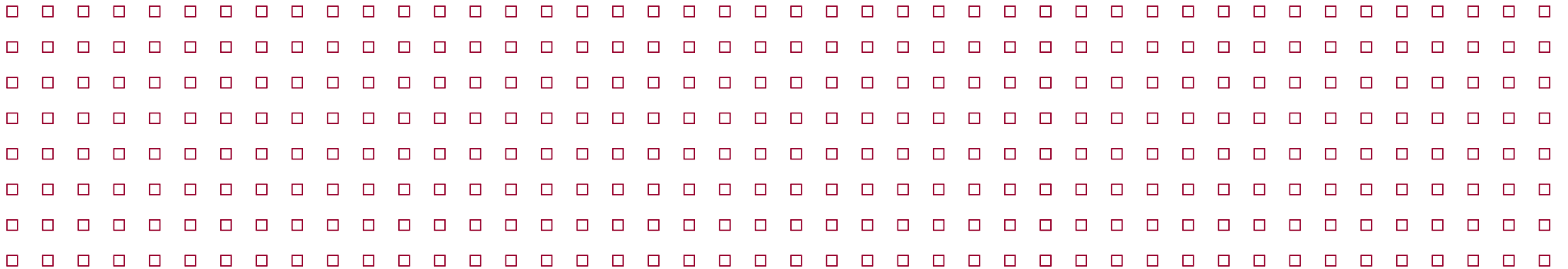




Ministry of
JUSTICE

Yearly Review of the Disability Equality Scheme

March 2008



Ministry of Justice

Yearly Review of the Disability Equality Scheme

Addendum 1

March 2008

Annual review of former DCA Disability Equality Scheme and Relevant Parts of the Home Office Combined Scheme

In December 2006 the former DCA published its first Disability Equality Scheme. The Home Office published its joint Disability, Race and Gender Equality Scheme on 5 May 2007. Following the machinery of government changes on 9 May 2007, the Department of Constitutional Affairs, National Offender Management Service, Office of Criminal Justice Reform and Her Majesty's Probation Service combined to form the new Ministry of Justice (MoJ).

As part of developing a new MoJ Disability Equality Scheme we have reviewed the work of the former DCA and relevant parts of the Home Office combined Scheme. This review took the form of updates against the actions outlined in the former Schemes and reconsideration of the key priorities.

MoJ initiated its organisational review in August 2007 and a new organisational structure will take effect from 1 April 2008. The review examined how the different business areas will work together for the future. In particular it considered areas of overlap and how these will be taken forward as one Ministry. Until 1 April the different business areas continue to work separately operationally.

General Duties

Both the former DCA and Home Office areas of MoJ have a number of ongoing actions to address the elimination of discrimination and harassment as well as promoting opportunity and positive attitudes. In the last year NOMS have set up the Equality and Diversity Taskforce which is helping to drive change. The taskforce is made up of senior managers who take action to ensure there is a consistent approach to dealing with equality and diversity in NOMS. Additionally NOMS have ensured their websites and intranet sites are accessible. The Office of Criminal Justice Reform (OCJR) have developed a framework for more regular and proactive engagement with key stakeholders, while the Prison Service have completed an equal pay audit that included a disability analysis. The former DCA has also set up a Harassment and Bullying Committee.

Information Gathering

The former DCA has been working to identify the gaps in its data collection and has set up a working group to agree ways of collecting the information on staff related issues for the future. More details about these are set out in the new MoJ Scheme and specific actions can be found in MoJ's Disability Equality Scheme Action Plan at Addendum 2.

The former Home Office areas are similarly considering the gaps in their data and have a number of ongoing actions to address these gaps (as set out in Addendum 2). Also the Prison Service are introducing a new analysis of their HR data called the Diversity Review which be implemented during 2008.

Both the former DCA and Home Office areas of MoJ have developed and introduced new Equality Impact Assessment (EIA) toolkits. These toolkits provide guidelines on the information required to make informed decisions on taking forward policies. The outcome of these assessments can be found on the MoJ website and since December 2007 completed EIA's have also been published at <http://www.justice.gov.uk/publications/equality-impact-assess.htm>

MoJ are currently developing a consistent EIA framework for use across the business that will ensure future EIAs are undertaken effectively and systematically.

Direct comparisons between the new MoJ and the former DCA and Home Office are problematic due to organisational changes and the formation of the new ministry. The new Scheme is being published relatively quickly after the previous documents, and as such little substantial change will be visible through statistical data.

Staff surveys suggest that 6% of staff in the former DCA have declared a disability, although anecdotal evidence suggests that such declaration rates might be lower than the true figure.

The use of information gathered

MoJ has published all former DCA current MoJ Equality Impact Assessments on its website with alternative formats available on request. All future EIAs will be published as a matter of course. This will help aid accountability for our performance.

MoJ has recognised the problems with the information gathering process, especially with regards to developing organisation wide statistical data. Human Resources and the Equality, Diversity and Human Rights Division have been working to develop information gathering related to equality.

The new MoJ Scheme has been drafted with wide involvement from internal and external disability stakeholders and their observations have strongly influenced the Scheme.

Summary

These changes are only a sample of the work which is on going at MoJ. More information can be found within the body of the Equality Schemes. As part of developing the first set of MoJ Equality Schemes we have included all actions previously set out in former Schemes to ensure that the work continues in these areas, and will pay specific attention to improving data gathering across all business areas of the new Ministry.

Contents

Ministry of Justice Corporate Centre	6
E-Delivery Group	6
Finance and Commercial	7
Human Resources Directorate (HRD)	10
Legal and Judicial Services Group	16
National Offender Management Service (NOMS).....	24
Associated Offices	38
Courts Funds Office and the Office of the Official Solicitor and Public Trustee	38
The Office of Criminal Justice Reforms (OCJR)	41
Wales Office	44
Agencies	45
Her Majesty's Courts Service (HMCS).....	45
HM Prison Service	95
Office of the Public Guardian	104
The Tribunals Service	107

Actions Taken

Ministry of Justice Corporate Centre

E-Delivery Group

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Audits were conducted for the new Tribunals Service and no issues were identified. 	Director, E-Delivery Group	Continue to consider impact on disability. Ongoing	Yes	Yes		Yes	Yes	Yes
<ul style="list-style-type: none"> Witness video link replacement was carried out; this equipment allows for volume and picture quality adjustment and is supported by hearing loops in courtrooms. 	Director, E-Delivery Group	None	Yes	Yes		Yes	Yes	Yes

