

Police Authority Combined Equalities Scheme Action Plan

Objective 1 - to comply with our equalities duties through strategic action

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|---------------------|--------------------------------------|---|
| All diversity strands | Prepare, consult and publish the Combined Equality Scheme | CE/RPO | April - May 2008 | Completed. |
| All diversity strands | Implement the Combined Equality Scheme | CE/RPO | May 2008 onwards | Work in progress. |
| All diversity strands | Review Combined Equality Scheme and produce annual report | CE/RPO | Annually End May each year | <p>Equality and Diversity Annual Report April 07 – March 08 produced and published on LPA website May 2008.</p> <p><i>Oct 09 update</i> Equality and Diversity Annual Report April 08 – March 09 produced and published on LPA website May 2009 (RPO consulted with EWG Members)</p> <p>Feb 2010 update New Authority website launched in Jan 2010. Includes an updated section on Equalities and Diversity with key documents, information and links.</p> <p>August 2010 update Equalities Annual report drafted, circulated to members for comment, agreed and uploaded on the Authority's website.</p> <p>July 2011 update A joint Equalities Annual Report was produced by the Force with input from the Equalities Portfolio Holder. This was published in July 2011.</p> |
| All diversity strands | Maintain an Authority in which equality and diversity related issues are discussed and solved without prejudice or fear of discrimination. | CE/RPO | At all Authority meetings Ongoing | Monitoring Officer in post to challenge if necessary. Equality and diversity issues considered as part of every report submitted Full Authority and Committee meetings. Equalities Members Portfolio Holder in place since Nov 2009. |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|--|--|-------------------------------------|---|---|
| All diversity strands (race in particular) | Complete equality impact assessments of all high priority functions and policies, including consultation and involvement of ethnic minorities at all stages where necessary. Prepare an action plan to resolve areas of adverse or differential impact | CE/RPO/other staff where applicable | All completed by 2009/10. Work in progress | <p>7 out of 20 high priority functions/policy impact assessments completed (Consultation and Community engagement, Communication and Media Strategy, Consultation strategy, Harassment, victimisation and bullying policy, Confidential reporting policy, Employee code of conduct, Public meetings). Stop/Search and staff complaints have undergone policy review/scrutiny.</p> <p>Oct 09 update Completed ICV, Chief Officer Appointments and Equality and Diversity Policy IAs. Work in progress to complete remaining 8 by March 2010.</p> <p>Feb 2010 update In discussion with the DCE, work to carry out impact assessments is to commence once the secretariat has increased resilience.</p> <p>July 2011 update Following the enactment of the Equalities Act 2010, there is no longer a legal requirement to conduct Equality Impact Assessments. The Authority will continue to work to ensure that the needs of all individuals are taken into consideration.</p> |
| All diversity strands | Complete equality impact assessments of all medium and low priority functions and policies including consultation where necessary. Prepare an action plan to resolve areas of adverse or differential impact | CE/RPO/other staff where applicable | All completed by 2010/2011. Work in progress | <p>Work not started yet on medium and low priority functions.</p> <p>See July 2011 update above.</p> |
| All diversity strands | Publish the results of assessments, consultations and monitoring. | RPO/CCO | Ongoing as impact assessments completed Work in progress | <p>Oct 09 update All Impact Assessments published on website.</p> <p>Feb 2010 update All completed Impact assessments are published on the new website.</p> |
| All diversity strands | Disseminate and promote the use of the EIA throughout the Authority. | RPO | May 2008 | Awareness raised through the Combined Equality Scheme (approved by the Full Authority on 25 April 2008), the Equality and Diversity Annual Report, through updates to the Standards Committee on the Employee Code of Conduct, through Member and staff recruitment process and through induction and training. |
| All diversity strands | Assess and consult on the likely impact of all new and proposed policies before they are adopted. | CE/RPO | Ongoing as and when new policies are proposed | Staff have been consulted on the two new policies - Harassment, victimisation and bullying policy, and Employee code of conduct (29.7.08). The Standards Committee and Full Authority have been involved in the development of the Employee Code of Conduct. |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|---------------------|--|--|
| All diversity strands | Identify gaps in monitoring arrangements to assist adverse and differential impact on functions and policies and establish mechanisms to collect this data. | CE/RPO | October 2009 Revised to March 2010 (high priorities) | <p>Oct 09 update This is considered as part of the impact assessment process, which is in progress. The 'high' priorities/functions will be completed by March 2010. No significant gaps in monitoring arrangements have been identified to date. Close links with IAGs provide an opportunity to consult if this were to be an issue.</p> <p>Feb 2010 update Due to resilience issues in secretariat, this action has not been progressed.</p> <p>July 2011 update See above, the Equalities Act has introduced a different approach to equalities with the focus on the individual; as a result impact assessments are no longer a legal requirement.</p> |
| Race/ethnicity | Employ methods to raise cultural awareness in staff. | CE | Ongoing and annually through PDR process | <p>Work in progress Emails to staff and articles in LPA newsletter (e.g. Living Islam 29.7.08, international day against homophobia 15.5.09).</p> <p>Oct 09 update NPIA Equality Update Newsletter circulated through Authority Newsletter (eg Oct 2009)</p> <p>July 2011 update The Engagement and Communications Officer and the Research and Performance Officer work together with colleagues from the Force and the Equalities Portfolio Holder to raise cultural awareness in staff. This includes discussions at team meetings and the circulation of web links to all staff and Members where relevant.</p> |
| Nationality | Deliver services effectively to speakers of other languages through the use of plain English, translations and the employment of good quality interpreting services. | CE | Ongoing as necessary | <p>Provision of translation services available (Adept). Translations available in alternative formats such as Braille, large print, audio and Easy Read. Scrutiny consultation includes this provision.</p> <p>No requests for use.</p> |

