



**General Register Office for Scotland**  
*information about Scotland's people*

**Gender Equality Scheme  
Annual Report**

**30 June 2009**

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**1. Foreword by Duncan Macniven, Registrar General for Scotland**

**I am pleased to present the Gender Equality Annual Report 2009 for the General Register Office for Scotland.**

**We first published our Gender Equality Scheme and Action Plan on 29 June 2007. The Scheme is available on our website:**

**<http://www.gro-scotland.gov.uk/gender-equality-scheme.html>**

**We continue to work towards the actions described in our Scheme and it is perhaps the work involved in our Census Rehearsal which best demonstrates our commitment to the elimination of discrimination.**

**We are determined to continue to meet our responsibilities under the Gender Equality Duty whilst awaiting the progress of the Equality Bill.**

## 2. INTRODUCTION

In this Annual Report we describe our progress over the last year in the same way as we set out our 2008 Report, under the following four headings:

- Publication of statistics and related information;
- Delivery of Services;
- Employment of staff; and
- Procurement of goods and services

## 3. PUBLICATION OF STATISTICS & RELATED INFORMATION

### 3.1 Population Statistics

The aim of General Register Office for Scotland (GROS) is to collect, process, safeguard and make available information and statistics about the people and population of Scotland.

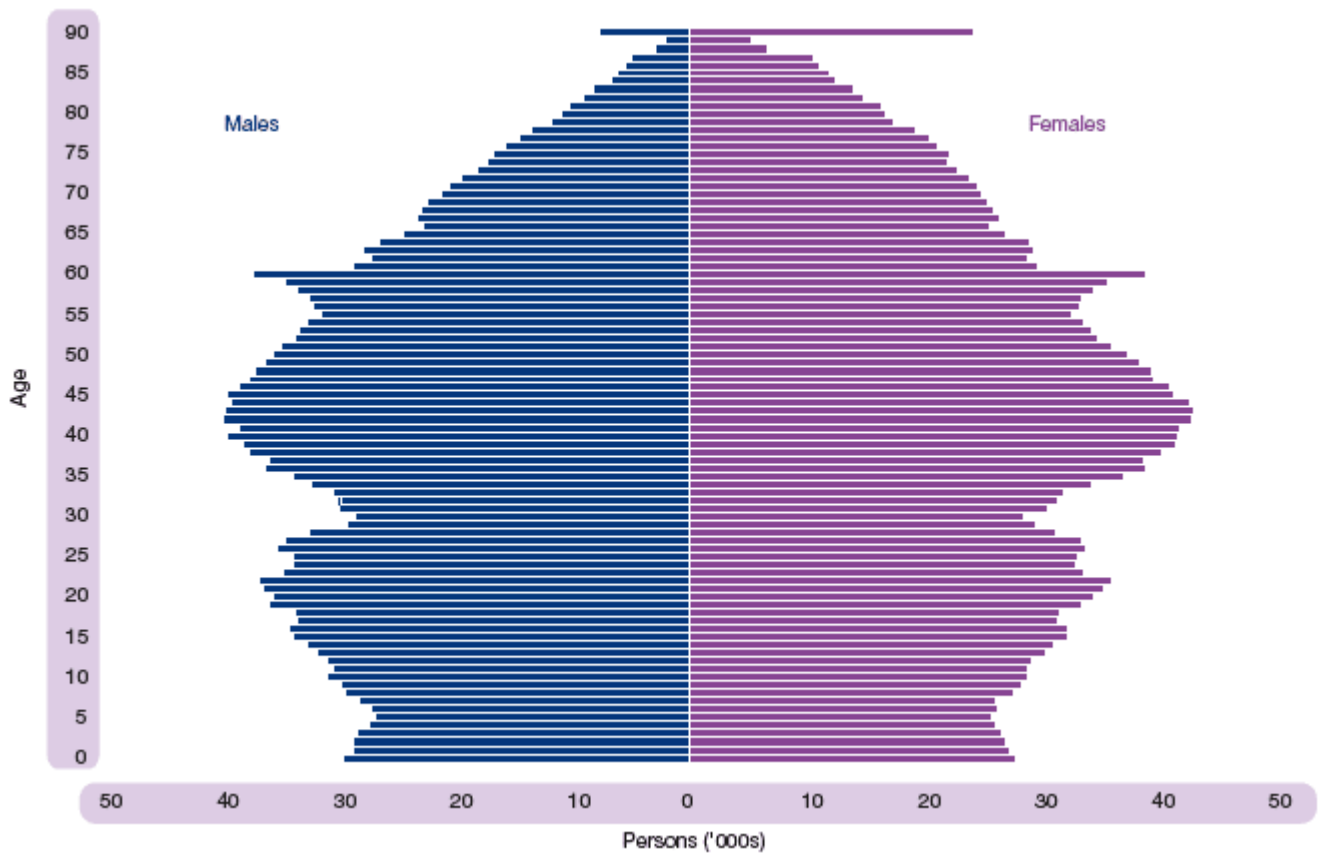
This information is used by both Central and Local Government to support the planning and provision of improved public services for communities throughout the Country.

