

NORTHUMBRIA POLICE AUTHORITY

RACE EQUALITY SCHEME

MAY 2005



Northumbria Police Authority
Race Equality Scheme
May 2005

Foreword:

Northumbria Police Authority welcomes the Race Relations (Amendment) Act 2000. The authority recognises that it signals a major advance in race equality legislation and is aware of the importance of equality of opportunity in the discharging of its functions and in the leadership it provides.

The authority is committed to fulfilling its statutory duties under the legislation and this Race Equality Scheme sets out how it proposes to do this.

Northumbria Police Authority will ensure that all Members are aware of the general duty to promote race equality and will take the lead in ensuring its effective implementation.

Signed:

Councillor Mick Henry

Chairman, Northumbria Police Authority

Roger Kelly

Clerk, Northumbria Police Authority

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SECTION 1 INTRODUCTION

The Race Relations Act 1976 as amended by the Race Relations (Amendment) Act 2000 gives public authorities, including police authorities, a general duty to promote race equality. Under the general duty, when carrying out its functions including policy, service delivery and employment, the authority is required to:

- Eliminate unlawful racial discrimination
- Promote equality of opportunity; and
- Promote good relations between people of different racial groups

In order to enable public authorities to meet the general duty, regulations made under the Race Relations (Amendment) Act 2000 set out specific duties in policy making, service delivery and employment.

Northumbria Police Authority is committed to fulfilling its obligations under the Race Relations (Amendment) Act 2000 and will commit the necessary resources to ensure that the general duty and specific duties are complied with.

Under the specific duties the Authority must:

- produce and publish a *Race Equality Scheme*, which sets out how we intend to meet the general and specific duties including assessing, consulting on, and monitoring the impact of policies and practices on the promotion of race equality and
- carry out ethnic monitoring of applicants for jobs, training and promotion and staff grievance, discipline and appraisal systems.

Police authorities have a twofold responsibility:

- to meet the general and specific duties in relation to the Authority's own functions/policies and staff, and
- to ensure that Northumbria Police meets the general and specific duties

SECTION 2 NORTHUMBRIA POLICE AUTHORITY

Role, functions and policies

Northumbria Police Authority is responsible for the sixth largest police force in England and Wales. It covers an area of more than 2150 sq. miles (557,000 hectares) of England's border country, making it the seventh largest police area in England and Wales.

It is the job of an efficient, well trained police force to prevent, tackle and detect crime, but it is Northumbria Police Authority's role to ensure that police officers are there in the first place. Together, the Authority and the Chief Constable are effective partners in both raising standards and fighting crime.

The police authority:

- Works in partnership with the Chief Constable to provide an economic, effective and efficient police service;
- Sets local policing priorities for the year ahead, after listening to the public and identifying local concerns;
- Oversees the general performance of Northumbria Police in particular the Citizen Focused Policing agenda including delivery of:
 - Neighbourhood Policing;
 - A responsive customer service culture; and
 - Workforce modernisation.
- Sets and monitors an annual policing budget;
- Consults widely with the public throughout the year on many different Issues;
- Publishes details of how Northumbria Police has performed and the steps that will be taken to improve even more.
- Acts as a responsible authority on Crime and Disorder Reduction Partnerships

Values, principles and standards

Northumbria Police Authority is fully committed to its duties under the Race Relations (Amendment) Act 2000 in the performance of all its functions, duties and powers. The authority accepts and welcomes the fact that society consists of many diverse groups and individuals, and that diversity is an asset to our region.

Central to the authority's vision for Northumberland and Tyne and Wear, set out in the Authority and Force's Local Policing Plan, is to ensure that all local

people are valued equally within the region and have equality of opportunity within our society.

In accordance with the creation of a new committee structure, members of the police authority will assess the vision and values of Northumbria Police Authority to reaffirm the joint commitment and responsibility to the goal of equality of opportunity and service for everyone who lives in the region. This will ensure that there are clear values and terms of reference for Northumbria Police Authority that support achievement of a strategic vision and are supported by a set of underlying principles. These vision and values will be discussed at a meeting of the Police Authority in July 2005.

