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APPENDIX B



Devon & Cornwall Police Authority

SINGLE EQUALITY SCHEME

ACTION PLAN FOR 2011 – 2012 (REVISED OCTOBER 2011)

DEVON AND CORNWALL POLICE AUTHORITY

Single Equality Scheme Action Plan for 2011 - 2012

The key role for the Devon and Cornwall Police Authority is to secure the maintenance of an efficient and effective police service for the people of Devon, Cornwall and the Isles of Scilly. A key responsibility is to monitor how well police services are being delivered and to hold the Chief Constable to account. To maintain the confidence of the public and to secure an effective workforce we strive to ensure that all individuals are able to benefit equally and have equal rights to the same level of public service and to ensure that the services provided by both the Authority and Constabulary meet the needs of all communities.

Our Single Equality Scheme affirms our commitment to:

- A) Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010;
- B) Advance equality of opportunity between people from different groups;
- C) Foster good relations between people from different groups.

The Equality Duty's specific duties will require us to:

- 1) Publish equality objectives every four years (starting on 6 April 2012)
- 2) Publish information annually to demonstrate our compliance with the general equality Duty (no later than 31 January 2012)
The Devon and Cornwall Police Authority already publishes much information on its website to demonstrate compliance with the General Duty including equality monitoring information, annual Equality, Diversity & Human Rights update reports to the Human Resources Committee, its work on auditing and analysis as well as outcomes of consultation and engagement.
- 3) Publish information in such a way that is accessible to the public

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Equality Aims and Objectives

To ensure Devon and Cornwall Police Authority meets its Equality and Human Rights duties, we will:

- **Ensure all Authority Members and staff are kept up-to-date with their individual and collective responsibilities towards equality, diversity and human rights**
- **Ensure the Authority's commitment to equality and diversity is incorporated into the aims and objectives of relevant policies, strategies and plans, to mainstream equality and monitor performance**
- **Develop a greater understanding of the communities within Devon, Cornwall and the Isles of Scilly, and ensure the Authority is accessible to and actively engages with all sections of its communities**
- **Ensure a fair, equal and respectful environment for employees, free from harassment and discrimination and extend this experience to all who receive its service**
- **Work in partnership with the Constabulary to ensure an integrated approach to equality, diversity and human rights**
- **Monitor and scrutinise Devon & Cornwall Constabulary's performance to ensure it is fulfilling its commitment to equality and meeting its statutory equality and human rights duties**
- **Liaise with partner agencies to work towards an integrated approach to equality where appropriate**

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	ACTION	OUTCOME	OWNER	TARGET TIME & RAG	MEASURES/ COMMENTS
OBJECTIVE 1: Streamlining Equality					
1.1	Ensure Members, staff and Independent Custody Visitors are up to date with equality legislation and its implications (including the protected characteristics)	Greater awareness of our equality duties. Ensuring all Members are aware of ways in which we need to be compliant with our equality duties. Helping equality to be mainstreamed.	Human Resources committee Chief Executive	<i>By march 2012</i>	Training on new equality and human rights legislation for all Members, staff and ICVs. Ongoing review by the Equality, Diversity and Human Rights working Group (DEW) DEW members to receive AA1/2 training Information updates via newsletter and briefing sheets On-line equality training
1.2	Increase Member's and Officer's knowledge of how the new equality legislation will impact on Constabulary performance and its implications for service delivery (See Objective 5 "Monitoring and Scrutinising the Constabulary" too)	Strengthening the Authority's scrutiny role and identifying where particular scrutiny is needed. Promoting the Constabulary's equality scheme. Increased quality of service.	Chair of Police Authority and Chief Executive	<i>By March 2012</i>	Ongoing review by Equality and Diversity working Group via reports requests to DEW meetings (including updates on Equality Standard and Stop & Search) Training and update reports to all Members when necessary Consultation events attended (e.g. on the Equality Impact Assessment of Blueprint and the Diverse Communities Team review) Officer attendance at internal (force) E&D meeting DEW member attendance at Independent Advisory Group (IAG) meetings DEW 'network' scrutiny of all committee work One of the DEW objectives (aligned to Force)

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1.3	Systematic review of the equality screening audits for existing policies to ensure they meet our strengthened equality objectives for all protected characteristics. Summary of equality impact screening audits to be included in 2011 Diversity Report / published on website	Compliance with equality legislation	Assistant Chief Executive	<i>On-going</i> <i>By April 2012</i> <i>Completed</i>	Review of equality impact screening/audit template undertaken in line with Equality Act 2010 Include an equality objective in the DCPA Strategic Plan Equality statement drafted to clarify expectations of all decision-making reports to come to the PA Committees
1.4	Assess all new key strategic plans and decisions to identify whether there are opportunities for narrowing gaps in outcome due to inequality	Increased equality of service Adherence to Statutory duty	Assistant Chief Executive	<i>On-going</i> <i>Complete</i>	Equality statement drafted to clarify expectations of all decision-making reports to come to the PA Committees Regular auditing undertaken (and equality impact assessments (EIAs) where appropriate) Policy audit working practices agreed Equality statement added to all strategies
1.5	Have regular inputs from representatives of diverse communities groups	Increase member awareness Support the scrutiny of the Constabulary	DEW	<i>On-going</i>	DEW members interaction with IAG strands (as lead members) DEW member Attendance at Strategic IAG Members feedback on findings at DEWG and if required decide on actions to be taken

