# Appendix 3: Care Inspectorate Employee Monitoring Information

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# Introduction

At the time of analysis in February 2019, the Care Inspectorate has 608 employees. Our establishment has not changed significantly since the last report.

The Care Inspectorate does not have a default retirement age and this is reflected in our age profile. We currently have 8 employees aged 65 or over, 6 of whom work part time who have chosen to flexibly retire and have reduced their hours.

Since our last equality mainstreaming report, we have launched and continue to develop systems to ensure we have effective data collection. Our new payroll and Learning Management Systems which launched in late 2018 and early 2019 respectively, will improve our data collection and analysis in future reports.

We wish to continue to improve data collection in the following areas.

- Training: The information in this report pre-dates the introduction of our new learning management system. The information available from our previous recording system is based on training requested rather than training attended. For future reports, our new learning management system will enable us to report on training requested, approved, not approved and attended.

- Appraisal: Our new appraisal process was launched in January 2019 and is supported by online records in our new learning management system. For future reports, we will be able to report on all aspects of our appraisal, performance and development review system.

- Response rate as there is a year on year increase in the proportion of staff who have 'not stated' their personal information. We launched a new HR and payroll system in November 2018 and are continually reviewing recruitment processes which is supporting us to encourage people to provide personal information. Our existing data has a similar response rate to other public sector bodies and is optional to disclose for both existing and perspective employees and we will continue to identify and take steps to encourage higher levels of full disclosure.

In most parts of our report, there are high responses in 'not stated' categories. This is where the employee has not completed the appropriate section or has declined to answer a specific equalities question. There is also an option of 'prefer not to say' for those who wish to complete the section but do not want to disclose their answer.

Ethnicity and disability are frequently under reported across most comparable organisations. We participate in working groups along with other public sector organisations to improve performance of the public sector equality duty with the Scottish Government. We continue to actively encourage all employees to update their equalities profile on our HR payroll system and we hope this will help us build a more detailed picture of diversity in the future. We remind employees regularly through internal communications to ensure that their equalities profile is correct and up to date.

The information detail in this report refers to all employees of the Care Inspectorate.

Information is expressed as a percentage of employees with each protected characteristic and has been rounded up or down to the nearest 0.1%. Therefore, there may be slight variances in totals. Please note where there is an asterisk * this denotes that there are 1% or fewer employees within this category and we have chosen not to publish results as this may lead to the identification of individuals. The following information provides data on the nine protected characteristics of our employees based upon self disclosed entries in our payroll and HR systems.
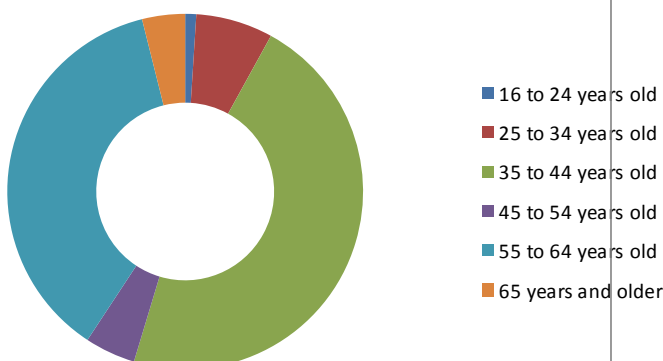
# 1. Care Inspectorate whole workforce information

**Age**

| Age | Whole Organisation | |
|---|---|---|
| | **Numbers 2017-2018** | **Numbers 2018-2019** |
| **All people** | 611 | 608 |
| **16 to 24 years old** | 6 | 7 |
| **25 to 34 years old** | 43 | 42 |
| **35 to 44 years old** | 285 | 92 |
| **45 to 54 years old** | 28 | 238 |
| **55 to 64 years old** | 225 | 221 |
| **65 years and older** | 24 | 8 |

| Age | Whole Organisation | |
|---|---|---|
| | **% 2017-2018** | **% 2018-2019** |
| **All people** | 100% | 100% |
| **16 to 24 years old** | 1% | 1.2% |
| **25 to 34 years old** | 7% | 6.9% |
| **35 to 44 years old** | 46.6% | 15.1% |
| **45 to 54 years old** | 4.6% | 39.1% |
| **55 to 64 years old** | 36.8% | 36.3% |
| **65 years and older** | 3.9% | 1.3% |

### Age % 2017-2018



- 16 to 24 years old
- 25 to 34 years old
- 35 to 44 years old
- 45 to 54 years old
- 55 to 64 years old
- 65 years and older

### Age % 2018-2019



- 16 to 24 years old
- 25 to 34 years old
- 35 to 44 years old
- 45 to 54 years old
- 55 to 64 years old
- 65 years and older
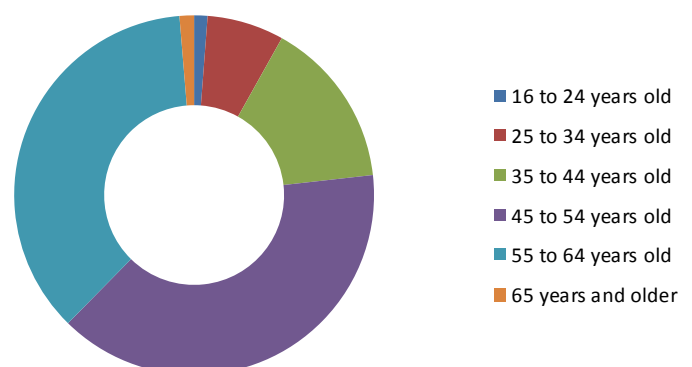
75% of our workforce is aged between 45 and 64 years old, with nearly 40% aged between 45 to 54 years of age.  15% of the Scottish population in 2017 was aged between 45 and 54 years of age, the largest group between 16-64 years old.  This could be due to the nature of our work and the recruitment needs for inspectors as we require and naturally attract a more experienced workforce.  This provides opportunities for high previous work experience and skill.  We acknowledge that there are challenges in ensuring that we retain knowledge and that an older demographic can in some ways lead to longer term sickness absences.
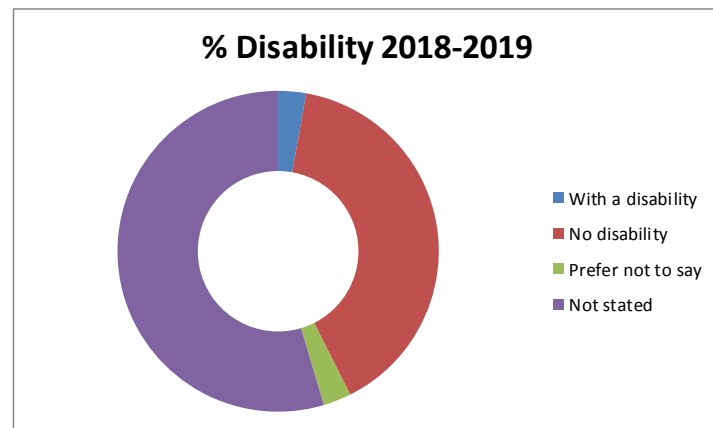
We have seen a large decrease in those aged between 35 and 44 years old.  This is due to an aging workforce and less than 5 employees in this age category left the Care Inspectorate during the time of data collection (March 2017 – Feb 2019).  Our age profile reflects the specialist nature of our workforce, which includes a high proportion of skilled roles requiring significant levels of experience.  The Care Inspectorate is currently piloting two new entry level roles which will potentially establish new career pathways in our organisation.  Subject to the outcome of the pilot, these roles could potentially create new opportunities to increase the diversity our workforce.

Our aging workforce is also in line with the UK as half of all UK adults will be over 50 years of age by the mid-2030s according to government research, while the number of over 50s either working or available to work will grow by around one million by 2025.  At the same time, declining UK birth rates and an anticipated reduction in inward migration following the UK's exit from the EU will reduce the number of younger workers.

## Disability

| Disability | Whole organisation | |
| --- | --- | --- |
| | **Numbers 2017-2018** | **Numbers 2018-2019** |
| **All people** | 611 | 608 |
| **With a disability** | 20 | 17 |
| **No disability** | 256 | 242 |
| **Prefer not to say** | 17 | 17 |
| **Not stated** | 318 | 332 |

| Disability | Whole organisation | |
| --- | --- | --- |
| | **% 2017-2018** | **% 2018-2019** |
| **All people** | 100% | 100% |
| **With a disability** | 3.3% | 2.8% |
| **No disability** | 41.9% | 39.8% |
| **Prefer not to say** | 2.8% | 2.8% |
| **Not stated** | 52% | 54.6% |



**% Disability 2017-2018**

- With a disability
- No disability
- Prefer not to say
- Not stated



**% Disability 2018-2019**

- With a disability
- No disability
- Prefer not to say
- Not stated
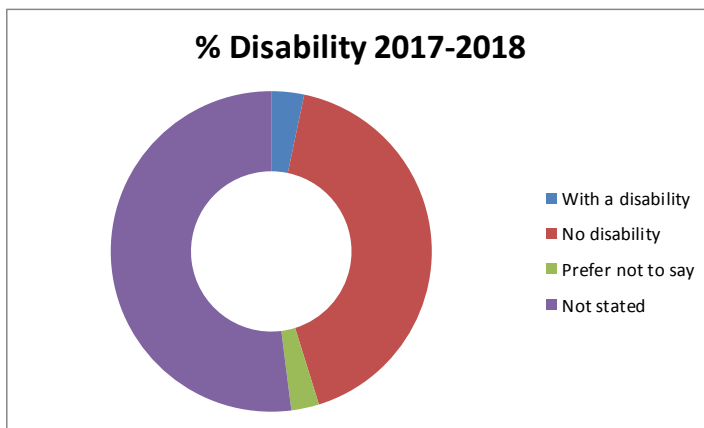
The percentage of employees who consider themselves to have a disability has stayed within a 0.7% variance since 2015 with the lowest percentage being 2.6% in 2016-2017 and the highest being 3.3% in 2017-2018.  We are working with the government's Access to Work scheme which supports staff who are disabled or have a physical or mental health condition to support employees within their roles.

2.8% of our employees preferred not to say whether or not they considered themselves to have a disability and 54.6% not stating whether they have a disability or not.  This could suggest that there are a greater number of disabled employees in our organisation but wish not to disclose it.  Approximately 1 million Scots of working age consider themselves to have a long-term, activity-limiting health problem or disability.  It is also key to note due to our aging workforce that the prevalence of disability rises with age.  In the UK, approximately 6% of children are disabled in comparison to 16% of working age adults and 45% of adults over 65 years of age.  There has been no sick leave specifically recorded during this reporting period of absences related to disability.

Through our equality outcome actions 2019-2021, we aim to raise awareness of protected characteristic groups such as disability to raise awareness and decrease the numbers 'prefer not to say' and 'not stated'.

## Gender Reassignment

| Gender Reassignment | Whole organisation | |
|---|---|---|
| | Numbers 2017-2018 | Numbers 2018-2019 |
| **All people** | 611 | 608 |
| **Undertaken Gender Reassignment** | 0 | 0 |
| **No Gender Reassignment** | 227 | 209 |
| **Prefer not to say** | 13 | 12 |
| **Not Stated** | 371 | 387 |

| Gender Reassignment | Whole organisation | |
|---|---|---|
| | % 2017-2018 | % 2018-2019 |
| **All people** | 100.00% | 100.00% |
| **Undertaken Gender Reassignment** | 0% | 0% |
| **No Gender Reassignment** | 37.2% | 34.4% |
| **Prefer not to say** | 2.1% | 2% |
| **Not Stated** | 60.7% | 63.6% |



Gender reassignment % 2017-2018

- Undertaken Gender Reassignment
- No Gender Reassign
- Prefer not to say
- Not Stated



Gender reassignment % 2018-2019

- Undertaken Gender Reassignment
- No Gender Reassignment
- Prefer not to say
- Not Stated
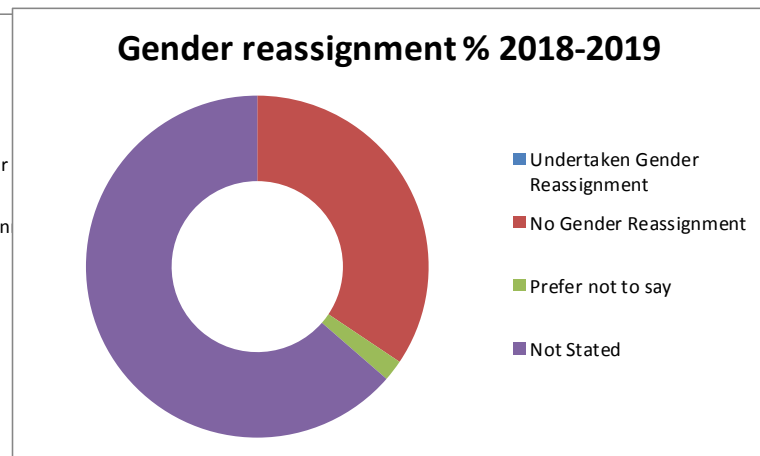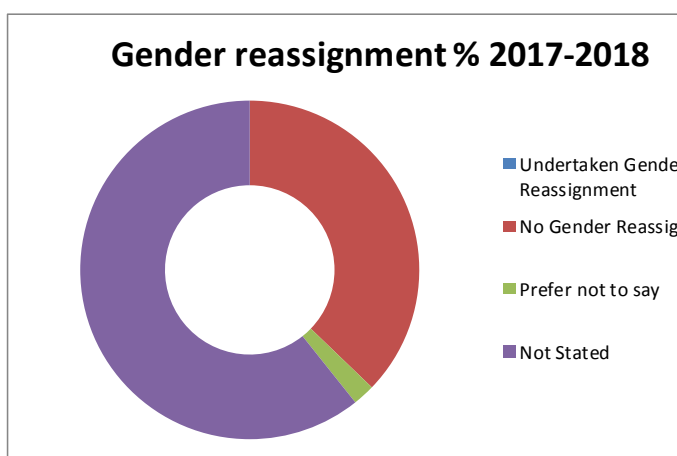
For the fourth consecutive year, none of our employees have said they have undergone gender reassignment. We continue to see a year on year rise for those who have 'not stated', from 59.7% in 2015-2016 to 63.6% in 2018-2019.

We still cannot compare this to the Census information, as this question was not asked in previous questionnaires.

