

Disability Discrimination Order (Northern Ireland) 2006

Disability Action Plan

Northern Ireland Policing Board

June 2007

CHIEF EXECUTIVE'S FOREWORD

As Chief Executive of the Northern Ireland Policing Board (the Board) I welcome the introduction of the duties and responsibilities for promoting positive attitudes towards people with disabilities and encouraging their participation in public life.

I confirm that the Board is committed to effectively implementing the disability duties and this Disability Action Plan. All necessary resources will be allocated in order to effectively implement this plan and where appropriate, build objectives and targets relating to the disability duties into corporate and annual operating plans.

Appropriate internal arrangements will also be put in place to ensure that the disability duties are complied with, and the Disability Action Plan effectively implemented. I will ensure the effective communication of the Action Plan and the disability duties to all Members and staff. The training and guidance necessary for the implementation of the Plan will also be provided.

TREVOR REANEY
CHIEF EXECUTIVE

Contents

1.	Introduction	4
2.	Purpose of the Disability Action Plan	4
3.	Functions and Activities	4
4.	Public Life Positions	6
5.	Commitment to the Effective Implementation of the Disability Action Plan	6
6.	Effective Engagement	7
7.	Annual Report	7
8.	Five Year Review	7
9.	Consultation	7
10.	Previous Measures Taken	7
11.	Implementation of the Action Measures	9
12.	Performance Indicators and Targets	32
13.	How the Disability Action Plan will be Published	32

1. Introduction

1.1 Section 49A of the Disability Discrimination Act 1995 (DDA) as amended by Article 5 of the Disability Discrimination (NI) Order 2006 requires us, in carrying out our functions, to:

- Promote positive attitudes towards disabled people; and
- Encourage participation by disabled people in public life.

1.2 The Board is committed to effectively implementing these disability duties throughout the organisation and have set out how we intend to do this within the Action Plan.

1.3 The Board has recruitment and selection responsibilities for a number of public life positions:

- Senior Police Officers and Senior Police Support Staff
- Policing Board Staff (Staff Officer grade and above)
- Independent Members of the District Policing Partnership's
- Independent Custody Visitors
- Independent Community Observers

1.4 The Board will undertake a planned programme of communication and training on the disability duties for all Members and staff. This training will also be included within our induction and refresher training programme.

2. Purpose of the Disability Action Plan

2.1 The Plan sets out how the Board proposes to fulfil the disability duties in relation to its functions.

3. Functions and Activities

3.1 The Board's statutory duty is to ensure that the Police Service of Northern Ireland (PSNI) is effective and efficient and to hold the Chief Constable to account. Its primary responsibilities are to:

- Consult with the community to obtain their views on policing and their co-operation with the police in preventing crime;
- Set objectives and performance targets for PSNI;
- Publish objectives and targets for PSNI as part of an Annual Policing Plan and to monitor PSNI performance against this plan;
- Appoint all PSNI officers above the rank of Chief Superintendent;
- Set the budget for policing and monitor expenditure;
- Oversee complaints against the police and to conduct investigations into complaints against senior officers.

3.2 In carrying out its functions the Board:

- Holds at least eight public meetings per year (statutory duty) a number of which are held outside Belfast;
- Uses its committees to progress the more detailed aspects of its work;
- Operates committees under the following headings:
 - Corporate Policy Planning and Performance;
 - Audit and Risk Management;
 - Human Resources;
 - Community and Human Rights; and
 - Resources and Improvement

3.3 District Policing Partnerships (DPPs) were first established in 2003 and are statutory public bodies that operate within the Police (Northern Ireland) Act 2000. In practical terms, DPPs are partnerships between the local Council and the community. They are made up of local councillors, nominated to the DPP by the Council, and independent members drawn from the local community and appointed by the Board. The Board has a statutory duty to ensure that the membership of each DPP is representative of the community that it serves. In seeking to make DPPs representative the Board takes into account community background, gender, age, disability etc. The Board undertakes a number of roles with regard to DPPs. These are:

- Providing DPP funding;
- Appointing Independent Members to DPPs;
- Revising the Code of Practice for DPPs;
- Facilitating DPP training and support; and
- Monitoring and reporting on the effectiveness of DPPs.

