

INITIAL DIVERSITY SCREENING AUDIT FOR POLICE AUTHORITY POLICIES AND FUNCTIONS

DOCUMENT: Member / Officer Protocol

AUDITORS: Tamsin Kelland, Joy Norris, Eelke Zoestbergeben.

Date :

- The following provides a set of questions to be applied by those persons involved in auditing, drafting or amending Police Authority policy, procedures or working practices.
- The questions are prompts to ensure compliance with the key principles of the Race Relations (Amendment) Act 2000 and other diversity principles.
- This completed document must be attached to any policy subjected to this form of review, as this will demonstrate what steps have been taken by the Police Authority to ensure compliance with the Race Relations Act Amendment) Act 2000 and other diversity principles especially those relating to disability, age, gender, religion/belief or sexual orientation.
- The policy/function will be audited firstly from the viewpoint of a generic policy/function that could be used in any organisation and then secondly specifically from a Devon & Cornwall Police authority viewpoint;
- In an authority as small as Devon & Cornwall Police Authority, great care must be taken to ensure that actions such as monitoring activities do not provide opportunity for disclosure of information about an individual.

<u>ISSUE</u>	<u>Question</u>	Response (THIS SECTION SHOULD BE COMPLETED BY THE INDIVIDUAL AUDITING OR DRAFTING POLICY/PROCEDURE/PRACTICE AND PROVIDES THE EVIDENCE TO SUPPORT ANY CERTIFICATION OF COMPLIANCE)	Page REFERENCE (cross reference to section in policy which addresses the issues raised)
Initial Screening for key Human Rights Principles	1. What is the intention of this policy/procedure/working practice?	A) It is a guide for members and officers of the Police Authority in their relationships with one another. A statement of working practice that is intended to promote clarity	<i>Section 1.1</i>

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	2. Have the contents of this policy been previously audited for human rights compliance?	No	
	3. Is there any potential interference with an individual's rights contained in the policy as set out in the Convention Articles? If yes please provide details and evidence and undertake a full impact assessment by completing the relevant template.	Only if the policy is not adhered to correctly. There are clear guidelines under sections 3.6 to 3.9.	
GENERAL DUTY TO PROMOTE RACE EQUALITY AND OTHER DIVERSITY PRINCIPLES BOTH INTERNALLY AND EXTERNALLY	4. Which if any of the three aspects of the General Duty does the policy/procedure have links with? <input type="checkbox"/> <i>Eliminate racial discrimination</i> <input type="checkbox"/> <i>Promote equality of opportunity</i> <input type="checkbox"/> <i>Promote good relations</i> <input type="checkbox"/> <i>The above 3 principles (eliminating discrimination, promoting equality of opportunity and promoting good relations) in relation to race, disability, age, gender, religion/belief or sexual orientation.</i> <i>Does it support our statutory responsibility as outlined in The Children's Act 2004?</i>	The policy states that: "A member must – (a) promote equality by not discriminating unlawfully against any person; (b) treat others with respect; and (c) not do anything which compromises or which is likely to compromise the impartiality of a police officer or those who work for, or on behalf of, the authority. "	<i>Section 2.1</i>

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	<p>5. Is there evidence or reason to believe that some groups could be differently affected by the policy/procedure/practice and if so, which groups e.g. people from a particular race, culture or belief, gender, sexuality?</p> <ul style="list-style-type: none"> • How much evidence do you have? You should consider existing performance monitoring data recorded by the Police Authority and issues of public interest. 	<p>Section 3.4 – Making information available promptly and realistic deadlines could differently affect individuals with disabilities and those who work part-time. Therefore individual differences must be considered.</p> <p>There is no evidence that this has ever been an issue in the past due to the small size of our organisation and the fact that internal communication and line management should flag this up early if this were to become an issue.</p>	
	<p>6. Is there any potential for policy/ procedure /working practice to be applied in a discriminatory manner with respect to race or any other group of people to which diversity principles apply?</p> <ul style="list-style-type: none"> • How much evidence do you have? You should consider whether there is a chance for the policy to be applied disproportionately. 	<p>Not if the policy and procedure is followed correctly and the appeals process are available.</p>	

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	<p>7. <i>Is there any evidence of public concern that the policy/ procedure /working practice has been or is being generated in a discriminatory way.</i></p> <p><i>How much evidence do you have? You should consider current and historical media and press interest.</i></p>	No	
	<p>8. Considering the answers to Qs 4-7, is the current policy/ procedure /working practice or proposed policy/procedure/ working practice relevant to the General Duty to promote race equality or the effect on any particular group of people?</p> <p>Please underline a level of priority.</p>	<p>None <u>A little</u> (3) Some (2) A lot (1)</p> <p>If None, complete a brief explanation for your reasons.</p> <p>If the policy is assessed as having “some” or “a lot” of relevance, then a Full Equality Impact Assessment needs to be completed.</p>	

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MONITORING IMPACT OF POLICY	9. Are current recording arrangements and data collection methods sufficient to allow the policy to be monitored with reference to any particular groups of people?	<p>If <u>yes</u> please list what they are, where they are held and when and how they are collected.</p> <p>In such a small organisation it is very easy to collect and monitor this information, yet this also has obvious implications for anonymity</p> <p>If <u>no</u> please identify what you think needs to be done to enable this policy to be appropriately monitored.</p>	
BUREAUCRACY GATEWAY CHECKLIST	10.What has changed or emerged to trigger this policy (if it is a new policy which is being audited)?	This is an old policy that is being reviewed. The policy itself is intended to provide further clarity to working practices between members and officers.	
	11.Are the objectives of the Policy & Procedure clear?	Yes	
	12. Does the policy/procedure require new processes or documents for implementation (consideration must be given to the costs or of implementation against the anticipated benefits)	No	

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Freedom of Information Act Considerations	13. Does the policy contain clear information about the application of the Freedom of information Act? Is the policy / procedure to be published on the Authority's website - if no please give explanation	No - this needs to be considered To be considered	
Declaration of Compliance	14. Does the policy contain a declaration that it has been drafted in accordance with the Human Rights Act, Race Relations Act, Disability Discrimination Act, and the Freedom of Information act and the principles underpinning them?	No – this needs to be considered	
Policy Review Date	15. the suggested review date to ensure continuing compliance with legislative and best practice principles.	April 2012 (5 years)	