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IPS Qualification, Accreditation and Appeals procedure

Qualification

Chartered Legal Executive Advocates

1. In order to qualify as a Chartered Legal Executive Advocate, a member must first obtain a certificate of eligibility. This requires the member to provide supporting evidence of their knowledge, experience and skills. This is assessed by a suitably qualified external assessor. Once they have received their certificate, they are eligible to attend the 6 day advocacy skills course. Successful completion of this course enables the member to apply to become Chartered Legal Executive Advocates in their specialist area.
2. After their first year as an Advocate, they are required to produce an additional portfolio of evidence which demonstrates that they have been undertaking advocacy in the preceding 12 months. This is also assessed by a suitably qualified external assessor.
3. Existing Chartered Legal Executive Advocates who have already completed their first renewal will enter the QASA scheme with full accreditation at Level 1, which is valid for 5 years.
4. Existing Chartered Legal Executive Advocates who have not already completed their first renewal will enter the QASA scheme with provisional accreditation at Level 1, which is valid for 12 months. Once they have completed their portfolio of evidence they will obtain full QASA accreditation at Level 1, valid for 5 years.
5. New Chartered Legal Executive Advocates will enter the QASA scheme with provisional accreditation at Level 1, which is valid for 12 months. Once they have completed their portfolio of evidence, required for first renewal, they will obtain full QASA accreditation at Level 1, valid for 5 years.

Associate Prosecutors

6. Associate Prosecutors may qualify as either Level 1 or Level 2 Associate Prosecutors (the Level at which the Associate Prosecutor is qualified denotes their rights of audience) through the CPS training programme.
7. Existing Associate Prosecutors (whether Level 1 or 2 for the purposes of the Associate Prosecutor qualification) will enter the QASA scheme with full accreditation at Level 1, which is valid for 5 years.

Reaccreditation

8. A Chartered Legal Executive Advocate or Associate Prosecutor will apply to reaccredit their QASA status on or before the expiry of the 5 year accreditation period by demonstrating that they have met each of the QASA standards.
9. These standards will be demonstrated as met through successful completion of assessed CPD. This decision will normally be made by the Officer responsible for making decisions on approval of assessment material.
10. If the Officer is unable to make a decision or takes the view that the matter requires Committee consideration they may refer the matter to the Admissions and Licensing Committee.

Appeals process

11. The Appeals procedure is set out in the Rights of Audience Certification Rules and the Associate Prosecutor Litigation and Rights of Audience Rules. Members may only appeal the decision to reaccredit, as they enter the scheme by virtue of their qualifications.
12. If the Admissions and Licensing Committee refuse to reaccredit the Chartered Legal Executive Advocate or Associate Prosecutor, the member may apply for reconsideration of that decision.
13. An application for reconsideration must be lodged at the IPS Offices within 20 working days of receiving written notification of the Committee's decision. The application must include written reasons why it should be reconsidered. The applicant has a right to be heard by the Committee when it reconsiders his application.
14. The decision of the Admissions and Licensing Committee upon reconsideration, may be appealed to the Appeal Panel, where an application to reaccredit is refused.

Capacity and Capability

Introduction

8. IPS has 51 Chartered Legal Executive Advocates and approximately 380 Associate Prosecutors who must register and re-accredit under the QASA.
9. All criminal advocates regulated by IPS are limited to Level 1 accreditation under the QASA by their rights of audience.
10. All Level 1 advocates are required to register for the scheme. IPS will require all its criminal advocates to register in the first phase of the scheme (between 30 September 2013 and 10 January 2014). All these advocates have notified IPS of their intention to register for the scheme.

Registration process

11. IPS requires each advocate to use 'MyCILEx' to register for the scheme. There is no fee for registration. As IPS is able to identify each advocate that is either a Chartered Legal Executive Advocate or Associate Prosecutor, registration can be checked to ensure all advocates required to register have done so.
12. This system has been added to the MIS and will be ready for 30 September 2013.
13. Once registered, Chartered Legal Executive Advocates and Associate Prosecutors will be QASA accredited for 5 years.

Reaccreditation

14. Level 1 advocates will reaccredit under the scheme through undertaking assessed CPD, which demonstrates their competence against each of the 9 QASA advocacy standards. A fee of £150 will be payable for reaccreditation.
15. At present Chartered Legal Executive Advocates are required to undertake 5 hours advocacy skills CPD as part of their annual CPD requirements. This is monitored each year before their practising certificate is issued. Similarly, Associate Prosecutors must undertake at least 8 hours CPD in criminal advocacy as part of their annual CPD requirements and this is also checked for compliance before a new practising certificate can be issued.
16. Ensuring that each criminal advocate has been assessed against the standards which forms part of the reaccreditation process will be similar to the current arrangements.

