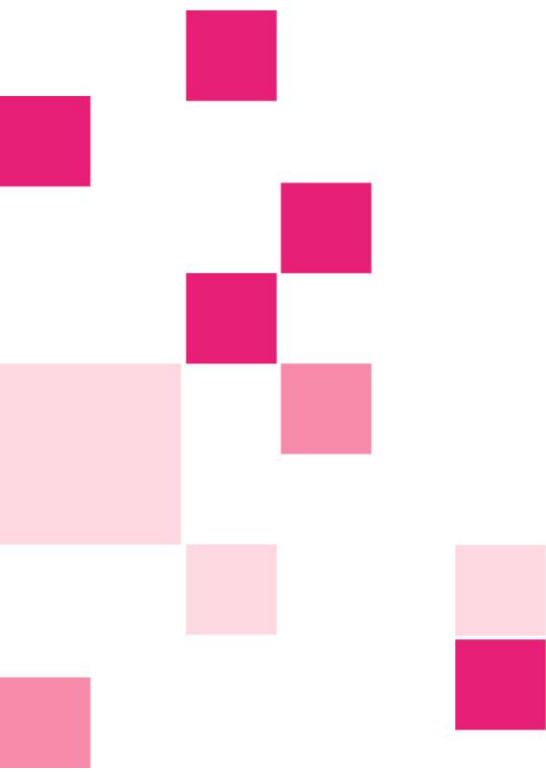


# Equality, Diversity and Inclusion Mainstreaming Report 2023

April 2023 Equality Data Annex



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## 1. Introduction and purpose of this annex

This annex should be read alongside our Equality Mainstreaming and Outcomes report.

The mainstreaming report sets out our ongoing approach to progressing our equality outcomes.

This data annex contains more detailed information on the composition of our workforce and our approach to meeting the Gender Representation on the Public Boards (Scotland) Act 2018.

We continue to look for ways to improve the quality of information we hold on our staff and how we can encourage staff to keep their equality data up to date in our HR systems. We believe that holding accurate and up to date information about our staff, our council and the people who apply to work for us means that we can make sure the SSSC is seen as an employer of choice which treats everyone fairly and with respect.

## 2. Detailed employee monitoring information

This annex has detailed information on our workforce. All information is as of December 2021 or December 2022 unless otherwise stated. The annex has a technical note on the data.

### Declaration rates

We ask staff to declare protected characteristics on our MyView HR system. The following table has a snapshot of the proportion of staff who provided this information as of December 2021 and 2022. This figure represents the proportion of staff who responded to the question and includes staff who choose not to share this information. The table excludes sex and age as we have 100% figures for all staff.

### SSSC Declaration rates

	December 2021	December 2022
<b>Ethnicity</b>	76.69%	75.73%
<b>Sexual orientation</b>	76.69%	76.02%
<b>Disability</b>	76.38%	76.02%
<b>Marital status</b>	20.86%	25.15%
<b>Religion</b>	76.69%	75.44%
<b>Gender identity</b>	76.38%	75.73%

The percentage of our staff who have shared their marital status with us is lower than for other protected characteristics. We believe that this is because we ask staff to provide this information on a separate part of our HR system. In 2023 we will make



changes to our recording process which will improve the way that we gather this information.

### Overview of the SSSC workforce by protected characteristics

All employee tables have an asterisk where there fewer than five employees in each category, including zero. In some cases we anonymise more figures to preserve anonymity.

#### Sex and gender identity

This table shows the proportion of men and women employed by us. For context, the Scottish working age population is approximately 55% female and 45% male. [In the social service workforce, approximately 83% of the workforce is female and 15% of the workforce is male.](#) We do not know the sex of the remaining 2% of the workforce.

Sex	December 2021		December 2022	
	Headcount	% Of workforce	Headcount	% Of workforce
Female	242	74.23%	255	74.56%
Male	84	25.77%	87	25.44%
Total	326	100.00%	342	100.00%

Gender identity	December 2021		December 2022	
	Headcount	% Of workforce	Headcount	% Of workforce
Female	184	56.44%	191	55.85%
In another way	*		*	
Male	58	17.79%	59	17.25%
Prefer not to say	6	1.84%	8	2.34%
Unknown	77	23.62%	83	24.27%
Total	326	100.00%	342	100.00%



## Age

As can be seen in the table below, the largest age group employed by us is the 35–44 year old group. This is broadly consistent with the Scottish Government, who in 2020 reported that approximately 40% of their staff were aged between 30 and 50 years old. [In the social service workforce, the median age of the workforce is 43.](#)

