

The National Assembly for Wales: Arrangements to Promote Equality of Opportunity Financial Year 2002 - 2003

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Statement on the Assembly's Equality Annual Report Made Under Section 120 of the Government of Wales Act

1. This is the fourth annual report of the Committee on Equality of Opportunity under Standing Order 14.2 on the Assembly's arrangements to promote the equality of opportunity and their effectiveness. The main body of the report is contained in its three annexes:

- Annex A - the committee's report on its activity in the last financial year;
- Annex B - a report from the Permanent Secretary on the promotion of equality in the work of Assembly staff
- Annex C - a report from the Clerk to the Assembly on the promotion of equality of opportunity in the conduct of the Assembly's business.

2. The report covers the financial year 2002 - 2003 and deals with activity conducted during the First Assembly.

3. The annual report provides a good factual account of where equality work is progressing and detailed information about specific initiatives. The Committee is pleased to see that progress on the equality agenda continues to be made welcomes areas of particular progress such as the first phase of the Equal Pay campaign.

4. The Committee was disappointed that the report did not provide more evidence of the way in which equality is being mainstreamed in the Assembly. In future the Committee hopes that there will be a clearer overall strategy for the Assembly's equality work, more detailed analysis of progress and meaningful performance indicators.

5. The Committee therefore welcomes the Minister for Social Justice and Regeneration's commitment to providing a detailed mainstreaming report to the Committee in spring 2004. The Committee believes that this report, and the final report of its own policy review on mainstreaming, should help drive forward the mainstreaming agenda, which in turn will lead to tangible improvements in the inclusivity of service delivery and policy making.

Future priorities

6. There are a number of key priorities for the future:

- Developing an effective mainstreaming strategy for the Assembly.
- Continuing the momentum of European Year of Disabled People. The Committee will be conducting a policy review looking at issues raised by young disabled people about their experiences of accessing services.
- Supporting the effective implementation of current equality legislation - in particular responding to the requirements of the Race Relations Amendment Act, the Disability Discrimination Act and new European anti-discrimination legislation covering a wider range of equality issues.

- Responding to new legislative proposals, in particular the UK Government proposals on a Single Equality Body.
- Making progress on implementing the Assembly's draft recruitment strategy and in developing the Assembly's outreach programme will be important in ensuring that the Assembly's internal policies do not have the effect of reducing opportunities for people from under-represented groups.

7. The Committee is also looking forward to receiving the Assembly Government's response to its Review of service provision for Gypsies and Travellers, and more importantly to seeing a real improvement in the lives of Gypsies and Travellers in Wales.

8. The election period has disrupted the preparation of the report this year. The Committee looks forward to presenting next year's annual report soon after the end of the financial year in 2004.

Annex A: Equality of Opportunity Committee Annual Report

About this Report

1. This report forms part of the Assembly's annual report on its arrangements to promote equality of opportunity. It sets out the activities of the Equality of Opportunity Committee in the financial year 2002 - 2003. This period falls within the First Assembly, and so the report draws heavily on the previous Equality of Opportunity Committee's end of session report.
2. As well as reporting on the previous Committee's work, the report also highlights the priorities of the new Equality of Opportunity Committee for 2003 - 2004 financial year.

Background to the Committee

3. The Committee on Equality of Opportunity is provided for by the Assembly's Standing Orders to audit the Assembly's arrangements for promoting equality of opportunity for all people in the exercise of the Assembly's functions and the conduct of its business. Section 48 and 120 of the Government of Wales Act 1998 impose on the Assembly a duty to further the principle that there should be equality of opportunity for all.
4. The Committee's terms of reference are set out in Standing Order 14 (Annex A1). The Committee's membership is set out on Annex A2.
5. The Committee has a number of standing invitees that provide expert advice to the Committee. They are the Equal Opportunities Commission (EOC), the Commission for Racial Equality (CRE), the Disability Rights Commission (DRC) and Stonewall Cymru.
6. Standing Order 14 requires the Committee to have particular regard to the need for the Assembly to avoid discrimination on grounds of gender, race or disability. While maintaining this focus, the Committee also has regard to other sources of discrimination and social exclusion including age, religious beliefs and sexual orientation.

The Previous Equality of Opportunity Committee

7. The following section sets out the key issues considered by the Equality of Opportunity Committee during the financial year 2002 - 2003 - based on extracts from the previous Committee's end of session report.
8. Details of each meeting agenda are at annex A3. A table summarising the activity of the Committee during the whole of the first Assembly is attached at Annex A4.

Review of service provisions for Gypsies and Travellers review

9. The review of service provision for Gypsies and Travellers has been a major focus of the Committee's work since October.

10. During meetings the Committee has taken evidence from service providers in the health, education and accommodation fields, as well as hearing from a group of young people from the Gypsy-Traveller community. The Committee has also visited a number of Gypsy-Traveller sites and held a seminar for service providers.

11. The Committee published its report in April.

Public Appointments

12. The Committee has given further consideration to the processes by which public appointments are made in order to secure a broader representation from the whole spectrum of society.

13. In December 2002, the Committee received a presentation from the Welsh Language Board on the number of Welsh speaking people on the boards of NHS bodies. At the same meeting the Committee also discussed a presentation from the Wales Women's National Coalition on women's experience of public appointments.

14. At its meeting in March the Committee received an update on the Assembly's work on public appointments.

Equal Pay

15. The Equal Opportunities Commission's Task Force report, *Just Pay*, was released early in 2001 and highlighted that the pay gap between men and women has remained at an unacceptably high level.

16. In July 2001 an informal reference group was established, chaired by David Melding, to oversee the development of a campaign on Equal Pay in partnership between the Assembly, the Equal Opportunities Commission and the Wales Trades Union Council. The campaign was formally launched on 7 March 2002 in Cardiff, Swansea and has been followed by a series of public sector seminars.

17. The Committee has monitored the progress of the campaign during the year, and welcomed the announcement that the Assembly had won a Castle Award for its work in promoting pay equality. The Committee will consider a campaign report at its meeting in March and will look to make recommendations on how the campaign can be taken forward.

Race Relations (Amendment) Act

18. The Race Relations (Amendment) Act 2000 came into force in April 2001 and placed a general duty on all public authorities to eliminate racial discrimination. It also empowers the Commission for Racial Equality to draft codes of practice for any person specified under the Act and, following consultations and approval by the Home Secretary, for those codes to be tabled in Parliament and enforced by the Commission.

19. The Committee has noted that the statutory duties imposed by the Act on public bodies will have a significant effect in promoting racial equality. The Committee has received updates on the development of the Assembly's race equality scheme. In February 2003, the Committee discussed a report from the Commission for Racial Equality on the performance of public bodies in Wales in preparing race equality schemes. The Committee agreed to conduct a further assessment of progress in this area.

McKenzie Report - Lifting Every Voice

20. The Committee welcomed the report by Roger McKenzie, *Lifting Every Voice: A Report and Action Programme to address institutional racism at the National Assembly for Wales* when it was published in March 2001. It has encouraged the implementation of the report's recommendations by the Assembly and by the political parties in Wales. The Committee has received updates on implementation of the report as a whole, and of specific recommendations, from Assembly officials in November and December 2002. The Committee was also pleased to receive an assessment of implementation so far from Roger McKenzie in December 2002. The Committee received a further update at its meeting in March 2003.

Access to polling stations

21. The Committee has continued to take an active interest in the issue of access to polling stations. At its meeting in November 2002 the Committee discussed the issue with representatives of the Disability Rights Commission, Scope and the Welsh Local Government Association. The Committee recommended that a study of accessibility similar to previous "Polls Apart" reports should be carried out during the Assembly elections, and the Committee was very pleased when the Minister for Local Government and Housing agreed to take this forward.

22. The Committee will consider its response to an Electoral Commission consultation on Equal Access to electoral procedures at its meeting in March 2003.

'Equality and Diversity: Making it Happen' - UK Government consultation on a Single Equality Body

23. The Committee considered the UK Government's consultation on the proposals for a single equality body at its meeting in February 2003. The Committee was able to draw on the results of a series of consultation events held around Wales and the views of the statutory equality commissions.

24. The key principle underlying the Committee's consideration of the consultation was that the driving force in revising the existing structures must be a desire to promote and develop equality. It should not be embarked upon as an administrative quick fix or in pursuit of benefits seen largely in economic terms. The Committee stressed that a new body would need a single legislative underpinning and that a single equality act was a prerequisite for it to be able to operate effectively. The Committee also emphasised the need for any new body to have a strong and largely autonomous presence in Wales, with formal links to the Assembly, which provided the Assembly with a

real role in its management and strategic direction. The Committee raised these issues in its response to the consultation and will continue to follow progress in this area.

Sexual orientation

25. The Committee received a presentation from its newest standing invitee, LGB Forum Cymru, at its meeting in October 2002. The Committee will be considering progress in addressing a number of issues raised by the presentation at its meeting in March 2003. This will include updates on providing guidance to teacher training colleges on delivering advice on sexual identity and orientation; civil partnership registration schemes; recognition of relationships outside marriage in pension schemes; repeal of Section 28 and the implications of a House of Lords vote on the Adoption and Children Bill.

An Absolute Duty

26. At its meeting in January 2003 the Committee discussed how the recommendations contained in "An Absolute Duty", a report produced under the guidance of Professor Teresa Rees for the Institute of Welsh Affairs, could be implemented.

Diabetes UK

27. At its meeting in October 2002, the Committee received a presentation on series of projects run by Diabetes UK that aim to provide accessible health promotion information and improve access to healthcare services in general for black and minority ethnic communities.

British Sign Language

28. At its meeting in February 2003 the Committee received a presentation on British Sign Language (BSL). The Committee agreed to take forward a number of actions to promote the use and official recognition of BSL.

Public bodies concerned with the promotion of equal opportunities

Commission for Racial Equality

29. In accordance with Standing Order 6.6, the Committee considered the Annual Report of the Commission for Racial Equality (CRE) on 17 October 2002. The main issues arising from the report were:

- promoting the public duty under the Race Relations (Amendment) Act 2000;
- building partnerships with the private sector;
- connecting with all communities;
- continuing the internal transformation of the Commission.

Disability Rights Commission

30. In accordance with Standing Order 6.6, the Committee considered the Annual Report of the Disability Rights Commission (DRC) on 14 November 2002. The main issues arising from the report were:

- increasing update of advice services from individuals;
- a trend for out of court settlements leading to difficulties in establishing case law;

- the importance of partnership working to ensure that the requirements of the Disability Discrimination Act were met; and
- The importance of profile raising activity and training and awareness raising work.

Equal Opportunities Commission

31. In accordance with Standing Order 6.6, the Committee considered the Annual Report of the Equal Opportunities Commission on 12 December 2002. The key themes were:

- equal pay;
- flexible working;
- work-life balance for men and women;
- promoting equality as a good business case leading to healthier organisations; and
- increasing the numbers of women in public life.

The Equality of Opportunity Committee in the Second Assembly

32. The new Equality of Opportunity Committee was elected on 3 June 2003. A list of the Committee's membership is at Annex A2. Details of the new Committee's activity will be contained in the annual report for 2003 - 2004, but the following paragraphs highlight the work so far undertaken and future priorities.

Key issues considered by the Equality of Opportunity Committee since May 2003

Review of Service Provision for Gypsies and Travellers

33. The previous Equality of Opportunity Committee conducted a Review of Service Provision for Gypsies and Travellers. The report was laid before the Assembly just prior to the Assembly election and the hard copy was published at the end of June. As an incoming Committee, we had a very useful introductory discussion about the report and received a summary of, generally very positive, feedback on the report as a paper to note at our October meeting. We look forward to receiving the Welsh Assembly Government's response in the near future.

Mainstreaming Equality

34. The Committee identified an assessment of how successfully the Assembly is mainstreaming equality as the topic for its first policy review. We consulted on this subject of the summer and have begun a series of evidence sessions.

European Year of Disabled People and the International Congress of Young Disabled People

35. 2003 is European Year of Disabled People and Rhian Davies, Chair of the Wales Facilitation Group for European Year of Disabled People 2003, gave a presentation to the Committee outlining plans to celebrate the year in Wales. We conducted a number of follow-up actions: writing to Ministers to

encourage them to meet with the Facilitation Group; asking the Business Minister to schedule a series of Plenary debates to address issues related to the Year and circulating details of events planned across Wales to all Members.

36. We also heard from some of the young people involved in organising the First International Congress for Young Disabled People, which was held in Swansea this Summer. We plan to follow-up the issues the young people identified as priorities for improving their lives in a policy review in the spring.

