



Gender Equality Scheme 2010-13

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The Council is always pleased to hear from anybody who is interested in helping us to improve our equality schemes, particularly those from minority communities. Please contact Anna Whelan, Head of Corporate and Community Strategy, on 01856 873535, or email anna.whelan@orkney.gov.uk.

All our written information can be made available, on request, in a range of different formats and languages. If you would like this document in any other language or format, please let us know using the contact details above.

6 July 2010

INTRODUCTION

The Gender Equality Duty came into force across the UK in April 2007, as part of the Equality Act 2006. It was intended to address the inequalities which still existed in the workplace, in school and in society, despite thirty years of sex discrimination legislation.

The Gender Equality Duty is not about positive discrimination in favour of any particular group, but aims to promote equality for all. For example, women are under-represented in senior management, but boys often under-achieve at school. The Gender Equality Duty seeks to improve services, policies and practices for everybody — men and women, boys and girls, and transgender¹ people.

Discrimination is not always direct and may be the unintentional result of a well-meant policy. For example, a “green” car-sharing scheme which rewards car-sharers might discriminate indirectly against women, who use their cars to multi-task: picking up children from nursery, doing the shopping etc as well as driving to work and back. So we need to assess everything we do to see whether it is impacting equally on everybody, whatever their gender.

As part of the Gender Equality Duty, the Council gathers information on people who use Council services and finds out whether there are differences in how women and men access and use services, their needs and expectations and how satisfied they are with the services they receive. We look at the gender profile of Council staff and ask: do men and women tend to do different jobs? Are they paid equally? Do they get equal opportunities for training and promotion? We consult with staff, service users, trades unions and community planning partners and invite their advice on any issues which, in their experience, might be impacting unequally on women and men, and what we could do about them. Finally, we publish a Gender Equality Scheme, setting out our plans and priorities for gender equality, and report on it annually.

This is Orkney Islands Council’s second Gender Equality Scheme. In it, we start by outlining the legislation behind the Gender Equality Duty, and how the Duty will change following the passing of the new Equality Act 2010. We describe the information we have gathered to inform the Scheme, and set out our findings. We explain how we assess the impact on gender equality of our policies and practices, and how we monitor, review and report progress. Finally we explain how we build gender equality —and other equalities strands — into our routine work, to ensure that it is automatically taken into account in everything we do.

COMMITMENT TO EQUALITY

Both Orkney Islands Council and Orkney Community Planning Partnership share a set of six values, which are the principles which guide the way we operate and influence everything we do. One of the values is a commitment to equality:

¹ Transgender people are those who identify their gender to be different from their biological sex at birth

promoting equality to encourage services to provide equal opportunities for everyone
The Council Plan 2008-13

The Council is fully committed to Orkney's community plan for 2007-2020, *Orkney 2020 — Our Vision*. A key principle of Orkney 2020 is promoting equalities:

Promoting equalities

Living in a remote rural community can make those who are socially excluded feel even more isolated. It is important that we ensure that the most remote communities and hard-to-reach individuals feel included. This means working to promote equal opportunities regardless of age, disability, gender, origin, religion and beliefs, language, sexual orientation or income.

Promoting equalities means recognising that everyone has different needs, and taking positive action to ensure certain groups are able to contribute to society. Since it is difficult for anyone in Orkney to be anonymous, we also have to be sensitive to those who value their privacy. We must learn from different communities and develop relationships to meet their needs.

Orkney 2020 — Our Vision, Orkney's Community Plan 2007-2020

As the lead partner in the Orkney Community Planning Partnership, the Council has a statutory duty to lead and co-ordinate the Partnership, and to encourage other agencies to participate. The Council recognises that this means taking the lead in promoting equalities across Orkney, including gender equality.

Single Outcome Agreement

Orkney Community Planning Partnership's Single Outcome Agreement for 2009-11 was submitted to Scottish Government ministers on 15 May 2009. The Single Outcome Agreement is a joint document shared between all members of Orkney Community Planning Partnership, which will help to promote best practice in equalities more widely. As noted in the document: "*Local statutory services are committed to meeting their equalities duties...Equalities issues in rural areas have been recognised to present distinctive challenges which the Orkney Equalities Forum will continue to explore to inform a partnership strategy with support from the Highlands and Islands Equalities Forum and the Equalities and Human Rights Commission.*"

The Single Outcome Agreement explains how Orkney Islands Council as part of the community planning partnership will contribute to achieving the Government's national outcomes, including no. 7: *We have tackled the significant inequalities in Scottish society*. This national outcome cross-cuts all eight of Orkney's local outcomes, which are taken directly from Orkney's community plan, *Orkney 2020—Our Vision*. The performance indicator selected for inclusion in the Single Outcome Agreement to demonstrate progress on gender equality was "*percentage of highest paid 5% of earners among council employees that are women*", a Statutory Performance Indicator which is also included in this report (see page 9).

There are a number of other national outcomes which contribute to gender equality:

- National outcome 5 – “*Our children have the best start in life and are ready to succeed*” includes indicators on “*parents accessing Positive Parenting Programme courses*”, “*Number of children completing (Women’s Aid) Respect Programme*” and “*number of registered childminders*”.
- National Outcome 6 – “*We live longer, healthier lives*” includes indicators on inequalities in relation to life expectancy, smoking, alcohol and cardiovascular health checks.
- National Outcome 9 – “*We live our lives safe from crime, disorder and danger*” also includes the indicator “*women, children and young people receiving Women’s Aid Orkney outreach and refuge services*”.

Further information can be found in the Single Outcome Agreement which is available online at <http://tinyurl.com/OrkneySOA> or from Customer Services, tel. 873535.

LEGISLATION

General duties

The Equality Act 2006 placed two general duties on all public authorities, which stated that in carrying out its functions a public authority must have due regard to the need to:

- eliminate unlawful discrimination and harassment; and
- promote equality of opportunity between men and women.

Unlawful discrimination means:

- direct and indirect discrimination against women and men, in employment and education, in goods, facilities and services and in the exercise of public functions;
- harassment, sexual harassment and discrimination on the grounds of pregnancy and maternity leave;
- discrimination on the grounds of gender reassignment in employment and vocational training;
- direct and indirect discrimination in the employment field on the grounds that a person is married or a civil partner;
- victimisation as a result of raising, intending to raise a complaint or acting as a witness or give evidence in support of someone raising a complaint.

Specific duties

The statutory guidance accompanying the Act imposed a number of specific duties on public authorities. All listed public authorities must:

- i. Gather information on how their work affects women and men, boys and girls
- ii. Consult employees, service users, trade unions and other stakeholders such as parents’ groups and the local community
- iii. Assess the different impact of policies and practices on both sexes and use this information to inform their work

- iv. Identify priorities and set gender equality objectives
- v. Plan and take action to achieve those objectives
- vi. Publish a gender equality scheme, report annually and review progress every three years.

