

# British Transport Police Race and Equality Scheme 2005–2008

British Transport Police  
Community and Race Relations Unit  
Freepost WC3910  
London

We will respond positively to requests for summaries of our R&ES in other languages. Please write to the Community and Race Relations Unit at the address above.

## Welsh

Byddwn yn ymateb yn gadarnhaol i geisiadau am grynodedbau o'n Cynllun Hil a Chydraddoldeb mewn ieithoedd eraill. Ysgrifennwch at yr Uned Cysylltiadau Cymunedol a Hiliol yn y cyfeiriad uchod.

## Arabic

سوف نتجاوب بصورة إيجابية مع الطلبات بخصوص ملخصات موجزة عن برنامجنا الخاص بالأجناس والمساواة بلغات أخرى. يُرجى مراسلة وحدة المجتمع والعلاقات بين الأجناس على العنوان الوارد أعلاه. Community and Race Relations Unit

## Bengali

জাতি ও সাম্যতা বিষয়ক আমাদের স্কিম (Race and Equality Scheme) যদি কেউ অন্য ভাষায় পড়তে চান তাহলে আমরা তাদেরকে সেটা দিব। অনুগ্রহ করে উপরের ঠিকানায় কমিউনিটি এ্যান্ড রেস রিলেশানস্ ইউনিটের (Community and Race Relations Unit) কাছে লিখুন।

## Chinese

歡迎索取我們的種族平等概要的其它語言版本，請按上述地址寫信到社區種族關係單位。

## Croatian

Odgovorit ćemo pozitivno na Vaš zahtjev za prijevodom sažetka o našem programu za rase i jednakost na druge jezike. Molimo pišite Odjelu za odnose među rasama i odnose u zajednici na gore navedenu adresu.

## Greek

Θα απαντήσουμε θετικά σε αιτήσεις για περιλήψεις του Race and Equality Scheme (Σχέδιο Φυλετικών Διακρίσεων και Ισότητας) σε άλλες γλώσσες. Στείλτε επιστολή στο Community and Race Relations Unit (Τμήμα Κοινοτικών και Φυλετικών Σχέσεων) στην παραπάνω διεύθυνση.

## Gujarati

બીજી ભાષાઓમાં રેસ અને ઇક્વોલિટી સ્કીમનાં સારાંશો માટે કરેલ વિનંતીનો જવાબ અમે થોડકસરૂપે આપીશું. મહેરબાની કરીને કોમ્યુનિટી અને રેસ રિલેશન્સ યુનિટને ઉપર જણાવેલ સરનામે એક પત્ર લખો.

## Hindi

अन्य भाषाओं में हमारी रेस और इक्वॉलिटी स्कीम के सारांशों के लिये किये अनुरोध का जवाब हम निश्चित तौर पर देंगे। कृपया कोम्युनिटी और रेस रिलेशन्स युनिट के ऊपर दिये पते पर एक खत लिखें।

## Punjabi

ਹੋਰਨਾਂ ਜਬਾਨਾਂ 'ਚ ਸਾਡੀ ਰੇਸ ਅਤੇ ਇਕਵਾਲਿਟੀ ਸਕੀਮ ਦੇ ਸੰਖੇਪਾਂ ਲਈ ਕੀਤੀ ਹੋਈ ਬੈਠਤੀ ਦਾ ਜਵਾਬ ਅਸੀਂ ਨਿਸ਼ਚਿਤ ਤੌਰ 'ਤੇ ਦਿਆਂਗੇ। ਕ੍ਰਿਪਾ ਕਰਕੇ ਕਮਿਊਨਿਟੀ ਅਤੇ ਰੇਸ ਰਿਲੇਸ਼ਨਸ ਯੂਨਿਟ ਦੇ ਉਪਰ ਦਿੱਤੇ ਪਤੇ 'ਤੇ ਇੱਕ ਖਤ ਲਿਖੋ।

## Serbian

Прихватићемо ваш захтев за превод сажетог програма за расе и једнакост на друге језике. Молимо вас да се писмено обратите Одељењу за односе међу расама и односе у заједници на горе наведеној адреси.

## Turkish

İrk ve Eşitlik Programımızın başka dillerde çevirisini isteyenlere olumlu yanıt veriyoruz. Lütfen yukarıdaki adrese, Community and Race Relations Unit-Toplum ve İrk İlişkileri Birimi'ne mektup yazın.

## Urdu

ہمارے نسلی اور مساوات کے منصوبوں (Race and Equality Scheme) کے متعلق جاری کردہ دوسری زبانوں میں خلاصے مہیا کرنے کے بارے میں اگر ہم سے کوئی رابطہ کریں تو ہم اُس کا مثبت جواب دیتے ہیں۔ اس سلسلے میں ہمارے کمیونٹی اور ریس ریلیشن یونٹ (Community and Race Relations Unit) کے مندرجہ بالا پتہ پر رابطہ قائم کریں۔



British Transport Police  
Race and Equality Scheme  
2005–2008

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## **FOREWORD BY THE CHIEF CONSTABLE**

The British Transport Police is determined to eliminate discrimination and to promote equality of opportunity and good relations between persons of different racial groups. Not only will this ensure that we fulfil our duty under the Race Relations (Amendment) Act 2000, but it will increase public confidence and improve the service we provide to our communities.

Since the introduction of the race equality scheme in 2002 we have made good progress in some areas, but we have identified others where we have not achieved all that we wanted. Disproportionality, in particular, is something that we need to understand and we need to ensure that our activities and policies take proper account of this important issue.

We have reviewed the original scheme and this revised version is intended to help us take further steps forward within the framework of an action plan. This will enable us to deliver the quality of service that our diverse community quite rightly demands.

**Ian Johnston CBE, QPM**  
**Chief Constable**

## **MISSION, VISION AND VALUES OF THE BRITISH TRANSPORT POLICE**

### **British Transport Police (BTP) has the stated mission to:**

- work in partnership with others to help build a safe railway environment that is free from disruption and the fear of crime.

### **Our vision is to:**

- provide policing excellence for Britain's railways. Policing excellence means being professional in all that we do, continually striving to provide the best possible service to our railway community and the travelling public.

### **To achieve our mission and vision statements we will strive to:**

- work in partnership with all our community;
- be dedicated to the specialist needs of our railway community;
- ensure that our staff are well trained and supported, to enable us to deliver the highest possible quality of service;
- improve our systems and structure to increase our effectiveness at all levels;
- improve flows of information to our community about our aims and achievements; and
- provide value for money in all that we do.

## **Values, principles and standards in race equality and diversity**

The BTP vision is to provide the best possible service to our railway community and the travelling public so that all sections of the railway community have total trust in BTP. The pursuit of race equality is a core value within this vision and provides the rationale behind meeting the general duty. Meeting this duty and being seen to do so will greatly enhance the ability of BTP, working with the BTP Authority, to meet the needs of our railway community and the travelling public by winning their trust and confidence in how we deliver our services.

Through the continuous monitoring of our Race and Equality Scheme (R&ES) we will ensure that equal opportunities and promoting good race relations are built into our operational policing plans, strategic planning, risk assessments and Human Resources (HR) plans, strategies and policies.

### **BTP Equal Opportunities Policy**

The Equal Opportunities Policy statement is a component of the organisation's approach to equality and diversity and will be a key component in ensuring that we meet our statutory duty under the Race Relations (Amendment) Act 2000 (RR(A)A) as well as the aims stated in our mission, vision and values.

It imposes a duty on all police officers, police staff, special constables and police community support officers to seek to eliminate all forms of harassment, discrimination and victimisation, ensuring that no employee, job applicant or member of the public receives less favourable treatment on the grounds of gender, marital status, religion, race, nationality or ethnic origin,

health, creed, sexual orientation, age, disability, membership of a trade union or staff association, or social position, subject to any genuine occupational condition or job requirement.

The BTP Equal Opportunities Policy, together with the HR strategy and action plans, will progress this area with the aim of ensuring that everyone within BTP is involved. The senior officer responsible for the policy is the Director of HR.

Though the R&ES legitimately recognises specific issues relating to race alone, there are also similarities and advantages in encompassing other minority groups within the scope of the scheme. This reaffirms our commitment to all areas of diversity, namely race, age, faith, disability, sexual orientation and gender. Many of the principles and outcomes contained within this document and in future progress reports will relate equally to the other areas.

Our Deputy Chief Constable has overarching strategic responsibility for diversity, with specific external and internal diversity issues delegated to the Assistant Chief Constable (Scotland and Community Affairs) and the Director of HR. These responsibilities and functions are set out in Figure 1.

### **The BTP Authority**

The BTP Authority is committed to ensuring that BTP reflects the diversity of the community it serves and will support the measures outlined in this R&ES to achieve this goal. BTP will participate fully in the Police Race and Diversity Learning and Development Programme and all members of BTP and the Authority will be held accountable for their performance in race and diversity issues.

A full copy of BTP's strategic plan and Equal Opportunities Policy can be obtained by writing to the address on page 26.

(Source documents: *British Transport Police Strategic Plan 2005–2008* and *Human Resources Equal Opportunities Policy Statement*)

## **INTRODUCTION**

- 1.1 The Stephen Lawrence Inquiry Report defined institutional racism as: *'The collective failure of an organisation to provide an appropriate and professional service to people because of their colour, culture or ethnic origin. It can be seen or detected in processes, attitudes and behaviour which amount to discrimination through unwitting prejudice, ignorance, thoughtlessness and racist stereotyping which disadvantage minority ethnic people.'* The amendment to the Race Relations Act 1976 (RRA) placed a positive duty on all public authorities to promote race equality. The general and specific duties indicate how public authorities can change to improve.

### **The general duty**

- 1.2 The RR(A)A requires public authorities, including the police service, to have due regard to the need to:
- eliminate unlawful racial discrimination;
  - promote equality of opportunity; and
  - promote good relations between people of different racial groups.
- 1.3 The duty's aim is to put race equality at the centre of policymaking, service delivery, regulation, enforcement and employment practice – effectively all areas of activity within a public authority.