Finance and Commercial

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Named person has been appointed and trained to carry out Equality Impact Assessments 	Director, Finance and Commercial	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> All buildings subjected to DDA audits and adjustments made e.g. relocating lift panels to be accessible to wheelchair users 	Director, Finance and Commercial	Continue to monitor. Ongoing	Yes	Yes				Yes
<ul style="list-style-type: none"> Provision of fire lifts in Selborne House and Clive House 	Director, Finance and Commercial	None	Yes	Yes				Yes
<ul style="list-style-type: none"> Close links with the Disability Network have been established and they have been involved in setting the requirements for the refurbishment of the new HQ building at Queen Anne's Gate 	Director, E-Director, Finance and Commercial	Continue to work with Network on refurbishment and move. Ongoing	Yes	Yes				Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Personal Evacuation Plans developed for those needing assistance in evacuation from HQ sites 	Director, Finance and Commercial	None	Yes	Yes				Yes
<ul style="list-style-type: none"> Local risk assessors identified and trained to undertake workstation risk assessments and identify those with special needs 	Director, Finance and Commercial	Apply Skills. Ongoing	Yes	Yes				Yes
<ul style="list-style-type: none"> Access to Work Scheme for HQ administered, needs assessed and support facilities and services procured as appropriate 	Director, Finance and Commercial	Ongoing.	Yes	Yes				Yes
<ul style="list-style-type: none"> Health and Safety Adviser has been specifically assigned to out-reach with the Disability Network/Forum to enable better informed decisions to be made with the involvement of disabled staff 	Director, Finance and Commercial	Ongoing.	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Attended Supplier Diversity Workshop to explore how to increase range of suppliers used 	Director, Finance and Commercial	Continue to ensure wide diversity of suppliers used. Ongoing.	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Tender exercise of cleaning simplified to enable/encourage participation by smaller, under represented enterprises 	Director, Finance and Commercial	Continue to ensure wide diversity of suppliers used. Ongoing.	Yes	Yes		Yes		Yes

Human Resources Directorate (HRD)

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Key personnel have been identified and trained to carry out Equality Impact Assessments. 	Director, Human Resources Directorate	Apply skills. Ongoing.	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Positive Action Training (PAT) courses have been run for people with disabilities – this was in direct response to feedback received from the Disability Network Survey. 	Director, Human Resources Directorate	Ongoing.	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> PAT course content has been revised to include greater emphasis on the importance of action planning; delegates are also encouraged to maintain contact after the course to support implementation of action plans. 	Director, Human Resources Directorate	Ongoing.	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Introduction letter has been revised to encourage managers' involvement and support for PAT. 	Director, Human Resources Directorate	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> All course call-up documents revised to give greater emphasis to meeting needs of people with disabilities. 	Director, Human Resources Directorate	Ensure all information is fully accessible. Review 2009	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> All course directors ensure that diversity is embedded in relevant course materials using advice provided centrally by HR, Corporate Staff Networks and other diversity specialists. 	Director, Human Resources Directorate	Ensure all information is fully accessible. Review 2009	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> "The Management Challenge" course content devised to include specific diversity awareness sessions. 	Director, Human Resources Directorate	Ensure all information is fully accessible. Review 2009	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Departmental mentoring Scheme advertised to all staff through a variety of media and applications particularly encouraged from under-represented groups and promoted via Corporate Staff Networks. 	Director, Human Resources Directorate	Continue to promote. Ongoing	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Diversity Awareness Training, including issues around disability is mandatory for new entrants and regional development teams have been running courses for Magistrates Courts Staff (who became part of the former DCA in April 2005). 	Director, Human Resources Directorate	Ongoing	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Ring-fenced budget set up to provide tailored training for colleagues and managers of those with specific disabilities 	Director, Human Resources Directorate	Ongoing	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Summer Development Programme for students with disabilities has been reviewed and improvements implemented based on feedback received e.g. more suitable projects are now being sought outside London as a direct result of the review. 	Director, Human Resources Directorate	Ongoing	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Staff opinion survey report commissioned annually by external body and analysed by all diversity strands. 	Director, Human Resources Directorate	Ongoing. Consider results as part of annual reporting process	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Contributed to targets in Ten Point Plan. 	Director, Human Resources Directorate	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Workshops and wider consultation with under-represented groups on new Performance Management System and Competence Framework. 	Director, Human Resources Directorate	Ongoing	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Recognition and Reward policy implemented 1 October 2007 – Disability Network consulted from the start and guidance from best practice organisations sought e.g. ACAS, inter-departmental groups and Employer Forums. 	Director, Human Resources Directorate	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Corporate Equality and Diversity Helpline established and in operation. 	Director, Human Resources Directorate	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Produce MoJ Composition Report on an annual basis, identify trends and produce appropriate action plans. 	Director, Human Resources Directorate	Ongoing Annual Review	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Monitoring job adverts to ensure that jobs are advertised as 'not suitable for flexible or reduced-hours working' only when there is a good business case made. 	Director, Human Resources Directorate	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Disability-based issues are addressed in all advice provided as appropriate. 	Director, Human Resources Directorate	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Grievance and discipline cases managed locally. 	Director, Human Resources Directorate	Ongoing, monitor annually	Yes	Yes	Yes	Yes		Yes

