

Equality outcomes & mainstreaming

A progress report – Appendix 4

Appendix 4: Monitoring information

A. Staff Profile

Exhibit 1 - Audit Scotland's staff profile, March 2015

Equality strand	March 2015 (278 staff)	March 2014 (269 staff)	March 2013 (270 staff)	March 2012 (265 staff)	Scottish Population (Sept 2014)	Comments
Ethnicity	An increase in ethnic minority group to 4% of all staff.	Same as previous year at 3.3% of all staff.	Percentage of ethnic minority group employees has increased to 3.3%.	A slight increase in the percentage of minority ethnic group staff to 2.6%.	White 96% and minority ethnic group 4%.	Audit Scotland has the same representation of ethnic minority staff compared to the results from the annual Scottish population survey.
Gender	50.4% of staff are male and 49.6% are female. See summary charts at end.	49.4% of staff are male and 50.6% are female.	50% of staff are male and 50% are female.	Males 49.8% and females 50.2%	49.1% male and 50.9% female.	Audit Scotland's overall gender profile is very similar to that of the Scottish population figures.

Equality strand	March 2015 (278 staff)	March 2014 (269 staff)	March 2013 (270 staff)	March 2012 (265 staff)	Scottish Population (2014)	Comments
Age	16-24 (7.2%) 25-34 (22.3%) 35-49 (45.7%) 50+ (26.4%) see summary chart at end.	16-24 (4.1%) 25-34 (23.8%) 35-49 (45.7%) 50+ (26.4%)	16-24 (4.8%) 25-34 (21.5%) 35-49 (46.7%) 50+ (27%)	16-24 (2.3%) 25-34 (24.2%) 35-49 (45.7%) 50+ (27.9%)	16-24 (12.4%) 25-34 (22.7%) 35-49 (34.3%) 50+ (30.6%)	There is an increase in the number of 16-24 year olds from the previous year. This is attributable to the number of trainees and modern apprentices appointed during 2014/15. Compared to ONS data, we have less staff in the 16-24 age category and more staff in the 35-49 and 50+ categories.
Disability	Disability remains the same at 3%.	Disability remains the same at 3%.	Disability remains at 3%.	The percentage of staff who have declared as having a disability is 3%.	17.7% of the population (aged 16-64) are disabled. 7.28% are disabled and in employment.	Compared to ONS data, we have a smaller percentage of staff who have declared themselves as having a disability.
Flexible working	19.1% of staff	17.5% of staff	16.3% of staff	20.4% of staff	No ONS data available.	A slight increase in the percentage of staff on flexible working contracts

Equality strand	March 2015 (278 staff)	March 2014 (269 staff)	March 2013 (270 staff)	March 2012 (265 staff)	Scottish Population (2014)	Comments
						from the previous year.
Sexual orientation	74.5% heterosexual/straight 2.9% gay or bisexual 1.8% have preferred not to say 20.9% no response.	69.1% heterosexual/straight 2.6% gay or bisexual 2.2% have preferred not to say 26% no response.	67.8% heterosexual/straight 2.6% gay or bisexual 2.2% prefer not to say 27.4% no response.	60.8% heterosexual/straight. 1.9% gay or bisexual. 1.9% prefer not to say 35.5% no response.	No ONS data available.	Over time there has been a significant increase in the number of staff members declaring their sexual orientation.
Religion or belief	35.5% no religion or n/a 18.7% Church of Scotland 8.6% Roman Catholic; 5.4% prefer not to say; 3.2% other Christian 2.9% another religion.	31.2% no religion or n/a 17.5% Church of Scotland 7.8% Roman Catholic; 5.2% prefer not to say; 3.3% other Christian 3% another religion.	30.7% no religion or n/a 16.7% Church of Scotland 8.9% Roman Catholic 4.4% prefer not to say 3% other Christian 2.6% another religion.	26% no religion or n/a; 15.1% Church of Scotland; 9.8% Roman Catholic; 4.2% prefer not to say; 3.4% other Christian 1.9% another religion. 39.6% no	No ONS data available.	Over time there has been a significant increase in the number of staff members declaring their religion or belief.

