



NORFOLK POLICE AUTHORITY

Ensuring an Efficient and Effective Police Service

NORFOLK POLICE AUTHORITY

SINGLE EQUALITY SCHEME

2009 – 2012

Ensuring an Efficient and Effective Police Service

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Upon request we will endeavour to make the information within this Scheme available in a range of alternative formats, including large print, Braille, and other languages. Our contact details can be found on page 4.

CONTACT DETAILS

If you wish to comment on, or have questions arising from, this scheme or you wish to obtain copies in different formats or in other languages, please contact

The Policy and Research Officer
Norfolk Police Authority
Direct Tel: 01953 424457
Direct Fax: 01953 424462
Email: policeauthority@norfolk.pnn.police.uk

Chief Executive's Office
Jubilee House
Falconers Chase
Wymondham
Norfolk
NR18 0WW

Jei šio dokumento kopiją norėtumėte gauti lietuvių kalba, prašome susisiekti su policija telefonu 01953 424455 arba elektroninio pašto adresu policeauthority@norfolk.pnn.police.uk

Jeśli chcieliby Państwo otrzymać kopię niniejszego dokumentu w języku polskim, prosimy kontaktować się z władzami policji pod numerem 01953 424455 lub pisać na: policeauthority@norfolk.pnn.police.uk

Se desejar obter uma cópia deste documento em português, por favor contacte a Autoridade da Polícia através do 01953 424455 ou pelo e-mail: policeauthority@norfolk.pnn.police.uk

Если вы хотите получить данный документ на русском языке, пожалуйста, обратитесь в полицейское управление по тел. 01953 424455 или по электронной почте: policeauthority@norfolk.pnn.police.uk

如果您希望把这份资料翻译为国语，请致电01953 424455

或发电子邮件至：policeauthority@norfolk.pnn.police.uk 联系警察当局。

INTRODUCTION

Norfolk Police Authority is committed to ensuring all its communities receive a fair and equitable police service.

Current equalities legislation in relation to disability, gender and race puts on a statutory basis a positive duty on police authorities to help eliminate discrimination and promote equality of opportunity. In line with the legislative framework, the Authority developed three equality schemes setting out how it would work towards, and ultimately meet, the challenges presented by the equalities duties.

Within its *Framework for a Fairer Future*, the Government Equalities Office sets out proposals for the Equality Bill. The Bill is expected to contain a new streamlined Equality Duty to replace the race, disability and gender equality duties, and also cover gender reassignment, age, sexual orientation, and religion and belief. Norfolk Police Authority's decision to produce this Single Equality Scheme arises from these changes to equalities issues at a national level.

In publishing this Single Equality Scheme, the Authority not only overcomes unnecessary overlap between its separate schemes, but also takes an inclusive approach to equality and diversity, extending its equalities focus beyond those areas for which public bodies currently have a positive obligation to promote equality.

The duties set out by equalities legislation also apply to chief officers of police. Norfolk Constabulary is working towards publishing its own Single Equality Scheme as a basis for its direction in all areas of diversity. The Authority's Scheme provides details of how it monitors and scrutinises the Constabulary's performance in relation to meeting its equality responsibilities.

We recognise that this Scheme must be flexible and can be improved. We will, therefore, continue to develop the Scheme and welcome comment from individuals and organisations at any time.

Stephen Bett
Chairman

Chris Harding MBE
Chief Executive

THE ROLE OF NORFOLK POLICE AUTHORITY

Norfolk Police Authority is an independent body of 17 members – nine councillors appointed by Norfolk Country Council, and eight independent representatives from the community (one of whom must be a magistrate).

The Authority employs a team of eleven staff, headed by the Chief Executive and Monitoring Officer, the Deputy Chief Executive and the Treasurer. The staff team consists of seven full-time and three part-time employees, with a gender mix of three male and seven female staff members.

The primary duty of a police authority is to maintain an effective and efficient police service. The Authority agrees with the Chief Constable a policing plan for each year and then monitors the performance of the Constabulary against that plan. It also sets the policing budget and appoints the senior officers of the Constabulary.

The Authority is a body of governance, which means it has a limited role in delivering services to the public. Service delivery is broadly a function of police forces, with responsibility for operational management of policing placed with the Chief Constable.

HOW THE AUTHORITY DISCHARGES ITS DUTIES

The Authority is required to ensure the delivery of effective and efficient policing services within Norfolk. NPA conducts its business and scrutinises the Chief Constable through a structure of committees:

Full Police Authority	Ensures an effective and efficient police service for Norfolk
Capital Assets Committee	Maintains strategic oversight of the police estate, computer and communication systems, fleet, uniforms, and other costs falling within the capital programme
Citizen Focus Committee	Oversees the Authority's accountability for Citizen Focus, including specific duties for community involvement in policing, and equality and diversity issues
Custody Visitors Committee	Provides an independent custody visiting scheme to check on the welfare of detained persons
Ethical Standards Committee	Promotes and maintains high standards of conduct by Members of the Authority

Professional Standards and Human Resources Committee	Oversees complaints, discipline and professional standards in the Constabulary, and all Constabulary Human Resources matters
Scrutiny and Audit Committee	Monitors the performance of the Constabulary and discharges audit duties

In carrying out all its functions, the Authority robustly supports the need to eliminate unlawful discrimination, promote equality of opportunity and good relations between different community groups, and promote equality and diversity within both the Authority itself and Norfolk Constabulary.

The authors of all reports submitted to the Authority's committees are required to bring to the Authority's attention any implications of their content relevant to equality and diversity, and show that these have been considered and addressed as appropriate.

The Authority has two lead members for diversity whose role is to champion equality and human rights in relation to policing both internally (within the organisation) and externally (within the communities of Norfolk).

The Authority's Citizen Focus Committee holds responsibility for matters relating to equality and diversity, including monitoring the progress of both the Authority's and Constabulary's equality schemes. The lead member for external diversity holds the position of Chairman of the Citizen Focus Committee. The Committee monitors public satisfaction with the police experience, collected via surveys of victims of crime; this includes satisfaction of individuals from Black and Minority Ethnic backgrounds. The Committee oversees progress made against the Community Engagement Strategy, through which the Authority addresses its statutory duties for making arrangements for obtaining the views of local communities on policing.

The Professional Standards and Human Resources Committee considers human resources matters in relation to equality and diversity, including monitoring recruitment and promotion for disproportionality. The Committee, along with the Authority's Lead Member for Training, also holds the remit for monitoring the Constabulary's development and provision of training to police officers and staff, and agreeing the annual training plan. In respect of professional standards, the Committee monitors complaints made by both members of the public and staff, which includes those alleging discriminatory behaviour.

The Citizens Focus Committee considers all matters relating to Stop and Account/Search interactions¹ and Hate Crime², reviewing statistical analysis of data on a regular basis.

The Authority is represented on the Constabulary's Confidence and Equality Board, as well its Community Cohesion and Equality External Group. Membership of the external group includes members of local communities and minority interest groups with the ultimate aim of being representative of Norfolk's diverse communities. The Authority is also represented by its lead members for Children and Youth Issues on the Constabulary's Children and Young People Steering Group.

In respect of partnership working, the Authority is represented on the County Community Cohesion Strategic Group, which is responsible for ensuring the delivery of key theme one of Norfolk's Local Area Agreement – 'Inclusive and Diverse' via the Community Cohesion Strategy.

