

# **Voluntary Disclosure on Gender and Other Equality and Diversity Issues in the Scottish Renewables Industry: Overview of the Process and Results from the 2013 Disclosure**

Rachel Dunk, Crichton Carbon Centre and ClimateXChange

Michael Bonaventura, Crichton Carbon Centre and ClimateXChange<sup>1</sup>

## **Background**

Crichton Carbon Centre conducts research on distributional impacts and considerations of equity in climate change policy within ClimateXChange (CXC), Scotland's Centre of Expertise on Climate Change. In 2012, the Renewable Routemap (RRM) team asked CXC researchers at the Crichton Carbon Centre to conduct an analysis of gender equality data that had been provided by 3 energy companies. This analysis informed Annex C – Equalities Statement within the 2012 Update to the 2020 Renewable Routemap for Scotland.

The limitations of the gender equality data set (scope and comparability of information provided by the different companies) were recognised by both the Crichton Carbon Centre and the RRM team. The 2012 Update identified that monitoring of gender and other equality groups across the renewables sector is at present limited and included a commitment to work with key stakeholders to monitor the numbers of women and all minority groups entering the sector and to publish these findings annually as part of the update to the 2020 Routemap for Renewable Energy in Scotland.

In March 2013 the Scottish Government made a request to CXC for support to develop and deliver an equalities monitoring programme that would report on an annual basis for inclusion within the annual updates to the 2020 Renewable Routemap for Scotland. This work has been taken forward by CXC researchers at the Crichton Carbon Centre.

## **Basis and Scope of the Disclosure Process**

A voluntary disclosure approach was proposed and adopted, where a disclosure survey was produced and circulated to members of the industry for voluntary completion and return, with the intention that this process would be repeated on an annual basis. This provides a standardised procedure which ensures direct comparability of data provided by different organisations and over time.

In order to maximise the response rate (minimise the risk of low survey returns), a light touch approach was taken in year 1 with the survey comprising a small number of disclosure questions with a focus on gender equality. The scope of the disclosure survey was developed based on advice provided by the 'Close the Gap' team ([www.closesthegap.org.uk/](http://www.closesthegap.org.uk/)) and draws on the indicators, advice and guidance provided by the Global Reporting Initiative (GRI) Sustainability Reporting Guidance (social indicators), the UK Government Equalities Office 'Think, Act, Report' framework, and ACAS Voluntary Gender Equality Analysis and Reporting guidance. The survey therefore aligns with the major voluntary reporting initiatives. Additional questions can be added in future years as the industry becomes more familiar with the disclosure process.

The survey covered 4 areas of disclosure with 12 disclosure questions, all of which were optional:

### **Disclosure 1 – Representation by Gender**

Disclosure 1a - Makeup of the Workforce

Disclosure 1b - Representation at Different Levels by Role

Disclosure 1c - Representation at Different Pay Levels

### **Disclosure 2 – Maternity and Paternity**

Disclosure 2a - Maternity and Paternity Schemes

Disclosure 2b - Maternity Leave and Return to Work

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<sup>1</sup> Corresponding author: [bon@carboncentre.org](mailto:bon@carboncentre.org)

- Disclosure 2c - Maternity Leave and Retention
- Disclosure 2d - Paternity Leave and Return to Work
- Disclosure 2e - Additional Paternity Leave and Retention

### Disclosure 3 – Flexible Working

- Disclosure 3a - Flexible Working Arrangements

### Disclosure 4 – Other Equality and Diversity Issues

- Disclosure 4a - Dignity at Work Policies
- Disclosure 4b - Monitoring of Equalities Data
- Disclosure 4c - Other Diversity Activities

## Survey Distribution

The disclosure survey was distributed via email by Scottish Renewables ([www.scottishrenewables.com](http://www.scottishrenewables.com)) to their 348 members, by Close the Gap ([www.closesthegap.org.uk](http://www.closesthegap.org.uk)) to 373 of their members through the WiRES network and by Energy Action Scotland ([www.eas.org.uk](http://www.eas.org.uk)) to around 200 organisations<sup>2</sup>. All responses were received in the period 16/09/13 to 02/10/13.

