



**Warwickshire**  
POLICE AUTHORITY

*The authority behind the force*

# Disability Equality Scheme

## 2006-2009

This Disability Equality Scheme and accompanying annual report will be made available on the Authority website [www.warwickshirepa.gov.uk](http://www.warwickshirepa.gov.uk) and at libraries throughout the county. If you require information contained in this document in an alternative format such as large print and audiotape or if you would like to make any comments about the Scheme please contact:

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## Foreword by the Chair of the Police Authority

I am pleased to present the Warwickshire Police Authority's Disability Equality Scheme as required under the Disability Discrimination Act 2005. The Authority greatly welcomes the opportunity this Scheme gives to; improve our effectiveness, make a positive change to the lives of disabled people, increase public confidence and demonstrate our commitment to tackling disability discrimination.

The Police Authority will review and re-print this Disability Equality Scheme every year. If you wish to make comments on the Scheme or have suggestions for future versions, do please let us know. Our contact details are on the inside front cover.



A handwritten signature in black ink that reads "Philip Blundell". The signature is written in a cursive style and is underlined.

Philip Blundell  
Chair of Warwickshire Police Authority

December 2006

## About Warwickshire Police Authority

The Police Authority is made up of County Councillors, Magistrates and Independent Members, who reflect the diverse community of Warwickshire. Their key responsibility is to secure the maintenance of an efficient and effective Police Force in Warwickshire.

Warwickshire Police Authority is committed to promoting equality and diversity in all of its dealings. Our vision is that everyone regardless of their race, gender, sexual orientation, religion/belief, disability and age perceives their experiences with the Authority to be fair and equitable. This includes all who work for, are affected by or receive services from the Authority.

## Introduction

Warwickshire Police Authority Disability Equality Scheme states what we intend to do over the next 3 years to make sure that, in the exercise of the Authority's functions, we meet our legal requirements under the Disability Discrimination Act 2005. The Disability Discrimination Act 2005 has amended the Disability Discrimination Act 1995 so that there is now a duty on all public authorities, including Warwickshire Police Authority, to:

- Promote equality of opportunity between disabled people and other people;
- Eliminate discrimination that is unlawful under the Act;
- Eliminate harassment of Disabled People that is related to their disabilities;
- Promote positive attitudes towards disabled persons;
- Encourage participation by Disabled People in public life; and
- Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others

In addition to these, the Authority has a specific duty to prepare and publish a Disability Equality Scheme.

Our Scheme contains statements on the following areas;

- How disabled people have been involved in the development of the scheme
- How we will promote disability equality
- How we intend to assess the impact of our policies, procedures and practices on people with disabilities
- How we are going to use the information we gather, in particular when reviewing the effectiveness of our action plan and preparing subsequent schemes

- How we will monitor Warwickshire Police Forces own Disability Equality Scheme to ensure they meet their duties under the Act and how the Authority will monitor its own progress against planned activity

The Scheme also includes an action plan, which details how we intend to meet our duties.

The Authority has always taken its responsibilities in relation to equality matters very seriously. We welcome the opportunity to codify and develop 'our' activities within the legislative framework provided by the Disability Equality Scheme.

The next part of this document states what we have done to achieve our duties so far and what we propose to do to strengthen these arrangements. The statements made in this Scheme will form our action plan, detailing what we will do, who will do it and by when this will be achieved. This action plan is detailed in Appendix A.

### **How disabled people have been involved in the development of the scheme**

Warwickshire Police Authority recognises the need to engage with disabled people in a meaningful way to ensure that their views, ideas and feedback are incorporated into every aspect of our service. Our Scheme has been developed in consultation with Members and Staff of the Police Authority, Independent Advisory Group members and Independent Custody Visitors, a number of whom are disabled and/or carers. We have produced and published a disability survey on our website which aims to gain information on issues such as access, communication and consultation to help us to make improvements to our service. We have also sent a copy of our draft scheme and action plan to a number of organisations that represent disabled people both on a local and national level.

### **How we will promote disability equality**

All members of the Police Authority receive a package of training to equip them for their role and to help them develop specialist skills. It is imperative that all members of the Authority, Support Staff, and every Independent Custody Visitor understands what disability equality means and the requirements of the legislation. All new and existing members will therefore receive training on the following key areas

- A general awareness of disability equality including the concept of 'social' disability
- What the general and specific duties are under the Act and why they are important
- The concept of an equality scheme, how to develop one and then put it into practice

We will represent disability equality through our methods of communication, our publications and our documents.

