Northern Ireland Policing Board

NORTHERN IRELAND POLICING BOARD

EQUALITY SCHEME

NORTHERN IRELAND POLICING BOARD EQUALITY SCHEME

This Scheme has been drawn up in accordance with Section 75 and Schedule 9 of the Northern Ireland Act 1998

This document is available in a range of formats on request. Please contact us with your requirements (see page 7 for contact details).

The Board's Equality Scheme was approved by the Equality Commission for Northern Ireland on 25 July 2012. It was reviewed and updated in November 2022 and was submitted to the Equality Commission in 2023.

CM: 550221

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Please note that the Foreword and Appendices 4 & 5 form part of our Equality Scheme

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Foreword

Section 75 of the *Northern Ireland Act 1998* (the Act) requires public authorities, in carrying out their functions relating to Northern Ireland, to have due regard to the need to promote equality of opportunity and regard to the desirability of promoting good relations across a range of categories outlined in the Act[1].

In our Equality Scheme, we set out how the Northern Ireland Policing Board proposes to fulfill the Section 75 statutory duties. We will commit the necessary resources in terms of people, time and money to make sure that the Section 75 statutory duties are complied with and that the Equality Scheme is implemented effectively, and on time.

We commit to having effective internal arrangements in place for ensuring our effective compliance with the Section 75 statutory duties and for monitoring and reviewing our progress. We will develop and deliver a programme of communication and training with the aim of ensuring that all our staff and Board Members are made fully aware of our Equality Scheme and understand the commitments and obligations within it. We will develop a programme of awareness raising for our consultees on the Section 75 statutory duties and our commitments in our equality scheme.

As the Chair and Chief Executive of the Northern Ireland Policing Board we are fully committed to effectively fulfilling our Section 75 statutory duties across all our functions (including service provision, employment and procurement) through the effective implementation of our Equality Scheme.

We realise the important role that the community and voluntary sector and the general public have to play to ensure the Section 75 statutory duties are effectively implemented. Our Equality Scheme demonstrates how determined we are to ensure there are opportunities, for people affected by our work, to positively influence how we carry out our functions in line with our Section 75 statutory duties. It also offers the means whereby persons directly affected by what they consider to be a failure, on our part, to comply with our Equality Scheme, can make complaints.

On behalf of the Northern Ireland Policing Board and our staff we are pleased to support and endorse this Equality Scheme which has been drawn up in accordance with Section 75 and Schedule 9 of the Northern Ireland Act 1998 and Equality Commission guidelines.



Deirdre Toner
Board Chair

19 December 2022



Sinead Simpson
Chief Executive

19 December 2022

[1] See section 1.1 of this Equality Scheme.

Chapter 1 Introduction

Section 75 of the *Northern Ireland Act 1998*

1.1 Section 75 of the *Northern Ireland Act 1998* (the Act) requires the Northern Ireland Policing Board to comply with two statutory duties:

S. 75 (1)

"In carrying out our functions relating to Northern Ireland we are required to have due regard to the need to promote equality of opportunity between persons of different religious belief, political opinion, racial group, age, marital status or sexual orientation

- *men and women generally*
- *persons with a disability and persons without*
- *persons with dependents and persons without."*

S. 75 (2)

"In addition, without prejudice to the obligations above, in carrying out our functions in relation to Northern Ireland we are required to have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group."

1.2 "Functions" include the "powers and duties" of a public authority[2]. This includes our employment and procurement functions. Please see below under "Who we are and what we do" (Section 1.5 below) for a detailed explanation of our functions.

How we propose to fulfill the Section 75 duties in relation to the relevant functions of the Northern Ireland Policing Board

1.3 Schedule 9 4. (1) of the Act requires the Northern Ireland Policing Board as a designated public authority to set out in an Equality Scheme how it proposes to fulfil the duties imposed by Section 75 in relation to its relevant functions. This Equality Scheme is intended to fulfil that statutory requirement. It is both a statement of our arrangements for fulfilling the Section 75 statutory duties and our plan for their implementation.

1.4 The Northern Ireland Policing Board is committed to the discharge of its Section 75 obligations in all parts of the organisation and we will commit the necessary resources in terms of people, time and money to ensure that the Section 75 statutory duties are complied with and that our Equality Scheme can be implemented effectively.

[2] Section 98 (1) of the Northern Ireland Act 1998.

1.5 Who we are and what we do

1.5.1 The Northern Ireland Policing Board was established as an executive Non-Departmental Public Body (NDPB) of the Northern Ireland Office (NIO) on 4 November 2001 by the Police (NI) Act 2000, as amended by the Police (NI) Act 2003. Under this legislation, our main duty is to secure and maintain an effective and efficient police service for the Northern Ireland community.

On 12 April 2010, justice functions in Northern Ireland were devolved to the Northern Ireland Assembly (NIA) and the Department of Justice (DoJ) came into existence as a new Northern Ireland Department. From this date, NIPB became an executive NDPB of the DoJ.

The NIPB's Vision is detailed in our Corporate Plan 2020-2023 and is:

An efficient and effective police service contributing to a safe society which has the support, trust and confidence of the community it serves.

The Board's current Corporate Plan can be found on our website at the following link:

Corporate Plan 2023-2025 | Northern Ireland Policing Board (nipolicingboard.org.uk)

1.5.2 Organisational structure

There are 19 Members on the Board. Ten are Members of the Northern Ireland Assembly and nine are independent Members.

1.5.3 We meet in public at least eight times each year to receive and consider reports on policing from the Chief Constable. These meetings are advertised in the press and via our social media channels.

1.5.4 We have five committees:-

1. Partnership
2. Performance
3. Resources
4. Audit and Risk Assurance
5. Discipline

1.5.5 Officials who support and put into practice our policies are organised into various Branches. There is more information on these branches detailed within the organisational chart at Appendix 1.

1.5.6 The staffing compliment within the Northern Ireland Policing Board is mix

of those on long term secondment from the Northern Ireland Civil Service and those appointed directly to the NIPB via publicly advertised recruitment campaigns. All Board staff are employed under Northern Ireland Civil Service (NICS) terms and conditions.

1.5.7 The Chief Executive is responsible for making sure that our decisions are put into practice and for the day-to-day management of the organisation. The Chief Executive is also our Accounting Officer and is responsible for the effective and efficient use of resources and for maintaining appropriate standards of financial accountability. The Chief Executive oversees the work of the organisation through our Senior Management Team.

1.5.9 In respect of our procurement activities, we avail of advice and guidance from or where appropriate directly engage the procurement services provided by the NICS Central Procurement Directorate.

1.5.10 The Northern Ireland Policing Board is committed to implementing the '*Equality of Opportunity and Sustainable Development in Public Sector Procurement*' Guidance issued by the Equality Commission and the NICS Central Procurement Directorate in 2008.

Chapter 2 Our arrangements for assessing our compliance with the Section 75 duties (Schedule 9 4. (2) (a))

2.1 Some of our arrangements for assessing our compliance with the Section 75 statutory duties are outlined in other relevant parts of this Equality Scheme and they be located as follows:

a)Consulting; (Chapter 3 page 9)
b)Monitoring the impact of policies; (Chapter 4 page 12)
c)Staff Training; (Chapter 5 page 19)
d)Accessing public access to our information and services; (Chapter 6 page 21)
e)Our complaints procedure; (Chapter 8 page 24)
f)Publishing our Equality Scheme; (Chapter 9 page 25) and
g)Reviewing our Equality Scheme (Chapter 10 page 26)

In addition, we have the following arrangements in place for assessing our compliance:

Responsibilities and reporting

2.2 We are committed to the fulfilment of our Section 75 obligations in all parts of our work.

2.3 Responsibility for the effective implementation of our

Equality Scheme lies with the Board's Resources Committee whose responsibility it is to "*exercise strategic oversight of equality and diversity and monitor the implementation of Section 75 within PSNI and the Board*"[3]. Day to day responsibility for the management of our Equality Scheme lies with the Board's Equality Officer. The Equality Officer via the Resources Director reports to the Chief Executive who is accountable to the Northern Ireland Policing Board for the development, implementation, maintenance and review of the Equality Scheme in accordance with Section 75 and Schedule 9 of the Act, including any good practice or guidance that has been or may be issued by the Equality Commission. Policy Leads also play an important role as they lead on policy development and also brief and advise the Resources Committee who is the decision-making body in relation to the Board's Section 75 responsibilities.

Quarterly updates on the progress to implement the Equality Action Plan is provided to the Board via the Chief Executive's monthly report to the Board.

2.4 If you have any questions or comments regarding our Equality Scheme, please contact in the first instance our Equality Officer at the address given below and we will respond to you as soon as possible:

Equality Officer
Northern Ireland Policing Board
James House
Block D
2 – 4 Cromac Ave
Gasworks
Belfast
BT7 2JA

Tel. 028 90 408 500
E-mail: equality@nipolicingboard.org.uk

2.5 Objectives and Actions relating to the Section 75 statutory duties will be integrated into our strategic and operational business plans[4].

2.6 Employees' job descriptions and performance plans reflect their contributions to the discharge of the Section 75 statutory duties and implementation of the equality scheme, where relevant. The personal performance plans are subject to appraisal in the annual performance review.