Equality strand	March 2015 (278 staff)	March 2014 (269 staff)	March 2013 (270 staff)	March 2012 (265 staff)	Scottish Population (2014)	Comments
	25.9% no response	32% no response	33.7% no response.	response.		
Marital status	54.3% married/civil partnership, 29.1% single, 3.6% co-habiting, 4.7% divorced or separated, 6.1% unmarried partner 2.2% other or no response.	56.1% married/civil partnership, 25.7% single, 3.7% co-habiting, 4.8% divorced or separated, 7.4% unmarried partner 2.2% other or no response.	57.8% married/ civil partnership, 23% single, 4.1% co-habiting, 4.8% divorced or separated, 8.5% unmarried partner 1.9% other or no response.			

B. Recruitment and selection

Exhibit 2 outlines our position in terms of protected characteristics and internally and externally advertised vacancies during the period 1 April 2014 to 31 March 2015. These results should be interpreted carefully as there are a percentage of applications where no information has been provided.

Exhibit 2 - Recruitment and selection diversity data

Equality strand	2014/2015	2013/2014	2012/2013	2011/2012
Ethnicity	Of the applications received (826), 18.2% were from ethnic minorities. 10.3% of all shortlisted applicants and 4.3% of all appointments were for ethnic minorities. As a % of applications received, 15.3% minority ethnic group applicants were shortlisted and 1.3% appointed (compared to 29.5% and 6.8% of white applicants).	Of the applications received (834), 16.2% were from ethnic minorities. 10.1% of all shortlisted applicants and 6.7% of all appointments were for ethnic minorities. As a % of applications received, 15.6% minority ethnic group applicants were shortlisted and 2.2% appointed (compared to 26.2% and 6.1% of white applicants).	Of the applications received (773), 15.4% were from an ethnic minority group. 11.7% of all shortlisted applicants and 6.8% of all appointments were for ethnic minority group individuals. As a % of applications received, 20.2% minority ethnic group applicants were shortlisted and 2.5% appointed (compared to 27.9% and 6.3% of white applicants).	Of the applications received (388), 18.3% were from an ethnic minority group. 3.2% of all shortlisted applicants and 2.2% of all appointments were for ethnic minority group individuals. As a % of applications received, 5.6% minority ethnic group applicants were shortlisted and 1.4% appointed (compared to 38.1% and 14.4% of white applicants).

Equality strand	2014/2015	2013/2014	2012/2013	2011/2012
Gender	<p>Applications rc'd: males (62.5%) females (34.3%). 27.9% of applications received from females were shortlisted and 6% appointed. This compares to 26.2% and 5.6% for males.</p>	<p>Applications rc'd: males (51.9%) females (46.5%). 26% of applications received from females were shortlisted and 5.7% appointed. This compares to 23.3% and 5.3% for males.</p>	<p>Applications rc'd: males (52.9%) females (46.3%). 26% of applications received from females were shortlisted and 5.3% appointed. This compares to 27.4% and 6.1% for males.</p>	<p>Applications rc'd: males (58%) females (40.7%). 36.1% of applications received from females were shortlisted and 17.1% appointed. This compares to 29.3% and 8.4% for males.</p>
Age	<p>16-24 (23%) 25-34 (33%) 35-49 (33%) 50+ (8%)</p> <p>The highest % of applications shortlisted from those received were 16-24, followed by 25-34, 50+ and 35-49. The highest % appointed from those received were for those in the</p>	<p>16-24 (17.1%) 25-34 (34.5%) 35-49 (36.1%) 50+ (11.4%)</p> <p>The highest % of applications shortlisted from those received were 16-24, followed by 25-34, 35-49 and 50+. The highest % appointed from those received were for those in the</p>	<p>16-24 (19%) 25-34 (39.1%) 35-49 (30.9%) 50+ (10.3%)</p> <p>The highest % of applications shortlisted from those received were 16-24, followed by 25-34, 35-49 and 50+. The highest % appointed from those received were for those in the</p>	<p>Most applications (42%) were received from those within the age range 25-34. 30.9% were received from those aged 35-49, 19.3% for 16-24 and 6.7% for those over 50. The highest % of applications shortlisted and appointed from those received were for those aged 25-34, followed by 50+, 35-49 and 16-24.</p>