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| Disability | <p>Promote the involvement of disabled people in the Authority through</p> <ul style="list-style-type: none"> • active recruitment of disabled people to vacant positions • partnerships with organisations of disabled people • promoting awareness of opportunities within the Authority | CE/ALL | Ongoing during recruitment campaigns (e.g. Independent Member recruitment in May 2008, Independent Custody Visitor recruitment in autumn 2008) | <p>Independent Member Selection recruitment process in May 2008 – flyers and information distributed to disability, gender and equality groups and those responding to the Authority’s consultation on the Disability Equality scheme. Promote awareness of £55 million overhaul of blue badge parking (newsletter 14 November 2008)</p> <p><i>Oct 09 update</i> Development work to take place with IAGs from November 2009, following national IAG conference. This will include discussions regarding representation of communities, and how the Authority can make better use of the IAGs.</p> <p>ECO to be involved in recruitment process of new members to the Authority, to ensure best practice with regards to representation.</p> <p>February 2010 Independent member recruitment planned in Nov/Dec 2009, campaign was officially launched on 4 Jan 2010. CAO liaised with LCC to enable letters/promotional literature to be sent to c. 100 diverse groups (through database of minority/disability groups).</p> <p>May 2010 – Lincolnshire Blind Society are producing the Lincolnshire Police Authority leaflet in various formats, such as tape, CD, Braille. This will be sent to nearly 2000 members of the society around the county. They will also be given the opportunity to submit questions to the next ‘Question Time’ event.</p> <p>July 2011 update The Equality Duty explicitly recognises that disabled people’s needs may be different from those of non-disabled people. The LPA should therefore take account of disabled people’s impairments when making decisions about policies or services. This might mean making reasonable adjustments or treating disabled people better than non-disabled people in order to meet their needs. LPA joined Hate Crime Forum. Awareness raising initiative carried out in Lincs Care Homes.</p> |
| Disability | Agree standards for future communications and involvement of disability groups and individuals | CE/ECO | December 2008 - ongoing | <p>This issue was highlighted to the Chair of the Community and Consultation Committee in November 2008 and highlighted on relevant Impact assessments. This issue will be fully explored following the appointment of the full time Engagement and Communications Officer as networking will be one of the key roles and the emerging Consultation Plan.</p> <p>Oct 09 update Work is planned by ECO to offer inputs to a wide variety of minority groups, including disability. Initial consultation work completed so far has had a good level of accessibility for people with various disabilities.</p> <p>July 2011 update The LPA maintains links with the IAGs. The engagement plan identifies pieces of work that are aimed at minority groups including communications issues. Development of social media networks which is considered more accessible.</p> |

