



Cambridgeshire

Cambridgeshire Probation Area

Equality Scheme 2009 -2012

This is our first Single Equality Scheme, bringing together our three existing equality schemes– race, gender and disability – and going beyond them to include age, religion or belief and sexual orientation, as well as human rights. This scheme is a living document and we welcome comments and suggestions. The scheme and its associated action plan will be reviewed annually and further information will be made available via our website – www.cambridgeshireprobation.gov.uk

If you require this information in an alternative format, for example, Braille, audio, large print or another language please forward your request to the Equality and Diversity Manager on 01480 375789
e-mail: sherron.donaldson@cambridgeshire.probation.gsi.gov.uk

Contents

Page No.

Foreword

3

Section 1- Introduction to the Single Equality Scheme

Legislative Background

4

Our General & Specific Duties

4

Section 2 – Who we are and what we do

Who we are

5

What we do

6

Our Vision, Values and Aims

6

How we are governed

7

Leadership in relation to Equality and Diversity

7

Our key contacts for Equality and Diversity issues

8

Section 3 – How We Developed The Scheme

What we did

9

Section 4 – The 2009/12 Scheme

Our 6 Strategic Aims

11

Arrangements for assessing functions, policies and proposed policies for relevance and setting priorities

11

Arrangements for assessing and consulting on the likely impact of proposed policies on promoting equality.

11

Setting Priorities

12

Section 5 – Our Action Plan for 2009-12

Approach to the action plan

22

Structure of the action plan

22

Accountability and Review

22

Section 6 – Ensuring Public Access to Information and Services

Appendices

Appendix 1 –Action Plan

25

Appendix 2 - List of functions and relevance

32

Appendix 3 – Equality Impact Assessment Template

35

Appendix 4 – Legislative Framework

45

Foreword

We are very pleased to present our first Single Equality Scheme which covers all areas of our work and brings together our three existing schemes Race, Gender and Disability, and incorporates Gender Identity, Age, Religion or Belief and Sexual Orientation as well as Human Rights.

Cambridgeshire Probation Board is committed to providing inclusive offender services, eliminating unlawful discrimination and promoting equality. We are striving to ensure equality of outcome for the people who use our services and for staff working in the organisation and are determined to put equality at the heart of everything we do.

We know that this is a challenging responsibility and therefore this Equality Scheme is action orientated, ensures the participation of individuals and groups outside the organisation, and is designed to help the Board and the senior management team focus on outcomes that will make a real difference.

Brenda Palmer
Board Chair

Hilary James
Chief Officer

Section 1 –Introduction to the Single Equality Scheme

Legislative Background

This Equality Scheme builds on the work undertaken since 2002 in relation to our statutory duties concerning Race Equality, Disability Equality and Gender Equality and goes beyond them to cover all of our work, not just the parts we are legally required to cover. We call it a single equality scheme. It will avoid unnecessary overlap between the three previous schemes and will extend them to include age, religion or belief and sexual orientation as well as human rights.

The UK equality agenda has been through significant changes since 2002, when the Race Equality Act 2002 first led to all Public Bodies publishing and promoting a Race Equality Scheme. Since then, the progress in legislation across the six equality strands of gender and gender Identity, disability, sexuality, age, race, and religion or belief has led to a steep learning curve for us and has challenged us to think radically about the way we deliver services and treat our staff. In addition we recognise that the Human Rights Act 1998 (HRA), which incorporates the European Convention of Human Rights (the Convention) into UK law, is also relevant if we are genuinely concerned to put equality at the heart of all that we do.

Our General and Specific Duties

The Probation service is bound by the *General Duty* to promote equality and we are also bound by a *Specific Duty* to publish an Equality Scheme. Our Equality Scheme for 2009-12 incorporates all current legislative requirements in reference to our equality duties as at March 2009.

The race equality duty gives us the following responsibilities:

1. Eliminate unlawful discrimination
2. Promote equality of opportunity
3. Promote good relations between people of different racial groups

The disability equality duty gives us the following responsibilities:

4. Eliminate unlawful discrimination
5. Eliminate harassment of disabled people that is related to their disabilities.
6. Promote equality of opportunity between disabled people and others.
7. Take steps to take account of disabled people's disabilities, even where that involves treating them more favourably than others
8. Promote positive attitudes towards disabled people
9. Encourage participation by disabled people in public life

The gender equality duty gives us the following responsibilities:

10. Eliminate unlawful sex discrimination
11. Eliminate harassment
12. Promote equality of opportunity between men and women

The requirements to eliminate unlawful sex discrimination and harassment also include discrimination and harassment on the basis of gender reassignment.

Where possible, our new, single equality scheme aims to extend these responsibilities to include the 'newer' areas of our remit (age, religion or belief and sexual orientation) as well as Human Rights. In doing this we have adopted the lead of the former three equality commissions in the UK which merged in October 2007 to form a single equalities body, known as the Equality and Human Rights Commission (EHRC). This has brought together all six strands of discrimination into one unified organisation so safeguarding the most recent legislative developments. This combined equality approach recognises that an individual's experience may not be limited to just one of the equality strands.

Our scheme involves an integrated approach, encourages an awareness of the intersections of these dimensions, and challenges us to think more holistically about the impact of our services and the way in which we treat our staff.

For details of the current legislative framework please see Appendix 4

Section 2 -Who we are and what we do

Who we are

Cambridgeshire Probation Area was one of 42 Probation Services that were brought together under the National Probation Service in April 2001. Since 2005 it has been part of the National Offender Management Service (NOMS) which is an agency within the Ministry of Justice. The Director of Offender Management for the East of England commissions the Cambridgeshire Probation Area to deliver offender services in Cambridgeshire and Peterborough. We employ 280 staff.

Our catchment area covers a large geographical patch including the cities of Peterborough and Cambridge, the smaller market towns of Ely, Huntingdon and Wisbech and numerous villages. It has a population of some 730,000 and a population density of 183 persons per square km, compared to the England and Wales average of 348. Minority ethnic groups, based on 2001 census data make up just under 4% of the population. It is noteworthy that 25% of the national Gypsy and Traveller population live in the East of England.

What we do

Cambridgeshire Probation is a law enforcement agency supervising offenders and employing a wide variety of interventions designed to tackle the causes of re-offending, in accordance with the terms set by the Court and the Parole Board. In addition staff work with and within the Prisons and also manage offenders who reside in Approved Premises where they are subject to curfew.

We ensure a focus on the impact that offending has on victims, ensuring that victim awareness work is carried out with offenders. In the case of domestic violence cases we work with the victims/survivors as well as the perpetrators and where an offender is sentenced to a custodial sentence for a serious violent or sexual offence, we maintain contact with victims and their families to ensure that their views are taken into account during sentence reviews and decisions about suitability for release.