4. Public Life Positions

4.1 The Independent Members of the Policing Board are appointed by the Secretary of State for Northern Ireland. However, the Board is responsible for the following appointments:

- Senior Police Officers and Senior Police Support Staff
- Policing Board Staff (Staff Officer rank and above)
- Independent Members of the District Policing Partnerships;
- Independent Custody Visitors; and
- Independent Community Observers

There are 26 DPPs at present, one for each council area. There are currently five custody visiting teams and three teams of Observers, covering all of Northern Ireland. All three areas report to the Community and Human Rights Committee.

5. Commitment to the Effective Implementation of the Disability Action Plan

5.1 The Board is committed to the effective implementation of all aspects of the Plan and will allocate the necessary resources (in terms of people, time and money). The Equality Officer reports to the Senior Management Team who is responsible for the oversight and implementation of administrative arrangements to ensure that the Board meets its disability duties.

The Equality Officer will ensure the Disability Action Plan will be monitored and reported on within the Equality Annual Progress Report to the Equality Commission.

6. Effective Engagement

- 6.1 The Board is committed to engaging with people with disabilities in the drafting, implementation, monitoring and review of the Plan. Further information on how this is to be taken forward is outlined in Section 9 on Consultation.

7. Annual Report

- 7.1 Progress on the Disability Action Plan will be published within the Equality Annual Progress Report to the Equality Commission on the implementation of our Equality Scheme. It will also be available as a separate document.
- 7.2 A copy of the Equality Annual Progress Report will be made available on our website.

8. Five Year Review

- 8.1 The Board will carry out a review of the Plan, in consultation with the Equality Commission, every five years.

9. Consultation

- 9.1 The Board is committed to carrying out consultation in accordance with the guiding principles set out in the Equality Commission guidelines and recognises the need for such consultation to be timely, open and inclusive. Due to time restraints, initial consultation on the Plan will be with the disability representative organisations. This will however, be expanded in time.

10. Previous Measures Taken

- 10.1 The Board has already taken a number of measures to promote positive attitudes towards people with disabilities and encourage their participation in public life as a result of the duties under section 75. Examples are as follows:

Promoting Positive Attitudes

- The Equal Opportunities policy applies to all aspects of working life. It has implications for how colleagues and customers are treated;
- Provided Equal Opportunities training for all its staff, which includes an awareness of equality legislation and advises staff of their duty to avoid acts of unlawful discrimination and to promote a harmonious working environment;
- A Dignity at Work policy promotes a harmonious working environment which includes procedures to handle complaints of harassment and bullying;

Encouraging Participation in Public Life

- The Board in its role as an employer and provider of services to the public regularly reviews the premises it occupies; the way it delivers its services; all employment policies and procedures; and makes reasonable adjustments to ensure that people with disabilities are not disadvantaged;
- The introduction of a text phone with its number published on the Board's website and on all Board publications;
- All the Board's public documents are available on request in alternative formats, for example, Braille, large print, disk, and audio cassette; and other languages for those not fluent in English;
- A 'signing' service is available at the Board's public meetings;
- Evacuation procedures for staff and visitors are in place;
- The Board has received 'Disabled Go' approval which features on the Board's website;
- The Board's Event Planner details disability considerations to be made when arranging events.

11. Implementing the Action Measures

The following outlines the measures under the Disability Action Plan that the Board is putting into place during the five year period.

Disability Action Plan

Implementation of Action Measures

Trevor Reaney, Chief Executive, NIPB

Friday, 29 June 2007

Mario Madden, Equality Officer, NIPB

Year 1 – 1 April 2007 to 31 March 2008

Duty 1: To promote positive attitudes towards disabled people

SMART: S = Specific; M = Measurable; A = Achievable; R = Realistic; T = Time-bound

Action		Outcome(s)
1.1	Provide adequate resources (people, time and money) to implement Disability Action Plan.	Effective and timely implementation of Disability Action Plan.
Responsible Person		Senior Management Team
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	The specific people, time and money for the achievement of this objective have been identified within current resources.	
M	Action will be measured on a quarterly basis against Plan timescales.	
A	This is achievable as equality duties are already mainstreamed.	
R	Disability Action Plan will require resources across the Board.	
T	Reviewed annually over 5 year period of Plan.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
The action enables the overall Disability Action Plan to be implemented in full.		

