



MAINSTREAMING AND EQUALITY OUTCOMES REPORT

2020 - 2022

Foreword

We are pleased to introduce ILF Scotland's first Mainstreaming and Equalities Outcome Report, which outlines how we will work to deliver our equalities duties and achieve our vision that all disabled people, and those with a long-term health condition, can access what they need to lead an independent life. Our Strategic Plan 2020-23 'Hope & Ambition' and our suite of policies demonstrate our commitment to promoting equality.

This document highlights the progress we have made in delivering our 2020-21 equalities outcomes. It also sets out our equalities' outcomes for 2021-22 and the actions we will take to achieve them. We aim to review our progress and planning relating to equalities on an annual basis.

We became a Non Departmental Public Body (NDPB) in 2018 and since then, there have been changes to the wider equalities context in which we work. For example:

- Gender Representation on Public Boards (Scotland) Act 2018
- Civil Partnership (Scotland) Act 2020.
- The need for ongoing employer action to create workplaces that are more representative.
- The #MeToo movement highlighting the impact in the workplace of inappropriate sexual abuse and sexist attitudes and behaviours.
- The #Black Lives Matter movement highlighting deeply entrenched racial inequalities in society.
- The LGBT+ and PRIDE movement highlighting the inequalities experienced by this particular community in society.
- The increase in awareness of the United Nations Day of Persons of Disabilities shining a light on the inequalities and discrimination faced by disabled people internationally.

COVID-19 has shone a light on some of the social and economic inequalities within our nation and

our communities. Evidence exists to show how the pandemic is disproportionately affecting people with protected characteristics, including on their socio-economic status and access to services. In addition, we know that there has been a resulting increase in mental health issues across all age groups, but particularly in the older and younger population who are experiencing significant feelings of loneliness and isolation. These issues directly affected a number of our recipients in both our 2015 and Transition Funds.

As an organisation, we continuously strive to play our part in the wider equalities agenda and to improve our performance in relation to equalities across every part of our business. While we have made progress, we are far from complacent and we know there is more we can do. We aim to continuously improve our equality outcomes and strengthen our approach and evidence how we work with our partners to support and promote equalities in a wider context.

As a fair work organisation working with disabled people, we regularly review our working practices to ensure that equality, diversity and inclusion are at the centre of our decision-making. Our Board and staff group are diverse and well informed and we will continue with this working strategy as we move through this pandemic and beyond.

In this report, we set out our equality focus for the next year.



Susan Douglas-Scott

Susan Douglas Scott
ILF Scotland Board Chair



Peter Scott

Peter Scott
ILF Scotland CEO

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About Us

ILF Scotland is a Non Departmental Public Body (NDPB), governed by a Board of Directors, appointed by and accountable to Scottish Ministers. ILF Scotland operates as a discretionary fund providing financial awards to approximately 4,000 disabled people in Scotland and Northern Ireland to help them live independently. This funding enables individuals to pay for support so that they can live with control, choice and dignity in their homes and within their local communities. This includes the 2015 Fund, which provides a regular 4-weekly independent living payment and the Transition Fund for 16-25 year-olds, providing grants, for up to one year, to support young disabled people.

ILF Scotland employs 54 people:

A team of **4** in Northern Ireland & A team of **50** in Scotland



Made up of **30** support staff in the Livingston office and **24** home-based assessors.

We actively recruit colleagues with disabilities and long-term health conditions. In addition, we have:

7

Board members,

4

of whom identify as disabled (57%).

Introduction

This is our first Equalities, Outcomes and Mainstreaming Report. It reports on our progress against our equalities outcomes for the period 2020 to 2021, shows our commitment to equality as a provider of public services and as an employer, and confirms our equality outcomes and actions for 2021-22.

Legal Framework

The Equality Act 2010 sets out the 'general equality duty' for all public authorities to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct.
- Advance equality of opportunity between people who share a relevant protected characteristic and those who do not, particularly by removing or minimising disadvantage; meeting the needs of particular groups that are different from the needs of others; and encouraging participation in public life.
- Foster good relations between people who share a protected characteristic and those who do not.

