

Templates for the Budget and Equalities Report for 2005-06, and Business Plan and Budget for 2006-07.

Introduction

Please find attached:

1. A data return (**Template 1**) which covers HR data and targets.
2. A template (**Template 2A**) which addresses the issue of service delivery by asking you to analyse actual equalities based expenditure for 2005/06 against budget. The template provides space for brief comments and also asks for an analysis of 2006-07 planned expenditure. This expenditure should be that contained in your approved organisational budget and may therefore differ from information submitted to the GLA as part of your budget submission last year.
3. There is a further document (**Template 2B**) which is a summary of recommendations from the last Budget & Equalities report, including recommendations which cover the whole GLA group; where appropriate we want to know what progress has been made on each of these.
4. Please complete as appropriate and return to Peter Greig (peter.greig@london.gov.uk) at the GLA by May 12 . Please ring Peter with any queries.
5. A budget and equalities meeting led by the Mayor's office will be held in May/June and following that, as in previous years, a budget and equalities report will be produced later in the summer. Functional bodies will be asked to comment on the relevant parts of the draft report prior to publication.

Service Delivery

If the information requested has already been submitted in your 2006-07 Budget and Equalities Submission please indicate clearly in the appropriate textbox.

Programme/Theme/Measure of Expenditure	2005-06 forecast (£000)	Actual spend (£000)	Comment on progress	2006-07 Planned Expenditure (£000)
<p>A) Corporate Services</p> <p>i) Structure arrangements and resources for equality programmes (common to all FBs will be equalities prog SIP or BP)</p> <p>ii) Procurement/supplier diversity</p>			<p>A revised MPA committee structure came into place in April 2006. This saw the Equal Opportunities and Diversity Board (EODB) remaining but the Human Resources and Community Engagement Committees being abolished. The work previously done by those two committees is now dealt with by the Co-ordination and Policing Committee. The MPA is currently undergoing a rigorous internal improvement programme.</p> <p>The MPAs contract regulations and procurement guidelines contain a specific “equalities and diversity” statement that indicates how the Authority will ensure that the regulations will (a) achieve their own objectives with regard equalities and diversity (b) fulfil its statutory duties again with regard equalities and diversity. This is due to be reviewed shortly as part of the review of contract regulations. The GLA sustainable procurement policy is due to be approved by Finance Committee on June 15th 2006 and EODB regularly monitor progress of the MPS in addressing supplier diversity issues.</p>	
<p>B) Staff Costs</p> <p>i) List all staff with specific equalities remit</p> <p>1 Head of Unit 3 Policy Development Officers 2 Project Assistants</p>	£267	£324	<p>Within 2005-06, 1 Head of Unit, 1 Policy Development Officer and 1 Administrator/PA have been recruited and 1 Administrator has left the race & Diversity Unit. In 2006-07, a secondee with equalities expertise from TfL</p>	£340

1 Project Manager (RHCF) 1 Project Assistant (RHCF) 1 Administrator/PA			joins the Unit until January 2007. This falls into line with the GLA policy of pooling and rotating expertise around the GLA Family Group	
C) Specific services and programmes targeted at equalities groups				
i) Accessible Communications Policy	£25	£20	Accessibility is under constant review and upgrades considered as appropriate	£25
ii) Community engagement/Stakeholder programme				
Counter-terrorism	-	£28	The 05/06 expenditure was for the Together Against Terror conference and the 06/07 expenditure is for the work programme flowing from the conference	£29
Safer London panel	£85	£75	Work on this important tool in community engagement continues	£50
iii) Training (Inc £30 for Race Equality Scheme) HR Unit	£55	£15	This covers HR training on mediation, job evaluation, discrimination law, effective management and a disability conference.	£15

Race & Diversity Unit		£40	This covers internal development training and supervision in the Race & Diversity Unit and Equality Impact Assessment and Race Relations (Amendment) Act training arranged for the MPA	£5
iv) Actions, programmes and initiatives set up to address identified priorities. Please list all material expenditure.	£20	£0	No recruitment targeted at specific communities was carried out	£0
Targeted recruitment	£2	£2	Black History Month	£2
Staff Events	£20	£23	A seminar is planned for the end of 2006	£5
Disability Policing Agenda (Disability Oversight Group Disability Conference Greater London Action on Disability [GLAD] report)	£58	£65	This is the MPA annual stated contribution to the work of the RHCF supplemented by an equal contribution from GoL. Expenditure in excess of this is met from the Race and Diversity Unit budget.	£60
Race Hate Crime Forum	£10	£20	Induction loop improved	£0
	£20	£40	Work continues on equalities and its wider application in the MPA	£15
Buildings & Facilities	£30	£4		

