

## Public Authority Statutory Equality and Good Relations Duties Annual Progress Report 2019-20

### Contact:

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Documents published relating to our Equality Scheme can be found at:

<https://www.nipolicingboard.org.uk/publications-search/type/equality-16>

### Signature:



This report has been prepared using a template circulated by the Equality Commission.

It presents our progress in fulfilling our statutory equality and good relations duties, and implementing Equality Scheme commitments and Disability Action Plans.

This report reflects progress made between April 2019 and March 2020.

The Northern Ireland Policing Board was not fully constituted in 2017-18. However work continued in achieving goals and actions set out in the Equality and Disability Action Plans. Despite best intentions and significant work being completed there were areas which we were unable to

deliver. Due to these unique circumstances it was agreed during conversations with the Equality Commission and the Board that in 2019-20 the Board would:

- Update and complete an audit of inequalities using existing, reliable and verifiable data, both qualitative and quantitative for each of the Section 75 equality and good relations categories;
- Review the existing Equality and Disability Action Plans and extend to a new timeline – 2019-23. The new plans would include outstanding actions from the 2017-20 plans;
- Prepare and present the draft plans to the Board’s Resources Committee for consideration and approval;
- Develop a twelve week consultation period.

The research, preparation and consultation on the Equality and Disability Action Plans spanned a period from May – December 2019.

## **PART A – Section 75 of the Northern Ireland Act 1998 and Equality Scheme**

### **Section 1: Equality and good relations outcomes, impacts and good practice**

- 1** In 2019-20, please provide **examples** of key policy/service delivery developments made by the public authority in this reporting period to better promote equality of opportunity and good relations; and the outcomes and improvements achieved.

*Please relate these to the implementation of your statutory equality and good relations duties and Equality Scheme where appropriate.*

The Northern Ireland Policing Board (**the Board**) is an independent non-departmental public body of the Department of Justice (**the DOJ**), comprising political and independent Members, established to ensure for all the people of Northern Ireland an effective, efficient, impartial, representative and accountable police service, which will secure the confidence of the whole community, by reducing crime and the fear of crime.

During the period of April 2019-March 2020 the Board maintained its commitment to its Equality Scheme and reviewed and developed new three year Equality and Disability Action Plans.

During the same period the following Section 75 screening exercises took place across a range of the Board's work areas. All the screening documents have been included on the Board's website.

1. Northern Ireland Policing Plan 2020-25
2. Northern Ireland Policing Board's Corporate Plan 2020-23
3. The Board's Whistleblowing Policy
4. Independent Custody Visitor's Policy
5. Policy for Dealing with Complaints against the Board
6. Data Protection Impact Assessment Policy
7. Guidance for the Appointment of Chief Officers and Senior Police Staff equivalents
8. Decision Time Usage Policy

The Equality Screening of these policies has ensured that there has been no adverse impact on Section 75 groups as a result of their implementation.

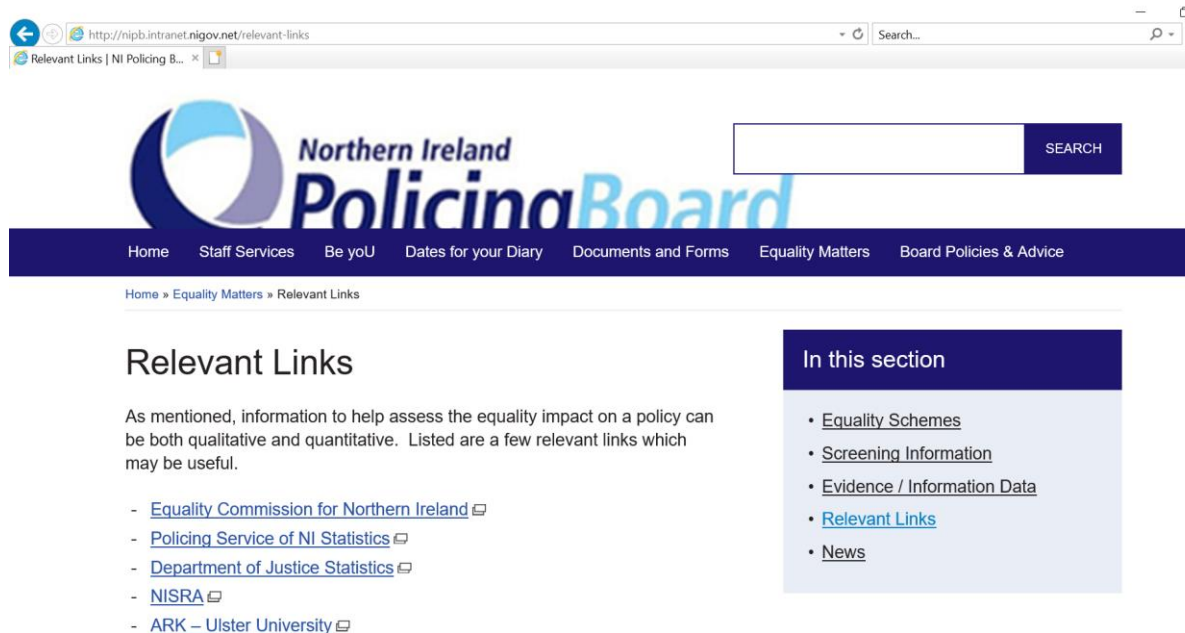
Throughout 2019-20 there has been significant recruitment in terms of senior PSNI Officers and Board staff. All staff and Board Members involved in this recruitment have had an equality section included as part of their recruitment training. The Fair Employment Return for the Board was submitted to the Equality Commission in November 2020.

Training of staff, in more general terms, has been ongoing throughout the year. This will be further elaborated on throughout the report.

