



EAST AYRSHIRE COUNCIL

HUMAN RESOURCES SERVICE

Employee Equality Monitoring

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INTRODUCTION

1. The vision for East Ayrshire Council is set out in the East Ayrshire Community Plan 2015 – 2030 and is that:

“East Ayrshire will be a place with strong, safe vibrant communities where everyone has a good quality of life and access to opportunities, choices and high quality services which are sustainable, accessible and meet people’s needs.”

2. The East Ayrshire Community Planning Partnership Single Outcome Agreement 2013 – 15 advises that a number of key challenges have been identified, which will require to be addressed, if we are to achieve the vision for East Ayrshire, including:

- sustainable economic growth;
- employment/unemployment;
- changing demographics, in particular an ageing population;
- health and health inequalities;
- poverty and deprivation;
- financial inclusion;
- connectivity; and
- support for community groups

3. Tackling inequality and promoting equality underpin all of our work. Through a commitment to the equalities agenda, we will build the capacity of communities and employees to work in a way which promotes equality of opportunity, social justice and social inclusion.

4. The 2011 population for East Ayrshire was 122,767, an increase of 2.1% since 2001. In East Ayrshire, 16.9% of the population are aged 16-29 years and persons aged 60 and over make up 24.2%.

5. Contrary to previous trends, the latest available estimates indicate that the population of East Ayrshire is likely to remain relatively static between 2010 and 2037. By contrast, the population of Scotland is projected to increase by 8.8% between 2012 and 2037.

6. East Ayrshire’s population is ageing significantly, with the local working age population (16-64) projected to fall by 15.8% between 2012 and 2037, compared with a relatively static working age population across Scotland (-3.8%). These statistics are compounded by the fact that the over 65 population is expected to increase significantly over the same timeframe.

7. It is estimated that the number of residents aged 65 and over in East Ayrshire will increase by 59%, and will account for around 29% of the total population by 2037, compared to 18% in 2012. Over the 25 year period, the age group that is projected to increase the most in size in East Ayrshire is the 75+ age group. This is the same as Scotland as a whole. The population aged under 16 years in East Ayrshire is projected to decline by 7.0% between 2012 to 2037.

LEGAL CONTEXT

8. The Equality Act 2010 replaced the previous equality legislation and consolidates anti-discrimination laws into a single Act. The Act identifies 9 different protected characteristics:
 - Age
 - Disability
 - Gender Reassignment
 - Marriage and Civil Partnership
 - Pregnancy and Maternity
 - Race
 - Religion or Belief
 - Sex
 - Sexual Orientation
9. A key measure within the Act is the Public Sector General Equality Duty which requires public bodies to be pro-active in tackling discrimination by:
 - Eliminating discrimination
 - Promoting equality of opportunity
 - Fostering good relations between those who share a protected characteristic and those who do not
10. The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 came into effect in May 2012 and the Council developed an Equal Pay Policy Statement in April 2013 which sets out how the Council will comply with the legal duties set out in the Act as well as the Council's approach to pursuing equality in pay across all its employment groups.
11. In addition, an Equal Pay Gap Audit was carried out by the Council in 2013 which provides gender pay gap information showing the percentage difference between men's hourly rate (excluding overtime) and women's average hourly rate (excluding overtime) for both full-time and part-time employees as well as occupational segregation by gender. This Audit is being updated to reflect the current position.
12. The results of the audit were published in April 2013 and further audits are carried out bi-annually and their results published thereafter. Accordingly, the next audit will be published in April 2019.

WHY IS MAINSTREAMING IMPORTANT

13. Mainstreaming equality means integrating equality into the day-to-day working of the Council. This means taking equality into account in the way the Council goes about its business when acting as an employer or planning and providing services.
14. East Ayrshire Council recognises that it is a long-term process that requires a number of actions:

- Leadership and political commitment to the principles and processes involved in mainstreaming.
- Mainstreaming equality to be integrated with service plans and policy objectives.
- Guidance, advice, training and support to help services to develop mainstreaming.
- Appropriate data and information to be gathered to inform the development of relevant policy and programmes.
- Impact assessment with ongoing monitoring, evaluation, audit and review.
- Appropriate consultation with relevant external bodies and interests.

EQUALITIES TRAINING

15. The Council recognises the importance of learning and development and the impact this can have on the equalities agenda. To assist in ensuring that employees are aware of equalities and diversity issues, all new employees joining the Council are provided with equality and diversity training as part of their induction programme. In addition, there is an online equalities training course, Equality Impact Assessment (EQIA) Training as well as an equalities training package specifically aimed at Elected Members.

EQUALITY IMPACT ASSESSMENTS

16. The Council has had an Equality Impact Assessment (EQIA) process since 2002. The purpose of the Equality Impact Assessment process is to assess the impact of a particular policy or function on different protected characteristics and where appropriate lessen or remove any potential adverse impact.
17. The evidence gathered from the initial screening is used to inform the ongoing development of policies and/or functions and any adverse impact or barriers which are identified will be investigated and alternatives considered.
18. Given the importance of budget consultation, East Ayrshire Council has included an approach to EQIA's for all its budget proposals at an early stage to ensure that all decisions are transparent and have considered impacts and mitigating actions.
19. At 31 December 2016, a total of 86 employees had undertaken EQIA training via the Council's training course.

EMPLOYEE INFORMATION

20. The following employee information and data covers the periods 1 January 2015 to 31 December 2015 and from 1 January 2016 to 31 December 2016 inclusive.

RECRUITMENT

21. The following table presents data relating to applications for employment with the Council.

	2016	2015
Number of occasions the Council recruited	1,000	271
Number of applicants stating they had a disability	3.12%	3.35%
% of successful candidates who had a disability	3.00%	3.69%
% of applicants from the Black Minority Ethnic Community	0.11%	0.13%
% of successful candidates from the Black Minority Ethnic Community	0.20%	0.00%
% of applicants who identified themselves with non-Christian religion or belief	52.90%	52.78%
% of successful candidates who identified themselves with non-Christian religion or belief	52.40%	52.40%

SUMMARY COMMENTS ON RECRUITMENT

22. There was a 72.90% increase in the number of occasions when the Council recruited in 2016 compared to 2015. Whilst the number of applicants who stated that they had a disability increased in 2016, the number of successful candidates who had a disability decreased to 3.00% compared to 3.69% in 2015. The number of applications received and the percentage of successful candidates from the Black Minority Ethnic Community increased to 0.20% in 2016 compared to 0.00% of successful applicants in 2015.