## Marital Status

| Marital Status | Whole organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % 2017-2018 | Numbers 2018-2019 | % 2018-2019 |
| **All people aged 16 and over** | 611 | 100% | 608 | 100% |
| **% Single (never married or never registered a same-sex civil partnership)** | 69 | 11.3% | 61 | 10% |
| **% Married or in a registered same-sex civil partnership** | 254 | 41.6% | 233 | 38.3% |
| **% Separated (but still legally married or still legally in a same-sex civil partnership)** | 11 | 1.8% | 11 | 1.8% |
| **% Divorced or formerly in a same-sex civil partnership which is now legally dissolved** | 31 | 5.1% | 32 | 5.3% |
| **% Widowed or surviving partner from a same-sex civil partnership** | 6 | 1% | 6 | 1% |
| **Prefer not to say** | 15 | 2.5% | 13 | 2.1% |
| **Not stated** | 225 | 36.8% | 252 | 41.4% |
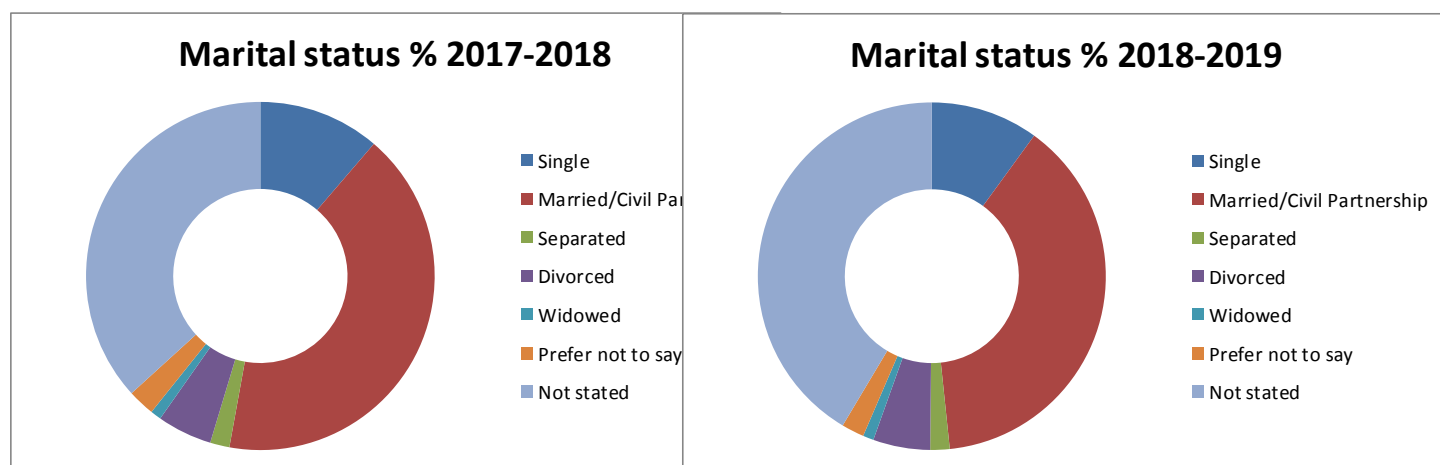


The largest percentage group for both years is 'married or in a registered same-sex civil partnership'. This is a similar trend from previous reports. Our current profile is comparable with 45.4% of the Scottish population.

We do not have existing data for existing employees who are currently co-habiting. This change in reporting is in development through our recruitment process and will

be an option for existing employees to amend to on their employee profile in 2019. As a result, we will be able to report on this for new and current employees in our next report.

## Pregnancy / Maternity

| Pregnancy / Maternity | Whole organisation | |
| --- | --- | --- |
| | Numbers 2017-2018 | Numbers 2018-2019 |
| All women | 489 | 484 |
| Pregnant | * | 0 |
| Within maternity period (12 months of birth of child) | 6 | * |
| Not pregnant | 483 | 484 |

| Pregnancy / Maternity | Whole organisation | |
| --- | --- | --- |
| | % 2017-2018 | % 2018-2019 |
| All women | 100.00% | 100.00% |
| Pregnant | * | 0% |
| Within maternity period (12 months of birth of child) | 1.2% | * |
| Not pregnant | 98.8% | 100% |

There has been a decrease of pregnant employees from 2015-2017. The low numbers of women who are within maternity period are similar to that of previous years. We continue to support all employees during pregnancy and within maternity period through a variety of policies. These include but are not limited to shared paternity leave, dependent leave and the opportunity to apply for part-time work or flexible working arrangements.

## Ethnicity

| Ethnicity | Whole organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % 2017-2018 | Numbers 2018-2019 | % 2018-2019 |
| All people | 611 | 100% | 608 | 100% |
| % White - Scottish | 259 | 42.4% | 242 | 39.8% |
| % White - British | 105 | 17.2% | 97 | 16% |
| % White – British Other | 9 | 1.5% | 8 | 1.3% |
| % White – Irish and Northern Irish | 6 | 1% | * | * |
| White – Other | 7 | 1.1% | 6 | 1% |
| | | | | |
| Mixed or multiple ethnic groups | * | * | * | * |
| | | | | |
| Asian, Asian Scottish or Asian British: Total | * | * | * | * |
| Indian, Indian Scottish or Indian British | * | * | * | * |
| Bangladeshi, Bangladeshi Scottish or Bangladeshi British | 0 | 0% | 0 | 0% |
| Chinese, Chinese Scottish or Chinese British | 0 | 0% | 0 | 0% |
| Other Asian | 0 | 0% | 0 | 0% |
| | | | | |
| African: Total | * | * | * | * |
| African, African Scottish or African British | * | * | * | * |
| Other African | 0 | 0% | 0 | 0% |
| | | | | |
| Caribbean or Black: Total | * | * | * | * |
| Caribbean, Caribbean Scottish or Caribbean British | 0 | 0% | 0 | 0% |
| Black, Black Scottish or Black British | * | * | * | * |
| Other Caribbean or Black | 0 | 0% | 0 | 0% |
| | | | | |
| Other ethnic groups: Total | 0 | 0% | 0 | 0% |
| Arab, Arab Scottish or Arab British | 0 | 0% | 0 | 0% |
| Other ethnic group | 0 | 0% | 0 | 0% |
| Prefer Not to say | * | * | * | * |
| Not stated | 214 | 35% | 241 | 39.6% |

### Ethnicity % 2017-2018

- White
- Mixed or mul groups
- Asian
- African
- Caribbean or
- Prefer Not to
- Not stated

### Ethnicity % 2018-2019

- White
- Mixed or multiple ethnic groups
- Asian
- African
- Caribbean or Black
- Prefer Not to say
- Not stated
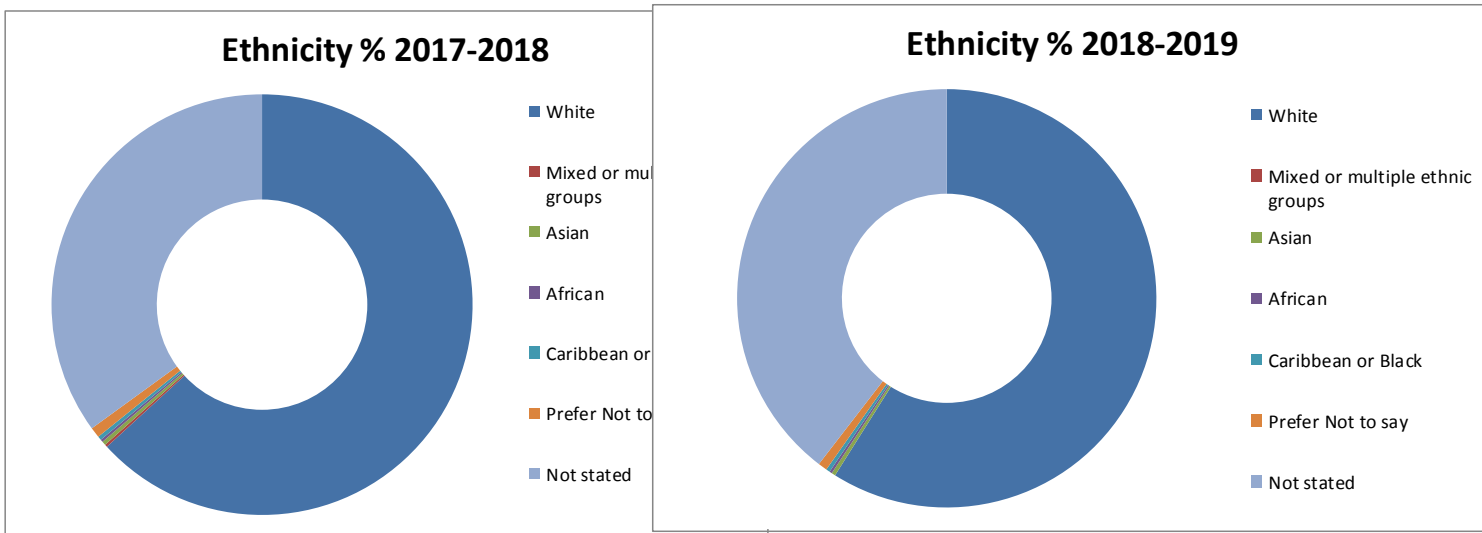
In 2018-2019, 58.8% of our workforce identify as white.  In order to protect anonymity of employees, we have not disclosed numbers across ethnic minority groups.  However, the employee numbers across such groups has not changed between 2017-2018 and 2018-2019.  There has been an increase of those have not stated their ethnicity from 35% in 2017-2018 to 39.6% in 2018-2019.  When compared with the Census information from 2011 this still suggests our workforce is more ethnically diverse than the Scottish population which shows 84% of Scotland's population reporting their ethnicity as 'White: Scottish' in comparison to 39.8% of our employees.

## Religion/belief

| Religion/belief | Whole organisation | |
|---|---|---|
| | Numbers 2017-2018 | Numbers 2018-19 |
| All people | 611 | 608 |
| Church of Scotland | 104 | 94 |
| Roman Catholic | 60 | 56 |
| Other Christian | 25 | 22 |
| Buddhist | 0 | 0 |
| Hindu | * | * |
| Jewish | 0 | 0 |
| Muslim | 0 | 0 |
| Sikh | 0 | 0 |
| Other religions | * | * |
| No religion | 151 | 140 |
| Not stated | 233 | 259 |
| Prefer not to say | 33 | 32 |

| Religion/belief | Whole organisation | |
|---|---|---|
| | % 2017-18 | % 2018-19 |
| All people | 100.00% | 100.00% |
| Church of Scotland | 17% | 15.5% |
| Roman Catholic | 9.8% | 9.2% |
| Other Christian | 4.1% | 3.6% |
| Buddhist | 0% | 0% |
| Hindu | * | * |
| Jewish | 0% | 0% |
| Muslim | 0% | 0% |
| Sikh | 0% | 0% |
| Other religions | * | * |
| No religion | 24.7% | 23% |
| Not stated | 38.1% | 42.6% |
| Prefer not to say | 5.4% | 5.3% |



Religion/Belief 2017-2018



Religion/Belief 2018-2019
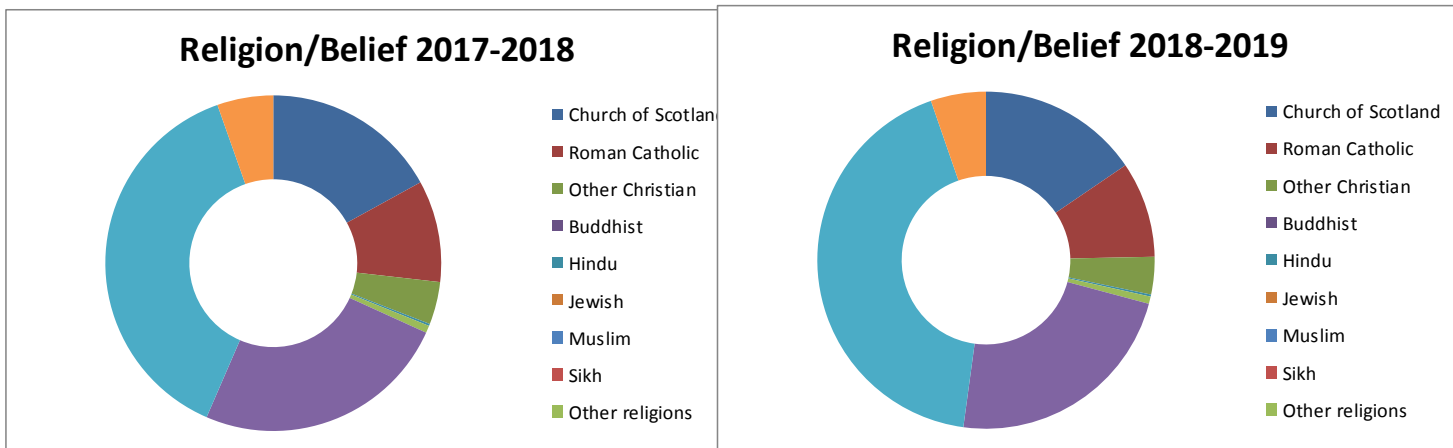
There is a decrease across the 4 largest religion and beliefs from 2017-2018 to 2018-2019.  However the results of Church of Scotland, Roman Catholic, no religion and other Christian, our employees are still representative of 2011 census information.

There has been an increase in those who have not stated their religion or belief by 26 employees.

