

Equality Impact Assessment Form

Part 1 – Initial Screening

1. Officer(s) & Unit responsible for completing the assessment:

Kerry McClelland, ICV Scheme Manager, Community Engagement Unit

2. Name of the policy, strategy or project:

London ICV Scheme Handbook

3. What is the main purpose or aims of the policy, strategy or project?

The purpose of the Handbook is to provide ICVs with a clear and comprehensive policy and practice framework for the London ICV Scheme.

4. Who will be the beneficiaries of the policy/strategy/project?

ICVs will benefit from having clear guidance around their role, as will detainees, the Police and the MPA.

5. Has the policy/strategy/project been explained to those it might affect directly or indirectly?

ICVs have been made aware that a Handbook for the scheme is under development. A copy of the document has been sent to MPS Custody directorate for their comments/input.

6. Have you consulted on this policy?

MPS Custody Directorate have been consulted. ICVs have not been directly consulted on the contents of the handbook itself, but have been widely consulted on changes to the MPA ICV Scheme, which are reflected in the Handbook.

7. Please complete the following table and give reasons/comments for where:

(a) **The policy/strategy/project could have a positive impact on any of the equality target groups or contributes to promoting equality, equal opportunities and improving relations within equality target groups.**

(b) **The policy/strategy/project could have a negative impact on any of the equality target groups, i.e. disadvantage them in any way.** If the impact is high, a full EIA should be completed.

Equality Target Group	(a) Positive Impact		(b) Negative Impact		Reason/Comment
	High	Low	High	Low	
Men	X				The impact on all groups listed will be positive. It will be helpful for all ICVs to be aware of policies, procedures and guidelines concerning the ICV Scheme – particularly as the scheme operates within a highly legislative framework. The Handbook is designed to provide a helpful framework and reference point for all ICVs – and to supplement information that they receive through the ICV Basic Training. Each ICV will receive a copy in April 2007 and all newly accredited ICVs will receive a copy when they start, as part of the welcome and induction process. The Handbook has a number of Annex's – which are the suite of policies already produced and for which separate EIA's have been carried out.
Women	X				
Asian or Asian British people	X				
Black or Black British people	X				
White people (including Irish people)	X				
Chinese people	X				
Other racial/ethnic group (please specify)	X				
Mixed Race	X				
Disabled people	X				
Gay, Lesbian and Bisexual people	X				

Equality Target Group	(a) Positive Impact	(b) Negative Impact	Reason/Comment
Transgender people	X		
Older people (50+)	X		
Younger people (17-25) and children	X		Volunteers need to be aged 18 or over to be eligible to become ICVs
Faith groups (please specify)	X		

8. Please give a brief description of how this policy benefits the equality target groups identified in the above table, i.e. promotes equality?

The Handbook benefits the groups listed through providing guidance that promotes equality, fairness and transparency in relation to the ICVs. It provides clear guidelines and practices that ICVs are requested to adhere to and should help ensure that the scheme operates to a consistent level across London, ultimately benefiting detainees.

9. If there is a negative impact on any equality target group, is the impact intended or legal?

N/A

If the negative impact is not intended, discriminatory and/or high in impact, complete part 1 and move on to the full assessment.

10. What actions could be taken to amend the policy/strategy/project to minimise the low negative impact?

N/A

11. If there is no evidence that the policy/strategy/project promotes equality, equal opportunities or improves relations within equality target groups, what amendments could be made to achieve this?

N/A

12. How will the policy, strategy or project be implemented including any necessary training?

N/A

Full Assessment necessary: Yes
 No

Date completed: 14 February 2007

Signed by Line Manager: K. McClelland

Signed by Race & Diversity Unit: D. Lewins

Approved by SMT: C. Crawford

Please return a hard copy and electronic copy to the Race & Diversity Unit once completed. The original signed hard copy & an electronic copy should be kept within your unit for audit purposes.