Whilst an audit of Board staff knowledge and understanding had been completed in 2018 no similar audit of Board Members had been undertaken. This was completed in September 2019. As part of a wider skills audit Board Members were asked what their experience of managing and promoting equality and diversity was. 64% of Members rated their experience and skills in this area as 'intermediate' or above whilst 36 % had basic or no experience. It has been acknowledged that this question is not the same as identifying a Member's own knowledge and understanding of equality and diversity however in light of the findings of the skills audit a module on Equality has been identified as an area of learning/development for Board Members. This will focus on the Equality Commissions virtual learning module 'Public Sector: An introduction to the S75 of the Northern Ireland Act 1998. Learning will include equality mainstreaming and its relationship to other equality legislation in Northern Ireland, the origin of Section 75, the duties placed on public authorities by Section 75, how the duties relate to the making of public policy and the public authority and individual's role in complying with the duties'. It should be noted that all papers/advice to the Board contains a cover paper with advice from Board officials on consideration of potential equality considerations relating to the issue/decision that the Board is taking. Bespoke equality/diversity/human rights advice has been sourced to support Members in carrying out the Board's statutory duties in respect of senior PSNI and Staff recruitment and monitoring PSNI compliance with the Human Rights Act.

A compilation of user friendly equality information was continued to be made available and promoted for easy access on the Intranet. The webpage 'Equality Matters' provides a central source in which to raise awareness with staff on the organisation's commitment to its equality duty. The information provided includes how to access relevant material such as:

- Equality Scheme: a breakdown of the Schemes main commitments,
- Screening: Why and how
- Evidence gathering: –where and how to access evidence to reports, statistics and research on each S75 group.



The Department of Justice shared information with Board Officials about a new initiative called the JAM card. JAM Card allows people with a learning difficulty, autism or communication barrier tell others they need 'Just A Minute' discreetly and easily. Those with a communication barrier are often reluctant or unable to tell others about their condition. JAM Card allows this to happen in a simple, effective non-verbal manner. At the Resources Committee in June 2019 Members were presented with information on the JAM card. Subsequent to this all Board Members were emailed details about the initiative and short video.

### **Consultation on the 2019-23 Equality and Disability Action Plans**

With the reconstitution of the Policing Board taking place in December 2018 the Equality Commission for Northern Ireland (ECNI) agreed that the Board could review and update its existing documents and implement them with a new date (2019-2023), as long as the plans incorporated some of the existing actions identified in the 2017-2020 plans.

The Equality Scheme had previously been reviewed in 2018 and required only minor changes to reflect the new structures of the organisation and therefore a consultation process was not required. The documents drafted for a 12 week consultation were the Audit of Inequalities and the Equality and Disability Action Plans.

The consultation process entailed:

- consultation information on the Board's website including a response template
- e-mailing of the plans and questionnaire to 140 stakeholders and other interested groups / organisations
- a staff roundtable consultation event

- an invitation to 140 stakeholders and other interested groups / organisations for a roundtable consultation event

There were 3 questions posed during the consultation process:

1. Do you broadly agree that the draft Audit of Inequalities identifies appropriate inequalities in relation to the functions of the NI Policing Board?
2. Do you broadly agree that the measures in the draft Equality Action Plan will have a positive impact on the S75 groups?
3. Do you broadly agree the action measures in the draft Disability Action Plan will have a positive impact?

Respondents were also given the opportunity to comment on any other issue in relation to the documents. A response was received from the Superintendents Association for Northern Ireland which gave affirmative responses to all three questions and raised no issues.

A written response was also received from the Commissioner for Older People for Northern Ireland providing comments around the Audit of Inequalities.

Staff from various branches of the Board attended a roundtable consultation and all gave affirmative responses to the three questions and raised no issues.

A round table stakeholder event was organised, and while a number of diverse groups and individuals including political representatives indicated their attendance, on the day only two stakeholder groups (three participants - two from the Commission for the Administration of Justice and one from the Commissioner for Older People for Northern Ireland) attended the event held in Waterside Tower. A number of comments were received in relation to the Audit of Inequalities. All were addressed and highlighted in the final documents.

The research, preparation and consultation on the Equality and Disability Action Plans spanned a period from May – December 2019.

- 2 Please provide **examples** of outcomes and/or the impact of **equality action plans/** measures in 2019-20 (or append the plan with progress/examples identified).

**Ensure the Police service is representative of the community it serves.**

The Board has a statutory duty to keep itself informed of trends and patterns in recruitment of the police and police support staff and the extent to which the membership of the police and police support staff is representative of the community in Northern Ireland<sup>1</sup>.

Measure 1.1.5 of the Policing Plan 2019-20, which aims to improve under-representation in respect of gender and community background across branches and departments of the PSNI, is one means of the Board fulfilling the statutory functions.

The workforce composition statistics<sup>2</sup> for **2019/20** are illustrated below:

	Police Officers	Police Staff
% Perceived Protestant	66.61	78.12
% Perceived Roman Catholic	32.04	19.52
% Not Determined	1.35	2.36
% Female	29.67	57.76
% Male	70.33	42.24
% Ethnic Minority	0.53	0.68
<b>Total</b>	<b>6,919</b>	<b>2,495</b>

In comparison, the **2016** statistics, as outlined below, demonstrate that the total of number of police officers and police staff has increased marginally between the four years.

