

DIVERSITY IMPACT ASSESSMENT

Title of policy/procedure: Abstraction and Annual Leave – Police Officers
Policy author/assessor: David Dunne/Alison Clements
Department: HR
Date of assessment: July 2007

PART ONE

Aims of the Policy/Function

1.1 Identify the aims of the policy or function

To provide Force wide policy guidelines for managing abstractions whilst maintaining appropriate levels of cover on Basic Command Units (BCUs) and departments. Abstractions cover a wide range and include annual leave, court attendance, training, courses, TOIL (time off in lieu), maternity leave, paternity leave, time off for dependants, study leave and rest days in lieu.

1.2 Which individuals and organisations are likely to have an interest in or likely to be affected by the policy or function?

All Police Officers
 Duties Staff and Resource Planners
 Human Resource and Personnel staff
 Staff Associations – Unison and Police Federation

Home Office
 APA – Association of Police Authorities
 ACPO – Association of Chief Police Officers
 TVPA - Thames Valley Police Authority
 HMIC – Her Majesty’s Inspectorate of Constabulary

Age

Disability

Faith or Religion Force Chaplain and team																					
Gender (including transgender) BAWP – British Association for Women Police Officers																					
Race BPA – Black Police Association																					
Sexual Orientation GPA - Gay Police Association																					
Evidence																					
2.1 What quantitative information is available about the subject matter of the policy/function and its effect on each diversity target group?																					
Age Age make up of Police Officers within TVP April 2007																					
<table border="1"> <thead> <tr> <th>Age Range</th> <th>POLICE</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>16–24</td> <td>286</td> <td>6.6%</td> </tr> <tr> <td>25–34</td> <td>1543</td> <td>35.6%</td> </tr> <tr> <td>35–44</td> <td>1498</td> <td>34.6%</td> </tr> <tr> <td>45–54</td> <td>969</td> <td>22.4%</td> </tr> <tr> <td>55–64</td> <td>37</td> <td>0.9%</td> </tr> <tr> <td>Grand Total</td> <td>4333</td> <td>100.0%</td> </tr> </tbody> </table>	Age Range	POLICE	%	16–24	286	6.6%	25–34	1543	35.6%	35–44	1498	34.6%	45–54	969	22.4%	55–64	37	0.9%	Grand Total	4333	100.0%
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Rank and length of service detail within the various age groups is not presented here to preserve confidential information concerning individuals; this has, however, been analysed.																					
Disability The below table indicates the number of Police Officers within TVP who have indicated whether they have a disability (April 2007).																					
<table border="1"> <thead> <tr> <th>Disabled</th> <th>POLICE</th> <th>%</th> </tr> </thead> </table>	Disabled	POLICE	%																		
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Yes	13	0.3%
No	4320	99.7%
Grand Total	4333	100.0%

Rank and length of service detail within this diversity group is not presented here to preserve confidential information concerning individuals; this has, however, been analysed.

Faith or Religion

None found

Gender (including transgender)

Gender make up of staff within TVP (April 2007)

Gender	POLICE	%
Female	1156	26.7%
Male	3177	73.3%
Unknown	0	0.0%
Grand Total	4333	100.0%

Rank and length of service detail within this diversity group is not presented here to preserve confidential information concerning individuals; this has, however, been analysed.

Race

Current ethnic makeup of staff within TVP (April 2007).

Ethnic Grp	POLICE	%
Any Other Asian Background	9	0.2%
Any Other Black Background	4	0.1%
Any Other Mixed Background	26	0.6%

Any Other White Background	97	2.2%
Bangladeshi	0	0.0%
Black African	6	0.1%
Black Caribbean	23	0.5%
Chinese	2	0.0%
Indian	35	0.8%
Not Stated	151	3.5%
Other Ethnic Group	6	0.1%
Pakistani	13	0.3%
White and Asian	13	0.3%
White and Black African	7	0.2%
White and Black Caribbean	20	0.5%
White British	3869	89.3%
White Irish	52	1.2%
#N/A	0	0.0%
Grand Total	4333	100.0%

Rank and length of service detail within this diversity group is not presented here to preserve confidential information concerning individuals; this has, however, been analysed.