Public authorities on the list for Scotland include councils, health boards, police authorities and a variety of other bodies such as the Accounts Commission, the Care Commission and Scottish Water. Education authorities and licensing boards are listed separately from councils, and have some additional specific duties. These are described in the Gender Equality Schemes published separately for the OIC Education Authority and OIC Licensing Board.

Equality Act 2010

The Equality Act 2010 was passed by the UK Government on 8 April 2010 and replaces a total of 116 previously existing pieces of legislation relating to equalities, including the Equality Act 2006. The new Act makes provision for a Public Sector Equality Duty which applies to a range of protected characteristics, listed in the Act as: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. Statutory guidance in relation to the new Act, and specific duties applicable to local government in Scotland, are currently in preparation and will apply from April 2011. In the meantime, local authorities are required to continue to implement the specific duties set out in existing statutory guidance. We have therefore updated our Gender Equality Scheme in accordance with the original schedule, but expect to incorporate this Scheme in a wider scheme which we will compile and publish once the new statutory guidance is available.

GATHERING INFORMATION

Our starting point for gathering information is to assess what we already have, and then decide what else we need to collect in order to give us a fully informed picture of the state of gender equality in Orkney.

Equality Measurement Framework

The Equality and Human Rights Commission has been working with the Government Equalities Office, the Scottish Government, the Welsh Assembly Government, the Office for National Statistics and a range of other stakeholders and subject experts to develop a measurement framework that can be used to assess equality and human rights across a range of domains relevant to 21st century life. The Equality Measurement Framework (EMF) will provide a baseline of evidence for evaluating progress and deciding priorities. As data are collected to fill the framework a web-based tool will be developed to make the data accessible and useful to all groups and individuals with an interest in promoting equality and human rights in Britain. The development of the EMF has built on extensive consultation over the last three years, in which Orkney has participated.

Local population data

UK or Scottish national data on its own does not tell us everything we need to know about Orkney, because our local situation is unusual. National data includes the major centres of population in Scotland, which have different social characteristics to rural and remote areas, but because they have such large populations the collated statistics tend to reflect the urban situation. We therefore collect local data as well, particularly where the differences are greatest.

Several local agencies, including the Council, NHSO, JobCentre Plus and others routinely collect local statistics, and have jointly commissioned research projects, notably the Orkney Population Change Study, conducted by Hall Aitken and published in April 2009. Further information about this study can be found in section 5, *Progress since 2007*.

Orkney's Single Outcome Agreement for 2009-11 contains a breakdown of Orkney's current population by age and gender, compared with Scotland:

Population of Orkney and Scotland by age and sex

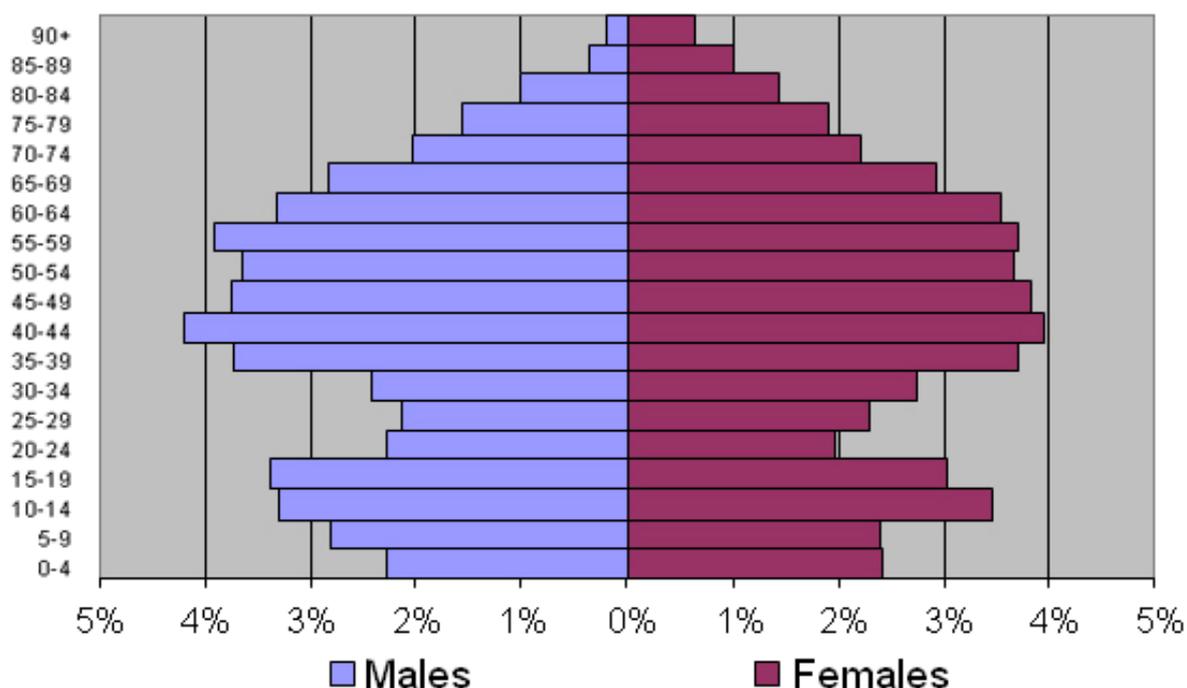
	Orkney			Scotland		
	% Persons	% Males	% Females	% Persons	% Males	% Females
0-14	16.6	17.1	16.2	16.7	17.7	15.8
15-29	15.1	15.9	14.3	19.1	20.1	18.2
30-44	20.7	21.0	20.4	21.6	21.6	21.7
45-59	22.5	23.1	22.1	20.7	21.0	20.4
60-74	16.8	16.6	17.1	14.4	13.9	14.8
75+	8.1	6.3	9.8	7.5	5.7	9.1
Total	100.0	100.0	100.0	100.0	100.0	100.0

Source: GROS Mid-Year Population Estimates

Orkney's higher proportion of both men and women in the 75+ age band reflects locally high life expectancy, and is forecast to rise. Service providers including the Council are planning future services to accommodate Orkney's changing demographic profile.

The population currently displays the classic "waistband" effect caused by young people moving away to pursue higher education or careers:

Estimated population by age and gender, Orkney 2006



Information gathered about Council service users and staff

Published national and local statistics will give us a picture of gender equality in Orkney in general, but councils are expected to collect detailed local information relating to their own work as well. The statutory guidance accompanying the Equality Act 2006 specifies the sort of information that is required. This can be broken down into information about service users, and information about staff.