Interest in the statistics of Scotland's population continues to grow. As at 30 June 2007 the total of Scotland's population was 5.144 million, the highest since 1983.

The [Scottish Government's Economic Strategy](#), published in November 2007, includes Scotland's first population target. It set the goal of matching the average population growth of the 15 pre-enlargement states of the European Union over the next ten years. The population figure (5.144 million) is the baseline against which that target will be monitored.

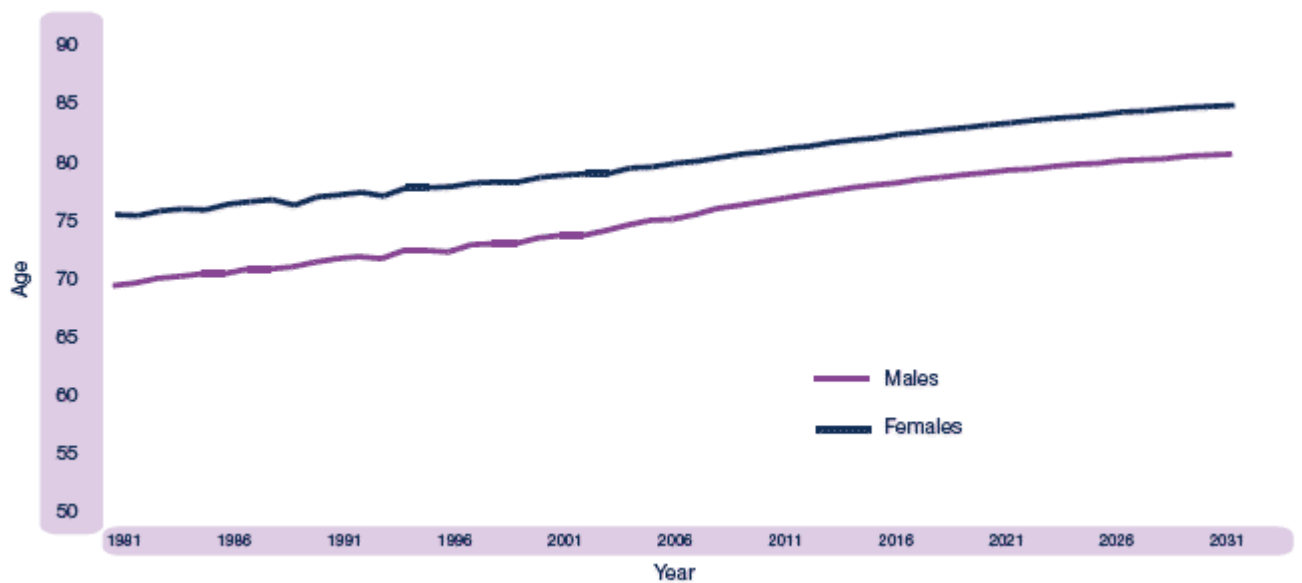
GROS provides statistics that support and inform policy development for Scotland. Our statistics are often presented by age and gender, helping to ensure that gender equality issues are taken into account when policy is formulated. For example increases in an aging population are likely to place a greater demand on health and social services. The table on the next page shows the estimated population by age and gender as at 30 June 2007.

**Estimated population by age and sex, 30 June 2007**



The table below shows the life expectancy in Scotland by Gender, demonstrating the aging population:

**Expectation of life at birth, Scotland, 1981-2031**



Comprehensive information on the statistics that the Department provides can be found at: [“Scotland’s Population 2007 – The Registrar General’s Annual Review of Demographic Trends – 153<sup>rd</sup> Edition”](#). The Review was published on 15 August 2008.

## **4. DELIVERY OF SERVICES**

### **4.1 ScotlandsPeople Centre**

The Centre, a joint venture between GROS, National Archives of Scotland (NAS) and the Court of the Lord Lyon (CLL) opened in General Register House on 25 August 2008. To improve access to all, the Centre provides an online family history and genealogy service and offers free two hour taster sessions to those new to family history research. It is currently open weekdays, but evening visits for small groups are bookable. Demand for opening times will be assessed in August 2009. Baby changing room facilities are available to the public in both the Ladies and Gentlemen’s Toilets and a café is now open to public.

### **4.2 2009 Census Rehearsal and the 2011 Census**

The content of the questionnaire for the 2011 Census is still being prepared and an evaluation of how questions performed in the 2009 Census Rehearsal is due to be completed by the end of this year. The final decision on the questions to be included in the 2011 Census will then be for the Scottish Parliament to take when the Census Regulations are laid in January 2010.

However, it is already certain that, as in previous censuses, the statistics will allow gender differences in a wide range of variables (such as health, employment and education) to be assessed accurately for small areas and groups of the population and for cross-comparisons to be made with other variables.

