

TITLE Name / description of the issue being assessed	Review and revision of the Whistleblowing Policy (2016)
DATE Date the DIA is completed	03.11.2020
LEAD OFFICER Name, title and dept of person responsible for carrying out the DIA.	Nick Morgan, HR Consultant, Human Resources
1 Summary description of the proposed change <ul style="list-style-type: none"> • What is the change to policy / service / new project that is being proposed? • How does it compare with the current situation? 	
<ul style="list-style-type: none"> • Rebranded as Speak Up Policy • Establishes a Response Group as part of the process to escalate and receive specialist advice regarding concerns received. • Updated guidance on Schools process for raising concerns • Contacts and Employee Groups updated as applicable • Creation of a stand-alone procedure process within the document to make the process more accessible and easier to understand complemented by a process flow chart • Further clarifies what is covered under the policy and signposts to other relevant policies for other concerns e.g. grievances. 	
2 Summary of evidence used to support this assessment <ul style="list-style-type: none"> • Eg: Feedback from consultation, performance information, service user records etc. • Eg: Comparison of service user profile with Medway Community Profile 	
<ul style="list-style-type: none"> • Desk top benchmarking exercise of other LA's policies and procedures • Good practice from academic sources • Written in collaboration with the Chief Legal Officer • Feedback from current policy usage and issues highlighted from case experience • Trade Unions and employee groups were consulted on the proposed reviewed policy between 26 October 2020 to 25 November 2020 • The proposed policy was shared with Legal, Audit and Finance for comment. 	

Diversity impact assessment

3 What is the likely impact of the proposed change?

Is it likely to :

- Adversely impact on one or more of the protected characteristic groups?
- Advance equality of opportunity for one or more of the protected characteristic groups?
- Foster good relations between people who share a protected characteristic and those who don't?

(insert ✓ in one or more boxes)

Protected characteristic groups (Equality Act 2010)	Adverse impact	Advance equality	Foster good relations
Age			✓
Disability			✓
Gender reassignment			✓
Marriage/civil partnership			✓
Pregnancy/maternity			✓
Race			✓
Religion/belief			✓
Sex			✓
Sexual orientation			✓
Other (eg low income groups)			✓

4 Summary of the likely impacts

- Who will be affected?
- How will they be affected?

Not applicable

5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- What alternative ways can the Council provide the service?
- Are there alternative providers?
- Can demand for services be managed differently?

Not applicable

Diversity impact assessment

6 Action plan

- Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence

Action	Lead	Deadline or review date
Not applicable		

7 Recommendation

The recommendation by the lead officer should be stated below. This may be:

- to proceed with the change, implementing the Action Plan if appropriate
- consider alternatives
- gather further evidence

If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.

Proceed with the change as there is no evidence to suggest that this will have an adverse impact.

8 Authorisation

The authorising officer is consenting that:

- the recommendation can be implemented
- sufficient evidence has been obtained and appropriate mitigation is planned
- the Action Plan will be incorporated into the relevant Service Plan and monitored

Assistant Director

Date