## Gender

| Gender | Whole organisation | |
| --- | --- | --- |
| | Numbers 2017-2018 | Numbers 2018-19 |
| **All People** | 611 | 608 |
| **Males** | 122 | 124 |
| **Females** | 489 | 484 |

| Gender | Whole organisation | |
| --- | --- | --- |
| | % 2017-18 | % 2018-19 |
| **All People** | 100.00% | 100.00% |
| **Males** | 20% | 20.4% |
| **Females** | 80% | 79.6% |

### Gender % 2017-2018



■ Males
■ Females

### Gender % 2018-2019



■ Males
■ Females
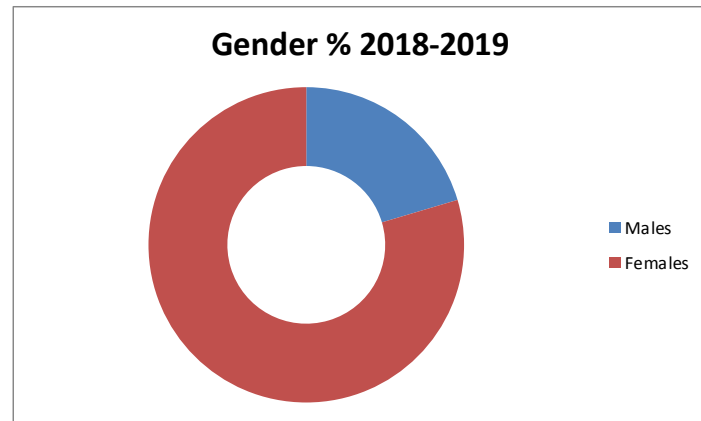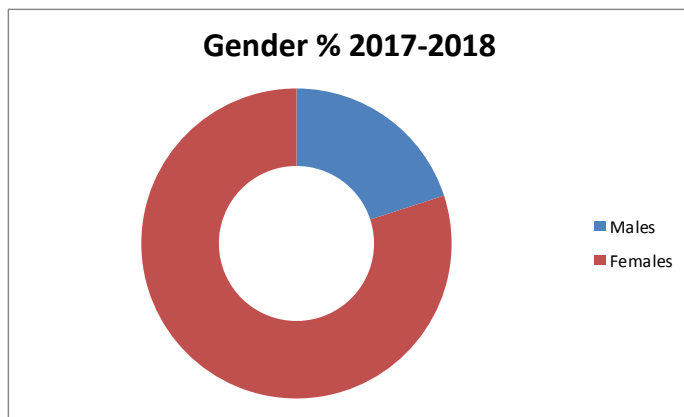
Our gender split has not changed greatly in comparison with previous years, and is still approximately 20% male and 80% female. This is disproportionate to census population information where there is almost an equal ratio of men to women in Scotland. From historic and current recruitment figures, female applicants are considerably higher than male applicants. This is in line with the care profession from which we predominantly recruit, attracts more female than male applicants in general.

## Sexual Orientation

| Sexual Orientation | Whole organisation | |
|---|---|---|
| | Numbers 2017-2018 | Numbers 2018-19 |
| **All People** | 611 | 608 |
| **Heterosexual (Straight)** | 324 | 296 |
| **Gay Man/Woman** | 15 | 14 |
| **Bisexual** | * | * |
| **Prefer Not to Say** | 20 | 19 |
| **Not Stated** | 245 | 272 |

| Sexual Orientation | Whole organisation | |
|---|---|---|
| | % 2017-18 | % 2018-19 |
| **All People** | 100.00 % | 100.00 % |
| **Heterosexual (Straight)** | 53% | 48.7% |
| **Gay Man/Woman** | 2.5% | 2.3% |
| **Bisexual** | * | * |
| **Prefer Not to Say** | 3.3% | 3.1% |
| **Not Stated** | 40.1% | 44.7% |

### Sexual orientation % 2017-2018



- Heterosexual (Straight)
- Gay Man/Woman
- Bisexual
- Prefer Not to Say
- Not Stated

### Sexual orientation % 2018-2019



- Heterosexual (Straight)
- Gay Man/Woman
- Bisexual
- Prefer Not to Say
- Not Stated
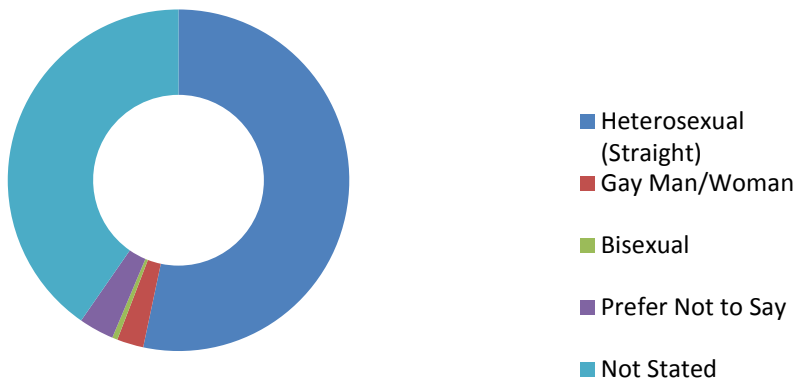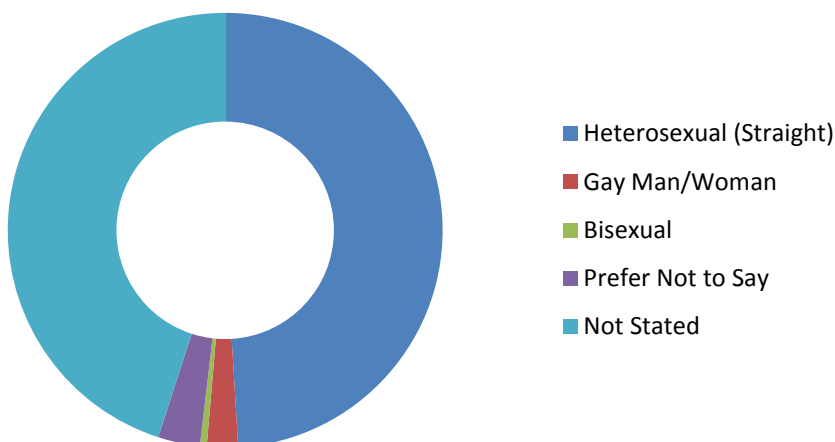
There a small but steady year on year decline in employees who identify as heterosexual, from 56.1% in 2015-2016 to 48.7% in 2018-2019.  As with other protected characteristic data, there has been an increase in the number of employees who have not stated their sexual orientation.

# 2. Care Inspectorate comparison between part time and full time workforce profile information

## Age
Part time workforce 2017 to 2019

| Age | Part-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| **All people** | 137 | 100.0% |
| **16 to 24 years old** | 0 | 0% |
| **25 to 34 years old** | 9 | 6.6% |
| **35 to 44 years old** | 46 | 33.6% |
| **45 to 54 years old** | * | * |
| **55 to 64 years old** | 65 | 47.4% |
| **65 years and older** | 15 | 10.9% |

| Age | Part-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| **All people** | 126 | 100.0% |
| **16 to 24 years old** | 0 | 0% |
| **25 to 34 years old** | 9 | 7.1% |
| **35 to 44 years old** | 18 | 14.3% |
| **45 to 54 years old** | 29 | 23% |
| **55 to 64 years old** | 64 | 50.8% |
| **65 years and older** | 6 | 4.8% |

Full time workforce 2015 to 2017

| Age | Full-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| **All people** | 474 | 100.0% |
| **16 to 24 years old** | 6 | 1.3% |
| **25 to 34 years old** | 34 | 7.2% |
| **35 to 44 years old** | 239 | 50.4% |
| **45 to 54 years old** | 26 | 5.5% |
| **55 to 64 years old** | 160 | 33.8% |
| **65 years and older** | 9 | 1.9% |

| Age | Full-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| **All people** | 482 | 100% |
| **16 to 24 years old** | 7 | 1.5% |
| **25 to 34 years old** | 33 | 6.8% |
| **35 to 44 years old** | 74 | 15.4% |
| **45 to 54 years old** | 209 | 43.4% |
| **55 to 64 years old** | 157 | 32.6% |
| **65 years and older** | * | * |

The most popular age group for those working part-time is between 55 and 64 years old. This is similar numbers to previous reports.  As there is no default retirement age, the organisation has retained skills and knowledge within the workforce. The majority of employees who are over 65 work with us on a part time basis.

Over two fifths (43.4%) of our full time workforce in 2018-2019 are ages between 45 to 54 years old.  This is similar ratio to the age ranges for all staff working in the

organisation stated in our workforce overview.  As well as the opportunity to work part-time in the organisation, we also provide the opportunity to apply for flexible working arrangements which have been detailed further in the report.

## Disability

Part time workforce 2017 to 2019

| Disability | Part-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All people | 137 | 100.0% |
| With a disability | 6 | 4.4% |
| No disability | 57 | 41.6% |
| Prefer not to say | * | * |
| Not Stated | 72 | 52.6% |

| Disability | Part-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All people | 126 | 100.0% |
| With a disability | * | * |
| No disability | 55 | 43.7% |
| Prefer not to say | * | * |
| Not stated | 66 | 52.4% |

Full time workforce 2017 to 2019

| Disability | Full-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All people | 474 | 100.0% |
| With a disability | 14 | 3% |
| No disability | 199 | 42% |
| Prefer not to say | 15 | 3.2% |
| Not stated | 246 | 51.9% |

| Disability | Full-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All people | 482 | 100% |
| With a disability | 13 | 2.7% |
| No disability | 187 | 38.8% |
| Prefer not to say | 14 | 2.9% |
| Not stated | 268 | 55.6% |

There is a low number of part time employees with a disability in 2018-2019.  93.9% of employees in 2017-2018 and 94.4% of employees in 2018-2019 reported they did not have a disability or did not respond to this question.

Agenda item 16
Appendix 3

# Gender Reassignment

Part time workforce 2017 to 2019

| Gender Re-assignment | Part-Time | |
|---|---|---|
| | Numbers 2017-18 | % 2017-2018 |
| All people | 137 | 100.0% |
| Undertaken Gender Reassignment | 0 | 0% |
| No Gender Reassignment | 47 | 34.3% |
| Prefer not to say | * | * |
| Not Stated | 87 | 63.5% |

| Gender Reassignment | Part-Time | |
|---|---|---|
| | Numbers 2018-19 | % 2018-2019 |
| All people | 126 | 100.0% |
| Undertaken Gender Reassignment | 0 | 0% |
| No Gender Reassignment | 45 | 35.7% |
| Prefer not to say | * | * |
| Not stated | 78 | 61.9% |

Full time workforce 2017 to 2019

| Gender Re-assignment | Full-Time | |
|---|---|---|
| | Numbers 2017-18 | % 2017-2018 |
| All people | 474 | 100.0% |
| Undertaken Gender Reassignment | 0 | 0% |
| No Gender Reassignment | 180 | 38% |
| Prefer not to say | 10 | 2.1% |
| Not Stated | 87 | 63.5% |

| Gender Reassignment | Full-Time | |
|---|---|---|
| | Numbers 2018-19 | % 2018-2019 |
| All people | 482 | 100% |
| Undertaken Gender Reassignment | 0 | 0% |
| No Gender Reassignment | 164 | 34% |
| Prefer not to say | 9 | 1.9% |
| Not stated | 309 | 64.1% |

Between 30% and 40% of both full-time and part-time staff have responded that they have not undergone gender reassignment over the two year period. From 2016-2017, there has been a consistently yearly increase in part-time staff in 2018-2019 stating they have not undergone gender reassignment.

## Marital Status

Part time workforce 2017 to 2019

| Marital Status | Part-Time | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All people aged 16 and over** | 137 | 100.0% | 126 | 100.0% |
| **% Single (never married or never registered a same-sex civil partnership)** | 8 | 5.8% | 9 | 7.1% |
| **% Married or in a registered same-sex civil partnership** | 67 | 48.9% | 61 | 48.4% |
| **% Separated (but still legally married or still legally in a same-sex civil partnership)** | * | * | * | * |
| **% Divorced or formerly in a same-sex civil partnership which is now legally dissolved** | 6 | 4.4% | * | * |
| **% Widowed or surviving partner from a same-sex civil partnership** | 0 | 0% | 0 | 0% |
| **Prefer not to say** | * | * | * | * |
| **Not stated** | 49 | 35.8% | 44 | 34.9% |

Full time workforce 2017 to 2019

| Marital Status | Full time | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All people aged 16 and over** | 474 | 100.0% | 482 | 100% |
| **% Single (never married or never registered a same-sex civil partnership)** | 61 | 12.9% | 52 | 10.8% |
| **% Married or in a registered same-sex civil partnership** | 187 | 39.4% | 172 | 35.7% |
| **% Separated (but still legally married or still legally in a same-sex civil partnership)** | 8 | 1.7% | 8 | 1.7% |
| **% Divorced or formerly in a same-sex civil partnership which is now legally dissolved** | 25 | 5.3% | 27 | 5.6% |
| **% Widowed or surviving partner from a same-sex civil partnership** | 6 | 1.3% | 6 | 1.2% |
| **Prefer not to say** | 11 | 2.3% | 9 | 1.9% |
| **Not stated** | 176 | 37.1% | 208 | 43.1% |

The highest percentage of the part-time work force is married or in a registered same-sex civil partnership at 48.4%. This has been the second year of declining numbers from 55.7% in 2015-2016. This highest percentage of full-time staff did not state their marital status.

## Pregnancy / Maternity

Part time workforce 2017 to 2019

| Pregnancy / Maternity | Part-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All women | 489 | 100% |
| Pregnant | * | * |
| Within maternity period (12 months of birth of child) | * | * |
| Not pregnant | 123 | 25.5% |

| Pregnancy / Maternity | Part-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All women | 484 | 100% |
| Pregnant | 0 | 0% |
| Within maternity period (12 months of birth of child) | * | * |
| Not pregnant | 115 | 23.8% |

Full time workforce 2015 to 2017

| Pregnancy / Maternity | Full-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All women | 489 | 100% |
| Pregnant | * | * |
| Within maternity period (12 months of birth of child) | * | * |
| Not pregnant | 363 | 74.2% |

| Pregnancy/maternity | Full-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All women | 484 | 100% |
| Pregnant | 0 | 0% |
| Within maternity period (12 months of birth of child) | * | * |
| Not pregnant | 369 | 100% |

As outlined in Section 1, we have a low number of pregnant employees and employees who are currently within their maternity period (12 months of birth of child).  In the interests of anonymity for individual staff, with such low numbers being reported for those who are pregnant and within maternity period across these two criteria, we have not broken the information down as it may identify individuals.

