



## INITIAL EQUALITY SCREENING/ASSESSMENT FORM

**Department:** Human Resources

**Branch:** Internal Promotion Branch

**Name of Policy/Decision/Practice to be Equality Screened/Assessed**

Chief Inspector Promotion Process

**Is it New or Revised?** Revision

**Who Does the Policy Effect:** Eligible Inspectors

**Question 1** – Define the aim of the Practice. What is the Practice trying to achieve? (Intended aims/outcomes)

To design and deliver a fair, valid and reliable promotion process to increase the breadth of evidence gathered to inform assessment and identify those candidates who are ready to perform at the rank of Chief Inspector.

**Question 2** – Does the Practice have the potential to have an impact on the promotion of equality of opportunity for any of the Section 75 groupings? No

If no go to Question 7 – Rationale for Decision.

If yes please continue.

### Consideration of Available Data/Research

**Question 3** – What evidence is there available – statistics or perception – to help you decide who the Policy might affect the most? ie What evidence, qualitative or quantitative, have you gathered to inform your decision making process?

Section 75 was undertaken at the start of the design process, which informed the eligibility criterion in terms of widening the pool to increase representation regarding females and community background.

The Process is designed by BSP accredited occupational psychologists within the governance of SPEB and has been robustly tested by a cohort of substantive Chief Inspectors to ensure it is fit for purpose. It has been quality assured by PSNI Chief Moderator and presented to SET 6/12/18 for ratification.

## Assessment of Impact

**Question 4** – Explain if what you plan to do is likely to be perceived as having a high, medium or low impact upon the 9 Equality groupings according to their needs. Also if what you are planning to do is likely to be perceived as having a positive or negative effect upon the 3 different groups in relation to the promotion of good relations.

9 Equality Groups	Perceived Impact High – (H) Medium - (M) Low – (L)	Why this rating?	Promotion of Good Relations (Yes/No)	Why this rating?
Religious Belief	L	see q 2 and 3	Yes	BSP accredited
Racial/Ethnic Group	L	see q 2 and 3	Yes	BSP accreditate
Political Opinion	L	see q 2 and 3	Yes	BSP accreditate
Age	L	see q 2 and 3	-	
Gender	L	see q 2 and 3	-	
Marital Status	L	see q 2 and 3	-	
Sexual Orientation	L	see q 2 and 3	-	
Disability	L	see q 2 and 3	-	
Dependants	L	see q 2 and 3	-	

## Opportunities to better promote Equality of Opportunity

**Question 5** – Are there steps which could be taken to reduce any adverse impact upon the Section 75 groups as identified in Question 4?

The impact of a disability on a candidate's performance will vary from person to person – At application Stage candidates have been asked to communicate specific needs and provide an accompanying specialist report which will be used to apply the reasonable adjustments required with consent from the candidate.

Other actions taken to minimise adverse impact;

- Section 75 considerations at planning stage to widen eligible pool in terms of gender and community background- Scenario planning was undertaken in relation to reviewing the closing dates for application to ascertain an optimum date which increased representativeness of the applicant pool.
- Representative assessment panels at each stage of delivery
- Comprehensive guidance notes for each stage of the promotion process
- Flexible time tabling for candidates
- Design based on operational policing context using College of Policing CVF framework
- Internal and External quality assurance of assessment.
- Evaluation of process against section 75 groups

## Good Relations

**Question 6** – Is there an opportunity in what you are trying to do to better promote Good Relations between the 3 groupings as identified in Question 4?

Post Evaluation of successful candidates against section 75 groupings

## Consultation

**Question 7** – Tell us about who have talked to about your proposals internally or externally to help you decide if the Practice needs further or no further equality investigation.

- Chief Moderator
- Strategic Promotions and Examinations Board
- SET
- Legal Services
- Police Federation

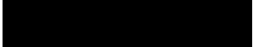

**Question 8** – In light of the above should the Policy be

☒ Screened Out – No Equality Issues – Please provide rationale for this decision.

S75 undertaken at start of promotion development  
Qualified Occupational Psychologist developed the process  
Process tested and quality assured by substantive Chief Inspectors and Chief Moderator  
Internal/External quality assurance of assessment.

☐ Screened Out with some adjustments. – What adjustments have you made?

☐ Screened In for a deeper level of analysis of what is being considered or intended to be undertaken. (EQIA) – Please provide rationale for this decision.