Action		Outcome(s)
1.2	Programme of disability awareness training for staff. To include: a) An awareness of employment legislation including the DDA; b) Helping staff to create and maintain a more positive working environment; and c) Helping staff to adopt positive behaviours which promote respect and diversity in the workplace.	All staff fully aware of legislative requirements. All staff trained within timescale. Positive attitudes towards people with disabilities.
Responsible Person		Human Resources Manager

Outline below how this action and associated outcome(s) meet 'SMART' criteria?	
S	Programme of training specific to Disability Discrimination (Northern Ireland) Order 2006 (DDO).
M	Assessing staff attendance in terms of overall total against numbers invited and numbers trained.
A	DDO training will be mandatory.
R	Manageable
T	To be delivered by 31 March 2008.
How does this action and associated outcome(s) promote positive attitudes towards disabled people?	
By providing mandatory training programme the Board is committed to having a workforce fully aware of need to promote positive attitudes towards disabled people.	

Action		Outcome(s)
1.3	Promote disability awareness, as part of the initial staff induction through: a) Drawing the Equal Opportunities policy to the attention of new staff; b) Drawing the Dignity at Work policy to the attention of new staff; and c) Scheduling new staff to attend the relevant training programme as outlined at 1.2 above.	Staff fully aware of disability legislative requirements and positive attitudes encouraged
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Programme of induction will include elements specific to the DDO 2006.	
M	All new staff will receive an induction within 4 weeks of their commencement date.	
A	DDO awareness will be mandatory in induction.	
R	Manageable.	
T	Reviewed annually at 31 March.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
By promoting disability awareness as part of the initial staff induction, the Board is committed to making its workforce fully aware of the need to promote positive attitudes towards disabled people.		

Action		Outcome(s)
1.4	Briefing for Members ¹ on Disability Awareness.	Members fully aware of legislative requirements. All Members trained within timescale. Positive attitudes towards people with disabilities.
Responsible Person		Human Resources Manager DPP Support Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Briefing specific to Disability Discrimination (Northern Ireland) Order 2006 (DDO).	
M	Assessing Members attendance in terms of overall total against numbers invited and numbers briefed.	
A	DDO training will be mandatory.	
R	Manageable.	
T	To be delivered by 31 March 2008.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
By briefing Members on disability awareness the Board demonstrates its commitment to promoting positive attitudes towards disabled people.		

Action		Outcome(s)
1.5	Briefing for Volunteers ² on Disability Awareness.	Volunteers fully aware of legislative requirements. All Volunteers trained within timescale. Positive attitudes towards people with disabilities
Responsible Person		Service Monitoring Manager

¹ NIPB Members and DPP Independent Members.

² Independent Community Observers and Independent Custody Visitors.

Outline below how this action and associated outcome(s) meet 'SMART' criteria?	
S	Briefing specific to Disability Discrimination (Northern Ireland) Order 2006 (DDO).
M	Assessing Volunteers attendance in terms of overall total against numbers invited and numbers briefed.
A	DDO training will be mandatory.
R	Manageable.
T	To be delivered by 31 March 2008.
How does this action and associated outcome(s) promote positive attitudes towards disabled people?	
By briefing Volunteers on disability awareness the Board demonstrates its commitment to promoting positive attitudes towards disabled people.	

Action		Outcome(s)
1.6	Review all Board Equality guidance to ensure it meets the needs of people with disabilities.	Improved guidance for people with disabilities.
Responsible Person		Compliance Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Guidance will be reviewed to meet the specific needs of people with disabilities.	
M	Feedback from disability "umbrella" groups.	
A	Included in Compliance Branch programme of work.	
R	Planned for within programme of work.	
T	By March 2008.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
By ensuring staff follow guidance that meets the needs of people with disabilities.		