Legal and Judicial Services Group

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Diversity training available as part of the induction process to staff across the Ministry including HMCS and Tribunals. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Senior Management Briefings with regard to embedding equality and diversity into the business. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Awareness raising events and training on Human Rights 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Training on the duty to promote disability equality and to actively involve disabled people while policies/service are being developed. 	Director, Legal and Judicial Services Group	Ongoing, review in early 2009	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Appointment of a Departmental Disability Advisor 	Director, Legal and Judicial Services Group	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Appointment of a named person responsible for carrying out Equality Impact Assessments (EIAs) within the business areas 	Director, Legal and Judicial Services Group	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> EIA awareness / training provided during early 2007 to assist business areas in carrying out the EIA process. Support provided including provision of EIA toolkit. EIA training reviewed and is now the responsibility of MoJ Learning & Development Division. New training event has been available from December 2007. 	Director, Legal and Judicial Services Group	Continue to offer EIA training. Ongoing.	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Provision of Consultation results and documentation in alternative formats on request. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Publications including on the website are provided in larger font sizes and other alternative formats upon request. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Provision of the Ministry's policy on equality and diversity to all potential contractors. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Ensured that contractors have understood and signed up to the requirements of MoJ's Equality and Diversity Policy. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Encouragement of under-represented groups to compete for procurement contracts as well as provision of the Ministry's policy on equality and diversity, and copies of the Equality Schemes to all potential contractors. 	Director, Legal and Judicial Services Group	Ongoing, review as part of annual review process	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Publication of a report in November 2006 setting out views of working group regarding increasing diversity in the profession. As a result professional bodies are taking forward recommendations of the diversity working group. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Judicial Human Resources Division is linked to the department's diversity process and has introduced salaried part time working and career breaks for the judiciary without exception. Both of these take account of the current legislative requirements. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Established a Judicial Appointments Commission (JAC) to bring independence and transparency to the selection process. JAC has statutory duty to have regard to the need to encourage diversity in those available for selection. 	Director, Legal and Judicial Services Group	Ongoing, JAC to monitor diversity of applications and appointments	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Collected data from universities to assess the diverse make up of applicants applying for law courses as well as data on those entering the legal and judicial professions. 	Director, Legal and Judicial Services Group	Continue to monitor, review annually.	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Magistrates recruitment material designed and tested to meet the needs of all potential applicants including leaflets, booklets and DVDs. 	Director, Legal and Judicial Services Group	None	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> New Directions to Advisory Committees highlighting the importance of reasonable adjustments to ensure that candidates with a disability are not disadvantaged. 	Director, Legal and Judicial Services Group	Ongoing. Monitoring to be reviewed annually	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Publication of the reasonable adjustment policy in August 2007 following consultation with stakeholders such as the disability network and the formation of a Disability working group. The policy ensures that judicial office holders with disabilities are treated fairly and consistently. 	Director, Legal and Judicial Services Group	None	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Ran a series of focus groups with stakeholders with disabilities in order to involve them in the process of setting the Disability Equality Scheme key priorities. 	Director, Legal and Judicial Services Group	Ensure that key priorities are enacted and monitored. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Established a ministerial led external reference group with participants from a range of equality and diversity organisations (all 6 strands of diversity represented) 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Ran Positive Action Training Courses (PAT) for disabled staff in partnership with HRD. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Worked in partnership across the organisation to run a joint Network event for staff across MoJ. 	Director, Legal and Judicial Services Group	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Reviewed the former DCA and HO DES and produced an up to date and comprehensive MoJ DES. 	Director, Legal and Judicial Services Group	Review yearly and prepare a new scheme in 2011	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Health and Safety Desk Assessments are already being undertaken to ensure that all staff are working in a safe environment and in particular that the requirements for those staff with special needs are being met. 	Director, Legal and Judicial Services Group	Ongoing	Yes	Yes	Yes	Yes		Yes

National Offender Management Service (NOMS)

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Equality impact assessments on key documents undertaken. 	Director, National Offender Management Service	Ongoing. Ensure any issues raised during the EIA process are addressed	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Consulted with key stakeholders regarding documents' content and focus. 	Director, National Offender Management Service	Ongoing. Ensure any issues raised during the process are addressed	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Supported regional commissioners to incorporate equality and diversity into regional commissioning plans. 	Director, National Offender Management Service	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> NOMS Stakeholder Engagement Board established to facilitate external involvement in NOMS E&D agenda. 	Director, National Offender Management Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> NOMS Equality and Diversity Taskforce established to implement the recommendations of the E&D Review. 	Director, National Offender Management Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Developed proposals for Service Level Agreements. 	Director, National Offender Management Service	Proposals to be enacted. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Produced and disseminated Risk Mitigation actions 	Director, National Offender Management Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Draft Equality Standard and Policy produced and currently subject to consultation. 	Director, National Offender Management Service	Publish. Review 2009.	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Active involvement of staff associations in NOMS Equality impact assessments process. 	Director, National Offender Management Service	Ongoing.	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> NOMS BME and Disability positive action leadership development programme implemented. 	Director, National Offender Management Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Established and implemented NOMS EIA process and acting as quality assurance function prior to EIA signed off by senior policy board. 	Director, National Offender Management Service	Ongoing. Ensure any issues raised during the EIA process are addressed	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Worked with the equality and diversity team to ensure equality impact assessment processes are communicated to all staff. 	Director, National Offender Management Service	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Monitored activities in contracted prisons to implement the recommendations of the Mubarek Inquiry that relate to them. 	Director, National Offender Management Service	Ongoing, review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Monitored implementation of the recommendations arising out of Corston Review. 	Director, National Offender Management Service	Ongoing. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Data sets include disability information required to assess the needs of disabled offenders, victims and staff. 	Director, National Offender Management Service	Ongoing. Continue to review disaggregated data.	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Working to ensure websites and intranet sites are accessible to disabled people. 	Director, National Offender Management Service	Ongoing.	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Incorporated the requirements of the disability discrimination acts into the Offender Management Bill (now Act). 	Director, National Offender Management Service	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Undertaken a survey across the workforce to capture disability data. 	Director, National Offender Management Service	Repeat survey and assess progress. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Process in place to liaise with the Health & Safety Officer to ensure reasonable adjustments are made where necessary. 	Director, National Offender Management Service	Ongoing.	Yes	Yes	Yes	Yes		Yes

Change Directorate

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Mental Capacity Implementation Programme (MCIP) were represented at several stakeholder diversity events in 2006 	Director, Change Directorate	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> The Mental Capacity Act is now available in Easy Read, Easy Read audio version and the bi-monthly Mental Capacity Act e-newsletter. Information booklets are also available in accessible formats. 	Director, Change Directorate	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Court forms will have a section where parties can advise if they require any special assistance to attend hearings. 	Director, Change Directorate	Review progress 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> All coroner training conference venues have disabled access. Individuals with any form of sight or hearing disability will be accommodated. 	Director, Change Directorate	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> The Unit can advise individual coroners on disability issues and assist where possible with liaison with Local Authorities on access and other accommodation related issues. 	Director, Change Directorate	Ongoing	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> • Presentation on reasonable adjustments to take into account at inquests given as part of a disability session during a coroners training conference. Templates to record compliance with legislation produced and screen reader user proofed documents to ensure they were accessible to people with visual impairments. 	Director, Change Directorate	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> • Diversity keyholder identified who will ensure equality impact assessments are carried out by each project and programme and that all diversity issues are considered and addressed. 	Director, Change Directorate	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes

Constitution Directorate

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Include disability compliance accreditation in projects and continue to involve all stakeholders and users. 	Director, Constitution Directorate	Ongoing. Continue to maintain effective stakeholder lists	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Monitoring and evaluation of the conduct of elections will continue. 	Director, Constitution Directorate	Ongoing	Yes	Yes		Yes	Yes	Yes
<ul style="list-style-type: none"> Worked in partnership with the Pollen Shop, SCOPE and RNIB on work to develop voting systems that are accessible. 	Director, Constitution Directorate	Implement recommendations. Review 2009	Yes	Yes		Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> On e-voting pilots worked with local authorities to engage with local disability groups and access standards were specified in the framework. 	Director, Constitution Directorate	Implement recommendations. Review 2009	Yes	Yes		Yes	Yes	Yes
<ul style="list-style-type: none"> Consulted with the appropriate disability groups regarding accessibility of e-voting. 	Director, Constitution Directorate	Implement recommendations. Review 2009	Yes	Yes		Yes	Yes	Yes
<ul style="list-style-type: none"> Over 100,00 copies of the Guidance on Human Rights have been distributed in a variety of formats. 	Director, Constitution Directorate	None	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> The Senior Champions Network was created in November 2006 to provide leadership on implementing Human Rights within their departments and sponsored bodies. 	Director, Constitution Directorate	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Worked closely with Department for Work and Pensions (DWP) and Department for Culture Media and Sport (DCMS) during initial policy-making and parliamentary passage of the Digital Switchover Act which allows information to be disclosed to the BBC to help target those who will benefit from the Digital Switchover Help Scheme. 	Director, Constitution Directorate	None	Yes	Yes		Yes	Yes	Yes
<ul style="list-style-type: none"> Introduced legal aid means testing for Magistrates' Courts. 	Director, Constitution Directorate	Monitor yearly	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Introduced single family mediation fee structure for legal and not-for-profit mediation services. 	Director, Constitution Directorate	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Introduced new fee Schemes for Magistrates' Courts, and Crown Court advocates. 	Director, Constitution Directorate	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Introduced fee Schemes for family help, child care and immigration and asylum. 	Director, Constitution Directorate	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Addressed legal aid impact of cases within the Court of Protection being bought within the scope of Legal Aid as a result of the Mental Capacity Act. 	Director, Constitution Directorate	None	Yes	Yes	Yes	Yes		Yes

