



*Dunbartonshire and Argyll & Bute
Valuation Joint Board*

**Gender Equality Scheme
Annual Progress Report 2009**

Gender 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 third report 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

December 2009

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 December 2009

1. Making sure the Gender Equality Scheme works

- Equalities Champion continues 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://www.dab-vjb.gov.uk/equalities/>
- Monitoring statistics are produced and published on the website at
- Equalities champion has participated in the consultation for the new Equalities Bill

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
- New policies are Impact Assessed 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 are carried out for all relevant new policies

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/equalities/>

- 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 applicants for new posts
 - all temporary staff
 - salaries
 - all retirements, resignations, and redundancies as required
 - all staff training
 - all applications for promotion
- No grievance or disciplinary procedures have arisen for any members of staff
- Barriers to employment of a more balanced staff considered by the Management Team and specifically considered when going through employment procedures
- Progress made with Pay Modernisation project which will ensure gender equality in pay structures

7. Training Staff

- Training is delivered to members of staff in both offices by a 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 December 2010 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/equalities/> 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
- The VJB will implement Pay Modernisation which will ensure equality of pay structures

8. Conclusion

Dunbartonshire and Argyll and Bute Valuation Joint Board continues to encourage equality for all stakeholders and staff and ensures that all its equalities policies are adhered to and its services are accessible to all.

Note

When the new streamlined equalities legislation becomes law, it is the intention for the Board to have a single Equality Scheme and a single Annual Report for all the strands.