

The National Assembly for Wales: Arrangements to Promote Equality of Opportunity - Financial Year 2003 - 2004

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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 fifth 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 report covers the financial year 2003 - 2004. 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 Clerk to the Assembly on the promotion of equality of opportunity in the conduct of the Assembly's business.

Annex C - a report on Welsh Assembly Government work to promote equality

2. The annual report provides a factual account of where equality work progressed in 2003-04, including details of specific equality initiatives which can be a basis for scrutiny. However the Committee notes a lack of consistency of reporting across Welsh Assembly Government policy divisions and distinct gaps in the information provided. The Committee would welcome a fuller account in future.

3. The Committee was again disappointed that the Welsh Assembly Government's report for 2003-04 did not provide more evidence of the way in which equality is being mainstreamed in the Assembly. In July 2004 the Committee published its policy review report, 'Mainstreaming Equality in the work of the Assembly' and will be considering the response to that report during the financial year 2004-05.

4. The Committee welcomes the positive response of the Business Minister, in her role as Minister responsible for equality of opportunity, and the Permanent Secretary, to its mainstreaming equality policy review, and the intention to develop and implement a mainstreaming equality strategy through the aegis of the Welsh Assembly Government's Mainstreaming Equality Task and Finish Group. In particular the Committee welcomes the intention to consider a fuller audit of equality activity and to report in future on the basis of measuring equality outcomes against clear and specified objectives and inputs. It believes that implementation of its mainstreaming report recommendations should lead to a better understanding of the diverse needs of the people of Wales and to the development of policies and services that are responsive to those needs.

Future priorities for 2004-05

5. The key equality priorities identified by the Committee in its previous report are still relevant into 2004-05 and beyond. They include:

- Developing an effective mainstreaming strategy that will allow the Assembly to embed equality principles in every part of its work.
- Continuing the momentum created by the International Congress of Disabled Young People held in Swansea in 2003, by following up the

issues raised by young people. The Committee's policy review of service provision for disabled young people will employ the motto 'nothing about us without us' and be advised by a reference group of disabled young people.

- Supporting the effective implementation of current equality legislation - in particular monitoring the Assembly's obligation to produce and implement a compliant Race Equality Scheme as part of the public duty under the Race Relations Amendment Act. The Committee will also support activities related to Disability Discrimination Act regulations introduced on 1 October 2004.
- Responding to new legislative proposals across all the equality strands, and in particular the UK Government proposals for a single Commission for Equality and Human Rights.
- Making progress on implementing a recruitment policy and programme of outreach work that ensures the Assembly fully respects and reflects the diversity of the people of Wales.

6. The Committee received the Assembly Government's response to its first policy review, 'Review of service provision for Gypsies and Travellers' in March 2004. It will continue to monitor implementation of the report's recommendations, many of which will take some time to take effect. The Committee hopes to see a sustained effort to bring about changes that will significantly improve the lives of Gypsies and Travellers in Wales.

7. In March 2004 the Committee met informally to discuss its future operation and key priorities for its forward work programme. Key developments for future work include holding Ministers directly to account for delivery on equality within their portfolios, with the aim of inviting every Minister to attend at least one meeting each year to be scrutinised on an equality issue falling within their portfolio. The Committee will also make best use of its time by limiting the number of information presentations - continuing to invite diverse speakers to attend meetings, but with contributions focused on advancing the Committee's scrutiny or policy review work.

8. The Committee looks forward to reporting on progress across the Assembly in next year's annual report, soon after the end of the financial year in 2005.

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 2003 - 2004 and constitutes the first full report on the work of the Committee in the Second Assembly.

BACKGROUND TO THE COMMITTEE

2. 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.

3. The Committee's terms of reference are set out in Standing Order 14 (Annex A1). The Committee's membership is set out in Annex A2.

4. 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), Stonewall Cymru and the Welsh Language Board.

5. 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.

6. The new Equality of Opportunity Committee was elected on 3 June 2003. A list of the Committee's membership is at Annex A2. The following paragraphs highlight the work undertaken in 2003-04 and future priorities.

KEY ISSUES CONSIDERED BY THE EQUALITY OF OPPORTUNITY COMMITTEE SINCE JUNE 2003

Review of Service Provision for Gypsies and Travellers

7. 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.

8. We considered the Assembly Government's response to the report at our meeting on 4 March.

Mainstreaming Equality

9. 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 over the summer and have begun a series of evidence sessions.

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

10. 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.

11. 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 autumn.

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

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

UK Government consultation 'Equality and Diversity: Age Matters'

13. 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

14. 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

15. 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.

16. We look forward to seeing the results of the consultation and revised scheme.

FUTURE PRIORITIES

17. The Committee's forward work programme is attached at Annex A3, 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

PUBLIC BODIES CONCERNED WITH THE PROMOTION OF EQUAL OPPORTUNITIES

Commission for Racial Equality

18. In accordance with Standing Order 6.6, the Committee considered the Annual Report of the Commission for Racial Equality (CRE) on 2 October 2003. The main issues arising from the report were:

- working with public authorities to ensure they understood their obligations under the Race Relations (Amendment) Act 2000;
- promoting race equality with the business sector;
- refining the process of consultation with BME communities;
- mainstreaming race equality in the audit and inspection framework;
- modernising local race equality services.

Disability Rights Commission

19. In accordance with Standing Order 6.6, the Committee considered the Annual Report of the Disability Rights Commission (DRC) on 6 November 2003. The main issues arising from the report were:

- increasing demand for advice services via the DRC helpline;
- developing a strategic approach to legal casework;
- tackling discrimination in employment;
- promoting codes of practice and guidance on accessibility in the run-up to implementation of new disability discrimination legislation
- supporting a network of disabled young people following on from the International Congress held in Swansea.

Equal Opportunities Commission

20. In accordance with Standing Order 6.6, the Committee considered the Annual Report of the Equal Opportunities Commission on 11 December 2003. The key themes were:

- equality at work, including closing the gender pay gap, tackling pregnancy discrimination and overcoming occupational segregation;
- mainstreaming equality in public services through gender budgeting;
- improving access to advice services;

- work-life balance.

Annex A1

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.

14.4 A Committee member who has given advance notice to the chair may be represented at a meeting of the committee by another Member from the same political group who has been identified in advance. In giving such notice, the Member shall indicate the reason for the need for substitution. The nominated representative may participate in the meeting of the committee in all respects as if he or she were a member of it. No Member may represent more than one Committee member at a meeting.

14.5 Members who are not members of the Committee may attend its meetings when these are in public. Any Assembly 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.

14.6 Without prejudice to Standing Order 8.17, 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

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

Annex A2

MEMBERSHIP OF THE EQUALITY OF OPPORTUNITY COMMITTEE IN THE SECOND ASSEMBLY

NAME	DATES	PARTY	CONSTITUENCY
Gwenda Thomas (Chair)	June 03 - to date	Labour	Neath
Lorraine Barrett	June 03 - to date	Labour	Cardiff South and Penarth
David Davies	June 03 - to date	Conservative	Monmouthshire
Lisa Francis	June 03 - Jan 04	Conservative	Mid and West Wales
John Griffiths	June 03 - to date	Labour	Newport East
Helen Mary Jones	June 03 - to date	Plaid Cymru	Mid and West Wales
Laura Anne Jones	Jan 04 - to date	Conservative	South Wales East
Huw Lewis	June 03 - to date	Labour	Merthyr Tydfil and Rhymney
Jenny Randerson	June 03 - to date	Liberal Democrats	Cardiff Central
Catherine Thomas	June 03 - to date	Labour	Llanelli
Leanne Wood	June 03 - to date	Plaid Cymru	South Wales Central

Note:

The Committee was elected on 3 June 2003

FORWARD WORK PROGRAMME FOR THE EQUALITY OF OPPORTUNITY COMMITTEE MAY 2004 - MAY 2005

The Committee is required by Standing Orders to consider the following items:

- The Assembly's Annual report on equality, which includes the Committee's annual report - after each financial year
- Annual reports of the statutory equality commissions - autumn term

The Committee shall consider the following item regularly:

- A list of European proposals deposited in the UK Parliament since the last Committee meeting - at each meeting where there are relevant documents to consider

Policy reviews:

- Mainstreaming equality - the Committee will finalise the report and consider the Government response in due course
- Service provision for young disabled people - new policy review
- Service provision for Gypsies and Travellers - further consideration of the Government response

In addition to the regular items already indicated the Committee shall also consider the following issues:

- Issues facing asylum seekers and refugees
- The Assembly's Race Equality Scheme
- Assembly recruitment strategy
- Equal Pay Campaign
- Consideration of the EQUAL programme
- Follow-up to WLGA presentation on gender balance in local authorities and WLGA Equalities Unit Annual Report
- Update on plans for the Commission for Equality and Human Rights
- Public toilet provision - equality implications
- Communication support issues and BSL
- Public Appointments
- Children - discussion and annual report of the Children's Commissioner

Further details of the programme for each term are given in the following table.

