

EQUALITY COMMISSION FOR NORTHERN IRELAND

Public Authority Progress Report 2004 - 2005

Template to assist Public Authorities to report on implementation of the equality and good relations duties under Section 75 of the NI Act 1998

The information required from public authorities will be based on the period from **1 April 2004 to 31 March 2005**. Please ensure that it is submitted to the Commission by **31 August 2005**, electronically (by completing this template) and in writing, with a signed cover letter from the Chief Executive or, in his/her absence, the Deputy Chief Executive.

This year's progress report template builds upon earlier guidance, for purposes of consistency and comparison. It is important that the authority reports on what it views as being relevant in terms of progress made on the implementation of the statutory duties from April 2004 to March 2005. However, if no further progress has been made under a particular heading you may state 'Progress previously reported' indicating the year e.g. 2002/03, and provide the information from the relevant earlier progress report.

Please enter information at the end of each Section in the template.

Name of public authority (Enter details below)

Office of the Police Ombudsman for Northern Ireland

Equality Officer name and contact details (Enter details below)

Mr. Sam Pollock
Chief Executive
Office of the Police Ombudsman
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Section 1: Executive Summary

Please provide information about the impact of the implementation of Section 75 from April 2004 to the end of March 2005. This could include existing policies changed to better deliver equality of opportunity, information on the impact of new policies, or better provision and access to services.

Information should be provided in relation to:

1a) outcomes, which have impacted on the authority in terms of efficiency or effectiveness.

(Enter text below)

The year 2004-2005 has been yet another challenging and eventful year for the Office. Almost 14,000 complaints involving in excess of 19,000 allegations have been received between the opening of the Office on 06 November 2000 and 31 March 2005. In addition to this we have received many other matters by way of Chief Constable Referral, Policing Board Referral and those cases in which we initiated investigation without a complaint. The Complaints Office has also handled approximately 3264 miscellaneous matters, covering a wide range of issues of importance to complainants and police officers. Our staff is now well established and is representative of the community whom we serve. Our process is also well established, but subject to constant review and development. Occurring against a background of significant political instability, the corporate work of the Office development and governance, and the investigative and research work has demanded much of those who strive to deliver the service.

1b) outcomes for people in the nine equality categories.

(Enter text below)

The Office continues to carry out equality impact studies on all aspects of its remit and in the provision of a service to members of the public.

In addition to consultation with representative organizations from the nine equality categories and with a wide cross section of groupings within the community, we send a Questionnaire to each complainant seeking their views on the performance of the Office in relation to their specific complaint and the work of the Office in general. This is a 100% survey, and it is intended to extend this type Questionnaire to include members of the PSNI who have also been subject to the investigative process. In this way the Office hopes to obtain a more representative view of the process from all sides, to enable improvements to be identified and implemented.

1c) Policy considerations and decisions, which took account of equality implications in relation to major policy issues – in particular, please provide information in relation to: -

- employment policy;
- public procurement including PPP/PFI projects and programmes;
- accessibility to public services across the nine categories, and particularly in relation to migrant workers and Irish Travellers;
- early consideration of the Review of Public Administration; and
- any other significant policy areas relevant to your authority's work.

(Enter text below)

The Office's employment policy complies with the Code of Practice issued by the Equality Commission, but the Office also believes in the spirit of equality of opportunity in addition to its statutory duty. The Office appoints on the basis of merit, and actively encourages applications from all sections of the community to broaden the applicant pool. Members of staff are trained to perform the full range of duties expected of their position and developed to take on more responsibility within the Office.

The Office in its procurement procedure openly tenders for goods and services, and uses the offices of Central Procurement to assist when required.

The Office is aware of the changing composition of our society and continually monitors the accessibility of our services. We have recently translated our complaints literature into Lithuanian in response to the increasing number of individuals who have that language as their first language. We also provide Mandarin, English, Irish and Ulster Scots translations of our literature, and in audiotape for those with visual impairment.

We work with members of all sections of the public on a regular basis and continually review the way we provide our services. Our internal quality checks carried out by our Policy and Practice Directorate are used to identify areas for improvement. Performance targets for the Office are set and detailed in the Annual Report.

1d) Outline problems encountered and solutions developed in terms of achieving better equality outcomes.