The Equality Act 2010 also lists nine protected characteristics and defines direct and indirect discrimination as:

"Where someone is treated less favourably according to a protected characteristic or could be disadvantaged compared to someone who does not share that protected characteristic."

The protected characteristics are **Age; Disability; Gender reassignment; Marriage and Civil Partnership; Pregnancy and Maternity; Race; Religion or belief; Sex; and Sexual Orientation.**

All people are entitled to equal treatment and the way in which people are treated shapes their lives and lived experiences. It is important that we recognise and understand how unequal treatment under each characteristic impacts on people and particularly those who are living with more than one or multiple protected characteristics.

ILF Scotland must comply with the **Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012** and the specific duties designed to help Scottish public authorities meet the general duty. Regulation 4 of the specific equality duties requires that we base our Equality Outcomes on evidence, and involvement of equality groups.

The Equality and Human Rights Commission (EHRC) regulate performance against equalities duties. From April 2020, ILF Scotland is required to report on the areas outlined below, every two years, apart from the Statement on Equal Pay, which is every four years. We also have a duty to publish diversity information about our board members.

This report meets our general and specific duties under the Equality Act 2010 and outlines:

- Mainstreaming the Equality Duty in ILF Scotland
- Report on Progress
- Board Diversity Duty
- Employee Information
- Gender Pay Gap Information
- Statement on Equal Pay (covering sex only)

Mainstreaming the Equality Duty in ILF Scotland

Introduction

Mainstreaming equality and diversity is a long-term, strategic approach to ensure that equality, diversity, and inclusion sit at the heart of organisational culture and strategic and operational delivery. It takes time and resources to develop this properly and it needs the commitment, encouragement and support of our Board and our senior management team to make sure that every member of our staff understands, accepts, and embraces equalities across every part of our organisation and in the services we deliver to our recipients. We believe that mainstreaming equality has many benefits including helping us to:

- Put equality at the heart of everything we do.
- Embrace diversity across our organisation and attract and retain a motivated workforce, rich in talent, skills and experiences.
- Continually improve our service delivery and make sure our services meet the diverse needs of our recipients.

- Help us to be more socially inclusive and engage better with those most excluded from society.
- Improve our performance.
- Help us to deliver our Strategic Plan 'Hope & Ambition' and our associated Delivery Plan.

Compared to some other public bodies, in terms of reporting on outcomes and delivering on equality plans, we are at the early stages of our equality journey. However, we strongly embrace our equalities commitment and work hard to implement the principles of equality and believe we have been successful in this endeavour. We are keen to learn from our achievements and continuously improve our performance in this area. So far, we have delivered various initiatives aimed at improving and mainstreaming equalities. In particular, we strategically place staff well-being, equality, diversity and inclusion, flexibility and development at the heart of our business strategy.

These are some examples of the progress we have made to make the equality duty integral to the exercise of our functions since 2020:

- In February 2021, we provided an update to Scottish Government on the work ILF Scotland has carried out to address Race Equality, Employment and Skills in the workplace.
- We published an annual Equality Duty Action Plan on our [website](#).
- Promoted an inclusive and respectful culture, where all voices are heard and valued.
- Delivered regular, compulsory, equality and diversity training to all staff with a particular focus on disabilities.
- Provided our staff with a wide range of mental health and resilience training and support and trained four members of staff to become internal mental health first aiders.

- Introduced a half-hour each week for staff to use for personal wellness.
- Introduced a menopause policy.
- Enabled and empowered the voice of our employees through employee engagement surveys.
- Actively recruited disabled members of staff and recruited a disabled young person as an Intern.
- Encouraged more disabled people to join our Scotland Recipient Advisory Group.
- Developed the '[Charter for Involvement](#)' to give disabled people greater involvement in things that are important to them in the delivery of our services.
- Developed the Young Ambassadors Group of disabled young people who have received grants from the Transition Fund.
- Delivered presentations to organisations who support disabled people.
- Carried out an exercise to contact our recipients from minority groups to check on their wellbeing.