Two Year Review

17. The operation of the scheme will be reviewed after 2 years from the date on which it comes into effect. For Level 1 advocates, there will be limited data available to inform this research, beyond registration data and equality and diversity statistics. During the notification period, which operated between June and September 2012, IPS took the opportunity to collect equality and diversity data and therefore has a comprehensive view of the criminal advocates that it regulates. This data, together with the numbers of criminal advocates who have registered will form part of the 2 year review.

Staffing

18. IPS does not anticipate that the implementation of QASA will generate significant additional workload and is confident that the Officer responsible for the renewal of advocacy practising certificates will be able to monitor compliance with the scheme effectively using the current systems.

Conclusion

19. IPS considers that it has sufficient capacity and capability to deal with the changes which will be introduced under the QASA.

Supervision and Enforcement

Supervision

15. All Chartered Legal Executive Criminal Advocates and Associate Prosecutors are identified on the CILEx MIS.
16. Each of these advocates was required to notify IPS of their intention to register for the QASA and separate records were kept of this process.
17. These records will be cross-checked with the advocates who have registered for the Scheme, during the registration window, for compliance.
18. In addition, there will be correspondence with the Crown Prosecution Service (CPS) to ensure that all Associate Prosecutor members who are deployed have registered for the scheme.

Enforcement

19. Chartered Legal Executive Advocates and Associate Prosecutors who fail to register for the scheme within the registration window will initially be contacted by IPS to ask them to comply. If they fail to do so, they will be in breach of their obligations and will be subject to the enforcement measures set out in the Conduct rules.

IPS Equality Impact Assessment

Quality Assurance Scheme for Advocates (QASA)

Part One – Relevance Check

Area being reviewed:	Changes to the requirements for Chartered Legal Executive Criminal Advocates				
This is a	Function <input type="checkbox"/>	Policy <input checked="" type="checkbox"/>	Strategy <input type="checkbox"/>	Practice <input type="checkbox"/>	Other <input type="checkbox"/>
Names of Officers completing the assessment:	Vicky Purtill Professional Standards Education Officer				
Date of completion of relevance check:	June 2012				
Purpose of policy/function:	To systematically assure the quality of all advocates working in the criminal courts in England and Wales. This will enable lawyers, clients, the public, the judiciary and those funding criminal litigation to ensure that all advocates working in the criminal courts are doing so to consistent standards.				
Main activities of policy/function:	Regular assessment of criminal advocates to ensure that they are competent. Assessment is against 9 standards identified by the Joint Advocacy Group (made up of representatives from BSB, SRA and IPS). IPS has oversight of CLE Advocates and Associate Prosecutors working for the Crown Prosecution Service.				
Who are the intended beneficiaries of the function/covered in terms of the policy?	The QASA is intended to provide assurance to consumers and the public that all those undertaking advocacy within the criminal courts of England and Wales are competent to act and have been assessed in a systematic and consistent manner.				

Impact on Different Groups

1. Identify the groups that the policy or function is relevant to.
2. Indicate whether the policy or function has a neutral impact, a positive impact or a negative impact on the relevant groups that you have identified.

		Relevant	Neutral Impact	Positive Impact	Negative Impact	Comments
Gender	<i>Women</i>	X			X	Chartered Legal Executive Advocates and Associate Prosecutors will enter the scheme at Level 1 and will be required to reaccredit every 5 years. The scheme has been designed to evaluate Level 1 advocates against the standards through the use of assessed CPD. If Level 1 advocates are required to undertake CPD through JAG accredited CPD providers, there will be a cost involved. The requirement to undertake advocacy CPD is already required of advocates regulated by IPS; however the cost of assessed CPD may be significantly greater than CPD currently required owing to the requirement to formally assess against the 9 QASA standards. These increased costs may have a disproportionate impact on part-time workers, those with caring responsibilities (who are predominantly women), those taking a career break and those pregnant/on maternity/paternity leave. This is because they may have to fund courses which would otherwise be funded by employers, they would also have to make time for the CPD and prepare for the assessment in their own time if the CPD is undertaken whilst away from work or in a shorter timeframe if the CPD is undertaken outside of the leave taken. Advocates who have undergone gender reassignment are also more likely to have taken career breaks.
	<i>Pregnant women</i>	X			X	
	<i>Men</i>	X	X			
	<i>Transgender people</i>	X			X	
	<i>Flexible workers</i>	X			X	
	<i>People with caring responsibilities</i>	X			X	
<i>Other:</i>						
Race	<i>Black</i>	X	X			
	<i>White</i>	X	X			
	<i>Asian</i>	X	X			
	<i>Chinese</i>	X	X			
	<i>Mixed heritage</i>	X	X			
	<i>Eastern European</i>	X	X			
	<i>Gypsy/traveller</i>	X	X			
	<i>Asylum Seekers</i>					
	<i>Indian</i>	X	x			
<i>Other:</i>						

