

# EQUALITY ANALYSIS FOR POLICY/PROCEDURE

This document should be used to conduct Equality Analysis (EA) in relation to **new** and **existing** Policy and Procedure Documents.

<b>Policy/Procedure Reference and Title:</b>	P23 Professional Standards
<b>Summary of contents - This Policy/Procedure directs staff by:</b>	
The policy ensures that South Yorkshire Police adheres to all relevant legislation in relation to the professional conduct of its staff, and that the Professional Standards Department deal with issues in a consistent manner in line with such legislation.	

Whilst all EA is reviewed at least biennially, this document is a live record and should be continually updated and reviewed. (Please include details of stakeholder consultation **below**). For further detailed advice on EA please contact the Diversity Unit, HR Strategy & Change.

## SECTION 1

<b>Does this document relate to the treatment of people?</b>	<b>No *</b>
<b>Please describe why:</b>	
Although the processes covered will involve dealing with people, it is not the purpose of this policy to give direction on how to treat any members of staff who may be the subject of the procedures detailed within this document or any related instructions.	
<b>*Move to Section 1B.</b>	

## SECTION 1B

<b>Does the process referred to in this document relate to the treatment of people?</b>	<b>Yes (complete all sections)</b>
By way of example –	
<ul style="list-style-type: none"> <li>• The Substance Misuse procedure involves taking of samples from people in order to facilitate testing e.g. hair, breath, urine.</li> <li>• The ‘potential to discriminate’ exists as ‘case by case’ assessments are made, for example, when deciding whether or not to suspend an Officer or deciding what his/her restrictions should be in the Restriction/Suspension of duty for Police Officers and Members of the Special Constabulary procedure or the impact that vexatious complaints may have on individuals in the Management of Complaints procedure.</li> <li>• Both the Self Reporting of Criminal or Civil Allegations and Disclosable Associations and the Dealing with Police Officers who commit Domestic Abuse related Criminal / Misconduct Offences procedures, impact on both the ‘working’ and ‘private’ lives of Police Staff/Officers.</li> </ul>	
<b>*Move Straight to Signature</b>	

**SECTION 2**

<b>Is there any adverse impact on any group based on a protected characteristic?</b>	<b>Y</b>
<p><b>If yes, please describe how this impact is explained or justified?</b></p> <p>The Substance Misuse procedure involves taking samples from people in order to facilitate testing and there may be instances where this adversely impacts on someone with a disability (e.g. taking prescription medication) or with a religious belief (e.g. unable to provide a hair sample for religious reasons) or of a specific gender (e.g. affects of contraceptive pill on test results in women).</p> <p>The Management of Complaints procedure could allow for complaints from representatives from minority groups (whether through age, disability, gender identity, race, belief, gender or sexual orientation) to be considered to have less credibility than those from people in majority groups.</p>	
<p><b>What action have you taken to mitigate or remove any adverse impact?</b></p> <p>In the Substance Misuse procedure, nail testing can replace hair testing for someone unable to provide a hair sample for religious reasons. Testing shows that birth control pills do not contain any of the drugs that are tested for. Through a risk assessment process, medications that someone already takes due to disability/illness are taken into account from the outset.</p> <p>The Management of Complaints procedure lays out step by step guidance as to the handling of different types of complaints. All staff and officers are trained in Diversity and the Police e-learning which educates and informs about discrimination, applying prejudice or stereotyping when taking complaints.</p> <p>The 'right of appeal' exists in the following procedures –</p> <ul style="list-style-type: none"> <li>• Management of Complaints – appeal to IPCC</li> <li>• Self-Reporting of Criminal or Civil Allegations and Disclosable Associations – appeal to Deputy Chief Constable with regard to restrictions applied as a result of an association</li> <li>• Substance Misuse testing is 'random' and relating to 'safety critical posts', procedure exists for 'with cause' testing and 'recruitment testing'.</li> <li>• Restriction/Suspension of duty for Police Officers and Members of the Special Constabulary – the procedure outlines that the process of restriction/suspension decision making should be logged on file and be fully transparent. There is the facility for representations against suspensions to be made to the Head of Professional Standards. Restrictions can be applied by the Deputy Chief Constable. Welfare of suspended/restricted officers is considered as part of the procedure and links with the Occupational Health Unit and the Police Federation are made. Reviews of restrictions/suspensions are undertaken on a 4-weekly basis to ensure continued adequacy and appropriateness.</li> <li>• Dealing with Police Officers who commit Domestic Abuse related Criminal / Misconduct Offences – the procedure outlines the welfare needs of Police Officers and their families and employing Occupational Health Unit services.</li> </ul>	

**SECTION 3**

<b>Is there any positive impact on any group based on a protected characteristic?</b>	<b>N</b>
<p><b>If yes, please record reasoning:</b></p>	

**NOT PROTECTIVELY MARKED**

**SECTION 4**

This section details the start date of the EA and consultations that have been carried out in the development or review of this policy or procedure.

<b>Name of Person completing the Equality Analysis:</b>	Insp Lisa Chapman, Professional Standards	<b>Version 1 Start Date</b>	<b>01/02/2017</b>
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**CONSULTATION**

List below who you have consulted with on this policy or procedure (incl. committees, groups, etc):

<b>Role &amp; Title</b>	<b>Date Consulted</b>	<b>Version</b>
Katie Newbould, Research and Policy Officer, OSU	13/11/2017	1.0
DCI Deborah Mahmood	14/11/2017	1.0
Katie Newbould, Research and Policy, P&G	07/11/18	2.0
Philip Crick, Force Vetting Manager	08/11/18	2.0

<b>Signature of person checking Equality Analysis*:</b> <small>*This should be the Policy Owner</small>	David Barraclough, Detective Superintendent, Head, SYP PSD	<b>Date:</b>	08/11/2018
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