Total Population Figures	(relate to 2001 census estimates)					Total
	White	%	Ethnic Minority	%		
Berkshire East	362298	86%	58740	14%	421038	
Berkshire West	437786	93%	31810	7%	469596	
Buckinghamshire	479060	93%	37725	7%	516785	
Milton Keynes	207055	92%	19202	8%	226257	
Oxfordshire	605490	95%	29443	5%	634933	
Thames Valley	2091689	92%	176920	8%	2268609	

Sexual Orientation

None found
2.2 What qualitative information is available about the subject matter of the policy/function and its effect on each diversity target group?
<p>Age None specific to Police Officer annual leave and abstractions, however, the amount of annual leave an officer is entitled to is calculated on a sliding scale according to rank (when higher than Chief Superintendent) and length of service which has an indirect link to age.</p> <p>Promotion prospects are much lower for those under 30 than those between 30 and 40, but prospects for those over 50 reduce to nearly zero (CIPD 2005).</p>
<p>Disability None found</p>
<p>Faith or Religion None found</p>
<p>Gender (including transgender) None specific to Police Officer annual leave and abstractions, however, the amount of annual leave an officer is entitled to is calculated on a sliding scale according to rank (when higher than Chief Superintendent) and length of service which has an indirect link to gender - Within TVP there are fewer women at higher/senior management ranks than men.</p>
<p>Race None specific to Police Officer annual leave and abstractions, however, the amount of annual leave an officer is entitled to is calculated on a sliding scale according to rank (when higher than Chief Superintendent) and length of service which has an indirect link to race - Within TVP there are fewer staff from ethnic minority backgrounds at higher/senior management ranks than white.</p>
<p>Sexual Orientation None found</p>
2.3 What are the gaps in the available data?
<p>Age Not applicable</p>
<p>Disability There are gaps in data, particularly regarding disability, faith or religion and sexual orientation.</p>
<p>Faith or Religion There are gaps in data, particularly regarding disability, faith or religion and sexual orientation.</p>

Gender (including transgender) Not applicable
Race Not applicable
Sexual Orientation There are gaps in data, particularly regarding disability, faith or religion and sexual orientation.
2.4 Have you considered doing new research? If not, state why not.
Age No. This policy applies to all Police Officers; the details of which are set out in Police Regulations (33) and the Working Time Regulations 1998 which are statutory.
Disability No. This policy applies to all Police Officers; the details of which are set out in Police Regulations (33) and the Working Time Regulations 1998 which are statutory.
Faith or Religion No. This policy applies to all Police Officers; the details of which are set out in Police Regulations (33) and the Working Time Regulations 1998 which are statutory.
Gender (including transgender) No. This policy applies to all Police Officers; the details of which are set out in Police Regulations (33) and the Working Time Regulations 1998 which are statutory.
Race No. This policy applies to all Police Officers; the details of which are set out in Police Regulations (33) and the Working Time Regulations 1998 which are statutory.
Sexual Orientation No. This policy applies to all Police Officers; the details of which are set out in Police Regulations (33) and the Working Time Regulations 1998 which are statutory.
Assess the likely impact – negative impact