Another way that we can promote disability equality is through our methods of communication; we will review our publications and meeting documents to ensure

that they are available in a variety of formats and then we will also review the accessibility and formatting of our website to ensure that they are available in a variety of formats.

We will also make sure that when we commission services, work in partnership or buy goods and services from others, that the organisations we work with understand, adhere to and practice principles of equality and diversity.

We will use the mechanism outlined in this Scheme to help identify barriers faced by disabled people and to inform the development of actions to overcome them.

## **Impact Assessment Process**

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Disability equality is more relevant to some of our functions and policies than others. Therefore we will need to assess each of our functions and policies to establish if and how they impact on disability equality. This screening process, will then enable the Diversity and Equality Panel to prioritise each function and policy in relation to its impact on disability equality. Appendix B provides the assessment grid the Panel will use to prioritise the functions carried out by the Authority. To ensure a structured approach the Authority will utilise this assessment process on its revised and proposed policies.

All of the policies that have been assessed and deemed relevant to the general duty will be subject to ongoing monitoring. To ensure improvement we will monitor our functions and policies regularly to make sure that they do not have any adverse impact on disability equality. In year one of this scheme our priority will be to monitor those functions and policies that have been deemed highly relevant. An example of a function that is highly relevant to disability equality is the Authority's Independent Custody Visiting Scheme. We will need to examine the Scheme in detail and assess areas such as recruitment, retention, access and training.

The impact assessment process will continue in years 2 and 3 of the Scheme by examining those policies and functions deemed of medium and low relevance. Where appropriate further research and consultation with relevant individuals, groups and/or organisations will be undertaken to inform the impact assessment process. The results of this will be made accessible to the public.

If during our consultative and monitoring process we find evidence of unlawful discrimination or unjustifiable adverse impact, the Authority's Diversity and Equality Panel will formulate an action plan. This plan will state how the policy should be monitored, amended or carried out to meet all parts of the general duty.

## **How we will gather, use and publish information**

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To ensure that the Authority meets its requirements under the Act it will be tasked with gathering information about the effects of its policies on the recruitment, development and retention of disabled employees. This will include our Members, Staff and Independent Custody Visitors. We will also need to establish the extent to

which services we provide as an Authority take account of the needs of disabled people.

The information gathered will be key when the Authority reviews the effectiveness of our current action plan, produces an annual report and prepares subsequent schemes.

A Disability Equality Scheme annual report will be produced by the Authority, which will include the following information:

- The outcome of any impact analysis assessments
- The results of any public consultation on policies and activities, including any action taken and or reasons for not implementing suggestions
- The outcome of monitoring undertaken to ensure that Warwickshire Police comply with their duties under the Act
- Any action plans formulated to address areas of concern

Our Disability Equality Scheme and accompanying annual report will be made available on the Authority website [www.warwickshirepa.gov.uk](http://www.warwickshirepa.gov.uk) and at libraries throughout the county. Where requested this can also be made available in alternative languages, including large print and audiotape.

### **How we will monitor this Scheme and the Force's Disability Equality Scheme**

The Authority is responsible for holding the Force to account on its progress regarding disability equality and to ensure it undertakes all its general and specific duties under the Act. This is carried out by the Authority's Diversity and Equality Panel. The Panel is responsible for all aspects of diversity and equality on behalf of the Authority and for monitoring the Force to ensure that they meet all their statutory responsibilities in relation to diversity and equality. The Panel will scrutinise the Force's Disability Equality Scheme to see that it meets the Act's requirements and receive quarterly reports on progress of their action plan.

## Appendix A - Action Plan 2006/2007

| Action  | Owner                              | Timescale |
|---|------------------------------------|-----------|
| <b>How we will promote disability equality</b>  |                                    |           |
| Prepare and organise an awareness session based on, disability equality, social disability and equality scheme implementation   | Diversity Panel and Policy Officer | 05/2007   |
| Formulate a mechanism to screen our publications and meeting documents in line with our disability duty   | Policy Officer                     | 08/2007   |
| Establish best practice mechanisms to update the format and accessibility of the Authority's website e.g. the 'Guide to good practice in commissioning accessible websites'. Update website in line with best practice mechanisms.                              | Policy Officer                     | 10/2007   |
| Prepare a policy statement on commissioning services, working in partnership or buying goods and services from others in line with the Act  | Diversity Panel and Policy Officer | 07/2007   |
| <b>Impact Assessment Process</b>  |                                    |           |
| Produce a current list of the Authority's functions, policies and practices ready for initial assessment  | Policy Officer                     | 01/2007   |
| Establish a team to undertake the impact assessment process, which will need to include: a Member; Custody Visitor; IAG member who either: has a disability, is a carer or has an interest in disability issues. Supported by officers of the Police Authority. | Diversity Panel and Policy Officer | 01/2007   |
| Provide an awareness session for those who will be involved in the impact assessment process  | Policy Officer                     | 02/2007   |
| Organise and undertake a team meeting to screen each function, policy and practice using the Authority's assessment grid  | Policy Officer                     | 02/2007   |

