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**Lanarkshire Valuation Joint Board
Annual Employee Information Report
April 2025 – March 2026**

Introduction

Lanarkshire Valuation Joint Board (LVJB) is committed to embracing and implementing the principles of the Equality Act 2010 and its associated regulations.

LVJB will provide electors, rate payers and council taxpayers of LVJB and its own staff a service provision, culture and working environment which is free from unlawful discrimination, harassment and victimisation, whilst advancing equality of opportunity and fostering good relations with all members of our community.

These are the broad aims of the Equality Act 2010, and the Board respects, adopts and upholds them. To confirm its commitment to these aims, this report demonstrates where LVJB has already taken steps to uphold these principles. It also details actions currently underway; to embed the Equality Act 2010 into the functions of LVJB. The Equality Outcomes detail steps LVJB intends to take in the future to further embrace the objects of the Equality Act 2010 to ensure our service delivery meets the needs of all sectors of the population we service. We will promote and work with others, to ensure that all our stakeholders and employees are treated fairly and equally.

The report covers the period April 2025 to March 2026 and covers LVJB's workforce by age, band, grade, gender, disability, marital status, occupational segregation, pay, recruitment and training.

This report explains how LVJB will carry out equality and human rights impact assessments across all areas of its workforce, and how it will be fair and accountable to its employees.

With respect to the Equality Duty, the functions of Lanarkshire Valuation Joint Board are of a limited nature and are heavily prescribed by legislation.

Jacqueline Dell
Assessor and Electoral Registration Officer

Introduction

LVJB is committed to providing a working environment that embraces equalities issues and values diversity and fosters a culture which is free from unlawful discrimination, harassment, victimisation or bullying. One of the tools LVJB uses to evaluate the effectiveness of our equality measures is to monitor the make-up of staff annually. By doing this, we are better able to identify any equality issues in employment and act if required. Monitoring also enables us to understand the impact of our policies and procedures on the teams and identify any trends or patterns.

As required by The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012 LVJB has gathered information on the composition of its workforce and on the recruitment, development and retention of its employees with respect to their protected characteristics. In addition, LVJB to report on gender pay gap (every 2 years) and publish an equal pay statement (every 4 years). This information was last published in April 2025 and is available on our website www.lanarkshire-vjb.gov.uk. Monitoring under the Employment Duty is undertaken by LVJB. However, as LVJB has less than 100 employees it may not publish all the information if there is a risk that individuals could be identified by the data. The data from LVJB's workforce was taken at 31 March 2026.

Workforce Profile

In October 2012 an employee verification exercise to capture relevant monitoring information across all the protected characteristics was carried out and this has continued annually. The information is used to ensure that LVJB has fair and open recruitment practices, that employees are given fair access to learning and development and promotion opportunities.

Profile of Workforce by Gender

Gender	Percentage
Female	58.18%
Male	41.82%

Profile of Workforce by Age

Age Band	Percentage
Under 21	0.00%
21-29	18.18%
30-39	16.36%
40-49	27.27%
50-59	29.09%
60-65	9.09%
over 65	0.00%

Profile of Workforce by Ethnic Group

Ethnic Group		
White	White Scottish	83.64%
	Other White British	9.09%
	White Irish	1.82%
	White Gypsy/Traveller	0.00%
	White Polish	1.82%
	Other White	1.82%
	Mixed or Multiple Ethnic Group	Mixed or Multiple Ethnic Groups
Asia	Asian, Asian Scottish or Asian British: Pakistani, Pakistani Scottish or Pakistani British	0.00%
	Asian, Asian Scottish or Asian British: Indian, Indian Scottish or Indian British	0.00%
	Asian, Asian Scottish or Asian British: Bangladeshi, Bangladeshi Scottish or Bangladeshi British	0.00%
	Asian, Asian Scottish or Asian British: Chinese, Chinese Scottish or Chinese British	0.00%
	Other Asian	1.82%
African	African: African, African Scottish or African British	0.00%
	African: Other African	0.00%
Caribbean or Black	Caribbean or Black: Caribbean, Caribbean Scottish or Caribbean British	0.00%
	Caribbean or Black: Black, Black Scottish or Black British	0.00%
	Caribbean or Black: Other Caribbean or Black	0.00%
Other Ethnic	Other ethnic groups: Arab, Arab Scottish or Arab British	0.00%
Not Disclosed		0.00%