## The Respondents

47 organisations have chosen to make some form of voluntary disclosure representing 3675 employees. This compares to 3 organisations representing 612 employees in the 2012 Update. Size classifications in **Table 1** are based on total employees.

Size of Organisation	2012 Disclosure		2013 Disclosure	
	No. of organisations	No. of employees	No. of organisations	No. of employees
Small (<50 employees)			34	438
Medium (50 to <250 employees)	3	612	10	1570
Large (250+ employees)			3	1667
<b>ALL Organisations</b>	<b>3</b>	<b>612</b>	<b>47</b>	<b>3675</b>

**Table 1: The number of organisations making a voluntary disclosure in 2012 and 2013**

Of the 47 responding organisations, 15 chose to remain anonymous. The 32 named respondents are (in alphabetical order):

*3R Energy Solutions Ltd, Airvolution, Albatern Ltd, AREVA, BSS Gas Ltd, DP Energy Ireland Ltd, Energised Environments Ltd, Engineered Solutions, EnviroCentre Ltd, EWT UK Ltd, Fintry Development Trust, Gamesa Wind UK Ltd, GreenPower Developments Ltd, Helensburgh Renewables, Hywind Schotland Project (Statoil ASA), Infinergy Ltd, Institute for Energy Systems (University of Edinburgh), Lomond Energy Ltd, Macaskill Associates, Mott MacDonald, Natural Power, Neo Environmental, Pelamis Wave Power, Rx-Comm, SSE, Scottish Renewables, Scottish Power Renewables, Source Low Carbon LLP, StrathControl, The Carbon Trust Scotland Office, Trident Energy, Vento Ludens.*

Recognising the diversity of organisations engaged in the renewables industry, respondents were asked to provide some basic demographic data regarding their organisation. This was based on the **organisation type** and **areas of specialism** used by Scottish Renewables in their public membership directory. 46

<sup>2</sup> It is noted that not all of the organisations on the Energy Action Scotland mailing will be engaged in the Scottish renewable energy industry.

organisations (3662 employees) provided this information. For organisation type (ranked in order of number of employees represented in the 2013 Disclosure) see **Table 2**. For area(s) of specialism (ranked in order of number of organisations identifying each area in the 2013 Disclosure) see **Table 3**.

Type of Organisation	2012 Disclosure		2013 Disclosure	
	No. of employees	% of employees	No. of employees	% of employees
Consultancy	193	31.5	1311	35.8
Engineering & Manufacturing			600	16.4
Commercial / Energy Provider	419	68.5	450	12.3
Other (Mining & Land Redevelopment)			418	11.4
Academic			255	7.0
Finance			201	5.5
Legal			181	4.9
Developer			165	4.5
Installer			33	0.9
Trade Body			19	0.5
PR & Public Affairs (inc. Stakeholder engagement)			18	0.5
Trust			11	0.3

**Table 2: The types of organisation making a voluntary disclosure in 2012 and 2013**

Area of Specialism	2012 Disclosure		2013 Disclosure	
	No. of organisations		No. of organisations	
Onshore Wind	3		29	
Offshore Wind	3		15	
Hydropower	2		13	
Marine & Tidal	2		13	
Planning	2		12	
Solar	1		11	
Community Engagement			7	
Bioenergy	2		6	
Heat			6	
Skills & Training			6	
Micro Technologies			4	
Supply Chain	1		4	
Grid	1		4	
Transport			3	
Economics & Markets			2	

**Table 3: The areas of specialism identified by organisations making a voluntary disclosure in 2012 and 2013**

It is noted that many organisations specialise in more than one area of renewable energy, where 16 organisations identified one area, 14 organisations identified 2-3 areas, 10 organisations identified 4-5 areas, and 6 organisations identified 5 or more areas of specialism.

## Disclosure 1: Workforce Make-up & Representation

47 organisations made some form of disclosure on workforce make-up and representation (Table 4).

