

# Annual diversity report

2020/21



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# Key messages

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- 1** Audit Scotland produces reports on the gender pay gap across our workforce, an equal pay analysis for colleagues undertaking work of the same and similar value and this annual diversity report. We are committed to using data to understand whether our efforts to promote diversity and equality across our workforce is delivering results.
- 2** We recognise that the impact of Covid-19 will have a deep and lasting effect on how we work, the life and wellbeing of everyone who works at Audit Scotland and the organisations we audit. Covid-19 has amplified inequalities that were already present in our society. Audit Scotland is committed both as an employer and through our audit work to help improve the opportunities and life choices available to people from every part of Scotland's population.
- 3** Audit Scotland has a greater level of diversity across the workforce when compared to the Scottish population<sup>1</sup>. A total of 95.1 per cent of colleagues have chosen to declare their ethnicity, with 88 per cent being white and 7.1 per cent Black, Asian or Minority Ethnic (BAME). Statistics reveal that around 95.4 per cent of the Scottish population report their ethnicity as white and approximately 4.5 per cent as BAME.
- 4** It is positive to note that there is an increasing number of BAME employees at Audit Scotland. In 2019, 6.6 per cent declared their ethnicity as BAME and in 2020, 6.8 per cent. In 2021, 7.1 per cent declared their ethnicity as BAME.
- 5** In our organisation, 57.3 per cent of employees are women and 42.7 per cent are men. Recent Scottish population data shows 51 per cent of the population are women and 49 per cent are men.
- 6** We have worked hard to attract younger colleagues (16–24-year-olds) by encouraging people to apply for our professional trainee programme and offering new opportunities through our school leaver programme. We are working to increase the opportunities for younger people to gain experience of the world of work with Audit Scotland as a stepping-stone for their future careers.
- 7** Audit Scotland actively works with organisations such as Business in the Community, Stonewall, Close the Gap and Carers Scotland to better understand peoples' needs and experiences. By using the frameworks offered to employers we have assessed our progress and the impact of our work.

<sup>1</sup> We have used comparison data for the general Scottish population or the Scottish working population where available. We took the Scottish population figures from Scottish Government Equality data: [www.gov.scot/Topics/People/Equality/Equalities/DataGrid](http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid)

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# Introduction

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**1.** Audit Scotland strives to create a culture in which employees can be themselves, feel supported and included. We aim to exceed the basic legislative and compliance requirements to ensure we enable individuals to thrive. As an employer we appreciate that everyone has different values, beliefs and personal requirements. We aim to reflect the uniqueness of each person in how we promote fairness and equality.

**2.** When colleagues across Audit Scotland feel safe, supported and confident in being themselves at work, we gain the benefit of the diversity across our workforce. Diversity of thought, expression and belief flows through to the scope of our work and boosts the resilience of our organisation in uncertain and changing times.

**3.** Audit Scotland and its employees provide services to the Auditor General for Scotland and the Accounts Commission for Scotland. No data on the Accounts Commission is reported here since it has no employees. The Accounts Commission is a ministerially appointed public body and is therefore subject to commitments by ministers to increasing the diversity of its members. The Public Appointments Commissioner reports annually on the progress in this regard across public boards.

**4.** Information about our employees, specifically in relation to Equality Outcome 2, in which Audit Scotland underscores our commitment to increasing diversity of people and supporting their progression at every level within the organisation, is detailed in this report. As per our Equality Outcomes 2021-25 [report](#), published in April 2021, we are committed to achieving our equality outcomes and taking action to advance equality, including:

- having a culture where people feel valued and where they are treated with equity and fairness
- seeking feedback from staff on how the organisation can support diversity and equality in how things are done
- supporting the wellbeing of staff
- ensuring policies are written in plain language, adhere to current legislation and are accessible to all
- ensuring key policies are subject to a rigorous equality impact assessment
- ensuring a flexible approach to working practices
- continuing to monitor against the Audit Scotland equal pay statement and ensure reward strategies are fair

- encouraging staff to disclose personal information to improve the extent of workforce information
- looking at ways to attract those from under-represented groups
- continuing to monitor recruitment and selection processes and implement improvements in response to feedback.

**5.** In order to meet these commitments, we collect, publish and monitor information about the diversity of our staff to help us check that we are supporting a culture of diversity and inclusion and identify areas for continuous improvement.

**6.** This report aims to comply with the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012. In particular, it responds to the duty to gather and use employee information.

**7.** This annual diversity report examines comprehensive data and trends across the different stages of employees' experience of working at Audit Scotland – from the moment individuals apply to work here through to leavers' data, including detailed exit interviews.

**8.** The employee data analysis supports us in making progress in paying due regard to the public sector equality duty, also known as the general equality duty, more specifically the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act
- advance equality of opportunity among all people
- foster good relations between different people when carrying out their activities.

**9.** While the legislative framework sets an important standard, our commitment and aspiration at Audit Scotland goes further. We use this data to identify approaches to support proactively and positively greater diversity and equality. This informs how we reach out to people who may not normally consider a career with us, the purpose of our work and how colleagues can influence change through our audits across the public sector, opportunities for younger people to kick-start their working lives through an internship, our school-leaver training programme or graduate training scheme. We are committed to doing better and delivering practical programmes over the coming year that will help increase the voice, representation and confidence of people from diverse backgrounds.

**10.** Unless otherwise stated, all data is at 31 March 2021.

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# Our organisation

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On 31 March 2021, Audit Scotland employed 309 people. The majority of our employees are based in Edinburgh and Glasgow, with others based in Inverness and Aberdeen.



**11.** Audit Scotland colleagues work collaboratively across the business. Audit directors lead portfolios of work that straddle financial audit, performance audit, Best Value reporting, professional support and corporate development. They also have responsibility for professional leadership themes and lead on key projects for development. To support audit teams in delivering high-quality audits efficiently, we are organised across three business groups:

- **Audit Services** – mainly qualified accountants who specialise in auditing finance and risk across Scotland's public sector.
- **Performance Audit and Best Value** – a broad range of professionals with specialist knowledge of research, analytics, economics, public policy as well as qualified accountants.
- **Corporate Services** – specialists in human resources, organisational development, information technology, communications, corporate finance, governance, business support, audit procurement and quality.

**12.** Colleagues from across all business groups collaborate in the provision of professional technical support for auditing standards, external leadership and audit improvement.

A governance structure exists to support the development of our workforce



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# Diversity monitoring

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We strive to ensure that everyone within Audit Scotland is valued and supported as an individual. We are committed to the principles of equal opportunity, fairness and transparency to help develop inclusive approaches to employment policies, practices and personal behaviours.