UK Government consultation on Civil Partnership – A framework for the legal recognition of same-sex couples

37. The UK Government conducted a consultation on legal recognition for same-sex couples earlier this year. We discussed the proposals and made a formal consultation response to the consultation. We will follow the progress of legislation in this area with interest.

UK Government consultation 'Equality and Diversity: Age Matters'

38. The UK Government also consulted on proposals to implement the European Employment Directives. We invited the representatives from the Department of Trade and Industry (DTI) and Age Concern Wales to contribute to our consideration of this issue and inform our response to the consultation.

Gender balance in local authorities and consideration of the Welsh Local Government Association (WLGA) Equality Unit's annual report

39. The Committee held a very useful discussion with representatives from the WLGA about their Equalities Unit annual report and the issue of gender representation in local authorities. As part of our mainstreaming equality review we look forward to examining what lessons can be drawn for the wider public sector from the implementation of the Local Government Equality Standard.

National Assembly for Wales' Race Equality Scheme

40. We were pleased to consider the Assembly's revised Race Equality Scheme at our first meeting in the Autumn term. This document, which contains details of actions to be taken across the Assembly, will be an important tool in pushing the equality agenda forward. We look forward to seeing the results of the consultation.

Future Priorities

41. The Committee's forward work programme is attached at Annex A5, but key priorities will include:

- the mainstreaming equality policy review;
- follow-up work on the Review of Service Provision for Gypsies and Travellers;
- access to services for young disabled people;
- diversity in public appointments; and
- asylum issues.

TERMS OF REFERENCE

EXTRACTS FROM GOVERNMENT OF WALES ACT 1998

Section 48

(1) The Assembly shall make appropriate arrangements with a view to securing that its business is conducted with due regard to the principle that there should be equality of opportunity for all people.

Section 120

(1) the Assembly shall make appropriate arrangements with a view to securing that its functions are exercised with due regard to the principle that there should be equality of opportunity for all people.

(2) After each financial year the Assembly shall publish a report containing:

- a) A statement of the arrangements made in pursuance of subsection (1) which had effect during that financial year; and
- b) A statement of how effective those arrangements were in promoting equality of opportunity.

Standing Order 14 - Committee on Equality of Opportunity

Title and Terms of Reference

14.1. There shall be a Committee on Equality of Opportunity, which shall audit the Assembly's arrangements for promoting in the exercise of its functions and the conduct of its business the principle that there should be equality of opportunity for all people. The Committee shall also have particular regard to the need for the Assembly to avoid discrimination against any person on grounds of race, sex or disability.

14.2. The Committee shall submit an annual report to the Assembly on those arrangements and their effectiveness. It shall also review and report to the Assembly its conclusions on the Annual Reports submitted to the Assembly by public bodies concerned with the promotion of equal opportunities.

Membership

14.3 The Members of the committee shall be elected by the Assembly having regard to the desirability of each subject committee being represented on the Committee and so as to ensure that, so far as practicable, the balance of political groups in the Assembly is reflected in its membership. The Assembly shall elect one of the members of the Committee to chair the Committee, but it may not be chaired by a Minister. Members who are not members of the Committee may attend its meetings when these are in public. Any such Members who have specific constituency or regional interests to pursue in

relation to the work of the Committee may in advance of any meeting seek the chair's permission to make representations to the Committee at that meeting; but they may not vote. Members may also write to the Chair requesting that their observations on any aspect of the Committee's work be tabled for consideration by the Committee at its next meeting; and the chair shall arrange for such tabling to take place.

14.4 Without prejudice to paragraph 8.14, the Committee shall, from time to time, appoint such advisers as it requires to enable the views of minority or disadvantaged groups to be put before it.

Reports

14.5 The Committee may report to the Assembly from time to time in addition to submitting its annual report.

**MEMBERSHIP OF THE EQUALITY OF OPPORTUNITY COMMITTEE IN
2002 - 2003**

| NAME | DATES | CONSTITUENCY | PARTY |
|--|---------------------------|-------------------------------|---------------------|
| Ann Jones (Chair Dec 02 to Mar 03) | 9 Nov 00 to 20 Mar 03 | Vale of Clwyd | Labour |
| Lorraine Barrett | 5 Apr 00 to 20 Mar 03 | Cardiff South and Penarth | Labour |
| Eleanor Burnham | 8 May 01 to 20 Mar 03 | North Wales | Liberal Democrat |
| Edwina Hart (Chair Mar 00 - Jun 02) | 23 Jun 99 to 20 Jun 02 | Gower | Labour |
| Carwyn Jones (Chair Jun 02 to Oct 02) | 20 Jun 02 to 20 Mar 03 | Bridgend | Labour |
| Helen Mary Jones | 23 Jun 99 to 20 Mar 03 | Llanelli | Plaid Cymru |
| Huw Lewis | 27 Nov 01 to 20 Mar 03 | Merthyr Tydfil and Rhymney | Labour |
| Val Lloyd | 27 Nov 01 to 20 Mar 03 | Swansea East | Labour |
| David Melding | 23 Jun 99 to 20 Mar 03 | South Wales Central | Conservative |
| Peter Rogers | 20 Nov 01 to 20 Mar 03 | North Wales | Conservative |
| Janet Ryder | 23 Jun 99 to 20 Mar 03 | North Wales | Plaid Cymru |
| Owen John Thomas | 9 Nov 00 to 20 Mar 03 | South Wales Central | Plaid Cymru |

Note:

- (David Melding was the temporary Chair for the meeting on 14 November 2002)

MEMBERSHIP OF THE EQUALITY OF OPPORTUNITY COMMITTEE IN THE SECOND ASSEMBLY

| NAME | PARTY | CONSTITUENCY |
|-----------------------|-------------------|----------------------------|
| Gwenda Thomas (Chair) | Labour | Neath |
| Lorraine Barrett | Labour | Cardiff South and Penarth |
| David Davies | Conservative | Monmouthshire |
| Lisa Francis | Conservative | Mid and West Wales |
| John Griffiths | Labour | Newport East |
| Helen Mary Jones | Plaid Cymru | Mid and West Wales |
| Huw Lewis | Labour | Merthyr Tydfil and Rhymney |
| Jenny Randerson | Liberal Democrats | Cardiff Central |
| Catherine Thomas | Labour | Llanelli |
| Leanne Wood | Plaid Cymru | South Wales Central |

Note:

- The Committee was elected on 3 June 2003

Summary of Agendas

All the papers relating to the Committee can be found at:

<http://www.wales.gov.uk/keypubassemequalcomm/index.htm>.

22 May 2002

- Chair's Report
- Chwarae Teg
- Race Equality Scheme
- Recruitment and Deployment Strategy
- Gypsy-Traveller Review
- Draft Annual Report of the Committee on Equality of Opportunity

26 June 2002

- Chair's Report
- McKenzie Report Action Plan
- An Absolute Duty
- Annual Report of the Committee on Equality of Opportunity
- Child Care Arrangements in the National Assembly
- Commissioner for Public Appointments
- Lesbian, Gay, Bisexual Forum
- Human Rights

17 October 2002

- Chair's Report
- Presentation by the Lesbian, Gay, Bisexual Forum
- Presentation by Diabetes UK
- Commission for Racial Equality Annual report
- Gypsy-Traveller review - Health - Bristol Traveller Health Project
- Gypsy-Traveller review - Health - Dr Sylvaine Carr-Hill
- Gypsy-Traveller review - Health - Angela Roberts
- Minutes of the previous meeting
- Paper to note - Background information on the legal position with regard to Gypsy-Travellers prepared by the Office of the Counsel General

14 November 2002

- Minister's Report
- Update on implementation of McKenzie report and paper on recruitment of senior civil servant to head the Equality Policy Unit (EPU)
- Access to polling stations
- Benefits Shopping presentation from the Home Office
- National Assembly for Wales Race Equality Scheme
- Consideration of Disability Rights Commission annual report
- Gypsy-Traveller review – Education - Monkton School, Priory Learning Centre project

- Gypsy-Traveller review - Education - Wrexham Traveller Education Service
- Minutes of Previous Meeting

12 December 2002

- Minister's Report
- Implementation of 'Lifting Every Voice' report
- Report on the pilot external recruitment exercise
- Report on Welsh-speaking members of NHS bodies
- Presentation from the Wales Women's National Coalition
- Consideration of Equal Opportunities Commission annual report
- Gypsy-Traveller review – Accommodation - presentations from Bill Crumpton, sites manager Cardiff County Council; Ian Cairns, Gypsy Liaison Officer Somerset County Council and Frank Milne, Traveller Services Manager Carmarthenshire County Council
- Minutes of Previous Meeting
- Consideration of Gypsy Traveller review report progress
- Papers to note - Note on access training for CADW staff; Note on gender balance on Task and Finish Groups and letter from the Office of the Immigration Services Commissioner

16 January 2003

- Minister's Report
- Paper on implementing the recommendations in 'An Absolute Duty'
- Update on Assembly recruitment
- Gypsy Traveller review Report back from site visits
- Gypsy Traveller review presentation from young Gypsy-Travellers
- Minutes of Previous Meeting
- Paper to note - Letter from Commission for Racial Equality on take up of advice about the race Relations Amendment Act by local authorities
- Presentation by young people on 'Have Your Say' Report

13 February 2003

- Minister's Report
- Presentation from the British Deaf Association on the use of British Sign Language
- Single Equality Body
- Race equality schemes of public bodies in Wales
- Gypsy Traveller review: paper on accommodation issues
- Minutes of Previous Meeting
- Papers to note - reply from Home Office about Benefit Shopping and Polling Stations letter from Finance Minister
- Private session - Gypsy Traveller review – report progress

20 March 2003

- Minister's Report
- Chwarae Teg research

- Welsh Local Government Association - Gender balance in local authorities and International Women's Day
- Progress on improving the diversity of public appointments
- Equal Pay – campaign report and future strategy
- Follow-up to LGB Forum presentation
- Electoral Commission consultation on equal access to electoral procedures
- Summary of Committee activity and future work
- Minutes of Previous Meeting and papers to note
- Presentation about Rights in Action Conference
- Private session - Gypsy Traveller review – report progress

BRIEF SUMMARY OF KEY ACTIVITY OF EQUALITY OF OPPORTUNITY COMMITTEE IN THE FIRST SESSION

A summary of the Committee's activity over the last four years is given in the following table:

| SUBJECT AREA | ACTIVITY |
|---|---|
| General | <ul style="list-style-type: none"> - When it was first established the Committee commissioned an assessment of the extent to which equality issues were being considered in Assembly policy divisions. Each Committee annual report has provided updated information on this subject - The Committee invited the statutory equality bodies - the Commission for Racial Equality, the Disability Rights Commission and the Equal Opportunities Commission (and later LGB Forum Cymru) - to become standing invitees to the Committee |
| Access to historic buildings | <ul style="list-style-type: none"> - In November 2001 the Committee considered draft CADW guidance on access to historic buildings |
| Access to polling stations | <ul style="list-style-type: none"> - In April and November 2002 the Committee considered the issue of access to polling stations, receiving presentations from WLGA, SCOPE, the Electoral Commission and the Disability Rights Commission. - The Committee is making a formal response to the Electoral Commission consultation on equal access to polling stations |
| An Absolute Duty | <ul style="list-style-type: none"> - In January 2003 the Committee discussed a plan for implementing the recommendations contained in "An Absolute Duty" - In July 2002 the Committee discussed the report "An Absolute duty" |
| Annual reports of statutory Commissions | <ul style="list-style-type: none"> - The Committee has considered the annual reports of the three statutory equality Commissions |

| SUBJECT AREA | ACTIVITY |
|-------------------------------------|---|
| Asylum issues | <ul style="list-style-type: none"> - In July and November 2001 the Committee took evidence in relation to the treatment of asylum seekers in Wales - The Committee wrote to the Home Office outlining its concerns about the treatment of asylum seekers and was pleased to find that the practice of housing asylum seekers in Cardiff prison was halted |
| Equal Pay | <ul style="list-style-type: none"> - In 2001 the Committee considered the Equal Opportunities Commission report "Just Pay" - The Committee established an informal reference group, including representatives of the Equal Opportunities Commission and the Trade Union Congress, to take forward an equal pay campaign. The reference group has met regularly and Members have taken an active role in shaping the direction of the campaign and attending events. |
| Equality awareness training | <ul style="list-style-type: none"> - The Committee considered the Assembly's proposed programme of equality awareness training for staff and endorsed training for Members - The Committee encouraged all Political Parties to ensure that any member involved in selection panels had received equality training |
| Equality issues in local Government | <ul style="list-style-type: none"> - The Committee has held a range of discussions on equality issues relating to local government with the WLG and Syniad - including access to polling stations, Best Value, local government Equality Audits. |
| Equality issues in the NHS | <ul style="list-style-type: none"> - In June 2001 the Committee considered equality in appointments in the NHS - In July 2000 the Committee considered the NHS Wales Human Resource Strategy |