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| All strands | Review structure of IAGs to ensure all appropriate groups are included and invited to participate | CE/ECO/ Force | 2008/09 Work in progress | <p>IAG action plan 2008 drawn up by previous CCO. Since July 2008 the structures have been reviewed, found to be wanting and are now being totally rebuilt to try to attract more members who will represent more of the strands of diversity. A well-advertised engagement/recruitment event organised in December attracted more than 30 attendees, who were addressed by IAG members, the Police Authority and the Force in an informal setting. This led to a surge of interest, which has translated into the re-forming of West IAG. East IAG is meeting regularly. South IAG is also being re-formed, again with an influx of new members. All IAGs have adopted national guidelines supported by ACPO and the APA. A Strategic IAG was formed in January 2009 and is helping each of the individual IAGs in Lincolnshire to achieve its full potential.</p> <p><i>Oct 09 update</i> Initial discussions have taken place with the Force, who recognise the need to develop the IAGs and make better use of them – enabling the groups to feel better empowered. The IAG members currently are feeling under valued and under used.</p> <p>February 2010 <i>Discussions have taken place with Roger Bannister, Melanie Cowell and other stakeholders with regard to the future of IAG's. A development plan has been produced and is currently out for consultation with IAGs</i></p> <p>August 2010 <i>IAG development day planned for Oct 2010, LPA involved. LPA agreed to support Strategic IAG, funding discussed at C&P Committee in July 2010. IAG development will focus on: Critical incident management, policy advice and consultation with hard to reach groups.</i></p> <p>July 2011 update The IAG development day did not take place at the request of the IAG. An update was provided to the C&P Committee on 14 July 2011.</p> |
| All strands | Review recruitment and retention, learning and development and grievance and discipline policies to ensure implementation of areas for change and improvement identified as part of the impact assessments | CE/RPO | Bi-annual reviews | <p>Following the Independent Member Recruitment process, there are plans in place for the procedures to be reviewed by the Independent Assessor and the CE internal review. Due to capacity issues in the small secretariat, it has not been possible to formally review the other policies, although these are assessed on an informal basis when necessary.</p> <p>July 2011 update The policies had been reviewed and updated to reflect the Equalities Act 2010. They will be reviewed again in May/June 2012 to reflect any changes or implications following the appointment of the Police and Crime Commissioner. The Equalities Portfolio plans to discuss the Equalities Duty ban on questions about health and disability during recruitment with the Force Equalities Officer in August 2011.</p> |

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| All strands | Identify any areas for improvement in policy documents and make appropriate amendments | CE/RPO | Annually Ongoing | <p>This is managed on an ongoing basis by the RPO. The secretariat maintains an office polices and procedures manual – this is reviewed and updated on a regular basis.</p> <p>August 2010 LPA Managing Attendance policy reviewed.</p> <p>July 2011 update All policies are currently undergoing review at present and will be reviewed again in preparation for the introduction of the Police and Crime Commissioner.</p> |
| Gender | Identify any improvements to achieve work life balance arrangements through e.g. flexible working practices, job sharing, part time working. | DCE | Ongoing | This is managed on an ongoing basis by the Deputy Chief Executive. |
| Gender | Link in with the Force in developing a policy on how to manage transgender people with guidance to managers on their legislative duties. | CE/Force | tba | <p>Work not yet started. Proposal to reschedule timescale to 2009. Agreed at EWG 20 Feb 2009.</p> <p>Oct 09 update The timescale is now unrealistic. Discussions have taken place between IAG members and the ECO to look at this being an area of work that they could assist with.</p> <p>February 2010 <i>This will be a piece of work for the IAG's to undertake following the IAG review.</i></p> <p>July 2011 update The ECO provides professional advice and guidance on an informal basis where appropriate.</p> |
| Religion and faith | Ensure that the Force takes into account religious observations by differing faiths, both as an employer and in service provision | CE/RPO/ECO | Ongoing | <p>At the EWG meeting on 20 Feb 2009, the Force provided a comprehensive update about the measures that are employed to meet this duty such as prayer rooms. Complete.</p> <p>Oct 09 update The Authority understands that the Prayer room at West Parade Police Station no longer exists. Force to provide update on Prayer rooms across the County, and be aware of best practice.</p> <p>July 2011 update The Portfolio Holder and supporting staff meet with the Force Equalities Officer on a quarterly basis to review and discuss progress and issues.</p> |
| Age | Review recruitment processes to ensure compliance with age discrimination legislation | CE/RPO | May 2009 | <p>The RPO met with the HR Service Manager on 21 January 2009 and work is in progress. A report was submitted to the HR Committee on 29 May 2009 that provided confirmation of the review.</p> <p>July 2011 update 'Age' is a protected characteristic that is specified in the Equalities Act 2010.</p> |

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| Race | Deal with complaints about the way the Authority is meeting the duties, or other complaints about racial equality | CE | Ongoing as necessary | There are no outstanding complaints relating to race equality issues. July 2011 update As above. |
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Objective 2 - to work towards mainstreaming equality within all our functions both as an employer and in services provided.