Signed:		Service No.		Date:	29/11/18	<b>s.F40</b>
	Policy Owner					<b>s.F40(2)(a)</b>
Approved:		Service No.		Date:		<b>s.F40(2)(b)</b>
	Head of Branch					<b>s.F40(3)(A)(a)</b>

Accepted by PWC	Name:	Service No.
On behalf of strategic Diversity Steering Group		

Modifications made?	No	Date:

Accepted by PWC	Name:	Service No.
On behalf of strategic Diversity Steering Group		

Modifications made?	Yes	Date:

Accepted by PWC	Name:	Service No.
On behalf of strategic Diversity Steering Group		



## INITIAL EQUALITY SCREENING/ASSESSMENT FORM

**Department:** HR **Branch:** Internal Promotion

**Name of Policy/Decision/Practice to be Equality Screened/Assessed**

Re-scheduling of Inspector and Sergeants' promotion processes

**Is it New or Revised?** Revision

**Who Does the Policy Effect:** Police officers at Constable and Sergeant ranks

**Question 1** – Define the aim of the Practice. What is the Practice trying to achieve? (Intended aims/outcomes)

Stage one (Law and Procedure exam), of the Inspector and Sergeant promotion processes were scheduled 9<sup>th</sup> May and 13<sup>th</sup> June respectively. The impact of Covid-19 necessitated suspension of scheduled promotion processes and a reschedule to 7<sup>th</sup> November and 28<sup>th</sup> November 2020 respectively. This was endorsed at Senior Executive Team 24/4/20. As a result of the reschedule, the eligibility pool increases by 20 (*Inspector process*) and 156 (*Sergeants process*). In accordance with 2008 Promotion Regulations, eligibility is determined by the date of examination, therefore all constables and sergeants who have completed their probationary period in the rank by the date of the rescheduled legal exam are eligible to apply.

**Question 2** – Does the Practice have the potential to have an impact on the promotion of equality of opportunity for any of the Section 75 groupings? Yes

If no go to Question 7 – Rationale for Decision. If yes please continue.

**Inspector Process;**

The breakdown of the current applicant pool of applications received at the closing date of 24<sup>th</sup> February 2020 had a total of 344 officers; 245 male (71.22%) and 99 female (28.78%). The additional eligible applicant pool if they apply increases the applicant pool by 20 officers: 258 male (70.88%) and 106 female (29.12%).

The current applicant pool regarding Community Background (CB) was CB1- 64.53%: CB2- 35.47%. The revised applicant pool would be CB1 64.01% and CB2 35.99%, thereby increasing CB 2

eligibility.

Sergeant Process:

The breakdown of the current applicant pool of applications received at the closing date of 23rd March 2020 had a total of 1631 officers; 1162 male (71.24%) and 469 female (28.76%). The additional eligible applicant pool if they apply increases the applicant pool by 156 officers: 1284 male (71.85%) and 503 female (28.15%).

The current applicant pool regarding Community Background (CB) was CB1- 60.45%: CB2- 39.55%. The revised applicant pool would be CB1 62.17% and CB2 37.83%, thereby decreasing CB 2 eligibility.

There is a minimal impact on female applicants, as the revised date increases the male eligibility pool and a residual impact on CB2 applicants as the revised date increases CB1 eligibility pool, however these revised statistics are mainly aligned to workforce composition statistics.

The number of eligible candidates has increased, therefore increasing opportunity overall.

**Consideration of Available Data/Research**

**Question 3** – What evidence is there available – statistics or perception – to help you decide who the Policy might affect the most? ie What evidence, qualitative or quantitative, have you gathered to inform your decision making process?

The eligibility criterion for promotion to Inspector and Sergeant is legislated by Police Promotion Regulations 2008- Schedule 5.

There is no potential for perceived unfairness regarding the revised exam date, given the current Covid-19 climate and adherence to the Regulations.

Section 75 data demonstrates there is no adverse impact on any Section 75 grouping and provides opportunity by increasing the eligibility pool.

## Assessment of Impact

**Question 4** – Explain if what you plan to do is likely to be perceived as having a high, medium or low impact upon the 9 Equality groupings according to their needs. Also if what you are planning to do is likely to be perceived as having a positive or negative effect upon the 3 different groups in relation to the promotion of good relations.

9 Equality Groups	Perceived Impact High – (H) Medium - (M) Low – (L)	Why this rating?	Promotion of Good Relations (Yes/No)	Why this rating?
Religious Belief	L	L	No	
Racial/Ethnic Group			No	
Political Opinion			No	
Age			-	
Gender	L	L	-	
Marital Status			-	
Sexual Orientation			-	
Disability			-	
Dependants			-	

## Opportunities to better promote Equality of Opportunity

**Question 5** – Are there steps which could be taken to reduce any adverse impact upon the Section 75 groups as identified in Question 4?

No significant adverse impact on any Section 75 grouping

## Good Relations

**Question 6** – Is there an opportunity in what you are trying to do to better promote Good Relations between the 3 groupings as identified in Question 4?

Fairness, consistency and legislative adherence will promote good relations.