Information about service users might include:-

- i. gender differences in needs or expectations of service users
- ii. differences in how women and men access and use Council services, any barriers, and their satisfaction rates
- iii. any information we can collect on who is not using Council services when they might be expected to do so and why
- iv. service outcomes broken down by sex, eg educational attainment, housing provision or outcomes from social work interventions

Services collect this information with regard to their own service users when a need is identified. This may arise through equality impact assessment, which is carried out whenever new policy is introduced or existing policy changed. Further information about equality impact assessment is provided in section 5, *Progress since 2007*.

Information about Council staff might include:-

- v. the gender profile of Council staff – data on recruitment, promotion, the distribution of women and men in the workforce by seniority and by types of work ('vertical and horizontal segregation'), flexible working

- vi. barriers to staff progression
- vii. the extent and causes of the gender pay gap in the Council for full-time and part-time staff, including the impact of occupational segregation², of discrimination and of women's disproportionate share of caring responsibilities
- viii. the prevalence of harassment and sexual harassment of staff and service users, the number of formal complaints and the outcome of complaints
- ix. return rates of women on maternity leave and whether they are returning to jobs at the same level of responsibility and pay
- x. issues and barriers affecting transsexual³ staff and potential staff.

Gender pay equality

Current pay scales at Orkney Islands Council (with their pay ranges) are as follows:

Pay scales 2010-11

	£ Minimum	£ Maximum
G1	11,187	12,578
G2	12,063	13,967
G3	13,577	15,935
G4	15,311	17,170
G5	16,497	19,080
G6	18,596	21,780
G7	20,968	24,558
G8	23,578	27,664
G9	26,589	31,639
G10	30,366	34,571
G11	33,724	37,812
G12	36,316	41,960
Chief Officer	42,918	97,095

The salaries in the table above all relate to full-time employment. Part-time workers will earn a pro-rata proportion of the equivalent full-time salary.

Information which is published annually includes the Council's two Statutory Performance Indicators (SPIs) relating to gender pay equality. SPIs are statistics collected by all Scottish councils every year to permit comparisons between different councils' performance, and longitudinal assessments of individual councils' performance over time. SPIs are externally audited and published annually by the Accounts Commission for Scotland.

² Occupational Segregation is when women and men are employed in different jobs in the workplace or when men or women predominate in a particular job, such as men in the construction industry and women in the childcare sector.

³ Transsexual means a person who intends to undergo, is undergoing or has in the past undergone gender reassignment.

The two equal opportunity indicators measure the proportion of women amongst each Council's top 2% of earners, and top 5% of earners. Comparative results for Orkney and some benchmark comparators are given in the tables below.

Percentage of employees in the highest 2% of earners that are female

Council	2004-05	2005-06	2006-07	2007-08	2008-09	Rank 2008-09
Stirling	51.4%	42.1%	47.1%	49.3%	45.8%	1 st
Orkney	12.5%	13.9%	20.8%	35.7%	35.7%	17 th
Shetland	13.6%	10.4%	11.5%	12.3%	12.7%	32 nd
Scotland	29.6%	31.7%	33.9%	35.9%	37.1%	Average (mean)

Percentage of employees in the highest 5% of earners that are female

Council	2004-05	2005-06	2006-07	2007-08	2008-09	Rank 2008-09
Aberdeenshire	42.5%	40.8%	47.0%	57.9%	56.3%	1 st
Orkney	18.3%	28.7%	29.6%	33.8%	31.9%	29 th
Shetland	21.0%	10.8%	14.0%	20.9%	21.2%	32 nd
Scotland	36.6%	38.0%	40.4%	44.0%	45.2%	Average (mean)

Source: Audit Scotland www.audit-scotland.gov.uk/

It can be seen that while individual councils may fluctuate from year to year, Scotland overall is moving steadily towards parity.

Because Orkney's actual numbers are so small, a change of just one or two individuals can have a marked effect on the statistics. While we have some way to go before we are comparable with the Scottish average, the indicators have mostly been moving in the right direction, with a slight blip in 2008-09.

Gender pay equality by Council Service

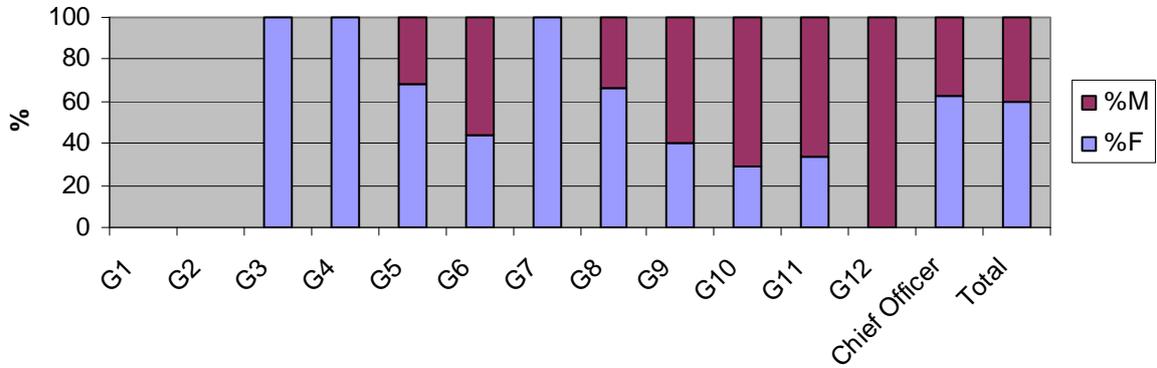
The data below record the current status of the Council's male and female employees by Service, compared with 2007. Data was collected in June of each year.

The data are not directly comparable because the new Single Status pay scale does not map exactly onto the former pay scales. In addition, the seven departments which existed in 2007 have since been restructured into six Services. Nevertheless, some interesting trends can be seen.

While it is evident that we have made progress over the past three years, there is still considerable inequality between the proportions of men and women in the highest pay scales, compared with the proportions in the lower pay scales or indeed in the Council overall.