Timing	Item
Summer 04	<ul style="list-style-type: none"> • Finalise Committee report on mainstreaming equality • Policy review - Service provision for young disabled people

Timing	Item
	<ul style="list-style-type: none"> • Further consideration of the Government response to the Committee's report on Service provision for Gypsies and Travellers • Issues facing asylum seekers and refugees - discussion with Ministers • Consideration of the final Assembly Race Equality Scheme • Consideration of the final Assembly recruitment strategy and discussion with the Permanent Secretary and new Human Resources Director • Update on the Equal Pay Campaign • Update on plans for the Commission for Equality and Human Rights • Consideration of Strategic Work Programmes of other Committees • Consideration of the EQUAL programme • Consultation on the Sustainable Development Action Plan • Equality implications of public toilet provision • Follow-up to WLGA presentation on gender balance in local authorities and WLGA Equalities Unit Annual Report • Update on Progress of Civil Partnerships Bill • Fifth Annual Report on Equality • European proposals deposited in the UK Parliament
Autumn 04	<ul style="list-style-type: none"> • Policy review - Service provision for young disabled people • Fifth Annual Report on Equality • Annual reports of the statutory equality commissions • Update on plans for the Commission for Equality and Human Rights • Communication support issues and BSL • Government response to the Committee report on mainstreaming equality • Government response to Stonewall Cymru's 'Counted Out' survey • Public Appointments - discussion and annual report of the Commissioner for Public Appointments • European proposals deposited in the UK Parliament
Spring 05	<ul style="list-style-type: none"> • Policy review - Service provision for young disabled people • Gender balance in local authorities • Chwarae Teg presentation • Children - discussion and annual report of the Children's Commissioner • Update on the Equal Pay Campaign • European proposals deposited in the UK Parliament

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 (subsequently renamed the Assembly Parliamentary Service (APS) to promote equality of opportunity in the conduct of business (section 48 of the Government of Wales Act) for the period April 2003 to March 2004.

1.2 The Presiding Office's Corporate Statement for 2003-04, 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 48 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 provides 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.

2. Access to Assembly Business

2.1 Review of 2003-04

2.1.1 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 Welsh Language Statement superceded by the APS Bilingual Services Statement).

2.1.2 Papers are available in the English and Welsh languages and where requested, in Braille at regional committee meetings.

2.1.3 The introduction of a Telephone Interpretation Service for the Assembly information line and Assembly booking line has been implemented. As a minimum the service will be provided in Somali, Urdu, Arabic, Punjabi, Mandarin, Hindi, Gujarati and Bengali.

2.1.4 A review of the provision in the Chamber for Members with hearing impediments was undertaken in 2003-04. This included the testing of new acoustic equipment which was trialled by a number of Assembly Members

3. Access to Information

3.1. Review of 2003-04

3.1.1 The Assembly Communication Service is responsible for making available a wide range of information on the Assembly business and the services it provides.

3.1.2 All public information documents published in English and in Welsh by the Assembly Communication Service are also made available in alternative formats in accordance with the Assembly Guidelines. In addition, advice and guidance is sought from the Assembly's Access Co-ordinator to ensure that all publications are compliant with equality legislation and best practice.

3.1.3 The general leaflet, 'Your Guide to the Assembly', is available in other languages. The publication is now available in Arabic; Cantonese; Dutch; French, German; Gujarati; Hindi; Italian; Japanese; Portuguese; Somali; Spanish; Swahili and Urdu as five additional languages have been included during 2003-04.

3.1.4 Lip-speakers and British Sign Language Interpreters are provided for the public on request for Plenary and Committee meetings and for tours of the Assembly. The current Assembly policy is that there should be two weeks advance notice for this type of support.

3.1.5 The National Assembly operates a text-phone service for its Information Line and Booking Line queries. The Access Co-ordinator also provides a text-phone service for communicating with customers, and organisations specialising in providing services for deaf and hearing-impaired people.

3.1.6 Loop systems are installed at the main reception desks in the Assembly building, Pierhead building and the North Wales exhibition hall in Colwyn Bay. Loop systems are also available in all Committee rooms, the public gallery of the Chamber and in conference rooms A and B.

3.1.7 Translation from English into Welsh and vice versa is provided to enable English and Welsh speakers to use their preferred language in the Assembly, and interpretation services from Welsh to English. The use of Welsh is now further supported by TermCymru, a database of Assembly terminology, launched in January 2004 and published on the Assembly's web-site. This is an additional contribution to enabling the Assembly to conduct its business bilingually and to sharing the Assembly's expertise with a wider audience.

3.2. Aims and Objectives for 2004-05

3.2.1 Undertake an audit of the plans for the Assembly's presence at events outside of the Assembly buildings to ensure that they take full account of access and equality issues.

3.2.2 Trial voice recognition software for officials using the Record of Proceedings systems, before April 2005 and investigate the feasibility of introducing the technology to reduce the amount of typing required.

3.2.3 Consider widening access to the Assembly's Record of Proceedings by making it available in alternative formats.

3.2.4 Public Information and Education Branch will

- Carry out an equality and social inclusion review of the Assembly Exhibition Centre to ascertain if the diverse culture of Wales is fully represented.
- Monitor the distribution of and web-site take up of leaflets in minority ethnic languages.
- Ensure that publications and information, provided by the service, have due regard for equality of opportunity for people from BME communities.
- Conduct /commission a feasibility study of an additional resource of an audio tour of the Assembly Exhibition Centre. This would provide an audio tour in minority ethnic language used within Wales in addition to Welsh and English.
- In order to ensure equality of opportunity at the opening ceremony for the new Assembly Chamber, there will be an opportunity to consult with key BME stakeholders to identify opportunities for promoting good race relations during the day's events.
- Produce the leaflet "Your Guide to the Assembly" in British Sign Language format to assess the requirement by BSL users across Wales for Assembly publications in this format.
- Make contact with race equality councils across Wales. in order to raise awareness of the ethnic minority language services such as the translated publications and the services offered by the Information Line.

3.2.5 Support the Equality of Opportunity Committee in launching and publicising the Committee's review into the rights of disabled young people.

3.2.6 Work with the RNID to raise awareness of the availability of typetalk service to facilitate access to the Assembly.

4. Physical Access to the Assembly

4.1 Review of 2003-04

4.1.1 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.

4.1.2 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.

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

4.1.4 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.

4.1.5 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.

4.2. Aims and Objectives for 2004-05

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

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

5. Members' Research and Committee Services

5.1 Review of 2003-04

5.1.1 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 Assembly Members.

5.1.2 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.

5.1.3 The Equality of Opportunity Committee conducted a policy review on how effectively the Assembly is mainstreaming equality, the Social Justice and Regeneration Committee looked at Housing for Older People, the Education and Lifelong Learning Committee started its review on Special Needs provision. The Environment, Planning and Countryside Committee completed its examination of the planning aspects associated with affordable housing and sustainable communities in the countryside

5.1.4 MRS produced in excess of 80 pieces of research on issues surrounding equality, for individual Assembly Members and Committees.

5.1.5 The Members' Library has undergone a reorganisation to make it more accessible and all-user-friendly.

5.1.6 In providing its research briefing service to committees and individual members, MRS adopts a quality assurance peer review process which includes an assessment on the degree to which it addresses issues of discrimination and equality of opportunity.

5.2. Aims and Objectives for 2004-05

5.2.1 Committee's to pursue policy reviews with an important equality angle in 2004-2005. Reports on reviews carried out into Mainstreaming Equality, Housing For Older People, Special Educational Needs Provision, Economic Inactivity and the Contribution of Arts and Sport to Community Regeneration will be published. Others into Disabled Young People and the affects of Substance and Alcohol Misuse will continue. In accord with one of the recommendations in the Mainstreaming Equality report, Subject Committees will submit copies of their Forward Work Programmes to the Equality of Opportunity Committee

5.2.2 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.

5.2.3 Equality to be included as a regular agenda item for meetings of the Panel of Chairs.

5.2.4 Equality considerations to be included in a revised checklist for venues suitable for holding external meetings arranged by the Assembly Parliamentary Service.

6. Human resources initiatives in the Presiding Office

6.1 Work undertaken and Achievements for 2003-04

6.1.1 The Human Resources (HR) Branch worked in partnership with the Welsh Assembly Government (WAG) HR (People) Division to develop and implement a recruitment policy that ensures that we recruit and retain an appropriately skilled workforce which reflects the society we serve. The policy promotes equality and diversity by providing an improved balance between 'bringing in' new staff and 'bringing on' existing staff.

6.1.2 Equal opportunity questionnaires continue to be sent with all application packs in order that ethnicity and disability statistics can be recorded and monitored to ensure the effectiveness of the recruitment policy.

6.1.3 Under the two ticks scheme, disabled candidates who meet the minimum sift criteria will progress to the next stage of the assessment process.

6.1.4 The evaluation of the New Deal for Disabled People Project conducted in 2002/03 to encourage disabled applicants into the Assembly, concluded that the scheme had been a success.

6.1.5 The four Administrative Assistants that were allocated fixed term contracts within the Assembly Parliamentary Service, have secured permanent employment within APS and the wider Assembly. Paul Furnish, one of the individuals, working within the Public Information and Education service received a New Deal Award for the Cardiff and Vale District for his achievements.

6.1.6 The five home-workers based within Translation and Record of Proceedings, recruited under the Pilot Scheme in 2002/03 have become permanent after serving their probation period, with one translator relocating to the Carmarthen office.

6.1.7 The implementation of the U-Access module of the HR IT system is designed to gather data held on ethnicity, gender, disability and age of APS employees and to improve management information.

6.1.8 Following the Senior Management Team's consideration of the potential to introduce a Positive Action Scheme to increase the representation of BME staff, it was decided that an alternative outreach scheme was a more appropriate means of achieving this aim.

6.2 Aims and Objectives for 2004-05

6.2.1 Examine the effectiveness of the new recruitment policy to ensure that it promotes greater access to opportunities taking additional action as necessary.

6.2.2 Opportunities to work flexibly have been extended within APS. Translation and Record of Proceedings are advertising posts for individuals to work during the evenings and there is a possibility that this arrangement will be extended to include additional home-working.

6.2.3 Promote use of U-Access to ensure that workforce statistics can be collected and used to examine the effectiveness of HR Policies, such as internal and external recruitment, performance management and training.

6.2.4 Offer training and development opportunities to those individuals who are responsible for promoting equality and diversity within APS, to ensure that they are equipped with the skills to take the equality programme forward.

6.2.5 As part of the revised induction programme, ensure that all new staff receive equality and diversity training to enable them to promote equality in all aspects of their work.

6.2.6 Bring forward proposals for an APS outreach scheme to increase the representation of the BME community within the workforce.