### **The specific duties**

- 1.4 Meeting the general duty is the main objective under the Act. The Act also details specific duties, which require comprehensive arrangements for meeting the general duty. The specific duties are not an end in themselves, but a means of meeting the general duty within a framework for measuring progress in equality of opportunity in public-sector employment.
- 1.5 The specific duties are also aimed at providing a guide to initiatives that could lead to a more representative public-sector workforce (see page 11).
- 1.6 One of the specific duties is to publish a race equality scheme which sets out an organisation's plans to meet the general and specific duties (the rest of which are explained in the scheme itself).

### **BTP Race and Equality Scheme**

- 1.7 Twelve months after the publication of our race equality scheme in 2002, we undertook a review of progress. As a result, we decided to revise our scheme ahead of the original three-year cycle. This document is the product of that process.
- 1.8 While our scheme legitimately recognises specific issues relating to race alone, there are also similarities and advantages in encompassing other minority groups within the scope of the scheme.

- 1.9 The BTP R&ES also incorporates elements of the aims and actions contained in BTP's strategic plan that have specific and direct reference to race and diversity. BTP's HR strategy is also an important source document for the scheme. The strategic plan is available by accessing our website at [www.btp.police.uk](http://www.btp.police.uk), or by writing to British Transport Police, Community and Race Relations Unit, Freepost WC3910, London.
- 1.10 We will monitor our scheme continually, report our progress annually, and review the scheme in its entirety every three years. The scheme sets out a rolling programme of actions for the next three years (see Appendix G). This will enable us to assess our progress on:
- meeting the general and specific duties;
  - reviewing new policies and the results of our consultation; and
  - our continuing commitment to the mainstreaming of race equality and diversity in our activities.
- 1.11 The Association of Chief Police Officers (ACPO), the Association of Police Authorities (APA), Centrex and Her Majesty's Inspectorate of Constabulary (HMIC) have identified five key areas that are central to the delivery of race equality and diversity.
- 1.12 These key areas have been developed with particular reference to the findings of the Commission for Racial Equality's (CRE's) report on its formal investigation into the police service in England and Wales.
- 1.13 The BTP R&ES action plan identifies 23 objectives with actions, areas of responsibility and potential outcomes consistent with these five key areas (see Appendix G).
- 1.14 The five key areas summarised below are set out fully in the action plan (see Appendix G).
- **Leadership and resources:** to ensure that the promotion of race equality and diversity is incorporated into all aspects and levels of leadership within the police service and to identify and secure the resources necessary to promote race equality.
  - **Staffing and the internal environment:** to ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.
  - **Partnerships and community engagement:** to work with partner agencies and communities to identify needs and to deliver responsive and appropriate services to diverse communities.
  - **Monitoring and performance management:** to ensure delivery of race equality outcomes through effective monitoring and performance-management processes.
  - **Communication and marketing:** to ensure the effective communication of a national vision and strategy for equality and diversity in the police service.

## MEETING THE GENERAL DUTY

- 2.1 We will undertake to meet the general duty first and foremost by taking into account the specific duties and by acknowledging that in fulfilling them we will be on our way to meeting the general duty.
- 2.2 A key factor in meeting the general duty, as set out by the CRE, is the identification of those of our functions that are relevant to that duty.
- 2.3 These functions (see Figure 1) and associated policies have been relevance-tested and assessed for their impact on race equality, and prioritised. If this relevance test uncovers any adverse impact, the affected functions and policies will be subjected to a full impact assessment scrutiny (see pages 13, 16, 17 and Appendix E).

**Figure 1: Relevant functions**

<b>Relevant functions defined by ACPO (Dec 2004)</b>	<b>BTP corresponding functional responsibility</b>	<b>BTP portfolio holder</b>
• Business services	Finance and corporate services	Director of Finance and Corporate Services
• Community engagement	Community affairs	Assistant Chief Constable (Scotland and Community Affairs)
• Crime investigation	Crime	Assistant Chief Constable (Crime)
• Crime recording	Performance monitoring	Deputy Chief Constable
• Custody	Operations	Assistant Chief Constable (Operations)
• Human resources	Career development – training	Director of HR
• Operational policing	Operations	Assistant Chief Constable (Operations)
• Partnership working	Community affairs	Assistant Chief Constable (Scotland and Community Affairs)
• Professional standards	Professional standards	Deputy Chief Constable
• Resource allocation	Planning and resources	Director of HR
• Victim and witness care	Crime	Assistant Chief Constable (Crime)

- 2.4 Force business is conducted through a series of meetings that have decision-making, advisory or policy development responsibilities. Race equality and diversity issues are integral to these processes.
- 2.5 Our **Chief Officer's Group (COG)**, chaired by the Chief Constable, comprises the Deputy Chief Constable (Force Diversity Champion), Assistant Chief Constable (Crime), Assistant Chief Constable (Operations), Assistant Chief Constable (Scotland and Community Affairs) with responsibility for the R&ES, the Director of HR, the Director of Finance and Corporate Services, and the Head of Strategic Development (a chief superintendent). COG meets weekly and part of its remit is to review the strategic direction of the Force, monitor delivery of the strategic and policing plans, and ensure policy is developed to support the delivery of its strategic aims. Diversity and race equality issues are integral to all these processes.
- 2.6 Our **Force Management Team (FMT)** meets once a month and is a senior management board, chaired by the Chief Constable. FMT meets to manage overall Force performance, and to provide a consultative forum on Force strategy, policy and finance. Its composition includes COG members with the addition of senior BTP personnel, including Area Commanders and heads of department responsible for delivering the aims and actions from our strategic plan.
- 2.7 FMT also provides a forum for exchange of best practice and problem solving across Force areas.
- 2.8 Our **Diversity Action Group (DAG)** is responsible for co-ordinating actions from the BTP R&ES. DAG also has responsibility for leading on all issues relating to equal opportunities and diversity within BTP. The full terms of reference for DAG are set out in Appendix F.
- 2.9 DAG meets quarterly and is chaired by the Deputy Chief Constable, whose overarching responsibility for diversity issues ensures that due importance is given to race equality. This is clearly set out in the group's terms of reference (see Appendix F).
- 2.10 Membership of DAG is much broader than COG and FMT and includes practitioners and heads of department from:
- Criminal Investigation Department;
  - Operations;
  - Community and Race Relations (CRR);
  - Positive Action;
  - Training;
  - SAME (Support Association for Minority Ethnic staff);
  - Staff Associations;
  - Corporate Development;
  - HR;
  - Women's Strategic Forum;
  - Lesbian, Gay, Bisexual and Transgender (LGBT) support group; and
  - First Contact Advisers.

- 2.11 Representatives from other organisations and agencies frequently participate in DAG meetings.
- 2.12 Each of our seven operational areas across the UK has an Area Diversity Action Group (ADAG) that meets regularly, thus reinforcing our commitment to race and diversity issues.
- 2.13 The respective Area Commander is responsible for each ADAG. This ensures that due regard is given to race and diversity issues at local operational level towards both staff and the public.
- 2.14 We are in the process of improving upon our lay advisory capacity for the Force to inform our policy and practice on race and diversity issues (see Appendix G, objective 8).

## MEETING THE SPECIFIC DUTIES

- 3.1 The specific duty to publish a race equality scheme incorporates the other specific duties set out in the Act. These are:
- to list the functions and policies that are relevant to the performance of the general duty to promote race equality; and
  - to set out arrangements for:
    - assessing, and consulting on, the likely impact of proposed policies on the promotion of race equality;
    - monitoring policies for any adverse impact on the promotion of race equality;
    - publishing the results of any assessments, consultation and monitoring carried out to identify any adverse impact on race equality;
    - making sure that the public have access to information and services provided;
    - training staff in connection with the general duty to promote race equality; and
    - fulfilling the specific duty on employment.
- 3.2 The arrangements we have in place for meeting all of the above – as well as our plans for the future – are set out over the following pages and in our action plan (see Appendix G).

## POLICY REVIEWS

- 4.1 BTP has in place a significant number of policies and guidance documents with associated functions and procedures. Not all of these policies will have relevance in terms of racial equality.
- 4.2 During the first year of the scheme we reviewed a number of high-priority policies and procedures. This review included stop and search, hate crime, minimum standards of investigation, public procurement conditions of contract, and public complaints against police reporting forms (DC1).
- 4.3 Our policy review has allowed us to focus on areas of activity where disproportionality may occur. This will be reflected in the progress reported within our action plan (see Appendix G).
- 4.4 Our Force Headquarters (FHQ)-based CRR Unit led the Force review with policy owners who identified and tested those of our functions and policies relevant to race equality, or in other words those most likely to impact upon black and minority ethnic (BME) groups.
- 4.5 The BTP Policy Unit is carrying out a full review of how all policies are formulated and reviewed, with an emphasis on policy owners taking responsibility for their area of work and ensuring that policy complies with all relevant legislation.
- 4.6 Our policy proofing will be underpinned by guidance from the CRE impact assessment initiative.

## Prioritisation

- 4.7 Each of our relevant functions, policies and procedures has been graded and placed in one of three review stages – suitable for review and mainstreaming in the first year of the scheme, the second year or the third year accordingly. The criteria used for this selection process are listed below and are based on the guidance in the CRE's codes of practice, which the Force accepts as a sound way forward:
  - **High:** the function, policy or procedure relates to all or part of the general duty, there is evidence that different racial groups are or could be affected, or there is public concern.
  - **Medium:** the function, policy or procedure relates to all or part of the general duty, there is little or some evidence that racial groups are or could be differently affected, or there is public concern.
  - **Low:** all other functions, some of which may have very limited relevance to the general duty (for example property services or maintenance, unless employment-related) but will still be reconsidered every three years.
- 4.8 Some of the high-priority policies have already been reviewed. Details of all the policies that had an impact on the general duty can be found in Appendix E.

## **ASSESSING AND CONSULTING ON PROPOSED POLICIES**

5.1 We are aware of the importance of consultation when planning policies and assessing their likely impact on the duty to promote race equality, and we are committed to consulting the communities we police, including:

- railway businesses and their staff;
- passengers and the general public who use the railways;
- communities who work on or live adjacent to Britain's railways; and
- BME groups in the wider community.

### **Assessment**

5.2 In the future, proposed policies will be assessed to establish any impact on different racial groups and to see whether they will contribute to good race relations. This assessment will maintain a focus on race equality while incorporating the wider diversity issues, and where relevant may involve the examination of:

- historical data;
- research findings;
- similar policies in other authorities; and
- relevant population data.

