



*Dunbartonshire and Argyll & Bute  
Valuation Joint Board*

**Race Equality Scheme  
Annual Progress Report 2009**

# **Race Equality Scheme**

## **Introduction**

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

Notwithstanding the race neutral functions of the Valuation Joint Board, the promotion of opportunity and the elimination of discrimination in relation to persons of differing race 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 second 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

## **Achievements in the last year**

### **Training**

Dunbartonshire and Argyll and Bute Valuation Joint Board (the Board) have continued to train all new staff in race equality as part of the induction process. This training also raises awareness of race equality issues which will lead to staff identifying what actions need to be taken to achieve equality for all. Any new issues are highlighted at Management Team meetings. Ongoing training for the use of the LanguageLine interpretation service has continued.

### **Policies**

All Board Policies are examined to ensure that they do not contain any barriers to the promotion of race equality

### **Equality Impact Assessment**

The Board has developed and implemented procedures to allow Equality Impact Assessments to be carried out on all new policies and procedures

### **Interpretation Service**

A limited number of calls have required the use of LanguageLine for interpretation and these have been dealt with successfully.

The number of "language guidance strips" which are provided with out going mail has been reviewed and additional translations will be added to some of the correspondence issued.

Accessibility guidelines have been added to the Board website at <http://www.dab-vjb.gov.uk/accessibility-guidelines/>

### **Monitoring**

- 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

## **Consultation**

A member of the management team has continued to attend meetings of the West Dunbartonshire Communities Planning Equalities Group.

The same member has participated in the consultation process for the new Equalities Bill.

## **Actions for the year to December 2010**

- 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
- Equalities champion to continue to attend Community Planning Equalities Group meetings
- Continue to include equality training at an early stage in staff induction
- Continue to monitor personnel as in the current year
- Issue full equality monitoring forms as part of the Customer Satisfaction Procedures
- Continue to include Equality Impact Assessments in the development of new policies

## **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.