Action		Outcome(s)
1.7	Ensure disability duties are in Board corporate consultation processes.	Disabled peoples' views taken on board in Board's decision making process
Responsible Person		Compliance Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		

S	Consultation processes will be reviewed to include DDO consideration.
M	Feedback from disability “umbrella” groups.
A	Included in Compliance Branch programme of work.
R	Planned for within programme of work.
T	By March 2008.
How does this action and associated outcome(s) promote positive attitudes towards disabled people?	
By ensuring staff follow consultation process that meets the needs of people with disabilities.	

Action		Outcome(s)
1.8	Staff with a disability to be made aware that they can raise concerns through the Dignity at Work policy where a colleague has not displayed positive attitudes towards them.	Positive attitudes displayed towards people with disabilities.
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet ‘SMART’ criteria?		
S	Aimed specifically at staff with disabilities whose colleagues have not displayed positive attitudes towards them.	
M	Feedback from staff with disabilities.	
A	Highlighted at induction.	
R	Staff with disabilities will be made aware of the policy and how it can be used in this manner.	
T	July 2007.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
By making all staff aware of the facility for staff with a disability to raise concerns in instances where employees do not display positive attitudes towards them.		

Action		Outcome(s)
1.9	Review internal and external communication processes to meet the requirements of, and ensure positive attitudes towards, people with disabilities.	People with disabilities are communicated with by methods which meet their needs.
Responsible Person		CMG
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Meeting the specific requirements of people with disabilities.	
M	Consultation and feedback from disability "umbrella" groups.	
A	Will be included on CMG Agenda for discussion and action.	
R	Manageable.	
T	December 2007	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
People with disabilities will be communicated with in a manner that reflects positive attitudes.		

Action		Outcome(s)
1.10	Ensure all Board literature including that which is provided for the public at events organised by the Board promotes positive attitudes towards people with disabilities.	Board literature, including that provided at its public events meets the requirements of people with disabilities.
Responsible Person		Heads of Branches
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Meeting the specific requirements of people with disabilities.	
M	Consultation and feedback from disabled attendees.	
A	Will be included on CMG Agenda for discussion and action.	
R	Manageable.	
T	December 2007	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
Board events will promote positive attitudes towards people with disabilities.		

Action		Outcome(s)
1.11	Review the Board's revised website to ensure accessibility for people with disabilities.	Improve accessibility of the Board's website
Responsible Person		Deputy Chief Executive
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	By meeting the specific needs of people with disabilities.	
M	Consultation and feedback from disabled users / "umbrella" groups.	
A	Consultation to be built into review of website.	
R	Planned programme of action to review website.	
T	December 2007.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
The Board's website will be accessible in a format and style to meet the needs of people with disabilities.		

Action		Outcome(s)
1.12	Obtain Crystal Mark for Board's website from Plain English Campaign.	Improve accessibility and ensure an 'easy to use' and 'easy to read' site.
Responsible Person		Deputy Chief Executive
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Crystal Mark is approval that a website is written in plain English.	
M	External body approval.	
A	The attainment of Crystal Mark is desirable to the Board.	
R	Planned programme of action to review website.	
T	March 2008	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
The Board's website will be accessible in a format and style to meet the needs of people with disabilities.		

Action		Outcome(s)
1.13	Review DPP websites to ensure accessibility for people with disabilities.	Improve accessibility of the DPP websites
Responsible Person		Deputy Chief Executive
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	By meeting the specific needs of people with disabilities.	
M	Consultation and feedback from disabled users / "umbrella" groups.	
A	Consultation to be built into review of website.	
R	Planned programme of action.	
T	March 2008.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
The DPP website will be accessible in a format and style to meet the needs of people with disabilities.		

Action		Outcome(s)
1.14	Obtain Crystal Mark for DPP websites homepages from the Plain English Campaign.	Improve accessibility and ensure an 'easy to use' and 'easy to read' site.
Responsible Person		Deputy Chief Executive
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Crystal Mark is approval that a website is written in plain English.	
M	External body approval.	
A	The attainment of Crystal Mark is desirable to the Board.	
R	Planned programme of action.	
T	March 2008	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
The DPP website will be accessible in a format and style to meet the needs of people with disabilities.		

