

TAYSIDE POLICE

EQUALITY IMPACT ASSESSMENT

Name of Policy/Procedure:	BUSINESS CONTINUITY MANAGEMENT
Owning Department:	HEADQUARTERS DIVISION
Person completing assessment:	CHIEF INSPECTOR JOHN KELLY

STAGE 1 - SCREENING

1 IDENTIFY AIMS OF THE POLICY

1.1 State the purpose of the policy:

To ensure that Tayside Police has in place appropriate Business Continuity Plans to satisfy the legal requirements of the Civil Contingencies Act, and provide a framework for good corporate governance. This will allow Tayside Police to continue to provide a level of service to the public in the event of a significant emergency or period of disruption.

2 COLLECT INFORMATION

2.1 Do you have up-to-date and reliable information about the different racial and other social groups the policy is likely to affect? If so describe what type of data/information you are using.

The policy is likely to affect all staff of Tayside Police, in that all departments will have a duty to consider Business Continuity on a day to day basis.

No data/information is available as the policy has not been tested previously. It is not envisaged that the policy will adversely affect any racial or other social groups. Any underpinning plans or procedures developed as a consequence of this policy will be assessed to ensure that any potential for adverse impact on community and staff is mitigated or removed wherever possible.

3 DECIDE IF THE POLICY IS RELEVANT

3.1 Could the policy adversely affect the people the force employs?

Yes

3.2 Could the policy adversely affect the people the force serves?

Yes

3.3 Does the development/review of this policy present the Force with an opportunity to promote equality and good relations **with** and **between** any of the following:

- Older people?
- Young people?
- People with disabilities?
- Men?
- Women?
- Racial groups?
- Religious / faith communities?
- Lesbian, gay, bi-sexual & transgender (LGBT) communities?

If Yes, state which groups.

No

If the answer to Q's 3.1, 3.2 and 3.3 is **NO** - go to Q.4 – Assessment complete.

3.4 Is there any reason to believe that people could be affected differently by the policy because they belong to a particular section of the community? E.g. in terms of access to a service, or the ability to take advantage of proposed opportunities. If so which groups does it affect?	
Older people	No
Young people	No
Disabled people	No
Men	No
Women	No
Racial groups	No
Religious / faith communities	No
LGBT communities	No

3.5 Is there any evidence that any part of the policy could discriminate unlawfully , directly or indirectly, against any of the above sections of the community?	No
3.6 Is there any evidence that some sections of the community may have different expectations of the policy in question?	No
3.7 Is the policy likely to affect relations between certain groups, for example, because it is seen as favouring a particular group or denying opportunities to another?	No
3.8 Is the policy likely to damage relations between any particular section of the community and Tayside Police?	No

If the answer to any of the questions in Section 3 is **Yes** - the policy is relevant to the statutory duties.

4. LEVEL OF RELEVANCE

4.1 What is the level of relevance being allocated to this policy? eg. high, medium, low or not relevant (See Guidance). Please indicate level in relation to each of the sections of society listed below:	High, medium, low or not relevant
Older people	Low
Young people	Low
Disabled people	Low
Men	Low
Women	Low
Racial groups	Low
Religious / faith communities	Low
LGBT communities	Low

5. COMPLETION OF INITIAL ASSESSMENT

If the policy/guidance is considered to be **NOT RELEVANT** or **LOW** to all racial/social groups print this document, seek endorsement of decision from head of department and complete the section below. Thereafter print it, sign it and obtain the approval and signature of the Policy Owner/Head of Department. The signed document should then be forwarded to the Inspection Unit Sgt. An electronic version should be sent by e-mail to the Inspection Unit Sgt.

If the policy/guidance is graded as relevant at **HIGH** or **MEDIUM** levels for any racial/social group, move to Stage 2 and complete a FULL IMPACT ASSESSMENT.

Completed by: Chief Inspector J. Kelly	Signature: Date: 02 February 2007
Head of Department: Superintendent G. Robertson	Signature: Date: 02 February 2007

<i>Inspection Unit Use Only</i> Date Received: 08/02/2007 Review Date: 2010

- **All original signed documents will be retained by the Inspection Unit Sgt (Business Change and Improvement Dept, HQ Division).**