

2021 Headlines

OFFICIAL SENSITIVE

The 2021 People Survey ran from 28th September to 3rd November. 327,388 people, from 101 Civil Service organisations, completed the survey; giving us an overall response rate of 62%.

Here you'll find your Employee Engagement Index, Core Theme Scores, and Discrimination, Bullying and Harassment Rates.

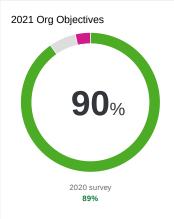
Your percent positive theme score is shown in green and the centre of the chart. Your percent neutral is in grey, and percent negative in pink.

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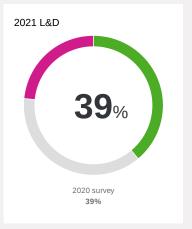


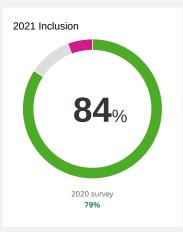


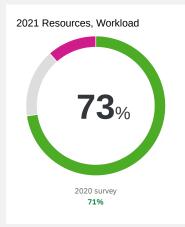






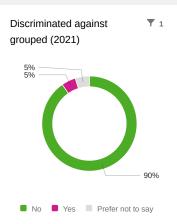


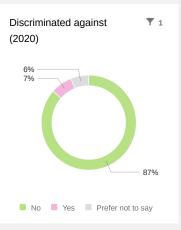




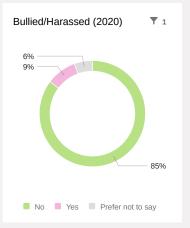












2021 Employee Engagement & Core Theme Scores This page includes the median scores for your organisation and at Civil Service Level for the following core themes: employee engagement; my work, organisational objectives, my manager, my team, learning and development; inclusion and fair treatment; resources and workload; pay and benefits; leadership and managing change. A comparison between 2021 and 2020 scores is also included. **Employee Engagement** Employee engagement is a workplace approach designed to ensure that employees are committed to their organisation's goals and values, and are motivated to contribute to organisational success. We use five questions (B47 - B51) in the People Survey to measure employee engagement, and combine all responses (positive, neutral and negative) into a summary index score to tell you where they sit on a scale of very disengaged (0%) through to very engaged (100%). The Civil Service Employee Engagement Index (EEI) in Your 2021 Employee Engagement Index Your 2020 Employee Engagement Index 2021 is 66%. was: It remains stable compared to 2020 (median scores) The graphs on the right present your EEI for 2021 and The charts below, instead, displays the five questions that are used to calculate your EEI. For each question, we've looked at the difference 75% between the proportion of your employees who responded favourably (i.e. selected agree or strongly agree), and compared this to your 2020 results, your parent, and the Civil Service Benchmark. If the difference is statistically significant, giving us 0% 100% 0% 100% confidence that the difference is not due to random chance, then an arrow will appear. If the arrow is pointing downwards "v" then your score is significantly Employee Engagement Question Scores 2021 vs 2020 SG Scottish Civil Service Government Question Distribution 2020 survey Benchmark (Corporate 2021 Report) B47. I am proud when I tell others I am part of my organisation 21% +4 +3 0 +5 B48. I would recommend my organisation as a great place to work B49. I feel a strong personal attachment to my organisation 31% +2 +3 +4 B50. My organisation inspires me to do the best in my job 32% +3 0 0 B51. My organisation motivates me to help it achieve its objectives 31% +2 **Core Theme Scores** There are nine core theme scores within the Civil Service People Survey. Each theme measures a different dimension of employee experiences at work, which are known to have a strong relationship with engagement levels. Below, you'll find your overall theme score, plus the results for the individual questions underpinning each theme. Your percent positive theme score is shown in green and the centre of the chart. Your percent neutral is in grey, and percent negative in pink. My Work My Work Question Scores 2021 vs 2020 SG Scottish The Civil Service benchmark score for Civil Service Government Question Distribution 2020 survey Benchmark the My Work theme in 2021 is 79%, (Corporate 2021 compared to 80% in 2020. Report) B01. I am interested in my work +5 ^ +6 ^ +8 ^ The graph below shows the My Work score for your organisation, while the one on the right presents the scores for B05. I have a choice in deciding how I do my +11 ^ +11 ^ each of the theme questions (B01work B04). B02. I am sufficiently challenged by my work +3 +5 +6 ^ Your percent positive theme score is shown in green and the centre of the B03. My work gives me a sense of personal chart. Your percent neutral is in grey, +5 -1 -1 accomplishment and percent negative in pink. B04. I feel involved in the decisions that affect 71% 15% 14% +8 ^ +9 ^ my work My Work Theme Score 2020 survey Organisational Objectives & Organisation Objectives & Purpose Question Scores 2021 vs 2020 **Purpose** SG Scottish The Civil Service benchmark score for Civil Service Government Distribution Question 2020 survey Benchmark the Organisational Objectives & (Corporate 2021 Purpose theme in 2021 is 85% (one Report) percentage point less compared to B07. I understand how my work contributes to 0 +5 +5 2020). my organisation's objectives The graph below shows the B06. I have a clear understanding of my +6 Organisational Objectives & Purpose organisation's objectives score for your organisation, while the one on the right presents the scores for each of the theme questions (B06-B07). Your percent positive theme score is Organisational Objectives & Purpose Theme Score 90% 2020 survey 89% My Manager My Manager Question Scores 2021 vs 2020 The Civil Service benchmark score for SG Scottish Civil Service the My Manager theme in 2021 is 75%, Government Distribution 2020 survey Question Benchmark compared to 74% in 2020. (Corporate 2021 Report) The graph below shows the My B09. My manager is considerate of my life Manager score for your organisation, +7 +3 +1 outside work while the one on the right presents the scores for each of the theme questions +2 0 B10. My manager is open to my ideas +5 (B08-B17). Your percent positive theme score is B13. My manager recognises when I have done 0 shown in green and the centre of the my job well chart. Your percent neutral is in grey, B12. Overall, I have confidence in the decisions and percent negative in pink. +1 -1 -2 made by my manager B08. My manager motivates me to be more +5 +1 +1 effective in my job B11. My manager helps me to understand how I +7 +4 +2 contribute to my organisation's objectives My Manager Theme Score B16. I think that my performance is evaluated -7 -5 fairly B14. I receive regular feedback on my -6 +3 performance B15. The feedback I receive helps me to improve +5 -3 -4 my performance B17. Poor performance is dealt with effectively in 51% 0 -1 -2 2020 survey my team My Team My Team Question Scores 2021 vs 2020 The Civil Service benchmark score for SG Scottish the My Team theme in 2021 is 84%Civil Service Government Distribution 2020 survey Benchmark Question (one point percentage more compared (Corporate 2021 to 2020). Report) B18. The people in my team can be relied upon +6 ^ +5 The graph below shows the My Team +4 to help when things get difficult in my job score for your organisation, while the one on the right presents the scores for B19. The people in my team work together to each of the theme questions (B18find ways to improve the service we provide B20). B20. The people in my team are encouraged to come up with new and better ways of doing Your percent positive theme score is things My Team Theme Score 2020 survey 85% **Learning & Development** Learning & Development Question Scores 2021 vs 2020 The Civil Service benchmark score for SG Scottish Civil Service the Learning & Development theme in Government Distribution 2020 survey Benchmark 2021 is 56% (one point percentage (Corporate 2021 more compared to 2020). Report) B21. I am able to access the right learning and 0 -20 × -22 × The graph below shows the Learning & development opportunities when I need to Development score for your organisation, while the one on the right B23. There are opportunities for me to develop 37% 0 -20 × -10 × presents the scores for each of the my career in my organisation theme questions (B21- B24). B24. Learning and development activities I have completed while working for my organisation are 40% -2 -15 × -14 × Your percent positive theme score is helping me to develop my career B22. Learning and development activities I have completed in the past 12 months have helped to 48% -19 × -20 × Learning & Development Theme improve my performance? Score 2020 survey 39% **Inclusion and Fair Treatment** Inclusion & Fair Treatment Question Scores 2021 vs 2020 The Civil Service benchmark score for SG Scottish the Inclusion and Fair Treatment theme Civil Service Government Question Distribution 2020 survey Benchmark in 2021 is 82% (one percentage point (Corporate 2021 more compared to 2020). Report) B26. I am treated with respect by the people I The graph below shows the Inclusion +2 +2 +1 work with and Fair Treatment score for your organisation, while the one on the right B25. I am treated fairly at work +5 +5 +4 presents the scores for each of the theme questions (B25- B28). B27. I feel valued for the work I do +9 +5 78% 13% Your percent positive theme score is shown in green and the centre of the B28. I think that my organisation respects chart. Your percent neutral is in grey, individual differences (for example cultures, -2 and percent negative in pink. working styles, backgrounds, ideas, etc.) Inclusion & Fair Treatment Theme Score 2020 survey 79% Resources & Workload Resources & Workload Question Scores 2021 vs 2020 The Civil Service benchmark score for SG Scottish Civil Service the Resources & Workload theme in Government Question Distribution 2020 survey Benchmark 2021 is 75% (same as 2020). (Corporate 2021 The graph below shows the Resources B31. I have the skills I need to do my job 13% +1 -6 × -6 × & Workload score for your organisation, effectively while the one on the right presents the scores for each of the theme questions B30. I have clear work objectives -3 +2 +1 (B29-B34). B34. I achieve a good balance between my work Your percent positive theme score is +5 +2 +2 shown in green and the centre of the chart. Your percent neutral is in grey, and percent negative in pink.



