

**Mainstreaming the
Equality Duty Report
2021**



Risk Management Authority

INTRODUCTION

1. The Risk Management Authority (RMA) is a non-departmental public body established in 2005 by the Criminal Justice (Scotland) Act 2003. The RMA is sponsored by the Scottish Government Community Justice Division. For full details please visit our website at www.rma.scot.
2. The RMA's duties focus on protecting the public by ensuring that robust and effective risk assessment and risk management practices are in place to reduce the risk of serious harm posed by violent and sexual offenders.
3. Our purpose is to make Scotland safer by setting the standard for risk practice to reduce reoffending and the harm that it causes. This involves working with partners to promote good practice and enhance risk assessment and risk management throughout Scotland.
4. This report sets out how the RMA address our responsibilities under the Equality Act 2010. Under the Act, public bodies must consider all individuals when carrying out their day-to-day work: in shaping policy, in delivering services and in relation to their own employees. The public sector equality duty, also known as the general equality duty, covers the following protected characteristics:
 - 4.1. Age**
 - 4.2. Disability**
 - 4.3. Gender Reassignment**
 - 4.4. Marriage and Civil Partnership**
 - 4.5. Pregnancy and Maternity**
 - 4.6. Race**
 - 4.7. Religion and Belief**
 - 4.8. Sex**
 - 4.9. Sexual Orientation**
5. This duty requires public bodies to have due regard to the need to:
 - 5.1. Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act**
 - 5.2. Advance equality of opportunity among all people**
 - 5.3. Foster good relations between different people when carrying out their activities.**
2. These duties are as follows:
 - 6.1. Report on mainstreaming the equality duty**
 - 6.2. Publish equality outcomes and report progress**
 - 6.3. Assess and review policies and practices**
 - 6.4. Gather and use employee information**
 - 6.5. Publish gender pay gap information**
 - 6.6. Publish statements on equal pay**
 - 6.7. Consider award criteria and conditions in relation to public procurement.**

EQUALITY OUTCOMES

7. In developing equality outcomes, the RMA considered our functions, our role as an employer and the contribution we can make to advance equality of opportunity. Mindful that we have a relatively small scale organization, it was decided to structure our approach under two specific themes:

7.1. Enhancing Practice: As a body that provides advice and guidance to criminal justice practitioners our contribution can be enhanced by incorporating an equality element into our research and development activities.

7.2. Good Governance: As an employer, we will embed equalities as a key component of our human resource and internal governance processes.

Evidence	Related Outcome	Key Points
Ongoing delivery of equality impact assessments (EQIA). Assessments have been produced for the Standards & Guidelines for Risk Management, Standards & Guidelines for Risk Assessment Report Writing; and for the RMA's Risk Assessment Tools Evaluation Directory (RATED).	Enhancing Practice 1	Equalities information is more widely available to risk assessors
RATED compiles research on common risk assessment tools. The Directory includes a Responsivity section for tools that specifically account for learning disability, personality disorder, and sex. In addition, each entry includes research on the tool's use and suitability in relation to protected characteristics such as age, sex, and race. RATED is updated regularly, and new tools or research relating to protected characteristics are added as necessary.	Enhancing Practice 2	RMA research and development projects contribute to best practice in offender risk assessment and management
The RMA continues to contribute to the compilation of Youth Employment data, which identifies the number of young people aged 16-24 who work for the RMA and in which capacity. Again this data is shared with Scottish Government.	Good Governance 1	More young people are in work and training
The RMA continues to contribute to the compilation of Public Sector Employment Statistics. Information is gathered quarterly on the number of male/female staff and the number of permanent / temporary staff. This data is shared with Scottish Government.	Good Governance 1 & 2	More young people are in work and training There are no barriers in recruitment, training or promotion opportunities for RMA staff