Profile of Workforce by Disability

Disabled	Not Disabled	Not Declared
12.73%	38.18%	49.09%

Profile of Workforce by Marriage and Civil Partnership

Marital Status	Percentage
Married	49.09%
Divorced	7.27%
Single	29.09%
Domestic Partner/Living Together	3.64%
Prefer not to answer	10.90%

Profile of Workforce by Occupation Segregation by Grade

Grade	Female	Male
Grade 1	14.55%	14.55%
Grade 2	21.82%	9.09%
Grade 3	12.73%	5.45%
Grade 4	7.27%	7.27%
Grade 5	0.00%	5.45%
CO	1.82%	0.00%

Profile of Workforce by Section and Gender

Employee Category	Female	Male
Clerical/Administration	36.36%	12.73%
Valuation	16.36%	23.64%
Management	3.64%	5.45%
Senior Management	1.82%	0.00%

Profile of Workforce by Age Band and Grade

Age Band	1	2	3	4	5	CO
under 21	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
21-29	7.27%	7.27%	1.82%	1.82%	0.00%	0.00%
30-39	5.45%	5.45%	3.64%	1.82%	0.00%	0.00%
40-49	7.27%	9.09%	5.45%	1.82%	3.64%	0.00%
50-59	3.64%	9.09%	7.27%	5.45%	1.82%	1.82%
60-65	5.45%	0.00%	0.00%	3.64%	0.00%	0.00%
over 65	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Profile of Workforce by Gender: Full/Part Time

Gender	Full Time	Part Time
Female	47.27%	10.90%
Male	40.00%	1.82%

Profile of Workforce by Age: Full/Part Time

Age Band	Full Time	Part Time
under 21	0.00%	0.00%
21-29	18.18%	0.00%
30-39	10.90%	5.45%
40-49	23.63%	3.64%
50-59	27.27%	1.82%
60-65	7.27%	1.82%
over 65	0.00%	0.00%

Summary Profile of Workforce

LVJB's workforce remains within the ages of 21 through to 65. The demographics of the workforce have changed when compared to the previous year, although there is a higher ratio of females to males, the gap is closing. In relation to our part time work force, this is predominately female, a lower percentage of males choosing to work part time.

Equal Pay Statement

In line with our commitment to achieve equal opportunities for all staff, LVJB supports the principle that all employees should receive equal pay for the same or like work or work rated as equivalent or of equal value. Employees are not discriminated against irrespective of their sex, age, race, disability, sexual orientation, gender reassignment, marriage/civil partnership, pregnancy, maternity, religion or belief. We will apply appropriate resources to achieving equal pay.

The Equality Act 2010 defines a job evaluation scheme as a study undertaken to evaluate the jobs being done “in terms of the demands made on a person by reference to factors such as effort, skill and decision making”.

LVJB adopted South Lanarkshire Council’s Competence Initiative Grading Scheme which includes a job evaluation undertaken by trained evaluators. This factor evaluation of jobs is used to determine the rate of the job and published for employees to view on the SLC intranet site.

LVJB job grades operate based on broad bands. Where an employee is placed within the grade depends on the employee’s personal competence assessed using the Performance and Development Review process.

LVJB has job families which are broad groupings of posts that are related either by similarity of tasks performed or transferability of knowledge and skills from one occupation to another. By using job families, the posts link into the Competence Initiative process whereby career progression can be identified within and out-with the broad band.

Job families will identify career paths, promotion opportunities, career enhancement opportunities and new opportunities for development.

LVJB participates in the “Delivering a Fairer Future” initiative by South Lanarkshire Council to encourage recruitment into non-traditional roles for men and women.