- Developed an action plan in preparation for developing our Gaelic Language Plan.
- Produced our first **Corporate Parenting Plan** directed at care experienced young people, many of whom also have a disability or impairment.
- Directly involved our recipients, Scotland Advisory Group members, Northern Ireland Stakeholder Group members and our Transition Fund Young Ambassador Group members in our PR and Communication campaigns.

We wish to contribute positively toward achieving an equal, inclusive and just society. We aim to work in partnership with the Scottish Government and other organisations to do this. We commit to continuing to embed good practice in equalities at a strategic and operational level. In particular, we will continue to aim for greater diversity in our workforce and learn from and benchmark with other public authorities. We will commit to embedding equality further within our strategic and operational activities.

Report on Progress 2020 – 2021

COVID-19 has exacerbated social inequalities and research has shown that some groups e.g. older people, disabled people and people in black and ethnic minority groups are at risk of higher exposure and unfavourable outcomes from infection. The impact of low income, reduced access to services, geographic location (urban and rural) and lack of green space have all served to reveal the disparities across different communities. The economic impact on people's livelihoods and the anxiety from this have combined like never before to highlight the different lived experiences across Scotland during this pandemic.

Many groups found themselves isolated due to other health conditions and disabilities and were required to 'shield.' Young people found the isolation hard to bear and this had an impact on their health and wellbeing. People belonging to Black and Asian communities experienced anxiety because of the spotlight on negative outcomes from infection. We report on our progress within this context.

Our Recipients

Our recipients of both funds are disabled people. Our funding helps our recipients to access the same opportunities as others and achieve their personal independent living outcomes. We continuously review our strategies, plans, policies and practice to provide the best service we can.

We conducted a survey to find out how our disabled recipients and their support services had been affected by COVID-19, if they thought they would need to make any changes to their support and what they thought ILF Scotland could have done better or that it might do differently as we come out of the pandemic.



Summary of Survey Responses

The responses show that the pandemic has severely affected our recipients. The key themes are:

- The severity of the negative impact on peoples' mental and physical Health.
- More than 20% of respondents have felt isolated in their own homes. Not being able to see family and friends has left many feeling emotional, tired and worried with a sense of hopelessness for the future.
- Many of those shielding have developed severe anxiety and fear about returning to the outside world.
- The loss of day services has caused a loss of routine for many, which has led to anxiety, stress and in some cases self-harming.
- Family carers are feeling exhausted and in critical need of further support; currently unavailable due to provider services being withdrawn. Many are at breaking point mentally and physically.
- The loss of family respite services has put an enormous strain on relationships.
- Many have had to take unpaid leave from work and in some instances leave a job to provide full time care and have relied heavily on ILF Scotland funding.
- The withdrawal of services has caused anxiety for young people who can no longer participate in their community. The ILF Scotland Transition Fund recipients reported that this has been a huge support and help to young people aged 16-25, made even more important because of the lack of traditional transition planning happening due to lockdown. It has helped them to look ahead at gaining opportunities and developing their skills as they move in to adult life.

The overriding response is that recipients are grateful to ILF Scotland's approach during the pandemic. The flexible policy changes in funding has provided a massive help to families, in particular to those who have had to take unpaid leave or who have had to give up their jobs to provide full time care in the absence of other services. Recipients and their families really valued the welfare calls from assessors, commenting on the care and attention they were offered and on the support and understanding from our casework team taking their calls.

2015 Fund Engagement

We engaged with disabled recipients and their representatives via our Recipient Advisory Group in Scotland and our Stakeholder Group in Northern Ireland. These Group members have:

- Helped shape our 2020-23 Strategic Plan.
- Directly input to a review of our 2015 published policies. For example, members wanted greater flexibility for ILF Scotland recipients to choose how they might use their funding so we revised our policy to offer increased flexibility, choice and control and to better align with the principles of Self-Directed Support. They told us they needed more advice about employing their Personal Assistants and acting in the role of Award Manager so we produced a revised 'Employer Support Information Note', and 'Your Responsibilities Guide'.
- Co-produced our Action Plan

for 2021-22, which sets out how we will achieve our **'Charter for Involvement'** commitments.