|  |                                    |         |
|--|------------------------------------|---------|
|  |                                    |         |
| Organise and undertake a full impact assessment process of those functions, policies and practices deemed highly relevant to disability equality                         | Diversity Panel and Policy Officer | 04/2007 |
| As a result of the impact assessment, formulate and prioritise any actions that are required and integrate into the Action Plan and Police Authority Plan                | Diversity Panel and Policy Officer | 04/2007 |
| Publish the results of the impact assessment process on the Authority's website  | Policy Officer                     | 05/2007 |
| Establish any best practice ideas for future impact assessments  | Policy Officer                     | 05/2007 |
| Prepare a timetable for review of functions, policies and practices that are rated medium and low  | Policy Officer                     | 11/2007 |
| <b>How we will gather, use and publish information</b>   |                                    |         |
| Prepare a Member, Staff and Custody Visitor survey regarding the effects of the Authority's policies on the recruitment, development and retention of disabled employees | Policy Officer                     | 05/2007 |
| Maintain and update the Authority's online questionnaire to inform current impact assessment activity and the action plan  | Policy Officer                     | Ongoing |
| Ensure all Members, Staff and Custody Visitors have access to the Scheme and action plan   | Policy Officer                     | 12/2007 |
| Assess the Authority's current methods of information gathering and establish best practice identified by other Authorities  | Policy Officer                     | 08/2007 |
| Devise means of analysing and presenting information arising from consultation and other sources to keep the Authority well informed                                     | Policy Officer                     | 08/2007 |

|  |                                    |         |
|--|------------------------------------|---------|
|  |                                    |         |
| Involve disabled people's organisations in the consultation process of any major projects and activities   | Diversity Panel and Policy Officer | Ongoing |
| Prepare an Annual Report on the Schemes progress to the Diversity and Equality Panel and Full Police Authority   | Diversity Panel and Policy Officer | 12/2007 |
| Establish a list of service providers who can translate the Authority's documents into alternative formats and the cost implications   | Policy Officer                     | 01/2007 |
| <b>How we will monitor this Scheme and the Force's Scheme</b>  |                                    |         |
| Ensure that the Diversity and Equality Panel has a standing agenda item on general progress on the Authority's and Force Action Plans  | Diversity Panel and Policy Officer | Ongoing |
| Ensure that the Force Confidence and Equality Board is represented by the Authority and any concerns regarding disability equality are discussed at the Diversity and Equality Panel | Diversity Panel and Policy Officer | Ongoing |
| Prepare an annual schedule for detailed reporting on specific aspects of the Action Plan to be presented at the Diversity and Equality Panel   | Diversity Panel and Policy Officer | 02/2007 |

## Appendix 2 – An assessed list of Authority functions and policies

| Function/Policy   | Is it relevant to the General Duty             |  | What is the degree of Relevance   |   | Relevance                   | Impact                      |
|---|--|--|---|---|-----------------------------|-----------------------------|
|   | Who is affected by this function or policy?    | Is there evidence or reason to believe that some individuals/groups could be affected differently? | Does it relate to:  | Is there any public concern that our functions/policies are being operated in a discriminatory manner?  |                             |                             |
|   |  |  | Does it relate to:<br><br>1. Promotion of equality of opportunity<br>2. Elimination of discrimination<br>3. Elimination of harassment<br>4. Promotion of positive attitudes<br>5. Encourage participation by Disabled People in public life; and<br>6. Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others | Is there any public concern that our functions/policies are being operated in a discriminatory manner?<br><br>0. None<br>1. A little<br>2. Some<br>3. A lot | High<br>Medium<br>Or<br>Low | High<br>Medium<br>Or<br>Low |
| Determine the local priorities for policing                               | Local communities and police force             | No   | 1,2,4, 5 & 6  | 0   | High                        | Medium                      |
| Publish an annual policing plan including the Best Value Performance Plan | Local communities and police force             | No   | 1,2 & 4   | 0   | High                        | Medium                      |
| Report back to the community at the end of the year                       | Readers of the report                          | Yes – interest in report is very limited   | 1,2,3 & 4   | 0   | High                        | High                        |
| Appoint and dismiss the Chief Constable                                   | Applicants, Local communities and police force | No   | 1,2,4,5 & 6   | 0   | High                        | Low                         |
| Hold the Police Fund and maintain accounts                                | Local communities and police force             | No   | -   | 0   | Low                         |                             |