Resources & Workload Theme

Score

life and my private life		7470 1470 1370				
B29. I get the information I need to do my job well		70% 20%	0	-2	-3	
B32. I have the tools I need to do my job effectively		70% 15% 15%	+9	-7	-6	
B33. I have an acceptable workload	59	% 19% 22%	+1	-4	-3	
Pay & Benefits Question Scores 2021 vs 2020						
Question	Distribution		2020 survey	SG Scottish Government (Corporate	Civil Service Benchmark 2021	

Report)

+4

+6

0

+1

	2020 survey 44%
t	Leadership & Managing Change The Civil Service benchmark score for the Leadership & Managing Change theme in 2021 is 58% (same as 2020).
ç	The graph below shows the Leadership & Managing Change score for your organisation, while the one on the right presents the scores for each of the theme questions (B38- B46).
9	Your percent positive theme score is shown in green and the centre of the chart. Your percent neutral is in grey, and percent negative in pink.

Your percent positive theme score is shown in green and the centre of the chart. Your percent neutral is in grey, and percent negative in pink.	B37. Compared to people doing a similar job in other organisations I feel my pay is reasonable	34%	22%	44%	-1	-12 ×	+2
Pay & Benefits Theme Score 42% 2020 survey 44%							

B36. I am satisfied with the total benefits

B35. I feel that my pay adequately reflects my

package

organisation

B42. I feel that change is managed well in my

performance

Leadership & Managing Change
Theme Score
60%
2020 survey 60 %

Leadership & Managing Change Question	on Scores 2021 vs 2020			
Question	Distribution	2020 survey	SG Scottish Government (Corporate Report)	Civil Service Benchmark 2021
B39. I believe the actions of senior managers are consistent with my organisation's values	78% 15%	+2	+13 ^	+10 ^
B44. My organisation keeps me informed about matters that affect me	72% 15% 13%	-1	+4	+2
B38. Senior managers in my organisation are sufficiently visible	72% 16% 12%	-4	+6	0
B40. I believe that my organisation's senior leaders have a clear vision for the future	64% 24% 12%	+4	+8	+4
B41. Overall, I have confidence in the decisions made by my organisation's senior mangers	61% 31% <mark>8%</mark>	-7	+2	-1
B46. I think it is safe to challenge the way things are done in my organisation	60% 28% 13%	-1	+8	+5
B45. I have the opportunity to contribute my views before decisions are made that affect me	51% 31% 17%	+5	+5	+5
B43. When changes are made in my organisation they are usually for the better	42% 42% 16%	+6	+1	+1

