From: (Redacted)
Sent: 13 July 2018 07:50
To: Permanent Secretary
Cc: (Redacted); (Redacted) Director Communications, Ministerial Support & Facilities; Gibbs L (Lorna); (Redacted) Rennick NS (Neil); Gallagher S (Stephen); Bruce MG (Maureen); Richards N (Nicola); (Redacted)
Subject: Perm Sec update on Stonewall 2019 Index July 2018

Hi (Redacted),

Please find attached a briefing for Perm Sec on Stonewall.

Perm Sec also helpfully asked what else she can do to promote the Stonewall survey. Some iedas:

- Use the email footer below on internal emails and post in All Company "I completed the #stonewallsurvey because…"
- Promote at meetings and encourage other DGs/SCS to do the same (and to complete the survey themselves)
- It would be good if she could tweet about it too.

The survey runs until November so her comms team could give some thought to other opportunities to promote it. Does she have any internal speaking events that it could be threaded into?

I completed the #stonewallsurvey because ….
Click here to find out more and to complete the survey.

Kind regards
(Redacted)

(Redacted) | Head of Diversity and Inclusion | Diversity and Inclusion, People Directorate | The Scottish Government
I work flexibly across all locations and from home on Wednesdays
Tel: (Redacted) | S1 Spur, Saughton House, Broomhouse Drive, Edinburgh, EH11 3XD.

I completed the #stonewallsurvey because being able to be myself at work *matters*.
Click here to find out more and to complete the survey.

Thanks (Redacted).

(Redacted) will pass on to Perm Sec.

In term of comms for this - with regards tweeting if you let me know the key milestones we can schedule tweets, same for any mentions in up-coming blogs.

Also, you'll see that Perm Sec commented on this week's Saltire article, so if you keep us updated on any upcoming saltire articles we can ensure that Perm Sec provides supportive comments.

With regards internal speaking engagements, I'll keep this is mind – we are looking into staff engagement sessions this summer, so once they are firmed up I will get in touch. Perm Sec is also likely to speak at a number of internal conferences before the deadline so I'm sure there will be lots of opportunities to mention. Again I'll confirm once they are firmed up.

Thanks,
(Redacted)

Perm Sec update on Stonewall 2019 Index

Background

In the 2018 Index, SG moved from being ranked 50 to being ranked 101. We scored 115.5/200 = 58%. 70% is the average score for a Top 100 employer which equates to 140 points. The Top 100 is relative meaning the score for achieving Top 100 status shifts according to participants' performance and, as such, a particular score does not guarantee Top 100 status.

Approach

Wider inclusion agenda

Feedback from the LGBTI network has emphasised that messaging throughout should focus on positioning the Stonewall Index as a means to advancing our work on LGBTI equality and inclusion and as a proxy for the lived experience of LGBTI staff rather than an end in itself. It sits within wider culture change and improvement work, a key upcoming focus of which will be building the capacity of leaders through engaging SCS in a 'challenge' over a period of 4-6 months to develop meaningful D&I objectives. This will involve seeking out and listening to employees' experiences (including LGBTI colleagues), understanding diversity data and the story it is telling, followed by translating this learning into meaningful and measurable objectives. A wider focus on inclusion across the whole organisation will ensure that specific work which is assessed in the Stonewall Index stands on a strong foundation and within a credible D&I 'offer'.

Index-specific activity

The Stonewall Index is complex and cuts across a wide range of employment activity and experience. We have identified critical areas for delivery in time for the 2019 Index, and are developing on-going improvement work to build across the remaining aspects of the Index for our 2020 submission.

For the 2019 Index, which is due to be submitted in September 2018, we are focusing on key areas of feedback from Stonewall:

- reviewing our existing transgender policy and beginning the development of a suite of guidance to support transitioning in the workplace;
- strengthening inclusive language and zero tolerance for homophobia, biphobia and transphobia in our HR policies;
- increasing attraction of LGBTI candidates in Band B campaign and enhancing visibility of diversity networks and LGBTI inclusive messaging for new starts;
- continuing strong LGBTI leadership but with clearer distinction between SCS- and Board-level actions; and
- increasing participation in the Stonewall Staff Survey which forms part of the Index submission.

Some aspects of the Stonewall Index work will require to be done over a medium- to long-term. For example:

- implementing gender identity monitoring on e-HR. This is a highly sensitive and complex area of work and it is important to ensure our questions are evidence-based and consistent with the Scottish Census. SG is involved in a cross-sector project to research an appropriate question pattern, and we are learning from the introduction of a gender identity monitoring question in the People Survey 2017. This is a long-term piece of work; and
- the development of the full suite of trans guidance documents will continue throughout 2018 and 2019, with the aim of being completed by the 2020 Index submission.

The Action Plan to deliver on the Stonewall Index is being developed using a 'bottom up' approach to enable particularly those with lived experience to shape the work we do, including key corporate priorities. The LGBTI and Allies networks have agency to determine for themselves the activity they consider to be the priority for network delivery and have been invited to identify the resource they need to implement this. The LGBTI Committee, with support from the Leading Improvement Team, is working on a driver diagram to set the aims and objectives to guide future activity.

Centrally, the D&I team is leading on the corporate priorities and additionally is making strategic connections to wider HR work. We have used connections with Welsh Government and COPFS to draw on best practice.

Key work in progress
- transgender policy review group is working to refresh trans policy and develop supporting guidance. A Trans Advisory Board comprising external representation from Mermaids, Scottish Trans Alliance and Stonewall has been established and is offering effective challenge to support the delivery of high-quality documents. [Policy/guidance launch: August 2018.]
- zero-tolerance of homophobia, biphobia and transphobia is being strengthened in the Grievance and Standards of Behaviours policies, and gender inclusive language will be reflected throughout key HR policies.
- SG attended at Pride Edinburgh [June 16th] and Pride Glasgow [July 14th].
- upcoming LGBTI network member event to raise awareness of being LGBTI and a BSL user. Disability network members have also been invited to attend. [July 26th]
- a series of engagements with Jacqui Gavin planned to celebrate Transgender Awareness Week. [November 15th]
- research project led by Disclosure Scotland in collaboration with SG, GEO, ONS, NRS, NHS, Northern Ireland Executive and third sector partners to conduct user research into 'when' and 'what' to ask for sex/gender monitoring questions. The report of the project was published on 5th July and further work will be taken forward by the Scottish Government's Office of the Chief Designer to define an evidence-based service pattern acceptable for use across Scottish Government.
- the development of a communications approach which aims to increase participation the Stonewall survey to at least 10% of employees and enabling the delivery of other aspects of the Stonewall Index, such as intersectionality and visible leadership. Messaging will include encouraging staff to make participation in the

survey and posting about it on Yammer part of their D&I objective this year. Plans include:

- o survey launch in Perm Sec's July blog [July 2nd]
- o joint Saltire article in July by LGBTI and mental health senior Champions [July 12th]
- o promotion by LGBTI and Allies networks via Yammer [on-going]
- o targeting the People Panel [August]
- o targeting Directors to promote via their newsletters or other staff communications [on-going]
- o utilising networks such as HRBPs and local learning and development support officers to maximise reach across the organisation. [on-going]

Key dates for Stonewall Index 2019

June 2018:   Stonewall Survey opens
7th September: Index written submission deadline
2nd November: survey closes

Diversity & Inclusion Team
July 2018