Continued 

The RMA produce recruitment reports for each recruitment campaign, which include details on applicant diversity. Please refer to Appendix 1 .	Good Governance 2	There are no barriers in recruitment, training or promotion opportunities for RMA staff.
RMA recruitment is made in accordance with the Equality Act. Diversity information is requested from applicants, which is then gathered and held separately from those staff involved in the recruitment process.	Good Governance 2	There are no barriers in recruitment, training or promotion opportunities for RMA staff.
Employee information is gathered via a diversity monitoring form, which records data including age, gender, nationality, ethnicity and disability. Please refer to Appendix 2 .	Good Governance 3	There are no barriers in recruitment, training or promotion opportunities for RMA staff.
The RMA Staff Handbook is undergoing a refresh to not only include the latest legislative information, but to provide it in a digestible form which is easy to understand and navigate.	Good Governance 3	RMA staff are more aware of equalities and diversity and apply this knowledge to their role
All Staff and Board are required to comply with the RMA Code of Conduct, which outlines a duty to act in accordance with the RMA's values of Dignity, Integrity, Honesty, Objectivity and Impartiality.	Good Governance 3	RMA staff are more aware of equalities and diversity and apply this knowledge to their role
The RMA continue to publish annual Best Value reviews which include a section on the RMA's actions to promote equality. The latest best value review is here: Best Value Review 2019-20	Good Governance 3	RMA staff are more aware of equalities and diversity and apply this knowledge to their role

FUTURE PLANS

8. In addition to an identified a range of activities that we will undertake to enhance our employment practices and service delivery in compliance with the general and specific equality duties, the RMA are looking to review current equality outcomes in line with our legislative functions. This is an ambitious project where we wish to build upon our work to date to further develop a culture where equality and diversity are “mainstreamed” into all RMA functions.

Key activities:

8.1. Publication of new staff handbook

8.2. Development of new wellbeing policies and procedures

8.3. Continued development of the Risk Assessment Tools Evaluation Directory

8.4. Review and development of existing equality outcomes

8.5. Review of equality impact assessment processes.

APPENDIX 1

Recruitment

The RMA had a large recruitment drive last year which included an organisation restructure. The following permanent positions were recruited in 2020-21

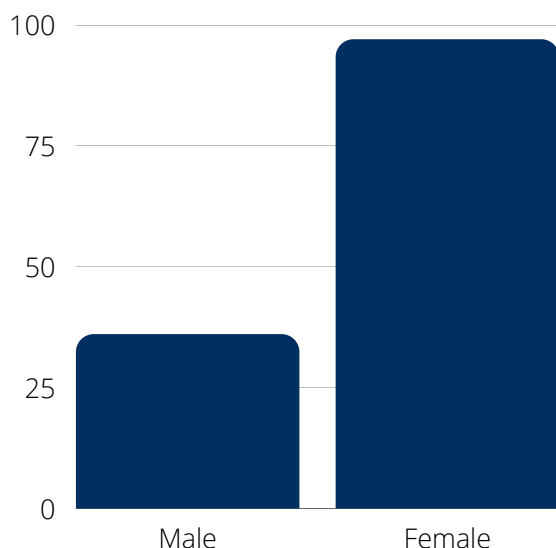
- Head of OLR
- Head of Effective Practice
- Governance Officer
- Communications Officer
- Policy Lead
- OLR Caseworker

One position was recruited on a temporary basis (maternity cover) from data held following a previous recruitment campaign: OLR Caseworker.

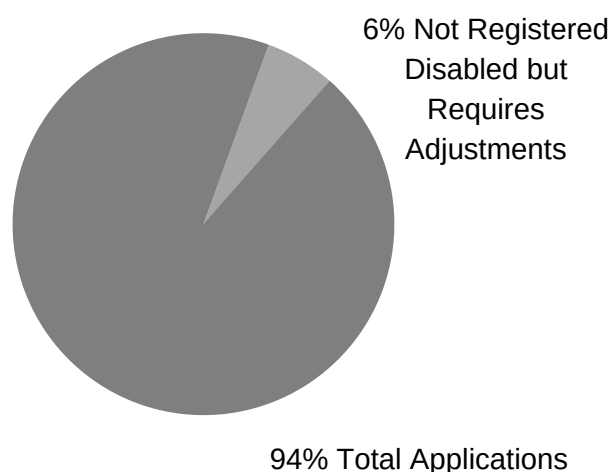
The RMA selects candidates solely on the basis of merit. We are committed to equality of opportunity for all job applicants regardless of gender, marital status, sexual orientation, race, ethnic or national origin, trade union membership, political or religious belief, disability or age. We advertise widely using social media and job boards that fit with our values and have gender diversity on all interview panels.