Associated Offices

Courts Funds Office and the Office of the Official Solicitor and Public Trustee (CFO/OSPT)

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Both offices have worked on Outreach programmes, reviewed and updated their literature, held senior staff conferences to raise awareness of staff issues, and followed them through with Diversity Working Groups. 	Director	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Tender processes have been completed for a new banking provider and the enbloc process and the correct Equality and Diversity requirements have been met by both providers. 	Director	Continue to monitor compliance. Review 2009	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Outreach Programmes have taken place that have seen us engage with user groups in courts, the British Banking Association, Local Authorities and chair our own user group meetings. We have been successful in engaging with Local Authorities, Age Concern, Reunite, NSPCC, Mind and the Family Bar Council. These groups have assisted us in focussing our attention on ensuring our clients needs are catered for. 	Director	Ongoing	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Monitoring takes place under all diversity strands and the feedback from customers has been positive and evidenced that our services meet the needs of the legally incapacitated parties that we represent and monitor the finances of. 	Director	Continue to monitor across all diversity strands. Review 2009	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Information on the services we provided are made available on the internet, by running/holding local user groups/forums, outreach to local communities, and cross-agency initiatives. 	Director	Ongoing,	Yes	Yes		Yes		Yes

The Office of Criminal Justice Reforms (OCJR)

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Developed and tested data collection/monitoring systems. (as above for ethnicity/age/gender). Work is in hand with a key voluntary sector service provider to put in place monitoring and equality impact assessment processes in relation to Disability, Gender and Race. To be progressed in 2008. 	Head of OCJR	Continue to work to put in place assessment processes. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Continued with the programme of screening policies and conducting full EIA's as appropriate. An EIA has been conducted on the draft CJS Strategic Plan and this included consultation with a range of stakeholders, across equalities strands. 	Head of OCJR	Continue to hold EIAs and implement recommendations	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Developed a framework for more proactive and regular engagement with key stakeholder and user groups to help identify areas in which improvements in relation to equalities are required. Consultation is taking place within policy Units and business areas. The proposed framework alongside the OCJR Strategy. 	Head of OCJR	Ongoing. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Developed structures to enable the review/assessment of services. The initial scoping for this work has been completed and the first phase of the Project (mapping work) to due to begin. 	Head of OCJR	Ongoing. Review 2009	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Developed an OCJR-wide Diversity and Equality Strategy and re-established a cross-Directorate Group to oversee and monitor its implementation. 	Head of OCJR	Implement strategy, report on progress 2009	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Planned, developed, consulted on and implement the OCJR Strategy during the summer of 2007. See above. 	Head of OCJR	Implement strategy, report on progress 2009	Yes	Yes		Yes		Yes

Wales Office

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Management Board Diversity Champion and Diversity co-ordinator appointed. Former to ensure the Board focuses on diversity issues across its business and to support the co-ordinator who will streamline and deliver the diversity agenda while also being the main point of contact for all equality related issues. 	Head of Wales Office	None	Yes	Yes		Yes		Yes

Agencies

Her Majesty's Courts Service (HMCS)

Civil, Family and Customer Service Directorate

Civil Law & Justice Division

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> The EFDM Programme has engaged with stakeholders by involving different business areas in Programme board meetings, holding meetings with the Supreme Court Service, involving Staff by holding Subject Matter Expert and Staff working groups and participation in workshops with the Legal Services Commission and the Bar and Market Research Service conducted by the Law Society. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Follow up any actions arising from consultation. Review 2009	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> A fundamental review of the current system of fee exemptions and remissions took place during 2006 to ensure that it is well targeted and consistently applied in all the courts. The purpose of the Scheme is to ensure that people of limited means are not denied access to the courts because they genuinely cannot afford to pay court fees. A full public consultation took place and changes were implemented in Oct 2007. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Developed consulted and delivered proposals for re-balancing the civil fee structure to create a closer relationship between fees charged and the cost of different stages of the process, this included the introduction of hearing fees 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Follow up any actions arising from consultation. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> 18 small claims mediators have been appointed to date - mediations can be conducted by phone without the court user having to attend court. All court users in England and Wales will have access to the service from April 2008. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Continue to offer remote mediation service. Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> After an initial EIA screening in September 2007 a monitoring questionnaire has been devised for parties using the mediation service to captures qualitative data including diversity issues. The responses will be analysed to find out if we are meeting our diversity requirements and to explore ways to improve the service overall for all our customers. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Use and analyse questionnaire. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> HMCS has also introduced a national mediation helpline/ referral service (www.nationalmediationhelpline.com), where mediations can be arranged via the phone or website. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> HMCS is piloting an on-line dispute resolution service. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Community-based mediation service pilot set up in South West London 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Consultation paper published "the Debt Process" 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Initial EIA completed in August 2007 on "The Debt Process" consultation paper 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Follow up any recommendations from the EIA process. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Engaged with Court User Groups, Judicial Advisory Group and Focus Groups on how to simplify the jurisdictional structure and procedures of the Courts. 	Head of Civil, Family and Customer Service Directorate, Civil Law & Justice Division	Follow up any recommendations . Review 2009	Yes	Yes	Yes	Yes		Yes