Cambridgeshire Probation Area supervises over 3,000 offender orders at any one time. The caseload includes adult offenders over eighteen, with 70% serving community orders and 30% either in prison or subject to post-custodial licence.

Data analysis on offenders on the caseload in December 2008 showed that 8.9% were from black and minority ethnic communities, and 11.3% were women.

In addition, 8.7% of offenders described themselves as 'white other' and this reflects a growing foreign national population, mainly from Eastern Europe.

If you would like to find out more about the work of Cambridgeshire Probation please look on our website at www.cambridgeshireprobation.gov.uk

Our Vision, Values and Aims

Cambridgeshire Probation has the twin aims of reducing re-offending and contributing to the protection of the public. In doing so it implements the National Offender Management Service (NOMS) five year strategy, published in 2006 by:

- **Supporting the courts** in imposing suitable sentences for appropriate offenders and implementing those sentences
- **Helping to cut crime** through seamless offender management to reduce re-offending, working with a range of partners at local, regional and national level
- **Firm and fair punishment,** increasing compliance with community sentences and treating all offenders decently

The underpinning values in delivering our services are to:

- Be objective and take full account of public protection when assessing risk;
- Be open, honest and transparent;
- Incorporate equality and diversity in all we do;

- Value and empower staff and work collaboratively with others;
- Treat offenders with decency and respect;
- Embrace change and innovation;
- Use our resources in the most cost effective way;

Our overall diversity and equality vision is to:

- a) Become a leading organisation within the Criminal Justice System that has the promotion of equality and diversity at its heart.
- b) Contribute to enhanced community safety through partnership working with other agencies, using our influence and knowledge to promote cohesion and integration amongst the communities we serve.
- c) Train and develop staff in the promotion of equality through a positive learning culture that values 'differences' and addresses individual and group needs.
- d) Value and empower all employees so that they may reach their full potential in providing and delivering an excellent service.

How we are governed

Cambridgeshire Probation Board is made up of 9 Board members, and the Chief Officer who is responsible for the day to day running of the area. The Board establishes a strategy for the work within Cambridgeshire and approves an annual plan and budget to enable this work to be delivered successfully. The budget is currently determined by a national formula and accountability is monitored through a Service Level Agreement with the NOMS East of England Director of Offender Management. Board members support and monitor the work of the area, through representation on sub-committees. During 2009/10 Cambridgeshire Probation intends to achieve the status of a 'Probation Trust', which will allow greater autonomy within our local area in order to better meet the needs of our local community.

Cambridgeshire Probation's headquarters are located at 1-2 Brooklands Avenue, Cambridge, CB2 8BB. Tel 01223 712345

Leadership in relation to Equality and Diversity

At Cambridgeshire Probation we recognise that robust leadership in equality and diversity must be demonstrated and visible from the top of the organisation, and embedded throughout.

Our approach is demonstrated through having:

- A dedicated Equality and Diversity champion at Board level.
- A Business Plan that has a stated commitment to equality and diversity.

- A Cambridgeshire Probation Area Equalities Statement.
- An Equality and Diversity sub-committee of the Board, chaired by the Board Equality and Diversity champion, who receives reports from the Assistant Chief Probation Officer with lead responsibility for Equality and Diversity.
- A designated Equality and Diversity Manager who is responsible for day to day diversity issues and keeping the service updated and compliant with legislative developments.
- A cross grade Equalities Action group, comprising staff from each location who act as Equalities Liaison Officers (ELO), with individual responsibility for promoting and reporting on diversity and equality issues to the Equalities Action Group.
- External Links to a range of statutory, voluntary and community groups and individuals with an advisory and scrutiny role.
- Area Managers who are kept informed of diversity and equality issues at quarterly Area Manager Meetings, and are responsible for cascading to their relevant departments via team meetings, with the Equality and Diversity manager's support, when and if required.
- A Supervision and Appraisal system that includes equality and diversity issues.

All staff are encouraged to champion equality issues by contacting/raising matters directly with their line manager or via contacting the Equality and Diversity Manager in confidence.

Her Majesty's Inspectorate of Probation, on a recent visit to Cambridgeshire Probation Area commented...

"There is active leadership in the implementation of national policies via local policies and procedures which are regularly monitored and reviewed, through proactive planning with other key agencies, and by promoting the diversity agenda."

Our key contacts for Equality and Diversity Issues are:

Margaret Lowe
 Assistant Chief Probation Officer
 Cambridgeshire Probation HQ
 1 – 2 Brooklands Avenue
 Cambridge
 CB2 8BB

Sherron Donaldson
 Equality and Diversity Manager
 Cambridgeshire Probation
 SSU, 2nd floor
 Godwin house
 George Street
 Huntingdon, PE29 3ND

Tel: 01223 712345
 Fax: 01223 568822

Tel: 01480 375789

Section 3– How We Developed The Scheme

What we did

In developing our scheme we reviewed the priorities we had in our previous separate equality schemes, considered the feedback we had had in relation to them, and examined what we needed to do to improve in order to fulfil our social responsibilities and statutory duties under the most up to date UK legislation. It is acknowledged that we still have a long way to go but foundations are in place.

National sources of research have been considered and have influenced the direction of our equalities work including:

Dyslexia Institute

Sainsbury's Centre for Mental Health, 'Diversion – a better way for criminal justice and mental health' February 2009

Prison Reform Trust

Nacro

Fawcett Society

Corston Report

Bradley Report (due to be published end of March 2009)

Probation Journal 49 (3) – 'Transgendered Offenders'

Barrow Cadbury report – 'Lost in transition' 2005

Department of Health – 'A pathway to care for older offenders', October 2007

'Believing we can', Ministry of Justice, October 2008

We have developed this scheme with guidance from REAG (Race Equality Action Group of NOMS), published guidance from the Equality and Human Rights Commission and a series of consultation exercises by NOMS specifically for Probation Areas. This national consultation built on previous public consultation, in particular in the area of disability.

Our own staff have contributed to this scheme through the Cambridgeshire staff conference, staff surveys, the Equalities Action Group (EAG) and regional conferences held in support of Disability, Race Equality and Lesbian, Gay, Bisexual and Transgender issues.

