

DIVERSITY IMPACT ASSESSMENT

Title of policy/procedure:	Managing Poor Performance and Attendance (Police Staff)
Policy author/assessor:	Mary Sibley
Department:	Employment Relations
Date of assessment:	July 2007

PART ONE

Aims of the Policy/Function

1.1 Identify the aims of the policy or function.

To provide Police Staff with information relating to the way in which the organisation intends to identify and deal with issues of poor performance, ill health and absence. It provides line managers and supervisors with a procedure for dealing with these issues in a fair and equitable manner, where the interests of both the organisation and the individual are taken into account.

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

Police Staff.
Human Resources 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
<p>2.1 What quantitative information is available about the subject matter of the policy/function and its effect on each diversity target group?</p> <p>The number of employment tribunal claims increased by more than 30% to 115,039 in 2005/06. The claims covered over 200,000 separate jurisdictions or complaints: 21% of claims were for unfair dismissal (average award £8,679) and 11% related to sex, race or disability discrimination. UK employees took an average of 7 days' sick leave in 2005. (<i>CBI/AXA survey 2006</i>).</p>

Age

The UK Government anticipates that claims on age will be eight times greater than claims on sexual orientation and religion and belief. If so, we could see nearly 5,250 claims on age in 2007/8. (*DTI 2005) Employers Forum on Age Accessed July 2007*)

Younger employees are more likely to take sickness absence than older employees, with 3.2% of 16 – 24 year olds and 3% of 25-34 year olds taking at least one day off sick a week. The rate for 35-49 year olds and those between 50 and the State Pension Age is 2.8%. (*Labour Market Trends 2005*)

- By 2006, 45-59 year olds will form the largest group in the labour force
- Nine out of 10 people aged 50 and over receive no training from their employer at all
- At least 40% of people who retired early feel that they were forced to against their will and would rather have continued to work
- Close to half of young workers say they've been held back at work because of their age
Employers Forum on Age (May 2007)

Age makeup of Police Staff within TVP (April 2007)

Age Range	Police Staff	PCSO
0	16	
16-24	231	70
25-34	763	59
35-44	756	71
45-54	683	37
55-64	512	9
Grand Total	2961	246

Disability

The below table indicates the number of Police Staff within TVP who have indicated they have a disability (April 2007).

Disabled	Police Staff	PCSO
Yes	19	1
No	2942	245
Grand Total	2961	246

Faith or Religion

No freely available data could be found on the subject in relation to faith and religion

Gender (including transgender)

Gender makeup of Police Staff within TVP (April 2007)

Gender	Police Staff	PCSO
Female	1884	119
Male	1077	127
Unknown		
Grand Total	2961	246

Race

Current ethnic makeup of Police Staff within TVP (April 2007)

Ethnic Grp	Police Staff	PCSO
Any Other Asian Background	3	1
Any Other Black Background	2	
Any Other Mixed Background	16	
Any Other White Background	56	10
Bangladeshi	2	
Black African	3	
Black Caribbean	12	1
Chinese	7	
Indian	44	5
Not Stated	48	1
Other Ethnic Group	7	1
Pakistani	11	3
White and Asian	3	1
White and Black African	3	1
White and Black Caribbean	11	2
White British	2695	218
White Irish	34	2
N/A	4	
Grand Total	2961	246

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?
Age The UK Government anticipates that claims on age will be eight times greater than claims on sexual orientation and religion and belief. If so, we could see nearly 5,250 claims on age in 2007/8. (<i>Employers Forum on Age (Accessed July 2007)</i>)
Disability None Found
Faith or Religion None Found
Gender (including transgender) None Found
Race None Found
Sexual Orientation None Found
2.3 What are the gaps in the available data?
Age There are gaps in data across all the strands of diversity
Disability There are gaps in data across all the strands of diversity
Faith or Religion There are gaps in data across all the strands of diversity
Gender (including transgender) None Found
Race There are gaps in data across all the strands of diversity
Sexual Orientation There are gaps in data across all the strands of diversity

<p>2.4 Have you considered doing new research? If not, state why not. This policy is currently undergoing a review and update. Consideration to this will be given by the Policy Author on completion of the DIA</p>
<p>Age As above</p>
<p>Disability As above</p>
<p>Faith or Religion As above</p>
<p>Gender (including transgender) As above</p>
<p>Race As above</p>
<p>Sexual Orientation As above</p>
<p style="text-align: center;">Assess the likely impact – negative impact</p>
<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.</p>
<p>Disability There could be a slight possibility; however, the policy does highlight obligations under the DDA Act 1995.</p>
<p>Faith or Religion Not directly in the policy or function</p>
<p>Gender (including transgender) Not directly in the policy or function</p>

Race Not directly in the policy or function
Sexual Orientation Not directly in the policy or function
3.2 If the answer to 3.1 is yes, is there any negative impact which is intended or justified under law? Explain. This policy was drafted in accordance with the obligations of the Employment Relations Act 1999
Age As above
Disability There is a slight negative impact. As above
Faith or Religion As above
Gender (including transgender) As above
Race As above
Sexual Orientation As above
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
Age Not applicable
Disability Staff, where necessary, given reasonable adjustments and must be able to fulfil the job role in which they are employed.
Faith or Religion Not applicable
Gender (including transgender) Not applicable

Race Not applicable
Sexual Orientation Not applicable
3.4 Are there other factors that might explain the negative impact?
Age Not applicable
Disability Not applicable
Faith or Religion Not applicable
Gender (including transgender) Not applicable
Race Not applicable
Sexual Orientation Not applicable
Assess the likely impact – positive impact
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? The policy is supported by the Equal Opportunities in Employment Policy which is applied equally to all target groups. This policy is soon to be replaced by the Diversity in Employment Policy.
Age As above
Disability The policy encompasses the ethos and function of the Disability Discrimination Act 1995
Faith or Religion

As above
Gender (including transgender) As above
Race As above
Sexual Orientation As above
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. None
Age Not applicable
Disability Not applicable
Faith or Religion Not applicable
Gender (including transgender) 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.

Disability There could be a slight possibility; however, the policy does highlight obligations under the DDA Act 1995.
Faith or Religion Not directly in the policy or function.
Gender (including transgender) Not directly in the policy or function.
Race Not directly in the policy or function.
Sexual Orientation Not directly 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 Not applicable
Disability Not applicable
Faith or Religion Not applicable
Gender (including transgender) Not applicable
Race Not applicable
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	0
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	1	1	1	1	1
Do you perceive the function to be	Yes = 2 No = 0	0	0	0	0	0	0

politically or socially sensitive?	Comments						
Insert your answer to <u>Question 3.1</u> above (Yes/No)	Yes = 2 No = 0 Comments	0	0	0	0	0	0
Insert your answer to <u>Question 3.2</u> above (Yes/Partly/No)	Yes = -2 Partly = -1 No = 0	0	0	0	0	0	0
	Comments						
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	3	3	3	3	3	3

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</p> <p>Will monitoring be at force, BCU/ Dept level? Monitoring means scrutinising, following up and evaluating the policy/function</p> <p>It should be comprehensive enough to inform future policy making and development.</p> <p>This policy is currently undergoing a full review.</p> <p>Policies are to be reviewed at least every two years and will take into consideration Diversity Impact.</p>
<p>Age</p> <p>As above</p>
<p>Disability</p> <p>As above</p>
<p>Faith or Religion</p> <p>As above</p>
<p>Gender (including transgender)</p> <p>As above</p>
<p>Race</p> <p>As above</p>
<p>Sexual Orientation</p>