2021 Discrimination, Bullying and Harassment Scores This page includes the median scores for your organisation and at Civil Service Level for the following topics: discrimination; types of discrimination experienced; bullying and harassment at work; grounds and nature of bullying and harassment; reporting of the incident and outcomes. A comparison between 2021 and 2020 scores is also included. 2021 Discrimination Englishment of the page 12

In 2021, 7% of Civil Servants indicated E01. Discriminated against at work in the past 12 **T** 1 E01. Discriminated against at work in the past 12 that they have been discriminated months - 2021 months (grouped) 2021 vs 2020 against at work in the past 12 months. This is 1 percentage point lower than in 90% 2020. CSPS 2021 The graphs on the right show the CSPS 2020 Prefer not to say • Yes, while working in another Civil Service organisation ... 10% No Yes Prefer not to say

figures for the organisation or team you have selected.

Prefer not to say * Yes, while working in another Civil Service organisation ...

E02. Count of types of discrimination experienced (multiple choice allowed) 2021 vs 2020. Answer options with fewer than 10 responses will be suppressed to protect the anonymity of small groups of individuals. 19 Responses

No data found - your filters may be too exclusive!

that they have been bullied and/or harassed at work in the past 12 months. This is 1 percentage point lower than in 2020.

Grounds and nature of bullying and harassment

In 2021, 7% of Civil Servants indicated

The graphs on the right show the figures for the organisation or team you

have selected.

2021 Bullying & Harassment

Caution should be applied when comparing the two years, considering the change in the headcounts and that this question allowed multiple choices.

E03A. Count of nature of bullying and/or harassment experienced (multiple choice allowed) 2021 vs 2020. ²⁶ Responses

Of those who said they had experienced bullying and/or harassment at work in the past 12 months, these are the ground(s) on which they felt it was based (Question E03A).

E03. Bullying and or harassed at work in 2021

Prefer not to say • Yes, while working in another Civil Service organisation ... 10%

Answer options with fewer than 10 responses will be suppressed to protect the anonymity of small groups of individuals.

T 1

CSPS 2021

CSPS 2020

■ No ■ Yes ■ Prefer not to say

E03. Bullying and or harassed at work in

the past 12 months (grouped) 2021 vs 2020

90%

85%

No data found - your filters may be too exclusive!

E04. Count of who perpetrated the bullying and/or harassment (multiple choice allowed) 2021 vs 2020 ^{26 Responses}

Perpetrator of bullying and harassment

No data found - your filters may be too exclusive!

2020

CSPS 2021

CSPS 2020

■ No ■ Yes ■ Prefer not to say

Of those who said they had experienced bullying and/or harassment at work in the past 12 months, the graph below shows who bullied and or harassed them (Question E04).

Caution should be applied when comparing the two years, considering the change in the headcounts and that this question allowed multiple choices.

Answer options with fewer than 10 responses will be suppressed to protect the anonymity of small groups of individuals.

question E05, while those below present information on how people reported their experience (q. E05A); whether they felt punished for reporting it (q. E06D) and why did they not report the incident (q. E05B).

Please note that for questions E05A, E06D and E05B multiple choice were allowed.

Whether and how the incident was reported

In 2021, 38% of Civil Servants indicated that they have reported their experience of

bullying and harassment (compared to 40% in 2020) while 48% did not (as in 2020).

The graph on the right shows the findings of reporting for your organisation or team for

E05A. How the incident was reported, if reported (count - multiple choice allowed) 2021 vs 2020

No data found - your filters may be too exclusive!

E05B. Why the incident was not reported for those who experienced bullying and or harassment (count - multiple choice allowed) 2021 vs 2020

E06_D. Did you feel you were punished for reporting the incident?

2021 vs 2020

27%

55%

18%

CSPS 2020 • CSPS 2021

Yes No Prefer not to say

Tharassment (count - multiple choice allowed) 2021 vs 2020

E05. Reported experience of bullying and or harassment in 2021 vs

No data found - your filters may be too exclusive!

vs 2020

CSPS 2020 • CSPS 2021

taken to address it is 30%. 57% indicated that they feel that no action was taken; and 13% preferred not to say.

In 2021, of those who said they had experienced bullying and/or harassment in the past

12 months, the proportion of Civil Servants who said they felt appropriate action was

In 2020, at Civil Service level:

18% preferred not to say.

or team you are selecting.

15% indicated that appropriate action was taken;

How respondents would describe their situation now

64% indicated that it was not;
21% preferred not to say.

The graph on the right shows the proportion of responses to E06_A for the organisation or team you are selecting.

In 2021, of those who said they had experienced bullying and or harassment in the past 12 months preceding the 2021 People Survey, the proportion of Civil servants who said the behaviour has stopped at the point of completing the survey is 40%. 30% indicated the behaviour is continuing; and

27% preferred not to say.

In 2020, at Civil Service level:
38% indicated that the behaviour has stopped;
34% indicated that it has not;
28% preferred not to say.

The graph on the right shows the proportion of responses to E06_b for the organisation or team you are selecting.

In 2021, of those who said they had experienced bullying and or harassment in the past 12 months preceding the 2021 People Survey, the proportion of Civil Servants who said the culture in their area allowed this behaviour to continue is 57%.

21% indicated that the culture in their area did not allow the behaviour to continue; and 19% preferred not to say.

