

Allies

4.1 Does the organisation have a formal programme or initiative to engage all non-LGBT employees to become allies?

GUIDANCE: The programme should be a formal mechanism to engage non-LGBT people with LGBT equality.

B. Yes, a separate allies network group

Describe the allies programme or initiative (Max 500 words).

Upload a communication advertising the allies programme or initiative.

The Friends of Proud network is the allies network within COPFS. This new network was launched in 2014. This enables all members of staff, regardless of their sexual orientation, to express their commitment to supporting the work of the Proud network and to become visible and pro-active allies to the LGBT community. This network now has 170 members across Scotland. Members are provided with a distinctive lanyard on joining. This is bright red and clearly states 'I am a Friend of Proud in COPFS'. All new friends are encouraged to sign the 'no bystanders' campaign and demonstrate their pledge in a prominent place on their desk. In addition to this, we provide all allies with a rainbow flag to place on their desk to further demonstrate their commitment to LGBT equality and show that they are someone within the team that they can speak with.

All Friends are provided with a brief description of what their role entails. They have the responsibility to promote the work of the staff network, recruit new friends and cascade information about the network and its activities to their local colleagues. Local Sheriffdom Equality Networks are the tools in which allies communicate and cascade this information.

Our friends play an important role in supporting LGBT colleagues and colleagues who have LGBT family and friends. Our friends also host local awareness raising events and engage with local communities to advise of COPFS commitment to sexual orientation and gender identity inclusion.

4.2 In the past year, has the organisation held internal awareness raising sessions, campaigns or initiatives specifically for allies which cover the following? Tick all that apply.

GUIDANCE: Content/activity should be tailored for non-LGBT people and run through mechanisms that engage allies. Content should cover all LGBT identities (lesbian, gay, bi and trans).

- A. The importance of allies
- B. Discrimination towards LGBT people
- C. Personal stories from LGBT people
- D. Actions they can take to be effective allies

Provide a brief description of the content you have uploaded (Max 200 words).

The attached document was produced by Equality Champion to mark the five year anniversary of our Friends of Proud in COPFS. With 170 members, we felt it important to further explain the important role they play in being a friend, their defined roles and responsibilities and also some important sources of support for them both internally and externally. To add context to this approach, we added a personal message from the Equality Champion and two of our Ambassadors provided personal quotes. Finally, we wanted to share some friends experience so we uploaded the video link to thank you for being a friend.

Upload content covering the selected options.

Provide date for option A: 30/08/2019
Provide date for option B: 30/08/2019
Provide date for option C: 30/08/2019
Provide date for option D: 30/08/2019

4.3 Does the organisation enable allies to visibly signal their commitment to LGBT equality?

GUIDANCE: Examples include visual signals such as email signatures, badges, lanyards and mugs.

Yes

Describe how allies can visibly signal their commitment to LGBT equality (Max 200 words).

Members of the Proud in COPFS network visibly signal their commitment to LGBT equality and inclusion by wearing their bright red lanyard with writing on it that states 'I am a Friend of Proud in COPFS'. These lanyards clearly mark out members of the allies network and often act as a talking point. They frequently open up conversations in relation to what the programme is, what the role entails and expectations of an ally. These lanyards have prompted a number of new colleagues to join.

All our allies also have their commitment to bisexual equality badge which they are encouraged to wear on their lanyard.

Our allies are actively encouraged to sign the No Bystanders pledge and place this in a prominent place at their workstation to show their commitment.

Finally, we provided all our allies with Pride flags and encouraged them to have them visible at their workstation.

4.4 In the past year, which of the following activities have allies engaged in? Tick all that apply.

GUIDANCE: 'Helped organise' here, refers to allies taking an active involvement in the planning and execution of events. It does not mean allies simply turning up to events.

- A. Participated in LGBT network group activities
- B. Helped organise a lesbian, gay and bi equality awareness raising event
- C. Helped organise a trans equality awareness raising event
- D. Recruited other allies
- E. Coached or mentored other allies
- F. Other
- G. None of the above

A. The Friends of Proud network participated in the activities of the Proud in COPFS network in attending the Pride festivals in Edinburgh, Livingston and Glasgow alongside representatives from the Proud network. The Friends of Proud network was also instrumental in terms of encouraging board level and senior management representatives in attending the festival, and in publicising their attendance after the event by writing an article of the Proud in COPFS newsletter which was distributed to all staff by way of the Proud in COPFS forum. A number of allies also attended our formal gathering of the staff network after our recent Equality Conference in August 2019.

