



*Dunbartonshire and Argyll & Bute
Valuation Joint Board*

**Gender Equality Scheme
Annual Progress Report 2008**

Disability Equality Scheme

Introduction

The Gender Equality Duty has provided an opportunity for Dunbartonshire and Argyll & Bute Valuation Joint Board (VJB) to reaffirm its commitment to gender equality.

Notwithstanding the gender neutral functions of the Valuation Joint Board, the promotion of opportunity and the elimination of discrimination in relation to persons of differing gender is a process to which I am personally committed. This has required changes to our operations in the past year and will require further actions in the years to come. This reports details the progress made to date and highlights the way forward

David C. Thomson
Assessor and Electoral Registration Officer
Dunbartonshire and Argyll & Bute Valuation Joint Board

July 2008

The Valuation Joint Board's Gender Equality Scheme 2007 – 2010 contains an action plan which details the steps to be taken to implement the general commitment to equal opportunities.

Achievements in the year to June 2008

1. Making sure the Gender Equality Scheme works

- Equalities Champion chosen to promote all equalities issues to all stakeholders
- Publication of the Valuation Joint Board approved scheme notified to all staff for their consideration
- Issues highlighted regularly at Management Team meetings and managers' responsibilities highlighted
- Appropriateness of service to stakeholders considered via the limited monitoring available
- Scheme published on the DAB-VJB website at <http://intranet/dabvjb/policies/gender/Gender%255FEquality%255FScheme%252Epdf.pdf>
- Monitoring statistics produced and published on website at <http://www.dab-vjb.gov.uk/assessors/documents/Equalities%5FMonitoring%2Epdf>

2. Identifying relevant functions and policies

- All VJB Policies are being examined to ensure that they do not contain any barriers to the promotion of gender equality

3. Assessing and consulting on the likely impact of policies to remove any adverse impact

- Monitoring forms are issued to and the returns collated for a random sample of all stakeholders under the VJB Customer Consultation Policy. All relevant comments examined by a member of the management team
- Equalities champion attends Community Planning Equalities Group
- Any complaints received being monitored for equalities issues
- Impact assessments to be carried out

4. Communicating the results of assessment and monitoring

- Results communicated to management team and staff
- Results published on website at <http://www.dab-vjb.gov.uk/assessors/documents/Equalities%5FMonitoring%2Epdf>
- Monitoring forms are issued to and the returns collated for a random sample of all stakeholders under the VJB Customer Consultation Policy. All relevant

comments examined by a member of the management team. Results reported to the Management Team

- DAB-VJB intranet developed to be informative on all diversity and equality issues

5. Employment

- Monitoring forms are issued to and the returns collated for:
 - all existing staff
 - all staff training
 - all applications for promotion
 - all retirements, resignations, and redundancies as required
 - all applicants for new posts
- Monitoring of grievance or disciplinary issues has been required as we did receive one grievance from a female member of staff regarding salary which was upheld.
- Barriers to employment of a more balanced considered by the Management Team and specifically considered when going through employment procedures

7. Training Staff

- A senior manager attended gender training run by the Equality Exchange and the “Towards the Commission for Equality and Human Rights” seminar in April 2007. Following these two events training material and presentations for staff were prepared
- Training was then delivered to members of staff in both offices by the senior manager to include all aspects of gender equality
- Key staff have been identified and Impact Assessment training courses attended

The VJB will continue to take improvement actions to ensure equal Opportunity for both men and women. Actions for year to June 2009 will include.

- Through the management team the VJB will ensure that equalities issues remain to the fore and that all staff remain committed to ensure that equality neutral delivery of services is maintained
- Equality Targets which can be found at http://www.dab-vjb.gov.uk/assessors/documents/Equality_Targets_Policy.pdf will be reconsidered on an ongoing basis and amended as necessary
- The VJB will continue to provide support to staff regardless of gender or sexual orientation and will also ensure that the VJB is properly carrying out its functions on a gender neutral basis
- Training of staff will continue with accent on the early awareness of the Gender Equality Scheme in the induction procedures