



**HUMBERSIDE**  
POLICE AUTHORITY

**COMBINED EQUALITIES  
SCHEME  
2009-12**

## 1. CONTENTS

Foreword by the Chair of Humberside Police Authority	3
Vision	4
Executive Summary	6
Introduction	8
Structures, Roles, Processes and Responsibilities	15
Meeting the Equalities Duties	18
Gathering Evidence / Information; Involvement and Consultation	20
Identifying, Assessing and Monitoring Functions / Policies for Relevance, Priority and Adverse Impact	21
Publishing the Results of Assessments, Consultations and Monitoring	24
Arrangements for Ensuring Public Access to Information and Services	24
Training to understand and Carry out the Duties	25
Employment Monitoring	25
Procurement	27
Complaints	28
Contacts	29
List of Appendices	29
Action Plan	29

## **2. FOREWORD BY THE CHAIR OF HUMBERSIDE POLICE AUTHORITY**

As Chair of Humberside Police Authority I am delighted to present Humberside Police Authority's Combined Equality Scheme 2009-12.

Commitment to equality and respect for diversity is fundamental in policing. If it is not in place then the trust and confidence of communities, which the service needs in order to police by consent, will not be there. The business case is clear – no one in our society – no matter which difference they may have – should be discriminated against.

Humberside Police Authority has a duty to promote equality and diversity within the police force maintained for its area and within the Authority. As such the Authority has a dual role in promoting equality and diversity. Firstly it has a critical role to play in meeting the requirements set out in this Combined Equalities Scheme but also must ensure that it holds the Chief Constable of Humberside Police to account through the effective oversight and scrutiny of the way in which the Force meets their statutory and moral obligations.

There is now a much greater emphasis being placed on the 'customer' and on their individual and diverse needs, as well as ensuring that organisations are recognised as employers of choice. This means that equalities issues are now accepted as being fundamental to all policy development, workforce management and service delivery. In essence, equality is a key driver of all that Humberside Police Authority do and we will set out in this Combined Equalities Scheme what we intend to do to promote equality of opportunity, eliminate discrimination and to have regard to promoting good relations between and within different communities.

Through the progression of the actions that complement this scheme and our monitoring of Humberside Police's Combined Equalities Scheme we will ensure all our diverse communities receive a policing service that is truly responsive to their needs and treats everyone fairly and with dignity and respect. We recognise the need to engage and consult more effectively with the diverse communities that we serve and to ensure that everyone, irrespective of their differences, receives the same high quality service.

This Combined Equalities Scheme does not exist in isolation. It has aspects that link directly with our policing 'vision' as outlined in our recently published three-year strategic policing plan. This vision for policing stresses the aim to ensure the provision of a police service that in the conduct of all its business is committed to the principles of social tolerance, civility and equality in all its forms.

It is also important that what this Combined Equalities Scheme says on paper is translated into action. I am personally committed, together with the Chief Constable of Humberside Police (whose Combined Equalities Scheme is adopted under our supervision) in making sure that this happens and we have

a police service that all our communities respect and trust for exercising fairness and equality at all times.

## **Alene Branton MBE, Chair of Humberside Police Authority**

### **3. VISION**

**Humberside Police Authority's vision for policing is:**

**“A service that upholds the law, maintains order, reduces crime, protects and reassures its citizens and brings criminals to justice and does so with a commitment to the principles of social tolerance, civility and equality in all its forms without fear or favour in all our communities”**

Equality is the driver of ensuring an efficient and effective police service that operates with the consent of local people and instils a sense of respect, trust and confidence in all that it does.

Humberside Police Authority is charged with ensuring this happens and our role is enhanced with the added responsibility of ensuring that the Chief Constable of Humberside Police is effectively meeting their statutory and moral obligations in respect of equality and diversity.

As such Humberside Police Authority together with the Chief Constable of Humberside Police is committed to ensuring equality and respect for all. This Combined Equalities Scheme encompasses and enhances the Race, Gender and Disability Equality Schemes and sets out our ongoing commitment towards:

- Respecting Diversity
- Eliminating discrimination
- Promoting true equality of opportunity
- Ensuring that the service we deliver meets the needs of all of our communities.
- Promoting good relations with all parts of the communities within the Humberside Police Area

Given the Police Authority's dual role we aim to promote and deliver true equality both internally with our own staff and the Force and externally in how we deliver a fair and equitable service to all our diverse communities. It is surely true that we will only treat the public properly when we treat our own people properly.

No one in our society, no matter which difference they may have, should be discriminated against because they are:

- people of a different age, economic status, gender, marital status, political opinion, racial group, religion and belief or sexual orientation;
- people with a disability or people without;
- people who identify, as transgender and people who do not;

- people with dependants and people without; or
- people with different language needs.

Equality of opportunity, valuing diversity and compliance with the law is to the benefit of all individuals and communities within the Humberside Police Authority area and to the Authority (and Force) as we seek to develop the skills and abilities of all our people to deliver first class policing services to all our communities.

#### 4. EXECUTIVE SUMMARY

Humberside Police Authority believes that equality and respect for diversity is essential to the delivery of safer and more confident communities within Humberside.

The elimination of unlawful discrimination and the promotion of equality of opportunity and difference among all individuals in both Humberside Police Authority and Humberside Police should contribute to greater trust and understanding existing between the police service in Humberside and different groups within our wider community.

The ultimate outcome from the delivery of the Combined Equality Scheme is to promote and deliver true equality both internally with our own staff and the Force and externally to the people of Humberside. A greater understanding of diversity issues will improve operational performance through:

- Improved interaction with communities, creating a citizen-focused, and community based police service
- Recognition by all officers and staff that they are an integral part of their community, not just policing it
- Greater co-operation from all communities, including better intelligence and information from the public.

This will lead to:

- A reduction in crime.
- An increase in community confidence and satisfaction.
- A reduction in the fear of crime and improved feelings of reassurance.
- Greater community cohesion and intelligence which may prove crucial in protecting the public from the threat of terrorism.

We aim to make significant strides over the next three years to improve the way the Authority conducts its business in relation to equality and diversity and the action plan to support this scheme is based around the following objectives:

- To comply with our equalities duties through strategic action.
- To work towards mainstreaming equality within all our functions both as an employer and in the services provided.
- To effectively carry out our employment monitoring duties.
- To ensure effective consultation arrangements are established in connection with Equality Impact Assessments and to further the equality duties
- To ensure public access to services, information and buildings.

