



Central Scotland Police
Together for safer communities

EQUALITY SCHEME



2008-2011

Together for Safer Communities

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Foreword by the Chief Constable

"This Scheme will bring about positive change for Central Scotland Police."

As Chief Constable of Central Scotland Police it gives me great pleasure to present the Force's first Combined Equality Scheme.

We recognise the benefit that the successful promotion of Equality and Diversity brings to Central Scotland Police. The law requires us to produce Equalities Schemes which lay out how we plan to do this over the next three years.

At present there is no statutory duty to create Equality Schemes regarding Sexual Orientation, Age and Religion or Belief however we have included these areas in this Equality Scheme to demonstrate our commitment.

This Combined Equality Scheme contains an action plan that sets out how we will go about promoting equality in employment, through our spending decisions and through service delivery. This scheme will bring about positive change for Central Scotland Police and the communities we serve. The scheme is a road map for the successful mainstreaming of equality into every aspect of our operations.

We have long been committed to listening closely to the communities we serve and I would like to thank all those who have participated in the consultations leading to the publication of this document. Consultation ensures that the services we provide are fair, accessible and meet the needs of everyone who lives, works in and visits the Central Scotland Police area.

We welcome your comments and feedback on our scheme.

Kevin Smith, Chief Constable

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Introduction

The Central Scotland Police Force area takes in Clackmannanshire, Falkirk and Stirling council areas. The Force is made up from in excess of 800 police officers, 300 support staff and 100 special constables. There are 23 police stations located throughout the area.

Working together with partners and local people, Central Scotland Police will build safer and stronger communities, delivering an effective, trusted and progressive policing service which is accessible and responsive to local needs, performs strongly against shared goals and delivers successful outcomes. Diversity is one of our core values and it underpins the realisation of our vision.

Together the Chief Constable and the Joint Police Board exercise scrutiny and due diligence over the way we deliver services. This Combined Equality Scheme lays out how we will make and approve decisions. We also lay out how we will meet the requirements placed on us by Equalities legislation. This is the first time we have produced a Combined Equality Scheme instead of separate Race, Gender and Disability Equality Schemes. There are several benefits of moving to one Combined Equality Scheme and a single reporting structure. These are:

- to give currency to our Diversity work in a changing legislative environment;
- to realise efficiencies through streamlining reporting and publication processes;
- parallel reporting with our strategic planning cycle; and
- to allow us to cover more equality strands and realise the overlap between them.

The processes that we lay out here, together with our intent to adopt the Equality Impact Assessment Toolkit developed by the Equality and Human Rights Commission, will ensure that our work is both robust and transparent.

Structures, Processes and Responsibilities

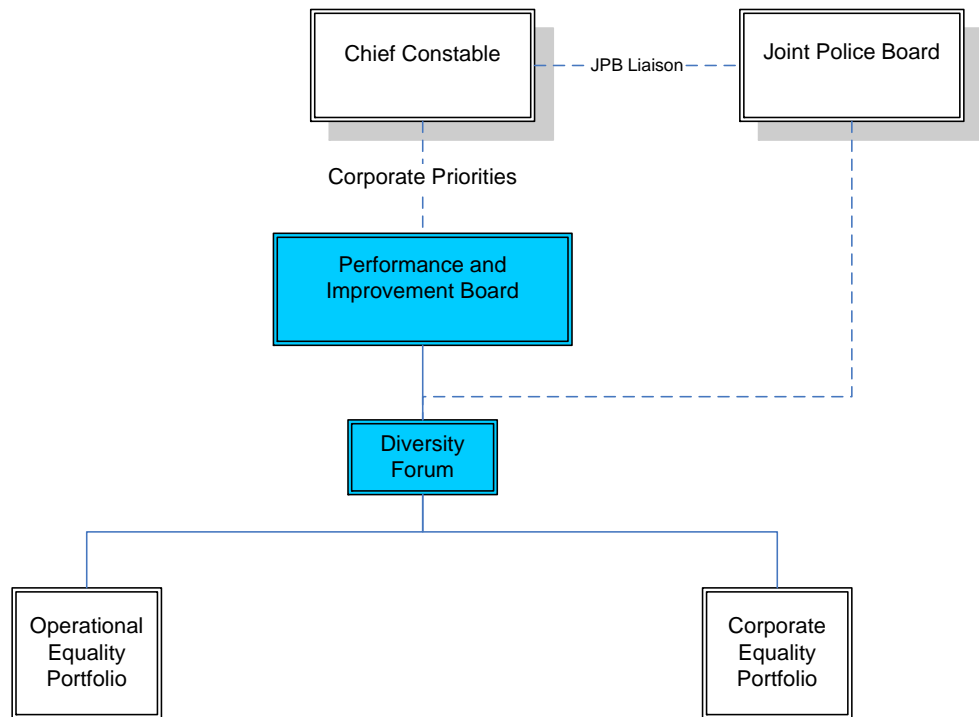
We are committed to making our processes transparent and accountable. We have set up structures to help us do this. The diagram on page 5 shows how we manage to drive our work forward by fostering commitment at all levels. These meetings allow us to review progress against our action plans on a quarterly basis and to take stock of new developments in this rapidly changing area.