	Police Officers	Police Staff
% Perceived Protestant	67.35	78.59
% Perceived Roman Catholic	31.08	19.39
% Not Determined	1.57	2.02
% Female	28.16	62.88
% Male	71.84	37.12
% Ethnic Minority	0.54	0.53
<b>Total</b>	<b>6,857</b>	<b>2,279</b>

When the workforce composition statistics (above and below) are compared, they show a minimal percentage change in relation to community background and ethnicity across both police officers and police staff, the most notable being a 0.96% increase of perceived catholic police officers in 2020. They do however illustrate a significant percentage change, 5.12% increase from 2016 to 2020, across police staff in respect of gender representativeness; with 2016 female police staff equating to nearly 63% when compared to 2020 at almost 58%.

<sup>1</sup> Section 3(3)(c), Police (Northern Ireland) Act, 2000.

<sup>2</sup> PSNI workforce composition statistics, January 2020, Available online at: <https://www.psnipolice.uk/inside-psni/Statistics/workforce-composition-statistics/>

Through 2019-20 reporting to the Board the PSNI outlined a range of activities which sought to address under representation in respect of gender and community background. This was by way of:

- The PSNI's Equality Scheme (Equality, Diversity and Good Relations Strategy) whereby they reported significant progress had been made to revise and update their Equality Scheme and Action Plan
- Comprehensive updates on progress being monitored by the PSNI through their Positive Action Group (Chaired at ACC rank). This was with regard to under-representativeness whereby PSNI recognised the risk that under-representation would have for the organisation;
- A Corporate Risk was drafted as a consequence to the above. It highlighted a range of early warning indicators, existing mitigating actions and additional actions required to manage the risk;
- The introduction of Family Friendly Policies including reviews and updates to flexible working, shared parental leave, and menopause; and
- The introduction of a revised interim Physical Competency Assessment (PCA) in relation to a number of specialist posts within PSNI.

PSNI also reported on a wide range of initiatives and measures taken to improve workforce representation, specifically in branches with under representation, these included:

- A bronze status for the Diversity Mark NI;
- Signing up to HeForShe, this included a submission for inclusion in the First Annual Report for Gender Equality in Policing, November 2019, further demonstrating the PSNI's commitment to eliminating gender inequalities;
- The Stonewall Workplace Equality Index were between the first and second annual submissions PSNI increased 90 places on the Index in turn demonstrating that improvements had been made during the period in question;
- Women in Business membership;
- Disability Confident Employer<sup>3</sup>,
- Representation on the Criminal Justice Equality Network<sup>4</sup>; and

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<sup>3</sup> UK wide initiative aimed at supporting employers to make the most of the talents of disabled people in the workplace.

<sup>4</sup> Working Group membership includes: DOJ, NI Prison Service, the Board, Police Ombudsman's Office, and PPS. Established in response to a CJINI report on Section 75, the remit has since widened to share best practice and enhance inclusivity across a range of protected groupings within the Criminal Justice Sector.



- Engagement at Pride 2019 and the Belfast Mela.

**To ensure that the principles of merit, fairness and openness inform the appointment of PSNI Officers and Senior Staff equivalents.**

The Police (NI) Act 2000 Section 35 (1) and (2) and 4(1) and (2) provides the Board with the statutory responsibility to appoint all Chief Officers and Senior Police Staff Equivalents above the rank of Chief Superintendent. The Board was aware of a number of PSNI Senior Officer and Civilian vacancies, but these could not be filled on a substantive basis in the absence of a legally constituted Board.

The Board was reconstituted in December 2018 and set a key priority to fill the vacant posts on a permanent basis, but the decision by the Chief Constable to retire at the end of June 2019 resulted in the Chief Constable appointment being given priority. The appointment process applied for the Chief Constable position was in line with the Board's Guidance on the Appointment of Chief Officers which ensured the principles of merit, fairness and openness were followed. This included the appointment of a Selection and Appointments Advisor (S&AA) to support the appointment process. To provide further assurance and confidence the Board agreed to provide an extra level of scrutiny, probity and transparency including:

- Appointing an independent Equality, Diversity and Humans Rights Advisor(EDHR); and
- Independent quality assessment of the Appointment Panels' interview reports.

The EDHR Advisor provided an independent assessment on the design stage of the Chief Constable recruitment process and focused on the extent to which the principles of merit, fairness and openness were observed in the development and production of the recruitment material. The Board agreed that the desirable criteria of 2 years' service in a police force other than the PSNI should not be included within the recruitment process and this decision has been carried through to subsequent senior policing appointment competitions. It was anticipated this would increase the size and diversity of the applicant pool. The competition resulted in four applications which included both internal and external candidates. Following completion of the recruitment process the successful candidate was appointed on 1st July 2019.

The Board proceeded to deliver a Deputy Chief Constable (DCC) competition and this was advertised in November 2019. Again the appointment was supported by a S&AA and an EDHR Advisor. To ensure the Board's entire recruitment process was reviewed by the EDHR Advisor, their input to the DCC competition focused on the delivery of the key elements of the selection and appointment process and the extent to which the principles of merit, fairness and openness were observed in the

management and delivery of the recruitment process. The competition resulted in eight applications which included both internal and external candidates and a good balance in terms of gender. Following completion of the process the successful candidate took up appointment on 10<sup>th</sup> February 2020.

During 2019/2020 the Board also commenced the initial development and preparation work for an Assistant Chief Constable competition which it planned to launch in April 2020.

**To create opportunities to enhance staff cohesion and morale and health and well-being through the 'Be Yourself' Group (BU).**

The overall aim and objectives of the BeYou group are:

- To encourage staff to be more physically active and make provision in the workplace for activities (exercise facility etc.)
- To provide access to information and resources that increase knowledge and awareness around key health areas; and
- To promote staff social and emotional wellbeing through workplace practices and policies

BeYou is for the health and wellbeing of ALL staff within the Board. The team is made up of staff from across all Directorates and each member will be responsible to advertise events and encourage staff within their work areas, ensuring that no one is left to feel excluded. It is imperative that the group membership represents a range of genders, ages and positions.