| SUBJECT AREA | ACTIVITY |
|--|---|
| <p>General presentations from organisations with an interest in issues relating to equality issues</p> | <p>The Committee has received presentations from a range of other organisations aside from its consideration of the specific issues listed elsewhere, including:</p> <ul style="list-style-type: none"> - Wales Women's National Coalition - on public appointments and the Cabinet Office 'Listening to Women' exercise - British Deaf Association - on recognition of British Sign Language - Chwarae Teg - Organisers of the Global Cultural Diversity Congress - Diabetes UK - on improving access to healthcare services for people from black and minority ethnic communities - Wales Council for the Blind and SENSE Cymru - on survey of local authority support for deafblind people - Wales Council for the Blind - on Young View project - North Wales Race Equality Network - on their work |
| <p>Human Rights Act</p> | <p>The Committee has considered the implications of the Human Rights Act and, on two occasions, has resolved not to add human rights to its remit</p> |
| <p>Implementing 'Lifting Every Voice' and the Assembly's recruitment policy</p> | <ul style="list-style-type: none"> - In January 2002, and at regular intervals since then, the Committee has considered updates on the implementation of 'Lifting Every Voice' - The Committee has also considered matters relating to the Assembly's recruitment policy in some depth |
| <p>MacPherson Report into the Murder of Stephen Lawrence</p> | <p>The Committee undertook a considerable amount of work on implementing the education recommendations contained in the MacPherson report. The Committee considered presentations from a wide range of organisations including members of staff from ACCAC, Estyn, the Commission for Racial Equality, the Association of Directors of Education in Wales, Race Equality First, All Wales Ethnic Minority Association and South Wales Police.</p> |
| <p>Procurement</p> | <p>The Committee has considered how the Assembly can use its position as a major purchaser to procure goods from companies committed to the principles of equality of opportunity, including the development of a Voluntary Code of Practice</p> |

| SUBJECT AREA | ACTIVITY |
|--|---|
| Public appointments | <ul style="list-style-type: none"> - The Committee has received presentations in October 2000 and June 2002 from Dame Rennie Fritchie, the Commissioner for Public Appointments - The Committee also considered 'Mainstreaming Equality in Public Appointments' action plan - January 2002 considered the draft report of the review of remuneration and expenses of public appointees - March 2002 considered draft Code of Practice on public appointments |
| Race and Employment Directives | <ul style="list-style-type: none"> - The Committee received a presentation on the Directives from the Department for Trade and Industry in January 2002 - In March 2002 the Committee discussed its position on the Directives - The Committee considered the results of discussion events on the UK Government consultation on creating a single equality body at its meeting on 13 February 2003 and submitted its own response to the consultation |
| Race Relations Amendment Act | <ul style="list-style-type: none"> - The committee considered the implications of the draft bill in January 2001 - In October 2001 the Committee discussed the operation of the Act with officials from the Home Office - The Committee has considered the Assembly's race equality scheme on several occasions during 2002 - During 2002 and 2003, the Committee has discussed the Commission for Racial Equality's assessments of the level of compliance with the Act among public bodies in Wales |
| Review of service provision for Gypsies and Travellers | <p>The Committee has conducted a detailed review of service provision for Gypsies and Travellers and the report on its investigation is currently being prepared. The Committee has taken evidence in a range of ways, including:</p> <ul style="list-style-type: none"> - Written submissions - Presentations during Committee meetings - Visits to Gypsy-Traveller sites - Survey of local authorities |
| Sexual Orientation | <ul style="list-style-type: none"> - The Committee considered a presentation from Stonewall on the voluntary code of practice on sexual orientation - The Committee invited the LGB Forum Cymru to become a standing invitee to the Committee - In October 2002 the Committee discussed the forward work programme of the LGB Forum Cymru |

| SUBJECT AREA | ACTIVITY |
|----------------|---|
| Welsh Language | <ul style="list-style-type: none"> - In October 2000 the Committee considered equality issues relating to the Welsh Language - In March 2002 the Committee discussed the Culture Committee's report on the Welsh Language - In December 2002 the Committee received a presentation on the number of Welsh-speaking people on the boards of health bodies |

Annex A5

Equality of Opportunity Committee - Forward Work Programme September 03 - Easter 04

| When? | Subject area | Item |
|---------------------------------------|---------------------------------------|--|
| Autumn 03 (Approx. 3 meetings) | Annual report | <ul style="list-style-type: none"> • Annual report, under section 120 of the Government of Wales Act, on the Assembly's work to promote equality of opportunity |
| | Race equality | <ul style="list-style-type: none"> • Consultation on the Assembly's Race Equality Scheme • Update from the Commission for Racial Equality on the experiences of public bodies in Wales in implementing the RRAA |
| | Gypsies and Travellers | <ul style="list-style-type: none"> • Consideration of the Cabinet response to the report • Follow-up on review of service provision for Gypsies and Travellers |
| | Recruitment | Consideration of the Assembly's proposed recruitment strategy |
| | Public appointments | <ul style="list-style-type: none"> • Annual report of the Commissioner for Public Appointments • Statistics on the diversity of public appointees and, if available, of candidates and public appointment assessors |
| | Gender equality | Presentation from the Equal Opportunities Commission on gender budgets |
| | Mainstreaming policy review | <ul style="list-style-type: none"> • Presentation from Professor Teresa Rees on experience in other countries and 'An Absolute Duty' report • Scottish Equality Committee's report on mainstreaming • Mainstreaming sustainable development and the lessons to be learnt • Evidence sessions with key organisations working in the equality field • Good practice in consultation exercises and the lessons to learn from the consultation process on the new Assembly building |
| | Structural funds | Equality indicators in the mid-term review of structural funds - scrutiny of the Minister for Economic Development and Transport |
| | International Year of Disabled People | <ul style="list-style-type: none"> • Feedback from young people on Rights into Action congress • Feedback from Ministers and other Committees on results of Congress and on "Young disabled people tell us about the best and worst in Wales" booklet |
| | Equality bodies | <ul style="list-style-type: none"> • Results of UK Government consultation on a single equality body (<i>the Women and Equality Unit at DTI were unable to provide any information on the likely timing of publication of the results of the consultation</i>) |
| | | <ul style="list-style-type: none"> • Consideration of the Annual reports of statutory commissions |

| When? | Subject area | Item |
|----------------------|--|---|
| | Asylum | <ul style="list-style-type: none"> • Consideration of issues relating to the impact of current legislation; the measures were in place to prevent asylum seekers becoming destitute; the difficulties in seeking work; and concerns about increasing racism and prejudice. |
| | Access to electoral processes | <ul style="list-style-type: none"> • Consideration of report on access to polling stations and the electoral process for the Assembly elections 2003 (<i>due to be published Nov 03</i>) • Consideration of Electoral Commission report on Equal access to democracy - Report and recommendations' (<i>published June 03</i>) |
| Spring 04 | Communication support | <ul style="list-style-type: none"> • Follow-up to British Deaf Association presentation on British Sign Language - report from Minister on action in the Assembly • Consideration of other communication support issues - e.g. audio-aids and stage-text |
| (Approx. 3 meetings) | Mainstreaming policy review | <ul style="list-style-type: none"> • Evidence sessions with key organisations working in the equality field • Drawing conclusions • Agreeing report |
| | Gypsies and Travellers | <ul style="list-style-type: none"> • Follow-up on review of service provision for Gypsies and Travellers |
| | Gender equality | <ul style="list-style-type: none"> • Presentation from Chwarae Teg • 6-monthly follow-up to WLG A follow-up on gender balance in local authorities |
| | Recruitment | <ul style="list-style-type: none"> • Annual update on the success of the Assembly's outreach programme to encourage recruitment from minority ethnic communities • Implementation of the recruitment strategy |
| | Asylum | <ul style="list-style-type: none"> • Consideration of issues relating to the impact of current legislation; the measures were in place to prevent asylum seekers becoming destitute; the difficulties in seeking work; and concerns about increasing racism and prejudice. |
| | Rights into Action - policy review relating to disabled young people | Agreeing terms of reference and consultation letter for policy review. |

Other issues to be considered

- Equality issues relating to looked after children
- Discrimination on the basis of language - to be considered across all areas of work
- Monitoring of Education and Lifelong Learning Committee's review of Special Education Needs
- Monitoring of Culture Committee's review of youth culture and the arts
- Monitoring of Health and Social Services Committee's work on certain health conditions e.g. epilepsy, rheumatoid arthritis and mental health issues

Annex B: Report from the Clerk on the Promotion of Equality of Opportunity in the Conduct of Business

1. Introduction

1.1 This report outlines the work undertaken by the Presiding Office to promote equality of opportunity in the conduct of business (section 48 of the Government of Wales Act). The report covers the period April 2002 to March 2003.

1.2 The Presiding Office's Corporate Plan, and the Corporate Statement that forms part of it, sets the context in which we work. Our aim is to provide the best possible service to all Members achievable within resources, led by Members' expectations and informed by best practice elsewhere. We aim continuously to improve and enhance the services we provide.

1.3 The Aims and Objectives of the Presiding Office detail the way in which our goal will be achieved and specific references include:

- We will increase public understanding, knowledge and awareness of the Assembly throughout Wales, and endeavour to make the Assembly more accessible to all.
- We will provide excellent bilingual services and support to Members and staff; implement a bilingual policy statement for the Presiding Office, and actively support the Assembly in the fulfilment of its statutory duty under section 47 of the Government of Wales Act.
- We will be demonstrably committed to best practice in encouraging diversity in employment within the Presiding Office and in providing services, in accordance with the principle of equality of opportunity for all people under section 48 of the Government of Wales Act and other statutory obligations.

1.4 The development of the Race Equality Scheme provided an opportunity to look closely at the services provided by the Presiding Office and consider how effectively equality issues were being taken into consideration. We are committed to a series of actions to promote race equality and will be applying the lessons learnt to the promotion of other equality strands.

1.5 As Clerk to the Assembly I take very seriously my personal responsibility for making the Assembly a place where people have equality of opportunity, whether they are visitors, participants in proceedings, applicants for jobs or existing staff.

Access to Assembly Business

Review of 2002/03

1.5.1 Papers relating to plenary and committee business are published on the Assembly's website in English and in Welsh. Paper copies of the daily agendas are made available to members of the public at the Reception / Information desk in the Assembly Hall. The daily votes are posted to the notice board. The Record of Proceedings continues to be published in both languages and we are committed to providing excellent quality services in English and in Welsh and to treating both languages on the basis of equality as required by the Government of Wales Act, the Welsh Language Act and the draft Presiding Office Language Statement.

- 1.5.2 Papers are available in the English and Welsh languages and in Braille at regional committee meetings.
- 1.5.3 British Sign Language interpretation is provided at plenary and committees meetings of the Assembly on request. Prior notice is required, as the Assembly does not have access to its own interpreters. The Equality of Opportunity Committee received a presentation from the British Deaf Association on recognition of British Sign Language earlier this year.
- 1.5.4 In addition to the translation services delivered regularly and referred to in last year's annual report, the Translation Service continued to work during 2002-03 on a terminology database for publication on the Assembly's website during 2003-04. This is an additional contribution to enabling the Assembly to conduct its business bilingually.

Aims and Objectives for 2003/04

- 1.5.5 The introduction of a Telephone Interpretation Service for the Assembly information line and Assembly booking line is planned. As a minimum the service will be provided in Somali, Urdu, Arabic, Punjabi, Mandarin, Hindi, Gujarati and Bengali.
- 1.5.6 A review of the provision in the Chamber for Members with hearing impediments is also underway.

Access to Information

Review of 2002/03

- 1.5.7 The Presiding Office is responsible for making available a wide range of information on the Assembly and its business.
- 1.5.8 All public information documents published by the Assembly have been audited to ensure that they are produced in formats that are suitable for use by people who have visual and hearing impairments. Publications are made available in alternate formats. Publications have been recently re-designed to produce a uniform livery that is easily identified and incorporates the National Assembly for Wales' logo.
- 1.5.9 All public information publications are available in English and Welsh. In addition, the general leaflet, 'Your Guide to the Assembly', is also available in a number of languages including Arabic, Cantonese, French, German, Gujarati, Italian, Portuguese, Somali, Spanish and Urdu.

