

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

**Gender Equality Scheme  
Annual Report**

**30 June 2008**

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

I am pleased to present the Gender Equality Annual Report 2008 for the General Register Office for Scotland (GROS).

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/files1/about-us/gender-equality-scheme/gender-equality-scheme.pdf>

Since then we have continued to work to take the action described in our Scheme to promote gender equality and eliminate sex discrimination. We are determined to continue to meet the Gender Equality Duty.

## 1. INTRODUCTION

Progress made since June 2007 is described under the following four headings:

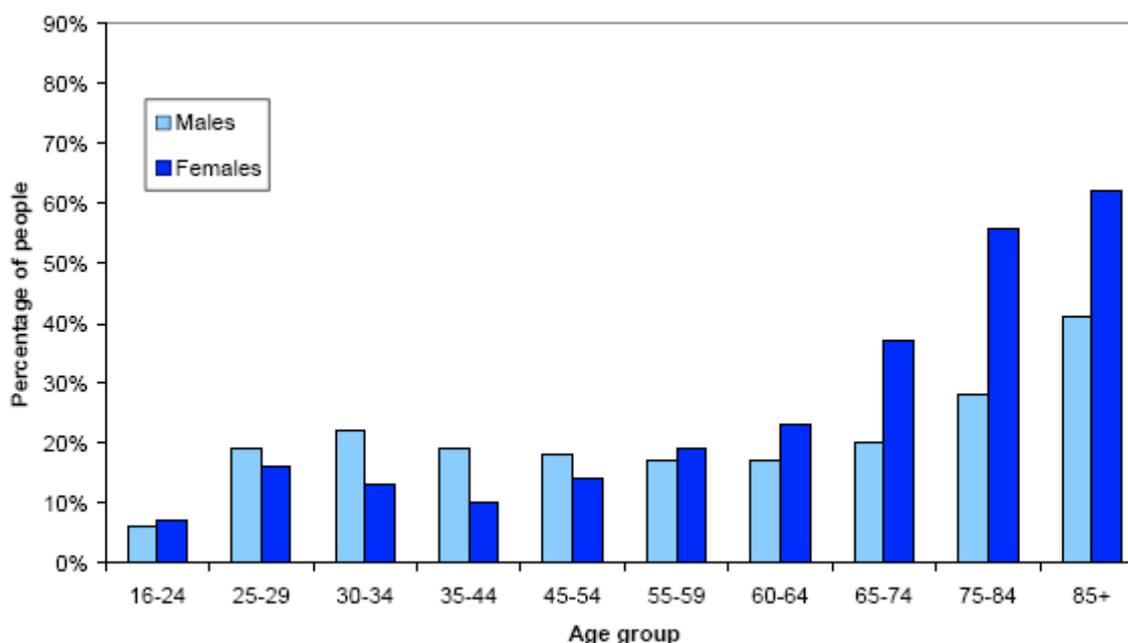
- Publication of statistics and related information
- Delivery of Services
- Employment of staff
- Procurement of goods and services

## 2. PUBLICATION OF STATISTICS & RELATED INFORMATION

### 2.1 Demographic Statistics

GROS provides statistics that support and inform policy development for Scotland. Our statistics are often presented by age and gender, ensuring that gender equality issues can be taken into account when policy is formulated. In the most recent Registrar General's Annual Report, statistical analysis of life expectancy demonstrated that the gap between males and females has fallen from just over 6 years in 1981 to around 5 years now and is projected to fall a little further to around four and a half years by 2010.

On 8 May 2008 we published a report on the projected future number of households in Scotland. Analysis of the statistics by gender shows that, in most age groups up to their mid-50s, men are more likely to live alone than women. From the age of 55 onwards, however, women are more likely to live alone, and the figures increase with age, as detailed in the graph below:



A copy of the report can be found on our website at: [www.gros-scotland.gov.uk/files1/stats/gros-household-projections-for-scotland-2006-based/gros-household-projections-for-scotland-2006-based.pdf](http://www.gros-scotland.gov.uk/files1/stats/gros-household-projections-for-scotland-2006-based/gros-household-projections-for-scotland-2006-based.pdf)

## 3. DELIVERY OF SERVICES

### 3.1 ScotlandsPeople Centre

Based in General Register House, the Centre, a one-stop-shop for genealogy services, will open to the public on 25 August 2008. This will enable people (female or male) to research their family history. Initially the Centre will open on weekdays from 9am – 4.30pm. Evening visits for small groups (eg Family History Societies) will be bookable in advance. Demand will be assessed and reviewed after a year. As part of the refurbishment of the building, baby changing room facilities are available to the public in both the ladies' and gentlemen's toilets.

### **3.2 2011 Census**

The content of the questionnaire for the 2011 Census is still being worked on. A final decision on questions to be included in the 2009 Census Rehearsal will be made later this year – but 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.

We are currently recruiting temporary field staff to carry out the enumeration in the Rehearsal. As a Government Department, we comply with the Civil Service Recruitment Code ([www.civilservicecommissioners.org](http://www.civilservicecommissioners.org)) to ensure that all appointments 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 (see also paragraph 4.1 below).