Recruitment Summary Reports

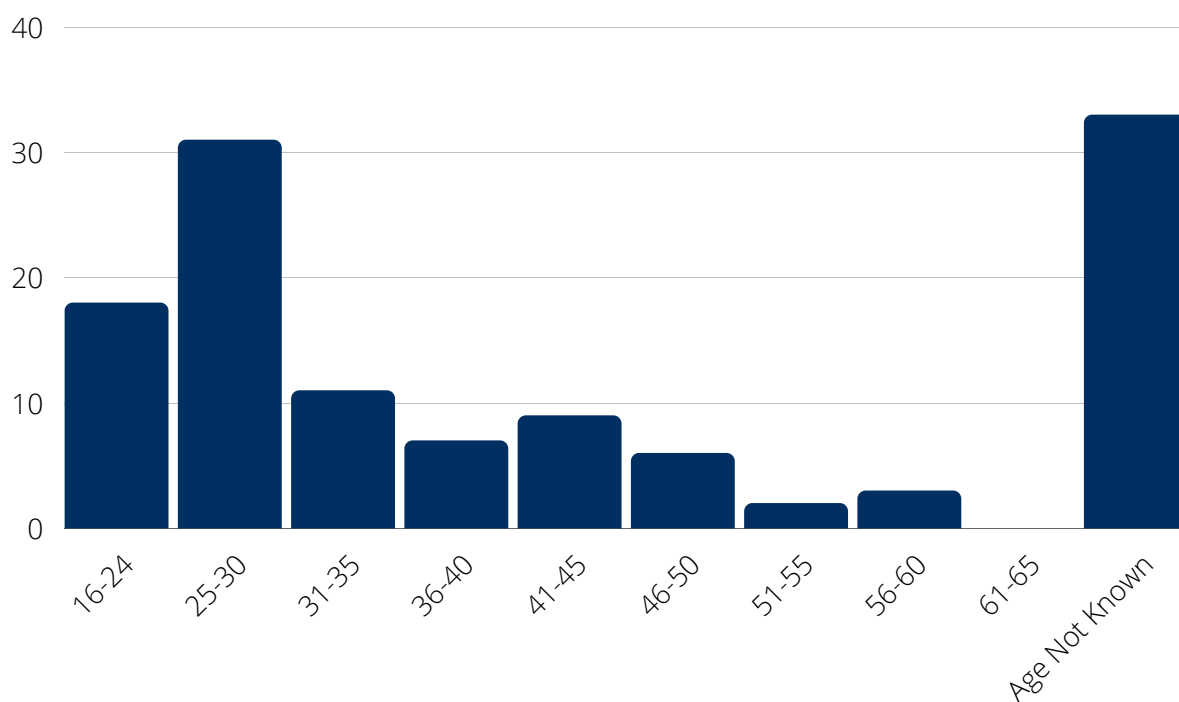
Number of Applications by Gender



Applicants Registered Disabled or Not Registered Disabled but Requiring Adjustments