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|---------------------|--|---|
| All diversity strands | Ensure that equal opportunities and diversity is considered as part of the Authority's ongoing reporting process (through full Authority meetings, Committee Meetings and Working Groups where appropriate). | CE | All Authority meetings Ongoing | All reports consider equal opportunities and diversity issues as a matter of course. |
| All diversity strands | Ensure all recruitment includes statement about diversity. | CE | Ongoing as necessary | A diversity statement is included as part of the recruitment and selection process for all new appointments (including Chief Constable, Independent Members and secretariat staff). |
| All diversity strands | Maintain awareness of equality and diversity issues to all staff, volunteers and Members. | CE/RPO/ CAO | Ongoing (at team meetings, Authority Meetings, through ICV Newsletter) | Relevant information is shared with all staff, volunteers and Members through email, newsletters and events. |
| All diversity strands | Promote equality and diversity within the Force and Authority and opportunities at public forums and events. | CE/RPO/ECO | Ongoing | Hate crime and Stop/Search information provided at the Police Authority and IAG stand at the Force Open Day in June 2008 and at any other appropriate opportunity. Oct 09 update Lincoln PRIDE event attended by the Authority as a consultation event with the LGBT community. (Lesbian, Gay, Bisexual and Trans) 185 people were consulted with at this event. Stop/search and hate crime leaflets continue to be made available at engagement events through the ECO. May 2010 update Stop/search and hate crime leaflets continue to be made available at engagement events through the ECO. Stop and Search videos now added to website. Engagement plan 10/11 includes scheduled pieces of work with hard to reach groups. ECO involved with consultation on Force equalities scheme. Multi agency diversity groups consultation event attended May 2010. July 2011 update LPA, in conjunction with Force produced short hate crime video – on website and twitter feed. Plus ongoing implementation of engagement and consultation plan. |

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Objective 3 - to carry out employment monitoring.

