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**Association of Chief Police Officer of England,  
 Wales & Northern Ireland  
 NATIONAL DRIVER OFFENDER  
 RE-TRAINING SCHEMES**

**MOTORCYCLE RIDE COURSE  
 (*Rider Intervention Developing Experience*)**

**GUIDANCE NOTES**

**Status:** This Uniformed Operations Business Area Guidance has been developed to improve our effectiveness and quality of service for the National Driver Offender Re-Training Schemes and has been agreed by ACPO Cabinet. This Guidance is Not Protectively Marked and is fully disclosable Under the FOIA 2000 has been registered and audited in line with the ACPO requirements and is subject to Copyright.

**Implementation**

**Date:**

**Review Date:**

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### SECTION 1 - PREFACE

#### **An Alternative to Prosecution**

The Rider Intervention Developing Experience Course (RIDE) finds its origins in the National Driver Improvement Scheme, which began in 1991. Since that date motorcyclists have been dealt with for errant behaviour either by way of prosecution or diversion to the National Driver Improvement Scheme.

During the evolution of the National Driver Improvement Scheme it became apparent, supported by Dr Cris Burgess's psychological evaluation that the National Driver Improvement Scheme in itself did not properly address the bespoke needs of the motorcycling community.

Motorcyclists although making up only 1% of the motoring population account for a highly disproportionate number of serious injury or fatal collisions. There are many reasons why this is the case, however the very nature of motorcycling and the mindset of some motorcyclists exposes them to extreme dangers.

The RIDE Scheme has been designed as an intervention for those motorcyclists whose behaviour has brought them to the attention of the Police. This Scheme is designed to address the behaviour of those motorcyclists whose riding could be described as thrill or sensation seeking and also those who by the very nature of their riding could be defined as anti-social or careless, thereby attracting a criminal prosecution.

This Scheme is not designed to deal with motorcyclists who offend speed limits and are detected by automatic safety camera devices. These offenders will be dealt with under the auspices of the National Speed Diversionary Courses.

It is anticipated that when correctly applied the course will invite the offenders attending the course to question their own assumptions regarding their own abilities and competencies to ride a motorcycle and hopefully alert them to the vulnerabilities reckless, careless or anti social riding can attract, and prevent them from re-offending or worse, becoming a casualty.

## SECTION 2 - GUIDANCE, ADVICE AND PROCEDURES

### 2.1 Intention

- 2.1.1 It is the intention of the RIDE Scheme to remove from the criminal justice system those riders who by the manner of their riding have intentionally or erroneously offended against Sections 3<sup>1</sup> or 36<sup>2</sup> of the Road Traffic Act 1988 or [Regulation 104](#) of the Road Vehicles (Construction and Use) Regulations 1986, [section 41D](#) of the Road Traffic Act 1988)<sup>3</sup>.OR exceeded the Speed limit (Non Camera) and offer them a specific alternative to prosecution by referral to an approved Service Provider.<sup>4</sup> The Scheme is not intended to usurp the Courts authority, but is intended to broach a riders' attitude and behaviour towards inappropriate riding which hopefully in turn leads to a reduction in re-offending and ultimately contributes towards road safety and a better quality of life.
- 2.1.2 To qualify for this course the rider could have demonstrated a mere lapse or error. Additionally there could be an element of guilty knowledge (mens rea). This is not meant to be an alternative for those offenders who clearly offend against Section 2 of the Road Traffic Act 1988.
- 2.1.3 It may also be considered that a person involved in a road collision could benefit from such a course. The decision to offer an offender a place on a course should be based on a subjective test regarding the individual's riding which led to the offence. It is usually unjustified to place an offender before the court mainly because of the consequences and aftermath of a collision or incident. There are, however, exceptions to this rule, especially if the incident causes serious or fatal injury to a third party. It is difficult to be prescriptive regarding a definition of 'serious' but it must include any injuries, which at the time were perceived to be life threatening, or hospitalisation for seventy-two hours. If the person's riding is bordering on dangerous (Section 2 Road Traffic Act 1988) a prosecution should follow.
- 2.1.4 This scheme is not primarily commercial, but it has to be recognised that there will be variations in the amount charged across each police force. On financial considerations it should always be a more viable option than a court appearance, as this may attract an unnecessary refusal of the offer of a course.