Norfolk Police Authority supports the Multi Agency Protocol (MAP), a code of practice which states how

- (i) working in partnership with other organisations, NPA will provide individuals across the community with the opportunity to report hate crime/incidents
- (ii) The Authority should respond to reports of hate crime/incidents and
- (iii) The Authority can ensure appropriate support is provided to the victims of hate crime/incident.

The Norfolk County Strategic Partnership is the body with overall responsibility for the MAP, and the County Community Cohesion Strategic Group oversees the implementation of MAP on behalf of this partnership.

THE AUTHORITY'S SINGLE EQUALITY SCHEME

Prior to the publication of this Single Equality Scheme, the Authority demonstrated how it would meet its general and specific duties in relation to disability, gender and race within three separate equality schemes. The content of these schemes have now been amalgamated into Norfolk Police Authority's Single Equality Scheme 2009-2012.

¹ **Stop and Account** – When a police officer or police community support officer (PCSO) requests a person in a public place to account for themselves, ie. their actions, behaviour, and presence in the area or their possession of anything. **Stop and Search** – When a police officer stops and then searches an individual, their clothing, anything they are carrying or their vehicle.

² **Hate Crime** - Any hate incident, which constitutes a criminal offence, perceived by the victim or any other person, as being motivated by prejudice or hate. **Hate incident** - Any incident which may or may not constitute a criminal offence which is perceived by the victim or any other person, as being motivated by prejudice or hate.

Legislation currently being progressed through Parliament proposes a single equality duty, which would introduce a requirement for public authorities to produce a Single Equality Scheme incorporating a response to the three current equalities duties (race, disability and gender), as well as giving consideration to a further four areas of diversity (age, religion and belief, sexual orientation and transgender issues). Following the recommendation from the Association of Police Authorities (APA) that we follow the government indication of a future joined up approach, the Authority took the decision to develop this Single Equality Scheme. This decision has resulted in an inclusive and comprehensive Scheme which sets out how the Authority will meet its general and specific duties as required by disability, gender and race equality legislation (as previously contained within the Authority's disability, gender and race equality schemes), while also providing a foundation on which the Authority can broaden its equality and diversity focus and address impending statutory equality duties.

The Authority sees its move to a Single Equality Scheme as a positive development, further supporting the integration and embedding of diversity into the core structures and functions of the Authority. During consultation carried out by the Discrimination Law Review (DLR) between 2005 and 2007 on proposals for a single equality duty, concern was voiced by some organisations that widening the statutory diversity focus of public authorities may result in dilution of the attention currently afforded to disability, gender and race. This Scheme continues to address the Authority's general and specific duties as required by disability, gender and race equality legislation, building on the achievements made thus far, while also taking into account the need to promote equality across all areas of diversity.

There are seven 'strands' of diversity recognised within equality and anti-discrimination legislation: age, disability, gender, race, religion and belief, sexual orientation, and transgender. While reference will be made within this Scheme to different 'strands' where an area of the Authority's work has a purpose relating specifically to a particular community group (monitoring the Constabulary's approach to race or disability hate crime, for example), the Authority recognises the need to acknowledge and respect individuality and difference, and avoid reliance on categorising individuals based on one characteristic. The Authority aims to take an inclusive approach to equality and diversity, using the recognised diversity strands as a prompt for broader thinking in relation to needs, experiences and impacts.

While the Authority would agree with organisations whose response to the DLR consultation was that unwieldy legislation and processes are not reason alone to implement a single equality duty, by removing the unnecessary bureaucracy associated with three different timescales for publishing, monitoring and review of three separate equality schemes, this Scheme increases the Authority's efficiency allowing it to achieve its goal of extending its diversity focus while simultaneously continuing to build on the work already ongoing in relation to disability, gender and race.

The Authority supports the proposals for a single equality duty in that they would potentially introduce a more inclusive approach to equality by removing any possible 'hierarchy' of diversity, but agrees with the view that any future duty must add value across the board, rather than broadening the equality landscape to the detriment of the strands currently covered by the general and specific duties of equality legislation.

LEGAL CONTEXT FOR THIS SINGLE EQUALITY SCHEME

(Full details of the relevant equalities legislation are provided at Appendix A)

Current statutory responsibilities in relation to Disability, Gender and Race

Disability

The Disability Discrimination Act 1995 was amended by the Disability Discrimination Act 2005 to place a General Duty on all public authorities to have regard to:

- Promote equality of opportunity between disabled persons and other persons;
- Eliminate discrimination that is unlawful under the Act;
- Eliminate harassment of disabled persons that is related to their disabilities;
- Promote positive attitudes towards disabled persons;
- Encourage participation by disabled persons in public life;
- Take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons.

The general duty provides a framework enabling public authorities, with the involvement of disabled people, to carry out their functions more effectively and tackle discrimination and its causes in a proactive way.

In addition some public authorities, including police authorities, are subject to the following specific duties to assist them in meeting the general duties and report on progress:

The specific duty requires the Police Authority to:

- Develop, produce and publish a Disability Equality Scheme detailing how it is intended to fulfil the general and specific duties;
- Report on the outcomes of the scheme on an annual basis

At the heart of the specific duty is the involvement of disabled people in the development of the Disability Equality Scheme. The Norfolk Norfolk Police Disability Advisory Forum, a group of volunteers with disabilities who provide advice to Norfolk Police Authority and Norfolk Constabulary in relation to the impact of their work on disabled people, regularly monitored progress made against the actions identified within the Authority's Disability Equality Scheme 2006-09 and worked with the Authority to produce its annual progress reports.

The members of the Forum have been involved in the development of this Single Equality Scheme and will continue to monitor the Authority's progress in relation to meeting its disability equality duties.

Gender

The Equality Act 2006 amended the Sex Discrimination Act 1975 placing a general duty on police authorities, when carrying out their functions, to have due regard to:

- Eliminate unlawful sex discrimination and harassment;
- Promote equality of opportunity between men and women.

The duty applies to both men and women, including transsexual men and women with respect to employment and vocational training.

The Authority has a specific duty to publish a Gender Equality Scheme, describing how it intends to fulfil the general and specific duties and setting out its gender equality objectives, reporting on progress on an annual basis.

In preparing the Scheme, the Authority must:

- Consult employees, service users and others (including trade unions);
- Take into account any information it has gathered or considers relevant as to how its policies and practices affect gender equality in the workplace and in the delivery of its services;
- Consider the need to have objectives to address the causes of any gender pay gap.

The Authority must ensure that the Scheme sets out the actions it has taken or intends to take to:

- Gather information on the effect of its policies and practices on men and women, in employment, services and performance of its functions;
- Use the information to review the implementation of the Scheme objectives;
- Assess the impact of its current and future policies and practices on gender equality;
- Consult relevant employees, service users and others (including trade unions);
- Ensure implementation of the Scheme objectives.

This Single Equality Scheme replaces the Authority's Gender Equality Scheme 2007-10, setting out how it will meet its general and specific gender equality duties. In preparing this Scheme, the Authority has taken the steps outlined above to ensure compliance with its specific duties.

Race

The Race Relations Act 1976 was amended by the Race Relations (Amendment) Act 2000 to place a general duty on all public authorities to, in carrying out their functions, have due regard to the need to:

- Eliminate unlawful racial discrimination
- Promote equality of opportunity and good relations between persons of different racial groups.