[3] Resources Committee Terms of Reference – paragraph 5.4.6
[4] Appendix 6 of the Equality Scheme is the Action Plans and Measures.

2.7 The Northern Ireland Policing Board prepares an Annual Report on the progress made on implementing the arrangements set out in this equality scheme to discharge our Section 75 statutory duties (Section 75 Annual Progress Report).

2.8 The Section 75 Annual Progress Report is submitted to the Equality Commission by 31 August each year and will follow any guidance on annual reporting issued by the Equality Commission.

2.9 Progress on the delivery of Section 75 statutory duties will also be included in our (organisational) Annual Report.

2.10 The latest Section 75 Annual Progress report is available via the Freedom Of Information Publication Scheme section of our website – www.nipolicingboard.org.uk

or by contacting the Equality Officer via the contact details at 2.4 above.

2.11 The Northern Ireland Policing Board liaises closely with the Equality Commission to ensure that progress on the implementation of our Equality Scheme is maintained.

Action Plan and Action Measures

2.12 The Northern Ireland Policing Board has developed an Action Plan to promote equality of opportunity and good relations. This is set out in **Appendix 6**.

2.13 The actions detailed within the Action Plan are relevant to the Board's functions. They will be developed and prioritised on the basis of an Audit of Inequalities. The Audit of Inequalities will gather and analyse information across the Section 75 categories[5] to identify the inequalities that exist for our service users and those that may be affected by our policies[6].

2.14 Actions will be specific, measurable, linked to achievable outcomes, realistic and time bound. Actions will include performance indicators and timescales for their achievement.

2.15 We will develop Action Plans for a period of between one and five years in order to align them with our corporate and business planning cycles.

[5] See section 1.1 of this Equality Scheme for the nine Section 75 categories.
[6] See Appendix 5 of this Equality Scheme for a definition of policies.

Implementation of the Actions will be incorporated into our business planning process.

2.16 We will seek input from our stakeholders and consult on our Action Plan before we send it to the Equality Commission and thereafter when reviewing the Action Plan as per 2.17 below. The Equality Action Plan does not form part of the approved Equality Scheme but can be found at **Appendix 6** of this document.

2.17 We will monitor our progress on the delivery of our Actions annually and update the Action Plan as necessary to ensure that it remains effective and relevant to our functions and work.

2.18 The Northern Ireland Policing Board will inform the Equality Commission of any changes or amendments to our Action Plan and will also include this information in our Section 75 Annual Progress Report to the Commission. Our Section 75 Annual Progress Report will incorporate information on progress we have made in implementing our Action Plan.

When finalised, our Action Plan will be available on our website:

www.nipolicingboard.org.uk

or by contacting our Equality Officer via the contact details at 2.4 above.

2.19 If you require it in an alternative format please contact us by one of the methods listed at 2.4 above.

Chapter 3 Our arrangements for consulting (Schedule 9 4. (2) (a)) - on matters to which a duty (S75 (1) or (2)) is likely to be relevant (including details of the persons to be consulted). (Schedule 9 4. (2) (b)) on the likely impact of policies adopted or proposed to be adopted by us on the promotion of equality of opportunity.

3.1 We recognise the importance of consultations in all aspects of the implementation of our statutory equality duties. We will consult on our Equality Scheme, action measures, equality impact assessments and other matters relevant to the Section 75 statutory duties.

3.2 We are committed to carrying out consultation in accordance with the following principles (as contained in the Equality Commission's guidance *'Section 75 of the Northern Ireland Act 1998 – A Guide for Public Authorities (April 2010)'*):

3.3 All consultations will seek the views of those directly affected by the matter/policy, the Equality Commission, representative groups of Section

75 categories, other public authorities, voluntary and community groups, our staff and their trades unions and such other groups who have a legitimate interest in the matter, whether or not they have a direct economic or personal interest.

3.4 Initially all consultees (see **Appendix 3**), as a matter of course, will be notified (by email or post) of the matter/policy being consulted upon to ensure they are aware of all consultations. Thereafter, to ensure the most effective use of our and our consultees' resources, we will take a targeted approach to consultation for those consultees who may have a particular interest in the matter/policy being consulted upon and to whom the matter/policy is of particular relevance. This may include for example regional or local consultations, sectoral or thematic consultation etc.

3.5 Consultation with all stakeholders will begin as early as possible. We will engage with affected individuals and representative groups to identify how best to consult or engage with them. We will ask our consultees what their preferred consultation methods are and will give consideration to these.

3.6 Methods of consultation could include:

a) Face-to-face meetings.
b) Focus groups.
c) Written documents with the opportunity to comment in writing.
d) Questionnaires.
e) Information/notification by email with an opportunity to opt in/opt out of the consultation.
f) Online Media or
g) Telephone consultations.

This list is not exhaustive and we may develop other additional methods of consultation more appropriate to key stakeholders and the matter being consulted upon.

3.7 We will consider the accessibility and format of every method of consultation we use in order to remove barriers to the consultation process. Specific consideration will be given as to how best to communicate with children and young people, people with disabilities (in particular people with learning disabilities) and minority ethnic communities. We take account of existing and developing good practice, including the Equality Commission's guidance Let's talk Let's listen – Guidance for public authorities on consulting and involving children and young people (2008).

3.8 Through our Directorates we facilitate a range of consultation

opportunities which reflect the Section 75 groupings. We will also use feedback from our consultation opportunities to help determine the most appropriate way(s) to further communicate with these specific customers.

3.9 Information will be made available, on request, in alternative formats[7], in a timely manner. We will ensure that such consultees have sufficient time to respond.

3.10 Specific training is provided to those facilitating consultations to ensure that they have the necessary skills to communicate effectively with consultees.

3.11 To ensure effective consultation with consultees[8] on Section 75 matters, we will develop a programme of awareness raising on the Section 75 statutory duties and the commitments in our Equality Scheme by undertaking the following:

a) Issue of a Press Release when our Equality Scheme is approved by the Equality Commission.
b) Email notification to all consultees within one month of our Equality Scheme and Action Plan being approved by the Equality Commission.
c) Publish on the Board's website, and as appropriate, circulate equality progress updates and commitments in key action plans to consultees.

3.12 The consultation period lasts for a minimum of twelve weeks to allow adequate time for groups to consult amongst themselves as part of the process of forming a view. However, in exceptional circumstances when this timescale is not feasible (for example implementing EU Directives or UK wide legislation, meeting Health and Safety requirements, addressing urgent public health matters or complying with Court judgements), we may shorten timescales to eight weeks or less before the policy is implemented. We may continue consultation thereafter and will review the policy as part of our monitoring commitments[9].

3.13 Where, under these exceptional circumstances, we must implement a policy immediately, as it is beyond our authority's control, we may consult after implementation of the policy, in order to ensure that any impacts of the policy are considered.

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[7] See Chapter 6 of our equality scheme for further information on alternative formats of information we provide.

[8] Please see Appendix 3 for a list of our consultees.

[9] Please see below at Chapter 4, page 17 for details on monitoring.

3.14 If a consultation exercise is to take place over a period when consultees are less able to respond, for example, over the summer or Christmas break, or if the policy under consideration is particularly complex, we will give consideration to the feasibility of allowing a longer period for the consultation.

3.15 We are conscious of the fact that affected individuals and representative groups may have different needs. We will take appropriate measures to ensure full participation in any meetings that are held. We will consider for example the time of day, the appropriateness of the venue, in particular whether it can be accessed by those with disabilities, how the meeting is to be conducted, the use of appropriate language, whether a signer and/or interpreter is necessary, and whether the provision of childcare and support for other carers is required.

3.16 We make all relevant information available to consultees in appropriate formats to ensure meaningful consultation. This includes detailed information on the policy proposal being consulted upon and any relevant quantitative and qualitative data.

3.17 In making any decision with respect to a policy adopted or proposed to be adopted, we take into account any assessment and consultation carried out in relation to the policy.

3.18 We provide feedback to consultees in a timely manner. A feedback report is prepared which includes summary information on the policy consulted upon, a summary of consultees' comments and a summary of our consideration of and response to consultees' input. The feedback is provided in formats suitable to consultees. (Please see also 6.3)

3.19 A list of our consultees is included in this Equality Scheme at **Appendix 3**. It can also be obtained via the FOI Publication Scheme section of our website -

www.nipolicingboard.org.uk

or by contacting our Equality Officer via the contact details at 2.4 above.

Our consultation list is not exhaustive and is reviewed on an annual basis to ensure it remains relevant to our functions and policies.

3.20 We welcome enquiries from any person/s or organisations wishing to be added to the list of consultees. Please contact our Equality Officer via one of the options listed at 2.4 above to provide your contact details and have

your areas of interest noted or have your name/details removed or amended. Please also inform us at this stage if you would like information sent to you in a particular format or language.