- To maintain a mechanism to monitor the progress and development of both Humberside Police and the Authority in delivering equality and diversity aims.
- To train, support and develop our workforce in equality and diversity and specifically in relation to the requirements of the equalities duties.
- To contract in partnership only with those bodies that have the commitment and the capacity to implement principles of equality and diversity.

This Combined Equalities Scheme enables the Authority to provide in one document the processes for involvement, monitoring, review and consultation of procedures, policies, functions, and practices that affect and impact on all or any of the strands of diversity which includes age, disability, gender, race, religion and belief and sexual orientation. The Combined Equalities Scheme will outline the areas that are common to several strands as well as those specific areas that are required by the individual pieces of legislation.

The Authority will monitor the Combined Equalities Scheme on a regular basis. An Annual Report will also be produced to review the progress and achievements made by the Authority during the previous year. This report will also identify the areas that require additional work.

## **5. INTRODUCTION**

### **5.1 Overview of Humberside Police Authority**

Humberside Police Authority is an independent body with clear statutory duties. Its primary function is to secure the maintenance of an efficient and effective police force for the Humberside Police area. It comprises 17 local people, nine of which are elected councillors and eight independent members, at least one of which must be a magistrate. Members work together on a wide range of responsibilities such as approving and monitoring the annual budget and ensuring that service delivered by the Force reflects the concerns and views of the communities it serves. The Authority consults the people of the Humberside Police area about how they are policed and uses the results to determine the objectives and priorities for Humberside Police. These priorities are set out below and in the Authority's Policing Plan which can be found on the Authority's website at [www.humberside-pa.org.uk](http://www.humberside-pa.org.uk).

The police service in the UK is governed nationally through a tripartite structure, consisting of the Home Secretary, Police Authorities and Chief Constables. Under the Police Act 1996 the primary responsibility of the police authority is to maintain an efficient and effective police force.

### **5.2 Our Policing Priorities**

One of the key duties of the Police Authority is to set the strategic direction for Humberside Police. This is done by means of the strategic policing plan. For the period 2008-11 the Police Authority has set the following goals for the Force to achieve:

1. In partnership, to prevent and reduce crime and anti-social behaviour and to bring offenders to justice;
2. To improve the level of public satisfaction and confidence in Humberside Police by focusing on the needs of our citizens;
3. To improve public reassurance and access to policing services through dedicated, visible and responsive neighbourhood policing teams;
4. To protect the public from threats of terrorism, organised and serious crime, major incidents and criminal use of the roads

The Police Authority will constantly monitor Force progress against these goals by the use of local and national performance indicators and the selective use of targets.

### 5.3 Our Values

Public confidence in the police depends on robust governance and scrutiny of the service which in turn depends to a large extent on those staff employed by the Police Authority demonstrating the highest standards of behaviour. As such staff must abide by the standards of professional behaviour which form part of each staff members' terms and conditions of employment. The standards of professional behaviour reflect the relevant principles enshrined in the European Convention on Human Rights and the Council of Europe Code of Police Ethics.

The standards of professional behaviour can be summarised by stating that each member of staff must take personal responsibility by:

- being open, honest and acting with integrity;
- acting with tolerance and treating colleagues and the public with respect and courtesy;
- acting fairly and impartially and not acting in an unfair, unlawful or discriminatory way;
- valuing diversity and providing equality of opportunity for all;
- challenging and taking action against any inappropriate behaviour.

Members of Humberside Police Authority give a personal undertaking to observe the Members Code of Conduct which ensures and promotes the highest ethical standards. For more information on the Members' Code of Conduct please refer to the Authority's website at [www.humberside-pa.org.uk](http://www.humberside-pa.org.uk)

### 5.4 Historical Context

The Race Relations (Amendment) Act 2000, the Disability Discrimination Act 2005 and the Equality Act 2006 have all introduced general and specific duties which Humberside Police Authority can use to eliminate discrimination and promote equality of opportunity and diversity amongst our workforce. Our aim is that our workforce will be truly representative of all sections of society and each individual feels respected and treated with dignity and able to give of their best.

#### 5.4.1 Race Relations (Amendment) Act 2000

The Race Relations (Amendment) Act 2000 strengthens and extends the Race Relations Act 1976 by placing general and specific duties on the Authority. It came into force on 2 April 2001 and effectively prohibits a public authority from discriminating against someone on racial grounds, whilst carrying out any of its functions. It also makes the Police Authority responsible for ensuring the Force is carrying out its new responsibilities under the legislation.

The Act places an enforceable, positive general duty on public authorities and as such the Police Authority must have *due regard* to the need to:

- eliminate unlawful discrimination
- promote equality of opportunity
- promote good race relations between people of different racial groups.

Each of these limbs of the general duty complements each other but they are different and we should consider and deal with all three parts of the general duty separately. To assist authorities meet the general duty specific duties were also placed upon certain public authorities, including police authorities. The specific duties are as follows:

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

#### **5.4.2 Disability Discrimination Act 2005**

The Disability Discrimination Act 2005 has strengthened the Disability Discrimination Act 1995 so that it places a duty on all public authorities including Humberside Police Authority to:

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

#### **The purpose of our Disability Equality Scheme is to:**

- show how we have involved disabled people in decisions we have made.
- find out what barriers are faced by disabled people and take steps to remove them.
- find out what disabled people need and which of these needs are the most important to them.
- tell people what our responsibilities are. This includes telling our Members, managers, employees, unions, our partners in the public, voluntary and private sectors, as well as residents.
- explain how we make things fairer for disabled people in planning our services and what we do.
- show how the Scheme links to other equalities objectives and priorities.
- work in partnership with other disability organisations to prevent ignorance and prejudice in the wider community if necessary.
- show what has changed as a result of involvement and set out our three-year disability equality action plan on how we will put the Scheme into practice.
- monitor and check what we are doing and report each year.

#### **5.4.3 Equality Act 2006**

The Equality Act 2006 amended the Sex Discrimination Act 1975. As a result, new statutory duties on police authorities came into effect in April 2007. These duties, as with other equalities legislation for race and disability as outlined above, place both general and specific duties upon all public authorities, including police authorities.

