



Tay Road Bridge

TAY ROAD BRIDGE JOINT BOARD

Mainstreaming Equality Report 2021 - 2025

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1.0 **Introduction**

The mainstreaming equality report supersedes and builds upon the work taken forward in meeting the equality outcomes set out in the Tay Road Bridge Board's Mainstreaming Equality Report 2019-2021. Appendix 1 confirms the actions taken to complete the equality outcomes noted in the 2019-2021 report.

The Equality Act 2010 (the Act), which harmonised and replaced previous equalities legislation came into force on 5 April 2011. The Act placed a general equality duty on public authorities to pay due regard to the need to:

- eliminate discrimination;
- promote equality of opportunity; and
- foster good relations across the range of protected characteristics.

The general equality duty expanded the range of those protected under equality legislation to include the following protected characteristics of age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation. The equality duty also covers marriage and civil partnerships, regarding eliminating unlawful discrimination in employment.

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 places a specific duty on the Tay Road Bridge Joint Board to:

- Publish a report on the progress it has made to make the equality duty integral to the exercise of its functions so to better perform that duty.
- Assess the impact of proposed new or revised policies and practice against the needs of the general equality duty.
- Publish a set of equality outcomes which it considers will enable it to better perform the Equality Duty. (Publish new equality outcomes every 2 years).
- Publish a report on the composition, recruitment, development and retention of employees with respect to the number and relevant protected characteristics of employees.
- Publish its equality reports in a manner that is accessible to the public.
- As far as practicable equality reports should use existing public performance reporting systems.
- Report every 2 years on the progress made to achieve the equality outcomes.
- Have due regard that relevant public procurement agreements, conditions should include considerations to enable the Tay Road Bridge Joint Board to better perform the equality duty.

2.0 **Progress**

Mainstreaming Equality: The Tay Road Bridge Joint Board's commitment to mainstreaming equality is best demonstrated by its actions to integrate equality into all its mainstream planning structures from the Senior Management Level to front line delivery of service. This is taken forward by:

- Ensuring timely and appropriate reporting of the Equality Duty.
- Identifying gaps in meeting our Equality Duty and make appropriate recommendations.
- Promoting the engagement of people with protected characteristics in service planning.
- Reporting and advising the Tay Road Bridge Joint Board Members and Senior Board Officers on equalities.

The TRBJB team have made changes to infrastructure and in-house procedures between 2019 and 2021 that has improved equality matters. This has included the installation of improved lighting to the walkway across the full length of the bridge and ramps, and the introduction of a Critical Incident Plan that allows a framework for supporting staff to be effectively delivered. The TRBJB also have a new website that has been launched to improve community engagement and information sharing about local events and bridge status. Management have also undertaken training about how to avoid unconscious bias during staff recruitment.

3.0 **Assessing the Impact and Reviewing Policies and Practices**

All policies adopted by the Tay Road Bridge Joint Board are assessed for their impact on Equalities issues by means of Equalities Impact Assessments (EQIA) where appropriate using Dundee City Council guidance.

4.0 **Equality and Diversity Training:**

The Tay Road Bridge is committed to providing ongoing Equality and Diversity Awareness training for all staff. Staff are made aware of equalities issues as part of the induction process and further specific training provided via third party trainers to support staff as required and determined through Employee Development Reviews.

The Tay Road Bridge Joint Board Elected Members are briefed in the Equality Act Duties by Officers from their own Council.

5.0 **Equality Outcomes**

The Tay Road Bridge Joint Board's Equality Outcomes 2021-2025 are set out in Appendix 2 of this report.

Outcome number 1 aims to increase the awareness of mental health issues throughout the TRBJB workforce and has been chosen to build on the training delivered previously around stress management, mindfulness, and resilience to make sure that staff feel equipped to maintain a healthy lifestyle. This is deemed to be particularly important following the emergence of the Covid-19 pandemic and the additional pressures that this has inevitably added to everyday life for people.

Outcome 2 looks to understand how the new website has been received by the public and will allow TRBJB management to make further improvements as may be necessary.