Aims and Objectives for 2003/04

- 1.5.10 A review is being conducted on the feasibility of using 0845 numbers for the Information and Booking Line. If agreed and implemented, all people in Wales would pay a local rate charge to call the booking line regardless of their location in Wales.

1.5.11 The Assembly Exhibition based in the Pierhead Building, Cardiff Bay will be improved by the introduction of an audio tour of the existing visual exhibition. The audio tour will provide multi language translation and will be fully accessible to disabled people. In addition a tour suitable for children as occasional visitors and children on pre-arranged educational tours will be a feature of this new facility.

Physical Access to the Assembly

Review of 2002/03

1.5.12 The Assembly has a presence at national events during the summer months, such as the Royal Welsh Agricultural Show and the National Eisteddfod, with an exhibition representing the work of the Assembly. The facilities at the exhibition have been audited with a view to improving accessibility and social inclusion.

1.5.13 A number of Assembly committee meetings take place at locations across Wales. Accessibility is one of a number of key considerations when selecting appropriate venues.

1.5.14 Improved access was one of the core aims in redesigning the entrance and reception area in the Assembly building.

1.5.15 Evacuation chairs to enable wheelchair users to be evacuated from the building in the event of a fire have been fitted and staff have been trained in how to use them.

1.5.16 A scheme providing a subsidy towards the total cost of transport to the Assembly is offered to facilitate visits from schools outside the local area.

Aims and Objectives for 2003/04

1.5.17 Planning for Assembly presence at events outside the Assembly buildings will always take full account of inclusivity issues.

1.5.18 All new frontline staff will attend specific disability equality awareness and training sessions to ensure that levels of understanding are maintained and enhanced.

Members Research and Committee Services

Review of 2002/03

1.5.19 Members' Research and Committee Services (MRCS) provides support and guidance to the Assembly's subject and standing committees and a reactive research service to individual AMs.

1.5.20 Committees can make an important contribution to equality of opportunity through their policy development work. Key equality organisations are included in committees' consultation exercises and are frequently invited to attend committee meetings. The statutory equality commissions, and Stonewall Cymru, are standing invitees to the Equality of Opportunity Committee.

1.5.21 The Equality of Opportunity Committee conducted a policy review of Service Provision for Gypsies and Travellers. The Culture Committee published a report on 'Our Language: Its Future' in June 2002.

1.5.22 MRCS produced in excess of 100 pieces of research on issues surrounding equality, for a variety of customers.

Aims and Objectives for 2003/04

1.5.23 Several committees are pursuing policy reviews with an important equality angle. The Equality of Opportunity Committee is reviewing how effectively the Assembly is mainstreaming equality. The Education and Lifelong Learning Committee is looking at Special Education Needs provision. The Environment, Planning and Countryside Committee is examining the planning aspects associated with affordable housing and sustainable communities in the countryside. The Social Justice and Regeneration Committee is examining Housing needs for older people.

1.5.24 MRCS will work in conjunction with Corporate Services, to arrange equality training for Committee Members. Awareness of issues surrounding equality will be a component of all new MRCS staff induction.

1.5.25 MRCS is working to increase its capacity to deal effectively with cross-cutting issues such as equality, bringing together expertise across the existing structure.

1.5.26 The Members' Library is undergoing a reorganisation to make it more accessible and all-user-friendly.

Human resources initiatives in the Presiding Office

Work undertaken and Achievements for 2002/03

1.5.27 Presiding Office staff are employees of the National Assembly for Wales and as such share the same terms and conditions of employment. The Presiding Office fully participates in Assembly wide initiatives to promote equality, complementing these with local activity as appropriate.

1.5.28 Several initiatives have been implemented to increase the number of under-represented groups within the Presiding Office.

- The Presiding Office played an active role in a pilot scheme to encourage disabled candidates into the Assembly under the New Deal arrangements. The Presiding Office offered four Administrative Assistants posts as part of the scheme.
- The advertising policy reflects our commitment to equal opportunities.
- All applicants are required to complete an equal opportunities questionnaire to monitor Disability and Ethnicity statistics for each recruitment scheme.

1.5.29 Regular job specific, external recruitment takes place. The Presiding Office takes great care to ensure that only essential job criteria are included in person specifications and that specific qualifications are avoided where they are not essential to the performance of the role.

- 1.5.30 In 2002/03 all Presiding Office staff attended mandatory Equality Training. This now forms part of the induction process for new staff. Frontline personnel have received additional disability equality training. All personnel training is monitored to ensure awareness of diversity issues to guarantee an inclusive service to all Assembly visitors.
- 1.5.31 The Presiding Office employs part-time job sharers and has adopted flexible working patterns to enable staff to carry out their family responsibilities whilst ensuring the smooth running of business. This is particularly relevant during the Assembly's recess periods which coincide with school holidays.
- 1.5.32 During 2002-03 the Assembly Communications Service pilot scheme for homeworkers was implemented. Under this, four translators and two Record of Proceedings editors are home based. The flexibility to work at home has been extended to translators already on the staff and has been taken up by one member of the team. This has provided additional translation resource whilst enabling staff to work under a more flexible arrangement from home bases throughout Wales. Members of staff in other areas of the Presiding Office also work from home part-time.
- 1.5.33 Another initiative, designed to explore the possibilities of voice recognition was initiated during 2002-03. The Translation Service provided input to a divisional feasibility study on the use of voice recognition software, to provide alternative opportunities for staff, who for health reasons, are less able to use keyboard skills, and to minimise the risk for staff of developing keyboard-related disabilities.

Aims and Objectives for 2003/04

- 1.5.34 Establishing 'open recruitment' has formed the first stage of the Presiding Office's strategy to increase the number of under-represented groups within the workforce. Monitoring of this approach has revealed that only 4% of job applicants came from the BME community during the 2002/2003 financial year. The Presiding Office's strategy has therefore been strengthened to include more positive action schemes as outlined below.
- 1.5.35 Under the New Deal for Disabled People (NDDP) four Administrative Assistants started working within the Presiding Office. Their line managers attended a Disability Awareness Course. The project is being evaluated to ensure that future initiatives are fit for purpose.
- 1.5.36 The Presiding Office is in the preliminary stages of evaluating the feasibility of a positive action project to improve the representation of staff from the BME Community. HR is currently evaluating the options for introducing a training scheme, run in partnership with a training provider, to equip members of the BME community with the skills required, to compete for junior management roles within the Office and wider Assembly.
- 1.5.37 The Presiding Office in collaboration with the wider Assembly is currently introducing a new HR/IT system that will increase the accuracy of data held on the current workforce and job applicants.

- 1.5.38 The Clerk intends to meet community leaders in the local area to talk about job opportunities in the Assembly.
- 1.5.39 As part of worklife balance measures, opportunities for staff to work flexible hours when the Assembly is in session or in recess will be explored. The home-working pilot in the Translation Service is scheduled to run for six months and will be rolled out if the arrangements prove satisfactory and beneficial to all. An interim report will be prepared for the House Committee in November 2003.
- 1.5.40 The voice recognition pilot will be extended to include Record of Proceedings staff when the up-grade of the recording software has been introduced early in 2004. The software that is currently in use is not suitable for voice recognition.
- 1.5.41 An Access officer has been appointed within the Public Information branch. This is a key role in promoting equality of opportunity. Her work includes liaison and collaboration with relevant statutory, voluntary and professional bodies and responding to their changing requirements, and providing information on access issues to Assembly Members and Assembly officials. The post-holder will also take on the role of customer representative to ensure that information resource and service development is inclusive and takes account of the needs of all customers.

ANNEX C: REPORT FROM THE PERMANENT SECRETARY ON THE WORK TO PROMOTE EQUALITY IN THE WORK OF ASSEMBLY STAFF

Foreword by Sir Jon Shortridge KCB – Permanent Secretary

This report outlines the work undertaken to promote equality of opportunity in the Assembly from April 2002 to March 2003. The Presiding Office is making a separate report on its work to promote equality of opportunity.

The Government of Wales Act created a duty to pay due regard to equality of opportunity in both the conduct of our business and the exercise of our functions. There have been many impressive examples of initiatives taken in response to this duty during the year, including the Equal Pay Campaign, the Black Minority Ethnic (BME) Housing Strategy and our programme of equality training for staff across the Assembly.

The Public Appointments Unit has been working to implement an action plan to take forward initiatives to promote diversity in public appointments. Research has been commissioned on what motivates people to take up public appointments, with the results being used to improve the way information is disseminated and posts advertised. A scheme is also being prepared that will help individuals from under represented groups to develop the necessary skills and confidence to take up public appointments. Work on these, and other, initiatives will continue throughout the year.

Our achievements have provided a strong foundation upon which to build a new approach to work, which will embed equality of opportunity into the fabric of the organisation. I am committed to taking this forward by mainstreaming equality and to the Assembly demonstrating clear leadership and best practice. To that end, I will ensure the continual development of our staff so as to ensure that the delivery of equality becomes central to the way we perform our role.

Towards the end of the year we appointed a new head of the Equality Policy Unit - Yasmin Hussein. She is in the process of restructuring the Unit so that it can play a greater part in supporting internal development across the Assembly, and ensuring a more strategic approach to the mainstreaming of equality. In particular, the Unit will be placing renewed emphasis on supporting and developing stronger working relations with disadvantaged and marginalised communities, so as to promote informed policy development and improved service delivery.

Work continues on the revision of our Race Equality Scheme and the implementation of agreed actions. The scheme is currently out to a three-month public consultation. This consultation includes awareness-raising sessions, focus groups and public meetings, as well as the more traditional paper and electronic communication methods. This will give us a clearer view of the needs of BME communities. Lessons learned from this process will go towards the development of a framework and strategy for mainstreaming equalities in the Assembly.

As Permanent Secretary, I will continue to strive to promote equality of opportunity across all aspects of the Assembly's responsibilities, as well as giving leadership and direction to its sponsored and partner organisations. We recognise that there are major challenges

ahead, in particular the continued endeavour to meet the duties placed upon the National Assembly for Wales by the Race Relations (Amendment) Act 2000, the implementation of Part III of the Disability Discrimination Act 1995 and the preparations for the implementation of the EU Employment Directive resulting from Article 13 of the Treaty of Amsterdam (relating to religious discrimination, sexual orientation and age). All of these will have a significant impact on the work of the Welsh Assembly Government. Similarly, the development of new equality strands and the formation of a single equality body will also help give a higher profile to equality of opportunity and human rights within the work of the Assembly.

The next twelve months will see a greater mainstreaming of equality and a stronger alignment of activities with the core business priorities and strategic objectives of the Assembly. This will be reflected in greater devolution of the equality function to departments within the Assembly and the achievement of clearer equal opportunities outcomes.

JON SHORTRIDGE

KEY ACTIVITIES

The following represent the key activities that departments within the Welsh Assembly Government have been working on related to promoting equality of opportunity.

SOCIAL JUSTICE AND REGENERATION

HOUSING DIRECTORATE

Age / Disability

- Care and Repair services provide assistance to elderly and disabled people to enable them to carry out improvements to their properties. This often avoids clients going into supervised care, and enables them to stay in their own homes in the community of their own choosing. There are 24 Care and Repair agencies in Wales, and the service they provide is wide-ranging. It includes practical support within the home renovation grant process, management of building work and advice on reputable contractors. £1.36 million was being provided by the Assembly for the financial year 2002-03 as a contribution to core running costs.

Race

National Black, Minority Ethnic (BME) Housing Action Plan:

- During Plenary on 7 May 2002 the National Assembly unanimously endorsed the BME Housing Action Plan for Wales. The Plan is part of the Assembly's broader agenda to meet its duties under the Race Relations Amendment Act 2000. It also ties in with the "Equality of Opportunity" main theme of the Welsh Assembly Government's Plan for Wales.
- The Action Plan contains the specific actions that need to be taken by the Assembly, social landlords and other housing organisations in Wales to promote race equality and meet the housing needs and demands of Wales' BME households. The following paragraphs set out the specific actions that the Assembly Government took in 2002-03.
- On 24 September 2003, Mrs Edwina Hart AM formally launched the Action Plan at an event in the Coal Exchange in Cardiff. It was reported by BBC Wales as well as by the housing press. Delegates attended from a wide range of BME and housing organisations including local authorities, registered social landlords (RSL's), national housing organisations and national / local BME organisations.
- During 2002-03 Housing Directorate activity under the BME Housing Action Plan for Wales included:
 - Mainstreaming BME issues into new policies, programmes and guidance, including: "local housing strategies" and "housing markets analysis" guidance, "the Welsh Housing Quality Standard", "Development Quality Requirements for RSL's"; National Homelessness strategy"; "Code of Guidance for Local Authorities on Allocation of Accommodation and Homelessness"; and "Private Housing Sector Renewal Arrangements".