The general duty came into force on 6 April 2007 and states that all public authorities must, in carrying out their functions, have due regard to the need to:

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

The duty effectively places the legal responsibility on public authorities to demonstrate that they treat men and women fairly, rather than depending on individuals to complain about sex discrimination. It affects policy making, public services and employment practices in particular and aims to make gender equality central to the way that public authorities work, in order to create:

- Better informed decision making and policy development
- A clearer understanding of the needs of service users
- Better quality services which meet varied needs
- Better results and greater confidence in public services
- A more effective use of talent in the workforce

To assist police authorities demonstrate how they comply with the general duty, there are certain specific duties which have also been placed on all public authorities. One of these is the requirement to produce a Gender Equality Scheme, showing how we will meet the general and specific duties, and setting out our gender equality objectives.

The Sex Discrimination (Gender Reassignment) Regulations 1999 prevent discrimination against transsexual people on the grounds of sex in pay and treatment in employment and vocational training.

#### **5.4.4 The Employment Equality (Sexual Orientation) Regulations 2003 / The Civil Partnership Act 2004**

The Regulations came into force in December 2003 and apply to all aspects of employment and vocational training. The Regulations make it unlawful to discriminate directly or indirectly against anyone on the grounds of their sexual orientation or perceived sexual orientation. It is also unlawful to subject a person to harassment or victimisation.

Part 3 of the Equality Act 2006 also makes it unlawful for a public authority who provides goods, facilities or services to discriminate on the grounds of someone's sexual orientation or perceived sexual orientation, by:

- refusing to provide a person with goods, facilities or services if they would normally do so
- providing goods, facilities or services of an inferior quality rather than those that would normally be provided, or in a less favourable manner, or on less favourable terms.

The Equality Act (Sexual Orientation) Regulation 2007 makes it unlawful to discriminate on grounds of sexual orientation in the provision of goods, facilities, services, education, management and disposal of premises and the exercise of public functions.

#### **5.4.5 The Employment Equality (Religion and Belief) Regulations 2003**

The Regulations came into force in December 2003 and apply to all aspects of employment and vocational training. The regulations make it unlawful to discriminate directly or indirectly against anyone on the grounds of their religion or belief. It is also unlawful to subject a person to harassment or victimisation.

Part 2 of the Equality Act 2006 also makes it unlawful for a public authority who provides goods, facilities or services to discriminate on the grounds of someone's religion or belief, by:

- refusing to provide a person with goods, facilities or services if they would normally do so.
- Providing goods, facilities or services of an inferior quality rather than those that would normally be provided, or in a less favourable manner, or on less favourable terms.

#### **5.4.6 The Employment Equality (Age) Regulations 2006**

The Regulations came into force on 1 October 2006 and apply to all aspects of employment. It is unlawful to discriminate against workers, employees, job seekers and trainees because of their age. The regulations prohibit discrimination in recruitment, terms and conditions, promotions, transfers, dismissals and training.

#### **5.4.7 Other Employment Legislation**

With regard to employment it is also unlawful to:

- discriminate against part time workers (part time workers (less favourable treatment) regulations, 2000)
- discriminate because someone is a member or a non member of a trade union (Employment Relations Act 2004)

The Employment Act 2002 came into force in April 2003 and brought about the following changes:

- employees on fixed-term contracts must be treated as favourably as permanent workers
- all employers, regardless of size, must operate a minimum standard compulsory disciplinary and grievance procedure
- introduction of two weeks paid paternity leave for working fathers.
- Request by working parents of young or disabled children to work flexibly must be considered by their employers.

#### **5.4.8 Human Rights Act 1998**

The Human Rights Act came into effect in the UK in October 2000. The Act enabled people in the UK to take cases about their human rights to a UK court. Previously they had to take complaints about their human rights to the

European Court of Human Rights in Strasbourg. The human rights detailed in the Act are as follows:

- the right to life,
- freedom from torture and degraded treatment,
- freedom from slavery and forced labour,
- the right to liberty,
- the right to a fair trial,
- the right not to be punished for something that wasn't a crime when you did it,
- the right to respect for private and family life,
- freedom of thought, conscience and religion,
- freedom of expression,
- freedom of assembly and association,
- the right to marry or form a civil partnership and start a family,
- the right not to be discriminated against in respect of these rights and freedoms,
- the right to own property,
- the right to an education and
- the right to participate in free elections.

#### **5.4.9 The Police and Justice Act 2006**

The Police and Justice Act 2006 places a new duty on Police Authorities to promote equality and diversity within their local Force and within the Authority. The new duty means that police authorities should have due regard to, and consider in all that they do, the need to promote equality of opportunity and good relations between and within different communities.

#### **5.4.10 The Combined Equalities Scheme**

Humberside Police Authority's Combined Equalities Scheme provides the framework for meeting all the statutory duties under the separate pieces of equalities legislation, which relates to the specific and general duties. The Authority agreed that publishing one combined equalities scheme was necessary to avoid any unnecessary overlap between separate schemes and to increase our focus on achieving positive outcomes. It also enables the Authority to provide in one document the processes for involvement, monitoring, review and consultation on procedures, policies, functions and practices that affect and impact on all or any of the strands of diversity. The Combined Equalities Scheme will outline the areas that are common to several strands as well as those specific areas that are required by the individual pieces of legislation.

The Authority has previously published their Race, Disability and Gender Equality Scheme and has made steps in implementing the associated action plans.

Our commitment:

- to create an environment in which individual differences and the contributions of all our staff are recognised and valued.
- every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- learning and development and progression opportunities are available to all within the constraints of the budget.
- equality in the workplace is good management practice and makes sound business sense.

- breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.

## 5.5 Local Demographics

The Humberside Police area covers the East Riding of Yorkshire, Kingston upon Hull, North Lincolnshire and North East Lincolnshire. It extends to over 1,300 square miles, centred around the Humber Estuary. The resident population is close to 900,000 people with approximately 97% self classifying as White British/White Irish/White Other, with the remaining 3% from other ethnic groups. An analysis of Humberside's population taken from the 2001 census, split by unitary authority area is shown in the table below.

