay elements such as overtime, additional hours, shift working and night working payments. The first Equal Pay Audit for Teaching staff was carried out in 2010/2011.

7.3.9 As at 31 March 2016 there were 26 males and 118 females within the Head/Depute Teacher grade. The Secondary Head Teachers are paid the highest salary within the Head/Depute Teacher grade which has a broad salary range. Of the 11 Secondary Head Teachers 5 were male (19.2% of male population in the grade) and 6 were female (5.1% of female population in the grade) which influences the overall gender pay gap.

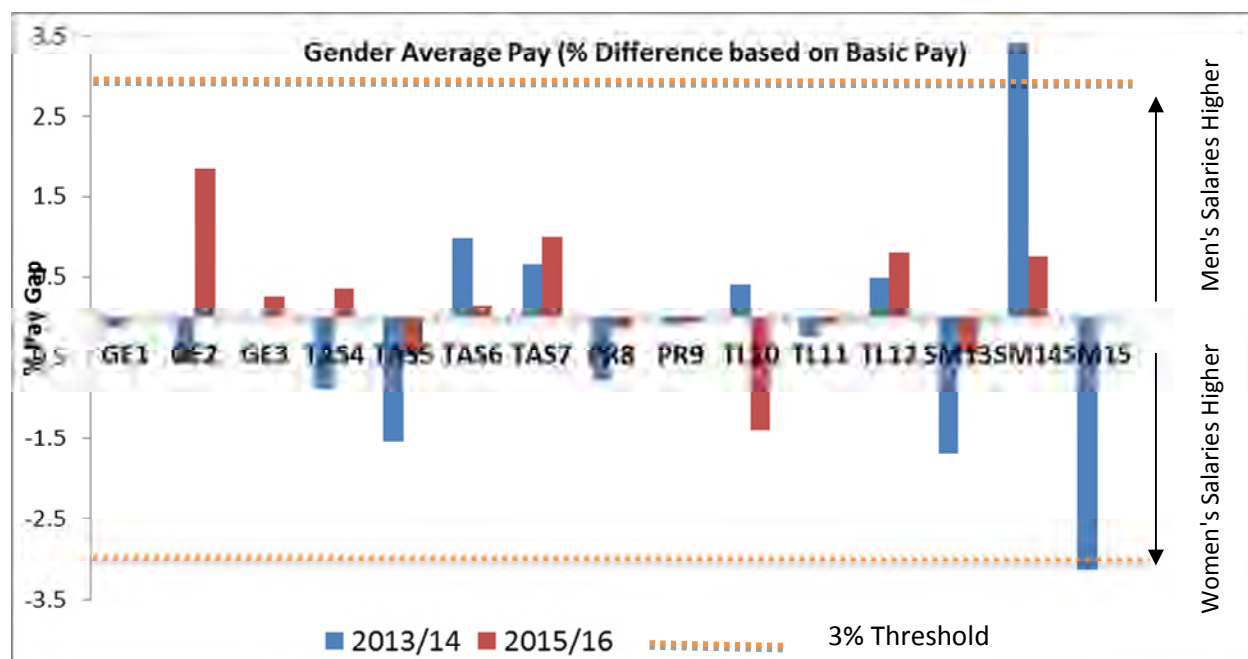
7.4 Workforce Distribution by Grade and Gender

Single Status

7.4.1 The workforce distribution by grade shows that there is a higher concentration of women in GE2 to TAS6 and a higher concentration of men in the TAS7 to SM14 when compared to the gender profile of 28% and 72%.

Single Status Grade	Males All		Females All		Total in Grade
	Count	% in Group	Count	% in Group	
GE1	23	54.8	19	45.2	42
GE2	117	18.2	527	81.8	644
GE3	243	26.0	692	74.0	935
TAS4	165	24.6	506	75.4	671
TAS5	68	15.6	369	84.4	437
TAS6	109	26.3	305	73.7	414
TAS7	115	37.7	190	62.3	305
PR8	85	39.5	130	60.5	215
PR9	115	39.0	180	61.0	295
TL10	35	30.7	79	69.3	114
TL11	55	50.0	55	50.0	110
TL12	17	54.8	14	45.2	31
SM13	20	52.6	18	47.4	38
SM14	14	60.9	9	39.1	23
SM15	2	50.0	2	50.0	4
Totals by Gender	1183	27.7	3095	72.4	4278

7.4.2 Below is a graph showing the comparison by grade for 2015/6 compared to 2013/14.



7.4.3 In GE2 the recruitment of 107 Pupil Support Assistants and 9 Play Assistants has resulted in a change in the pay gap which was in favour of women in 2013/14 (-0.58%) and is now in favour of men (1.85%). The same principal applies within TAS5 where there has been an increase of 115 Early Childhood Practitioners, where the pay gap in favour of women has reduced from -1.54% to -0.49%.

7.4.4 As stated above in point 7.1.3, it is established good practice to analysis pay gaps greater than 3%. As there are no pay gaps of greater than 3% in 2015/16 no further analysis has been carried out of the Single Status grades.