## Ethnicity

Part time workforce 2017 to 2019

| | Part-Time | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All people** | 115 | 100.0% | 126 | 100.0% |
| **% White - Scottish** | 54 | 39.4% | 52 | 41.3% |
| **% White - British** | 30 | 21.9% | 24 | 19% |
| **% White – British Other** | * | * | 0 | 0% |
| **% White – Irish and Northern Irish** | * | * | * | * |
| **White - Other** | * | * | * | * |
| | | | | |
| **Mixed or multiple ethnic groups** | 0 | 0% | 0 | 0% |
| | | | | |
| **Asian, Asian Scottish or Asian British: Total** | * | * | * | * |
| **Indian, Indian Scottish or Indian British** | * | * | * | * |
| **Bangladeshi, Bangladeshi Scottish or Bangladeshi British** | 0 | 0% | 0 | 0% |
| **Chinese, Chinese Scottish or Chinese British** | 0 | 0% | 0 | 0% |
| **Other Asian** | 0 | 0% | 0 | 0% |
| | | | | |
| **African: Total** | 0 | 0% | 0 | 0% |
| **African, African Scottish or African British** | 0 | 0% | 0 | 0% |
| **Other African** | 0 | 0% | 0 | 0% |
| | | | | |
| **Caribbean or Black: Total** | * | * | * | * |
| **Caribbean, Caribbean Scottish or Caribbean British** | 0 | 0% | 0 | 0% |
| **Black, Black Scottish or Black British** | * | * | * | * |
| **Other Caribbean or Black** | 0 | 0% | 0 | 0% |
| | | | | |
| **Other ethnic groups: Total** | 0 | 0% | 0 | 0% |
| **Arab, Arab Scottish or Arab British** | 0 | 0% | 0 | 0% |
| **Other ethnic group** | 0 | 0% | 0 | 0% |
| **Prefer Not to say** | * | * | * | * |
| **Not stated** | 45 | 32.8% | 41 | 32.5% |

Full time workforce 2017 to 2019

| Ethnicity | Full-Time | | | |
| --- | --- | --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All people** | 474 | 100.0% | 482 | 100% |
| **% White - Scottish** | 205 | 43.2% | 190 | 39.4% |
| **% White - British** | 75 | 15.8% | 73 | 15.1% |
| **% White – British Other** | 8 | 1.7% | 8 | 1.7% |
| **% White – Irish and Northern Irish** | * | * | * | * |
| **White – Other** | * | * | * | * |
| | | | | |
| **Mixed or multiple ethnic groups** | * | * | 0 | 0% |
| | | | | |
| **Asian, Asian Scottish or Asian British: Total** | * | * | * | * |
| **Indian, Indian Scottish or Indian British** | * | * | * | * |
| **Bangladeshi, Bangladeshi Scottish or Bangladeshi British** | 0 | 0% | 0 | 0% |
| **Chinese, Chinese Scottish or Chinese British** | 0 | 0% | 0 | 0% |
| **Other Asian** | 0 | 0% | 0 | 0% |
| | | | | |
| **African: Total** | * | * | * | * |
| **African, African Scottish or African British** | * | * | * | * |
| **Other African** | 0 | 0% | 0 | 0% |
| | | | | |
| **Caribbean or Black: Total** | * | * | * | * |
| **Caribbean, Caribbean Scottish or Caribbean British** | 0 | 0% | 0 | 0% |
| **Black, Black Scottish or Black British** | * | * | * | * |
| **Other Caribbean or Black** | 0 | 0% | 0 | 0% |
| | | | | |
| **Other ethnic groups: Total** | 0 | 0% | 0 | 0% |
| **Arab, Arab Scottish or Arab British** | 0 | 0% | 0 | 0% |
| **Other ethnic group** | 0 | 0% | 0 | 0% |
| **Prefer Not to say** | * | * | * | * |
| **Not stated** | 169 | 35.7% | 200 | 41.5% |

Across 2017-2019, the most common disclosed ethnic background for part-time and full-time employees is White Scottish.

## Religion/belief

Part time workforce 2017 to 2019

| Religion/belief | Part-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All people | 137 | 100.0% |
| Church of Scotland | 32 | 23.4% |
| Roman Catholic | 14 | 10.2% |
| Other Christian | 7 | 5.1% |
| Buddhist | 0 | 0% |
| Hindu | 0 | 0% |
| Jewish | 0 | 0% |
| Muslim | 0 | 0% |
| Sikh | 0 | 0% |
| Other religions | * | * |
| No religion | 33 | 24.1% |
| Not stated | 47 | 34.3% |
| Prefer not to say | * | * |

| Religion/belief | Part-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All people | 126 | 100.0% |
| Church of Scotland | 28 | 22.2% |
| Roman Catholic | 11 | 8.7% |
| Other Christian | 9 | 7.1% |
| Buddhist | 0 | 0% |
| Hindu | 0 | 0% |
| Jewish | 0 | 0% |
| Muslim | 0 | 0% |
| Sikh | 0 | 0% |
| Other religions | * | * |
| No religion | 31 | 24.6% |
| Not stated | 42 | 33% |
| Prefer not to say | * | * |

Full time workforce 2017 to 2019

| Religion/belief | Full-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All people | 474 | 100.0% |
| Church of Scotland | 75 | 15.2% |
| Roman Catholic | 46 | 9.7% |
| Other Christian | 18 | 3.8% |
| Buddhist | 0 | 0% |
| Hindu | * | * |
| Jewish | 0 | 0% |
| Muslim | 0 | 0% |
| Sikh | 0 | 0% |
| Other religions | * | * |
| No religion | 118 | 24.9% |
| Not stated | 186 | 39.2% |
| Prefer not to say | 30 | 6.3% |

| Religion/belief | Full-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All people | 482 | 100% |
| Church of Scotland | 66 | 13.7% |
| Roman Catholic | 45 | 9.3% |
| Other Christian | 13 | 2.7% |
| Buddhist | 0 | 0% |
| Hindu | * | * |
| Jewish | 0 | 0% |
| Muslim | 0 | 0% |
| Sikh | 0 | 0% |
| Other religions | * | * |
| No religion | 109 | 22.6% |
| Not stated | 217 | 45% |
| Prefer not to say | 28 | 5.8% |

Similar to our previous report, over a third of our workforce has not stated their religious beliefs. There has been an increase of full-time employees and a decrease in part-time employees who have no religion or belief in 2018-2019.

# Gender

Part time workforce 2017 to 2019

| Gender | Part-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All People | 137 | 100.0% |
| Males | 13 | 9.5% |
| Females | 124 | 90.5% |

| Gender | Part-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All People | 126 | 100.0% |
| Males | 11 | 8.7% |
| Females | 115 | 91.3% |

Full time workforce 2017 to 2019

| Gender | Full-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All People | 474 | 100.0% |
| Males | 109 | 23% |
| Females | 365 | 77% |

| Gender | Full-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All People | 482 | 100% |
| Males | 113 | 23.4% |
| Females | 369 | 76.6% |

The number of males and females in full time employment is proportionate to our whole workforce profile information. There continues to be a decrease in males who work part-time from previous reports.

# Sexual Orientation

Part time workforce 2017 to 2019

| Sexual Orientation | Part-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All People | 137 | 100.0% |
| Heterosexual (Straight) | 73 | 53.7% |
| Gay Man/Woman | * | * |
| Bisexual | * | * |
| Prefer Not to Say | * | * |
| Not stated | 55 | 40.1% |

| Sexual Orientation | Part-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All People | 126 | 100.0% |
| Heterosexual (Straight) | 65 | 51.6% |
| Gay Man/Woman | * | * |
| Bisexual | * | * |
| Prefer Not to Say | 6 | 4.8% |
| Not stated | 52 | 41.3% |

Full time workforce 2017 to 2019

| Sexual Orientation | Full-Time | |
| --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 |
| All People | 474 | 100.0% |
| Heterosexual (Straight) | 251 | 53% |
| Gay Man/Woman | 12 | 2% |
| Bisexual | * | * |
| Prefer Not to Say | 15 | 3.2% |
| Not stated | 194 | 40.9% |

| Sexual Orientation | Full-Time | |
| --- | --- | --- |
| | Numbers 2018-19 | % 2018-2019 |
| All People | 482 | 100% |
| Heterosexual (Straight) | 231 | 47.9% |
| Gay Man/Woman | 12 | 2% |
| Bisexual | * | * |
| Prefer Not to Say | 13 | 2.7% |
| Not stated | 224 | 46.5% |

A vast majority of both full-time and part-time employees are either heterosexual or did not state their sexual orientation.  There has been a decrease in those who preferred not to say for full-time employees between 2017-2019.

## 3. Flexible Workforce – Successful Applications

**2017-18**
- 34 employees successfully applied for flexible working.
- 2 employees have had flexible working applications rejected.  Both applications were rejected on grounds of not meeting the needs of the organisation.

**2018-19**
- 26 were flexible working requests were successful.
- Only 1 employee had their flexible working application rejected.  The application was rejected on grounds of not meeting the needs of the organisation.

The Care Inspectorate offers a wide range of flexible working arrangements.

The information in this section is based on the overall number of employees who applied and were successful in gaining a flexible working arrangement.  During 2017-2019 a total of 60 successful applications were received covering the following: work patterns, annualised hours, condensed hours, fixed hours, increased hours, reduced hours and term time working. This is an increase in the number of successful applications form 2015-2017.

The majority of successful flexible working applications were from employees who are aged between 55 and 64 years of age.  To cater to this age group, our well-established flexible working policy supports our ageing workforce to stay with the organisation whilst achieving a better work life balance during the latter stages of their career.

In our requests from women in 2017-2019 none of these women were pregnant and a small number were within maternity period.  The Care Inspectorate maintains its long established flexible working policy that is open to all employees, not just to those with caring responsibilities.

# Age

| Age | Successful Flexible Working Applications | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| All people | 34 | 100% | 26 | 100.0% |
| 16 to 24 years old | 0 | 0% | 0 | 0.0% |
| 25 to 34 years old | * | * | * | * |
| 35 to 44 years old | 7 | 20.6% | * | * |
| 45 to 54 years old | 7 | 20.6% | 6 | 23% |
| 55 to 64 years old | 15 | 44.1% | 9 | 34.6% |
| 65 years and older | * | * | * | * |

# Disability

| Disability | Successful Flexible Working Applications | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| All people | 34 | 100% | 26 | 100.0% |
| With a disability | 0 | 0% | * | * |
| No disability | 16 | 47% | 12 | 46.2% |
| Prefer not to say | 0 | 0% | * | * |
| Not Stated | 18 | 53% | 10 | 38.5% |

# Gender Re-assignment

| Gender Re-assignment | Successful Flexible Working Applications | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| All people | 34 | 100% | 26 | 100.0% |
| Undertaken Gender Reassignment | 0 | 0% | 0 | 0% |
| No Gender Reassignment | 10 | 29.4% | 12 | 46.2% |
| Prefer not to say | * | * | * | * |
| Not Stated | 22 | 64.7% | 13 | 50% |

## Marital Status

| Marital Status | Successful Flexible Working Applications | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| All people | 34 | 100% | 26 | 100.0% |
| % Single (never married or never registered a same-sex civil partnership) | * | * | * | * |
| % Married or in a registered same-sex civil partnership | 14 | 41.2% | 12 | 46.2% |
| % Separated (but still legally married or still legally in a same-sex civil partnership) | 0 | 0% | * | * |
| % Divorced or formerly in a same-sex civil partnership which is now legally dissolved | * | * | * | * |
| % Widowed or surviving partner from a same-sex civil partnership | 0 | 0% | 0 | 0% |
| Prefer not to say | * | * | * | * |
| Not Stated | 12 | 35.3% | 8 | 30.8% |

## Pregnancy / Maternity

| Pregnancy / Maternity | Successful Flexible Working Applications | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| All people | 34 | 100% | 26 | 100.0% |
| Pregnant | 0 | 0% | 0 | 0% |
| Within maternity period (12 months of birth of child) | * | * | * | * |
| Not pregnant | 33 | 97.1% | 24 | 92.3% |

## Ethnicity

| Ethnicity | Successful Flexible Working Applications | | | |
|---|---|---|---|---|
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| All people | 34 | 100% | 26 | 100.0% |
| % White - Scottish | 12 | 35.3% | 14 | 53.8% |
| % White - British | 8 | 23.5% | * | * |
| % White – British Other | 0 | 0% | * | * |
| % White – Irish and Northern Irish | * | * | 0 | 0% |
| White – Other | 0 | 0% | 0 | 0% |
| | | | | |
| Mixed or multiple ethnic groups | 0 | 0% | 0 | 0% |
| | | | | |
| Asian, Asian Scottish or Asian British: Total | 0 | 0% | 0 | 0% |
| Indian, Indian Scottish or Indian British | 0 | 0% | 0 | 0% |
| Bangladeshi, Bangladeshi Scottish or Bangladeshi British | 0 | 0% | 0 | 0% |
| Chinese, Chinese Scottish or Chinese British | 0 | 0% | 0 | 0% |
| Other Asian | 0 | 0% | 0 | 0% |
| | | | | |
| African: Total | 0 | 0% | 0 | 0% |
| | | | | |
| Caribbean or Black: Total | 0 | 0% | * | * |
| | | | | |
| Other ethnic groups: Total | 0 | 0% | 0 | 0% |
| Prefer Not to say | 0 | 0% | * | * |
| Not stated | 12 | 35.3% | 7 | 26.9% |

## Religion/belief

| Religion/belief | Successful Flexible Working Applications | | | |
| --- | --- | --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All people** | 34 | 100% | 26 | 100.0% |
| **Church of Scotland** | 6 | 17.6% | 6 | 23.1% |
| **Roman Catholic** | * | * | * | * |
| **Other Christian** | * | * | * | * |
| **Buddhist** | 0 | 0% | 0 | 0% |
| **Hindu** | 0 | 0% | 0 | 0% |
| **Jewish** | 0 | 0% | 0 | 0% |
| **Muslim** | 0 | 0% | 0 | 0% |
| **Sikh** | 0 | 0% | 0 | 0% |
| **Other religions** | 0 | 0% | 0 | 0% |
| **No religion** | 9 | 26.5% | * | * |
| **Not stated** | 12 | 35.3% | 7 | 27% |
| **Prefer not to say** | * | * | * | * |

## Gender

| Gender | Successful Flexible Working Applications | | | |
| --- | --- | --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All People** | 34 | 100% | 26 | 100.0% |
| **Males** | * | * | * | * |
| **Females** | 30 | 88.2% | 22 | 84.6% |

## Sexual Orientation

| Sexual Orientation | Successful Flexible Working Applications | | | |
| --- | --- | --- | --- | --- |
| | Numbers 2017-18 | % 2017-2018 | Numbers 2018-19 | % 2018-2019 |
| **All People** | 34 | 100% | 26 | 100.0% |
| **Heterosexual (Straight)** | 18 | 52.9% | 16 | 61.6% |
| **Gay Man** | 0 | 0% | 0 | 0% |
| **Lesbian** | * | * | 0 | 0% |
| **Bisexual** | 0 | 0% | 0 | 0% |
| **Prefer Not to Say** | * | * | * | * |
| **Not Stated** | 13 | 38.2% | 9 | 34.6% |

# 4. Recruitment and Selection Analysis (including internal promotions)

This section includes an equality and diversity breakdown of the three different stages involved in recruitment: those who applied for a position, those who were shortlisted and successful applicants. This information is based on all internal and external recruitment.