		Relevant	Neutral Impact	Positive Impact	Negative Impact	Comments
Faith	<i>Christian</i>	X	X			
	<i>Sikh</i>	X	X			
	<i>Muslim/Islam</i>	X	X			
	<i>Hindu</i>	X	X			
	<i>Buddhist</i>	X	X			
	<i>Jewish</i>	X	X			
	<i>No religion</i>	X	X			
<i>Other:</i>						
Disability	<i>Physical</i>	X			X	Disabled advocates may be more likely to take more career breaks/ work part time and this may limit the available time for reaccreditation and also increase the impact of the cost of reaccreditation as income has been reduced owing to the break. There may be an impact on ability to travel to locations to undertake the CPD, special educational needs may also have an impact on the ability to meet the requirements.
	<i>Sensory</i>	X			X	
	<i>Learning</i>	X			X	
	<i>Degenerative</i>	X			X	
<i>Other:</i>						
Sexual Orientation	<i>Lesbian</i>	X	X			
	<i>Homosexual</i>	X	X			
	<i>Heterosexual</i>	X	X			
	<i>Bisexual</i>	X	X			
<i>Other:</i>						
Age	<i>Young people (aged 18 or under)</i>	N/A				
	<i>Older people (aged 65 or above)</i>					It is not possible to be a retired advocate and work pro bono as a Chartered Legal Executive Advocate/Associate Prosecutor as the member must hold a full practising certificate to come within the QASA.
<i>Other:</i>						
Dual Impact						

Assessing Impact - Neutral Impact

If you have indicated that there is a neutral impact on any group, is that impact:

Tick one of the following

<i>Legal?</i>	Yes ✓	No
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<i>Intended?</i>	Yes ✓	No
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<i>Relevance of impact?</i>	Low ✓	Medium	High
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If the neutral impact is not legal and not intended and/or of high impact you must complete section two of this form. If not, complete the rest of section one below and consider if completing section two would be helpful in making a thorough assessment.

Assessing Impact - Positive Impact

If you have indicated that there is a positive impact on any group, is that impact:

Tick one of the following

<i>Legal?</i>	Yes	No
---------------	-----	----

<i>Intended?</i>	Yes	No
------------------	-----	----

<i>Relevance of impact?</i>	Low	Medium	High
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If the positive impact is not legal and not intended and/or of high impact you must complete section two of this form. If not, complete the rest of section one below and consider if completing section two would be helpful in making a thorough assessment.

Assessing Impact - Negative Impact

If you have indicated that there is a negative impact on any group, is that impact:

Tick one of the following

<i>Legal?</i>	Yes	No ✓
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<i>Intended?</i>	Yes	No ✓
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<i>Relevance of impact?</i>	Low	Medium ✓	High
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If the negative impact is not legal and not intended and/or of high impact you must complete section two of this form. If not, complete the rest of section one below and consider if completing section two would be helpful in making a thorough assessment.

Data Collection

1. What existing information and/or data has been obtained to assess the impact of this function, policy, strategy or practice?

Existing diversity data held by CILEx on criminal advocates was limited, as available information pre-dated the introduction of the Equality Act 2010. As a result, during the notification process, it was intended to collect this data to ensure that protected groups could be identified and using this data for IPS to be able to assess any disproportionate impacts on protected groups.

2. What does this information tell you about the likely impact on particular groups?

Additional Information

Collection

1. What gaps, if any, are there in the information?

It would be helpful to have a more complete picture of CILEx regulated criminal advocates in order to better assess any negative impacts which may occur as a result of the introduction of the QASA. As a result, during the notification period data across the 9 protected characteristics (as stated in the Equality Act 2010) will be collected.

2. What additional information do you need to know to understand the diverse needs/experiences of your target audience?

Diversity data as set out in box 1 above.