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|---|---------------------|--|--|
| All diversity strands | Gather monitoring data in respect of Authority Members, complying in particular with the race equality duty. | CE/RPO | Annually in May Work in progress | Monitoring data produced as part of the Annual Report process in May 2008, 2009 and 2010. |
| All diversity strands | Gather monitoring data in respect of Authority misconduct panel members, external members of the Standards Committee and Independent Custody Visitors | CE/RPO/ CAO | Annually in May Work in progress | <p>Oct 09 update Due to local elections and uncertainty/changes in makeup of LPA in May/June 2009 and subsequently due to resourcing issues, the collation of equality monitoring forms has been delayed.</p> <p>All members of Authority including Independent Lay Members to complete monitoring forms in Nov 2009 ICV monitoring forms to be issued and collated in November 2009.</p> <p>Misconduct Panels may include:</p> <ul style="list-style-type: none"> • HR Committee (against ACPO Officer) • A Sub Committee of the Standards (complaints against Authority) or a • Complaints Panel (from Professional standards Committee) against member of secretariat. <p>All these Panels are made up of Authority Members or Independent Lay members, of which, monitoring data is collected.</p> |
| All diversity strands | Maintain records of monitoring data in respect of applicants for Independent member positions. | CE/RPO/ CAO | Work in progress, May 2008 and as necessary | <p>Monitoring data collected for the Independent Member Recruitment process in July 2008.</p> <p>February 2010 update Equal opportunity forms collected for the Independent member recruitment process in January 2010.</p> <p>July 2011 update There has been no further recruitment and selection processes since Jan 2010.</p> |
| All diversity strands | Gather employment monitoring data for Police Authority staff, complying in particular with race equality duty. | CE/RPO/ CAO | Annually in May Work in progress | <p>Monitoring data produced as part of the Annual Report process in May 2008.</p> <p>February 2010 update Equal opportunity forms collected for the Chief Executive recruitment process in January 2010.</p> <p>August 2010 update EO forms collated for the Admin Assistant recruitment process.</p> <p>July 2011 update There has been no further recruitment and selection processes since Aug 2010.</p> |
| All diversity strands | Ensure no individuals can be identified in any published monitoring data. | CE/RPO/ CAO | Annually in May Work in progress | Ongoing. The Annual Reports provide a summary and individuals cannot be identified. |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|---|----------------------------|--|--|
| All diversity strands | Review recruitment processes to attract candidates from more diverse backgrounds. | CE/ECO/ CAO/RPO | Ongoing after each recruitment process | <p>Following the Independent Member Recruitment process, there are plans in place for the procedures to be reviewed by the Independent Assessor and the CE internal review. Recruitment processes are reviewed on an ongoing basis and lessons learned implemented as a matter of course.</p> <p><i>Oct 09 update</i> The Full Authority discussed the issue around the diverse make up of the membership at their meeting in Sept 09. The Authority is committed to making its membership more representative of the community it serves. A follow up report is being considered by the Full Authority at its meeting on 27 Nov, this includes suggestions around positive action.</p> <p>February 2010 update The Independent member recruitment campaign included wide promotional activities (database detailed above, ECO work to raise awareness at community events) to a range of diverse groups to encourage applications.</p> <p>July 2011 update There have been no further recruitment and selection processes since Jan 2010.</p> |
| All diversity strands | Monitor the Force's arrangements to comply with the employment monitoring duties. | RPO/ECO with Force HR dept | Work in progress, ongoing | <p>Oct 09 update The HR Committee regularly monitor employment/diversity issues. A report on Employment targets for under represented groups was presented to the HR Committee on 26 November 2009.</p> <p>February 2010 update Joint Authority and Force work to propose draft employment targets at HR Committee 17 Feb 2010. Consultation to follow.</p> <p>May 2010 Employment targets agreed, set and included in the Policing Plan 2010 – 2013.</p> <p>July 2011 update Employment monitoring data is reviewed on a quarterly basis at the HR Committee. Data was also included in the joint Annual Report 2010/11.</p> |
| All diversity strands | Monitor the makeup of the Force's senior team, including those going through the recruitment process. | CE | To be agreed – prioritised and resources allocated | |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|---------------------|---------------------------------------|--|
| All diversity strands | <p>Continue to monitor and improve monitoring of</p> <ul style="list-style-type: none"> • staff in post • applicants for employment, and promotion • applications for training • staff receiving training • staff who benefit or suffer detriment as a result of performance assessment procedures • staff who are involved in grievance procedures • staff ceasing employment. | CE/RPO | Annually in March Work in progress | <p>Work in progress.</p> <p>July 2011 update This will be raised and discussed at the Authority's regular meeting with the Force Equalities Officer.</p> |
| All diversity strands | <p>Extend monitoring in employment to cover identified priority areas:</p> <ul style="list-style-type: none"> • job share policy • flexible working • sickness management policy • capability procedure • procedure on harassment • health and safety policy • assistive technology users and guidelines • stress policy and guidelines. | CE/RPO | Annually in March Work in progress | <p>Work in progress</p> <p>July 2011 update This will be raised and discussed at the Authority's regular meeting with the Force Equalities Officer.</p> |
| All diversity strands | <p>Analyse data with the involvement of stakeholders and develop plans to address areas of under representation.</p> | RPO/ECO | May 2009 Revise to March 2010 | <p>Oct 09 update The ECO is building links with IAGs, the third sector and under-represented groups. This is part of the Authority's wider engagement plan/activities. In terms of local employment targets for the Force, the HR Committee has received joint update reports at their meetings in Sept and Nov 2009.</p> <p>February 2010 update Consultation on proposed employment targets to be carried out by ECO. Update report presented to HR Committee on 17 February 2010.</p> <p>August 2010 update Consultation, engagement and marketing strategy agreed at Community and Partnership Committee on 21 July 2010.</p> <p>July 2011 update The updated Engagement and Consultation Plan 2011/12 was agreed on 19 April 2011 at the Community and Partnership Committee.</p> |

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Objective 4 – to ensure public access to services, information and buildings