Chapter 4 Our arrangements for assessing, monitoring and publishing the impact of policies (Schedule 9 4. (2) (b); Schedule 9 4. (2) (c); Schedule 9 4. (2) (d); Schedule 9 9. (1); Schedule 9 9.(2))

Our arrangements for assessing the likely impact of policies adopted or proposed to be adopted on the promotion of equality of opportunity (Schedule 9 4. (2) (b))

4.1 In the context of Section 75, 'policy' is very broadly defined and it covers all the ways in which we carry out or propose to carry out our functions in relation to Northern Ireland. In respect of this Equality Scheme, the term 'policy' is used for any (proposed / amended / existing) strategy, policy initiative or practice and/or decision, whether written or unwritten and irrespective of the label given to it, e.g., 'draft', 'pilot', 'high level' or 'sectoral'.

4.2 In making any decision with respect to a policy adopted or proposed to be adopted, we take into account any assessment and consultation carried out in relation to the policy, as required by Schedule 9 9. (2) of the Act.

4.3 The Northern Ireland Policing Board uses the tools of **screening** and **equality impact assessment** to assess the likely impact of a policy on the promotion of equality of opportunity and good relations. In carrying out these assessments we will relate them to the intended outcomes of the policy in question and will also follow Equality Commission guidance:

a) the guidance on screening, including the screening template, as detailed in the Commission's guidance *'Section 75 of the Northern Ireland Act 1998 – A Guide for Public Authorities (April 2010)'* and

b) on undertaking an equality impact assessment as detailed in the Commission's guidance *'Practical guidance on equality impact assessment (February 2005)'.*

Screening

4.4 The purpose of screening is to identify those policies that are likely to have an impact on equality of opportunity and/or good relations.

4.5 Screening is completed at the earliest opportunity in the policy development/review process. Policies which we propose to adopt will be subject to screening prior to implementation. For more detailed strategies

or policies that are to be put in place through a series of stages, we will screen at various stages during implementation.

4.6 The lead role in the screening of a policy is taken by the policy lead who has the authority to draft changes to that policy, advise the relevant Committee or the full Board as necessary and action any subsequently agreed changes. However, screening will also involve other relevant team members, for example, equality specialists, those who implement the policy and staff members from other relevant work areas. Where possible we will include key stakeholders in the screening process.

4.7 The following questions are applied to all our policies as part of the screening process:

a) What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? (minor/major/none)
b) Are there opportunities to better promote equality of opportunity for people within the Section 75 equality categories?
c) To what extent is the policy likely to impact on good relations between people of a different religious belief, political opinion or racial group? (minor/major/none).

Are there opportunities to better promote good relations between people of a different religious belief, political opinion or racial group?

4.8 In order to answer the screening questions, we gather all relevant information and data, both qualitative and quantitative. In taking this evidence into account we consider the different needs, experiences and priorities for each of the Section 75 equality categories. Any screening decision will be informed by this evidence.

4.9 Completion of screening, taking into account our consideration of the answers to all four screening questions set out in 4.7 above, will lead to one of the following three outcomes:

a) the policy has been 'screened in' for equality impact assessment.
b) the policy has been 'screened out' with mitigation[10] or an alternative policy proposed to be adopted.
c) the policy has been 'screened out' without mitigation or an alternative policy proposed to be adopted.

[10] Mitigation – Where an assessment (screening in this case) reveals that a particular policy has an adverse impact on equality of opportunity and / or good relations, a public authority must consider ways of delivering the policy outcomes which have a less adverse effect on the relevant Section 75 categories.

4.10 If our screening concludes that the likely impact of a policy is 'minor' in respect of one, or more, of the equality of opportunity and/or good relations categories, we may on occasion decide to proceed with an equality impact assessment, depending on the policy. If an EQIA is not to be conducted we will nonetheless consider measures that might mitigate the policy impact as well as alternative policies that might better achieve the promotion of equality of opportunity and/or good relations.

4.11 Where we mitigate we will outline in our screening template the reasons to support this decision together with the proposed changes, amendments or alternative policy.

4.12 This screening decision will be 'signed off' by the appropriate Policy Lead within the Northern Ireland Policing Board.

4.13 If our screening concludes that the likely impact of a policy is 'major' in respect of one, or more, of the equality of opportunity and/or good relations categories, we will normally subject the policy to an equality impact assessment. This screening decision will be 'signed off' by the appropriate Policy Lead within the Northern Ireland Policing Board.

4.14 If our screening concludes that the likely impact of a policy is 'none', in respect of all of the equality of opportunity and/or good relations categories, we may decide to screen the policy out. If a policy is 'screened out' as having no relevance to equality of opportunity or good relations, we will give details of the reasons for the decision taken. This screening decision will be 'signed off' by the appropriate Policy Lead within the Northern Ireland Policing Board.

4.15 As soon as possible following the completion of the screening process, the screening template, signed off and approved by the senior manager (Director) responsible for the policy, will be made available on our website www.nipolicingboard.org.uk

And on request from the Equality Officer via the contact details at 2.4 above.

4.16 If a consultee, including the Equality Commission, raises a concern about a screening decision based on supporting evidence, we will review the screening decision.

4.17 Our screening reports are published quarterly [see below at 4.22 for details].

Equality Impact Assessment

4.18 An equality impact assessment (EQIA) is a thorough and systematic analysis of a policy, whether that policy is formal or informal, and irrespective of the scope of that policy. The primary function of an EQIA is to determine the extent of any impact of a policy upon the Section 75 categories and to determine if the impact is an adverse one. It is also an opportunity to demonstrate the likely positive outcomes of a policy and to seek ways to promote equality of opportunity and good relations more effectively.

4.19 When a policy is screened and screening has identified that an EQIA is necessary, we will carry out the EQIA in accordance with Equality Commission guidance. The EQIA will be carried out as part of the policy development process, before the policy is implemented.

4.20 Any EQIA will be subject to consultation at the appropriate stage(s). (For details see above Chapter 3 “Our Arrangements for Consulting”).

Our arrangements for publishing the results of the assessments of the likely impact of policies we have adopted or propose to adopt on the promotion of equality of opportunity (Schedule 9 4. (2) (d); Schedule 9 9. (1))

4.21 We make publicly available the results of our assessments (screening and EQIA) of the likely impact of our policies on the promotion of equality of opportunity and good relations.

What we publish

4.22 Screening reports are published quarterly. Screening reports detail:

a) All policies screened by the Northern Ireland Policing Board over the previous three-month period.
b) A statement of the aim(s) of the policy/policies to which the assessment relates.
c) Consideration given to measures which might mitigate any adverse impact.
d) Consideration given to alternative policies which might better achieve the promotion of equality of opportunity;
e) Screening decisions, i.e.

i. whether the policy has been ‘screened in’ for equality impact assessment.
ii. whether the policy has been ‘screened out’ with mitigation or an alternative policy proposed to be adopted.

iii. whether the policy has been 'screened out' without mitigation or an alternative policy proposed to be adopted.

f) Where applicable, a timetable for conducting equality impact assessments.
g) A link to the completed screening template(s) on our website.

4.23 For details on the availability of our screening templates please refer to 4.15.

4.24 EQIAs are published once the impact assessment has been completed. These reports include:

a) A statement of the aim of the policy assessed.
b) Information and data collected.
c) Details of the assessment of impact(s).
d) Consideration given to measures which might mitigate any adverse impact.
e) Consideration given to alternative policies which might better achieve the promotion of equality of opportunity.
f) Consultation responses.
g) The decision taken.
h) Future monitoring plans.

How we publish the information

4.25 All information we publish is accessible and can be made available in alternative formats on request. Please see 6.3 below.

Where we publish the information

4.26 The results of our assessments (screening reports and completed templates, the results of EQIAs) are available via the FOI Publication Section of our website. www.nipolicingboard.org.uk

Or by contacting our Equality Officer via the contact details at 2.4 above.

In addition to the above, screening reports (electronic link or hard copy on request if more suitable for recipients) which include all policies screened over a 3-month period is also sent directly to all consultees on a quarterly basis.

4.27 We will inform the general public about the availability of this material through communications such as press releases where appropriate.

Our arrangements for monitoring any adverse impact of policies we have adopted on equality of opportunity
(Schedule 9 4. (2) (c))

4.28 Monitoring can assist us to deliver better public services and continuous improvements. Monitoring Section 75 information involves the processing of sensitive personal data (data relating to the racial or ethnic origin of individuals, sexual orientation, political opinion, religious belief, etc.). In order to carry out monitoring in a confidential and effective manner, the Northern Ireland Policing Board follows guidance from the Office of the Information Commissioner and the Equality Commission.

4.29 We monitor any adverse impact on the promotion of equality of opportunity of policies we have adopted. We are also committed to monitoring more broadly to identify opportunities to better promote equality of opportunity and good relations in line with Equality Commission guidance.

4.30 The systems we have established to monitor the impact of policies and identify opportunities to better promote equality of opportunity and good relations are:

a) The collection, collation and analysis of existing relevant primary quantitative and qualitative data across all nine equality categories on an ongoing basis
b) The collection, collation and analysis of existing relevant secondary sources of quantitative and qualitative data across all nine equality categories on an ongoing basis
c) An audit of existing information systems within one year of approval of this equality scheme, to identify the extent of current monitoring and take action to address any gaps in order to have the necessary information on which to base decisions
d) Undertaking or commissioning new data if necessary.