- Publishing research on the “Housing and Socio-Economic Circumstances of BME People in Wales” (by the Cathie Marsh Centre, University of Manchester).
- Establishing a BME Housing Grants Programme. In March 2003 £110,721 was awarded to eight projects to develop individual or regional BME Housing Strategies, and £92,321 was awarded in 2003-2004 (£160,683 over three years) to eight projects to develop good practice and innovation on BME housing. These include, for example, projects to raise level of tenant participation among BME tenants, and to appoint PATH trainees.
- Funding to Lemos and Crane towards the on-line National Directory for Action against Racial Harassment, “RaceActionNet”. This is an action network bringing together practitioners and policy makers from a range of sectors with public responsibility for tackling racial harassment in order to share good practice, identify problems and propose solutions.
- Holding a National BME Housing Conference (and subsequently publishing a conference report) with an audience of around 250 delegates including BME staff in housing organisations, staff who are involved in producing BME housing strategies and plans, BME community groups and key tenants.
- Sponsoring a BME Housing Project, which promoted good practice and the involvement of BME people in social housing organisations, and produced a report investigating the feasibility of establishing a BME-led housing organisation for Wales. Subsequently, Ministers and Committee agreed in principle to the Report’s recommendation to establish a BME-led secondary housing organisation for Wales.
- Housing Directorate took on a secondee from early April 2002 for 2-3 years, from AWEMA (All Wales Ethnic Minority Association), to work with officials to develop and review BME housing policy, practice and guidance.

Generic Equality Issues

- Housing Directorate was also involved in “increasing the diversity of the Assembly’s employees” by providing training placements and work-shadowing opportunities for individuals from under represented groups. Two student placements were accommodated during 2002.

‘Supporting People’:

- ‘Supporting People’ was a new policy and funding framework for supported housing. It represents a new approach to the provision of support for vulnerable people to maintain the occupation of their home. By supporting society’s most vulnerable groups, supported housing contributes to the Welsh Assembly Government’s equality of opportunity agenda. Service providers have developed gender, race and disability specific services.
- As part of the new funding framework, the Assembly Government introduced the accreditation scheme for providers. This scheme gives confidence that recipients of Supporting People Revenue Grant (SPRG) have the fundamental assurance of governance and probity, financial security and standards to ensure that services are provided only by reputable bodies. The assessment of applications includes the consideration of policies and procedures in respect of organisations’ equality of

opportunity. To date, 22 local authorities, 31 registered social landlords and 20 voluntary organisations have been successful in achieving accredited support provider status, with others working toward accreditation.

Homelessness:

- The National Assembly is committed to eliminating the need for rough sleeping and to enable everyone who needs it to have access to good quality social housing. In April 2003 the NAFW adopted a National Homelessness Strategy that sets out its agenda for action. In addition the Homelessness Act was introduced by the Assembly Government in July 2002, and revised statutory guidance issued in April 2003. Through its national strategy and guidance, the National assembly is working to ensure that no section of the community is additionally disadvantaged by homelessness.
- Within the context of this work on homelessness, the National Assembly has supported the launch of a major new report on homelessness amongst young lesbian and gay (LGB) people, and is funding further research to identify how good practice can meet the specific needs of this group in Wales. The Homelessness grant programme is also being directed at preventing homelessness amongst disadvantaged groups in other ways, such as funding a new national housing advice service for LGB people threatened with homelessness, and a housing advice service for the Somali community.

Community Safety Unit

Race

- Saheli Women's Association: The all Wales Saheli Association aims to support Asian women and families throughout Wales by creating an appropriate avenue of access to mainstream services which they may not have been aware of in the past. In addition, Saheli organised outreach activity to support women and children who had been harassed and attacked following the aftermath of September 11th. Early in 2003 Saheli organised Wales's first Muslim women's conference, which highlighted the difficulties and discrimination faced by Muslim women in accessing relevant services in Wales. Since 2001 Saheli has received £12,600 in funding from the crime reduction directorate from Wales' partnership development fund to facilitate their work.
- HATE CRIME: The Community Safety Unit produced a paper on hate crime for the local government and housing committee. The paper detailed the broad categories of people who have been the victims of hate crime based on their faith, sexual orientation or race. It also explored the statutory position involving hate crime and analysed the official incident figures for racially aggravated offences. In addition, it looked at the work of some of Wales' 22 community safety partnerships in tackling hate crime.

Communities Directorate

Disability

- In developing policies and programmes, staff have particularly considered the needs of those with disabilities and explored ways of better engaging disabled people. For example, under Communities First, the Royal National Institute for the Blind (RNIB) and Royal National Institute for the Deaf (RNID) are funded to help people who are blind or partially sighted, and people who are deaf or have hearing difficulties, to participate

fully in the programme. Between 2001-2004, the RNIB have been awarded £209,693 and the RNID £353,800 to undertake this role.

Race

- **Communities First: Two Communities of Interest in Newport and Cardiff** are included in the Communities First programme. Both are based in areas that have a relatively high proportion of minority ethnic people. The Black Voluntary Sector Network is being funded under Communities First to ensure that support and advice is provided, and that the development and implementation of the programme occurs in a way that takes full account of the needs of minority ethnic communities. This will also ensure that Communities First Partnerships and Co-ordinators operate in a way that promotes racial harmony and provides equality of opportunity. The Black Minority Ethnic Support Team is also funded to engage minority ethnic people in the Communities First process.
- **Post Office Development Fund:** The Post Office Development Fund was developed using the Assembly's policy tool kit and so took account of the impact on race equality and race relations. In taking forward the fund, it has become evident that sub post-masters / mistresses from different ethnic backgrounds may need particular support in preparing applications. Where necessary, arrangements are made to meet with applicants, and clarify the application process.

Generic Equality Issues

- **Social Inclusion Guiding Principle:** The Communities Directorate plays a key role in ensuring Assembly wide adoption of the social inclusion guiding principle, that is the development of a safer and more inclusive society where everyone has the chance to fulfil their potential. It is also responsible for developing policies and programmes aimed at creating strong communities, in particular reducing the gap between the poorest and wealthiest areas and helping to create a Wales where young people from all races and all backgrounds want to live and work.
- **Community Facilities and Activities Programme:** Funding has been awarded to support organisations in their work with minority ethnic groups under this programme. Examples include Cardiff Women's Workshop for a project aimed at minority ethnic women and the Cardiff Gypsy Traveller project. When dealing with potential project applicants, staff provide support to people in minority ethnic communities.

Equality Policy Unit

Disability

The EPU has been heavily involved in a number of key events regarding disability. These have included:

Preparation for the International Congress of Young Disabled People:

- This Congress was a major achievement placing the needs of young people with impairments firmly on the map in disability terms. It was a good example of close teamwork between the Government, statutory and voluntary sectors, with the goal of being better able to respond to young peoples needs.

Barriers Are Coming Down:

- DDA Part III Awareness Raising Campaign – Barriers Are Coming Down. This was undertaken in partnership with the Disability Rights Commission, Disability Wales and an independent Disability Equality Trainer Rosie Morriaty Simmonds.

Four workshops were held across Wales:

- Mid Wales – Aberystwyth
 - North Wales – Conwy Business Centre
 - South West – Swansea The Dylan Thomas Centre
 - South East – Cardiff City Hall
- The workshops were well attended and over four hundred service providers from the public and private sector attended. Evaluation of the events was positive, with an increased awareness of current and future legislative duties of the Disability Rights Commission and of the effect of discrimination on disabled people.
 - The Welsh Assembly Government is the only regional government to sponsor awareness raising events and was commended by the Disability Rights Commission for its partnership and progressive approach.

Preparation for the European Year of Disabled People 2003 (EYDP):

- In July, the Equality Policy Unit established an All-Wales EYDP Facilitation Group to develop and deliver a programme of events / initiatives linked to the European year. The group is made up of a partnership of statutory bodies and voluntary groups.
- On January 20th 2003, in partnership with the facilitation group, the European Year of Disabled People was launched in Wales at a gala event held in Cardiff County Hall. The evening was a mixture of prose, drama, art and music produced and performed by disabled artists, extending the theme for the year of participation and inclusion. This theme was continued through ensuring the provision of full communication support of Palentype and British Sign Language interpretation. Plasma screens ensured that the performances could be seen from all areas of the hall.

Rights Into Action 2003:

- The Welsh Assembly Government funded an International Congress of Young Disabled People. The event was organised by a steering group of representatives from the voluntary and statutory organisations and chaired by the Commissioner for the Disability Rights Commission, Dr Kevin Fitzpatrick.
- The Assembly sponsored the event and provided secretariat support from the Equality Policy Unit.
- The event was also guided by the Have Your Say group of young people and additional contacts. The group designed the logo, wrote the programme and had considerable input into how the congress would run and where they wanted this to lead. The objectives of the Congress were:
 - To enable young disabled people in Wales to establish ties with their peers in other countries and to have fun in the process
 - To raise awareness of rights amongst young disabled people in Wales
 - To enable young people themselves to be involved in planning, delivery, and determining any subsequent action
 - To increase pressure on European legislators to strengthen civil rights legislation for disabled people.
 - To market the existence of the European Year for Disabled People in Wales and beyond
- At the end of the Congress, the young people had developed a manifesto that was presented to a core steering group of elected young people to take forward. A web site has been established and the delegates are all keen to continue the work on an international and national basis.

Gender

Equal pay:

- Wales is leading the way on equal pay across the UK, according to the Department of Trade and Industry, the Observer newspaper and specialist equality magazines such as Equal Opportunities Review. Interest in the strategy adopted in Wales has come, not only from the UK and Scottish governments, but also from those of Canada and Australia.

Background:

- During the summer of 2001, agreement was reached on a partnership campaign to tackle pay inequality in Wales. The campaign partners were the National Assembly for Wales (NAW), the Equal Opportunities Commission (EOC) and the Wales TUC (WTUC).
- From the launch of the “Close the Pay Gap” campaign, in March 2002, the primary objective was to tackle discrimination in pay systems as this was identified as the single biggest cause of the gender pay gap. The campaign aimed to raise awareness of the pay gap and secure commitments from employers to undertake pay reviews. This became the focus of the work throughout the campaign. In addition, some

initiatives were taken in education to encourage children to choose non-traditional subjects and careers and to raise awareness of equal pay amongst students.

- The Assembly Equality of Opportunity Committee appointed a Joint Working Group to manage the campaign. This is a cross-party working group chaired by David Melding AM and includes Eleanor Burnham AM, Ann Jones AM and Helen Mary Jones AM, alongside representatives from the EOC, WTUC and Equality Policy Unit.
- A campaign priority was to raise the profile of equal pay with employers, the trade unions and with the general public in Wales. In particular, it sought to persuade employers to carry out pay reviews, and unions to place equal pay at the top of the bargaining agenda. A set of campaign materials was developed to persuade employers of the business case for equal pay. The centrepiece of this was an 11-minute video presentation featuring employers that had addressed equal pay issues and were able to explain the specific business benefits. The video presentation and additional materials were put into a CD format suitable for most business computers. The CD-ROMs were distributed to over 1000 employers in Wales.
- In terms of general awareness, the campaign has been successful in generating publicity and has achieved extensive media coverage in English and Welsh. In Wales, campaign coverage has been broadcast on TV, public and commercial radio stations, and local and national press. Numerous events and press releases have achieved coverage beyond Wales to the UK press and specialist magazines.

CEDAW REPORT:

- Convention on the Elimination of All Forms of Discrimination Against Women. (United Nations). This is the UK's 5th CEDAW report. the 3rd and 4th reports were examined by the committee in June 1999. This report is intended to update the previous one, detailing significant developments over the last 4 years, noting key trends, and identifying obstacles to the full achievement of the convention for the period 1 January 1999 to April 2003. We were given the relevant extracts from the 4th report to help with our contribution to the 5th.
- The report gives information on the legislative, judicial, administrative or other measures that have been adopted by a state to give effect to the provisions of the Convention, and on the progress made. It is very wide-ranging, covering every aspect of life in the UK. Part I includes an overview of the situation of women in the political, economic and social spheres, while Part II provides specific information in relation to each provision of the Convention.
- The target readership includes international civil servants, NGO's, the general public as well as government administrators and politicians. WEU will be asking officials from devolved administrations to join the UK delegation when the 5th report is examined by the Committee.

Transgender Issues:

- A member of the gender team sat on the inter-departmental working group on transgender issues. following decisions on two significant cases at the European Court of Human Rights, where the UK Government was found to be in breach of

protecting the rights of transgendered people, the group was set up to identify which areas of UK legislation required amending. The DTI propose to publish a draft bill in the autumn.