Action to be Taken

Full EqA not required:

Based on the findings of this preliminary audit, it is concluded that a full Equality Assessment is not required



This is because:

<input type="checkbox"/>	The policy or function is statutory, non-negotiable or non-discretionary
<input type="checkbox"/>	The policy or function purpose is directly concerned with the promotion of equality
<input type="checkbox"/>	The policy of function has no significant impact

In order to justify not undertaking a full EqA, you will need to provide evidence that your policy or function is inclusive and non-discriminatory.

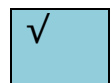
Even if you feel that a full EqA is not required, you should consider an Improvement Plan (see page 16).

This decision should be reviewed on (date)

Full EQA required:

It is concluded that a full Equality Assessment should be carried out
This should be completed by

March 2013



This Equality Assessment screening form was completed by:

Name:	Vicky Purtill	Signature:	
Position:	Education Officer	Date:	July 2012
Location:	IPS	Tel Ext:	771

Part Two – Full Equality Assessment

Additional Information Required

What gaps are there in the information collected for the first-stage assessment?

IPS does not currently hold complete equality and diversity data on its criminal advocates. This is because the data previously collected on advocates related to the then required characteristics of gender and race. There was some data available on disability. Following the introduction of the Equality Act, there are 9 protected characteristics and to ensure that IPS has the most comprehensive and up to date data possible, additional equality and diversity data was collected during the notification period (between July and September 2012).

What additional information do you need to understand the diverse needs of your target audience?

IPS needs to collect comprehensive data on its criminal advocates. This will enable IPS to understand the target audience and enable it to monitor the impact of the QASA over time on different groups of criminal advocates.

Data Collection and Consultation – Existing Information

What existing information and/or data has been obtained to assess the impact of this policy or function?

IPS has considered the available equality and diversity data on its criminal advocates and has considered how these groups may be affected by the introduction of QASA. Groups currently identified as possibly affected are: women (who are more likely to work part-time, take a career break or have caring responsibilities) those who have undertaken gender reassignment (who may have taken career breaks to do so) and disabled advocates (who may be more likely to work part-time and take career breaks and may be affected by the location of CPD assessment centres).

What does this information tell you about the likely impact on specific groups?

Some of these advocates are likely to work fewer hours and therefore the cost of reaccreditation is likely to disproportionately affect them should the only method of re-accreditation be assessed CPD at an assessment organisation.

Where Chartered Legal Executive Criminal Advocates are unable to reaccredit within the 5 year period, they will be able to apply for an extension of time (for up to a further 9 months). If however, they are still unable to demonstrate that they have been assessed against all of the standards, their status as a Level 1 Criminal Advocate will lapse. Unlike solicitors and barristers, Chartered Legal Executive Criminal Advocates must renew their rights of audience periodically in order to retain them. Failure to renew will require requalification through the production of portfolios and demonstrating understanding skills, in addition to assessment against each of the 9 standards.

Data Collection and Consultation – Results from Consultation

What consultation has been undertaken as part of this impact assessment?

Who	How	Findings
All stakeholders in QASA	4 public consultations Focus Groups Research by SRA	<p>No comments have been received in relation to the potential negative impact which introduction of the QASA may have on protected groups.</p> <p>However, research conducted by the SRA, following the notification period indicates that in addition to groups already identified as possibly impacted by the requirements to reaccredit at Level 1, the following groups may also be negatively impacted:</p> <ul style="list-style-type: none"> • Males aged over 65 across all circuits • Females aged between 41-60 practising in the Wales and South East Circuit • Asian males aged 31-50 practising in the Midlands, Northern, South East and North East circuits • Asian and Black women aged 22-60 practising in the South East Circuit • Black males aged between 22-60 practising in the South East Circuit <p>This is because they are more likely to work in small firms or as sole practitioners. In these instances, funding is less likely to be available to assist the criminal advocate in obtaining assessed CPD and therefore this may have a further disproportionate impact on some groups.</p>

Summary of Outcomes from Consultation Processes

Provide a summary of the views expressed from the consultation.

As above.