Equal Pay Policy Objectives:

- We will identify any unfair, unjust or unlawful practices that impact upon pay and take appropriate remedial action.
- Ensure that pay arrangements remain free from bias.

Equal Pay Policy Actions:

- Equality and Diversity will continue to be a standing item on the monthly management team agenda.
- LVJB’s Administration Manager will be responsible for conducting an equal pay audit and monitor pay regularly.
- Continue to participate in SLC’s “delivering a fairer future” initiative which is a positive action programme designed to ensure barriers to career progression are eliminated. The programme seeks, among other things, to encourage recruitment into non-traditional roles for men and women.
- Continue monitoring of training and development to ensure there is no bias towards gender, race or disability.

- Continue to monitor return to work of those on maternity leave.
- Equality and Diversity is a core required behaviour within the performance and development process and employees will continue to receive relevant equalities training.
- Continue to ensure flexible working is not a barrier to promotion or career development.
- Ensure where practicable there is a gender split on recruitment panels for all posts and provide training to managers on identifying and addressing gender bias.
- Continue to use the approved job evaluation scheme when reviewing the grade of existing posts or when establishing grades for new posts.

Performance and Development Review (PDR) Process

The annual and 6 monthly interim PDR process facilitate communication between the employee and their line manager, allowing for discussion of performance, assessment of behaviours, competence, training requirements and career development. The process also provides managers with a framework to follow when setting individual key work objectives and the link to job families ensures they have agreed competencies for managing team and individual performance.

Progression Guidelines

The LVJB grades operate within broad bands, for example grade 1 has 4 levels each reflecting difference in tasks undertaken. Following job evaluation which determines the grade for the job, individual placing within the grade is dependent upon the employees' personal competence, tasks undertaken and business need.

Living Wage

LVJB over the last 5 years has implemented measures to ensure relevant employees have benefited from the Living Wage.

Gender Pay Gap Analysis

Generally, the 3 main reasons for a gender pay gap within organisations are: occupational segregation, lack of flexible working and/or discrimination.

Occupational segregation can be described in two ways. Firstly, horizontal segregation describes the position where men and women are concentrated in particular types of occupation and secondly, vertical segregation which describes the concentration of men and women into different levels of work for example at the top or bottom pay grades in an organisation.

The gender pay gap is calculated by dividing the average (mean) hourly earnings of female employees by the average (mean) hourly earnings of male employees, showing this as a percentage and subtracting the figure from 100 percent. A 0.00 percent figure would indicate that for a particular category, there is no gender pay gap. Where women have higher average (mean) hourly earnings than men, the data are shown as a minus figure.

The audit at 1 April 2026 shows the average hourly rate of male employees remains higher at £22.79 compared to the female equivalent of £21.66. However, the pay gap has reduced from 6.31% to 4.96%.

Pay Gap Analysis - All Employees

Year	Male	Female	Average Male	Average Female	Pay gap (%)
2025	21	37	£22.02	£20.63	6.31%
2026	23	32	£22.79	£21.66	4.96%

A full statistical analysis of gender pay gap using employees' average hourly earnings rate by grade was undertaken, detailed below.

Pay Gap Analysis - Excluding Grade 5 and above

Year	Male	Female	Average Male hourly rate	Average Female hourly rate	Pay gap (%)
2025	19	35	£20.34	£18.42	9.43%
2026	30	31	£20.02	£19.90	0.6%

Pay Gap Analysis - Management Team

Year	Male	Female	Average Male	Average Female hourly	Pay gap (%)
2025	2	4	£37.97	£44.83	-18.07%
2026	3	3	£41.28	£46.78	-13.32%

Pay Gap Analysis - Valuation Team (excludes management team)

Year	Male	Female	Average Male hourly rate	Average Female hourly rate	Pay gap (%)
2025	14	12	£22.36	£18.82	15.83%
2026	13	9	£22.33	£22.41	-0.35%