### 2.2 Method

- 2.2.1 Where an offender comes to notice because of an incident or collision, the officer reporting must submit the collision/prosecution file as soon as possible. The officer may make comment regarding the driver's suitability for inclusion in the scheme. It must be borne in mind that post traumatic stress may influence any reply made by an offender to a suggestion that he/she may be offered the option of a course operated by this scheme.
- 2.2.2 It is important that officers refrain from informing any party in a collision or incident that no further action will be taken against them. That decision is the sole responsibility of the decision maker.

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<sup>1</sup> *Riding without due care and attention or without reasonable consideration for other road users*

<sup>2</sup> *Failing to conform to traffic signs and signals)*

<sup>3</sup> *Failing to have proper control over their machine*

<sup>4</sup> *The RIDE Scheme replaces the Driver Improvement Scheme for motorcycling offenders*

## 2.3 Decision Making Process

2.3.1 Decision makers should consider the following before recommending an offender for a place on the RIDE Course:

- **Driving without Due Care and Attention/Reasonable Consideration for other Road Users** - Section 3 Road Traffic Act 1988. Suitable due care/reasonable consideration type offences would be where evidence exists that a single motorcycle has left the road due to the careless riding of the machine. It is particularly pitched where in the absence of any other evidence the facts speak for themselves (*Res Ipsa Loquitur applies*). Also any collision involving a motorcycle where evidence exists (without aggravating factors) of riding the motorcycle without due care and attention are suitable.
- The test to be applied for careless riding is when a driver departs from the standard of riding, which would be exercised by a reasonable, prudent, competent driver in all the circumstances of the particular case. If a person's riding falls far below that standard, charges under Section 2 Road Traffic Act 1988 should follow.
- The decision to offer an offender a place on a RIDE Course should be based on a subjective test regarding the individual's riding which led to the offence. It is usually unjustified to place an offender before the court mainly because of the consequences and aftermath of a collision or incident. There are, however, exceptions to this rule, especially if the incident causes serious or fatal injury to a third party. It is difficult to be prescriptive regarding a definition of 'serious' but it must include any injuries, which at the time were perceived to be life threatening, or hospitalisation for seventy-two hours. If the person's riding is bordering on dangerous (Section 2 Road Traffic Act 1988) a prosecution should follow.
- **Not being in a position to exercise proper control** ([Regulation 104](#) of the Road Vehicles (Construction and Use) Regulations 1986, [section 41D](#) of the Road Traffic Act 1988). This is where there is sufficient evidence to support a prosecution that could amount to a charge under Section 3 RTA 1988 but the lesser charge of Reg, 104 has been preferred.
- **Failing to conform to Traffic Signs and Signals** (Section 36 of the Road Traffic Act 1988). These offences should not normally be a "one off" but should be accompanied by aggravating factors, ie excessive speed, prolonged misuse of double white line markings etc, which could amount to a charge under Section 3 RTA 1988 but the lesser charge of Sec 36 has been preferred.
- **Exceeding the speed limit** contrary to various speed regulations that exist from time to time. This again should have aggravating factors, ie where police officers observe prolonged speeding, which in itself could be decreed as being safe but nevertheless amounts to a sustained offence, which warrants intervention. It can include offences that are captured on CCTV systems and officer observed behaviour, but not those offenders detected through Safety Camera Partnerships.

2.3.2 The following criteria apply in deciding whether to offer a course:

- i. There must be a reasonable chance of a successful prosecution.
- ii. There must not be any other offences to be dealt with by prosecution, eg no insurance.
- iii. A period of three years, from the date of the offence must have elapsed since any previous RIDE course was completed.<sup>5</sup>
- iv. The rider was at the time of the incident, the holder of a current motorcycle driving licence or possessed the relevant entitlement.
- v. The rider is prepared to pay the course fee (this condition is a matter between the service provider and the individual. The police will not enter into negotiations regarding an individual's ability to pay nor will the subsequent default of a payment constitute a failure to complete the course).
- vi. The rider must produce a photocard driving licence or another form of photographic identification upon attending a course.