Corporate Services
(formerly Chief Executive's Department)

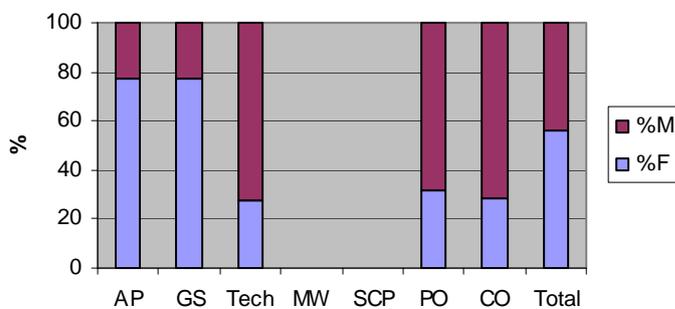
Corporate Services 2010



Corporate Services

	%F	%M	F	M	Total
G1			0	0	0
G2			0	0	0
G3	100.0		4	0	4
G4	100.0		4	0	4
G5	68.4	31.6	13	6	19
G6	43.8	56.3	7	9	16
G7	100.0	0.0	11	0	11
G8	66.7	33.3	4	2	6
G9	40.0	60.0	2	3	5
G10	28.6	71.4	2	5	7
G11	33.3	66.7	5	10	15
G12	0.0	100.0	0	1	1
Chief Officer	62.5	37.5	5	3	8
Total	59.4	40.6	57	39	96

Chief Executive's Department 2007

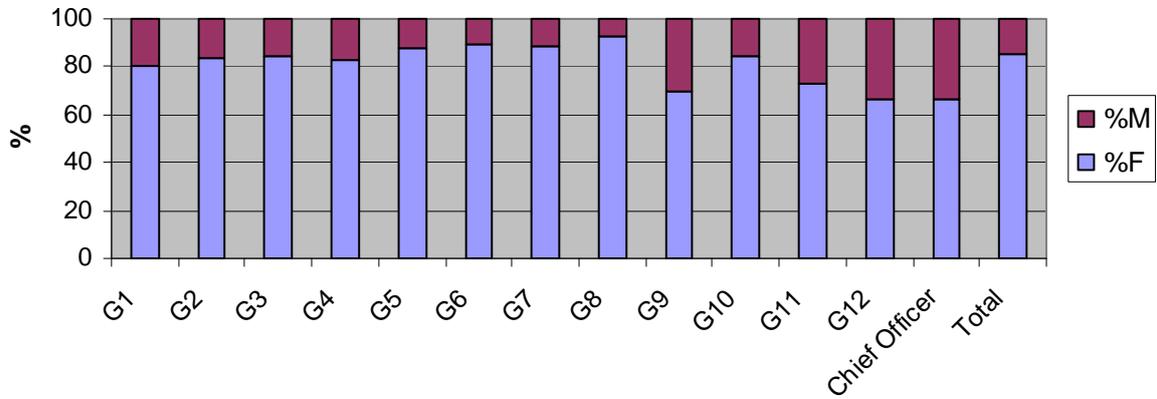


Chief Executive's Department

	%F	%M	F	M	Total
AP	76.9	23.1	20	6	26
GS	77.3	22.7	17	5	22
Tech	27.3	72.7	3	8	11
MW					
SCP					
PO	31.6	68.4	6	13	19
CO	28.6	71.4	2	5	7
Total	56.5	43.5	48	37	85

Community Social Services

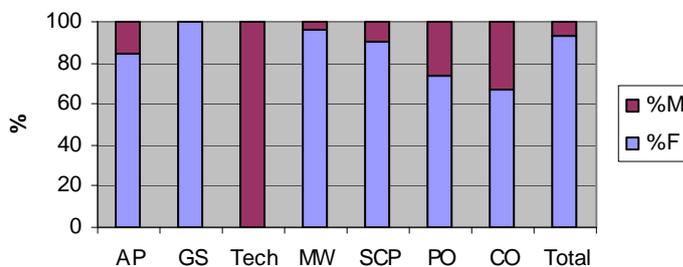
Community Social Services 2010



Community Social Services

	%F	%M	F	M	Total
G1	80.0	20.0	4	1	5
G2	83.3	16.7	45	9	54
G3	84.7	15.3	50	9	59
G4	83.1	16.9	113	23	136
G5	87.5	12.5	35	5	40
G6	89.1	10.9	98	12	110
G7	88.9	11.1	8	1	9
G8	92.6	7.4	25	2	27
G9	70.0	30.0	7	3	10
G10	84.4	15.6	27	5	32
G11	72.7	27.3	8	3	11
G12	66.7	33.3	4	2	6
Chief Officer	66.7	33.3	2	1	3
Total	84.9	15.1	426	76	502

Community Social Services 2007

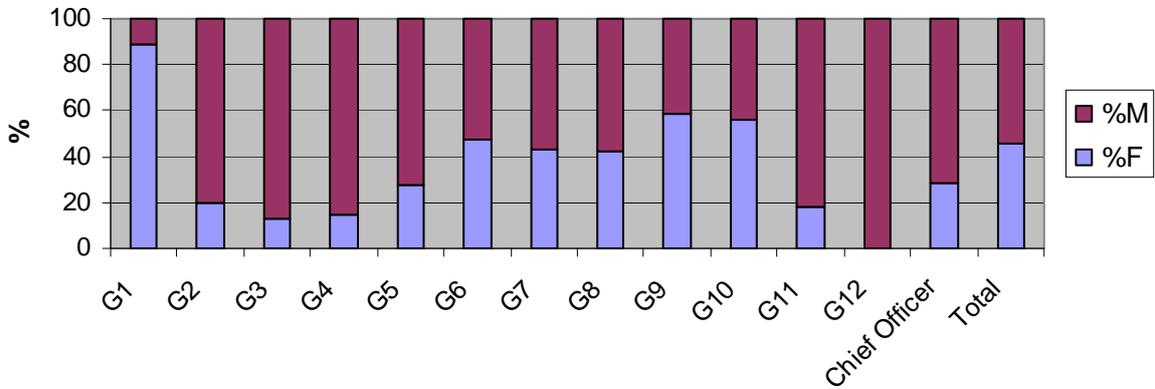


Community Social Services

	%F	%M	F	M	Total
AP	84.2	15.8	16	3	19
GS	100	0	41	0	41
Tech	0	100	0	1	1
MW	96	4	286	12	298
SCP	90.7	9.3	166	17	183
PO	74.1	25.9	20	7	27
CO	66.7	33.3	2	1	3
Total	92.8	7.2	531	41	572

Development and Environment Services
(formerly Technical Services, now including part of Development Services)

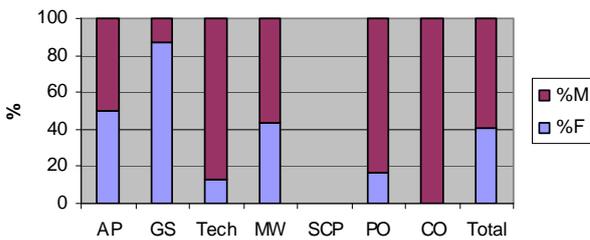
Development and Environment Services 2010



Development and Environment Services

	%F	%M	F	M	Total
G1	88.4	11.6	99	13	112
G2	20.0	80.0	2	8	10
G3	13.0	87.0	3	20	23
G4	14.8	85.2	13	75	88
G5	27.8	72.2	5	13	18
G6	47.6	52.4	10	11	21
G7	42.9	57.1	6	8	14
G8	42.1	57.9	8	11	19
G9	58.3	41.7	7	5	12
G10	56.3	43.8	9	7	16
G11	18.2	81.8	2	9	11
G12	0.0	100.0	0	10	10
Chief Officer	28.6	71.4	2	5	7
Total	46.0	54.0	166	195	361