<b>Strand of Diversity</b>	<b>ERYC</b>	<b>Hull City Council</b>	<b>North Lincolnshire</b>	<b>North East Lincolnshire</b>
<b>Gender:</b>				
Male	49% (153,049)	49% (119,131)	49% (74,771)	49% (76,706)
Female	51% (161,064)	51% (124,458)	51% (78,078)	51% (81,273)
<b>Age:</b>				
18-24	8.4% (20,802)	13.4% (24,721)	8.9% (10,431)	9.6% (11,369)
25-35	16.5% (40,675)	21.1% (38,854)	18.3% (21,589)	19.3% (22,942)
36-45	18.5% (45,818)	18.5% (34,182)	19.2% (22,596)	19.1% (22,642)
46-55	19.1% (47,282)	16.0% (29,553)	18.5% (21,784)	17.3% (20,538)
56+	37.5% (92,713)	31.0% (57,232)	35.2% (41,521)	34.7% (41,219)
<b>Ethnicity:</b>				
White British	97.6% (306,517)	96.4% (234,716)	96.0% (146,801)	97.5% (154,066)
Non White British (details available on request)	2.4% (7,596)	3.6% (8,873)	4.0% (6,048)	2.5% (3,913)
<b>Religion / Belief:</b>				
Christian	79.7% (250,260)	71.7% (174,758)	79.5% (121,439)	75.7% (119,603)
Buddhist	0.1% (408)	0.2% (374)	0.1% (180)	0.1% (160)
Hindu	0.2% (569)	0.1% (257)	0.2% (289)	0.2% (298)
Jewish	0.1% (403)	0.1% (265)	0.03% (43)	0.1% (91)
Muslim	0.3% (848)	0.9% (2,116)	1.1% (1,740)	0.5% (755)
Sikh	0.1% (195)	0.1% (227)	0.3% (479)	0.1% (117)
Any other religion	0.2 (493)	0.2% (389)	0.1% (181)	0.1% (227)
No religion	11.9% (37,383)	18.3% (44,627)	11.4% (17,477)	14.6% (23,088)
Religion not	7.5%	8.5% (20,576)	7.2% (11,021)	8.6% (13,640)

stated	(23,554)			
--------	----------	--	--	--

More detailed information is provided at Appendix 2.

There has been extensive population and demographic changes in the area in the last few years with an increase in new European economic migrants. These changes have brought new challenges to the Force and the Authority and as organisations we embrace this change and are committed to providing a better service to the communities we serve.

The increase in Black and Minority Ethnic groups since the 2001 census signals a positive change for the region in that it is beginning to reflect other successful areas throughout the country not only in its economic prosperity but also in its cultural and ethnic diversity.

## **6. STRUCTURES, ROLES, PROCESSES AND RESPONSIBILITIES**

Humberside Police Authority was established by the Police and Magistrates Courts Act 1994. The Police Act 1996 consolidated the Police Act 1964, Part IX of the Police and Criminal Evidence Act 1984, Chapter 1 of Part 1 of the Police and Magistrates Courts Act 1994 and certain other enactments relating to the police service.

The Authority has three key functions, which are to secure the maintenance of an efficient and effective police service, to achieve continuous improvements in policing performance and to make arrangements for obtaining the views of local people about the policing of their area and the co-operation of local people in preventing crime and anti-social behaviour. These functions form the core business of the Police Authority.

A more detailed list of specific police authority statutory duties and key responsibilities is available on the Authority's website at [www.humberside-pa.org.uk](http://www.humberside-pa.org.uk).

These responsibilities along with all policies and procedures used by the Authority will be assessed to determine their relevance in meeting both the general and specific duties placed upon it.

This document is intended to be a living document and will form the foundation of how the Authority will ensure cohesion between all aspects of equality and diversity both internally with our own staff and externally in how we deliver fair and equitable services. It will be monitored and reviewed in light of guidance and amended where necessary and will be made as widely available as possible.

### **6.1 Organisational Structure and Decision-Making Process**

There are seventeen Members of the Police Authority made up of nine elected councillor members drawn from the relevant councils and eight independent members. Members are supported in their role by an Independent Secretariat team of fourteen staff (13 full time equivalents) including a Chief Executive and Treasurer (s151 Officer). These details are available on the Police Authority website at [www.humberside-pa.org.uk](http://www.humberside-pa.org.uk)

Decisions are made collectively via a Committee Structure. Committee meetings are held in public and papers are available in advance of the meeting unless the item is confidential or exempt. One of the Committees (Communities and Partnerships) has responsibility for ensuring that community consultation is carried out, which includes attracting the views and opinions from as wide a group as possible.

Oversight of equality and diversity issues of both the Authority and the Force rests with the Human Resources Committee and the Communities and Partnership Committee.

The Chief Executive and Treasurer provide leadership, professional support and advice to the Authority. The Chief Executive is directly accountable to the Police Authority, reporting on a daily basis to the Chair.

The Authority works closely with the Chief Constable of Humberside Police to establish the strategic direction and policing objectives for the service, drawing upon national and local priorities and is required to hold the Chief Constable to account through the robust scrutiny of the service for his delivery of those objectives.

## **6.2 Our Policing Priorities**

For the 2008-11 periods the Police Authority has set the following goals for the Force to achieve:

1. In partnership, to prevent and reduce crime and anti-social behaviour and to bring offenders to justice.
2. To improve the level of public satisfaction and confidence in Humberside Police by focusing on the needs of our citizens.
3. To improve public reassurance and access to policing services through dedicated, visible and responsive neighbourhood policing teams.
4. To protect the public from threats of terrorism, organised and serious crime, major incidents and criminal use of the roads.

The Police Authority will constantly monitor Force progress against these goals by the use of national and local performance indicators and the selective use of targets. Further information can be found at [www.humberside-pa-org.uk](http://www.humberside-pa-org.uk)

## **6.3 Values, Principles and Standards**

Humberside Police Authority aims to provide a working environment where everybody feels a personal responsibility to ensure that the dignity of colleagues is not abused in any way. We aim to promote the highest standards of conduct and professionalism and to foster an employment culture where civility, tolerance and equality towards each other is encouraged and embraced.

The Authority has a harassment policy which operates in conjunction with its disciplinary scheme as well as a grievance scheme that all staff are committed to. In addition all staff members are bound by the Police Staff Council Standards of Professional Behaviour which are part of all staff members' terms and conditions.