Careful consideration is given when organising events that it will not discriminate against anyone for any reason, for example ability, gender, or age.

When planning all options are explored – when running events which involve physical movement, we will offer an option for those with less physical ability. Events that include food, we will always ensure that any dietary requirements are catered for. When advertising, planning, and organising events and campaign we do so with equality in mind – we never split teams along gender or age lines, ensure that explanations are in plain English, and that talk around food and exercise is always undertaken sensitively with mental and physical health in mind.

When launching and continuing to advertise our “Menstruation Matters” campaign, the BeYou group ensured language used was gender neutral. While products are currently only in the women’s toilets, staff have been signposted to BeYou members who will be able to provide products in any bathroom.

Team Briefs are a great opportunity to address all staff, including Senior Management, to promote the group and encourage attendance at any events. It’s also an opportunity to listen and encourage ideas from staff.

**In the recruitment campaign for Independent members of the PCSPs ensure that the widest possible range of candidates are encouraged to apply, and that the equality of opportunity is promoted between section 75 groups.**

The PCSP Independent Member recruitment process which commenced in September 2018 and concluded in March 2019 attracted a total of 372 applicants. This followed a significant communications and engagement campaign which included awareness events and bespoke briefings with organisations that represent s75 groups.

Of the 372 applications received:

- 61% were male;
- 39% were female;
- 4% were aged 18-25 years;
- 16% were aged 26-40 years;
- 48% were aged 41-60 years;
- 32% were aged 61+ years;
- 16% stated that they had a disability;
- 3% stated that they were from an ethnic minority grouping; and
- 8% stated that they identified as gay or bisexual.

Of the 118 candidates appointed;

- 41% are male;
- 59% are female;
- 7% are aged 18-25 years;
- 19% are aged 26-40 years;
- 42% are aged 41-60 years;
- 32% are 61+ years;
- 14% have a disability;
- 3% are from an ethnic minority grouping; and
- 6% are either gay or bisexual.

This information has been passed to the Impartial Assessor for the process to enable any recommendations to be raised for future recruitment and Board officials will also examine any areas of concern to assist with the development of communication and

engagement for the next Independent Recruitment process, likely to commence in late 2022.

**To ensure any volunteer recruitment campaigns (most notably in relation to Independent Custody Visiting and Independent Community Observers) are open to all members of the public, including the Section 75 groupings**

The Board has a statutory function for two volunteer schemes – the Independent Custody Visiting (ICV) Scheme and the Independent Community Observer (ICO) Scheme. The Board’s Equality Scheme refers to the importance of ensuring both schemes have volunteers who are representative of the general public including Section 75 groupings. The Board’s volunteers play a vital role in ensuring that it delivers effective independent oversight of policing and in order to ensure that ICVs remain confident and capable in the role. We offer training such as the recent Resilience Training which was undertaken by existing ICVs in February/March 2020, to build on their understanding of the causes of stress and provide tools on how to manage this; skills which can be applied to both their personal and volunteer lives.

There was a recruitment campaign undertaken in 2019-20 for the ICV Scheme from which 13 ICVs have now commenced in the volunteer role. Equality screening was undertaken and an EQIA was deemed unnecessary due to mitigation measures being put in place and monitored, such as an extensive Communication and Engagement Plan which included wide reaching social media awareness raising of the recruitment campaign to all 500 stakeholders and individuals on the Board’s Contacts Database including older persons; young people; disability groups; faith based organisations; rural groups; business sector; hate crime fora; the LGBTQ+ community; ethnic minority groups; women’s groups; political parties; and wider community groups advising them of the opportunity to apply. Engagement included attendance at meetings/events to highlight the opportunity and promotional materials distributed to support as wide a public reach as possible, attendance at events included Belfast Pride, Newry Pride, Belfast Mela, Balmoral, Queens and Ulster University Fresher’s Fairs’, and a presentation to post-graduate students in Queens University. The process for the recruitment of volunteers that the Board adopts is in line with good volunteer practice and the Candidate Information Booklet stated that *“the Board is committed to equal opportunities and welcomes applications from eligible candidates irrespective of their religious belief, political opinion, gender, including gender reassignment, disability, age, race, marital/civil partnership status, sexuality or whether or not they have dependants”*.

The Board aimed to encourage young persons and people from Black, Asian and Ethnic Minorities to apply for the role as they are currently under-represented as ICVs. Actions taken to address this target included text on the Candidate Information

Booklet stating, “As young people and people from Black, Asian and Ethnic Minorities are currently under-represented as ICVs, we particularly welcome applications from these individuals”; and a presentation to students undertaking a Criminology degree at Queens University.

Application forms were offered both online and in hard copy formats and to ensure inclusion alternative formats could be requested. A Guaranteed Interview Scheme option was offered which no applicants availed of, whereas two applicants requested reasonable adjustments at their interviews, which were accommodated.

The Partnership Committee received a full report at their June 2019 meeting which detailed the method by which applicants heard about the recruitment. The Committee were advised that social media was the most effective communication tool, with 10 of the 52 candidates that submitted applications learning about the recruitment campaign through University, nine through Facebook and seven via the Board’s website, which is useful information to inform targeted recruitment for future campaigns for both Volunteer Schemes.

**Supporting the Board with its statutory responsibilities by ensuring that the Board's public information and materials are accessible to all**

On 23 September 2018 new Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 were enacted which state that public sector websites or mobile apps must:

- Meet accessibility standards - making the website ‘perceivable, operable, understandable and robust’ for all users, achieved by making sure it meets the international accessibility standard, WCAG 2.1 AA
- Publish an accessibility statement based on the model statement provided by the Government Digital Service (GDS). These should be updated annually.