Due to the relatively low numbers for internal promotions, we have not broken this data into the same three stages. Instead, we have included a general equalities summary later in Section 4.

### e-Recruiter

It was anticipated in the last report that we would move towards an electronic e-Recruiter system to support our recruitment and selection procedures. However, this system has not been implemented. We will continue to review alternative ways to make improvements to how we gather and collate equality and diversity data from candidates throughout 2019-2021.

### Capturing equality and diversity monitoring data

As outlined above, there are limitations to data we hold due to low return rates of the optional Equalities Monitoring Form in our application pack. This has led to a number of the categories being blank or 'not stated'. This is an on-going challenge as we have seen a year on year increase in the number of individuals not completing or partially completing the form. We recognise this is an area that we can improve for our next report. We have made modifications since the last report and will continue to encourage all candidates to complete their equality and diversity information. Examples of this includes the addition of 'co-habiting' to the marital status category in line with the UK Supreme Court's amendment to the rights of co-habiting couples in 2017.

Within the Equalities Monitoring Form, we currently do not ask for pregnancy status as it is a recruitment process. Therefore, we have not been able to gather this information unlike the other sections of the report. This is being reviewed and added to the recruitment equality form in 2019.

### Potential future restrictions

As part of the Recruitment and Selection review which is planned for later in 2019, we will update the equality and diversity form in line with best practice. For example, we will consider how we can expand our reporting on sexual orientation. As terminology and understanding is advancing around sexual orientation and identity,

we believe it may be helpful to consider including another reporting category for individuals who identify themselves as queer, intersex or asexual.

## Internal promotions

40% of successful applications in 2017-2018 and 47.8% in 2018-2019 were from internal applicants.

**2017-2018**

- In line with our workforce profile, majority of internally promoted employees were female, aged between 40-49 years of age, no disability, White Scottish, no gender re-assignment, no religion, heterosexual and married or in a registered same-sex civil partnership.

**2018-2019**

- The majority of internally promoted employees were female, aged between 50-59 years of age, heterosexual and married or in a registered same-sex civil partnership.

Since the last report, the average age range of employees and applicants has increased from 40-49 years to 50-59 years of age.  However, as it has already been noted that our workforce is ageing, this is not surprising due to the nature of experience required for a majority of our roles and high employee retention rates. We are developing career pathways to broaden the range of roles, which will vary the skills and experience of the workforce including a pilot which allows us to test the sector with aims to diversify our age mix by recruiting staff with less senior management experience within the sector.  This will likely lead us to attract and appoint candidates from a broad range of individual backgrounds and may make our workplace more diverse.

| Applicants | Numbers | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 902 | 914 | 235 | 276 | 75 | 73 |
| External | 779 | 801 | 152 | 190 | 30 | 35 |
| Internal | 123 | 113 | 83 | 86 | 45 | 38 |

| Applicants | Percentage | | | | | |
|---|---|---|---|---|---|---|
| | % Those applying for a position | | % Those who were shortlisted | | % All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| **All people** | 100% | 100% | 100% | 100% | 100% | 100% |
| **External** | 86.4% | 87.6% | 64.7% | 68.8%% | 40% | 47.9% |
| **Internal** | 13.6% | 12.4% | 36.3% | 31.2% | 60% | 52.1% |

**Caring Responsibilities**

| Applicants | 2018-2019 | | | | | |
|---|---|---|---|---|---|---|
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | Number | % | Number | % | Number | % |
| **All people** | 914 | 100% | 276 | 100% | 73 | 100% |
| **Carer** | 9 | 1% | * | * | 0 | 0% |
| **Not Carer** | 76 | 8.3% | 36 | 13% | 9 | 12.3% |
| **Don't Know** | * | * | 0 | 0% | 0 | 0% |
| **Prefer Not to Say** | * | * | * | * | * | * |
| **Not Stated** | 826 | 90.4% | 235 | 85.1% | 63 | 86.3% |

We do not have data for those with caring responsibilities 2017-2018. This element is a new addition to our recruitment equality monitoring form and will be maintained.

## Age

| Age | Numbers | | | | | |
|---|---|---|---|---|---|---|
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 902 | 914 | 235 | 276 | 75 | 73 |
| Under 21 years old | 14 | 9 | 6 | * | * | * |
| 21 to 29 years old | 79 | 43 | 13 | 14 | * | 5 |
| 30 to 39 years old | 152 | 133 | 25 | 24 | 8 | 7 |
| 40 to 49 years old | 170 | 217 | 33 | 67 | 7 | 17 |
| 50 to 59 years old | 134 | 181 | 34 | 42 | 6 | 5 |
| 60 to 65 years old | 9 | 12 | * | 5 | * | 0 |
| 65 years and older | * | 0 | * | 0 | 0 | 0 |
| Not stated | 337 | 317 | 119 | 120 | 45 | 37 |
| Prefer not to say | * | * | 0 | * | 0 | * |

| Age | Percentage | | | | | |
|---|---|---|---|---|---|---|
| | % Those applying for a position | | % Those who were shortlisted | | % All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 100% | 100% | 100% | 100% | 100% | 100% |
| Under 21 years old | 1.6% | 1% | 2.6% | * | * | * |
| 21 to 29 years old | 8.8% | 4.7% | 5.5% | 5.1% | * | 6.8% |
| 30 to 39 years old | 16.9% | 14.6% | 10.6% | 8.7% | 10.7% | 9.6% |
| 40 to 49 years old | 18.8% | 23.7% | 14% | 24.3% | 9.3% | 23.3% |
| 50 to 59 years old | 14.9% | 19.8% | 14.5% | 15.2% | 8% | 6.8% |
| 60 to 65 years old | 1% | 1.3% | * | 1.8% | * | 0% |
| 65 years and older | * | 0% | * | 0% | 0% | 0% |
| Not stated | 37.4% | 34.7% | 50.6% | 43.5% | 60% | 50.7% |
| Prefer not to say | * | * | 0% | * | 0% | 1.4% |

The highest percentage of candidates who applied for a position, and who were shortlisted between 2017 and 2019 did not state their age. The highest reported age of applicants in 2017-2018 was 40 to 49 years of age with the highest reported ago of successful applicants being between 30 and 39 years of age. 2018-2019 reports that the highest reported age range for each recruitment stage is between 40 and 49 years of age.

## Disability

| Disability | Numbers | | | | | |
|---|---|---|---|---|---|---|
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 902 | 914 | 235 | 276 | 75 | 73 |
| With a disability | 90 | 48 | 23 | 16 | * | * |
| No disability | 337 | 486 | 66 | 121 | 21 | 29 |
| Prefer not to say | 10 | 19 | * | * | * | 0 |
| Not stated | 465 | 320 | 143 | 136 | 51 | 42 |

| Disability | Percentage | | | | | |
|---|---|---|---|---|---|---|
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2017-2018 | 2017-2018 | 2018 - 2019 |
| All people | 100% | 100% | 100% | 100% | 100% | 100% |
| With a disability | 10% | 5.3% | 9.8% | 5.8% | * | * |
| No disability | 37.4% | 53.2% | 28.1% | 43.8% | 28% | 39.7% |
| Prefer not to say | 1.1% | 2.1% | * | * | * | 0% |
| Not stated | 51.6% | 35% | 60.9% | 49.3% | 68% | 57.5% |

We are a committed member of the Disability Confident scheme which supports us to make the most of the talents disabled people can bring to our workplace.  We actively encourage applications from disabled people by offering them an interview, if they meet the minimum criteria required within the job specification.

As part of the recruitment and selection review, we are also working towards gaining the 'double tick' to encourage more disabled people to apply for vacancies within the Care Inspectorate.  Our current application process is designed to be accessible to all and we actively make reasonable adjustments for those who require additional support during interviews or assessment centres.

## Gender Reassignment

| Gender Re-assignment | Numbers | | | | | |
|---|---|---|---|---|---|---|
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 902 | 914 | 235 | 276 | 75 | 73 |
| Undertaken Gender Reassignment | * | * | * | 0 | 0 | 0 |
| No Gender Reassignment | 495 | 542 | 101 | 141 | 25 | 31 |
| Prefer not to say | * | * | * | * | * | 0 |
| Not stated | 397 | 366 | 103 | 132 | 49 | 41 |

| Gender Re-assignment | Percentage | | | | | |
|---|---|---|---|---|---|---|
| | %Those applying for a position | | %Those who were shortlisted | | % All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 100% | 100% | 100% | 100% | 100% | 100% |
| Undertaken Gender Reassignment | * | * | * | 0% | 0% | 0% |
| No Gender Reassignment | 54.9% | 59.3% | 43% | 51.1% | 33.3% | 42.5% |
| Prefer not to say | * | * | * | * | * | 0% |
| Not stated | 44% | 40% | 55.3% | 47.8% | 65.3% | 56.2% |

Less than 1% of applications received from candidates who have undertaken gender reassignment in 2017-2019. These individuals progressed to shortlisting stages in 2017-2018, but they were not successful at interview. Over half of applicants stated that they had not undergone gender reassignment, with 42.5% of successful candidates assigning to this category. The other half elected not to say.

## Marital Status

| Marital Status | Numbers | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people aged 16 and over | 902 | 914 | 235 | 276 | 75 | 73 |
| Single (never married or never registered a same-sex civil partnership) | 133 | 99 | 31 | 26 | 8 | 6 |
| Co-Habiting | 62 | 81 | 12 | 21 | * | * |
| Married or in a registered same-sex civil partnership | 260 | 291 | 46 | 70 | 9 | 17 |
| Separated (but still legally married or still legally in a same-sex civil partnership) | 10 | 63 | * | 24 | * | * |
| Divorced or formerly in a same-sex civil partnership which is now legally dissolved | 53 | 30 | 14 | 7 | * | * |
| Widowed or surviving partner from a same-sex civil partnership | * | 18 | 0 | * | 0 | 0 |
| Other | * | 0 | * | 0 | 0 | 0 |
| Prefer not to say | 13 | 13 | * | * | 0 | * |
| Not stated | 360 | 319 | 125 | 121 | 47 | 38 |

| Marital Status | Percentages | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| | % Those applying for a position | | % Those who were shortlisted | | % All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people aged 16 and over | 100% | 100% | 100% | 100% | 100% | 100% |
| Single (never married or never registered a same-sex civil partnership) | 14.7% | 10.8% | 13.2% | 9.4% | 10.7% | 8.2% |
| Co-Habiting | 6.9% | 8.9% | 5.1% | 7.6% | 6.7% | * |
| Married or in a registered same-sex civil partnership | 28.8% | 31.8% | 24.3% | 25.4% | 12% | 23.3% |
| Separated (but still legally married or still legally in a same-sex civil partnership) | 1.1% | 6.9% | * | 8.7% | * | * |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Divorced or formerly in a same-sex civil partnership which is now legally dissolved** | 5.9% | 3.3% | 6% | 2.5% | * | * |
| **Widowed or surviving partner from a same-sex civil partnership** | * | 2% | 0% | * | 0% | 0% |
| **Other** | * | 0% | * | 0% | 0% | 0% |
| **Prefer not to say** | 1.4% | 1.4% | * | * | 0% | * |
| **Not stated** | 39.9% | 34.9% | 53.2% | 43.8% | 62.7% | 52.1% |

In line with our workforce profile information and the Census, the majority of candidates who applied were shortlisted and were successful that stated their marital status as married or in a registered same-sex civil partnership.  This is consistent across both years.  We removed the 'Other' option for marital status in 2018-2019 as we cater to all marital status options with the addition of co-habiting in 2017-2018.  We will continue to maintain this format for future reporting.

## Ethnicity

| Ethnicity | Those applying for a position | | Those who were shortlisted | | All successful applicants |
|---|---|---|---|---|---|
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 |
| All people | 902 | 914 | 235 | 276 | 75 |
| % White - Scottish | 411 | 446 | 81 | 111 | 19 |
| % White - British | 76 | 99 | 14 | 28 | * |
| % White – British Other | 0 | 0 | 0 | 0 | 0 |
| % White – Irish and Northern Irish | 17 | 14 | 9 | * | * |
| White - Other | 22 | 9 | 8 | * | * |
| | | | | | |
| Mixed or multiple ethnic groups | * | * | * | * | 0 |
| | | | | | |
| Asian, Asian Scottish or Asian British: Total | * | * | 0 | * | 0 |
| Indian, Indian Scottish or Indian British | * | * | 0 | * | 0 |
| Bangladeshi, Bangladeshi Scottish or Bangladeshi British | * | 0 | 0 | 0 | 0 |
| Chinese, Chinese Scottish or Chinese British | * | 0 | 0 | 0 | 0 |
| Other Asian | * | * | 0 | * | 0 |
| | | | | | |
| African: Total | * | * | 0 | 0 | 0 |
| African, African Scottish or African British | * | * | 0 | 0 | 0 |
| Other African | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| Caribbean or Black: Total | * | * | 0 | 0 | 0 |
| Caribbean, Caribbean Scottish or Caribbean British | 0 | 0 | 0 | 0 | 0 |
| Black, Black Scottish or Black British | * | * | 0 | 0 | 0 |
| Other Caribbean or Black | 0 | 0 | 0 | 0 | 0 |
| | | | | | |
| Other ethnic groups: Total | * | * | * | 0 | * |

| | | | | | |
|---|---|---|---|---|---|
| **Arab, Arab Scottish or Arab British** | 0 | 0 | 0 | 0 | 0 |
| **Gypsy Traveller** | * | 0 | * | 0 | 0 |
| **Other ethnic group** | * | * | * | 0 | * |
| **Prefer Not to say** | * | * | * | * | 0 |
| **Not stated** | 345 | 325 | 119 | 123 | 46 |

| **Ethnicity** | Percentages | | | | |
|---|---|---|---|---|---|
| | **% Those applying for a position** | | **% Those who were shortlisted** | | **% All successful applicants** |
| | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** | **2017-2018** |
| **All people** | 100% | 100% | 100% | 100% | 100% |
| **% White - Scottish** | 45.6% | 48.8% | 34.5% | 40.2% | 25.3% |
| **% White - British** | 8.4% | 10.8% | 6% | 10.1% | * |
| **% White – British Other** | 0% | 0% | 0% | 0% | 0% |
| **% White – Irish and Northern Irish** | 1.9% | 1.5% | 3.8% | * | * |
| **White - Other** | 2.4% | 1% | 3.4% | * | * |
| | | | | | |
| **Mixed or multiple ethnic groups** | * | * | * | * | 0% |
| | | | | | |
| **Asian, Asian Scottish or Asian British: Total** | * | * | 0% | * | 0% |
| **Indian, Indian Scottish or Indian British** | * | * | 0% | * | 0% |
| **Bangladeshi, Bangladeshi Scottish or Bangladeshi British** | * | 0% | 0% | 0% | 0% |
| **Chinese, Chinese Scottish or Chinese British** | * | 0% | 0% | 0% | 0% |
| **Other Asian** | * | * | 0% | * | 0% |
| | | | | | |
| **African: Total** | * | * | 0% | 0% | 0% |
| **African, African Scottish or African British** | * | * | 0% | 0% | 0% |
| **Other African** | 0% | 0% | 0% | 0% | 0% |
| | | | | | |
| **Caribbean or Black: Total** | * | * | 0% | 0% | 0% |
| **Caribbean, Caribbean Scottish or Caribbean British** | 0% | 0% | 0% | 0% | 0% |

| | | | | | |
|---|---|---|---|---|---|
| **Black, Black Scottish or Black British** | * | * | 0% | 0% | 0% |
| **Other Caribbean or Black** | 0% | 0% | 0% | 0% | 0% |
| | | | | | |
| **Other ethnic groups: Total** | * | * | * | 0% | * |
| **Arab, Arab Scottish or Arab British** | 0% | 0% | 0% | 0% | 0% |
| **Gypsy Traveller** | * | 0% | * | 0% | 0% |
| **Other ethnic group** | * | * | * | 0% | * |
| **Prefer Not to say** | * | * | * | * | 0% |
| **Not stated** | 38.2% | 35.6% | 50.6% | 44.6% | 61.3% |