A decision maker should not discriminate as to age, ability, or the distance involved for the driver to attend the course.

2.3.3 The course venue is a matter of choice for the individual rider.

2.3.4 Provision must be made for those clients who have particular requirements, for example due to disability, language ethnic, religious or other reasons.

## **2.4. Incidents Not Suitable For Prosecution but Where the Rider May Still Benefit From a Course**

2.4.1 Following the examination of a file it may transpire that any party involved in a collision/incident may benefit from this course without the consideration of prosecution upon default. A facility exists whereby the decision-maker may invite any such individual to refer themselves for such a course; these files will be dealt with by an official "no further action" letter. These referrals will not be subject of the 3 year rule and therefore no requirement will be made on the Police to check if the individual is on the DORS database. The details will not be entered on DORS and will be dealt with by manual administrative process. It will be a matter between the referring Police force and the chosen service provider.

## **2.5 National Database**

2.5.1 Pivotal to the development of the RIDE Course (and to further research) is the ability to retrieve data in relation to riders offered the course. Before making a formal offer of a RIDE Course a check must be made with the Driver Offender Retraining System (DORS) to ascertain whether or not the rider is eligible for inclusion on a course within the "three year rule" described above.

2.5.2 This data is retained for seven (7) years from the date of completion and thereafter de-personalised

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<sup>5</sup> Should someone who would be considered eligible for a RIDE course already be known to the DORS database as currently awaiting a course completion, then the subsequent offence will not be eligible for RIDE and must revert to due process.

## **2.6 Third Party Notification**

- 2.6.1 Where a third party has been involved in a collision, they should be made aware of the intention to offer the offender the course.
- 2.6.2 This is to embrace the spirit of the Victim's Code of Practice and enable the police decision maker to consider the views of a victim.
- 2.6.3 A letter attached at Appendix 'B' explains the rationale for this course of action. If there is no response to the letter after seven working days the offer may proceed. In the case of representations being made the decision **MUST** be reconsidered and those considerations must be articulated in writing to the victim together with the result of the reconsideration.
- 2.6.4 It is difficult to prescribe when a decision will have to be changed as a result of a response from the victim. The victim must make it clear from the outset that it is their wish to object to the Rider Intervention Course offer and they wish the offender prosecuted.
- 2.6.5 A persuasive influence should be where there are exceptional circumstances not known to the decision maker at the time of deciding to offer the course, such as when the victim has or is likely to have suffered substantial long term personal loss or injury or serious financial loss. Mere retribution will not amount to a valid reason to change a decision, nor will consideration to expediting an insurance claim. This process must not be seen as a bargaining tool for the victim. Consideration must always be given to the fact that the offender has committed what amounts to an error of judgement and that rehabilitation will address these shortcomings more effectively than prosecution.
- 2.6.6 It is emphasised the final decision to place an offender on the RIDE Course still rests with the police decision maker. Problematic cases will be referred to a senior decision maker who will review the evidence, the attendant circumstances and the representations from the victim before making a final arbitration.

## **2.7 Emergency Service Riders**

- 2.7.1 Whilst there is no reason in principle why offers should not be made to emergency service riders following on duty incidents, these cases pose a particular dilemma in so far as a higher standard of riding than can be offered by the RIDE Course may be trained for and expected.
- 2.7.2 It may be that in-house remedial driver training is more appropriate under the circumstances than the RIDE Course. This is a matter for individual Chief Constable's discretion. It will be appropriate to refer emergency service vehicle riders to the scheme when the incident occurred in a "Non Emergency" mode. The guidelines must not be a vehicle for unwitting discrimination against emergency service riders and other professional riders who too have access to fleet driver training facilities.