5.3 When drafting policies, the policy creators will identify which parts of the general duty, if any, are relevant to the function or policy. The assessment process will consider the following:

- Is there any evidence that the policy could lead to any quantitative or qualitative differences in impact on certain groups?
- Is there any evidence that different groups have different needs in relation to this particular policy?
- Does the policy provide an opportunity to promote race equality more effectively either within the organisation or in the wider community?
- Which racial groups does the function or policy affect?

5.4 If this initial assessment, along with any consultation carried out, uncovers potential adverse impact, a full impact assessment will be carried out. If the results of assessment and consultation do not reveal adverse impact, the policy will be implemented in conjunction with the Force's monitoring procedure.

5.5 As with existing policies, all new policies will be given a review date and an owner. This date will be dependent on their sensitivity and other factors, but will be no longer than three years.

## Consultation

- 5.6 How we consult and inform is pivotal to the success of our R&ES. We conduct both internal and external consultation, the scale and method of which are proportionate to the policy being assessed – or reviewed – and its potential impact on the general duty.
- 5.7 Listed below are the main forms of consultation we will undertake. Internally, the policy developer will consult with:
- both our Force DAG and ADAGs;
  - Area Commanders and heads of department;
  - those business groups affected;
  - staff associations and support groups; and
  - other people and bodies appropriate and in proportion to the policy.
- 5.8 The BTP Policy Unit, in conjunction with the policy owners and writers, consults with a variety of external sources. This also informs our strategic planning process, for example the BTP three-year strategic plan, HR strategy and hate crime policy.
- 5.9 We will publish our policies on the intranet and on the internet on the BTP website under the Freedom of Information Act (FOIA) publication scheme, inviting comment from both staff and the general public via a feedback form provided within the publication scheme. In some cases an exception may apply, that is matters dealing with confidentiality/sensitivity may prevent policies from being made public and therefore external consultation may not be appropriate.

## Community consultation

- 5.10 When identifying the various and diverse groups that may exist to form a community, staff involved in consultation should take into account the relevance of:
- BME groups
  - religion/faith
  - sexual orientation
  - social status
  - poverty
  - disability (physical)
  - age
  - gender
  - refugees, asylum seekers and migrants
  - new arrivals
  - travellers (including Roma)
  - homelessness
  - non-English speaking groups
  - learning disabilities
  - mental health
  - single parents
  - unemployed
  - family status

- 5.11 In addition, the policy developer/writer will consult with other appropriate groups, focusing on relevance and being aware of proportionality, including the following:
- CRE, England and Wales;
  - CRE, Scotland;
  - specialist departments within BTP;
  - rail business communities, trade unions and contractors;
  - community groups and leaders representing specific interests, for example elderly, disabled, sexual orientation, transgender community, ethnic minorities, women and young people;
  - Crown Prosecution Service and Victim Support;
  - faith groups and religious leaders;
  - health groups;
  - local councillors, local authorities and Members of Parliament;
  - Community Safety Partnerships, Drug Action Teams and Youth Offending Teams;
  - media and marketing;
  - other emergency services; and
  - retail outlets at railway stations and other tenants.
- 5.12 The consultation methods we adopt within our planning processes will reflect the people or bodies whose views we are seeking in proportion to the policy or process concerned. We intend to shape our policy and process development, as far as possible, upon the views sought, particularly views from those most likely to be affected by the policy (see Appendix G, objectives 17, 18, 19).

## MONITORING POLICIES FOR ADVERSE IMPACT

- 6.1 We realise that knowing whether a policy or procedure is working as envisaged is essential to our success in fulfilling the general duty. We need to establish whether any of our policies or procedures has an adverse impact on the promotion of race equality (see Appendix G, objectives 20, 21, 22). In order to do this we will pay particular attention to our current systems of monitoring complaints against police, grievance monitoring, other internal investigations, and complaints against police policy and practice as referred to in section 11 of the scheme.
- 6.2 In order to identify the effects of a policy it is essential to have an effective, up-to-date and relevant monitoring system. Monitoring is the most reliable way of knowing whether a policy is working and ensuring that it is not discriminating against certain groups.
- 6.3 Monitoring is an integral part of the ongoing process even when a policy has been impact assessed. Representations from stakeholders, such as staff associations, can be made to the Force DAG and ADAGs or policyholders as part of the monitoring process, acknowledging their positive contribution.
- 6.4 Monitoring is a continual process of scrutinising and examining the actual impact of a policy. It should indicate whether and how well the policy is achieving its aims and it can suggest opportunities for improvement. It examines disproportionality as defined by ACPO as *'a difference in policing outcome between ethnic or other groups in respect of the application of a police power'*.
- 6.5 By monitoring, we test:
- compliance with the policy;
  - levels of satisfaction with the policy;
  - for inequalities;
  - how particular racial groups are affected by the policy; and
  - how effectively our services are provided to all communities according to their different needs.
- 6.6 During the testing procedure, any inequalities we identify will be investigated and if they cannot be justified they will be removed.
- 6.7 The amount of time and effort spent monitoring a policy, and the publication of the results, has to be proportionate to the impact of the policy. This is reflected in the priority given to a particular policy (see Appendix E).

6.8 Guidance is given to policy developers by the Force Policy Unit to employ the following arrangements:

- monitoring by the policy developer: this annual process, to ensure that the policy is working, is the minimum level of monitoring;
- performance indicators: some policies, due to their high impact (for example stop and search), will justify the gathering of detailed monthly statistics. However, the time-consuming gathering of data should only be undertaken when there is a clear reason for it and identifiable benefits to be gained;
- dip sampling: for example, rather than gathering data from all operational areas or departments over a 12-month period, one could look at three such units over a three-month period. Targeted or satisfaction surveys are an additional tool (see Appendix A);
- the Force DAG and ADAGs, Project Board or other committees: the implementation of some policies will be overseen by such bodies; and
- review by others: it is possible for policy developers of strategic committees to have others assist in monitoring the impact of a policy. This can be done by commissioning research by, for example, our DAG, Corporate Development or an academic researcher.

6.9 As a monitoring example, policies dealing with people detained at police stations require data from the custody system to be monitored. In addition, account must be taken of:

- the number and nature of police complaints;
- observations of independent custody visitors; and
- issues raised by others such as the BTP Authority, CRE and community groups, Police Consultative Groups, Race Equality Councils or monitoring groups.

6.10 It is envisaged that monitoring and development of policy for race equality and the wider diversity issues will be enhanced by using the forthcoming guidance being developed by the Force Policy Unit.

## **PUBLISHING THE RESULTS OF ASSESSMENT, CONSULTATION AND MONITORING**

- 7.1 We appreciate that publishing and making available reports of the results of our assessments, consultations and monitoring will increase our openness and publicly demonstrate our commitment to the promotion of diversity.
- 7.2 Results of assessments, consultations and monitoring, in addition to the R&ES, will be published in:
- the Force annual report;
  - the Force statistical bulletin;
  - our in-house newsletter, *The Blue Line*;
  - the Force internet;
  - the Force intranet;
  - inspection reports by HMIC; and
  - a Welsh-language version of our scheme.

It will also be communicated verbally in group discussions and meetings and will be disseminated by any other appropriate method.

- 7.3 Our achievements and progress on meeting the general duty will be reported on in the action plan, which can be found in Appendix G.

## **ACCESS TO INFORMATION AND SERVICES**

- 8.1 Increased access for all to our information and services can help promote race equality and diversity. Compliance with FOIA also ensures open access to information and helps to ensure that Force policies are current, accurate and effective.
- 8.2 A broad range of information is being made available to the public through a number of different channels, including a publication scheme under FOIA. This information includes, for example, policies, performance reports, local bulletins, advice statements, press releases, consultation exercises, complaints procedures, and recruitment details. The Media and Customer Relations Department and the Freedom of Information (FOI) Manager manage these issues. The strategy for release of information considers such questions as:
- the medium or media to be used;
  - the audience (for example additional languages, large print and audio versions);
  - timing of the release;
  - publicity;
  - internet access; and
  - legal considerations such as the Data Protection Act 1998, Human Rights Act 1998, RR(A)A and the confidentiality of legal proceedings.
- 8.3 The use of professional external translation services allows for prompt telephone contact with interpreters for a substantial number of languages.
- 8.4 We will operate openly, explain our actions as far as legally possible and ensure that, as far as practicable, our services work for everyone.
- 8.5 We will also take steps specifically to inform people from minority communities, refugees and asylum seekers about our services.

### **Hate-motivated crime**

- 8.6 We recognise the value of obtaining the views of diverse communities, particularly those who have been victims of crime. During 2003, we introduced a hate crime questionnaire into our victim support-related crime survey. The results of this survey can be found in Appendix A.

### **Procurement**

- 8.7 We have a duty to promote race equality through our procurement service and in individual contracts. Where BTP engages contractors to provide functions on its behalf, the Force remains liable in respect of these functions for compliance with the general duty. These measures are included as conditions in those contracts.
- 8.8 In addition, account has to be taken of other legislation and policies, together with the economic and social implications of procurement policies.

- 8.9 The BTP procurement policy states that it is the policy of the BTP Authority that value for money shall be provided to its clients. It follows that in managing risk in external expenditure the Authority shall ensure that best practice is followed with procurement.
- 8.10 The BTP R&ES takes account of the guidance contained within the CRE's *Race equality and public procurement: A guide for public authorities and contractors*. Further guidance can be sought from the BTP Procurement Manager FHQ.

## TRAINING STAFF

- 9.1 We recognise the need to train staff to ensure awareness of the general duty and the ways in which adherence to it can be achieved. We regularly attend the police diversity trainers network to ensure that we have the opportunity to inform our staff, provide support to them, and react to what is current in diversity training (see Appendix G, objectives 10, 16).
- 9.2 Our diversity awareness training programme includes the issuing to all staff of *Policing our communities* handbooks and cultural guides to help us gain a deeper understanding of minority groups and their needs. This is underpinned by all staff – up to and including chief officer level – attending two and three-day modular diversity awareness training courses which cover our responsibilities under the RR(A)A.
- 9.3 During 2003/04, over 1,800 BTP staff members attended these courses. The classroom-based training also incorporates speakers from many areas of the community and has a strong thread of race issues, while also incorporating religion, sexuality, homelessness and drugs.
- 9.4 Our diversity training programme continues but is currently being reviewed by our HR Department. A timely and relevant strategy to continue the roll-out of the diversity training programme will be announced in early 2005.