**13.** We provide mandatory diversity and equality training to all employees who join Audit Scotland. This is an online training course which covers the awareness of all protected characteristics, discrimination and unfair treatment within a professional environment. Those with line management responsibility also complete a course covering their responsibilities as a manager in relation to diversity and equality considerations. We also deliver unconscious bias awareness and further unfair treatment training for colleagues involved in recruitment, selection and internal progression through our Career Development Gateway (CDG) process.

**14.** When applying to work for Audit Scotland, all applicants have the opportunity to complete a confidential, equal opportunities monitoring questionnaire. This part of the application is voluntary and forms no part of the selection process. The information includes age, gender, sexual orientation, disability, ethnic background, religion or belief, and marital status. The HR and OD team holds information on the age and marital status of all employees for pension calculation purposes. All information is held on the electronic HR system and helps Audit Scotland to monitor the equality of opportunity, respond effectively and develop processes and policies that meet the needs of our diverse workforce.

**15.** Employees can view and update their diversity information at any time and are periodically encouraged to do so.

**16.** The legislation also requires us to state how we use this employee equality data to better perform the equality duty. We have a range of processes to ensure that the information is used for this purpose. The HR and OD team work together with our Senior Management Team, Board, Remuneration and Human Resources Committee, our People Focus Group and Public and Commercial Services union employee representatives. The data is used to provide assurance, understand how employees are experiencing work and explore opportunities for further improvement.

**17.** Other internal working groups already exist such as the Disability Confidential Working Group, Carers' Group, a working group in partnership with Stonewall and an Equalities and Human Rights Steering Group. We investigate circumstances and take action when the information indicates evidence of disproportionality, or when Audit Scotland employee indicators are inconsistent with external indicators. Analysis of employee data also enables us to work to

attract higher levels of diversity, for example by promoting appointments on diverse media.

## Ethnicity

According to population data, 95.4 per cent of the Scottish population<sup>2</sup> report their ethnicity as 'White'. Approximately 4.5 per cent of the population are BAME (Black, Asian, Minority Ethnic), with the Asian population being the largest BAME group (2.8 per cent).

**18.** Employee data shows that Audit Scotland has a greater level of diversity across the workforce when compared to the Scottish population more generally. 95.1 per cent of employees have chosen to declare their ethnic origin.

**19.** Over the past three years it is positive to note that there is an increasing number of BAME employees at Audit Scotland. In 2019, 6.6 per cent declared their ethnicity as BAME and in 2020, 6.8 per cent. In 2021, 7.1 per cent declared their ethnicity as BAME.

**20.** As at 31 March 2021, 11.4 per cent of our trainee auditors have disclosed their ethnicity as BAME, a small reduction from 13.7 per cent in 2020. These are our career entry-level positions and, upon qualification, these colleagues will progress into more senior roles as part of their career development.

**21.** Employee data shows that 96.8 per cent of the individuals at our senior grades, senior managers and above, who declared their ethnicity, are white. This represents a reduction from 98.3 per cent in 2020.

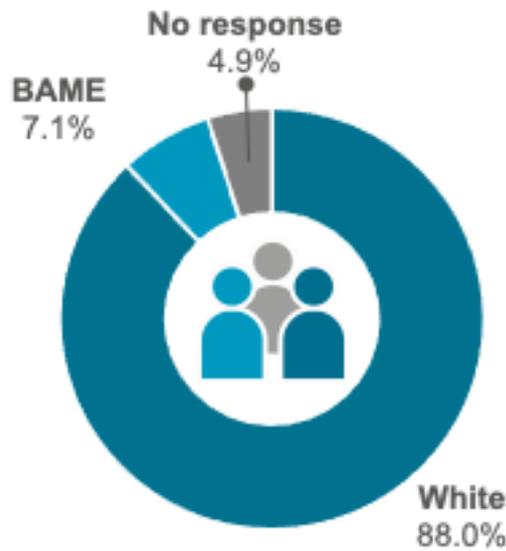
**22.** This year we have analysed ethnicity by seniority to understand the level of BAME representation at each level across our workforce. We have found that BAME representation is lower at the more senior levels – a pattern that needs to change. We will continue to examine this carefully during 2021/22 and explore practical steps we can take to do better as an organisation.

<sup>2</sup> Scottish population figures from Scottish Government Equality data:

[www.gov.scot/Topics/People/Equality/Equalities/DataGrid](http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid)

Age data: Mid-2015 population estimates Scotland, National Records Scotland, April 2016.

### Ethnicity of Audit Scotland employees



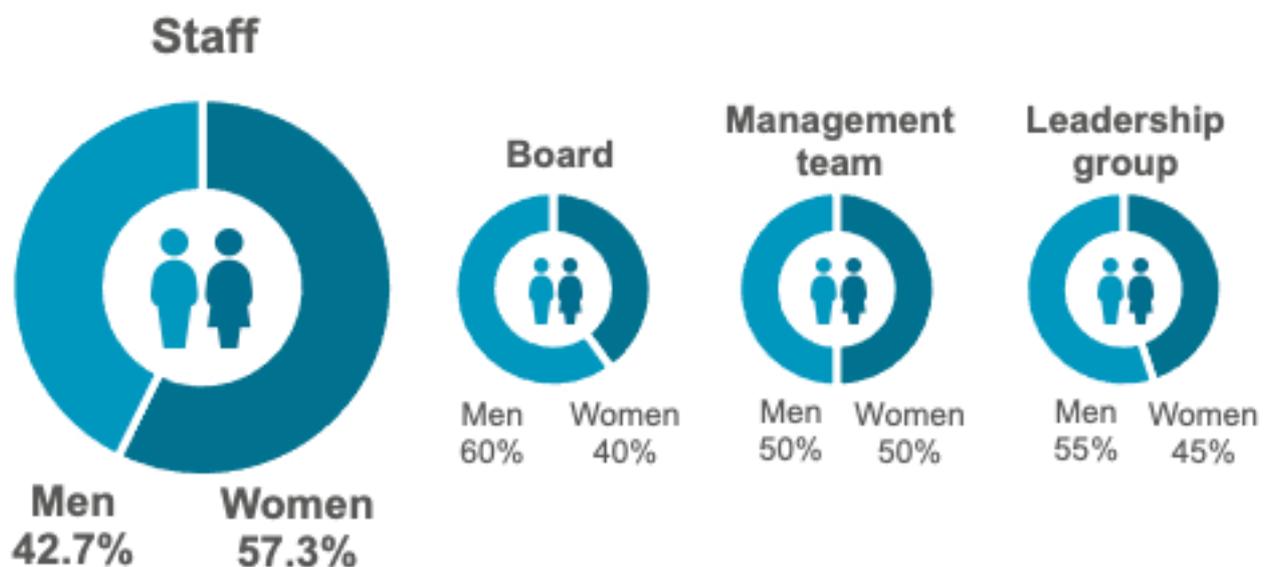
### Gender

Recent national population data shows 51 per cent of the Scottish population are women and 49 per cent are men.

