


myjobscotland Equality and Diversity Changes April 2021

What is changing?

Following the release of the 2022 Scottish Census options, the myjobscotland Equality and Diversity questionnaire has been updated to reflect the census data. This will also address some concerns around the use of 'Gender' in the existing form, replacing this with 'Sex' to reflect the Equality Act (2010).

The form content has been developed by Scottish Government who worked with the Office for National Statistics (ONS) and the Northern Ireland Statistics and Research Agency (NISRA) to gather as much evidence as possible to ensure the 2022 Census questions are clear and robust. The content has undergone extensive and detailed consultation process, full background and topic reports generated with key stakeholders can be found [here](#).

The updated Equality and Diversity Questionnaire content was agreed by Heads of Personnel on 7th December 2020.

A copy of the new application form can be found [here](#) and is also available in your sandbox environment. This can be accessed by Council SuperUsers via the TalentLink left hand navigation menu>Settings>Forms and Questionnaires. Filter the results by using the 'Form Type' dropdown to select 'Diversity Questionnaire' then click Filter. You will then see a draft version of the form titled 2021 Diversity Questionnaire. View the form content by clicking the Preview Icon .

This can be used to update your own HR/Payroll systems with the new Census responses.

One notable change for applicants is that responses will now be mandatory. Following guidance from the Scottish Councils Equality Network (SCEN) 'Prefer not to say' is included within all mandatory questions, along with a summary of how the data is used and stored.

We anticipate this change may will generate candidate queries and will work with the myjobscotland Technical Group and HR Groups to form a standard response which should address these questions.

How will this impact your organisation?

The current equality form will be replaced with the new form after close of business on 31st March 2021. There will be minimal impact on organisations as the default equality form will be updated by the myjobscotland team. Any new jobs posted from 1st April 2021 will have the new equality form linked to it.

New applicants applying from 1st April will need to resubmit their responses to the Equality and Diversity questionnaire.

What are the benefits?

Each organisation will have their own copy of the form, and the expectation is that this will reduce the time it will take to generate a report on TalentLink. Additionally, it will also allow organisations to run equality reports for a longer time period.

From 1st April 2021 the report will only pull back the data linked to an organisation's copy of the equality form, rather than having to look up all data linked to the master copy then returning the specific organisation data.

Existing reports relating to candidate data submitted prior to 31st March 2021 will remain unchanged. New master reports will need to be created by your organisation's SuperUsers once the new form is live on April 1st. A screen recording of how to create this can be found [here](#).