Service Improvement Plan (BV SIP and MPA internal Improvement Plan)	£20	£1	No specific expenditure planned outwith the general cost of progression.	£0
Equality Standard for Local Government	£70	£0	This area of work is time and resources intensive rather than budget intensive.	£1
Women's safety (Domestic Violence Board)	£50	£15	Plans to do consultation exercises with these communities similar to that carried out with disabled people were not carried out	£0
Women's, faith and trans communities Community engagement	£0	£0	The sum budgeted for 06/07 is for the (Stop & Search) Community Monitoring Network	£25
Recommendation 61 of Lawrence report (includes all work on stop & account and stop & search)	£70	£93	Scheme due for publication December 2006. 06/07 consultation and development costs	£8
Development of Generic Equality Scheme			The MPA supports many of London's diverse communities through GLA-led events and festivals and one-off MPA events.	£100
Sponsorship & contingencies (inc Gun Crime Event)				

Template 2b Recommendations for the whole GLA group	Comment on Progress
Where there is material underrepresentation of BME, women and disabled staff each member of the group should adapt challenging but achievable targets. Targets should be extended to cover joiners rates and top management where appropriate.	Women were, in 2004/5, the only group that was under-represented and a challenging target was set. This was exceeded and the proportion of women is now 50% against a target of 51%. The target for disabled staff has been revised upwards from 11% to 13% and the MPA falls below this threshold at 10.5%. The target for BAME staff is 29% and the MPA exceeds this with 37%. Proportional targets for BAME and women were set for the top 20% of earners and the MPA has fallen short in terms of the proportion of women (45%) and the proportion of BAMEs (27%).
A group wide gender working party should be established to research and build best practice on ways to attract women to jobs that are currently male dominated.	The MPA has significantly improved the numbers of women in the last 12 months, including women in management roles.
Each member of the group should, where there is significant disproportion, research reasons for the under-representation of women and BME staff in their top management. The GLA in conjunction with the rest of the GLA group (and independent researchers if necessary) should produce a positive action model of best practice which each member of the group should commit to.	There was no consistent reason or explanation for under representation. However, the proportions have improved and are no longer significantly disproportionate.
Each member of the group should research urgently where there is significant disparity in the number of disciplinary actions being taken against BME staff.	N/A. Only one discipline case.
A group wide task force should be set up, led by the GLA, to identify what could be done to attract more disabled staff, including guaranteeing interviews and reviewing the appropriate adjustments to working conditions that could be made.	This has been discussed by the GLA HR network, but there are historical differences between uniformed and non-uniformed staff which impact upon proportionality, e.g. applicants for the police service up to the implementation of the DDA in October 2004.
Each member of the group should develop clear policies on older employees, including consideration of the replacement of compulsory retirement age with an appropriate non-	There is disproportionality for younger workers, not older workers. The retirement age is linked to the pension scheme that is linked to the national principal Civil Service Pension Scheme (PCSPS). Extensions of service beyond retirement age have not been refused

discriminatory retirement policy where they have autonomy to do so.	and would need to be objectively justified.
Each member of the group should develop their faith monitoring of Each member of the group should develop their faith monitoring of employees with a view to developing an annual reporting mechanism.	Faith monitoring has taken place for the last three years, but not all candidates (or staff) have completed this part of the monitoring form despite assurances about the use of this data.

MPA Specific	Comment on Progress
Race Equality Scheme – to achieve progress against all arrangements and measures outlined in the Scheme, and to review for publication by 31 st May 2005.	The MPA completed its review process within deadline.
Best Value Review of Equalities Service Improvement Plan – to establish structures and processes necessary to deliver progress and continually monitor achievement against each of the recommendations.	Progress has been made on the recommendations. Work is now in progress on our Generic Equality Scheme (GES) and, as timely and appropriate, the recommendations in the SIP that have not yet been achieved will be taken forward in the action plans attaching to the GES (due for publication December 2006)
Equalities budget and performance monitoring – to oversee and monitor the equalities budget spend and performance of both the MPA and MPS.	It has been agreed between the MPA/MPS that this process will begin in January 2007. It will be jointly led by the Head of Diversity & Citizen Focus (MPS) and the Head of Race & Diversity Unit (MPA)
MPA/MPS internal Diversity Application and Monitoring - to monitor progress against each recommendation in Internal Audit's Diversity Application and Monitoring Report	Monitoring takes place across all six equality strands. Work is now in progress on our Generic Equality Scheme (GES) and, as timely and appropriate, the recommendations in the SIP that have not yet been achieved will be taken forward in the action plans attaching to the GES (due for publication December 2006)
Equality Standard for Local Government – to work towards the GLA group objective to achieve Level 5 of the Equalities Standard by 2005.	<p>The MPA Equal Opportunities and Diversity Board (EODB) agreed, at its meeting on 7 July 2005, that the MPA would now aim to achieve level 5 of the standard by December 2007. This work will be progressed through EODB and the internal MPA Policy Officer Group (as the Corporate Equality Group) in partnership with other members of the GLA family.</p> <p>Also, there have been discussions with LFEPA to explore the option of undertaking a short research study comparing and contrasting the experiences of two members of the GLA Family Group in relation to ESLG.</p>
MPS Diversity Strategy development and implementation - to play a key role in positively influencing the development of the new MPS Diversity Strategy in the context of the MPS'	The MPS Race & Diversity Strategy 2006-2009 was presented to the MPA Full Authority meeting on 23 February 2006 where it was resolved that: that the MPS Race and Diversity Strategy 2006-09 be endorsed; that, in addition to reports to the Equal Opportunities &