The Diversity Forum is, in essence, the power house of the Diversity project. This group will meet four times per year. At these meetings there will be standing agenda items on our Equality Action Plans, our Equality Impact Assessments, Employment Monitoring and Hate Crime. The meeting will also provide a space for occasional papers on other developments. The Forum will be the place from which ongoing work and developments gain their legitimacy. The Forum will channel the wider aims of the Force into our Equalities Work through the review of our action plans. Our action plans have been aligned with our strategic objectives, Scottish Government National Performance Framework and the Police Control Strategy.

Working with the Joint Police Board we will ensure that our work is accountable and supported from the top. The Board plays a crucial role through their overview and scrutiny of the actions of the Chief Constable and other senior officers. The Board is also ultimately responsible for the appointment of police staff and senior police officers.

We are in the process of reviewing the way we work together to deliver policing in Central Scotland under the leadership of a new Chief Constable. This is an opportune time to begin a new cycle of policy review which will allow us to mainstream equality into every aspect of our operations.

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Equality Duties and the Law

The murder of Stephen Lawrence gave rise to a new age in equalities law. The MacPherson report and subsequent amendment to the Race Relations Act in 2000 together with the 1998 Northern Ireland Act saw changes to the way in which equalities law worked. It was no longer something reactive, that people drew on when something had gone wrong. The law was changed by the introduction of public sector duties (detailed below). These duties have meant that public sector bodies and their partners must work proactively to secure equity. Public sector bodies have a series of general and specific duties.¹ What you need to know about the specific duties is that they act as a tool to help us achieve the general duties. This document and associated action plan lay out how we plan to deliver equity at Central

¹ Race Relations (Amendment) Act 2000, The Disability Discrimination (Public Authorities)(Statutory Duties)(Scotland) Regulations 2005 and the Sex Discrimination (Public Authorities)(Statutory Duties)(Scotland) Order 2007

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Scotland Police. The government of the United Kingdom of Great Britain and Northern Ireland has a proud tradition of equalities law which has been developed over many years. However because the law has been developed over a period exceeding 35 years it has needed to change to reflect a changing society with different values and needs. At the moment there are over 100 bits and pieces of the law which will affect our work in this area. We have listed the most important ones below. We expect that government will introduce a Single Equality Act in the coming months which will consolidate and harmonise the law. This should make the law easier to understand and also help us to further promote and protect equality².

- Equal Pay Act 1970;
- Sex Discrimination Act 1975 as amended;
- Race Relations Act 1976 as amended;
- Disability Discrimination Act 1995 as amended;
- Sex Discrimination (Gender Reassignment) Regulations 1999;
- Part Time Workers (Less Favourable Treatment) Regulation 2000;
- Equality Act 2006;
- Employment Act 2002;
- Police (Scotland) Act 1967;
- Human Rights Act 1998;
- Employment Equality (Age) Regulations 2006;
- Employment Equality (Sexual Orientation) Regulations 2007; and
- Employment Equality (Religion and Belief) Regulations 2003.

² You can read more about the Discrimination Law Review by visiting <http://www.communities.gov.uk/publications/communities/frameworkforfairnessconsultation>

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GENERAL DUTIES	
Race	<p>Central Scotland Police, in carrying out its functions, must have due regard to the need to:</p> <ul style="list-style-type: none">• eliminate unlawful racial discrimination;• eliminate unlawful racial harassment;• promote equality of opportunity;• promote good relations between people of different racial groups.
Disability	<p>Central Scotland Police must, in carrying out its functions, have due regard to the need to:</p> <ul style="list-style-type: none">• eliminate unlawful disability discrimination;• eliminate disability related harassment;• promote equality of opportunity between disabled people and non-disabled persons;• take steps to take account of disabled people's disabilities, even where that involves treating disabled people more favourably than non-disabled people;• promote positive attitudes towards disabled people; and• encourage participation by disabled people in public life.
Gender	<p>Central Scotland Police in carrying out its functions must have due regard to the need to:</p> <ul style="list-style-type: none">• eliminate unlawful sexual discrimination;• eliminate unlawful sexual harassment;• promote equality of opportunity between men and women.