23. In Audit Scotland:

- 57.3 per cent of employees are women (this is a 0.5 per cent decrease from 2020) and 42.7 per cent are men
- the board has 2 women (40 per cent) and 3 men (60 per cent)
- the management team has 2 women (50 per cent) and 2 men (50 per cent)
- the leadership group has 9 women (45 per cent) and 11 men (55 per cent).

### Gender of Audit Scotland employees



## Flexible working

Audit Scotland promotes a culture of flexible working, with 28.5 per cent of employees working a non-standard pattern;<sup>3</sup> this broadly mirrors the workforce data from 2020. Non-standard patterns include part-time working, annualised hours, compressed hours and term-time working.

**24.** We have flexible working policies in place such as Time, Place, Travel and Working from Anywhere guidance which were widely adopted during 2020/21 as our entire workforce have been working from home across dispersed teams. These provide greater flexibility for staff to choose working patterns which better fit with their circumstances.

**25.** Audit Scotland is an accredited 'Carer Positive Employer'. We have an ongoing commitment to supporting and encouraging flexible working, for both working patterns and work location. We also provide support to carers through a dedicated support group (which meets regularly throughout the year) and by investing in management development.

**26.** During 2021-22, we will be further developing our approach and updating our current flexitime policies to better reflect modern ways of working. We will continue to ensure our employees enjoy a consistent and positive experience – wherever they work and in whichever team.

<sup>3</sup> We define a standard pattern of working as being the full-time contracted hours of 36.25hrs each week worked across Monday through Friday at 7.25hrs each day, subject to the flexibility offered within our flexitime policy.

## Age

The table below shows the comparison between Audit Scotland employees in different age groups and the Scottish working population (those aged 16 to 74).

**27.** The percentage of employees in the 16-24 age group is lower than the Scottish working population, where a significant proportion of this age group will be in education or training. This percentage in Audit Scotland has increased since 2019 (3.8 per cent) and in 2021 is now at 5 per cent, which can be attributed to the development of our modern apprentice, school leaver and graduate programmes.

**28.** Between 2019 and 2020 there has been a reduction in staff members in the 25-34 cohort (from 28.8 per cent to 26 per cent). During the same period, there has been an increase in staff in the 35-49 cohort from 37.6 per cent to 39 per cent. There has been little to no change of staff composition in the 50-64 and 65+ cohorts between 2020 and 2021.

### Comparison between Audit Scotland employees and the Scottish working population (those aged 16 to 74)

Age	Audit Scotland %	Scottish Population %
16-24	5	15
25-34	26	18
35-49	39	26
50-64	29	27
65+	1	14

**29.** Audit Scotland are continuing to attract younger people. Our professional trainee programme continues to attract strong candidates and our school leaver programme has been successful, for those who have joined us and our business. This allows those leaving school to work while gaining a professional accountancy qualification through the Institute of Chartered Accountants Scotland. We also have modern apprentices in our Business Support Services team, and we will examine how we can increase the opportunities for younger people to gain experience of the world of work with Audit Scotland as a stepping-stone for their future careers with other employers.

## Disability

Population data reports that 32 per cent of adults in Scotland have a long-term limiting or mental health condition or disability. Further, of those aged 16-64, non-disabled persons had a 35.5 per cent higher

representation in the labour market compared to disabled persons, while disabled persons experienced a 5.8 per cent higher rate of unemployment when compared to non-disabled persons<sup>4</sup>. The percentage of employees who have reported a disability at Audit Scotland has increased slightly to 4.2 per cent in 2021 from 4 per cent in 2020 and 3 per cent in 2019.

**30.** New employees are asked to confirm whether they consider themselves to have a disability. This allows us to put in place any reasonable required adjustments. Disclosing this information is voluntary, and 86.4 per cent of employees have chosen to disclose information on this protected characteristic.

**31.** Once on board, employees can easily update information about disabilities. Audit Scotland will continue to encourage employees to disclose information about disability through initiatives related to its Equality Outcomes and through promotion of our Disability Confident status.

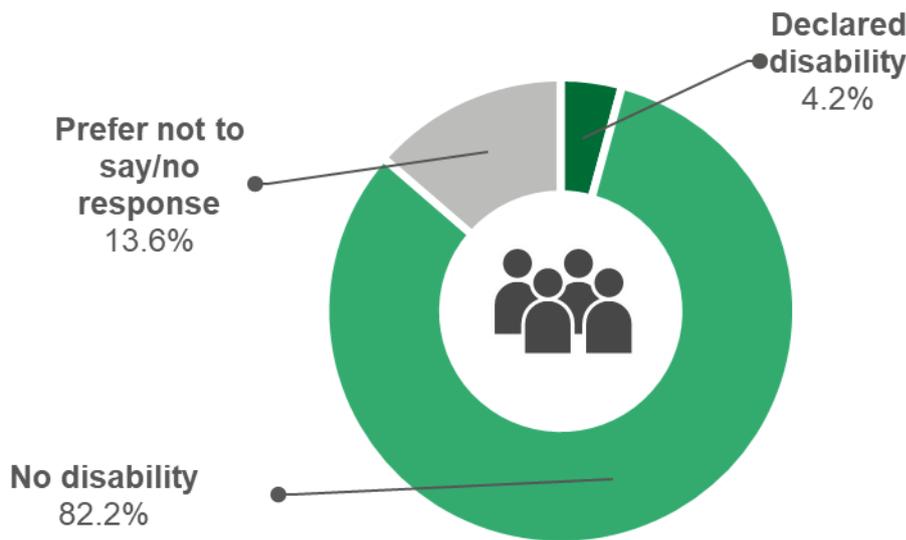
**32.** Audit Scotland works with health professional partners to ensure risk assessments and/or reasonable adjustments are considered and put in place prior to a new employee joining us, or at any point during their career.

**33.** Audit Scotland has Disability Confident Employer Status (Level 2). Our Disability Confident working group uses that framework to review any actions and ensure we are promoting best practice in this area. During 2020 the group sought feedback and views from our employees on their experiences of living and working with a disability at Audit Scotland. They have continued to explore ways to support colleagues and their managers. Some employees have been sharing their own lived experiences with others through *abacus* our internal colleague publication and providing new employees with an overview of the range of support available to employees with a disability at work.