In Cambridgeshire Probation our case management system (ICMS), has the capacity to provide basic data in relation to ethnicity, gender, age, disability and language. We have used our data monitoring systems to develop a greater understanding of the issues that need to be addressed in order for inequalities to be eliminated. However, it is acknowledged that whilst recording of ethnicity and gender is comprehensive, disability, age and preferred language is currently under recorded by staff and this needs to be rectified. Similarly our monitoring arrangements do not currently identify sexuality or religion or belief. However, in the offender assessment record (Offender Assessment System - OASys) there is potential to develop this, and this will take place as part of our scheme for 2009 -12.

In addition, we considered the findings of the annual survey of offender satisfaction and the exit polls conducted at the completion of all unpaid work requirements, as well as feedback from residents at the Approved Premises

In preparing our new Single Equality Scheme we reviewed our Human Resources reports which currently include workforce data on disability, gender, age and race and ethnicity in relation to application and appointment, but does not yet give us information on access to training, promotion, grievance and discipline. Again, this will be rectified. Similarly it does not cover sexuality, or religion or belief and this is being considered at a national level.

Trade Unions representatives and staff support organisations were invited to contribute to the scheme through the intranet, probation bulletin and staff notices.

The Equalities Action Group (EAG) have been involved in developing our work and agreeing priorities for action.

We asked for the views of local support organisations representing disability (specifically mental health and learning disability), race, equality, gender, faith groups, younger people and older people, to inform this scheme.

Our involvement in specific interest groups and local networks that promote equality has influenced our thinking. These include:

- Huntingdonshire Diversity Forum
- Cambridge Ethnic Community Forum
- Peterborough Race Equality Council
- Cambridgeshire Migrant workers, Refugee and Asylum Seekers Network
- Working Together (a county wide mental health partnership)
- MENTER
- INTRAN (a consortium of interpreting services)
- Race Equality in the Criminal Justice System (RECJS)
- Beaumont Society
- Huntingdonshire LGBT
- Autism UK
- Irish Traveller Movement

The views and feedback from all these different groups has been incorporated, wherever possible, into this, our first single equality scheme.

Section 4 - The 2009/12 Scheme

Our 6 Strategic Aims

Our overall strategic aims and objectives to promote diversity and equality are:

1. To maintain and improve the monitoring mechanisms that can inform us of where action needs to be taken to address any discrimination or disadvantage to specific groups of service users and staff.
2. To align our equality and diversity vision with our corporate responsibility by mainstreaming equality within all our functions, both as an employer and in service provision to offenders, victims and partners.
3. To take action where existing policies and operations discriminate or disadvantage specific individuals or groups.
4. To train, support and develop our staff in equality and diversity and specifically in relation to the requirements of the equality duties.
5. To develop greater involvement of community groups and service users in improving our work.
6. To commission from providers that reflect our commitment and also share our values in diversity and equality.

Arrangements for assessing functions, policies and proposed policies for relevance and setting priorities.

The list of functions (Appendix 2) provides the central framework for determining priorities in relation to equality of access and outcome for the users of our service and for staff. The work of the Probation Service is focused on impacting on peoples lives to bring about positive change and therefore the greater part of our work will have relevance to the scheme. All our functions and processes have been assessed in relation to their relevance to the Scheme on a spectrum of High, Medium or Low relevance and the majority are seen as of High or Medium relevance.

Several of our policies and functions have undergone at least an initial equality impact assessment in relation to race, gender and disability. However, this needs to be re-visited in line with the broader remit of this, our first single equality scheme.

Arrangements for assessing and consulting on the likely impact of proposed policies on promoting equality.

Cambridgeshire Probation Area has adopted the NOMS/MOJ Equality Impact Assessment template, which contains both an initial screening process and one for conducting a full impact assessment. (See Appendix 3). This is supported by a guidance document and was introduced in September 2008 following a review of our previous arrangements.

Consultation forms part of the process and will be, as a minimum, an evaluation by Cambridgeshire Probation Areas Equalities Action Group. The group comprises a cross-section of staff (practitioners, managers and support staff) and a panel of community contacts which meet on a quarterly basis for the purpose of assessments of policies and procedures and to discuss developments in diversity and equality issues.

The equality impact assessment process considers the consultation that has taken place in drawing up the policy and provides a robust framework for judging whether a particular course of action will have a negative impact on any specific group.

Depending upon the purpose of the policy or procedure other consultation methods are required from time to time, such as a wider staff, offender and community consultation. This is conducted through a range of methods, such as focus groups, questionnaires and open meetings.

If there is any evidence of adverse impact during the Impact Assessment process a set of actions will be decided upon and recorded. These will either be:

- Making changes to the policy or procedure to eliminate the adverse impact.
- Giving due consideration to the way the policy or procedure is implemented, in order to remove or reduce its potential for adverse impact to some minority ethnic groups.
- Justifying the policy as proposed.
- Looking at alternative means for achieving the aims of the policy which lessen the adverse impact.

Under our previous schemes, for instance, the equality impact assessment process led to changes in the provision of 'special leave' for staff and a change to the Approved Premises rules to ensure equality for residents with a disability as well as a group programme specifically for speakers of Lithuanian.

Wherever possible, a policy is piloted and its operations monitored for a specified period before it is fully formalised. This period of data collection and review will enable the final decision to be fully informed.

In a recent review of service user involvement, recommendations were made to recruit a group of offenders to undertake impact assessments, and act as a reference group for the commissioning of services. This is an ongoing area for development.

Setting Priorities

In determining our priorities we have looked across a range of diversity strands, taking into account what we already know and what we need to find out. We believe that the priorities for action will move us closer to our aim of eliminating discrimination in relation to service delivery and employees.

Disability

Service Delivery

There is a considerable amount of research, information and statistical data which demonstrates a disproportionately high number of people within the criminal justice system who have a mental health need. Cambridgeshire Probation statistics from December 2008 show that 41% of the total number of offenders supervised were identified (by the assessment tool OASys) as having emotional well-being needs. With women offenders and people over 65 this rises to 55%.

In a report by the Dyslexia Institute (The Incidence of Hidden Disabilities in the Prison Population, 2005) it was highlighted that 52% of prisoners have limited literacy skills which seriously hamper their learning and future work opportunities.

The report 'The Community Order and the Mental Health Treatment Requirement', (MHTR) Sainsbury's Centre for Mental Health, January 2008, recognises that there is a lack of access to mental health services for offenders supervised in the community and that one of the factors preventing the courts issuing MHTR's is the difficulty in obtaining access to psychiatric assessment, the gateway to this disposal. The Bradley report also addresses this issue and its recommendations, when the final report is published, will include the need for improved mental health diversion schemes, training in mental health for all staff, and integrated through care at all stages of the Criminal Justice System. These reports will be taken into account in our actions.