<p>3.1 From the information available, and your knowledge and experience of the policy or function, could it (if properly followed) have a negative impact on any one of the diversity target groups? State how.</p>
<p>Age Not directly in the policy or function, however, there is an indirect link to age, as above.</p>
<p>Disability Not in the policy or function.</p>
<p>Faith or Religion Not in the policy or function.</p>
<p>Gender (including transgender) Not directly in the policy or function, however, there is an indirect link to gender, as above.</p>
<p>Race Not directly in the policy or function, however, there is an indirect link to race, as above.</p>
<p>Sexual Orientation Not in the policy or function.</p>
<p>3.2 If the answer to 3.1 is yes, is there any negative impact which is intended or justified under law? Explain.</p>
<p>Age Yes. The policy is based on details contained within Police Regulations (33) and The Working Time Regulations 1998 which are statutory.</p>
<p>Disability Not applicable</p>
<p>Faith or Religion Not applicable</p>
<p>Gender (including transgender) Yes. The policy is based on details contained within Police Regulations (33) and The Working Time Regulations 1998 which are statutory.</p>
<p>Race Yes. The policy is based on details contained within Police Regulations (33) and The Working Time Regulations 1998 which are statutory.</p>
<p>Sexual Orientation Not applicable</p>

<p>3.3 If the answer to 3.1 is yes, explain any negative impact which you feel is justifiable in order to achieve the overall policy/function aims. Give examples.</p>
<p>Age To comply with the law, allow Police Officers suitable rest and recuperation periods away from work and to reward long service and career progression. There are higher levels of responsibility and demands upon individual's time at higher ranks (those above federated rank) hence the enhanced terms of conditions of service relating to pay and annual leave.</p>
<p>Disability Not applicable</p>
<p>Faith or Religion Not applicable</p>
<p>Gender (including transgender) To comply with the law, allow Police Officers suitable rest and recuperation periods away from work and to reward long service and career progression. There are higher levels of responsibility and demands upon individual's time at higher ranks (those above federated rank) hence the enhanced terms of conditions of service relating to pay and annual leave.</p>
<p>Race To comply with the law, allow Police Officers suitable rest and recuperation periods away from work and to reward long service and career progression. There are higher levels of responsibility and demands upon individual's time at higher ranks (those above federated rank) hence the enhanced terms of conditions of service relating to pay and annual leave.</p>
<p>Sexual Orientation Not applicable</p>
<p>3.4 Are there other factors that might explain the negative impact?</p>
<p>Age Retirement age for police officers – there are far fewer serving police officers within the higher age brackets.</p>
<p>Disability None found</p>
<p>Faith or Religion None found</p>
<p>Gender (including transgender) None found</p>
<p>Race None found</p>
<p>Sexual Orientation None found</p>

Assess the likely impact – positive impact
<p>4.1 Could the policy or function have a positive impact on any of the diversity target groups, by promoting equality or improving relations between those groups and other employees or service users outside each group? Say how.</p>
<p>Age Yes; the policy states the following: “In the application of this policy, the Force will not discriminate against any person regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.</p>
<p>Disability Yes; the policy states the following: “In the application of this policy, the Force will not discriminate against any person regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.</p>
<p>Faith or Religion Yes; the policy states the following: “In the application of this policy, the Force will not discriminate against any person regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.</p>
<p>Gender (including transgender) Yes; the policy states the following: “In the application of this policy, the Force will not discriminate against any person regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.</p>
<p>Race Yes; the policy states the following: “In the application of this policy, the Force will not discriminate against any person regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.</p>
<p>Sexual Orientation Yes; the policy states the following: “In the application of this policy, the Force will not discriminate against any person regardless of their gender, sexual orientation, race or ethnic origin, religion, age or disability.</p>
<p>4.2 If there is no evidence that the policy or function promotes equality or improves relations between diversity target groups and other people, what amendments could be made to achieve this? If there are no such amendments, please say so.</p>
<p>Age Not applicable</p>
<p>Disability Not applicable</p>
<p>Faith or Religion Not applicable</p>
<p>Gender (including transgender)</p>