Equality strand	2014/2015	2013/2014	2012/2013	2011/2012
	age range 25-34, followed by 16-24, 35-49 and 50+.	age range 25-34, followed by 16-24, 35-49 and 50+.	age range 25-34, followed by 16-24, 35-49 and 50+.	
Disability	2.8% of applications declared themselves as having a disability. As a % of applications received, 21.7% of those with a disability were shortlisted and 0% appointed. This compares to 26.8% and 5.9% for those without a disability.	2.5% of applications declared themselves as having a disability. As a % of applications received, 23.8% of those with a disability were shortlisted and 0% appointed. This compares to 24.6% and 5.6% for those without a disability.	2.5% of applications declared themselves as having a disability. As a % of applications received, 31.6% of those with a disability were shortlisted and 10.5% appointed. This compares to 26.6% and 5.6% for those without a disability.	2.1% of applications declared themselves as having a disability. As a % of applications received, 25% of those with a disability were shortlisted and 12.5% appointed. This compares to 32.1% and 11.9% for those without a disability.
Religion	N/a or no religion (41.5%), Church of Scotland (14.5%), Roman Catholic (12.8%). Fewest applications were received from those who were Buddhist, Sikh, Jewish. As a % of applications	N/a or no religion (45.2%), Church of Scotland (15.5%), Roman Catholic (12.6%). Fewest applications were received from those who were Buddhist, Sikh or Jewish. As a % of applications	N/a or no religion (44.6%), Church of Scotland (17.3%), Roman Catholic (14.5%). Fewest applications were received from those who were another religion, Buddhist or Jewish. As a % of	N/a or no religion (44.3%), Church of Scotland (17.8%), Roman Catholic (12.9%). Fewest applications were received from those who were Buddhist or Jewish. As a % of applications received, the highest % of those shortlisted and appointed

Equality strand	2014/2015	2013/2014	2012/2013	2011/2012
	<p>received, the highest % of those shortlisted were Jewish, followed by Sikh then Church of Scotland. As a % of those appointed, the highest % were Jewish, followed by Roman Catholic then Church of Scotland. No Buddhist, Hindu, or Sikh applicants were appointed.</p>	<p>received, the highest % of those shortlisted and appointed were Church of Scotland, followed by Roman Catholic then Other Christian. No Buddhist, Hindu, or Sikh applicants were appointed.</p>	<p>applications received, the highest % of those shortlisted were Buddhist, Jewish then Church of Scotland.</p>	<p>were Jewish followed by Church of Scotland. No Buddhist, Hindu, or Muslim applicants were appointed.</p>
Sexual orientation	<p>Applications: 88.7% heterosexual/straight, 5.1% prefer not to say; 2.7% no information and 3.5% gay or bisexual.</p>	<p>Applications: 91.2% heterosexual/straight, 4.1% prefer not to say; 0.8% no information and 3.8% gay or bisexual.</p>	<p>Applications: 92.5% heterosexual/straight. 3.4% prefer not to say; 0.6% no information and 3.5% gay or bisexual.</p>	<p>91.2% heterosexual/straight. 3.4% prefer not to say; 2.8% no information and 2.6% gay or bisexual.</p>

C. Promotions

During the period 1 April 2014 to 31 March 2015, 15 employees were promoted and 24 employees were in receipt of an acting up or additional responsibility allowance¹.

Exhibit 3 - Promotions, acting up and additional responsibility opportunities by gender over the last six reporting periods

	March 2011		March 2012		March 2013		March 2014		March 2015	
	No	%	No	%	No	%	No	%	No	%
Male	11	45.8	19	46.3	17	51.5	17	66.7	22	56.4
Female	13	54.2	22	53.7	16	48.5	16	33.3	17	43.6

D. Performance Appraisal and development

An individual's performance is assessed annually against the core competencies for their role at a formal Performance Appraisal and Development (PAD) meeting. Performance is scored using a 1-3 scale with 1 being highly effective performance and 3 indicating that improvement is required. Members of the leadership group are not included in the figures² or recent new starters. The monitoring information used relates to performance appraisal scorings from 2014³.