<p>Diversity Directorate restructuring, and monitor performance with a specific focus on borough level implementation.</p>	<p>Diversity Board, a progress report be made to the Co-ordination & Policing Committee or the full Authority at an appropriate stage; and that DAC Fitzpatrick (Head of Diversity & Citizen Focus Directorate, MPS) and her team be congratulated on the production of this strategy. The MPA, through the Race & Diversity Unit had played a large part in getting the MPS to the final version of the strategy. Work continues on many fronts e.g. training and domestic violence, to ensure that the MPS carries forward its strategy in all service delivery and employment areas with MPA officers being part of, or leading, work to achieve that end.</p>
<p>Women's Safety - work will progress in partnership with the MPS and the GLA and will focus on women as staff members, stakeholders and members of the community.</p>	<p>The MPA Domestic Violence Board has been set up to monitor, scrutinise and support the Metropolitan Police Service (MPS) in its response to domestic violence including rape and honour-based violence. The board will aim to secure continuous improvement in the MPS' response, both as a service provider and as an employer and disseminate best practice and innovation across the 32 Borough Operational Command Units (BOCUs) and relevant Operational Command Units (OCUs). It had its first meeting on 5 April 2006 and will meet quarterly. The MPA is part of the GLA Gender Equality Working Group which aims to work towards greater gender equality both for women as employees of the functional bodies and as users of services provided by those organisations. This has included the MPA identifying the need to develop an employee domestic violence policy.</p>
<p>Community and Police Consultative Groups and Crime and Disorder Reduction Partnerships – this area of work will focus primarily on ensuring that these groups, which work through the MPA, meet their obligations through equality legislation.</p>	<p>All Community Police Consultative Groups funded by the MPA have adopted and submitted Equalities Statements. In addition all funded CPCGs are making demonstrable efforts to ensure that both their membership and activities are in line with equality best practice. The funding assessment included a diversity and equality target for each group activity. Composition of each CPCG Executive includes details by ethnicity, gender, age and disability. Groups are also being encouraged to apply a similar analysis to their corporate and individual membership and this will be reviewed during 2006/07</p>

<p>Implementation of Stop and Search and Recommendation 61 of the Stephen Lawrence Inquiry Report – work to improve the recording of ‘stop and account’ through consultation with local communities will link with improvements recommended by the MPA Scrutiny on MPS Stop and Search Practice published in May 2004.</p>	<p>The MPA now has in place a Stop & Search Review Board (SSRB), led by an MPA Member. The purpose of this Board is to progress the 55 recommendations of the MPA Stop & Search Scrutiny Report.</p> <p>The MPA has established a (Stop & Search) Community Monitoring Network (CMN) to be the conduit between the MPA and local communities. This is made up of representatives from the 32 local S&S monitoring groups across London. At the start of 2005, there were only 8 local S&S monitoring groups; as of June 2006, there are now 26 groups in operation across London. This development follows on from one of the recommendations made in the Scrutiny Report.</p> <p>During 2005 – 2006, both the SSRB and CMN held 5 meetings each. The minutes of all these meetings are either publicly available on the MPA website or on demand.</p>
<p>Progress in responding to the recommendations of the 2005-06 Budget and Equalities review including:</p> <ul style="list-style-type: none"> • Considering the start up of an officer-based process designed to scrutinise the MPS development of the equalities agenda • Development of a joint MPA/MPS statement signifying a joint understanding of equality and diversity to support the MPA’s scrutiny function. • The MPA need to develop their role in ensuring that the MPS plans for increasing the safety and security of women are driven through. The Head of the Race and Diversity Unit needs to ensure that gender 	<p>This process will begin in January 2007</p> <p>The Joint Equality Statement was signed by the MPA and MPS during the Full Authority meeting of the MPA on 6 December 2005.</p> <p>The MPA Domestic Violence Board has been set up to monitor, scrutinise and support the Metropolitan Police Service (MPS) in its response to domestic violence. The board will aim to secure continuous improvement in the MPS’ response and disseminate best</p>