Civil, Family and Customer Service Directorate
 Family Justice Division

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Evaluation of the Case Progression Officer pilot was completed in December 2006 and guidance for integration of case progression functions issued to family courts in May 2007. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Ongoing	Yes	Yes				Yes
<ul style="list-style-type: none"> The evaluation on the use of Video Conferencing equipment was completed in February 2007 	Head of Civil, Family and Customer Service Directorate	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Without systematic data collection across agencies, there is a lack of reliable data about the diversity of children in care proceedings. An inter-agency working group has been established to look at ways data can be standardised to remedy this. We have also consulted the FJC Diversity Committee. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Follow up recommendations of working group	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> A wide range of stakeholders were consulted as part of the work conducted by the Care Review team and an Advisory Group for the Care Review was established. An independent academic research review was conducted by Dr Julia Brophy. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Assess any actions to be taken following review. 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> A comprehensive range of stakeholders were consulted by visits to local authority social services departments and courts. There has also been stakeholder engagement through events held on 10 November 2005 and 11 July 2007. Attendees included lawyer groups, children's representatives, parents/families interest groups, local authority and children's services, guardians, judiciary, researchers and experts. In addition, an Advisory Group was established for the Care Review, which acted as a forum for debating issues and concerns 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Assess any actions to be taken following consultation. 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> All three categories (Race, Disability and Gender) are represented within the programme's overarching stakeholder group 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Engaged the Family Justice Council Diversity Committee in developing the Equality Impact Assessment. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Assess any actions to be taken following EIAs. 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> IT limitations have resulted in data under the 2002 Act being collated manually. Currently monitoring performance of Adoption cases under the 2002 Act using manually collated statistical data and feedback from courts and users. Currently in the process of improving the way in which this information is being collated and expanding the form to include wider information, which will allow more diverse data to be produced. Aim to introduce this in April 2008 through a One Truth Performance database. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> HMICA has now closed the review down as it is satisfied that HMCS/MoJ has taken all necessary steps within the specified time to address the findings in their inspection report. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> HMICA inspection was carried out in 4 major areas (Liverpool, Sheffield, Norwich and PRFD) across England & Wales to ensure a diverse range of courts and users were included. The follow up review also included feedback from all courts in England and Wales, not just the courts that were inspected. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> The Civil Procedure Rules and Family Proceedings rules and Family Procedure (Adoption Rules) were amended in April and October 2007. An example of how the rules are being updated to be easier to read and use is the incorporation of the scheduled rules to the CPR under the terms set out in the Woolf Report. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> The web based Family Procedure (Adoption) Rules are AA compliant. An estimate for bringing both the CPR and FPR to AAA compliancy was commissioned in August 2007. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Two new non-judicial members of the Civil Procedure Rule Committee (CPRC) and one new judicial member of the Family Procedure Rule Committee (FPRC) were appointed in autumn 2007. A full public advertisement was commissioned to encourage diversity and a range of minority bodies such as the black lawyers association were directly contacted. A very positive validation certification from the office of the Commissioner for Public Appointments was made (attached). The CPRC membership includes two women members, and no members from black and ethnic minorities. The FPRC membership comprises 5 women members (out of 16) and one black member. Provision for disabled access at the open meeting was made and one disabled guest attended the Family Procedure Rule Committee. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Assess reasonable adjustments which might be made to increase representation. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Monitoring of feedback from customers using the CPR and FPR website and feedback from guests of open meeting. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Implement outcomes from feedback. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Feedback and actions resulting from HMICA Reports on Domestic Violence. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Implement outcomes from feedback. Review 2009	Yes	Yes	Yes	Yes		

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Implementation of new Domestic Violence Rules: Domestic Violence, Crime and Victims Act 2004, sections 1 and 4 implemented 1 July 2007, 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		
<ul style="list-style-type: none"> Evaluation of Independent Domestic Violence Advisers (IDVAs) across 64 Specialist Domestic Violence Courts (SDVC) sites. Completed April 2007. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Separate Representation of Children partial EIA September 2006, full EIA July 2007 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Under the UFS programme, 36 locations have already brought together the family administration of county courts with Family Proceedings Courts 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Unified family service sites chosen have been identified as having disabled access. 	Head of Civil, Family and Customer Service Directorate, Family Justice Division	Continue to monitor accessibility.	Yes	Yes	Yes	Yes		Yes

Civil, Family and Customer Service Directorate
Customer Services Directorate

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Policies relating to User Survey and Charter Mark consulted on with various internal diversity networks including Proud, Rainbow, Network for Caring, WIN, Faith Forum and Disability Network. 	Head of Civil, Family and Customer Service Directorate, Customer Services	Ongoing	Yes	Yes	Yes	Yes		Yes

Directorate: HMCS Estates

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Additional funding secured to bring courts up to required standards 	Head of HMCS Estates	Carry out changes required. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> An audit of all custody suites has been completed and recommendations referred to each HMCS Region for implementation 	Head of HMCS Estates	Carry out changes required. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Procedures reviewed to ensure compliance with European Union Contract Regulations and Office of Government Commerce policy guidelines which govern equality and diversity policy in contract matters 	Head of HMCS Estates	Carry out changes required. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Regular review of Court Standards Design Guide to reflect provision of specific facilities as required by legislation, including all new builds 	Head of HMCS Estates	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> New Health and Safety Policy and Practice introduced 	Head of HMCS Estates	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> New Safe and Secure Guidelines for Effective Security introduced 	Head of HMCS Estates	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Individual designated within Incident Control Plans (ICP) to monitor and support persons with a disability 	Head of HMCS Estates	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Disability Network , Local Disability Groups and a specialist company on disability issues utilised in consultation and involvement process e.g. report submitted highlighting deficiencies of the Marylebone Court Complex 	Head of HMCS Estates		Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Customer Satisfaction Surveys are carried out and data is collected on disability; no trends have been identified in relation to disability 	Head of HMCS Estates		Yes	Yes	Yes	Yes		Yes

Directorate: HMCS Crime and Enforcements

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Evaluation completed on Magistrates Streamlining pilots 	Director, HMCS Crime & Enforcements	Review 2009	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Special training day on Equality Impact assessments held on 7/3/07 for people likely to be carrying these out 	Director, HMCS Crime & Enforcements	None	Yes	Yes	Yes	Yes	Yes	Yes

Her Majesty's Courts Service (HMCS)

Section 2 – Operations

Region: HMCS North West Region – Cheshire and Merseyside; Cumbria and Lancashire; and Greater Manchester

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Ongoing use of Local Diversity and Equality Groups who consult local authorities and third sector organisations in order to access the diverse makeup of communities within the region. 	HMCS North West Regional Director	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Use of national and local customer and staff surveys, staff forums, diversity and equality steering groups and local action groups as well as courts boards in order to monitor the impact of functions and policies on disability. 	HMCS North West Regional Director	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Increased focus on customer service as Courts work towards Charter Mark accreditation. 	HMCS North West Regional Director	N/A	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> The monitoring and reviewing of facilities and procedures for defendant wheelchair users by people with disabilities to ensure provisions are appropriate. 	HMCS North West Regional Director	N/A	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Provision of consultation results and assessments in alternative formats upon request. 	HMCS North West Regional Director	Ongoing	Yes	Yes		Yes		Yes