Pay Gap Analysis - Administration Team (excludes management team)

Year	Male	Female	Average Male hourly rate	Average Female hourly rate	Pay gap (%)
2025	5	21	£14.69	£17.04	-16.00%
2026	7	20	£15.73	£17.56	-11.64%

**is used where the numbers are low and may identify an individual. Employees salary at senior management level is currently published within the annual report.*

Pay Gap Analysis - All Employees by Grade

Year	Grade	Male	Female	Average Male hourly	Average Female hourly rate	Pay Gap (%)
2025	1	5	6	£13.85	£13.96	-0.79%
2025	2	8	21	£16.94	£17.19	-1.48%
2025	3	1	5	£*	£22.24	-3.33%
2025	4	5	3	£32.04	£29.67	7.39%
2025	5	2	1	£37.97	£44.90	-15.43%
2025	CO	0	1	£0	£73.28	0.00%
2026	1	8	8	£14.50	£14.06	3.03%
2026	2	5	12	£16.99	£17.74	-4.41%
2026	3	3	7	£21.86	£23.75	-8.65%
2026	4	4	4	£32.97	£31.42	4.70%
2026	5	3	0	£41.28	£0.00	0.00%
2026	CO	0	1	0	£76.21	0.00%

Pay Gap Analysis – Valuation Team by Grade (excludes Management Team)

Year	Grade	Male	Female	Average Male hourly rate	Average Female hourly rate	Pay Gap (%)
2025	1	1	1	£*	£*	-5.15%
2025	2	7	7	£16.92	£17.08	-0.95%
2025	3	1	3	£*	£21.73	-1.06%
2025	4	5	1	£32.04	£*	-12.98%
2025	5	0	0	£0.00	£0.00	0.00%
2025	CO	0	0	£0.00	£0.00	0.00%
2026	1	3	2	£13.93	£13.33	4.30%
2026	2	3	1	£16.34	£*	-11.44%
2026	3	3	4	£21.86	£23.83	-9.01%
2026	4	4	2	£32.97	£30.76	6.70%
2026	5	0	0	£0.00	£0.00	0.00%
2026	CO	0	0	£0.00	£0.00	0.00%

Pay Gap Analysis – Administration Team by Grade (excludes Management Team)

Year	Grade	Male	Female	Average Male hourly rate	Average Female hourly rate	Pay Gap (%)
2025	1	4	5	£14.11	£14.05	0.43%
2025	2	1	14	£*	£17.25	-1.23%
2025	3	0	2	£0.00	£23.11	0.00%
2025	4	0	0	£0.00	£0.00	0.00%
2025	5	0	0	£0.00	£0.00	0.00%
2025	CO	0	0	£0.00	£0.00	0.00%
2026	1	5	6	£14.84	£14.26	3.91%
2026	2	2	11	£17.97	£17.70	1.50%
2026	3	0	3	£0.00	£23.65	0.00%
2026	4	0	0	£0.00	£0.00	0.00%
2026	5	0	0	£0.00	£0.00	0.00%
2026	CO	0	0	£0.00	£0.00	0.00%

Pay Gap Analysis – Management Team by Grade

Year	Grade	Male	Female	Average Male hourly rate	Average Female hourly rate	Pay Gap (%)
2025	1	0	0	£0.00	£0.00	0.00%
2025	2	0	0	£0.00	£0.00	0.00%
2025	3	0	0	£0.00	£0.00	0.00%
2025	4	0	2	£0.00	£30.57	0.00%
2025	5	2	1	£37.97	£44.90	-15.43%
2025	CO	1	0	£0	£73.28	0.00%
2026	1	0	0	£0.00	£0.00	0.00%
2026	2	0	0	£0.00	£0.00	0.00%
2026	3	0	0	£0.00	£0.00	0.00%
2026	4	0	2	£0.00	£32.07	0.00%
2026	5	3	0	£41.28	£0.00	0.00%
2026	CO	0	1	£0.00	£76.21	0.00%