SEXUAL ORIENTATION

23. An Equal Opportunities Monitoring Form is attached as Part A within the Council's Application for Employment Form. There is a specific section on Sexual Orientation contained within the Monitoring Form and **Appendix 1** details the sexual orientation of applicants to the Council during 2016 compared to 2015.
24. The following table provides a breakdown of the sexual orientation of the Council workforce in 2015 and 2016:

Sexual Orientation	2016 Council Workforce	2016 % Council Workforce	2015 Council Workforce	2015% Council Workforce
Bisexual	4	0.07%	3	0.05%
Gay	19	0.32%	11	0.19%
Heterosexual/Straight	3875	64.27%	3,632	61.54%
Lesbian	12	0.20%	11	0.19%
Prefer Not to Answer or Not Known	2119	35.14%	2245	38.03 %
TOTALS	6039	100%	5902	100%

SUMMARY COMMENTS ON SEXUAL ORIENTATION

25. The number of applications received in 2016 increased by 18,062 to 26,619 compared with 8,557 in 2015.

26. The percentage number of applications received from applicants whose sexual orientation was 'Lesbian' has marginally decreased by 0.01% to 0.57% (153) in 2016 from 0.58% (50) in 2015.
27. The percentage number of applications received from applicants whose sexual orientation was 'Other' has increased to 0.29% in 2016 compared to 0.11% in 2015. The actual increase in the number of applications is 68. 2 applicants were successful in 2016 but there were no successful applicants in 2015.
28. The percentage number of applications received from applicants whose sexual orientation was 'Gay' has increased to 1.08% in 2016 compared to 0.76% in 2015. The actual number of applications received increased to 288 in 2016 compared to 65 in 2015. The percentage number of successful applicants has increased to 1.30% in 2016 compared to 0.00% in 2015. The actual number of successful applicants increased to 13 in 2016 compared to 0 in 2015.
29. The percentage number of applications received from applicants whose sexual orientation was 'Prefer Not to Answer' has increased marginally to 2.95% in 2016 compared to 2.93% in 2015. The percentage number of successful applicants has decreased in 2016 to 2.70% compared to 4.80% in 2015, although the actual number of successful applicants increased to 27 in 2016 compared to 13 in 2015.
30. Most applications received and successful applicants appointed in both 2016 and 2015 are from applicants whose sexual orientation was Heterosexual/Straight.
31. There were 6029 employees employed in 2016 compared to 5902 employees in 2015 which is an increase of 127 employees. There was no major movement in the sexual orientation percentages between 2016 and 2015.
32. The number of employees who state that they are heterosexual/straight has increased by 243 in 2016. There was an increase in the number of gay employees and lesbian employees. The number of employees who preferred not to state their sexual orientation or where it is not known has decreased by 126 in 2016 compared to 2015.
33. The Council periodically undertakes an employee Data Validation Exercise to ensure that the Council's computerised human resources information system contains up to date information on individual employees.

GENDER

34. An Equal Opportunities questionnaire forms part of the online recruitment process for the Council. There is a specific section on Gender and **Appendix 2** details the gender of applicants to the Council during 2016 compared to 2015.
35. The following table provides a gender breakdown of the Council workforce for 2015 and 2016:

Gender	2016 Council Workforce	2016 Council Workforce	2015 Council Workforce	2015 Council Workforce
Female	4311	71.5%	4269	72.3%
Male	1718	28.5%	1633	27.7%
TOTALS	6029	100%	5902	100%

36. The following table provides a breakdown of full time and part time employees of the Council workforce for 2015 and 2016:

Gender	2016 Council Workforce		% 2016 Council Workforce		2015 Council Workforce		% 2015 Council Workforce	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Female	2078	2233	34.5%	37.0%	2079	2190	35.2%	37.1%
Male	1506	212	25.0%	3.5%	1443	190	24.4%	3.2%
TOTALS	3584	2445	59.4%	40.36%	3522	2380	59.7%	40.3%

SUMMARY COMMENTS ON GENDER

37. The total number of applications received by the Council increased by 18,062 in 2016 to 26,618 compared to 8,556 in 2015. In 2016, the number of female applications increased by 13536 and male applications by 4479. The number of successful female applicants increased in 2016 by 555 and the number of male applicants by 176 when compared with 2015. The number of applicants in 2016 who preferred not to state their gender decreased by 0.05% from 2015.
38. In 2016, the number of females employed with the Council increased by 42, with an increase of 85 in the number of males compared to 2015. The percentage number of females reduced slightly to 71.5% in 2016 compared to 72.3% in 2015. There was a corresponding small increase in the percentage number of males in 2016.
39. The percentage of female applications increased to 70.71% in 2016 compared with 61.78% in 2015. The percentage of successful applicants who were female rose to 74.00% in 2016 compared with 68.27% in 2015. The actual number of female successful applicants increased by 555.
40. There was a reduction in the percentage of male applicants and percentage of male successful applicants although the actual number increased by 176 in 2016.
41. The percentage of applications from applicants who preferred not to state their gender, or chose not to answer the question, reduced to 0.31% in 2016 compared with 0.42% in 2015. The percentage of successful applicants reduced to 0.20% compared with 1.48% in 2015. The actual number of successful applicants who preferred not to state their gender, or chose not to answer the question, decreased by 2 in 2016.
42. The number of full time women employed with the Council decreased by 1 to 2078 women in 2016 compared with 2079 women in 2015. The percentage of full time women decreased by 0.07% of the workforce in 2016 to 34.5% compared to 35.2% in 2015.
43. The number of part time women employed with the Council increased by 43 to 2233 women in 2016 compared to 2190 women in 2015. The percentage of part time women reduced by 0.01% of the workforce in 2016 to 37.0% compared to 37.01% in 2015.
44. The number of full time males employed with the Council increased by 63 to 1506 men in 2016 compared to 1443 men in 2015. The percentage of full time men increased by 0.06% of the workforce in 2016 to 25.0% compared to 24.4% in 2015.