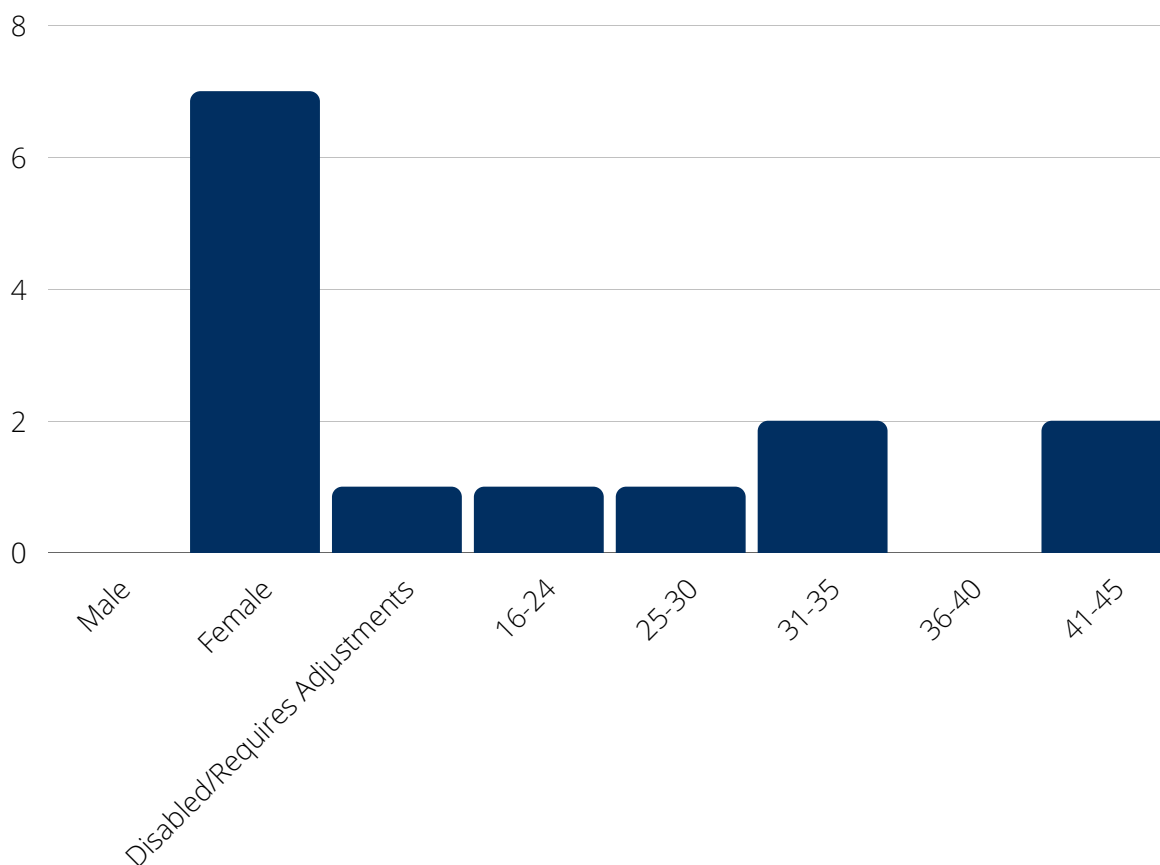


Applicants by Age



Following on from the recruitment campaigns, the demographic of applicants recruited is shown below:

Demographic of Positions Filled

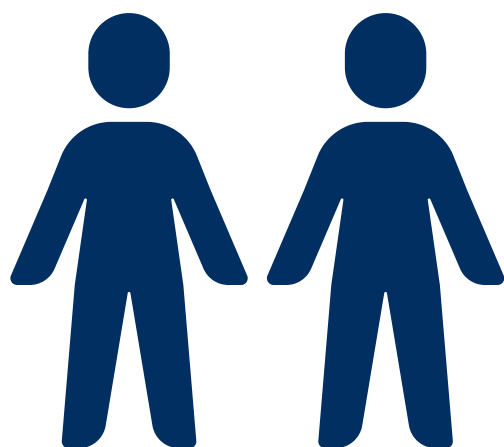


APPENDIX 2

RMA employee information 31 March 2021

9. Please see key facts below:

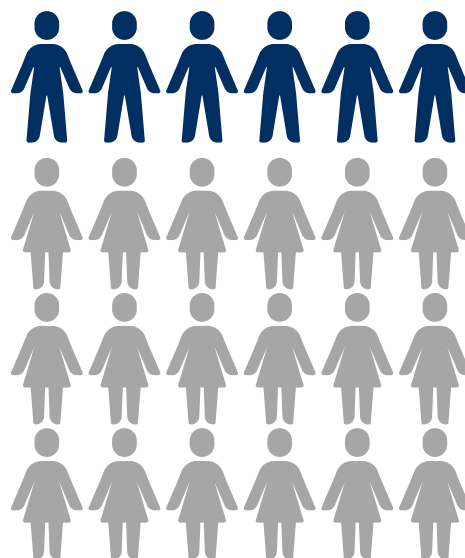
- 9.1. The RMA employs 24 staff: 18 Female and 6 Male. This represents a 75%:25% gender split in favour of female staff.
- 9.2. Twenty-three are permanent staff (inclusive of the Chief Executive) and one member of staff is employed on a fixed term contract.
- 9.3. The RMA currently has no registered disabled staff and one requiring occasional adjustments for health reasons. Considering the small size of the RMA, having 24 employees, this is not noted as a concern.
- 9.4. All recruitment activity is made in accordance with the Equality Act, with diversity information collated separately.
- 9.5. The RMA provide 6-monthly update reports to the RMA Board on RMA human resource activity and statistics, which includes an analysis of the staff group.