Since disability monitoring was introduced in 2007; our management information report suggests that 14% of our caseload currently have disclosed they have a disability. However, it should be noted that not all offenders wish to declare their disabilities and that there are a whole range of 'hidden' disabilities that often come to light when the offender is unable to complete their order. Moreover, there is evidence that not all staff accurately complete this section on our case management system.

Priorities:

- Ensure the accurate recording of disability on the case management system
- Produce a 'good practice' toolkit for staff specifically around working with mental health/learning disabled offenders.
- Develop working links with mental health/CSIP/Mindful employer/Working together networks and implement the recommendations of the Bradley report.

Employees

Disability monitoring was introduced in CPA in the autumn of 2006. A staff survey undertaken in May 2006, provided an opportunity for staff to highlight any disability issues within the service.

In response, we developed, in consultation and with the involvement of local disability support agencies and staff with disabilities, disability awareness and equality training which was provided to all staff, managers and Board members. The evaluation reports from this event suggest that staff benefited greatly from the knowledge gained and have evidenced this through taking up offers of Access to Work and working with the Equality and Diversity manager to develop individual reasonable adjustment action plans.

Staff have also taken up access to resources via the Equality and Diversity Manager and there is a wider sense of acknowledgement throughout the organisation of the Social Model of Disability.

Through staff feedback it was apparent that Managers needed to be more proactive at recognising and enabling staff with disabilities, and in response we produced a supporting disability pack setting out what the organisation will do to support present and future staff with disabilities to achieve their potential.

All Staff were given the opportunity via a questionnaire in October 2006, to raise issues on how the service addresses disability equality and awareness; from the responses received we identified specific issues with mobility and dyslexia.

Disability monitoring data indicates 21 staff have identified themselves as having a disability; this figure represents 7.6% of the workforce. Of this 5 are current Assistive Technology Users. *Source: CPS Area Human Resources Monitoring, June 2008*

Priorities:

- Review our estates compliance plan and make necessary adjustments.
- Support staff with disabilities through staff networks, locally, regionally, and nationally.
- Promote a supporting disability pack through the intranet, new employee information, team meetings.
- Promote the use of the Access to Work scheme

Race

Service Delivery

Race and ethnic monitoring of offenders is an integral part of our initial contact with offenders and we know from local and national research over many years that there is a disproportionate representation of Black and Minority Ethnic (BME) people in the criminal justice system. We also know that the demographics of race and ethnicity are very fluid and that census data from 2001 is no longer an accurate reflection of local populations. Additionally, the 2001 Census data does not include Gypsy and Traveller statistics, although they are a legally recognised minority ethnic group under the Race Relations Act of 1976. Gypsy and Traveller issues are of particular

relevance to our region because a large proportion, over 25% of the country's Gypsy and Traveller population live in the East of England.

We are also aware of a growth in the number of foreign nationals, refugees and asylum seekers on our caseload and a significant increase in offenders from the EEA Accession (A8) nationals who joined the EU on 1 May 2004. Our data indicates that approximately 8% of our caseload are foreign nationals.

Foreign Nationals are a very diverse group representing the unique challenges of understanding social identities and cultural variations, along with the impact of linguistic differences, which present their own challenges to a small, semi-rural area such as Cambridgeshire. They may have additional considerations in terms of lack of access to resources and information, experience social exclusion, have experiences of trauma and persecution in their country of origin. Their offending behaviour may result in consideration for deportation. There are limitations within the current national monitoring systems which indicate that some of the significant issues relevant to increasing knowledge of and supporting foreign national offenders are not picked up easily through our monitoring processes. At a local level we have improved our monitoring arrangements, particularly in relation to preferred language.

The Race for Justice report 'Less Equal than Others' published in October 2008, proposes a number of specific recommendations to support BME offenders towards a more equitable service within the Criminal Justice System. One key theme is the need to mobilise local BME third sector organisations to support BME offenders, specifically those that work in mental health, education and employment and training. We are members of the Race Equality in the Criminal Justice System (RECJS), a network that has been set up to promote best practice in the East of England region.

Black and Minority Ethnic (BME) offenders currently make up approximately 9% of our caseload (December 2008). Using monitoring data we have identified that concordance levels (ratio of pre sentence report proposals that are followed by the court when sentencing) are significantly lower for BME offenders (44% compared to 53%) and that offenders from BME backgrounds appear to have a lower take up rate in relation to drug rehabilitation requirements and alcohol treatment requirements.

Divisions between Britain's ethnic groups are widening – and are fuelling religious and political extremism according to a report by Nick Johnson CRE Director (September 2007). Nationally, in 2006-07, police reported 5,619 hate crimes in which someone was injured, 4,350 hate crimes without injury, and 28,485 cases of racially or religiously motivated harassment. Cambridgeshire has seen a rise in the reporting of hate crime – especially in semi-rural areas where an increase in the migrant worker population has seen animosity increase in the native population towards the new comers.

The HMIP Inspection 2005 published a report entitled "*I'm not a racist, but*" This report outlined a number of recommendations which we will continue to develop through our scheme and highlighted the need for high level skills in working with racially motivated offenders

Priorities:

- Review concordance data and work with Her Majesty's Court Service in identifying next steps.
- Review policy in relation to Alcohol Treatment Requirements and Drug Rehabilitation Requirements and ensure that it does not disadvantage BME offenders.
- Refresh our strategy for working with all Black and Minority Ethnic Groups including Gypsy/Travellers, and Foreign Nationals.
- Enhance links with BME community groups and involve them more closely in our work.
- Extend staff training on working with racially motivated offenders and identify expertise.
- Review the use of interpreters and ensure the development of best practice.

Employees

In the Annual HR Report to the Board, June 2008, Cambridgeshire had a BME representation of 5.11%; this was an increase of 0.80% over the past 12 month period. This is above our regional statistics of around 4% BME representation within the general population.

In terms of staff grades, the area also fared well, except in the Senior Management, Board and Chief Officer grade. The lack of BME representation amongst more senior grades has been recognised as an issue within NOMS as a whole and to address this the positive action initiative "Accelerate" has been developed.

Monitoring is in place for our recruitment process and this data also forms part of the annual report statistics. However, monitoring of grievance and disciplinary procedures is not in place for any of the diversity strands.

Priorities:

- Promote the 'Accelerate' programme with staff.
- Introduce monitoring of grievances, complaints and disciplinary procedures by all diversity strands.

Gender

Service Delivery

Women currently represent 12% of our caseload.

The Government published the 'The Women Offender Reduction Programme'(WORP), in 2005. It supports a multi-agency approach to tackling the influencing factors around women's offending. Our case management system

provides a rich source of data in relation to women offenders and shows that they have significantly higher levels of need than men in relation to employment, education and training, financial management, relationships and emotional well being.