Age	December 2021		December 2022	
	Headcount	% Of workforce	Headcount	% Of workforce
Under 25	*		*	
25-34	88	26.99%	87	25.44%
35-44	97	29.75%	105	30.70%
45-54	69	21.17%	70	20.47%
55-64	59	18.10%	65	19.01%
65+	*		*	
<b>Total</b>	<b>326</b>	<b>100.00%</b>	<b>342</b>	<b>100.00%</b>

## Disability

Over the last two years, the percentage of our staff who reported having a disability has remained relatively stable at 12.58% and 12.28% for 2021 and 2022 respectively. This is less than the general population of Scotland, which sees 19% of people declaring a disability. In 2020 approximately 8.7% of the Scottish Government’s staff reported having a disability. In the social service workforce in 2021, 2% of staff declared having a disability.

Disability	December 2021		December 2022	
	Headcount	% Of workforce	Headcount	% Of workforce
Don't know	*		*	
No	188	57.67%	198	57.89%
Prefer not to say	17	5.21%	*	



<b>Yes</b>	44	12.58%	42	12.28%
<b>Unknown</b>	77	23.62%	82	23.98%
<b>Total</b>	326	100.00%	342	100.00%

### Marital status

The low percentage of our staff who declare their marital status to us means that we are unable to draw meaningful conclusions from this data. We are working to improve these figures. For those staff who do declare their marital status to us, the figures have remained consistent across 2021 and 2022.

<b>Marital status</b>	<b>December 2021</b>		<b>December 2022</b>	
	<b>Headcount</b>	<b>% Of workforce</b>	<b>Headcount</b>	<b>% Of workforce</b>
<b>Separated</b>	*		*	
<b>Cohabiting</b>	15	4.60%	18	5.26%
<b>Divorced</b>	*	*	*	
<b>Married</b>	35	10.74%	48	14.04%
<b>Prefer not to say</b>	*		*	
<b>Single</b>	11	3.37%	13	3.80%
<b>Unknown</b>	258	79.14%	256	74.58%
<b>Total</b>	326	100.00%	342	100.00%

### Race

The percentage of our staff from Asian, Asian Scottish or Asian British backgrounds was 1.75% as of December 2022. [In 2021 approximately 2% of all staff working in the social service workforce in Scotland were from Asian ethnic backgrounds.](#)

<b>Race</b>	<b>December 2021</b>		<b>December 2022</b>	
	<b>Headcount</b>	<b>% Of workforce</b>	<b>Headcount</b>	<b>% Of workforce</b>
<b>White</b>	234	71.78%	242	70.76%



<b>Any mixed of multiple ethnic groups (please specify)</b>	*		*	
<b>Asian, Asian Scottish or Asian British</b>	*		6	1.75%
<b>African, African Scottish or African British</b>	*		*	
<b>Other ethnic group (please specify)</b>	*		*	
<b>Prefer not to say</b>	7	2.15%	6	1.75%
<b>Unknown</b>	76	23.31%	83	24.27%
<b>Total</b>	326	100.00%	342	100.00%

## Religion

For the last two years the largest percentage of our staff have identified as having no religion. This is consistent with Scottish Government, who in 2020 reported 40.1% of their staff as having no religion. In the general Scottish population, approximately 51% of people identify as having no religion.

<b>Religion</b>	<b>December 2021</b>		<b>December 2022</b>	
	<b>Headcount</b>	<b>% Of workforce</b>	<b>Headcount</b>	<b>% Of workforce</b>
<b>Church of Scotland</b>	48	14.72	51	14.91%
<b>Jewish</b>	*		*	
<b>Muslim</b>	*		*	
<b>None</b>	125	38.34%	137	40.06%
<b>Other</b>	*		*	
<b>Other Christian (please specify)</b>	8	2.45%	7	2.05%
<b>Prefer not to say</b>	31	9.51%	28	8.19%
<b>Roman Catholic</b>	29	8.90	27	7.89%



<b>Unknown</b>	76	23.31%	84	24.56%
<b>Total</b>	326	100.00%	342	100.00%

### Sexual orientation

Over the last two years, the figures for the sexual orientation of our staff have remained relatively consistent. In Scotland’s working age population, around 2% of people have an LGBTQ+ sexual orientation, with another 2% preferring not to say.