## **2.8 Fast Track File Procedure**

- 2.8.1 Experience has shown that the ability to make a decision on an individual's liability in an incident can be made at a very early stage in the decision making process. The facility should exist for a decision maker to offer this course to an offender commensurate with the evidence available, without the need to interview the individual in relation to his or her part in the incident. In the event that a person contests the offer of a course, disputing his or her liability, a full file can be prepared following the original offer and prior to the matter being referred to the Crown Prosecution Service.
- 2.8.2 It is important that files are dealt with as quickly as possible because a period of four months from the date of incident is allowed for an offender to complete the course. It is good practice for the police to refer a rider to a service provider within a period of six weeks from the date of the incident to avoid running up against the six months limitation of proceeding

## **2.9. Course Administration**

- 2.9.1 Examples of correspondence connected with this scheme can be seen at Appendix 'B' and is recommended as a standard template.
- 2.9.2 Following the victim consultation process the offender will be contacted by post with the standard letter, accompanied by the information leaflets regarding the course offer, choice of venue, aims and objectives of the course and payment of course fees.
- 2.9.3 The offender will be advised on the offer correspondence the time limit whereby they acknowledge receipt of the offer and the intention to accept the course. Should the offender fail to accept the course within that time then prosecution will follow, save for very exceptional circumstances. Ordinarily, no further negotiation will take place outside this period.

## **2.10 The Ride Course/Service Provision**

- 2.10.1 As ACPO (RP) have acknowledged the Association of National Driver Improvement Service Providers, it is a requirement that any service provider is a member of that Association. The constitution of ANDISP and its aims and objectives ensure consistency in service delivery, monitoring and evaluation and data transfer. This allows inter-police force referrals in order that an offender in one police area may elect a course in another. It is recommended that any police force participating in the scheme formalises the relationship between the police force and the service provider by a Contract, Memorandum of Understanding, or other formative document.<sup>6</sup>
- 2.10.2 When a rider accepts a course the DORS will be updated and the offender invited to make arrangements to attend the course of their choice.

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<sup>6</sup> Although potentially compatible, it is not advisable that a Police officer is allowed to give any kind of instruction in any NDORS course as there may be a perceived conflict of interest. For RIDE course's only trainers who are on the DSA post test Motorcycle trainers' register may give instruction and where this is a serving Police Officer they shall not be introduced as such.

- 2.10.3 Any negotiations between the offender and the service provider regarding course dates, fees and so forth will not be the responsibility of the police. Any such matters will be addressed to the respective service provider.
- 2.10.4 On successful completion of the course the service provider will update DORS. A final letter may be sent to the offender and the file will be endorsed accordingly prior to filing.

## **2.11 Courses Not Completed Within Six Months**

- 2.11.1 Occasionally there will be exceptional circumstances where a course cannot be completed within six months of the offence occurring. One option of ensuring compliance with the offer against prosecution is for summonses to be drawn prior to the expiration of the six month's limitation on proceedings and an adjournment sought. Each case within this category must be discussed with the Crown Prosecution Service, who will give guidance and advice as the issue of "abuse of process" may arise.

## **2.12 Mischievous or Non Compliant Driver**

- 2.12.1 Should a rider who has been referred to a service provider demonstrate wilful non compliance or wilful misbehaviour whilst on the course, the service provider reserves the right to expel them from the course and refer the issue back to the police for prosecution. No refund of course fees should be given and the service provider will report in writing to the police the reasons for the expulsion. Prosecution for the original offence will normally follow.

## **2.13 Grievance Procedures**

- 2.13.1 Should there be any grievance between the rider and the Service Provider, it is incumbent on the service provider to operate a grievance procedure and provide to the police a summary of the investigation. It will be a matter for the police to decide any course of action to be taken and the decision shall be final and binding on all parties.

## **2.14 Crown Prosecution Service**

- 2.14.1 It is advisable that in each police force area a member of the Crown Prosecution service, who is familiar with the principle of Driver Improvement, is nominated for liaison purposes.

