

Race Relations (Amendment) Act 2000 **Annual Monitoring Report 2004**

Note: This represents an amended version of our original 2004 monitoring report. An HR audit during May 06 revealed some differences in recruitment figures, which have now been amended.

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1.0 Introduction

This report provides an update on our monitoring obligations under the Race Relations (Amendment) Act. Our first report was produced in December 2003 and covered ethnicity information only. During 2004, given the increasing relevance of equal pay, opportunities and diversity, gender information will also be included.

This monitoring report monitors race and gender from January to December 2004.

1.1 Monitoring Obligations

Audit Scotland has a specific duty to promote racial equality in employment. Under the employment duty we must monitor, by racial group;

- Staff in post; and
- Applicants for jobs, promotion and training.

As we employ more than 150 people we must also monitor and analyse, by racial group;

- Grievances,
- Disciplinary action,
- Performance appraisal,
- Number of staff who receive training and
- Number of staff leaving

1.2 Audit Scotland Analysis

In the 2003 monitoring report, due to small numbers of non-white employees, it was decided that ethnic origin would be split into two groups (those of white origin and those of non white origin). This enabled more meaningful conclusions to be drawn from analysis of the data. This will also be the case for this report.

Due to the recent completion of our Equal Pay Audit and the associated gender implications, we have included in this report an analysis of gender.

2.0 Staff Profile

Data on the ethnicity and gender of Audit Scotland employees is given below.

2.1 Staff in Post – Ethnicity profile

Table 1 shows the baseline position in 2003 compared with the ethnicity profile of Audit Scotland as at December 2004. It also shows Labour Force Survey data from 2003 on the population of ethnic minorities, among the working population, in Scotland.

Table 1: Ethnicity Profile

ETHNICITY	BASELINE 2003	AT DECEMBER 2004	SCOTLAND - 2003 ¹
White UK	93.6%	94.4%	98.14%
White (Other)	4%	4.1%	n/a
Asian Indian	0.8%	0.75%	0.3%
Asian Pakistani	0.8%	0.37%	0.7% ²
Asian (Other)	0.4%	0.37%	n/a
Black African	0.4%	0	0.2%

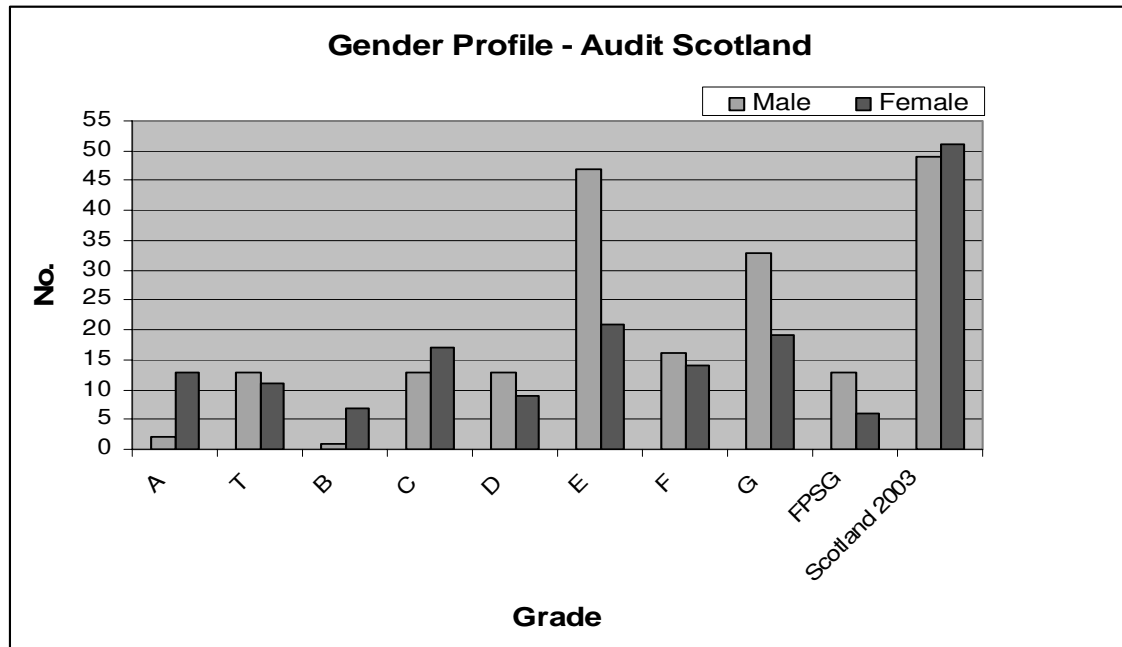
¹ This data excludes unknowns. Also includes 'Chinese' and 'other ethnic minority'.