The distribution of PAD scores across the organisation and distribution by gender can be seen in Charts D and E. A breakdown of PAD scores by other protected characteristics has not been provided for this report due to the small numbers involved in some categories. However, our HR team has analysed the information and will look for trends over time.

¹ Some employees were both promoted and received an allowance in the year. Analysis of protected characteristics removes duplicate records to ensure individuals are not double counted.

² The Chief Operating Officer, Assistant Auditor General, Directors and Assistant Directors are members of the leadership group.

³ The 2015 performance and development meetings and scores have not been finalised at the time of this report being submitted for publication.

E. Training

Our HR system keeps a record of corporate staff training organised through HR⁴. A review of these training records for the period 1 April 2013 to 31 March 2014 shows:

- 59 training events took place over the year across 37 different training areas
- 250 employees are recorded as having received formal training during 2014/15. Of those employees:
- 240 (96%) were white and 10 (4%) were from a minority ethnic group.
- 123 were female and 127 were male.

F. Leavers

During 2014/15, 11 people resigned from the organisation (22 leavers in total including, eg the expiry of fixed-term contracts, voluntary early release and career breaks). Exhibit 4 shows leavers (resignations only) by gender. The majority of resignations were from men. Resignations were received from staff in age bands 25-34 (9.1%), 35-49 (59.1%) and 50+ (31.8%).

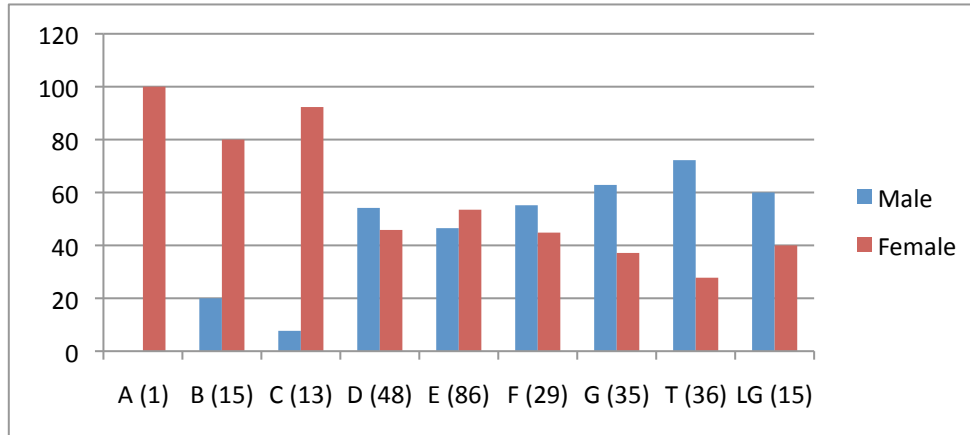
Exhibit 4 - Leavers by gender

Gender	2011		2012		2013		2014		2015	
	No.	%	No.	%	No.	%	No.	%	No.	%
Male	7	38.9	4	30.8	9	90.0	9	60.0	13	59.1
Female	11	61	9	69.2	1	10.0	6	40.0	9	40.9