<b>Disclosure 1: Workforce Make-up &amp; Representation</b>	<b>No. of organisations</b>	<b>No. of employees</b>
1a - Makeup of the Workforce	47	3675
1b - Representation at Different Levels by Role	2	13
1c - Representation at Different Pay Levels	5	51

**Table 4: Number of organisations making a disclosure on workforce make-up and representation**

### Disclosure 1a - Makeup of the Workforce

**Figure 1:** All 47 disclosing organisations (3675 employees) provided information of the total number of employees by gender (**Figure 1 – bottom panel**). The proportion of women employees is generally higher in small (34%) and medium (35%) sized organisations when compared with large (21%) organisations. The overall proportion of women employees in the 2013 Disclosure was 28%. This is slightly lower than the 30% of women employees in the 2012 Disclosure (**Figure 1 – top panel**). It is noted that the data is not directly comparable due to the small number of companies reporting in 2012. Nonetheless, a direct comparison of the data provided by organisations disclosing in both years also reveals a slight decrease in the proportion of women employees (see Figures 2 and 3).

**Figure 2:** Three organisations provided basic data on the make-up of the workforce in both 2012 and 2013. In 2012 the percentage of women ranged from 27.0% to 32.1% with an average of 30.2%. In 2013 the percentage of women ranged from 28.1% to 30.4% with an average of 29.5%. From 2012 to 2013 the total number of employees within the 3 organisations increased from 612 to 662 (8% increase). In the same period, the number of women increased from 185 to 195 (5% increase), while the number of men increased from 427 to 467 (9% increase).

**Figure 3:** In the 2012 Disclosure one organisation provided historical data showing the change in make-up of the workforce from 2009. This data is updated to include the 2013 Disclosure data in **Figure 3**. In the five year period from 2009 to 2013 the total number of employees increased from 124 to 240 (94% increase). In the same period, the number of women employees more than doubled, rising from 34 to 73 (115% increase). The number of women employees as a percentage of the total workforce has increased by around 3%, from ca. 27% in 2009 to ca. 30% in 2013. However, while the absolute number of female employees has increased every year, the percentage of women peaked at 32% in 2011 and has declined from 2011 to 2013.

**Figure 4:** In the 2013 Disclosure 45 organisations (3580 employees) also provided a breakdown between full time and part time employees. Women are much more likely than men to be employed on a part time basis (19% of women and 4% of men). Part time employees account for 8% of the total workforce. Women dominate this group, accounting for 69% of all part time employees. Full time employees account for 92% of the total workforce. Men dominate this group, accounting for 75% of all full time employees.