Outcome number 3 and 4 focus on increasing awareness about religion, and hidden disabilities, with the aim of to make the TRBJB work place an inviting and welcoming place to work for all.

Further improvements to the bridge infrastructure are also planned with a Signs Project planned for 2022 to make the walkway more comfortable to use for all user groups. This is highlighted as Outcome 6.

Other Outcomes look to increase staff and public awareness around wider social issues, such as sexual orientation and gender reassignment, by flying flags on the bridge or bridge administration office, and then using TRBJB social media to provide an explanation of what each flag represents. The aim of this is to promote the bridge as a community asset for all user groups.

6.0 **Occupational Segregation**

There are a number of posts which are dominated by one gender. These posts are traditionally occupied by males although all jobs and descriptions are non-gender specific. The Tay Road Bridge Management team attended an external training course in 2020, delivered by Equate Scotland to avoid unconscious bias recruitment. This training will be included as standard on managers continuous professional development (CPD) plans throughout this plan.

7.0 **Equal Pay Statement**

The Tay Road Bridge Joint Board is committed to the principle that all of our employees should receive equal pay for doing equal work, or work of equal value. The Tay Road Bridge Joint Board is also an equal opportunities employer and positively values the different backgrounds, perspectives and skills that a diverse workforce brings. The Tay Road Bridge Joint Board is committed to review it's pay and grading structure on a regular basis in line with appropriate guidance and take appropriate remedial action if necessary.

8.0 **Employee Equality Monitoring**

Duties

The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 requires all listed public authorities to take steps to gather information on the composition of the authorities workforce and information on recruitment, development and retention of employees relating to the relevant protected characteristics.

The public sector equality duty covers the following characteristics: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

The purpose of the legislation is to ensure that public authorities:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Equality Act 2010.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.

Information

The information detailed in this report had been completed from a number of different and independent information systems, including staff questionnaires, training records/databases, as well as paper based records.

The Equality Act requires local authorities to report on the composition of the authorities' employees.

For data protection purposes no record of less than five has been reported in the attached appendices.

Non Disclosure of Equality Information

The following levels of non disclosure of information from existing employees were recorded:

Topic	Non Disclosure Rate
Disability	0%
Race	0%
Religion and Belief	20%
Sexual Orientation	0%
Marriage and Civil Partnership	0%

The new start form for the Tay Road Bridge Joint Board includes all protected characteristics stipulated in the Equality Act. It is anticipated that the rates of non disclosure will gradually reduce if information is collected when employees commence their employment. Resource Link will be developed to hold the protected characteristic information and in addition further developments are underway to ensure that details of appraisals, training and development, disciplinary, etc, are recorded.

A significant number of Tay Road Joint Board employees provided their details across the four strands covered in the table. On average most of employees provided their equality information.

Recruitment

The statistics gleaned from the Equalities Questionnaire attached to the applications are given in Appendix 3.

Further Action

Equality monitoring issues will be reported to the Tay Road Bridge Joint Board on an annual basis as per the Single Equalities Scheme and any resulting actions will be taken by the Senior Officers of the Board.

**Tay Road Bridge Joint Board
Equality Outcomes
2019 – 2021**

Review

Equality Outcomes 2019 - 2021

Outcome	Actions	Target Date	Progress Made
<p>1. Increase awareness of mental health issues throughout the Tay Road Bridge work force to help people cope with the rigours of day-to-day life to improve wellbeing and reduce sickness absences.</p>	<p>Consider rolling out the following initiatives:</p> <ul style="list-style-type: none"> • Develop a mindfulness programme for employees. • Support delivery of relaxation programmes First Delivered 2018 • Develop Manager's awareness training on mental health First Delivered 2019 	<p>Autumn 2021</p>	<p>This forms part of an ongoing programme of events. 17 members of staff undertook mindfulness and relaxation sessions. Some reported that techniques learned will help them manage their day-to-day life with more confidence. Carry Forward to 2021-2023.</p>
<p>2. Vulnerable people and staff will feel supported and equipped to deal with emotional issues following critical incidents</p>	<p>Maintain high levels of training for staff to assist members of the public TRB will ensure that staff can easily access a member of the Critical Incident Response Team and this will be promoted to staff</p>	<p>Completed</p>	<p>Critical Incident procedures are now in place. This sign posts staff towards accessible emotional support networks.</p>
<p>3. Improve infrastructure around bridge to make sure the bridge is accessible to all protected user groups</p>	<p>Improve lighting levels on bridge walkway</p>	<p>Completed</p>	<p>Installation of LED street lighting on bridge walkway and ramps has increased light levels in critical pedestrian areas to help users feel safe.</p>