## EMPLOYMENT DUTY

- 10.1 The original RRA outlawed discrimination in employment, but did not make ethnic monitoring compulsory. The RR(A)A calls for a more active, strategic approach to tackling discrimination and promoting race equality. This is implemented in the last specific duty, the fulfilment of which requires the monitoring of potential and current staff by reference to their racial group to ensure that any possible disadvantage or discrimination can be addressed (see Appendix G, objectives 13, 14, 15).
- 10.2 In terms of employment, we are committed to making sure that our procedures in areas such as recruitment and training have race equality at their centres and that no applicant, serving officer or police staff member receives less favourable treatment because of race, colour, nationality, sexual orientation, gender, ethnic or national origins, disability, age, religion or belief.
- 10.3 The table below shows the areas that we are required to ethnically monitor in order to meet the specific duty on employment, and whether or not we currently do this:

Area	Ethnically monitored?
Staff currently working with us	Yes
Applicants for employment	Yes
Applicants for training	No – to be introduced in December 2005
Attendance on training courses	Yes
Applicants for promotion	Yes
Performance appraisals	No – to be introduced in December 2005
Those involved in grievance procedures (aggrieved)	Yes
Those subject to disciplinary action	Yes
Those who end their service with us	Yes

- 10.4 We have formulated a number of actions to further fulfil this requirement, as outlined below:
- The HR Department is managing and co-ordinating a second Cultural Audit Survey during 2005 in which questionnaires regarding ethnicity – using the 16+1 self-assessment categories – are distributed to all staff. The results of this audit will allow us to target those areas that are in need of improvement, to benchmark against other similar organisations, and to formulate action plans. Our plans to take forward the actions from our cultural audit are set out in our HR strategy.
  - The Career Development Department monitors staff appraisals. Interviews with staff from all groups are monitored and reports will be produced detailing the Force's progress in promoting equality of opportunity and eliminating racial discrimination. The career planning officer, in consultation with our Force positive action officer, will provide support for individuals in relation to career planning and positive action issues (see Appendix G).
  - Where grievance procedures are concerned, our employee relations manager records all relevant information and the resulting data is used to inform the FMT.

- We recognise that it is good practice to identify the underlying reasons for any member of staff resigning or transferring to another Force. As a result, we have recently formulated a new exit interview policy and procedure. This consists of the personnel systems officer undertaking an analysis of the reasons for staff leaving the Force, the result of which is then forwarded to the FMT and the DAG for review. If any discrimination, disadvantage or unfairness is detected, appropriate actions will be taken to eliminate it (see Appendix G, objective 9).
- A phased implementation is currently taking place in the Force and relates to monitoring of ethnicity on the Force personnel systems (NSPIS (HR) Apollo).
- Phase II of this project began roll-out in April 2004, with an expected completion date of December 2005. This second phase will facilitate the monitoring of applicants for both promotion and training.

## **Positive action**

- 10.5 The Force realises that in some circumstances – particularly in terms of recruitment, retention and progression – the use of positive action may be appropriate to enable us to target under-represented groups. We have a Force positive action officer who is available to give help and advice to those from the aforementioned groups who may need it. We also place recruitment advertisements in publications aimed at BME readers so as to reach as diverse a range of people as possible (see Appendix G, objective 7).
- 10.6 Our future plans include positive action weekends for under-represented groups, as well as a roadshow, launched in 2004, which aims to give under-represented groups an insight into the working and selection procedures of specialist units. All these current and future plans should help us reach our target of 8.4 per cent of police officers being from a visible ethnic minority background by 2009.

## **Support Association for Minority Ethnic staff**

- 10.7 SAME (Support Association for Minority Ethnic staff) is a BTP internal association whose aims are to highlight issues particularly affecting ethnic minorities, to help educate staff about them, and to be a positive influence and advise in policymaking processes within the organisation.
- 10.8 SAME's objectives are to:
- establish a support mechanism for minority ethnic staff;
  - promote the importance of cultural diversity in the Force and in policing;
  - provide a social network;
  - help advise on issues of race relations, culture and racism;
  - help the Force develop policies that meet the needs of BME staff;
  - help foster good relations between minority ethnic staff organisations and communities and the police;
  - help the Force recruit, retain and develop BME staff; and
  - work closely with other staff associations.

10.9 SAME is an active member of our Force DAG and FMT and is integral to the delivery of our diversity training programme.

## COMPLAINTS

- 11.1 The table below shows the departments responsible for dealing with different types of complaint concerning how we are meeting our duties under the Act, and complaints about race equality or other areas of our service delivery (see Appendix G, objective 11).

Nature of complaint	Departmental responsibility
Public complaint against BTP	Professional Standards
Internal investigation	Professional Standards
Complaint against policy and procedure	Professional Standards Policy Unit HR
Complaint related to staff equal opportunity	Line Manager HR
Complaint related to staff grievance procedure	Employee Relations

- 11.2 If a person believes that they have been adversely affected by our failure to comply with our R&ES, they should write to: Deputy Chief Constable, British Transport Police, Freepost WC3910, London.

### The role of the Commission for Racial Equality

- 11.3 The CRE reports annually to the Home Secretary but is not formally part of the Home Office. The duties of the CRE, as set out in the RR(A)A, are to work with public authorities to help them meet their general and specific duties. The CRE has both promotional and enforcement powers and both powers apply to its work on race equality.
- 11.4 The RR(A)A gives the CRE the power to take legal action against certain acts of unlawful discrimination. This includes the power to conduct formal investigations.
- 11.5 If a public authority does not meet the general duty, its actions (or failure to act) can be challenged by an application to the administrative court for judicial review. An application for judicial review can be made by a person or group of people with an interest in the matter or by the CRE itself.
- 11.6 If a public authority does not meet its specific duties, the CRE can serve a 'compliance notice' on the public authority. The public authority will be required to give written confirmation that it has met its duty within the time set by the CRE.
- 11.7 If the public authority has not met the specific duties within three months from the service of the compliance notice, the CRE can apply to the county court for an order to obey the notice. Failure to comply with such an order may be deemed contempt of court.

## **FURTHER COPIES AND ALTERNATIVE LANGUAGES AND FORMATS**

12.1 The BTP R&ES can be viewed on our website at [www.btp.police.uk](http://www.btp.police.uk).

12.2 You can also write to request a copy from the following address:

**British Transport Police  
Community and Race Relations Unit  
Freepost WC3910  
London**

12.3 We will respond positively to requests for summaries of our R&ES in other languages. Please write to the Community and Race Relations Unit at the address above.

### **Audio version**

12.4 An audio version of a summary of the scheme is also available from the address above.

### **Large print**

**12.5 This is the British Transport Police Race and Equality Scheme. The scheme shows how BTP plans to meet its statutory duties under the Race Relations (Amendment) Act 2000. A large print summary of the scheme is available from:**

**British Transport Police  
Community and Race Relations Unit  
Freepost WC3910  
London**

## VICTIMS OF CRIME SURVEY

BTP recognises the value of seeking the views of customers, particularly those who have been victims of crime. The findings from questions focusing on hate crime in our 2003 survey are presented below.

The objective of the survey is to provide a review of the experiences of victims of crime in their contact with BTP and their satisfaction with various aspects of this contact.

### The questionnaire

The largest proportion of respondents felt that racial crime came under the ‘hate-motivated crime’ umbrella (74 per cent), followed by homophobic (60 per cent) and religious (58 per cent). ‘Other’ particularly included crime motivated by age differences and class differences.

**Table 31: Categories felt to fall under ‘hate-motivated crime’**

Base: 515

	%
Racial	74
Homophobic	60
Religious	58
Disabled	39
Gender	39
Other	13
Don’t know/not stated	21

Nine per cent of respondents to the survey stated that they had been victims of hate-motivated crime while on the rail/underground/tram network, but nearly half of these had not reported the incident.

**Table 32: Whether you have been a victim of ‘hate-motivated crime’ on the railway, London Underground or a tram network**

Base: 515

	%
Yes, but did not report incident	4
Yes, and did report incident	5
No, has not been a victim	75
Don’t know/not stated	16

Main reasons for not reporting a hate-motivated crime were that it was not considered sufficiently serious or that the victim did not believe any action would result from reporting it.

**Table 33: Why the incident was not reported**

Base: 23 (experienced hate-motivated crime but did not report it)

	No. of mentions
Didn't consider it serious enough	5
Didn't think anything would be done about it	5
Part of the job/part of life	3
Didn't trust the police/have no confidence in the police	2
Only described incident	8

Over half of the respondents who had experienced hate-motivated crime were satisfied overall with BTP's service to them in dealing with this crime. One in six was unable to answer this question, presumably as BTP had not been involved. Four out of five of those who had reported the crime were very satisfied with BTP's service.

**Table 34: Overall satisfaction with the service BTP provided in dealing with hate-motivated crime**

Base: 48 (experienced hate-motivated crime); 25 (experienced and reported crime)

	No. of mentions	No. of mentions
Very satisfied	17	14
Fairly satisfied	8	6
Neither satisfied nor dissatisfied	5	2
Fairly dissatisfied	1	-
Very dissatisfied	1	1
Don't know/not stated	16	2

## FORCE OBJECTIVES, TARGETS AND PERFORMANCE STATISTICS

### Objectives and targets set for 2004/05

A safe railway environment	
Objective	Target
The National Policing Plan outlines the requirement for a 14% reduction in recorded offences by March 2005 using the baseline figures from 1999/2000.	
Assaults	Force-wide detection rate to be at least 37% by 31 March 2005.
The detection rate in 2003/04 was 35%. Violence against staff and passengers was seen as a high priority in our consultation programme. This target will focus on assaults causing injury. The target complements steps to reduce all types of violence through the industry-wide Personal Safety Group.	
Staff assaults	Number of detections for staff assaults to increase 10% by March 2005.
BTP is placing increased emphasis on the detection of staff assaults through effective investigation, as this area was highlighted in our consultation programme as a high priority for our partners and customers. The number of offenders detected during 2003/04 was 765. A 10% increase will take this number to 842.	
Hate crime	A 5% increase in the number of offenders detected for hate crime offences by 31 March 2005.
This target emphasises BTP's determination to combat this type of crime. The target complements an initiative to raise awareness and the levels of reported hate crime in the forthcoming year. The number of offenders detected in 2003/04 was 569. A 5% increase will take this number to 597.	