<p>issues are prioritised in the MPA's scrutiny of MPS.</p> <ul style="list-style-type: none"> • The MPA should develop a gender equality scheme and consider introducing an overseeing/consultative mechanism that gets feedback on women's issues 	<p>practice and innovation across the 32 Borough Operational Command Units (BOCUs). It had its first meeting on 5 April 2006 and will meet quarterly.</p> <p>The gender equality scheme will be part of the MPA Generic Equality Scheme which will be published in December 2006</p>
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Budget and Equalities Data

MPA

Human Resource Data

Staffing Analysis BAME Employment (FTE's only)

Staff at 31 March 2006
Joiners year to 31 March 2006
Leavers year to March 2006

Men	Women	Total	BAME	White	BAME (%)	Asian (included in BAME)
52	53	105	39	66	37%	19%
2	15	17	9	8	53%	29%
2	4	6	1	5	17%	0%

Salaries by Category (£000s)

Analysis of Women employed at 31 March 2006

Number of women employed at 31 March 2006

Asian Women	Other BAME Women	Total BAME Women	White Women	Total Women Employed	Overall Women (%) in workforce
10	10	20	33	53	50%

Supplementary Information

White Irish Employment

Employed at 31/03/05
Year to 31/03/06- Joiners
Year to 31/03/06- Leavers
Employed at 31/03/06

Irish Men	Irish Women
1	1
0	1
0	1
1	1

Recruitment

Total Recruitment costs (£000s)

Budget 2005-06	Actual 2005-06	Budget 2006-07
60	60.5	est. £60k

Womens Employment

Women Joiners - year to 31 March 2006
Women leavers - year to 31 March 2006

Asian Women	Other BAME Women	Total BAME Women	White Women	Total Women
5	3	8	7	15
0	1	1	3	5

Grievances, Disciplinarys, Promotion and Employment Tribunals

Asian men
Other BAME men
Asian Women
Other BAME women
Total BAME
White men
White Women
Total number

Grievances	Discipline	Promotions	Employment Tribunal Cases 05	Employment Tribunal Cases 04
2	1	0	0	0
0	0	0	1	1
0	0	0	0	1
0	0	0	0	1
2	1	0	1	2
1	0	0	0	0
2	0	0	0	0
5	1	0	1	2

Glass Ceiling for Ethnicity/Women

No of Employees in top 5% of earners
No of Employees in top 20% of earners

Asian Men	Other BAME Men	Asian Women	Other BAME Women	Total BAME	White Men	White Women	Total
0	0	0	0	0	4	2	6
5	1	0	0	6	12	4	22

Disabled staff data
No of disabled staff

Employed at 31/03/05	Joiners Year to 31/03/06	Leavers Year to 31/03/06	Employed at 31/03/06
11	1	1	11

Human Resource Targets
% Black and ethnic minority staff
% of women staff
% of women in top 5% of earners
% of women joiners
% of black and ethnic minority joiners
% of staff who are disabled
Please list any other appropriate targets

31/03/2005 Actual	31/03/2006 Actual	31/03/2006 Target	31/03/2007 Target
40%	36%	29%	29%
47%	50%	51%	51%
N/A	N/A	N/A	N/A
73%	88%	80%	51%
42%	47%	25%	29%
11%	10%	11%	13%

Age, Faith and Sexuality

Analysis of staff by age

16-20	20-29	30-39	40-49	50-59	60+
0	16	25	27	33	4

Analysis of staff by Faith Groups
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Christian	Muslim	Hindu	Sikh	Jewish	Other
40	7	7	1	0	1

Analysis of staff by Sexuality

Lesbian	Gay	Bisexual	Transgender
3	4	0	0

Mainstreaming Equalities

Equalities Standard for Local Government (BVPI 2a)

Current Level	December-06
2	3

Race Equality Scheme Published (BVPI 2b)

Yes

RES included in Training Courses

Yes

Service Delivery Issues
Corporate Services

Accessibility
2005
Projected 2006

Total Number of Properties	Property with Disabled Access	Property with Disabled facilities
1	1	1
1	1	1

Accessibility expenditure (£000's)
Actual Year to 31/3/05
Budget - year to 31/3/06
Budget- Year to 31/3/07

Expenditure to make buildings accessible to disabled staff	Expenditure to make buildings accessible to disabled people	Expenditure to make facilities available to women staff	Expenditure to make facilities available to women
0	0	0	0
0	10816	0	0
0	7000	0	0