In 2020, at Civil Service level:

62% indicated that the culture in their area allowed this behaviour to continue;

21% indicated that the culture in their area did not allow the behaviour to continue;

The graph on the right shows the proportion of responses to E06_C for the organisation

 ${\sf E06_A}.$ Appropriate action was taken to address the behaviour 2021

15%

20%

15%

CSPS 2020

Yes No Prefer not to say

E06_C. The culture in my area allows this behaviour to continue 2021 vs 2020

CSPS 2021

55% 18% 27%

73%

■ Yes ■ No ■ Prefer not to say



The Coronavirus Pandemic in 2021

This page includes all the questions related to the Coronavirus Pandemic: whether people have been unable to work because of Covid-19, whether they have had symptoms that have lasted more than 8 weeks from their original infection, a set of questions on the impact of the pandemic on different aspects of their life, and a few questions on remote working.

CV1. The figures below refer to Civil Servants in 2021 who self-reported being unable to work for at least one day since the Covid-19 outbreak (in brackets the 2020 survey figures) for the following reasons: 50,430 ill with symptoms of Covid-19 (21,439 in 2020); 42,816 in quarantine or self-isolating for Covid-19 (27,985 in 2020); 32,283 caring responsibilities related to Covid-19 (30,367 in 2020); 34,543 other issues or disruption related to Covid-19 (30,540 in 2020); 36,005 absent or on paid special leave for a reason not related to Covid-19 (24,785 in 2020).

Please note that the figures above are at Civil Service level, while the graph on the right shows them for the organisation or team you have selected.

Caution should be applied when comparing the two years, considering the change in the headcounts and that this question allowed multiple choices

CV2. In 2021 a new guestion on long Covid was added, to ask whether people had Covid-19 symptoms that have lasted more than 8 weeks from their original infection.

At Civil Service level (mean scores): 79% no;

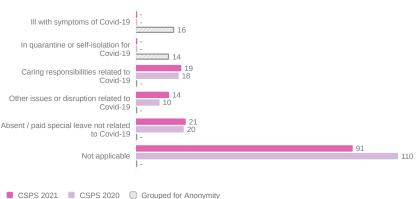
9% ves, but they don't affect their day to day activities; 10% yes, and they affect their day to day activities a little;

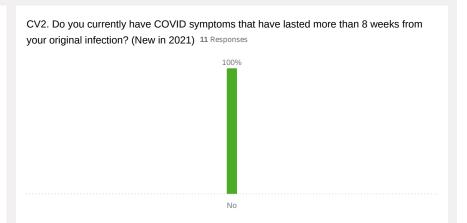
3% yes, and they affect their day to day activities a lot.

The graph on the right shows the figures for the organisation or team

you have selected.

CV1. Self-reported being unable to work for at least one day since the Covid-19 outbreak, for the following reasons 2021 vs 2020. Multiple choices were allowed.





Impact of the Covid-19 pandemic on different aspects of people's life

CV2A. In 2021, at Civil Service level (mean scores), the impact of the Covid-19 pandemic on respondents' physical health was:

3% significantly positive (same as in 2020); 10% fairly positive (same as in 2020); 53% none (same as in 2020); 29% fairly negative (compared to 11% in 2020); 4% significantly negative (same as in 2020).

The graph on the right shows the proportion for the organisation or team you have selected.

CV2B. In 2021, at Civil Service level (mean scores), the impact of the Covid-19 pandemic on respondents' mental health was:

9% fairly positive (compared to 8% in 2020); 37% none (compared to 34% in 2020); 43% fairly negative (compared to 46% in 2020); 9% significantly negative (compared to 10% in 2020).

2% significantly positive (same as in 2020);

The graph on the right shows the proportion for the organisation or team you have selected.

CV2C. In 2021, at Civil Service level (mean scores), the impact of the Covid-19 pandemic on respondents' household finances was:

21% fairly positive (compared to 20% in 2020): 53% none (compared to 55% in 2020): 16% fairly negative (compared to 16% in 2020); 5% significantly negative (compared to 5% in 2020).

5% significantly positive (compared to 4% in 2020);

The graph on the right shows the proportion for the organisation or team you have selected.

CV2D. In 2021, at Civil Service level (mean scores), the impact of the Covid-19 pandemic on respondents' caring responsibilities (only for those with child or adult care responsibilities) was:

4% significantly positive (as in 2020); 10% fairly positive (compared to 9% in 2020): 34% none (compared to 28% in 2020): 38% fairly negative (compared to 41% in 2020);

14% significantly negative (compared to 18% in 2020).

The graph on the right shows the proportion for the organisation or team you have selected.

CV2E. In 2021, at Civil Service level (mean scores), the impact of the Covid-19 pandemic on respondents' work was:

9% significantly positive (compared to 6% in 2020); 24% fairly positive (compared to 21% in 2020); 33% none (compared to 29% in 2020); 27% fairly negative (compared to 34% in 2020); 8% significantly negative (compared to 10% in 2020).

The graph on the right shows the proportion for the organisation or team

CV2F. In 2021, at Civil Service level (mean scores), the impact of the Covid-19 pandemic on respondents' productivity was:

24% fairly positive (compared to 22% in 2020); 43% none (as in 2020); 19% fairly negative (compared to 23% in 2020);

10% significantly positive (compared to 7% in 2020);

5% significantly negative (compared to 5% in 2020).

The graph on the right shows the proportion for the organisation or team you have selected.

CV2G. In 2021, at Civil Service level, the impact of the Covid-19 pandemic on respondents' relationships with the people they work with

19% fairly positive (compared to 21% in 2020); 46% none (compared to 44% in 2020); 26% fairly negative (as in 2020);

4% significantly negative (as in 2020).

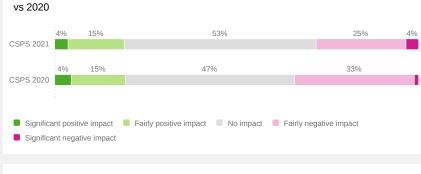
5% significantly positive (as in 2020);

The graph on the right shows the proportion for the organisation or team you have selected.