45. The number of part time males employed with the Council increased by 22 to 212 men in 2016 compared to 190 in 2015. The percentage of part time men increased by 0.3% of the workforce in 2016 to 3.5% compared to 3.2% in 2015.
46. The vast majority of part time employees employed with the Council are female and the percentage share of the workforce has marginally increased in 2016 compared to 2015.
47. The vast majority of men employed with the Council work full time in both 2016 and 2015, although there has been an increase in the number of male employees choosing to work part time.
48. There are more women who work part time with the Council compared to full time in both 2016 and 2015.
49. The Statutory Performance Indicators for the Top 2% and Top 5% of women earners in the Council which are reported annually show a decrease from 41.9% in the top 2% in 2015/16 compared to 41.1% in 2016/17. The Top 5% saw a very slight increase from 50.4% in 2015/16 to 51.0% in 2016/17.

TRANSGENDER INDIVIDUAL

50. There is a specific question within the Monitoring Form which asks if the applicant if they are identified as a transgender person or trans person. For the purpose of this question 'transgender' is identified as an individual who lives, or wants to live, full time in the gender opposite to that they were assigned at birth.
51. The Council received no job applications from individuals who identified themselves as being transgender in 2016 or 2015.
52. There are currently no employees within the Council's workforce who have identified as being transgender.

SUMMARY COMMENTS ON TRANSGENDER

53. There are no comments in this section of the report as the Council has not received any applications for employment and there are currently no employees who have identified themselves as being transgender in 2016 and 2015.

MATERNITY AND PREGNANCY

54. The following table provides a breakdown of the number of employees who commenced their maternity leave during 2016 and 2015:

Commenced Maternity Leave	2016	2015
Number of Part-Time employees	36	40
Number of Full-Time employees	39	27
Totals	75	67

Returned to work following maternity leave	2016	2015
Number of Part-Time employees	33	40
Number of Full-Time employees	12	19
Totals	45	59

55. During 2016, a total of 75 females commenced their maternity leave with 39 being employed on a part-time basis and the remaining 39 on a full-time basis. Of the 75 females, 45 commenced their maternity leave and returned to work in 2016. During 2015, 67 females commenced their maternity leave with 40 being employed on a part time basis and the remaining 27 employees employed on a full time basis. 59 females commenced their maternity leave and returned to work in 2015.

SUMMARY COMMENTS ON MATERNITY AND PREGNANCY

56. No females who were pregnant or on maternity leave were involved in grievance proceedings.

DISABILITY

57. An Equal Opportunities questionnaire forms part of the online recruitment process for the Council. There is a specific section on Disability and **Appendix 3** details the disability of applicants to the Council during 2016 compared to 2015.
58. The following table provides a breakdown on disability within the Council workforce in 2016 and 2015:

Disability	2016 Council Workforce	2016 Council Workforce	2015 Council Workforce	2015 Council Workforce
Yes	74	1.23%	67	1.14%
No	5574	94.11%	5618	95.19%
Prefer Not to Say or Not Known	281	4.66%	217	3.68%
TOTALS	6029	100%	5902	100%

SUMMARY COMMENTS ON DISABILITY

59. The total number of applications received by the Council increased by 18,062 in 2016 to 26,618 compared to 8,556 in 2015.
60. The number of applicants that prefer not to say if they are disabled, or chose not to answer the question has decreased considerably since 2014 (84.11%) In 2015 the disability status of applicants which was not known was. In 2016 this has reduced to 0.97%.
61. The percentage of applications from applicants who stated that they had a disability reduced to 3.12% in 2016 compared to 3.35% in 2015. The actual number of applications increased by 543 to 830 in 2016 compared with 287 in 2015. However, the number of successful applicants who stated that they had a disability increased by 20 to 30 in 2016 compared to 10 in 2015.
62. The number of employees who state that they are disabled has increased by 7 in 2016 compared with 2015. This relates to 1.23% of the 2016 workforce compared to 1.14% of the 2015 workforce. The percentage number of employees who stated that they were not disabled reduced to 94.11% in 2016 compared to 95.19% in 2015 with the actual number of employees increased to 5,674 in 2016 from 5,618 in 2015. However, the above figures may not be a true reflection as some employees

will not “self-declare” their disability and some will become disabled during their working life.

63. The number of employees who prefer not to say, or it is not known, if they are disabled has increased by 64 in 2016 compared to 2015. The percentage number has also increased to 4.66% in 2016 compared with 3.68% in 2015.
64. In 2016, 46.3% of disabled employees work part-time compared with 41.2% of non-disabled employees and this compared in 2015 to 36.5% of disabled employees who work part-time compared with 40.6% of non-disabled employees. There has been an increase in the number of disabled employees employed with the Council in 2016 compared with 2015.
65. As part of the 2011 Census, all people in the UK were asked to indicate whether or not their day-to-day activities were limited because of a health problem or disability which had lasted, or was expected to last, at least 12 months, including those related to age. In total 22% of the East Ayrshire population reported that their day-to-day activities were limited either ‘a little’ or ‘a lot’ by a long-term health problem or disability, compared to 20% across Scotland as a whole, and consistent with the 2011 census results.

NATIONAL IDENTITY

66. An Equal Opportunities questionnaire forms part of the online recruitment process for the Council. There is a specific section on national identity and **Appendix 4** details the national identity of applicants to the Council during 2016 and 2015.
67. The following table provides a breakdown on national identity within the Council workforce:

National Identity	2016 Council Workforce	% 2016 Council Workforce	2015 Council Workforce	% 2015 Council Workforce
Scottish	1412	23.42%	927	15.71%
English	20	0.33%	12	0.20%
Welsh	1	0.02%	1	0.02%
Northern Irish	16	0.27%	7	0.12%
British	230	3.81%	136	2.30%
Other	18	0.30%	16	0.16%
Not Known	4332	71.85%	4803	81.38%
TOTALS	6029	100%	5902	100%

SUMMARY COMMENTS ON NATIONAL IDENTITY

68. The total number of applications received in 2016 increased by 18,062 to 26,618 compared to 8,556 in 2015. The percentage of applications from Scottish applicants rose slightly to 77.89% in 2016 compared to 77.84% in 2015. The percentage of successful applications from Scottish applicants decreased to 81.60% in 2016 from 84.13% in 2015.
69. The percentage of applications received from applicants who identified themselves as British rose in 2016 to 16.19% compared to 15.90% in 2015 and the percentage of successful applications increased in 2016 to 14.80% compared to 11.07% in 2015.