Mardi Gras:

- Cardiff-Wales Mardi Gras is a celebration of diversity and part of a strategic approach to stop hate-crime against lesbian and gay people. It is the UK's third largest one-day gay event, with some 30,000 people attending in 2002. Cardiff-Wales Mardi Gras reached the final of Wales Tourist Board's annual awards scheme for the "Greatest Show in Wales" Event of the Year.

Race

- Monitoring policies for any adverse impact on the promotion of race equality: Work has been undertaken with the Commission for Racial Equality regarding the extent to which the implementation of the Directorate's policies and programmes are addressing the needs of different race groups. Under the Communities First programme, direct relations have been developed, and are maintained, with the Black Voluntary Sector Network and the Black Ethnic Support Team to support policy implementation.
- Race to Change training: Identified and provided innovative ways of engaging National Assembly for Wales staff in improving their awareness and understanding of equality issues. Equality Policy Unit worked in partnership with S. Wales Police, Local Authorities and Voluntary Agencies on a project called 'Race to Change'. This involved using participative theatre techniques to explore equality and diversity issues.
- Permanent Secretary meetings with members of the BME Communities: EPU arranged and provided secretariat for the Permanent Secretary's meetings with members of minority ethnic communities in Wales. The group is an informal discussion body informing the Permanent Secretary and other senior officials directly of issues relating to race equality and increasing diversity in the Assembly workforce.
- Welsh Refugee Council: The Welsh Assembly Government has worked with the Welsh refugee council to enable it to streamline its administrative systems and improve its service to refugees and asylum seekers in Wales. It has also investigated the provision of funding for the WRC chief executive position for the next 2 years.
- Welsh Refugee Integration Forum: Preparatory work has been undertaken for a new area of work taking forward the establishment of a Welsh Refugee Integration Forum. The Forum will produce an initial Review Report and Action Plan to identify and implement key priorities to support the effective integration of refugees in Wales and develop more positive relations with indigenous communities.

- Outreach work: Effort has been made to develop dialogue, trust and confidence with various sections of the black and minority ethnic communities in Wales. Marginalised sections from the BME communities, such as women and young people, have been prioritised. We also worked to raise awareness of the role and responsibilities of the Assembly, provide information with regard to the type of help available, and details of opportunities that the National Assembly can offer.
- Nationality Immigration and Asylum Act: There has been ongoing dialogue with the Home Office, initially relating to proposed measures to be included in the Nationality Immigration and Asylum Bill (now Act), which raise issues of devolution for the Assembly. These have been wide ranging in nature encompassing the creation of data gateways, entitlement cards, entitlement-shopping, clandestine entry to the UK, illegal working, people-smuggling etc.
- Secondments to Race Equality Councils: The Assembly worked to strengthen the Race Equality Councils in Wales through secondments from the National Assembly for Wales. In circumstances where this has not proved possible, the provision of funding to employ race equality officers has also been explored.
- Interfaith Council: Work was undertaken to seek information and elicit the views of diverse faith communities of Wales in the aftermath of 9/11. The Welsh Assembly Government worked with key representatives to encourage and present a united approach to interfaith relations in Wales.
- Positive action training placements in EPU: The EPU provided the opportunity for 4 training placements of BME employment trainees and students.

Generic Equality Issues

- Consultations: EPU responded to a variety of consultations in areas such as the Nationality Immigration and Asylum Act, Life in the United Kingdom Advisory Report, EU Accession Monitoring, Follow up to the Parekh Report – Implementation of Recommendations in Government, and Special Immigration Appeals Commission Procedure Rules.
- Diversity Day: The purpose of the Diversity Day was to mark International Human Rights Day on 10 December, and to use this as an opportunity to raise staff awareness of equality issues and to celebrate diversity. A number of events and displays were organised for Assembly offices in Wales, during the period 11-13 December. All offices were video-linked to the lunch time events.
- Equality and Diversity Training: All staff within the Directorate attended one-day equality and diversity training sessions.
- Welsh Diversity Awards: The Assembly sponsored the Welsh Diversity Awards event.

GRANTS

- Wales Women National Coalition (WWNC): The Assembly has provided £50,000 this year towards the costs of this organisation. WWNC act as a representative body for women's groups in Wales and as the Assembly's representative body on women's issues.
- Promoting equality grants 2002/03: Four umbrella consultation groups were funded. These included AWEMA, Wales Women's National Coalition, Disability Wales and Stonewall Cymru (formerly the Lesbian, Gay and Bisexual Forum Cymru). Each group received £50,000 annually to assist with development of Assembly policy.

Small Grants: Small Grants have been provided to numerous organisations such as Stonewall Cymru, the Central African Association, Displaced People in Action, The British Council and the Welsh Local Government Association. In addition, several small grants were allocated to:

- JMU Access Partnership – funds towards their 'Part M' seminar, which sought to raise awareness of the new building regulations.
- A Disability Statistics project investigating the number of disabled people in Wales and their needs with regard to service provision.
- All-Wales Saheli Association – funds to help with running a women's help-line.
- MIND – funds to assist with a plenary session at the Annual Conference.
- Displaced People in Action – funds to assist with an event looking at the experience of asylum seekers
- Welsh Refugee Council – funds towards 'Refugee Week' (a cultural event that celebrates the continued economic, social and cultural contribution that refugees and asylum seekers make to British Society).
- Annual Cultural Diversity Awards Ceremony Wales. We provided £10,000 in support of the 2nd Welsh Diversity Awards held at St. David's Hall Cardiff.

Single Equality Body:

- Throughout the year, the Equality Policy Unit continued to work with the Equality and Diversity Unit at the Department for Trade and Industry on plans to implement the EU Race and Employment Directives, and particularly on the issues raised by the new equality strands of religion or belief, age, and sexual orientation.
- Following publication of the UK Government's consultation document, "Towards Equality and Diversity: Making it happen" (November 2002), setting out proposals to establish a Single Equality Body, the Welsh Assembly Government organised three consultation events in Wales early in 2003.
- The three events took place in Swansea, Cwmbran and Llandudno, and were attended by a mix of people from across the six equality strands and from various sectors, including trade unions, public sector employers and the voluntary sector. Other organisations including the Welsh Development Agency, the Children's Commissioner,

the Welsh Language Board and other Welsh language organisations were also represented, although attendance from youth organisations and the business community was disappointing.

- The Welsh Assembly Cabinet discussed issues that arose, and a formal written response was made to UK Government Ministers by Carwyn Jones AM at the beginning of March. The Assembly Government's response broadly endorsed, in principle, the idea that there should be a Single Equality Body, provided that there was neither weakening of strand identity within a single body nor hierarchy, and that there was no competition for position or resources between any of the existing or new equality strands. The response also expressed the view that a single body would need to be underpinned by an integrated legal framework, and called for a Single Equality Act, bringing the level of protection for the new equality strands (age, religion and sexual orientation) up to the level of the existing strands.
- Human Rights: The Assembly Government, together with the lord chancellor's department, hosted two successful human rights Roadshows in 2002/03, in Cardiff and Llandudno. Participants included public bodies and other organisations, including citizens' advice bureaux and voluntary groups. The Roadshows sought to bring participants up to date with recent case law, and to encourage the development of a human rights culture and good practice among public bodies in Wales.

NHS DIRECTORATE: NHS WALES DEPARTMENT (NHSWD)

Disability

- Conferences and other events were organised to take into account the needs of attendees such as wheelchair access, mobility issues, visual / hearing impairment, dietary requirements and language preference.
- NHS organisations have been made aware of their duties and responsibilities under the Disability Discrimination Act. NHSWD has alerted all Trusts to take full account of the DDA when putting forward proposals for new or refurbished buildings.

Race

- Several key publications are available in a variety of languages and formats to reflect the ethnic diversity and needs of patients who use the NHS in Wales.

Generic Equality Issues

- All staff within NHSWD have attended Equality Awareness training, and lessons learned are put into practice in delivering the divisional plan.
- An equal opportunity and equality ethos has been fostered within the NHSWD, the principles of which are followed in the course of work with colleagues both in and outside the Assembly, and with the public. NHSWD involves equality organisations in discussions / consultations on policy development and research commissions.
- The Department adheres to the action plan 'Mainstreaming Equality in Public Appointments' to encourage diversity among applicants for public appointments. The selection and appointment process also follows the principles of the Commissioner for Public Appointments. Vacancies are widely publicised and members selected in a way that secures as wide a field of candidates as is possible in order to best reflect the community that the NHS body serves. Candidates from underrepresented groups are particularly welcomed and encouraged.

HEALTH PROMOTION DIVISION (HPD)

Disability

- **Health Behaviour in School-aged Children (HBSC) Study:** HBSC study focuses on the self-perceptions of 11-16 years olds concerning what is considered to be a disability. It also includes a detailed assessment of social inequality. The international report of 2001-02 survey will be launched in autumn 2003.

- **Deaf Awareness training:** Has been undertaken and commitment was made to explore the need for further training.

Sexual Orientation

- **HIV health promotion campaigns:** Two campaigns targeting gay men in Wales were delivered. Evaluation of the campaigns has shown them to be appropriate and acceptable to the target group. The contract to deliver this work will be extended for a further year.
- **Review of Existing Health Gain Targets:** The framework for the development of the new Health Gain Targets has an explicit health inequality dimension. New CHD target was announced in March 2003.

Race

- **Health ASERT Programme Wales** - Commissioned in Feb 2002. It examines health promotion issues among refugees / asylum seekers and travellers as well as minority ethnic groups.

Generic Equality Issues

- **Rural Health Intelligence Programme (RHIP):** The main work of the research programme into health and well being issues in rural Wales has been completed. The dissemination and publication of main findings and recommendations is in progress.
- **Health Promotion Voluntary Sector Grant Scheme (HPVSGS):** Twelve projects receiving grants from the HPVSGS completed. Equality organisations within the voluntary sector (such as the Terrence Higgins Trust) not only receive funding but are also fundamental to the consultation process for the new round.
- **Welsh Network of Healthy School Schemes (WNHSS):** Six local Healthy School Schemes have been accredited with 300 schools involved in WNHSS. Schemes are in place in all 22 Unitary Authority areas.

PUBLIC HEALTH PROTECTION DIVISION (PHPD)

Disability

- Publication Schemes for all health related statutory advisory committees were developed which state that consideration for the provision of copies of minutes / agendas in different formats will be considered upon request.

Race

- A variety of health-related public information leaflets have been published in 9 different minority ethnic languages and in CD-ROM format.
- Working closely with the Welsh Refugee Council to support the needs of refugees and asylum seekers.

PUBLIC HEALTH STRATEGY DIVISION (PHSD)

Disability

- **Well Being in Wales (Better Health Better Wales II):** Produced the consultation document in large print, Braille and on audio tape and embarked on extensive distribution through libraries, job centres as well as web access.
- **Health Information Needs of Visually Impaired Groups:** A research summary of the literature review has been published and is currently being disseminated.

Age

- **The annual Keep Well This Winter campaign:** The 2003 campaign provided information and support to people aged 65 and over to help them stay well in winter. It continued to provide targeted support to visually impaired people, in partnership with the RNIB. During the 2002-03 Keep Well This Winter campaign, RNIB held 40 community information sessions involving 830 people, and five open days attended by 180 people. More than 100 people with severe sight loss were referred to the Home Energy Efficiency Scheme. RNIB also used Talking Newspapers and large-print publications to carry the campaign messages to a larger audience.

Generic Equality Issues

- **Inequalities In Health Fund:** Continued development of the Fund to stimulate and support local action to address inequalities in health, and the factors that contribute to it, including inequalities in access to health services.
- **Health Impact Assessment:** Welsh Health Impact Assessment Support Unit have been promoting the development and use of health impact assessment across Wales and working closely with Local Authorities and Communities First teams to build this approach into their planning processes. This approach aims to include consideration of the health inequalities dimension. It ensures that possible health consequences of decisions, positive and / or negative, are not overlooked. It can also help to identify new opportunities to protect and improve people's health by building action into other local services, activities and developments.

HEALTH PROFESSIONAL GROUP

Disability

- Worked with colleagues in the Health Information and Facilities Division to improve and modernise NHS services for the hearing impaired.

Race

- Fully participated in all central equality initiatives within the Group and in the wider world, and have worked with the British Dental Association, Refugee Council and Department of Health on the Refugee Dentists Committee.

- Worked with HRD on overseas recruitment, support of asylum seeking doctors and dentists and overseas doctors and ethnic minority doctors in Wales.
- Worked jointly with Department of Health on improving the career structure of non-consultant career grade doctors – grades that contain a higher percentage of overseas origin doctors than the consultant and training grades.