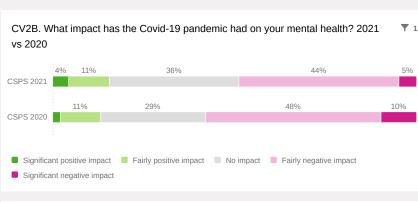
CV2H. In 2021, at Civil Service level, the impact of the Covid-19 pandemic on respondents' relationship with their manager was:

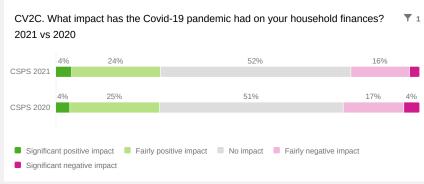
6% significantly positive (compared to 7% in 2020); 18% fairly positive (compared to 20% in 2020); 66% none (compared to 61% in 2020); 8% fairly negative (compared to 9% in 2020); 2% significantly negative (as in 2020).

The graph on the right shows the proportion for the organisation or team vou have selected.

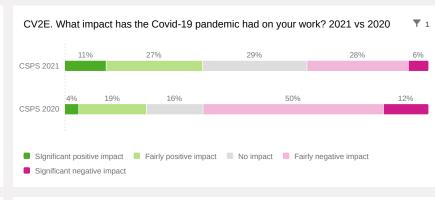


CV2A. What impact has the Covid-19 pandemic had on your physical health? 2021





CV2D. What impact has the Covid-19 pandemic had on your caring responsibilities? (Only for those with child or adult care responsibilities) 2021 vs 2020 CSPS 2021 39% CSPS 2020 Significant positive impact Fairly positive impact No impact Fairly negative impact Significant negative impact



CV2F. What impact has the Covid-19 pandemic had on your productivity? 2021 vs 2020 CSPS 2021 46% 29% CSPS 2020 ■ Significant positive impact ■ Fairly positive impact ■ No impact ■ Fairly negative impact Significant negative impact

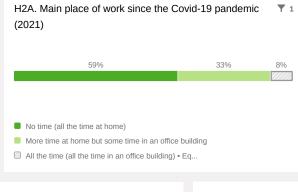
CV2G. What impact has the Covid-19 pandemic had on your relationships with the people you work with? 2021 vs 2020 36% 41% CSPS 2021 39% 43% CSPS 2020 ■ Signifcant positive impact ■ Fairly positive impact ■ No impact ■ Fairly negative impact Significant negative impact CV2H. What impact has the Covid-19 pandemic had on your relationships with **T** 1

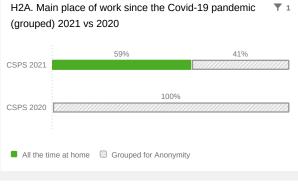
your manager? 2021 vs 2020 18% 66% CSPS 2021 68% 14% ■ Significant positive impact ■ Fairly positive impact ■ No impact ■ Fairly negative impact Significant negative impact

Remote working



you have selected.





Civil Servants who answered that they have mainly been working from home indicated: H2C. 83% that their manager makes an effort to keep in touch with

them when they are working from home (as in 2020); H2B. 80% that when they are working from home their team is good at keeping up with informal connections (2 percentage points more

compared to 2020). These two questions were not shown to respondents who said they

have mainly been working in an office location. The graphs on the right show the figures for the organisation or team Keeping in touch while working remotely 2021 vs 2020 All Civil Service Distribution Question 2020 survey Respondents 2021 H2C. My manager makes an effort to keep in touch with me when I'm working +6 from home H2B. When working from home, my team is good at keeping up with informal connections



2021 Personal Wellbeing

We measure personal wellbeing using four questions that ask people to evaluate how satisfied they are with their life, whether they feel they have meaning and purpose in their life, and their emotions during a particular period. These questions are used by the Office for National Statistics (ONS) to monitor wellbeing across the UK, as part of their Measuring National Wellbeing Programme. One of the main benefits of collecting information in this way, is that it is based on people's views of their own individual wellbeing and takes account of what matters to people by allowing them to decide what is important when they respond to questions.

Personal wellbeing response scale

The four questions on personal wellbeing use a response scale that ranges from 0 to 10, as shown below. You'll see that the scale is reversed for question W04, where the percent 'favourable' in green is the proportion of respondents who said they have

experienced low or very low levels of anxiety. Response scale for questions W01, W02 and W03 High (7-8) or Very High (9-10) in green

Response scale for questions W04 Very Low (0-2) or Low (2-3) in green Medium (4-5) in grey

Medium (5-6) in grey

Low (0-4) in pink.

High (6-10) in pink The percent favourable represents the proportion of respondents who reported high or very high satisfaction or happiness levels, and the proportion who reported

In 2021 at Civil Service Level:

low or very low anxiety levels.



2021 Mental Health & Physical Health

To help organisations and teams understand what they can do better to support those with mental and physical health problems to remain in and thrive through work, we asked two questions specifically on these topics (based on the World Health Organization's Health and Work Performance Questionnaire). With many of us having to reduce our contact with others and work from home without office equipment due to the Coronavirus pandemic, we also included an ONS recommended question on experiences of loneliness, and a question on musculoskeletal disorders.

J04B. In 2021 civil servants self-reported their overall mental health to be:

11% excellent (same as in 2020);

28% very good (1 percentage point more compared to 2020);

31% good (same as in 2020); 22% fair (1 point percentage less compared to 2020);

you have selected.

8% poor (same as in 2020). The graph on the right shows the findings for the organisation or team

W05. In 2021 civil servants self-reported their overall physical health to be:

8% excellent (same as in 2020);

25% very good (1 percentage point more compared to 2020); 38% good (1 percentage point more compared to 2020);

23% fair (same as in 2020); 7% poor (same as in 2020).

The graph on the right shows the findings for the organisation or team you have selected.

W06. In 2021 54% of civil servants self-reported that in the last year: they have experienced musculoskeletal problems (MSD) (same as in 2020);

34% of them, instead, have not experienced musculoskeletal problems (MSD) (same as in 2020);

The graph on the right shows the findings for the organisation or team you have selected.

