



# Equality Impact Assessment (EIA)

Name of policy, procedure or activity:

## POLICY DEVELOPMENT

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## **What is an EIA?**

An EIA is an evidence based assessment of how a policy or activity will positively support Gwent Police’s general equality duties, as well as identify any potential negative disproportionate impact on people or groups of people.

The EIA will also outline any steps to redress this.

For ease of reference, within this document the term ‘policy or activity’ will be used, but must be taken to mean any functions, activities or decisions that may affect external communities or internal personnel.

## **1.0 Identification section**

**Title:** Policy Development

**Reference:** 153/3 a issue 3

**Chief Officer Lead:** DCC

**Service Area:** Service Development

**Document Written by:** Policy Officer

**Department Responsible:** Service Improvement

**Document Lead:** Policy Officer

**Review Date:** May 2013

## **2.0 Purpose**

Please answer all of the following questions, using guidance information in section 6 to help you with your responses.

### **2.1 Aims**

What are the aims of the policy or activity and how do they fit with the wider aims of the organisation?

To ensure that all new and existing policies and procedures comply with legislation.

Policies and procedures will:

- Comply with the law and any regulation(s)
- Support the aims and objectives of Gwent Police strategies, plans and pledges
- Encourage the use of professional judgement, common sense and discretion in policing the communities of Gwent through 'Licence to Lead'.
- Manage risk without unnecessarily impeding innovation
- Reinforce the need to eliminate discrimination, by supporting equality, diversity and human rights, through our single equality scheme and by positively undertaking equality impact assessments of our policies and procedures.
- Be communicated to police personnel and the community and we will listen to views given.
- Withstand public scrutiny and challenge being responsive to change
- Be implemented, monitored and reviewed in order to deliver an efficient and effective service

### **2.2 Motivators**

What are the motivators or driving forces in the development of this policy or activity?

This policy will ensure there is a consistent approach to the development and management of all policies on the database. To comply with the aims and reconcile policy with the policing priorities of the organisation being fair to all.

## **2.3 Equality duties**

This section outlines if and how this policy or activity helps support Gwent Police's equality duties. Protected characteristics are listed in the Guidance document in sections 3.1 to 3.10.

**2.3.1** How does this policy or activity help to eliminate discrimination, harassment and victimisation?

It seeks to lay the formative basis to eliminate unlawful discrimination, harassment and victimisation in policy through ensuring that policies do not adversely impact on individuals of relevant protected characteristics.

**2.3.2** How does this policy or activity help to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it?

Policy development will endeavour to comply with general equality duties in order to ensure staff and leadership are aware of their duty requirements. Compliance involves a 'conscious approach and state of mind' meaning that decision makers must be fully aware of the implications of the duty when making decisions about their policies and practices.

It will aim to ensure that the equality duty is complied with before and at the time a particular policy is under consideration and a decision taken.

That consideration of the need to advance equality forms an integral part of the decision making process. That the duty needs to be exercised in such a way that it influences the final decision.

Any third party exercising public functions on Gwent Police's behalf are required to comply with the duty, and that they do so in practice.

Finally that regard is given to the need to advance equality when a policy is implemented and reviewed.

**2.3.3** How does this policy or activity help to foster good relations between persons who share a relevant protected characteristic and persons who do not share it?

We will publish our policies and procedures as a matter of best practices unless such information is restricted. We will monitor our policies and procedures for compliance. Policy owners will base their policies and procedures on adequate evidence such as employment recruitment, retention and exit. When developing our policies and procedures we will consider our approach to the protected characteristics.

We will consider and have due regard to the need to integrate the three equality aims when developing our policies.

### **3.0 Assessment**

This section assesses whether there any aspects of the policy or activity, including how it is delivered, or accessed, that could contribute to inequality or discrimination. Please answer all of the following questions, using guidance information in section 6 to help you with your responses. You should provide evidence in this section for your answers.

#### **3.1 Age**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of age. That those individuals within this protected characteristic are not subject to harassment or victimisation. We will aim for example to be fair and not treat people less favourably than others in our processes, such as recruitment and selection, determining pay, training and development, selection for promotion, discipline and grievances and countering bullying and harassment.

#### **3.2 Disability**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of disability. That those individuals within

this protected characteristic are not subject to harassment or victimisation. When developing our policies and procedures we will take into account reasonable adjustments where necessary and aim to treat disabled people fairly and not treat people less favourably than others

### **3.3 Gender reassignment**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. Our policies and procedures will aim to be fair and not treat people less favourably than others and provide transsexual people with protection. For instance the Act no longer requires a person to be under medical supervision to be protected – so a woman who decides to live as a man but does not undergo any medical procedures would be covered. It acknowledges it is discrimination to treat transsexual people less favourably for being absent from work because they propose to undergo, are undergoing or have undergone gender reassignment than they would be treated if they were absent because they were ill or injured.

### **3.4 Marriage and civil partnership**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. That our policies and procedures are fair and do not treat people less favourably than others, and protects employees who are married or in a civil partnership.

### **3.5 Pregnancy and maternity**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. That our policies and procedures are fair and do not treat people less favourably than others, and will protect women against discrimination on the grounds of pregnancy and any statutory maternity leave to which they are entitled.

### **3.6 Race**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. That our policies and procedures are fair and do not treat people less favourably than others because of race, colour, nationality, ethnic or national origin.

### **3.7 Religion or belief**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. That our policies and procedures are fair and do not treat people less favourably than others. This can mean being sensitive to the cultural and religious needs of personnel such as flexible working, considering religious holidays, festivals and ceremonies, prayer rooms, dietary requirements and dress requirements.

### **3.8 Sex**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or

victimisation. That our policies and procedures are fair and do not treat people less favourably than others. Both men and women are protected under the Equality Act against discrimination on the grounds of their sex.

### **3.9 Sexual orientation**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. That our policies and procedures are fair and do not treat people less favourably than others. This act protects bisexual, gay, heterosexual and lesbian people.

### **3.10 Welsh Language**

Could the policy or activity have a negative disproportionate impact on people who share this protected characteristic?

We will aim to ensure that our policies and procedures do not directly or indirectly discriminate on the basis of this protected characteristic. That those individuals within this protected characteristic are not subject to harassment or victimisation. That our policies and procedures are fair and do not treat people less favourably than others. We will aim to comply with our welsh language scheme.

## 4.0 Actions and outcomes

This section lists any actions that will need to be taken in order to address any adverse impact that has been identified. Please complete all the sections below and see the guidance information in section 6 for a more detailed explanation.

### 4.1 Action Plan

**Impact identified:** Policies and procedures have the potential to adversely impact on people with protected characteristics.

**Action :** To ensure in the development stage of policies and procedures that we have due regard to our general equality duty.

**Rationale:** To maintain good practice in integrating the equality duty into all our business processes.

**Completion date:** Ongoing due to the fact that new policies are developed and existing ones continually reviewed.

**Review date:** In conjunction with the dates set against each policy and procedure.

## **5.2 Outcomes**

This section summarises the outcome of the policy following this assessment.

This policy needed to be changed need to bring it into compliance with the new equality act.

The policy has been adjusted to mitigate adverse impact and comply with the general equality duty.

There is always potential for adverse impact, however this policy aims to ensure that every effort is made to minimise any adverse impact.

The old policy has been removed and this new policy put in place to negate actual or potential unlawful discrimination

## **5.3 Review**

This assessment and the policy or activity will be formally reviewed by May 2013 but used on a regular basis to ensure quality issues are considered in the development of policies and procedures.