## Consultation

**Question 7** – Tell us about who have talked to about your proposals internally or externally to help you decide if the Practice needs further or no further equality investigation.

- Strategic Promotion and Examination Board (SPEB). This is chaired by an Assistance Chief Constable who is supportive of the proposed approach
- Police Federation via Extraordinary SPEB
- Karen Fraser, PSNI Employment Law Advisor
- T/HR Strategic Lead Internal Resourcing and Promotions
- Senior Executive Team

**Question 8** – In light of the above should the Policy be

☒ Screened Out – No Equality Issues – Please provide rationale for this decision.

The revised promotion schedule is not detrimental to any of the S75 groupings. The promotion schedule will remain under review and dependent upon the Covid-19 situation, there may be further revisions to the schedule if timelines change and a further Section 75 screening will be undertaken as necessary.

☐ Screened Out with some adjustments. – What adjustments have you made?

☐ Screened In for a deeper level of analysis of what is being considered or intended to be undertaken. (EQIA) – Please provide rationale for this decision.

Signed:   
Policy Owner

Service No. 

Date: 01/05/20

s.F40

s.F40(2)(a)

s.F40(2)(b)

s.F40(3)(A)(a)

Approved:   
Head of Branch

Service No. 

Date: 01/05/20

Accepted by PWC

Name: \_\_\_\_\_

Service No. \_\_\_\_\_

On behalf of strategic Diversity Steering Group

Modifications made?

No

Date: \_\_\_\_\_



Accepted by PWC  
On behalf of strategic Diversity Steering Group

Name: \_\_\_\_\_

Service No. \_\_\_\_\_

Modifications made?

Yes

Date: \_\_\_\_\_

Accepted by PWC  
On behalf of strategic Diversity Steering Group

Name: \_\_\_\_\_

Service No. \_\_\_\_\_



## INITIAL EQUALITY SCREENING/ASSESSMENT FORM

**Department:** Human Resources

**Branch:** Resourcing Branch

**Name of Policy/Decision/Practice to be Equality Screened/Assessed**

Change to Chief Inspector Promotion Process 2020

**Is it New or Revised?** Revision of C/I Promotion Process

**Who Does the Policy Effect:** Police officers currently at Inspector rank

**Question 1** – Define the aim of the Decision. What is the Practice trying to achieve? (Intended aims/outcomes)

The Chief Inspector Promotion process was launched on the 17<sup>th</sup> February 2020 with a closing date of 9<sup>th</sup> March 2020. The eligibility criteria was set at one year substantive in the rank by the closing date. Due to Covid-19 all promotion processes were halted during March 2020. A provisional schedule has been drawn up with Chief Inspector interviews planned for November 2020. As a result consideration was given to whether the process should be re-opened to allow candidates now eligible at this later closing date to apply. Legal advice was sought and as there is no legislation which governs this, the consideration is an ethical matter and decision in terms of the fairest approach.

**Question 2** – Does the Decision have the potential to have an impact on the promotion of equality of opportunity for any of the Section 75 groupings? Yes

If no go to Question 7 – Rationale for Decision. If yes please continue.

The applicant pool when the process closed was 95 in total (64 males and 31 females). The change of closing date to October 2020 only adds 2 further officers into the eligible pool. Both officers are male. Given that there are only two officers it has not been possible to determine CB based upon information from the Equality Monitoring Manager as CB data cannot be released for less than 10 people.

**Consideration of Available Data/Research**

**Question 3** – What data is there available – statistics or perception – to help you decide who the Decision might affect the most? ie What evidence, qualitative or quantitative, have you gathered to inform your decision making process?

Whilst allowing officers now holding one years' eligible service at the new closing date who were not previously eligible to enter the process, it may be perceived by those who were already eligible and had applied by the original closing date of 9<sup>th</sup> March 2020 that there is increased competition for them and as a result reduced opportunity of success. This risk is however mitigated as a number of further vacancies will arise during the additional 7 month period. For example since the original closing date 3 further Inspectors are on SAP as leaving before end of May. Also Workforce Planning have provided the following projections detailing increased vacancies:-

Current Projection to 31 Mar 21 – 23.

Projection to 31 Mar 22 – 32.

This should be considered against an increased applicant pool of only 2, therefore opportunity for all applicants will have increased overall.

## Assessment of Impact

**Question 4** – Explain if what you plan to do is likely to be perceived as having a high, medium or low impact upon the 9 Equality groupings according to their needs. Also if what you are planning to do is likely to be perceived as having a positive or negative effect upon the 3 different groups in relation to the promotion of good relations.