B. The Friends of Proud network hosted a series of Bisexual Awareness Raising events across our network of offices. They also publicised key events such as Trans Day of Visibility

through our internal magazine. During Hate Crime Awareness week in October 2018, our local Glasgow Equality Network held a number of sessions on LGBT awareness and hate crime awareness to a number of our staff. Our friends were also instrumental in the management of our stall at the annual staff equality conference. Edinburgh hosted an [REDACTED] (in partnership with LGBT Health, SG and NHS) dedicated to improving the sex, health and wellbeing of gay and bisexual men with community-based services in Lothian and Forth Valley providing information, advice, support and counselling. We spoke about male domestic sexual abuse, historical childhood sexual abuse, 'too intoxicated' to consent. They are keen to provide support for gay and bisexual male complainants.

- C. Our allies organised a series of events to enhance trans equality awareness. A number of colleagues from across COPFS attended our Glasgow office to hear a presentation from the charity called [REDACTED]. This presentation was thought provoking and provided us with additional information. Friends plan to share the learning from this event across their business units. This took place on the 4th of September 2019. Our trans flag with staff commitments has been displayed across all offices in Scotland to further demonstrate our departmental commitment to trans equality.
- D. Our allies utilized the stall at the recent equality conference to recruit other allies and this resulted in a number of new allies signing up to the programme. At the COPFS Equality conference in August 2018 the Friends of Proud network had a stall alongside the Proud network. At this stall, attendees of the conference could find out about the Friends of proud network, what it does, and speak to members of the network. There was also the opportunity to sign up to the Friends of Proud network. Following the conference, a number of new members were recruited, including two of COPFS' new non-executive directors. Those who signed up were given a Friends of proud lanyard, given the opportunity to sign the no bystanders pledge (and take it away with them to display in their office) and also to take away a Friends of Proud magnet for use in the office as well as a flag. Recruitment is ongoing throughout the year.
- E. All our allies who are in the Senior Civil Service/Band G grades took part in our new two become one mentoring programme. They worked in close partnership with our team of Equality Ambassadors – all of whom are also allies. During the last 12 months, we have ran two phases of this programme.
- F. [REDACTED] spoke at an allies event with Police Scotland in which he shared best practice of COPFS approach to allies and it was agreed we would continue to share best practice with Police Scotland.

Describe the activities selected (Max 200 words per option). Please include specific dates or time periods.

4.5 Does the organisation support all non-trans employees (including lesbian, gay and bi employees) to become trans allies through training, programmes and/or resources?

GUIDANCE: Examples can include information booklets, programmes or training, but must focus specifically on being an ally to trans people. By non-trans, we mean people who do not identify as trans.

Yes

Describe the training, programmes and/or resources (Max 500 words).

Yes

The Friends of Proud network has created an information booklet on 'how to be a trans ally' - this has been distributed to all Friends of Proud in COPFS. This bespoke information booklet contains 14 tips in terms of being an ally to the trans community, and has accompanying notes that explain the background and context to each of the 14 tips. In this way, the Friends of Proud are able to access the information in relation to the trans community in an extremely accessible manner, while being able to easily and quickly see how they should act in certain situations - for example, if they do not know what pronoun a person wishes to use. There are many other examples. This information booklet also clearly states where

further information and assistance can be obtained - via the proud in COPFS network. In other words, this document encourages the Friends of Proud in COPFS to act insofar as is possible for them to become effective and influential allies to the trans community (both within COPFS and within Scotland as a whole) without expecting them to be experts or responsible for the issues affecting trans people alone.

The tips provided to Friends of Proud are as follows 1) you can't tell if someone is trans by their appearance 2) don't make assumptions about a trans persons' sexual orientation 3) if you don't know what pronoun to use, listen first 4) don't ask a trans person what their "real" name is 5) know the difference between coming out at gay, bi or lesbian and "coming out as trans" 6) be careful about confidentiality, disclosure and "outing" 7) respect the terminology a trans person uses to describe their identity 8) be patient 9) Understand that there is no right or wrong way to transition 10) don't ask a trans person about their genitals, surgical status or sex life 11) challenge anti-trans comments 12) Set an inclusive tone 13) listen to trans people and 14) know your limits as an ally. The document provides further information in relation to each of these headings before signposting users to the Proud network for further support.

LGBT Role Models

4.6 Does the organisation support LGBT employees at all levels to become visible role models through training, programmes and/or resources?

GUIDANCE: Examples can include role model and information booklets, programmes or training, but must focus specifically on steps LGBT people can take to become active role models.

Yes

The Proud in COPFS network supports employees from all levels to be visible role models. The network has created an information booklet specifically relating to what being a role model is, why role models are important, the impact that role models can have, and actions that effective and influential role models can take in order to change their working environment for the better. The document highlights the importance of being authentic in the workplace, and the impact that failing to be authentic can have. It suggests positive actions that visible role models can take including 1) be yourself 2) challenge inappropriate behaviour 3) be visible 4) Step up - work with the network to help COPFS earn the confidence of the LGBT community in Scotland 5) encourage others to do the same. The document then signposts the location for further help or support in relation to being a role model within COPFS - the Proudnetwork.