Cambridgeshire has identified the need to improve the range of interventions available for women offenders and to move towards implementing a response to the Corston Report which draws attention to the disadvantage women offenders face in the criminal justice system. The Fawcett Society echoes the Corston report and demonstrates through its work that the current criminal justice system is designed primarily to meet the needs of men and that women who offend have specific needs that are not being met.

A significant step has been taken in this direction and we are currently working jointly to secure funding from NOMS to pilot a project specifically supporting women in collaboration with the Peterborough Women's Centre and Cambridge Women's Resource Centre. Additionally, 'The Bail Accommodation and Support Service' (BASS), has established a women only facility in the Cambridgeshire area and we are looking at developing through the gate projects with Peterborough Prison to streamline services across our region. These are all areas for progress within our action plan.

Priorities:

- Refresh our Working with Women Offenders strategy.
- Develop wrap around services for women in partnership with community based women's support organisations.
- Develop co-working arrangements with HMP Peterborough and the BASS scheme.

Employees

Cambridgeshire Probation monitors gender in general but this does not include any data on staff who may identify themselves as transgender or transsexual.

Across grades males make up almost 33% of Probation Officers' and Probation Support Officers posts and 24% of Senior Practitioners posts, whilst 100% administrative posts are female. Information in relation to career progression is regularly reviewed.

As pay is negotiated nationally there are no specific actions that can be taken locally to review pay scales.

Gender Identity

Service Delivery

There is no available accurate data on offenders and victims who are transsexual or transgender. In 'Working with Transgender and Transsexual People as Offenders in the Probation Service,' Probation Journal 49 (3) page 227 – 232, it was noted that Probation officers felt they did not have enough knowledge or confidence to raise

issues of trans status, although they felt it was necessary to do so at the Pre-sentence report stage, particularly if the offence is likely to attract a custodial sentence’.

Cambridgeshire has supervised transsexual/transgender offenders and to support staff in this area, we have made links with the Beaumont Society, a London based advisory and support service for the transgender community.

We are aware that transsexuals and transgender people may suffer much higher levels of prejudice and discrimination, and staff’s own feelings about trans-sexualism may impact upon how victims needs are met. We will continue to work with support organisations who can support and assist staff in carrying out their tasks knowledgeably and professionally whilst taking into account the service users needs.

Priorities:

- Promote working with transgender offenders.
- Establish links with community based support networks.

Employees

Cambridgeshire has no available data on staff who may describe themselves as transsexual or transgender. However, any staff wishing to disclose such information would be fully supported, whilst protecting the individual’s right to confidentiality and privacy. We have produced a leaflet based on advice provided by the National Health Service that provides information for staff on considerations to be given to staff working with transgender people and support services available locally and nationally.

Staff have been supported in carrying out research and two Trainee Probation Officers have written guidance notes and research findings from a study of working with Transsexuals and Transgender Offenders in April 2007. Further advice for employers is available via ‘Gender Reassignment – A Guide for Employers’ produced by the Women & Equality Unit, January 2005.

Age

Service Delivery

The Barrow Cadbury report of 2005, ‘Lost in Transition’, highlights the issues faced by young offenders within the Criminal Justice System and proposes that the age and maturity of young adults should be taken into account when sentencing, and that mental health and addiction services should be targeted specifically at this age group. There are also significant issues faced by offenders who move from the Youth Offending System to the adult Criminal Justice System. We are working with the Youth Offending Service and the YMCA on a mentoring project for 18-25 year olds. Our own data shows a high incidence of breach for this age group.

Our current caseload is made up of 34% 18-24 years old and 66% 25 and over, of this 66%, only 1% are over 60 years old.

Although our over 60's caseload is quite small, we are increasingly aware of the developing needs of older prisoners and offenders. In "Doing Time: the experiences and needs of older people in prison", Prison Reform Trust, June 2008, it is stated that prisoners over 60 are the fastest growing age group in prison. This is largely due to sentencing becoming harsher and longer, significantly the number of women prisoners over 50 has more than trebled since 1996.

The report recommends a review and development of a social care strategy and the Department of Health have produced a toolkit developed in conjunction with NOMs to look at pathways to care for older offenders.

Our own data shows a high need in relation to emotional well-being amongst this age group.

Priorities:

- Develop a strategy for working with 18- 25 year olds.
- Develop a strategy for Working with older offenders.
- Mentoring project to be assessed and report produced.
- Establish links with community/voluntary organisations that support older/ younger people – e.g. YMCA, Age Concern.

Employees

From monitoring data 51% of staff are aged between 30 – 49 years old and 32% are aged over 50, whilst 18% are under 29 years old. A consideration for the organisation is whether we should look more closely at our access to training and promotion on the basis of age and to see if our current system is creating any inequality in these areas. This will be developed within our action plan.

Priorities:

- Establish a monitoring system in relation to access to training or promotion based on age.

Religion or Belief

Service Delivery

We do not currently have robust monitoring in place and this needs to be addressed. Information regarding religion or belief can be captured in the contact log for ICMS or through OASYs, where it is referred to in the sentence planning to ensure any particular needs whether spiritual, practical or moral, are identified and met within reason. In the past we have worked to develop appropriate time management for Muslim offenders on group programmes during Ramadan and also with Pagans who wish to observe the Summer and Winter solstice.

We are currently piloting a project with the Drolma Buddhist Centre in Peterborough to offer yoga/meditation therapies to offenders living at the Approved Premises.

Additionally, we are contributing to the NOMS standard on faith based interventions for accredited programmes within the Prison Service that is led by the Interventions and Misuse Group. We are looking at ways in which it can be further developed by identifying successful 'Through the Gate' projects currently in operation such as Circles UK and BSR Grassroots.

We work in partnership with other criminal justice agencies and community safety organisations to support those who may be victims of crime based on their religious beliefs, and offer hate crime reporting centres throughout our office networks in Cambridgeshire and Peterborough.

We have a growing relationship with Faith Action; a network of faith based voluntary sector organisations delivering public services and will continue to seek their support in developing services that meet our service user needs.

Priorities:

- Establish monitoring of religion or belief through the offender assessment system (OASys).
- Establish links with faith groups within our communities.
- Provide briefing to staff on a range of religions or beliefs.

Employees

Cambridgeshire has a predominately Christian population 70.7% based on Census 2001 data, the other major faiths are Muslims 1.9% and Hindu's 0.5%, however over 25.9% have not stated their religion. This may be due to not having a religion or not wishing to disclose their religion or belief due to fear of being targeted due to having a particular belief. In Peterborough 68% are Christian and 6% Muslim and 1% were Hindus, whilst 24% have no religion or have not stated their religion.

