

Registers of Scotland

RoS Board

13 December 2022

Equity, Diversity & Inclusion in RoS progress update

Purpose

1. The purpose of this paper is to provide the RoS Board with a progress update on the development of the RoS Equity Diversity and Inclusion (EDI) agenda, following on from the previous update in June 2022.

Recommendation

2. The Board are requested to note progress to date and provide any feedback.

RoS EDI Activity since August 2022

Colleague Forum

3. The Colleague Forum continues to provide guidance from an EDI perspective on organisational changes and in the last quarter has:

- Participated in user testing of the wellbeing survey
- Input to the content and approach of the new onboarding process
- Shaped the Employee Passport template & launch
- Agreed a delegate to join the people policy steering group
- Provided feedback on the inclusive language guide

EDI Health Measures

4. EDI health measures are being considered to provide transparency and focus on the impact of the EDI action plan. It is to be determined if these health measures will be published. The goal is to align with the demographic data in the Scottish Census due to the ambition for RoS to represent the people of Scotland from an EDI perspective, and meaningful interim targets will be agreed by the EDI Steering Group to track progress. The proposed health measures would focus on sex, disability and race data within the following categories:

- Applications received across the protected characteristics
- New hires across the protected characteristics
- Leavers across the protected characteristics
- Promotions across the protected characteristics

Equality Impact Assessments

5. The RoS Equality Impact Assessments project is continuing to progress in line with agreed timeframes. Training on how to conduct Equality Impact Assessments has been scoped with a training provider identified (Equality & Diversity UK) and takes place 14 December. This training is aimed at the Information Governance team as they will be the contact point to provide guidance and support on the EQIA process

however some additional colleagues from PMO, HROD and Legal & Policy have been invited due to the role these teams have to champion, support and input to EqIAs.

Inclusive Language Guide

6. An inclusive language guide has been designed to support colleagues in having respectful conversations when discussing protected characteristics in line with our commitment to BeRoS. The guide provides advice and guidance in relation to the 9 protected characteristics covered by the Equality Act 2010 and reminds colleagues that if unsure, ask for guidance in a respectful way. If unhelpful language is used then it's an opportunity for this to be identified with positive intent, and to learn for the future to ensure we are creating a culture in RoS that's supportive and inclusive. The guide will be launched 17 November.

Network Groups

7. The network groups continue to provide valuable consultation helping to mitigate bias or other unintended consequences when reviewing or launching changes. All shared feedback on the Employee Passport template as well as feeding into the GOO and hybrid working EqIA, proposing changes to make all more inclusive and representative.

8. The carers network are active through the work to renew the RoS Carers Accreditation, participation in an interview for [Enable Magazine article](#) highlighting and celebrating RoS as a Caring Employer, increasing awareness on policy such as the Carer's Leave Bill and progressing activity to celebrate carers' rights day.

9. The neurodiversity network currently choose not to meet collectively however share resources and guidance via their Teams channel. Two colleagues attended a Celebrate Neurodiversity at Work Conference on in October with resources being shared with the network following this. A meeting is scheduled with Employee Enablement team to discuss accessibility options available to RoS based on advice received at the conference.

Colleague Diversity Data Completion rates since August 2022:

10. The Diversity Data Campaign kicked off in September to encourage colleagues to complete their EDI data in iTrent. Better depth of data will ensure a more relevant and impactful EDI action plan therefore increasing the data efficacy remains a priority.

The table below¹ outlines current completion rates. There is very little change to the data over the past quarter and more work needs to be done to drive this forward.

RoS overall	Religion	Nationality	Ethnicity	Gender identity	Sexual orientation	Disability	Caring responsibilities
% Profile completed	67% (-)	83% (-)	84% (-1)	42% (+1)	67% (-)	71% (-)	30% (-)
% Profile blank	33%	17%	16%	58%	33%	29%	70%

¹ Data relating to caring responsibilities and gender identity were lost during data migration resulting in much lower percentages compared to the other protected characteristics in the table.

Resourcing

13. Due to the departure of the EDI Lead, and the move of the EDI co-ordinator, resource to meaningfully progress the EDI action plan is limited. A member of the EDI colleague forum has agreed to be the content liaison officer for EDI related communications, with another forum member agreeing to chair these meetings to maintain momentum. Secretariat will provide support for the EDI Steering Group meetings which are chaired by the Keeper.

Conclusion

12. The Board are asked to note the progress made to date and share feedback on any areas they think can be slowed or need to be expedited.

**Head of Talent & Enablement
People and Change
24 November 2022**