- 70. The percentage of applicants who preferred not to answer this section increased in 2016 to 0.56% compared to 0.35% in 2015. Correspondingly, the percentage of successful applicants reduced to 0.60% in 2016 compared to 0.74% in 2015.
- 71. The percentage of English applications reduced to 1.54% in 2016 compared to 1.64% in 2015. Correspondingly, the percentage of successful applicants reduced to 0.60% compared to 1.48% 2015.
- 72. The percentage of applicants from other nationalities not outlined in the list of nationalities increased to 3.16% in 2016 compared to 1.16% in 2015. Correspondingly, the percentage of successful applicants increased to 2.20% in 2015 compared to 0.74% in 2015.
- 73. The number of employees whose national identity is Scottish has increased by 485 to 1412 employees in 2016 from 927 employees in 2015. The percentage of the workforce who are Scottish has also increased to 23.42% in 2016 compared to 15.71% in 2015.
- 74. A large number of employees have not stated their national identity but this number reduced in 2016 compared to 2015. 4803 employees or 81.38% of the workforce in 2015 had not stated their national identity which reduced to 4332 or 71.85% in 2016.
- 75. The number of employees whose national identity is English, Northern Irish, British and Other has increased in 2016 compared to 2015.
- 76. Data Validation will be undertaken using the Council's HR21 system with staff being encourage to update and maintain the employee profiles including national identity.

RACE INCLUDING ETHNICITY

- 77. An Equal Opportunities questionnaire forms part of the online recruitment process for the Council. There is a specific section on ethnicity and **Appendix 5** details the main race including ethnicity of applicants to the Council during 2016 and 2015.

SUMMARY COMMENTS ON RACE WITHIN THE COUNCIL WORKFORCE

- 78. Whilst the number of employees who stated that they were White Scottish increased by 45 employees to 5205 employees in 2016 compared to 5160 employees in 2015 the percentage of the workforce decreased to 86.33% in 2016 compared to 87.43% in 2015.
- 79. The number of employees who prefer not to say, or it is not known, increased by 43 employees to 379 employees in 2016 compared to 336 employees in 2015. The percentage number increased to 6.29% of the workforce in 2016 compared to 5.69% in 2015.
- 80. The number of Black/Black Scottish/Black British; Pakistani/Pakistani Scottish/Pakistani British; White: British, English, Northern Irish, Scottish employees increased in 2016 compared to 2015.

81. The number of Chinese/Chinese Scottish/Chinese British; Indian/Indian Scottish/Indian British; White Irish; White Other employees decreased in 2016 compared to 2015.
82. There was no change in the number of African, Caribbean, Other Asian, Other Ethnic Group, White Polish or Welsh employees in 2016 compared to 2015.
83. The total number of applications received in 2016 increased by 18,062 to 26,618 compared to 8,556 in 2015. The number of successful applicants increased by 729 to 1000 in 2016 compared to 271 in 2015.
84. There was a percentage decrease in applications received in 2016 compared to 2015 from African – Other; Asian – Chinese; Asian – Indian; Black; Caribbean; White – Eastern European; White Gypsy/Traveller; and White – Scottish.
85. There was a percentage increase in applications received in 2016 compared to 2015 from African – Scottish/British; Any Mixed or Multiple; Asian – Bangladeshi, Other, Pakistani; Caribbean or Black Other; White Other British; White Other Ethnic Group; White Polish; and Prefer not to answer.
86. There was a percentage decrease in the number of successful applicants in 2016 compared to 2015 from Asian – Pakistani; Any Mixed or Multiple; and White other British race categories.
87. There was a percentage increase in the number of successful applicants in 2016 compared to 2015 from African; Asian – Chinese; Black; Caribbean; Other Arab; White Eastern European; White – Other Ethnic Group; White Polish; and White Scottish race categories.
88. Whilst there was a small percentage increase in successful applicants in 2016 from White-Other Ethnic Group, the actual number of successful applicants was 5 in the same period.
89. Whilst there was a 1.22% increase in the successful applicants in 2016 from White – Scottish, the actual number of successful applicants rose by 682 in 2016 compared to 2015.
90. Although there was a percentage decrease in successful applicants from mixed race in 2016 from 0.20% compared to 0.74% in 2015, the actual number of successful applicants remained the same two in each year.
91. In 2016 there were no successful applicants from; African; Asian - Bangladeshi, Indian, Other, Pakistani, Caribbean; White – Gypsy/Traveller, Irish race categories and in 2015 there were no successful applicants from; African; Asian (Except Pakistani); Black; Other Arab; White – Eastern European, Gypsy/Traveller, Irish, Other White and Polish race categories.

92. The following table provides a breakdown on Race within the Council workforce:

Race	2016 Council Workforce	% 2016 Council Workforce	2015 Council Workforce	% 2015 Council Workforce
Afr/Afr Scot/Afr Brit	1	0.02	1	0.02
Blck/Blck Scot/Blck Brit	3	0.05	1	0.02
Chn/Chn Scot/Chn Brit	2	0.03	4	0.07
Crb/Crb Scot/Crb Brit	2	0.03	2	0.03
Ind/Ind Scot/Ind Brit	1	0.02	2	0.03
Ot Asn/Asn Scot/Asn Brit	1	0.02	1	0.02
Other Afr/Crb/Blck	2	0.03	2	0.03
Other Ethnic Group	1	0.02	1	0.02
Pkst/Pkst Scot/Pkst Brit	3	0.05	2	0.03
Prefer not to say	18	0.30	23	0.39
Unknown	361	5.99	313	5.30
White: British	234	3.88	200	3.39
White: English	82	1.36	78	1.32
White: Irish	26	0.43	27	0.46
White: Northern Irish	16	0.27	11	0.19
White: Other	61	1.01	64	1.08
White: Polish	2	0.03	2	0.03
White: Scottish	5205	86.33	5160	87.43
White: Welsh	8	0.13	8	0.14
Grand Total	6029	100%	5902	100%

93. The 2011 Scottish Census advised that 93.0% of the East Ayrshire population recorded their ethnicity as 'White Scottish', a decrease from 94.2% of the population in 2001. The breakdown of ethnicity within the East Ayrshire population is detailed as follows:

Ethnicity	East Ayrshire Population
% White Scottish	93.0%
% White Other British	4.5%
% White Irish	0.5%
% White Polish	0.2%
% White Other	0.6%
% Asian or Asian Scottish or Asian British	0.7%
% Other ethnic groups	0.4%

RELIGION/BELIEF

94. An Equal Opportunities questionnaire forms part of the online recruitment process for the Council. There is a specific section on Religion/Beliefs and **Appendix 6** details the main Religion/Beliefs of applicants to the Council during 2016 and 2015
95. The number of applications received in 2016 increased by 18,062 to 26,618 compared with 8,556 in 2015. However, the number of successful applicants rose by 729 to 1000 in 2016 compared with 271 in 2015.
96. There was a percentage decrease in applications received from applicants who stated that their religion/belief was; Buddhist; Church of Scotland; Hindu; Jewish; None; Prefer not to say in 2016 compared to 2015.