**34.** It is acknowledged that when representation of employees who have declared a disability is compared to the population data, this group remains under-represented at Audit Scotland. Due to the relatively small number of disabled employees working at different levels across Audit Scotland, the data size is too small to disclose disability status relating to job seniority and job type. On account of the under-representation of existing employees who have declared a disability, however, Audit Scotland is committed to increasing diversity of its workforce and candidate pool, in ensuring all future initiatives and strategies are in alignment with Equality Outcome 2.

<sup>4</sup> Disabled People and the Labour Market in Scotland: 2018

## Disability status of Audit Scotland employees



## Sexual orientation

According to Scottish Government data, 2.6 per cent of the Scottish population identify as lesbian, gay, bisexual or other (LGBO) and 95.3 per cent identified as straight or heterosexual. The Scottish Government note that it is likely that this data undercounts the number of adults self-identifying as LGBO.

**35.** 87.1 per cent of colleagues across Audit Scotland choose to disclose their sexual orientation on our HR system. This figure is consistent with the workforce data from the 2019/20 annual report. Our work with Stonewall and the increased emphasis upon this theme during 2021/22 may help to improve and build upon this figure.

**36.** 83.2 per cent of employees identify at Audit Scotland as heterosexual and 3.9 per cent as LGBO (an increase from 3.6 per cent from the previous year), which is slightly higher than the national indicators. The remaining employees have chosen not to record their sexual orientation with us.

**37.** Audit Scotland have a Stonewall working group who are working together to ensure we are a truly inclusive employer. We want to help ensure that we remain a workplace where all LGBO employees are accepted without exception and our policies and processes remain inclusive and considerate.

## Religion or belief

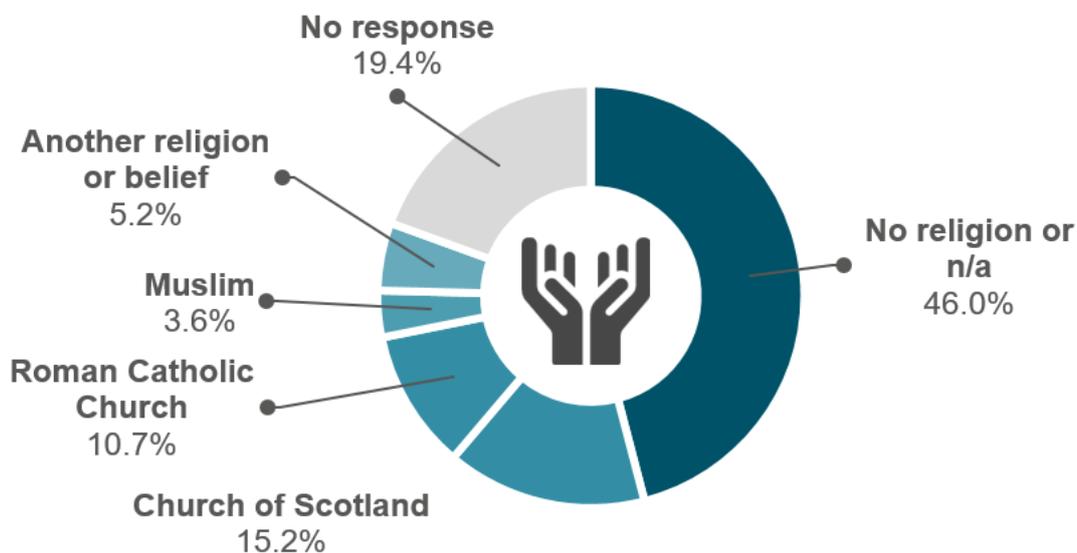
The majority of employees (80.6 per cent) have declared their religion or belief. 46 per cent do not associate with any religion. 15.2 per cent associate with the Church of Scotland, 10.7 per cent

with the Roman Catholic Church, 3.6 per cent Muslim and 5.2 per cent declared other religion or belief. 4.5 per cent preferred not to share their religion or belief.

**38.** We provide mandatory diversity and equality training to all employees who join Audit Scotland which also covers discrimination on the basis of religion or belief. We are very flexible in the way that individuals can book their annual leave, enabling colleagues who observe key dates in their religious calendar to engage in such events and occasions.

**39.** During 2020-21 some of our colleagues have also been sharing experiences of their different religious celebrations through our internal staff publication and on our SharePoint news pages.

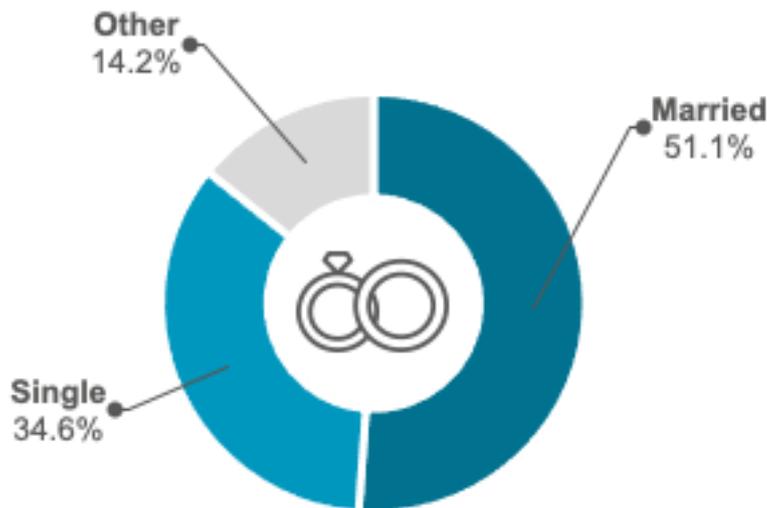
### Religion or belief of Audit Scotland employees



### Marital status

**40.** All employees have provided marital status information. Just over half of all employees (51.1 per cent) are married and 34.6 per cent are single. Just over 14.2 per cent are either cohabiting, with an unmarried partner, widowed, divorced, separated or chose not to disclose this information.

## Marital status of Audit Scotland employees



## Pregnancy, maternity and paternity

Between 1 April 2020 and 31 March 2021, seven women took maternity leave throughout the year. The average leave taken by employees was ten months. This increases to 11 months when annual leave before or after maternity leave is taken into account.

**41.** Audit Scotland has an enhanced maternity provision with women on maternity leave receiving the first 27 weeks of leave on the equivalent of full pay, followed by 12 weeks of statutory maternity pay.