(Enter text below)

We have identified factors that have not facilitated the progress we would have expected in the strategic implementation of amendments to policies including, a lack of input possibly owing to the number of consultation requests of this nature to various community groups. However, we continue our public information work with schools, District Partnerships and a wide range of organizations in the community in an attempt to compensate for this.

Section 2: Strategic Implementation of the Section 75 Duties

Note: Please enter specific progress on implementation of the good relations duty under section 11 of this template.

- Outline evidence of progress made in developing equality and good relations objectives, performance indicators and targets for inclusion in corporate and annual operating plans during 2004-05. Your response should include any targets for 2005-06.
- Outline what additional strategic areas the Board and/or Senior Management Team identified for action by the authority during the year.
- Outline steps taken to work with other public authorities in progressing the duties.
- Outline any details of partnership work developed or further progressed with the voluntary and/or community sector as a consequence of Section 75 work.
- Please provide details of the **direct** resourcing of Section 75 work during 2004–05. This should include staff appointed/directed (*not names*) and details of any budget allocation, to specifically deliver equality scheme commitments.

(Enter text below)

The Office continues to develop partnerships with other public authorities that include the Equality Commission, voluntary and community sector groups such as NICEM and Disability Action, religious groups and all mainstream political parties. We continue to work extensively with schools throughout the province.

Section 75 continues to be a standard agenda item for Senior Management Team meetings on a quarterly basis, where equality targets and performance are reviewed as highlighted and referenced in our Annual Report. Both the Senior Management Team and staff representative Joint Consultative Committee review the Office's progress report.

Responsibility for equality has been agreed and designated within the Office. An Equality Working Group, headed by the Chief Executive, has been established and includes managers and staff representatives from a cross-section of the directorates including Corporate Services, Police and Practice and Investigations. These representatives have been selected to manage the process for the period 2004-2005, and are supplemented by additional seconded staff should additional knowledge and expertise be required.

Budget is allocated according to the identified need and all Section 75 training is approved.

Section 3: Screening & Equality Impact Assessment (EQIA)

3a) If a Screening Report has not yet been submitted to the Commission please advise us on the current position with regard to producing this report and forwarding to the Commission.

(Enter text below)

During the previous reporting period the Office drafted a Code of Ethics. It has since been screened and published (Copy attached). The Code of Ethics has been produced following extensive consultation both inside and outside the Office. It reflects our publicly stated values. It articulates clearly the standards of conduct expected of us, and will assist us in carrying out our duties in accordance with the highest standards and in compliance with our legal obligations. It will enable us to achieve our vision, which is to strive for excellence in providing an independent, impartial police complaints service in which the public and the police have confidence.

During the period 2004-2005 the Office consulted with representative organizations of the nine Section 75 categories on three new documents:

- 1) Trainee Officer Grade
- 2) Guidance for Updating Complainants and Police Officers
- 3) Informal Resolution Procedure

Feedback was received from three of the organizations: NICEM, Disability Action and The Policing Board. It is assumed that the other organizations do not have any issues or comments regarding these documents.

3b) If a Screening Report and EQIA Timetable have **previously been submitted** to the Commission please provide an update (**using the matrices in Appendix A**) detailing: -

- i) those policies that were subject to EQIA during 2004-05;
- ii) new/proposed/revised policies screened during 2004-05;

- iii) ongoing EQIA monitoring activities during 2004-05; and
- iv) timetable for Equality Impact Assessments in 2005-06.

Copy of Screening Report and EQIA Timetable is attached.

Section 4: Training

- Indicate your organisation's progress on the delivery of Section 75 related training and development during 2004-05. Please state if the training is provided within a 5-year Training Plan.
- Outline details of staff and Management Board/Committee training associated with the Section 75 duties/Equality Scheme requirements. Provide details of types of training provision (e.g. general awareness raising, specialist training on EQIA, Screening and Consultation) and whom this training was provided for.
- Provide details of training on awareness raising for new staff and refresher training for existing staff.
- Provide details of how affected groups have been involved in the development and/or delivery of training.
- Provide a summary of any training evaluations and comments on the benefits of such training.
- Provide details of arrangements to review training needs as a result of staff recruitment, promotion or reorganisation.