Equality Impact Assessment

An Impact Assessment is a tool that we use to allow us to test if our policies and functions will have unequal effect on different members of our staff or communities. The Impact Assessment process helps us consider alternative actions which can help us to reduce undesired effects and justify the unequal effects which we would like to keep. All of our policies and procedures will continue to undergo Impact Assessment against all strands of diversity on an ongoing basis. The Policy, Strategy and Quality Unit at Force Headquarters are responsible for the management of Force policies and procedures to make sure that they are up-to-date and correct. The Unit is under the command of a Chief Inspector, who is assisted by a Quality Systems Manager, the Continuous Improvement and Best Value Officer and the Research and Development Officer.

Draft policies are forwarded to the relevant Head of Department for approval, and then submitted to the Force Policy Group for endorsement. The Policy, Strategy and Quality Unit publish the policy document on the Force intranet and maintain full records of the processes involved for each policy document.

We have chosen to adopt the Impact Assessment process which has been created by the Equality and Human Rights Commission. We are doing this because we believe that it is an example of best practice and allows us to take greater account of the way in which multiple inequalities interact with each other. This new process will also help us to begin thinking about how to mainstream Human Rights into all aspects of our operations.

Evidence Gathering, Involvement and Consultation

We recognise the value of involving our diverse partners and stakeholders in the development and review of all of our operations. We have used a variety of methods to consult with our community in producing this scheme.

We have conducted internal consultations on Race Equality with staff associations such as the Scottish Police Federation, UNISON, SEMPER Scotland, the Central Scotland Police Disability Equality Forum and the Central Scotland Police Lay Advisors Group. We also produced an internal questionnaire for staff asking for feedback and suggestions and managers encouraged its completion.

Externally we have consulted with partner agencies such as Clackmannanshire, Falkirk and Stirling Councils, NHS Forth Valley, Central Scotland Chinese Association, Stirling Multi Cultural Partnership and taken part in numerous consultation events with our community planning partners, including a Polish migrant workers event in Falkirk, a careers and information day for BME and international learners at Forth Valley College. We used a Determining Priorities Questionnaire that was developed by a number of Forces to gauge public opinion on policing issues.

Additionally we commissioned research in 2007 regarding the characteristics and main issues for migrant workers and their families in the Forth Valley.

A Multicultural and Faith event was also undertaken to effectively engage with local minority ethnic communities to inform people about Police services. Following this event an action plan was created to address concerns and progress initiatives identified at the event.

Further to this work 'at the centre', Police staff and managers continue to engage with a range of organisations directly through attending

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various local groups or organisational premises or indirectly through working with partners who work specifically with community groups.

Community Officers, Community Policing Staff and Police Staff work most closely at a local level with these groups, including attending user forums.

Towards documenting the key contact persons that Community Officers should engage with or at the very least be introduced to at a local level, Community Officers are currently compiling Community Profiles for each of their geographical areas (or beats). This includes contact persons who would help inform the officer of emerging issues in the area or to whom the officer could also feed back as a community / organisational representative. In addition to contact details, the Profile will include regularly updated details of the main community issues requiring attention. The appropriate update of these reports will be managed through local supervisors and monitored centrally through the Force Diversity Unit. Trends, tensions or emerging issues, which are identified through these documents, will be actioned locally as appropriate for each set of individual circumstances.

In mainstreaming equality into all our community consultation and engagement methods, we have reviewed our twice yearly Police Service User Questionnaire and tri-annual Community Consultation Survey to ensure that they include questions relating to the needs of members of all the diversity strands. We have reviewed the results and feedback from previous Police Service User Questionnaires with regard to levels of customer satisfaction experienced by members of the community who have had contact with the Force.

We have published articles to raise awareness of the Equality Scheme in 'C-SPeak', the internal newsletter of Central Scotland Police and are also developing our intranet to address diversity and equality issues. We intend to use these mediums on a regular basis to build awareness and understanding of the inclusive nature of diversity and to provide feedback on progress. We hope that this will support the recognition of diversity as a mainstream business issue.

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Central Scotland Police recognise that consultation is not a 'one off' exercise and are committed to forming and formalising lasting and productive relationships to ensure that we involve and listen closely to communities and our staff.

Whilst being committed to being an active participant in future consultations we acknowledge the need to reduce 'consultation fatigue' and will take opportunities to work with other partners in establishing meaningful relationships with groups at a local level. Work through Community Planning Partnerships will be a large part of this process.

