

EQUALITY IMPACT ASSESSMENT

TITLE OF POLICY/PROCEDURE:	Member PDR
NAME OF AUDITOR:	Erika Faris
FIN OF AUDITOR:	11613
DATE COMPLETED:	18 February 2010

SECTION ONE – INITIAL ASSESSMENT TO BE COMPLETED BY (OR ON BEHALF OF) POLICY / PROCEDURE OWNER

Identify the aims and projected outcomes of the policy / procedure.

The Members' PDR process is used to further a member's personal development by encouraging the individual to self assess their skills and knowledge and by asking peers to provide feedback on performance over the year.

The onus is placed on the individual to progress their own development through the PDR supported by providing members with training & opportunities to attend conferences.

The PDR process has been recently revised to incorporate competencies set out by the Association of Police Authorities (APA) and this review aims to ensure that the process meets the needs of individuals taking part.

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

SPA Members are the most directly affected by the process. Officers of the Authority and the consultancy used to provide independent PDR services both have an interest in the Members' PDR Process. The peers selected by the members to provide feedback could also be affected.

It may also be of interest to other Police Authorities who are looking to provide similar services and to the public who may be reassured that members who act on their behalf are trained and supported in developing their skills and knowledge.

SECTION 2 – IMPACT ON DIVERSITY

This policy / procedure must work towards eliminating discrimination, promoting equal opportunity and promoting good relations between the community and Surrey Police Authority.

Is there any reason why this policy / procedure would not achieve this? Please explain your justification below.

Please select: **YES** / NO

The PDR process is largely conducted online. This could be difficult for those who do not have the internet or who are not comfortable using it. Paper copies are offered but at the moment there is no provision to provide in large print, Braille or an alternative language. This could be accommodated on request if the need arose in future.

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Is there any potential implication for differential / adverse impact on people based on the following. Please indicate no impact / low / medium / high	
Gender	Low
Sexuality	Low
Disability	Low
Age	
• Young people (up to age 17)	Low
• Older people (aged 50 and over)	Low
Religion	Low
Race	Low

Is there any evidence that this policy / procedure will have an intentional impact, internally or externally, on people based on their:	
Gender	No
Sexuality	No
Disability	No
Age	
• Young people (up to age 17)	No
• Older people (aged 50 and over)	No
Religion	No
Race	No

If you have answered 'YES' to any of the above questions, please explain the evidence / reasoning behind your answers below:

SECTION THREE – CONSULTATION AND CONSIDERATION

Is there any evidence or reason to believe that some minority groups could be differently affected, either personally or negatively? (e.g. lower participation or success rates)

Please select: **NO** / YES

Please specify the reasoning / evidence behind your decision, including evidence of any consultation that has taken place.

There is no reason to believe any minority group would negatively or personally affected as we would endeavour to meet the requirements of any individual from a minority group who had particular needs. This could be a member of the Authority or a peer nominated by that member to give feedback.

Is there likely to be any public concern that functions / policies are being operated in a discriminatory manner (e.g. expressed in media / research papers etc)

Please select: **NO** / YES

Please specify the reasoning / evidence behind your decision, including evidence of any consultation that has taken place.

The PDR process is an internal process. However if any concerns should be raised on any aspect of the PDR process we would take steps to address, and if appropriate, rectify those concerns.

Is there any opportunity to better promote equality of opportunity?

Please select: **NO / YES**

Please specify the reasoning / evidence behind your decision including evidence of any consultation that has taken place.

Enquiries as to whether the member or the peer feedbacker required any assistance or any particular needs could be made before the process was begun, to ensure the process was as straightforward as possible.

What monitoring arrangements have been established for this policy or procedure?

This policy will be reviewed annually and published on our website.

If the policy / procedure discriminates against certain groups, can it be justified because of the overall objectives?

Please select: **NO / YES**

If you have selected YES, please provide evidence of your reasoning below.

List those who were consulted in carrying out this assessment.

Colleagues from the Authority and participants of the current PDR process.

List any changes that will be made as a result of this assessment / consultation

Ensure that all future participants are asked if they have any particular needs. This would be done alongside the independent consultancy that assists the Authority in providing PDR services.

Select the method of publication for this assessment.

Surrey Police Authority Website.