**42.** All seven of the women who have taken maternity leave have taken in excess of the ordinary maternity leave provision and returned to their original roles.

**43.** Audit Scotland has an enhanced paternity provision for fathers in addition to the two weeks of leave provided by statute. Qualifying employees (those with 26 weeks' service or more) are eligible for two additional weeks of parental leave and therefore a total of four weeks' leave. The additional two weeks can be taken up to 16 weeks following the birth of the child or as a continuous four-week block. The number of individuals who have exercised their entitlement to paternity leave during 2020/21 has not been disclosed.<sup>5</sup>

<sup>5</sup> Where the number of employees to report is fewer than five, and the information is sensitive or personal, we have not specified the number to maintain confidentiality.

**44.** In addition, new parents can elect to share a period of leave. In line with Audit Scotland policy, eligible employees (those who satisfy the minimum earnings and service thresholds) can opt to share 37 weeks of pay and 50 weeks of leave. Leave may be taken as a continuous block or in alternating blocks. The number of individuals who have exercised their entitlement to shared parental leave during 2020/21 has not been disclosed.

## Recruitment

Audit Scotland works hard to make sure the recruitment process is inclusive and accessible to all applicants. Candidate assessment is based purely on the ability to complete the job.

**45.** Vacancies are advertised throughout the UK on numerous recruitment websites such as S1 jobs, LinkedIn, MyJobScotland, Stonewall, Public Finance Scotland and our own careers website. Twice a year we advertise our Disability Confident status in *Enable* magazine. We also appear in the *Living with Disability* publication each spring.

**46.** Where the number of employees with a protected characteristic is fewer than five, and the information is sensitive or personal, we have not specified the number in order to maintain confidentiality and to avoid individuals being identified.

**47.** Full details about recruitment and each protected characteristic is provided in the Appendix. A summary analysis is detailed below.

**48.** During the 2020/21 year, there were 12 recruitment campaigns, with 23 appointments made. We received a total of 856 applications for the vacancies advertised in 2020/21.

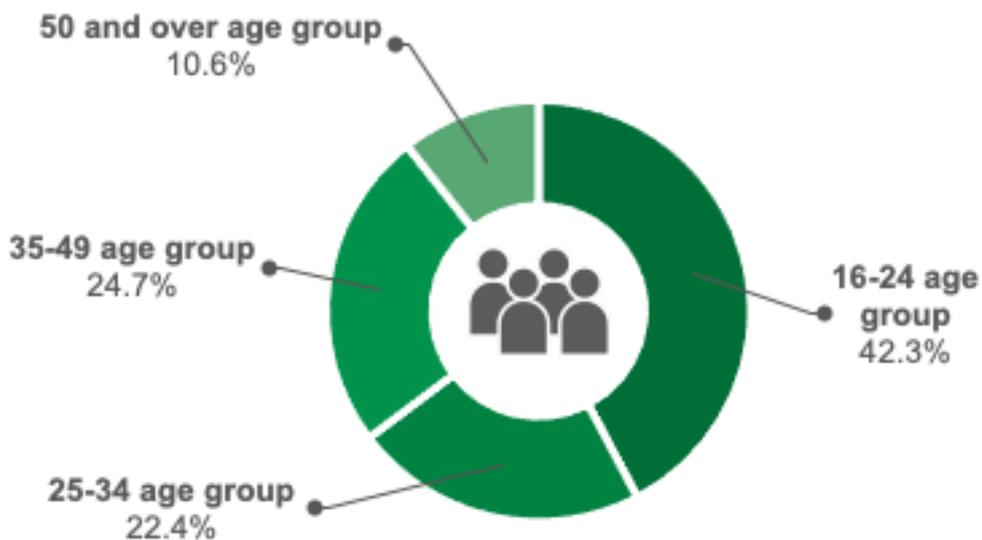
**49.** The majority of applications were made by men (54.1 per cent). Of the shortlisted candidates, 43.3 per cent were women and 56.7 per cent were men.

**50.** The number of applicants from an ethnic minority group has continued to increase from 10.6 per cent in 2018/19, 13.8 per cent in 2019/20 to 14.25 per cent in 2020/21.

**51.** The number of applicants who have declared a disability has increased from 2019/20 (3.4 per cent) to 3.9 per cent, of which 5 per cent of disabled applicants were shortlisted. This is an increase from 2018/19 when 2.7 per cent of disabled applicants were shortlisted. Audit Scotland is a Disability Confident employer and this is promoted throughout our careers website.

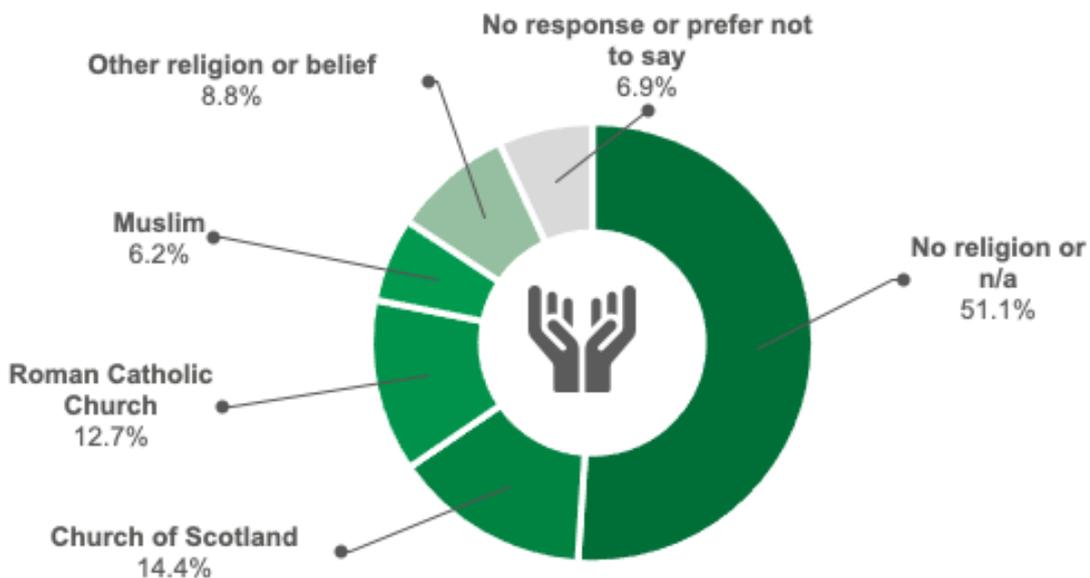
**52.** Examining applicants by age, the highest number of applicants were from the age bracket 16-24 (42.3 per cent), this age group also had the second highest number of appointments (34.8 per cent) after the 35-49 cohort which represented 43.5 per cent of all appointments. This can be attributed to our continued commitment to our professional trainee, school leaver and modern apprentice recruitment campaigns. The 25-34 age bracket attracted 22.4 per cent of applications and the 35-49 group was higher at 24.7 per cent of applications. The over 50 age group made up 10.6 per cent of all applications.