Assessment for Relevance

Under our Equality Duties we must assess all our policies for their relevance to equality. The duty highlights three main criteria for identifying relevance. At Central Scotland Police we are committed to taking a wider approach and so below we have laid out the statutory duties in a broader context and have also adopted the criterion which will be implemented by the Equality and Human Rights Commission during their assessments.

1. There is already evidence that the function or policy is affecting some groups differently.
2. There is existing public concern that the function or policy may be causing discrimination.
3. There are concerns that the policy or function may be damaging good race relations.
4. Affect staff and the public.
5. Affect groups and communities differently.
6. Lead to different experiences for different communities.
7. Shape the achievement of equality, elimination of discrimination and/or promotion of good race relations within British society.

Publishing our findings

We will publish summaries of our Impact Assessments on our website. Documents will also be available from the Community Planning Strategy Unit by using the contact details at the back of this document. Ensuring a website complies with web standards is a major step towards ensuring it is accessible to a wide audience of web users. We have made a number of accessibility enhancements to the site including:

- Changing the font size.
- Alternative text provided for all images.
- Review of Web Standards.

Central Scotland Police will publish the results of our Equality Impact Assessment, consultation and monitoring on an ongoing basis, on the Force website. Additionally, we will publish an annual report on the Equality Scheme on the Force website. This report will also be presented to the Joint Police Board. This information will be used to inform our strategic planning process.

We carried out a survey and 96% of our staff said that they are more confident about dealing with a race relations issue now that they have been on our NEOTS training.

Training

We want to develop our services and our people. Training helps us to build our capacity and to demonstrate our commitment to improving the experience of our staff and customers. There is a National Equal Opportunities Training Scheme (NEOTS) in place whereby members of staff receive diversity awareness training. All newly appointed Police Officers undergo initial diversity awareness training at the Scottish Police College. On return to Force, they receive further training which gives further context to their learning. This is delivered

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"Education is the power behind change, only by understanding is it possible to move forward. The knowledge imparted at the NEOTS course is invaluable and changes lives, well done to all those involved." - A member of our support staff reflecting on his experience in our survey

in partnership with Central Scotland Fire and Rescue. The local level training is also provided to our Lay Custody Visitors³.

As staff progress to management positions they attend a further training event to help them to deal with Equality issues which their new role may present.

The training was evaluated by means of a pre course awareness survey and a post awareness survey and scored very highly with regards to content, delivery and learning outcomes. A national review of diversity training has recently been completed and we have rolled out revised training incorporating the recommendations of that review.

Employment

Our Healthy Working Lives survey in 2008 showed that 99% of police officers and staff are aware of our policies on Equality.

In law, police officers are not employees. They do, however, qualify for the protections of the law as workers. All of the force support staff are employees of the Joint Police Board. We currently monitor our staff based on ethnicity, age and gender throughout the employment lifecycle including recruitment, development and retention (see appendix). We have recently begun monitoring on Disability and are planning to introduce sexual orientation monitoring. We accept that we need to do more in the area of employment so that we are more representative of the communities that we serve. We will continue to engage with partners on a local and national level to work towards this goal.

Our Healthy Working Lives survey in 2008 told us that 76% of our people think that we promote a positive culture in relation to Diversity. We know we can do better and aim to improve this for 2009.

We are currently undertaking a comprehensive job evaluation project with external scrutiny which will result in the implementation of new pay structures. After we have finished this exercise we will carry out an equal pay audit to assess the equity between men and women's pay at Central Scotland Police.

³ Lay Custody Visitors are members of the local community who visit police stations unannounced to check on the welfare of people in police custody. They play a valuable role in maintaining public confidence in this important area of policing

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Procurement

Central Scotland Police enters into a number of contracts with private and voluntary organisations for goods, works, services and staff.

Procurement is the responsibility of the Director of Finance and Resources and includes Finance, Management Services and Fleet Management.

Procurement can play a part in promoting equality in all diversity strands in three main areas:

- Tendering for goods and services provided under contract or agreement.
- Contractors' equal opportunities policies and practices.
- Contract opportunities for organisations owned or operated by, or whose work force consists of minorities from a diversity strand.

Services Provided Under Contract or Agreement

Central Scotland Police are responsible for meeting the various equality general and specific duties when:

- any of its functions or services are carried out by a private company or voluntary organisation under a contract or some other arrangement; and
- the duties to promote equality apply to those functions or services.

During 2007, existing procurement guidance was reviewed and a Pre-Qualifying Questionnaire was compiled for the attention of suppliers from whom the Force may seek to secure goods or services. The questionnaire details the Equalities duties that the Force requires to meet and its commitment to these. It then poses a series of questions, the response to which is intended to provide the Force with

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an indication of the supplier's ability to allow the Force to meet its Equality responsibilities.