4.31 If over a two-year period monitoring and evaluation show that a policy results in greater adverse impact than predicted, or if opportunities arise which would allow for greater equality of opportunity to be promoted, we will ensure that the policy is revised to achieve better outcomes for relevant equality groups.

4.32 We review our EQIA monitoring information on an annual basis. Other monitoring information is also reviewed as appropriate. Information collected from surveys or research activities and any research commissioned by the Policing Board will assist the Board in delivering

better public services and continuous improvements.

4.33 The Equality Officer works closely with business areas to ensure that the outcomes of equality monitoring exercises are co-ordinated and shared with policymakers. The availability of monitoring data assists our policymakers when undertaking future equality screening assessments and in developing or reviewing policy decisions.

4.34 The Equality Officer provides guidance to business areas on the completion of equality impact assessments and arrangements to undertake appropriate equality monitoring.

4.35 Our Section 75 Annual Progress Report to the Equality Commission includes an update on the equality monitoring actions we have undertaken and the outcomes.

4.36 Measures are in place to analyse and provide statistical reports to the Northern Ireland Policing Board on the equality monitoring data obtained from the Policing Plan survey.

4.37 Customer Service complaints are regularly monitored to ensure a satisfactory level of service is maintained and that any issues raised by customers are addressed promptly and satisfactorily.

Our arrangements for publishing the results of our monitoring (Schedule 9 4. (2) (d))

4.38 Schedule 9 4. (2) (d) requires us to publish the results of the monitoring of adverse impacts of policies we have adopted. However, we are committed to monitoring more broadly and the results of our policy monitoring are published as follows:

4.39 EQIA monitoring information is published as part of our Section 75 Annual Progress Report [see 2.7]

4.40 All information published is accessible and can be made available in alternative formats on request. Please see below at 6.3 for details.

Chapter 5 Staff training (Schedule 9 4.(2) (e))

Commitment to staff training

5.1 We recognise that awareness raising and training play a crucial role in the effective implementation of our Section 75 duties.

5.2 Our Chief Executive wishes to positively communicate the commitment of the Northern Ireland Policing Board to the Section 75 statutory duties, both internally and externally.

5.3 To this end we have introduced an effective communication and training programme for all staff and will ensure that our commitment to the Section 75 statutory duties is made clear in all relevant publications.

Training objectives

5.4 The Northern Ireland Policing Board will draw up a detailed training plan for its staff which will aim to achieve the following objectives:

a) to raise awareness of the provisions of Section 75 of The Northern Ireland Act 1998, our equality scheme commitments and the particular issues likely to affect people across the range of Section 75 categories, to ensure that our staff fully understand their role in implementing the scheme.

b) to provide those staff involved in the assessment of policies (screening and EQIA) with the necessary skills and knowledge to do this work effectively.

c) to provide those staff who deal with complaints in relation to compliance with our equality scheme with the necessary skills and knowledge to investigate and monitor complaints effectively.

d) to provide those staff involved in consultation processes with the necessary skills and knowledge to do this work effectively.

e) to provide those staff involved in the implementation and monitoring of the effective implementation of the Northern Ireland Policing Board Equality Scheme with the necessary skills and knowledge to do this work effectively.

Awareness Raising and Training Arrangements

5.5 The following arrangements are in place to ensure all our staff and Board Members are aware of and understand our equality obligations.

a) We will develop a summary of this Equality Scheme and make it available to all staff.

b) We will provide access to copies of the full Equality Scheme for all staff; ensure that any queries or questions of clarification from staff are addressed effectively.

c) Staff in the Northern Ireland Policing Board will receive a briefing on this Equality Scheme within 3 months or as soon as possible after approval of the Scheme.

d) The Section 75 statutory duties form part of induction training for new staff.

e) Focused training is provided for key staff within the Northern

Ireland Policing Board who are directly engaged in taking forward the implementation of our Equality Scheme commitments (for example those involved in research and data collection, policy development, service design, conducting equality impact assessments, consultation, monitoring and evaluation).

f) Where appropriate, training will be provided to ensure staff are aware of the issues experienced by the range of Section 75 groups.

g) When appropriate and on an ongoing basis, arrangements will be made to ensure staff are kept up to date with Section 75 developments.

5.6 Training and awareness raising programmes will, where relevant, be developed in association with the appropriate Section 75 groups and our staff.

5.7 In order to share resources and expertise, the Northern Ireland Policing Board will, where possible, work closely with other bodies and agencies in the development and delivery of training.

Monitoring and Evaluation

5.8 Our training programme is subject to the following monitoring and evaluation arrangements:

a)We evaluate the extent to which all participants in this training programme have acquired the necessary skills and knowledge to achieve each of the above objectives.

b) The extent to which training objectives have been met will be reported on as part of the Section 75 Annual Progress Report, which will be sent to the Equality Commission.

c) Participants attending training courses are required to complete a post course evaluation questionnaire, the results of which are analysed and a summary report produced bi-annually and circulated to staff. An annual evaluation report on training completed during the year is also provided to the Senior Management Team for their consideration. The post course evaluation also informs the course reviews and courses are revised accordingly, where appropriate.

d) As part of the Performance Management framework, it is a requirement that line managers discuss training courses objectives with their staff – both in terms of setting these objectives before the event, and the extent to which the objectives have been met once the training has been delivered. Line managers are also responsible

for ensuring that opportunities are in place to put the training into practice.

e) Annual Personal Development Plans (PDPs) are discussed, agreed and monitored by line managers and the staff for whom they are responsible.

Chapter 6 Our arrangements for ensuring and assessing public access to information and services we provide (Schedule 9 4. (2) (f))

6.1 The Northern Ireland Policing Board is committed to ensuring that the information we disseminate and the services we provide are fully accessible to all parts of the community in Northern Ireland. We keep our arrangements under review to ensure that this remains the case.

6.2 We are aware that some groups will not have the same access to information as others.

In particular:

a) People with sensory, learning, communication and mobility disabilities may require printed information in other formats.

b) Members of ethnic minority groups, whose first language is not English, may have difficulties with information provided only in English.

c) Children and young people may not be able to fully access or understand information.

Access to information

6.3 To ensure equality of opportunity in accessing information, we provide information in alternative formats on request, where reasonably practicable. Where the exact request cannot be met we will ensure a reasonable alternative is provided.

6.4 The Northern Ireland Policing Board liaises with various organisations representing young people, disability and ethnic minorities in doing so we take account of existing and developing good practice. In addition, when required, we will respond to requests for information in alternative formats in a timely manner.

6.5 Our ‘hard copy’ publications and the on-line publications section of our website include a statement that we will make all reasonable efforts to respond positively to requests for documents in alternative formats or languages.

6.6 We continue to strive to meet WCAG 2.0 AA web content accessibility

guidelines which help make our website more accessible to users with disabilities.'

6.7 Directorates engage with Section 75 groups including Women, Older People, LGBT, People with a Disability, Young People and Minority Ethnic communities. These groups are representative of the respective communities. Each brings their own expertise and act as a conduit for us to receive and distribute information of relevance to the specific communities.

6.8 We also organise consultation events for the various communities in the Minority Ethnic Sector and arrangements are made when appropriate for an interpreter, along with facilitators from the community, to attend these events. Reports from the consultations are displayed on the Board's website and can be made available in other languages and formats on request.

6.9 Staff also represent the Board at external events and may provide information leaflets in different languages for Minority Ethnic communities.

6.10 In disseminating information through the media we will seek to advertise in the press where appropriate.

6.11 Our website contains a link to our FOI Publication Scheme. The Publication Scheme is a guide to the information we routinely publish. A list of the categories of information currently covered by the scheme may be obtained from our website at the link below -
www.nipolicingboard.org.uk

6.12 Members of the public can obtain a copy of our Publication Scheme from us in alternative formats or languages by contacting our Communications Branch at the address below:

Northern Ireland Policing Board
James House
Block D
2 – 4 Cromac Ave
Gasworks
Belfast
BT7 2JA

Tel. 028 90 408 500

E-Mail. information @nipolicingboard.org.uk

Access to services

6.14 The Northern Ireland Policing Board is committed to ensuring that all of our services are fully accessible to everyone in the community across the Section 75 categories.

6.15 The Board will also work with and support the Policing and Community Safety Partnerships in developing appropriate responses to engage with local communities and address issues at a local level.

6.16 The Northern Ireland Policing Board also adheres to the relevant provisions of current anti-discrimination legislation.

Assessing public access to information and services

6.17 We monitor (insert timeline) across all our functions, in relation to access to information and services, to ensure equality of opportunity and good relations
are promoted.

6.18 We recognise the growing range of communication channels and the differing needs and preferences of different groups. Accessibility of our information and services is reviewed periodically though feedback from Section 75 consultations, customers and ongoing monitoring arrangements.

Chapter 7 Timetable for measures we propose in this equality scheme (Schedule 9 4. (3) (b))

7.1 **Appendix 4** outlines our timetable for measures proposed within this Equality Scheme. The measures outlined in this timetable will be incorporated into our business planning processes.

7.2 This timetable is different from and in addition to our commitment to developing action plans/action measures to specifically address inequalities and further promote equality of opportunity and good relations. We have included in our equality scheme a commitment to develop an action plan. Accordingly, this commitment is listed in the timetable of measures at **Appendix 4**. For information on these action measures please see above at 2.12 – 2.18.