In order to comply with the general duty, there are two specific duties that some public authorities, including police authorities, are required to meet:

- To prepare and publish a Race Equality Scheme
- To monitor the Authority's employment procedures and practice.

This Single Equality Scheme replaces the Authority's Race Equality Scheme 2008-11, setting out within its action plan how it will continue to meet its general and specific duties in relation to race equality.

Extending the diversity focus - Age, Gender Identity, Religion and Belief, and Sexual Orientation

In addition to the general and specific disability, gender and race equality duties, the Authority is required by the Police and Justice Act 2006 to promote equality and diversity within the police force maintained for its area and within the Authority - a requirement which should not be limited to disability, gender and race.

There also exist a number of pieces of newer legislation which make it unlawful to discriminate against individuals or groups of people on the basis of their age, gender identity, religion and belief, or sexual orientation. Details of this legislation are included at Appendix A.

It should be recognised that there is potential for tension to arise between different diversity strands, based on individuals' own needs, beliefs and experiences conflicting in some instances with those of others. Equality legislation provides a legal framework on which resolution of such conflict may be achieved; an approach based on fairness and tolerance is also necessary.

Human Rights

The Human Rights Act 1998 guarantees fundamental rights and freedoms under United Kingdom law as required by the European Convention on Human Rights. The 18 Articles of the Human Rights Act include Article 14: Prohibition of Discrimination, which states that individuals are entitled to enjoy the rights and freedoms set out by the European Convention without discrimination on any grounds, including gender, race, ethnicity, colour, language, religion, political or other opinion, birth or other status.

The Police and Justice Act 2006 places on police authorities a duty to monitor constabulary compliance with the duties imposed by the Human Rights Act 1998.

Monitoring of Norfolk Constabulary's compliance with the requirements of the Human Rights Act is built into the scrutiny of policy development, training, complaints and service delivery undertaken by the Authority's committees. This monitoring activity is referenced within this Scheme's action plan. In addition to its routine scrutiny of Constabulary functions in relation to Human Rights compliance, the Authority will identify, as appropriate, key areas of the Constabulary's business for in-depth review in relation to potential Human Rights implications, reporting on findings within the annual progress report of this Scheme.

The Authority's monitoring of Constabulary Human Rights compliance is aided by the volunteers who deliver the Independent Custody Visiting Scheme. The Scheme, which is managed by the Authority, is designed to ensure greater public understanding of and confidence in the statutory and non-statutory rules governing a detained person's welfare by volunteers visiting police stations unannounced to check on custody facilities and ensure that the detained persons have had their rights upheld. Information gathered by the Independent Custody Visitors during their visits is provided to the scheme administrator for the attention of the Authority's Custody Visiting Committee which reviews the findings, addressing any issues raised as appropriate. An annual report of the work of the Independent Custody Visitors is produced following the end of each financial year.

DEVELOPMENT PROCESS INCLUDING ENGAGEMENT AND CONSULTATION

An initial draft Single Equality Scheme for 2009-2012 was produced by the Authority with the aim of stimulating discussion in relation to its approach to equality and diversity. Past public consultation had suggested that the Authority's limited service delivery role made identifying how it should be meeting its duties more challenging than for an organisation for which service delivery was the primary focus (eg. a police force or hospital). By producing an initial draft for consultation, the Authority hoped to provide a basis for discussion, giving some indication of the role, responsibilities and functions of the Authority in relation to promoting equality, eliminating discrimination and helping to build good relations between different community groups.

The consultation draft was presented at a meeting of the Norfolk Police Disability Advisory Forum³, where the members discussed the Authority's intention to move to a Single Equality Scheme and the content of the draft document. Members of the Independent Advisory Group⁴ also considered the content of the draft and how it may impact upon the communities of which they had knowledge and experience.

The draft was reviewed by Authority Members and staff, with comments welcomed on the actions identified and the role they would play in ensuring the Authority's duties were met. It was also provided to lead officers within Norfolk Constabulary, as well as staff support networks.

In terms of wider consultation, the draft document was provided to community groups and organisations in the county (details provided at appendix B) with a request that they consider its content and return their comments, observations and suggestions to us. Those requiring the information in an alternative format were asked to contact the Authority so that they could endeavour to meet their request and facilitate their participation in the consultation exercise. Consultees were asked to identify any areas of work which were missing from the draft Scheme or which could be approached in a more effective way, and to consider the impact, whether positive or negative, that actions may have on their communities.

The community perspective that the feedback provided enabled the Authority to better consider the needs of Norfolk's public in the development of this Single Equality Scheme for 2009-2012.

The draft Scheme was also made available to the wider public for comment via the Authority's website – www.norfolk-pa.gov.uk.

Setting a deadline for consultation responses will, no doubt, have impacted upon some individuals', groups' and organisations' ability to submit their feedback. The Authority stresses that its Single Equality Scheme is intended to be a working document, on which feedback is welcomed at any time. Comments and suggestions received at any point during the three-year lifespan of the Scheme will help to inform ongoing review and refresh to ensure that the document continues to meet the needs of both the Authority and its communities.

³ The Norfolk Police Disability Advisory Forum is a group of disabled members of the public who work with NPA and Norfolk Constabulary to help identify the potential impact of their work on disabled people. The Forum meets regularly throughout the year, and its current membership includes, among others, people who are physically disabled, those with hearing and sight impairments, and people with learning difficulties.

⁴ The Independent Advisory Group consists of members of the public who use their knowledge and experience of different community groups (faith communities, minority ethnic groups, older people, disabled people, Gypsy/Travellers, the gay, lesbian, bisexual and transgender communities) to provide independent advice to the police, with the aim of improving policing services for all communities,

ASSESSING AND PRIORITISING OUR WORK FOR REVIEW

As required by its equality duties, an assessment has been carried out of the relevance of Norfolk Police Authority's functions and policies⁵ in relation to promoting equality and diversity.

The relevance of the Authority's work has been assessed by considering:

- a) Whether there is any evidence or reason to believe the function or policy could differentially impact upon anyone on the grounds of their age, disability, gender, race, religion or belief, or sexual orientation;
- b) Whether there is any public concern that the activity is discriminatory;
- c) Whether there exists any opportunity to better promote equality of opportunity and good relations between diverse community groups.

The following key functions and policies have been identified as having the potential to differentially impact upon individuals or groups of people across the diversity strands:

Functions:

- Holding the Chief Constable to account
- Production of the strategic policing plan
- Production of the local policing summary
- Budget setting, including deciding the council tax precept
- Community engagement and consultation
- Recruitment/appointment of senior police officers, police authority members, police authority staff and volunteers (Independent Custody Visitors, members of the Independent Advisory Group and Norfolk Police Disability Advisory Forum)
- Partnership working

Policies:

- Single Equality Scheme 2009-2012
- Community Engagement Strategy 2008-11

All new policies and functions will also be subject to assessment.

Those activities that are relevant to the Authority's equality duties will be subject to an Equality Impact Assessment. The functions/policies listed below have been identified as priorities for assessment within the first year of this Scheme.

⁵ **Functions** – The full range of NPA's duties and powers. **Policies** – The formal and informal decisions about how NPA carries out these duties and powers.