Each Member of the Police Authority must abide by a Code of Conduct that includes duties to promote equality and treat others with respect.

Each Member and member of staff has signed up to an Anti-Discrimination protocol. This directs that members and staff are expected to behave in a professional, fair and non-discriminatory way.

The Authority has established a Standards Committee to oversee, promote and facilitate high ethical standards by our Members.

The Police Authority undertakes community consultation and engages with a wide section of the population within Humberside on all policing issues. The Authority reflects and takes account of the views of all the diverse communities in its area through its policing plan priorities.

The Authority has a dual role in relation to equality and diversity. It has to ensure its own compliance to the equality and diversity agenda and at the same time scrutinise, challenge and monitor the performance of Humberside Police.

The Authority undertakes employment monitoring in connection with all staff and member appointments. This includes all strands of diversity as the Authority is committed to providing a working environment where all staff are equally valued and supported. The Authority will work towards identifying and removing any deterrent to attracting staff from a wide variety of backgrounds to work for the Police Authority.

The Authority engages with a number of key stakeholders, partners and partnerships. These are illustrated below:

- Internal staff and staff associations
- Local Authorities
- Humberside Criminal Justice Board (HCJB)
- Community Safety Partnerships (also known as Crime and Disorder Reduction Partnerships)
- MPs
- Independent Advisory Groups
- Humberside Association of Neighbourhood Watch Groups (HANWaG)
- Home Office
- Her Majesty's Inspectorate of Constabularies (HMIC)
- Department for Communities and Local Government (DCLG)
- Association of Police Authorities (APA)
- Association of Chief Police Officers (ACPO)
- National Policing Improvement Agency (NPIA)
- Standards Board for England (SBE)
- Local Communities (residents, workers and visitors)

The needs of the stakeholders help to form the policing priorities for the area and the strategic direction of the Authority. Community engagement and

consultation with local communities is at the centre of the Authority's business planning process.

## **7. MEETING EQUALITIES DUTIES**

The Authority aims to cover all strands of the diversity agenda in its Combined Equalities Scheme. The Scheme intends to address all parts of each of the general and specific duties which differ slightly across the legislation. The separate general duties include:

- promoting equality of opportunity between people of different racial groups, disabled and non-disabled people, women and men;
- eliminating race, disability, gender and transgender discrimination;
- eliminating race, disability, gender and transgender harassment;
- promoting good relations between people of different racial groups;
- promoting positive attitudes towards disabled people;
- promoting the participation of disabled people in public life; and
- taking steps to take account of disabilities, even where this involves treating disabled people more favourably.

The Authority is aware that while the specific and general duties which apply to the disability, gender and race duties are very similar, there are also specific points of difference which need to be accounted for and which need to be transparent within the scheme.

The Authority will adopt the following approach to ensure that the differences are upheld and met:

### **7.1 The Race Duty – ensuring compliance by:**

- ensuring that all the general duties are outlined in the scheme and actions taken in each of the duties.
- consulting with members of the black and minority ethnic communities within the organisation in identifying issues of concern and priorities.
- producing an action plan to enable work to be undertaken and progress to be monitored.
- ensuring impact assessments are carried out in connection with relevant functions and policies.

- identifying the most appropriate ways to publish the information and ensure it is accessible to a wide range of people.

The aim of the general duty is to ‘mainstream’ the elimination of racial discrimination, promote equality of opportunity and promote good relations between people of different racial groups, by making these integral to the way public functions are carried out. The Authority is committed to increasing the trust and confidence in policing amongst minority ethnic communities by:

- ensuring race and diversity considerations are taken into account for every business case which Humberside Police brings to the Police Authority;
- ensuring race and diversity implications form part of every Committee report;
- integrating race equality by making it central to the day to day business;
- working closely with the Force to ensure an integrated and complementary approach to race equality issues;
- developing a much better understanding of emerging new communities within the Humberside area as well as existing communities;
- engaging local race equality organisations or specialist organisations to assist the Authority in the delivery of this agenda;
- robustly monitoring and challenging the Force’s approach to race equality.

## **7.2 The Disability Duty – ensuring compliance by:**

- ensuring that all the general duties are outlined in the scheme and actions undertaken in each of the duties.
- ensuring disability issues are considered as an integral part of all Police Authority business.
- involving disabled people inside the organisation in identifying issues of concern and priorities and also consulting with members of the local community to identify any barriers to accessing information or services as well as identifying any areas of good practice.
- producing an action plan to enable ongoing work to be undertaken and progress to be monitored and measured, with a particular emphasis on outcomes.
- identifying the methods for gathering and analysing evidence in connection with disability which will inform the equality scheme.
- ensuring all impact assessments take account of disability as well as ensuring the specific disability duties are also accounted for.
- identifying the most appropriate ways to publish the information and ensure it is accessible to a wide range of people and in a wide range of formats.

The Authority is committed to promoting equality of opportunity between disabled people and other persons and eliminating unlawful discrimination against disabled people by:

- meeting the requirements of the Disability Discrimination Act and setting out our plans to improve disability access to employment and services.
- making sure that we take the needs and views of disabled people into account when, for example, we design and deliver services, make access improvements or develop policies.
- ensuring continuous monitoring and efforts to improve the ways in which we deliver services to disabled people.

### **7.3 The Gender Duty – ensuring compliance by:**

- identifying relevant functions and policies and conducting full gender equality impact assessments.
- mainstreaming gender issues as an integral part of all Police Authority business where necessary.
- undertaking extensive employment monitoring by gender of all staff recruitment and other employment matters.
- producing an action plan to enable ongoing work to be undertaken and progress to be monitored and measured.
- identifying the methods for gathering and analysing evidence in connection with gender which will inform the gender parts of the equality scheme.
- identifying the appropriate ways to publish the information and ensure it is accessible to a wide range of people and in a wide range of formats.

The Authority is committed to eliminating unlawful discrimination and harassment and promoting equality of opportunity between men and women by:

- meeting the requirements of the Equality Act 2006 and detailing our plans to improve gender equality in employment and services.
- making sure that we are taking the needs and views of men, women and transgender people into account when, for example, we design and deliver services or develop policies.
- continuously monitor and improve the ways in which we deliver services to men, women and transgender people.