Chapter 8 Equality Complaints Procedure (Schedule 9.10.)

8.1 The Northern Ireland Policing Board is responsive to the views of members of the public. We will endeavour to resolve all complaints made to us.

8.2 Schedule 9 paragraph 10 of the Act refers to complaints. A person can make a complaint to a public authority if the complainant believes he or she may have been directly affected by an alleged failure of the authority to comply with its approved equality scheme.

8.3 A person wishing to make a complaint that the Northern Ireland Policing Board has failed to comply with its approved Equality Scheme should contact our Equality Officer at the details set out at Section 2.4 of this document.

8.4 We will in the first instance acknowledge receipt of each complaint within 2 working days.

8.5 The Northern Ireland Policing Board will carry out an internal investigation of the complaint and will respond substantively to the complainant within one (1) month of the date of receiving the letter of complaint. Under certain circumstances, if the complexity of the matter requires a longer period, the period for response to the complainant may be extended to two (2) months, or such longer period as agreed with the complainant.

8.6 During this process the complainant will be kept fully informed of the progress of the investigation into the complaint and of any outcomes.

8.7 In any subsequent investigation by the Equality Commission, the Northern Ireland Policing Board will co-operate fully, providing access in a timely manner to any relevant documentation that the Equality Commission may require.

8.8 If the complaint has not been resolved within a reasonable timescale, the complaint can be brought to the Equality Commission.

8.9 Similarly, the Northern Ireland Policing Board will co-operate fully with any investigation by the Equality Commission under sub-paragraph 11 (1) (b) of Schedule 9 to the Northern Ireland Act 1998.

8.10 The Northern Ireland Policing Board will make all efforts to implement promptly and in full any recommendations arising out of any Commission investigation.

Chapter 9 Publication of our Equality Scheme (Schedule 9. 4. (3) (c))

9.1 The Northern Ireland Policing Board's Equality Scheme is available free of charge in print form and alternative formats from our Equality Officer via the contact details at 2.4 above.

9.2 Our Equality Scheme is also available via our website: www.nipolicingboard.org.uk

9.3 The following arrangements are in place for the publication in a timely manner of our Equality Scheme to ensure equality of access:

a) We will make every effort to communicate widely the existence and content of our Equality Scheme. This may include press releases, advertisements in the press, and the internet.

b) We will email a link to our approved Equality Scheme to our consultees on our consultation lists. Other consultees without e-mail will be notified by letter that the scheme is available on request. We will respond to requests for the Equality Scheme in alternative formats in a timely manner, usually within 20 working days.

Our Equality Scheme is available on request in alternative formats such as Easy Read, Braille, large print, audio formats (CD, mp3, DAISY) and in minority languages to meet the needs of those not fluent in English.

c) Our 'hard copy' publications and the on-line publications section of our website include a statement that we will make all reasonable efforts to respond positively to requests for documents in alternative formats or languages.

d) We continue to strive to meet WCAG 2.0 AA web content accessibility guidelines which help make our website more accessible to users with disabilities.'

e) We host accounts on the social media network sites 'Facebook' and 'Twitter'. We will 'post' details on these sites to tell people about our Equality Scheme and how to find out more information about it.

f). For a list of our stakeholders and consultees please see Appendix 3 of the equality scheme or visit our website at www.nipolicingboard.org.uk or contact our Equality Officer at:

Northern Ireland Policing Board
James House
Block D
2 – 4 Cromac Ave
Gasworks

Belfast
BT7 2JA
Tel. 028 90 408 500
E-mail: equality@nipolicingboard.org.uk

Chapter 10 Review of our Equality Scheme (Schedule 9. 8. (3))

10.1 As required by Schedule 9 paragraph 8 (3) of the Northern Ireland Act 1998 we will conduct a thorough review of this Equality Scheme. This review will take place either within five years of submission of this equality scheme to the Equality Commission or within a shorter timescale to allow alignment with the review of other planning cycles.

10.2 The review will evaluate the effectiveness of our scheme in relation to the implementation of the Section 75 statutory duties relevant to our functions in Northern Ireland.

10.3 In undertaking this review we will follow any guidance issued by the Equality Commission. A report of this review will be made public on our website www.nipolicingboard.org.uk with consultees notified by email. A copy of the report will also be sent to the Equality Commission.

Appendix 1

The Northern Ireland Policing Board as an Organisation

The Board's Organisational Chart can be found at https://www.nipolicingboard.org.uk/files/nipolicingboard/2022-07/organisation-chart-nipb.pdf

Information on the role and responsibilities of the Board including Membership and functions of the Committees is available on the Board's website at www.nipolicingboard.org.uk.

Appendix 2

Example groups relevant to the Section 75 categories for Northern Ireland purposes

Please note, this list is for illustration purposes only, it is not exhaustive.

Category	Example groups
Religious belief	Buddhist; Catholic; Hindu; Jewish; Muslims, people of no religious belief; Protestants; Sikh; other faiths. For the purposes of Section 75, the term "religious belief" is the same definition as that used in the *Fair Employment & Treatment (NI) Order*[11]. Therefore, "religious belief" also includes any *perceived* religious belief (or perceived lack of belief) and, in employment situations only, it also covers any *"similar philosophical belief".*
Political opinion[12]	Nationalist generally; Unionists generally; members/supporters of other political parties.
Racial group	Black people; Chinese; Indians; Pakistanis; people of mixed ethnic background; Polish; Roma; Travellers; White people.
Men and women generally	Men (including boys); Trans-gendered people; Transsexual people; women (including girls).
Marital status	Civil partners or people in civil partnerships; divorced people; married people; separated people; single people; widowed people.
Age	Children and young people; older people.
Persons with a disability	Persons with disabilities as defined by the Disability Discrimination Act 1995.
Persons with dependants	Persons with personal responsibility for the care of a child; for the care of a person with a disability; or the care of a dependant older person.
Sexual orientation	Bisexual people; heterosexual people; gay or lesbian people.

[11] See Section 98 of the Northern Ireland Act 1998, which states: *"In this Act…"political opinion" and "religious belief" shall be construed in accordance with Article 2(3) and (4) of the Fair Employment & Treatment (NI) Order 1998."*

Appendix 3 Schedule 9.4 (2) (a))

Northern Ireland Policing Board – Section 75 Consultees

This consultation list is indicative and not exhaustive. It is reviewed on an annual basis to ensure it remains relevant to the Northern Ireland Policing Board's functions and policies.

1. Advice NI
2. Afro-Community Support Organisation NI
3. Age NI
4. Alliance Party of Northern Ireland
5. Age Sector Platform
6. Amnesty International (NI)
7. Antrim & Newtownabbey Borough Council
8. Antrim and Newtownabbey PCSP
9. Ards & North Down Council
10. Ards and North Down PCSP
11. Armagh Banbridge and Craigavon Council
12. Armagh, Banbridge, Craigavon PCSP
13. Association of Baptist Churches in Ireland
14. Autism NI
15. Belfast City Council
16. Belfast PCSP
17. Belfast Hebrew Congregation
18. Boy's Brigade for NI
19. Bryson International
20. Business in the Community
21. Cara Friend
22. Carers National Associations NI
23. Causeway Coast and Glens PCSP
24. Causeway Coast and Glens Borough Council
25. Children's Law Centre
26. Chinese Welfare Association
27. Church of Ireland
28. Citizens Advice NI
29. Commission for the Administration of Justice
30. Commissioner for Older People for Northern Ireland
31. Community Foundation for NI
32. Controlled School's Support Council
33. Co-operation Ireland
34. Council for Catholic Maintained Schools
35. Council for the Homeless NI

36.CJINI
37.DUP
38.Department of Justice
39.Derry City & Strabane District Council
40.Derry City and Strabane PCSP
41.Disability Action
42.Early Years
43.Education Authority NI
44.Elim Ireland
45.Employer's for Disability NI
46.Equality Commission for Northern Ireland
47.Evangelical Alliance
48.Extern
49.Federation of Small Business
50.Fermanagh & Omagh District Council
51.Focus - The Identity Trust
52.Foras na Gaeilge
53.Gay and Lesbian Youth NI
54.Gingerbread NI
55.Grand Orange Lodge
56.Green Party
57.Human Rights Consortium
58.Include Youth
59.Indian community centre
60.Inspire Workplaces
61.Irish Council of Churches
62.Lisburn & Castlereagh City Council
63.Lisburn and Castlereagh PCSP
64.Fermanagh and Omagh PCSP
65.Mediation NI
66.Men's Advisory Project
67.Mencap
68.Methodist Church in Ireland
69.Mid & East Antrim Borough Council
70.Mid and East Antrim PCSP
71.Mid Ulster PCSP
72.Mid Ulster District Council
73.NI College of Policing
74.National Society for the Prevention of Cruelty to Children (NSPCC)
75.Newry, Mourne & Down District Council
76.Newry, Mourne & Down PCSP
77.NI Association for Mental Health
78.NI Commissioner for Children and Young People (NICCY)
79.NI Community of Refugees and Asylum Seekers
80.NI Courts and Tribunal Service