| Function/Policy   | Is it relevant to the General Duty          |  | What is the degree of Relevance   | Relevance   | Impact                      |                             |
|---|---|--|---|---|-----------------------------|-----------------------------|
|   | Who is affected by this function or policy? | Is there evidence or reason to believe that some individuals/groups could be affected differently? | Does it relate to:<br><br>1. Promotion of equality of opportunity<br>2. Elimination of discrimination<br>3. Elimination of harassment<br>4. Promotion of positive attitudes<br>5. Encourage participation by Disabled People in public life; and<br>6. Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others | Is there any public concern that our functions/policies are being operated in a discriminatory manner?<br><br>0. None<br>1. A little<br>2. Some<br>3. A lot | High<br>Medium<br>Or<br>Low | High<br>Medium<br>Or<br>Low |
| Nominate one or more members of the Authority to answer questions at a meeting of a relevant council  | Police Authority Members                    | No   | 1,4 & 5   | 0   | High                        | Low                         |
| Collaborate with other Police Authorities to jointly provide equipment, premises, or other material or facilities, where appropriate                  | Other Police Authorities                    | No   | -   | 0   | Low                         |                             |
| Provide advice and assistance to an international organisation, institution or a police body outside the UK (including secondment of police officers) | Receivers of advice and assistance          | No   | -   | 0   | Low                         |                             |
| Decide the charges for the provision of special police services   | Users of the service                        | No   | -   | 0   | Low                         |                             |
| Comply with any direction given by the Secretary of State on performance targets  | Local communities and police                | No   | 1,2,3,4,5 & 5   | 0   | High                        | Low                         |

| Function/Policy  | Is it relevant to the General Duty          |  | What is the degree of Relevance   |   | Relevance                   | Impact                      |
|--|---|--|---|---|-----------------------------|-----------------------------|
|  | Who is affected by this function or policy? | Is there evidence or reason to believe that some individuals/groups could be affected differently? | Does it relate to:<br><br><ol style="list-style-type: none"> <li>1. Promotion of equality of opportunity</li> <li>2. Elimination of discrimination</li> <li>3. Elimination of harassment</li> <li>4. Promotion of positive attitudes</li> <li>5. Encourage participation by Disabled People in public life; and</li> <li>6. Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others</li> </ol> | Is there any public concern that our functions/policies are being operated in a discriminatory manner?<br><br><ol style="list-style-type: none"> <li>0. None</li> <li>1. A little</li> <li>2. Some</li> <li>3. A lot</li> </ol> | High<br>Medium<br>Or<br>Low | High<br>Medium<br>Or<br>Low |
|  | force                                       |  |   |   |                             |                             |
| Comply with any code of practice issued by the Secretary of State                            | Local communities and police force          | No   | 1,2,3,4,5 & 5   | 0   | High                        | Low                         |
| Comply with any direction made by the Secretary of State following an adverse report by HMIC | Local communities and police force          | No   | 1,2,3,4,5 & 5   | 0   | High                        | Low                         |
| Comply with any direction made by the Secretary of State as to the budget requirement        | Local communities and police force          | No   | 1,2,3,4,5 & 5   | 0   | High                        | Low                         |
| Comment on any HMIC report on Warwickshire Police  | Local communities and police force          | No   | -   | 0   | Low                         |                             |
| Investigate complaints about the conduct of Chief Police Officers                            | Local communities and police force          | No   | 1,2 & 3   | 0   | High                        | Low                         |
| To keep itself informed of the   | Local                                       | No   | 1,2 & 3   | 0   | High                        | Low                         |