Region: HMCS South East Region – Bedfordshire, Essex, Hertfordshire, Thames Valley; Kent and Surrey; and Sussex

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Ongoing work on the creation of detailed gender, race and disability action plans for each area within the region. 	HMCS South East Regional Director	ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> New recruitment policy launched April 2007. 	HMCS South East Regional Director	Monitor for relevance to equality duty	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Ongoing training and support provided to staff on Equality Impact Assessments (EIAs). 	HMCS South East Regional Director	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Steps taken to assess the diverse makeup of local communities within business areas through the analysis of census information and through ongoing work with Local Criminal Justice Boards. 	HMCS South East Regional Director	Ongoing. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Ongoing work with local communities including through customer service action groups compiling a review of impacts on communities. 	HMCS South East Regional Director	Ongoing. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Consultation of court users with special needs and the use of the Departmental Disability Advisor (DDA) for site visits to assess accessibility. 	HMCS South East Regional Director	Implement outcomes of consultation. 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Publications provided in alternative formats upon request. 	HMCS South East Regional Director	Ongoing	Yes	Yes	Yes	Yes		Yes

Region: HMCS North East Region – North & West Yorkshire; Humberside & South Yorkshire; and Cleveland, Durham and Northumbria.

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Appointed Area Lead Diversity Officers in all 3 Areas. 	HMCS North East Regional Director	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Area Charter Mark pre-assessment September 2007. Identified customers, geographical cover and organisation background. 	HMCS North East Regional Director	Ongoing. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Area Action Plans and Court level Action Plans developed to encourage community engagement. 	HMCS North East Regional Director	Review progress 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Advertising on-line services via noticeboards, leaflets and flyers in local communities. 	HMCS North East Regional Director	Ongoing. Ensure that information is provided in accessible formats.	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Improvements to access such as lowering of public counter in some courts (Humberside and South Yorkshire Area). 	HMCS North East Regional Director	Continue to assess estates for accessibility. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Through the Local Criminal Justice Board the make up of the local population has been identified (Cleveland, Durham & Northumbria Area). 	HMCS North East Regional Director	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Information obtained from census and local councils on diverse make up of community with local area (Cleveland, Durham & Northumbria Area). 	HMCS North East Regional Director	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Reissued Equality & Diversity Statement to all staff. 	HMCS North East Regional Director	None	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Local Briefing prepared on Race, Disability and Gender current legislation to assist managers raise staff awareness of responsibilities under these. 	HMCS North East Regional Director	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> "Walk Through" Open Day held in Darlington Town Centre. November 2007. 	HMCS North East Regional Director	None	Yes	Yes	Yes	Yes		Yes

Region: South West Region – Avon and Somerset; Devon and Cornwall; Dorset; Gloucestershire and Wiltshire; and Hampshire and The Isle of Wight

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Increase in community engagement through links with Criminal Justice Boards. 	HMCS South West Regional Director	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Appointment of named persons responsible for, and ongoing training on the conducting of, Equality Impact Assessments (EIAs) within most areas. 	HMCS South West Regional Director	Ongoing.	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Steps taken to assess the diverse makeup of local communities within business areas through the analysis of census information, through work with Local Criminal Justice Boards, information on Local Authority websites and internal monitoring including monitoring the diverse make up of complaints and feedback 	HMCS South West Regional Director	Respond to outcomes of monitoring. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
forms.								
<ul style="list-style-type: none"> Working with local disability groups to conduct disability audits. 	HMCS South West Regional Director	Ongoing. Ensure that outcomes of audits are acted on where appropriate	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Working with Departmental Disability Advisor to ensure a process for meeting reasonable adjustments for new magistrates with disabilities. 	HMCS South West Regional Director	Ongoing. Review progress in 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Publications provided in alternative formats upon request. 	HMCS South West Regional Director	Ongoing	Yes	Yes	Yes	Yes		Yes

Region: HMCS Midlands Region (including new Regional Enforcement Service)

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Regional Enforcement Service established to provide improved case management, consistent application of best practice, provide better support to local courts, have more effective inter-agency relationships, increase recovery of the proceeds of crime and thereby improve public confidence. 	HMCS Midlands Regional Director	Monitor effect of Enforcement Service work.	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Regional Family Business Strategy introduced to provide clear and consistent approach to family work and improve the service provided. 	HMCS Midlands Regional Director	Monitor success of Strategy, review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Minimum set of diversity standards for HMCS put forward to ensure consistency within HMCS and avoid duplication of effort. 	HMCS Midlands Regional Director	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Diversity Reference Group established for each area, which has assisted in sharing information/contacts and joined up working via LCJB Diversity Network. 	HMCS Midlands Regional Director	Diversity reverence group continue to meet	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Regional Customer Service team established to deal with area complaints, capturing data on each diversity strand, and provide management information to Area Directors quarterly. 	HMCS Midlands Regional Director	Review data 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Regional Diversity Manager sits on Regional Customer Service Group and Communication Group to ensure that diversity issues are raised and addressed. 	Regional Diversity Manager – HMCS Midlands Region	Ongoing.	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Regional Diversity Manager attends all Induction courses and goes through scenarios with new entrants to establish their awareness of diversity issues. This has resulted in the region being able to identify gaps in knowledge in particular business areas and taking action to address these. 	Regional Diversity Manager – HMCS Midlands Region	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Regional Diversity Manager has delivered Equality Impact assessment training for those involved on regional projects. Live examples are used so that the EIA is reviewed as part of the project and this has received positive feedback from participants. 	Regional Diversity Manager – HMCS Midlands Region	EIA training to continue to be provided	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Consultation and involvement is facilitated through various means e.g. through cross-agency forums; Local Criminal Justice Boards are represented at area level; Court User Groups have been established and meet every month to provide feedback; customer surveys; and focus groups at area level. Area reference Groups have also been established to develop smart contacts at area level e.g. RNIB, Mental Health Trust, Mind. 	Regional Director – HMCS Midlands Region	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Standard recommended to establish a link between Diversity contact and the Community Liaison Judge; an event was set up involving the judiciary across family, civil and crime together with the Judge leading the Community Justice Project with a view to sharing concerns and inform community engagement activities (piloted as an inter-faith event with further events to be held across the diversity strands if successful). 	Regional Diversity Manager – HMCS Midlands Region	Monitor success of pilot. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Regional Diversity Manager worked with Disability Liaison Officer to ensure reasonable adjustments are in place for new magistrates. Also, linking into a National Project to ensure Regional Directors are advised in sufficient time of successful judicial applicants with a disability so that timely reasonable adjustments are made and swearing in ceremonies proceed without delay. 	Regional Diversity Manager – HMCS Midlands Region	Ongoing.	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Mental Health Awareness Day was held – following feedback from courts boards, it was established that more focus is required in this area. 	Regional Diversity Manager – HMCS Midlands Region	None	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> HMCS Mori Poll surveys have been set up to capture diversity data. 	Regional Director – HMCS Midlands Region	Analyse data and	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Recognition and Reward awards and appraisal marks are monitored and benchmarked with the result that staff are able to see that awards are made fairly. 	Regional Director – HMCS Midlands Region	Continue to monitor scheme for relevance to disability. Review 2009	Yes	Yes	Yes	Yes		Yes