To ensure compliance with the new regulations for both the Board’s website and the Policing and Community Safety Partnership website (which is hosted by the Board) it was necessary to:

- Review the websites for accessibility problems;
- Draft a plan to address any accessibility problems found;
- Publish the Board’s accessibility statement;
- Ensure any new features going forward are accessible.

A basic accessibility check was performed on both websites by Board staff, followed by a detailed audit undertaken by an external IT company.

Some of the issues highlighted by the audit were addressed internally, and will be addressed on a continual basis to prevent backlogs of fixes. The majority of the issues however were addressed by IT Assist,<sup>5</sup> who is the Board's website designer.

All Northern Ireland Civil Service websites provided by IT Assist are currently scheduled to be migrated to Drupal 8, and issues within the code, layout, and colour schemes will be rectified during this move, due to be completed by September 2021.

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<sup>5</sup> The NICS centralised IT provision is delivered by IT Assist and its IT infrastructure is provided by IT Assist Confidential (ITAC).

- 3** Has the **application of the Equality Scheme** commitments resulted in any **changes** to policy, practice, procedures and/or service delivery areas during the 2019-20 reporting period? *(tick one box only)*

☐ Yes                      ☒ No (go to Q.4)                      ☐ Not applicable (go to Q.4)

Please provide any details and examples:

- 3a** With regard to the change(s) made to policies, practices or procedures and/or service delivery areas, what **difference was made, or will be made, for individuals**, i.e. the impact on those according to Section 75 category?

Please provide any details and examples:

- 3b** What aspect of the Equality Scheme prompted or led to the change(s)? *(tick all that apply)*

☐ As a result of the organisation's screening of a policy *(please give details):*

☐ As a result of what was identified through the EQIA and consultation exercise *(please give details):*

☐ As a result of analysis from monitoring the impact *(please give details):*

☐ As a result of changes to access to information and services *(please specify and give details):*

☐ Other *(please specify and give details):*

## Section 2: Progress on Equality Scheme commitments and action plans/measures

### Arrangements for assessing compliance (Model Equality Scheme Chapter 2)

- 4 Were the Section 75 statutory duties integrated within job descriptions during the 2019-20 reporting period? *(tick one box only)*

- ☒ Yes, organisation wide
- ☐ Yes, some departments/jobs
- ☐ No, this is not an Equality Scheme commitment
- ☐ No, this is scheduled for later in the Equality Scheme, or has already been done
- ☐ Not applicable

Please provide any details and examples:

The Board employs all staff in Northern Ireland Civil Service (NICS) terms and conditions and utilises the NICS Competency Framework as the performance management tool. The framework acknowledges and requires adherence with Equality, Diversity & Good Relations duties.

- 5 Were the Section 75 statutory duties integrated within performance plans during the 2019-20 reporting period? *(tick one box only)*

- ☒ Yes, organisation wide
- ☐ Yes, some departments/jobs
- ☐ No, this is not an Equality Scheme commitment
- ☐ No, this is scheduled for later in the Equality Scheme, or has already been done
- ☐ Not applicable

Please provide any details and examples:

See above

- 6 In the 2019-20 reporting period were **objectives/ targets/ performance measures** relating to the Section 75 statutory duties **integrated** into corporate plans, strategic planning and/or operational business plans? *(tick all that apply)*

- ☒ Yes, through the work to prepare or develop the new corporate plan
- ☒ Yes, through organisation wide annual business planning



- ☐ Yes, in some departments/jobs
- ☐ No, these are already mainstreamed through the organisation's ongoing corporate plan
- ☐ No, the organisation's planning cycle does not coincide with this 2019-20 report
- ☐ Not applicable

Please provide any details and examples:

The 2019-20 Business Plan contained an indicator to 'promote equality, diversity and good relations practices within the Board and with those with whom we work'. Within the Measures three specifically addressed equality issues:

1. To consult on and revise the draft Board Equality and Disability Action Plans by 31 August 2019. This measure was partially achieved only due to the fact that it was not delivered within the timeline specified. Following a public consultation, the Equality and Disability Action Plans were approved by the Board in December 2019 and published on the Board's website.
2. To submit an Annual Progress Report by 31 August 2019 to the Equality Commission. This was fully achieved.
3. To monitor recruitment patterns and representativeness of the PSNI workforce on a six monthly basis. This was fully achieved through monitoring carried out by the Resources Committee throughout 2019-20.

In the development of the Corporate Plan 2020-23 and underlying Business Plan 2020-21 equality matters have been to the forefront as evidenced by our statement on equality within the Corporate Plan 2020-23, 'We are committed to meeting our statutory equality responsibilities in all areas of our work'. The Equality Screening process was completed on the Corporate Plan.

### Equality action plans/measures

**7** Within the 2019-20 reporting period, please indicate the **number** of:

Actions completed:	2	Actions ongoing:	13	Actions to commence:	1
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Please provide any details and examples (*in addition to question 2*):

The majority of the Board's actions are long-term and ongoing rather than fixed term for one year. This accounts for the number of actions which are ongoing. The action which has not commenced is the further development of Reward and Recognition within the Board. The two actions which have been successfully completed were the completion of the PCSP recruitment campaign and the consultation process associated with the development of the Policing and Performance Plan for the PSNI as these were both time bound. Progress continues to be made in relation to the other ongoing 13 actions.

