

# Equality Impact Assessment Form

## Part 1 – Initial Screening

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

Kerry McClelland – ICV Team, Community Engagement Unit

2. Name of the policy, strategy or project:

ICV Scheme – Procedure for dealing with poor performance - individuals

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

The purpose of the document is to define poor performance as it relates to individual ICVs and to set out a clear and transparent procedure for dealing with the issue

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

ICVs and detainees will be the main beneficiaries, but the police, the MPA and the general public may also benefit

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

The policy has been circulated to ICVs via their Panels. It has not been circulated to other beneficiaries, except the Custody Directorate through the ICV Programme Board.

6. Have you consulted on this policy?

Yes. ICVs were consulted via the ICV Programme Board representatives. Comments were received on the policy and changes were made to the policy as a result. Officers from Emerald Custody Directorate and the Lead Member for Custody Visiting also sit on the ICV Programme Board and were consulted as part of this process. The policy has been agreed by SMT (subject to an Equality Impact Assessment).

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 ICVs to be aware of what the MPA considers to constitute poor performance and what processes the MPA will follow to deal with this with individuals. Detainees, the general public and the police may also benefit as the policy will help to ensure that ICVs carry out their responsibilities appropriately and with due regard to their fellow visitors and detainees.
Women		x			As above
Asian or Asian British people		x			As above
Black or Black British people		x			As above
White people (including Irish people)		x			As above
Chinese people		x			As above
Other racial/ethnic group (please specify)		x			As above
Mixed Race		x			As above
Disabled people		x			As above
Gay, Lesbian and Bisexual people		x			As above
Transgender people		x			As above

Equality Target Group	(a) Positive Impact	(b) Negative Impact	Reason/Comment
Older people (50+)	x		As above
Younger people (17-25) and children	x		As above, however ICVs are required to be at least 18years old
Faith groups (please specify)	x		As above

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 policy promotes equality through ensuring that there are rules that apply to all so that discrimination is less likely. It also establishes consistency of practice and guidelines that will be helpful to ICV Panels. By having clear definitions and practices relating to performance, the MPA is helping to ensure that there is equity across ICV panels in London. It may also be helpful in fostering a culture of respect between ICVs.

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

No negative impact identified

**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?

The policy is already in use, but subject to further revision if necessary as a result of the EIA & changes to the administrative arrangements for the ICV Scheme from April 2007. The policy will be re-issued to all ICVs in April 07, as part of the ICV Handbook.

Full Assessment necessary:  Yes  
 No

Date completed: 25/01/07

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.