

**PRAP Scrutiny Committee**  
**8 October 2015**  
**Strategic Equality Plan**

**APPENDIX C**

**The 8 Specific Equality Duties raised by Welsh Government**

1. **Review Equality Objectives and Produce a Strategic Equality Plan** at least each four years.
2. **Publish an Annual Equality Report** describing:
  - a. the steps we have taken to identify and collect relevant information, and utilise this information in meeting the three aims of the General Duty;
  - b. the effectiveness of our arrangements for identifying and collecting information and reasons why any identified information has not been collected;
  - c. progress reports on our Equality Objectives;
  - d. employment information, as specified below.
3. **Engagement** - the duties require meaningful engagement when developing objectives and in completing equality impact assessments in relation to meeting the three aims of the General Duty.
4. **Assessing Impact** - when a policy or practice is being proposed or reviewed. This will include business planning, budget proposals and staff restructures.
5. **Employment Information** - we are required to collect and publish an extensive annual list of employment information for each of the separate protected groups, including data on recruitment and retention, promotion, training opportunities, grievance and disciplinary actions, and pay differentials. Further information is required to be published in relation to male and female employees, including data on job roles, pay and grading, contract type and working pattern.
6. **Staff Training** - we are required to promote knowledge and understanding of the General and Specific Duties amongst employees and must ensure that performance assessment procedures, such as personal development reviews, are used to identify and address training needs.
7. **Procurement** - the General Duty applies to all procurement, regardless of the value of the contract.

8. **Accessibility** - we must ensure that any document or information published to meet its general or specific equality duties is in a form that is accessible to people from protected groups.

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