(Enter text below)

The Office has developed and operates within a five-year training plan to ensure that the delivery of Section 75 related training and development is carried out in a structure that best meets the needs of the organization.

The Senior Management Team includes equality issues as a regular agenda item at its monthly meetings and has received training in corporate and individual responsibility to ensure compliance with Section 75 issues.

A key business objective for the year 2004-2005 is "To develop the knowledge and skills of all staff to deliver an effective and efficient police complaints system". This training incorporates the organizations commitment to meeting its obligations under Section 75 of the Northern Ireland Act 1998.

The Office undertakes periodic reviews of internal policies in compliance with Section 75 of the Northern Ireland Act 1998 and provides appropriate training on the policies

amended and developed as a consequence of the review, e.g. internal promotion policy, lateral transfer policy, recruitment and selection etc.

General awareness training is provided for all staff on equality issues as part of the induction programme, and as refresher training for existing staff undertaking new duties, for example in Investigations and Initial Complaints where there is direct interface with members of the general public.

The Office is grateful for the feedback received from organizations representing Section 75 Equality Categories, which helps the Office to continually develop its equality training objectives.

For example: A process has been initiated with organizations such as NICEM and DiverseCulture to address diversity issues identified by the organization through discussion and feedback at an organizational away day, and to develop diversity and anti-racist training to assist all OPONI staff in contact with members of the public and in the performance of their duties.

In addition to the general induction training provide to all new employees, the Office also undertakes an annual review of corporate goals and objectives. Included in this overall review, are individual reviews of all employees, where the key aspects of their performance and effectiveness are assessed. In addition to goals and objectives being established for the forthcoming year, training needs are reviewed and form part of the organisation's ongoing Training Needs Analysis. In addition to this formal review process, managers undertake regular reviews of performance against targets and highlight variances, which are then addressed.

Section 5: Communication

- Provide details of internal and external communication of the authority's commitment to the statutory duties.
- Provide details of how the authority communicates progress on delivery of the statutory duties.
- Provide details of any review of communication activities to ensure effective communication on progressing the statutory duties.

(Enter text below)

The Office has a number of means by which it communicates its commitment to its Statutory duty under Section 75 of the Northern Ireland Act 1998.

Independent surveys have demonstrated that there is now significant understanding among the public of the remit and functions of the Office. The responses to the Northern Ireland Affairs Committee by NGO's and the various stakeholder organizations indicate

complete clarity in relation to the remit, although we accept that there are those who do not accept elements of the remit, which Parliament has given the Office.

In addition to the relevant training initiatives, the Office operates an Intranet to inform and advise all staff of Section 75 related issues and initiatives. Articles, reports and survey results are published and are available to all staff, as all have access to the Intranet system. Office policies and procedures are also available for reference purposes as are the Code of Ethics and the Investigator Manual.

Issues relating to Section 75 are discussed and details shared with employees through the JNCC mechanism as well as Team Briefings from management.

The Office Progress Report is made available to all staff and performance measures are included in the Annual Report, Corporate Plan and Annual Business Plan. (Copies enclosed).

The Office also communicates its commitment to the statutory duty in public statements such as job advertisements, press releases, media interviews and events such as public awareness conferences. The Office's website has also been revised and provides information on police complaints across all police districts and helps the public identify trends, patterns and profiles of complaints, including breakdown of gender, community background, age and occupational status in their immediate districts.

Section 6: Data Collection & Analysis

- Describe any systems that have been established to supplement your available statistical and qualitative research, including consideration given to using internal organisational data and external networks.
- Describe any systems established to monitor the future adverse impact of policies that have been equality impact assessed.
- Detail any research undertaken/commissioned to obtain data/information relating to the nine equality categories.
- Detail the Section 75 equality categories, which were covered in any, surveys which the authority commissioned/used during the year.

(Enter text below)

In addition to its internal data collection and analysis systems, the Office has established the following external partnerships:

- NISRA Central Survey Unit carries out an Omnibus Survey for OPONI on an annual basis, including Section 75 where appropriate.

