



**Metropolitan Police Authority**

## **Equality Impact Assessment Form – HR Policy Review**

### **Part 1 – Initial Screening**

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

Michael Shurety, HR Consultant and project leader.  
MPA HR Unit

**2. Name of the policy:**

**Whistleblowing policy and procedure**

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

The policy provides a framework whereby staff can raise concerns about illegal or unethical acts not covered by other MPA policies. It incorporates the principles of the Public Disclosure Act 1998. The MPA aims to ensure that the process for raising such concerns is simple, effective and confidential and that staff may invoke the procedure without fear of reprisal.

The policy should not be used when the complaint is about employment matters, relationships with other staff, discrimination or bullying and harassment. These matters are dealt with under other appropriate HR policies.

A review date of February 2011 is built into the policy.

**4. Who will be the beneficiaries of the policy?**

All MPA staff and managers will benefit directly by having a clearly defined, legally compliant and articulated policy.

MPA members, consultants and contractors will benefit indirectly from working in an environment where well defined HR policies exist.

The policy covers staff on a permanent or fixed term contract, staff on secondment or attachment, agency staff, consultants, contractors and providers of services.

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

An HR policy launch and a number of introductory workshops have been planned.  
Each member of staff will be issued with a personal A-Z guide which will include details of this policy.

The A-Z guide will be issued to all new starters.  
 Full details of the policy will be available on the MPA intranet.  
 Details of the training implications are contained in Section 12 of this assessment.

## 6. Have you consulted on this policy?

Drafts of the policy shared & agreed with the PCS by email on 20 April 2009.  
 The policy was discussed and agreed by MPA SMT on 20 April 2009.  
 A focus group representing a range of MPA staff considered the equality implications of this policy. A diversity breakdown of the membership of this focus group is attached as an Appendix.

## 7. Please complete the following table and give reasons/comments for where:

- (a) The policy 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 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			<p>The policy takes account of the Employment Rights Act 1996, Public Interest Disclosure Act 1998 and the Public Interest Disclosure Act (Prescribed Persons) Order 1999.</p> <p>The policy stresses that no members of staff should be subjected to harassment or victimisation as a result of raising a genuine concern.</p> <p>The identity of a member of staff raising a concern may be kept confidential in certain circumstances.</p> <p>The provisions of the policy apply to all groups listed in Section 7.</p>
Women		X			As above.
Asian or Asian British people					

<b>Black or Black British people</b>					
<b>White people (including Irish people)</b>					
<b>Chinese people</b>					
<b>Other racial/ethnic group (please specify)</b>					
<b>Mixed Race</b>					
<b>Disabled people</b>					
<b>Gay, Lesbian and Bisexual people</b>					
<b>Transgender people</b>					
<b>Older people (50+)</b>					
<b>Younger people (17-25) and children</b>					
<b>Faith groups (please specify)</b>					

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

This policy follows HR best practice and is legislatively compliant. It can be applied to all groups and