Pay Gap Analysis - Analysis by Disability

Year	Non-Disabled (excludes not declared)	Declared Disabled	Average Non-Disabled hourly rate	Average Disabled hourly rate	Pay Gap (%)
2025	54	4	£20.98	£15.38	26.70%
2026	21	8	£22.14	£18.71	15.50%

Pay Gap Analysis - Analysis by Ethnicity

Year	White	Minority Ethnic	Average White hourly rate	Average Minority hourly rate	Pay Gap (%)
2025	57	1	£21.16	£*	9.31%
2026	54	1	£22.13	£*	-1.04%

Occupational Segregation

The tables below provide a breakdown of the key occupational areas and overall analysis by grade as a percentage of total staff.

Occupational Segregation - by Gender, Ethnicity, Disability and Grade 2025

Grade	Female	Male	White	Minority Ethnic	Disabled	Non-Disabled (excludes not declared)
1	10.34%	8.62%	18.97%	0.00%	3.44%	3.44%
2	36.22%	13.80%	48.28%	1.72%	7.41%	20.68%
3	8.62%	1.72%	10.35%	0.00%	0.00%	6.89%
4	5.17%	8.62%	13.79%	0.00%	0.00%	6.89%
5	1.72%	3.45%	5.17%	0.00%	0.00%	1.72%
CO	1.72%	0.00%	1.72%	0.00%	0.00%	0.00%

A significant number of employees at 53.44% have chosen not to declare if they have a disability or not. This impacts upon the analysis of segregation of employees.

Occupational Segregation - by Gender, Ethnicity, Disability and Grade 2026

Grade	Female	Male	White	Minority Ethnic	Disabled	Non-Disabled (excludes not declared)
1	14.55%	14.55%	29.09%	0.00%	10.34%	20.69%
2	21.82%	9.09%	30.91%	0.00%	3.45%	17.24%
3	12.73%	5.45%	16.36%	1.82%	6.90%	17.24%
4	7.27%	7.27%	14.55%	0.00%	3.45%	10.34%
5	0.00%	5.45%	5.45%	0.00%	0.00%	6.90%
CO	1.82%	0.00%	1.82%	0.00%	0.00%	0.00%

A significant number of employees at 49.09% have chosen not to declare if they have a disability or not. This impacts upon the analysis of segregation of employees.

Occupational Segregation - by Service Area 2025

Grade	Admin		Valuation		Management	
	Female	Male	Female	Male	Female	Male
1	8.62%	6.90%	1.72%	1.72%	0.00%	0.00%
2	24.14%	1.72%	12.08%	12.08%	0.00%	0.00%
3	3.45%	0.00%	5.17%	1.72%	0.00%	0.00%
4	0.00%	0.00%	1.72%	8.62%	3.45%	0.00%
5	0.00%	0.00%	0.00%	0.00%	1.72%	3.45%
CO	0.00%	0.00%	0.00%	0.00%	1.72%	0.00%

Occupational segregation - by Service Area 2026

Grade	Admin		Valuation		Management	
	Female	Male	Female	Male	Female	Male
1	10.91%	9.09%	3.64%	5.45%	0.00%	0.00%
2	20.00%	3.64%	1.82%	5.45%	0.00%	0.00%
3	5.45%	0.00%	7.27%	5.45%	0.00%	0.00%
4	0.00%	0.00%	3.64%	7.27%	3.64%	0.00%
5	0.00%	0.00%	0.00%	0.00%	0.00%	5.45%
CO	0.00%	0.00%	0.00%	0.00%	1.82%	0.00%

Occupational Segregation - Part Time Employees by Grade and Gender

2025		
Grade	Female	Male
1	14.29%	0.00%
2	71.43%	0.00%
3	14.29%	0.00%
4	0.00%	14.29%

2026		
Grade	Female	Male
1	0.00%	0.00%
2	28.56%	0.00%
3	42.86%	0.00%
4	14.29%	14.29%

Returning to work after pregnancy

For the period April 2025 to April 2026, no members of staff have been on maternity leave.