Action		Outcome(s)
1.15	Include photography (either submitted or incidental) in publications and website using positive imagery of people with disabilities.	More positive images of disabled people
Responsible Person		Communications Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific photographs displaying positive imagery to be used.	
M	Number of positive imagery photographs of people with disabilities.	
A	Manageable.	
R	Number of photographs required in each edition.	
T	Annual review.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
People with disabilities are portrayed positively.		

Action		Outcome(s)
1.16	Encourage regular features about disability in DPP News and other publications.	Improved attitudes and awareness about disability issues.
Responsible Person		Communications Manager DPP Support Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific articles depicting positive imagery (either submitted or incidental) to be encouraged.	
M	Number of features promoting people with disabilities.	
A	Action has been agreed.	
R	Number of articles required in each edition.	
T	Annual review.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
People with disabilities are portrayed positively.		

Action		Outcome(s)
1.17	Ensure disability access to all public meetings of the Board meets the requirements of the disability legislation.	Disabled access to public meetings.
Responsible Person		Human Resources Manager – internal Secretariat Manager - external
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Relates specifically to disability access.	
M	Feedback from disabilities attendees.	
A	Venues must comply with disability legislation.	
R	Venues must comply with disability legislation.	
T	August 2007.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
Disabled people will be encouraged to attend forums relating to policing.		

Action		Outcome(s)
1.18	To monitor DPPs compliance with the DDO 2006.	All DPPs comply with DDO.
Responsible Person		DPP Support Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Relates specifically to DDO compliance.	
M	DPPs Disability Action Plans.	
A	Information will be available through Disability Action Plans.	
R	DPPs subject to disability legislation.	
T	Reviewed annually.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
By adherence to disability legislation.		

Action		Outcome(s)
1.19	Review DPP policies, practices and procedures to ensure correct attitudes towards disability issues are being promoted.	Improved attitudes to disability and disabled people.
Responsible Person		DPP Support Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific to the promotion of disability issues.	
M	Consultation and feedback from disability "umbrella" groups.	
A	Board policies relating to DPPs have to be reviewed annually.	
R	Built into programme of work.	
T	October 2007	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
DPP policies, practices and procedures consider the needs of people with disabilities and ensure DPP representation.		

Action		Outcome(s)
1.20	To engage with the deaf and disabled communities who have particular policing needs and are disproportionately impacted by crime and disorder.	Engagement with people with disabilities.
Responsible Person		Community Engagement Director
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific to people with disabilities and their specific policing needs.	
M	Feedback from targeted groups on engagement.	
A	Target engagement to be arranged.	
R	Manageable.	
T	March 2008	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
Engagement will allow those disproportionately impacted upon to express their views on policing.		

Action		Outcome(s)
1.21	Monitor Disability Action Plan and report annually to Equality Commission.	Implementation of Disability Action Plan.
Responsible Person		Equality Officer
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Disability Action Plan is specific in the promotion of positive attitudes towards disabled people.	
M	Provide annual updates to Equality Commission on progress.	
A	Requirement through DDO.	
R	Annual report to Equality Commission manageable.	
T	Annually.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
The Disability Action Plan is a process of implementation of the promotion of positive attitudes towards people with disabilities.		

Action		Outcome(s)
1.22	Produce Board disability statement.	Disability Statement.
Responsible Person		Compliance Manager Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	This will be specific disability information.	
M	Feedback from disability groups.	
A	This will be included in Board's policy list.	
R	Policy required.	
T	December 2007	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
This information will be available to all people associated with the Board, including staff and visitors.		

Action		Outcome(s)
1.23	To research issues of disability in the workplace that should be explored in the next commissioned staff survey which is to be carried out by June 2008.	To inform future policies, strategies, procedures and working practices within the Board.
Responsible Person		Research & Statistics Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific section within survey on disability.	
M	Outcomes measurable.	
A	Board commissioned survey which will inform Disability Action Plan and HR policy.	
R	Report is commissioned by Board.	
T	Ongoing.	
How does this action and associated outcome(s) promote positive attitudes towards disabled people?		
Areas of concern identified and addressed.		