Generic Equality Issues

- Worked with Dental Postgraduate Education Department to increase opportunities for overseas dentists to undertake vocational training in Wales, and to organise “back to practice” schemes for persons lost to the profession through family and other commitments.
- Worked with the Environment Agency to promote the development and use of health impact assessment across England and Wales, and to build this approach into their planning processes in respect of the health aspects waste management. This approach aims to include consideration of the health inequalities dimension. It ensures that possible health consequences of decisions – positive and / or negative – are not overlooked. It can also help to identify new opportunities to protect and improve people’s health by building action into other local services, activities and developments.
- Worked with the Society of Directors of Public Protection in Wales to develop a forward-looking strategy, to include the furtherance of equal opportunities and promotion of the Welsh language.
- Collaborated with the Royal Pharmaceutical Society of Great Britain on the census of pharmacists registered with the Society.
- Worked with the Welsh Committee for the Professional Development of Pharmacy (WCPDP) to ensure equality of opportunity in professional development for both pharmacists and their support staff.
- Provided advice on health promotion, particularly in relation to nutrition. Also, focused on promoting well being and helping those in more difficult circumstances to learn about healthy nutrition and so help themselves and their families.

EDUCATION AND LIFELONG LEARNING

DEPARTMENT FOR TRAINING AND EDUCATION (DFTE): LIFELONG LEARNING DIVISION (LLD)

Generic Equality Issues

- Lifelong Learning Division (LLD) has a strong interest in how The National Council pursues the Assembly Government's objectives on equality and diversity and how it responds to legislative requirements with regard to disadvantaged groups and the removal of any discrimination against them. Equality of opportunity and social inclusion has been a recurring theme of the remit letters produced by LLD for the ELL Minister to send to the Nationals Council. These are consequently cross cutting themes within the Councils corporate strategy and plans.
- The National Council has also undertaken an equal opportunities audit of its employer base, has commenced a review of its own equal opportunities policy, has introduced a policy on harassment of staff and will be embedding opportunities into its prospective new planning and funding arrangements for post –16 learning. It is also seeking to assist learning providers in meeting obligations under the Disability Discrimination Act 1995.

HIGHER EDUCATION DIVISION (HED)

Disability

- Following an investigation by SKILL of apparent inconsistencies in the way Disabled Student Allowance was applied, an All-Wales Forum has been established to tackle the problem.

Generic Equality Issues

- Equal opportunities are a central theme to HED's general policies on removing barriers to learning, widening access and participation, and improving student retention. Staff have attended mandatory training sessions on equal opportunities and diversity.
- The HE sector was successfully encouraged to undertake pilot equality pay reviews.

STANDARDS AND PERFORMANCE DIVISION (SPD)

Gender

- The recruitment process to ACCAC resulted in two new members being appointed - both women.

Generic Equality Issues

- Further adjustments were made to the GEST allocation formula to better reflect issues of deprivation

- The review of performance targets is likely to lead to more inclusive indicators.

TRAINING SKILLS AND CAREERS POLICY DIVISION (TSCP)

Disability

- Initiated, for 2003, a new Wales Training Award to commemorate the “European Year for Disabled People”.

Age

- Removal of age barriers from Youth Programmes.

GENERIC EQUALITY ISSUES

- A Work Life Balance statement was developed and agreed, and in the autumn of 2002 the Division took over responsibility for the All Age National Basic Skills strategy from LLD.

ENVIRONMENT AND PLANNING GROUP (FORMERLY TRANSPORT PLANNING AND ENVIRONMENT DEPARTMENT)

Generic Equality Issues

- **Departmental Equality Board:** The Departmental Equality Board and network was set up in June 2001. It's role was to discuss and promote equality of opportunity, and provide a two way channel of communication on equality issues between staff and senior management, as well as visiting community projects and networking with equality organisations.

TRANSPORT DIRECTORATE

Disability

- Providing improved mobility for disabled people is an element of equality policy, which is served by improved public transport. Very few of the relevant transport policies or powers that impact upon disabled access or similar issues are devolved to the National Assembly. The lead on these issues is taken by the Department for Transport (DfT) mobility unit, whilst many of the costs associated with improving access are met by transport operators and their infrastructure providers. Nonetheless, the Division works to ensure that industry, and Government commitments to improving disabled access, will be reflected in making decisions on our own grant schemes, especially the Transport Grant (which can fund infrastructure improvements such as raised platform heights) and the Local Transport Services Grant. In addition, as part of our own comments on the funding schemes (such as SRA or European initiatives) of other agencies, we will represent the needs of mobility impaired passengers, where we are aware of them, in relation to a particular service or station.
- The Disabled Persons Transport Advisory Committee (DPTAC) is represented on the Welsh Transport Forum. We ensure that the views of DPTAC (and those of other groups with an interest in access by disabled people) are taken into account as part of the Forum's work, and consideration is being given to establishing an advisory group for Wales.

Age

- In the last year, the division has established the equalisation of concessionary fares for men aged over 60. The literature, launched to coincide with the introduction of the Concessionary Fares Scheme, was also produced in a variety of languages. The Road Safety strategy for Wales identified Future actions, highlighting the needs of elderly and mobility impaired pedestrians, that the Assembly will be taking forward.

Generic Equality Issues

- A key element of all transport policy is the way in which it can facilitate access to education and training, work, leisure and welfare services for all groups in the community. This applies not only to providing strategic links to connect communities, but also to improving access for those groups for whom private transport presents financial, or physical difficulties. Public transport policy can therefore act as a positive lever to improving equality, as it is of most help to those in most need. In particular, policy relating to bus and community transport, which proportionately serves more children and young adults, elderly people, women and unemployed, can have a real impact on equality of access in the communities that it serves. In developing its policy on transport, the Division therefore has prioritised the need to consider how gender, age, or other equality of access issues may be mainstreamed.
- In respect of its own staff, Transport Policy has promoted flexible working strategies to enable staff to combine work and family life commitments. Part time working, condensed hours and home working have all been, and will continue to be, actively supported.

PLANNING DIVISION

Generic Equality Issues

- The division facilitated the signing of a Planning Agreement between the Assembly Government and WLGA. This agreement reflects the fact that equality is mainstreamed in the planning system 'Planning Policy Wales' (March 2002), which in turn sets out the implications for the planning system of equality of opportunity and access for all.
- Issued the Design TAN which amplified the technical detail of the PPW design policies
- Established the Design Commission for Wales to promote and support the use of design in creating accessible, sustainable buildings, places and spaces
- Tasked the Welsh Planning Forum (which includes representation from local government, Planning Aid, ethnic minority groups, disability groups, and womens' organisations, as well as other key stakeholders in the planning system) to act as a sounding board for implementation of the 'Planning: Delivering for Wales' agenda, thus mainstreaming the consideration of equal opportunities within the work of the Division

COUNTRYSIDE DIVISION

Generic Equality Issues

- The Division has benefited and learned from successful engagement with disability and ethnic groups on the access agenda, for example in the drafting of statutory guidance on Rights of Way Improvement Plans (published January 2003).

Environmental Protection:

- Consultations in all areas have included equality interests.
- Shadowing and work experience opportunities for people from black and minority ethnic groups have been offered and encouraged within the Division.

- The Environment Agency in Wales has been advised to take forward policies on equality via the Division's sponsorship role.

AGRICULTURE DEPARTMENT

GENDER

- The Group actively sought, and continues to seek, opportunities to make, and foster, contact with women in farming groups. Indeed, AFRD Division took the lead in organising Ministerial meeting with Pembrokeshire Women Farming Union.

Generic Equality Issues

- The Animal Health Division successfully arranged work placements for two young people as part of the Equal Opportunities and Diversity programme.
- All divisions within ARAD have an Equality Champion.
- During 2002, all staff in the Group attended the Equality Awareness training course organised by EPU.
- Divisions within the group have already, or are making arrangements to undertake an analysis of staffing position in terms of grade, gender, ethnicity, age, disability and working pattern. This data will be monitored to identify opportunities for broadening the staffing base within the Divisions.
- All Divisional Management meetings include equal opportunities as a standing agenda item on a monthly basis.
- The performance management regime and individual objectives reflect identified need on equality issues at an individual level & Branch level.

Race

- ARAD has just completed its first attempt at completing a Race Equality Action Plan pro-forma. The completed pro-forma's will be used to produce an Assembly-wide consultation paper which will set out for each policy area the relevance of the topic, the information we have on impacts and priorities for action.

CADW – WELSH HISTORIC MONUMENTS

DISABILITY

- Disability awareness training for staff dealing with the public has been provided.
- An architect has been trained as a disability access auditor.
- The first tranche of disability access audits was carried out at a number of sites.
- The virtual reality model of Tintern Abbey was completed providing a tool that may, amongst other things, be utilised to tackle access issues.
- After consultation with the Disability Rights Commission, the document 'Overcoming the Barriers', which provides guidance on access for disabled people to historic buildings, has been published.

ECONOMIC DEVELOPMENT AND TRANSPORT

ECONOMIC DEVELOPMENT AND TRANSPORT DEPARTMENT:

GENERIC EQUALITY ISSUES

Training and education:

- All staff were encouraged to attend the Basic Equality Awareness session
- All new staff were informed of equality of opportunity policy and their responsibilities through the Induction Training Programme.
- All staff were given equal opportunities to develop

Work Life Balance:

- Work was undertaken to assist all staff in satisfactorily balancing work and home life commitments

EUROPEAN AND EXTERNAL AFFAIRS DIVISION (EEAD)

GENERIC EQUALITY ISSUES

- The International Trade Forum is made up of a forum of private, public and voluntary sector organisations. Wales Trade International are also liaising with the Ethnic Business Programme representatives to ensure inclusion and they may be represented on the Forum.
- The 'International Trade Strategy for Wales' consultative document was forwarded to all parties so that they had the opportunity to comment on the long-term strategy for Wales
- EEAD has a representative on the European Equality Partnership (which includes organisations such as 'Chwarae Teg', EOC, CRE and Disability Rights). The group meets regularly to consider a range of issues originating at the European level.

ECONOMIC POLICY DIVISION (EPD)

GENERIC EQUALITY ISSUES

- Working Group on Social Economy Framework was established November 2002, and focused on quality Issues
- Joint commission (with CFD and TSCP) of report by "Chwarae Teg" into economic opportunities for child-care and elderly care (submitted end March 2003).

- Contributed to 3 conferences (North, Mid and South Wales) jointly arranged with WEFO and CFD to raise profile of funding opportunities within Structural Funds programmes for childcare projects.

INNOVATION AND SUSTAINABLE GROWTH DIVISION (ISG)

GENERIC EQUALITY ISSUES

- **Wales for Innovation:** The Innovation Action Plan was sent to all partners on the consultation list held by EPD6 to enable them to comment on the future plan for Wales.

WELSH EUROPEAN FUNDING OFFICE

GENDER

Gender balance in local and regional partnerships:

- The European Commission has set 40%, in the medium term, as the minimum level of participation of women or men in Committees and expert groups. This was set out in a Communication from the Commission of July 7 2000 (Document 300Y0718 (01)). Significant progress has been made in achieving the target of a minimum of 40% representation by both genders on partnerships. Of the 25 local and regional partnerships:
 - 9 have achieved the target;
 - 9 are less than one member short;
 - 2 are one member short;
 - 4 are less than 1.5 member short;
 - This means that only one partnership is three members short.
- The significant progress in this area has not gone unnoticed by the Commission. Manfred Beschel, of the European Commission stated " ...you seem to take gender balance more seriously in the implementation than other regions that I am dealing with".

Gender Mainstreaming Conference:

- A Gender Mainstreaming Conference was held on Monday 13 May 2002 at the Dylan Thomas Centre Swansea.
- The Conference was jointly organised by the UK (Wales), Ireland and the European Commission. The aim of the conference was to facilitate the effective implementation of gender mainstreaming in structural funds programmes in the UK and Ireland, and focused on the management aspects of implementation. Amongst the outcomes of the conference were a clear set of recommendations / actions for actors at all levels: programme, regional, national and European.