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	ACTION	OUTCOME	OWNER	TARGET TIME & RAG	MEASURES/ COMMENTS
OBJECTIVE 2: Consulting, engaging and involving					
2.1	Adopt a proactive media and communication plan for the Authority, with particular reference to targeting under represented people	Engagement with a wider and more representative section of our communities. Greater awareness of the roles and functions of the Police Authority. More confidence and trust in the Authority.	Local Policing and Confidence Committee (LPCC)	<i>Complete</i>	LPCC has created a comprehensive community engagement plan which includes 'informing communities'. Small modifications were made to the plan following its equality impact assessment. There is no separate media plan for the Authority.
2.2	Continue to review opportunities to undertake new and innovative community engagement initiatives which reaches all parts of the community (protected characteristics)	Engagement with a wider and more representative section of our communities. Greater accessibility. Greater understanding of communities, including 'new', 'emerging' and 'virtual' communities.	LPCC	<i>On-going</i>	The Authority's community engagement plan for 2011-12 includes targeted booster panels to increase the number of underrepresented community members with which we engage. All engagement is monitored for equal opportunities.
2.3	Ensure we are promoting the Association of Police Authorities (APA) guidance on the diversity aspects of "Stop and Search"	Ensuring the Authority is legally compliant with our statutory obligation to monitor & scrutinise stop / search / promote awareness of people's rights. Working to eliminate discrimination & harassment	LPCC (DEWG)	<i>On-going</i>	The DEW has set Stop & Search as a priority There has been a recent changes in legislation around Stop & Account and Stop & Search – the DEW is actively scrutinising Force (decision-making) process around this Once this process has been agreed the DEW can focus on the promotion of APA guidance which is in the process of being updated One of the DEW objectives (aligned to Force)

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2.4	Implement an 'equality impact checklist' to be completed when booking events etc to ensure vital elements of accessibility have been considered.	An actively used equality impact checklist.	Assistant Chief Executive	<i>Complete</i>	<p>We previously used a Venue Checklist, which included questions on disabled access, access to toilets and car parking, but DCPA is now arranging for Members to visit and speak to outside organisations' meetings rather than organising PALM meetings.</p> <p>In future, there will be a question in the letter sent to organisations who are booking speakers as to whether disabled access is available at their venues. The responses will be monitored to see whether or not this is the case at the majority of venues so that the DCPA can ensure that disabled people are able to attend most of these meetings.</p>
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	ACTION	OUTCOME	OWNER	TARGET TIME & RAG	MEASURES/ COMMENTS
OBJECTIVE 3: Employment					
3.1	Consider ways for embedding equality considerations into any employment opportunities, including recruitment, although in the current economic climate with a focus on retention and progression through positive action, mentoring and reasonable adjustments	Ensuring recruitment campaigns reach a wider, more diverse audience. Build & sustain a workforce that better reflects the communities served. Improved reputation as an equal opportunities employer Staff satisfaction	Chief Executive	<i>On-going</i>	Recruitment, training and promotion monitoring. Positive action approach Consultation with Staff Support Groups and IAG strand members

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OBJECTIVE 4: Accessibility					
4.1	Ensure all literature and material produced by the Authority, including leaflets and the redesigned website contents take into consideration the needs of all groups within the community.	More confidence and trust in the Authority. Encouraging and facilitating the participation of all people in public life. Improved reputation. Ensuring we are accessible to and actively engage with all sections of our community.	LPCC DEW Chief Executive	<i>Complete</i> <i>On-going</i>	Change DCPA font to Ariel 12 (Disability Discrimination Act compliant) Stop and Search leaflets in different languages The new DCPA website redesign is fully DDA compliant including accessibility tools for individuals with visual impairments. There is also a translation tool provided for languages other than English and a British Sign Language (BSL) video of '10 Things To Know About Your Police Authority' is in the final stages of production. Easy read versions of documents available.
4.2	Continued commitment to ensure all meetings and events organised by the Police Authority and all premises owned by the Police Authority (including stations) meet the standards of accessibility as set out in the Equality Act		LPCC Chief Executive	<i>On-going</i>	All community engagement activity is considered in line with accessibility criteria. Venues the DCPA uses are compliant and we seek to support anyone wishing to attend with any reasonable adjustments such as larger font, interpreters and hearing loops.
4.3	Produce a disability access action plan		Office Manager (as head of admin team)	<i>On-going</i>	Disability audit of the premises (Endeavour House) has been undertaken and an action plan template designed on that basis
4.4	Create a website BSL video of "10 Things To Know About Your PA		Policy Officer (LPCC)	<i>On-going</i>	This is in the final stages of production and has only been delayed due to the time undertaken for community consultation.

