



Metropolitan Police Authority

## Equality Impact Assessment Form

### Part 1 – Initial Screening

**1. Officer(s) & Unit responsible for completing the assessment:**

Steve Hutton

**2. Name of the policy, strategy or project:**

MPA Internal Audit Manual

**3. What is the main purpose or aims of the policy, strategy or project?**

To provide guidance, direction, leadership and a framework for the staff of Internal Audit.

**4. Who will be the beneficiaries of the policy/strategy/project?**

The direct beneficiaries of the manual are the MPA Internal audit staff as the manual provides guidance on the work of Internal Audit Directorate.

**5. Has the policy/strategy/project been explained to those it might affect directly or indirectly?**

The manual draws together the legal requirements, Audit Commission requirements and the professional standards of bodies such as CIPFA, IIA etc. Internal Audit staff were consulted in its drafting and it has been discussed with them on several occasions in the course of the lifetime of the document at such events as the annual MPA internal audit conference. No equalities or diversity issues have been identified.

**6. Have you consulted on this policy?**

The Audit Commission, CIPFA and IIA have been consulted and they are not aware of any equalities and diversities issues arising from such documents within England (or UK for IIA and CIPFA). The London Borough of Newham, Transport for London and the London Counter Fraud Partnership (representing over 140 public and NHS bodies) have also been consulted and they have not identified or experienced equalities and diversities issues with a similar document.

A manual in some form has in place for about ten years and no equalities issues have arisen over the manual in that period.

**7. Please completed the following table and give reasons/comments for where:**

- (a) The policy/strategy/project could have a positive impact on any of the equality target groups or contributes to promoting equality, equal opportunities and improving relations within equality target groups.
- (b) The policy/strategy/project could have a negative impact on any of the equality target groups, i.e. disadvantage them in any way. **If the impact is high, a full EIA should be completed.**

Equality Target Group	(a) Positive Impact		(b) Negative Impact		Reason/Comment
	High	Low	High	Low	
Men		X			<i>The manual is substantially neutral as it deals mainly with technical and administrative audit issues however it has a slight positive impact as the need to recognise equalities groups is covered.</i>
Women		X			<b>As above</b>
Asian or Asian British people		X			<b>As above</b>
Black or Black British people		X			<b>As above</b>
White people (including Irish people)		X			<b>As above</b>
Chinese people		X			<b>As above</b>
Other racial/ethnic group (please specify)		X			<b>As above</b>
Mixed Race		X			<b>As above</b>

Equality Target Group	(a) Positive Impact	(b) Negative Impact	Reason/Comment
Disabled people	X		<i>As above</i>
Gay, Lesbian and Bisexual people	X		<i>As above</i>
Transgender people	X		<i>As above</i>
Older people (50+)	X		<i>The manual is neutral.</i>
Younger people (17-25) and children	X		<i>The manual is neutral.</i>
Faith groups (please specify)			<i>The manual is neutral.</i>

**8. Please give a brief description of how this policy benefits the equality target groups identified in the above table, i.e. promotes equality?**

The manual is substantially neutral in impact as it deals mainly with technical and administrative audit issues however it has a modest positive impact as the requirement to take account of the needs of all equalities groups is recognised.

**9. If there is a negative impact on any equality target group, is the impact intended or legal?**

No negative impact identified.

***If the negative impact is not intended, discriminatory and/or high in impact, complete part 1 and move on to the full assessment.***

**10. What actions could be taken to amend the policy/strategy/project to minimise the low negative impact?**

No negative impact identified.

**11. If there is no evidence that the policy/strategy/project promotes equality, equal opportunities or improves relations within equality target groups, what amendments could be made to achieve this?**

None – deals with technical and administrative audit issues.

**12. How will the policy, strategy or project be implemented including any necessary training?**

No specific training required as the manual falls within the competencies of professionally trained auditors. All auditors employed by the MPA are professionally qualified.

**Full Assessment necessary:**  Yes  
 No

**Date completed:** 24 March 2006

**Signed by Line Manager:** S Hutton

**Signed by Race & Diversity Unit:** D. Lewins

**Approved by SMT:** C. Crawford

Please return a hard copy and electronic copy to the Race & Diversity Unit once completed. The original signed hard copy & an electronic copy should be kept within your unit for audit purposes.