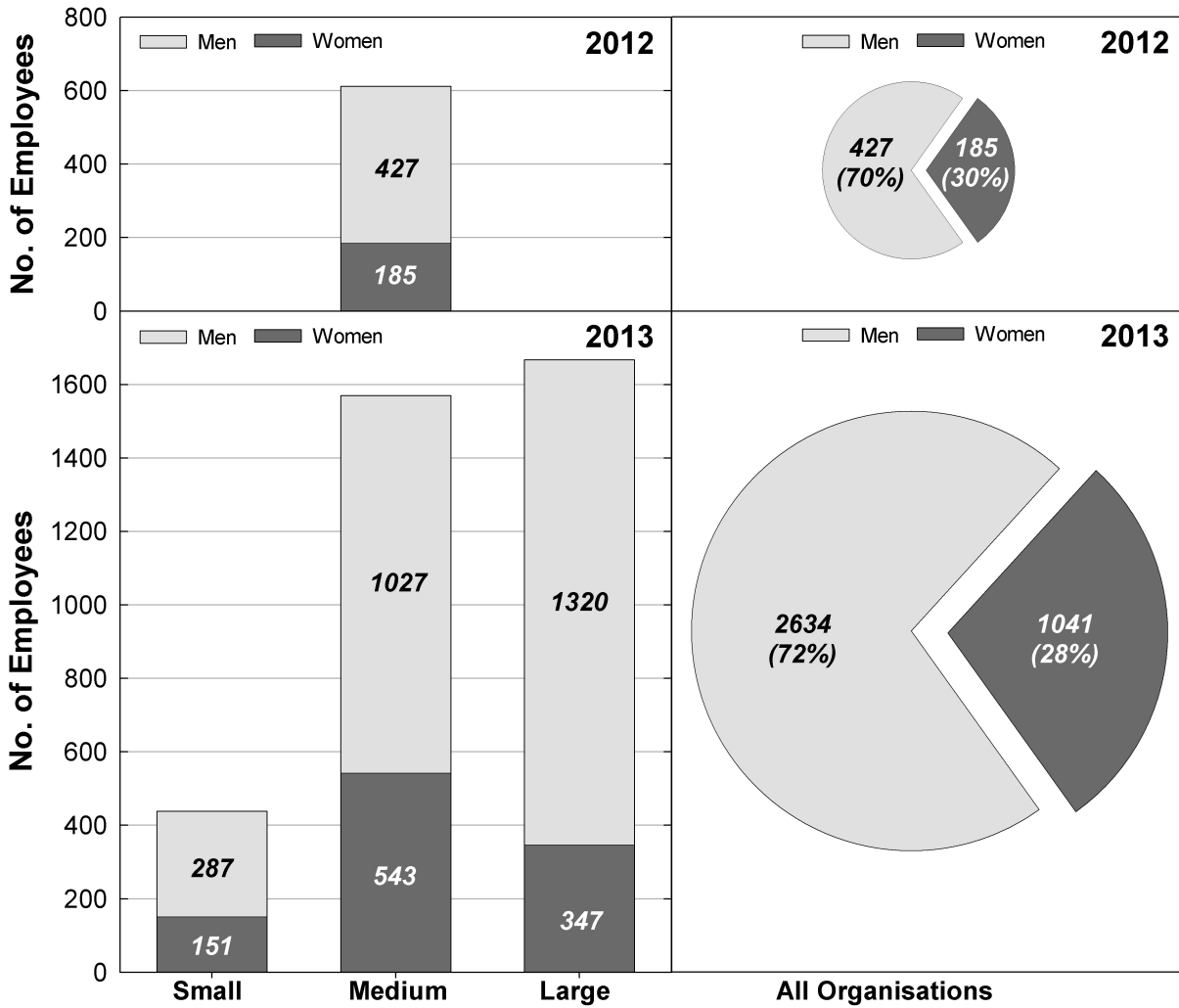


Figure 1: The number of women employees within the workforce (all disclosing organisations)