DIRECTORS

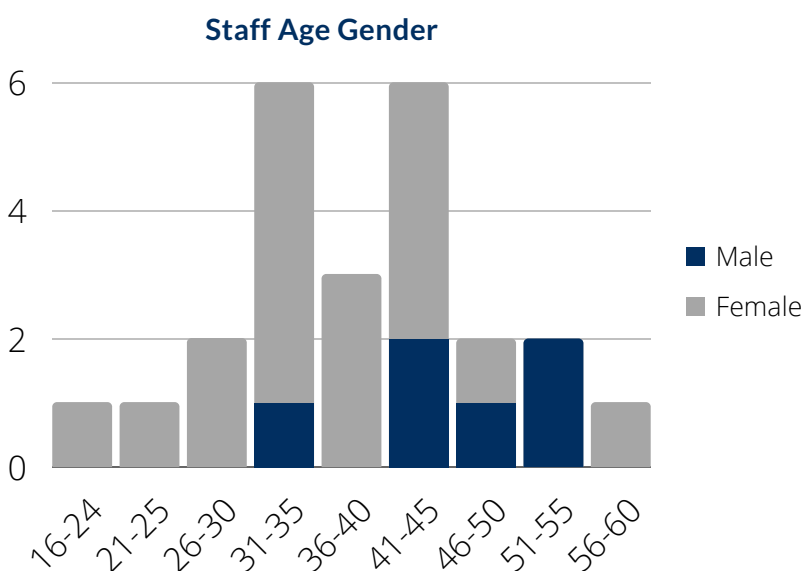
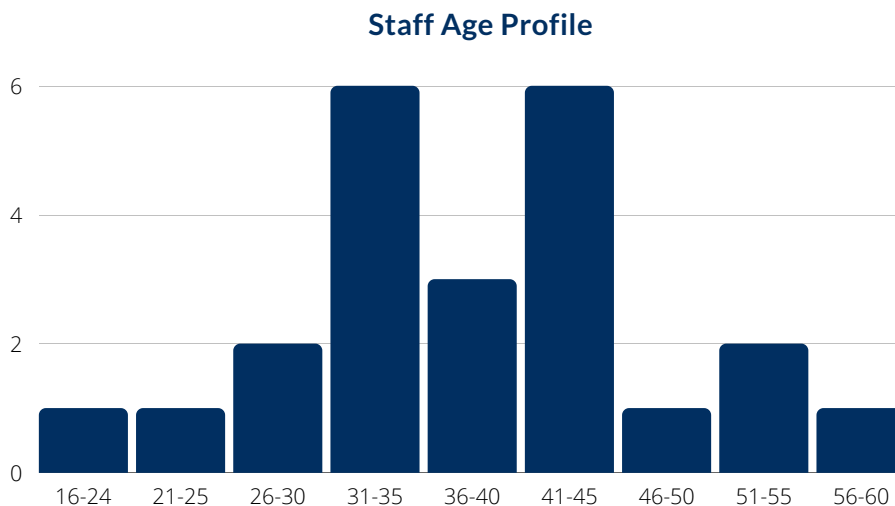
100% Male

ALL STAFF
75% Female 25% Male



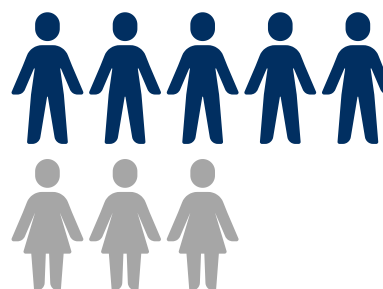
10. Disabilities and Ethnicity: The RMA has no staff who are registered with a disability. The ethnicity of 23 staff is noted as White-British and 1 as Black-African.

11. Age Analysis of Staff Group: An analysis of the staff age profiles show a wide range of ages, from 24 to 58. The staff age profiles show that the highest concentration of staff are in the 31-15 and 41-45 age ranges.



Gender Analysis of RMA Board

As at 31/03/2021 the Board of the Risk Management Authority comprised of 3 female and 5 male Board Members. Public appointments are made by Scottish Ministers and appointments are regulated by the Commissioner for Ethical Standards in Public Life in Scotland.



BOARD GENDER
62.5% Male 37.5% Female

Risk Management Authority

7 Thread Street
Paisley PA1 1JR

0141 278 4478
info@rma.gov.scot

www.rma.scot