Have any views been discounted? Explain reasons for this.

n/a

Describe how you have shared your findings with the people that you consulted.

n/a

Assessment of Likely Impact

Does the evidence gathered show any adverse impact on any particular groups? Please complete the table below in response to this question

		Does there appear to be an adverse impact?		If yes , please describe the adverse impact below and explain how the evidence shows this If no, please explain below how the evidence shows this	Can this adverse impact be justified?		If yes, please explain how this is justified below. If no, please complete an action plan (see pg 17-19) to show how this adverse impact will be addressed.
		Y	N		Y	N	
Gender	<i>Women</i>	X		The requirement to obtain assessed CPD at a JAG accredited centre may impact on all of these groups where they are not working full-time as the requirement is the same irrespective of the numbers of hours worked. The impact will likely be disproportionately felt by women, pregnant women, transgender people, flexible workers and those with caring responsibilities. Failure to reaccredit will result in a lapse of rights of audience and a requirement for additional work prior to reinstatement.		X	Competence of advocacy skills is important irrespective of the number of hours worked by the advocate. This is essential to the protection of consumers and the public. The need to regain rights of audience, should the existing rights lapse because the advocate has not complied with the requirements is one which applies currently and therefore does not impact adversely. The additional cost burden on certain groups of advocate requires further consideration by JAG.
	<i>Pregnant women</i>	X				X	
	<i>Men</i>		X			X	
	<i>Transgender people</i>	X				X	
	<i>Flexible workers</i>	X				X	
	<i>People with caring responsibilities</i>	X				X	
<i>Other:</i>							
Race	<i>Black</i>	X		Advocates within these groups are more likely to work in small firms or as sole practitioners and therefore are less likely to be able to absorb the costs of the assessed CPD. Failure to reaccredit will result in a lapse of rights of audience and a requirement for additional work prior to reinstatement.		X	Competence of advocacy skills is important irrespective of the number of hours worked by the advocate. This is essential to the protection of consumers and the public. The need to regain rights of audience, should the existing rights lapse, because the advocate has not complied with the requirements is
	<i>White</i>		X				
	<i>Asian</i>	X				X	
	<i>Chinese</i>		X				
	<i>Mixed heritage</i>		X				
	<i>Eastern European</i>		X				
	<i>Gypsy/traveller</i>		X				

<i>Other:</i>	<i>Asylum Seekers</i>		X			one which applies currently and therefore does not impact adversely. The additional cost burden on certain groups of advocate requires further consideration by JAG.
	<i>Indian</i>		X			

		Does there appear to be an adverse impact?		If yes , please describe the adverse impact below and explain how the evidence shows this If no, please explain below how the evidence shows this	Can this adverse impact be justified?		If yes, please explain how this is justified below. If no, please complete an action plan (see Section 15) to show how this adverse impact will be addressed.
		Y	N		Y	N	
Faith	<i>Christian</i>		X	Advocates have 5 years in which to demonstrate their competence against the 9 QASA standards. Although religious holidays and holy days sometimes fall on weekdays, this together with the availability of extensions should not create an adverse impact on members.			
	<i>Sikh</i>		X				
	<i>Muslim/Islam</i>		X				
	<i>Hindu</i>		X				
	<i>Buddhist</i>		X				
	<i>Jewish</i>		X				
	<i>No religion</i>		X				
<i>Other:</i>							
Disability	<i>Physical</i>	X		The requirement to obtain assessed CPD at a JAG accredited centre may impact on each of these groups where they are not working full-time as the requirement is the same irrespective of the numbers of hours worked. Failure to reaccredit will result in a lapse of rights of audience and a requirement for additional work prior to reinstatement. In addition, disabled applicants may find it more challenging to access face to face assessed CPD at Level 1.		X	Competence of advocacy skills is important irrespective of the number of hours worked by the advocate. The need to regain rights of audience, should the existing rights lapse because the advocate has not complied with the requirements is one which applies currently and therefore does not impact adversely. The additional cost burden on certain groups of advocate requires further consideration by JAG. Access to CPD for disabled applicants needs to be considered further by JAG.
	<i>Sensory</i>	X				X	
	<i>Learning</i>	X				X	
	<i>Degenerative</i>	X				X	
<i>Other:</i>							
Sexual Orientation	<i>Lesbian</i>		X	The issues identified by the EIA relate to timescales, geographical accessibility etc. The requirement to demonstrate competence against the 9 QASA standards will not be affected by the			
	<i>Homosexual</i>		X				

<i>Other:</i>				sexual orientation of the advocate.			
	<i>Heterosexual</i>		X				
	<i>Bisexual</i>		X				
Age	<i>Young people (aged 18 or under)</i>		X				
<i>Other:</i>	<i>Older people (aged 65 or above)</i>	X		Age is linked to other protected characteristics outlined above.		X	
Dual Impact							

Mitigating Adverse Impact

If the policy or function is likely to have an adverse impact on a particular group(s), how are they involved in developing the function, policy, strategy or practice?