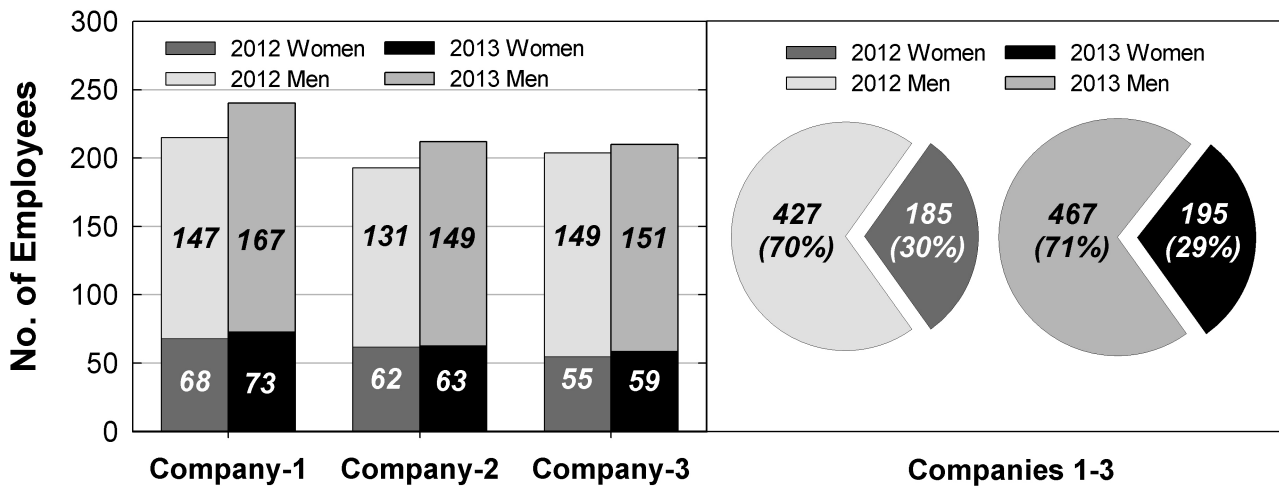


Figure 2: The number of women employees within the workforce (organisations disclosing in 2012 and 2013)

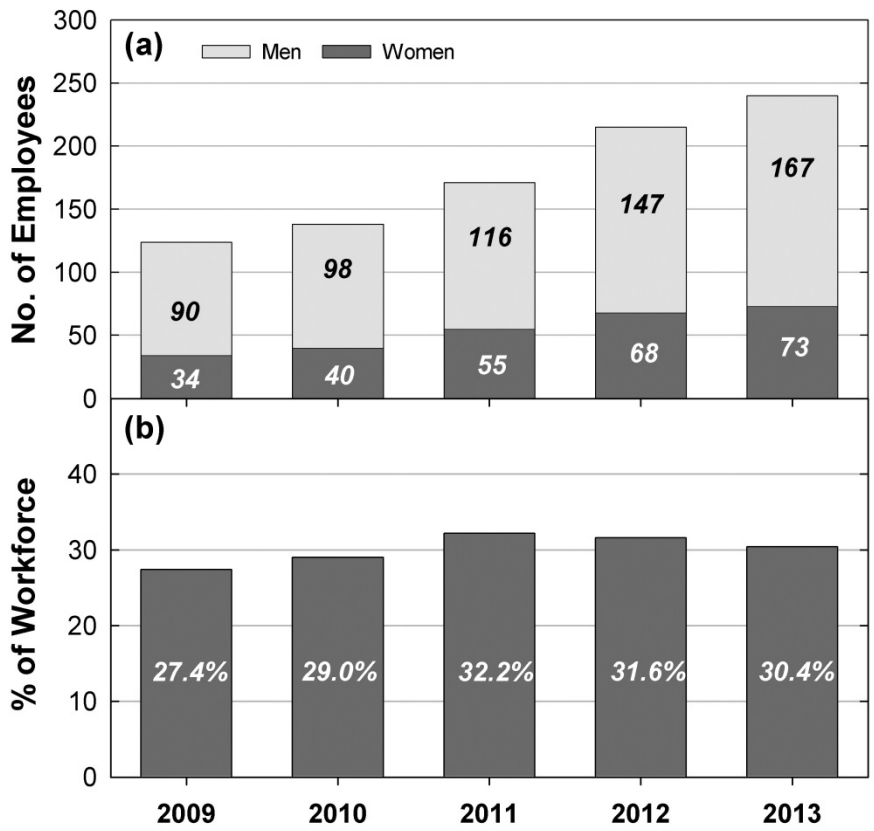


Figure 3: Growth in total workforce and number of women employees 2009 to 2013 (one organisation)

