

Cheshire Probation Single Equality Scheme



Action Plan 2009-12

Cheshire
Probation



	Narrative Objective	Numerical Target
	Objective in jeopardy	Significantly below target
	Progressing - objective likely to be met	Within 5% of target
	Objective met	Target met
	Objective not being pursued	

Year 2: 2010-11, Quarter 2 Review, July - October 2010

Objective 1: Strategy and Policy				
Outcome	Actions	By when	By whom	RAG Status
1.1 All staff are informed and understand the SES action plan for 2010-11 and how it links to advancing equality in service delivery and employment practice	<ul style="list-style-type: none"> Develop summary leaflet. Use team brief via AMT. Continue to monitor, analyse, address and report on issues of disproportionality. 	<ul style="list-style-type: none"> August 2010 	Diversity Manager SMT	<ul style="list-style-type: none"> Summary paper developed. Managers updated at AMT in June. First quarter review meeting held in June.
1.2 All actions in SES Action Plan achieved by 31 March 2011	<ul style="list-style-type: none"> Review quarterly SES Action Plan at EDAG and Diversity Panel. Review annual progress and report to SMT. 	<ul style="list-style-type: none"> 31 March 2011 30 June 2011 	ACE (Interventions, Equality & Diversity) Diversity Manager	<ul style="list-style-type: none"> Process in place to progress outcomes and identify where there are barriers to achieving actions.
1.3 Cheshire Probation is abreast of any changes to legislation and implications for staff development and employment practice arising from Equality Act 2010	<ul style="list-style-type: none"> Paper to SMT with recommendations once Government has made implications clear. Actions added to 2010-11 action plan and progressed at EDAG. 	<ul style="list-style-type: none"> November 2010 By January 2011 	Diversity Manager Diversity Manager	<ul style="list-style-type: none"> Diversity Manager attended legal seminar of Government intentions for details of implementation of the new Act. Report to SMT 5/10 of implications and how these can be addressed. Leaflet provided to staff about implications.

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1.4 Cheshire Probation is clear about how and where Human Rights Act relates to both employment practice and staff development	<ul style="list-style-type: none"> Paper to SMT with recommendations. Any identified gaps to be addressed via an action plan to EDAG. Action plan monitored quarterly at EDAG. 	<ul style="list-style-type: none"> December 2010 	Diversity Manager	<ul style="list-style-type: none"> This work has begun.
1.5 Cheshire Probation Diversity Structures are fit for purpose and effective in advancing Equality and Diversity across the organisation	<ul style="list-style-type: none"> Internal diversity audit receives green/amber or green star rating. 	<ul style="list-style-type: none"> By 31 March 2011 	ACE (Interventions, Equality & Diversity)	<ul style="list-style-type: none"> Work in progress preparing paperwork and terms of reference.
1.6 Revised EIA process is finalised, launched and working effectively for all new policies and existing policies under review	<ul style="list-style-type: none"> Agree process at SMT. Launch new process with accompanying briefing / training. 	<ul style="list-style-type: none"> 31 July 2010 1 October 2010 	ACE (Interventions, Equality & Diversity)	<ul style="list-style-type: none"> EIA process agreed and Report presented to SMT 13/07/10. New legislation (Equality Act 2010) prompts changes to template. Deadline deferred to end of October. On track to achieve by deadline.
1.7 Policy development includes BME consultation where appropriate	<ul style="list-style-type: none"> Minimum of one consultation panel event annually using the CHAWREC Consultation Panel. 	<ul style="list-style-type: none"> 31 March 2011 	Diversity Manager	<ul style="list-style-type: none"> Policy / work to be identified for consultation.

Objective 1: Strategy and Policy				
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<p>1.8 Cheshire Probation is able to identify and address disproportionality through the use of surveys</p> <p>Surveys and audits reflect outcomes across diverse groups</p>	<ul style="list-style-type: none"> ▪ Surveys and audits are revised at development stage to ensure critical questions are included to enable monitoring across ethnicity, gender, disability, age and where possible, faith and sexual orientation. ▪ Survey and audit data is used as part of the EIA process. 	<ul style="list-style-type: none"> ▪ 31 March 2011 	Diversity Manager	<ul style="list-style-type: none"> ▪ Diversity Manager was consulted on Offender Survey in June 2010 and previously on Staff Survey. ▪ Survey and audit data has been used in EIAs on Community Payback, Accredited Programmes and others to understand the impact of our work and any relevant barriers that need to be addressed.