97. There was a percentage increase in applications received from applicants who stated that their religion/belief was; Humanist; Muslim; Other Christian; Other Religion or Belief; Pagan; Roman Catholic and Sikh.
98. There was a percentage decrease in 2016 compared to 2015 in successful applicants from applicants who stated that their religion/belief was; Humanist; Muslim; None; Prefer not to answer and Roman Catholic.
99. There was a percentage increase in 2016 compared to 2015 in successful applicants from applicants who stated that their religion/belief was; Church of Scotland; Other Christian; and Other Religion or Belief.
100. Although there was a percentage decrease in 2016 compared to 2015 in successful applicants who stated that their religion/belief was Muslim or Humanist, the actual number of successful applicants for each religion increased from one to two.
101. There was percentage increase in the successful applicants who stated that their Religion/Belief was Church of Scotland, the number of successful applicants rose by 194 to 263 applicants in 2016 compared to 69 in 2015. In percentage terms, there was a marginal 0.84% increase in 2016 compared with 2015.
102. Although there was a small percentage decrease in the successful applicants who stated that their Religion/Belief was Roman/Catholic from 10.30% in 2016 from 11.07% in 2014, the number of successful applicants rose by 73 to 103 in 2016 compared to 30 in 2015.
103. In 2016 or 2015, there were no successful applicants who stated that their Religion/Belief was Buddhist; Jewish; Sikh or Pagan.
104. The following table provides a breakdown on Religion and Belief within the Council workforce:

Religion/Belief	2016 Council Workforce	% 2016 Council Workforce	2015 Council Workforce	% 2015 Council Workforce
Buddhist	1	0.02	1	0.02
Church of Scotland	1036	17.18	997	16.89
Hindu	0	0.00	1	0.02
Muslim	3	0.05	2	0.03
None	2162	35.86	1958	33.18
Other Christian	95	1.58	86	1.46
Other religion	19	0.32	20	0.34
Pagan	5	0.08	4	0.07
Prefer not to say	111	1.84	107	1.81
Roman Catholic	339	5.62	314	5.32
Sikh	0	0.00	1	0.02
Unknown	2258	37.45	2411	40.85
Grand Total	6029	100%	5902	100%

105. The 2011 Scottish Census advised that 55.1% of the East Ayrshire population stated that they belonged to a Christian religion compared to 53.8% of the Scottish

population as a whole. 37.4% of East Ayrshire residents stated that they had no religion compared to 36.7% of the Scottish population as a whole.

SUMMARY COMMENTS ON RELIGION/BELIEF

- 106.** The majority of the Council's 2016 workforce (37.45%) have no religion/belief recorded and of those employees who have indicated a religion/belief, the majority (24.38% of the workforce) state that they are Christian. 0.32% of the workforce belong to other religions. This compares with the 2015 workforce where 40.85% had no religion/belief recorded and of those employees who indicated a religion/belief the majority (23.67% of the workforce) stated that they are Christian.
- 107.** The number of employees whose religion/belief is Church of Scotland, Muslim, None, Other Christian, Pagan, Prefer not to say, and Roman Catholic have increased in 2016 compared to 2015.
- 108.** The number of employees whose religion/belief is Hindu, Other Religion, Sikh, and Unknown have decreased in 2016 compared to 2015.
- 109.** The number of employees whose religion/belief is Buddhist have not changed in 2016 form 2015.

AGE

- 110.** Age ranges have not been included within applications for employment with the Council for both 2016 and 2015. Applicants are only asked to provide a date of birth and the extraction of data to show age ranges with the volume of applications involved is not possible at this stage.
- 111.** Plans that age profile data be included in application for employment documentation for mainstreaming reports was not taken forward.
- 112.** The following table provides a breakdown on Age within the Council workforce:

Age	2016 Council Workforce	% 2016 Council Workforce	2015 Council Workforce	% 2015 Council Workforce
16-24	338	5.61%	239	4.05%
25-34	1045	11.33%	988	16.74%
35-44	1304	21.63%	1329	22.52%
45-54	1946	32.28%	1954	33.11%
55-64	1301	21.58%	1297	21.98%
65+	95	1.58%	95	1.61%
TOTALS	6029	100%	5902	100%

SUMMARY COMMENTS ON AGE

- 113.** The largest number of employees employed by the Council are in the age range 45-54 years of age (32.28% in 2016 and 33.11% in 2015).
- 114.** The least number of employees employed with the Council is in the 65+ range (1.58% of Council Workforce in 2016 and 1.61% in 2015). The second lowest age range is 16-24 years of age (5.61% of Council workforce in 2016 and 4.05% in 2015).

115. In 2016, 55.43% of the Council workforce are aged 45+ which compared to 56.69% in 2015.

MARITAL STATUS

116. In 2016, a total of 26,618 applications and in 2015 a total of 8,556 applications were received for Council vacancies and a breakdown of marital status from these applications is detailed in **Appendix 7**.