- Directly contributed to our PR and communications campaigns this year, namely our 5th birthday celebrations.
- Been involved in the online consultation to gather views on the potential re-opening of the 2015 Fund in Northern Ireland (Northern Ireland Stakeholder Group members).

COVID-19

- We applied our policies as flexibly as possible throughout 2020-2021 to support our disabled recipients to continue to live independently at home.
- We published guidance on our website and social media channels, issued several individual letters to recipients, wrote to service providers, payroll agencies and financial management organisations and issued external newsletters

to keep our recipients and other stakeholders up to date with current Scottish Government, NHS and ILF Scotland's policy response to the pandemic.

- We carried out over 4,200 welfare and wellbeing calls providing support and guidance to our recipients during the pandemic and lockdown from March 2020 – March 2021.
- We paid out £860,000 in additional funding to pay for replacement support where normal support services could not be provided. We helped pay for additional COVID-19 related expenditure such as PPE equipment, travel, etc. We provided funding for carer respite in exceptional circumstances to avoid the collapse of care and the potential for our recipient to have to go into a care home or hospital.

Transition Fund

Engagement

We engaged with our Transition Fund Young Ambassadors Group in the last year in a number of areas and they have supported us by:

- Contributing to ILF Scotland's PR and communications campaigns (they were directly involved in three campaigns over the last year).
- Recruiting new members to the Young Ambassador Group.
- Supporting ILF Scotland's Events and Engagement Officer with online events to help promote the Transition Fund.
- Establishing regular online meetings to discuss future engagement and co-production work.
- Providing and collating feedback on any changes to the operation and communication of the Transition Fund for other young people.

- Providing advice and input into areas of digital communication and accessibility for ILF Scotland's IT and Digital Team and the wider Scottish Government User Accessibility Team.

COVID-19

Young people and disabled people are among those groups most affected by the restrictions of COVID-19. A great number of disabled people have experienced a very difficult year with many reporting on the negative impact of the lockdown on their mental health. They have been socially isolated and unable to attend college, volunteering activities, day centres, gyms, etc. Young people leaving school have also experienced a lack of traditional transition support.

We remained open to applications right through 2020-21 when other forms of support were not available to young people and to help our applicants and recipients, we:

- Applied our Transition Fund policies as flexibly as possible.
- Agreed that young people could use their funds in different ways to better support them during disruption to services.
- Extended our grant periods to allow young people additional time to complete their goals.
- Targeted young people in the areas highlighted by SIMD as those most in need and furthest from support to apply to and benefit from the fund.
- Supported young people to apply during lockdown by using a variety of means, including video calling.
- Provided young people who were digitally isolated with basic IT equipment to allow them to stay connected to friends, relatives and professional workers that were important to them.

Our Staff

2020-21 has been a year like no other and many of us have found ourselves living and working in quite different ways because of COVID-19. Many of our employees found themselves thrust into the virtual world and working from home. Fortunately, a number of our staff already worked flexibly so most were able to adjust well to this. However, some of our colleagues have found it very challenging, and we were concerned about protecting the mental health and wellbeing of our staff, so we focused on this and introduced a number of initiatives. We have tried to create a change in culture, encouraging colleagues to talk more openly about health and well-being.

We introduced a range of supports for mental health and wellbeing and made sure that people knew about these. Colleagues embraced all of this wholeheartedly and provided peer support to the best of their abilities throughout this difficult period. The following lists the action we have taken in the last year:

- We trained all staff on unconscious / conscious bias across the nine protected characteristics on a regular basis. We believe that we all have unconscious bias and we must tackle this across our workplace to ensure equality and diversity.
- We developed our equality policies further, to ensure we treat everyone fairly in all day-to-day activities and work related decisions (recruitment, promotion, allocating work, pay, etc.) We embrace people's differences, as a more diverse workforce is more productive too, but we know we can do more.