- 8 Please give details of changes or amendments made to the equality action plan/measures during the 2019-20 reporting period (*points not identified in an appended plan*):

N/A

- 9 In reviewing progress on the equality action plan/action measures during the 2019-20 reporting period, the following have been identified: (*tick all that apply*)

- ☒ Continuing action(s), to progress the next stage addressing the known inequality
- ☐ Action(s) to address the known inequality in a different way
- ☐ Action(s) to address newly identified inequalities/recently prioritised inequalities
- ☒ Measures to address a prioritised inequality have been completed

### Arrangements for consulting (Model Equality Scheme Chapter 3)

- 10 Following the initial notification of consultations, a targeted approach was taken – and consultation with those for whom the issue was of particular relevance: (*tick one box only*)

- ☒ All the time                      ☐ Sometimes                      ☐ Never

- 11 Please provide any **details and examples of good practice** in consultation during the 2019-20 reporting period, on matters relevant (e.g. the development of a policy that has been screened in) to the need to promote equality of opportunity and/or the desirability of promoting good relations:

In the development of the 2020-25 Policing Plan an invite for all consultation events was sent to the Board's Equality Scheme List (144 groups). A targeted Section 75 event was planned and promoted to all database contacts for the consultation event on 25 November 2019. This correspondence also included an offer to host a consultation event solely to their organisation / members. Attendees included: Newry PCSP, Belfast PCSP, Co-operation Ireland, Superintendents Association of Northern Ireland and Include Youth. Additional engagement was undertaken to promote consultation and engagement included a PCSP manager meeting delivered 30 October, Youth Champions Forum delivered 4 December and Domestic Abuse IAG delivered 5 December. In terms of other public consultation carried out between 21 October 2019 and 6 January 2020 this included Belfast PCSP, Children's Law Centre, Co-operation Ireland, Dervock Reformed Presbyterian Church, Fermanagh & Omagh PCSP, Goodwill Gifts, Include Youth, Law Society Northern Ireland, Newry, Mourne & Down PCSP, Northern Ireland Human Rights Commission (NIHRC), Northern Ireland Local Government Association (NILGA), Probation Board NI, Presbyterian Church in Ireland, Sinn Féin, The Department of Justice, The

Superintendents' Association, White City Community Development Association and Women's Aid Federation NI (WAFNI)

- 12** In the 2019-20 reporting period, given the consultation methods offered, which consultation methods were **most frequently used by consultees**: *(tick all that apply)*

- ☒ Face to face meetings
- ☒ Focus groups
- ☒ Written documents with the opportunity to comment in writing
- ☒ Questionnaires
- ☐ Information/notification by email with an opportunity to opt in/out of the consultation
- ☐ Internet discussions
- ☐ Telephone consultations
- ☐ Other *(please specify)*:

Please provide any details or examples of the uptake of these methods of consultation in relation to the consultees' membership of particular Section 75 categories:

Please see the example above in relation the development of the NI Policing Plan 2020-25.

- 13** Were any awareness-raising activities for consultees undertaken, on the commitments in the Equality Scheme, during the 2019-20 reporting period? *(tick one box only)*

- ☐ Yes      ☒ No      ☐ Not applicable

Please provide any details and examples:

- 14** Was the consultation list reviewed during the 2019-20 reporting period? *(tick one box only)*

- ☒ Yes      ☐ No      ☐ Not applicable – no commitment to review

**Arrangements for assessing and consulting on the likely impact of policies (Model Equality Scheme Chapter 4)**

<https://www.nipolicingboard.org.uk/publications-search/type/equality-screening-reports-18>

PART A

- 15** Please provide the **number** of policies screened during the year (*as recorded in screening reports*):

8
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- 16** Please provide the **number of assessments** that were consulted upon during 2019-20:

8
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Policy consultations conducted with **screening** assessment presented.

0
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Policy consultations conducted **with an equality impact assessment (EQIA)** presented.

0
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Consultations for an **EQIA** alone.

- 17** Please provide details of the **main consultations** conducted on an assessment (as described above) or other matters relevant to the Section 75 duties:

The main three consultations during 2019-20 were on the Northern Ireland Policing Plan 2020-25, the Board's Equality and Disability Action Plans and the Board's Corporate Plan. Details of these have been outlined elsewhere in the return.

- 18** Were any screening decisions (or equivalent initial assessments of relevance) reviewed following concerns raised by consultees? (*tick one box only*)

☐

Yes

☒

No concerns were raised

☐

No

☐

Not applicable

Please provide any details and examples:

**Arrangements for publishing the results of assessments (Model Equality Scheme Chapter 4)**

- 19** Following decisions on a policy, were the results of any EQIAs published during the 2019-20 reporting period? (*tick one box only*)

☐

Yes

☐

No

☒

Not applicable

Please provide any details and examples:

**Arrangements for monitoring and publishing the results of monitoring (Model Equality Scheme Chapter 4)**

- 20** From the Equality Scheme monitoring arrangements, was there an audit of existing information systems during the 2019-20 reporting period? *(tick one box only)*

☐ Yes ☐ No, already taken place  
☒ No, scheduled to take place at a later date ☐ Not applicable

Please provide any details:

- 21** In analysing monitoring information gathered, was any action taken to change/review any policies? *(tick one box only)*

☐ Yes ☒ No ☐ Not applicable

Please provide any details and examples:

The Policing Plan 2020-2025 was a new five year document inclusive of a number of draft Outcomes and Indicators for Policing. All findings from the Board's previous EQIA in 2015 and associated consultation process, including recommendations for mitigating any adverse impacts and better achieving the promotion of equality of opportunity, were taken into account in the development of the Policing Plan 2020-2025.