## **8. GATHERING EVIDENCE / INFORMATION; INVOLVEMENT AND CONSULTATION**

### **8.1 Consultation on the Combined Equalities Scheme**

In the production of its current separate equality schemes (race, disability and gender) the Authority consulted a number of different local and national community groups. The schemes were also approved in open meetings of the Police Authority and published on the Authority's website with comments invited from the general public.

In the production of the Combined Equalities Scheme, the Authority recognise the need to consult and engage with specific diverse groups, partners and stakeholders, service users, non users, employees and trade unions. A list of the groups that will be consulted is attached as Appendix 3.

Humberside Police Authority's Independent Advisory Groups (IAGs) have been involved in the consultation process and the Authority is able to utilise IAGs when specialist advice on policy and strategy is required.

The approved Combined Equalities Scheme will be published on the Authority's website with an online feedback form for not only comments and feedback but opportunities to become more actively engaged in developing, monitoring and evaluating the Scheme.

## **9. IDENTIFYING, ASSESSING AND MONITORING FUNCTIONS / POLICIES FOR RELEVANCE, PRIORITY AND ADVERSE IMPACT**

One element of the commitment of the general duty is to identify all policies, procedures and functions carried out within the Authority. Functions refers to the full range of the authority's duties and powers. Policies refers to the formal and informal decisions about how the authority carries out these duties and powers.

Assessing the likely impact of proposed policies on the general duties is a necessary part of the Race Relations (Amendment) Act 2000, the Disability Discrimination Act 2005 and the Equality Act 2006.

Within the Authority responsibility to develop and maintain all existing and new policies rests with the Strategic Development Managers although other staff members of the Secretariat team could be involved in the production and review of policies and procedures depending on the specific area of business. Final approval is provided by the Chief Executive and the Authority itself.

The Authority employs a Strategic Development Manager (Communities and Partnerships) and a Strategic Development Officer (Communities and Partnerships) and these roles are primarily concerned with consulting the public to obtain views about the policing of Humberside, in accordance with the authority's consultation and community engagement strategy. The Authority is committed to monitoring and analysing respondent profiles (strictly anonymously) of all its consultation activity. The data is used in part to ensure that the authority has appropriate data when carrying out equality impact assessments to ascertain whether there are disparities of satisfaction from different communities, whether services and functions are provided effectively to all communities and whether differing needs are met where possible.

In addition the Authority will continue to receive and review service delivery monitoring data from Humberside Police. The Authority's Human Resources Committee will continue to receive reports on complaints, grievances and

Employment Tribunals and will receive data in respect of recruitment, retention and promotion in order to provide scrutiny to these areas. The Authority monitors and reviews the Force and Authority Race, Disability and Gender Equality schemes through the Communities and Partnerships Committee and Human Resources Committee where relevant.

Following the development of the race, disability and gender equality schemes and subsequent review, the Authority identified all its policies / functions which have a relevance to any of the general duties. The form used to assess relevance is attached at Appendix 4.

### **9.1 Initial screening / Impact Assessment template**

The initial screening / impact assessment template was devised to assist in the process for future review. This template is used to assess all the Authority policies / functions on the relevance to all strands of the general duties and areas currently outside legislation.

The template is attached as Appendix 5. It takes into account the six strands of equality, those being: age, gender and gender identity, disability, race, religion and belief and sexual orientation. This is the template advocated by the Association of Police Authorities. The template suggests that the following steps are carried out:

- identify the main aims of the function / policy, and who might have an interest in it.
- consider the available quantitative and qualitative evidence and identify data gaps
- assess the likely impact
- consider the alternatives
- consult formally and revise the function / policy as necessary
- make monitoring arrangements
- publish assessment results

The purpose of the Equality Impact Assessment process is to improve the way in which the Authority develops policies and functions by making sure there is no discrimination in the way that they are designed, developed or delivered and to ensure that, wherever possible, equality is promoted.

Evidence may be gathered from various sources, depending upon the function / policy being assessed. For the majority of impact assessments data is obtained from reports to the Authority Committees, surveys previously carried out, Force impact assessments and secondary data sources such as the latest census information.

The table below indicates a prioritised list of the Authority's policies and functions which is subject to continual review.

All functions and policies will be assessed against its impact on the general duties as follows:

- High impact – potential to have impact on all areas of the general duty and affect staff and the public.

- Medium impact – potential to have an impact on some areas of the general duty and affect staff and the public.
- Low impact – potential to have impact on one or none of the areas of the general duty but which monitoring has not indicated to be an area of concern.

## 9.2 Prioritised list of the Authority's policies / functions

<b>Policy / Function</b>		<b>Priority Rating</b>
Policy	Chief Officer Appointments	High
Function	Determine local policing priorities	High
Function	Members' Recruitment and Selection	High
Policy	Community Engagement / Consultation Strategy including engagement with the full range of diverse communities which the Authority represents, including key stakeholders.	High
Function	Holding the Chief Constable to account for Force Performance in relation to operational matters, employment, race equality and diversity	High
Policy	Communications Strategy	High
Policy	Equal Opportunities / Diversity Policy	High
Policy	Learning and Development Strategy	High
Policy	Chief Officer Discipline / Complaints Policy	High
Policy	Staff Grievance Policy	High
Function	Oversight and Scrutiny of Force Stop and Search	High
Policy	Harassment Policy	High
Function	Holding Public meetings	High
Function	Publish local policing summary to communities	High
Function	Manage an Independent Custody Visiting Scheme	High

The process of carrying out initial impact assessments and full assessments is conducted collaboratively with other police authorities in the Yorkshire and Humber region. The Authority will liaise with Independent Advisory Groups to provide feedback and comments on particularly relevant functions and policies. Authority staff, trade unions and staff associations will be consulted with according to specific need. In addition external consultation will be carried out depending upon the function or policy.

See Appendix 6 for a full prioritised list of all the authority's functions, and the timescales for assessing / review.

The Authority follows the Equality Impact Assessment (EIA) process as advocated by the APA, the process template is detailed in Appendix 7.

The Authority will publish a summary of the assessment, consultation and monitoring reports. This will be available annually as part of Authority's Local Policing Summaries which are delivered to all households.