## **APPENDIX B**

Examples of correspondence to be used by the Police in the administration of the course

**SAMPLE VICTIM NOTIFICATION LETTER (COLLISION CASES ONLY)**

Dear

**Incident at  
DATE**

I refer to the recent road traffic incident in which you were involved, and I write to let you know the course of action I intend to take. From a consideration of the facts, I have concluded that Mr/Mrs XXXXXXXXXXXXXXXXXXXXXXXXXXXX was sufficiently blameworthy to justify further police action and in view of this, I intend to make an offer of attendance at a Rider Intervention Developing Experience Course (RIDE)

If the rider in question chooses this option he/she must agree to:

- Compulsory attendance at an intensive training course.
- Payment of a fee of £XXXX.

If the rider refuses the option of a RIDE Course then he/she will usually be prosecuted. At the conclusion of the course, we will issue a warning letter to the rider advising that should he/she be involved in a similar incident within three years of the course, a prosecution will follow.

Experience nationally in recent years has shown these courses to be a positive and productive option, with proven benefits to road safety. While there is sufficient evidence in this case to justify a prosecution, there is no provision in law for a Magistrate to order such retraining and the imposition of a fine and penalty points will not do anything to correct poor riding habits.

I intend to commence this course of action, but wanted to let you know first. If you feel there are any exceptional circumstances or facts, which might not have emerged in the police investigation, which might cause me to reconsider my decision, please let me know immediately. If I have not heard from you within seven days of receipt of this letter, I shall progress with the offer.

Finally, I do hope you have got over the worst effects of the incident.

Yours sincerely

## **SAMPLE OFFER LETTER –RIDE**

Dear Sir/Madam

### **PLEASE READ CAREFULLY**

**YOU MUST ACT ON OR REPLY TO THIS LETTER WITHIN XXX DAYS or by XXXXX  
(Insert critical date)**

### **Incident at (XXXXXX Time Date Location)**

You have admitted to being the driver of XXX (*insert vehicle details*) that was involved in the above incident.

XXXXXXX Constabulary is committed to road safety and participates in the National RIDE Course, aiming to improve the education of motorcyclists who have committed an infringement of the Road Traffic law.

On the evidence available to me, I believe that you may have committed the following offence. (*\*Delete as appropriate*)

- Section 3 of the Road Traffic Act 1988, by driving without due care and attention or reasonable consideration for other road users.
- Failing to conform to a Traffic Sign or Signal contrary to Section 36 of the Road Traffic Act 1988
- Exceeding the speed limit contrary to XXXX
- Not being in a position to exercise proper control contrary to [Regulation 104](#) of the Road Vehicles (Construction and Use) Regulations 1986, [section 41D](#) of the Road Traffic Act 1988).

If proceedings were to be brought, it would ultimately be a matter for the Magistrates' Court to decide whether or not you have broken the law.

I consider it appropriate to offer you an opportunity to attend a RIDE Course. I am certain you will benefit considerably from your attendance on this course and ultimately be a safer rider. This is an alternative to proceedings against you in the Magistrates' Court for the offence that you have been reported. Court proceedings can result in fines, penalty points, and possible disqualification from driving, A Magistrates Court cannot offer this opportunity without an order from them to disqualify a rider until they successfully pass a learner-driving test

If you accept this offer, you will be expected to pay to attend a course; Fees vary but are generally between £75- £125 depending on the location. This charge will cover the Police costs, and the cost of the course.

Attendance will last for 1 day and will take place in a classroom under the tuition of a qualified instructor. There is no pass or fail, however, if you comply and complete the course successfully, at the end of the course you will not incur any penalty points or be fined in relation to this incident.

Please do not be offended by this offer; if you consider you are not liable, i.e. not guilty of the offence, you should carefully consider whether to accept this offer.

This offer is not available if you have previously attended a RIDE Course within the last three years from the date of another similar offence that led you to attend a course, or if further road traffic offences are being considered against you.