## Age groups of applicants



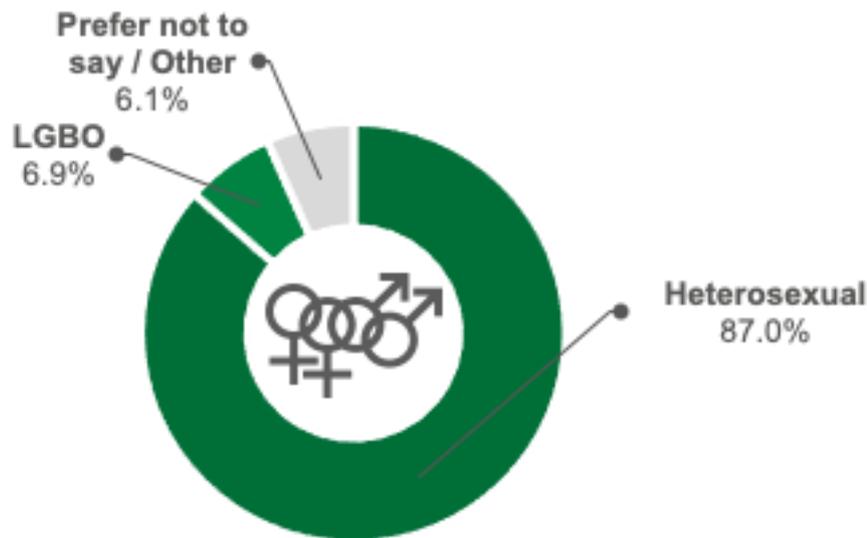
**53.** In terms of religion and belief, 51.1 per cent of candidates declared that they have no religion or belief. This was followed by Church of Scotland (14.4 per cent) and Roman Catholic (12.7 per cent), then Muslim (6.2 per cent). Other religious groups made up 8.8 per cent of applications with 6.9 per cent of applicants choosing not to disclose this information.

## Religion or belief of applicants



**54.** The majority of applicants were heterosexual (87 per cent), 6.9 per cent identified as LGBO and 6.1 per cent of applicants preferred not to say or declared other. 6.7 per cent of those shortlisted identified as LGBO which is an increase from 5.1 per cent in 2019/20.

## Sexual orientation of applicants



**55.** During 2020–21 the HR & OD team have been exploring new avenues for attraction to increase diversity at Audit Scotland. This has included advertising on specialist diversity job boards, a review of our recruitment process with our external partner, Business in the Community and our employees sharing their experiences of working at Audit Scotland through external articles and on social media.

## Promotions

**56.** In the year 2020/21, there were 31 permanent promotions made, 15 employees transitioned through a career development gateway and ten employees received an acting up or additional responsibility allowance.

**57.** The total percentage of women promoted or transitioning through a career development gateway was 60 per cent. Of the ten employees receiving an acting up or additional responsibility allowance, 40 per cent were women.

**58.** Data about other protected characteristics and promotions has not been included given the low numbers.

## Training

**59.** Over the course of 2020/21, Audit Scotland scheduled 90 formal learning events, with 1,387 places taken by colleagues. When combined with additional Continuous Professional Development, conference attendance and coaching, a total of 2,837 training days were recorded. This works out as an average of 9.21 training days per person, and of the training recorded, 61 per cent were women and 39 per cent were men.

**60.** We have continued to schedule training on the most popular working days to support attendance for those on flexible working contracts, and the data suggests that this is successful with those working flexibly still able to attend training. Approximately 28.5 per cent of colleagues at Audit Scotland work part-time or non-standard hours, and 26.4 per cent of the training records can be

attributed to those who work formal flexible patterns. Training places taken up by those with a declared disability is 6.2 per cent, sitting slightly higher than the percentage of those at Audit Scotland with a declared disability, which is almost at four per cent.

## Leavers

**61.** Over the course of 2020/21, ten employees resigned from Audit Scotland, there were 15 leavers in total including the end of fixed-term contracts and retirements. Of the resignations, 60 per cent were from women. Data about other protected characteristics and retention has not been included given the relatively low numbers.

**62.** Audit Scotland invites employees who are leaving the organisation to join us for an exit interview. We have reviewed this data and examined the reasons for leaving, however they do not appear to be related to anything that is gender specific or related to any of the protected characteristics.

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# Summary and conclusion

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**63.** Audit Scotland has been fully committed to the principles and practice of diversity and equality from its inception in 2000. Each year we analyse our workforce data so that we can identify trends, disproportionality and opportunities for further improvement. We are responsive to societal trends over time and our approach to diversity and equality continues to evolve.

**64.** Our analysis of the data within this year's diversity report indicates that our policies and practice appear to be supportive of the equality protected characteristics.

**65.** We have identified some areas where the data analysis suggests further examination is useful and where applicable, have detailed this throughout the report and below.

**66.** Of note are the small number of BAME individuals at our senior grades. We recognise the value in having a diverse senior team to bring a diverse perspective and different thinking across the organisation and throughout all of our work. Our HR and OD team are working closely with the other UK audit agencies and other external specialist partners to explore options to improve our levels of diversity.

**67.** It is acknowledged employees who have declared a disability remain under-represented within Audit Scotland's existing workforce. We will continue to monitor the effectiveness of our policies, practices and future strategies in rebalancing workforce trends where disproportionately and under-representation have been identified.

**68.** We recognise that the impact of Covid-19 will have a deep and lasting effect on how we work, the life and wellbeing of everyone who works at Audit Scotland and the organisations we audit. Covid-19 has amplified inequalities that were already present in our society. Audit Scotland is committed both as an employer and through our audit work to help improve the opportunities and life choices available to people from every part of Scotland's population. We will explore options for positive action to increase the number of applicants from groups who are underrepresented at Audit Scotland in our workforce.

**69.** We also recognise that the effects of Covid-19 have, and are likely to continue to, widen socio-economic inequalities. We will consider how to reduce socio-economic disadvantages. This will concentrate on broadening our entry routes for young people to ensure that Audit Scotland's workforce is as diverse and representative of the communities it serves.