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|---|---------------------|-------------|--|
| All diversity strands | Improve awareness and access to Authority information and services through Communications Strategy. | RPO/ECO | 2008 - 2011 | <p><i>June 2008</i> The CCO permanent post is vacant at present. There are plans for this post holder to develop a Communications Strategy.</p> <p><i>2008/09</i> Communication and Consultation Business workstream – work in progress.</p> <p><i>May 09</i> Access to Policing Scrutiny included consultation exercise - IAGs, elderly people, disability groups and Youth Cabinet given the opportunity to feed in thoughts/views.</p> <p><i>Oct 09 update</i> Policing Pledge leaflet for young people currently being developed. Positive action events are attended by ECO as part of the consultation process.</p> <p>February 2010 update Marketing and communications opportunities are now included as part of the Authority Engagement Plan. Attendance at various community events and Force open day are now planned in the Authority Engagement Plan.</p> <p>August 2010 update Various Engagement activities with 'hard to reach' groups eg: August 2010 - Engagement activities - Lindsey Blind Society (consultation around Browse Aloud website accessibility) August 2010 - PRIDE (Lesbian, Gay, Bi-sexual and Transgender) event (LPA stand, awareness raising, open questions, (hard to reach group) Young Person's Forum (June 2010) opportunity for young people to ask questions to range of organisations including the LPA. Multi cultural day awareness (April/May 2010) - priorities consultation, awareness raising, empowering communities. 'Raising aspirations' young people event (June 2010)</p> <p>July 2011 update The updated Engagement and Consultation Plan 2011/12 was agreed on 19 April 2011 at the Community and Partnership Committee. This is being implemented by the ECO.</p> |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|--|---|---------------------|-----------|--|
| All diversity strands | Publish results of assessments in ways and in formats that are most appropriate and accessible to those affected by the results. | RPO/ECO | Ongoing | <p>Oct 09 update The website currently in development will have accessibility options built in. Discussions are also underway to develop the role social media can play.</p> <p>February 2010 update Website launched in January 2010, includes multi-media features (eg video).</p> <p>May 2010 update Stop Search video uploaded (Authority Stop Search Portfolio Holder).</p> <p>July 2011 update The LPA continue to developing its approach to social media.</p> |
| All diversity strands (disability in particular) | Maintain the Authority's website to provide effective access to information about services. Identify areas for improvement and any related budget implications. | ECO | Ongoing | <p>The ECO post was filled in June 2009. The website is currently under review and members have been consulted on how to improve our online presence. The new website will be AA compliant and adhere to Plain English concepts. Work in progress.</p> <p>Oct 09 update The website is still under development and is approaching being ready for a soft launch. There are also plans to develop an on line consultation tool.</p> <p>February 2010 update Website launched in January 2010, online budget consultation tool promoted. New website includes improved accessibility such as text size variations, contrast style, agendas and reports more easily accessible.</p> <p>July 2011 update The LPA website is update on a regular basis. Web pages relating to stop/search, hate crime and equalities are current and reflect current changes in legislation e.g. the Equalities Act.</p> |
| Disability | Ensure that the scheme and other public access information is available in a range of accessible formats. | RPO/ECO | Ongoing | Statement included in the scheme about accessibility and the provision of alternative formats. Public information (such as the Policing Plan, Council Tax leaflet, Annual Report) includes a statement about information being available in other formats. |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|---------------------|--|---|
| Disability | Conduct audits for all venues to be used for public meetings (using Authority's core accessibility standards checklist). | ECO/Admin Assistant | Ongoing for all public meetings | <p>The accessibility standards are used at all times when the Authority is organising public meetings.</p> <p>Oct 09 update Best practice for accessibility of meeting circulated June 2009.</p> <p>July 2011 update The LPA has adopted a different approach to engagement and consultation and links in with other agencies and organisations meetings, rather than organising specific LPA events. Joint events are always held in accessible public spaces.</p> |
| Disability | Review access audit to Police Authority office accommodation and identify any improvement works to remove barriers to access, review budgetary implications. | RPO | <p>December 2008</p> <p>Sept 2010</p> | <p>Work not yet started.</p> <p>Oct 09 update Timescale is now unrealistic; it is proposed that this be amended. Agreed.</p> <p>May 2010 update: Note - Access to Policing Follow up Scrutiny (June 2010) included Mystery shopping exercise (accessibility of police stations).</p> <p>July 2011 update The LPA will review its office accommodation as part of the transition process to Police and Crime Commissioners. The Authority has monitored the Force in its management of the HQ lift replacement.</p> |
| All diversity strands | Raise awareness of Stop and Search – know your rights. | ECO | June 2008, ongoing as opportunities arise | <p>Information provided at Authority and IAG stands at Force Open Day in June 2008. Information available (and updated in July 2008) on Authority website. Information will be provided at Police and Community Forums in Autumn 2008.</p> <p>Oct 09 update Information (credit card sized leaflets) is provided at events that the authority attends through ECO e.g. Hemswell Market, Pride event.</p> <p>February 2010 update Stop search section included on website. Authority Portfolio holder agreed for stop search (Mr Dark).</p> <p>May 2010 update Stop Search video uploaded (Authority Stop Search Portfolio Holder).</p> <p>July 2011 update The Community and Partnership Committee monitors stop/search by exception and the Portfolio Holder continues to raise awareness, working with the ECO.</p> |