- **Community Engagement and Consultation (Associated Policy – Community Engagement Strategy 2008-2011)**

The challenges of engaging effectively with all community groups are well documented. Norfolk Police Authority produced a strategy setting out its approach to engagement and communication with its communities, which was accompanied by a delivery plan of engagement activity for the first year of the strategy. The Authority's strategy for consulting and engaging with the public must be inclusive, taking into account the needs and experiences of different community groups. An assessment of the first year of the strategy/delivery plan will be undertaken to identify any evidence of possible barriers to participation for any community groups, and suggestions as to how the Strategy could be made more inclusive. The findings of the review, combined with public consultation, will inform a review and refresh of the Strategy and accompanying delivery plan for year two.

- **Recruitment/ appointment of senior police officers, police authority members, police authority staff and volunteers (Independent Custody Visitors, members of the Independent Advisory Group and Norfolk Police Disability Advisory Forum)**

The Authority has recruitment processes in place for filling staff, Authority member and volunteer role vacancies. Appointment of senior police officers is undertaken by the Senior Officer Appointments Executive Panel, membership of which includes the Authority's Chairman and five other Authority members. The Authority's recruitment monitoring data shows that, in the past, we have not attracted applications for vacant posts from a broad spectrum of community groups. We will endeavour to make improvements in this area, and assessment of our current recruitment processes will allow appropriate steps to be identified.

EQUALITY IMPACT ASSESSMENT

Equality Impact Assessments are undertaken to examine how we work, particularly in respect of the impact that that work may have on different groups of people. The results of impact assessments are used to review and amend the Authority's existing activities and policies to mitigate any adverse impact they may be having, and better promote equality and diversity. New responsibilities are also subject to impact assessment. A copy of the Authority's Equality Impact Assessment template is attached at Appendix C.

As part of its impact assessments, the Authority will consult with relevant organisations and individuals where appropriate.

We will monitor our work using a variety of information including:

- Information from statutory agencies and governmental organisations
- Public consultation
- Pressure groups
- Local and national research/surveys
- Community information

This information will be used to assist in reviewing our activities that appear to be having an adverse impact on different community groups. Should an impact assessment identify that an adverse impact is predicted then, provided no alternative policy is feasible, steps will be taken to mitigate any such anticipated adverse impact. Identified change from any impact assessment will be included in an action plan to deliver that change.

The Authority's annual report on progress against this Scheme will include the outcome of impact assessments.

REVIEW AND MONITORING OF THE AUTHORITY'S SINGLE EQUALITY SCHEME 2009-12

The Authority's Single Equality Scheme for 2009-2012 is a working document which will be reviewed and, where appropriate, refreshed in response to feedback from individuals, groups and organisations throughout its three-year lifespan. Regardless of the level of feedback received, the Scheme will be reviewed at least annually, and a full refresh of the document will be undertaken at the end of the three years.

Progress against the actions identified within the Scheme will be monitored on a six-monthly basis by the Authority's Citizen Focus Committee. Reports to the Committee will be publicly available via the Authority's website – www.norfolk-pa.gov.uk . Progress will also be monitored, from a community perspective, by the Independent Advisory Group and Norfolk Police Disability Advisory Forum.

Norfolk Constabulary has its own equality schemes, against which progress will be monitored via the same arrangements.

ENSURING PUBLIC ACCESS TO INFORMATION AND SERVICES

Norfolk Police Authority is committed to ensuring information and our services are accessible to the whole community. The Authority seeks to remove barriers to effective communication and consultation, and ensure that our information is available in accessible formats, including translating written information into other languages, into Braille, or having it transcribed into audio format, when appropriate.

A large proportion of the information made public by the Authority is done so through its website, as is the case for many organisations. It must be recognised that this reliance on internet publishing of information has the potential to negatively impact upon those members of the public who are unable to use websites, whether due to not having access to the internet, or not having the necessary awareness or skills to enable them to do so. As part of its ongoing review of accessibility, the Authority will explore this issue, and give consideration to alternative methods of making information available.

The Authority will make freely available its Single Equality Scheme, along with as a general rule, assessment grids, impact assessments and any associated action plans.

The Authority also makes information available to the public under the provisions of the Freedom of Information Act 2000, however, for legal reasons, there are times when it is not possible for the Authority to release information to the public.

Freedom of Information requests should be put in writing and forwarded to:

Office Manager
Norfolk Police Authority
Jubilee House
Falconers Chase
Wymondham
Norfolk
NR18 0WW

Email: policeauthority@norfolk.pnn.police.uk

STAFF AND MEMBER TRAINING

The Authority will provide its staff, members and volunteers with appropriate training to ensure they have the skills and knowledge necessary to perform their roles in relation to this Scheme, thus promoting equal opportunity and diversity.

EMPLOYMENT

Norfolk Police Authority employs an office of eleven staff.

Whilst the Authority is legally the employer of the police support staff of the Constabulary, they are under the direction and control of the Chief Constable and subject to Norfolk Constabulary's equality scheme(s).

In order to aid monitoring of employment practices and its commitment to promoting equal opportunities, NPA collects data in relation to the ethnicity and gender of staff and applicants for employment, training, retention and promotion, as well as whether they have a disability.

All staff and applicants will be encouraged to provide their self-classified ethnicity voluntarily. Where such information is not voluntarily provided then an assessment of that person's ethnicity may be made in accordance with the Code of Practice issued by the Commission for Racial Equality (now part of the Equality and Human Rights Commission). Data collected will be published on an annual basis.

Where it is found that unlawful discrimination is occurring then we will take action to eliminate it. Where unlawful discrimination is found not to be the case but nevertheless monitoring shows policies, practices or procedures could be improved to further promote equality of opportunity, appropriate steps will be taken.

PROCUREMENT

Norfolk Police Authority recognises the importance of ensuring contractors undertaking work on its behalf are aware of the statutory disability, gender and race equality duties. The majority of the Authority's procurement functions are delegated to Norfolk Constabulary, which has in place guidance for suppliers and contractors in relation to promoting equality and diversity in its business activities. Where contractors are engaged to provide a service, it remains the responsibility of the Authority/Constabulary to ensure compliance with equalities duties.

COMPLAINTS

If a member of the public believes that they have been directly affected by a failure of Norfolk Police Authority to comply with its statutory requirements in relation to equality and diversity, they should contact the Chief Executive:

Chief Executive
Norfolk Police Authority
Jubilee House
Falconers Chase
Wymondham
Norfolk NR18 0WW

Telephone 01953 424455
Email policeauthority@norfolk.pnn.police.uk

Complaints can be made in writing, by email or by telephone/in person by prior appointment. If you wish to discuss a possible complaint or other issue please contact the Chief Executive to the Authority.

An acknowledgement of your formal complaint will be provided within 10 working days and, once investigated, further correspondence will be provided outlining the results of the investigation and what action, if any, will be taken.

All complaints made in respect of this Scheme will be monitored by the Chief Executive and general complaints reported to the Authority's Citizen Focus Committee.

Where a complaint relates to the actions of an individual member of staff this will be dealt with under disciplinary procedures. Where a complaint relates to the actions of an individual member of the Authority this will be dealt with in the first instance by the Authority's Ethical Standards Committee.

If you believe you have grounds to make a complaint, you may wish to seek advice and guidance. The Equality and Human Rights Commission has a helpline which you can contact using the contact numbers below. Further details of the work of the Commission are available on its website – www.equalityhumanrights.com.

Equality and Human Rights Commission:

Telephone: 0845 604 6610

Textphone: 0845 604 6620

Fax: 0845 604 6630

CONTACTING THE AUTHORITY

If you would like further copies of this Scheme, or wish to discuss any aspect of it, please contact the Chief Executive.