- We proactively invited applications from a diverse cohort of candidates. ILF Scotland believes the more diverse our workforce, the better the decision-making, taking into account a diverse range of ideas and cultures.
- We engaged our legal advisors, when appropriate, for sound advice on complex, work related, equality and diversity issues.
- We reported on any equality duties at our management meetings as a standing agenda item.
- We engaged with PCS Union about new initiatives aimed at proactively addressing Equality and Diversity in our workplace.
- As we move through the COVID-19 pandemic, our plan is to continue with our current work to address Equality and Diversity and consider new ways to making our workplace equal.

Communications

- We ensure that all our communications are free from discriminatory and unacceptable language.
- We make our documents available in a range of alternative languages and accessible formats, including 'easy read'.
- We ensure that we co-produce any documents, marketing materials and letters as much and as often as we can with our recipients, Transition Fund Ambassadors, Scotland Recipient Advisory Group and Northern Ireland Stakeholder Group members.
- We distributed two newsletters and three letters and mailouts (for those who communicate with us online) to provide COVID-19 policy and operational updates and information.
- The Communications Team updated ILF Scotland's website regularly (daily, weekly and monthly depending on what

the policy position was) and the organisation's social media daily to ensure all stakeholders were informed of the COVID-19 policy position and operational guidance.

- The Communications Team directly involved recipients to share their experiences during the pandemic for PR and communications campaigns to highlight to the wider community and stakeholders about the impact of COVID-19 on disabled people.
- We surveyed our recipients to gauge the impact of the pandemic on their lives.
- We issued extensive guidance to staff so that they could confidently provide advice on our policy approach to our recipients and signpost them to other relevant sources of support.

- We issued weekly communication updates to staff about COVID-19 and other business updates so that staff did not feel over-burdened with vast amounts of emails.
- We also distributed an initial bi-weekly and then a monthly internal newsletter to staff to ensure that they were fully up to date with any organisational policy and business updates, in addition to the weekly email communication.

Equality Assessment

We have proactively used Equality legislation to shape our policies for disabled people and people with other protected characteristics ensuring a Human Rights and Equality based approach to all of our policies. We consider the impact of any new policies or any changes to policies on our disabled recipients or on disabled young people in our communities who might be eligible to apply to the Transition Fund.

We carry out Equality Impact Assessments (EQIAs) when we develop our policies and publish these on our website, where appropriate. We are in the final stages of completing a review of all of our policies and Equality Impact Assessments have featured at the beginning, during and at the end of this process.

We have been working to extend EQIA assessments across our internal plans, projects and practices. We have raised awareness across the organisation of our impact assessment tool and screening assessment plan to embed this further in future, which will enable us to apply good equality practice across the organisation. We will provide further staff training to Managers during 2021/22 to encourage good practice in equalities and the mainstreaming of equalities across all business functions and staff teams.

Our Partners

Key partners in our approach to equality include the Scottish Government and NDPB HR network and forum where core Scottish Government and other Public Bodies share best practice discussing equality and diversity policy and practice.

We are keen to expand and improve on our approach to working in partnership with others on equality as this will be valuable for shared learning and has the potential to act as a critical friend to our activity and projects on race and disability.

Conclusion

The impact of COVID-19 has challenged our ability to maintain progress in mainstreaming equalities, but it has also highlighted opportunities in the form of digital development to engage with existing and new audiences. In evaluating our progress, it is important to acknowledge that we still have much to learn. We will do this by upskilling our people and listening to the diversity of community voices across Scotland. We will be open in our decision-making about what we can and cannot do and we will continue to explore the relationship that ILF Scotland has in delivering social care services that impact positively on the lives of disabled people. As we recover and resume our standard operations including restarting our review visits and staff returning to the office after COVID-19, we are also focusing on re-imagining our services to our recipients, on employee wellbeing, and on our ability to continuously improve.