It should be borne in mind that the demands on the police service are dynamic and often unpredictable and the PSNI must therefore retain the flexibility to divert resources towards priorities that may not be envisaged at this time in the Policing Plan. However the Board has established a comprehensive performance plan, enabling full and frequent analysis of the Policing Plan which will lessen the likelihood any adverse equality impact in relation to measures reflecting the needs of particular Section 75 groups. For example, any schemes which aim to target resources selectively will accommodate potential adverse impacts on those groups that are not selected for special attention and the monitoring mechanisms in place will ensure that these resources do not fall below adequate levels without this first coming to the Board's attention.

There was a commitment on behalf of both the PSNI and the Board to regularly monitor, evaluate and lessen the likelihood of any adverse equality impact throughout the Policing Plan's implementation.

- 22** Please provide any details or examples of where the monitoring of policies, during the 2019-20 reporting period, has shown changes to differential/adverse impacts previously assessed:

N/A

- 23** Please provide any details or examples of monitoring that has contributed to the availability of equality and good relations information/data for service delivery planning or policy development:

A spreadsheet is available for all staff to use on the Board's intranet which has collated and provides relevant information/data under each of the S75 groups in order to support staff in the development and monitoring of policies.

There are further resources available on the intranet including useful links, screening information and information on the Board's Equality Scheme. All staff have been signposted to this resource.

### **Staff Training (Model Equality Scheme Chapter 5)**

- 24** Please report on the activities from the training plan/programme (section 5.4 of the Model Equality Scheme) undertaken during 2019-20, and the extent to which they met the training objectives in the Equality Scheme.

Understanding Screening

An Introduction to Equality, Diversity and Inclusion

- 25** Please provide **any examples** of relevant training shown to have worked well, in that participants have achieved the necessary skills and knowledge to achieve the stated objectives:

In addition to the information about screening included on the Board's intranet pages, specific training on screening was made available to staff in October 2019. This was an 'in-house' designed session made available to a representative from each Branch within the Board entitled 'Understanding Screening' and was developed in order to raise awareness of the duty of each Branch and increase the knowledge and skills for those within the Branch who had the responsibility for completing screening forms. One representative from each Branch attended and, once trained, that person became a source of information/guidance for others within that branch when a policy review is required. This increased the resilience of screening trained staff with the Board. The session included identifying what constitutes a policy, demonstrating how to collect and provide evidence, understanding Equality Impact Assessments (EQIA) and an exercise on how to complete screening forms.

Training sessions on an Introduction to Equality, Diversity and Inclusion were offered to all AO – EO1 grades. These sessions were facilitated in October 2019 and January 2020 and included awareness of the meaning of equality, diversity and inclusion, understanding of the Board's Equality, Diversity & Inclusion policy and statement, recognition of equality legislation and S75 in promoting equality and transfer of this knowledge to the workplace environment. The majority of this staff group attended the training with the majority of attendees saying in their evaluations that they had benefitted from the training and that they would welcome more.

### Public Access to Information and Services (Model Equality Scheme Chapter 6)

- 26** Please list **any examples** of where monitoring during 2019-20, across all functions, has resulted in action and improvement in relation **to access to information and services**:

New regulations came into force in September 2018 stating that organisations had to meet new accessibility standards and publish an accessibility statement

To ensure compliance with these regulations for both nipolicingboard.org.uk and pcsps.org it was necessary to:

- Check our website for accessibility problems
- Make a plan to fix any accessibility problems we find, within reason
- Publish our accessibility statement
- Make sure any new features going forward are accessible

A basic accessibility check was performed on both nipolicingboard.org.uk and pcsps.org by Board staff, followed by a detailed external audit by Expleo.

### Complaints (Model Equality Scheme Chapter 8)

- 27** How many complaints **in relation to the Equality Scheme** have been received during 2019-20?

Insert number here:

0

Please provide any details of each complaint raised and outcome:

N/A

### Section 3: Looking Forward

- 28** Please indicate when the Equality Scheme is due for review:

2023

- 29** Are there areas of the Equality Scheme arrangements (screening/consultation/training) your organisation anticipates will be focused upon in the next reporting period? (*please provide details*)

Training for Board Members, additional training for staff on equality screening

**30** In relation to the advice and services that the Commission offers, what **equality and good relations priorities** are anticipated over the next (2020-21) reporting period? *(please tick any that apply)*

- ☐ Employment
- ☒ Goods, facilities and services
- ☐ Legislative changes
- ☐ Organisational changes/ new functions
- ☒ Nothing specific, more of the same
- ☐ Other (please state):



## PART B - Section 49A of the Disability Discrimination Act 1995 (as amended) and Disability Action Plans

1. Number of action measures for this reporting period that have been:

4

Fully achieved

2

Partially achieved

0

Not achieved

2. Please outline below details on all actions that have been fully achieved in the reporting period.

2 (a) Please highlight what **public life measures** have been achieved to encourage disabled people to participate in public life at National, Regional and Local levels:

Level	Public Life Action Measures	Outputs <sup>i</sup>	Outcomes / Impact <sup>ii</sup>
National <sup>iii</sup>			
Regional <sup>iv</sup>			
Local <sup>v</sup>	We will have ensured the process for the appointment to the Policing Community and Safety Partnerships (PCSPs) has the appropriate structures to encourage participation by disabled people in public life	52 candidates that had stated a disability were shortlisted to proceed to the interview stage at Council level. As a result of the appointment process, 17 candidates who had stated that they had a disability were appointed.	Improved awareness of disability issues within the appointment panels and the PCSPs. Increased promotion of disability awareness amongst Board staff and PSCPs.