Courses are available in this force area at XXXXX. (*Insert details or leaflet*) You also have the choice of attending a course outside of this force area and the leaflet enclosed gives you details of those venues and how to contact a course provider.

If you elect to take the course and you have access to the internet you may view available courses on line at <https://dors.police.uk> by entering your driving licence number. **Please note: When you access the site you will not have booked a course at that stage. You must contact the course provider either by visiting the course provider's on line booking system or by personally contacting them by phone or post. Your place on a course will only be confirmed when you have received an acknowledgement from the course provider and you have paid in full for the cost of the course.**

If you do not have access to the Internet and wish to take up this offer in this force area, please telephone (*Insert Contact name and telephone number*) who will assist you in making the arrangements to attend a course. If you wish to go elsewhere, please refer to the enclosed list of National course providers and contact them directly on the number published in the leaflet.

DO NOT send any money to the Police. Your course fees will be arranged when you book a course and further information will be sent to you by the course provider.

**I must stress you will have to complete the course by (XXXXX Date.) Therefore, it is vital you act immediately to book a course Failure to complete a course as directed will render the offer as invalid and the matter will be dealt with as explained below.**

If you accept this offer a condition of attendance and completion will be that you produce a photocard driving licence or other photographic evidence such as a passport as proof of identification when you attend the course. Failure to produce a driving licence or photographic identification may disqualify you from participating on the course and the matter may revert to criminal proceedings.

If you complete the course you will not be allowed to take another National RIDE Course within 3 years of the date of this offence.

### **Data Protection Act 1988**

In deciding to offer you this course we have checked your details against a national database to establish if you have completed a similar course within the last 3 years of this offence.

If you decide to accept the course, the course provider you choose will be given your driving licence number by us and they will ask you to give additional information so they can process the course booking.

If you complete the course, your details relating to this course will remain on file for road safety research purposes for a further 7 years from the date of the offence, after which any personal reference to you will be erased. Your details will not be released to any other parties except a Police Force if they are considering making an offer of a course in the future. **YOUR PERSONAL DETAILS WILL NOT AT ANY TIME BE MADE AVAILABLE TO THE PUBLIC.**

If you fail to complete the course or if the offer is withdrawn your personal details relating to this matter will be erased from the national database.

### **CONDITIONAL OFFER (optional)**

Should you decline a course or fail to attend any course you have agreed to attend, you have the option of paying the Conditional Offer if you were originally issued with one in consequence of this offence. This is reliant on you holding a UK driving licence or have a UK counterpart driving licence\*. This involves you paying a fixed fee of £60 and submitting your driving licence for 3 points to be endorsed thereon, provided you do not have more than 8 penalty points already. \* For further details please visit this address <http://www.dvla.gov.uk/medi a/pdf/leaflets/inf38.pdf>

### **ATTENDANCE AT COURT**

You have the right to have your case heard at Court if you choose not to accept this offer. If you wish to take the matter to court you will be summoned at a later date. You will not be offered a RIDE Course if found guilty by the Courts and you may have Court costs added to your fine.

If you do not respond to this offer or fail to complete a course the option for your attendance at court may be invoked automatically.

I am of the opinion that your attendance on a RIDE Course will be beneficial to you, which is why this option has been offered. I must emphasise that not all motorcyclists who come to our attention are offered this opportunity.

Yours faithfully

**SAMPLE WARNING LETTER**

Dear Sir/Madam

We have received notification that you have successfully completed a RIDE Course. Thank you for taking part and I hope that you have benefited from the experience.

As you have now fully complied with the conditions of the RIDE Course, I must advise you that if you are involved in a similar incident or accident within the next three years, we will give serious consideration to placing you before a court. I am now closing the file in relation to this matter and I encourage you to develop your riding skills and have a safe riding future.

Yours faithfully

**SAMPLE FINAL LETTER TO THIRD PARTY (collision cases or third party complaints)**

Dear Sir/Madam

**INCIDENT AT / ON**

As a result of the involvement of Mr / Ms XXXXXXXXXXXXXXXXXXXX in the above incident, he/she attended a Rider Intervention Developing Experience Course (RIDE) as an alternative to prosecution at their own expense on XXXXXXXXXXXX.