81.NI Police Fund
82.NI Retired Officer Police Association
83.NI Rural Women's Network
84.NI Scout Council
85.NI Victims Support
86.NI Women's Aid Federation
87.NIFRS – Northern Ireland Fire and Rescue Service
88.NI Human Rights Commission
89.NI Public Service Alliance (NIPSA)
90.NI Women's European Platform
91.NI Youth Forum
92.NIACRO
93.Parades Commission for NI
94.Parents Advice Centre
95.Participation Network
96.Pat Finucane Centre
97.POBAL
98.Police Ombudsman
99.Police Rehabilitation & Training Trust
100.Presbyterian Church in Ireland
101.Princes Trust
102.The Prisoner Ombudsman for Northern Ireland
103.Probation Board NI (PBNI)
104.Progressive Unionist Party (PUP)
105.Public Prosecution Service
106.Rainbow Project
107.Restorative Justice Council
108.Royal National Institute for Deaf People (NI)
109.RUC George Cross Foundation
110.Shelter NI
111.Simon Community
112.Salvation Army
113.Sinn Fein
114.Social Democratic and Labour Party (SDLP)
115.Start360
116.St Vincent de Paul
117.Superintendents Association
118.Traditional Unionist Voice
119.Traveller Movement NI
120.Ulster Quaker Service
121.Ulster Scots Agency
122.Ulster Unionist Party (UUP)
123.UNISON
124.Volunteer Now & Volunteer Now Enterprises Ltd
125.Women's Forum NI

126.Women's Resource and Development Agency (WRDA)
127.Youth Council for NI
128.NICVA
129.Police Federation NI
130.Rural Community Network
131.Northern Ireland Local Government Association (NILGA)
132.Rights Watch UK
133.Belfast Islamic Centre
134.Royal National Institute for the Blind NI (RNIB)
135.British Deaf Association NI
136.Community Relations Council NI (CRC)
137.Youth Action NI
138.NI – ICTU

Appendix 4

Timetable for measures proposed (Schedule 9 4.(3) (b))

Measure	Lead responsibility	Timetable
Section 75 Annual Progress Report [2.7]	*Equality Officer / Chief Executive*	*31 August (annually)*
Action plan		
Deliver Action Plan [2.14]	*Chief Executive/ Directors/ Policy Lead*	*2023-25*
Consultation on Equality Scheme and draft 2023-25 Action Plan [2.16]	*Equality Officer*	*December 2022 to March 2023*
Finalised action plan published [2.19]	*Equality Officer/Chief Executive*	*April (Annually)*
Arrangements for monitoring progress in place [2.17]	*Equality Officer/ Policy Lead*	*December, March, June, September (Quarterly)*
Consultation list reviewed and updated [3.4]	*Engagement Manager*	*April (annually)*
Screening timetable [4.5; 4.6]	*Policy Lead*	*As required*
Screening Reports [4.15]	*Policy Lead*	*Published on website / distributed to consultees quarterly*
EQIA timetable [4.16]	*Policy Lead*	*As required*

Monitoring		
Review of monitoring information [4.31]	*Equality Officer / Branch Heads*	*April (Annually)*
Publication of monitoring information -[4.33]	*Equality Officer*	*Annually – August (As part of Annual Progress Report)*
Notify Consultees when Annual Report is published[4.34]	*Equality Officer*	*September (Annually)*
Equality Training	*All Staff*	*Ongoing*
Development of summary scheme [5.4]	*Equality Officer*	*Ongoing*
Development of overall Equality Training Programme [5.5] *Focussed Equality/ training [5.4]* *Update Equality/ training [5.4]*	*Equality Officer*	*Requirements reviewed annually*
Evaluation of training [5.6]	*HR*	*Within one month of participants completing the training* *Ongoing through Performance Management Framework*
Assessing access to information and services [6.7]	*Equality Officer*	*Annually*
Publication of equality scheme	*Equality Officer*	*Ongoing*
[9.1]Notification of consultees	*Equality Officer*	*Ongoing*

[9.3]		
Review of equality scheme [10.1]	*Equality Officer*	*As appropriate aligning to the Corporate Plan*

Appendix 5

Glossary of Terms

Action plan
A plan which sets out actions a public authority will take to implement its Section 75 statutory duties. It is a mechanism for the realisation of measures to achieve equality outcomes for the Section 75 equality and good relations categories.

Action measures and outcomes
Specific measures to promote equality and good relations for the relevant Section 75 and good relations categories, linked to achievable outcomes, which should be realistic and timely.

Adverse impact
Where a Section 75 category has been affected differently by a policy and the effect is less favourable, it is known as adverse impact. If a policy has an adverse impact on a Section 75 category, a public authority must consider whether or not the adverse impact is unlawfully discriminatory. In either case a public authority must take measures to redress the adverse impact, by considering mitigating measures and/or alternative ways of delivering the policy.

Audit of inequalities
An audit of inequalities is a systematic review and analysis of inequalities which exist for service users and those affected by a public authority's policies. An audit can be used by a public authority to inform its work in relation to the Section 75 equality and good relations duties. It can also enable public authorities to assess progress on the implementation of the Section 75 statutory duties, as it provides baseline information on existing inequalities relevant to a public authority's functions.

Centres of Procurement Expertise (CoPEs)
These are business units set up within NICS to improve procurement, collaboration and partnering. This will deliver better and more efficient services across government and ultimately the wider public sector.

Consultation
In the context of Section 75, consultation is the process of asking those affected by a policy (i.e., service users, staff, the general public) for their views on how the policy could be implemented more effectively to promote equality of opportunity across the 9 categories. Different circumstances will call for different types of consultation. Consultations could, for example, include meetings, focus groups, surveys and questionnaires.

Differential impact
Differential impact occurs where a Section 75 group has been affected differently by a policy. This effect could either be positive, neutral or negative. A public authority must make a judgement as to whether a policy has a differential impact and then it must determine whether the impact is adverse, based on a systematic appraisal of the accumulated information.

Discrimination
The anti-discrimination laws prohibit the following forms of discrimination:

- Direct discrimination
- Indirect Discrimination
- Disability Discrimination
- Victimisation
- Harassment

Brief descriptions of these above terms follow:

Direct discrimination
This generally occurs where a public authority treats a person less favourably than it treats (or, would treat) another person, in the same or similar circumstances, on one or more of the statutory non-discrimination grounds. A decision or action that is directly discriminatory will normally be unlawful unless: (a) in an age discrimination case, the decision can be objectively justified, or (b) in any other case, the public authority can rely on a statutory exception that permits it – such as a *genuine occupational requirement exception; or, a positive action exception* which permits an employer to use "welcoming statements" or to take other lawful positive action to encourage participation by under-represented or otherwise disadvantaged groups.

Indirect discrimination
The definition of this term varies across some of the anti-discrimination laws, but indirect discrimination generally occurs where a public authority applies to all persons a particular provision, criterion or practice, but which is one that has the effect of placing people who share a particular equality characteristic (e.g. the same sex, or religious belief, or race) at a particular disadvantage compared to other people. A provision, criterion or practice that is indirectly discriminatory will normally be unlawful unless (a) it can be objectively justified, or (b) the public authority can rely on a statutory exception that permits it.

Disability discrimination
In addition to direct discrimination and victimisation and harassment, discrimination against disabled people may also occur in two other ways: namely, (a) *disability-related discrimination*, and (b) *failure to comply with a duty to make reasonable adjustments.*

(a) *Disability-related discrimination* generally occurs where a public authority, without lawful justification, and for a reason which relates to a disabled person's disability, treats that person less favourably that it treats (or, would treat) other people to whom that reason does not (or, would not) apply.

(b) *Failure to comply with a duty to make reasonable adjustments*: One of the most notable features of the disability discrimination legislation is that in prescribed circumstances it imposes a duty on employers, service providers and public authorities to take such steps as are reasonable to remove or reduce particular disadvantages experienced by disabled people in those circumstances.

Victimisation
This form of discrimination generally occurs where a public authority treats a person less favourably than it treats (or, would treat) another person, in the same or similar circumstances, because the person has previously exercised his/her rights under the anti-discrimination laws, or has assisted another person to do so. Victimisation cannot be justified and is always unlawful.

Harassment
Harassment generally occurs where a person is subjected to unwanted conduct that is related to a non-discrimination ground with the purpose, or which has the effect, of violating their dignity or of creating for them an intimidating, hostile, degrading, humiliating or offensive environment. Harassment cannot be justified and is always unlawful.

Equality impact assessment
The mechanism underpinning Section 75, where existing and proposed policies are assessed in order to determine whether they have an adverse impact on equality of opportunity for the relevant Section 75 categories. Equality impact assessments require the analysis of both quantitative and qualitative data.

Equality of opportunity
The prevention, elimination or regulation of discrimination between people on grounds of characteristics including sex, marital status, age, disability, religious belief, political opinion, dependants, race and sexual orientation.

The promotion of equality of opportunity entails more than the elimination of discrimination. It requires proactive measures to be taken to secure equality of opportunity between the categories identified under Section 75.