This is the basis of our Race Equality Scheme, which is integral to everything that the Northumbria Police Authority does. This policy document confirms the authority's commitment to Race Relations. Our goal is equality of opportunity for everyone who lives in the region and we will deliver our services accordingly.

Strategic aims and objectives

Northumbria Police Authority aims to fulfil the specific duties in respect of the Race Relations (Amendment) Act 2000, as part of its everyday practices and processes. It will do this by:

- integrating race equality policies and objectives with Best Value
- 'mainstreaming' race equality by making it central to the day to day operation of the police authority
- incorporating our race equality aims and objectives into all strategies and plans
- integrating race equality into a wider diversity/equalities strategy
- ensuring that the police authority reflects the diversity of the community it serves
- engaging with Northumbria Police, Commission for Racial Equality and Tyne and Wear Race Equality Council to deliver this agenda
- liaising with partner agencies to provide an integrated approach
- working with organisations and groups which reflect the diversity of the community
- monitoring and scrutinising Northumbria Police's approach to race equality

Organisational structure and decision making process

Northumbria Police Authority has 17 members - nine local councillors, three magistrates and five independent members - who ensure that everyone living or working in Northumberland and Tyne and Wear is served by an efficient, effective and accountable police service. The authority holds a full meeting ten times a year, and various committees and working groups, attended by representatives from the authority and Northumbria Police, to support the decision making process.

A revised Police Authority structure reflects the commitment of Northumbria Police Authority to the delivery of the police reform agenda and specifically the objective to deliver greater involvement of communities and citizens in determining how their communities are policed. This will further enable the Authority to fulfil its' duty in respect of the Race Relations (Amendment) Act 2000 as part.

Lead and Support Member for Diversity

A lead and support member for Diversity who have the following attributes and will have responsibility for overseeing the implementation and development of the Race Equality Scheme.

The attributes of a lead member are:

- a sound awareness of the long term strategic direction of both the Authority and the key issues relevant to the lead area
- Ability to inspire others to achieve by showing commitment, enthusiasm and support
- Ability to promote, by example, the values of the Police Authority

Roles and Remit of Committees

The Community Engagement and Partnership Committee has a responsibility to ensure effective community engagement and consultation with all communities, specifically including the black and minority ethnic communities, vulnerable people, hard to reach groups and other communities of interest. In addition this committee is responsible for the monitoring and reviewing of the Race Equality Scheme of both the force and evaluate and ensure their effectiveness.

The Audit and Service Improvement Committee have a remit to consider inspection reports and issues, monitor the performance of the force and to oversee the Authority and Force's formal policies with regard to equality of opportunity and promotion of diversity.

SECTION 3

ARRANGEMENTS FOR MEETING THE GENERAL AND SPECIFIC DUTIES

1. Impact Assessment Exercise

Under the Race Relations (Amendment) Act 2000, Northumbria Police Authority carries out impact assessment on all of the Authority's functions and policies to ascertain whether they are relevant to the general duty. This ongoing impact assessment exercise enables the Authority to mainstream race equality into the full range of functions and policies by highlighting good practice and areas that require improvement.

A function or policy is defined as being relevant to the general duty if it has implications for race equality.

Appendix A provides a list of Northumbria Police Authority roles and responsibilities.

2. Assessing the relevance of our functions and policies

In carrying out an impact assessment exercise the Authority will seek to gain answers to the following questions:

- Does this function or policy have different effects on different racial groups?
- Could there be an adverse impact on a particular group?
- Is there evidence that some racial groups are being differently affected?
- Is there public concern, especially among black and minority ethnic communities that the function/policies are discriminatory?
- Is there an opportunity to promote equality of opportunity and good race relations with our communities more effectively?
- Could the manner in which the function/policy is carried out have an impact?

The functions and policies that are relevant to the general duty we will be examined to determine their importance or likely importance for race equality. The Authority will consider the extent to which our functions and policies have or might have an adverse impact on different racial groups and the level of public concern. The Authority consider it important to examine the relative

importance of our functions and policies to race equality so that those having a greater impact on black and minority ethnic communities are given a greater priority than those which have little or no impact.

Appendix B identifies how the Authority has currently assessed the relevance of and prioritised our functions and policies and Appendix D the objective that will support the Authority to deliver the general duty together with an update on outcomes from these actions.