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| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|---|---------------------|---|---|
| All diversity strands | Raise awareness of True Vision (Hate crime reporting). | ECO | June 2008, ongoing as opportunities arise | <p>Information provided at Authority and IAG stands at Force Open Day in June 2008. Information provided at Police and Community Forums in Autumn 2008.</p> <p>February 2010 update True Vision poster to be included on Authority's corporate promotional stands for use at events. LPA noticeboard updated. Equalities Champion, RPO and ECO attended LCJB Hate Crime awareness session on 9 March 2010; a number of partners present.</p> <p>July 2011 update The first multi-agency Hate Crime Strategy 2010 – 12 was launched in 2010 to tackle hate crime and hate motivated harassment and incidents in the county. This piece of work was led by the Force's Equalities Officer. The ECO attends the hate crime forum and provides feedback to the Equalities Portfolio Holder.</p> |
| Gender | Work with partners to develop initiatives and the distribution of information/material to reduce the fear of crime, in particular for women, gay, lesbian, bisexual and transgender people. | RPO/ECO | 2009/2010 | <p>Oct 09 Lincoln PRIDE event attended by the Authority as a consultation event with the LGBT community. (Lesbian, Gay, Bisexual and Trans) 185 people were consulted with at this event.</p> <p>February 2010 update Attendance at the 2010 PRIDE event is now confirmed.</p> <p>July 2011 update The updated Engagement and Consultation Plan 2011/12 was agreed on 19 April 2011 at the Community and Partnership Committee. This is being implemented by the ECO. Equalities issues (eg hard to reach groups/geographically targeted work) are key aspects of the plan.</p> |
| Gender | Promote the aims of the British Association of Women in Policing (Gender Agenda 2 Programme). | RPO/ECO | Ongoing | BAWP and Police Federation leaflet on women's health circulated via Newsletter to all members (14 Nov 2008) |
| Age | Improve awareness and access to Authority information for young people and old people. | CE/RPO/ECO | Ongoing | <p>July 2011 update The updated Engagement and Consultation Plan 2011/12 includes targeted work with children and young people (e.g. The Showroom event, Question Time for C&YP) and older people (drop in session at Age Concern). Work is ongoing.</p> |

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Objective 5 - to maintain a mechanism to monitor the progress and development of both Lincolnshire Police Force and the Authority in delivering equality and diversity aims.

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|-----------------------|---|---|
| All diversity strands | Review the Combined Equalities Scheme. | CE/RPO | Annually | <p><i>Oct 09 update</i> Reviewed by RPO. Associated Action Plan updated in May 2009 and Oct 2009. Annual Report published in May 2008 and May 2009.</p> <p>July 2011 update The CES needs updating in light of the Equalities Act 2010 and the proposed introduction of the Police and Crime Commissioners. Work will commence when further detail about PCCs is available.</p> |
| All diversity strands | Continue to ensure the Authority maintains a monitoring mechanism of Force and Authority progress. | CE | May 2008 ongoing | <p><i>Pre July 2009</i> Equalities Working Group monitor progress and this feeds into the Community and Consultation Committee and the HR Committee.</p> <p><i>Oct 09 update</i> Following the Business Project, Equalities is on the HR Committee terms of reference and a 'golden thread' throughout each Committee.</p> <p>February 2010 update Vice Chairman of HR Committee agreed to be the Equalities Portfolio Holder/'champion' from November 2009.</p> <p>May/August 2010 Equalities Portfolio Holder attending Force Strategic Diversity Board. Minutes and file notes retained in Authority network.</p> <p>July 2011 update Work continues, the Equalities Portfolio has regular meetings and email communication with the Force and LPA equalities officers. A quarterly report is provided to the HR Committee.</p> |
| All diversity strands | Review Complaints Procedure. | CE/RPO/CAO CAO | August 2008 Review in March 2010 | <p>Oct 09 update The following procedures have been reviewed: Complaints against Members, and complaints about the Authority in general/Authority officers. <i>Complete</i></p> <p>Complaints against Chief Officers – awaiting national guidance. Initial draft in place.</p> <p>July 2011 update The LPA is still awaiting national guidance with regard to Chief officer complaints. The LPA complaints policies will need updating in light of the introduction of PCCs.</p> |

Police Authority Combined Equalities Scheme Action Plan

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|--|---------------------|---------------------------------|---|
| All diversity strands | Continue to monitor the impact of Stop and Search by quarterly monthly figures being provided to Members. | RPO | Monthly quarterly | <p>Stop/search information is available to enable the Authority to monitor Force performance through the Performance Bulletin.</p> <p>In addition, following the scrutiny in Stop/Search, work is ongoing to give the RPO access to the Stop/search database to ensure effective monitoring through the Performance Bulletin.</p> <p><i>Oct 09 update</i> The CE and RPO carried out a mini-review of stop search and met with various representatives from the Force during the period March – May 2009 to look at the Authority's approach to monitoring Stop/Search. A full review and report was submitted to the C&P Committee in Sept 09. Qualitative and quantitative monitoring to be provided to the C&P committee on a <u>quarterly</u> basis.</p> <p>February 2010 update Stop Search Portfolio Holder in place (Jan 2010). Mr Dark to meet with Force representatives prior to Committee meetings to discuss issues in greater depth.</p> <p>May 2010 Graham Dark and RPO met with Force representatives (including ACC) to discuss stop/search issues on 18 March 2010. Progress report and monitoring data provided to C&P Committee on 24 March 2010.</p> <p>August 2010 update National changes to stop and search. Exception reporting agreed as way forward to C&P.</p> <p>July 2011 update There are processes in place to ensure that stop search continues to be reported by exception to the Committee.</p> |

Police Authority Combined Equalities Scheme Action Plan

Objective 6 - to train, support and develop our workforce in equality and diversity and specifically in relation to the requirements of the equalities duties.