We continue to receive the largest proportion of applicants who identify as white or do not state their ethnicity.  We continue to see a diverse group of applicants although there are low numbers of candidates from other ethnic backgrounds.  As part of the recruitment and selection review, we will continue to review how we attract candidates from a range of diverse communities and backgrounds.  This will help us to promote our organisation as an employer of choice.

## Religion/belief

| | Numbers | | | | | |
|---|---|---|---|---|---|---|
| **Religion/belief** | **Those applying for a position** | | **Those who were shortlisted** | | **All successful applicants** | |
| | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** |
| **All people** | 902 | 914 | 235 | 276 | 75 | 73 |
| **Church of Scotland** | 109 | 130 | 25 | 30 | * | 6 |
| **Roman Catholic** | 60 | 89 | 10 | 18 | * | * |
| **Other Christian** | 36 | 47 | * | 11 | * | * |
| **Buddhist** | * | * | * | 0 | 0 | 0 |
| **Hindu** | * | 0 | 0 | 0 | 0 | 0 |
| **Jewish** | * | 0 | * | 0 | 0 | 0 |
| **Muslim** | * | * | * | * | * | * |
| **Sikh** | 0 | * | 0 | * | 0 | 0 |
| **Other religions** | * | * | * | * | 0 | * |
| **No religion** | 313 | 236 | 62 | 72 | 21 | 17 |
| **Prefer not to say** | 21 | 19 | * | 8 | 0 | * |
| **Not stated** | 345 | 324 | 121 | 124 | 46 | 39 |

| Religion/belief | Percentages | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| | % Those applying for a position | | % Those who were shortlisted | | % All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All people | 100% | 100% | 100% | 100% | 100% | 100% |
| Church of Scotland | 12.1% | 14.2% | 10.6% | 10.9% | * | 8.2% |
| Roman Catholic | 6.7% | 9.7% | 4.3% | 6.5% | * | * |
| Other Christian | 4% | 5.1% | * | 4% | * | * |
| Buddhist | * | * | * | 0% | 0% | 0% |
| Hindu | * | 0% | 0% | 0% | 0% | 0% |
| Jewish | * | 0% | * | 0% | 0% | 0% |
| Muslim | * | * | * | * | * | * |
| Sikh | 0% | * | 0% | * | 0% | 0% |
| Other religions | * | * | * | * | 0% | * |
| No religion | 34.7% | 25.8% | 26.4% | 26.1% | 28% | 23.3% |
| Prefer not to say | 2.3% | 2.1% | * | 2.9% | 0% | * |
| Not stated | 38.2% | 35.4% | 51.5% | 44.9% | 61.3% | 53.4% |

As in previous years, applications received are from candidates who predominantly identify as having no religion or do not state their religion or beliefs.

## Gender

| Gender | Numbers | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| | Those applying for a position | | Those who were shortlisted | | All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All People | 902 | 914 | 235 | 276 | 75 | 73 |
| Males | 131 | 119 | 26 | 27 | * | * |
| Females | 432 | 474 | 88 | 126 | 22 | 30 |
| Other | * | * | * | 0 | 0 | 0 |
| Not stated | 335 | 320 | 120 | 123 | 48 | 38 |

| Gender | Percentages | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| | % Those applying for a position | | % Those who were shortlisted | | % All successful applicants | |
| | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 | 2017-2018 | 2018 - 2019 |
| All People | 100% | 100% | 100% | 100% | 100% | 100% |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Males** | 14.5% | 13% | 11.1% | 9.8% | * | * |
| **Females** | 47.9% | 51.9% | 37.4% | 45.7% | 29.3% | 41.1% |
| **Other** | * | * | * | 0% | 0% | 0% |
| **Not stated** | 37.1% | 35% | 51.1% | 44.6% | 64% | 52.1% |

The information tells us that we received more applications from females than males across 2017-2019.  This is consistent with the previous reports.  As with other reports from this reporting period, there are a high number of applicants who did not state their gender.

## Sexual Orientation

| Sexual Orientation | Numbers | | | | | |
|---|---|---|---|---|---|---|
| | **Those applying for a position** | | **Those who were shortlisted** | | **All successful  applicants** | |
| | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** |
| **All People** | 902 | 914 | 235 | 276 | 75 | 73 |
| **Heterosexual (Straight)** | 507 | 542 | 97 | 139 | 24 | 29 |
| **Gay Man & Lesbian Woman** | 20 | 25 | 7 | 7 | * | * |
| **Bisexual** | * | * | * | * | 0 | * |
| **Prefer Not to Say** | 16 | 17 | * | * | * | * |
| **Other** | * | * | 0 | 0 | 0 | 0 |
| **Not stated** | 350 | 323 | 125 | 123 | 47 | 39 |

| Sexual Orientation | Percentages | | | | | |
|---|---|---|---|---|---|---|
| | **% Those applying for a position** | | **% Those who were shortlisted** | | **% All successful applicants** | |
| | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** | **2017-2018** | **2018 - 2019** |
| **All People** | 100% | 100% | 100% | 100% | 100% | 100% |
| **Heterosexual (Straight)** | 56.2% | 59.3% | 41.3% | 50.4% | 32% | 39.7% |
| **Gay Man & Lesbian Woman** | 2.2% | 2.7% | 3% | 2.5% | * | * |
| **Bisexual** | * | * | * | * | 0% | * |
| **Prefer Not to Say** | 1.8% | 1.9% | * | * | * | * |
| **Other** | * | * | 0% | 0% | 0% | 0% |
| **Not stated** | 38.8% | 35.3% | 52.8% | 44.6% | 62.7% | 53.4% |

There has been a year on year rise in applicants who identify themselves as being heterosexual from 30.3% in 2016-2017 to 59.3% in 2018-2019.

There were successful applicants from all categories within the sexual orientation characteristic with the exception of 'other' in 2018-2019. We have seen a small increase in the number of people identifying as gay men / lesbian women from our last report.

# 5. Learning and development analysis

The Care Inspectorate is committed to developing its workforce. We offer a wide range of learning and development opportunities and self-directed learning resources to all employees. Our workforce development strategy sets out our commitment and priorities for supporting all aspects of employee development, including continuing professional development, skills and personal development. We have recently introduced a new learning management system and online learning portal which support our strategic objective to create more virtual learning opportunities. We are also committed to ensure all employees, regardless of protected characteristic, have access learning which supports them in their role and to meet their personal development goals.

**Learning Management System (LMS)**

Our LMS is the new system for viewing, booking and evaluating training courses. It also provides access to a range of learning resources and maintains personal records of learning for all employees. The system is designed to be user friendly, bringing together functionality which will allow staff to access learning and development opportunities, meet their continuing professional development (CPD) requirements and maintain accurate records of their learning.

It also supports our new appraisal process LEAD (Learn, Experience, Achieve and Develop). The system allows colleagues to share feedback, record their goals and one to one meeting records. The equality breakdown of information below is based on the information from our internal booking system which supersedes the previous Personal Development Review Scheme (PDRS) approach which was in place. Due to the limitations of this system, we are only able to report on training requested. For future reports, our new LMS will allow us to report on training requested, training approved, training not approved and training completed.

**Snapshot of access to learning and development analysis**

> **1st April 2017 – 31st March 2018:** 517 employees accessed learning and development (84.6% of the workforce).
>
> **1st April 2018 – 31st January 2019**: 449 employees access learning and development (73.8% of the workforce).
>
> With the launch of our new LMS in January 2019, we hope to report an increase in these figures in 2020 with the opportunities to learn increasing.

## Age

| Age | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All people | 517 | 449 | 100% | 100% |
| 16 to 24 years old | * | 0 | * | 0% |
| 25 to 34 years old | 33 | 20 | 6.4% | 4.4% |
| 35 to 44 years old | 223 | 59 | 43.1% | 13.1% |
| 45 to 54 years old | 22 | 178 | 4.3% | 39.6% |
| 55 to 64 years old | 187 | 166 | 36.2% | 37% |
| 65 years and older | 21 | * | 4.1% | * |
| Not Answered | 28 | 21 | 5.4% | 4.7% |

76.6% of those who accessed learning and development opportunities were aged between 45 and 64 years of age in 2018-2019.  There are very low numbers of employees aged over 65 and no employees aged between the ages of 16 and 24 accessing learning and development.  This is reflective of the low workforce numbers of both 16 to 24 year olds and those who are over 65 years of age in the organisation.

| Disability | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All people | 517 | 449 | 100% | 100% |
| With a disability | 18 | 15 | 3.5% | 3.3% |
| No disability | 211 | 183 | 40.8% | 40.8 |
| Prefer not to say | 12 | 12 | 2.3% | 2.7% |
| Not stated | 276 | 239 | 53.4% | 53.2% |

The largest percentage of those accessing learning and development have not stated their disability status.  88.2% of the disabled workforce accessed learning and development tools between 2018-2019.

## Gender Reassignment

| Gender Reassignment | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All people | 517 | 449 | 100% | 100% |
| Undertaken Gender Reassignment | 0 | 0 | 0% | 0% |
| No Gender Reassignment | 188 | 157 | 36.4% | 35% |
| Prefer not to say | 11 | 9 | 2.1% | 2% |
| Not stated | 318 | 283 | 61.5% | 63% |

We have a low number of employees who responded 'prefer not to say' in this category who have accessed learning and development.  We continually see that over recent reports that more than half of those who did access learning and development did not answer this question.

## Marital Status

| Marital Status | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All people aged 16 and over | 517 | 449 | 100% | 100% |
| Single (never married or never registered a same-sex civil partnership) | 59 | 44 | 11.4% | 9.8% |
| Married or in a registered same-sex civil partnership | 198 | 173 | 38.3% | 38.5% |
| Separated (but still legally married or still legally in a same-sex civil partnership) | 9 | 9 | 1.7% | 2% |
| Divorced or formerly in a same-sex civil partnership which is now legally dissolved | 28 | 24 | 5.4% | 5.3% |
| Widowed or surviving partner from a same-sex civil partnership | * | * | * | * |

| | | | | |
|---|---|---|---|---|
| **Prefer not to say** | 12 | 8 | 2.3% | 18% |
| **Not stated** | 201 | 188 | 38.9% | 41.9% |

The largest group of employees who reported their marital status are 'married or in a same-sex civil partnership', this is a decline from previous years reporting.  Similar to all the data, we have seen an increase in those who have not stated their marital status.

## Pregnancy / Maternity

Low numbers of pregnant women accessed learning and development which is representative of the low reported numbers of pregnant number of women in our organisation.  Our online resources provide support for those who are in their maternity period as they are able to access these facilities easily from home.

## Ethnicity

| Ethnicity | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| **All people** | 517 | 449 | 100% | 100% |
| **% White - Scottish** | 212 | 177 | 41% | 39.4% |
| **% White - British** | 84 | 7 | 16.2% | 1.6% |
| **% White – British Other** | 9 | 9 | 1.7% | 2% |
| **% White – Irish and Northern Irish** | * | * | * | * |
| **White - Other** | * | * | * | * |
| | | | | |
| **Mixed or multiple ethnic groups** | 0 | 0 | 0% | 0% |
| | | | | |
| **Asian, Asian Scottish or Asian British: Total** | * | * | * | * |
| | | | | |
| **African: Total** | * | * | * | * |
| | | | | |
| **Caribbean or Black: Total** | * | * | * | * |
| | | | | |
| **Other ethnic groups: Total** | 0 | 0 | 0% | 0% |
| | | | | |
| **Prefer Not to say** | * | * | * | * |
| **Not stated** | 194 | 178 | 37.5% | 40% |

The highest number of employees to access learning and development who have disclosed their ethnicity reported themselves as White Scottish.  No employees who are of mixed or multiple ethnic groups or other ethnic groups have accessed learning and development tools.  We continue to see low numbers of those who identify as other ethnicities which is consistent with other statistics of this nature in the report.