Objective 1: Strategy and Policy				
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1.9 The organisation is able to provide effective support for Trans staff and service users and those transitioning	<ul style="list-style-type: none"> ▪ EIA developed to identify concerns and issues. ▪ Policy developed and launched. 	<ul style="list-style-type: none"> ▪ 1 September 2010 ▪ 1 November 2010 	Diversity Manager Diversity Manager	<ul style="list-style-type: none"> ▪ An EIA was written highlighting a number of relevant practice issues, including around custody for trans women. ▪ A policy has been drafted to address how the issues can be taken forward and ensure that effective structures are in place to reduce and remove potential for unfair outcomes for trans offenders.
1.10 Staff have increased confidence to challenge discrimination	<ul style="list-style-type: none"> ▪ AMT workshop to follow up the rollout of the Challenging Discrimination Training. 	<ul style="list-style-type: none"> ▪ September 2010 	ACE (Interventions, Equality & Diversity) / Diversity Manager	<ul style="list-style-type: none"> ▪ The workshop took place at the Area Management Team meeting (all managers across Cheshire Probation) on 15th September 2010. At this meeting managers were given the opportunity to consider training feedback from all the staff and the trainer and suggest ways to address the key issues coming out of this. These were: providing forums for staff to discuss these issues, providing information about what EDAG and Diversity Panel do and what impact this has on practice.

Objective 2: Improving performance, increasing access and advancing equality across service delivery and employment practice

Outcome	Actions	By when	By whom	RAG Status
<p>2.1 SLA Diversity Grid (see page 22 of SES) continues to be a mechanism to identify and address inequalities and advances equality in service delivery in relation to race, gender, disability and age</p>	<ul style="list-style-type: none"> ▪ Proposals and results on FDRs (Fast Delivery Reports 70% of court reports) are incorporated into SLA diversity grid. ▪ SLA Diversity Grid is reviewed at each EDAG meeting. 	<ul style="list-style-type: none"> ▪ June 2010 ▪ Quarterly 	<p>ISU</p> <p>EDAG</p>	<ul style="list-style-type: none"> ▪ The data for proposals and results for FDRs is now integrated into the SLA Diversity Grid and was reviewed for the first time in June at EDAG. This now gives the Trust ability to review all court report proposals and results and so understand the outcomes of this work. ▪ 27/09 Review of all aspects of Diversity Grid in relation to gender: <ul style="list-style-type: none"> - women make up approximately 12% of the total number of offenders that we work with; - higher proportions of women successfully complete Community Payback with a continual overall increase for men and women over the last few years; - fewer number of women get sentenced to custody and this has reduced. This relates to the fact that their offences are usually much less serious. This also reflects the work the Trust has done to ensure that where offences are not serious enough for custody that custody is not proposed. Short-term custody is shown not to address the causes of offending and especially with women can lead to loss of accommodation and children, making it harder to address causes of offending and working to reduce re-offending.

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Outcome	Actions	By when	By whom	RAG Status
2.2 Offenders with ADHD are given effective support to comply with Community Orders and Licence periods	<ul style="list-style-type: none"> Examine feasibility of delivery of cognitive behavioural programme for offenders with ADHD. Explore pathways to treatment via GPs. Explore opportunities to develop a clear sustainable diagnosis and treatment framework and pathway in partnership with UK ADHD Alliance. 	<ul style="list-style-type: none"> By 31 March 2011 By December 2010 By March 2011 	<ul style="list-style-type: none"> Public Protection Manager Diversity Manager Diversity Manager 	<ul style="list-style-type: none"> This work is being explored with a National ADHD group in the first instance, this is a long-term goal and thus a local pathway is also being developed for the interim.
2.3 Offenders who are dyslexic are given effective support to comply with Community Orders and Licence periods	<ul style="list-style-type: none"> Explore pathways to effective support via ACHIEVE. 	<ul style="list-style-type: none"> By 31 March 2011 	<ul style="list-style-type: none"> Diversity Manager 	<ul style="list-style-type: none"> This is being progressed but there are significant resource barriers identified.
2.4 Directory of Resources (DoR) proves to be an effective tool to assist staff to work more effectively with offenders	<ul style="list-style-type: none"> DoR launched to staff. 	<ul style="list-style-type: none"> 1 September 2010 	<ul style="list-style-type: none"> ACE (Interventions, Equality & Diversity) 	<ul style="list-style-type: none"> This has been much delayed but is now on track. This Directory is being made available with a summary leaflet and a team brief.

