Technical Note explaining the external recruitment target within the Scottish Government Recruitment and Retention Plan for Disabled People 2019

- Ministers are committed to the following aim: the Scottish Government workforce will be reflective of the Scottish population by 2025. This ambition is calculated and measured in the following ways:
  - According to Scotland's Core Population Survey 2017, 19% of the working age population, including economically active and inactive, are disabled people. This is based on 2 questions in the 2011 Census: a self-declared *condition* and the extent to which it affects daily activity (either 'a little' and 'a lot').
  - For the SG workforce, this is measured using eHR (which only asks employees to self-declare a *disability* from a drop down menu of options – it does not ask about the extent to which the disability affects them).

- The Scottish Government's target for the external recruitment of disabled people is based on achieving the aim and moving from 12.7% to 19% of staff declaring a disability by 2025.

- Data about disability in the Scottish Government (Core)[1] workforce is based on its HR System (eHR). The eHR system asks staff to self-declare a disability. The latest eHR data shows that 12.7% of staff *who have chosen to share their personal and sensitive information* have declared a disability.

- The 25% target for the external recruitment of disabled people into the SG Core workforce (the proportion of successful candidates via external recruitment that are disabled people) is calculated and measured in the following ways:
  - It is based on eHR data. Only 63% of staff have currently completed their disability information (including not disabled and prefer not to say) on eHR, which means there is a high number of 'unknowns'. The target assumes that the unknown population is similar to the population who have already completed their disability information on eHR. It therefore assumes 100% declaration of personal and sensitive information about disability.
  - It is also based on recent trends in the Scottish Government workforce as well as the latest understanding of potential future changes in the workforce. The target assumes an element of gradual growth.
  - The target assumes that a proportion of staff leaving SG each year will have declared a disability on eHR. An element of the target therefore compensates for the disabled people in the SG workforce who are expected to leave.
  - The target is measured using eHR and specifically the population of people who join the SG Core each year via external recruitment

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[1] Scottish Government Core covers all business areas within the Scottish Government (Directorate Generals and Directorates)

channels and who declare a disability.[2] The target will be measured for each financial year. In 2018-19, 22.7% of people who came in via external recruitment, and who have completed disability data on eHR, declared a disability.

- o The target and the underlying assumptions will be reviewed and, if necessary, adjusted, each year. For instance, if a greater proportion of staff share their personal and sensitive information about their disability status it will be necessary to see how well this fits with the assumption made about the 'unknown' population.

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[2] External recruitment does not take account of any changes through temporary absences/returns/moves to and from agencies.