

Diversity - Disability Equality Action Plan

2007 - 2010

	Objective/Area for Improvement	Action to date	Further Required Action	Action by	Target Timescale
1.	Leadership				
i)	Strategy Group to include representation from disability, race, faith and LGBT perspectives.	3 new members recruited during 2005. 1 member attends regularly. 1 member unable to attend due to other commitments.	Maintain commitment and review membership to extend network and consultation. Recruit new people to group.	Senior Managers & Diversity Officer Chief Officer/Board/Senior Managers	Annual review May 2007
ii)	Quarterly meetings of Strategy Group to review progress on equality plans and advise Board on strategy and policy review.	Group established during 2005. Minutes of meeting made available to Board Members, staff and other stakeholders. Good attendance held at meetings during 2005 and 2006.	Set dates for 2007 meetings.	Diversity Senior Manager	December 2006

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iii)	Development of disability equality monitoring information	Involvement of Staff in designing Disability monitoring system. Staff consultative workshops held during July and August 2006. Staff considered extending current PREM form to include disability and also reviewed the monitoring process proposed through the NDSSN	Introduce disability monitoring for offenders in line with PC34/06 by 4 th January; Disability monitoring of employees to be introduced by April 2007 following further staff involvement.	Head of Resources Head of Offender Management Head of Intervention Information Manager	TBC
2.	Policy & Strategy				
i)	All new Policies and Policy Reviews to be screened for potential for unequal impact and full impact assessment carried on those requiring this.	Impact Assessment training completed by managers and staff in 2002. Panel from diversity staff group completed assessment on key policies during 2005 & 2006.	Further training to be commissioned during 2007 to increase pool of assessors. Panel to continue to meet monthly and screen/ assess all policies prior	Senior Managers/ Diversity Panel	Review progress on process by June 2007

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		Training delivered to staff and managers on Impact Assessment in July 2006 Monthly Impact Assessment Panels.	to submission to Board Follow up event to be delivered during 2007 to build on skills.		
ii)	Adverse impact identified and remedial action implemented.	Impact assessment process established.	Guidance and process to be established to use information gathered to identify and implement remedial action.	Head of HR/ Interventions/ OM Diversity Officer	July 2007
3.	People				
i)	Diversity Training Plan to deliver staff training to equip staff to know processes and procedures to meet legislative requirements and Board's diversity policy position. Training Plan to include provision of training for Board Members.	Report on training provided during 2004 - 05 presented to Senior Management Team and Diversity Strategy Group in February 2005. Plan for 2006 - 07 includes Board's priorities.		Training Manager	Annual Review

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		Diversity, Disability and Discrimination training events held during 2006 with 116 participants. 3 further events planned. Training received high evaluation scores from participants.			
ii)	Training Plan to include provision of training for Board Members	Board Members invited to attend Diversity, Disability and Discrimination training events.		Training Manager	Annual Review
iii)	Case Conference methodology used across the Area to identify and make reasonable adjustments required.	System piloted by one team in 2006.	Guidance for Process for HR, IT, Location Managers, Line Managers and Staff to identify requirements and reasonable adjustments	Head Of HR/Resources	March 2007
iv)	The Board Achieves the Renewal of the Investors In People Award.	We were inspected by IIP in 2003 and achieved the award. Inspection undertaken by IIP assessors in June 2006. Areas for improvement identified and	Circulate Action Plan to HR Committee and JNCC Board Deliver actions within	Head of Resources Head of Resources,	November 2006 - (completed)

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		Action Plan developed in order to retain recognition. Action Plan distributed to Line Managers at October Line Managers Meeting.	'Retaining Recognition Action Plan'.	Deputy Head of HR and Training Manager	October 2006 – June 2008
v)	Recruitment, Retention and Progression and compliance with DDA legislation.	Diversity Recruitment Group established during 2005. Oversight of compliance with DDA legislation to be considered for inclusion in work plan.	Group progresses work plan to promote positive action and the best recruitment, retention and progression practice.	Head of Resources, Deputy Head of HR and Diversity Officer	Review of work plan by June 2007
vi)	Monitoring of staff profile by disability.	Involvement of staff and diversity network in design of monitoring system.	Monitoring of disabled staff introduced by April 2007 for preceding year.	Head of Resources/ Senior Managers	TBC
4.	Processes				
i)	Disability monitoring for offenders victims and staff.	Involvement of Staff Group in design of Offender Engagement.	Monitoring Process for Disabled offenders to be introduced.	New cases from 4 th January, all caseload by 1 st October 2007 Head of Offender Management Information Manager	October 2007

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ii)	Ensure that when offenders are placed on Community Orders that they have access to full range of service provision and there is parity of service provision for Disabled offenders.	Arrangements for monitoring by disability in place from 4 th January.	Establish Process for auditing services for Disabled Offenders and for impact assessing proposed developments prior to implementation to ensure that we take reasonable steps to meet needs of staff and offenders.	Senior Management Team, All Operational Staff in Offender Management and Interventions	October 2007 April 2008
5.	Partnerships				
	Develop a strategic approach to partnerships with local communities to improve confidence in community penalties.	Work with Local Criminal Justice Board on Inside Justice events during 2004; 2005; 2006 Community Pay Back events held during November 2005; Community Development Officers appointed to develop the capacity of partnerships to deliver on the reducing re-offending pathways Diversity Officer appointed in January	Review work plans with the LCJB, Equality Forums; Strategic Partnerships. Measure impact of Community Development and Diversity Appointments Recruit full time	Chief Officer, Board Members, SMT, Community Development Officers, Diversity Officer	October 2007

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		2006 on fixed term for 6 months until July 2006.	Diversity Officer		