3. Monitoring functions and policies for any adverse impact on race equality:

The Authority recognises that our scheme must enable us to monitor our functions and policies on an ongoing basis in order that we can determine how they affect different racial groups and whether they are having an adverse impact. Such monitoring arrangements developed by the authority will look to test:

- levels of participation, that is under or over representation of people from a particular racial group
- levels of satisfaction, which is whether or not all community groups receive an equally good service
- levels of relevance, whether the service or policy actually addresses the real needs of specific community groups: and
- levels of appropriateness, that is whether the service is delivered in a way which is culturally sensitive and respectful.

Northumbria Police Authority will use a wide range of tools in exploring whether policies and services impact differentially and adversely on those from black and minority ethnic communities- these tools include:

- measurement of levels of use
- satisfaction surveys
- randomised or specifically targeted interviews
- analysis of the types of complaints received
- discussion forums
- feedback systems- for comments, complaints, compliments
- partnerships (formal and informal)
- website

The monitoring procedures will be reviewed on an annual basis and the results will be published in the police authority annual report.

If the monitoring identifies that a policy or function has, or is likely to have an adverse impact on one racial group, or if opportunities arise which would allow for greater equality of opportunity to be promoted, the Authority will ensure that the policy or function is revised accordingly.

Monitoring of prioritised functions will be included in the quarterly update of the Roles and Responsibilities (Work Programme) that is submitted to NPA. Once monitoring procedures are in place for all prioritised functions and policies. This update will include a breakdown of the assessment of policies, the consultation process undertaken by the authority and finally the monitoring procedures that have been established. However where such mechanisms do not exist to monitor any adverse impact, then the Authority will consider whether new mechanisms would be appropriate.

4. Assessing and consulting on the likely impact of proposed policies

The development of new policies is a major responsibility for Northumbria Police Authority and is therefore committed to making race equality a core element of the development of new policies. However some policies are developed quickly as a reaction to a national problem, while others form part of more formalised and long term projects. Northumbria Police Authority's arrangements for assessing and consulting on new policies will take a realistic approach to the range of issues that it faces.

Northumbria Police Authority when developing new policies will assess and consult wherever practicable on the potential impact of that new policy on different communities, and to:

- carry out assessments either historical data and existing surveys or similar mechanisms, or in their absence consider new approaches
- undertake a consultation exercise that is meaningful, representative, effective and proportionate
- ensure that the consultation exercises will look to engage effectively with those from black and minority ethnic communities.

5. Publishing the results of assessments, consultation and monitoring

It is the aim of Northumbria Police Authority to be as transparent as is possible in the development and delivery of its policies and wherever practicable the authority will use existing publication mechanisms to publish our results from assessments, consultation and monitoring exercises. However where such

mechanisms do not exist, then the authority will consider whether new publications would be appropriate.

The authority will publish results of assessments in a variety of publications including:

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- Local Policing Plan
- Annual Summary Document
- Posters
- Leaflets
- Northumbria Police Authority's website:
www.northumbria-police-authority.org

The Authority will review and design our consultation process to take account of the different characteristics of communities in specific districts. We will be careful not to concentrate only on formal black and ethnic minority associations in the consultation process as it aims to reach wider communities within Northumberland and Tyne and Wear that may not be formally organised. For example refugee/asylum seekers, women and young people and isolated minority individuals in areas with little or no ethnic populations.

Our current consultation strategy has been developed with the particular intention of ensuring that all public consultation is:

- Inclusive
- Effective
- Clear
- Good value

A wide publication of the consultation exercise is essential to inform the public and relevant groups about the policy or function being assessed and to invite comments. The Authority will ensure that this is done and may use press releases, prominent advertisements in local newspapers, the Internet and direct invitations to groups that are likely to be interested and be able to represent interests and views.

Northumbria Police Authority will ensure that sufficient time is dedicated to the consultation process to encourage full participation, which will provide the Authority with a sound basis for decision making.

6. Access to information and services

Under this requirement, Northumbria Police Authority must set out our arrangements for ensuring that the general public has access to information and services.