Analysis of the 123 field staff appointed to carry out for the 2009 Census Rehearsal shows no evidence of gender discrimination. Of a total of 347 applications, 187 were from males and 160 from females. While males were appointed to both Regional Manager positions (the top grade of field staff), there were 14 male applicants as opposed to just 4 females. For the three District manager positions, 2 females (13 applications) and 1 male (19 applications) were appointed. For the 10 Team Leader positions, 6 males (45 applications) and 4 females (27 applications) were appointed and of the 108 Enumerators appointed, 58 females (116 applications) and 50 males (110 applications) were appointed. We are content that this provides a reasonable gender balance.

As a Government Department, we will continue to comply with the Civil Service Recruitment Code ([www.civilservicecommissioners.org](http://www.civilservicecommissioners.org)) to ensure that all appointments for the 2011 Census are impartial, do not discriminate and are made on the basis of fair and open competition. We also follow the Scottish Government (SG) Resourcing Policy which includes a requirement to ensure that selection panels are gender balanced.

### 4.3 Civil Service Diversity & Equality Awards

Our Census Division has recently put forward examples of best practice and excellence in diversity and equality for the Civil Service Diversity and Equality Awards 2009. The awards aim to identify and celebrate good work across the civil service to better understand the needs of different, including hard to reach, groups in society. Census Division has bid under 2 categories: Delivery of Customer Service and Engagement & Involvement. The shortlist for awards will be announced on 25th August. Census information can be used to provide baseline gender information in order to identify the extent and nature of disadvantage and to measure the success of equal opportunities policies".

## 5. EMPLOYMENT OF STAFF

### 5.1 Terms & Conditions

As an Associated Department of the Scottish Government (SG) our staff continue to have SG terms and conditions of employment and we adopt all SG Human Resource policies and procedures. We continue to promote equality and eliminate discrimination in our employment practises for example paternity leave is available to male and female members of staff, including those in same sex relationships.

### 5.2 Gender Analysis of Workforce

We currently employ 313 permanent staff and continue to monitor staffing trends through Work Force Planning. Statistical analysis of the Plan shows that in terms of gender there has been no change at Senior Management level but some movement either way in the other grades, particularly at C2.

Grade	Year	Female %	Male %
<b>SCS</b>	2007	0	100
	2009	0	100
<b>C3</b>	2007	0	100
	2009	0	100
<b>C2</b>	2007	50	50
	2009	67	33
<b>C1</b>	2007	75	25
	2009	56	44
<b>B3</b>	2007	27	73
	2009	30	70
<b>B2</b>	2007	40	60
	2009	53	47
<b>B1</b>	2007	64	36
	2009	53	47

### 5.3 e-HR System

The SG implemented an e-HR system (which also covers GROS) on 31 March 2008. In terms of providing statistical analysis, the system is not yet fully operational, but once it is, we will undertake our own analyses of gender related issues and be in a better position to benchmark our findings and trends against the SG, other Government Agencies and Departments.

### 5.4 Work / Life Balance

We are committed to creating a working environment in which staff can achieve a healthy work-life balance that meets the need of our people and the organisation. Most of our staff work full time, but flexibly. We also encourage a variety of alternative working patterns i.e. compressed working and partial retirement. Alternative Working can be undertaken by informal agreement or formally with a change of contract. The following table details the number of staff by grade who currently work a formal alternative working pattern:

Grade	Male	Female
C1	0	1
B3	0	2
B2	2	2
B1	2	5
A4	0	7
A3	1	18

### 5.5 Scotland's Health at Work Scheme (SHAW)

During the year SHAW was replaced by the Healthy Working Lives Award and we had the option of transferring our SHAW Silver Award to this new Scheme. Together with colleagues in NAS we took staffs' view on this and decided to run a joint in house well-being initiative. Staff voted on a name for the new initiative and decided on W@W – Well Being at Work. We will continue to promote healthy eating, physical activity and health awareness, taking staff views as we go along. We endeavour to promote health awareness initiatives to all, although some campaigns are gender specific e.g. we promoted "Everyman Male Cancer Month in June 2008" and funded the entrance fee for those female staff who participated in the "Race for Life" in aid of Cancer Research UK.

### 5.6 Training & Development

The Department's commitment to the training and development of each member of staff is to set out in the "GROS Training & Development Strategy" which is reviewed annually. GROS believes that effective induction, and offering appropriate learning opportunities for staff, are key factors in supporting the business of GROS, while helping to provide job satisfaction and development for staff. In the last financial year 2008/2009 we:

- arranged 118 external training course
- delivered 11 in-house training events

- arranged for 23 staff to study for the European Computer Driving Licence (ECDL) qualification
- funding 7 staff for a further education qualification.

Training and Development opportunities are open to all but we have arranged for gender specific training including a course “Management and Personal Development for Women” in February 2009.

## **6. PROCUREMENT OF GOODS & SERVICES**

GROS continues to follow SG procurement policy and procedure which comply with EU Procurement Directives ensuring equality of treatment of suppliers, non discrimination and transparency. To ensure that staff comply with procurement legislation, including equality, we arranged for 17 staff to attend a Specification Writing course.

## **7. CONCLUSION**

We will continue to make progress with the Key Objectives of our Gender Equality Scheme whilst awaiting the outcome of the Equality Bill.