Annex C

REPORT ON WELSH ASSEMBLY GOVERNMENT WORK TO PROMOTE EQUALITY 2003 - 2004

Foreword by the Business Minister, Jane Hutt AM and the Permanent Secretary, Sir Jon Shortridge KCB

This Report outlines the work undertaken to promote equality of opportunity in the Assembly Government from April 2003 to March 2004. The Assembly Parliamentary Service is making a separate report on its work to promote equality of opportunity.

The National Assembly for Wales has a statutory duty to ensure that equality of opportunity is embedded in its work and the Assembly Government is committed to promoting equality of opportunity across all aspects of Welsh life.

The wide-ranging powers of the Assembly Government cover a variety of areas of public life in Wales and thus its policies have a significant impact on the day to day lives of Welsh people. This report details the actions that have been taken to promote equality of opportunity across various policy areas.

Allied to work on developing and implementing policies, we have made strenuous efforts to promote equality in the way we operate, and employ and develop staff. Equality considerations have become increasingly embedded in the way we develop policies, publish documents, provide access to services, train our staff, procure goods and services and make public appointments.

We are set to build on this progress by developing and implementing a Mainstreaming Equalities Strategy and our Race Equality Scheme.

JANE HUTT AM
BUSINESS MINISTER

SIR JON SHORTRIDGE, KCB
PERMANENT SECRETARY

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Introduction on the Welsh Assembly Government Work to Promote Equality 2003-2004

The Assembly Government is committed to promoting equality of opportunity in all aspects of Welsh life including race, language, religion, disability, age, gender and sexual orientation.

This Report explains the Assembly Government's arrangements, and their effectiveness, in meeting their duties under Sections 48 and 120 of the Government of Wales Act 1998 to:

- conduct its business with due regard to the principle that there should be equality of opportunity for all people (section 48); and
- exercise its functions with due regard to the principle that there should be equality of opportunity for all people (section 120).

The tables in this report show how the Assembly Government has taken a cross-cutting approach to promoting equality, taking action across its broad range of policy and operational areas. While this represents substantial progress and a considerable body of work, the Assembly Government recognises that more can be done to further improve the effectiveness of its work on equal opportunities and is committed to doing so.

Arrangements have been put in place, and working practices adopted, to ensure that Assembly Government Departments are equipped to promote equality of opportunity in their work. Notably:

- equalities organisations are consulted to ensure that our policies take account of their potential impact on different groups;
- equalities research and statistics gathering / analysis provides evidence to support action to promote equality of opportunity;
- information and services are provided in a way that seeks to give all groups access to the Assembly;
- training is provided so that staff have the skills and knowledge to promote equality and tackle unlawful discrimination;
- recruitment and selection systems seek to operate, free of discrimination;
- procurement systems are designed to promote equality of opportunity; and
- public appointments arrangements seek to engage people from a diverse range of backgrounds.

These arrangements are most recently developed in the field of race where the Assembly has a Race Equality Scheme (to meet its legal duties under the Race Relations Act). This Scheme will be the foundation from which the Assembly Government will develop an approach to “mainstreaming” that will cover its work on equalities more widely.

SOCIAL JUSTICE & REGENERATION

Communities Directorate

Equality Aspect	
Generic/Overarching Equalities	Community Facilities and Activities Programme <ul style="list-style-type: none">• One of the priorities for the Community Facilities and Activities Programme was 'involving people of all ages and abilities in the community and addressing the needs of socially excluded groups'• Priorities for the programme included 'providing facilities or activities which reduce poverty, inequality, discrimination and social disadvantage', and 'strengthening the cultural and linguistic identity of the community'

Age	<p>Funding for Princes Trust Cymru</p> <ul style="list-style-type: none"> The Prince's Trust - Cymru has been awarded a grant of almost £1m under Communities First for the period 2002-06 for its U-FIRST initiative. This initiative enables young people to be appointed in each of the ten communities involved. They were directly recruited from the community of which they have had experience and which they were to serve. Each was released to pursue a course to help their personal and academic development while being supported by the Princes Trust Cymru to improve the lives of young people in the area. <p>Community of Interest</p> <ul style="list-style-type: none"> Work continued on the Children and Young People's Community of Interest in Pembrokeshire <p>Communities First Support Network Guidance Note</p> <ul style="list-style-type: none"> The Communities First Support Network produced a guidance note on the engagement of children and young people in the Communities First programme.
Disability	<p>Royal National Institute for the Deaf / Royal National Institute for the Blind</p> <ul style="list-style-type: none"> Under the Communities First Programme, funding was provided to both the Royal National Institute for the Deaf (RNID) and the Royal National Institute for the Blind (RNIB) to engage people who were deaf or hard of hearing and people who are blind or partially sighted in the Communities First programme. The work of the organisations was reviewed in December 2003 and it was recommended that funding for the RNID continue, in the first instance, for a year and that the funding for the RNIB continued for a further three years. <p>Post Office Development Fund</p> <ul style="list-style-type: none"> Funding was provided under the Post Office Development Fund to enable disabled access in a number of Post Offices

Gender	<p>Home-working Project</p> <ul style="list-style-type: none"> • Funding was provided for the National Group on Home-working to scope the extent, nature and support for home-workers in Wales.
Race	<p>Black Ethnic Minority Support Team (BEST)</p> <ul style="list-style-type: none"> • Funding was provided under the Communities First Support Fund for the Black Ethnic Minority Support Team (BEST). BEST brought together the All Wales Ethnic Minority Association, the Black Voluntary Sector Network Cymru, MEWN Cymru and the Scarman Trust. • BEST provided and delivered culturally appropriate support services (focusing on business and financial planning; organisational strategy; project management; fundraising; evaluation and audit; legal and structural issues; ICT; training; and networking and support systems) to minority ethnic communities and organisations in Communities First areas across Wales. In addition to encouraging the formation of new community groups and local networks, the organisation established partnerships in key urban areas and cascaded skills and knowledge to local community organisations. <p>Black Voluntary Sector Network (Wales)</p> <ul style="list-style-type: none"> • Funding was provided to the Black Voluntary Sector Network Wales (BVSNW) in their role as part of the Communities First Support Network. Their principal role was to help engage minority ethnic groups in the Communities First Programme. <p>AWEMA Project</p> <ul style="list-style-type: none"> • Funding was provided for an Economic Development Officer for the purposes of: <ul style="list-style-type: none"> • developing staff and members' ability to fulfil the agreed aims and objectives AWEMA's Economic Development Committee; • beginning the process of securing funds to match EQUAL funds and European Regional Development Fund (ERDF) Technical Assistance.

Housing Directorate

Age

Support for Care and Repair

- £3.45 million was given by the Assembly in support of Care and Repair activities in Wales. This compares with £1.48 million given in 2002-03. The 133% increase represented the Assembly's commitment to enhanced funding of the movement following a financial review. In terms of performance, health and community care gain the following can be cited:
- Care and Repair agencies received 32,823 enquiries of which 98% of clients were either aged over 75, disabled or in poor health and on low income;
- completed 27,071 jobs at a total cost of £14.6 million and
- completed 6,541 advice cases.

Rapid Response Adaptations Programme (RRAP)

- The primary aim of this programme is to reduce the number of delayed transfers of care that result from an older person who is a hospital patient being unable to safely return home unless essential minor adaptations or repairs are undertaken. It also seeks to *prevent* hospitalisation or going into residential care by undertaking small-scale repairs in an older person's property. Care and Repair Cymru, and Care administer the programme and Repair agencies work in partnership with local authorities, other housing providers and health sector organisations in respect of referrals and assessment of need. They provided funding £1 million in 2003-04

Race	<p>Race & Housing Training Resource</p> <ul style="list-style-type: none"> • A “Race and Housing Training” resource was produced in collaboration with a range of minority ethnic and housing organisations, including the All Wales Ethnic Minority Association (AWEMA) Housing Subject Committee.. This package is designed to meet the “housing / race equality” training and development needs of staff, Councillors / board members and key tenants of local authorities and housing associations. <p>Race and Housing Good Practice Guidance</p> <ul style="list-style-type: none"> • This was produced and issued to assist local authorities and housing associations to implement their responsibilities under the Black and Minority Ethnic Housing Action Plan for Wales. It covers, for example, promoting minority ethnic housing association board membership, tenant participation; and minority ethnic housing contractors. <p>Mainstreaming Minority Ethnic Issues into New Policies, Programmes and Guidance</p> <ul style="list-style-type: none"> • Race equality dimensions were incorporated into "Tenants Recognition Criteria" and the appointments process for the Rent Assessment Panel. Also a fundamental obligation for housing associations to promote race equality and tackle racial discrimination was incorporated into the sector’s new Regulatory Framework. <p>Under the BME Grant Programme 2003-04</p> <ul style="list-style-type: none"> • Funding of £111k awarded to local authorities and housing associations to put in place Minority Ethnic Housing Strategies and Race Equality Plans • £92k grant funding was made available for innovative “race and housing” projects.
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Voluntary Sector and Inclusion Division

Equality Aspect	Policy/Business Functions
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Generic/Overarching Equalities	<p>Independent Commission</p> <ul style="list-style-type: none"> An Independent Commission was established to review the National Assembly's Voluntary Sector Scheme. The Commission paid particular attention to the extent to which some parts of the voluntary sector, notably equality groups, lack sufficient capacity and support to enable them to make a real impact.
Age	<p>Core Funding</p> <ul style="list-style-type: none"> Core funding of £23,808 was provided to Community Service Volunteers to support its Retired and Senior Volunteer Programme throughout Wales. Project funding of £100,000 was provided to Community Service Volunteers to set up an Active Community project targeting specific communities in Blaenau Gwent, Pembrokeshire, Bridgend and Anglesey. The project, which targeted over 50's, aimed to combat social exclusion amongst older people.
Race	<p>Black Voluntary Sector Network</p> <ul style="list-style-type: none"> This organisation was awarded core funding of £61,146 to provide an umbrella service to the many minority ethnic voluntary sector organisations operating in Wales. The Network was able to encourage good practice, assist local communities by encouraging participation in development, and was able to identify, interpret and articulate the concerns of the sector.