Duty 2: To encourage participation by disabled people in public life

SMART: S = Specific; M = Measurable; A = Achievable; R = Realistic; T = Time-bound

Action		Outcome(s)
2.1	Target people with disabilities during the advertising of all Board vacancies (SO and above).	Improved opportunities for people with disabilities.
Responsible Person		Heads of Branches Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific targeting of people with disabilities.	
M	Percentage of applications from people with disabilities.	
A	With due consideration given to the nature of the duties.	
R	Awareness of requirement.	
T	Ongoing.	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
People with disabilities will be particularly welcomed to apply for positions within the Board.		

Action		Outcome(s)
2.2	Affirmative action disability statement on all advertisements for public appointments / posts.	Increased applications from people with disabilities.
Responsible Person		Human Resources Manager DPP Support Manager Service Monitoring Manager

Outline below how this action and associated outcome(s) meet 'SMART' criteria?	
S	Statement includes reference to people with disabilities.
M	Number of advertisements and number that includes statement.
A	Statement particularly welcoming applications from those covered by the DDO 2006.
R	No additional cost.
T	Ongoing.
How does this action and associated outcome(s) encourage participation by disabled people in public life?	
People with disabilities will be particularly welcomed to apply for positions within the Board.	

Action		Outcome(s)
2.3	Consider reimbursement of reasonable travel expenses for disabled applicants to attend interviews for public appointments or jobs.	Increased applications.
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Specific to disabled applicants.	
M	Number of claims.	
A	Consideration to be given.	
R	If accepted will incur additional expenditure.	
T	September 2007.	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
People with disabilities may be more likely to apply for public life posts if travel expenses reimbursed.		

Action		Outcome(s)
2.4	On-line facility to apply for recruitment competitions.	Improved accessibility for people with disabilities.
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Ability to apply and submit applications.	
M	Number of on-line applications submitted from people with disabilities.	
A	Modernising Government initiatives apply.	
R	Additional expenditure.	
T	September 2007 and reviewed annually.	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
Easier for people with disabilities to apply for public life posts.		

Action		Outcome(s)
2.5	Monitor reasonable adjustments made for disabled employees.	More accessible working environment Managers aware of issues which may impact an employee's attendance and ability to carry out duties.
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Reasonable adjustments made for disabled people.	
M	Positive feedback from disabled employees.	
A	Part of an existing programme.	
R	Part of an existing programme.	
T	Reviewed annually.	

How does this action and associated outcome(s) encourage participation by disabled people in public life?

People with disabilities will recognise the Board as an employer which encourages participation by ensuring its premises are accessible to all.

Action		Outcome(s)
2.6	Provide details of publicly advertised vacancies to the Disablement Advisory Service and other disability “umbrella” organisations.	Increased number of disabled applicants
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet ‘SMART’ criteria?		
S	Disability employment organisations made aware of publicly advertised vacancies.	
M	Number of vacancies passed to Disablement Advisory Service and other disability “umbrella” organisations.	
A	Some initial procedural work required.	
R	Additional expense minimal.	
T	Ongoing.	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
People with disabilities may become aware of posts that otherwise they may not have.		

Action		Outcome(s)
2.7	Monitor on annual basis (recruitment) applications from people with disabilities.	Identification of trends.
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Monitoring disability.	
M	Report to CMG.	
A	Monitoring of recruitment already takes place.	
R	Additional collating of information though minimal time-spend.	
T	Ongoing.	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
Information might identify problems which could then be addressed.		

Action		Outcome(s)
2.8	Research the Government's new 'Workable' Programme for introduction to NIPB	Improved opportunities for disabled persons.
Responsible Person		Human Resources Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Programme specific to people with disabilities.	
M	Report to CMG.	
A	Workable Programme well established.	
R	Research will require minimal time-spend.	
T	December 2007.	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
The Board as an employer will be recognised as encouraging the participation of people with disabilities in public life.		