Publications

We will provide good clear quality publications to ensure that all information is:

- available in appropriate languages for those members of minority ethnic communities who may have difficulty speaking, reading or understanding English
- clear and understandable and reflects the diverse communities within Northumberland and Tyne and Wear

Public Meetings

The public has access to information thorough Northumbria Police Authority full meetings, which the public can attend. The Authority will publicise meetings and agendas on our website, through press releases, and local media to encourage attendance.

The Authority holds regular Police and Community Forums, which are again open to the public and are publicised, in the local press. Further information on the dates and venues of these meetings may be obtained from:

Northumbria Police Authority
Civic Centre,
Regent Street
Gateshead
NE8 1HH
Tel: 0191 4332145

Or alternatively visit our website:

www.northumbria-police-authority.org

Consultation

Consultation has for many years been an established priority of the Police Authority and the Chief Constable. It is also a statutory requirement for both and is done for a variety of reasons. It helps the Authority to develop close relationships with residents and partner organisations, but above all it helps the Authority understand what residents expect from Northumbria Police.

We are constantly reviewing our approach to consultation and are currently establishing partnership arrangements with a range of local organisations and groups to progress this. The Authority currently has a consultation strategy, which is attached at **Appendix C**.

7. Representative Police Authority

While not required by the Race Relations legislation, as a matter of good practice, Northumbria Police Authority will also undertake ethnic monitoring of:

- authority members
- members of Selection Panels and
- independent Custody Visitors

Although Northumbria Police Authority has no control over the appointment of councillor and magistrate members, we will look at ways of working more closely with the relevant committees and selection panels to identify if there are ways of encouraging more councillors and magistrates from black and minority ethnic backgrounds to put themselves forward for consideration to serve on the Northumbria Police Authority.

Northumbria Police Authority will endeavour to undertake specific community events, targeting the minority ethnic communities to ensure that the Independent Custody Visitors are representative of the whole community.

8. Training Members

To meet these new duties the Northumbria Police Authority is aware that members require a particular set of skills, attitudes and knowledge. Therefore, the Authority is in the process of embarking on a Diversity and Equalities Training programme for all members.

The purpose of the training is to raise awareness about equality issues including race, disability, gender, age and sexual orientation. All members will receive an awareness-raising programme to ensure the same level of understanding across the Authority in relation to equality issues.

The training courses will also cover key legislation and obligations, including the Race Relations (Amendment) Act 2000 and the Disability Discrimination Act 1995. Employee roles and responsibilities will also be covered.

SECTION 4 EMPLOYMENT MONITORING

Northumbria Police Authority

The Clerk to Northumbria Police Authority is the Chief Executive of Gateshead Council and therefore all officers of the Authority are employees of Gateshead Council. As a public body Gateshead Council is also subject to the general and specific duties under the Race Relations (Amendment) Act 2000 and all employment monitoring of officers working for the Authority is undertaken by Gateshead Council.

Support Staff

Although Northumbria Police Authority is the statutory employer of all support staff within Northumbria Police, such staff are under the direction and control of the Chief Constable, who has the powers of engagement and dismissal.

Therefore in order to meet these duties the authority will ensure that the Chief Constable monitors the recruitment and progression of all support staff within Northumbria Police by ethnicity and gender:

- the numbers of staff in post and their grades;
- applicants for jobs, the outcome of recruitment exercises, and working to improve Northumbria Polices' image as a diverse multi cultural employer and a good place to work.
- applicants for promotion, the results of promotion exercises
- the numbers making use of grievance procedures and the outcomes of those procedures
- the numbers facing disciplinary action and the outcomes of such action
- the results of performance appraisal procedures
- applications for training and any differences in the way in which different racial groups choose or are given different training opportunities
- dismissal and other reasons for leaving

The Authority will ensure that the information is collated, published in the form of a workforce profile and analysed on an annual basis. Publication will include a statistical representation of black and minority ethnic employees throughout the organisation and will include both police officers and support staff.