GENERIC EQUALITY ISSUES

- **The Wales European Equality Partnership:** The Partnership was set up in 1997 comprising members of the Statutory Equality bodies. The partnership's main aim is the integration of equal opportunities into structural funds project development, approval and monitoring, and to develop new measures to mainstream equal opportunities in the economic development of Wales. The Partnership has continued with its main aim and has expanded the representation to include the Voluntary and Private Sector (WDA Representative).
- **Equality Unit:** The Unit gives advice, guidance and training on project development, monitoring and evaluation for Partnerships and WEFO staff and identifies gaps in provisions that are being offered and encourages new projects.
- **Equality Support Unit:** Through joint funding provision (NAfW and Technical Assistance Objective 1 and 3) an Equality Support Unit will also be established. This will consist of 1 HEO / Principle Officer and 1 Administrative Assistant. The main remit of this Unit will be to provide information on Structural Funds to all equality organisations in Wales; briefings to PM's on key issues, to provide secretariat support for the European Equality partnership.
- **Training:** The Equality Unit within WEFO, has embarked on a roll out programme of equality training to staff and Local and Regional Partnerships. The training is specifically based around equality within the projects and considers how WEFO staff and Partnerships can best assist projects in the performer, application, monitoring and evaluation stages. Particular emphasis has been placed on the need for consistency in assessing projects.

LOCAL GOVERNMENT MODERNISATION DIVISION (LGM)

Disability

- Local Government Modernisation Division have worked towards improving the accessibility of Partnership Council meetings to people with hearing impairments.

Race

- **Widening Participation:** Ethnic minorities are under-represented among local authority councillors. The Welsh Assembly Government has held some events jointly with the Welsh Local Government Association to explain the role of councillors, and has produced a leaflet on "how to become a councillor". It will seek advice from the Local Government Equalities Unit and Race Equality Councils on producing the leaflet in other languages. It is working with the Equalities Unit to produce proposals for further events targeted at under-represented groups, to stimulate people's interest, and to raise awareness of how to stand for election to local councils.

Generic Equality Issues

Community Leadership: In their community leadership role, local authorities need to engage with all the communities in their area and work with partner organisations. The Welsh Assembly Government is working with the Equalities Unit to develop practical guidance that will help local authorities to engage more effectively with different ethnic groups, so that race equality considerations are fully reflected in the community strategy for each local authority area. This guidance will also address reaching other harder to reach people including disabled people, and young people.

- **Continuous Improvement:** Local authorities are required to produce Annual Improvement Plans. The Welsh Assembly Government has asked 'Syniad' and the Equalities Unit to examine how well they reflect local authorities' statutory obligations on race equality, and other aspects of equal opportunities, and will ensure that any recommendations on how local authorities could strengthen the improvement plans, in relation to equal opportunities, are followed up.
- **Policy Agreements:** The Welsh Assembly Government will be making 3-year policy agreements with each local authority, to run from April 2004 to March 2007. It will negotiate specific agreed targets, or measures of success, which show what the authority will be seeking to achieve in delivering equal opportunities. The issue of equal opportunities is specifically addressed in the prospectus for policy agreements, with advice sought from equalities bodies.
- **Local Voices:** The Welsh Assembly Government has piloted a general survey of public views about local authority services. It has yet to decide whether to go ahead with a full all-Wales survey. If it does, the contract will include a requirement to obtain statistically significant data on the views of people from ethnic minorities in Wales.
- **Review of performance measures:** The Welsh Assembly Government has asked the Local Government Data Unit Wales to carry out a 2-year review of the indicators used

to measure local authority performance. The Equalities Unit will work with the Data Unit to develop measures which give a better indication of how well local authorities are delivering their obligations under the Race Relations (Amendment) Act 2000, and to improving equal opportunities in general.

- **Gypsy Travellers:** The Local Government Modernisation Division of the Assembly also worked to co-ordinate the development of policies for gypsies and travellers. The Assembly's Equal Opportunities Committee has been conducting a review of how gypsies and travellers are treated under existing rules and policies. Following the publication of the report, lead responsibility transferred to Equality Policy Unit. However, LGM division is still involved in relevant contributions.

PERSONNEL AND ACCOMMODATION SERVICES GROUP

Generic Equality Issues

- Throughout the Group, awareness exists of the need to recognise, and maximise, the benefits arising from a diverse workforce. The group are constantly on the alert for opportunities for people to undertake part-time work, and to encourage those with a disability or those from a wide range of ethnic backgrounds to apply for vacancies. The Group also endeavours to ensure that access to all the locations it occupies meets the needs of its diverse workforce. New and existing staff are given full support if they choose to pursue alternative methods of working such as job-sharing, part-time working or home-based working. Particular support is offered to working parents and others with domestic responsibilities, to allow them to maintain a work - home - life balance. During the year the Assembly launched a Carer's Policy and maternity leave was increased from 18 weeks to 26 weeks at full pay. The Employment Act 2002 was also introduced giving parents with a child / children under 6, or a disabled child / children, under 18 a statutory right to request to work any type of flexible working arrangement.
- All managers throughout the Group are instructed to operate an open-door policy to allow staff to express their views on equal opportunities. This allows individual managers an appreciation of the full needs of all their staff and allows them to identify any potential problems at the embryonic stage. Each Division also holds regular branch and divisional meetings that give staff an opportunity to raise concerns and express their views.
- Training and development is another major area of activity within the Group for ensuring equality of opportunity. The Group is committed to ensuring that all staff have equal opportunity to progress their careers. All staff are encouraged to undertake a wide range of training opportunities through regular discussion and assessment with their line managers. Each Division regularly holds 'awaydays' to ensure that staff are aware of their own responsibilities, and their opportunities for development within the framework of their own and their Division's workload for the year ahead.
- Aside from an Assembly wide obligation to ensure equal opportunities for all, the two constituent Divisions within the Group each have distinct roles to play in promoting equal opportunities throughout the Assembly and beyond.

PERSONNEL DIVISION (PD)

Generic Equality Issues

- The Division has launched the Dignity at Work Policy, which explains the organisations' duty of care to combat bullying and harassment in the workplace. The policy is supported by Harassment Contact Officers (HCO's) who are located throughout the office. During the 2002-03 period, 26 HCO's have been trained and are able to provide support to complainants and to explain the Dignity at Work process. Networking Events have taken place in order to provide guidance and

support to HCO's. In support of Dignity at Work, a Bullying and Harassment Hotline was introduced on a 6-month initial pilot scheme. The service was provided by an external supplier that offered a 24-hour service to all staff in need of assistance. The pilot period has now ended and the Division is in the process of carrying out an evaluation of this service.

- The Division has updated the ethnicity data stored on the internal Personnel IT system in readiness for the migration to the new HR IT system to be launched in the 2003/04 period.
- The Division has also carried out an organisation-wide disability audit for which there was a 40% response rate
- The Division has taken part in a benchmarking exercise carried out by "Opportunity Now", an organisation which promotes the equality of opportunity in the workplace. The Assembly received a "Gold" Award and a high commendation for "its exceptional work in the field of gender equality." The Assembly has also won the 2002 Castle Award for Equal Pay "as leaders in promoting equality and equal pay".

The division has co-ordinated a number of outreach initiatives including:

- **BME (Black Minority Ethnic) Training Placement Scheme:** This pilot scheme was launched in January 2002 and ended in March 2003. The scheme aimed to provide valuable experience of the operations of the Assembly, and to ensure equality of opportunity and promote greater diversity and openness for under-represented groups. 16 people successfully completed their training placement. The scheme was open to anyone within the ethnic minority communities in Wales. The Equality Policy Unit are evaluating the scheme with the intention of substantially developing and expanding the initiative in the future.
- **Undergraduate Student Placement (Sandwich placement):** Undergraduate student placement is a period of work experience starting between July and September each year and lasting for a minimum of 48 weeks (maximum 50 weeks). The placement year comes after two years studying at university and is open to students from all backgrounds. In 2003 the Assembly hosted 21 students on sandwich placements.
- **Business in the Community – Diversity Initiatives Scheme:** The aim of Business in the Community Initiatives is to eliminate work place barriers including race, gender, disability and age discrimination. This particular scheme aims to develop and improve recruitment opportunities for black and ethnic minority groups. The scheme offers individuals the opportunity to undergo a 100-hour tailored work placement with the Assembly. This scheme is demand-led. The last request from BITC was in September 2002.
- **New Deal Initiative Scheme – 50 week appointments:** The overall aim of the New Deal Initiative Scheme is to help under-represented groups, and those on long-term benefits, into work. It gives them an opportunity to develop the skills and experience that employers want so that they can find lasting and worthwhile employment. From 1998 to 2003 we have recruited 43 New Dealers, 16 of which have been made permanent through external recruitment. We have recently (Summer 2003) piloted a

New Deal initiative for the disabled and recruited 11 New Dealers under this initiative, with a further 2 waiting to start.

- **BME Organisations in Wales and Recruitment Awareness:** Since May 2003, we send details of all external recruitment advertisements to ethnic minority organisations in Wales.

MANAGEMENT SERVICES DIVISION (MSD)

Generic Equality Issues

- Posts are open to part-time working and a flexible approach is adopted towards the way in which work is done. No one is disadvantaged because of time constraints on their availability.
- All requests for training in equal opportunities are considered even if the courses are not exactly pertinent to present posts. Indeed, staff are actively encouraged to take advantage of these opportunities.
- The diverse staff base of the division expresses its policy of encouraging diversity in the workplace. During the year the division also recognised the needs of those displaced from their home countries and was a willing participant in the refugee placement scheme. A trainee from the 'black and ethnic minorities placement scheme successfully completed a 6-month placement on the assembly building project team.

FINANCE GROUP:

FINANCIAL PLANNING DIVISION

Generic Equality Issues

The Division seeks to promote equality of opportunity in its procurement practices by:

- Developing our value for money criteria to take the equality of opportunity policies and practices of suppliers into account
- Clearly specifying the information we want from prospective suppliers, in order that we can apply those criteria fairly – these should include practical, measurable demonstrations of their commitment to equality in terms of their working practices, recruitment policy, equal opportunity plan and their contractual arrangements with others
- Inviting prospective suppliers to describe their equality of opportunity policies and credentials to us, whilst taking care not to impose unnecessary barriers to entry to public sector markets

- Working with suppliers to identify how their employment and other policies and practices can reflect the voluntary code of practice.
- **Assembly Procurement Policy:** All suppliers were invited to sign up to a voluntary code, which set out vision and values, and has been agreed with the Equality Commission. To date, 1,119 suppliers have signed up to the code.
- **Assembly discretionary grants:** The group has worked to develop and role out a voluntary code, similar to the one above, but that can be used in conjunction with the many discretionary grants that the Assembly pays. Grantees were invited to sign up to this code, and agree to a set of equality related values.

Databases:

- **Supplier:** This has now been developed and coded to enable the Assembly to analyse the characteristics of those businesses that supply goods and services. This will enable the Assembly to ensure that minority community suppliers are able to compete on an equal footing for business opportunities.
- **Voluntary Sector:** A database has also been established to analyse the funding provided to the voluntary sector by the national Assembly for Wales. This database will give a clearer understanding of funding distribution, and help to ensure that equality related organisations are receiving a suitable proportion of voluntary sector funding.

STRATEGY AND COMMUNICATION GROUP: COMMUNICATIONS DIRECTORATE

- The directorate is responsive to diverse needs and provides support to such needs through the delivery of services such as Braille and large print documents and publication in ethnic minority languages.
- We have several staff who work part-time and from home to balance work and family needs, and we support them in this.
- All staff have attended diversity courses, and several staff have received blind-awareness training.
- We are currently conducting a Race Equality Audit and will act upon its recommendations.

STRATEGIC POLICY UNIT

- Recruitment procedures ensure that part-time working, job sharing and home working can be accommodated within the division to assist those with family and domestic responsibilities.
- As part of its work on participation, one of the Strategic Policy Unit's objectives is to encourage under represented groups to be more involved in politics and policy making processes.

ECONOMIC ADVICE DIVISION

- The Economic Advice Division has an individual within the division who has been trained on equality and diversity issues. That person's role is to report to the division any new developments on these matters, and to suggest ways that the division can contribute to the promotion of equality and diversity within the organisation. There is a page, on the division's intranet pages, which provides the division with examples of diversity objectives that they may consider and take forward in their performance management plans.
- In the divisional plan the division has illustrated its commitment to ensure that it offers its members opportunities to develop and progress within the division, and the organisation as a whole, regardless of age, sex, gender, race, working preferences. The division recruits new members with a commitment to ensuring that it upholds equality and diversity, and encourages flexible working, such as, part-time working, job sharing and home working.

OFFICE OF THE COUNSEL GENERAL

Generic Equality Issues

- The Office of the Counsel General ensured that all legal advice, and all secondary legislation, was compliant with equal opportunities legislation.
- Work was undertaken to increase the uptake of alternative working patterns, including flexible working hours, part-time working and home working
- Outreach activities included presence at university law fairs, presence at National Eisteddfod, and hosting a work placement week.