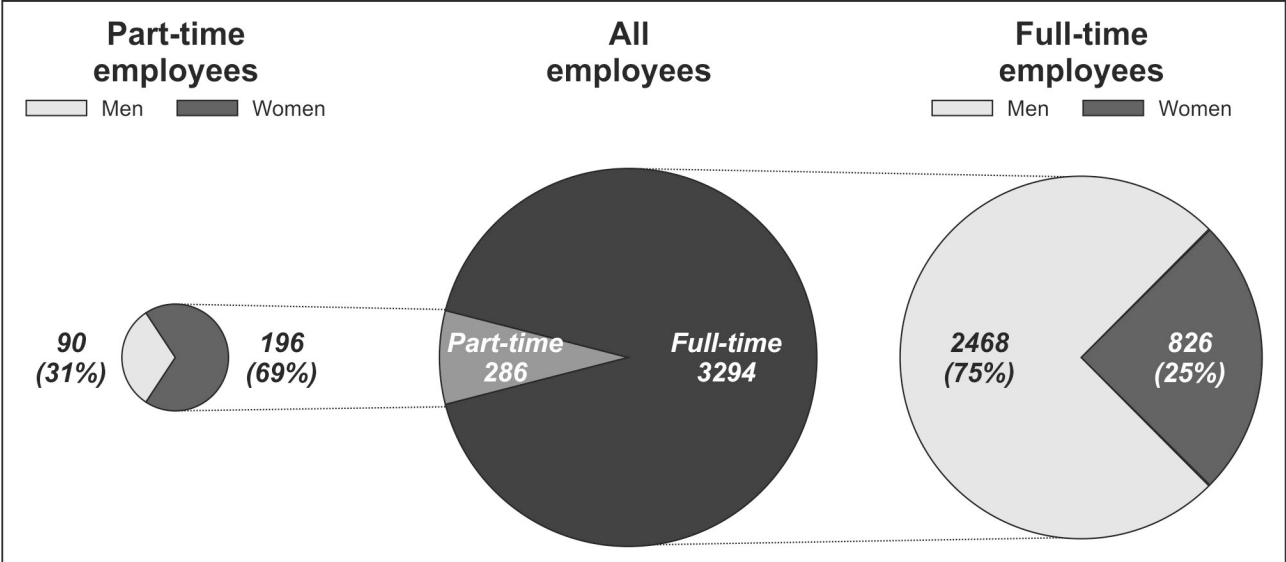


Figure 4: The proportion of women in part-time and full-time employment (2013)

### Disclosure 1b – Representation at Different Levels by Role

2 organisations (13 employees) provided information on representation at different levels by role (**Table 5**). Role levels were mapped to the UK Standard Occupational Categories.

UK Standard Occupational Category	Men	Women
SOC1 - Managers, Directors and Senior Officials	4	0
SOC2 - Professional Occupations	3	2
SOC3 - Associate Professional and Technical Occupations	3	0
SOC4 - Administrative and Secretarial Occupations	0	1

**Table 5: Representation at Different Levels by Role**

### Disclosure 1c – Representation at Different Pay Levels

5 organisations (51 employees) provided information on representation at different pay levels (**Table 6**).

Pay Level	Men	Women
10k to <20k	5 (18.5%)	5 (20.8%)
20k to <30k	9 (33.3%)	6 (25.0%)
30k to <40k	6 (22.2%)	6 (25.0%)
40k to <50k	2 (7.4%)	4 (16.7%)
50k+	5 (18.5%)	3 (12.5%)

**Table 6: Representation at Different Pay Levels**

There were insufficient returns on either occupational categories or pay to be able to draw any conclusions about the types of jobs women are doing or their career progression within participating companies.



## Disclosure 2 – Maternity & Paternity

BY contrast, 38 organisations made some form of disclosure on maternity and paternity issues (Table 7).

Disclosure 2: Maternity & Paternity	No. of organisations	No. of employees
2a - Maternity and Paternity Schemes	38	2419
2b to e - Return to Work & Retention	4	48

**Table 7: Number of organisations making a disclosure on maternity and paternity issues**

### Disclosure 2a – Maternity & Paternity Schemes

38 organisations (2419 employees) provided information on maternity and paternity schemes (Table 8). In total, 17 organisations (1381 employees, 57%) offer some form of enhanced (pay and/or leave) maternity scheme and 11 organisations (1103 employees, 46%) offer some form of enhanced paternity scheme.

Scheme Type	Maternity	Paternity
Statutory Minimum	21 organisations, 1038 employees	27 organisations, 1316 employees
Enhanced Leave	0 organisations, 0 employees	1 organisation, 13 employees
Enhanced Pay	10 organisations, 502 employees	7 organisations, 682 employees
Enhanced Leave and Pay	7 organisations, 879 employees	3 organisations, 408 employees

**Table 8: Maternity and paternity schemes**

### Disclosure 2b-e – Maternity & Paternity Leave, Return to Work and Retention

4 organisations (48 employees) provided information on maternity and paternity leave, return to work and retention.