The data will be analysed for patterns of inequality and where unjustifiable patterns are revealed remedial action will be taken. The Authority is aware that

race legislation allows for positive action measures by which members from a particular under-represented group are either:

- Encouraged to apply for jobs, or
- Given training to help them develop their potential

Therefore the Authority will ensure that the Chief Constable takes positive action to help address any imbalances that may have arisen as a result of past discrimination and disadvantage, including the following:

- The development of initiatives that target black and minority ethnic employees to enable them to apply for particular positions e.g. specific training
- Mentoring for black and minority ethnic employees
- Use of black and minority ethnic support networks to publicise vacancies
- Encouraging black and minority ethnic applicants in occupational areas where they are underrepresented
- Advertising vacancies in various publications and venues that reach black and minority ethnic groups
- Advertising vacancies specifically directed at a particular minority group

The response rates to advertisements will be checked to see whether fewer people from a particular group are applying.

Regular reports will be submitted to the Police Authority identifying progress to date.

SECTION 5 ACTION PLAN AND TIMETABLE

A rolling action plan is attached, at **Appendix D**, which clearly sets out how the authority will meet the general and specific duties of the scheme. This plan also identifies how the Authority will monitor and review the development of the scheme. This action plan is a working document, which will enable the Authority to review and if necessary reassess the actions that need to be undertaken.

The action plan will be monitored and regularly reviewed by Northumbria Police Authority. The Clerk to the Police Authority will be responsible for ensuring that each of the objectives contained within the Race Equality Scheme will be actioned within the given timescale.

SECTION 6 RACE EQUALITY PERFORMANCE INDICATORS AND TARGETS

Northumbria Police Authority is encouraged to set central and local targets, which are challenging and in accordance with the wishes of local people. These performance indicators enable the authority to measure successful delivery of the overarching aims and objectives for policing and enable comparison of achievements across the police service. The government also set targets to address the Ministerial priorities determined by the Home Office. Included in the three recently set by the Home Office is the priority:

"to reduce the fear of crime in all sections of the community and in particular to increase the trust and confidence in policing amongst minority ethnic communities".

To address this priority specific performance indicators and targets have been set which will address issues raised through the implementation of the Race Relations Amendment Act and the authority general and specific duties. These challenging indicators will enable the Authority not only to review progress, but also anticipate possible problems.

SECTION 7 DEALING WITH COMPLAINTS

Northumbria Police Authority is committed to meeting our statutory obligations to promote race equality. However it is inevitable that there will be those who think that these obligations have not been met properly or that more should be done. It is important that suitable procedures are put in place to consider such complaints or concerns.

The Authority has numerous procedures already established which will integrate any race equality issues and complaints.

Members of the Police Authority

Complaints against members of the Authority should be submitted in the first instance to the Clerk of the Authority who will determine if action should be taken. Where the complaint relates to breach of the Authority's adopted Code of Conduct for members the Standards Committee will refer it to the Standards Board to consider whether the complaint needs to be investigated.

The Authority is also responsible for dealing with complaints against Chief Officers of Northumbria Police and these complaints are dealt with through

established procedures under the Police Act 1996. The Chief Constable of Northumbria Police deals with complaints against all other police officers and support staff.

Information on the procedures or assistance in respect of making a complaint against a member of the Authority or a Chief Officer can be obtained from:

The Clerk to the Authority
Northumbria Police Authority
Civic Centre,
Regent Street
Gateshead
NE8 1HH
Tel: 0191 4332145

Or alternatively visit our website: www.northumbria-police-authority.org

SECTION 8 INTERNAL CONSULTATION

The following people have been consulted internally with the development and production of this scheme:

- Members and officers of the Police Authority
- Chief Constable, Northumbria Police Force

The Authority will ensure that members are aware of their own responsibilities under the Race Relations (Amendment) Act, in particular that compliance with the Act is obligatory. After approval, all members will receive a copy of the Race Equality Scheme, which will also be available through the Police Authority's website. New Members will receive a copy of the Race Equality Scheme through induction.

It is important that members of the Authority who are not directly involved in monitoring the implementation of the Scheme are kept fully informed as to its progress..

SECTION 9 CONSULTING AND INFORMING LOCAL COMMUNITIES

Northumbria Police Authority is aware that effective communication will play a key role in the implementation of the Race Equality Scheme. It is therefore

continuing to establish good partnerships with a range of local agencies, as well as local organisations and groups including, for example, faith communities, to progress its consultation.

The Authority intends to make the entire consultation process representative of the diverse population of Northumberland and Tyne and Wear from the people who participate in and respond to consultation, to those who have official duties to meet.