**70.** Collecting good quality data about our workforce, individuals who choose to apply to join Audit Scotland and those who leave us is important. Employees are encouraged to update the HR system at any time if they have any change in circumstance. This is voluntary and not all employees choose to disclose all of

this information. We will continue to encourage our employees to disclose personal information to improve the extent and overall analysis of our workforce information.

**71.** Through the work undertaken in connection with this report and connected with several working groups across Audit Scotland and our external partner, Business in the Community, we analyse the data so that it can be used to provide assurance and identify opportunities for continuous improvement.

**72.** Examples of such internal working groups include our Disability Confident Working Group, Carer Positive Group and the work we undertake in partnership with Stonewall. Frameworks are used to guide our plans and we seek validation of our work through accreditation, where appropriate.

**73.** We will continue to monitor recruitment and selection processes and implement improvements in response to feedback we receive from candidates and employees.

**74.** At Audit Scotland we genuinely care about our employees and are working hard to ensure our work and behaviours have a positive effect on all individuals. We value diverse backgrounds and characteristics. We will continue to encourage employees to have a voice in how we can become a more diverse and inclusive organisation.

**75.** The data within this report will be shared and discussed with the various groups and committees, including our PCS union employee representatives, senior management team and Remuneration and Human Resources Committee.

**76.** We will provide our next report in 2022 and this will include a commentary on the steps we continue to take to build on our strengths across diversity and equality in our workforce. The information in this report and our work in the coming year will all continue to support with mainstreaming equality and Audit Scotland's revised equality outcomes for 2021–25.

# Appendix

## Diversity and equality monitoring

For certain characteristics, some employees have not provided a response or prefer not to provide the information. Generally, the level of disclosure is increasing. Completion of this information is voluntary.

### A. Audit Scotland employee profile

The data presented in this table is as at 31 March 2021

Equality strand	March 2021 (309 employees)	March 2020 (306 employees)	March 2019 (290 employees)	Scottish Population (2019) <sup>1</sup>	Comments
<b>Ethnicity</b>	The percentage of minority ethnic is 7.1%  No response rate 4.9%	The percentage of minority ethnic group is 6.8%  No response rate 3.3%	A slight increase in the percentage of minority ethnic group employees to 6.6% <sup>2</sup>  No response rate 3.5%	95.4% of the Scottish population is White.  76.7% are White Scottish 12.1% are White British  1.6% are White Polish and 5% account for Other White  The BAME population accounts for 4.5% of the Scottish population	Audit Scotland has a higher representation of ethnic minority employees compared to the Scottish population.
<b>Gender</b>	42.7% of employees are men and 57.3% are women.	42.2% of employees are men and 57.8% of employees are women	42% of employees are men and 58% of employees are women	49% of the population are men and 51% are women	Audit Scotland has a higher percentage of women than men employees and it has been consistent for the last 3+ years.

Equality strand	March 2021 (309 employees)	March 2020 (306 employees)	March 2019 (290 employees)	Scottish Population (2019) <sup>1</sup>	Comments
<b>Age</b>	<b>16-24</b> (5%)	<b>16-24</b> (4.2%)	<b>16-24</b> (3.8%)	<b>16-24</b> -15%	Compared to the Scottish population aged over 16+, we have less in the 16-24 age group and more in the 25-49 age groups.
	<b>25-34</b> (26%)	<b>25-34</b> (28.8%)	<b>25-34</b> (26.1%)	<b>25-34</b> -18%	
	<b>35-49</b> (39%)	<b>35-49</b> (37.6%)	<b>35-49</b> (38.5%)	<b>35-49</b> -26%	
	<b>50-64</b> (29%)	<b>50-64</b> (28.4%)	<b>50-64</b> (30.2%)	<b>50-64</b> -27%	
	<b>65+</b> (1%)	<b>65+</b> (1%)	<b>65+</b> (1.4%)	<b>65-74</b> -14%	
<b>Disability</b>	Disability increased slightly at 4.2%  82.2% of employees did not consider themselves to have a disability  13.6% of employees preferred not to say/no response	Disability increased slightly at 4%	Disability consistent at 3%	32% of adults had a long-term limiting mental or physical health condition or disability.	The percentage of employees reporting a disability has increased to 4.2% but is still considerably less than the Scottish population.
<b>Flexible working</b>	28.5% of employees are employed on a formal flexible working contract	28.4% of employees are employed on a formal flexible working contract	24.6% of employees are employed on a flexible working contract	n/a	There has been an increase in the number of employees working less than full-time hours or on a flexible working pattern.

Equality strand	March 2021 (309 employees)	March 2020 (306 employees)	March 2019 (290 employees)	Scottish Population (2019) <sup>1</sup>	Comments
<b>Sexual orientation</b>	83.2% heterosexual/straight 3.9% LGBO 12.9% preferred not to say / no response	82.7% heterosexual/straight 3.6% LGBO 13.7% preferred not to say / no response	88% heterosexual/straight 2.4% gay or bisexual 9.3% preferred not to say / no response	95.3% heterosexual/straight 2.6% gay, bisexual or other 2.1% preferred not to say/ no response	Predominantly employees are heterosexual/straight, however, there is a 0.8 reduction in employees preferring not to state their sexual orientation/no answer.
<b>Religion or belief</b>	46% no religion or n/a 15.2% Church of Scotland 10.7% Roman Catholic 3.6% Muslim 5.1% another religion 4.5% prefer not to say 14.9% no response	46.1% no religion or n/a 14.4% Church of Scotland 10.4% Roman Catholic 8.2% another religion 4.9% prefer not to say 16% no response	40.9% no religion or n/a 17.4% Church of Scotland 10.8% Roman Catholic 8.3% another religion 5.9% prefer not to say 16.7% no response	50.1% no religion or n/a 23.2% Church of Scotland 14.3% Roman Catholic 12% Other religions	Of the 80.6% of employees that responded, the percentage of employees of no religion is lower than the Scottish population.
<b>Marital status</b>	51.1% married/civil partnership 34.6% single 3.9% co-habiting 2.9% divorced or separated 5.2% unmarried partner 1% widowed	52% married/civil partnership 34.6% single 3.4% co-habiting 3.7% divorced or separated 5.3% unmarried partner 1% widowed	51.7% married/civil partnership 34.4% single 3.8% co-habiting 3.5% divorced or separated 5.6% unmarried partner 0.7% widowed	n/a	Marital status percentages have remained similar over the last three years.

## Notes:

1. Scottish population figures from Scottish Government Equality data as at 30 June 2019: [www.gov.scot/Topics/People/Equality/Equalities/DataGrid](http://www.gov.scot/Topics/People/Equality/Equalities/DataGrid)
2. Age data: Mid-2015 population estimates Scotland, National Records Scotland, April 2016.