I have been notified that Mr / Ms XXXXXXXXXXXXX successfully completed the course.

As a result their attendance on the course, I am now closing the file. Should they be involved in a similar incident within the next three years, the police would ordinarily refer the matter for automatic prosecution.

You may wish to bring the contents of this letter to the attention of your insurers.

Yours faithfully

**SECTION C - ACPO EQUALITY IMPACT ASSESSMENT TEMPLATE (DIVERSITY AUDIT) AS AGREED WITH THE CRE**

**C1 Identify all aims of the guidance/advice**

<b>C.1.1 Identify the aims and projected outcomes of the guidance/advice:</b>
To provide clear guidance of a pre-court disposal option in relation to moving Traffic offences committed by Motorcyclists.
<b>C.1.2 Which individuals and organisations are likely to have an interest in or likely to be affected by the proposal?</b>
All Police Forces in England & Wales, N Ireland and Scotland. The Association of National Driver Improvement Scheme providers, Department For Transport. Driving Standards Agency. Media Agencies. Road Safety Groups.

**C2 Consider the evidence**

<b>C.2.1 What relevant quantitative data has been considered?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.2.2 What relevant qualitative information has been considered?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.2.3 What gaps in data/information were identified?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.2.4 What consideration has been given to commissioning research?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A

**C3 Assess likely impact**

<b>C.3.1 From the analysis of data and information has any potential for differential/adverse impact been identified?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.3.2 If yes explain any intentional impact:</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.3.3 If yes explain what impact was discovered which you feel is justifiable in order to achieve the overall proposal aims. Please provide examples:</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.3.4 Are there any other factors that might help to explain differential/adverse impact?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A

#### **C4 Consider alternatives**

<b>C.4.1 Summarise what changes have been made to the proposal to remove or reduce the potential for differential/adverse impact:</b>	
Scheme is prescribed to be non-discriminatory	
<b>C.4.2 Summarise changes to the proposal to remove or reduce the potential for differential/adverse impact that were considered but not implemented and explain why this was the case:</b>	
N/A	
<b>C.4.3 If potential for differential/adverse impact remains explain why implementation is justifiable in order to meet the wider proposal aims:</b>	
N/A	

#### **C5 Consult formally**

<b>C.5.1 Has the proposal been subject to consultation? If no, please state why not. If yes, state which individuals and organisations were consulted and what form the consultation took:</b>	
Age	N/A

Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.5.2 What was the outcome of the consultation?</b>	
Age	N/A
Disability	N/A
Gender	N/A
Race	N/A
Religion / Belief	N/A
Sexual Orientation	N/A
<b>C.5.3 Has the proposal been reviewed and/or amended in light of the outcomes of consultation?</b>	
None	
<b>C.5.4 Have the results of the consultation been fed back to the consultees?</b>	
None	

**C6 Decide whether to adopt the proposal**

<b>C.6.1 Provide a statement outlining the findings of the impact assessment process. If the proposal has been identified as having a possibility to adversely impact upon diverse communities, the statement should include justification for the implementation:</b>
N/A

## C7 Make Monitoring Arrangements

<b>C.7.1 What consideration has been given to piloting the proposal?</b>
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Current Scheme operates in 16 Forces
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<b>C.7.2 What monitoring will be implemented at a national level by the proposal owning agency and/or other national agency?</b>
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Reviewed after 4 months.
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<b>C.7.3 Is this proposal intended to be implemented by local agencies that have a statutory duty to impact assess policies? If so, what monitoring requirements are you placing on that agency?</b>
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N/A
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## C8 Publish Assessment Results

<b>C.8.1 What form will the publication of the impact assessment take?</b>
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<i>It is recommended that for publication on the ACPO website, the impact assessment be attached to the completed document as the first appendix. On the ACPO Intranet, the whole workbook will be attached to assist in the preparation of local audits.</i>
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