Community Safety Unit

Equality Aspect	
Race	<p>Monitoring Community Cohesion</p> <ul style="list-style-type: none"> The Community Safety Unit continued to monitor community cohesion issues in Wales on a monthly basis, reporting directly to the Home Office. For example, Caia Park in Wrexham was monitored closely after rioting occurred there.

Funding to a Muslim Welfare Centre

- The Community Safety Unit provided £5,000 of funding to a Muslim Welfare Centre in Barry to provide secure parking for users.

Equality Policy Unit

Equality Aspect	
Disability	<p>European Year of Disabled People (EYPD) 2003</p> <ul style="list-style-type: none">• Support was provided to the All Wales European Year of Disabled (EYPD) facilitation group. In January 2004, the group disbanded after agreeing to produce <i>EYPD 2003 – Summary of Events in Wales</i>, a document marking the significant achievements of the year. <p>Disability Wales</p> <ul style="list-style-type: none">• Funding was provided to Disability Wales to enable a Disability Consultation Officer to carry out a number of consultations, including consultations on School Councils and the Disability Discrimination Act.
Gender	<p>Wales' Women's National Coalition</p> <ul style="list-style-type: none">• Funding was provided to the Wales' Women's National Coalition (WWNC), a consultative network established to promote gender equality in Wales. WWNC participated in and initiated a number of activities including responding to the Home Office's "Safety and Justice" consultation and organising a number of workshop events with a view to building women's confidence to encourage them to participate in a wide range of organisations in Wales. <p>International Women's Day</p> <ul style="list-style-type: none">• An International Women's Day event was hosted for minority ethnic women in March 2004. The event was organised by the Assembly in conjunction with a number of minority ethnic women's organisations including:

	<p>MEWN Cymru, BAWSO, Saheli, Valleys Women Ethnic Minority Support Group, Cardiff Somali Women and Youth, Women Connect First and Women in Action.</p> <ul style="list-style-type: none"> • These organisations invited a selection of minority ethnic women from those most marginalised and disadvantaged within Welsh society. The overall aim of the event was to: <ul style="list-style-type: none"> • build greater awareness, understanding and collaboration between different groups of minority ethnic women; • celebrate International Women’s Day; • provide an opportunity for minority ethnic women to discuss key issues relating to gender and race equality with Assembly officials and the Minister for Social Justice and Regeneration. <p>Equal Pay Campaign</p> <ul style="list-style-type: none"> • In November 2003, the Minister for Social Justice and Regeneration approved funding for the second phase of the Equal Pay Campaign. The total funding amounted to £60,253 and was broken down as follows: <ul style="list-style-type: none"> • £45,253 of the funding was pledged to the Wales TUC to employ two dedicated secondees to assist Union officials and employers to begin pay reviews; • £10,000 of the funding was pledged to the Equal Opportunities Commission to: commission research into equal pay in relation to minority ethnic men and women, and raise awareness of the Equal Pay Review Kit with small and medium enterprises; and • £5,000 of the funding has been earmarked for the evaluation of the second phase of the Equal Pay Campaign.
Race	<p>Gypsies and Travellers Seminar</p> <ul style="list-style-type: none"> • In November 2003 the EPU organised an All Wales Seminar for Local Authorities and Local Health Boards in to discuss the Equality of Opportunity Commission’s report: <i>Review of Service Provision for Gypsies and Travellers</i>. The Seminar included a series of guest speakers from the Welsh Local Government Association as the Community Law Partnership. The Seminar aimed to: <ul style="list-style-type: none"> • Explore the Review’s recommendations; • Establish what has been achieved so far; • share best practice; and

- clarify the barriers to effective implementation of the Review's recommendations.

Race Equality Scheme Consultation events

- The Assembly published "A consultation on a new Race Equality Scheme for the National Assembly for Wales". The responses were considered in producing the revised scheme.
- The Assembly also ran a series of events to consult with minority ethnic groups outside the Assembly. During September 2003 minority ethnic focus groups were convened for 'women', 'young people', 'older people', 'people of mixed race' and 'refugees'.

All Wales Refugee Policy Forum

- The Minister for Social Justice and Regeneration announced the establishment of the All Wales Refugee Policy Forum in November 2003. The forum worked to ensure a more strategic, co-ordinated and effective approach was taken to supporting the successful integration of refugees and asylum seekers on a national level across Wales. Specifically the Forum had produced a comprehensive review of the position and situation of refugees and asylum seekers in Wales.

All Wales Ethnic Minority Association

- Funding was awarded to the All Wales Ethnic Minority Association (AWEMA) to enable a Strategy Development/Capacity Building Officer to provide strategic support to the organisation and to build up the capacity of AWEMA staff.

AWEMA "Right to Vote" Project

- Originally set up in 1999, this project was funded to increase voter awareness and registrations from the minority ethnic population in Wales. By March 2004, AWEMA had completed follow-up research to ascertain the minority ethnic people's attitude towards Welsh politics.

AWEMA "Black and Minority Ethnic Carers" Project

- This project was funded by the Assembly to examine the provision of services and activities for minority ethnic carers in Wales, identify key areas for development of services and produce a guidance/good practice for

	<p>provisional and access to services.</p> <p>Welsh Refugee Council Chief Executive Post</p> <ul style="list-style-type: none"> Financial assistance was provided towards the post of the Chief Executive to lead and oversee the running of the Welsh Refugee Council. <p>Race Equality Council's Race Equality Officers</p> <ul style="list-style-type: none"> Grants were awarded to enable some Race Equality Councils in Wales to appoint Race Equality Officers where previous attempts to find suitable secondments had failed. <p>Central African Association</p> <ul style="list-style-type: none"> A grant was awarded to the Central African Association to work with a particularly marginalised and disadvantaged refugee group. This grant allowed the organisation to work on issues relating to the settlement and integration of refugee groups in Wales through provision of guidance, counselling and education, particularly in the areas of language. <p>Welsh Diversity Award</p> <ul style="list-style-type: none"> EPU sponsored the Welsh Diversity Awards, which were organised by the Black Voluntary Sector Network Wales.
<p>Sexual Orientation</p>	<p>Stonewall Cymru</p> <ul style="list-style-type: none"> Funding was provided to Stonewall Cymru, an umbrella organisation that represents lesbian, gay and bisexual people in Wales. The organisation strove to achieve legal equality and social justice for lesbian, gay and bisexual people, through working networks of partners in Wales, as well as providing services to other organisations. For example, in 2003-04, Stonewall Cymru provided assistance to Dyfed-Powys Police to establish a lesbian, gay and bisexual police liaison group and completed the first ever survey on lesbian, gay and bisexual people in Wales.

Mardi Gras Wales 2003

- Sponsorship was given to the Mardi Gras event in Cardiff 2003, an event aimed at combating homophobic hate crime and celebrating diversity in Cardiff communities.

Civil Partnership Bill

- EPU received and collated feedback from members of the public and organisations in response to the Home Office consultation on the proposed Civil Partnership Bill.

LOCAL GOVERNMENT, PUBLIC SERVICES & CULTURE

Public Administration Division

Equality Aspect	
Generic/Overarching Equalities	<p data-bbox="537 507 853 539">Motivation Research</p> <ul data-bbox="537 555 2145 699" style="list-style-type: none">• Research was commissioned from Bangor University into what motivates people to take up a public appointment and the differences between different groups (gender, ethnic minorities and disabled people, etc). The research is being used to help improve the way the Assembly communicates with under represented groups. <p data-bbox="537 772 1106 804">Board Member Development Scheme</p> <ul data-bbox="537 820 2136 963" style="list-style-type: none">• Ministers approved, in principle, a scheme to give people from under represented groups (women, ethnic minorities and disabled people) the opportunity to sit on a board of a public body for a limited period to equip them with the relevant skills and experience to take up a public appointment. It is intended to pilot the scheme in 2004-05 with the Welsh Industrial Development Advisory Board. <p data-bbox="537 1037 824 1069">Awareness raising</p> <ul data-bbox="537 1085 2136 1305" style="list-style-type: none">• In order to raise awareness of public appointment opportunities among under represented groups, since February 2004 details of vacancies expected to arise over the following three to six months have been circulated to equality organisations on a monthly basis. The organisations include the Equal Opportunities Commission, the Disabilities Rights Commission, the Commission for Racial Equality, local Race Equality Councils, the Wales Council for Voluntary Action, Disability Wales and the Wales Women's National Coalition. Details were also published on the Assembly's website.

Disability	<p>Disability Wales Conference</p> <ul style="list-style-type: none"> • A member of the Public Appointments Unit team spoke at the Annual Disability Wales Conference to raise awareness of public appointments. In her keynote speech Sue Essex AM, Minister for Finance, Local Government and Public Services also emphasised the importance of participation in public life and the Assembly's aim to make public bodies better reflect the communities they serve.
Gender	<p>Welsh Women's National Coalition</p> <ul style="list-style-type: none"> • Public Appointments Unit attended an event organised by WWNC to raise awareness of public appointments.
Race	<p>Centre for Social Markets Conference</p> <ul style="list-style-type: none"> • The First Minister gave the keynote speech at this conference when he encouraged people from minority ethnic communities to contribute to life in Wales by taking up public appointments.

