

### Guide to the MPS Equalities Scheme Objectives Template

It is imperative that the MPS shows progress against the objectives within the MPS Equalities Scheme Action Plan. As part of the governance and accountability arrangements a standard template, specific to and populated by each Business Group, is to be completed. This will enable the organisation to report on progress while also reviewing the ongoing appropriateness of the published details contained within each objective. Currently, these details are contained within the headings of Objective, Key Elements, Outcomes, Indicators, Lead and Target Date. These will be replaced under the headings below being populated by the owners of each objective.

The first statutorily required Annual Report on the scheme was published on 4 December 2007 and included updates on the Common and Disability specific objectives. The Gender specific report is required on 30 April 2008, which will be before these proposed arrangements are fully in place. Therefore updates on gender will be sought from Business Groups outside of this proposed framework.

#### OBJECTIVE

This refers to the objectives as listed in the Action Plan. If the objective is no longer appropriate, or needs emendation, this needs to be explained. Any changes to objectives will need to be endorsed by Diversity Board. New or replacement objectives can also be considered at this point.

The Disability Discrimination Act (DDA) only allows an objective to be cancelled if, in all the circumstances of the case, it would be unreasonable or impracticable to implement it, for example:

- *where there are particular difficulties with implementing steps in the Scheme but these difficulties could not have been foreseen, then it is likely to be unreasonable to have to implement them*
- *where costs associated with an action unexpectedly escalate so as to be out of proportion to the duty, then it is unlikely to be practicable to implement the action. (DDA Statutory Code of Practice 3.109)*

#### TIMESCALE

The timescales are those already agreed and published within the Scheme and are at various dates between 2007-10. Any actual or anticipated failure to meet these dates, along with the need to amend them, will have to be explained.

In addition, Diversity Board as part of its regular scrutiny requires strand-specific updates, details of which are included within the timescale column. These dates and strands are as follows: Gender 29 April 2008; Race 29 July 2009; Age 21 October 2008; and Sexual Orientation January 2009.

## **OWNER**

Each objective has a Management Board lead, a Business Group Diversity Champion and a named person within that Business Group responsible for actually delivering the activity to meet the objective. Though in some cases these roles may overlap, required here is the named person responsible for delivering the activity. In some cases there may be a shared ownership between two Business Groups. Where it is felt that ownership should be held solely or partially elsewhere, negotiation will be necessary and the respective templates updated.

## **ACTIVITY**

This column includes the activity which is required to produce the outcome under each objective. Within the Scheme Action Plan, these are currently listed as Key Indicators. However, if the indicators shown in the Scheme are no longer, or have never been, appropriate, then the activities listed within this column will replace the original Key Indicators. Care needs to be taken to ensure that the activities are the correct ones to enable the objective to be met and within the published timescale.

## **RESOURCES**

Detail here what resources, which include staff time, are necessary to deliver the activity. If these are insufficient, this needs to be explained.

Be aware that the Gender Equality Duty Code of Practice states: *It will not be acceptable for a public authority to claim that it does not have enough resources to meet the duty. This is because meeting the general duty is a statutory requirement. Existing resources may therefore need to be reprioritised to meet the duty.* (CoP 2.28)

## **OUTCOME**

The outcome is the measure or measures by which we know that the objective has been achieved. These need to be SMART, with particular emphasis on how the outcome will be measured. In this way, we will know what the resultant success will look like and whether it has been realised.

## **RISK**

In accordance with MPS Business Risk Management, risk is defined as the chance of something happening that will have an impact on objectives, activities or outcomes.

Explain here:

- whether structures and processes are in place which will deliver the outcome (and therefore the objective); and
- whether the outcome will be realised by the stated deadline.

In addition to the explanation of the risk, employ the Blue, Red, Amber and Green (BRAG) Control Status, defined as:

Blue – Objective has been fully implemented and, where required, is being monitored.

Red – Insufficient structures or processes are in place, which will have an adverse effect on the successful delivery of outcomes or benefits; and/or there is major concern with the achievability of the anticipated outcomes or benefits.

Amber – There are some areas of digression from the structures or processes; and/or some risk to the realisation of the identified outcome.

Green – Objective running on or close to target, is generally complying with structures or processes and is anticipated to realise the forecast outcome.

## **LINKS**

Detail here how this objective links in with other Business Group or MPS activity. This is to ensure that duplication can therefore be reduced to a minimum. In addition, diversity and equalities successes will be clearly seen throughout all MPS activities by their linkages with, for example, other policing plans and strategies.