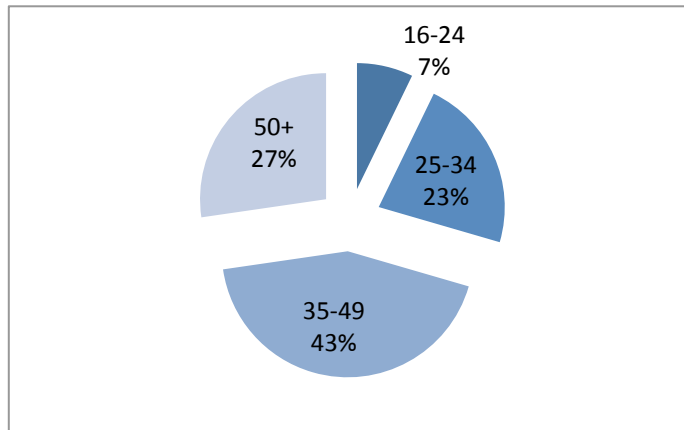
⁴ It is important to recognise that this does not represent all training activity. This section should be interpreted carefully. Currently, HR captures formal corporate training events and initiatives organised through HR. A large amount of learning and development takes place informally or is taking place at a business group level but is not captured, recorded or evaluated through our HR system.

Summary charts

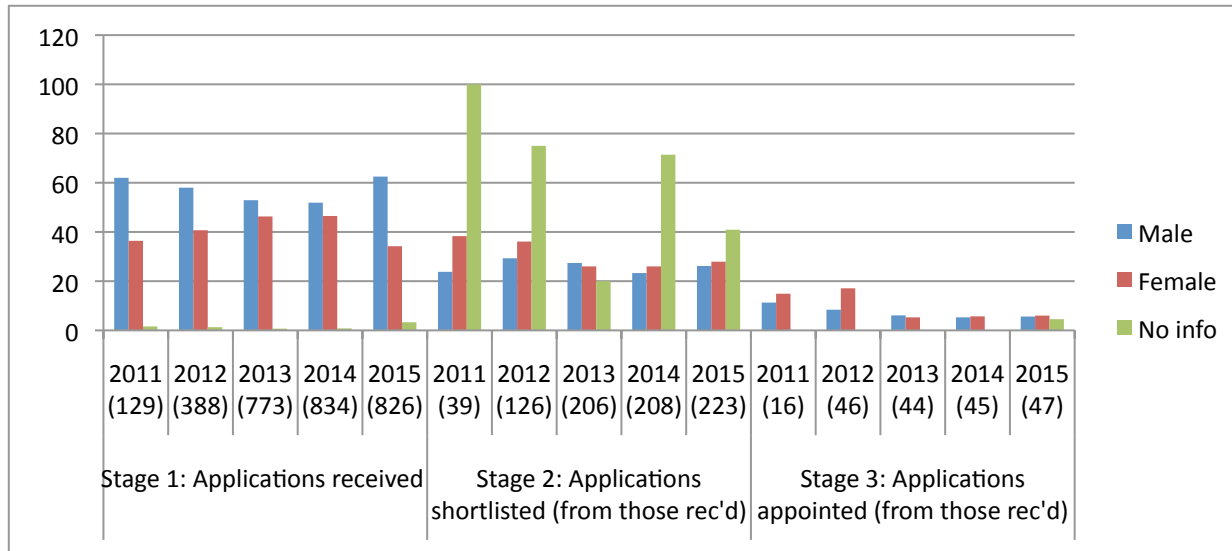
A. Staff profile - gender by grade



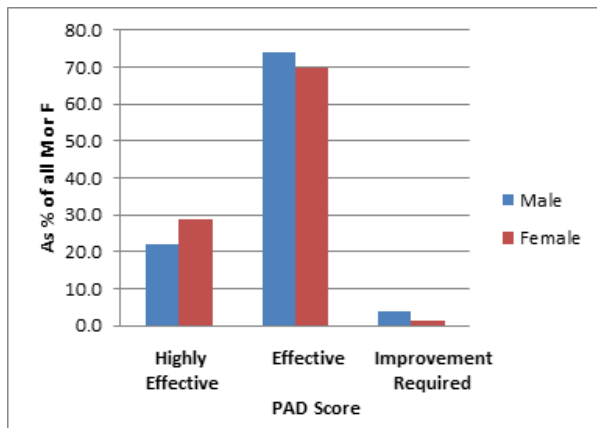
B. Staff profile – age groups



C. Males and females % of applications at each stage of recruitment



D. PAD overall score by gender (2014)



E. PAD overall score by gender (2012 – 2014)