Chief Executive
Norfolk Police Authority
Jubilee House
Falconers Chase
Wymondham
Norfolk
NR18 0WW

Telephone 01953 424455

Email policeauthority@norfolk.pnn.police.uk

The Scheme is also available on our website: <http://www.norfolk-pa.gov.uk/>

NORFOLK POLICE AUTHORITY'S (NPA) SINGLE EQUALITY SCHEME 2009-2012

The Authority's Single Equality Scheme 2009-2012

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
1 All strands, including Human Rights	Publish a Single Equality Scheme (SES)	January 2009	Citizen Focus Committee	Chief Executive	A Scheme setting out how the Authority will meet its statutory duties, promoting equality across all strands of diversity
<p>Progress: Completed. The Single Equality Scheme was published and reported to the Citizen Focus Committee January 2009, followed by a half yearly report which was endorsed by the Citizen Focus Committee in July 2009. The scheme will be reviewed in accordance with guidance to be produced by the Association of Police Authorities, the National Policing Improvement Agency and the Government Equalities Office following enactment of the Equality Bill (expected late 2009/early 2010).</p>					
2 All strands	Circulate SES to all Police Authority members, staff and volunteers	January 2009	Citizen Focus Committee	Chief Executive	Ensuring that individuals are aware of the Authority's duties and how these will be met
<p>Progress: Completed. The Single Equality Scheme was circulated to all Members, staff and volunteers following approval by the Citizen Focus Committee in January 2009.</p>					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
3 All strands	Publish SES on the Authority's website and distribute to partners agencies and community contacts	January 2009	Citizen Focus Committee	Chief Executive	Increasing public awareness of the Authority's duties and how these will be met
Progress: Completed. The Single Equality Scheme was distributed to partner agencies and community contacts following approval by the Citizen Focus Committee in January 2009 and is currently available on the Authority's website.					
4 All strands	Monitor progress of the Authority's SES on a six-monthly basis	July 2009 six-monthly thereafter	Citizen Focus Committee/ Independent Advisory Group/ Norfolk Police Disability Advisory Forum ⁶	Assistant Chief Executive	Ensuring the Authority's SES is delivered
Progress: Completed and ongoing. Progress is monitored on a six-monthly basis. Progress for January – July 2009 was reported in the half-yearly report on the Single Equality Scheme which was approved by Citizen Focus Committee in July 2009.					

⁶ Where advice is sought from the Authority's standing advisory forums, a suitable briefing will be given to members to ensure that they are aware of what is being asked of them, and what value is hoped to be gained from their involvement.

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
5 All strands	Review the SES at least annually and publish an annual report of progress	January 2010 and annually thereafter	Citizen Focus Committee/ Independent Advisory Group/ Norfolk Police Disability Advisory Forum	Assistant Chief Executive	Updating actions as necessary to meet statutory requirements. Increasing public awareness of progress made
Progress: Completed and ongoing. The Scheme was reviewed, and reported to the Citizen Focus Committee, in July 2009 and January 2010. Further review is due in accordance with guidance to be produced by the Association of Police Authorities, the National Policing Improvement Agency and the Government Equalities Office following enactment of the Equality Bill (expected late 2009/early 2010).					
6 All strands	Undertake a full review of SES at the end of the three-year period, including reassessment of policies/functions relevant to general duties. Publish revised Scheme.	December 2012	Citizen Focus Committee/ Independent Advisory Group/ Norfolk Police Disability Advisory Forum	Assistant Chief Executive	Ensuring the SES reflects current issues and continues to comply with statutory requirements
Progress: Ongoing Scheme to be reviewed as 5 above. Full review due December 2012					

Identifying relevant functions and policies for impact assessment

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
7 All strands	Identify activities relevant to the duty to promote equality and diversity	Completed during development of SES	Citizen Focus Committee	Chief Executive	Identifying NPA functions/policies for assessment
Progress: Completed during development of the Single Equality Scheme					
8 All strands	Undertake impact assessment of functions/policies identified within SES as priorities for review	January 2010	Citizen Focus Committee	Chief Executive	Ensuring the Authority's functions and policies are assessed for differential impact on community groups, and action taken to address as appropriate
Progress: Ongoing. The Single Equality Scheme, the Community Engagement Strategy and the Chief Constable recruitment process has been impact assessed. Impact assessment of other core business areas, including budget setting, policing plan, scrutiny and accountability and professional standards have yet to be completed.					
9 All strands	Impact assess all new functions and policies	During development of new policies/procedures	Citizen Focus Committee	Assistant Chief Executive	As above
Progress: Completed and ongoing. The Community Engagement Strategy and the Chief Constable recruitment process were impact assessed during their development.					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
10 All strands	Report on impact assessment findings within annual Single Equality Scheme progress report	January 2010 and annually thereafter	Citizen Focus Committee	Assistant Chief Executive	Increasing awareness both within the organisation and in the wider community of how the Authority is meeting its equalities duties
Progress: Completed and ongoing. Impact assessments for the Single Equality Scheme, the Community Engagement Strategy and the Chief Constable recruitment process reported within the annual progress report for January 2010.					

Monitoring Norfolk Constabulary's equality scheme(s), Human Rights Act compliance and other functions relevant to the equalities duties