Local Government Finance

Equality Aspect	
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Race	<p>Local Government Funding</p> <ul style="list-style-type: none"> Local Government Finance Division sought to ensure that appropriate consideration was given to ethnicity in any review of the formulae used to determine local government funding. <p>Children Social Services Funding</p> <ul style="list-style-type: none"> Consideration was given to recognising ethnicity as a cost driver for children’s social services. As part of work carried out to develop a resource allocation formula for children’s social services, consultants from University of York recommended that the Assembly investigate ethnicity as a possible cost driver. A dataset on children from non-white ethnic groups at electoral division level was derived from the 2001 census in preparation for further work that will be carried out during 2004-05.
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Local Government Modernisation Division

Equality Aspect	
Generic/Overarching Equalities	<p>Partnership Council for Wales</p> <ul style="list-style-type: none"> The Local Government Partnership Council considered the annual report of the Welsh Local Government Association’s Equalities Unit. The report described how the Unit was working in partnership with the Assembly Government and other organisations on the development and implementation of the equality agenda within local government in Wales. <p>Past Service Awards</p> <ul style="list-style-type: none"> The Past Service Award scheme encouraged long-serving Councillors to step down at the 2004 elections and allow other candidates to come forward as part of the policy to bring about greater diversity in local

government.

Pensions

- The Assembly (in conjunction with the Office of the Deputy Prime Minister) have introduced regulations added to the new framework of allowances introduced by the Assembly to encourage wider diversity in local government by making it easier for people of working age to enter council service.

Continuous Improvement

- Local authorities were required to produce Annual Improvement Plans. 'Syniad' (the improvement arm of the Welsh Local Government Association (WLGA) and the WLGA's Equalities Unit, on behalf of the Assembly, examined how well the plans reflected local authorities' statutory obligations on race equality, and other aspects of equal opportunities, and would ensure that any recommendations on how local authorities could strengthen improvement plans, in relation to equal opportunities, are followed up.
- Grant funding was provided to the WLGA's Equalities Unit to support local authorities to meet their equalities obligations and to assist in embedding of equalities in the way in which local government works.

Review of the Performance Measurement Framework

- The Local Government Data Unit Wales were commissioned to carry out a 2-year review of the framework and performance indicators used to measure local authority performance. The WLGA's Equalities Unit worked with the Data Unit, and the specialist teams set up to propose measures in each service area, to ensure that equalities considerations were included in their work when developing measures for local government. This work will continue in 2004-05 and a new set of statutory measures will be consulted on and put in place for April 2005.

Disability	<p>Polls Apart</p> <ul style="list-style-type: none"> • In conjunction with the Electoral Commission a seminar was organised to promote best practice in the electoral process (including on access). <p>Assembly Elections</p> <ul style="list-style-type: none"> • Funding was allocated for the provision of temporary ramps to improve the access of buildings for the 2003 Assembly elections. Voting devices for the partially sighted were also provided in polling stations to assist voters with the completion of ballot papers.
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Culture, Welsh and Sport Directorate – Arts Branch

Equality Aspect	
Disability	<p>‘Moving Beyond’ - a Strategy for Disability and the Arts</p> <ul style="list-style-type: none"> • The Arts Council of Wales worked in partnership with Arts Disability Wales (now Disability Arts Cymru) to produce a Strategy for Disability and the Arts which will be launched in January 2005. ACW consulted widely on the Strategy, which was very favourably received, particularly from disabled peoples’ organisations.
Race	<ul style="list-style-type: none"> • The Arts Council of Wales’ remit letter spells out the requirement to include in their operational plan details of how, their Diversity Strategy will tackle barriers to participation that affect specific groups. • The Arts Council of Wales currently monitors recruitment both in respect of staffing and advisors and are in the process of identifying relevant ethnicity training bodies to deliver race equality training to staff and members (as part of its Cultural Diversity Strategy).

Culture, Welsh and Sport Directorate – Welsh Language Unit

Equality Aspect	
Generic/Overarching Equalities	Welsh Language Scheme for the Welsh Assembly Government <ul style="list-style-type: none">• The work of the Welsh Language Scheme team was to promote linguistic equality between the English and Welsh languages. The Welsh Language Scheme team took appropriate opportunities to draw parallels between linguistic equalities and other equality fields, for examples when providing advice to colleagues, and when conducting briefing/training sessions on language awareness, Around 30 such sessions were conducted 2003-4.

Age	<p>Increasing activities for young people</p> <ul style="list-style-type: none"> • In 2003-04 the Welsh Language Board undertook specific work in the youth field. Work was concentrated on 3 areas: <ul style="list-style-type: none"> • networking Young Farmers' Clubs which use the Welsh language; • working in partnership with the Sports Council, the Urdd, and local government on sport; and • networking those bodies which have an interest in developing Welsh language pop and rock music <p>Marketing Strategy</p> <ul style="list-style-type: none"> • The Welsh Language Board's marketing strategy which was launched in 2003 included projects aimed at increasing the use of Welsh by young people.
Disability	<p>Directorate for Culture, Welsh Language & Sport has responsibility for sponsorship of the Welsh Books Council</p> <ul style="list-style-type: none"> • Audio Books increased in popularity in English during the last few years. The Welsh Books Council became aware of the demand for a similar provision in the Welsh language and therefore decided to fund <i>Ilyfrau llafar</i> (audio books). • £6,000 of the funding the Welsh Books Council received was earmarked for <i>Ilyfrau llafar</i> and three books were published.

CADW – Welsh Historic Monuments

Equality Aspect	
Disability	Disability Access

- Consulted with the Disability Rights Commission and subsequently published *Overcoming the Barriers*, a guide on access for disabled people to historic buildings;
- continued to increase awareness in disability through training for staff who deals with the public;
- completed a virtual reality model of Tintern Abbey for use by disabled people;
- carried out the first tranche of disability access audits at a number of CADW sites.

ENVIRONMENT, PLANNING & COUNTRYSIDE

Equality Aspect	
Generic/Overarching Equalities	<p>Design Commission for Wales</p> <ul style="list-style-type: none"> • The Department core-funded the Design Commission for Wales which was encouraging social inclusion in its work. • Planning division continued to promote and support the use of design in creating accessible, sustainable buildings, places and spaces through the Design Commission for Wales <p>Environment Agency, Countryside Council for Wales and the National Parks</p> <ul style="list-style-type: none"> • Sponsored the Environment Agency, the Countryside Council for Wales and the National Parks to take forward policies on equality. <p>Welsh Planning Forum</p> <ul style="list-style-type: none"> • Tasked the Welsh Planning Forum (which includes representation from, minority ethnic groups, disability groups, and women’s organisations) to act as a sounding board for implementation of the ‘Planning: Delivering for Wales’ agenda.
Disability	<p>Countryside Access</p> <ul style="list-style-type: none"> • Disabled peoples’ interests were systematically recognised in the preparation for countryside access: with representation on national and local fora, and with action on Assembly policies on access to the countryside on the ground to improve key access points <p>Membership of Countryside Council</p> <ul style="list-style-type: none"> • Undertook pro-active engagement with disability and minority ethnic groups to encourage more diverse applications for membership of the Countryside Council, the National Parks and Environment Agency Wales. <p>Wales Planning Forum</p>

	The Wales Planning Forum, a sounding board for all issues to do with Planning and the <i>Planning: Delivery for Wales</i> Programme, included a representative from Disability Wales.
Race	<p>Environment Strategy</p> <ul style="list-style-type: none"> • Minority ethnic representatives were consulted on the development of the Assembly's Environment Strategy, and on "countryside access".

BUSINESS INFORMATION MANAGEMENT

Information Management (incorporating Better Government) (IMD)

Equality Aspect	
Others	Publishing Information <ul style="list-style-type: none">• Published information actively considered for alternative format production and service standards were produced for responses to requests for information in minority languages.
Generic/Overarching Equalities	Access <ul style="list-style-type: none">• Established a network of contacts (key individuals and special interest groups e.g. Wales Council for Voluntary Action, Wales Council for the Blind) to ensure that services are publicised appropriately and adapted where necessary to meet customer needs. (The Department enlisted the support of a blind person to assess and improve the Department's service provision to this particular group.) Programme of Visits <ul style="list-style-type: none">• The Department developed a programme of visits to key equality groups to publicise "Access to Information" and "Publications Centre" services. The Department invited a wide range of students and members of CLAUD Cymru who had specific needs.

Statistical Directorate

Equality Aspect	
Generic/Overarching Equalities	<p>Digest of Welsh Statistics</p> <ul style="list-style-type: none"> • Publish annual compendium publication, which contained statistics on a full range of topics. A large proportion of the information included in this bilingual publication is available by both age and gender. <p>Welsh Local Labour Force Survey</p> <ul style="list-style-type: none"> • Data from the Welsh Local Labour Force Survey database for the year 2001 – 2003 was made available on StatsWales. These included tables on economic activities and occupation by gender, numbers of disabled people and their economic activity, economic activities of people aged 50 or more, and ethnicity.
Age	<p>A Statistical Focus on Older People in Wales</p> <ul style="list-style-type: none"> • Work was carried out on collating and preparing statistics on older people in Wales. This information was used to produce a publication comparing the health and the social and economic circumstances of older people with those in younger age groups.
Disability	<p>A Statistical Focus on Disability and Long-Term Illness in Wales</p> <ul style="list-style-type: none"> • Produced a publication, which presented a range of statistics on people with a disability or long-term illness. It looked at their social and economic circumstance and compared them with those of other people. The publication contained information from a range of sources including the 2001 Census of Population and the Labour Force Survey.

<p>Gender</p>	<p>Examination and Assessment Achievement: Gender Analysis (Statistical Bulletin)</p> <ul style="list-style-type: none"> Published annual statistical bulletin comparing the attainment of males and females at Key Stage assessments and external examinations.
<p>Race</p>	<p>Pupil Level Annual School Census (PLASC)</p> <ul style="list-style-type: none"> All primary, secondary and special schools returned data on ethnic background and national identity. New analyses included in a Statistical First Release issued in August 2003. <p>2001 Census of Population: First results on Religion</p> <ul style="list-style-type: none"> Published a short Statistical Bulletin highlighting the first results on “Religion” from the 2001 Census of Population in April 2003. It broadly looks at what people within Wales stated as their religion in response to the voluntary question. <p>2001 Census of Population: First results on Country of Birth</p> <ul style="list-style-type: none"> Published a short Statistical Bulletin highlighting the first results on “Country of Birth” from the 2001 Census of Population in April 2003. It broadly looked at where residents within Wales were born, in particular whether they were born in the UK, Europe or elsewhere.

