

## CILEx Regulation diversity action plan update Q4 2017 (October to December 2017)

Key: White: action not commenced

Red: action not progressed or on hold

Amber: action partly progressed, milestones partly met

Green: action progressing as planned with milestones achieved

CRL actions	Timeline	RAG rating	CRL progress Q4 2017	Q1 2018 milestones	LSB review
1. Hold a bank of data for the whole regulated community covering the LSB diversity characteristics. Analyse to build a comprehensive understanding of diversity within the different categories of our regulated community.	By Q4 2022	n/a	Not due		Aug 2017 and Aug 2018
2.Continue to survey <b>self-employed and locums</b> and their employees. (This data: <ul style="list-style-type: none"> <li>not collected by other regulators,</li> <li>has been collected since 2013,</li> <li>has been in a report on CRL website and reported to the LSB).</li> </ul>	By Q3 2017	<b>G</b>	Q2 Survey of self-employed conducted		
3.Repeat survey of <b>self-employed and locums</b> and their employees annually.	By end Q2 2018	n/a	Not due		
4.Analyse <b>self-employed and locum</b> data, prepare a report, publish on website and forward to the LSB.	By Q3 2017	<b>A</b>	Analysis of all member and self-employed data completed. Drafts of interactive full report and infographic in final stages.	Publish report and infographic	
5.Review frequency of <b>self-employed and locum</b> . Take account of the burden, frequency/participation trade off and frequency of data collection by the other regulators will.	During Q1 2017	<b>G</b>	Q1 Reviewed survey participation rates 2013 - 2016 No indication that individuals chose not to take the survey due to frequency. Decision taken to continue with annual survey		
6.Monitor and review diversity data held across CILEx and CRL. Consider surveying other sections of our regulated community.	By Q2 2017	<b>G</b>	Q2 2017 Decision taken to survey all members.	Closed out	
7.Establish LSB diversity characteristics baseline for all regulated individuals through survey of all members.	By Q2 2017	<b>G</b>	Q2 all member survey launched.	Closed out	
8.Repeat all members diversity survey every two years until the data is captured in the new CRM.	By Q2 2019 Biennially going forwards	n/a	Not due	N/a	

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9. Analyse all members' data and prepare report Q3/Q4 every two years.	By Q4 2017	A	Q3 analytical work carried out and reported to SMT. See 4 above	Publish report and infographic	
10. Conduct diversity survey of our firms.	Q3 2017	G	Completed	Closed out	
11. Monitor when to publish a report on the firms' diversity to ensure anonymity.	By Q4 Annually going forwards	G	Q3 decided not to report because sample size too small without identifying participants		
12. Continue to collaborate with regulators of firms employing our regulated members, to gain data/information relating to these members, annually.	By Q4 Annually going forwards	R	SRA still to provide data on Fellows	Follow up with SRA for data on Fellows	
<b>LSB Feedback August 2017:</b> <ul style="list-style-type: none"> <li>Data collection activities are fit for purpose.</li> <li>Welcomed: consideration of what does/doesn't work and adjusting collection activities/frequencies accordingly; collaboration with other regulators to gain meaningful data.</li> <li>Plans noted for a new CRM to be in place for the whole CILEx group by 2022, which will improve the collection and monitoring of diversity data.</li> </ul> Encouraged to consider whether there may be benefit in engaging with the SRA, who is currently implementing an enhanced IT system, about opportunities this may create for the development of diversity initiatives.					
13. We will review our regulatory arrangements for diversity impact on a planned programme to identify any significant areas of issue or impact. We will develop further work as required to address these.	Annually and by Q4 2022	G	Q3 SMT considered analysis of all member data. Decision to monitor emerging trends.		Aug 2017 Aug 2018
14. The information gained from diversity analysis will be used to inform the impact of strategic decision making on different sections of our regulated community.	Annually and by Q4 2022				
<b>LSB Feedback August 2017:</b> <ul style="list-style-type: none"> <li>Welcomed plan to analyse recent diversity data to identify specific areas to be addressed.</li> <li>Expect CR to demonstrate evidence where this analysis has informed policy development in their August 2018 review.</li> </ul> Positive to note use of data collected from regulatory processes to inform initiatives to encourage a diverse workforce, rather than relying solely on diversity data collection.					
15. Work with the other legal regulators through the Regulators' Forum and or a separate group to regularly exchange information, ideas, good practice and explore the possibility of joint initiatives/ collaboration if appropriate.	By Q1 2017	G	19 October 2017 Regulators' Forum decision to set up Equality, Diversity and Inclusion (EDI) sub group reporting to the Forum. First meeting held 6 December 2017.	EDI meeting to be reported to Regulators' Forum 7 February 2018 and further EDI meeting scheduled for 23 April 2018.	Aug 2017 Aug 2018

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	By Q3 2017	G		Collaboration on Pride 2018 planned at Regulators' Forum 7 February 2018	
16. Work with CILEx to continue to raise the profile of diversity within our regulated community through for example encouraging the inclusion of diversity on branch meeting agendas and the establishment of special interest groups. Feedback findings from the diversity surveys and consider action. Aim to meet with CILEx quarterly to exchange information.	By Q2 2017	G	Meeting with CILEx to explain key findings from analysis of all member data	Engage with CILEx to follow up on their planned actions	
<b>LSB Feedback August 2017:</b> <ul style="list-style-type: none"> <li>• Welcomed positive collaboration with the regulators and CILEx.</li> <li>• Collaboration with CILEx has the potential for a meaningful impact. The LSB are interested in learning more about this through their August 2018 review.</li> </ul>					
17. Continue to raise the profile of diversity through news reports and <i>Regulation Matters</i> articles.	By Q4 2017		See 4 above.	See 4 above and reference in <i>Regulation Matters</i> articles	Aug 2017 Aug 2018
18. Develop diversity content on our website.	By Q3 2018		Not due		
19. Continue to report regularly to the LSB.		G	15 Dec 2017, LSB published assessment of all regulators action plans		
<b>LSB Feedback August 2017:</b> <ul style="list-style-type: none"> <li>• Approach to publishing diversity data and analysis welcomed.</li> <li>• LSB expect to see publishing diversity data continue to occur into the future and through the August 2018 review.</li> <li>• Efforts to engage and communicate with regulated community on the topic of diversity is positive.</li> <li>• Demonstration of efforts to engage the regulated community will be considered as part of LSB's August 2018 review.</li> <li>• LSB would welcome opportunity to be involved with the development of diversity content on the CILEx Regulation website.</li> </ul> LSB would also encourage engagement with diversity stakeholder groups when developing this content.					
<b>LSB Feedback August 2017: Learnings/Challenges</b> CR reported it considers it too early to tell at this stage if there are any challenges/barriers that will prevent it from achieving progress against the outcomes. However, while it is still building upon the diversity profile of its regulated community to inform policy development, it has started to direct efforts where it knows anecdotally that issues exist. Although still developing an understanding of its diversity profile, we consider it positive that CILEx Regulation has taken efforts to address issues identified through its regulatory and operational processes. We would encourage CILEx Regulation to continue to rely on evidence from a number of sources in order to identify areas which could benefit from greater attention.					