9 Equality Groups	Perceived Impact High – (H) Medium - (M) Low – (L)	Why this rating?	Promotion of Good Relations (Yes/No)	Why this rating?
Religious Belief			No	
Racial/Ethnic Group			No	
Political Opinion			No	
Age			-	
Gender			-	
Marital Status			-	
Sexual Orientation			-	
Disability			-	
Dependants			-	

## Opportunities to better promote Equality of Opportunity

**Question 5** – Are there steps which could be taken to reduce any adverse impact upon the Section 75 groups as identified in Question 4?

No adverse impact upon any Section 75 group.

## Good Relations

**Question 6** – Is there an opportunity in what you are trying to do to better promote Good Relations between the 3 groupings as identified in Question 4?

Good relations in general should be achieved through a perception of fairness with this approach. This approach is organisationally consistent with the approach proposed for the Inspector and Sergeant promotion processes (for which a separate S75 is being completed). The Promotion Regulations for Inspector and Sergeant stipulate that the eligibility date is the date of the examination, therefore the change of examination date due to Covid-19 requires new officers now eligible to be permitted to apply, from a legislative and consistency perspective.

## Consultation

**Question 7** – Tell us about who have talked to about your proposals internally or externally to help you decide if the Practice needs further or no further equality investigation.

- Strategic Promotion and Examination Board (SPEB). This is chaired by an Assistance Chief Constable who is supportive of the proposed approach
- Police Federation. This has been discussed with the Police Federation Representative who supports this approach.
- T/HR Strategic Lead Internal Resourcing and Promotions and author of this document, proposes this approach.
- T/D/Head of HR has been consulted and concurs with the views above.

**Question 8** – In light of the above should the Decision be

☒ Screened Out – No Equality Issues – Please provide rationale for this decision.

This approach is not detrimental to any of the S75 groupings as whilst there potentially 2 additional eligible candidates there are significantly more vacancies arising to the 7 month timeline. This timeline will remain under review and depending upon the situation with Covid-19 there may be further delays. If this occurs and the data shows there are new issues of the impact upon S75 groupings has changed a new S75 screening document will be completed.

☐ Screened Out with some adjustments. – What adjustments have you made?

☐ Screened In for a deeper level of analysis of what is being considered or intended to be undertaken. (EQIA) – Please provide rationale for this decision.

Signed: \_\_\_\_\_ Service No. \_\_\_\_\_ Date: 22/04/20 \_\_\_\_\_  
Policy Owner

Approved: \_\_\_\_\_ Service No. \_\_\_\_\_ Date: \_\_\_\_\_  
Head of Branch

Accepted by PWC Name: \_\_\_\_\_ Service No. \_\_\_\_\_  
On behalf of strategic Diversity Steering Group

Modifications made? No Date: \_\_\_\_\_

Accepted by PWC  
On behalf of strategic Diversity Steering Group

Name: \_\_\_\_\_

Service No. \_\_\_\_\_

Modifications made?

Yes

Date: \_\_\_\_\_

Accepted by PWC  
On behalf of strategic Diversity Steering Group

Name: \_\_\_\_\_

Service No. \_\_\_\_\_

Superintendents Promotion Process in relation to Section 75 was discussed at a meeting with SET, 3/10/19 with Options Paper attached and outcome as follows:

'An analysis of the Section 75 impact of this has shown that to reduce this to substantive in the rank will have a positive impact on both gender and community background. This step alone would increase the internal eligible pool by 45%. A copy of this analysis is attached at appendix D'

Appendix D

Criteria	Protestant		Roman Catholic		Undetermined		Male		Female		Total
Substantive Chief Inspector	No.	%	No.	%	No.	%	No.	%	No.	%	
2 years in rank at 22/10/19			circa 20%				47	83.93	9	16.07	56
1 year in rank at 22/10/19			circa 20%				48	84.21	9	15.79	57
No Criteria	73	72.28	24	23.76	4	3.96	76	75.25	25	24.75	101

No Criteria used for 2020 Superintendents Process.

## Strategic Promotions & Examinations Board (SPEB)

### March 2018 Submission

Section 75 analysis attached below. This based against closing dates for both competitions of:

**26<sup>th</sup> November 2018 and 22<sup>nd</sup> February 2019**

#### Chief Superintendents

There is no significant difference in community background between the 2 closing dates and a slight increase in female representation if the latter date is chosen. The later date also extends the applicant pool by 8.

#### Proposed Chief Superintendent Promotion Process

##### Community Background

	Protestant		Catholic		Undetermined		Total
	No.	%	No.	%	No.	%	
Closing Date 26/11/2018 2 year	26	78.79	4	12.12	3	9.09	33
Closing Date 22/02/2019 2 year	33	80.49	5	12.20	3	7.32	41

##### Gender

	Male		Female		Total
	No.	%	No.	%	
Closing Date 26/11/2018 2 year	25	75.76	8	24.24	33
Closing Date 22/02/2019 2 year	30	73.17	11	26.83	41

Approved closing date 22/2/19