

Gwent Police



Race, Disability, Gender Scheme
Action Plan
2008 - 2011

Diversity Policy Team

Objective: To ensure that equality legislation is promoted and mainstreamed into the organisations strategic planning framework, to ensure that equality is achieved in employment and service delivery

Action	Executive Lead	Target Date	Update/Outcome
To develop a force diversity strategy which promotes equality and ensures equality of opportunity for all.	Head of Diversity Policy Team	31 st March 2009	
To review the organisations equality impact assessment process and ensure that it identifies potential direct and indirect discrimination in policies, procedures and functions.	Head of Diversity Policy Team	31 st March 2009	
To work towards the development of a single equality scheme	Head of Diversity Policy Team	31 st March 2010	
Implementation of the Equality Standard for the police service	Head of Diversity Policy Team	From 1 st April 2009	

Performance

Objective: To ensure that performance indicators are developed in order to monitor equality

Action	Executive Lead	Target Date	Update/Outcome
Identify data collection and monitoring requirements relating to general and specific equality duties.	Head of Corporate Services	31 st March 2009	
Undertake a review of existing data collection processes	Head of Corporate Services	31 st March 2009	
Develop and implement new data collection and monitoring processes to meet the requirements of equalities legislation	Head of Corporate Services	31 st March 2009	
Analyse performance data to identify inequalities	Head of Corporate Services	31 st March 2009	
Develop a consultation framework which captures all strands of diversity and publish results	Head of Corporate Services	31 st March 2009	

Service delivery

Objective: Ensure that local services reflect, respect and are relevant to the whole community

Action	Executive Lead	Target Date	Update/Outcomes
Review the Force approach to community engagement to enable a full range of community members to be consulted	Head of Policing Neighbourhoods	31 st March 2010	
Identify priorities and concerns of all members of the community and address them appropriately	Head of Policing Neighbourhoods	31 st March 2010	
Promote the police service to non-traditional service users: e.g. asylum seekers, BME women, gypsy travellers, people with learning difficulties and migrant workers	Head of Policing Neighbourhoods	31 st March 2010	
Review accessibility of service delivery to the community (e.g. physical and language barriers)	Head of Policing Neighbourhoods	31 st March 2010	
Identify partnership opportunities to work towards promotion of equality in service delivery and access to information	Head of Policing Neighbourhoods	31 st March 2010	
To review the organisation's policies, procedures and standards of recording, more notably around Hate Crime	Head of Crime	31stMarch 2010	

Ensure appropriate policies and practices are in place to address female genital mutilation, honour based violence and forced marriage	D/Supt Public Protection Unit	30 th November 2009	
To reduce the numbers of repeat victims of domestic violence	D/Supt Public Protection Unit	31 st March 2010	
Assess current activity against the guidance and recommendations contained in the joint HMIC/ HMPSi Report 'Without Consent'. Take action to remedy any gaps <ul style="list-style-type: none"> Review the organisation's structures and processes for dealing with rape offences 	D.Ch/Insp Mogg Serious Sexual Offences Unit	1 st April 2009	
In line with the Guidelines on the 'Safer Detention and detention of persons in Police Custody, Home Office 2006.' Review custody processes and environment to ensure that they do not directly or indirectly discriminate against any individuals. Assess existing service provision against the guidance in 'Doing your Duty' from the Fawcett Commission	Head of Criminal Justice Department	1 st April 2009	
Review the practices for processing detainees at custody centres and address any inequality or disproportionate impact	Head of Criminal Justice Department	1 st April 2009	
Review washing and toilet facilities in custody suites and ensure that they meet the needs and safeguard the dignity of all detainees	Head of Criminal Justice Department	1 st April 2009	

Procurement

Objective: To review procurement policies, procedures, functions and practice to ensure appropriate regard is afforded to equality and related changes in legislation

Action	Executive Lead	Target Date	Update/Outcome
Ensure external contractors pay due regard to the requirements of equality legislation when considering contracts for work in the exercise of organisational service provision	Head of Procurement	Ongoing	

Uniform Requirements

Objectives: To ensure that the uniform requirements of all staff are considered

Action	Executive Lead	Target Date	Update/Outcome
Ensure that the terms of reference of the Uniform Users Group, reflect the need to consider diversity specific priorities	Ch/Insp James Baker	31 st Jan 2009	

Learning and Development

Objective: To ensure that staff and officers understand the requirements of the equality legislation. Equality should be promoted in all training sessions

Action	Executive Lead	Target Date	Updates/Outcomes
Identify training requirements for managers in the implementation of organisational employment policy. Particularly policy which has a diversity element e.g. management of employees with a disability, disability related leave, flexible working, special leave, career breaks, attendance management, maternity and staff with caring responsibilities and grievance management	Head of Learning and Development	31 st Dec 2009	
Devise monitoring systems to record the number of employees accessing training by all diversity strands to identify and address any issues of disproportionality	Head of Learning and Development	31 st March 2009	
Publish information annually (31 st March) regarding the numbers of employees accessing training by Gender, Disability and Race SPECIFIC - GENDER, DISABILITY, RACE	Head of Learning and Development	31 st March 2009	
Train all staff in understanding all the Equality Legislation, what it requires them to do and their individual liability and responsibility (where applicable both the general and specific duties)	Head of Learning and Development	31 st Dec 2009	

