

## DIVERSITY IMPACT ASSESSMENT

Title of policy/procedure: Policy on gifts, gratuities, hospitality, discounts, travel and other potential of interest
Policy author/assessor: Insp Keyser
Department: Professional Standards Department
Date of assessment: April 2006

### PART ONE

#### Aims of the Policy/Function

**1.1** Identify the aims of the policy or function.

The public need to have faith in the honesty and integrity of people within the police service, and staff need to know when the receiving or giving of gifts or hospitality is acceptable or when it needs limiting.

[See Notes](#)

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

This has the potential to impact upon all staff, and consequently, many organisations. Different cultures address gift giving in a different manner. Federation, Superintendents' Association and Unison are likely to have an interest. Hospitality/gifts may be a part of organised conferences

[See Notes](#)

Age

None identified

Disability

National Disabled Police Association

Faith or Religion

Christian Police Association, Association of Muslim Police, Jewish Police Association, other minority faith groups

Gender (including transgender)

British Association of Women Police

Race

Black Police Association

Sexual Orientation

Gay Police Association

<b>Evidence</b>
<p><b>2.1</b> What <b>quantitative</b> information is available about the subject matter of the policy/function and its effect on each diversity target group?</p> <p><a href="#">See Notes</a></p>
Age None identified
Disability None identified
Faith or Religion None identified
Gender (including transgender) None identified
Race None identified
Sexual Orientation None identified
<p><b>2.2</b> What <b>qualitative</b> information is available about the subject matter of the policy/function and its effect on each diversity target group? Examination of registers across the force does not show any evidence that this affects any of the diversity target groups any more than anyone else</p> <p><a href="#">See Notes</a></p>
Age None identified
Disability None identified
Faith or Religion None identified
Gender (including transgender) None identified
Race None identified
Sexual Orientation

None identified
<b>2.3</b> What are the gaps in the available data?
<a href="#">See Notes</a>
Age None identified
Disability None identified
Faith or Religion None identified
Gender (including transgender) None identified
Race None identified
Sexual Orientation None identified
<b>2.4</b> Have you considered doing new research? If not, state why not.
<a href="#">See Notes</a> No evidence to show that research is required
Age
Disability
Faith or Religion
Gender (including transgender)
Race
Sexual Orientation
<b>Assess the likely impact – negative impact</b>

<p><b>3.1</b> 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><a href="#">See Notes</a></p>
<p>Age None identified</p>
<p>Disability None identified</p>
<p>Faith or Religion None identified – any gifts as part of a faith are likely to be small in nature and covered in the policy</p>
<p>Gender (including transgender) None identified</p>
<p>Race None identified</p>
<p>Sexual Orientation None identified</p>
<p><b>3.2</b> If the answer to 3.1 is yes, is there any negative impact which is intended or justified under law?  Explain.</p> <p><a href="#">See Notes</a></p>
<p>Age None identified</p>
<p>Disability None identified</p>
<p>Faith or Religion None identified</p>
<p>Gender (including transgender) None identified</p>
<p>Race None identified</p>
<p>Sexual Orientation None identified</p>

<p><b>3.3</b> 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.</p> <p>Give examples.</p> <p><a href="#">See Notes</a></p>
Age NA
Disability NA
Faith or Religion NA
Gender (including transgender) NA
Race NA
Sexual Orientation NA
<p><b>3.4</b> Are there other factors that might explain the negative impact?</p>
Age NA
Disability NA
Faith or Religion NA
Gender (including transgender) NA
Race NA
Sexual Orientation NA
<b>Assess the likely impact – positive impact</b>

<p><b>4.1</b> 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?</p> <p>Say how.</p> <p><a href="#">See Notes</a></p>
<p>Age None identified</p>
<p>Disability None identified</p>
<p>Faith or Religion By providing an understanding of the limitations and allowing appropriate gifts/hospitality to be given</p>
<p>Gender (including transgender) None identified</p>
<p>Race By providing an understanding of the limitations and allowing appropriate gifts/hospitality to be given</p>
<p>Sexual Orientation None identified</p>
<p><b>4.2</b> 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?</p> <p>If there are no such amendments, please say so.</p>
<p>Age NA</p>
<p>Disability NA</p>
<p>Faith or Religion NA</p>
<p>Gender (including transgender) NA</p>
<p>Race NA</p>
<p>Sexual Orientation NA</p>

<b>Amendments to policy</b>
<b>5.1</b> 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 identified
Disability Not identified
Faith or Religion Not identified
Gender (including transgender) Not identified
Race Not identified
Sexual Orientation Not identified
<b>5.2</b> 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 No
Faith or Religion No
Gender (including transgender) No
Race No
Sexual Orientation No

<b>5.3</b> If changes were considered but not made, explain why this was the case.
Age NA
Disability NA
Faith or Religion NA
Gender (including transgender) NA
Race NA
Sexual Orientation NA
<b>5.4</b> 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?  <a href="#">See Notes</a>
Age NA
Disability NA
Faith or Religion NA
Gender (including transgender) NA
Race NA
Sexual Orientation NA

<b>IMPACT LEVEL – (CONSULTATION)</b>							
	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	1	1	1	1	1	1
Does the policy or function affect the public served by TVP?	Yes = 1 No = 0	1	1	1	1	1	1
Does the policy or function involve the use of a statutory power?	Yes = 1 No = 0	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	1	1	1	1	1	1
Do you perceive the function to be politically or socially sensitive?	Yes = 2 No = 0	0	0	0	0	0	0
Insert your answer to Question 3.1 above (Yes/No)	Yes = 2 No = 0	0	0	0	0	0	0

Insert your answer to Question 3.2 above (Yes/Partly/No)	Yes = -2 Partly = -1 No = 0	0	0	0	0	0	0
Insert your answer to Question 5.2 above (Yes/Partly/No)	Yes = -2 Partly = -1 No = 0	0	0	0	0	0	0
Insert your answer to Question 4.1 above (Yes/No)	Yes = 1 No = 0	0	0	0	0	0	0
Add your scores for each column	Total score	3	3	3	3	3	3
Impact Level:	1-3 = Low 4-5 = Medium 6-8 = High	Low	Low	Low	Low	Low	Low

## PART TWO

### Formal consultation

#### 6.1 Has the policy or function been consulted upon?

If not state why not. Consultation with the staff associations at the time of writing this policy, and at review stages

If yes, state which individuals and organisations were consulted and what form the consultation took.

[See Notes](#)

Age

Disability
Faith or Religion
Gender (including transgender)
Race
Sexual Orientation
<p><b>6.2</b> What was the outcome of the consultation?</p> <p>State briefly what the recommendations or comments arising from the consultation consisted of.</p> <p><a href="#">See Notes</a></p>
Age
Disability
Faith or Religion
Gender (including transgender)
Race
Sexual Orientation
<p><b>6.3</b> Has the policy or function been revised or amended as a result of the consultation?</p> <p>State how</p>
Age
Disability

Faith or Religion
Gender (including transgender)
Race
Sexual Orientation
<b>6.4</b> Have the results of the consultation been fed back to the consultees? How?  <a href="#">See Notes</a>
Age
Disability
Faith or Religion
Gender (including transgender)
Race
Sexual Orientation
<b>Monitoring</b>
<b>7.1</b> 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. Monitoring will be at department level.  <a href="#">See Notes</a>

Age
Disability
Faith or Religion
Gender (including transgender)
Race
Sexual Orientation