**Board
Diversity
Duty**

Board Diversity 2020 The Gender Representation on Public Boards (Scotland) Act 2018 sets an objective for public boards that they have 50% of non-executive members who are women. ILF Scotland has worked proactively with the Scottish Government for a number of years to improve the diversity and gender balance of the ILF Scotland Board. We have achieved greater than 50% of the women represented on our non-executive Board since 2015 and have sustained this position through to 2021, with 57% of board members being women.

We measure the representativeness of our Board on an ongoing basis and are currently conducting an equality monitoring exercise with our Board and workforce. This will inform the future recruitment planning to ensure an even more diverse and equitable Board.

In 2019, we recruited two new disabled people to our Board as part of a targeted approach to increasing representation from disabled people, which is particularly important to us given our whole existence is about providing services

to disabled people. Ethnicity is currently under represented on our Board. We plan to address this through future recruitment campaigns by working closely with the Public Appointments Team through Scottish Government.

ILF Scotland currently follows The Equalities and Human Rights Commission six-step good practice guide. **How to improve board diversity: a six step guide to good practice** – Equality and Human Rights Commission.

2019



2020



2021



Employee Information

We used data capture and analysis to measure the representativeness of our workforce profile and use this information to identify improvement measures such as targeted recruitment. Our workforce monitoring data indicates that we are predominantly a white and able-bodied organisation. Our organisational demography by the end of Q4 2020-21 is staff (54) and Directors (7).

Women are well represented in the general workforce and at managerial level – 72%:28% women:men. Women are under-represented at Director / Senior Management Team Level. We plan to address this through leadership/management development, succession planning and future recruitment to senior posts.

We have a good representation of disability – 16.39% self-identified as disabled. As a comparison, in December 2020 the Scottish Government reported 8.7%.

We have some representation of black and minority ethnicity – 4.92% BAME, a small increase from our previous representation of 4%.

In December 2020, the Scottish Government reported a figure of 2.5%.

The information we have on sexual orientation is that 1.64% of staff identify as LGBT. In December 2020, the Scottish Government reported a figure of 4.8%.

As a positive action measure in recruitment, we ask on all adverts for applicants with protected characteristics to apply for job vacancies. We are not alone in trying to meet the challenge of a representative workforce – this will be a key focus of activity for next year.

The findings from our 2020 employee engagement surveys indicate (93% response rate):

- 100% of our staff work flexibly and can work remotely. This was true prior to COVID-19.
- Life/Balance Opportunities – 100% were in control at the very least 'most of the time'.
- Staff members welcome and use the Wellbeing ½ hour – 75.5%.
- 96% of our staff who responded stated that ILF Scotland is a good employer.

Equality Outcomes 2021-22

Our Equality Outcomes, which will be integrated into our business plan for the next year are:

Outcome 1

ILF Scotland's activities are informed by a proactive approach to mainstreaming equalities, based on a programme of continuous improvement and co-production both internally and externally.

Actions:

- Set up an Equality and Diversity Committee by the end of quarter 2 to benchmark ILF Scotland against comparable organisations and identify areas for improvement by the end of quarter 4.
- Embed an EQIA prompt in our project planning tool in quarter 1 to assist with EQIA awareness.

- Continue to raise awareness from quarter 1, across the organisation, of our impact assessment tool and screening assessment plan to embed this further, which will enable us to apply good equality practice across the organisation.
- Provide further staff training to Managers during 2021/22 to encourage good practice in equalities and the mainstreaming of equalities across all business functions and staff teams.

Outcome 2

We have improved our ongoing service delivery in response to feedback from the Covid-19 recipient feedback survey.

Actions:

- Draw up an action plan following the analysis of the recipient feedback survey responses in quarter 1 and implement these in quarter 2.

Outcome 3

We have taken positive action to improve the diversity of our workforce to ensure that it is representative of the community we serve.

Actions:

- We will use our diversity profile to inform recruitment campaigns during 2021/22 to identify potential for positive targeted action and monitor any resultant change / success at the end of quarter 4.
- Our Equality and Diversity Committee will inform our annual staff survey, our programme of learning and development, and our recruitment and succession plans and will be in a position to report on these at the end of quarter 4.