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
11 All strands	Monitor progress of Norfolk Constabulary's Equality Scheme(s) on a six-monthly basis	July 2009 and six-monthly thereafter	Citizen Focus Committee	Assistant Chief Executive	Ensuring scrutiny of progress made against Norfolk Constabulary's scheme(s)
Progress: Completed and ongoing. The half-yearly report on Norfolk Constabulary's Equality Schemes was approved by the Citizen Focus Committee in July 2009. The next report is included on the Citizen Focus Committee agenda for January 2010.					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
12 All strands	Receive, within Scheme progress reports, details of Equality Impact Assessments carried out in relation to Constabulary policies/functions	July 2009 and six-monthly thereafter	Citizen Focus Committee	Assistant Chief Executive	Ensuring appropriate assessment of new policies/functions is being undertaken
<p>Progress: Ongoing. The section of the NPA committee report template on impact implications has been reviewed and agreed by the Constabulary (see action 15 below). Section 4 of the report template, which deals with Impact implications, at 4.1(I), requests details of impacts for diversity/Human Rights Act. Hence the likely impacts of both the Constabulary's and the Authority's policies and functions will be contained in all reports to Norfolk Police Authority.</p>					
13 All strands, including Human Rights	Receive regular reports on complaints, discipline, training and human resources matters	At each meeting (quarterly)	Professional Standards Committee	Deputy Chief Executive	Monitoring police functions/processes for evidence of discrimination
<p>Progress: Completed and ongoing. Complaints, discipline, training and human resources matters were reported to the Professional Standards and HR Committee in February, May, August and November 2009.</p>					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
14 Race, including Human Rights	Receive regular reports on stop and account/search, traffic stops and other Section 95 data	Six-monthly	Scrutiny and Audit Committee/ Independent Advisory Group	Assistant Chief Executive	Monitoring police functions/processes for evidence of discrimination
Progress: Completed and ongoing. The Assistant Chief Executive reported in May 2009 and September 2009 to the Citizen Focus Committee which has responsibility for scrutinising stop and accounts/search. Also reviewing anonymised individual records is a regular agenda item for the Independent Advisory Group.					
15 All strands, including Human Rights	Consider amendment to the NPA committee report template and guidance to strengthen use of the section on impact implications	July 2009	Citizen Focus Committee	Assistant Chief Executive	Ensuring equality and human rights implications of report content are appropriately highlighted, considered and addressed
Progress: Ongoing. The template has been reviewed and agreed by the Constabulary.					
16 Race, including Human Rights	Develop a Stop and Account/Search Policy outlining NPA's approach to meeting its responsibilities	May 2009	Scrutiny and Audit Committee	Assistant Chief Executive	Raising awareness of how NPA is addressing its duties in relation to monitoring Stop and Account/Search interactions
Progress: Ongoing. A stop and Account/Search Policy has been developed and is available on our website (www.norfolk-pa.gov.uk)					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
17 Disability, race, sexual orientation, transgender issues including Human Rights	Scrutinise the Constabulary's approach to hate crime/incidents via regular reports	Six-monthly	Scrutiny and Audit Committee	Assistant Chief Executive	Monitoring police performance in relation to tackling hate crime
Progress: Completed and ongoing. The Constabulary reported on Hate Crime to the Citizen Focus Committee in March, July and September 2009. The Constabulary has undertaken to complete a review of Hate Crime which is ongoing and will be reported to the Citizen Focus Committee in due course.					
18 Age	Undertake annual review and refresh of NPA's Children Act 2004 responsibilities statement and guidance for members, staff and volunteers	April 2009 and annually thereafter	Citizen Focus Committee	Assistant Chief Executive	Raising awareness of NPA's duties in relation to child protection, ensuring support of the lead members for Children and Youth Issues
Progress: Completed and ongoing. The NPA's Children Act 2004 Responsibilities Statement and Guidance was reviewed and circulated to all Members, staff and volunteers following approval by Citizen Focus Committee in July 2009. Additional training for all Members and staff was delivered by D/Supt Chris Hobley, Head of Vulnerable People Directorate, at NPA's Informal Seminar in November 2009. In depth training is delivered to Custody Visitors. Training for members of Norfolk's Independent Advisory Group and Police Disability Advisory Forum not appropriate because of limited application to roles.					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
19 Age	Lead member representation on the Constabulary's Children and Young People Steering and Working Groups	Quarterly meetings	Citizen Focus Committee	Assistant Chief Executive	Contributing to the Constabulary's work with children and young people
Progress: Ongoing. Fiona Anthony, Lead Member for Children and Young People represents the Authority on the Constabulary's Children and Young People Steering Group and the Authority's Policy and Research Officer represents the Authority on the Children and Young People Working Group.					
20 Human Rights	Continue to manage the Independent Custody Visiting Scheme	Ongoing	Custody Visiting Committee	Deputy Chief Executive	Providing reassurance that detained persons are having their rights upheld
Progress: Ongoing. The scheme is managed by the Authority's Independent Custody Visiting Scheme Administrator who reports to the Custody Visiting Committee Meetings are also held with regional colleagues with a view to sharing best practice and maintaining a national overview.					
21 Human Rights	Undertake, where appropriate, in-depth review of police functions/ processes for Human Rights implications	Ad hoc	Citizen Focus Committee Custody Visiting Committee	Assistant Chief Executive	Monitoring Constabulary compliance in relation to the Human Rights Act 1998
Progress: Reviewed as part of all Equality Impact Assessments and all reports to Norfolk Police Authority (see action 12 above).					

Promoting Equality and Diversity within the Authority and Constabulary

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
22 All strands	Work to strengthen the role of the Independent Advisory Group (IAG) in providing a community perspective on policing	Bi-monthly meetings	Citizen Focus Committee	Assistant Chief Executive	Standing engagement forum for police/ police authority issues
<p>Progress: Completed and ongoing The review of the IAG was reported to Citizen Focus Committee in November 2009. There is consensus amongst IAG Members, the Constabulary leads and the Assistant Chief Executive that the IAG is working well and contributing to the developing policing environment in Norfolk. IAG continues to meet monthly at County Hall. Three new members were recruited in 2009 with two departures bringing the current membership to 10, short of the IAG Terms of Reference “target” of 15. The Chief Executive’s Office, with Constabulary support, is progressing recruitment with a view to strengthening membership particularly in relation to young people and those who might bring experience of mental health issues.</p>					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
23 Disability	Work to strengthen the role of the Norfolk Police Disability Advisory Forum in providing a community perspective on policing	Quarterly meetings	Citizen Focus Committee	Assistant Chief Executive	Standing engagement forum for police/ police authority issues
<p>Progress: Completed and ongoing. A substantial review of Norfolk Police Disability Advisory Forum was reported to the Citizen Focus Committee, with its half-yearly report, in May 2009. At the review, it was agreed to increase membership to 15; to keep meeting papers to a minimum and to hold an additional annual meeting (to be an Annual General meeting at which the Chair, Deputy and Members are elected and which is open to the public and invitees). Meetings have subsequently become less formal, meeting papers have been substantially reduced and Members have commented that they feel better able to make a worthwhile contribution.</p>					
24 All strands	Produce an annual report of work undertaken by the IAG/ Norfolk Police Disability Advisory Forum	December 2009 and annually thereafter	Citizen Focus Committee	Assistant Chief Executive	Raising awareness of the role of, and work undertaken by, the IAG and Norfolk Police Disability Advisory Forum
<p>Progress: Ongoing. Half-yearly reports were approved by Citizen Focus Committee in May 2009. Annual Reports for both IAG and Norfolk Police Disability Advisory Forum are on Citizen Focus Committee Agenda for January 2010.</p>					

Action Number (and source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
25 All strands	Ensure that the Multi Agency Protocol (MAP) is implemented and monitored by the County Community Cohesion Strategic Group.		Citizen Focus Committee	Assistant Chief Executive	Raised awareness of, and increased confidence in the reporting of, hate crime.
Progress: Ongoing. The Multi-Agency Protocol (MAP) was successfully launched at the Swaffham Echo-Tech Centre on 9 June 2009. Hate Crime reports were made to the Citizen Focus Committee in March, July and September 2009. A Hate Crime working Group has been established to monitor the progress of the MAP and the County Community Cohesion Officer has been invited to attend any or all Citizen Focus Committee meetings to report on progress and/or any concerns.					