Whilst recognising that faith may be very significant for some of our staff, the information that we gather is not used in any meaningful way. We have, however, developed policies such as the Special Leave policy which takes into account that an individual's religious beliefs may require specific arrangements for holiday and leave requests, and individuals are expected to discuss these arrangements with their line managers.

Sexual Orientation

Service Delivery

No monitoring of offenders and victims sexual orientation is carried out at present, this is an area for review in any future updating of monitoring forms and is being considered at national level.

Cambridgeshire will follow any national guidance if and when provided on the subject. All staff are aware of the potential for offenders to suffer from bullying and or harassment as a result of their sexuality and pockets of best practice are developing which need to be harnessed and replicated.

Priorities:

- Establish links with LGBT support network.
- Promote conferences and opportunities for learning locally and nationally.

Employees

Cambridgeshire in conjunction with other areas in the East of England does not currently monitor sexual orientation of staff or applicants; however we continue to support employees through open events exploring issues around Lesbian, Gay, Bisexual and Transgender developments. We have supported staff in participating in ongoing local and national events through-out the East of England through a regional conference 'All different, All Making a difference' in February 2007, the Eastern Area Diversity Conference in October 2008 and support for interested staff to attend all LAGIP conferences held locally or nationally. Membership of LAGIP is encouraged by regular staff notices and by e-mail, staff also have access to the 'Pink Pamphlet' – a gay guide to Cambridge, Huntingdonshire's LGBT- a network for the Huntingdonshire area and Broken Rainbow – a confidential UK help line service for people suffering Domestic Violence in LGBT relationships.

Section 5 - Our Action Plan for 2009-2012

Approach to the Action Plan

We have prioritised our most important areas of potential inequality and the actions that are necessary to tackle them. We have also attempted to highlight those objectives which we feel are achievable and relevant. We have reviewed our previous individual schemes and have carried forward some of the plans that were not met. In line with our strategic aims we are looking at the best way to achieve significant equality and diversity outcomes over the next 3 years that will deliver equality for service users and staff.

Structure of the Action Plan

The action plan is organised to link our 6 strategic aims and the specific priorities we have identified in the body of the document. It has a column for reporting progress on a quarterly basis.

Accountability and Review

The Action plan will be monitored by the Equality and Diversity Committee and quarterly reports submitted to the full Board. A full review will take place on an annual basis and the plan refreshed to ensure that the scheme achieves its aims. Monitoring information will be improved and will be considered by the Equality and Diversity Committee twice a year, linking it to the developing of the organisation's business plan so that remedial action can be resourced and built in.

The Action Plan follows as Appendix 1.

Section 6 - Ensuring Public Access to Information and Services

Cambridgeshire Probation is committed to ensuring full and broad access to information for the public regarding our work and the services we provide. Our external communication strategy has been reviewed and updated. Our public access website www.cambridgeshireprobation.gov.uk provides key information about our services, our organisational structures and access to our latest annual report. This Equality scheme is available to view on our website and hard-copies may be obtained upon request. Information about the scheme is available in all our local offices. We have not previously been able to publish our full Equality Impact Assessments, but we have updated our systems and put in place proper arrangements for their future publication.

The Board has reviewed how best to make information about policies, and services, accessible to the public, especially to those who are disabled or non-native English speaking. The Board will provide information in alternative, accessible formats as determined by individual needs.

The Communications Manager chairs an intranet communications working group which is willing to take on board any suggestions for improving the accessibility to the website. During 2009-2012 we will deal with any outstanding issues to ensure content and presentation of the website are available to a broad range of the viewing public.

The internally accessible intranet is widely used and contains more detailed workings of the organisation including policies, procedures, protocols, board minutes, monthly bulletins, staff surveys, all staff notices and items of relevance to operational business. Staff are updated via the Probation bulletin which is produced on a monthly basis, this is accessible in hard copy or via the intranet.

Probation Matters is a hard copy brochure, produced quarterly and aims to keep our core working partners within the Criminal Justice system up to date with Probation business. This document is made available to Magistrates and Courts and will contain relevant information about equality and diversity.

The Communications Manager provides a link to both national and local media, providing positive coverage of the work that we do and in general promoting Cambridgeshire Probation's achievements whether that be the work of individuals or the organisation as a whole. Equality and Diversity issues will be included in our media strategy.

Under the Freedom of Information Act (FOIA) 2005 and the Data Protection Act 1998 (DPA), we have an obligation to allow access to a vast range of information when requested. The FOIA, specifically relates to information on public issues, whilst the DPA relates to information on personal data and protects it from others. The FOIA places an obligation on us to maintain a publication scheme for the proactive release of information, confirm or deny to applicants whether we hold information not covered by the publication scheme, and to disclose the information to applicants where appropriate.

All freedom of information requests will be dealt with within 20 days, such written requests for information being made in the first instance to:
Head of Information Security, Cambridgeshire HQ, 1 Brooklands Avenue, Cambridge, CB2 28B, or linda.lloyd@cambridgeshire.probaton.gsi.gov.uk

All Data Protection inquiries will be dealt with within 40 days.

Historic Annual Probation Statistics are available at the National Statistics website: www.statistics.gov.uk, the latest quarterly/annual statistics are available via the Ministry of Justice website, www.justice.gov.uk

Appendix 1

Action Plan 2009/12

Objective 1: To maintain and improve the monitoring mechanisms that can inform us of where action needs to be taken to address any discrimination or disadvantage to specific groups of service users and staff.

Diversity Strand	Action	Responsibility	Timescale	Progress
All	Extend the range of monitoring reports in relation to offenders, victims & staff	Information Manager/ Equality and Diversity Manager	To commence from September 08 onwards for consideration by the Equality and Diversity Committee in May and November of each year. 2009 -12	
Race	Review concordance data and agree action with Her Majesty's Court Service	Equalities Action Group Lead Assistant Chief Officer	November 2009 and quarterly review each year.	
Age	Establish a monitoring system in relation to access to training or promotion based on age	Information manager / HR Manager	By September 2009 and 6 monthly reports from November 2009.	
Disability	Ensure the accurate recording of disability on the case management system	Area Managers	Briefing to Staff by June 2009. 6 monthly monitoring report from November 2009 onwards.	