Region: HMCS Wales

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Consultation with Departmental Disability Advisor and conducting of site visits to assess accessibility of buildings. 	Regional Diversity Manager – HMCS Wales Region	Plans for improvements identified. Review April 2008	Yes					Yes
<ul style="list-style-type: none"> A number of Community visits to a variety of disability groups have taken place by Cardiff Magistrates' Court Staff. 	Regional Diversity Manager – HMCS Wales Region	Make any relevant changes suggested during visit. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Court Manager at Newport County Court worked on the Equinex project - a community initiative funded by the European Equal Initiative and administered by the Welsh Assembly 	Regional Diversity Manager – HMCS Wales Region	None	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
Government. It is led by the University of Wales, Newport. It aims to promote new ways of combating all forms of discrimination and inequalities in relation to the labour market. Court Manager has worked with the project providing support (from a HMCS and SEWEN perspective) for their conference. The conference was entitled Ability Works and focussed on people with disabilities and covered all race and gender groups.								

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Shaw Trust – a national charity that the Courts support by providing training and work opportunities for people who are disadvantaged in the workplace due to disability, ill health or other social circumstances. To show support of this charity work experience placements have been provided. This covers the wider spectrum of our community make-up and does not focus on a particular disability/race/gender group. 	Regional Diversity Manager – HMCS Wales Region	Areas to identify local for a to continue “outreach” work to schools and communities. Review April 2008	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Newly launched HMCS Wales Branch Disability Newsletter, providing staff information on disability issues to the newly launched HMCS Wales Branch Disability newsletter. 	Regional Diversity Manager – HMCS Wales Region	Ongoing. Investigate possibility of accessible versions. Review 2009	Yes					

Region: HMCS London and the Royal Courts of Justice Group

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Detailed Regional Disability Action Plan developed. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Review Regional and Area Diversity Action Plans. By April 2008	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Jointly worked with Midlands Regional Diversity Manager to ensure new surveys include ethnic categories (16+1), disability and gender to ensure levels of satisfaction to be monitored. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Assess data collected for relevance to disability. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Training in Equality Impact Assessments carried out including training for civil court managers on Equality Impact Assessments conducted in October 2007. 	Regional Director – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Workshops on hidden disabilities September – October 2007. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> 5 Disability Awareness Training courses carried out. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Basic BSL sign language training, conducted by HearFirst. 30 staff now trained to BSL level one. Further courses planned for 2007-2008. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Set up “DDA Works” committee in Royal Courts of Justice group to oversee work in Royal Courts of Justice Estate toward DDA compliance. 	Regional Director – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> DDA audits carried out on the accessibility of all magistrates’ courts within the Region. 	Regional Director – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Developed posters containing information about services including those for disabled customers, some with Makaton-style images, for display in courts. 	Regional Director – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Introduced Disability Contact Officer in most courts and offices. Initial training carried out with Camden Community Law Centre by REMPLOY in November 2006 and March 2007. 	Regional Director – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Regional Diversity Manager is a member of various diversity related forums/networks including London-wide Race Hate Crime Forum, CPS LGBT Network, Greater London Assembly Domestic Violence Forum. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Carried out consultations on Community Justice Project via dedicated workshops in the local community. 	Regional Director – HMCS London Region and RCJ Group	Carry out relevant adjustments suggested by workshops. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Conducted Area Diversity Focus Groups. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Consulted on our Disability Scheme Action Plan with approx 120 disability groups and disabled magistrates (through the Magistrates Association). 	Regional Diversity Manager – HMCS London Region and RCJ Group	Continue to involve disabled people in the development and review of schemes	Yes	Yes	Yes	Yes	Yes	Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Made contact with disabled lawyers support group, Lawyers for Disabilities and will be inviting a representative from that group to join the Royal Courts of Justice DDA Works Group. 	Regional Diversity Manager – HMCS London Region and RCJ Group	None	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Disabled Magistrates on two of the Area Diversity Forums. 	Regional Diversity Manager – HMCS London Region and RCJ Group	Review actions by April 2008	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Conducted a comprehensive review of the diversity forums and agreed improvements (see identified actions in the action plan*). 	Regional Diversity Manager – HMCS London Region and RCJ Group	Carry out improvements. Review 2009	Yes	Yes	Yes	Yes	Yes	Yes

HM Prison Service

Actions Taken (Prisoners):

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Updated the legacy IT system, LIDS, to include a field in which to record a disability declared by the prisoner on his/her personal record.¹ 	Director HM Prison Service	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Raise the awareness of prisoners on disability issues and encourage prisoners to come forward if they have particular needs. 	Director HM Prison Service	Ongoing	Yes	Yes	Yes	Yes		Yes

¹ C-Nomis, which will replace LIDS in due course and integrate records from both the Prison and Probation Services, has expanded capacity to record both declared disabilities and where appropriate, reasonable adjustments made in individual cases.

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Development of a diversity toolkit is in development to give advice, information and best practice guidance to those developing drug policy and delivering drug treatment interventions in prison to prisoners with disabilities or health problems, as well as other diversity issues. 	Director HM Prison Service	Ensure toolkit is used properly	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> A Guide to Assessing Suitability for Offending Behaviour Programmes issued by the Offending Behaviours Programme Unit (OBPU) in August 2007. 	Director HM Prison Service	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Revised Prison Service Order (PSO)² number 2855 issued setting out mandatory actions to be taken arising from the requirement and obligations set out in the DDA and includes the following: 	Director HM Prison Service	Monitor use of PSO. Review 2009						

² The PSO sets out Governors' responsibilities under the Disability Discrimination Act 1995 (DDA), which incorporates amendments made in the Disability Discrimination Act 2005 towards prisoners with disabilities. The Order provides instructions and guidance on Prison Service policy and the requirements introduced by the final stages of the DDA, which came into force in 2005 and 2006.