## B. Recruitment and selection

The following table is our position in terms of protected characteristics and internally and externally advertised vacancies between 1 April 2020 and 31 March 2021. During this period and as at the date of this report, there were a total of 12 campaigns, with 23 appointments made at time of production.

These results should be interpreted carefully as there are a percentage of applications where no information has been provided, nearly 0.6 per cent for ethnicity.

Equality strand	2020/21	2019/20	2018/19	2017/18
<b>Ethnicity</b>	Of all the applications received (856), 14.3% were from ethnic minorities. 6.7% of all shortlisted applicants and 8.7% of all appointments made were to ethnic minorities  As a % of applications received 0.9% minority ethnic group applicants were shortlisted and 0.2% appointed	Of the applications received (834), 13.8% were from ethnic minorities. 12.6% of all shortlisted applicants and 8.1% of all appointments made were ethnic minorities  As a % of applications received 4.4% minority ethnic group applicants were shortlisted and 0.4% appointed	Of the applications received (1,359), 14.57% were from ethnic minorities. 8.61% of all shortlisted applicants and 3.33% of all appointments made were ethnic minorities  As a % of applications received, 10.6% minority ethnic group applicants were shortlisted and 0.51% appointed	Of the applications received (1,071), 12.5% were from ethnic minorities. 8.2% of all shortlisted applicants and 10.8% of all appointments made were ethnic minorities  As a % of applications received, 11.9% minority ethnic group applicants were shortlisted and 2.9% appointed

Equality strand	2020/21	2019/20	2018/19	2017/18
<b>Gender</b>	<p>Applications received: men (54.1%) and women (45.9%). The balance chose not to disclose this information. 43.3% of the applications received from women were shortlisted</p> <p>As a % of total applications received 1.2% of women were appointed</p>	<p>Applications received: men (45.3%) and women (54%). The balance chose not to disclose this information. 36% of the applications received from women were shortlisted and 5.1% appointed</p>	<p>Applications received: men (49.67%) and women (49.01%). The balance chose not to disclose this information. 19% of the applications received from women were shortlisted and 2.4% appointed</p>	<p>Applications received: men (45.2%) and women (53.3%). The balance chose not to disclose this information. 19% of the applications received from women were shortlisted and 4.2% appointed. This compares to 16.7% and 2.7% for men</p>
<b>Age</b>	<p>Applications received:</p> <p>16-24 (42.3%)</p> <p>25-34 (22.4%)</p> <p>35-49 (24.7%)</p> <p>50+ (10.6%)</p> <p>The highest % of applications shortlisted from those were 16-24, followed by 35-49.</p> <p>The highest % appointed from those received were from those in the age range 35-49, followed by 16-24.</p>	<p>Applications received:</p> <p>16-24 (36%)</p> <p>25-34 (26%)</p> <p>35-49 (27%)</p> <p>50+ (11%)</p> <p>The highest % of applications shortlisted from those received were 16-24, followed by 35-49.</p> <p>The highest % appointed from those received were from those in the age range 16-24, followed by 25-34</p>	<p>Applications received:</p> <p>16-24 (36%)</p> <p>25-34 (29%)</p> <p>35-49 (26%)</p> <p>50+ (8.6%)</p> <p>The highest % of applications shortlisted from those received were 16-24, followed by 25-34.</p> <p>The highest % appointed from those received were also for those in the age range 16-24, followed by 25-34</p>	<p>Applications received:</p> <p>16-24 (21%)</p> <p>25-34 (32%)</p> <p>35-49 (33%)</p> <p>50+ (13%)</p> <p>The highest % of applications shortlisted from those received were 39-49, followed by 24-34.</p> <p>The highest % appointed from those received were also for those in the age range 35-49, followed by 25-34</p>
<b>Disability</b>	<p>3.9% of total applicants declared themselves as having a disability.</p>	<p>3.4% of applicants declared themselves as having a disability.</p> <p>As a % of applications</p>	<p>5.67% of applicants declared themselves as having a disability.</p>	<p>3.8% of applicants declared themselves as having a disability.</p> <p>As a % of applications</p>

Equality strand	2020/21	2019/20	2018/19	2017/18
	<p>As a % of total applications shortlisted, 5% were shortlisted.</p> <p>As a % of total applicants appointed, 4.4% were appointed.</p>	<p>received, 2.7% of those with a disability were shortlisted and 2.7% appointed.</p>	<p>As a % of applications received, 9.43% of those with a disability were shortlisted and 10% appointed.</p>	<p>received, 8% of those with a disability were shortlisted and 0% appointed.</p>
<b>Religion or belief</b>	<p>n/a or no religion (51.1%), Roman Catholic (12.7%), Church of Scotland (14.4%)</p> <p>As a % of applications received, the highest % shortlisted were those with no religion. Followed by Roman Catholic and Church of Scotland.</p> <p>As a % of those appointed the highest % were those with no religion, followed by Roman Catholic</p>	<p>n/a or no religion (50%), Roman Catholic (14%), Church of Scotland (14%).</p> <p>As a % of applications received, the highest % of those shortlisted were those with no religion, followed by Roman Catholic and Church of Scotland.</p> <p>As a % of those appointed the highest % were those with no religion followed by Roman Catholic</p>	<p>n/a or no religion (52%), Roman Catholic (14%), Church of Scotland (12%).</p> <p>As a % of applications received, the highest % of those shortlisted were those with no religion followed by Roman Catholic and Church of Scotland.</p> <p>As a % of those appointed, the highest % were those with no religion, followed by Roman Catholic, Church of Scotland and Muslim</p>	<p>n/a or no religion (51%), Church of Scotland (13.5%), Roman Catholic (14%).</p> <p>As a % of applications received, the highest % of those shortlisted were those with no religion followed by Church of Scotland and Roman Catholic.</p> <p>As a % of those appointed, the highest % were those with no religion, followed by Church of Scotland, Roman Catholic and Muslim</p>
<b>Sexual orientation</b>	<p>Applications: 87% heterosexual/straight, 6.9% LGBO 6.1% prefer not to say</p>	<p>Applications: 86.9% heterosexual/straight, 5.4% LGBO and 7.7% no information/prefer not to say</p>	<p>Applications: 86.4% heterosexual/straight, 7.6% gay or bisexual and 6% no information/prefer not to say</p>	<p>Applications: 88.8% heterosexual/straight, 6.1% no information/prefer not to say, and 5.1% gay or bisexual</p>

# Annual diversity report

2020/21

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