Training

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
26 All strands, including Human Rights	Provide equality and diversity training to all members	Training needs reviewed as part of annual performance review	Citizen Focus Committee	Assistant Chief Executive	Ensuring members are aware of their own duties and can scrutinise the Constabulary
Progress: Completed and ongoing. All Members receive equality and diversity training as part of their induction					
27 All strands, including Human Rights	Provide equality and diversity training to all staff	Training needs reviewed as part of annual performance review	Citizen Focus Committee	Assistant Chief Executive	Ensuring staff are aware of NPA's and their own duties
Progress: Completed and ongoing. Initial training for all staff includes equality and diversity training					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
28 All strands	Provide appropriate training to Independent Advisory Group (IAG)/ Norfolk Police Disability Advisory Forum members	Review training needs on an annual basis	IAG Annual Report	Assistant Chief Executive	Ensuring volunteers are aware of NPA's statutory duties
Progress: Completed and ongoing. Training is delivered as appropriate and monitored annually					
29 All strands	Provide appropriate training to Independent Custody Visitors	Review training needs on an annual basis	Custody Visiting Committee	Custody Visiting Scheme Administrator	Ensuring volunteers are aware of NPA's statutory duties
Progress: Completed and ongoing. Training is delivered as appropriate and monitored annually					

Recruitment and Employment

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
30 Disability, gender and race	Ensure appropriate statistical monitoring of staff, members and volunteers, publishing data on an annual basis	Publish May 2009 and annually thereafter	Citizen Focus Committee	Assistant Chief Executive	Promoting equality of opportunity, and enabling identification of differential impact of recruitment processes
Progress: Completed and ongoing. Human Resources updates were reported to Professional Standards and HR Committee in February, August, May and November 2009. Also Visible Minority Ethnic and Diversity Report made to Professional Standards and HR Committee in May 2009.					
31 All strands	Advertising includes statement welcoming applications from all sections of community	Ongoing	Chief Executive	Deputy Chief Executive	Promoting equality of opportunity
Progress: Completed and ongoing. All advertisements include a statement welcoming applications from all sections of the community					
32 All strands	Publicise carers allowance in recruitment material	Ongoing	Chief Executive	Deputy Chief Executive	Promoting equality of opportunity
Progress: Completed and ongoing. The recently increased carers allowance is publicised in recruitment material					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
33 Gender	Pay statement (in absence of full pay review)	April 09 and review annually	Citizen Focus Committee	Deputy Chief Executive	Demonstrating equal pay regime
Progress: Completed and ongoing. NPA is now included in the Constabulary's Job Evaluation Scheme which is analytical and more rigorous in approach in order to meet the requirements of equal pay legislation.					
34 All strands	Establish regular contact with staff associations and networks	Ongoing	Professional Standards & Human Resources Committee	Deputy Chief Executive	Monitoring effectiveness of Human Resources equality policies
Progress: Completed and ongoing. Regular meetings are held with staff associations and links with staff support networks continue to be developed. During the current year the Chief Executive's Office has engaged with the Constabulary's Head of Diversity and regular meetings have been agreed between him, the Deputy Chief Executive and the Chair of the PSHR Committee in order to develop more positive and sustainable links.					
35 All strands	Review, monitor and improve employment functions and policies where necessary	Ongoing	Professional Standards and Human Resources Committee	Deputy Chief Executive	Monitoring effectiveness of employment functions and policies in relation to promoting equality and diversity
Progress: Ongoing. In the Policing Plan 2009/12, Norfolk Police Authority committed to steer Norfolk Constabulary to achieve, and then maintain, a workforce which reflects the make up of our communities. The Professional Standards and Human Resources Committee has been scrutinising and assessing the Constabulary's delivery of the HR Diversity Plan and giving particular focus to the recruitment aspects, not least with a Member leading in this area. In addition the Deputy Chief Executive continues to attend meetings of the Fairness at Work Risk Management Group.					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
36 All strands	Ensure, where possible, that the member and senior officer appointment panels consist of a range of individuals	Ongoing	Chief Executive	Chief Executive	Contributing to an inclusive appointments process
Progress: Completed and ongoing. Independent Member Selection Panel and ACPO appointment panels include both sexes and as wide a range of individuals as possible.					

Public Access to Information and Services

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
37 Disability	Review criteria and facilities for venues for public meetings to ensure accessibility	Each time a meeting is arranged	Citizen Focus Committee	Chief Executive	Ensuring disabled people are able to attend and take part in our meetings
Progress: Ongoing. Venues for public meetings are checked for disabled access before booking. In publicising public meetings, NPA requests attendees register any specific access needs they have so that reasonable adjustments can be made.					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
38 Disability	Review NPA accessibility via electronic means (eg. website, email), including considering alternative means of making information publicly available	Annual review	Citizen Focus Committee	Chief Executive	Improving public access to NPA services and information
<p>Progress: Ongoing. The Authority's website (www.norfolk-pa.gov.uk) is AAA accessibility compliant. Comments on the website and suggestions on how accessibility could be improved are welcomed. NPA has a generic email address (policeauthority@norfolk.pnn.police.uk) which is accessed daily by staff to check for messages. The Authority is pursuing ways to make documents more compatible with access technology and to people with learning disabilities.</p>					
39 Disability and race	Make information produced by the Authority available in different formats on request	On request	Citizen Focus Committee	Chief Executive	Improving public access to NPA services and information
<p>Progress: Ongoing. All committee papers, documents and information produced by the Authority include details of how to obtain them in different languages and different formats. The website's home page has been updated to display, in the top five languages in Norfolk (Polish, Portuguese, Russian, Lithuanian and Mandarin), the message asking people to contact the Authority if they require a document in another format.</p>					

Action Number (and Source)	Action/Objective	Timescale	Monitoring	Police Authority Lead Officer	Outcome
40 All strands	Ensure that the engagement activities/ opportunities within our Community Engagement Strategy are accessible to all	Annual review	Citizen Focus Committee	Assistant Chief Executive	Ensuring our engagement activities are accessible to all
<p>Progress: Ongoing The Authority's website, as well as the criteria and facilities for venues for public meetings, are continually monitored and reviewed with a view to improving accessibility.</p>					

LEGISLATION RELEVANT TO PROMOTING EQUALITY AND DIVERSITY

Equality and Diversity

The **Police and Justice Act 2006** created a number of new duties for police authorities, including the positive duty that:

- A police authority shall promote equality and diversity within the police force maintained for its area and within the authority.

Human Rights

The Human Rights Act 1998 guarantees fundamental rights and freedoms under United Kingdom law as required by the European Convention on Human Rights. The 18 Articles of the Human Rights Act include Article 14: Prohibition of Discrimination, which makes it unlawful to discriminate against any individual on the grounds of gender, race, ethnicity, colour, language, religion, political or other opinion, birth or other status.

The Police and Justice Act 2006 places on police authorities a duty to monitor constabulary compliance with the duties imposed by the Human Rights Act 1998.

Age

The Employment Equality (Age) Regulations 2006 prohibit direct discrimination, victimisation and harassment on the grounds of age in employment and vocational training.

Police Authorities have a duty under the **Children Act 2004** to cooperate with the children's services authorities and to ensure their own functions have regard to child protection. Police authorities also have a general duty under the **Police Act 1996** to scrutinise the performance of the Constabulary.

Disability

The Disability Discrimination Act 1995 was amended by the Disability Discrimination Act 2005 to place a General Duty on all public authorities to have regard to:

- Promote equality of opportunity between disabled persons and other persons;
- Eliminate discrimination that is unlawful under the Act;
- Eliminate harassment of disabled persons that is related to their disabilities;
- Promote positive attitudes towards disabled persons;
- Encourage participation by disabled persons in public life;
- Take steps to take account of disabled persons' disabilities, even where that involves treating disabled persons more favourably than other persons.

The general duty provides a framework enabling public authorities, with the involvement of disabled people, to carry out their functions more effectively and tackle discrimination and its causes in a proactive way.

In addition some public authorities, including police authorities, are subject to the following specific duties to assist them in meeting the general duties and report on progress:

The specific duty requires the Police Authority to:

- Develop, produce and publish a Disability Equality Scheme detailing how it is intended to fulfil the general and specific duties;
- Report on the outcomes of the scheme on an annual basis

At the heart of the specific duty is the involvement of disabled people in the development of the Disability Equality Scheme.