- The Institute for Conflict Research was commissioned to carry out research into the views of lesbian/gay/bisexual and ethnic minority communities on the new policing arrangements.
- All complainants are monitored in a self-completion questionnaire, which covers all Section 75 categories. The results are then analysed and used for reporting purposes.
- The Office has carried out joint research with the Northern Ireland Policing Board on the views of non-heterosexual and ethnic minority communities on the new policing arrangements.
- NISRA Central Survey Unit carries out an annual exercise on public awareness of the system for complaints against the police in Northern Ireland, incorporating Section 75 groups and individuals.
- Complainant monitoring forms record; age, gender, marital status, religious belief, race, disability, sexual orientation, political opinion and dependents.

The Office commissioned an Equal Pay Review from HR Consultancy Services, a department within the Northern Ireland Statistics and Research Agency, in November 2004. It is an encouraging report in demonstrating that across the Office there is core equality in terms of gender profile. While there are differences at certain grades, there are satisfactory explanations and the findings do not indicate discrimination against female members of staff at those grades. A copy of the Equal Pay Review is attached.

Section 7: Information Provision, Access to Information and Services

- Outline what action has been taken to review and develop arrangements for the provision of information in accessible formats.
- Detail any initiatives/steps taken to improve access to services.
- Describe any arrangements to develop monitoring systems regarding access to information and services to ensure equality of opportunity.

(Enter text below)

The Office continually reviews access to information and the format in which that information is available.

Our main complaints leaflet is available in English, Irish, Ulster Scots and Mandarin. Complaints can also be made in each of these languages via our website. Traffic to these sections of our website are monitored via Webtrends software. In addition our website conforms to the W3C Web Content Accessibility Guidelines.

We provide an audiotape of our complaints leaflet for those with visual impairment.

Translations of our complaints leaflet have been provided for the Lithuanian community in Armagh.

The Plain English Campaign, to minimize potential difficulties with understanding procedures etc, has approved our main complaints leaflet.

We have undertaken a programme of presentations to schools, District Policing Partnerships and community forums such as Housing Community Networks and the Rural Community Network.

To facilitate maximum outreach, arrangements have been made with a number of organizations, such as the Citizens advice Bureau, the Chinese Welfare Association and Northern Ireland Women's Aid Federation, for the use of rooms in their premises across Northern Ireland.

Our review has identified areas for development and we have further plans for a multilingual complaints leaflet and a programme of presentations to Section 75 groups, as well as a new interpretation service.

We review all users of our service and identify by individual questionnaire and public survey, our performance and areas for development and improvement.

We have a policy that we never refuse a request for a speaker at a relevant event, and in this context we provided speakers for and engaged in dialogue with a variety of organizations.

These included:

- Amnesty International
- The Samaritans
- British Irish Rights Watch
- CAJ
- The Pat Finucane Centre
- Various Probus Groups

- Rotary Groups
- The Washington Ireland Youth Programme
- The Northern Ireland Tenants Action Project
- Employment Route 1
- The Chief Executives Forum
- University of Ulster Growing and Learning Diversity Programme
- Northern Ireland Council for Integrated Education
- The YMCA

Section 8: Complaints

- Identify, during 2004-05, the number of Section 75 complaints:
 - received by the authority;
 - resolved by the authority;
 - which were not resolved to the satisfaction of the complainant; and
 - which were referred to the Equality Commission.

(Enter text below)

The Office did not receive any Section 75 complaints during the period in question.

Section 9: Scheme Timetable

- Provide an update of your equality scheme implementation timetable (covering all the scheme commitments), identifying any changes since your previous report. Please detail any planned actions outstanding.

(Enter text below)

The following timetable summarizes the measures that the Office proposes to take during the five years following the commencement of the scheme. Years 1,2

and 3 have successfully been completed and the current priority is to ensure successful implementation of the issues in years 4 and 5.

Year 1 June 2002 – May 2003

Screening of policies (Stage1) (June 2002- August 2002)

Consultation on the screening exercise (Stage 2) (September 2002 –October 2002)

Report on the screening exercise (Stage 3) (November 2002)

Refining of methodology for carrying out equality impact assessments.

Equality impact assessments of those policies that have come first in the prioritization exerciser. (A prioritized schedule will be prepared for the 5-year period).

Review of monitoring arrangements.

Implement ongoing training plan as detailed in section 4.

Complete first annual review and submit to the equality Commission.

Screen and where necessary carry out equality impact assessments on all new policies, functions and duties.