| Function/Policy   | Is it relevant to the General Duty          |  | What is the degree of Relevance   |   | Relevance                   | Impact                      |
|---|---|--|---|---|-----------------------------|-----------------------------|
|   | Who is affected by this function or policy? | Is there evidence or reason to believe that some individuals/groups could be affected differently? | Does it relate to:<br><br>1. Promotion of equality of opportunity<br>2. Elimination of discrimination<br>3. Elimination of harassment<br>4. Promotion of positive attitudes<br>5. Encourage participation by Disabled People in public life; and<br>6. Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others | Is there any public concern that our functions/policies are being operated in a discriminatory manner?<br><br>0. None<br>1. A little<br>2. Some<br>3. A lot | High<br>Medium<br>Or<br>Low | High<br>Medium<br>Or<br>Low |
| workings of the complaints or disciplinary matters  | communities and police force                |  |   |   |                             |                             |
| Have regard to any guidance issued by the Home Secretary on complaints and disciplinary matters | Local communities and police force          | No   | 1,2,3 & 4   | 0   | High                        | Low                         |
| Pay out of the Police Fund, any damages or costs awarded against police in respect of torts     | Local communities and police force          | No   | -   | 0   | Low                         |                             |
| To receive grants from any local council that falls wholly or partly within the Authority area  | Local communities and police force          | No   | -   | 0   | Low                         |                             |
| Accept gifts or money and loans of other property including commercial sponsorship              | Police force Sponsors                       | No   | 1 & 4   | 0   | Medium                      |                             |
| Publish any audit report on its Best Value plan   | Local communities                           | No   | -   | 0   | Low                         |                             |

| Function/Policy   | Is it relevant to the General Duty                              |  | What is the degree of Relevance   | Relevance   | Impact                      |                             |
|---|---|--|---|---|-----------------------------|-----------------------------|
|   | Who is affected by this function or policy?                     | Is there evidence or reason to believe that some individuals/groups could be affected differently? | Does it relate to:<br><br>1. Promotion of equality of opportunity<br>2. Elimination of discrimination<br>3. Elimination of harassment<br>4. Promotion of positive attitudes<br>5. Encourage participation by Disabled People in public life; and<br>6. Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others | Is there any public concern that our functions/policies are being operated in a discriminatory manner?<br><br>0. None<br>1. A little<br>2. Some<br>3. A lot | High<br>Medium<br>Or<br>Low | High<br>Medium<br>Or<br>Low |
|   | and police force  |  |   |   |                             |                             |
| Co-operate with the "responsible authorities" in formulating and implementing crime and disorder audits                     | Crime and Disorder Partners, Local communities and Police Force | No   | 1,2,3 & 4   | 0   | High                        | Medium                      |
| Exercise its functions with due regards to need to do all that it reasonably can to prevent, crime and disorder in its area | Crime and Disorder Partners, Local communities and Police Force | No   | 1,2,3 & 4   | 0   | High                        | Medium                      |
| Comply with the requirements of the Freedom of Information Act  | Applicant/ Police Authority                                     | No   | -   | 0   | Low                         |                             |
| Maintain an effective independent Custody Visitors  | Detainees, Custody  | No   | 1,2,3,4,5 & 6   | 0   | High                        | Medium                      |

| Function/Policy  | Is it relevant to the General Duty          |  | What is the degree of Relevance   |   | Relevance                   | Impact                      |
|--|---|--|---|---|-----------------------------|-----------------------------|
|  | Who is affected by this function or policy? | Is there evidence or reason to believe that some individuals/groups could be affected differently? | Does it relate to:<br><br><ol style="list-style-type: none"> <li>1. Promotion of equality of opportunity</li> <li>2. Elimination of discrimination</li> <li>3. Elimination of harassment</li> <li>4. Promotion of positive attitudes</li> <li>5. Encourage participation by Disabled People in public life; and</li> <li>6. Take steps to take account of Disabled People's impairments, even where that involves treating disabled people more favourably than others</li> </ol> | Is there any public concern that our functions/policies are being operated in a discriminatory manner?<br><br><ol style="list-style-type: none"> <li>0. None</li> <li>1. A little</li> <li>2. Some</li> <li>3. A lot</li> </ol> | High<br>Medium<br>Or<br>Low | High<br>Medium<br>Or<br>Low |
| Scheme   | Visitors and Police Force                   |  |   |   |                             |                             |
| Appoint independent members to serve on the Police Authority | Public and Police Authority                 | No   | 1,4,5 & 6   | 0   | High                        | Low                         |
| Communication and Media Strategy                             | Local Communities and Police Force          | No   | 1,2, 3 & 4  | 0   | High                        | Low                         |