Returning to work of disabled employees after sick leave relating to their disability

Information is not disclosed for data protection purposes. However, disabled employees have been provided with all relevant supports, adaptations and reasonable adjustments to enable their continued employment.

Grievance and Disciplinary

Information is not disclosed for data protection purposes. Analysis of grievance and disciplinary does not point to any discriminatory practice.

Recruitment, Development and Retention

Access to Training

Throughout LVJB's Personal Development and Review process all employees are given access to learning and development opportunities. Funding for training for all staff is a difficult issue. Nevertheless, LVJB does have an internal training team, and makes full use of Oracle Fusion e-learning, provided by South Lanarkshire Council. In addition, LVJB ensures relevant training is available in all 3 disciplines, and where necessary funding is available in relation to external courses and seminars.

Training Courses Attended 1 April 2025 to 31 March 2026

Female	62.90%
Male	34.10%
Disabled	30.43%
Not Disclosed	22.20%
Not Disabled	47.37%
White-Scottish	76.66%
White-Irish	0.23%
White - Other	23.11%
Other Asian	0.00%
Under 21	0.00%
21-29 years	38.67%
30-39 years	15.79%
40-49 years	31.12%
50-59 years	12.36%
60-65 years	1.83%
over 65 years	0.00%

Recruitment and Retention monitoring

LVJB advertises on 'MyJobScotland' which is the national jobs portal for all of Scotland's 32 councils. Equal Opportunity Monitoring forms are issued to all applicants; however, the applicant can prefer not to say. Please note disability information is required as LVJB has a commitment that any disabled applicant who satisfies the minimum requirements will be invited for interview. Returns are analysed, of both successful and unsuccessful applicants, to identify any potential areas of disadvantage to those who share a relevant protected characteristic.

Voluntary exit interviews are offered to employees leaving LVJB and results analysed.

Recruitment Monitoring - by Gender, Disability, Ethnicity and Age for the period 1 April 2025 to 31 March 2026

	Applied	Interviewed	Appointed
Male	32.47%	25.81%	27.27%
Female	67.53%	74.19%	72.73%
Not Disclosed	0.00%	0.00%	0.00%
Disabled	6.93%	5.65%	0.00%
Not Disabled	93.07%	94.35%	100.00%
Not Disclosed	0.00%	0.00%	0.00%
Aged under 50 years	79.65%	79.84%	72.73%
Aged over 50 years	20.35%	20.16%	27.27%
Not Disclosed	0.00%	0.00%	0.00%
White Scottish, British, Irish, Gypsy/Traveller, Polish, Other	80.52%	83.06%	100.00%
Mixed or Multiple Ethnic Group	1.30%	0.81%	0.00%
Asian, Asian Scottish or Asian British: Pakistani, Pakistani Scottish or Pakistani British, Indian, Indian Scottish or Indian British, Bangladeshi, Bangladeshi Scottish or Bangladeshi British, Chinese, Chinese Scottish or Chinese British, Other Asian	9.52%	6.45%	0.00%
African: African, African Scottish or African British, Other African	3.46%	3.23%	0.00%
Caribbean or Black Caribbean, Caribbean Scottish, or Caribbean British or Black: Black Scottish or Black British Other Caribbean or Black	0.00%	0.00%	0.00%
Other Ethnic Other ethnic groups: Arab, Arab Scottish or Arab British	1.30%	1.61%	0.00%
Not Disclosed	3.90%	4.84%	0.00%

Employees who left LVJB – by Gender, Disability, Ethnicity and Age for the period 1 April 2025 to 31 March 2026

Female	83.33%
Male	16.67%
Disabled	16.67%
Not Disabled	50.00%
Not Disclosed	33.33%
Black/Ethnic Minority	0.00%
White	100.00%
Under 21	0.00%
21-29 years	16.67%
30-39 years	25.00%
40-49 years	33.33%
50-59 years	16.67%
60-65 years	8.33%
over 65 years	0.00%