Year 2 June 2003 – May 2004

Equality impact assessment of those policies identified for year 2 in the prioritization schedule:

- Public Awareness – To ensure maximum awareness of the Complaints Service and that it is fully accessible and responsive to the community.
- Recruitment and Selection (including Advertising and Promotions and Temporary/Casual employees)

Finalisation of any ongoing specialist staff training.

Complete second annual review and submit to the Equality Commission.

Screen and where necessary carry out equality impact assessments on all new policies, functions and duties.

Year 3 June 2004 – May 2005

Equality Impact assessment of those policies identified for year 3 in the prioritization schedule:

- Guidance for Updating Complainants and Police Officers
- Informal Resolution of Complaints

Complete third annual review and submit to the Equality Commission.

Screen and where necessary carry out equality impact assessments on all new policies, functions and duties.

Provide appropriate training for all new staff.

Year 4 June 2005 – May 2006

Equality Impact assessment of those policies identified for year 4 in the prioritization schedule:

- Procurement Policy and purchasing arrangements.
- Security Vetting – To ensure that adequate measures, processes and procedures are in place so that information and other assets are given appropriate levels of protection to enable OPONI to meet its legal and moral obligations and maintain confidence in the exercise of its statutory functions.

Complete fourth annual review and submit to the Equality Commission.

Screen and where necessary carry out equality impact assessments on all new policies, functions and duties.

Provide appropriate training for all new staff.

Year 5 June 2006 – May 2007

Equality Impact assessment of those policies identified for year 5 in the prioritization schedule:

- Improve Policy and Practice of Policing

Conduct a comprehensive review of the working of the Office's Equality Scheme over the five-year period.

Screen and where necessary carry out equality impact assessments on all new policies, functions and duties.

Provide appropriate training for all new staff.

The Office is on track to fulfill all aspects of its 5-year plan. During Year 3 (May 2004 to June 2005), the Office developed policies on “Guidance for Updating Complainants and Police Officers” and “Informal Resolution Policy” as indicated in the 5-year plan, but also introduced a new policy on “Trainee Officers”. All documentation relating to the three policies were sent for consultation to organizations representing all Section 75 categories.

Section 10: Consultation, Participation and Engagement

- Provide details of organisational arrangements for managing Section 75 consultation exercises e.g. processes, methods and communication channels used.
- Provide details of processes adopted to engage with representative groups during 2004-05.
- Please indicate how effective your engagement was with Section 75 representative groups.
- Outline measures taken to enhance the level of engagement that were successful and unsuccessful.

(Enter text below)

The Office has established a number of channels for managing Section 75 consultation exercises. Following a review of existing policies, procedures and practices and/or the establishment of new policies, procedures and practices, drafts are prepared of the new items by the department responsible for the policy documentation. An Equality Impact Working Committee has been established to review internally the impact of any proposed changes and to recommend additional amendments as required. This Committee has a core of members from the various directorates within the Office, but also seconds onto the Committee, employees with specific knowledge of and experience in the issues under consideration. The draft documents are then presented to the Senior Management Team (SMT) for their consideration and approval.

The Office has formal Trade Union recognition agreements with the Northern Ireland Public Service Alliance (NIPSA) and UNISON, and meet in a Joint Negotiation Consultation Committee on a regular basis to discuss and agree on Section 75 issues prior to implementation. Communication channels include Departments Heads and Trade Union representatives.

The Office also uses Team Briefings, emails circulated to all employees, and the organization’s Intranet to provide information for internal consultation through the JNCC and SMT mechanisms.

The Office also engages with representatives of the nine Section 75 categories, and provides them with all policies, procedures, practices etc that may have an equality impact. In the period April 2004 to March 2005, the Office forwarded documentation relating to three policies that have been introduced during the period April 2004 to March 2005. The policies were:

- 1) Trainee Officer Grade
- 2) Guidance for Updating Complainants and Police Officers
- 3) Informal Resolution Procedure

These policy documents were sent to the following organizations for consideration, consultation and response.