Please note that those who agreed or strongly agreed with the statement 'In the last 12 months I have experienced musculoskeletal

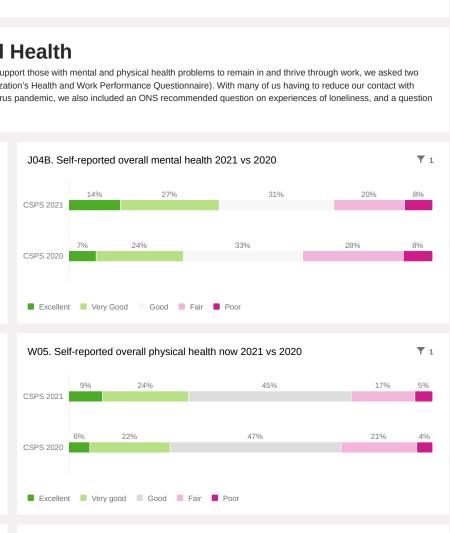
W07. In 2021 civil servants self-reported that in the last year: 20% never felt lonely (1 percentage point more compared to 2020); 32% hardly ever felt lonely (2 percentage points more compared to

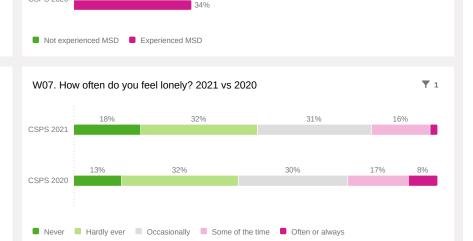
2020); 26% occasionally felt lonely (same as in 2020);

2020);

5% often or always felt lonely (1 percentage point less compared to 2020);

The graph on the right shows the findings for the organisation or team you have selected.





51%

W06. Musculoskeletal problems (MSD) in the last 12 months 2021 vs 2020

35%

2021 Factors influencing wellbeing

In the Civil Service People Survey we explore three main factors that can influence people's wellbeing: a stressful working environment; a flourishing working environment, and team support.

Stressful work environments

We use something called the Proxy Stress Index to measure conditions that can contribute to stressful environments. It is based on the following Health and Safety Executive stress

- management standards and People Survey insights: • Demands - 'I have an acceptable workload' (B33)
 - Control over work 'I have a choice in deciding how I do my work' (B05)
 - Support 'My manager motivates me to be more effective in my job' (B08) & 'I am treated with respect by the people I work with' (B26)
 - Relationships 'The people in my team can be relied upon to help when things get difficult in my job' (B18) & 'During the past 12 months have you experienced bullying or harassment at work?' (E03)
 - Role in organisation 'I have clear work objectives' (B30)
 - Change 'I have the opportunity to contribute my views before decisions are made that affect me' (B45)

A score of 100% tells you that respondents gave the most negative response possible to all eight questions, suggesting they are operating in a highly stressful environment. A score of 0% tells you the opposite.

The 2021 Proxy Stress Index for all Civil Servants is 28%. This remained the same compared to the 2020 index. The graphs on the right show the Proxy Stress Indexes

for 2021 and 2020 for the organisation or team you

Your Proxy Stress Index in 2021



Flourishing work environments

have selected.

We use the PERMA Index to measure the extent to which employees are flourishing 'at work'. It is based on the work of psychologist Martin Seligman and looks at the following five dimensions of wellbeing and happiness, and People Survey insights:

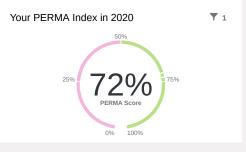
- Positive emotion 'Overall. how satisfied are you with your life nowadays?' (W01) • Meaning - 'Overall, to what extent do you feel the things you do in your life are worthwhile?' (W02)
- Engagement 'I am interested in my work' (B01)
- Relationships 'The people in my team can be relied upon to help when things get difficult in my job' (B18) · Accomplishment - 'My work gives me a sense of personal accomplishment (B03)'

A score of 100% tells you that respondents gave the most positive response possible to all five questions, whereas a score of 0% tells you the opposite.

The 2021 PERMA Index for all Civil Servants is 74%. It increased 1 point percentage compared to 2020.

The graphs on the right show the PERMA Indexes for 2021 and 2020 for the organisation or team you have

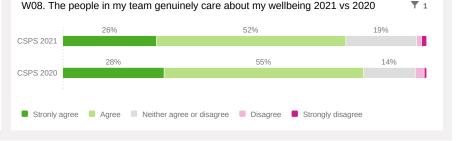




Team support As an additional measure of flourishing workplace environments, we

also asked respondents whether they feel their colleagues genuinely care about their wellbeing.

At Civil Service level (mean), 76% of respondents indicated in 2021 that the people in their team genuinely care about their wellbeing compared





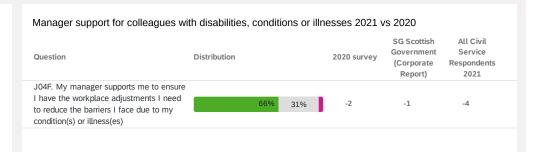
2021 Disability and Carers

This page includes information on the support respondents receive if they have a disability or are carers.

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J04F. In 2021 69% of Civil Service colleagues with disabilities, conditions or illnesses agreed that their manager supports them to ensure they have the workplace adjustments they need to reduce the barriers they face due to their condition(s) or illness(es). This is one percentage point higher than in 2020.

The graph on the right presents the scores for the organisation or team you have selected.



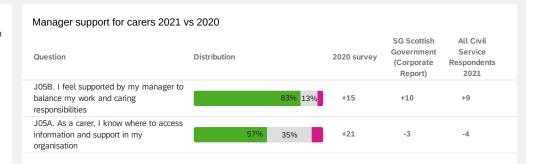
Caring responsibilities

In 2021, colleagues who indicated they give support or help to anyone because they have a long-term condition or illnesses indicated:

J05A. 57% that they know where to access information and support in their organisation (compared to 56% in 2020):

J05B. 76% that they feel supported by their manager to balance their work and caring responsibilities (compared to 75% in 2020).