## Religion / belief

| Religion/belief | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All people | 517 | 449 | 100% | 100% |
| Church of Scotland | 83 | 68 | 16.1% | 15.1% |
| Roman Catholic | 54 | 47 | 10.4% | 10.5% |
| Other Christian | 15 | 12 | 2.9% | 2.7% |
| Buddhist | 0 | 0 | 0% | 0% |
| Hindu | * | * | * | * |
| Jewish | 0 | 0 | 0% | 0% |
| Muslim | 0 | 0 | 0% | 0% |
| Sikh | 0 | 0 | 0% | 0 |
| Other religions | * | * | * | * |
| No religion | 123 | 103 | 23.8% | 22.9% |
| Prefer not to say | 0 | 22 | 0% | 0% |
| Not stated | 210 | 193 | 40.6% | 43% |

We have a low number of employees who accessed learning and development who reported their religion as 'Hindu', or 'Other'.  The highest reported categories are 'Not stated', 'No religion' and 'Church of Scotland, which is in line with our workforce overview of religion and beliefs.

## Gender

| Gender | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All People | 517 | 449 | 100% | 100% |
| Males | 87 | 74 | 16.8% | 16.5% |
| Females | 402 | 345 | 77.8% | 76.8% |
| Not stated | 28 | 21 | 5.4% | 4.7% |

The table above shows that more women attended training than men. This is proportionate to the gender profile of the workforce.

## Sexual Orientation

| Sexual Orientation | Numbers 2017 – 2018 | Number 2018-2019 | % people who accessed L&D 2017 – 2018 | % people who accessed L&D 2018 – 2019 |
|---|---|---|---|---|
| All People | 517 | 449 | 100% | 100% |
| Heterosexual (Straight) | 265 | 222 | 51.3% | 49.4% |
| Gay Man/Woman | 11 | 12 | 2.1% | 2.7% |
| Bisexual | * | * | * | * |
| Prefer Not to Say | 16 | 14 | 3.1% | 3.1% |
| Not stated | 222 | 199 | 42.9% | 44.3% |

Similar to previous reports, approximately half of employees who have accessed learning and development systems identify as heterosexual.

# 6. Return to work of women on maternity leave

As a predominately female workforce, the average level of maternity leave is lower than other organisations, most likely because of our age profile. 75.4% of our female workforce is aged over 45 which may explain the relatively few numbers.

There was a slightly lower level of pregnancy and maternity leave between the two reporting periods.

**2017/18:**
- 2 returned to the same job.
- 4 returned to a flexible working contract.
- No-one returned to a different/ lower graded post.

**2018/19:**
- 1 returned to same job.
- 1 returned to their current post, on a flexible working contract.
- No-one returned to a different/ lower graded post.

We also have a low up take of Keeping in Touch (KIT) days. Employees are aware of this legal right as it is publicised in all our family friendly policies (Adoption, Maternity and Shared Parental Leave).

We have publicised our Flexible Working Policy through Bitesize Briefings with employees and managers. We have approximately 164 employees with flexible working arrangements in place. As the right to request flexible working is open to all employees it is possible that some women might have been working flexibly before they were pregnant and were happy to continue with their existing arrangements.

We have not had any requests for Shared Parental Leave since this was introduced. We know that the uptake of Shared Parental Leave across other organisations is still relatively low and may increase in popularity in the future.

# 7. Return to work of disabled employees following sick leave relating to their disability

**2017-18**

- 20 employees self-report that they have a disability

**2018-19**

- 17 employees self-report that they have a disability

**There has been no sick leave specifically recorded as related to disability in this reporting period.**

52% of our workforce do not state whether or not they have a disability. As a result, we continue to actively encourage our workforce to share this information. However, some employees might not feel comfortable sharing sensitive personal information and some employees do not recognise or identify themselves as being disabled.

We are unable to report how many absences are related to disability. Many underlying health conditions/ disabilities can make people more susceptible to other illnesses or their reaction could be more severe than someone who does not have the same condition/ disability.

Where an employee tells us that an absence relates to a disability we record this but we do not include them in any short term trigger level calculations (just like we would discount any pregnancy related absences). During the reporting period we have not had any capability hearings where a disabled employee has been dismissed.

Mental ill health is a common reason for absence in the organisation. This is also one of the most common absence across all public sectors in the UK in 2016. The organisation has an Employee Assistance Programme that offers counselling and signposts employees to sources of support. We actively promote this service and have offered workshops across our 14 office nationwide to raise awareness. We also offer resilience training to help improve mental health. We currently hold the gold Healthy Working Lives award.

# 8. Case work (disciplinary action, grievance, capability and dignity at work)

The Care Inspectorate strives to ensure that no equality groups are adversely impacted by the application of our people management procedures. Our aim is to ensure that they are applied consistently across the organisation.

When we refer to case work we are referring to the following four policies:
- Capability
- Dignity at Work
- Discipline
- Grievance

Similar to previous years we continue to have very small numbers of formal cases. Due to the low number of cases, we are unable to report on the equalities profile of employees involved in order to protect anonymity of the employees.

We continue to resolve most issues informally. This could be due to the size of our organisation and the positive employee relations we have with Trade Union colleagues through our Partnership Forum.

We regularly review policies to ensure that they support every employee and show no favourability to a specific protected characteristic.

| | Stage | 2017-18 Number | 2018-19 Number |
|---|---|---|---|
| **Dignity at work** | Informal | 1 | 3 |
| | Formal | 0 | 3 |
| | **Total** | **1** | **6** |
| **Disciplinaries** | Counselled | 2 | 1 |
| | Dismissed | 0 | 2 |
| | **Total** | **2** | **3** |
| **Grievances** | Informal | 1 | 1 |
| | Formal | 2 | 1 |
| | **Total** | **3** | **2** |
| **Capability** | Informal | 5 | 2 |
| | Formal | 0 | 2 |
| | **Total** | **5** | **4** |

# 9. Dismissals and other reasons for leaving

**Turnover rate**

We have consistently had a low turnover rate over the years, with 22 employees leaving the organisation in 2017-18 and 25 leavers in 2018-9.

> Turnover rate for 2017-18 = **3.7%**
>
> Turnover rate for 2018-19 = **4.1%**

### Dismissals

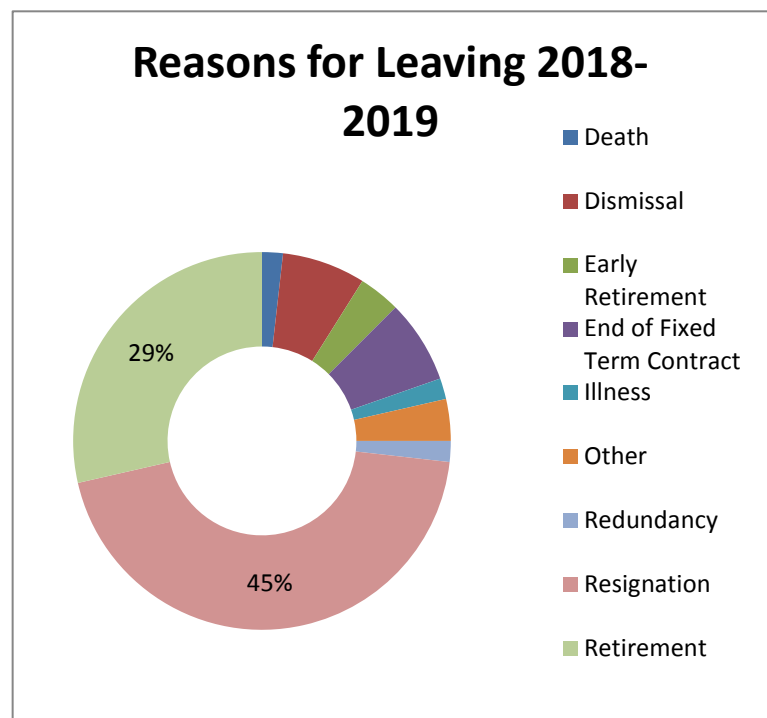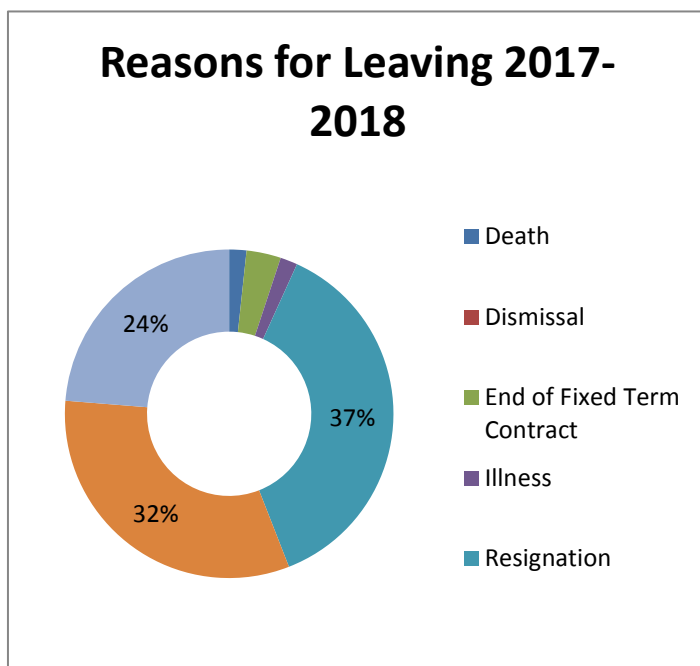The Care Inspectorate had no dismissals in 2017-2018 and 2 dismissals in 2018-2019.

### Exit interviews

Participation in our exit interview process I low. Only 8 exit interviews were completed 2017-2019.  Equalities information is not asked at time of exit interview although we have equalities data for all leavers of the organisation.  Our exit interview process is being reviewed for our next report in order to capture more information as employees circumstances can change throughout their employee tenure.

### Reasons why employees left the organisation

The highest reason for people leaving across both years is due to resignation.  Using the information from the exit interviews, this can be explained due to employee's relocation or to seek progression in another organisation.

This section is a breakdown of employees who left the Care Inspectorate between 2017 to 2019.



Reasons for Leaving 2017-2018

Death; Dismissal; End of Fixed Term Contract; Illness; Resignation

Resignation 37%, Illness 32%, Death 24%



Reasons for Leaving 2018-2019

Death; Dismissal; Early Retirement; End of Fixed Term Contract; Illness; Other; Redundancy; Resignation; Retirement

Resignation 45%, Retirement 29%

## Age

| Age | Leaving the organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| **All people** | 22 | 100.0% | 25 | 100.0% |
| **Under 25 years old** | 0 | 0% | * | * |
| **25 to 34 years old** | * | * | 12 | 48% |
| **35 to 44 years old** | * | * | * | * |
| **45 to 54 years old** | 7 | 31.8% | * | * |
| **55 to 64 years old** | 7 | 31.8% | * | * |

## Disability

| Disability | Leaving the organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| **All people** | 22 | 100.0% | 25 | 100.0% |
| **With a disability** | 0 | 0% | * | * |
| **No disability** | 7 | 31.8% | 8 | 32% |
| **Prefer not to say** | 0 | 0% | 0 | 0% |
| **Not stated** | 15 | 68.2% | 16 | 64% |

## Gender Re-assignment

| Gender Re-assignment | Leaving the organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| **All people** | 22 | 100.0% | 25 | 100.0% |
| **Undertaken Gender Reassignment** | 0 | 0% | 0 | 0% |
| **No Gender Reassignment** | 7 | 31.8% | 11 | 44% |
| **Prefer not to say** | * | * | 0 | 0% |
| **Not stated** | 14 | 63.6% | 14 | 56% |

## Marital Status

| Marital Status | Leaving the organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| All people | 22 | 100.0% | 25 | 100.0% |
| Single (never married or never registered a same-sex civil partnership) | * | * | 6 | 24% |
| Married or in a registered same-sex civil partnership | 7 | 31.8% | 7 | 28% |
| Separated (but still legally married or still legally in a same-sex civil partnership) | 0 | 0% | 0 | 0% |
| Divorced or formerly in a same-sex civil partnership which is now legally dissolved | * | * | 0 | 0% |
| Widowed or surviving partner from a same-sex civil partnership | 0 | 0% | 0 | 0% |
| Prefer not to say | 0 | 0% | 0 | 0% |
| Not stated | 11 | 50% | 12 | 48% |

## Pregnancy/Maternity

| Pregnancy/maternity | Leaving the organisation | | | |
|---|---|---|---|---|
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| All women | 22 | 100.0% | 25 | 100.0% |
| Pregnant | 0 | 0% | 0 | 0% |
| Within maternity period (12 months of birth of child) | 0 | 0% | * | * |
| Not pregnant | 22 | 100% | 25 | 100% |

## Ethnicity

| Ethnicity | Leaving the organisation | | | |
| --- | --- | --- | --- | --- |
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| All people | 22 | 100.0% | 25 | 100.0% |
| % White - Scottish | * | * | 9 | 36% |
| % White - British | * | * | * | * |
| % White – British Other | * | * | * | * |
| % White – Irish and Northern Irish | * | * | | |
| White – Other | 0 | 0% | * | * |
| | | | | |
| Mixed or multiple ethnic groups | 0 | 0% | * | * |
| | | | | |
| Asian, Asian Scottish or Asian British: Total | 0 | 0% | 0 | 0% |
| | | | | |
| African: Total | 0 | 0% | 0 | 0% |
| | | | | |
| Caribbean or Black: Total | 0 | 0% | 0 | 0% |
| | | | | |
| Other ethnic groups: Total | 0 | 0% | 0 | 0% |
| | | | | |
| Prefer Not to say | 0 | 0% | 0 | 0% |
| Not stated | 11 | 50% | 12 | 48% |

## Religion/belief

| Religion/belief | Leaving the organisation | | | |
| --- | --- | --- | --- | --- |
| | Numbers 2017-2018 | % of leavers 2017-2018 | Numbers 2018-2019 | % of leavers 2018-19 |
| All people | 22 | 100.0% | 25 | 100.0% |
| Church of Scotland | * | * | * | * |
| Roman Catholic | * | * | * | * |
| Other Christian | * | * | * | * |
| Buddhist | 0 | 0% | 0 | 0% |
| Hindu | 0 | 0% | 0 | 0% |
| Jewish | 0 | 0% | 0 | 0% |
| Muslim | 0 | 0% | 0 | 0% |
| Sikh | 0 | 0% | 0 | 0% |

| | | | | |
|---|---|---|---|---|
| **Other religions** | 0 | 0% | 0 | 0% |
| **No religion** | * | * | 7 | 28% |
| **Not stated** | 11 | 50% | 12 | 48% |
| **Prefer not to say** | * | * | 0 | 0% |