SUMMARY COMMENTS ON MARITAL STATUS

117. The number of applications received in 2016 increased by 18,062 to 26,618 compared with 8,556 in 2015. The number of successful applicants rose by 729 to 1000 in 2016 compared with 271 in 2015.
118. There was a percentage decrease in the number of applicants who stated that they were; Living with a Partner or Preferred not to answer in 2016 compared to 2015.
119. There was a percentage increase in the number of applicants who stated that they were; Divorced; Living with Partner; Married/Civil Partnership; Prefer not to answer or Widowed in 2016 compared to 2015.
120. There was percentage decrease in the number of successful applicants who stated that they were; Living with Partner or Preferred not to answer in 2016 compared to 2015.
121. There was a percentage increase in the number of successful applicants who stated that they were Divorced; Married/Civil Partner; Separated; Single; Widowed in 2016 compared to 2015.
122. There was a decrease in the number of successful applicants who were Living with a Partner in 2016 of 11.90% compared to 16.97% in 2015, the actual number of successful applicants rose by 73 in 2016 to 119 from 46 in 2015.
123. Whilst the 2.47% decrease in the number of applications received for applicants who were single in 2016 of 46.00% compared to 48.47%, the actual number of applications increased by 8096 to 12,243 in 2016 from 4,147 in 2015.
124. The largest percentage increase (3.06%) in successful applicants was from those that are single. The number of successful applicants in 2016 was 40.70% compared to 37.64% in 2015, the number of successful applicants rose by 305 in 2016 to 407 from 102 in 2015.
125. The largest percentage decrease (5.07%) in successful applicants was from those that are living with a partner. The number of successful applicants in 2016 was 11.90% compared to 16.97% in 2015, the number of successful applicants rose by 73 in 2016 to 119 from 46 in 2015.

EMPLOYEE INFORMATION

126. East Ayrshire Council is one of the largest employers within East Ayrshire and believes that the recruitment and employment of Council employees, at all levels, is

an important activity through which mainstreaming can be achieved. By having a higher quality and more diverse workforce, the Council can provide better quality services to all our citizens.

127. The Council aims to have a workforce which reflects the community the Council serves. The benefits of having a diverse workforce that is broadly representative of the local population is that the Council is seen as an employer of choice. The Council gathers and collates information on the composition of its workforce as well as a statistical analysis on matters such as recruitment, development and promotion. The collation of such information assists the Council to meet its general equality duty.

EMPLOYMENT DATA SUMMARY

128. The data is collated from a number of different sources including the Council's Integrated Payroll and Human Resources system (CHRIS21) and the Council's Recruitment Portal (national myjobscotland portal). In analysing the information, some gaps have been identified and work will be undertaken to better improve the data collection. The information available is based on the periods 1 January 2016 to 31 December 2016 and from 1 January 2015 to 31 December 2015 and covers the following areas:

- Workforce profile
- Applications for employment, promotion and training
- Employees involved in discipline and grievance issues
- Leavers from the Council's service

Education is part of East Ayrshire Council and therefore this information includes employees within Education Services.

129. The following table summarises the employment monitoring data in respect of the following areas:

Race	<ul style="list-style-type: none"> • The majority (93.45%) of East Ayrshire Council's workforce is white • Only 16 employees (0.27% of the workforce) are from minority ethnic communities
Religion and Belief	<ul style="list-style-type: none"> • The majority (24.38%) of East Ayrshire Council's workforce is Christian • 32.86% of the workforce state that they have no religion and 0.32% belong to other religions • All the major religions are represented throughout the workforce
Disability	<ul style="list-style-type: none"> • 1.23% of the workforce state that they are disabled. However, this figure may not be a true reflection as some employees will not "self-declare" their disability and some will become disabled during their working life. • 46.3% of disabled employees work part-time compared with 41.2% of non-disabled employees
Age	<ul style="list-style-type: none"> • The majority (32.28%) of East Ayrshire's workforce is aged between 45-54
Gender	<ul style="list-style-type: none"> • 51.8% female employees work part-time compared to 12.34% of male employees
LGBT	<ul style="list-style-type: none"> • 0.58% of the workforce have identified as being gay, bisexual or lesbian.

GOOD PRACTICE

130. East Ayrshire Council adopts good practice recruitment processes, regularly reviews its Recruitment and Selection Policy; ensures that wherever possible every effort should be made to have an appropriate interview panel composition in relation to the applicants to be interviewed, whatever the composition it should enable a rapport to be developed with the interviewee and not act as a barrier to discussion.
131. It is fundamental principle that all employees and Elected Members in the recruitment and selection process must be properly trained in the Council's recruitment and selection procedures, prior to participation in any selection process including shortlisting and interviewing.
132. There are also a number of training and development opportunities to assist employees understand the nature of discrimination and inequality including:
- Recruitment and Selection
 - Equality Impact Assessment Training
 - An equalities perspective is also covered within a number of other training courses including Recruitment and Selection, Discipline and Grievance, Sickness Absence Management and First Line Management
133. The Council works closely with its recognised Trade Unions' when developing and implementing policies and conditions of service to ensure that equality matters are addressed. All policies are impact assessed and this information is available to Trade Unions.

OCCUPATIONAL SEGREGATION

134. The majority of the Council's workforce in common with the rest of the public sector is predominately female. In 2016, females make up 71.5% of the workforce with 28.5% being males. 48.9% of the total females in employment are represented in the lowest 5 grades. This compares with the 2015 workforce figures of females 72.3% with 27.7% being males. 49.3% of the total females in employment were represented in the lowest 5 grades.
135. There are a number of posts which are either male or female dominated for example male employment is focused in the traditional male dominated craft and former manual workers replicated across the public sector. The main female and male dominated posts are outlined in **Appendix 8**.
136. Highlighting these posts will allow the Council to consider some positive action strategies to assist in redressing the gender balance within these post groups.

DISABILITY CONFIDENT EMPLOYER

137. The Council is committed to improving employment opportunities and career development for disabled people, and in recognition of this has been certified as a Disability Confident Employer.

DISCIPLINARY ACTION

138. There was no disciplinary action taken against any non-white employees, disabled employees or pregnant employees in 2016 and 2015. The gender breakdown of Council employees who were the subject of disciplinary action is detailed in the following table:

Gender	2016 Council Workforce	Number of 2016 Employees Disciplined	2015 Council Workforce	Number of 2015 Employees Disciplined
Female	4,311 (71.50%)	70 (49.65%)	4,269 (72.30%)	23 (21.70%)
Male	1,718 (28.50%)	71 (49.65%)	1,633 (27.70%)	83 (78.30%)
Totals	6,029	141	5902	106

SUMMARY COMMENTS ON DISCIPLINARY ACTION

139. The number of employees who were disciplined increased by 35 in 2016 compared to 2015. The number of female employees disciplined increased by 47 and the number of male employees decreased by 12 when compared with 2015.
140. During 2016 the majority of employees who were disciplined were male and during 2015 the majority of employees who were disciplined were also male.