The graph on the rights shows the figures for J05A and J05B for the organisation or team you have selected. Please note that green is for those who agree with the statement, pink for those who disagree and grey for those that neither agree or disagree.





2021 Civil Service changes

This page includes the findings for three main topics: Civil Service Reform and Modernisation, Civil Service organisational culture and leadership, the Civil Service Code, and productivity.

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Civil Service Reform and Modernisation

In 2021, at Civil Service level:

Civil Service Vision

B59. 57% indicated to be aware of the Civil Service vision for 'A Modern Civil Service', compared to 60% in 2020.

Caution should be applied when making the comparison with 2020, which assessed the vision for a 'Brilliant Civil Service'

Civil Service Reform

B59A. 39% indicated they understand how they can help to achieve the vision for a 'A Modern Civil Service' Please note that it is not possible to make a comparison with 2020 for this question.

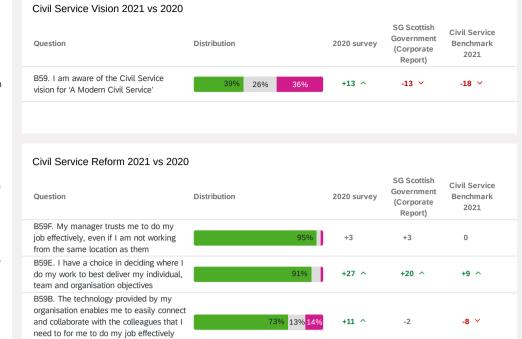
B59B. 81% affirmed that the technology provided by their organisation enables them to easily connect and collaborate with the colleagues they need to for them to do their job effectively. This is 2 percentage points lower than 2020.

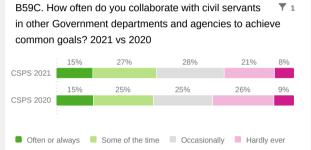
B59E. 82% indicated to have a choice in deciding where to do their work (usual workplace/base; another workplace; home) to best deliver their individual, team and organisation objectives, compared to 72% in 2020.

B59F. 95% affirmed their manager trusts them to do their job effectively, even if they are not working from the same location as them, compared to 93% in 2020.

B59C. In 2021 at Civil Service level, 35% of respondents indicate that they often/always or some of the time collaborate with colleagues in other government departments and agencies to achieve common goals. This correspond to an increase of 1 percentage point compared to 2020.

B59D. In 2021 86% of civil servants completing the survey always/often or sometimes consider how their work impacts upon the public in the course of



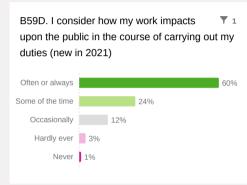


a new idea, even if it may not work

from any location

B59A. I understand how I can help

achieve the vision for "A Modern Civil



-3

Organisational Culture & Leadership

In 2021, at Civil Service level:

B54. 92% of respondents indicated that they are trusted to carry out their job effectively (compared to 91% in 2020):

B55. 75% believed they would be supported if they try a new idea, even if it may not work (compared to 72% in 2020);

B56. 75% agreed that in their organisation people are encouraged to speak up when they identify a serious policy or delivery risk (compared to 72% in 2020);

B57. 70% felt able to challenge inappropriate behaviour

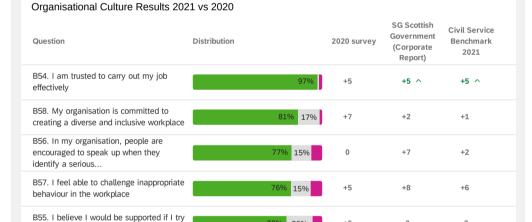
in the workplace (compared to 69% in 2020);

B58. 80% agreed that their organisation is committed to creative a diverse and inclusive workplace (compared to 80% in 2020)

The graph on the right shows the findings for the organisation or team you have selected

In 2021, 75% of civil servants indicated that managers in their Area, Directorate or Division actively role model the behaviours set out in the Civil Service Leadership Statement, compared to 76% in 2020.

For this question, the percent favourable is the proportion of respondents who said managers in their area role model the behaviours set out in the Civil Service Leadership Statement 'Always' or 'Most of the time'.



72% 20%

B60. Managers role model the behaviours set out in the Leadership Statement 2021 vs 2020

SG Scottish Civil Service Government Distribution 2020 survey Benchmark (Corporate 2021 Report) B60. Managers in my Area, Directorate or Division actively role model the +3 +6 +2 behaviours set out in the Civil Service Leadership Statement

The Civil Service Code

D01. In 2021, 89% of civil servants indicated that they understand the Civil Service Code and what it means for their conduct (a comparison was not possible with 2020 because of changes in the response option).

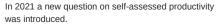
D02. 68% of civil servants indicated to be aware of how to raise a concern under the Civil Service Code, same as in 2020.

D03. 76% of civil servants indicated to be confident that if they raised a concern under the Civil Service Code in their organisation it would be investigated properly; this is 1 percentage point lower compared to 2020.

The graph on the right shows the results for the organisation or team you have selected.

Civil Service Code Results 2021 vs 2020 SG Scottish Civil Service Government Question Distribution 2020 survey Benchmark (Corporate 2021 Report) D01. I understand the Civil Service Code 0 -1 and what it means for my conduct D03. Are you confident that if you raised a concern under the Civil Service Code in +6 +1 -1 your organisation it would be investigated properly? D02. Are you aware of how to raise a -10 ~ concern under the Civil Service Code?

Productivity



At Civil Service level it emerged that over the last month:

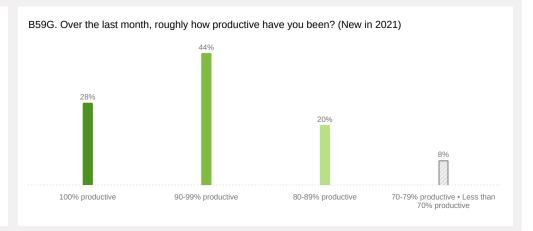
32% of civil servants indicated to have been 100%

39% to have been 90-99% productive; 20% to have been 80-89% productive;

5% to have been 70-79% productive;

4% to have been less than 70% productive.