² Also includes Bangladeshi.

2.2 Staff in post – Gender profile

Audit Scotland employs 268 people. Graph 1 (below) compares the gender profile of Audit Scotland with the working population for Scotland as a whole.

Graph 1: Gender Profile



3.0 Recruitment and Promotion

Audit Scotland's recruitment and selection process is robust and individuals are assessed on competencies required to carry out the role effectively.

An analysis of applicants for externally advertised vacancies by number of staff applying, number shortlisted and number appointed is provided below (table 2). This includes the Winter 2003 campaign, as this was not included in the December 2003 monitoring report. The Winter 2004 campaigns are not included in this report as they are not yet concluded. Diversity information was not available for one campaign as ethnic origin forms were not completed by candidates.

Table 2: Applications for roles within Audit Scotland

	% Applications received		% Shortlisted from applications (as % of total shortlisted)		% Appointed from shortlisted (as % of total appointed)	
	%	No.	%	No.	%	No.
Ethnicity						
White	91	2053	18 (90)	360	20 (100)	72
Non White	5	124	19 (6)	23	0	0
No info	4	89	17 (4)	15		
Gender						
Female	41	933	21 (48)	192	22 (58)	42
Male	56	1265	15 (48)	191	16 (42)	30
No info	3	68	22 (4)	15		

In total, 5% of applications received during 2004 were from non-white candidates. There have been no non-white individuals appointed to positions. Over half (56%) of applications received during 2004 were from males and 41% were from females. In terms of total appointments made in 2004, 42% were for males, and 58% were for females.

There is not enough data to draw any meaningful conclusions at this stage. We will however build on this to establish trends in future.

3.1 Promotion

There have been 18 promotions within Audit Scotland over 2004. 100% were for white employees - 55% were for males, and 45% for females.

4.0 Disciplinary Action and Grievances

It was agreed by the Audit Scotland Diversity and Equality Group that where the number of cases was less than 5 there would be no specific reporting for confidentiality reasons.

Internal monitoring is carried out by Human Resources. Analysis of formal disciplinary and grievance cases does not show any disproportionate bias in terms of gender or ethnicity.

5.0 Performance Appraisal

Since the new Performance Development Scheme was implemented in 2004, there is no relevant data available. During 2005 we should be in a position to analyse ratings against ethnicity and gender.

6.0 Training

Human Resources keep a central spreadsheet of training carried out throughout Audit Scotland. Information collected is as follows:

- 154 training events were recorded across 74 different training areas.
- 246 staff have received some form of training intervention (this represents 92% of total staff). Of this, 2% were those from non —white groups. This represents 100% of Audit Scotland's non-white employees.
- 98% of training was for white employees, representing 96% of all white employees.
- 113 Females received training during 2004 (46% of all those who received training) in comparison to 133 males (54% pf all those who received training). This represents 97% and 88% of all female and male employees respectively.

The majority of staff have received training during 2004, with no disproportionate bias across ethnicity or gender.

7.0 Leavers

Information on leavers is available from March 2004. Since then, 25 people have left the organisation. Of these, 17 were permanent members of staff while 8 were fixed term contractors. Please see table 3 for the ethnicity and gender split of those permanent leavers.

Table 3: Leavers

	NO. LEAVERS	
Ethnicity	%	No.
White	94	16
Non White	6	1
Gender		
Female	35	6
Male	65	11

8.0 Conclusions

This is our second diversity monitoring report and there are areas where we are unable to draw meaningful conclusions due to a lack of data. We will build on this data to establish trends over time.

Audit Scotland's Diversity and Equality Working Group will use the information in this report to assist them with their forward work plan during 2005.