Gender and Gender Identity

The **Equality Act 2006** amended the **Sex Discrimination Act 1975** placing a general duty on police authorities, when carrying out their functions, to have due regard to:

- Eliminate unlawful sex discrimination and harassment;
- Promote equality of opportunity between men and women.

The duty applies to both men and women, including transsexual men and women with respect to employment and vocational training.

The Authority has a specific duty to publish a Gender Equality Scheme, describing how it intends to fulfil the general and specific duties and setting out its gender equality objectives, reporting on progress on an annual basis.

The Sex Discrimination Act 1975 was also amended by the **Employment Equality (Sex Discrimination) Regulations 2003**, which make it unlawful for employers and other organisations to discriminate against, harass or subject men and women to victimisation in employment. The Regulations also prohibit discrimination and harassment on the grounds of gender reassignment.

The **Equal Pay Act 1970** was introduced to ensure men and women undertaking work of equal value for the same employer are paid at the same rate and receive equal treatment in their terms and conditions of employment.

The **Gender Recognition Act 2004** gives transsexual people the legal right to live in their acquired gender, ensuring that they are afforded the rights and responsibilities appropriate to that gender.

Race

The **Race Relations Act 1976** was amended by the **Race Relations (Amendment) Act 2000** to place a general duty on all public authorities to, in carrying out their functions, have due regard to the need:

- To eliminate unlawful racial discrimination
- To promote equality of opportunity and good relations between persons of different racial groups.

In order to comply with the general duty, there are two specific duties that some public authorities, including police authorities, are required to meet:

- To prepare and publish a Race Equality Scheme
- To monitor the Authority's employment procedures and practice.

Religion and Belief

The **Equality Act 2006** makes it unlawful to discriminate on the grounds of faith and belief in the provision of goods, facilities, services, education, use and disposal of premises and the exercise of public functions on the basis of an individual's actual or perceived religion or belief, or the religion or belief of someone with whom they are associated. Those not of a particular religion are also protected from discrimination under the Act.

The **Employment Equality (Religion or Belief) Regulations 2003** make it unlawful to discriminate against current or potential employees on the grounds of their religion or belief.

Sexual Orientation

The **Equality Act (Sexual Orientation) Regulations 2007** prohibit discrimination on the grounds of sexual orientation in the provision of goods, facilities, services, education, use and disposal of premises and exercise of public functions, on the basis of actual or perceived sexual orientation or the sexual orientation of someone with whom they are associated.

The **Employment Equality (Sexual Orientation) Regulations 2003** make it unlawful to discriminate against current or potential employees on the grounds of their sexual orientation).

LIST OF CONSULTEES

Views were sought from the following organisations and community groups to inform development of this Scheme:

Age Concern
Autism Anglia
Bangladeshi Islamic Forum
Black & Minority Ethnic Network for the Eastern Region (MENTER)
BLAH (Gay and Lesbian Youth Group)
BUILD (Support for adults/young people with learning difficulties)
Caribbean and African Network
Chief Constable of Norfolk Constabulary
Chinese Society
Christian Police Association
Connexions Norfolk
Deaf Connexions
East Anglia Gypsy Council
East of England Faith Council
Forum for Lesbian and Gay Group (FFLAGG)
Greek Cypriot Community
Gypsy Travellers Liaison
GYROS (Support for those seeking asylum, refugees and UK newcomers)
Hamlet Centre (Support for children and young people with special needs)
Islamic Society of England
King's Lynn Asian Community Society
LGBT Staff Support Network
Magdalene Group
MENCAP (Support for those with learning difficulties)
ME Support Norfolk
MIND
Multilingual and European Thetford Association (META)
Norfolk African Community Association
Norfolk and Norwich Asian Society
Norfolk and Norwich Association for the Blind
Norfolk Black Police Association
Norfolk Chinese Community Association
Norfolk Coalition of Disabled People (NCODP)
Norfolk Constabulary's Chaplains
Norfolk Constabulary's Diversity Team
Norfolk Constabulary's Youth Advisory Panel
Norfolk County Council Community Safety
Norfolk Deaf Association
Norfolk Norfolk Police Disability Advisory Forum
Norfolk Friend
Norfolk Independent Advisory Group
Norfolk Police Authority Members and Staff
Norfolk Police Federation
Norfolk Rural Community Council
Norfolk Traveller Education Service

Norfolk Women in Policing
Norwich and Norfolk Race Equality Council
Norwich and Norfolk Muslim Association
Norwich Greek Community
Norwich Hebrew Congregation
Norwich Interfaith Link
Norwich Pagan Moot/Pagan Community
Oasis (Self help and social support group for trans-people)
Part-time Network
People First of Norfolk
Philippine Community Association
Portuguese Association
Reach Out Staff Association
Refugee Council
Superintendents Association
Trans Network
UNISON
Vauxhall Centre
Volunteer Centre
Women's Employment Enterprise and Training Unit (WEETU)
YMCA Norfolk

The formal consultation period ran during November/December 2008.

**Feedback in relation to Norfolk Police Authority's Single Equality Scheme
is welcomed from individuals, community groups and organisations
at any time.**

APPENDIX C – NORFOLK POLICE AUTHORITY’S EQUALITY IMPACT ASSESSMENT TEMPLATE

Section		Officer responsible for the assessment	
Name of Policy to be assessed		Date of Assessment	Is this a new or existing policy?
1. Briefly describe the aims, objectives and purpose of the policy.			
2. Are there any associated objectives of the policy? Please explain.			
3. Who is intended to benefit from this policy and in what way?			
4. What outcomes are wanted from this policy?			
5. What factors/forces could contribute/detract from the outcomes?			
6. Who are the main stakeholders in relation to the policy?		7. Who implements the policy, and who is responsible for the policy?	
8. Are there concerns that the policy <u>could</u> have a differential impact on racial groups?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			

Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
9. Are there concerns that the policy <u>could</u> have a differential impact due to gender?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
10. Are there concerns that the policy <u>could</u> have a differential impact due to disability?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			

Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
11. Are there concerns that the policy <u>could</u> have a differential impact due to sexual orientation?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
12. Are there concerns that the policy <u>could</u> have a differential impact due to their age?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			

13. Are there concerns that the policy <u>could</u> have a differential impact due to their religious belief?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
14. Are there concerns that the policy <u>could</u> have a differential impact due to them having dependents/caring responsibilities?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
15. Are there concerns that the policy <u>could</u> have a differential impact due to them having an offending past?	Y	N	Please explain

What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
16. Are there concerns that the policy <u>could</u> have a differential impact due to them being transgendered or transsexual?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			
Could the differential impact identified above amount to there being potential for adverse impact on this policy?			
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?			
17. Are there concerns that the policy <u>could</u> have a differential impact for any other reason?	Y	N	Please explain
What existing evidence (either presumed or otherwise) do you have for this?			

Could the differential impact identified above amount to there being potential for adverse impact on this policy?				
Can this adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or any other reason?				
18. Are there concerns that the policy could negatively impact upon any rights/freedoms set out in the Articles of the Human Rights Act 1998?		Y	N	Please explain (If no negative impact is identified, then the policy is likely to be Human Rights compliant. If a negative impact is identified, please seek legal advice before progressing)
19. Could the adverse impact identified in 8-17 amount to there being the potential for substantial impact in this policy?	Y	N	20. Should the policy proceed to a full impact assessment?	YES
			21. If no, are there any changes required to the policy, from an equalities perspective, to improve it?	NO