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Governors and Managers must ensure that procedures exist in prisons for prisoners to be able to disclose disability both on reception and subsequently and this must be recorded on LIDs; (C-NOMIS when available). 	Director HM Prison Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Governors must ensure that a local policy is in place to ensure that prisoners with disabilities are treated in accordance with PS policy and this local policy must include how equality of opportunity for disabled prisoners will be promoted. 	Director HM Prison Service	Ongoing	Yes	Yes	Yes	Yes		Yes

Actions Taken (Staff):

Actions Taken:	Senior Owner	Actions Arising and Review Date	Disability Equality Duty Met By This Action					Taking account of a disabled person's needs
			Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	
<ul style="list-style-type: none"> Integrated the staff element of the Disability Equality Scheme into HMPS single Staff Diversity and Equality Scheme. 	Director HM Prison Service	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Worked with REAG to review and revise guidance on equality impact assessments as necessary and provide a quality assurance function for managers and policy leads in the Prison Service in relation to staff issues Develop and implement a communication strategy for the single Staff Diversity and Equality Scheme to ensure that all staff and managers are aware of the service's commitment to ensuring equality 	Director HM Prison Service	Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
(including disability) and their rights; also of individual and management duties to make this happen. This will happen through: <ul style="list-style-type: none"> • guidance for managers (see Training and development); and • toolkits, information and events for those dealing with disability issues in the service, e.g. disability liaison officers by April 2007. 								
<ul style="list-style-type: none"> • Work with REAG to review the roles of those with responsibility for staff diversity at area and establishment levels, to: <ul style="list-style-type: none"> • set clarity of responsibility and expectations. • achieve a measure of 	Director HM Prison Service	Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<p>consistency in approach across the service;</p> <ul style="list-style-type: none"> • support those with responsibility for diversity issues with guidance and training; and • deliver consistency to diversity management across the service by September 2007. 								
<ul style="list-style-type: none"> • Revised Prison Service Order (PSO)³ number 2855 issued setting out mandatory actions to be taken arising from the requirement and obligations set out in the DDA and includes the following: 	Director HM Prison Service	Ensure PSO is met. Review 2009	Yes	Yes	Yes	Yes		Yes

³ The PSO sets out Governors' responsibilities under the Disability Discrimination Act 1995 (DDA), which incorporates amendments made in the Disability Discrimination Act 2005 towards prisoners with disabilities. The Order provides instructions and guidance on Prison Service policy and the requirements introduced by the final stages of the DDA, which came into force in 2005 and 2006.

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Governors of establishments to complete an Action Plan⁴ for their establishment identifying barriers to equality of opportunity for disabled prisoners. 	Director HM Prison Service	Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Governors, Managers and staff must comply with the requirements set out in the DDA 	Director HM Prison Service	Ongoing	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> Governors and Managers must ensure that procedures exist in prisons for prisoners to be able to disclose disability both on reception and subsequently and this must be recorded on LIDs; (C-NOMIS when available). 	Director HM Prison Service	Ongoing	Yes	Yes	Yes	Yes		Yes

⁴ Mandatory actions listed in the PSO arise from the requirements and obligations set out in the DDA. The PSO also includes recommendations to encourage the development of good practice towards prisoners with disabilities, and guidance on areas that establishments may wish to consider when drawing up their establishment Action Plan.

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Governors must ensure that a local policy is in place to ensure that prisoners with disabilities are treated in accordance with PS policy and this local policy must include how equality of opportunity for disabled prisoners will be promoted. 	Director HM Prison Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Governors must nominate as Disability Liaison officer, a suitable member of staff who has regular contact with prisoners and is given sufficient time to act as a contact point to receive information on policy issues and good practice and act as an adviser on disability issues in ensuring that disabled prisoners needs are met. 	Director HM Prison Service	None	Yes	Yes	Yes	Yes		Yes

Office of the Public Guardian

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Regular monitoring of customer satisfaction surveys (monthly) and customer complaints undertaken and considered by the Departmental Management Board - to date, no disability issues have been raised. 	Head of OPG	Continue to monitor. Review 2009	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> A Stakeholder Group has been established with key Disability Groups and regular meetings (quarterly) are held which has provided a forum for disability issues to be raised and works towards better involvement and consultation with key stakeholders. All information is available in Braille, large print and audiotape. 	Head of OPG	Consider and implement outcomes of involvement. Review 2009	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> OPG building is fully accessible. 	Head of OPG	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Key OPG managers have attended seminars to raise awareness of Disability Discrimination Act (DDA) requirements and general principles of disability equality. 	Head of OPG	None	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Policy team identified and trained to undertake equality impact assessments. 	Head of OPG	None	Yes	Yes	Yes	Yes	Yes	Yes
<ul style="list-style-type: none"> New IT systems were reviewed and no issues were identified e.g. internal IT system took account of users with disabilities and training tailored to individual needs; a visually impaired staff member took part in user acceptance testing and was a member of the Trainers Group. 	Head of OPG	None	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> New forms and guidance were assessed and approved by organisations specifically relating to disability 	Head of OPG	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> New OPG website developed to AAA standard to facilitate access for people with disabilities - launched 1 October 2007. 	Head of OPG	None	Yes	Yes		Yes		Yes

The Tribunals Service

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Conducted customer satisfaction survey in Apr 07. 	Head of the Tribunal Service	Prepare for next survey, investigate disaggregation by disability	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Website and literature reviews completed 	Head of the Tribunal Service	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Seven TS websites have now received Plain English Campaign's Internet Crystal Mark. 	Head of the Tribunal Service	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> All TS websites have been configured so that they can be viewed using a variety of browsers which make up 95% of the browser market. 	Head of the Tribunal Service	None	Yes	Yes		Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Customer leaflets available in different languages, Braille, easy-read or download formats or can be ordered from the leaflet hotline 	Head of the Tribunal Service	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Collated demographic make of the community, identified by using judicial and NHS statistics. 	Head of the Tribunal Service	Continue to review demographic makeup, and utilise in data assessment	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> All buildings have been audited for access issues. 	Head of the Tribunal Service	None	Yes	Yes		Yes		Yes
<ul style="list-style-type: none"> Mental illness awareness training built into staff induction package 	Head of the Tribunal Service	Ongoing	Yes	Yes	Yes	Yes		Yes
<ul style="list-style-type: none"> Equality and Diversity issues included in standard induction for new staff 	Head of the Tribunal Service	Ongoing	Yes	Yes	Yes	Yes		Yes

			Disability Equality Duty Met By This Action					
Actions Taken:	Senior Owner	Actions Arising and Review Date	Promote Equality	Eliminate Discrimination	Eliminate harassment	Promote Positive Attitudes	Encourage Participation in Public Life	Taking account of a disabled person's needs
<ul style="list-style-type: none"> Pilot to provide electronic presentation of documents completed and successful 	Head of the Tribunal Service	Develop pilot scheme for wider use. Review 2009	Yes	Yes		Yes		Yes

Copies of this Scheme are available from equalityschemes@justice.gsi.gov.uk

Copies are available in large print and Easy Read.

Other alternative formats will be considered on request from:

Emma Ferdinand

Equality, Diversity and Human Rights Division

Pillar 2.21, 2nd Floor

Ministry of Justice

Selborne House

54 Victoria Street

London SW1E 6QW

Telephone 020 7210 8058 or 0113 251 1225

© Crown copyright

Produced by the Ministry of Justice