## Appendix B

Organisational objectives	
Objective	Target
Recruitment of visible ethnic minority police officers	<p>The number of visible ethnic minority officers to be no less than 5.1% of total police officer strength by 31 March 2005.</p> <p>The number of visible ethnic minority officers to be no less than 4.4% of total police officer strength in specialist posts by 31 March 2005.</p>
<p>The National Policing Plan outlines the requirement for Force contributions to the national target of achieving an ethnic minority representation in the police service of 7% by 2009. To ensure BTP reflects the diverse community we serve, a 10-year recruitment target has been set to ensure that, by the end of 2008/09, 8.4% of officers will be from visible ethnic minorities, and that 8.4% of officers employed in specialist posts will be from visible ethnic minorities by 2010/11. Currently, 4% of BTP officers are from visible ethnic minorities and 3.3% of specialist staff are from visible ethnic minorities. The target relating to specialist posts has been set two years behind the overall target to account for the probation period new recruits have to serve before they can take up specialist posts. This will allow the targeted recruitment that the Force has recently been carrying out a realistic chance to filter through to specialist posts.</p>	
Recruitment of female police officers	<p>The number of female officers to be no less than 14.5% of total police officer strength by 31 March 2005.</p> <p>The number of female officers to be no less than 12.8% of total police officer strength in specialist posts by 31 March 2005.</p>
<p>To ensure BTP further reflects the diverse community we serve, a 10-year recruitment target has been set to ensure that, by the end of 2008/09, 19% of officers will be female, and that 19% of officers employed in specialist posts will be female by 2010/11. Currently, 13.8% of BTP officers are female and 11.3% of specialist staff are female. The target relating to specialist posts has been set two years behind the overall target to account for the probation period new recruits have to serve before they can take up specialist posts. This will allow the targeted recruitment that the Force has recently been carrying out a realistic chance to filter through to specialist posts.</p>	

## Appendix B

The table below sets out the Force's recruitment targets for visible ethnic minority staff from 2004/05 to 2007/08.

Year	2004/05	2005/06	2006/07	2007/08
Target	5.1%	5.88%	6.72%	7.56%

### Performance results for 2003/04

	Target	Actual	Target achieved
Recruitment of visible ethnic minority officers: the number of visible ethnic minority officers to be no less than 4.2% of total police strength by 31 March 2004	4.2%	4.0%	No

### Number of racially aggravated harassment offences/crimes

	2002/03			2001/02		
	Reported	Cleared	% cleared	Reported	Cleared	% cleared
England	285	109	38	258	108	42
Scotland	14	8	57	5	3	60
Wales	5	2	40	3	3	100
<b>Total</b>	304	11	39	266	114	43

Source: *British Transport Police Statistical Bulletin 2002/03*

## PERFORMANCE INDICATORS

The following table shows a range of the current Performance Indicators (PIs) in use by BTP.

All the PIs should be viewed as part of the collective drive towards meeting the ministerial priority of increasing the trust and confidence in policing among BME groups.

<b>England and Wales</b>		
<b>Race and diversity</b>		
PI 12a	Proportion of police recruits from minority ethnic groups compared to the proportion of people from minority ethnic groups in the economically active population.	Level to be monitored. BTP no longer uses a population figure so is unable to express this in terms of the economically active population.
PI 12b	Ratio of officers from minority ethnic groups resigning to all officer resignations.	Level to be monitored via the R&ES action plan.
PI 12c	Percentage of female police officers compared to overall force strength.	Level to be monitored via the R&ES action plan.
<b>Stop and search</b>		
PI 3c	Percentage of PACE stop/searches which lead to arrest by ethnicity of the person stopped.	Level to be monitored by the DAG.
<b>Racial incidents</b>		
PI 3a	Satisfaction of victims of racist incidents with respect to the overall service provided.	Level to be monitored through victims of crime surveys.
PI 3b	Comparison of satisfaction for white users and users from visible minority ethnic groups with respect to the overall service provided.	Level to be monitored in relation to the satisfaction of victims of violent and vehicle crime.
PI 3d	Comparison of percentage detected of violence against the person offences by ethnicity of the victim.	Level to be monitored and published annually in the BTP statistical analysis document.

Source: *Guidance on Statutory Performance Indicators for Policing 2004/05*, Home Office Police Standards Unit, August 2004

## THE CENSUS CATEGORIES

### White

- ☐ British
- ☐ Irish
- ☐ Other

### Mixed

- ☐ White & Black Caribbean
- ☐ White & Black African
- ☐ White & Asian
- ☐ Other

### Asian or Asian British

- ☐ Indian
- ☐ Pakistani
- ☐ Bangladeshi
- ☐ Other

### Black or Black British

- ☐ Caribbean
- ☐ African
- ☐ Other

### Chinese or other ethnic group

- ☐ Chinese
- ☐ Other

- ☐ Unknown

## Appendix E

### PRIORITISED POLICIES

The statutory functions and related policies relevant to the general duty are set out below.

#### Methodology

To determine the level of relevance to the R&ES, we applied an assessment grid as recommended in *A Guide for Public Authorities* (the CRE's code of practice on the duty to promote race equality) to our statutory functions and policies. We used a scoring system (based on 0–6 points) to determine how relevant each function and policy is to the general duty, and what priority should be given to them. The results are set out in Tables 1, 2 and 3.

**Table 1: High relevance to the general duty – functions and policies scoring 5–6 points that will be reviewed during 2005/06**

Department	Function	Policy and practices
Administration and Finance	Information Technology	Internet and Electronic Mail
Crime	Family Liaison	Family Liaison Officers
Crime	Crime Investigation	Hate Crime
Human Resources	Career Development	Vacancy Selection
Human Resources	Career Development	Acting Ranks
Human Resources	Career Development	Career Development Policy
Human Resources	Equal Opportunities	Equal Opportunities Policy
Human Resources	Equal Opportunities	Equal Opportunities Statement
Human Resources	Equal Opportunities	Conditions of Service
Human Resources	Health and Safety	Personal Protective Equipment
Human Resources	Training	Training
Human Resources	Recruitment	Police Staff
Human Resources	Recruitment	Police Officers
Human Resources	Recruitment	Special Constables
Media and Customer Relations	Media	Release of Information to the Media
Operations	Complementary Policing	Custodian Helmets
Operations	Operational Policing	ASBOs
Operations	Custody	Language Line
Operations	Custody	Translators
Operations	Stop and Search	Stop and Search Policy
Operations	Stop and Search	Stop and Search Guidance
Operations	Stop and Search	HM Customs and Excise
Scientific Support	Scenes of Crime Officer (SOCO)	SOCO Assistant Selection
Scottish Area	Custody	Care of Prisoners
Scottish Area	Child Protection	Child Protection (Scotland)

## Appendix E

**Table 2: Medium relevance to the general duty – functions and policies scoring 3–4 points that will be reviewed during 2006/07**

<b>Department</b>	<b>Function</b>	<b>Policy and practices</b>
<b>Professional Standards</b>	Professional Standards	Recording and Investigating Complaints
<b>Crime</b>	Crime Investigation	Foreign National Offenders
<b>Deputy Chief Constable (DCC)</b>	Homicide	BTP Protocols
<b>DCC</b>	Homicide	BTP Protocols (Scotland)
<b>Operations</b>	Missing Persons	Missing Persons
<b>Operations</b>	Victim and Witness Support	BTP Interpreters Translations
<b>Crime</b>	Investigation	Domestic Violence
<b>Federation</b>	Welfare Fund	Welfare Fund
<b>Operations</b>	Operational Policing	Lay Visitors
<b>Operations</b>	Disposal	Cautions, Reprimands
<b>Crime</b>	Disposal	Gravity Factors
<b>Human Resources</b>	Staff Appraisal	Personal Development Review
<b>Human Resources</b>	Career Development	Tutor Constables
<b>Human Resources</b>	Career Development	Entry into OSPRE (Objective Structured Performance-Related Examination)
<b>Human Resources</b>	Employee Relations	Grievance Procedure
<b>Human Resources</b>	Human Resources	Dress and Appearance
<b>Human Resources</b>	Personnel	Charitable Events
<b>Operations</b>	Complementary Policing	Truancy Sweeps
<b>Policy Unit</b>	Monitoring of Strategic Plans	Policy Documents

## Appendix E

**Table 3: Low relevance to the general duty – functions and policies scoring 1–2 points that will be reviewed during 2007/08**

<b>Department</b>	<b>Function</b>	<b>Policy and practices</b>
<b>Crime Reduction</b>	Crime Reduction	Crime Reduction Officers
<b>DCC</b>	Crime Recording	Ethnicity
<b>Crime</b>	Bail	Street Bail
<b>Human Resources</b>	Health and Safety	HIV/Blood-borne Viruses
<b>Human Resources</b>	Employee Relations	Confidential Phone Reporting
<b>Human Resources</b>	Employee Relations	Voluntary Transfer
<b>Human Resources</b>	Health and Safety	First Aid
<b>Human Resources</b>	Health and Safety	First Aid Procedures
<b>Human Resources</b>	Health and Safety	Defibrillator Training
<b>Human Resources</b>	Health and Safety	Health and Safety
<b>Human Resources</b>	Health and Safety	Accident Forms
<b>Human Resources</b>	Personnel	Exit Interviews
<b>Human Resources</b>	Recruitment	Minimum Height
<b>Policy Unit</b>	Good Practice Scheme	Good Practice Scheme
<b>Administration and Finance</b>	Procurement	Procurement
<b>Scientific Support</b>	Fingerprints	Completion of NAFIS (National Automated Fingerprint Identification System) Form

## DIVERSITY ACTION GROUP TERMS OF REFERENCE

### Objectives

The DAG will lead on all issues relating to equal opportunities and diversity within BTP. This will include:

- ensuring that BTP meets its statutory responsibilities under all relevant anti-discrimination legislation and monitoring our response to this legislation;
- considering and advising on the equalities and diversity implications of all BTP major policy proposals and initiatives;
- keeping under review the BTP equal opportunities statement, 'Valuing the difference', and the strategies that put this statement into practice;
- reviewing and interrogating BTP performance data on diversity issues, including trends and performance against policing plan objectives, particularly with regard to:

#### **Operational policing**

- Stop and search and our engagement with the public
- Hate crimes reporting and recording
- Refugees and asylum seekers
- Disability Discrimination Act accessibility
- External consultation

#### **People management**

- Diversity training
- Recruitment, retention and progression of minority groups
- Gender issues
- Positive action
- Employment issues related to the Disability Discrimination Act
- Cultural audit actions

- proposing the development of PIs and target-setting in areas of diversity;
- considering areas of diversity where new or improved performance monitoring is required;
- co-ordinating action on issues arising from the RR(A)A and BTP R&ES; and
- advising the Police Authority and other BTP committees on equality and diversity issues relevant to their responsibilities.