Outcome 4

We are accessible to all people who have protected characteristics, and everyone that we engage with finds us to be an open and welcoming organisation.

Actions:

- We will produce a communication strategy by the end of quarter 2, which will set out how we will specifically target people who have protected characteristics with our communications over quarter 3 and 4.
- We will set up an internal working group to identify priority publications for 'Easy read' / 'At a Glance' productions by quarter 1 and have published all agreed documents by the end of quarter 4.

Outcome 4 (cont'd) Outcome 5

The recipient profile of ILF Scotland's Transition Fund reflects Scotland's diverse population and in particular those young disabled people who have protected characteristics.

Actions:

- We will work to gain a better understanding of the profile of our Transition Fund recipient base during quarter 2 and 3 and will develop responses to address any under-representation from quarter 4 onwards.
- In quarter 3 and 4, we will identify community partners / groups that can help us access different cohorts of young disabled people who might benefit from the Fund.

Our staff will be supported to work flexible hours and in flexible ways including working from home that suits individuals and allows them to achieve a good home life and work balance.

Actions:

- We will issue a survey in quarter 2 to explore 'blended working' as we plan our COVID 19 recovery journey and use this to inform our strategic planning.
- We will share this with the staff group and aim to implement any changes to working practices in quarter 3 and ask for feedback in quarter 4 to measure success.

Outcome 6

We work with our partners to support and promote equalities in a wider context and learn from and benchmark with other public authorities.

Actions:

- Engage with Equality and Diversity leads in the Scottish Government and identify other NDPBs that we can work collaboratively with to improve our equality and diversity initiatives and evidence of mainstreaming equality and improving diversity.

Outcome 7

Our Stakeholder Group in Northern Ireland is more representative of the recipients of our 2015 Fund.

Actions:

- Undertake awareness raising and recruitment exercise in quarter 3 to encourage more disabled ILF Scotland recipients to be active members of the NI Stakeholder Group.

These outcomes will guide our progress and direction and we will review them annually to ensure we remain on track, updating them as required in response to progress or any relevant unplanned and unforeseen national and international events.

We have set ambitious equality outcomes with the intention that we embed equality, diversity and inclusion into our strategic and annual delivery plans. Our Senior Management Team shares responsibility for promoting and embedding equality in our plans, projects and operations processes.

Our Board approved our equalities outcomes and Board members understand that the Board is responsible for providing the necessary scrutiny to ensure that we meet our duties and consider potential equality impacts as part of our corporate decision-making.

Like other non-departmental public bodies, we adjusted our planning and operations in response to the impact of COVID-19 and as we move into the planning and delivery of operations for 2021 - 22, we will prioritise delivery actions that are realistic and proportionate in the current financial climate and our business recovery and resumption from COVID-19.

Equal Pay Gap Information

We report our pay gaps using a single measure, by comparing the average full-time earnings in 2021 by gender. For example, the full-time gender pay gap compares the mean and median hourly pay,

excluding overtime, of men and women. It is important to note that a pay gap does not necessarily mean a difference in pay for comparable jobs or work of equal value.

Gender Pay Gap by Grade

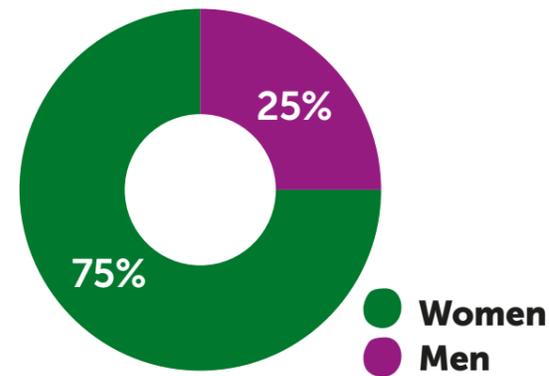
	Grade	Women's pay as a % of men's pay	Median Pay Gap	Mean Pay Gap
Administration	A3	95%	5%	5%
Specialist	B1	93.87%	6.98%	6.13%
Professional and Technical	B2	96.93%	0%	3.07%
	B3	99.60%	0%	0.40%
SMT	C1	81.14%	18.86%	18.86%
	C2	100%	0%	0%
	C3	n/a	0%	0%
CEO	SCS 1	n/a	0%	0%

All comparable jobs or work of equal value are paid on the same scale. The pay gap in 2021 is entirely due to spinal placement on the grade and will even out as employees reach the top of their scale.