## **4. EMPLOYMENT OF STAFF**

### **Terms & Conditions**

4.1 As an Associated Department of the SG, our staff have SG terms and conditions of employment and we adopt SG human resource policies and procedures. We continue to promote equality and eliminate discrimination in our employment practices and in our training courses. In February 2008, the SG Resourcing Policy introduced a requirement to ensure that selection panels are gender balanced and include an interviewer outwith GROS. We have set up a reciprocal interviewing agreement with colleagues in the National Archives of Scotland and maintain a list of trained interviewers which helps us comply with this requirement.

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

4.2 We currently hold the SHAW Silver Award and regularly promote and participate in local and national health campaigns including gender specific campaigns. For example, we promoted to staff "Prostate Cancer Awareness Week" during 10 – 16 March 2008.

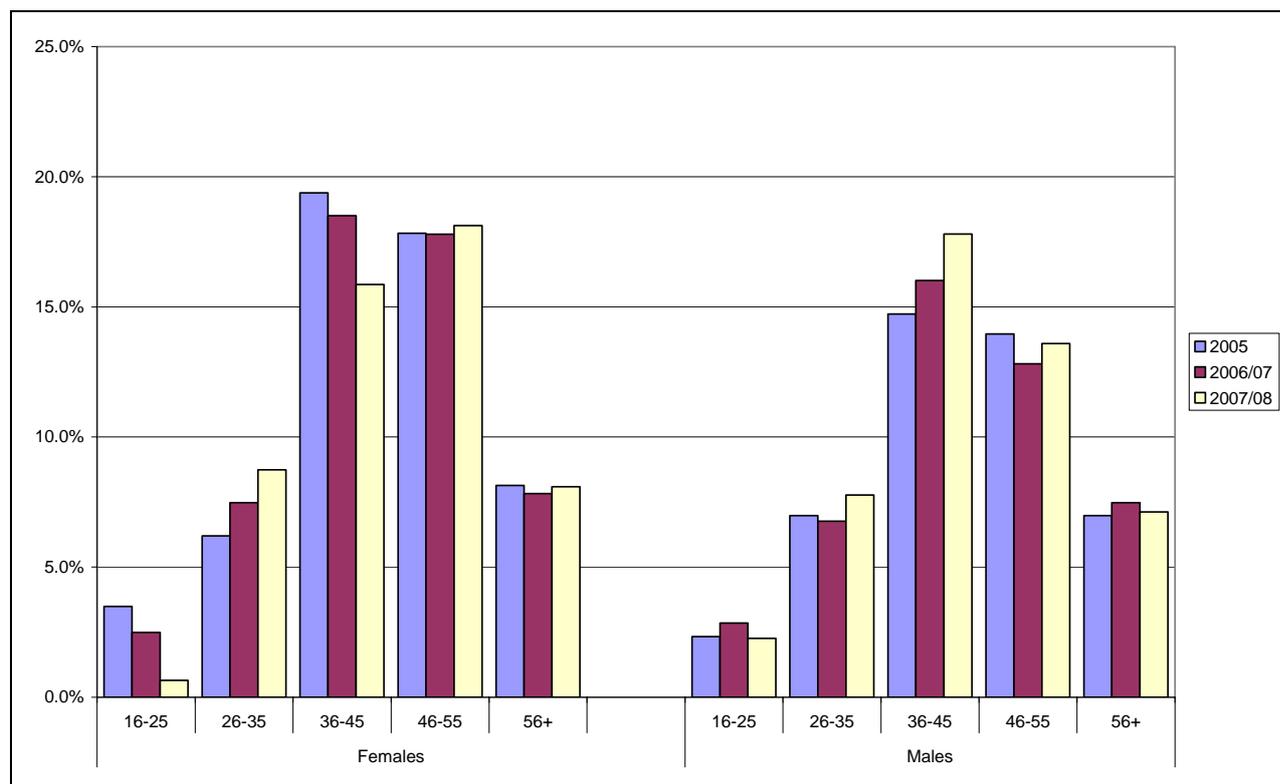
### **Gender Analysis of Workforce**

4.3 We continue to monitor staffing trends through our Work Force Plan. Statistical analysis of the Plan shows that there has been little change in the staff structure of GROS in terms of age and sex since 2005. The average age of staff in GROS in 2007/08 was 44.4 (43.7 for males and 44.9 for females). The corresponding average age in the previous year was 44.3 (43.7 for males and 45.0 for females). The number of female staff in senior positions in the same period remains fairly static at 43.75%.

### **Gender Analysis of Sick Absence**

4.4 We monitor sickness absence in GROS, including by gender. The table below details staff absence due to sickness during financial year 2007/2008.

*(note that all figures are expressed as a percentage of the total workforce of the organisation)*



### e-HR System

4.5 The SG implemented an e-HR system (which also covers GROS) on 31 March 2008. Once the system is fully operational 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 as well as other Government Agencies and Departments.

## 5. PROCUREMENT OF GOODS & SERVICES

5.1 GROS continues to follow SG procurement policies and procedures which comply with EU Procurement Directives ensuring equality of treatment of suppliers, non discrimination and transparency.

## 6. CONCLUSION

6.1 We continue to make progress with the Key Objectives of our Gender Equality Scheme and will continue to seek to do more to ensure we offer an equitable service to all our customers and staff.