



Staffordshire Police Equality Impact Assessment



The purpose of this EIA is to ensure you consider any equality issues as part of your decision making when developing / reviewing your policy / procedure.

Please complete the sections below and send to the Equality and Diversity unit to be quality assured. New / revised policies cannot be published on the policy database until the EIA has passed the quality assurance process.

Title of policy/procedure:	Part-Time Working
Department:	Intelligence (Research and Analysis)
Date:	29.08.2013

1. Identify the aims and purpose of the policy

In 2012 there was a Communities First Phase 3 Review of the Intelligence Department. The aim of the review was to provide the best possible service whilst being affordable, sustainable and responsive to current and future constraints. The review looked at business processes and any necessary structural changes to support them and resulted in a change of location by centralising the location of the unit.

The Equality Impact Assessment that was undertaken as part of the review identified the new structure may have an impact on part - time staff. Since the implementation of the changes the impact on part-time staff has been continually monitored.

Since 2012 the restructure of the force as well as the Intelligence Unit has led to change in business demand, most keenly felt within the Local Policing Team (LPT) Analysis Unit. This has resulted in the requirement of a minimum working pattern of

30 hours over a four day period to meet the new work demand for part-time staff.

2. Identify the individuals and organisations who are likely to have an interest in, or be affected by the policy.

Intelligence Unit part time staff
UNISON.

3. Data

Summarise the findings of any monitoring data / information which you have considered regarding the impact of this policy on people from all or any of the protected groups. This could include national or local data.

3.1 Age

No data was considered.

3.2 Disability

No data was considered.

3.3 Race

No data was considered.

3.4 Religion or Belief

No data was considered.

3.5 Sex

No data was considered.

3.6 Sexual Orientation

No data was considered.

3.7 Transgender

No data was considered.

4. Research

Summarise the findings of any research you have considered regarding this policy for all or any of the protected groups. This could include information you have obtained from other sources eg. ACPO, Home Office.

4.1 Age

No research was considered

4.2 Disability

No research was considered

4.3 Race

No research was considered

4.4 Religion or Belief

No research was considered

4.5 Sex

A part-time working review was scheduled for June 2013 at the request of Unison in 2012. Due to a number of pending maternity abstractions in 2013, this was brought forward to April 2013.

The percentage of part-time working across the department at March 2012 was: Investigative Unit 10% and Local Policing 50%: this was as a result of other analytical business areas not being compatible with the part time working pattern. This has resulted in issues for resilience, staff cover, a detrimental impact on the Local Policing Analysis due to the concentration of part-time staff and the inability for those staff to identify series/trends, tasking, continuity and equality of work loads.

The forces restructure resulted in the centralisation of the Analyst role and the type of product that is now requested has changed substantially and over a period of time. Analysts were previously employed working on the LPT or a cluster of LPT's and the products requested were LPT based or shorter, fast turnaround pieces of work which suited part-time employment. Whilst there are still the shorter, quicker pieces of work, there is also work, which is wider, often encompassing all of the North or the South of the county as well as force wide products. The types of products requested are longer, more complex pieces of analysis that take a minimum of 3 – 4 weeks for a full time analyst. This type of work cannot be tasked to a part-time analyst as the role requires consistency. This has resulted in an inequality and unfairness of work for the full time analysts.

The part-time review undertaken in April 2013 proposed of a minimum of 30 hours per week over 4 days, to address the part-time working against the new work demand; this is the minimum hours the department could accommodate based on the current work required.

The departments analysis provides a service to the police, community and therefore the public, a critical role, that informs an operational role with a potential risk for the force/community in its delivery.

4.6 Sexual Orientation

No research was considered

4.7 Transgender

No research was considered

5. Consultation

Summarise the opinions of any consultation for all or any of the protected groups.

Who was consulted and how e.g. survey, discussion, forum.

If there was no consultation please justify why.

There have been group and individual consultations as part of the part- time review, including Unison. However, due to the need to resource plan around a number of pending/current maternity periods, notably concentrated in the LPT analysis area with a significant risk of skill loss to support the newly introduced Local Policing Model in April 2013, discussions were held with the existing staff, to realign and for the part time staff to increase their hours to provide the necessary coverage and a wider mix of analytical tasks being able to be given to both own and produce for customers.

All staff who were approached to increase hours or change the type of analysis they were aligned to in order to assist the coverage for maternity leave, were made aware, that once the coverage of analysis had been stabilised, the part-time working review would take place, as originally planned. The need for coverage overlapped the planned part-time working review.

The staff also received an explanation as to the need for change: the difficulties in

maintain excellent service delivery with the current/varied part-time working patterns compounded by the work/task mix changing considerably as the force had restructured. The need for change was understood and agreed by those staff consulted.

All part -time staff, of which are all female, have had 1:1 consultations, the details and rationale for the proposed change were outlined during the discussions and a copy provided. Each individual was provided with the opportunity to put forward any views and comments, including alternative proposals for consideration. These consultations were with a Line Manager, HR representative and a number of whom were represented by Unison. Following the consultations the changes to terms and conditions are due to be implemented on a formal basis with effect from 21 October 2013, however as mentioned in Section 4 increased hours have been undertaken by the part –time staff due to the resourcing issue.

5.1 Age

See above

5.2 Disability

See above

5.3 Race

See above

5.4 Religion or Belief

See above

5.5 Sex

See above

5.6 Sexual Orientation

See above

5.7 Transgender

See above

6. Conclusions

Taking into account the results of the monitoring, research and consultation, set out how the policy impacts or could impact on people from the following protected groups? (Include positive and/or negative impacts)

6.1 Age

No impact has been identified in relation to age.

6.2 Disability

No impact has been identified in relation to disability.

6.3 Race

No impact has been identified in relation to race.

6.4 Religion or Belief

No impact has been identified in relation to religion and belief.

6.5 Sex

Part-time analysts working 0.4 and 0.6 FTE will be required to increase their hours to 0.8 fte, a minimum of 30 hours per week over 4 days.

A review of part-time employment within the unit to be considered every three months to ensure the pattern remains compatible with the work demands.

6.6 Sexual Orientation

No impact has been identified in relation to sexual orientation.

6.7 Transgender

No impact has been identified in relation to an individual being transgender.

7. Decisions

If the policy will have a negative impact on members of one or more of the protected groups, explain how the policy will change or why it is to continue in the same way. If no changes are proposed, the policy needs to be objectively justified.

The review does impact on part-time staff as all part-time staff are required to increase their hours to a minimum of 30 hours per week over four days. This to address the part-time working against the new work demand; this is the minimum hours the department could accommodate based on the current work required.

The departments analysis provides a service to the police, community and therefore the public, a critical role, that informs an operational role with a potential risk for the force/community in its delivery.

8. Monitoring arrangements

If the policy is new what consideration has been given to piloting the policy?

If monitoring is not already in place what arrangements have been made to monitor the effects of the policy on equality and diversity?

A review of part-time employment within the unit to be considered every three months to ensure the pattern remains compatible with the work demands.

This equality impact assessment will be published on the force website.

EIA Form Dated
01/11/11

Not Protectively Marked