FORMAL GRIEVANCES

141. There was no formal grievances raised by any non-white employees or disabled employees or pregnant employees in 2016 and 2015. The gender breakdown of Council employees who raised a formal grievance were the subject of disciplinary action is detailed in the following table:

Gender	2016 Council Workforce	Number of 2016 who raised a Formal Grievance	2015 Council Workforce	Number of 2015 who raised a Formal Grievance
Female	4,311 (71.50%)	9 (29.03%)	4,269 (72.30%)	16 (51.61%)
Male	1,718 (28.50%)	22 (70.97%)	1,633 (27.70%)	15 (48.39%)
Totals	6,029	31	5902	31

SUMMARY COMMENTS ON FORMAL GRIEVANCES

- 142.** There were 31 formal grievances raised in both 2016 and 2015. The majority of grievances were raised by men in 2016 and woman in 2015. The % of formal grievances raised by men increased to 70.97% in 2016 compared to 48.39% in 2015. These figures do not take account of the collective grievance raised in 2015 or the 2 collective grievances raised in 2016.

FUTURE ACTIONS

- 143.** All employees within East Ayrshire Council will be encouraged annually to update their profile and provide equality information.
- 144.** The Council will continue to update employment related policies and procedures to ensure that employees are aware of equalities and diversity issues. This will ensure that unlawful discrimination, harassment or bullying is not tolerated.
- 145.** The Council will continue to develop initiatives to encourage better gender balance within specifically identified council occupations, e.g. men in caring jobs, woman in outdoor amenities jobs.
- 146.** The Council will continue to ensure that pay arrangements are fair, just and lawful by continuing the job evaluation process and undertaking pay audit in all employee groups.
- 147.** The Council will continue to foster good working and communication relationships with communities within East Ayrshire to encourage more applications for employment from people with protected characteristics e.g Equality Forum.
- 148.** The Council will encourage more flexible working arrangements within the workforce.
- 149.** The Council will introduce a formal process to disseminate good practice on equality and diversity issues.
- 150.** The Council will continue to monitor employment data to establish if there are any trends which require to be addressed.

Human Resources
April 2017

SEXUAL ORIENTATION

Sexual Orientation	All Applicants in 2016	% All Applicants in 2016	Successful Applicants in 2016	% Successful Applicants in 2016	All Applicants in 2015	% All Applicants in 2015	Successful Applicants in 2015	% Successful Applicants in 2015
No Data	143	0.54%	6	0.60%	48	0.56%	3	1.11%
Bisexual	117	0.44%	3	0.30%	42	0.49%	1	0.37%
Gay	288	1.08%	13	1.30%	65	0.76%	0	0.00%
Heterosexual/ Straight	25,055	94.13%	943	94.30%	8091	94.57%	252	92.99%
Lesbian	153	0.57%	6	0.60%	50	0.58%	2	0.74%
Other	77	0.29%	2	0.20%	9	0.11%	0	0.00%
Prefer Not to Answer	785	2.95%	37	2.70%	251	2.91%	13	4.80%
TOTALS	26,618	100%	1000	100%	8556	100%	271	100%

GENDER

Gender	All 2016 Applicants	% All 2016 Applicants	Successful 2016 Applicants	% Successful 2016 Applicants	All 2015 Applicants	% All 2015 Applicants	Successful 2015 Applicants	% Successful 2015 Applicants
No Data	46	0.17%	1	0.10%	20	0.23%	3	1.11%
Female	18,822	70.71%	740	74.00%	5,286	61.78%	185	68.27%
Male	7,713	28.98%	258	25.80%	3,234	37.80%	82	30.26%
Prefer Not to Say	37	0.14%	1	0.10%	16	0.19%	1	0.37%
TOTALS	26,618	100%	1000	100%	8,556	100%	271	100%

DISABILITY

Disability	Number of All Applicants in 2016	% Number of All Applicants in 2016	Number of Successful Applicants in 2016	% Number of Successful Applicants in 2016	Number of All Applicants in 2015	% Number of All Applicants in 2015	Number of Successful Applicants in 2015	% Number of Successful Applicants in 2015
No Data	69	0.26%	2	0.20%	29	0.34%	3	1.11%
No	25,531	95.62%	960	96.00%	8,162	95.40%	254	93.73%
Prefer Not to Answer	188	0.71%	8	0.08%	78	0.91%	4	1.48%
Yes	830	3.12%	30	3.00%	287	3.35%	10	3.69%
TOTALS	26,618	100%	1000	100%	8,556	100%	271	100%

NATIONAL IDENTITY

National Identity	All Applicants in 2016	% All Applicants in 2016	Successful Applicants in 2016	% Successful Applicants in 2016	All Applicants in 2015	% All Applicants in 2015	Successful Applicants in 2015	% Successful Applicants in 2015
Scottish	20,733	77.89%	816	81.60%	6,660	77.84%	228	84.13%
English	409	1.54%	6	0.60%	140	1.64%	4	1.48%
Welsh	53	0.20%	0	0.00%	18	0.21%	0	0.00%
Northern Irish	121	0.45%	2	0.20%	45	0.53%	1	0.37%
British	4,310	16.19%	148	14.80%	1,360	15.90%	30	11.07%
Prefer Not to Answer/ Unknown	150	0.56%	6	0.60%	234	2.73%	6	2.21%
Other	842	3.16%	22	2.20%	99	1.16%	2	0.74%
TOTALS	26,618	100%	1000	100%	8,556	100%	271	100%