**Disclosure 2b - Maternity Leave and Return to Work:** 1 employee had taken maternity leave in the last year. No employees were due to return to work in the last year having taken maternity leave.

**Disclosure 2c – Maternity Leave and Retention:** No employees were due to return to work in the year before last having taken maternity leave.

**Disclosure 2d – Paternity Leave and Return to Work:** No employees had taken either ordinary or additional paternity leave in the last year. No employees were due to return to work in the last year having taken additional paternity leave.

**Disclosure 2e – Paternity Leave and Retention:** No employees were due to return to work in the year before last having taken paternity leave.

### Disclosure 3 – Flexible Working Arrangements

38 organisations made a formal disclosure regarding flexible working arrangements (**Table 9**). In addition, a number of micro businesses (sole traders and self-employed partnerships) commented that flexible working arrangements are not particularly relevant to their business as they work whatever hours are required to make a living.

<b>Disclosure 3: Flexible Working Arrangements</b>	<b>No. of organisations</b>	<b>No. of employees</b>
3a – Flexible Working Arrangements	38	2430

**Table 9: Number of organisations making a disclosure on flexible working arrangements**

All 38 organisations (2430 employees) provided some form of flexible working arrangement(s). The forms of flexible working made available to employees (either formally or informally) are presented in **Table 10** below, ranked in order of the number of employees.

<b>Working Arrangement</b>	<b>Practiced</b>	<b>Not Practiced</b>
Part-time working	27 organisations, 2134 employees	11 organisations, 296 employees
Working from home	33 organisations, 1865 employees	5 organisations, 565 employees
Job-sharing	14 organisations, 1276 employees	24 organisations, 1154 employees
Term-time working	15 organisations, 1239 employees	23 organisations, 1191 employees
Mobile working	29 organisations, 1046 employees	79 organisations, 1384 employees
Flexi-time	25 organisations, 1014 employees	13 organisations, 1416 employees
Compressed hours	12 organisations, 835 employees	26 organisations, 1595 employees
Annual hours	10 organisations, 718 employees	28 organisations, 1712 employees

**Table 10: Flexible working arrangements practiced by disclosing organisations**

## Disclosure 4 – Other Equality and Diversity Issues

40 organisations made some form of disclosure on equality and diversity issues (Table 11).

<b>Disclosure 4: Other Equality and Diversity Issues</b>	<b>No. of organisations</b>	<b>No. of employees</b>
4a – Dignity at Work policies	40	2433
4b – Monitoring of Equalities Data	4	48
4c – Other Diversity Activities	1	12

**Table 11: Number of organisations making a disclosure on equality and diversity issues**

### Disclosure 4a – Dignity at Work policies

40 organisations (2433 employees) provided information on Dignity at Work policies. Of these, 32 organisations (2381 employees, 97.9%) have formal policies including both Equality and Harassment & Bullying. A further 4 organisations (33 employees, 1.4%) have a formal Equality policy. 4 organisations (19 employees, 0.8%) have no formal Dignity at Work policies.

### Disclosure 4b – Monitoring of Equalities Data

Only 4 organisations (48 employees) chose to disclose whether or not they monitor equalities data across the protected characteristics of age, disability, gender, gender reassignment, sexuality, ethnicity/race, and religion or belief. Of these disclosing organisations, only 1 (10 employees) currently monitors equalities data.

### Disclosure 4c – Other Diversity Activities

Organisations were provided with the opportunity to identify any other diversity activities they were engaged in. For example, whether they participate in the Stonewall Workplace Equality Index or Diversity Champion Programme ([www.stonewall.org.uk](http://www.stonewall.org.uk)), or are a signatory to the MINDFUL Charter for Employers ([www.mindfulemployer.net](http://www.mindfulemployer.net)).

Only 1 organisation (12 employees) made any comment, noting that as a relatively young and growing business, they are now in the process of developing policies and procedures to address equality and diversity issues.