HEALTH & SOCIAL CARE DEPARTMENT

Equality Aspect	
Generic/Overarching Equalities	<p>Children First Programme</p> <ul style="list-style-type: none"> The aim of this Programme is to transform the quality and delivery of social services for children in need and their families in Wales and to ensure that children in need gain maximum life chance benefits from education, health care and social care and that they are safe. Under “Children First” some of the greatest improvements have been made in the area of health. <p>Inequalities In Health Fund</p> <ul style="list-style-type: none"> The Fund was further developed 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.
Disability	<p>Consultation with Disabled Children and Young People and their parents/carers</p> <ul style="list-style-type: none"> Barnardos (Cymru) and NCH (Cymru) were commissioned to consult with disabled children in Wales about their views of the services they receive and their recommendations for change. Contact a Family was commissioned to conduct a series of consultation events with parents/carers across Wales on the National Service Framework. The findings from both consultation exercises were used to inform the development of the National Services Framework for Children, which is now out for consultation until 21 January. <p>Conference - Preparing for the NSF Joined up Services for Disabled Children</p> <ul style="list-style-type: none"> Funded a multi-agency conference in the CIA Cardiff involving over 200 delegates. <p>Shared Care Network</p> <ul style="list-style-type: none"> Funded and organised a nation-wide poster campaign by Shared Care Network to recruit more short break carers for disabled children to give their families a break from caring.

	<ul style="list-style-type: none"> • Grant funded a Wales Development Worker for Shared Care Network to promote short break schemes in Wales. • Provided initial grant to Shared Care Network to promote family based short breaks in England, Wales and Northern Ireland. <p>Well Being in Wales (Better Health Better Wales II)</p> <ul style="list-style-type: none"> • 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. <p>Health Information Needs of Visually Impaired Groups</p> <ul style="list-style-type: none"> • A research summary of the literature review has been published and is currently being disseminated. <p>Child Care Working Group</p> <ul style="list-style-type: none"> • This working group was formed to review and build on Childcare Action Plan and to begin the development of Objective 1 and Objective 3 strategic bids for childcare, especially to reach the most disadvantaged women across Wales, and enable them to access work and training.
Race	<p>All Wales Saheli Association</p> <ul style="list-style-type: none"> • This Association were provided them with grant funding to support children and families in ethnic minority, especially Muslim, communities. <p>Assessing the needs of children and families</p> <ul style="list-style-type: none"> • Research was commissioned in 2003, jointly with the Department of Health, into the use of the Integrated Children's System with minority ethnic children and their families.

OFFICE OF THE COUNSEL GENERAL

Equality Aspect	
Generic/Overarching Equalities	<p>Ensure legal advice was equality proofed</p> <ul style="list-style-type: none">• Proofed all legal advice to ensure it was compliant with equal rights legislation. <p>Ensure all secondary legislation was equality proofed</p> <ul style="list-style-type: none">• Proofed all secondary legislation to ensure it was compliant with equal rights legislation. <p>Ensure opportunities for work placements and legal trainees were equality proofed</p> <ul style="list-style-type: none">• With Human Resources Department ensured work placement scheme was compliant.• Offered a work placement to a British Chevening Scholarship student. <p>Publicise the Office of the Counsel General/the Assembly as an equal opportunities employer</p> <ul style="list-style-type: none">• Present at National Eisteddfod and University Fairs.

SOCIAL SERVICES INSPECTORATE WALES

Equality Aspect	
Generic/Overarching Equalities	<p>SSIW Inspections</p> <ul style="list-style-type: none"> • Local authorities were inspected on: <ul style="list-style-type: none"> - how well they engage with minority and hard to reach groups; - their provision of services in Welsh and other languages; and - their access arrangements for people with disabilities and other impairments. <p>Annual Performance Evaluation of Local Authorities</p> <ul style="list-style-type: none"> • The Inspectorate annual performance evaluation of local authorities included a section on equality and diversity. <p>Social Care Workforce</p> <ul style="list-style-type: none"> • The social care workforce was monitored in terms of gender, race and disability. <p>Stakeholder Consultation</p> <ul style="list-style-type: none"> • Consulted stakeholders, such as Wales Council for Voluntary Action, on the Inspectorate’s development and inspection programmes. <p>Service and Practice Development Guidance</p> <ul style="list-style-type: none"> • Ensured that service and practice development guidance included appropriate reference to equality issues.

Disability	<p>Survey on Provision of Direct Payments for People with Disability</p> <ul style="list-style-type: none">• A survey was carried out of the provision of direct payments for people with disability receiving social care services. <p>Nuffield Study of Services for People with Disability</p> <ul style="list-style-type: none">• The Nuffield study of services for people with disability was commissioned.
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OFFICE OF THE CHIEF MEDICAL OFFICER

Public Health Strategy Division

Equality Aspect	
<p>Generic/Overarching Equalities</p>	<p>Inequalities In Health Fund</p> <ul style="list-style-type: none"> Continued development of the Fund to stimulate and support local action to address inequalities in health, and the factors that contribute to it, including inequities in access to health services. <p>Statistics on equality in access to health care services</p> <ul style="list-style-type: none"> This piece of work was undertaken as part of our work for the Townsend Standing Committee (health inequalities). The work included a two-phase approach. The first phase explored conceptual issues of inequities in access and, sources of health statistics collected by the Assembly Government were examined to identify the extent to which they included typical variables associated with health inequalities. While the first phase was undertaken in-house, Phase 2 comprised a more detailed analysis and required additional resources to be made available before it could proceed. <p>Equity Training and Advocacy Grant Scheme</p> <ul style="list-style-type: none"> This pilot programme provided a means of raising awareness and increasing the consideration of inequalities in health and inequities in access to health care, and of developing further the advocacy for better health within different organisations. A total of 25 projects were funded to address inequities in access to health and these projects have provided exemplars of what can be achieved and how health professionals can stimulate action outside mainstream roles. Examples of projects include: the provision of multi-professional cultural diversity training to 12 primary health care teams; improving the sexual health of the younger population of minority ethnic communities and action to facilitate communication and discussion between health professionals, individuals and small groups (minority ethnic communities). <p>Well Being in Wales</p>

	<ul style="list-style-type: none"> In September 2003 consulted equality groups to review progress on 'Well Being in Wales' and to propose next steps. These groups included the All-Wales Women's Coalition, Disability Wales, AWEMA and Lesbian, Gay and Bisexual Forum.
Age	<p>Keep Well This Winter Campaign</p> <ul style="list-style-type: none"> The 2004 campaign provided information and support to people aged 65 and over to help them stay well in winter. Age Concern Cymru distributed over 8,000 Scheme Campaign packs to older people. Care and Repair Cymru disseminated over 5,000 <i>Top Tips for a Healthy Home</i> booklets. IN FULL(EAGA) reported that 11,821 people aged 60 and over were referred to the Home Energy Efficiency scheme, a significant amount of these referrals were generated from their partnership with the Keep Well This Winter campaign. The Campaign continued to provide targeted support to visually impaired people, in partnership with the RNIB. During the 2003-04 Keep Well This Winter campaign, the Institute sent 400 clear print newsletters and 400 tapes with the Keep Well This Winter information for people with sight loss, delivered the Keep Well This Winter messages to 26 local blind clubs (approximately 216 people) and attended 13 local authority events across Wales. They provided information and support to 800 individuals in their own homes through the Benefits Advice Team based in Conwy, Ynys Mon, Gwynedd, Newport and Rhondda Cynon Taf.

Public Health Protection Division

Equality Aspect	
Generic/Overarching Equalities	<p>Immunisation Programmes</p> <ul style="list-style-type: none"> Immunisation programmes were targeted to address disease incidence. Certain groups within the population might be vulnerable or more vulnerable because of age, disability, ongoing medical conditions, or exposure to diseases through travel (directly or indirectly). Public information was therefore tailored to meet the needs of the individual programme being promulgated.

Control of Communicable Disease

- Worked closely with partners to prevent illness and protected public health, by providing advice on and taking steps to control communicable disease with significant public health implications e.g. IN FULLTHT in respect of more vulnerable groups like African communities, asylum seekers and gay men.

Health Promotion Division

Equality Aspect	
Generic/Overarching Equalities	<p>Food and Fitness Health Grant Scheme</p> <ul style="list-style-type: none"> • The Food and Fitness Health Promotion Grant Scheme funded projects that addressed specific issues relating to age, disability and race. <p>Health Promotion Voluntary Sector Grant Scheme</p> <ul style="list-style-type: none"> • The Health Promotion Voluntary Sector Grant Scheme funded projects that addressed specific issues relating to age, race and sexual orientation.
Age	<p>Health Promotion for Older People: a Literature Review</p> <ul style="list-style-type: none"> • Production and dissemination of the Technical Report <i>Health Promotion for Older People: a Literature Review</i>. <p>Health Promotion Action Plan for Older People</p> <ul style="list-style-type: none"> • Developed a draft Health Promotion Action Plan for Older People. The Action Plan drew attention to the needs of older people from minority ethnic groups, and disabled older people, and the forthcoming research on these groups.
Gender	<p>Smoking Cessation Advertisements</p> <ul style="list-style-type: none"> • Smoking cessation advertisements targeting adolescents were gender specific. For boys the advertisements focussed on the impact of smoking on their running ability, for girls the focus was on the impact on their skin.