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Outcome	Actions	By when	By whom	RAG Status
2.5 Cheshire Probation communicates effectively with offenders	<ul style="list-style-type: none"> Plain English templated letters uploaded on to the system. 	<ul style="list-style-type: none"> By March 2011 		<ul style="list-style-type: none"> A significant amount of work has taken place including writing new letters to close gaps in the process. This work is likely to be completed by December 2010 and launched January 2011.
2.6 Services are improved for women offenders	<ul style="list-style-type: none"> Focus groups are held with women offenders (see Women Offenders Action Plan). 	<ul style="list-style-type: none"> By March 2011 	ACE (Interventions, Equality & Diversity)	<ul style="list-style-type: none"> The process and aims have been developed and consultation groups will begin during the next quarter.
2.7 Increased awareness across Service and agencies that domestic abuse crosses all diversity strands and appropriate interventions in place to address it	<ul style="list-style-type: none"> Domestic Abuse Strategy formulated. Domestic Abuse Policy refreshed. 	<ul style="list-style-type: none"> July 2010 September 2010 	ACE (Interventions, Equality & Diversity)	<ul style="list-style-type: none"> This has been drafted. This work will be delivered before deadline.
2.8 RMO intervention is available and (Against Human Dignity - AHD) is appropriately specified for offenders convicted of racially aggravated crimes	<ul style="list-style-type: none"> LDU staff trained to deliver new programme. New programme implemented across Cheshire Probation for all new orders. 	<ul style="list-style-type: none"> September 2010 October 2010 	ACE (Interventions, Equality & Diversity)	<ul style="list-style-type: none"> Staff have had the training and monitoring will be set up to track effectiveness of programme.

Objective 2: Improving performance, increasing access and advancing equality across service delivery and employment practice

Outcome	Actions	By when	By whom	RAG Status
2.9 Cheshire Probation can identify and address adverse outcomes for offenders in relation to sexual orientation and faith	<ul style="list-style-type: none"> Amend PREM1 form to include sexual orientation and faith. 	<ul style="list-style-type: none"> November 2010 	Diversity Manager	<ul style="list-style-type: none"> The PREM1 form is being revised. This has been delayed as a court team will be reviewing this as part of their work and determining what needs to be asked at court and what is best discussed post-sentence where necessary support to address barriers may be more effective.
2.10 The proportion of male staff increases from 26%	<ul style="list-style-type: none"> Review outcomes of research carried out in relation to disproportionate levels of male staff. 	<ul style="list-style-type: none"> 1 October 2010 	EDAG	<ul style="list-style-type: none"> The research outcomes were discussed at EDAG on 27 September and will be taken forward in some regional work later in the year. The results of that will be brought back to EDAG before March 2011.
2.11 Cheshire Probation continues to identify and address negative disproportionality across gender, race and disability and begins to monitor around sexual orientation and faith	<ul style="list-style-type: none"> Bi-annual analysis of employment data. Introduce monitoring around sexual orientation and faith of staff. 	<ul style="list-style-type: none"> Bi-annual 	EDAG HR	<ul style="list-style-type: none"> This will be included in the Recruitment & Selection Policy. A report on employment data will be taken to SMT in November. The data is published annually on the web-site and issues of disproportionality identified and action taken to address.
2.12 Increased levels of staff and manager confidence in appraisal and performance review process	<ul style="list-style-type: none"> Research report to SMT. Actions identified to take forward. 	<ul style="list-style-type: none"> 1 August 2010 1 September 2010 	Diversity Manager SMT / AMT	<ul style="list-style-type: none"> Summary of research was provided to SMT in June.

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Outcome	Actions	By when	By whom	
2.13 The new reasonable adjustments procedures prove effective in developing managers' confidence to assist and support staff to access reasonable adjustments	<ul style="list-style-type: none"> ▪ Disabled staff consulted and procedures revised. ▪ Reasonable adjustments procedures revised. ▪ Revised procedures approved by SMT. ▪ New procedures launched. ▪ Staff survey to include question identifying whether confidence levels for managers have increased. ▪ Workshops for remaining managers. 	<ul style="list-style-type: none"> ▪ 15 July 2010 ▪ 30 September 2010 ▪ 1 November 2010 ▪ 1 December 2010 ▪ 31 March 2011 ▪ By December 2010 	Diversity Manager Diversity Manager SMT SMT Diversity Manager	<ul style="list-style-type: none"> ▪ Disabled staff were consulted and procedures revised. A final draft of the revised procedure is near completion. Until this is in place, staff will continue to use the existing procedures which have proved effective and helpful. ▪ More training is planned for managers for October and November. Staff are provided with a leaflet about reasonable adjustments at staff induction and the main points raised.
2.14 The organisation has an effective, lawful recruitment and selection policy and procedures	<ul style="list-style-type: none"> ▪ Recruitment and selection policy and procedure finalised and launched. 	<ul style="list-style-type: none"> ▪ 1 October 2010 	ACE (Corporate Services)	<ul style="list-style-type: none"> ▪ In draft.