The aim of our consultation process is to develop an approach that incorporates all of our communities' views and priorities. To enable Northumbria Police Authority to undertake this role our approach to consultation is:

- meaningful, that is genuinely feeding into the decision making process and timed to allow this to happen:
- representative, that is based on a proper cross section of views which genuinely represent the community groups likely to be affected by the policy:
- effective, that is making a genuine impact on the policy development process:
- suitable for the topic and groups involved.

The main consultation techniques are detailed below, however it is not intended that the Authority will be restricted to only using the methods set out in this section. It is recognised that certain circumstances will require the use of alternative approaches. However, in the majority of instances, one or more of the techniques below will be used:

- Written material- letters/leaflets/posters
- Press and Promotions
- Newsletters
- Consultation documents, i.e. those in the Best Value Performance Plan
- Feedback systems- for comments, complaints, compliments
- Forums- user, shared user, shared interest, non-user etc
- Public Meetings
- Road shows
- Focus groups
- Surveys, i.e. Victims of Crime, Residents Survey
- Citizens Panels (to be developed)
- Website
- Formal and informal partnerships

Consulting with the statutory, voluntary and community stakeholders:

The Authority is aware that the race equality objectives can only be met by working in partnership with others, it is therefore important that other agencies have the opportunity to contribute to the Race Equality Scheme and work with the Authority to achieve common goals. Accordingly, partners drawn from the statutory, voluntary and community sectors will be provided with the opportunity to express their opinions, concerns and suggestions on the Race Equality Scheme.

Consulting with Black and Minority Ethnic Community Groups:

Consultation will take place through correspondence with Black and Minority Ethnic community groups and individuals, and face to face dialogue. The Northumbria Police Community Relations Group, a forum of elected representatives from ethnic communities in the North East, will all receive a briefing about the implications of the Race Relations (Amendment) Act 2000 and the content of the Authority's Race Equality Scheme. They will be provided with an opportunity to comment on the content of the Race Equality Scheme and the Authority will ensure that suggestions for improvement of the Scheme are incorporated.

Consulting with Hard to Reach Groups:

The Authority working with Northumbria Police is in the process of devising a strategy for consulting with 'hard to reach' Black and Minority Ethnic groups, for example, women and young people. Different methods of consultation that are being considered however in order to contact hard to reach groups the Authority is aware that it is important to go to communities by choosing places that they find comfortable and easy to get to.

The Authority will build upon existing good practice in this area and seek advice from local community groups on the appropriate choice of venue. This may include visiting them in accessible community centres, places of worship or Black and Minority Ethnic businesses.

In addition, the Authority is aware that it is important to avoid any festival or holy days and will continually consult with Black and Minority Ethnic communities about the timing of consultation exercises. The Authority is aware that it is important to find out about different age groups represented in Black and Minority Ethnic communities and to consult a cross-section as opinions may differ considerably by age.

Consultation will not cease once the Race Equality Scheme has been published. Black and minority ethnic community groups will be asked to assist in the continuing evaluation of the Race Equality Scheme to feed in new ideas and raise issues of concern.

Residents can contact the Authority at the following address:

Northumbria Police Authority
Civic Centre,
Regent Street
Gateshead
NE8 1HH

Tel: 0191 4332145

Or alternatively visit our website:

www.northumbria-police-authority.org

SECTION 10 REVIEW OF THE SCHEME

Statutory responsibility for the effective implementation of the Race Equality Scheme lies with the Clerk to the Police Authority, who is committed to the fulfilment of its obligations under the Race Relations (Amendment) Act 2000 in the performance of all its functions, powers and duties. The Clerk will ensure that systems and procedures are in place that will allow the Race Equality Scheme to be fully implemented throughout the Authority.

The authority has established a Lead and Support member role for members and two new committees, Audit and Service Improvement and Community Engagement and Partnerships who both have under their remit a monitoring role in respect of Diversity and Equality.

These committees together with a quarterly update to members on the Roles and Responsibilities Report (Work Programme) will ensure that the race equality scheme is fully implemented and that members are aware of progress made in this matter. This will also ensure that there is a mechanism within the Authority to ensure that the Authority's Race Equality Scheme is implemented, monitored, evaluated and reviewed.