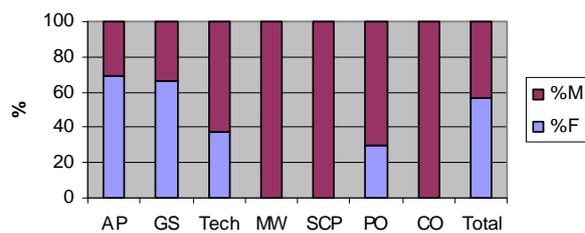
Technical Services 2007



Technical Services

	%F	%M	F	M	Total
AP	50	50	7	7	14
GS	87.5	12.5	7	1	8
Tech	13	87	3	20	23
MW	43.6	56.4	102	132	234
SCP	16.7	83.3	3	15	18
PO	30	70	3	7	10
CO	100	0	5	0	5
Total	40.4	59.6	122	180	302

Development Services 2007



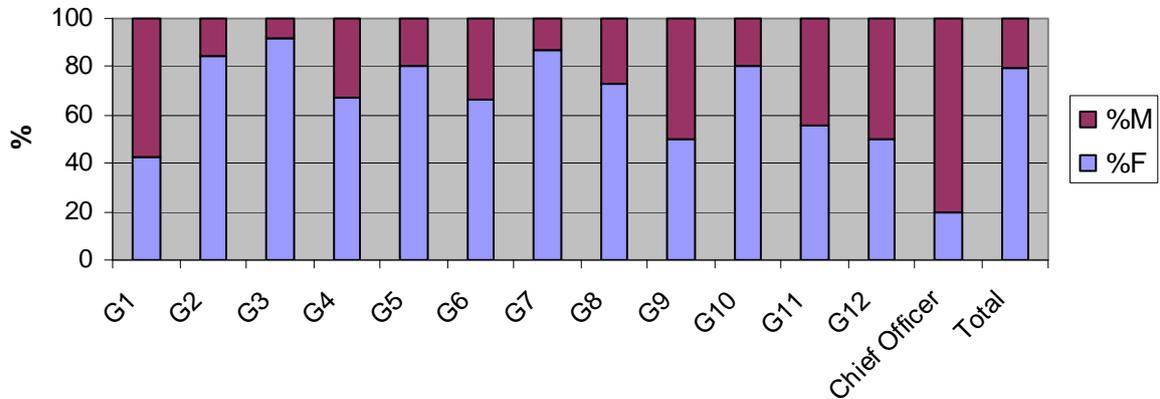
Development Services

	%F	%M	F	M	Total
AP	69.7	30.3	23	10	33
GS	66.7	33.3	12	6	18
Tech	37.5	62.5	3	5	8
MW	100	0	1	0	1
SCP	100	0	1	0	1
PO	30	70	3	7	10
CO	100	0	1	0	1
Total	56.9	43.1	41	31	72

Education and Leisure Services

(formerly Education and Recreation Services, now including Arts and Heritage)

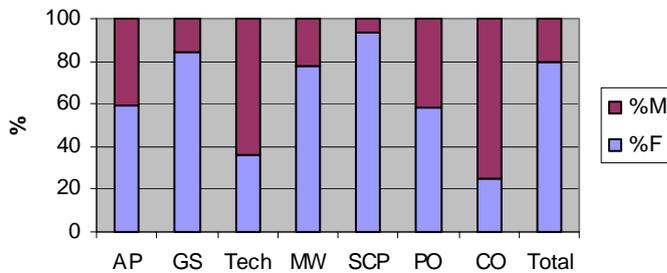
Education and Leisure Services 2010



Education and Leisure Services

	%F	%M	F	M	Total
G1	42.9	57.1	9	12	21
G2	84.0	16.0	121	23	144
G3	91.7	8.3	111	10	121
G4	67.6	32.4	25	12	37
G5	80.0	20.0	32	8	40
G6	66.7	33.3	20	10	30
G7	86.8	13.2	33	5	38
G8	72.7	27.3	8	3	11
G9	50.0	50.0	4	4	8
G10	80.0	20.0	4	1	5
G11	55.6	44.4	5	4	9
G12	50.0	50.0	1	1	2
Chief Officer	20.0	80.0	1	4	5
Total	79.4	20.6	374	97	471

Education and Recreation Services 2007

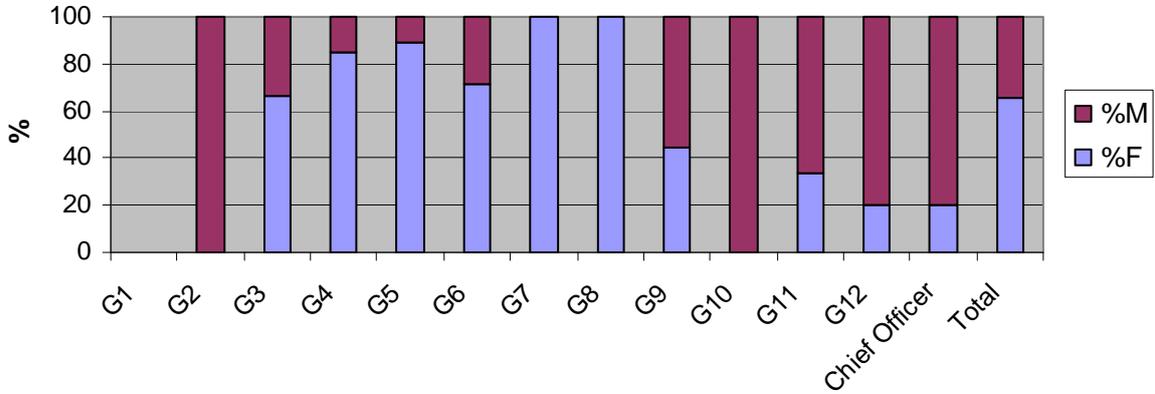


Education and Recreation Services

	%F	%M	F	M	Total
AP	59.4	40.6	19	13	32
GS	83.9	16.1	73	14	87
Tech	36.4	63.6	4	7	11
MW	77.7	22.3	150	43	193
SCP	93.3	6.7	98	7	105
PO	58.3	41.7	7	5	12
CO	25	75	1	3	4
Total	79.3	20.7	352	92	444