Outcome	Actions	Target Date	Progress Made
4. Bridge information is accessible in suitable mediums for all groups	Engage and consult with local communities to eliminate disadvantage Give consideration to designing a public questionnaire regarding website to gather information to check service delivery is effective to all groups and improve as required. E.g. can you always access information confirming bridge restriction status when you need it?	Spring 2020	Public Questionnaire issued via social media May 2019. New website created as a result and launched in 2021. Design of a public questionnaire to check effectiveness still to be delivered. Carry Forward to 2021-2023.
5. An increased proportion of people with protected characteristics are supported to enter employment	Consideration of training for the Tay Road Bridge Management team to avoid unconscious bias recruitment as posts need to be filled	Completed	Now forms part of managers CPD. This has assisted managers to carefully consider interview questions to make sure they do not favour any one group.

Appendix 2 – Equalities Statistics 1 January to 31 December 2021

Please note for all tables:

The Equality and Human Rights Commission guidance states that sub-sets of less than 10 should not be published. The guidance also ensures compliance with the Data Protection Act. Sub-sets of less than 10 are reported as "" above.*

TRB Grades	Men	Women
3-6	*	*
7-9	*	*
10-12	*	*
Above 12	*	*
Totals	*	*

At 31 December 2021. On average men earned a higher hourly rate than women, with an average gender pay gap calculated at 4.84%. Therefore, for every pound a man earns, a woman earns 95pence. Please note that all men and women are paid the same if they are on the same pay grade.

Table 2

Job Applicants and Existing Employees broken down by Age for 1 January to 31 December 2021

Age	Employees in post	Job Applications	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
Up to 20		*								
21 - 30	*	22			*	*	*			
31 - 40	*	35			*	*	*			
41 - 50	*	25			*	*	*			*
51 - 60	*	19	*		*	*	*		*	
61 - 70	*	*			*	*	*			
No Entry										

No Entry - Applicant/Employee chose not to answer this question

Please note that the Tay Road Bridge has had no “Dismissals” for the period 1 January to 31 December 2021

Table 3

Job Applicants and Existing Employees broken down by Disability for 1 January to 31 December 2021

	Employees in post	Job Applications	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
Age										
Yes	*	*			*	*	*			
Yes-No Entry										
Yes- Sensory Impairment										
Yes-Physical Impairment										
Yes-Longstanding Illness or Health Condition										
Yes- Mental Health Condition										
Yes-Other										
Yes-Learning Disability or Cognitive Impairment										
Yes-Prefer not to Answer										
No	19	103	*			19	19		*	*
Prefer Not to Answer		*								
No Entry (Chose not to answer)		*								

Table 4 Job Applicants and Existing Employees broken down by Race for 1 January to 31 December 2021

Race	Employees in post	Job Applications No information available on this metric	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
African-(Inc.Scottish/British)										
African-Other (Inc.Scottish/British)	*				*	*	*			
Asian-Bangladeshi (Inc.Scottish/British)										
Asian-Chinese (Inc.Scottish/British)										
Asian-Indian (Inc.Scottish/British)										
Asian-Other (Inc.Scottish/British)										
Asian-Pakistani (Inc.Scottish/British)	*									
Caribbean or Black - Black (Incl.Scottish/British)										
Caribbean or Black - Caribbean (Inc.Scottish/British)										
Caribbean or Black - Other (Inc.Scottish/British)										
Gypsy/Traveller										
Mixed or Multiple Ethnic Group										
No Entry										
Arab-Other (Inc.Scottish/British)										
Arab-Arab (Inc.Scottish/British)										
Other Ethnic Background										
Prefer Not to Answer										
White-Eastern European										
White-Irish										
White-Other British	*	*			*	*	*			
White-Other White Ethnic Group										
White-Scottish	17	*	*		17	17	17		*	*