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	We will have ensured the process for the appointment to the Volunteer Scheme has the appropriate structures in place to encourage participation by disabled people in public life	Two candidates declared reasonable adjustments for volunteer interviews. Of these one was progressed to interview and reasonable adjustments accommodated. A PEEP was developed for an ICV Volunteer and the PEEP process was included in the volunteer handbook.	Improved awareness of disability issues with the Board and PSNI. Promotion of positive attitudes towards those with disabilities. Increased visibility of disability issues throughout the volunteer scheme.
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2(b) What **training action measures** were achieved in this reporting period?

	Training Action Measures	Outputs	Outcome / Impact
1	We will have put in place programmes which will heighten staffs' awareness of disability issues	A series of events run by the BeYourself group including Move It Mondays and alternatives for less able colleagues, a Yoga class for staff of all abilities, a sponsored walk with an alternative provided for those with reduced mobility, mindfulness seminar provided for all staff and a talk provided by the Aspire team highlighting mental health and support available.	Heightened awareness by staff of disability issues and of the needs of others with limited mobility and mental health issues.
2			

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2(c) What Positive attitudes **action measures** in the area of **Communications** were achieved in this reporting period?

	Communications Action Measures	Outputs	Outcome / Impact
1	In the design of any new accommodation for the Board the needs of disabled people will be fully considered	Provision of disabled parking facilities at the new accommodation and assurance given that nearby parking will be provided for staff, especially those with limited mobility. Also through ongoing communication with the project team assurances have been received that all disability provision has been taken into account in the provision of the office facilities e.g. an accessible reception area.	Through staff consultation there has been reassurance provided that the building, access to it and parking will meet the needs of all staff.
2			

2 (d) What action measures were achieved to '**encourage others**' to promote the two duties:

	Encourage others Action Measures	Outputs	Outcome / Impact
1			
2			

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2 (e) Please outline **any additional action measures** that were fully achieved other than those listed in the tables above:

	Action Measures fully implemented (other than Training and specific public life measures)	Outputs	Outcomes / Impact
1			
2			

3. Please outline what action measures have been **partly achieved** as follows:

	Action Measures partly achieved	Milestones/ Outputs	Outcomes/Impacts	Reasons not fully achieved
1	Policing Board staff and Members will have a positive attitude towards disabled people.	Training session for all Board staff led by Employers for Disability NI addressing use of language and challenging stereotypes and misconceptions. A practical session held simulating visually impaired and blind tennis.	This was achieved and led to a broader awareness of acceptable language and how staff should challenge their preconceived ideas and understanding regarding disability. Very positive feedback from staff on this innovative session.	This was a very broad measure with many elements within it. In future the 'measures' will be made more specific to allow but more realistic measurement of success.
2	Policing Board staff and Members will have a positive attitude towards disabled people.	Some staff and Members received training on disability legislation in	Those staff/Members who undertook the training will have a sound	Not all staff/Members received this training. There will be further recruitment

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		regard to the recruitment process.	knowledge of processes to be followed.	in 2020-21 and further staff/Members will require training.
	Policing Board staff and Members will have a positive attitude towards disabled people.	In-house training at team brief for all staff on understanding equality, disability and diversity, understanding the law, discrimination and promoting good relations.	Anecdotal feedback to the training has suggested that there is a greater understanding of the disability and equality law.	This will need to be revisited in the future as there has been a significant number of new staff since the training took place.
	We will have implemented a process to monitor and promote access to events and engagement opportunities.	All events advertised assistance to those with access or other requirements.	All those who required special access or adjustments had their needs met.	A formal process has not yet been defined in terms of follow up evaluations. However there has been no negative feedback.

4. Please outline what action measures **have not been achieved** and the reasons why.

	Action Measures not met	Reasons
1	N/A	
2		

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5. What **monitoring tools** have been put in place to evaluate the degree to which actions have been effective / develop new opportunities for action?

(a) Qualitative

Anecdotal evidence from staff and members about training received has been positive. Recruitment of both PSNI senior staff and Board officials has gone, largely, smoothly.

(b) Quantitative

Staff surveys have been carried out on the various training events held in 2019-20. The feedback from these has been extremely positive with staff requesting further information and more training events.

6. As a result of monitoring progress against actions has your organisation either:

- made any **revisions** to your plan during the reporting period or
- taken any **additional steps** to meet the disability duties which were **not outlined in your original** disability action plan / any other changes?

Please select

If yes please outline below:

	Revised/Additional Action Measures	Performance Indicator	Timescale
1	The original measure in relation to the new accommodation for the Policing Board referenced the Board having more control over this. However a special project team is managing the delivery of the project.	The project team will deliver the James House project to meet the needs of any people with disabilities. Assurances around this have been sought from the project team.	February 2022

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	The project team will therefore have control over considering the needs of disabled people.		
2			
3			
4			
5			

7. Do you intend to make any further **revisions to your plan** in light of your organisation's annual review of the plan? If so, please outline proposed changes?

Renewed focus should be placed on Disability Awareness training for ALL staff and Members.

Refocussing on bringing in guest speakers from key organisations to educate staff and Members on disability issues in terms of heightening awareness and understanding.

<sup>i</sup> **Outputs** – defined as act of producing, amount of something produced over a period, processes undertaken to implement the action measure e.g. Undertook 10 training sessions with 100 people at customer service level.

<sup>ii</sup> **Outcome / Impact** – what specifically and tangibly has changed in making progress towards the duties? What impact can directly be attributed to taking this action? Indicate the results of undertaking this action e.g. Evaluation indicating a tangible shift in attitudes before and after training.

<sup>iii</sup> **National** : Situations where people can influence policy at a high impact level e.g. Public Appointments

<sup>iv</sup> **Regional**: Situations where people can influence policy decision making at a middle impact level

<sup>v</sup> **Local** : Situations where people can influence policy decision making at lower impact level e.g. one off consultations, local fora.