Teaching

7.4.5 The gender profile within the Teaching pay scales is 19% males and 81% females and the workforce distribution is fairly representative of the gender profile within the Teaching grades. The table below shows the most populated posts by gender and highlights that in the Main Grade Teacher and Head/Depute Teacher the proportion of males in these posts is disproportionately low when compared to the overall gender profile within the Teaching pay scales of 19% males and 81% females.

	Number		Percentage		Teaching Gender Profile	
	Male	Female	Male	Female	Male	Female
Main Grade Teacher	182	938	16.3%	83.7%	19%	81%
Principal Teacher	66	149	30.7%	69.3%		
Head/Depute Teacher	26	118	18.1%	81.9%		

Analysis by Age

- 7.4.6 Analysis by age identified that, typically within each grade, employees in older age bands are in receipt of higher salaries. Across the majority of grades where there is a difference between the average salary of the lowest and the highest age band of more than 3%, this is due to experience and length of service with the Council or length of service within the grade.

Analysis by Age/Gender

- 7.4.7 No cause for concern was identified in the analysis by age and gender combined.

Analysis by Ethnicity and Disability

- 7.4.8 The analysis by ethnicity indicates a basic pay gap of 1.4% which is better than the gender pay gap of 5.2%, therefore no further analysis has been carried out.
- 7.4.9 The basic pay gap for disability has increased from 3.1% to 8.8%, however, the number of employees who have self-identified as having a disability has also increased from 49 to 60. Meaningful analysis by disability is difficult due to the low numbers of employees identifying as having a disability who are distributed throughout the Single Status pay structure. This is the first year any potential cause of concern has been identified and further work in this area is planned and will be linked into the forthcoming work which will be carried out in the new Disability Confident scheme.

Equal Pay Audit 2015/16 Conclusion

- 7.4.10 Overall, the findings of the audit remains positive and the slight increase in the gender pay gap can be attributed to the increase in the posts of Pupil Support Assistant, Play Assistant and Early Childhood Practitioner, which are related to Scottish Government initiatives discussed at points 7.3.6 and 7.3.7 which created more posts which are traditionally filled by females.
- 7.4.11 The findings of the Equal Pay Audit may be used to inform the Recruit Within initiative by identifying areas where occupational segregation exists. By identifying job roles that are predominately held by one gender there is an opportunity to promote these and encourage employees to consider a new career path.
- 7.4.12 Human Resources will continue to work closely with Services to address occupational segregation which remains a significant factor in influencing pay gaps between male and females. This is prevalent although not unique in teaching roles and while the Council continues to address this through targeted recruitment campaigns and initiatives such as Men in Childcare, it is also supported nationally with a new report "Delivering Excellence and Equity in Scottish Education" being published by the Scottish Government. This report has a commitment to encouraging more people into early learning and

childcare and teaching, particularly those groups underrepresented in teaching (men and minority ethnic communities). The report also commits to extending the Scottish Government's recruitment campaign, building on positive work of the current campaign to address these issues.

7.4.13 However, it should be recognised that occupational segregation is a long-term issue which is difficult to tackle and requires sustained focus and commitment.

8. Summary and Next Steps

8.1 This section highlights work which has been undertaken in this year and is/will be undertaken next year to mainstream equalities.

8.2 In 2015/2016

- Undertook the 2016 Equal Pay Audit.
- Became accredited as a Living Wage employer by the Poverty Alliance in partnership with the Living Wage Foundation
- Successfully supported the Modern Apprenticeship Programme, Graduate Work Experience Programme and Professional Traineeships
- Was awarded 'engaged' status with Carer Positive
- Participated in the Local Government Benchmarking Framework groups to agree equality indicators for benchmarking purposes with other Councils in our Family Group
- Introduced a Workplace Chaplaincy Service

8.3 In 2016/2017

We will:

- Undertake an assessment of Human Resources policies against the Fair Work principles.
- Continue to support the Modern Apprenticeship Programme, Graduate Work Experience Programme and Professional Traineeships
- Continue to maintain Healthy Working Lives Bronze and Silver Award and assess the criteria for the *Gold* Award
- Assess the criteria and implement the required actions for achievement of Established status in the Carers Kitemark Scheme
- Continue to participate in the Local Government Benchmarking Framework groups to agree equality indicators for benchmarking purposes with other Councils in our Family Group
- Carry out an assessment on the criteria in the three levels of the new Disability Confident self-assessment and accreditation scheme, which will replace the "Two Ticks" Guaranteed Job Interview Scheme.
- Explore the *Recruit Within* initiative as a way of addressing occupational segregation.

8.4 In conclusion, the Council will continue to eliminate unlawful discrimination and to advance equality of opportunity through its role as an employer and through its work with community planning partners and other employers.

8.5 Progress on this will be reported to the Equality & Diversity Member Officer Working Group in September 2018.

Author(s)

Name	Designation	Contact Details
Karen Mackie	HR Officer	01738 475907 kmackie@pkc.gov.uk

Approved

Name	Designation	Date
Karen Donaldson	Corporate Human Resources Manager	1 September 2016

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 Karen Mackie, 01738 475427



Council Text Phone Number 01738 442573