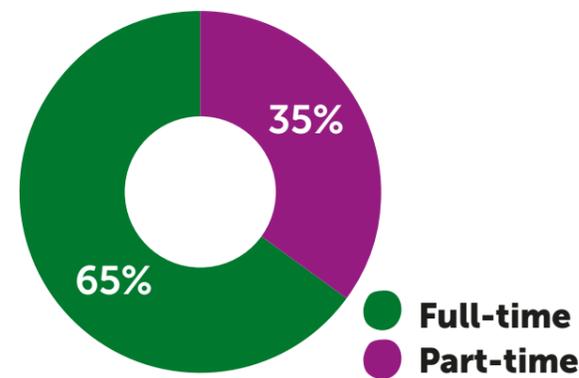
Where men and women are undertaking work of equal value, they are paid a similar hourly rate and consequently the gender pay gap is low.

Employee Profiles 2021

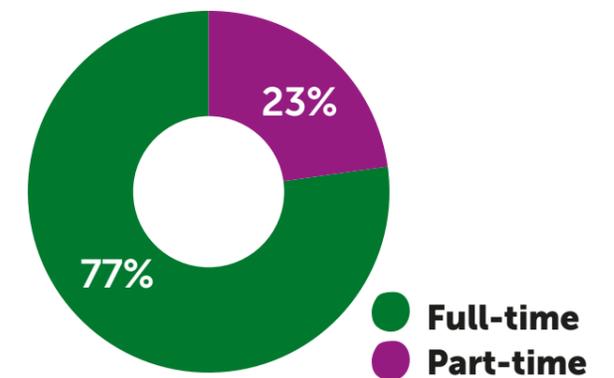
All Employees



Profile of Women



Profile of Men



Employee profile commentary

- Part time working pattern is slightly predominate toward women.
- During 2021, a survey will explore 'blended working' in place as we plan our COVID 19 recovery journey. This will be important as the impact of 'working from home' influences people's future choices/preferences.

Employee profile actions to consider

- All recruitment campaigns should be informed by the diversity profile to identify potential for positive targeted action.
- Consider the 'blended working' data to inform strategic planning.
- Share this data with our staff group.

Equal Pay Statement

The Equal Pay Statement outlines ILF Scotland's support for the principle of equal opportunities in employment.

ILF Scotland is committed to the principles of equality of opportunity in employment and believes that staff should receive equal pay for the same or broadly similar work, or work rated as equivalent and for work of equal value. This will be regardless of their age, disability, ethnicity or race, gender reassignment, marital or civil partnership status, pregnancy, political beliefs, religion or belief, sex or sexual orientation.

To achieve this, we will operate pay systems that are transparent, based on objective criteria and free from unlawful bias.

Conclusion

We will use the information in this report to support and inform our recruitment and employment practice to improve our workforce equality and diversity.

Data on the current workforce within ILF Scotland is robust in terms of age and sex. Data on the protected characteristics of ethnicity, disability, religion and belief, sexual orientation and gender reassignment continues to be limited due to the numbers of staff leaving questions unanswered or stating they would prefer not to answer. Work continues to increase awareness throughout our workforce to the benefits of disclosing protected characteristic data as well as reassuring staff that this information is confidential.

The accuracy of our equality profile data is important as it can assist our Board and SMT to plan the workforce of the future and provides justification for allowable positive action to make improvements leading to a workforce that reflects the population and geographical locations we work in.

As a Public Body, we aspire to work firstly in partnership with the Scottish Government and with other Public Bodies. It will be increasingly important for us to continue to work in partnership as we promote the Independent Living Fund Scotland as an employer of choice as we continue to support disabled people in Scotland and Northern Ireland.

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