Table 5

Job Applicants and Existing Employees broken down by Gender for 1 January to 31 December 2021

Gender	Employees in post	Job Applications	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
Female	*	*			*	*	*			*
Male	18	103	*		18	18	17		*	
No Entry										
Other										
Prefer Not to Answer										

Table 6

**NOTE: NO INFORMATION AVAILABLE TO TRBJB ON THIS METRIC
 Job Applicants and Existing Employees broken down by Religion
 or Belief for 1 January to 31 December
 2021.**

Religion or Belief	Employees in post	Job Applications	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
Buddhist										
Church of Scotland										
Hindu										
Jewish										
Muslim										
No Entry										
None										
Other Christian										
Other Religion or Belief										
Prefer Not to Answer										
Roman Catholic										
Sikh										

Table 7

**Job Applicants and Existing Employees broken down by Sexual Orientation
January to 31 December 2021**

	Employees in post	Job Applications	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
Gender										
Hetrosexual/Straight	20	104	*		20	20	20		*	*
Bi-sexual										
Gay		*								
Lesbian										
Prefer Not to Answer										

NOTE: NO INFORMATION AVAILABLE TO TRBJB ON THIS METRIC
Job Applicants and Existing Employees broken down by Marriage/Civil Partnership for
1 January to 31 December 2021

Table 8

	Employees in post	Job Applications	Successful Applicants	Part Time - Employees	Full Time - Employees	Training & Development	Annual Employee Development Review	Employees Lodging Grievance	Employees Subject to Disciplinary Procedures	Leavers excl. Dismissals
Marriage/Civil Partnership										
Married/Civil Partnership										
Single										
Living with Partner										
Divorced/Separated										
Widowed										
Prefer Not to Answer										

**Tay Road Bridge Joint Board
Equality Outcomes
2021 – 2025**

Equality Outcomes 2021 - 2025

No.	Outcome	Actions	Target Date
1	Increase awareness of mental health issues throughout the Tay Road Bridge work force	<p>Roll out initiatives:</p> <p>Develop a mindfulness programme for employees.</p> <p>To continue to support the delivery of relaxation programmes to staff.</p> <p>Rollout Manager’s awareness training on mental health</p>	All actions ongoing over period of plan
2	Bridge information is accessible in suitable mediums for all groups	<p>Engage and consult with local communities to eliminate disadvantage</p> <p>Give consideration to designing a public questionnaire regarding the new website to gather information to check service delivery is effective to all groups as hoped and improve as required.</p>	All actions ongoing over period of plan
3	Increase knowledge and understanding of staff about religion and belief in the workplace to demonstrate inclusivity.	Consider formal training for managers and staff to raise awareness and understanding.	All actions ongoing over period of plan

No.	Outcome	Actions	Target Date
4	Increase awareness of hidden disabilities to Tay Road Bridge work force	Consider formal training for managers and staff to raise awareness and understanding.	All actions ongoing over period of plan
5	Raise awareness and understanding regarding sexual orientation and gender reassignment	Use flag poles fixed to the Tay Road Bridge Walkway to fly flags that demonstrate our commitment to supporting communities, e.g transgender flag, and explain the reasoning behind the flags on our social media pages and website	All actions ongoing over period of plan
6	Increase awareness that the bridge walkway / Dundee is a safe crossing for commuting or social enjoyment.	Deliver signage on the bridge walkway that is universally understood, and work with the third sector to help with initiatives that promote healthy living, both from physical and mental standpoints	All actions ongoing over period of plan