Diversity Strand	Action	Responsibility	Timescale	Progress
All	Establish a Monitoring system in relation to grievance and discipline, broken down by all diversity strands	HR Manager	By June 2009 and quarterly monitoring report from September 2009 onwards.	
Age	Young people's mentoring project to be assessed and report produced	Equality and Diversity Manager	By January 2010	
Religion or Belief	Establish a monitoring system in relation to religion or belief through the offender assessment system (OASys)	Information Manager/ Area Managers	Briefing to staff May 2009 and 6 monthly reports from November 2009 onwards.	

Objective 2: To align our equality and diversity vision with our corporate responsibility by mainstreaming equality within all our functions, both as an employer and in service provision to offenders, victims and partners

Diversity Strand	Action	Responsibility	Timescale	Progress
All	Review the Equality Impact Assessment process and make recommendations for improvements where necessary	Equality and Diversity Manager and Equalities Action Group	Report by January 2010 Recommendations implemented by May 2010 Review by Committee on a 6 monthly basis	
All	Review all functions identified as high priority and develop plan. Complete any backlog	Equality and Diversity Manager and Equalities Action Group	By end March 2010	
All	Review all functions identified as medium priority and develop plan. Complete any backlog	Equality and Diversity Manager and Equalities Action Group	By end March 2011	

Objective 3: To take action where existing policies and operations discriminate or disadvantage specific individuals or groups

Diversity Strand	Action	Responsibility	Timescale	Progress
Disability	Review our estates compliance plan and make necessary adjustments.	Estates Manager	By June 2009 and annually. 2009 - 2012	
Disability	Support staff with disabilities through linking them to staff networks, locally, regionally, and nationally	Equality and Diversity Manager/ HR Manager	Ongoing.	
Disability	Promote a supporting disability pack through the intranet, new employee information, team meetings	Equality and Diversity Manager/HR Manager	Pack finalised by June 2009 Communication Built in from June 2009 onwards.	
Disability	Promote the use of the Access to Work scheme	HR Manager	Ongoing	
Race	Promote the 'Accelerate' programme with staff	HR Manager	Ongoing	
Gender	Refresh our 'Working with Women Offenders' strategy	Assistant Chief Officer with lead responsibility	Review current strategy by June 2009 Launch strategy October 2009.	

Diversity Strand	Action	Responsibility	Timescale	Progress
Gender	Develop wrap around services for women, in partnership with community based women's support organisations	Business Development Manager and local team managers	Protocol in place by June 2009. Bid for additional funding April 2009.	
Gender	Develop co-working arrangements with HMP Peterborough and the Bail Accommodation Support Scheme	Business Development Manager and local team managers	From May 2009 onwards.	
Age	Develop a strategy for working with 18- 25 year olds	Business Development Manager	By September 2009	
Age	Develop a strategy for Working with older offenders	Business Development Manager	By September 2009	

Diversity Strand	Action	Responsibility	Timescale	Progress
Sexual Orientation	Establish and develop links with LGBT support network	Equality and Diversity Manager	April 2009 onwards.	
Race	Review policy in relation to Alcohol Treatment Requirements and Drug Rehabilitation Requirements and ensure that it does not disadvantage BME offenders	Equalities Action Group	By September 2009	

Objective 4: To train, support and develop our staff in equality and diversity and specifically in relation to the requirements of the equality duties

Diversity Strand	Action	Responsibility	Timescale	Progress
Disability	Produce a good practice toolkit for staff specifically around working with mental health/learning disabled offenders	Equality and Diversity Manager	By December 2009	
Race	Refresh our strategy for working with all Black and Minority Ethnic Groups including Gypsy/Travellers, and Foreign Nationals	Equalities Action Group	By January 2010	
Race	Extend staff training on working with racially motivated offenders and identify expertise	Training Manager	By January 2010	
Gender Identity	Promote leaflet on working with transgender offenders	Equality and Diversity Manager	By July 2009	
Religion or Belief	Provide briefing to staff on a range of religions or beliefs	Equality and Diversity Manager	By June 2009	
Sexual Orientation	Promote conferences and opportunities for learning locally and nationally	Training Manager	Ongoing	

Race	Review the use of interpreters and ensure the development of best practice	Equality and Diversity Manager	Ongoing	
All	To promote staff support network leaflet	Equality and Diversity Manager & HR Manager	by June 2009	

Objective 5: To develop greater involvement of community groups and service users in improving our work

Diversity Strand	Action	Responsibility	Timescale	Progress
Disability	Develop working links with mental health/CSIP/Mindful employer/Working together networks and implement the recommendations of the Bradley report.	Equality and Diversity Manager/HR Manager	Ongoing	
Race	Enhance links with BME community groups and involve them more closely in our work	Equality and Diversity Manager	Report twice a year to the Diversity Committee	
Gender Identity	Establish links with community based support networks	Equality and Diversity Manager	Ongoing	
Age	Establish links with community/voluntary organisations that support older/ younger people – e.g. YMCA, Age Concern	Equality and Diversity Manager	Ongoing	
Religion or Belief	Establish links with faith groups within our communities	Equality and Diversity Manager	Ongoing	

Objective 6: To commission from providers that reflect our commitment and also share our values in diversity and equality

Diversity Strand	Action	Responsibility	Timescale	Progress
All	To review our commissioning plan and procurement policies and ensure that providers meet equality and diversity standards.	Head of Business Development	By January 2010 and annually thereafter.	

Appendix 2 List of NPS Functions and Relevance to the Cambridgeshire Probation Scheme

All functions have been assessed in relation to their relevance to the Single Equality Scheme on a spectrum of High, Medium or Low relevance.

Function	Diversity Strand	Relevance
SERVICE DELIVERY		
<i>Offender management</i>		
Court services/Court reports/bail information	All	high
Parole reports/early release assessments/lifer assessments	All high	
Management of community orders- Unpaid work supervision Drug rehabilitation Alcohol treatment/mental health treatment/specified activity	All medium	
Sentence Planning process	All	high
Post release supervision	All	medium
MAPPAs Panels/risk assessments	All	medium
Enforcement – breach process & recall arrangements	All high	
<i>Interventions:</i>		
Approved premises	All	medium
Delivery of accredited programmes - Learning Skills Programme drink impaired drivers domestic violence(IDAP) Anger Management(ART) Substance Misuse(OSAP) Sex Offender Programme	All high	
Provision of unpaid work	All	high
ETE and essential skills	All	high
<i>Victims:</i>		
Undertaking victim contact work in cases involving a serious sexual or violence offence where the offender is given a custodial sentence of 12 months or more, in accordance with the National Standards and PC 61/95	All medium	