The graph on the right shows the findings for the organisation or team you have selected.





2021 Taking Action

This page includes the findings in relation to belief that action has and or will be taken as a result of completing the Civil Service People Survey, a focus on the top drivers of staff engagement, and a summary of respondents' intentions to stay or leave the organisation in the future.

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Did you know?...

Research suggests that teams are more likely to be engaged if time has been taken to study and understand their results, to build staff-led action plans.

It can also have an impact on how likely they are to participate in future insight gathering - people are less likely to contribute if their views are perceived to have been ignored in the past.

In 2021:

54% of respondents believe that senior managers in their organisation will take action on the results from the survey (compared to 57% in 2020);

38% of respondents indicated that where they work,

Belief that action has and/or will be taken 2021 vs 2020				
Question	Distribution	2020 survey	SG Scottish Government (Corporate Report)	Civil Service Benchmark 2021
B52. My senior managers will act on this year's survey results	54% 29% 17%	-2	+2	0
B53. Effective action has been taken on last year's survey results, where I work	38% 46% 17%	-2	+3	-1

Focus Areas

While the Engagement Index tells you how engaged your employees are, it does not tell you how to improve or maintain engagement. This is where key driver analysis comes in, as this pinpoints the factors that have the strongest association with your engagement levels.

The table to the right displays the five question results that have the strongest association with the engagement index (identified through correlation analysis) for the team or group of staff you are looking at, and ranks these in order of importance.

The order of importance is determined by something called an 'r' value, or Pearson Correlation Coefficient. If you hover over the blue dot in your key drivers table, you will see the r-value. The r-value can sit anywhere between -1 and 1. A positive r-value suggests that your engagement levels appear to increase as the % favourable score for a question increases; a negative r-value suggests the opposite. The larger the blue dot, the more that question is associated with your employee engagement score.

In the table, you'll also be able to see if these are areas that have improved or worsened over the past 12



View items (31) with too few responses

Future Intentions - C01

In relation to employees' plans to remain within or leave their organisation in the future, in 2021 at Civil Service

6% indicated that they want to leave their organisation as soon as possible (1 percentage point more compared to 2020);

14% that they want to leave their organisation within the next 12 months (1 percentage point more compared to 2020);

33% that they want to stay working for their organisation for at least the next year (1 percentage point less compared to 2020):

47% that they want to stay working for their organisation for at least the next three years (1 percentage point less



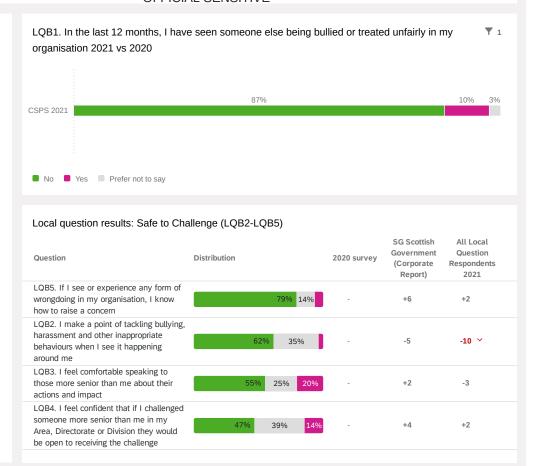


2021 Local questions: Safe to Challenge

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Local questions focuses on specific topics that your organisation wanted to explore in more detail.

The graphs on the right show the scores for the organisation or team you have selected.





2021 Local questions: Change Management

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Local questions focuses on specific topics that your organisation wanted to explore in more detail.

The graph on the right shows the scores for the organisation or team you have selected.



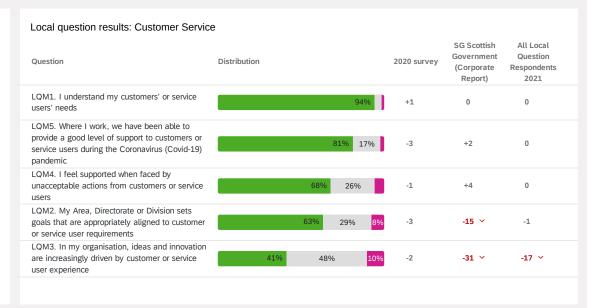


2021 Local questions: Customer Service

OFFICIAL SENSITIVE

Local questions focuses on specific topics that your organisation wanted to explore in more detail.

The graph on the right shows the scores for the organisation or team you have selected.





2021 Response Rates Overview

Final response rates are now confirmed.

Response totals now include paper surveys (if you had these), and have been cleaned for responses that do not meet our validity thresholds (i.e. completed the survey too quickly or did not answer enough questions).

It includes the following information: response rate and total number of responses received (that meet our

Overall number of valid responses for the Civil Service in 2021

327,388

Response rate for the Civil Service in 2021.

This corresponds to the proportion of employees who have completed this year's People Survey, out of the total number of eligible employees provided by Survey Managers Total number of valid responses for the organisation or team you have selected

145

y 2

Response rate for the organisation or team you have selected



Response rate by team

The table below displays the headcount, number of responses, and response rate, for each level of your organisation. Simply click the grey arrow next to each level of your hierarchy to expand it.

You can then download this table to JPG, PDF, CSV or TSV, by clicking the grey downward facing arrow in the top right-hand corner of this table. A CSV file will open in Excel.

Please note that you need to expand every level of the hierarchy you want to export, before clicking this button. Otherwise it will only export the units you see on screen.

If you are using a family level login, the first row called 'overall' is your corporate level response rate (across all of your organisations / agencies).

Suppression - Please note that you will only be able to view response counts for teams that have received 10 or more responses.