RACE INCLUDING ETHNICITY

Race Including Ethnicity	2016 All Applicants	% All 2016 Applicants	2016 Successful Applicants	% 2016 Successful Applicants	2015 All Applicants	% All 2015 Applicants	2015 Successful Applicants	% 2015 Successful Applicants
No Data	161	0.60%	6	0.60%	63	0.74%	5	1.85%
African - (Inc.Scottish/British)	36	0.14%	2	0.20%	11	0.13%	0	0.00%
African - Other	54	0.20%	0	0.00%	18	0.21%	0	0.00%
Any Mixed or Multiple	123	0.46%	2	0.20%	26	0.30%	2	0.74%
Asian - Bangladeshi (Inc.Scottish/British)	7	0.03%	0	0.00%	2	0.02%	0	0.00%
Asian - Chinese (Inc.Scottish/British)	47	0.18%	3	0.30%	16	0.19%	0	0.00%
Asian - Indian (Inc.Scottish/British)	62	0.23%	0	0.00%	28	0.33%	0	0.00%
Asian - Other (Inc.Scottish/British)	16	0.06%	0	0.00%	2	0.02%	0	0.00%
Asian - Pakistani (Inc.Scottish/British)	132	0.50%	0	0.00%	41	0.48%	1	0.37%
Black - (Inc.Scottish/British)	30	0.11%	2	0.20%	11	0.13%	0	0.00%
Caribbean - (Inc.Scottish/British)	11	0.04%	2	0.20%	6	0.07%	0	0.00%
Caribbean or Black (Other)	3	0.01%	0	0.30%	0	0.00%	0	0.00%
Other - Arab (Inc.Scottish/British)	15	0.06%	3	0.30%	5	0.06%	0	0.00%
Prefer not to answer	141	0.53%	2	0.20%	38	0.44%	1	0.37%
White - Eastern European (eg Polish)	70	0.26%	1	0.10%	26	0.30%	0	0.00%

White - Gypsy/Traveller	2	0.01%	0	0.00%	3	0.04%	0	0.00%
White - Irish	118	0.44%	0	0.00%	38	0.44%	0	0.00%
White - Other British	1,556	5.85%	39	3.90%	451	5.27%	13	4.80%
White - Other white ethnic group	347	1.30%	5	0.50%	93	1.09%	0	0.00%
White - Polish	101	0.38%	2	0.20%	23	0.27%	0	0.00%
White - Scottish	23,586	88.61%	931	93.10%	7,655	89.47%	249	91.88%
TOTALS	26,618	100%	1,000	100%	8,556	100%	271	100%

RELIGION/BELIEF

Religion/Belief	2016 All Applicants	% All 2016 Applicants	2016 Successful Applicants	% 2016 Successful Applicants	2015 All Applicants	% All 2015 Applicants	2015 Successful Applicants	% 2015 Successful Applicants
No Data	539	2.02%	24	2.40%	217	2.54%	8	2.95%
Buddhist	33	0.12%	0	0.00%	14	0.16%	0	0.00%
Church of Scotland	6,123	23.00%	263	26.30%	2,026	23.68%	69	25.46%
Hindu	25	0.09%	0	0.00%	9	0.11%	0	0.00%
Humanist	148	0.56%	2	0.20%	16	0.19%	1	0.37%
Jewish	10	0.04%	0	0.00%	7	0.08%	0	0.00%
Muslim	161	0.60%	2	0.20%	45	0.53%	1	0.37%
None	13,508	50.75%	508	50.80%	4,379	51.18%	139	51.29%
Other Christian	1,568	5.89%	49	4.90%	466	5.49%	9	3.32%
Other Religion or Belief	166	0.62%	12	1.20%	42	0.49%	1	0.37%
Pagan	13	0.05%	0	0.00%	2	0.02%	0	0.00%
Prefer Not to Answer	1,551	5.83%	37	3.70%	504	5.89%	13	4.80%
Roman Catholic	2,757	10.36%	103	10.30%	827	9.67%	30	11.07%
Sikh	16	0.06%	0	0.00%	2	0.02%	0	0.00%
TOTALS	26,618	100%	1000	100%	8,556	100%	271	100%

MARITAL STATUS

Marital Status	2016 All Applicants	% All 2016 Applicants	2016 Successful Applicants	% 2016 Successful Applicants	2015 All Applicants	% All 2015 Applicants	2015 Successful Applicants	% 2015 Successful Applicants
No Data	115	0.34%	4	0.40%	47	0.55%	3	1.11%
Divorced	984	3.70%	42	4.20%	293	3.42%	9	3.32%
Living with Partner	3,793	14.25%	119	11.90%	1,184	13.84%	46	16.97%
Married/Civil Partnership	8,366	31.43%	388	38.80%	2,548	29.78%	101	37.27%
Prefer Not to Answer	244	0.92%	8	0.80%	71	0.83%	4	1.48%
Separated	701	2.63%	27	2.70%	227	2.65%	5	1.85%
Single	12,243	46.0%	407	40.70%	4,147	48.47%	102	37.64%
Widowed	172	0.65%	5	0.50%	39	0.46%	1	0.37%
TOTALS	26,618	100%	1,000	100%	8,556	100%	271	100%

OCCUPATIONAL SEGREGATION POSTS DOMINATED BY MALES OR FEMALES IN 2015 & 2016 WORKFORCE

Employment Type	2016					2015				
	Female	Female %	Male	Male %	Total Staff	Female	Female %	Male	Male %	Total Staff
Admin Assistant	91	81.98	20	18.02	111	90	83.33	18	16.67	108
Asst Business Support Analyst	2	14.29	12	85.71	14	3	21.43	11	78.57	14
Catering Assistant	188	97.41	5	2.59	193	188	100.00	0	0.00	188
Classroom Assistant	283	95.93	12	4.07	295	287	95.35	14	4.65	301
Cleaner	191	95.02	10	4.98	201	206	95.37	10	4.63	216
Clerical Assistant	214	93.45	15	6.55	229	205	93.61	14	6.39	219
Cook	10	100.00	0	0.00	10	16	100.00	0	0.00	16
Craft Operatives & Apprentices	3	1.48	200	98.52	203	3	1.49	199	98.51	202
Foreperson	0	0.00	17	100.00	17	0	0.00	18	100.00	18
Human Resources Officer	8	100.00	0	0.00	8	9	90.00	1	10.00	10
Janitor	12	26.09	34	73.91	46	13	25.00	39	75.00	52
Personal Carer	537	97.28	15	2.72	552	524	96.86	17	3.14	541
Refuse Collector	0	0.00	81	100.00	81	0	0.00	68	100.00	68
Roadworker	0	0.00	68	100.00	68	0	0.00	68	100.00	68
Secretary	20	100.00	0	0.00	20	21	100.00	0	0.00	21
Senior Clerical Assistant	125	96.15	5	3.85	130	120	96.00	5	4.00	125
Social Worker	115	79.86	29	20.14	144	118	84.29	22	15.71	140
Solicitor	8	88.89	1	11.11	9	8	88.89	1	11.11	9
Unpromoted Teacher	713	82.81	148	17.19	861	696	81.79	155	18.21	851