<b>Sexual orientation</b>	<b>December 2021</b>		<b>December 2022</b>	
	<b>Headcount</b>	<b>% Of workforce</b>	<b>Headcount</b>	<b>% Of workforce</b>
<b>Bi/bisexual</b>	*		*	
<b>Gay/lesbian</b>	*		*	
<b>Heterosexual/straight</b>	230	70.55%	237	69.30%
<b>Other(if you prefer another term, please specify)</b>	*		*	
<b>Prefer not to say</b>	14	4.29%	16	4.68%
<b>Unknown</b>	76	23.31%	82	23.98%
<b>Total</b>	326	100.00%	342	100.00%

### Trans status

We continue to look at ways we can encourage staff to share their equalities information with us.

<b>Trans status</b>	<b>December 2021</b>		<b>December 2022</b>	
	<b>Headcount</b>	<b>% Of workforce</b>	<b>Headcount</b>	<b>% Of workforce</b>
<b>No</b>	242	74.23%	249	72.81%
<b>Yes</b>	*		*	





<b>Prefer not to say or unknown</b>	*		*	
<b>Total</b>	326	100.00%	342	100.00%

### Recruitment Data

Our recruitment figures for 2021 only include data from May – December as we introduced a new system that year. The internal/external status of shortlisted and successful applicants was not recorded for 2021 and 2022. This has now been corrected and we will be able to report on it from 2023 onwards.

	2021*	2022
<b>All applicants</b>		
<b>All</b>	240	507
<b>Internal</b>		67
<b>External</b>		412
<b>Unknown</b>	240	28

	2021*	2022
<b>All shortlisted applicants</b>		
<b>All</b>	212	275
<b>Internal</b>		
<b>External</b>		
<b>Unknown</b>	212	275

	2021*	2022
<b>All successful applicants</b>		
<b>All</b>	70	111
<b>Internal</b>		
<b>External</b>		
<b>Unknown</b>	70	111



Recruitment data by sex	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%
<b>Female</b>	146	60.83%	323	63.71%
<b>Male</b>	87	36.25%	177	34.91%
<b>Prefer not to say</b>	*		*	
<b>Unknown</b>	*		*	
<b>In another way</b>	*		*	

Recruitment data by gender reassignment	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%
<b>No</b>	233	97.08%	494	97.44%
<b>Prefer not to say</b>	*		*	
<b>Unknown</b>	*		6	1.18%
<b>Yes</b>	*		*	



Recruitment data by age	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%
<b>25 to 34</b>	77	32.08%	135	26.63%
<b>35 to 44</b>	51	21.25%	137	27.02%
<b>45 to 54</b>	29	12.08%	117	23.08%
<b>55 to 64</b>	19	7.92%	46	9.07%
<b>65+</b>	*		*	
<b>Under25</b>	47	19.57%	52	10.26%
<b>Unknown</b>	17	7.08%	18	3.55%

Recruitment data by disability	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%
<b>No</b>	203	84.58%	421	83.04%
<b>Prefer not to say</b>	9	3.75%	20	3.94%
<b>Unknown</b>	*		*	
<b>Yes</b>	25	10.42%	62	12.23%

Recruitment data by marital status	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%



<b>Civil partnership</b>	*		7	1.38%
<b>Cohabiting</b>	37	15.42%	75	14.79%
<b>Divorced/dissolved</b>	*		28	5.52%
<b>Married</b>	83	34.58%	214	42.21%
<b>Other</b>	*		*	
<b>Prefer not to say</b>	*		11	2.17%
<b>Separated</b>	*		12	2.37%
<b>Single</b>	100	41.67%	153	30.18%
<b>Unknown</b>	*		*	

<b>Recruitment data by ethnicity</b>	<b>December 2021 *</b>		<b>December 2022</b>	
	<b>Headcount</b>	<b>%</b>	<b>Headcount</b>	<b>%</b>
<b>Total</b>	240	100.00%	507	100.00%
<b>African, African Scottish or African British</b>	6	2.50%	20	3.94%
<b>Asian, Asian Scottish or Asian British</b>	15	6.25%	29	5.72%
<b>Caribbean or Black</b>	*		*	
<b>Other ethnic group</b>	*		*	
<b>Prefer not to say</b>	*		8	1.58%
<b>Unknown</b>	*		*	
<b>White</b>	200	83.33%	431	85.01%
<b>Any mixed or multiple groups</b>	*		8	1.58%



Recruitment data by religion	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%
<b>Buddhist</b>	*		*	
<b>Church of Scotland</b>	30	12.50%	62	12.23%
<b>Hindu</b>	*		9	1.78%
<b>Muslim</b>	10	4.17%	9	1.78%
<b>None</b>	124	51.67%	295	58.19%
<b>Other</b>	*		*	
<b>Other Christian</b>	23	9.58%	40	7.89%
<b>Prefer not to say</b>	18	7.50%	38	7.50%
<b>Roman Catholic</b>	21	8.75%	42	8.28%
<b>Sikh</b>	*		*	
<b>Unknown</b>	6	2.50%	*	