### Outcomes

The DAG will :

- drive race and diversity issues to ensure they are fully embedded within BTP's operational policing practices;
- impact on BTP's operational staff and improve their ability to deliver;
- influence the attitudes and behaviour of BTP staff in order to provide a safe environment for Force employees;
- reassert where BTP policing should be and influence public perceptions of BTP;
- focus on delivery and outcomes and look internally to ensure that things change where necessary throughout the Force;
- publish BTP's successes to redress the balance when adverse events occur that are beyond BTP's control;
- identify current and potential issues and incorporate them into BTP's future planning; and
- identify success through appropriate indicators and measures.

### Membership

Membership of the DAG will be reviewed on an annual basis.

#### Members

Deputy Chief Constable  
Assistant Chief Constable (Scotland and Community Affairs)  
Director of Human Resources  
Chief Inspector (CRR)  
Detective Chief Inspector (Crime) (FHQ)  
Chief Inspector (Operations) (FHQ)  
Chief Superintendent (Training) (FHQ)  
Head of Policy Unit  
Employee Representative (Personnel) (nominee)  
Positive Action Officer  
First Contact Adviser – optional (nominated representative)

#### Staff association representatives

Support Association for Minority Ethnic staff (nominated representative)  
Transport Salaried Staff Association (nominated representative)  
BTP Police Federation (nominated representative)  
Lesbian, Gay, Bisexual and Transgender (nominated representative)  
Women's Strategic Forum (nominated representative)

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 1: Leadership and resources

<b>1. Leadership and resources:</b> To ensure that the promotion of race equality and diversity is incorporated into all aspects and levels of leadership within BTP and to identify and secure the resources necessary to promote race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>a) To build public confidence in our services by ensuring that the R&amp;ES meets all our obligations under the general duty.</p> <p>b) To ensure that we meet the compliance requirement of the RR(A)A.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. A1</i></li> </ul>	To produce a separate and distinct scheme from that of the Police Authority.	A fully compliant R&ES.	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Assistant Chief Constable (ACC) (Scotland and Community Affairs)</li> </ul>	<p><b>Timescales:</b> May 2005.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed by CRR FHQ and reports published in 2006, 2007 and 2008.</p> <p>Scheme content to be reviewed on a three-yearly basis by CRR FHQ.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 1: Leadership and resources

<b>2. Leadership and resources:</b> To ensure that the promotion of race equality and diversity is incorporated into all aspects and levels of leadership within BTP and to identify and secure the resources necessary to promote race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To ensure adequate resources are made available for the delivery of equality and diversity outcomes, including effective implementation of the R&amp;ES.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>HMIC recommendation 4 (consultation on HR strategy)</i></li> <li>• <i>HMIC recommendation 5 (the force should review its approach to race and diversity)</i></li> <li>• <i>BTP HR strategy</i></li> <li>• <i>BTP R&amp;ES section 1</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. A4/A7</i></li> </ul>	<p>To ensure that the resources needed to deliver equality and diversity outcomes across the Force are identified and secured through budget and business planning processes.</p> <p>To retain personnel and budgets for consultation with both statutory and non-statutory partner agencies.</p>	<p>Visible and active compliance with equality legislation.</p> <p>Increased confidence among minority staff and the wider community in our ability to deliver on the race and diversity agenda.</p> <p>Greater consistency in internal and external equality and diversity outcomes across Forces and agencies.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• ACC (Scotland and Community Affairs)</li> <li>• Portfolio Holders</li> <li>• Heads of Departments</li> <li>• Area Commanders</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 1: Leadership and resources

<b>3. Leadership and resources:</b> To ensure that the promotion of race equality and diversity is incorporated into all aspects and levels of leadership within BTP and to identify and secure the resources necessary to promote race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To ensure effective implementation of the R&amp;ES.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>HMIC recommendation 4 (consultation on HR strategy)</i></li> <li>• <i>HMIC recommendation 5 (the Force should review its approach to race and diversity)</i></li> <li>• <i>BTP R&amp;ES section 1</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. A4</i></li> </ul>	<p>CRR and those staff involved in impact assessment mechanisms to retain personnel and budgets specifically for consultation with both statutory and non-statutory partner agencies.</p>	<p>Enhanced joint working resulting in improved public confidence.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• ACC (Scotland and Community Affairs)</li> <li>• Portfolio Holders</li> <li>• Heads of Departments</li> <li>• Area Commanders</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 1: Leadership and resources

<b>4. Leadership and resources:</b> To ensure that the promotion of race equality and diversity is incorporated into all aspects and levels of leadership within BTP and to identify and secure the resources necessary to promote race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To ensure that all managers within BTP effectively meet the requirements of the general duty and deliver on race equality outcomes.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>HMIC recommendation 4 (consultation on HR strategy)</i></li> <li>• <i>HMIC recommendation 5 (the Force should review its approach to race and diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 9.1</i></li> <li>• <i>BTP R&amp;ES section 1</i></li> <li>• <i>BTP strategic plan</i></li> <li>• <i>ACPO action plan no. A8</i></li> </ul>	<p>Performance appraisal objectives to include specific, measurable targets relating to the R&amp;ES.</p> <p>Where appropriate, objectives to be linked to performance-related pay.</p>	<p>Active demonstration by managers of personal responsibilities with regard to the general duty.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• ACC (Scotland and Community Affairs)</li> <li>• HR</li> <li>• Corporate Development</li> <li>• Area Commanders</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>5. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To improve the representation of BME staff at each rank and within specialist roles.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>HR strategy no. 2</i></li> <li>• <i>BTP R&amp;ES sections 3, 11</i></li> <li>• <i>BTP strategic plan (we will be open, honest and fair)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.14</i></li> <li>• <i>ACPO action plan no. B1</i></li> </ul>	<p>To review how BTP policy and procedures may be amended in order to tackle racial and other discriminatory behaviour more effectively.</p> <p>To review the implementation of positive action initiatives in increasing the number of BME staff at each rank and within specialist roles.</p> <p>To publish information encouraging staff to challenge inappropriate behaviour and on the support BTP can offer.</p>	<p>Increased confidence by BME staff in BTP's promotion and career development processes.</p> <p>Greater representation of BME staff at all levels.</p> <p>BTP more reflective of the wider community.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Corporate Development</li> <li>• Employee Relations</li> <li>• Recruiting</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>6. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To develop and strengthen a consistent Force-wide strategy to eliminate unlawful discrimination within the working environment.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 2</i></li> <li>• <i>BTP R&amp;ES sections 3, 11</i></li> <li>• <i>BTP strategic plan (we will be open, honest and fair)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.4</i></li> <li>• <i>ACPO action plan no. B1</i></li> </ul>	<p>To ensure that all staff are fully aware of new legislation relating to recent employment directives and to take steps to assure staff that any person who reports or challenges unacceptable behaviour or language will be fully supported by the organisation.</p>	<p>Increased confidence among staff in tackling discriminatory behaviour.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Employee Relations</li> <li>• Training</li> <li>• Professional Standards</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>7. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To improve public perception of BTP as a career option and to encourage and support informal enquiries about employment with the Force from BME applicants.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 13, 15</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. B1</i></li> </ul>	<p>To establish a positive action capacity to develop appropriate outreach into the community, including strategies to encourage and support informal enquiries from BME and other under-represented groups.</p> <p>To develop an achievable positive action strategy and action plan with reference to the Home Office's 'Breaking Through' action plan.</p>	<p>Greater understanding by BTP of the barriers it needs to overcome to recruit from BME communities.</p> <p>Improved perception and interest by BME people regarding a career with BTP.</p> <p>Good practice identified from networking with other agencies and police Forces.</p> <p>Performance against the strategic plan and HR strategy targets.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Positive Action Officer</li> <li>• HR Diversity Manager</li> <li>• BTP Support Groups</li> <li>• Corporate Development</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>8. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To standardise the recruitment process to alleviate unwarranted variation in interview practices and standards across the Force.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 13, 15</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMI 'Winning the race' recommendation 4.13</i></li> <li>• <i>ACPO action plan no. B3/B4</i></li> </ul>	<p>To involve lay advisers in the recruitment of police officers. This will include members of BME communities.</p> <p>To ensure that all assessors have received appropriate training, which includes equality legislation and anti-discriminatory practice.</p>	<p>A standardised BTP recruitment and assessment process that is fair, transparent and non-discriminatory.</p> <p>Assessors skilled and knowledgeable in equality legislation and anti-discriminatory practices.</p> <p>A diverse pool of lay assessors able to impart skills and local knowledge positively, contributing to a transparent recruitment process.</p> <p>Increased confidence among existing BME staff in the recruitment and selection process.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Recruiting</li> <li>• Positive Action Officer</li> <li>• HR Diversity Manager</li> <li>• Support Groups</li> </ul>	<p><b>Timescales:</b> May 2005 and continuous thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>9. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To address any disproportionality in rejection rates of BME applicants during the recruitment process.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 13, 15</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. B5</i></li> </ul>	<p>To ensure that assessors and trainers are trained to recognise racist and discriminatory tendencies.</p> <p>To establish appropriate mechanisms to allow the confidential reporting of inappropriate or racist behaviour within the assessment process.</p> <p>Note: With reference to the tactical options in the 'Breaking Through' action plan.</p>	<p>Demonstration by BTP of zero tolerance to racist behaviour.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Positive Action Officer</li> <li>• Recruiting</li> <li>• Training</li> <li>• Professional Standards</li> <li>• Support Groups</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>10. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To develop and strengthen a consistent strategy to eliminate unlawful discrimination within the working environment.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>HR strategy no. 1, 13, 15</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendations 4.4, 4.19, 9.1</i></li> <li>• <i>ACPO action plan no. B10</i></li> </ul>	<p>To deliver appropriate training to ensure that all officers and staff are confident in the steps they must take to deal with discriminatory behaviour or attitudes where they occur.</p> <p>To devise and implement an internal hate crime policy with appropriate procedures and support structures.</p>	<p>Publication of clear guidance to enable managers to be skilled and confident in applying procedures and in identifying which issues should be dealt with through grievance procedures and which must be considered as disciplinary matters.</p> <p>Increased staff awareness of, and confidence in, BTP's internal identification and investigation of hate crime.</p> <p>Sanctions consistent with those applied to perpetrators of external hate crime.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Positive Action Officer</li> <li>• Training</li> <li>• HR Diversity Manager</li> <li>• Support Groups</li> <li>• Professional Standards</li> <li>• Employee Relations</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

**RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008**  
**Key Area 2: Staffing and the internal environment**

<b>10. Staffing and internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity (continued).				
Objective	Action	Outcomes	Responsibility	Review periods and milestones
		Demonstration of BTP's intolerance of all forms of discriminatory behaviour.		
<b>Progress</b>				

**RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008**  
**Key Area 2: Staffing and the internal environment**

<b>11. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To ensure effective and consistent use of professional standards and grievance procedures in tackling racism and discrimination across the Force.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 13, 15</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.4</i></li> <li>• <i>ACPO action plan no. B11</i></li> </ul>	<p>To update Force guidance on Independent Police Complaints Commission (IPCC) regulations on investigating allegations of racially discriminatory behaviour and to ensure that guidance is followed.</p>	<p>Force-wide implementation of guidance on the investigation of racist behaviour.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Professional Standards</li> <li>• Employee Relations</li> <li>• Support Groups</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>12. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To raise the trust and confidence of staff in internal grievance and complaints procedures.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 13, 15</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.4</i></li> <li>• <i>ACPO action plan no. B12</i></li> </ul>	<p>To identify the concerns of BME staff in relation to professional standards and grievance procedures and to implement a strategy to raise trust and confidence in these procedures.</p> <p>To adopt 'fairness at work' procedures.</p> <p>To raise awareness of the 'Learning the lessons from employment tribunals' guidance among managers and other relevant staff.</p>	<p>Increased confidence among staff (and the public) in the mechanisms for reporting concerns.</p> <p>Proportionate use of reporting mechanisms by all staff.</p> <p>Enhanced internal support.</p> <p>Staff perceptions that they will be treated fairly and without discrimination.</p> <p>Enhanced confidence among managers and staff to challenge inappropriate language and behaviour.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Professional Standards</li> <li>• Employee Relations</li> <li>• Support Groups</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>13. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To increase the success rate of BME candidates at all other stages in the recruitment and selection process.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 15</i></li> <li>• <i>HMIC 'Winning the race' recommendation 9.2</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan</i></li> </ul>	<p>To implement the recommendations within the 'Breaking Through' action plan for improving recruitment from BME communities.</p> <p>Note: With reference to the tactical options in the 'Breaking Through' action plan:</p> <ul style="list-style-type: none"> <li>• recruitment outcomes;</li> <li>• retention outcomes; and</li> <li>• progression outcomes.</li> </ul>	<p>Development and implementation of action plans to improve BME representation.</p> <p>Increased success rates of BME candidates.</p> <p>Reduced wastage of successful candidates, especially BME candidates.</p> <p>Identification of the reasons for drop-out, and actions developed/implemented to resolve the identified issues.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Recruiting</li> <li>• Employee Relations</li> <li>• Support Groups</li> <li>• Positive Action Officer</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>14. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To increase the retention of BME officers and staff, with particular emphasis on those in their first five years of service.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• BTP HR strategy no. 1, 15</li> <li>• HMIC 'Winning the race' recommendations 4.14, 9.2</li> <li>• BTP R&amp;ES section 10</li> <li>• BTP strategic plan (we will embrace diversity)</li> <li>• ACPO action plan no. B7</li> </ul>	<p>To introduce a standard exit interview procedure for all officers and staff.</p> <p>To monitor the number and ethnicity of all officers and staff leaving the Force and to take action to address any disproportionality.</p> <p>To monitor, review and address any disproportionality in the number and ethnicity of probationary officers required to resign/ dismissed during their probationary period or discharged under Regulation 13.</p>	<p>Compliance under the employment-specific duties of RR(A)A.</p> <p>Improved retention of BME officers and staff.</p> <p>Qualitative information to inform retention policies and procedures.</p> <p>Annual progress and outcomes published.</p> <p>Data used to inform retention strategies.</p> <p>Development and implementation of action plans to improve BME representation.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• HR Diversity Manager</li> <li>• Recruiting</li> <li>• Employee Relations</li> <li>• Support Groups</li> <li>• Positive Action Officer</li> </ul>	<p><b>Timescales:</b> May 2005 and reported thereafter with reference to milestones contained in BTP's HR strategy.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

**RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008**  
**Key Area 2: Staffing and the internal environment**

<b>14. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity (continued).				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
	<p>To establish a mechanism to allow results from exit interviews to feed into retention action planning.</p> <p>To monitor progress against the Home Secretary’s race equality employment targets as set out under the Dismantling Barriers initiative.</p> <p>To publish data identifying BTP achievements in employment and retention.</p>			
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>15. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To improve the career progression of BME officers and staff in the police service.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• BTP HR strategy no. 1, 15</li> <li>• HMIC 'Winning the race' recommendations 4.14, 9.2</li> <li>• BTP R&amp;ES section 10</li> <li>• BTP strategic plan (we will embrace diversity)</li> <li>• ACPO action plan no. B8</li> </ul>	<p>To monitor the career progression of BME officers and staff.</p> <p>To support and encourage the career progression of BME officers and staff to maximise their potential through career learning and development programmes and processes, e.g. Personal Leadership Programme and High Potential Development Scheme (HPDS).</p>	<p>Data management systems that monitor career progression and address proportionality issues.</p> <p>Proportionate number of BME officers and staff progressing into senior management positions.</p> <p>Increased success rate of BME candidates at the HPDS selection process.</p> <p>Improved retention of BME officers and staff.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Recruiting</li> <li>• HR Diversity Manager</li> <li>• SAME</li> <li>• Positive Action Officer</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly reports thereafter on HR strategy milestones.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

**RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008**  
**Key Area 2: Staffing and the internal environment**

<b>15. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity (continued).				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
	To market the scheme appropriately to change perceptions of fast-track selection processes.	Professional and competent identification of potential candidates for HPDS.  Active promotion of HPDS as part of positive action measures.		
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>16. Staffing and the internal environment:</b> To ensure that all staff understand, are committed to, and are involved in the delivery and management of race equality and diversity.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To provide a consistent approach to the development and delivery of training on the general duty to promote race equality under the RR(A)A.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP HR strategy no. 1, 15</i></li> <li>• <i>HMIC 'Winning the race' recommendations 4.6, 4.13, 9.1</i></li> <li>• <i>BTP R&amp;ES section 10</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. B14/B15</i></li> </ul>	<p>To implement the national learning requirement for race and diversity and to provide appropriate diversity training for all staff, including temporary and voluntary staff.</p> <p>To ensure that performance reviews effectively assess individuals' competence in relation to equality and diversity and identify training needs.</p>	<p>Race and diversity training that fully addresses the requirements of the RR(A)A.</p> <p>A prompt response to identified training gaps.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Director of HR</li> <li>• Recruiting</li> <li>• HR Diversity Manager</li> <li>• Training</li> <li>• Support Groups</li> <li>• Positive Action Officer</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly reports thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 2: Staffing and the internal environment

<b>17. Partnerships and community engagement:</b> To work with partner agencies and communities to identify needs and deliver responsive and appropriate services to diverse communities.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To ensure that resources are in place to meet the spiritual needs of all staff.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>HMIC 'Diversity matters' recommendation 7.6 (spiritual needs of police officers and staff)</i></li> <li>• <i>BTP R&amp;ES section 5</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>ACPO action plan no. C3/C4</i></li> </ul>	<p>To identify the level of need among BTP staff.</p> <p>To identify existing multi-faith prayer rooms available to BTP staff within the BTP estate and those in proximity to BTP jurisdiction.</p> <p>Estates management to take account of the spiritual needs of staff.</p>	<p>Improved provision of facilities to meet the individual spiritual needs of staff.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Area Commanders</li> <li>• ADAGs</li> <li>• Estates Management</li> <li>• HR Diversity Manager</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly reports thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 3: Partnerships and community engagement

<b>18. Partnerships and community engagement:</b> To work with partner agencies and communities to identify needs and deliver responsive and appropriate services to diverse communities.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To ensure that staff support networks are fully engaged as internal partners.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.14</i></li> <li>• <i>ACPO action plan no. C1</i></li> </ul>	<p>Chief officer or nominated ACPO officer to meet regularly with staff associations, support networks and unions to inform policy development.</p> <p>Appropriate financial and material support and dedicated work time to be made available to staff associations, support networks and union officials.</p>	<p>Staff support networks involved in decision-making at all levels of the organisation.</p> <p>Improved confidence among staff from minority communities in the Force's ability to deliver on the race and diversity agenda.</p> <p>Appropriately financed and staffed groups and networks able to assist in driving forward the race and diversity agenda.</p> <p>Improved support to BME staff.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Area Commanders</li> <li>• ADAGs</li> <li>• HR</li> <li>• Support Groups</li> <li>• Staff Associations</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> March 2005 and quarterly reports thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 3: Partnerships and community engagement

<b>19. Partnerships and community engagement:</b> To work with partner agencies and communities to identify needs and deliver responsive and appropriate services to diverse communities.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>a) To work in partnership to promote race equality in the criminal justice system.</p> <p>b) To work in partnership to support the development of good practice and share knowledge between Forces.</p> <p>c) To ensure that the functions and policies of BTP promote race equality and meet the needs of diverse communities.</p> <p>d) To develop appropriate mechanisms for community engagement that contribute to the development of citizen-focused policing.</p>	<p>To use our influence in local strategic partnerships to ensure that adequate resources within partnership budgets are set aside to enable the effective promotion of race equality in the partnership's business.</p> <p>To identify and promote local good practice resulting from partnership work.</p>	<p>Race equality given a wider perspective by a partnership approach.</p> <p>An appropriate independent advisory group resource or similar mechanism established with independent chairs.</p> <p>Citizen-focused services that meet the needs of our communities.</p> <p>Race and diversity mainstreamed into the business planning and risk assessment mechanisms.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Area Commanders</li> <li>• ADAGs</li> <li>• HR</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly reports thereafter.</p> <p><b>Milestone Reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

**RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008**  
**Key Area 3: Partnerships and community engagement**

<b>19. Partnerships and community engagement:</b> To work with partner agencies and communities to identify needs and deliver responsive and appropriate services to diverse communities (continued).				
Objective	Action	Outcomes	Responsibility	Review periods and milestones
<i>References:</i> <ul style="list-style-type: none"> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC ‘Winning the race’ recommendations 3.29, 4.15</i></li> <li>• <i>ACPO action plan no. C2/C3/C4/C5</i></li> </ul>				
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 4: Monitoring and performance management

<b>20. Monitoring and performance management:</b> To ensure delivery of race equality and diversity outcomes through effective monitoring and performance management processes.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>a) To establish an effective performance management structure for equality and diversity.</p> <p>b) To carry out continual monitoring of stop and search, ensuring that officers are using powers appropriately and recording accurately.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>Stephen Lawrence Inquiry recommendations 61, 62, 63</i></li> <li>• <i>BTP R&amp;ES section 6</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.18</i></li> <li>• <i>ACPO action plan no. D1</i></li> </ul>	<p>To review current performance management arrangements and embed monitoring of equality and diversity issues within mainstream mechanisms.</p> <p>Data collected to be capable of identifying trends indicating disproportionality in terms of race or other relevant indices.</p>	<p>Production of hate crime and stop and search statistics for DAG and FMT scrutiny.</p> <p>Monitoring of recordable street encounters.</p> <p>Inclusion of hate crime targets in the Force's strategic plan.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Area Commanders</li> <li>• FHQ Operations</li> <li>• Performance Monitoring Unit</li> </ul>	<p><b>Timescales:</b></p> <p>May 2005 and monthly reports to FMT with quarterly reports to DAG thereafter.</p> <p><b>Milestone reviews:</b></p> <p>Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b></p> <p>Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 4: Monitoring and performance management

<b>21. Monitoring and performance management:</b> To ensure delivery of race equality and diversity outcomes through effective monitoring and performance management processes.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To establish an effective performance management structure for equality and diversity.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP R&amp;ES section 7</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendation 4.16 (ethnic monitoring data)</i></li> <li>• <i>ACPO action plan no. D1</i></li> </ul>	<p>To establish effective mechanisms for scrutinising leadership, resourcing and delivery of the R&amp;ES.</p>	<p>Adoption of HMIC baseline assessments.</p> <p>Mainstreaming of race equality objectives within all aspects of police performance.</p> <p>Improved trust and confidence among communities as a result of the commitment demonstrated by chief officers. This will be demonstrated by community consultation results or satisfaction surveys.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• Deputy Chief Constable</li> <li>• Corporate Development</li> <li>• HR Diversity Manager</li> <li>• HR (R&amp;ES specific duties on employment subgroup)</li> <li>• Corporate Development</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly reports thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 4: Monitoring and performance management

<b>22. Monitoring and performance management:</b> To ensure delivery of race equality and diversity outcomes through effective monitoring and performance management processes.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>a) To establish effective mechanisms for monitoring race and diversity issues within mainstream performance management regimes.</p> <p>b) To develop a third party and self-reporting system that is accessible to our businesses/ staff, passengers and the wider community.</p>	<p>To review current performance management arrangements on hate crime recording and reporting and to embed them within mainstream mechanisms.</p> <p>Data to be capable of identifying trends in order to prompt action to analyse and address underlying issues.</p>	<p>Effective monitoring of performance that meets the requirements of equality legislation.</p> <p>Third party and self-reporting forms return rate.</p> <p>Performance in relation to policing plan hate crime targets.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through;</b></p> <ul style="list-style-type: none"> <li>• ACC (Scotland and Community Affairs)</li> <li>• Crime Management Centres</li> <li>• CRR</li> <li>• Performance Monitoring Unit</li> </ul>	<p><b>Timescales:</b> May 2005 and monthly reports to FMT and quarterly reports to DAG thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

**RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008**  
**Key Area 4: Monitoring and performance management**

<b>22. Monitoring and performance management:</b> To ensure delivery of race equality and diversity outcomes through effective monitoring and performance management processes (continued).				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>Stephen Lawrence Inquiry recommendations 15, 16 (reporting and recording of racist incidents)</i></li> <li>• <i>BTP R&amp;ES section 6</i></li> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>HMIC 'Winning the race' recommendations 4.18, 4.19</i></li> <li>• <i>ACPO action plan no. D3</i></li> </ul>				
<b>Progress</b>				

## RACE AND EQUALITY SCHEME ACTION PLAN 2005–2008

### Key Area 5: Communication and marketing

<b>23. Communication and marketing:</b> To ensure the effective communication of a national vision and strategy for race equality and diversity in the police service.				
<b>Objective</b>	<b>Action</b>	<b>Outcomes</b>	<b>Responsibility</b>	<b>Review periods and milestones</b>
<p>To communicate the role of BTP in the promotion of race equality and diversity.</p> <p><i>References:</i></p> <ul style="list-style-type: none"> <li>• <i>BTP strategic plan (we will embrace diversity)</i></li> <li>• <i>BTP HMIC recommendation 5 (the Force should review its approach to race and diversity)</i></li> <li>• <i>ACPO action plan no. E2</i></li> </ul>	<p>To develop internal and external communications strategies to publicise BTP's work in support of the general and specific duties to promote race equality.</p> <p>To develop separate strategies to communicate the publication of the R&amp;ES, particularly to those communities not currently engaged by BTP.</p>	<p>Greater understanding and ownership of the duties within the R&amp;ES by all staff.</p> <p>Greater understanding by all communities of the duties placed upon Police Forces and the work undertaken to fulfil the ethical and legal responsibilities to promote race equality and diversity.</p>	<p><b>Diversity Action Group</b></p> <p><b>Through:</b></p> <ul style="list-style-type: none"> <li>• ACC (Scotland and Community Affairs)</li> <li>• Area Commanders</li> <li>• HR</li> <li>• Marketing</li> <li>• Media and Customer Relations</li> <li>• CRR</li> </ul>	<p><b>Timescales:</b> May 2005 and quarterly reports thereafter.</p> <p><b>Milestone reviews:</b> Quarterly action plan updates to DAG.</p> <p><b>Annual reviews:</b> Scheme progress to be reviewed and reports published in 2006, 2007 and 2008.</p>
<b>Progress</b>				

**FEEDBACK FORM**

**Thank you for reading through our 2005–2008 Race and Equality Scheme. We are very interested in what you think of the scheme. We would be very grateful if you could spare a few moments to complete the questionnaire below.**

1. How satisfied are you with the consultation strategies outlined in Section 5 of the scheme?

- |                                    |                          |   |
|------------------------------------|--------------------------|---|
| Very satisfied                     | <input type="checkbox"/> | 1 |
| Fairly satisfied                   | <input type="checkbox"/> | 2 |
| Neither satisfied nor dissatisfied | <input type="checkbox"/> | 3 |
| Fairly dissatisfied                | <input type="checkbox"/> | 4 |
| Very dissatisfied                  | <input type="checkbox"/> | 5 |

**Please explain your answer in the space below:**

2. How satisfied are you with BTP's plans for monitoring policies for adverse impact (as outlined in Section 6 of the scheme)?

- |                                    |                          |   |
|------------------------------------|--------------------------|---|
| Very satisfied                     | <input type="checkbox"/> | 1 |
| Fairly satisfied                   | <input type="checkbox"/> | 2 |
| Neither satisfied nor dissatisfied | <input type="checkbox"/> | 3 |
| Fairly dissatisfied                | <input type="checkbox"/> | 4 |
| Very dissatisfied                  | <input type="checkbox"/> | 5 |

Please explain your answer in the space below:

3. How satisfied are you with BTP's plans for publishing the results of assessment, consultation and monitoring (as outlined in Section 7 of the scheme)?

- Very satisfied  1
- Fairly satisfied  2
- Neither satisfied nor dissatisfied  3
- Fairly dissatisfied  4
- Very dissatisfied  5

Please explain your answer in the space below:

4. Overall, how satisfied were you with the 2005–2008 Race and Equality Scheme?

- Very satisfied  1
- Fairly satisfied  2
- Neither satisfied nor dissatisfied  3
- Fairly dissatisfied  4
- Very dissatisfied  5

Please explain your answer in the space below:

5. Please tell us a little about yourself:

**Ethnic origin**

- |                            |                            |             |                             |
|----------------------------|----------------------------|-------------|-----------------------------|
| White British              | <input type="checkbox"/> 1 | Indian      | <input type="checkbox"/> 9  |
| White Irish                | <input type="checkbox"/> 2 | Pakistani   | <input type="checkbox"/> 10 |
| Any other White background | <input type="checkbox"/> 3 | Bangladeshi | <input type="checkbox"/> 11 |

- |                            |                             |   |                             |
|----------------------------|-----------------------------|---|-----------------------------|
| White and Black Caribbean  | <input type="checkbox"/> 4  | Any other Asian background                | <input type="checkbox"/> 12 |
| White and Black African    | <input type="checkbox"/> 5  | Caribbean                                 | <input type="checkbox"/> 13 |
| White and Asian            | <input type="checkbox"/> 6  | African                                   | <input type="checkbox"/> 14 |
| Any other mixed background | <input type="checkbox"/> 7  | Any other Black background                | <input type="checkbox"/> 15 |
| Chinese                    | <input type="checkbox"/> 8  | Any other ethnic group                    | <input type="checkbox"/> 16 |
| Gypsy/traveller            | <input type="checkbox"/> 17 | (Please specify other ethnic group) ..... |                             |

**Thank you for helping us by completing the questionnaire. If you have any additional comments, please make use of the space below.**

**Please return to British Transport Police, Community and Race Relations Unit, Freepost WC3910, London.**