- 1) Northern Ireland Counsel for Ethnic Minorities (NICEM)
- 2) Disability Action
- 3) The Northern Ireland Policing Board
- 4) The Community Relations Council
- 5) Youth Council for Northern Ireland
- 6) Prince's Trust
- 7) Age Concern
- 8) Women's Support Network
- 9) Gingerbread Northern Ireland
- 10) Police Federation
- 11) Royal National Institute for the Deaf (RNID)
- 12) Rainbow Project
- 13) Coalition on Sexual Orientation (COSO)

Feedback received from the various organizations is reviewed and content and suggestions given serious consideration. Feedback has been and will be used to develop and amend policies, procedures and practices for the benefit of both staff and the wider community.

The Office also widely uses the expertise of the Equality Commission to seek advice on issues regarding equality of opportunity and equality impact. Examples include the organization's Lateral Transfer Policy and the Internal Promotion Policy.

Consultation with and listening to the public is key to ensuring that the service which the Office provide meets their needs. Clearly those needs vary in differing situations. The Office continues to place great importance on its programme of public engagement. During the year our focus on young people continued and we also had a structured programme of engagements with District Policing Partnerships, which are a most important resource for us in terms of engagement on policing issues with local communities.

Section 11: The Good Relations Duty

Provide details of steps taken to implement or progress the good relations duty during the year. Examples of such steps might include:

undertaking a good relations audit; developing a strategy or adopting a framework; providing training; and/or any targeted work done to promote or achieve better relations with or between one or more relevant group (e.g. Irish Travellers; groups dealing with political opinion issues etc). Please indicate any findings or expected outcomes from this work.

(Enter text below)

The Office continues to meet its equality and good relations objectives by continued use of the following:

- Maintaining a focus and priority in the corporate planning and monitoring for equality and good relations/performance.
- Commissioning questions in external public attitudes survey, assessing impact of the Office on all groups in the public domain.
- Issuing an EQIA survey to all staff, inviting them to identify which of the nine categories they belonged and whether they felt that any of the Office's policies impacted adversely on them or on any individual within the nine categories.
- Involving staff in a Corporate Culture Survey carried out in June and July 2004 and the results published on the Intranet in January 2005.
- Assessing the impact of organizational policies on all employees through the JNCC and management process.
- Issuing correspondence and information on our EQIA process to representative groups of the nine Section 75 categories.

Section 12: Additional Comments on Mainstreaming

The main aim of the statutory duties is to mainstream equality of opportunity and good relations considerations into the functions of the authority, leading to better policies and service delivery. Many of the questions in the previous sections of this template relate to equality scheme commitments. Please provide any additional information/comments you think may be relevant including:

- any factors that enhanced or impeded equality scheme implementation during 2004-05;
- benefits for the authority resulting from mainstreaming; and

- ideas for future effective mainstreaming of the duties.

(Enter text below)

The Office of the Police Ombudsman values diversity by respecting our differences and reflecting this in the way we work and treat each other. Diversity at work builds on the traditional principles of equality of opportunity that focuses on ensuring that all people have access to employment opportunities and conditions. Diversity means accepting, welcoming and valuing the differences inherent in every individual and recognizing the contribution that a diverse workforce can make to organizational effectiveness and performance.

The following statements express our commitment to creating a working environment that values the diversity of people:

- The Ombudsman's Equality Scheme incorporating Section 75 of the Northern Ireland Act 1998.
- Equal Opportunities Policy, Section 5.1 of the Staff Handbook.
- Harassment Policy, Section 5.7 of the Staff Handbook.
- Code of Ethics paragraphs 26-29.

The Office incorporates equality into every aspect of its business, and has annual goals, objectives and targets to measure performance at an organizational level. There is also an individual requirement on all Office staff to actively promote equality of opportunity and to support diversity in the workplace.

The Office has carried out a Cultural Survey and an Equal Pay Review during the period 2004-2005 and will use their findings and recommendations to develop better policies and service delivery.

Section 13: Concluding Questions

This short questionnaire is included in the template to enable you to provide an overall view of the effectiveness of the statutory duties for your authority (Question A) and for the Section 75 categories (Questions B & C).