Equality scheme
A document which outlines a public authority's arrangements for complying with its Section 75 obligations. An equality scheme must include an outline of the public authority's arrangements for carrying out consultations, screening, equality impact

assessments, monitoring, training and arrangements for ensuring access to information and services.

Good relations
Although not defined in the legislation, the Commission has agreed the following working definition of good relations: 'the growth of relations and structures for Northern Ireland that acknowledge the religious, political and racial context of this society, and that seek to promote respect, equity and trust, and embrace diversity in all its forms'.

Mainstreaming equality
The integration of equal opportunities principles, strategies and practices into the everyday work of public authorities from the outset. In other words, mainstreaming is the process of ensuring that equality considerations are built into the policy development process from the beginning, rather than being bolted on at the end. Mainstreaming can help improve methods of working by increasing a public authority's accountability, responsiveness to need and relations with the public. It can bring added value at many levels.

Mitigation of adverse impact
Where an equality impact assessment reveals that a particular policy has an adverse impact on equality of opportunity, a public authority must consider ways of delivering the policy outcomes which have a less adverse effect on the relevant Section 75 categories; this is known as mitigating adverse impact.

Monitoring
Monitoring consists of continuously scrutinising and evaluating a policy to assess its impact on the Section 75 categories. Monitoring must be sensitive to the issues associated with human rights and privacy. Public authorities should seek advice from consultees and Section 75 representative groups when setting up monitoring systems.

Monitoring consists of the collection of relevant information and evaluation of policies. It is not solely about the collection of data, it can also take the form of regular meetings and reporting of research undertaken. Monitoring is not an end in itself but provides the data for the next cycle of policy screening.

Northern Ireland Act
The Northern Ireland Act, implementing the Good Friday Agreement, received Royal Assent on 19 November 1998. Section 75 of the Act created the statutory equality duties.

Northern Ireland Statistics & Research Agency (NISRA)
The Northern Ireland Statistics and Research Agency (NISRA) is an Executive Agency within the Department of Finance (DOF).

They provide statistical and research information regarding Northern Ireland issues and provide registration services to the public in the most effective and efficient way.

Policy
The formal and informal decisions a public authority makes in relation to carrying out its duties. Defined in the New Oxford English Dictionary as 'a course or principle of action adopted or proposed by a government party, business or individual'. In the context of Section 75, the term **policies** covers all the ways in which a public authority carries out or proposes to carry out its functions relating to Northern Ireland. Policies include unwritten as well as written policies.

Positive action
This phrase is not defined in any statute, but the Equality Commission understands it to mean any lawful action that a public authority might take for the purpose of promoting equality of opportunity for all persons in relation to employment or in accessing goods, facilities or services (such as health services, housing, education, justice, policing). It may involve adopting new policies, practices, or procedures; or changing or abandoning old ones. *Positive action* is not the same as *positive discrimination*.

Positive discrimination differs from positive action in that *positive action* involves the taking of lawful actions whereas *positive discrimination* involves the taking of unlawful actions. Consequently, *positive action* is by definition lawful whereas *positive discrimination* is unlawful.

Qualitative data
Qualitative data refers to the experiences of individuals from their perspective, most often with less emphasis on numbers or statistical analysis. Consultations are more likely to yield qualitative than quantitative data.

Quantitative data
Quantitative data refers to numbers, typically derived from either a population in general or samples of that population. This information is often analysed by either using descriptive statistics, which consider general profiles, distributions and trends in the data, or inferential statistics, which are used to determine 'significance' either in relationships or differences in the data.

Screening
The procedure for identifying which policies will be subject to equality impact assessment, and how these equality impact assessments will be prioritised. The purpose of screening is to identify the policies which are likely to have a minor/major impact on equality of opportunity so that greatest resources can be devoted to improving these policies. Screening requires a systematic review of existing and proposed policies.

Schedule 9
Schedule 9 of the Northern Ireland Act 1998 sets out detailed provisions for the enforcement of the Section 75 statutory duties, including an outline of what should be included in an equality scheme.

Section 75
Section 75 of the Northern Ireland Act provides that each public authority is required, in carrying out its functions relating to Northern Ireland, to have due regard to the need to promote equality of opportunity between:-

- persons of different religious belief, political opinion, racial group, age, marital status and sexual orientation;
- men and women generally;
- persons with a disability and persons without; and
- persons with dependants and persons without.

Without prejudice to these obligations, each public authority in carrying out its functions relating to Northern Ireland must also have regard to the desirability of promoting good relations between persons of different religious belief, political opinion or racial group.

Section 75 investigation
An investigation carried out by the Equality Commission, under Schedule 9 of the Act , arising from the failure of a public authority to comply with the commitments set out in its approved equality scheme.

There are two types of Commission investigation, these are as follows:

1. An investigation of a complaint by an individual who claims to have been directly affected by the failure of a public authority to comply with its approved equality scheme;

2. An investigation initiated by the Commission, where it believes that a public authority may have failed to comply with its approved equality scheme.

Appendix 6 Action plan/action measures

EQUALITY ACTION PLAN - FROM 1 APRIL 2023				
OUTCOME 1 - PSNI'S PERFORMANCE, REPRESENTATIVENESS AND LEVELS OF CONFIDENCE IN POLICING WILL BE MONITORED				
Section 75 Category Impacted	**Performance Indicator**	**Action (How we will do it)**	**Resonsible Branch** (Branch Manager to lead on implementation)	**Timescale for Completion**
Gender Marital Status	The PSNI's performance in dealing with domestic abuse crimes and incidents will be monitored.	Performance Committee to receive twice yearly updates on the PSNI's performance in dealing with domestic abuse incidents and crimes, particularly the number of repeat offenders and victims.	Police Performance Branch	31-Mar-25
All Section 75 categories	The PSNI's performance against two Policing Plan Indicators will be monitored.	Receive twice yearly updates on the Policing Plan 2020-2025 Indicator 1.1 "Fewer Victims of Repeat Crime", 1.2 "Fewer Repeat Offenders of Crime" and 2.4 "Delivery of Effective Crime Outcomes".	Police Performance Branch	31-Mar-25
Ethnicity Sexual Orientation Gender	The PSNI's performance in dealing with hate crimes will be monitored.	Performance Committee to receive twice yearly updates on the PSNI's performance in dealing with hate crimes against Section 75 categories including sexual orientation, ethnic minorities, transgender people.	Police Performance Branch	31-Mar-25
All Section 75 categories particulary Age	Confidence in policing levels will be monitored.	Monitor confidence in policing levels across all Section 75 categories particularly among older people via the Policing Plan Survey.	Police Performance Branch	31-Mar-25
All Section 75 categories particulary Gender, Religion, Ethnicity and Sexual Orientation	PSNI recruitment campaigns and the initiatives taken by the PSNI to target recruitment campaigns to underrepresented Section 75 categories will be monitored and scrutnised.	Resources Committee to be provided with equality information following each PSNI Officer recruitment campaign and Chief Officer Competition.	People and Organisational Development Branch	31-Mar-25
		Resources Committee to be provided with details of initiatives undertaken by PSNI to target underrepresented S75 groups for each PSNI Officer recruitment campaign and Chief Officer Competition.	People and Organisational Development Branch	31-Mar-25
		Resources Committee to receive an annual update on Equality, Diversity, and Inclusion in PSNI.	People and Organisational Development Branch	31-Mar-24
All Section 75 categories particulary Gender and Community Background.	The representativeness of the PSNI will be monitored.	Resources Committee to receive twice yearly updates on the Policing Plan 2020-2025 Indicator 2.3 "The Representativeness of the Police Service" .	People and Organisational Development Branch	31-Mar-25
All Section 75 categories	The views of relevant Section 75 category groups will be obtained as part of the Board's Research programme.	Engage with key stakeholders including PSNI and Staff Associations and the various Section 75 category groups where applicable.	Human Rights and Professional Standards Branch	31-Mar-24
All Section 75 categories particularly Age, Gender, Ethnicity	The impact on section 75 groups will be assessed through the monitoring of the human rights recommendations in areas relating to rights of officers, use of force such as Taser and Spit and Bite Guards and other areas as scrutinised by the Human Rights Advisor to the Policing Board.	The Human Rights Advisor will report to the Performance Committee and Board about the impact on Section 75 groups.	Human Rights and Professional Standards Branch	31-Mar-24