Race	<p>Health ASERT Programme Wales</p> <ul style="list-style-type: none"> Health ASERT Programme Wales, a research programme to investigate health promotion issues among minority ethnic groups was commissioned. <p>Smoke Cessation Support in Mosques</p> <ul style="list-style-type: none"> Support was provided for smoking cessation in mosques. <p>Pictorial Weaning Folder</p> <ul style="list-style-type: none"> A4 pictorial weaning folder for health visitors to use with ethnic minorities developed.
Sexual Orientation	<p>National HIV Prevention Campaigns</p> <ul style="list-style-type: none"> National HIV Prevention campaigns targeting gay men. <p>Condom Grant Schemes</p> <ul style="list-style-type: none"> Condom grant schemes – highlighted the need to ensure condoms available to young gay men.

Health Professional Group

Equality Aspect	
Generic/Overarching Equalities	<p>Development of Enhanced Service Elements</p> <ul style="list-style-type: none"> The development of the Enhanced Services element of the new General Medical Services Contract was specifically designed to promote and meet the medical needs of socially deprived minorities within local communities.

Age

Older Persons National Service Framework

- Worked on age discrimination as a standard within the Older Persons National Service Framework.

Strategy and Policy Development Areas

- Contributed to strategy and policy development areas that included service users and/or voluntary sector contributors to:
 - The Provision of Speech and Language Therapy for 0-19 year olds;
 - The Older Persons National Service Framework;
 - The Children's National Service Framework; and
 - The Arthritis and Musculoskeletal Health and Well-Being Policy and Action Plan (Scientific Division).

Over 75 Age Group Health Check in New General Medical Services Contract

- Policy work completed on ensuring a health check for over 75 age group within the new general medical services contract.

Minorities Health Strategy Group

- Working on selected minorities health strategy group.

Stigma and Social Exclusion

- Work on stigma and social exclusion.

	<p>Empowerment of Carers</p> <ul style="list-style-type: none"> • Work on empowering carers.
Disability	<p>Disability Rights Commission</p> <ul style="list-style-type: none"> • Working with Disability Rights Commission on health inequalities in mental health and disability. <p>Guidance to General Practitioners on Persons with Hearing Disability</p> <ul style="list-style-type: none"> • Guidance was issued to all GPs in Wales on services for persons with hearing disabilities. <p>Meeting of the Audiology Standing Specialist Advisory Group</p> <ul style="list-style-type: none"> • Voluntary sector bodies representing those with hearing disability attended a meeting of the Audiology Standing Specialist Advisory Group of the Welsh Scientific Advisory Committee to voice a service user perspective. <p>Feasibility Study of a Learning Disabilities Enhanced Service</p> <ul style="list-style-type: none"> • Work took place on the feasibility of developing a learning disabilities enhanced service.
Gender	<p>Special Recruitment and Retention Need of Female General Medical Practitioners</p> <ul style="list-style-type: none"> • Work progressed on the special recruitment and retention needs of female general medical practitioners.
Race	<p>Ethnicity Provision in Mental Health Act</p> <ul style="list-style-type: none"> • Worked with Mental Health Act Commission on ethnicity within the Mental Health Act.

Welsh Cardiac Networks

- To require the Welsh Cardiac Networks to include the differing needs of racial minorities in implementation of the IN FULL (CHD) National Service Framework.

All Wales Black and Minority Ethnic Mental Health Group

- Worked with All Wales Black and Minority Ethnic Mental health Group and Sahara on mental health and ethnicity.

Implementation of Diabetes National Service Framework

- Implementation of diabetes National Service Framework with specific reference to raised incidence among certain minority ethnic groups.

Induction and Training Programmes

- Policy put in place to support induction and training programmes for General Practitioners entering the NHS (Wales) from differing overseas backgrounds.

TRAINING & EDUCATION

Lifelong Learning Division

Equality Aspect	
Generic/Overarching Equalities	Annual Equality Report <ul style="list-style-type: none"> Monitored Education and Learning Wales' (ELWa) performance on equality issues.
Age	All Age Apprenticeship <ul style="list-style-type: none"> Under the key goal of enhancing skills for business, ELWa developed an all age apprenticeship.
Disability	Accessible Locations for Learners with Disabilities <ul style="list-style-type: none"> ELWa provides capital funding to ensure that learning locations are accessible for learners with disabilities.
Gender	Women in Management <ul style="list-style-type: none"> Began planning for a visit to Wales by 7 Swedish hospital managers under the 'Women in Management' programme which seeks to widen the experience of women, address gender imbalance at senior management level and look at issues around women in management including retention and role modelling.

Pupil Support Division

Equality Aspect	
Generic/Overarching Equalities	Inclusive Education <ul style="list-style-type: none"> Produced a consultation document aimed at developing and promoting inclusive educational practices in schools and Local Education Authorities across Wales in relation to children and young people with Special Educational Needs.

	<p>Free Breakfasts</p> <ul style="list-style-type: none"> • Initiated the free breakfast project, which aims to give an equal start to children from all backgrounds.
Age	<p>Development of the Foundation Phase Curriculum</p> <ul style="list-style-type: none"> • Issued a consultation document in outlining proposals for the implementation of a new Foundation Phase focusing on children’s development.
Disability	<p>Review of Additional Learning needs</p> <ul style="list-style-type: none"> • Undertook a review of additional learning needs to ensure appropriate systems and mechanisms were in place to support the additional learning needs of children and young people with disabilities. <p>Educational Psychology in Wales</p> <ul style="list-style-type: none"> • Issued a consultation document in setting out the Assembly’s vision for the provision of educational psychologists in Wales. (The psychologists were central to supporting children and young people with behavioural difficulties and certain types of learning need.) <p>Educational Services for Hearing Impaired</p> <ul style="list-style-type: none"> • Issued a consultation document that proposed strategies to enable Local Education Authorities to deliver quality services to raise standards and provide high quality intervention and support for children and young people with hearing impairment. <p>Speech and Language Services for Children and Young People</p> <ul style="list-style-type: none"> • Issued a joint consultation document with Health officials. The document formed the basis of guidance to Local Education Authorities and Health Services on the future delivery of speech and language services to children and young people.

	<p>Welsh Assembly Government Special Educational Needs Advisory Group</p> <ul style="list-style-type: none"> Continued termly meetings of Welsh Advisory Group on Special Education Needs (WAGSEN) to advise the Assembly on the best way to proceed with special education needs policy at operational level. <p>National Steering Group for Special Educational Needs</p> <ul style="list-style-type: none"> The Steering Group met to set over-arching Assembly strategy for special education needs.
<p>Race</p>	<p>Gypsies and Travellers Policy and Grant</p> <ul style="list-style-type: none"> Managed and reviewed a £900k grant programme to improve equality of educational opportunity for Gypsies and Travellers. <p>Asylum Seekers and Displaced Persons</p> <ul style="list-style-type: none"> Pupil Support Division applied for a special grant (through plenary) to support Local Education Authorities in providing education for the children of asylum seekers. <p>Ethnic Minority Achievement Grant and Policy</p> <ul style="list-style-type: none"> Managed a multi-million pound grant scheme to support the achievement of children and young people from minority ethnic backgrounds. Employed a secondee from a Local Education Authority to review the grant and service provision for minority ethnic children and young people. Carried out a review of training for specialist “English as an Additional Language” teachers and for mainstream class teachers. Commissioned the “English as an Additional Language Association of Wales” to undertake in-depth research into the achievement of minority ethnic children and young people in Wales.

Youth & Pupil Participation Division

Equality Aspect	
Generic/Overarching Equalities	<p>‘Respecting Others: Anti-Bullying Guidance’</p> <ul style="list-style-type: none"> Published in September 2003 in order to address issues of bullying on the basis of race, gender, sexual orientation and disability. <p>Young People Partnerships</p> <ul style="list-style-type: none"> The Partnerships work with hard to reach and special interest groups of young people in society. Progress reports were drafted in 2003-04 and progress is being monitored, it is hoped that good practice can be identified and shared. <p>Pilot Evaluation of Extending Entitlement</p> <ul style="list-style-type: none"> The pilot was established to create a baseline of services and support for young people in Wales against which to measure progress. Hard to reach and special interest groups are included to ensure diversity issues are taken into account.
Gender	<p>‘Good Practice on Domestic Abuse’</p> <ul style="list-style-type: none"> The Pupil Engagement Team has made a contribution to this guidance which was directed at disadvantaged women.

Training, Skills & Careers Policy Division (TSCP)

Equality Aspect	
Generic/Overarching Equalities	<p>Careers Wales Companies</p> <ul style="list-style-type: none"> The Careers Wales companies made information, advice and guidance services available to all, regardless of gender, ethnicity and disability. There was a specific requirement in the Assembly’s contract with Careers

Wales companies that they complied with all statutory duties in respect of equal opportunities. The uptake of provision outside of education was monitored at company level by age, gender, ethnicity and disability. The Careers Wales annual report for 2003-04 would provide a general statement on take up of services.

Establishment of the Network of Sector Skills Councils in Wales

- Liaised with the Sector Skills Development Agency (SSDA) on the issuing of licences to aspirant Sector Skill Councils and established a network of key agencies in Wales in order to consult on the ability of aspirant Sector Skill Councils to contribute to the Wales lifelong learning agenda within a UK-wide Sector Skill Council remit. The assessment of Sector Skill Council business plans and the consultation with key support agencies included the assessment of proposed actions by the Sector Skill Council to ensure equal opportunities within its plans for sector specific skills development.

Individual Learning Accounts

- Monitored take-up of Individual Learning Accounts Wales to establish profile by gender, age, ethnicity and disability.

Social Inclusion Project

- Worked with Jobcentre Plus, Wales to develop the Social Inclusion project in Pill, Newport, which helped disadvantaged people in the community, particularly the minority ethnic population, to access training and employment opportunities.