Finance and Housing Services

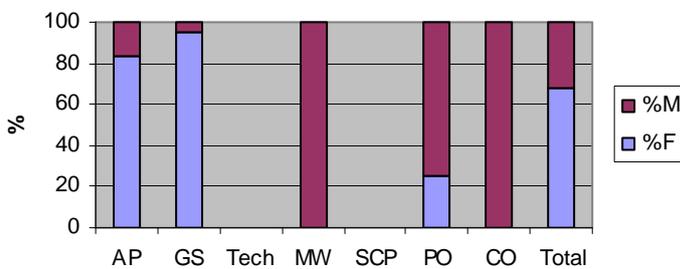
Finance and Housing Services 2010



Finance and Housing Services

	%F	%M	F	M	Total
G1			0	0	0
G2	0.0	100.0	0	4	4
G3	66.7	33.3	2	1	3
G4	84.6	15.4	11	2	13
G5	88.9	11.1	8	1	9
G6	71.4	28.6	10	4	14
G7	100.0	0.0	11	0	11
G8	100.0	0.0	4	0	4
G9	44.4	55.6	4	5	9
G10	0.0	100.0	0	1	1
G11	33.3	66.7	1	2	3
G12	20.0	80.0	1	4	5
Chief Officer	20.0	80.0	1	4	5
Total	65.4	34.6	53	28	81

Finance and Housing Services 2007



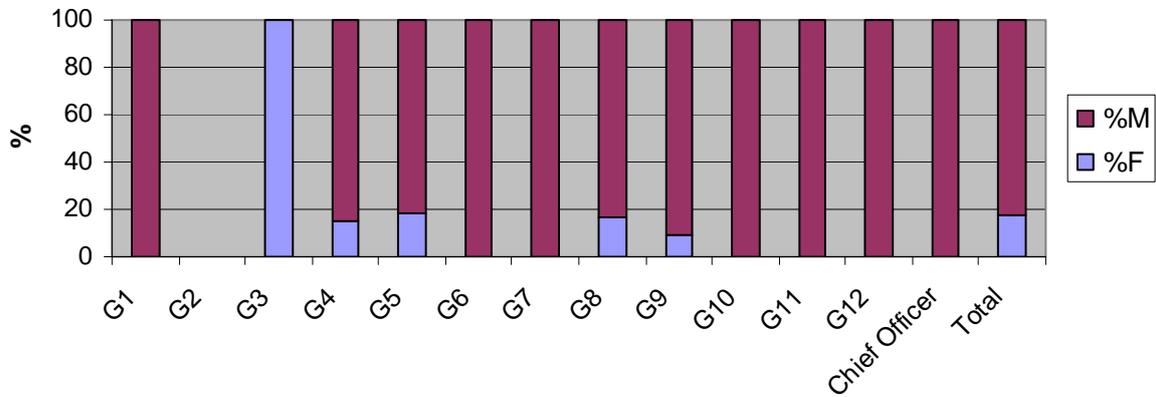
Finance and Housing

	%F	%M	F	M	Total
AP	83.3	16.7	30	6	36
GS	95.2	4.8	20	1	21
Tech					
MW		100		7	7
SCP					
PO	25	75	2	6	8
CO		100		4	4
Total	68.4	31.6	52	24	76

Marine Services

(formerly Harbours, now including Orkney Ferries and Orkney Towage)

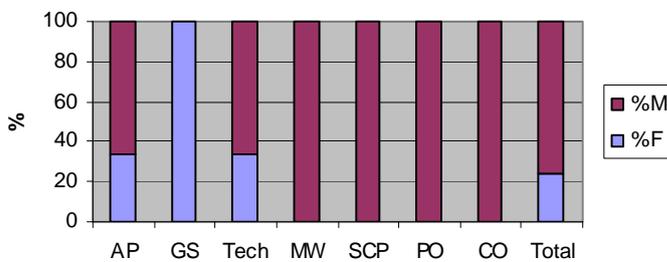
Marine Services 2010



Marine Services

	%F	%M	F	M	Total
G1	0.0	100.0	0	3	3
G2			0	0	0
G3	100.0	0.0	7	0	7
G4	14.8	85.2	4	23	27
G5	18.2	81.8	2	9	11
G6	0.0	100.0	0	1	1
G7	0.0	100.0	0	6	6
G8	16.7	83.3	1	5	6
G9	9.1	90.9	1	10	11
G10	0.0	100.0	0	1	1
G11	0.0	100.0	0	2	2
G12	0.0	100.0	0	6	6
Chief Officer	0.0	100.0	0	3	3
Total	17.9	82.1	15	69	84

Harbours 2007

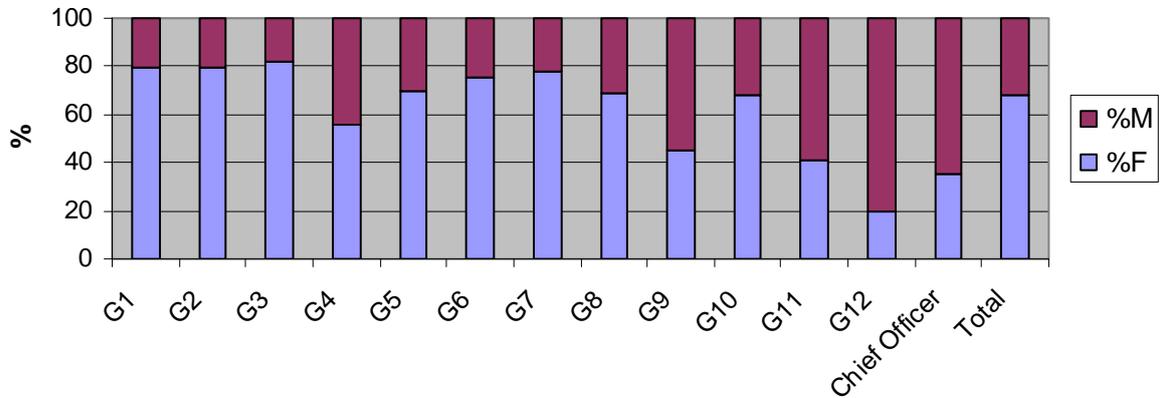


Harbours

	%F	%M	F	M	Total
AP	33.3	66.7	1	2	3
GS	100		5	0	5
Tech	33.3	66.7	2	4	6
MW		100		1	1
SCP		100		12	12
PO		100		4	4
CO		100		2	2
Total	24.2	75.8	8	25	33

