



**EAST MIDLANDS REGIONAL COLLABORATION
EQUALITY IMPACT ASSESSMENT**

Q1. What is the Policy or Procedure title, what is its purpose or objective and who will be affected by it?

Annual Leave – Police Officers and Police Staff. The purpose of the document is to provide advice and guidance on annual leave entitlements for both police officers and staff ensuring compliance with legislation. All staff within the organisation are affected by this procedure.

Q2. Is there any evidence that this Policy or Procedure could affect some people differently on the basis of race, gender, disability, age, religion or belief, or sexual identity? Provide details of who and how they could be affected and data or information to support this (e.g. demographics, crime statistics, staff information).

The procedure affects people differently by way of status i.e. either police officer or police staff as entitlements differ due to conditions of service. The procedure does not affect people differently on the basis of race, gender, disability, age or sexual identity. The procedure does affect some Police Staff differently in relation to religion or belief .

Q3. If the Policy or Procedure could affect some people differently can this be justified on the grounds of eliminating unlawful discrimination, promoting equality of opportunity or promoting good relations between persons of different groups? (Please provide an explanation).

Police staff employed prior to 2004 are allowed 4 extra days to observe religious festivals as this was part of their contract prior to being employed by Nottinghamshire Police Authority - this is legally acceptable as there is no discrimination as all religions are covered in this part of the procedure.

Q4. Who has been consulted on this Policy or Procedure and what were the findings of the consultation?

Head of HR
HR Managers
Personnel Officers
Force Solicitor
Federation Superintendents' Association
Unison
DAWN
OUT

BPA
WIN

Q5. What amendments to the Policy or Procedure have been made as a result of the consultation or data analysis? Has this been fed-back to those consulted?

Only minor amendments were needed, which have been incorporated into the document.

Q6. What arrangements have been made to monitor the effects of the Policy or Procedure on equality and diversity?

As leave is now recorded via NSPIS HR - there is the availability of reports to monitor whether the procedure is being implemented properly and that staff are adhering to it. These reports can also monitor if there are any discrepancies in relation to equality and diversity issues.

An appeals procedure is in place for people who think they have been unfairly treated in the application of this procedure.

Assessed by:	Janet Witham
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Date	29 June 2009
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