

Registers of Scotland**RoS Board Meeting****9 to 10 September 2024****Diversity and Inclusion Update****Purpose**

1. This paper introduces the Quarterly Summary Report of our Diversity and Inclusion (D&I) Action Plan. It outlines the progress made in Quarter 1 of 2024/25 and the planned activities for Quarter 2. It also sets out how we intend to measure the impact of our D&I activity and provides examples of this.
2. The Board are invited to note, and provide feedback on, the progress made in delivering the D&I strategy and mainstreaming outcomes. This aligns with the Board's role in monitoring and improving RoS' performance, specifically in relation to Diversity and Inclusion.
3. In particular, the Keeper is interested to hear:
 - a. any feedback and observations from their attendance at the D&I steering group
 - b. views on where members feel they could contribute more directly to supporting the D&I agenda in RoS.

Recommendation

4. There are no specific actions for Board agreement this quarter. However, we would note a couple of points for your attention:
 - a. All-Colleague Webinar - our proposal was approved by the D&I Steering Group and we will update the board on arrangements for this next quarter
 - b. Diversity monitoring for colleagues in MyHR - we are implementing a range of methods to increase response rates. Depending on our success, we may need to consider making these questions mandatory. We have confirmed this course of action is both legal and ethical, due to our inclusion of a 'prefer not to say' option. We will provide quarterly updates on our progress and if required, we will make a recommendation about this in due course.

Background

5. Quarterly D&I Report - Our attached report allows us to report on our D&I Action Plan. It provides a summary of our activity every quarter and of our impact every 6 months. The format of the report has been reviewed and revised to ensure that it meets the needs of the D&I Steering Group and EMT.
6. Involvement of our D&I Governance Groups - We have now established our D&I Delivery Group and refreshed our D&I Steering Group. Both are actively involved in developing these quarterly reports:

- a. D&I Delivery Group - tasked with taking forward the D&I action plan, this group develops the content of the report
- b. D&I Steering Group - reviews the report to shape the key messages about our progress and address any matters arising

7. The EMT and Board receive the final report for strategic oversight.

Key messages

8. Q1 Progress - the D&I Delivery Group made good progress in taking forward our D&I Action Plan, with many actions completed or progressed. These actions have progressed our 2023 Mainstreaming Outcomes. Going into Q2, we were in a strong position to continue advancing D&I in RoS.

8. Q1 Highlight - through our inaugural Colleague Voice Sessions, we created a safe space for those with each protected characteristic to feed into key developments and raise any matters affecting them. Following overwhelmingly positive feedback, we will hold these sessions quarterly. This is a critical step under Mainstreaming Outcome 3, to become more accessible and inclusive.

9. Measuring Impact: We have made progress in measuring our impact, with a solid evaluation strategy and key metrics in place. We have applied this to some key actions and are working towards doing this more consistently.

10. Mainstreaming Report: a primary focus for the rest of this year is to develop our next mainstreaming report, due in April 2025. This will involve stakeholder engagement across RoS, including EMT and all D&I groups and networks.

11. Ongoing delivery - our action plan is ambitious and requires contributions from various teams. We will enhance the capacity of colleagues across RoS to support D&I, through learning sessions. We are also developing a D&I Evidence Bank to support colleagues to complete equality impact assessments.

Conclusion

12. D&I Reporting - we have established a robust process and format to report on our progress in advancing diversity and inclusion across RoS.

13. D&I Progress - we have made good progress against our D&I action plan with key activities completed in Q1 and a clear roadmap for Q2. In particular, we have ensured that the lived experience of our colleagues with protected characteristics is at the heart of our work.

14. Board Engagement - the Keeper is interested in hearing any feedback on our progress as well as suggestions for how the Board could more directly support our work in this area.

D&I Lead

People & Operational Services

16 August 2024