## **10. PUBLISHING THE RESULTS OF ASSESSMENTS, CONSULTATIONS AND MONITORING**

The Authority will continue to provide information on a wide range of issues in accordance with the Authority's publication scheme. This information is available on the external website. The use of the website enables members of the public to access information 24 hours a day. The Authority's website is AA compliant which means the coding (HTML, CSS etc.) and labelling of the site conform to World Wide Web Consortium's (W3C's) guidelines. This means that the website can be more easily accessed by those who use assistive technologies, such as screen readers, or navigated through using just the keyboard. The Authority will constantly ensure its website complies with the requirements of the Disability Discrimination Act and periodically review and improve the accessibility of the website.

## **11. ARRANGEMENTS FOR ENSURING PUBLIC ACCESS TO INFORMATION AND SERVICES**

We need to ensure that customers, staff and other stakeholders can get access or request information in alternative formats. The Police Authority has just revised its publication scheme which sets out the information that is readily available and this is published on our website at [www.humberside-pa.org.uk](http://www.humberside-pa.org.uk). Humberside Police Authority has a variety of communication mechanisms to enable people to contact them, for example telephone; postal address; e-mail and public meetings. The Authority will provide information in alternative formats upon request, which covers information required in formats such as large print, Braille, audio tape or electronic formats. Due largely to cost the Police Authority does not translate all its policies and procedures into different languages. However where a specific need is identified, every effort will be made to ensure that translations will be available. If you require

information in a different format the contact details are on page 26 of this document.

The Authority is committed to ensuring the high accessibility standards and as such has developed a set of Accessibility Standards Checklist for organisers of public meetings. The checklist provides a number of minimum standards that staff apply wherever possible when arranging public meetings. The standards include car parking, entrance points, signage, routes, facilities and support. The checklist is attached at Appendix 8. The Authority also provides a hearing loop system that is available for all Committee meetings of the Police Authority held at its premises at 40 High Street, Hull, HU1 1PS.

## **12. TRAINING TO UNDERSTAND AND CARRY OUT THE DUTIES**

The Authority recognises the importance of equality and diversity training to furthering our vision for policing and re-inforce our commitment to diversity, fairness and equality. All members and staff receive regular diversity training as a matter of priority. Formal training includes areas such as Community and Race Relations and Equality Impact Assessments.

The Authority is committed to training its Members and staff in diversity awareness and the relevant legislation and recognises the need to ensure that new members receive such training and that all members are kept up to date with diversity issues.

### **12.1 Training Needs Analysis**

An analysis of Members' skills and training needs was carried out in 2006 and as a result all Members of the Police Authority, Independent Custody Visitors and Independent Members of the Standards Committee attended theatre workshop sessions based on various strands of diversity. Further training was provided by IODA in October 2006 for those Members and Officers involved in the Equality Impact Assessment process. Members and officers' competence with regard to equality and diversity issues are assessed through the annual Performance Development and Review (PDR) process.

Further development of members and staff is required to:

- continue to provide awareness training opportunities about the Authority's responsibilities under the disability, age and gender duties;
- identify further training and development needs in relation to diversity; and
- provide further coaching opportunities for people carrying out equality impact assessments.

There is a Code of Conduct in place for Members and a separate professional standards protocol for employees. The Chief Executive and Monitoring Officer is responsible for ensuring the codes are upheld.

### **13. EMPLOYMENT MONITORING**

The vision of Humberside Police Authority is for a police service that committed to the principles of social tolerance, civility and equality in all its forms. The collection and publication of employment monitoring data enables the police authority to comply with the statutory general duty to 'eliminate unlawful discrimination and promote equality of opportunity'.

The elimination of unlawful discrimination and the promotion of equality of opportunity in both Humberside Police Authority and Humberside Police should contribute to the furtherance of organisational policing goals. The benefits of effective employment monitoring can be summed up as follows:

- Increased trust and confidence of local communities
- Improved service delivery
- Improved recruitment and retention
- Greater diversity at all levels of the service
- Improved morale and motivation
- Ability to benchmark progress
- Ability to compare against neighbouring authorities / forces and family authorities / forces.

The ultimate outcome from monitoring employment data is to improve the success rate from under represented groups to ensure the police service is representative of the communities it serves. A diverse police service (force and authority) will give the service a greater understanding of diversity issues and will improve operational performance through:

- Improved interaction with communities, creating a citizen-focused, and community based police service
- Recognition by all officers and staff that they are an integral part of their community, not just policing it
- Greater co-operation from all communities, including better intelligence and information from the public.

Humberside Police Authority monitors the range of employment areas that are required by the Race Relations (Amendment) Act 2000, the Disability Discrimination Act 2005 and the Equality Act 2006 and this is critical to effectively carrying out the responsibility under the general duties of the legislation. By understanding how the application of key Human Resources (HR) policies and procedures to both staff and members in the organisation and potential staff and members who wish to join the organisation are operating, it is possible to ensure that discrimination of any sort does not occur.

The Police Authority employs staff in the Force other than police officers but day-to-day management responsibility is delegated to the Chief Constable. The Authority monitors the Force's compliance with the Employment Monitoring duty. The Authority does however have a small number of staff. There is 14 staff in total although 3 currently work part-time. Of these 7 are male and 7 are female. Using the 16+1 ethnic classification system all staff are classified as White-British. No employee has a recognised disability under the Disability Discrimination Act.

The Authority has recently undertaken a job evaluation exercise which considered equal pay to ensure internal remuneration was fair and equitable irrespective of gender. The Authority will also make reasonable adjustments to support disabled people and where a potential employee meets the standards required for a particular post they will be short-listed for interview.

The Authority will continue to monitor ethnicity, gender, age and disability for all staff in post as well as those who apply for employment. It will also continue to monitor the force with respect to applicants for employment, training and promotion, numbers of staff who receive training, numbers and categories of grievances and the number of people being subjected to the disciplinary procedure and the number of staff who leave.

By monitoring employment data the Authority hope to demonstrate that there is no measurable disadvantage between different groups in application or success rates compared with relevant benchmark data. It should help the Authority to be recognised both internally and externally with communities as a fair employer increasing the potential to attract good recruits from all communities and improving trust and co-operation from communities.

Our future actions will reflect the following priorities:

- preparing and analysing monitoring information of employee's profiles and all applications for employment using the six strands of diversity.
- publishing data and work towards the increased representation of diverse communities.
- ensuring that people from diverse communities who meet the minimum essential requirements for jobs are interviewed.
- making reasonable adjustments to the working environment to allow applicants from diverse backgrounds (including disabled people) to be appointed.
- ensuring that practical support is given to disabled employees who develop a disability.
- ensuring that all staff responsible for recruitment are trained.