An awareness-raising programme relating to ethical procurement/equalities compliance in procurement is also being developed for staff with devolved financial management responsibilities.

Contractors' Equal Opportunities Policies

Where possible, Central Scotland Police will encourage contractors to draw up policies, which will assist them in avoiding unlawful discrimination. Similarly, Central Scotland Police will, by encouraging implementation of these policies, encourage promotion of equal opportunities.

Procurement aims

The procurement function is continually reviewed across all diversity strands. We recognise the need to promote equality in the procurement function and will do this by promoting the following aims:

- placing an expectation on our appointed contractors to share and deliver our equalities and diversity goals.
- making sure that equality and diversity is taken into account when procuring goods, works or services from external providers.
- where practicable, monitor our contracts for compliance, including appropriate terms and conditions.
- training staff involved in procurement work.

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Complaints

The Complaints and Conduct Department of Central Scotland Police Professional Standards Department, record data regarding complaints made by members of the public concerning Police Staff.

The Scottish Government has produced a leaflet which contains further information about how complaints against the police in Scotland are currently managed. It is entitled 'Complaints About the Police' and is available either by writing to the Scottish Executive, St Andrew's House, Edinburgh, or at the following link

<http://www.scotland.gov.uk/library5/justice/capl-00.asp>.

Further information can also be found on the Force web site at www.centalscotland.police.uk

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Feedback and Contacts

At Central Scotland Police we worked hard to involve people in the production of our first Combined Equality Scheme. We know that we can always do better. We welcome your feedback on any aspect of our scheme and on our ongoing work to mainstream Equality.

If you would like further information on the Combined Equality Scheme, the delivery of services or the promotion of equality in the field of employment then please contact any of the following organisations/persons:

The Clerk to the Joint Police Board, Head of Legal Services,
Municipal Buildings, Falkirk FK1 5RS
Tel: 01324 506070

Equality and Human Rights Commission
St. Stephens House, 279 Bath Street, Glasgow, G2 4JL
Telephone 0141 245 1800
Fax 0141 248 5834
scotland@equalityhumanrights.com
Website: www.equalityhumanrights.com/en/

Fiach OBroin-Molloy
Community Planning Strategy Unit
Central Scotland Police
Perth Road
Dunblane
FK15 0EY

01786 826 012

Fiach.Obroin-Molloy@centralscotland.pnn.police.uk

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If you would like a copy of this scheme in a different language or format please get in touch using the address above.

Bu projedeki konuları başka bir formatta ya da anadilinizde istiyorsanız, aşağıdaki adresle bağlantı kurunuz.

यदि आपको किसी अन्य रूप या भाषा में इस योजना की नक़्क़ों की प्रतियों की आवश्यकता है, तो कृपया नीचे दिए गए पते पर सम्पर्क करें।

اگر آپ کو اس تنظیم کے خطوط (شامل اشیاء) کی تقسیم کی دیگر شکل یا زبان میں چاہئیں، تو براۓ مہربانی اوپر دیے پتے پر رابطہ کریں۔

如果您需要此項計劃內容的其它格式或語言的拷貝，請與上述地址聯繫。

إذا تطلبتم نسخاً من المواد من البرنامج بصيغة، أو لغة أخرى، برجاء الإتصال بالعنوان المعطى أعلاه.

ਜੇ ਤੁਸੀਂ ਇਸ ਸਕੀਮ ਤੋਂ ਅਣਦਿੱਤੀਆਂ ਦੀਆਂ ਨਕਲਾਂ, ਕਿਸੇ ਹੋਰ ਫਾਰਮੈਟ ਜਾਂ ਭਾਸ਼ਾ 'ਚ ਚਾਹੁੰਦੇ ਹੋ, ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਉੱਪਰ ਦਿੱਤੇ ਪਤੇ 'ਤੇ ਸੰਪਰਕ ਕਰੋ।

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اگر یہ کہیں ہائی از مواردی از این طرح در فرمتی دیگر، یا با یہ زبانی دیگر احتیاج دارید، لطفاً با آدرس داده شدہ فوق تماس حاصل فرمائید۔

اگر دیگر خصوصیت یا جملہ کڑبیہ کہیں تری ہمارے ہاں ہونگی ہم ہر نامیہ بہ فرما بیان زمانگی تر ہویں، تکریہ ہنرندی ہم کارنیشاورہ ہک کہ نہ جوڑ ہورہ دستبہر کریا۔

Veillez nous contacter à l'adresse mentionnée ci-dessus en cas de besoin d'exemplaires d'articles de cette liste sous un autre format ou dans une autre langue.