Not applicable
Race Not applicable
Sexual Orientation Not applicable
Amendments to policy
5.1 Which diversity target groups were identified as being negatively affected by the policy or function? Summarise the negative impact for each group (you may do so by reference to your answers at 3.1 above if appropriate)
Age Not directly in the policy or function, however, there is an indirect link to age, as above.
Disability Not in the policy or function.
Faith or Religion Not in the policy or function.
Gender (including transgender) Not directly in the policy or function, however, there is an indirect link to gender, as above.
Race Not directly in the policy or function, however, there is an indirect link to race, as above.
Sexual Orientation Not in the policy or function.
5.2 Have you removed or reduced the possibility of negative impact by making changes to the policy or function? Explain what changes were made.
Age No
Disability Not applicable
Faith or Religion Not applicable
Gender (including transgender) No
Race No

Sexual Orientation Not applicable
5.3 If changes were considered but not made, explain why this was the case.
Age Not applicable
Disability Not applicable
Faith or Religion Not applicable
Gender (including transgender) Not applicable
Race Not applicable
Sexual Orientation Not applicable
5.4 If the possibility of negative impact remains despite amendments, explain why implementing the policy is justifiable to meet the wider policy aims. What alternative options have you considered for delivering the policy or function's aims?
Age Not applicable
Disability Not applicable
Faith or Religion Not applicable
Gender (including transgender) Not applicable
Race Not applicable
Sexual Orientation Not applicable

IMPACT LEVEL – (CONSULTATION)							
	Scoring	Age	Disability	Faith or Religion	Gender (and transgender)	Race	Sexual Orientation
Does the policy or function affect TVP staff?(i.e. officers or staff)	Yes = 1 No = 0 Comments	1	1	1	1	1	1
Does the policy or function affect the public served by TVP?	Yes = 1 No = 0 Comments	0	0	0	0	0	0
Does the policy or function involve the use of a statutory power?	Yes = 1 No = 0 Comments	0	0	0	0	0	0
Does the policy, when properly followed, allow for the exercise of discretion by the person implementing it?	Yes = 1 No = 0 Comments	1 There is discretion in whether someone is granted annual leave or not	1 There is discretion in whether someone is granted annual leave or not	1 There is discretion in whether someone is granted annual leave or not	1 There is discretion in whether someone is granted annual leave or not	1 There is discretion in whether someone is granted annual leave or not	1 There is discretion in whether someone is granted annual leave or not

Do you perceive the function to be politically or socially sensitive?	Yes = 2 No = 0 Comments	0	0	0	0	0	0
Insert your answer to <u>Question 3.1</u> above (Yes/No)	Yes = 2 No = 0 Comments	1	0	0	1	1	0
Insert your answer to <u>Question 3.2</u> above (Yes/Partly/No)	Yes = -2 Partly = -1 No = 0 Comments	-2	0	0	-2	-2	0
Insert your answer to <u>Question 5.2</u> above (Yes/Partly/No)	Yes = -2 Partly = -1 No = 0 Comments	0	0	0	0	0	0
Insert your answer to <u>Question 4.1</u> above (Yes/No)	Yes = -1 No = 0 Comments	-1	-1	-1	-1	-1	-1
Add your scores for each column	Total score	0	0	0	0	0	0

Impact Level:	1-3 = Low 4-5 = Medium 6-8 = High	Low	Low	Low	Low	Low	Low
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Monitoring
<p>7.1 Make monitoring arrangements Will monitoring be at force, BCU/ Dept level? Monitoring means scrutinising, following up and evaluating the policy/function It should be comprehensive enough to inform future policy making and development.</p> <p>A full policy review will be carried out by the policy author biennially and will examine:</p> <ul style="list-style-type: none"> • Changes in legislation • Court rulings – Domestic, European and Human Rights • Examples of good practice from other Forces and organisations • Changes in Home Office Circulars • Developments with ACPO Policy Unit • Representations made by individuals and relevant organisations • Relevant Race Equality Data. • Diversity Impact <p>The next review is due in Jan 2006</p>
Age As above
Disability As above
Faith or Religion As above
Gender (including transgender) As above
Race As above
Sexual Orientation As above