OUTCOME 2 - A CULTURE OF INCLUSION, RESPECT AND UNDERSTANDING WILL BE CREATED WITHIN OUR WORKFORCE				
Section 75 Category Impacted	**Performance Indicator**	**Action (How we will do it)**	**Responsible Branch** (Branch Manager to lead on implementation)	**Timescale for Completion**
All Section 75 categories	The Dignity at Work suite of policies will be familiar to staff.	Publicise regularly and facilitate easy access to all Dignity at Work policies and ensure support is provided to Management where applicable.	People and Organisational Development Branch	31-Mar-24
All Section 75 categories particulary Ethnicity and Age	Where appropriate, action will be taken to ensure that recruitment is targeted to underrepresented groups.	To include where applicable a Welcome Statement for use in NIPB recruitment advertising, targeting unrepresented groups within the organisation.	People and Organisational Development Branch	31-Mar-25
All Section 75 categories	In relation to the development of People and Organisational Development policies, the collection of Section 75 data for staff will be considered.	Capture, as appropriate, and in line with policy development the Section 75 information of staff.	People and Organisational Development Branch	31-Mar-25
All Section 75 Categories	James House accommodation will meet all staff needs.	Directorate staff meetings to be held to discuss impacts on staff of the new accommodation.	Emerging Priorities Branch	31-Mar-24
All Section 75 Categories	Staff and Board members to understand Section 75 duties as applicable to their roles and the different employment / HR issues arising for Section 75 categories.	Deliver and keep updated Section 75 Training to staff and Board Members	Corporate Services Branch	31-Mar-25
All Section 75 Categories	Progress on the Equality and Disability Action Plans will be reported regularly to the Board.	Report on a quarterly basis to the Board, via the Chief Executive's Report, on progress of the Equality and Disability Action Plans	Corporate Services Branch	31-Mar-25
All Section 75 Categories particularly Those With Dependents	Flexible working is implemented.	Ensure flexible working is available to staff whilst ensuring business needs are met.	People and Organisational Development Branch	31-Mar-25

OUTCOME 3 - PCSP INDEPENDENT MEMBER AND VOLUNTEER SCHEMES WILL BE MONITORED TO ENSURE REPRESENTATIVENESS				
Section 75 Category Impacted	**Performance Indicator**	**Action (How we will do it)**	**Responsible Branch** (Branch Manager to lead on implementation)	**Timescale for Completion**
All Section 75 categories particularly Age	The PSNI performance against a Policing Plan Indicator will be monitored.	Partnership Committee to receive twice yearly updates on the Policing Plan 2020-2025 Indicator 3.1 "Police, in partnership with local communities, including PCSPs, identify and deliver local solutions to local problems"	Partnership Branch	31-Mar-25
All Section 75 categories	In line with Section 75 of the Northern Ireland Act 1998, all candidates applying to the PCSP Independent Member Recruitment process have equality of opportunity to apply and be considered for appointment.	Monitor the Section 75 information provided by all PCSP Independent Member applicants and assess impact of any identified underrepresented groups and report to the Partnership Committee on the steps to be taken to address any identified issues in attracting candidates from all Section 75 categories.	Partnership Branch	31-Mar-24
All Section 75 categories	All Section 75 category information of PCSP applicants will be monitored and analysed, and steps or initiatives to address any identified issues in attracting candidates from underrepresented Section 75 categories will be identified.	Monitor and publish the Section 75 information of all PCSP Independent Member applicants and assess the impact of any identified underrepresented groups and report to the Partnership Committee on the steps to be taken to address any identified issues in attracting candidates from all Section 75 categories.	Partnership Branch	31-Mar-24
All Section 75 categories	Volunteer recruitment campaigns are open to all members of the public, including the Section 75 categories.	Monitor and publish the Section 75 information of all Volunteer Scheme applicants and those successfully appointed to roles.	Engagement Branch	31-Mar-25
All Section 75 categories	All Section 75 category information of Volunteer Scheme applicants will be monitored and analysed, and steps or initiatives to address any identified issues in attracting candidates from underrepresented Section 75 categories will be identifed.	Monitor and publish the Section 75 information of all Volunteer Scheme applicants and those successfully appointed to the Schemes, and assess the impact of any identified underrepresented groups and report to the Partnership Committee on the steps to be taken to address any identified issues in attracting candidates fromSection 75 categories.	Engagement Branch	31-Mar-25
OUTCOME 4 - EQUALITY OF OPPORTUNITY WILL BE PROMOTED IN PROCUREMENT				
Section 75 Category Impacted	**Performance Indicator**	**Action (How we will do it)**	**Responsible Branch** (Branch Manager to lead on implementation)	**Timescale for Completion**
All Section 75 Categories	The guidance 'Equality of Opportunity and Sustainable Development in Public Sector Procurement' Guidance issued by the Equality Commission and the NICS Central Procurement Directorate in 2008 will be considered.	Explore the extent to which the guidance 'Equality of Opportunity and Sustainable Development in Public Sector Procurement' Guidance issued by the Equality Commission and the NICS Central Procurement Directorate in 2008 can be incorporated into NIPB procurement processes.	Finance Branch	31-Mar-24

OUTCOME 5 - ACCESS TO INFORMATION AND SERVICES				
Section 75 Category Impacted	**Performance Indicator**	**Action (How we will do it)**	**Responsible Branch** (Branch Manager to lead on implementation)	**Timescale for Completion**
All Section 75 Categories	**The accessibility needs (including information and services) of members of the public attending public Board meetings and Board engagement events will be considered when selecting off site venues. In addition, ongoing evaluation of our new premises will take place to ensure, in so far as possible, the needs of our service users are met.**	**Take proactive steps to raise awareness of public Board events (both offsite and at new premises), monitor the number accessibiity/reasonable adjustment requests and our ability to meet those needs.**	**All applicable branches**	**31-Mar-24**

DISABILITY ACTION PLAN - FROM 1 APRIL 2023				
OUTCOME: POSITIVE ATTITUDES TOWARDS DISABLED PEOPLE AND ENCOURAGE THEIR PARTICIPATION IN PUBLIC LIFE WILL BE PROMOTED				
What do we want to Achieve	**Action (How we will do it)**	**Responsible Branch** (Branch Manager to lead on implementation)	**Performance Indicator**	**Timescale for Completion**
A culture of positivity/positive attitiude and acceptance within the workforce will be created.	**Staff to complete the Disability awareness, including Hidden Disabilites, training offered as a result of our engagement with Leonard Cheshire. Staff and Member training will also incorporate awareness raising of the DDA, the social model of disability, barriers faced by disabled people and disability etiquette and appropriate language.**	**People and Organisational Development Branch**	**Monitoring records show training has been delivered to all staff. Evaluation of training shows increase in staff knowledge of disability legislation and related issues.**	**31-Mar-24**
	To proactively engage with disability organisations requesting they circulate job opportunities within the Board to their service users and where possible explore placement, work experience or job shadowing opportunities that enable disabled people to acquire skills and experience that will equip them to apply for public life positions	**People and Organisational Development Branch**	**To monitor engagement activity carried out with disability organisations regarding job opportunities within the Board and monitor the number of work experience/job shadowing opportunities explored in relation to staff vacancies within NIPB.**	**31-Mar-24**
	Consider and explore becoming a "Disability Confident" Employer and attaining accreditation.	**People and Organisational Development Branch**	**Review Scheme accreditation information and progress steps for NIPB to become an accredited Member in year 1 of the Action Plan.**	**31-Mar-24**
What do we want?	**Action (How we will do it)**	**Responsible Branch** (Branch Manager to lead on implementation)	**Performance Indicator**	**Timescale for Completion**
Positive attitudes to disability through social media use, and in publications will be promoted.	**Review of images used in Board communications and social media posts to ensure, where applicable, they are representative of people in the community, including those with a disability.**	**Communications Branch**	**Images used in NIPB are representative of people in the community, including those with a disability.**	**31-Mar-24**
	Include Subtitles/Closed Captions on the NIPB's social media videos.		**Subtitles/ Closed Captions included on videos where appropriate**	**31-Mar-24**
NIPB will communicate effectively with customers using assistive technology.	**Progress recommendations from Annual Website Accessibility Audit**	**Communications Branch**	**Recommendations will be implemented where appropriate**	**31-Mar-24**

What do we want?	Action (How we will do it)	Responsible Branch (Branch Manager to lead on implementation)	Performance Indicator	Timescale for Completion
Volunteers participating in the Volunteer Schemes will be properly trained, and the appropriate structures will be in place to enable them to engage with those they deal with through the Schemes.	The provision of training for volunteers which encompasses disability elements, e.g. Disability Awareness, Hidden Disability Awareness, Equality, and Mental Health.	Engagement Branch	Monitoring records show training has been delivered to volunteers. Evaluation of training shows increase in staff knowledge of disability legislation and related issues.	31-Mar-24
Recruitment of NIPB staff and Independent Volunteers will be inclusive and accessible.	Record and monitor the number of offers made and accepted by candidates with a disability, and advise on the proactive steps taken to promote awareness of our commitment to offer an interview to people with a disability that meet the minimum requirements of the role.	Engagement & People and OD Branches	Monitor the number of offers made and accepted by those with a disability and record actions taken to ensure recruitment processes are inclusive and accessable	31-Mar-24
	Record and monitor the Section 75 information of all those number who are offered and accept an interview under the Guaranteed Interview Scheme.	Engagement & People and OD Branches	Section 75 information of those who are offered and accepted interview is recorded	31-Mar-24
What do we want to Achieve	**Action (How we will do it)**	**Responsible Branch (Branch Manager to lead on implementation)**	**Performance Indicator**	**Timescale for Completion**
James House accommodation, in so far as possible, meets the needs of our service users	We will ensure our new premises and facilities at James House are compliant with current Disability Legislation. Where local adjustments at a branch level can be implemented to further enhance the experience of our service users, we will seek to accommodate these where possible.	All relevant Branches	Feedback received from service users will be monitored	31-Mar-24

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DOCUMENT TITLE

Northern Ireland Policing Board
Revised Equality Scheme

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