



## **POLICY and PROCEDURE DEVELOPMENT**

# **Equality Impact Assessment**

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## **What is an EIA?**

An EIA is an evidence-based assessment of how a Policy, Procedure 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, Procedure 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**

<b>Policy/Procedure Title:</b>	<b>Policy and Procedure Development</b>
<b>Reference:</b>	<b>153/3 issue 5</b>
<b>Chief Officer Lead:</b>	<b>Deputy Chief Constable</b>
<b>Service Area Owner:</b>	<b>Chief Superintendent, Service Development</b>
<b>Department Responsible:</b>	<b>Service Development</b>
<b>Implementation Date:</b>	<b>11 July 2016</b>
<b>Review Date:</b>	<b>01 July 2018</b>

## **2.0 Purpose**

### **2.1 Aims**

**What are the aims of the Policy, Procedure or Activity and how do they fit with the wider aims of the organisation?**

- To ensure that Policies and Procedures:
  - a) Comply with the Law and Regulations.
  - b) Support the Key Priorities and Objectives of the Police and Crime Commissioner's for Gwent (PCC) Police & Crime Plan.
  - c) Support the Key Priorities and Objectives of Gwent Police Strategies, Plans and Pledges.
  - d) Recognise National Best Policing Practice (APP).
  - e) Through 'Licence to Lead', encourage the use of professional judgement, common sense and discretion, in policing the communities of Gwent.
  - f) Manage risk without unnecessarily impeding innovation.
  - g) 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 (Equality Act 2010).
  - h) Are communicated to Police Officers / Police Staff and the Community.
  - i) Withstand public scrutiny and challenge.
  - j) Are 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, Procedure or Activity?**

- To 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, Procedure or Activity helps support Gwent Police's equality duties.

### **2.3.1 How does this Policy, Procedure 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 with relevant protected characteristics.

### **2.3.2 How does this Policy, Procedure 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.
- That regard is given to the need to advance equality when a policy is implemented and reviewed.

### **2.3.3 How does this Policy, Procedure 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 practice, unless such information is restricted/official-sensitive. 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.

### **3.0 Assessment**

This section assesses whether there any aspects of the Policy, Procedure or Activity, including how it is delivered or accessed, that could contribute to inequality or discrimination.

#### **3.1 Age**

**Could the Policy, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation.
- We will aim 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, Procedure 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 and 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, Procedure 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 and 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; e.g. 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, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation.
- 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, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation.
- Our policies and procedures are fair and do not treat people less favourably than others, and will protect women and men against discrimination on the grounds of pregnancy and any statutory maternity/paternity leave to which they are entitled.

### **3.6 Race**

**Could the Policy, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation and 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, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation.
- 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, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation.
- 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, Procedure 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 and that those individuals within this protected characteristic are not subject to harassment or victimisation.

**File classification: OFFICIAL**

- 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, Procedure or Activity have a negative disproportionate impact on people who share this protected characteristic?**

- The Policy/Procedure does not have a negative disproportionate impact on people who share this protected characteristic. Gwent Police is able to provide a translated copy of the Policy/Procedure to any individual requiring it.

## **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.

### **4.1 Action Plan**

**(i) Impact identified:**

- None identified.

**(ii) Action:**

- N/A

**(iii) Rationale:**

- N/A

**(iv) Completion date:**

- N/A

**(v) Review date:**

- N/A

## **4.2 Outcomes**

This section summarises the outcome of the Policy, Procedure or Activity following this assessment.

- Change to Policy, Procedure or Activity required?

N/A

- Major change needed to the Policy, Procedure or Activity?

N/A

- The Policy, Procedure or Activity has been adjusted to mitigate adverse impact

N/A

- The Policy, Procedure or Activity continues despite potential for impact

N/A

- The Policy, Procedure or Activity has been removed due to actual or potential unlawful discrimination

N/A

## **4.3 Review**

This assessment and the Policy, Procedure or Activity will be reviewed by 01 July 2018.