<p>Ensure all key staff are trained in dealing with transgender individuals following the ACPO guidance and Gender Recognition Act 2004 and guidelines in the ACPO Hate Crime Manual SPECIFIC - GENDER</p>	Head of Learning and Development	1 st April 2010	
<p>Consult staff to identify gaps in their knowledge of the communities they serve SPECIFIC - GENDER</p>	Head of Learning and Development	1 st April 2010	
<p>Ensure that all key staff are aware of "Gender Based Crimes" and how to deal with them, this includes domestic abuse, rape, forced marriage, honour based violence and female genital mutilation SPECIFIC - GENDER</p>	Head of Learning and Development	April 2010	
<p>Review Training Strategy in order to ensure diversity is mainstreamed in all training functions. Ensure that equality of all diversity strands is promoted and ensures that it meets equality legislation</p>	Head of Learning and Development	Dec 2009	
<p>Review diversity element of induction training for police staff, PCSOs, Specials and Volunteers, in order to ensure that all new employees have an understanding of their role responsibilities in equality and diversity</p>	Head of Learning and Development	Dec 2009	
<p>Review reasonable adjustment procedures within training courses in order to ensure that disabled members of staff can fully participate in training SPECIFIC - DISABILITY</p>	Head of Learning and Development	April 2009	

Professional Standards

Objective: To ensure that all complaints of discrimination are investigated thoroughly

Action	Executive Lead	Target Date	Update/Outcome
Develop a monitoring framework which captures data against all strands of diversity in both internal and external cases covering harassment and discrimination	Head of Standards	1 st April 2009	
Develop approach to publish annual data (31 st March) on the numbers of staff who are subject to disciplinary procedures across all strands of diversity	Head of Standards	March 2009	
Review training requirements for investigators in the area of equality and discrimination.	Head of Standards	Quarterly from Dec 2008	

Human Resources

Objective: To ensure that the Human Resources Department provides a service which promotes equal opportunity.

Action	Executive Lead	Target Date	Update/Outcome
Carry out an equal pay review of police staff SPECIFIC - GENDER	Head of Human Resources	1 st April 2011	
Develop an effective employment monitoring framework which includes all strands of diversity that will lead to staff feeling confident to engage in.	Head of Human Resources	March 2009	
Develop process to ensure publication (by 31 st March) of data by diversity strand which includes: recruitment, promotion, grievance, and performance procedures and those leaving employment of Gwent Police. By gender, race and disability SPECIFIC - GENDER, RACE and DISABILITY	Head of Human Resources	March 2009	
Develop robust systems for managing reasonable adjustments in the workforce and access to work claims SPECIFIC - DISABILITY	Head of Human Resources	1 st April 2011	
Identify dedicated budget for the implementation of reasonable adjustments. SPECIFIC - DISABILITY	Head of Human Resources	1 st April 2011	
Carry out a staff survey in order to gather staff experiences of equality within the workforce	Head of Human Resources	1 st April 2011	

Implement an Induction Programme for staff who return from maternity leave and career break, thus ensuring more confident and skilled staff returning to their duties (GA2)	Head of Human Resources	1 st April 2011	
Ensure that the recruitment process for all roles (Police Officer, PCSO, Special, Police Staff and Volunteers) is fair, open and transparent. Identify under-representation in applicants and reasons for this. Consider positive action initiatives to address disproportionality	Head of Human Resources	1 st April 2011	
Ensure that the promotion process is fair, open and transparent. Identify under-representation in applicants and reasons for this. Consider positive action initiatives to address disproportionality	Head of Human Resources	1 st April 2011	
Identify under-representation in specialist departments, reasons for the under-representation and develop positive action initiatives to address this	Head of Human Resources	1 st April 2011	
Analyse monitoring information from the PDR system to identify trends across diversity strands. Particularly in the area of competency threshold payments and poor performance	Head of Human Resources	1 st April 2011	
Develop a flexible working strategy that recognises and addresses individual need	Head of Human Resources	1 st April 2011	

Corporate Communications

Objectives: To ensure that all communities have equal access to information.

Action	Executive Lead	Target Date	Update/Outcome
Review communication methods, including websites, style guides to ensure that they are accessible for diverse communities and staff	Head of Corporate Communications	Dec 2010	
Develop a diversity marketing and media strategy which encompasses, promoting good practice and ensuring equal access of information to communities	Head of Corporate Communications	Dec 2010	
Ensure that information relating to Gwent Police is accessible to a wide audience	Head of Corporate Communications	Dec 2010	

Estates

Objective: To ensure that our premises are accessible for all communities

Actions	Executive Lead	Target date	Update/Outcome
Review toilet and changing facilities for women and men in all buildings / offices / training venues SPECIFIC - GENDER	Estates Manager	30 th Nov 2009	
Provide suitable facilities for women expressing milk whilst breast feeding in required workplaces SPECIFIC - GENDER	Estates Manager	30 th Nov 2009	
Publish information about venues which are accessible for people with varying needs	Estates Manager	30 th Nov 2009	
Conduct an accessibility audit for public areas. Provide recommendations to act upon findings SPECIFIC - DISABILITY	Estates Manager	30 th Nov 2009	