

Equality and Human Rights Impact Assessment (EqHRIA) Summary of Results

Policy / Practice	Capability (Authority/Police Staff)
Owning Department	People and Development
Date EqHRIA Completed	08/10/19
Purpose of Policy / Practice	The aim of the procedure is to encourage improvement and provide a framework to address any concerns or issues in relation to attendance or performance in a fair and consistent manner.

A. Summary of Analysis / Decisions - What the assessment found and actions already taken.

The EqHRIA relates to the scheduled review of the procedure which in the main has only been simplified in line with the organisation’s ongoing policy simplification process. The EqHRIA assessed impacts which could potentially result from the procedure in its refreshed form.

The number of cases involving performance management in the review period was very small, only 19 in total. It is important to note that only one staff member was dismissed on grounds of capability during the entire review period and that this related to attendance.

Full consultation and engagement with trade unions and staff associations provided the opportunity to highlight any specific concerns. All feedback provided through consultation was considered prior to the new procedure being approved and published – there were no real significant concerns raised.

B. Summary of Mitigation Actions - What else we plan to do and how we are going to check that it has been done.

Following the consultation feedback, guidance relating to disability, health related issues or personal circumstances have been added into the informal stage for both staff and managers and hopefully this will result in earlier dialogue regarding support measures or adjustments required. In turn this may lead to the earlier implementation of any support or reasonable adjustments to ensure individuals can perform their roles. Most of the other amendments were to do with preferred wording and terminology and are unlikely to affect any of the protected characteristic groups.

Managers are responsible for considering any support or reasonable adjustments that may be needed to allow staff to fully participate in the procedure – Ongoing.

Staff who are pregnant or have a disability may be more impacted by attendance triggers. Managers are aware they should not progress a case to the formal stages of the capability procedure without first following the guidance in both the attendance management and disability in employment procedures.

Any procedural concerns can be raised by unions through the National P&D Policy and Procedure Sub Group – Ongoing.

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Collation of information by People Management regarding capability cases – Ongoing.

Management Log – Policy Support Dept. Use Only

Review Date		Review Date	
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