All Advocates who are members of IPS were required to notify IPS of their intention to undertake criminal advocacy in 2013. During the notification period, IPS took the opportunity to collect diversity data from these advocates and this information will be used to monitor the impact of the scheme once it 'goes live' (currently scheduled for October 2013).

What actions can we take to mitigate any adverse impact?

JAG has agreed to widen the scope of what is meant by assessed CPD. This will now include the opportunity to maintain a portfolio of evidence which supports meeting the QASA standards. This will enable the advocates to undertake assessed in-house training and use other methods of training such as online advocacy skills training etc. which can be assessed to demonstrate meeting the 9 standards, rather than insistence on a compulsory face to face CPD course which is assessed against all 9 standards. This should minimise the costs and location of training to minimise the adverse impact of the re-accreditation to Level 1 advocates.

Describe any resource implications there may be for mitigating any adverse impact

IPS will have to ensure that the advocates have met their CPD obligations under QASA prior to providing re-accreditation. It is suggested that this will be administered by way of sampling in the office. CILEx advocates are already required to undertake CPD each year in advocacy skills and have undertaken the requisite amount of CPD, prior to their renewal of advocacy certification.

Should we consider an alternative policy or function?

No.

Can the policy or function be further enhanced to promote other opportunities for inclusion or positive action?

No.

Final Recommendations

Based on the analysis, consultation and findings of this audit I recommend:

This document sets out the potential issues that the introduction of the Quality Assurance Scheme for Advocates (QASA) may have on the Level 1 Criminal Advocates regulated by IPS (this includes the Associate Prosecutors employed by the CPS).

1. Disproportionate costs to some protected groups

The significant concern arising from the EIA was the disproportionate impact that requiring Level 1 advocates to undertake assessed CPD via an informal assessment centre would have in terms of cost to the advocate. This could have a disproportionate impact on a number of protected groups as identified above (to include BAME, Female, Transgender and Disabled advocates).

It is recommended that the assessment of CPD could be undertaken for example through in-house training (particularly useful for CPS Associate Prosecutors), the production of a portfolio of supporting evidence which demonstrates meeting the outcomes and the use of alternative training mechanisms such as webinars which is likely to be cheaper.

2. Location of training

Disabled and rurally located advocates may have found it more challenging to attend formal, face-to-face assessed CPD courses.

The recommendation that the notion of assessed CPD be made more flexible to include a wider range of activities should mitigate this concern.

3. Loss of rights of audience because of failure to renew in time.

The QASA is considered essential to ensure the protection of consumers and the public, through the assurance of the competence of all criminal advocates. This applies equally to all advocates irrespective of their status. However, the scheme includes a potential 9 month extension period and allows the advocate to collect evidence of their competence over a 5 year period. IPS and JAG consider that this mitigates the potential disadvantages whilst retaining the necessary protection to the public.

In addition, the Joint Advocacy Group (JAG) intends to undertake periodic reviews of the operation of the scheme and this will include adverse effects on any protected groups as defined in the Equality Act 2010.

Monitoring and Review

Describe how and when issues raised during the EqA process will be reported to Council/CILEx Group Executive/IPS Board?

The approval of the QASA is through sign off at the IPS Board and CILEx Council. This should take place on current timescales at the March Board and Council meetings.

Describe how and when issues raised during the EqA process will be reported to Council/ CILEx Group Executive

This report will form part of the application to the LSB which must be approved by the IPS Board and CILEx Council prior to its submission.

Describe how, and at what intervals, the Council/CILEx Group Executive will be involved in overseeing monitoring outcomes

Once the scheme is operational, the IPS Board and CILEx Council will receive a report on the reviews of the scheme which have been built in to ensure the scheme is working effectively across all Criminal Advocates.

EqA Declaration

This Equality Assessment screening form was completed by:

Name:	Vicky Purtill	Signature:	
Position:	Education Officer	Date:	11 February 2013
Location:	IPS	Tel Ext:	771

Policy or Function Improvement Action Plan

	Area for Improvement	Outcome	Activity/Method	Responsibility	Timeframe
1	Definition of assessed CPD	Ensure scheme is proportionate to the status of Level 1 advocate in terms of cost to and impact upon advocates	Broadening of definition of assessed CPD to ensure that reaccreditation as a Level 1 outcome if proportionate.	VP/JAG	March 2013

Proposed date of Review: 2016

Signed: V.L. Purtil

Date: 11 February 2013