QUESTION A

Does the authority believe its work to date on implementing the statutory duties has produced positive benefits for the organisation? (Please tick) YES NO

If you answered yes to QUESTION A, please tick appropriate boxes below as to what extent the duties have:

	Very noticeably	Noticeably	No real change
Increased awareness of equality issues in policy making	X		
Increased ability to ensure policies are designed and targeted to reflect equal opportunities objectives	X		
Increased awareness of good relations issues in policy making		X	
Increased ability to ensure policies are designed and targeted to reflect good relations objectives		X	
Increased awareness of equality issues in service delivery	X		
Increased ability to ensure services are designed and targeted to reflect Section 75 requirements	X		

QUESTION B

Does the authority believe its work to date on implementing the statutory duties has produced positive benefits for groups within the Section 75 categories? (Please tick) YES NO

If you answered yes to the above QUESTION B, please tick appropriate boxes below as to what extent the authority's implementation of the statutory duties has increased equality of opportunity for:

	Very noticeably	Noticeably	No real change
Persons of different religious belief	X		
Persons of different political opinion	X		
Persons of different racial groups		X	
Persons of different age	X		
Persons with different marital status			X
Persons of different sexual orientation			X
Men and women generally		X	
Persons with and without a disability	X		
Persons with and without dependents			X

QUESTION C

If you answered **yes** to **QUESTION B**, for each of the categories where a noticeable or very noticeable change has occurred, please give examples of those changes to policies or practices, which have resulted in positive change. If the change was a result of an EQIA please tick the appropriate box in column 3:

	Policy or Practice	Column 3: Result of EQIA
Persons of different religious belief	<ul style="list-style-type: none"> • Outreach programme 	
Persons of different political opinion	<ul style="list-style-type: none"> • Outreach programme 	
Persons of different racial groups	<ul style="list-style-type: none"> • Awareness • Language facilitation 	
Persons of different age	<ul style="list-style-type: none"> • Outreach programme • Targeted young people 	
Persons with different marital status	<ul style="list-style-type: none"> • 	
Persons of different sexual orientation	<ul style="list-style-type: none"> • 	
Men and women generally	<ul style="list-style-type: none"> • Use of same gender staff 	
Persons with and without a disability	<ul style="list-style-type: none"> • Translation services • Aids to understanding 	
Persons with and without dependents	<ul style="list-style-type: none"> • 	

Appendix A

Screening & EQIA Update

Please enter details relating to the authority's progress using the following matrices.

i) EQIA Timetable – 2004-05

Title of policy EQIA underway during April 2004-March 2005	Stage (as per Steps 1-7 of EQIA Process) As at end March 2005	If joint-EQIA please state partner authorities	Outline any adjustments to policy intended to benefit individuals from the nine equality categories and outline the relevant categories affected.	Were adjustments to policy a result of <u>A</u>ssessment of adverse impact/ <u>C</u>onsultation, or <u>B</u>oth <i>Please enter A, C or Both</i>	If EQIA decision-making stage completed, is amended policy being implemented? <u>Y</u>es/<u>N</u>o
1.Trainee Officer Grade	5		New grade within organization – external recruitment exercise	A	
2.Informal Resolution Procedure	5		Introduction of new service to the community to facilitate early closure of complaints.	A	
3.Guidance for Updating Complainants and Police Officers	5		Introduction of new procedure to Provide updated information on the Status of a complaint.	A	
4.					
5.					
6.					
7.					

8.				
9.				
10.				

ii) Ongoing Screening Activities 2004-05

Title of policy subject to screening during April 2004- March 2005	If joint policy please state partner authorities	Was initial screening decision changed following consultation? <u>Yes/No</u>	If Screening completed is policy being subject to EQIA?<u>Yes/No</u>	If EQIA planned indicate year for assessment
1.				
2.				
3.				
4.				
5.				

iii) Ongoing EQIA Monitoring Activities 2004-05

Title of EQIA subject to Stage 7 monitoring during April 2004- March 2005	If joint policy please state partner authorities	Indicate if differential impacts previously identified have reduced or increased	Indicate if adverse impacts previously identified have reduced or increased
1.			
2.			
3.			
4.			
5.			

iv) 2005-06 EQIA Time-table

Title of EQIAs due to be commenced during April 2005 – March 2006	Existing or New policy? Please enter E or N below.	If joint-EQIA please state partner authorities	Please indicate expected date of completion of EQIA Stage 6 i.e Decision making stage
1. Procurement policy and purchasing arrangements	N		1
2. Security Vetting	N		1
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			