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OBJECTIVE 5: Monitoring and Scrutinising the Constabulary					
<p>Equality, Diversity and Human Rights is a cross-cutting theme for the Police Authority. All members, officers and staff of the Police Authority have a responsibility to promote equality and diversity in all the work that they do for and on behalf of the Police Authority. In addition there is a Diversity, Equality and Human Rights working group comprising of 6 members, who all attend different Police Authority committee meetings to ensure a further scrutiny of equality considerations in the decision-making processes. Outcomes are discussed and fed back into the bi-monthly network meetings.</p> <p>The DEW lead members are:</p> <ul style="list-style-type: none"> • D Percival for the Human Resources Committee and the Professional Standards and Complaints Monitoring Committee • B Greenslade for the Corporate Governance Committee • L Price for the Protective Services Committee • J Owen for the Resources Committee • L Dunn for the Local Policing and Confidence Committee • J Norton for the Strategic Independent Advisory Group 					
5.1	Implement a formal process for how the Authority will review and scrutinise the Constabulary's adherence to and promotion of the Equality Act	Ensuring the Constabulary is legally compliant with its equality duties. Strengthening the Authority's scrutiny role.	Human Resources (HR) Committee DEW	<i>On-going</i>	Regular reports from Head of E&D to the DEW (including reports on the Equality Standard implementation and AA1/AA2 training provision) Policy officer attendance at internal (Force) E&D meetings DEW members attendance at IAG meetings Regular meetings with Deputy Chief Constable Attendance at Force Consultation events Providing feedback, where appropriate, on Force performance / reviews (e.g. Stop & Search / DCT review / "Hidden in Plain Sight" progress on recommendations)
5.2	Review and scrutinise the Constabulary's use of equality screening and impact	Ensuring the Constabulary is legally compliant with its equality duties.	Strategic Planning and Coordination Committee	<i>On-going</i>	Review when Constabulary staff last received training on equality impact assessments. Consider dip sampling of Constabulary initial impact assessments.

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	assessments to ensure all issues and implications are taken into account for all protected characteristics	Strengthening the Authority's scrutiny role.	(SPCC) DEW	<i>Complete</i>	Equality statement written to ensure equality analysis is presented as part of all reports coming to PA committees
5.3	Review the diversity reporting procedure for hate crime and scrutinise the Constabulary's performance in terms of tackling hate crime	Ensuring the Constabulary is legally compliant with its equality duties. Strengthening the Authority's scrutiny role.	DEW	<i>On-going</i>	Ask for update reports to better understand force performance, awareness and efficiency in reducing, monitoring, recording and tackling hate crime and discrimination. Including a focus on victim satisfaction One of the DEW objectives (aligned to Force) with a specific focus on disability as aligned to the EHRC Disability Harassment Inquiry.
5.4	Scrutiny of the Force performance around creating ways for embedding equality considerations into any employment opportunities, including recruitment, although in the current economic climate with a focus on retention and progression through positive action, mentoring and reasonable adjustments		HR Committee DEW	<i>On-going</i>	Monitoring Authority and Constabulary applications and appointments Asking for specific update reports Scrutinising staff satisfaction and culture surveys One of the DEW objectives (aligned to Force)

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OBJECTIVE 6: Procurement					
6.1	Increased monitoring and scrutiny of the Constabulary and Authority's procurement process, parameters and controls	Strengthening the Authority's scrutiny role. More effective monitoring of the Constabulary's & Authority's compliance with their equality duties	Chair of Resources committee Treasurer Resources DEWG lead		Consider a procurement audit if it is assessed as high risk – especially in light of the extended procurement duties as part of the Equality Act 2010 To be monitored by Resources Committee

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OBJECTIVE 7: Partnerships					
7.1	Explore opportunities for working with current and potential partners in planning, funding and managing joint projects which aim to promote equality issues and eliminate discrimination and prejudice	More effective partnership working. More integrated approach to achieving our equality duties. Ensuring we are accessible to and actively engage with all sections of our communities. Greater cost efficiency.	LPCC Chief Executive	<i>On-going</i>	All CSP partners are subject to the general equality duties. LPCC monitors partnership working in a generic sense –although there is no specific focus on E&D. Explore Regional Collaboration for opportunities to develop equality and diversity activities There is regional working on E&D issues between PA policy officers. (Via network) Member attendance at partnership meetings (e.g. CSPs, LA meetings etc. For example Teignbridge DC community workshop on 30 Nov to better engage with communities including hard to reach groups.