## Gender

| Gender | Leaving the organisation | | | |
|---|---|---|---|---|
| | **Numbers 2017-2018** | **% of leavers 2017-2018** | **Numbers 2018-2019** | **% of leavers 2018-19** |
| **All People** | 22 | 100.0% | 25 | 100.0% |
| **Males** | 17 | 77.3% | 16 | 64% |
| **Females** | * | * | 9 | 36% |
| **Prefer not to say** | 0 | 0% | 0 | 0% |

## Sexual Orientation

| Sexual Orientation | Leaving the organisation | | | |
|---|---|---|---|---|
| | **Numbers 2017-2018** | **% of leavers 2017-2018** | **Numbers 2018-2019** | **% of leavers 2018-19** |
| **All People** | 22 | 100.0% | 25 | 100.0% |
| **Heterosexual (Straight)** | 9 | 40.9% | 12 | 48% |
| **Gay Man** | 0 | 0% | 0 | 0% |
| **Lesbian** | 0 | 0% | * | * |
| **Bisexual** | 0 | 0% | 0 | 0% |
| **Prefer Not to Say** | * | * | 0 | 0% |
| **Not stated** | 12 | 54.5% | 12 | 48% |

## 10.   Gender pay gap

**Occupational segregation - Whole Organisation**

The table below shows the Care Inspectorate's gender profile by pay grade for 2018 – 2019.

| Grade | Role type | Headcount of Female Employee | Headcount of Male Employee | Total Employees | % Female | % Male | Female Salary as a % of Male Salary |
|---|---|---|---|---|---|---|---|
| Chief Executive | Leadership | 0 | * | * | 0% | * | * |
| Directors | | * | * | * | * | * | * |
| CS3 | | * | * | * | * | * | * |
| CS2 | | * | * | * | * | * | * |
| CS1 | Strategic Inspectors and Managerial | 21 | 11 | 32 | 66% | 34% | 100% |
| 8 | | 29 | 9 | 38 | 76% | 24% | 99.2% |
| 7 | Senior Professional | 36 | 13 | 49 | 73% | 27% | 98.6% |
| 6 | Professional | 6 | 6 | 12 | 50% | 50% | 95.6% |
| 5/6 | | 229 | 52 | 281 | 81% | 19% | 99.3% |
| 5 | | 16 | 10 | 26 | 62% | 38% | 102% |
| 4 | | 26 | 0 | 26 | 100% | 0% | 0% |
| 3 | Admin | 27 | * | 32 | 84% | * | 101% |
| 2 | | 15 | * | 17 | 88% | * | 103.4% |
| 1 | | 60 | * | 65 | 92% | * | 103.6% |
| Other | Various[1] | 13 | * | 17 | 76% | * | |
| Grand Total | | 484 | 124 | 608 | 79.7% | 20.3% | 85% |

[1] Employees in holding position from a variety of grades due to various reasons such as maternity leave, secondment etc.

**Disability**

| | 2017-2018 | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | CS2 and Above Leadership | | 8 & CS1 Strategic Inspectors and Managerial | | 7 Senior Professional | | 4-6 Professional | | 1-3 Admin | |
| | | % | | % | | % | | % | | % |
| With a disability | 0 | 0% | 0% | 0% | * | * | 13 | 2.1% | 6 | 1% |
| No disability | * | * | 29 | 4.7% | 22 | 3.6% | 148 | 24.2% | 52 | 8.5% |
| Prefer not to say | * | * | * | * | * | * | 10 | 1.6% | * | * |
| Not Stated | 10 | 1.6% | 39 | 6.4% | 18 | 2.9% | 180 | 29.5% | 71 | 11.6% |

| | 2018-2019 | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | CS2 and Above Leadership | | 8 & CS1 Strategic Inspectors and Managerial | | 7 Senior Professional | | 4-6 Professional | | 1-3 Admin | |
| | | % | | % | | % | | % | | % |
| With a disability | 0 | 0% | 0 | 0% | * | * | 11 | 1.8% | * | * |
| No disability | * | * | 29 | 4.8% | 24 | 3.9% | 140 | 23% | 44 | 7.2% |
| Prefer not to say | * | * | * | * | * | * | 10 | 1.8% | * | * |
| Not Stated | 9 | 1.6% | 43 | 7.4% | 22 | 3.9% | 176 | 30.9% | 61 | 10.7% |

**Ethnicity**

| | 2017-2018 | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | CS2 and Above Leadership | | 8 & CS1 Strategic Inspectors and Managerial | | 7 Senior Professional | | 4-6 Professional | | 1-3 Admin | |
| | | % | | % | | % | | % | | % |
| % White - Scottish | * | * | 27 | 4.4% | 24 | 3.9% | 142 | 23.2% | 61 | 10% |
| % White - British | * | * | 9 | 1.5% | 9 | 1.5% | 64 | 10.5% | 18 | 2.9% |
| % White – British Other | 0 | 0% | 0 | 0% | * | * | 7 | 1.1% | 0 | 0% |
| % White – Irish and Northern Irish | 0 | 0% | * | * | 0 | 0% | * | * | * | * |
| White - Other | * | * | * | * | * | * | * | * | 0 | 0% |
| | | | | | | | | | | |
| Mixed or multiple ethnic groups | * | * | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |
| | | | | | | | | | | |
| Asian, Asian Scottish or Asian British: Total | 0 | 0% | 0 | 0% | 0 | 0% | * | * | * | * |
| | | | | | | | | | | |
| African: Total | 0 | 0% | 0 | 0% | 0 | 0% | * | * | 0 | 0% |
| | | | | | | | | | | |
| Caribbean or Black: Total | 0 | 0% | * | * | 0 | 0% | * | * | 0 | 0% |
| | | | | | | | | | | |
| Prefer Not to say | * | * | 0 | 0% | 0 | 0% | * | * | * | * |
| Not stated | * | * | 30 | 4.9% | 7 | 1.1% | 126 | 20.6% | 48 | 7.9% |

| | 2018-2019 | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | CS2 and Above Leadership | | 8 & CS1 Strategic Inspectors and Managerial | | 7 Senior Professional | | 4-6 Professional | | 1-3 Admin | |
| | | % | | % | | % | | % | | % |
| % White - Scottish | * | * | 26 | 4.3% | 27 | 4.4% | 131 | 21.5% | 53 | 8.7% |
| % White - British | * | * | 9 | 1.5% | 8 | 1.3% | 59 | 9.7% | 16 | 2.6% |
| % White – British Other | 0 | 0% | 0 | 0% | * | * | 6 | 1% | 0 | 0% |
| % White – Irish and Northern Irish | 0 | 0% | 0 | 0% | 0 | 0% | * | * | * | * |
| White - Other | * | * | * | * | * | * | * | * | 0 | 0% |
| | | | | | | | | | | |
| Mixed or multiple ethnic groups | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% | 0 | 0% |
| | | | | | | | | | | |
| Asian, Asian Scottish or Asian British: Total | 0 | 0% | 0 | 0% | 0 | 0% | * | * | * | * |
| | | | | | | | | | | |
| African: Total | 0 | 0% | 0 | 0% | 0 | 0% | * | * | 0 | 0% |
| | | | | | | | | | | |
| Caribbean or Black: Total | 0 | 0% | * | * | 0 | 0% | * | * | 0 | 0% |
| | | | | | | | | | | |
| Prefer Not to say | * | * | 0 | 0% | 0 | 0% | * | * | * | * |
| Not stated | * | * | 38 | 6.3% | 13 | 2.1% | 143 | 23.5% | 43 | 7.1% |

The table below summarises the average salary by gender. Taking all roles and salaries into account, men are paid 15% more than women across the organisation as a whole. This measure is influenced by compositional differences in our workforce, including the larger proportion of women who work in part-time positions compared to men.

| | Total Employees | Employees (FTE) | Female (FTE) | Male (FTE) | % Female | % Male | Average FT Salary (£) | Average Salary Female (£) | Average Salary Male (£) | Female Salary as a % of Male Salary |
|---|---|---|---|---|---|---|---|---|---|---|
| All employees | 608 | 571 | 450 | 121 | 79.6% | 20.4% | £ 37,516.56 | £ 36,217.32 | £ 42,587.80 | 85% |
| Full-time employees | 482 | 482 | 369 | 113 | 91.3% | 8.7% | £ 38,296.12 | £ 36,937.04 | £ 42,734.18 | 86.4% |
| Part-time employees | 126 | 89 | 81 | 8 | 76.6% | 23.4% | £ 34,534.43 | £ 33,907.94 | £ 41,084.10 | 82.5% |

**Median and mean pay gap**

We recognise in the previous employee monitoring report, the mean pay gap was calculated differently as we used the average full time equivalent female salary and average full time equivalent male salary. Using this calculation provides us with the following trends.

| | Based on average full time equivalent salaries | | | |
|---|---|---|---|---|
| | Last report | | Current report | |
| | 2015 / 2016 | 2016 / 2017 | 2017 / 2018 | 2018 / 2019 |
| Median pay gap | - | - | - | - |
| Mean pay gap | 13.9% | 12.9% | 13.2% | 15% |

However this does not take in to account the varied work pattern of our workforce for employees who may work a standard 35 hours per week or those who are in managerial or leadership roles and work a standard 40 hours per week. In line with best practice, we have used the hourly rates of pay to make sure the difference in the working week is taken in to account using the following formula below. We will continue to use **this** formula for all future reports.

(average female hourly rate ÷ average male hourly rate) X100 = TOTAL

100 – TOTAL = **PAY GAP**

The results show us that the pay gap has reduced from this year compared to last year by 2.1per cent.  This is due to 28.6% of the male workforce being in senior professional positions or higher in comparison to 19% of women in the same roles.

| Based on hourly rates of pay | | |
|---|---|---|
| Current report | | |
|  | **2017 / 2018** | **2018 / 2019** |
| **Median pay gap** | 0% | 0% |
| **Mean pay gap** | 11.8% | 13.4% |

The public sector overall pay gap was last reported in 2016 by www.closethegap.org.uk as 12.1%.  The overall (public and private sector) pay gap is considerably higher at 14.9%.  The Care Inspectorate is 1.4% higher than the public sector average and 1.5% lower than the overall national gender pay gap.

A large proportion of our workforce perform an Inspector job role and have been performing the role for a lengthy period of time.  As a result, 229 of our employees are not only on the same grade but also at the same salary point within the grade.  Having lots of staff on the same salary, results show that the median salary for both genders is the same.  This results in no gender pay gap when comparing medians.

Disability pay gap

The mean pay gap between employees who reported to be disabled and those who reported they were not was 13.2% in 2018-2019.  This is lower than the mean gender pay gap average for this period by 0.2%.

Ethnicity pay gap

The largest reported ethnicity is White Scottish.  There is a -5% pay gap between those who are White Scottish in comparison to other reported ethnicities.  This could be due to 20.5% of White Scottish employees working in Grades 1-3 and 50.6% working in Grades 4-6.

## 11.  Equal pay statement

The Care Inspectorate is committed to ensuring equal pay.  We believe that staff should receive equal pay for work of equal value.  We operate a single job evaluation scheme to measure the relative value of all jobs in our pay and grading structure within an overall framework that is consistent, transparent and fair.

Our equal pay objectives are set out below;

- We are committed to providing and promoting equal opportunities for all employees.
- Regardless of sex, race, religion or belief, age, marriage and civil partnership, pregnancy and maternity, sexual orientation, gender reassignment or disability.
- All employees will receive equal pay for work of equal value.
- Pay and reward systems are transparent, based on objective criteria and free from bias in relation to all aspects of equalities.
- We will work with our recognised trade unions to ensure equality within our reward system.
- We will regularly review our pay and reward system to eliminate any discrimination.
- Details of any complaints regarding equal pay will be retained confidentially for monitoring purposes.

We will continue to monitor our equal pay statement and will review this late 2019.

## 12.   Board members gender profile

The Chair of the Care Inspectorate Board and its members are appointed by Scottish Ministers.  They bring a wealth of experience to set the strategic direction of our organisation, taking into account legislation and policy guidance from the Scottish Government.

In Scotland from the 2011 census, women represent 52% of the population; however in 2013 there was only 3.6% female representation on regulated public boards[2].

Due to a female resignation over this current reporting period, a male Board Member was subsequently appointed in their position.  This has changed the Board gender profile and there are more males on the Board than females.  This has been a change from the previous two years where there was a greater female presence.

| | Last reporting period | | Current reporting period | |
|---|---|---|---|---|
| | 2015 / 2016 | 2016 / 2017 | 2017 / 2018 | 2018 / 2019 |
| Male Board Members | 5 | 5 | 5 | 6 |
| Female Board Members | 6 | 6 | 6 | 4 |



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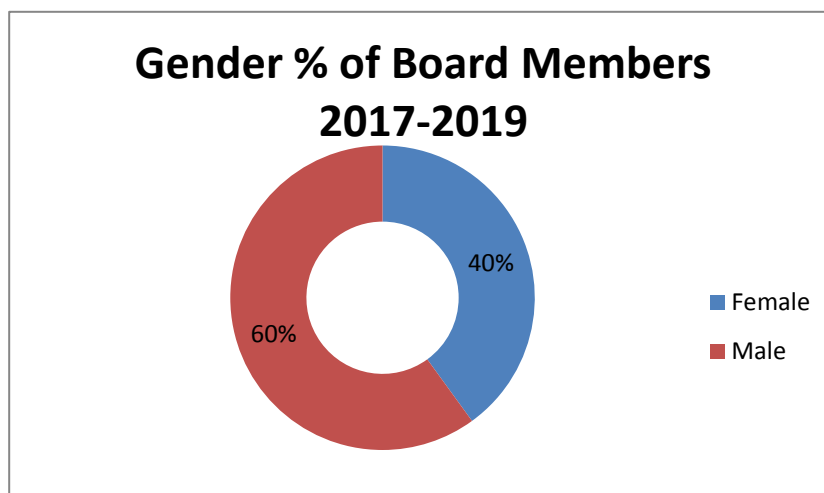
[2] Scottish Government's Public Appointment Centre of Expertise (PACE) – figures which only includes Ministerial appointments.

# 13. Actions

We have used the information contained in this report to develop actions, which aims to increase the amount of disclosure of employee information over the next two years 2019-2021.

We have also developed actions that will seek to increase the diversity of our workforce.  Please refer to the Equality Outcomes and Mainstreaming Report Action Plan for more details.

> Please contact the Organisational Development team to request any further information relating to the information contained in this section of the report.