

## BTPA Initial Equality Impact Assessment Template

Name of policy to be assessed	BTPA Member Handbook & Allowances Scheme	Date of assessment	05.09.08
Names of assessment team members	Richard Hemmings Chief Executive Sam Elvy Research & Policy Manager	Is this a new or existing policy?	Existing
1. Briefly describe the aims, objectives and purpose of the policy	Sets out the roles and responsibilities of BTPA Members, activities they may engage in in fulfilling these roles and useful contact information to assist them in their work. The handbook includes the Members Allowances Scheme.		
2. Are there any associated objectives of the policy? Please explain.	To clarify the nature and purpose of BTPA Member roles for the BTPA Secretariat, BTP Chief Officer Officer Group (COG) and BTP Area Commanders		
3. Who is intended to benefit from this policy and in what way?	BTPA Members – provides clarity about role, mechanisms for carrying out the role and points of contact BTPA Secretariat - provides clarity about role, mechanisms for carrying out the role and points of contact BTP COG - provides clarity about role, mechanisms for carrying out the role and points of contact BTP Area Commanders - provides clarity about role, mechanisms for carrying out the role		
4. What outcomes are wanted from this policy?	Consistent and transparent approach to Members carrying their roles Understanding amongst Members, the Secretariat and the Force about how and why Members will discharge their duties Clearly identifiable points of contact at BTP and BTPA for all Area and thematic policing leads		

<p>5. What factors/forces could contribute/detract from the outcomes?</p>	<p>The information provided is not correct, appropriate or useful                  Members, Secretariat and Force colleagues do not make use of the document                  The document is not circulated to all potential users                  The document is not accessible to all users</p>		
<p>6. Who are the main stakeholders in relation to the policy</p>	<p>BTPA Members                  BTPA Secretariat                  BTP COG &amp; Area Commanders</p>	<p>7. Who implements the policy and who is responsible for the policy?</p>	<p>BTPA Research Policy Manager</p>
<p>8. Are there concerns that the policy <u>could</u> have differential impact on racial groups?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	<p>The document may be less accessible to Members whose first language is not English. The document is currently produced in English and does not mention the potential to have the document translated into alternative languages.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>None but presumed it is a potential risk as all Members are required to have a good standard of written and spoken English. However, if the Authority seeks to make its representation more diverse in terms of ethnicity it is possible that some members may find the document less accessible if English is not their first language.</p>		
<p>9. Are there concerns that the policy <u>could</u> have differential impact due to gender?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	<p>No evidence.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>None.</p>		

<p>10. Are there concerns that the policy <u>could</u> have differential impact due to disability?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	<p>The document is currently produced in a single format and does not mention the potential to have the document translated into alternative formats such as large print, audio or Braille. The allowances section does not make any provision for meeting any additional costs relating to disability, either in terms of personal expenses or reimbursement of costs for carers allowances for dependents with disabilities.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>None in relation to availability of alternative formats but presumed that this is a potential issue. Members allowances schemes make</p>		
<p>11. Are there concerns that the policy <u>could</u> have differential impact due to sexual orientation?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	<p>No evidence.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>None.</p>		
<p>12. Are there concerns that the policy <u>could</u> have differential impact due to age?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	<p>The allowances section does not make any provision for meeting any additional costs relating to carers allowances for dependents. This may have a negative impact on Members with children.</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>Presumed that this is a potential impact. Allowances schemes from other authorities do make such provisions.</p>		

13. Are there concerns that the policy <u>could</u> have differential impact due to religious belief?	<u>Y/N</u>	Please explain	No evidence.
What existing evidence (either presumed or otherwise) do you have for this?	None.		
14. Are there concerns that the policy <u>could</u> have a differential impact due to people having dependents/caring responsibilities?	<u>Y/N</u>	Please explain	The Members Allowances Scheme part of the handbook does not currently make any provision to reimburse Members with dependents for the costs of carers. This potentially will negatively impact on Members with children or adults dependents who require care.
What existing evidence (either presumed or otherwise) do you have for this?	None directly but allowances schemes from other authorities do make such provisions.		
15. Are there concerns that the policy <u>could</u> have differential impact due to people having an offending past?	<u>Y/N</u>	Please explain	No evidence

<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>None</p>		
<p>16. Are there concerns that the policy <u>could</u> have differential impact due to people being transgendered or transexual?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	<p>No evidence</p>
<p>What existing evidence (either presumed or otherwise) do you have for this?</p>	<p>None</p>		
<p>17. Could the differential impact identified in 8-16 above amount to there being the potential for adverse impact for this policy?</p>	<p><u>Y/N</u></p>	<p>Please explain</p>	
<p>18. Can this adverse impact be justified on the grounds of equality of opportunity for one group? Or any other reason?</p>	<p><u>Y/N</u></p>	<p>Please explain for each equality heading separately                      - On the grounds of ethnicity and the accessibility of a document produced in English this can be justified as all Members are required to have a good standard of written and spoken English in order to receive, understand and discuss reports and meetings papers</p>	

19. Should the policy proceed to a full impact assessment	<u>Y/N</u>	20. If yes, is there enough evidence to proceed to a full EIA? <u>Y/N</u>
		21. If no, are there any changes required to the policy to improve it around the equality agenda? Yes