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|--|---|---------------------|------------------------------|---|
| All diversity strands (race in particular) | All Members, staff and volunteers to continue to receive training on diversity issues and ensure that all staff understand their responsibilities under the race equality duty. | CE | Ongoing TBA | New staff and Members attend an induction programme and diversity training. February 2010 update Diversity training refresher to be organised. May 2010 Values training organised for all members on 16 July 2010. New members (4 out of 6) to attend Force Equalities training (supporting National Occupational AA1 standards) on 3 June 2010. July 2011 update The Authority's independent custody visitor co-ordinator is reviewing the training programme for 2011/12. The co-ordinator will review training needs accordingly. There have been no issues (feedback) or cause for concern with regard to ICVs understanding equalities that need addressing. |
| Individual strands | Provide in-depth training specific to individual diversity strands for selected staff/members as appropriate. | CE/RPO RPO | Ongoing May 2010 | This is dependent on the outcomes of the Authority's Business review and the role of Members and the provision of Lead Members. Oct 09 update Equalities and diversity is noted a 'golden thread' through all Committee's terms of reference and the HR Committee has a specific requirement to monitor and review progress against equalities duties. A Diversity training specification is currently being drafted for new members. May 2010 Values training organised for all members on 16 July 2010. New members (4 out of 6) to attend Force Equalities training (supporting National Occupational AA1 standards) on 3 June 2010. August 2010 Values training delivered and course evaluated. July 2011 update No specific need for further training has been identified. The Deputy Chief Executive and Monitoring Officer continue to monitor the situation (with regard to officers/members) and will take action if deemed necessary. |
| All diversity strands | Provide specific impact assessment training to Members and new staff as required. | CE | Ongoing as and when required | Impact Assessment Training was provided to Members and staff in November 2007. This training will be repeated where necessary. New independent Members and Chief Executive attended training in Oct/Dec 2008. |

Police Authority Combined Equalities Scheme Action Plan

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|---|--------------------------|-------------------------------|--|
| All diversity strands | Monitor training programmes to ensure equality issues are included in relevant modules. | All involved in training | Annually | To be conducted when necessary. |
| All diversity strands | Monitor and evaluate training needs of Members, staff and volunteers, providing additional training as required. | CE/RPO DCE | December 2008 May 2010 | <p>Oct 09 update As part of the Authority's Business Review Project, the 'role of Members' Workstream conducted two skills audits. Further work is required to look at wider training needs and the development of a Training Plan. The HR Committee has indicated that a Task and Finish Group be set up to continue this work. However, due to current resourcing issues, this work has not been started.</p> <p>July 2011 update Training needs are evaluated on an annual basis as part of the officer/member PDR process.</p> |
| Disability | Take steps to ensure that mental health issues are identified, understood and addressed, develop and deliver training as necessary. | CE/RPO | 2011 | <p>July 2011 update The HMIC/HMIP inspection into custody suites highlighted the need to improve arrangements with regard to mental health issues.</p> |

Objective 7 - to contract in partnership only with bodies that have the commitment and the capacity to implement principles of equality and diversity.

| Diversity strand | Action | Responsible Officer | Timescale | Progress |
|-----------------------|---|---------------------|-----------|---|
| All diversity strands | Ensure that <ul style="list-style-type: none"> • contractors and partners are alerted to their need to comply with the equality duties when delivering public functions on behalf of the Authority • Review procurement policy and make any appropriate amendment(s). | CE/T | Dec 2011 | <p>July 2011 update The Authority reviewed and approved its Scheme of Delegation which includes Policy Framework and Contract Regulations at its meeting in May 2011. The Finance and Performance Committee has received the Force's draft Procurement Strategy in June 2011 and will continue to review progress.</p> |

Owner: Ginny Mason, Research and Performance Officer

Updated: 13 October 2009, 10 November 2009, 8 February 2010, 13 May 2010, 3 August 2010, 27 July 2011