All Staff

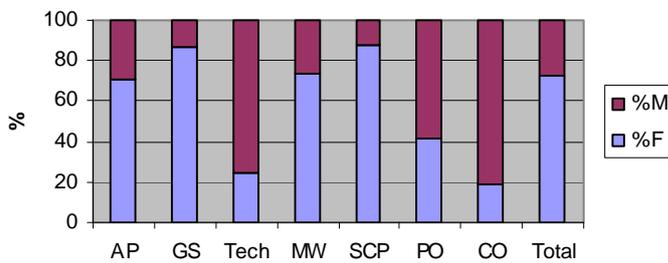
All Staff 2010



All Staff

	%F	%M	F	M	Total
G1	79.4	20.6	112	29	141
G2	79.2	20.8	168	44	212
G3	81.6	18.4	177	40	217
G4	55.7	44.3	170	135	305
G5	69.3	30.7	95	42	137
G6	75.5	24.5	145	47	192
G7	77.5	22.5	69	20	89
G8	68.5	31.5	50	23	73
G9	45.5	54.5	25	30	55
G10	67.7	32.3	42	20	62
G11	41.2	58.8	21	30	51
G12	20.0	80.0	6	24	30
Chief Officer	35.5	64.5	11	20	31
Total	68.4	31.6	1091	504	1595

All Staff 2007



All staff

	%F	%M	F	M	Total
AP	71.2	28.8	116	47	163
GS	86.6	13.4	175	27	202
Tech	25	75	15	45	60
MW	73.3	26.7	538	196	734
SCP	87.7	12.3	264	37	301
PO	41.8	58.2	41	57	98
CO	19.2	80.8	5	21	26
Total	72.9	27.1	1,154	430	1,584

Consultation

In preparing our original Gender Equality Scheme, we consulted with staff, elected members, trades unions and community planning partners.

It is intended that this new Scheme, along with the other equality schemes issued by the Council, will be replaced by April 2011 by a new scheme to include all of the protected characteristics covered by the new Public Sector Equality Duty. This will be prepared in accordance with new statutory guidance when it becomes available. It is planned to consult widely throughout Orkney in the course of preparing the new scheme. To avoid duplication and confusion, consultation for the revision of the existing Gender Equality Scheme was therefore limited to elected members and Council staff.

The main issue raised by elected members was the gender balance within the Chamber and how this might be improved. This has been consulted on previously, when the Council commissioned a comprehensive Residents' Survey with the primary aim of informing the priorities to be set in the Council's 2008-11 strategic plan. Two questions were included in the survey which sought to address the question of why so few women in Orkney stood for election in the May 2007 local government elections in Scotland:

- Have you ever considered standing for election on your local Council?
- What discourages you from standing for election?

The results showed that considerably more male than female responders had considered standing for election (14% men, 5% women). Of the women who had not considered standing, lack of interest (22%) and lack of time (17%) were the most important factors discouraging them from standing, but the largest gender gap resulted from lack of confidence (6% men, 14% women).

Council officers have been taking advice and researching best practice on how to encourage more diversity among participants in public life in Orkney. Action to address this issue will be taken in advance of the next Council elections, expected to be in spring 2012.

PROGRESS SINCE 2007

This section looks at some of the progress the Council has made since our original Scheme was published in June 2007.

Single Status Agreement

In 1999, an agreement was reached nationally on a framework of working conditions and pay points which would apply to every council in Scotland and every employee previously covered by Manual Worker Conditions or APT&C Staff Conditions. Implementation of the Single Status Agreement has involved an extensive job evaluation exercise and detailed discussions with trades unions. The negotiation and preparation of individual contracts under the new system dominated the work of the Council's Personnel Services section for some 18 months.

All staff have been issued with new single status contracts and are working to, and being paid to, Single Status conditions. The scheme has been operational since 1 April, 2008, backdated to 1 April, 2007.

The introduction of single status has had an immediate impact in reducing the pay differential between men and women by 15.6%. Pre-implementation, men's pay was on average 16.7% higher than women's, immediately post-implementation the differential was 14.1%. This figure is projected to reduce further once the system has been in place for a few years and all staff pay is distributed evenly across the grades.

The remaining pay differential is mainly due to occupational segregation: the traditional perspective on what is regarded as male work and female work rather than discriminatory compensation for the actual work done. For example, cleaning staff are still predominately women whereas seagoing staff are predominantly men. The Council's recruitment processes are written to recruit the best person for a given post, but we also need to make sure that the best person is able to apply. Initiatives such as flexible working, which is being developed, should help to reduce barriers in future.

Single Status has been by far the biggest single contributor to progress in gender equality in local government in recent years, and the improvement will continue for some time as the new system beds in.

Equality Impact Assessment

Since 2007, equality impact assessment has been mainstreamed into routine Council business. Templates, examples and assistance are available to service managers on the Council intranet, and from the Corporate and Community Strategy service. There has been a steady improvement in competence at equality impact assessment, and awareness of equality issues, among service managers. Managers are advised to consider equality impacts at an early stage of planning policy changes, so that any necessary consultation with minority communities can be built into routine consultation processes.

Revision of the Council's committee reporting procedures offered an opportunity to embed equality impact assessment into the process. All committee reports on new or revised plans, policies or procedures now contain a statement on "Equalities Impacts", which summarises the results of any equality impact assessments carried out in the course of preparing the new plan or policy. Draft reports which require a statement on equalities impacts are not accepted for submission to committee unless this section has been completed.

Orkney Equalities Forum

Orkney Community Planning Partnership's Equalities Forum (OEF) was reconvened in early 2009 after a period of inactivity. It has brought together the numerous agencies dedicated to making Orkney a fairer place for everyone. The remit of OEF is:

- to encourage a co-ordinated approach to the promotion of equality in Orkney
- to provide a forum within Orkney's community planning framework for championing the "Promoting equalities" principle of the community plan

- to embed good practice in equalities within the normal business of partner agencies.

Membership of OEF includes the Council, NHS Orkney, Northern Constabulary, VAO/Volunteer Centre, Orkney Disability Forum, Age Concern Orkney, Women's Aid Orkney, Kirkwall Council of Churches, Orkney Housing Association, Advocacy Orkney and the Blide Trust.

Engaging with minorities

Orkney Community Planning Partnership commissioned research in 2008 on consulting with Orkney's minority communities. The research output was used to inform a Consultation and Engagement Strategy and Guidelines subsequently adopted by the Partnership.

One area on which the research focused, and the work most relevant to gender equality, was on establishing a route for consultation with LGBT (lesbian, gay, bisexual and transgender) individuals and communities. This strand of work has been followed up by the Equality Network, an organisation based in Edinburgh which works for LGBT equality and human rights in Scotland. The Equality Network has been hosting *Speak Out Highlands and Islands*, a series of meetings intended to bring together LGBT people to talk about how to build new social groups in their areas and how best to engage with service providers to ensure services meet the needs of LGBT people. A meeting was held in Kirkwall on 19 May 2010, and it is hoped in due course to establish a communication channel via Orkney Equalities Forum.

Transgender awareness

Transgender (or trans) people are those who experience their gender identity to be different to their biological sex at birth, and who usually prefer to adopt a gender role which matches their gender identity. The transgender community is one of the hardest to reach minorities, often preferring to remain invisible through fear of discrimination. The Council recognises that it is important for public authorities to find ways to build trust among their local transgender communities.