This document has been circulated to all members of the Proud in COPFS network, in addition to all Friends of Proud. The document has been circulated in this way as the organisation recognises that visible role models are required from both LGBT members of staff, and staff who are not LGBT but are visibly supporting the LGBT community.

LGBT members of staff who wish to formalise their status as a role model are provided with information and training by various channels. This includes the bespoke document referred to above, which forms the basis of the support provided by the network as a whole. Examples of members of the network who have formalised their status as role models include the network lead [REDACTED] (COPFS senior LGB ambassador), [REDACTED] (COPFS LGB ambassador) and [REDACTED] (COPFS LGB ambassador). Each of these individuals are supported by the network by way of regular contact with network members and leads, including COPFS equalities champion [REDACTED]. The network also promotes these individuals as good candidates to attend external events that improve their knowledge and skills in relation to LGBT matters - such as the Stonewall role models course and the Stonewall allies course.

Describe the training, programmes and/or resources (Max 500 words).

4.7 In the past year, have any visible LGBT role models at board level from the organisation been profiled?

GUIDANCE: For information about what is meant by board level, see here. Within the profiling opportunity, the person's sexual orientation, gender identity and/or trans identity must be clear. It should not be left up to the reader or viewer to make assumptions.

No

Submit evidence where you have profiled the person/s in the last year.
Provide the date on which this profile was shared.

4.8 In the past year, have any visible LGBT role models at senior management level from the organisation been profiled? Tick all that apply.

GUIDANCE: For information about what is meant by senior management level, see here. Within the profiling opportunity, the person's sexual orientation, gender identity and/or trans identity must be clear. It should not be left up to the reader or viewer to make assumptions.

- A. Lesbian
- B. Gay
- C. Bi
- D. Trans
- E. None of the above

Submit evidence where you have profiled the person/s in the last year (For each option selected).

- A. 02/08/2019
- B. Provide the date on which this profile was shared
- C. Provide the date on which this profile was shared
- D. Provide the date on which this profile was shared

4.9 In the past 18 months, has the organisation profiled visible role models from the following communities? Tick all that apply.

GUIDANCE: Within the profiling opportunity, the person's identity must be clear. It should not be left up to the reader or viewer to make assumptions.

- A. Gay people or lesbians
- B. Bi people
- C. Binary trans people (e.g. trans men and trans women)
- D. Non-binary people (e.g. genderfluid and genderqueer people)
- E. Older LGBT people (aged 50 or over)
- F. Young LGBT people (aged 25 or under)
- G. Disabled LGBT people (excluding disability related to mental health)
- H. BAME LGBT people
- I. LGBT people of faith
- J. LGBT people being open about their mental health (including disability related to mental health) or wellbeing challenges
- K. LGBT parents

L. None of the above

Submit evidence where you have profiled the person/s in the last 18 months (For each option selected).

- A. 20/08/2019
- B. 20/08/2019
- C. 20/08/2019
- D. 20/08/2019
- E. 20/08/2019
- F. 20/08/2019
- G. 20/08/2019
- H. 20/09/2019
- I. 20/09/2019
- J. 20/09/2019
- K. 2009/2019

The following questions are not scored.

4.10 Does the organisation support all non-bi employees (including lesbian and gay employees) to become bi allies through training, programmes and/or resources?

GUIDANCE: Examples can include information booklets, programmes or training, but must focus specifically on being an ally to bi people.

Yes

We run an annual awareness raising session on bisexuality .This year's event was held on 28 August at Kilmarnock and hosted by the North Strathclyde sheriffdom equality network. The event included a talk from a member of the bisexual community and the audience included Friends of Proud (our Allies network) who were encouraged to become bi-allies to bisexual colleagues .The event was later published on the Proud In COPFS newsletter which is aimed at (and accessible to) all staff across COPFS on our internal website. Our mandatory LGBT training also includes a section on bisexuality and all staff must undertake this training every 2 years. Our Allies programme is promoted every year at our staff equality conference and staff are encouraged to become allies to L,G b and T staff .Our Proud network are provided with facilities at the conference to run a stall with materials available on bisexuality .

Describe the training, programmes and/or resources (Max 500 words).

4.11 Does the organisation enable allies to visibly signal their commitment to bi and trans equality? Tick all that apply.

GUIDANCE: Examples include visual signals such as email signatures, badges, lanyards and mugs. These could display the bi and trans flags, or other symbols of support.

- A. Bi equality
- B. Trans equality

- a. Our Friends in Proud Allies were all provided with bi-visibility badges to be worn on their Friends of Proud in COPFS lanyards.

- b. All 37 COPFS offices display a trans flag poster and all Friends of Proud were provided with LGBT history month badges which have the word Trans written on them. These are worn by staff on their Friends of Proud lanyards.