Wales Employment Advisory Panel

- Provided secretariat support for Wales Employment Advisory Panel, which advised the Assembly Government on the development of Welfare to Work programmes in Wales. The Panel’s membership consists of a diverse range of people in terms of age, sex and ethnicity. This ensured that during the work of the Panel, diversity associated with its agenda, was identified and considered.

Age

Age Positive Cymru 2004

- Worked with the Department for Work and Pensions in developing and delivering the Age Positive Cymru

	<p>campaign, which aimed to raise awareness with employers about the advantages of an age-diverse workforce and to encourage them to employ people who are aged 50 and over.</p>
Disability	<p>New Deal for Disabled People Project</p> <ul style="list-style-type: none"> Worked closely with Human Resources colleagues and Jobcentre Plus Wales on a project to offer employment within the National Assembly for Wales to disabled people under the New Deal for Disabled People programme. The objective of the pilot project was to recruit a small number of disabled people into various posts across the Assembly, on fixed-term contracts. Once appointed, they receive training and support to help them gain the competencies required to compete for advertised vacancies. Evaluation has been completed and conclusions point to this being a successful project.
Gender	<p>'Woman as Educator' as part of the 'Welsh Woman of the Year Awards'</p> <ul style="list-style-type: none"> Provided sponsorship for a specific category within the Welsh Woman of the Year Awards – 'Woman as Educator'. <p>Funding for Chwarae Teg</p> <ul style="list-style-type: none"> Provided financial support to the core activities of Chwarae Teg - a voluntary sector body aimed at promoting the economic development of women in Wales. In addition it received an additional sum to support work life balance pilot projects.
Race	<p>National Basic Skills Strategy for Wales</p> <ul style="list-style-type: none"> The National Basic Skills Strategy for Wales supported the delivery of early years and family programmes for parents and carers whose first language is neither English nor Welsh.

Business Systems Division

Equality Aspect	
Race	<p>Pupil Level Annual School Census (PLASC)</p> <ul style="list-style-type: none">• The PLASC was rolled out to cover all maintained primary, secondary and special schools in January 2004. This means that for the first time a full data set at individual pupil level is available, which will be linked with attainment data in the National Pupil Database, scheduled for launch in early 2005. The PLASC includes details of gender, ethnicity (including Gypsies and Travellers), special education needs and national identity. The database will therefore provide a tool enabling policy makers, practitioners and stakeholders to carry out detailed research and evaluation on the performance of pupils from different backgrounds, progress over time and the impact of specific policy interventions.

ECONOMIC DEVELOPMENT & TRANSPORT

Economic Development

Equality Aspect	
Generic/Overarching Equalities	<p>Cyfenter development Partnership</p> <ul style="list-style-type: none"> • Outreach activities included involvement in the Cyfenter Development Partnership, working with a wide range of players in Wales to determine practical solutions to the multiple barriers experienced by under-represented groups in business creation. Research reports and recommendations were disseminated to different parts of the Assembly.

Trade and Invest Wales

Equality Aspect	
Generic/Overarching Equalities	<p>Advice on Exhibitions & Adverts</p> <ul style="list-style-type: none"> • Provided generic business advice available to all at exhibitions and adverts throughout Wales – accessible to all.
Disability	<p>Brochure Formats</p> <ul style="list-style-type: none"> • All brochures and literature were available in larger type and audio formats where requested.
Gender	<p>Welsh Woman of the Year</p> <ul style="list-style-type: none"> • Continued to support the Welsh Woman of the Year gala dinner event held annually.
Race	<p>Ethnic Minority Business Conference</p> <ul style="list-style-type: none"> • Sponsored the Ethnic Minority Business Conference, including a presence at the event to provide business advice.

Wales Trade International – Trade Invest Wales

Equality Aspect	
Race	<p>International Business Support</p> <ul style="list-style-type: none"> Continued to work as a partner with the Ethnic Business Support Programme in promoting the benefits that international trade would offer businesses. In addition to attending seminars etc held in Wales as part of the promotional campaign, discussions took place regarding a joint trade mission to Bangladesh. Wales Trade International became an associate partner of Women in Business International and discussions took place regarding working together in markets, particularly in the Gulf.

Major Projects – Transport Directorate

Equality Aspect	
Generic/Overarching Equalities	<p>Trunk Road Forward Programme</p> <ul style="list-style-type: none"> One of the objectives of the Trunk Road Forward Programme, published in 2002 and revised in 2004, was to maintain and improve the trunk road schemes in a sustainable manner, taking into account the social, economic and environmental needs of the nation. Road improvement schemes were designed to improve regional accessibility, reduce community severance and meet the needs of disabled people.

HUMAN RESOURCES

Equality & Diversity Team – HR (People) Division

Equality Aspect	
Generic/Overarching Equalities	<p>Dignity at Work Policy</p> <ul style="list-style-type: none"> The Dignity at Work Policy (launched in November 2002) was subject to a full evaluation exercise by an external consultant. The evaluation has highlighted areas of the policy that require enhancement. The policy had always been designed to combat harassment of all kinds in line with all aspects of equality and diversity (i.e. race, disability, gender, age, religion and belief and sexual orientation).
Age	<p>Advice to Staff on Employment Regulations</p> <ul style="list-style-type: none"> Advised existing staff (via intranet guidance) and new entrants (via induction training) that new employment regulations pertaining to age would be coming into force in December 2006.
Disability	<p>European Year of Disabled People 2003</p> <ul style="list-style-type: none"> In partnership with the Adult Dyslexia Organisation, hosted a Dyslexia Awareness Day in order to raise awareness of dyslexia, dyspraxia and hidden disabilities in June 2003. The event was well attended. <p>Disability Advisory and Support Network</p> <ul style="list-style-type: none"> Continued to play an active role as a member of the Disability Advisory and Support Network Group. <p>Fast Track Summer Placement Scheme</p> <ul style="list-style-type: none"> Promoted and co-ordinated the 2003 Fast Track Summer Placement Scheme (a Cabinet Office Initiative) in order to provide summer placement opportunities for candidates with disabilities. The summer placement scheme offered paid work placements for an 8-week period for candidates of fast track calibre. The National Assembly for Wales offered placements to 4 candidates and of these, 3 candidates accepted and commenced their work placements in July 2003.

	<p>Disability Summer Placement Scheme</p> <ul style="list-style-type: none"> Carried out preparatory work in readiness for the 2004 Disability Summer Placement Scheme in order to promote the Scheme and identify suitable placements to offer candidates for the Summer 2004 period. Work commenced in January 2004.
<p>Gender</p>	<p>Wales Childcare Voucher Scheme</p> <ul style="list-style-type: none"> Carried out extensive preparatory work in readiness for the launch of the National Assembly for Wales Childcare Voucher scheme. This scheme would provide childcare vouchers as a benefit to all parents with children of nursery age in order to assist the achievement of work life balance for both genders. The work carried out included consultation with the Inland Revenue to ensure compliance to procedures, a procurement exercise in order to secure a childcare voucher provider and the creation of guidance for all staff. <p>Raise Awareness of Domestic Violence</p> <ul style="list-style-type: none"> Developed and launched intranet pages in order to raise awareness of domestic violence and to provide those affected by domestic violence with a source of information and support in October 2003. <p>International Women's Day</p> <ul style="list-style-type: none"> Promoted International Women's Day (8th March 2004). In order to raise awareness to the day, a stand was created for the foyer within Cathays Park that promoted all policies and procedures that the Assembly offers in order to support women in the workplace. This event was advertised via a news page item, which included links to all relevant guidance within the Human Resources People Intranet Pages. <p>International Day</p> <ul style="list-style-type: none"> Promoted the International Day for the Elimination Against Violence for Women (25 November 2003). In partnership with Trade Union Side, this included selling white ribbons to promote this United Nations Initiative and raise awareness of the existence of the Assembly's Domestic Violence web-site. <p>Equal Pay Audit</p>

	<ul style="list-style-type: none"> • Equal Pay Audit – carried out in August 2003 to ensure that the existing pay deal was fair and equal. <p>Daughters to Work Day</p> <ul style="list-style-type: none"> • Promoted the Girl Guide Association Daughters to Work Day by hosting an event for daughters of Assembly staff. The event included presentations from senior female officers to share their experiences with the guests, a video presentation on “Breaking the Glass Ceiling,” presentations from officers who manage a career and a family, a lunch hosted by the Head of Human Resources People Division and the Equal Opportunities Officer and a tour of the Pierhead Building. <p>Opportunity Now Benchmarking</p> <ul style="list-style-type: none"> • Participated in the annual “Opportunity Now Benchmarking Exercise” which resulted in a Gold Award and the highest mark achieved to date by the Assembly.
Race	<p>South Wales Race to Change Initiative</p> <ul style="list-style-type: none"> • Represented the National Assembly for Wales on the South Wales Race to Change Initiative. Participated in a consultation exercise in order to assess the experiences of people within the South Wales area on race related issues. The result of this consultation was a play written based on real life experiences which is then presented as a learning and development opportunity via theatre forum. In addition, promoted the theatre forum initiative in order to generate nominations from Divisions across the Assembly to enable staff to receive this diversity training. By March 2003, 105 people National Assembly for Wales had received this training. <p>Ethnic Minority Summer Development Programme</p> <ul style="list-style-type: none"> • Carried out preparatory work in readiness for the 2004 Ethnic Minority Summer Development Programme in order to promote the Scheme and identify suitable placements to offer candidates for the Summer 2004 period. <p>Minority Ethnic Organisations in Wales and Recruitment Awareness</p> <ul style="list-style-type: none"> • Sent details of all external recruitment advertisements to ethnic minority organisations in Wales.

Sexual Orientation**Guidance on Employment Equality Regulations (Sexual Orientation) 2003 to Staff**

- Produced guidance for staff to explain the Employment Equality Regulations (Sexual Orientation) 2003. This information is held on the Intranet system and provided to all new entrants as part of their induction. This guidance was launched with a news page item to coincide with the implementation of the regulations in December 2003.