Action		Outcome(s)
2.9	Review public consultation list to include all disability groups.	Better understanding of user needs
Responsible Person		Compliance Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Inclusion of all disability groups.	
M	Number of additions.	
A	Research necessary.	
R	Minimal time-spend.	
T	September 2007	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
Additional consultees will allow the Board to receive feedback from widespread disability community.		

Action		Outcome(s)
2.10	Develop Consultation and Engagement Plans to take account of the views of disabled people.	Service planning and delivery informed by views of disabled people
Responsible Person		Compliance Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Consultation and engagement specific to disability groups.	
M	Positive feedback from disabilities groups.	
A	Research required.	
R	Benefits to organisation.	
T	December 2007	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
Additional consultees will allow the Board to receive feedback from widespread disability community.		

Action		Outcome(s)
2.11	Encourage people with a disability to apply for DPP appointment and where possible ensure representative appointment.	Increased participation.
Responsible Person		DPP Support Manager
Outline below how this action and associated outcome(s) meet 'SMART' criteria?		
S	Encouragement of disabled people.	
M	Number of applications from people with disabilities.	
A	Through an affirmative statement	
R	Minimal expense.	
T	March 2008	
How does this action and associated outcome(s) encourage participation by disabled people in public life?		
People with disabilities are encouraged to participate in public life.		

Year 2 – 1 April 2008 to 31 March 2009

- 1.1 Monitor Disability Action Plan.
- 1.2 Prepare 1st formal report on progress for inclusion within Equality Annual Progress Report.
- 1.3 Induction and / or Refresher Training for Staff; Members or Volunteers.

Year 3 – 1 April 2009 to 31 March 2010

- 1.1 Monitor Disability Action Plan.
- 1.2 Prepare 2nd formal report on progress for inclusion within Equality Annual Progress Report.
- 1.3 Induction and / or Refresher Training for Staff; Members or Volunteers.

Year 4 – 1 April 2010 to 31 March 2011

- 1.1 Monitor Disability Action Plan.
- 1.2 Prepare 3rd formal report on progress for inclusion within Equality Annual Progress Report.
- 1.3 Induction and / or Refresher Training for Staff; Members or Volunteers.

Year 5 – 1 April 2011 to 31 March 2012

- 1.1 Monitor Disability Action Plan.
- 1.2 Prepare 4th formal report on progress for inclusion within Equality Annual Progress Report.
- 1.3 Induction and / or Refresher Training for Staff; Members or Volunteers.

Year 1 of next cycle – 1 April 2012 to 31 March 2013

- 1.1 Prepare 5th formal report on progress for inclusion within Equality Annual Progress Report.
- 1.2 Prepare 5 year formal report on progress of Disability Action Plan.

12. Performance Indicators and Targets

- 12.1 The Board is committed to monitoring and reviewing policies and practices to ensure that disability equality duties are being met. Monitoring the progress of the Plan is a significant element.
- 12.2 As part of this process, the Annual Review of the Plan will provide a part of the monitoring and review processes. This will assist in drafting appropriate targets for the next period, whilst reporting on progress for the period of the Annual Review.
- 12.3 Some targets are specific, whilst others are of a general nature. In the first year the Board wants to ensure that the practical needs of people with disabilities are met as early as possible.

13. How the Disability Action Plan will be published?

- 13.1 Following submission to the Equality Commission for Northern Ireland, the Plan will be available by contacting:

Name: Mario Madden, Equality Officer
Phone Number: (028) 90 408592
Fax Number: (228) 90 408585
Text Phone Number: (028) 90 527668
Email: equality@nipolicingboard.org.uk

- 13.2 The availability of the Disability Action Plan will be advertised in the press and can be accessed on our website at: www.nipolicingboard.org.uk
- 13.3 The Board will, through its ongoing work with people with disabilities find appropriate ways of communicating the Plan. The Plan will be produced in clear print and plain language. It will be available in alternative formats on request, including large print, Braille, audio cassette and computer disk.
- 13.4 In accordance with the Board's Language Policy, the Plan will be available in languages other than English on request

- 13.5 The Plan will be highlighted through press releases, advertisements and forwarded directly the umbrella groups representing people with disability.
- 13.6 All staff will be notified of the Plan which will be available within the Board's internal computer system.