We need to ensure that the Police Authority and the Force has appropriate monitoring systems in place which will give us information that we can analyse to identify any trends (for example differing levels of satisfaction between men and women). Recruitment, development and retention data in relation to our staff will be reported to the Authority on an annual basis. We will act on this information if it indicates that our policies or procedures might be adversely impacting on particular groups either during the application process or during their time in our employment.

We recognise that transgender people in particular may experience different types of harassment or discrimination and that we have to be proactive in how we intend to challenge inappropriate behaviour or incidents made against these individuals. Transgender is the term used to embrace both: Transsexuals (people who feel a consistent desire for transition and lead their life as a member of the opposite gender and are covered by gender legislation); and, Transvestites (people who dress in the clothing of the opposite sex but might not wish to change their gender and are not covered by the legislation). It is important to note that even when an individual might have changed their gender identity it does not prevent them from experiencing any gender inequalities which that particular gender might experience.

## **14. PROCUREMENT**

Our procurement processes are intended to deliver the best possible value for money for the Police Authority and be as efficient as possible. We will ensure that our procurement policies, procedures and practices take into consideration our diversity responsibilities and our legal duties to promote equality. We will do this by undertaking the following:

- An equality and diversity questionnaire will request information on the diversity policy of potential contractors / suppliers as well as a breakdown of the workforce.
- This questionnaire also asks whether the potential supplier has a race equality scheme, gender equality scheme and a disability equality scheme as well as asking how equality and diversity is woven into the fabric of the organisation.
- Information is provided to all successful contractors / suppliers indicating the level of behaviour expected whilst on our premises or acting in a capacity for Humberside Police Authority.

A copy of the questionnaire used by Humberside Police Authority is attached as Appendix 9.

## **15. COMPLAINTS**

The Authority strives to carry out its functions efficiently, effectively and fairly, but accept that things can and do sometimes go wrong. If you have a justifiable complaint we will aim to put matters right as quickly as possible and stop the same thing happening again. In this way your complaints can help the Authority continuously improve.

### **Complaints**

Any member of the public wishing to make a complaint regarding the operation of this scheme or the failure of the Authority or any of its employees to meet the duties of the Race Relations (Amendment) Act 2000, the Disability Discrimination Act 2005 or the Equalities Act 2006 may do so by writing to the:

Chief Executive and Monitoring Officer

Pacific Exchange

40 High Street

Hull

HU1 1PS

Telephone number: 01482 334880

Fax number: 01482 334822

E-mail: [chiefexec@humberside-pa.karoo.co.uk](mailto:chiefexec@humberside-pa.karoo.co.uk)

A written acknowledgement of the complaint will be given within 10 working days. All complaints will be considered in the first instance by the Chief Executive and Monitoring Officer. You can find out more about complaints procedures on the Authority's website at [www.humberside-pa.org.uk](http://www.humberside-pa.org.uk).

## 16. CONTACTS

The Commission for Equality and Human Rights champion equality and human rights for all, working to eliminate discrimination, reduce inequality, protect human rights and to build good relations, ensuring that everyone has a fair chance to participate in society. Their website can be found at [www.equalityhumanrights.com](http://www.equalityhumanrights.com).

The following archived websites can be found via the Commission for Equality and Human Rights website:

- disability rights commission sites
- equal opportunities commission sites
- commission for racial equality sites

## 17. LIST OF APPENDICES

Appendix 1 HPA Combined Equalities Scheme Action Plan

Appendix 2 Demographics – Humberside Policing Area

Appendix 3 List of Groups we consulted with

Appendix 4 Priority Relevance Assessment

Appendix 5 Initial Equality Impact Assessment Pro-Forma

Appendix 6 Prioritised list of Authority Functions and Policies

Appendix 7 Equality Impact Assessment Template

Appendix 8 Accessibility Standards Checklist

## 18. ACTION PLAN

The Police Authority has certain legal obligations under the three general duties to promote equality in the areas of disability, gender and race.

The race equality duty gives us the following responsibilities:

1. eliminate unlawful discrimination
2. promote equality of opportunity
3. promote good relations between people of different racial groups

The disability equality duty gives us the following responsibilities:

1. eliminate unlawful discrimination
2. eliminate harassment of disabled people that is related to their disabilities
3. promote equality of opportunity between disabled people and others
4. take steps to take account of disabled people's disabilities, even where that involves treating them more favourably than others
5. promote positive attitudes towards disabled people
6. encourage participation by disabled people in public life.

The gender equality duty gives us the following responsibilities:

1. eliminate unlawful sex discrimination
2. eliminate harassment
3. promote equality of opportunity between men and women.

The requirements to eliminate unlawful sex discrimination and harassment also include discrimination and harassment on the bases of gender reassignment.

The overarching Combined Equalities Action Plan contains objectives that are applicable to the following six strands of diversity; race, disability, gender and gender identity, religion and faith, sexual orientation and age. The Action Plan also includes objectives that are specific to particular diversity strands.

The Authority has adopted the following objectives in relation to equality and diversity and these are reflected in the Action Plan at Appendix 1.

1. to comply with our equalities duties through strategic action
2. to work towards mainstreaming equality within all our functions both as an employer and the services provided.
3. to effectively carry out our employment monitoring duty.
4. to ensure effective consultation arrangements are established in connection with equality impact assessments and to further the equality duties.
5. to ensure public access to services, information and buildings.

6. to maintain a mechanism to monitor the progress and development of both Humberside Police and Humberside Police Authority in delivering equality and diversity aims.
7. to train, support and develop our staff in equality and diversity and specifically in relation to the requirements of the equalities duties.
8. to contract in partnership only with bodies that have the commitment and the capacity to implement principles of equality and diversity.

The Action Plan is intended as a practical and realistic way of fulfilling the aspirations set out in this Combined Equalities Scheme. It is a statement of the main arrangements we will implement to review and monitor our existing functions, policies and practices for any negative affects on different groups. It also sets out enhanced arrangements for consulting on the impact and relevance of our functions / policies and how we will improve access to information and services provided by the Humberside Police Authority.