An Equality and Diversity Conference was organised by Orkney Community Planning Partnership on 12th March 2009, with support from the Equality and Human Rights Commission. The conference included a transgender awareness workshop led by LGBT Youth from Edinburgh, which proved to be challenging and thought provoking. It was also very useful in raising awareness and providing practical advice to managers on how to address LGBT issues appropriately.

Local authority services which can impact differentially on transgender people include:

- facilities and services which are single sex, especially those with changing rooms e.g. swimming pools
- services where transgender status is a factor e.g. as a victim of anti-social behaviour
- housing services
- services which may hold personal information regarding a transgender person's previous name and gender e.g. council tax records, library records, benefits etc

Training in transgender awareness for Council staff will be included as part of an equalities and diversity training package to be developed during 2010-11. This will aim to:

- dispel myths and misinformation
- explain acceptable and unacceptable language and terminology
- establish appropriate protocols and procedures for service provision
- develop good relations between Council staff and the transgender community

Our training programme will be informed by guidance for public authorities produced by the Equality and Human Rights Commission on the provision of services to transgender people.⁴

Housing services

The Council's Housing Service introduced new policies in 2009-10 which will have a positive impact on two categories of service users in particular circumstances, who are predominantly male.

A new housing protocol covering custodial sentences is intended to reduce the numbers of prisoners who lose their accommodation while in prison. The protocol is written in accessible language and covers tenants of both the Council and Orkney housing association, private tenants and owner-occupiers, offering advice such matters as how to retain a tenancy, claim housing benefit, make a homeless application etc. It is hoped that the protocol will minimize the destructive effect that a prison term can have on housing.

In response to requests from service users, another policy has been developed with regard to accommodation for council tenants who are parents but do not have custody of their children. Previously such tenants were allocated one-bedroom homes but, in order to allow their children to visit, the policy has been changed to allow tenants to occupy two-bedroom homes. It is hoped that this measure will help more fathers to remain in close contact with their families.

Population and migration

Population and migration patterns are of vital importance to all members of Orkney Community Planning Partnership, including the Council. "Promoting survival" is one of the values shared by the Council Plan and Orkney's community plan, and maintaining or increasing Orkney's population is essential to the sustainability of Orkney's communities. The Council and partner agencies need detailed information about the demographics of Orkney's population, now and in the future, in order to plan services.

The Orkney Population Change Study, conducted by Hall Aitken and published in April 2009 identified a number of factors which disproportionately affect women and men in Orkney: These included:

⁴ Provision of goods, facilities and services to trans people: Guidance for public authorities in meeting your equality duties and human rights obligations, Equality and Human Rights Commission, February 2010

- There is a net loss of population among the 16 to 24 age group as young people leave for higher education and this is higher among women.
- Those staying in Orkney do not necessarily remain in the community they were brought up in. Stayers migrate towards Greater Kirkwall for employment or remain there after leaving school for work. It appears easier for males and those working in traditional employment sectors to stay in their own communities outside of Greater Kirkwall.
- Female returners place greater importance on family than males and were more likely to identify pay and work issues as unimportant. However, females who are thinking about leaving were more likely to identify work related issues as a motivation to leave than men.
- Twice as many female leavers as male leavers rule out returning reflecting the perception of limited job opportunities on Orkney.
- Under-employment is very common, particularly among partners of people who move to a professional post (frequently women). Many skilled or qualified people take on jobs well below their capacity – and these tend to be women.

An action plan to address a number of the recommendations contained in the report is being taken forward by Orkney Community Planning Partnership.

MONITORING, REVIEW AND REPORTING

Actions on individual Services arising from this and our previous Scheme are incorporated into departmental service plans. Performance indicators are monitored by Services using their balanced scorecards, an element of the Council's performance management system. This enables Services to consider actions to address gender equality issues on a regular basis. Performance in relation to both the service plans and balanced scorecards is reported routinely to service committees within performance monitoring reports.

Future arrangements for reviewing and reporting on the Council's equality schemes will be dependent on new statutory guidance to accompany the Equality Act 2010, which is expected to take effect from April 2011. All statutory reports will be reported to the Council's Policy and Resources Committee, and published on the Council's website.

OUTLINE IMPROVEMENT ACTION PLAN 2010-13

This plan notes the main actions to be undertaken over the lifetime of this Scheme, who will do them, and the outcomes to be achieved. Operational details of improvement actions are included in the individual service plans which take the actions forward. Actions from the Council's previous Gender Equality Scheme which have been reported as complete in the 2008 or 2009 Annual Reports have been deleted.

	Action	Owner	Outcome	Monitoring & scrutiny	Milestones
1	Devise and adopt improved family friendly policies, including flexible working arrangements	Director of Corporate Services	Improved recruitment and retention of staff with caring responsibilities	Policy and Resources Committee	Policies in place by 2011-12
2	Improve access to training opportunities especially training for management and for potential senior managers	Director of Corporate Services	Improvements in gender pay equality and succession planning	Policy and Resources Committee	Appointment of Corporate Learning and Development Manager by end 2010
3	Complete gender impact assessment of existing plans and policies (as part of full equality impact assessment)	All directors	All equality impact assessments up to date	Service committees	Conduct an audit during 2010-11. Complete remaining EqlAs during 2011-13.
4	Improve package of gender equality assessment materials available to services (as part of overall equality impact assessment package)	Director of Corporate Services	Improved standard of equality impact assessment	Corporate management team	Improved package available by April 2011
5	Identify and implement any changes required to services, plans and policies to improve gender equality for service users.	All Directors	Improved service which is compliant with equality legislation.	Service committees	Annual reports on Gender Equality Scheme

	Action	Owner	Outcome	Monitoring & scrutiny	Milestones
6	Plan and implement action to encourage more diversity among participants in public life in Orkney	Director of Corporate Services	More diversity among participants in public life in Orkney	Policy and Resources Committee	Local council elections 2012
7	Incorporate gender equality (and other equality) indicators into the balanced scorecard at Service and Council levels, using definitions from 2011 Census.	Director of Corporate Services	Data regularly collected and reported.	Service committees	Confirmation of Census definitions expected 2010.
8	Develop a comprehensive training programme in equalities and diversity for council staff, in liaison with community planning partners.	Director of Corporate Services	Increase in number of Council staff trained in equalities and diversity.	Corporate Management Team	Programme commenced by April 2011.
9	Develop and adopt an Equality and Diversity Strategy for Orkney Community Planning Partnership	Director of Corporate services	Adoption of strategy by OCPP and individual partners	OCPP Steering Group and Policy and Resources committee	Strategy developed by end December 2010