Recruitment data by sexual orientation	December 2021 *		December 2022	
	Headcount	%	Headcount	%
<b>Total</b>	240	100.00%	507	100.00%
<b>Bi/bisexual</b>	7	2.92%	32	6.31%
<b>Gay/lesbian</b>	*		25	4.93%
<b>Heterosexual/straight</b>	207	86.25%	419	82.64%
<b>Other</b>	*		*	
<b>Prefer not to say</b>	12	5.00%	24	4.73%
<b>Unknown</b>	6	2.50%	*	



Promotions by age	2021*		2022	
	Headcount	% Of promotions	Headcount	% Of promotions
Under 25	*		*	
25-34	*		*	
35-44	7	56.22%	5	45.45%
45-54	*		5	45.45%
55-64	*		*	
65+	*		*	
<b>Total</b>	<b>12</b>	<b>100.00%</b>	<b>11</b>	<b>100%</b>

### Flexible working

The following table examines successful flexible working applications by age. We have chosen not to publish figures for other protected characteristics due to the small numbers of people involved. The move to working from home has meant that all our staff are now able to work flexibly, this is supported by our agile working policy. In future reports we will look at better ways to report on this.

Successful flexible working applicants by age	2021*		2022	
	Headcount	% Of successful applicants	Headcount	% Of successful applicants
Under 25	*		*	
25-34	5	19.23%	14	58.33%
35-44	10	38.46%	*	
45-54	5	19.23%	*	
55-64	*		*	
65+	*		*	
<b>Total</b>	<b>26</b>	<b>100.00%</b>	<b>24</b>	<b>100.00%</b>



## Leavers

Leavers by age	2021*		2022	
	Headcount	% Of leavers	Headcount	% Of leavers
Under 25	*		5	10.87%
25-34	13	39.39%	13	28.26%
35-44	9	27.27%	17	36.96%
45-54	5	15.15%	7	15.22%
55-64	*		*	
65+	*		*	
<b>Total</b>	<b>33</b>	<b>100.00%</b>	<b>46</b>	<b>100.00%</b>

Leavers by sex	2021*		2022	
	Headcount	% Of leavers	Headcount	% Of leavers
Female	22	66.67%	30	65.22%
Male	11	33.33%	16	34.78%
<b>Total</b>	<b>33</b>	<b>100.00%</b>	<b>46</b>	<b>100.00%</b>

## Dismissals

We dismiss a very small number of staff, and a very small number of staff leave with an exit package. For the purposes of this report we define dismissals whose employment ends due to their capability or conduct. We do not include staff leaving at the end of fixed term contract. Fewer than five staff were dismissed in either 2021 or 2022 so we do not report on this data.

Our Annual Report for 2020-21 sets out the numbers of staff who leave with an agreed voluntary severance payment. In 2020-21 two staff members left with an agreed voluntary severance payment. In 2019-2020 the equivalent figure was one. These small numbers mean that we are unable to report on these figures by protected characteristic. We do monitor these figures and consider whether there are any implications for our policies or broader approach to mainstreaming equality, diversity and inclusion.



## Pregnancy & Maternity

Our Family Friendly Policy offers enhanced maternity provision. This consists of 26 weeks full pay, 13 weeks of statutory maternity pay and 13 weeks unpaid leave. We also make provision for shared parental leave and paternity leave.

For the period 1st January 2021 – 31st December 2021 there were 10 employees who went on maternity leave (3% of the workforce). For those who returned from maternity leave within this period (14), 21% returned to their substantive post and hours, and the rest returned on flexible working arrangements.

For the period 1st January 2022 – 31st December 2022, there were 8 employees who went on maternity leave (2% of the workforce). For those who returned from maternity leave within this period (8), 63% returned to their substantive post and hours, and the rest returned on flexible working arrangements.

## 3. Council member profile

Under the Gender Representation on Public Boards (Scotland) Act 2018 we must publish a report on the composition of our Council. The Act requires that relevant public bodies meet the gender representation objective, which is that boards are made up of 50% non-executive members who are women. The composition of our Council is shown below.

SSSC Council composition December 2022	
Women	6
Men	3
<b>Total</b>	<b>9</b>

## 4. Technical note on data

The figures for our workforce in this report are as of December 2021 and December 2022 unless otherwise stated.

Some of our data should be treated with caution due to relatively high levels of unknown or not disclosed responses. We are taking steps to raise awareness of the reasons why we collect this data. Where relevant we highlight warnings on the data throughout this report.





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