HUMAN RESOURCES		
<i>Recruitment & retention:</i>		
Recruitment of probation staff	All	high
Secondments/transfers/directions All		medium
Workforce planning	All	medium
<i>Conditions of service/employee relations:</i>		
Leave arrangements	All	high
Flexible working	All	high
Allowances	All	medium
Sickness and absence	All	medium
reward All		medium
capability All		medium
Grievance and discipline	All	high
<i>Staff management:</i>		
Exit interviews	All	medium
Performance & appraisal	All	high
Career development	All	high
<i>Training:</i>		
In service training	All	medium
Probation officer qualifying training	All	medium
NVQ's All		medium
<i>Health & Safety:</i>		
Accidents All		medium
Violent incidents	All	medium
Harassment All		high
ADMINISTRATION/FINANCE/PREMISES		
<i>Finance:</i>		
Budget monitoring	All	low
Business planning	All	medium
Accounting All		low
<i>Premises:</i>		
Buildings, estates, approved premises	Disability	high
<i>Contracts:</i>		
Purchase of services and partnerships and grant aiding e.g. European Social Fund (ESF)	All high	

Quality and Performance Management		
Research All		medium
Monitoring & effectiveness	All	medium
Information services, including IT	All	medium
Complaints Procedure	All	high
EEM All		low
Annual report	All	medium
PARTNERSHIPS & STAKEHOLDER RELATIONSHIPS		
MAPPA All		medium
Prolific Offender Scheme	All	medium
External Communications	All	high
Publications, including website	All	high
Briefings All		medium
Strategic Partnerships – e.g. Police, Prisons, YOTS	All low	
Local Area Agreements	All	medium

Appendix 3

National Probation Service Cambridgeshire Area

EQUALITY IMPACT ASSESSMENT Template

Part 1 - INITIAL ASSESSMENT

1. Officer(s) & Unit responsible for completing the assessment:

2. Name of the policy, strategy, function or project:

3. What is the main purpose or aims of the policy, strategy, function or project?

4. Who will be the beneficiaries of the policy/strategy/function/project?

5. Has the policy/strategy/function or project been explained to those it might affect directly or indirectly?

6. Have you consulted on this policy/strategy/function/ project?

7. Please complete the following table and give reasons/comments for where:

(a) The policy/strategy/function/project could have a positive impact on any of the diverse groups or contributed to promoting equality of opportunity and improving relations between groups.

(b) The policy/strategy/function/project could have a negative impact on a diverse group, i.e. disadvantage them in any way.

Diverse Group	E.g. of positive impact	E.g. of negative impact	Reason/comments
Men			
Women			
Asian or Asian British people			
Black or Black British people			
White people (including Irish people)			
Chinese people			
Any other racial/ethnic group (please specify)			
Mixed Race people			
Disabled People (please give details as to which group)			
Gay, lesbian and bisexual people			
Transgender people			

Date completed:

Signed by Unit or Directorate manager:

Date approved by Senior Management:

A copy of this initial screening must be published along with the policy/ strategy/ function/ project outline. A signed copy must be retained by the Diversity Manager/ ACPO Diversity and Equality for audit purposes.

EQUALITY IMPACT ASSESSMENT FORM

Part 2 – Full Assessment

This “Equality Impact Assessment” documents the outcome of a full impact assessment on the specified function, policy or procedure, addressing the equalities strands of: Race, Gender, Disability, Sexuality, Faith and Age. It is to be completed, published as specified, and appended to policy and/or strategy documents.

1. Officer(s) & Unit responsible for completing the assessment:

2. Name of policy/strategy/function/project:

3. In Part 1 (Initial Screening), which diverse group were identified as being disadvantaged by the policy/ strategy/ function/ project proposals?

- Age
- Disability
- Faith/belief
- Gender
- Race
- Sexual orientation
- Gender identity

4. Summarise the negative impact for each group:

The next two questions must be completed, but only after consultation and necessary, relevant research has been carried out to inform the response given.

5. What previous consultation has taken place or will take place with each diverse group affected either externally or internally?
(PLEASE NOTE: trades unions, staff associations and staff should be included in the consultation process)

6. What relevant research material and qualitative and quantitative data was obtained?
Please list:

7. What information did the consultation provide about the negative impact of the policy/strategy/function or project proposals?

8. What changes do you propose to make to the policy/strategy/function or project as a result of the research and/or consultation?

9. Will the planned changes to the policy/strategy/function or project: lower the negative impact? Or

ensure that the negative impact is legal under anti-discriminatory law?
(please note: if this answer is chosen, evidence must be provided as to the legal advice sought to support this view)

provides an opportunity to promote equality of opportunity and improves relations between diverse groups?

10. What equality monitoring/ evaluation/ review systems have been put in place to ensure regular checks are undertaken on the effects of the policy/ strategy/ function or project proposals? Give details:

11. When will the policy/ strategy/ function or project proposals be reviewed?

Date completed:

Signed by Unit or Director Manager:

Date approved by senior management:

A copy of this full equality impact assessment must be published along with the policy/ strategy/ function/ project outline. A signed copy must be retained by the Unit/ Department for audit purposes.

ENSURING ACCESS TO INFORMATION

How will you ensure that information used for this EIA is readily available in the future?

(N.B. You will need to include this in your action plan)

-

How will you ensure that your stakeholders continue to be involved/ engaged in shaping the development/ delivery of this policy/strategy/function/ project?

(N.B. You will need to include this in your action plan)

-

How will you monitor the actions to ensure that the policy/ strategy/ function or project delivers the equality commitments required?

(N.B. You will need to include this in your action plan)

-

EQUALITY IMPACT ASSESSMENT ACTION PLAN

Area of Negative Impact	Changes Proposed	Responsibility	Success Indicators	Target Date	Progress made to date?
Data Collection					
Publication Arrangements					
Monitoring & Review Arrangements					
List other changes proposed					

Nor 189

Signature of Policy Lead.....

Position.....

Date.....

Appendix 4

Legislative Framework

Equality Act 2006

Racial and Religious Hatred Act 2006

Employment Equality (Age) Regulation 2006

Employment Equality (Sex Discrimination) Regulations 2005

Disability Discrimination Act 1995, Amendment Act 2005,

Civil Partnership Act 2004

Gender Recognition Act 2004

Employment Equality (Religion or Belief) Regulation 2003

Employment Equality (Sexual Orientation) Regulation 2003

Race Relations Act 1976, Amendment 2000, Amendment Regulations 2003

Sex Discrimination (Gender Reassignment) Regulations 1999

Human Rights Act 1998

Race Relations Remedies Act 1994

Employment Rights Act 1996

Employment Act 1989

Equal Pay Act 1970, 1975, Amendment 1984

Sex Discrimination Act 1975, Amendment 1982