

Disciplinary Policy

Well-being Impact Assessment Report

This report summarises the likely impact of the proposal on the social, economic, environmental and cultural well-being of Denbighshire, Wales and the world.

Assessment Number:	722
Brief description:	Disciplinary Policy
Date Completed:	24/10/2019 18:06:53 Version: 1
Completed by:	Andrea Malam
Responsible Service:	Legal, HR & Democratic Services
Localities affected by the proposal:	Not Applicable,
Who will be affected by the proposal?	Employees of Denbighshire County Council
Was this impact assessment completed as a group?	Yes

IMPACT ASSESSMENT SUMMARY AND CONCLUSION

Before we look in detail at the contribution and impact of the proposal, it is important to consider how the proposal is applying the sustainable development principle. This means that we must act "in a manner which seeks to ensure that the needs of the present are met without compromising the ability of future generations to meet their own needs."

Score for the sustainability of the approach

★ ★ ★ ★ (3 out of 4 stars) Actual score : 20 / 30.

Implications of the score

The majority of the 5 ways of working are not applicable as this is a policy for staff.

Summary of impact

Well-being Goals

A prosperous Denbighshire

A resilient Denbighshire

A healthier Denbighshire

A more equal Denbighshire

A Denbighshire of cohesive communities

A Denbighshire of vibrant culture and thriving Welsh language

A globally responsible Denbighshire

Neutral

Neutral

Neutral

Neutral

Neutral

Positive

Neutral



Main conclusions

The policy may have an impact on disabled people and those people for whom English/Welsh is an additional language.

The policy aims to address any disproportionate impact through providing additional explanation, offering documents in an additional format when required, support or translation services and the consideration of reasonable adjustments to the disciplinary process where these could mitigate the effects of any substantial disadvantage.

if disciplinary actions leads to dismissal, this will impact ion those people who are dismissed in terms of their income and employment status, however, access to the employee assistance programme might help reduce that impact by the offer or advice or support throughout the process.

Evidence to support the Well-being Impact Assessment

- ☐ We have consulted published research or guides that inform us about the likely impact of the proposal
- ☐ We have involved an expert / consulted a group who represent those who may affected by the proposal
- ☒ We have engaged with people who will be affected by the proposal

THE LIKELY IMPACT ON DENBIGHSHIRE, WALES AND THE WORLD

A prosperous Denbighshire

Overall Impact	Neutral
Justification for impact	The policy is a document to ensure fair and consistent approach is taken to all disciplinary cases and therefore has an overall neutral impact on a prosperous Denbighshire.
Further actions required	Not applicable

Positive impacts identified:

A low carbon society	Not applicable
Quality communications, infrastructure and transport	Not applicable
Economic development	Not applicable
Quality skills for the long term	The policy has a list of sanctions which will not result in dismissal, therefore skills will be retained.
Quality jobs for the long term	Not applicable
Childcare	Not applicable

Negative impacts identified:

A low carbon society	Not applicable
Quality communications, infrastructure and transport	Not applicable
Economic development	Not applicable
Quality skills for the long term	Dismissal of staff via the policy may result in loss of skills within the workforce.
Quality jobs for the long term	Not applicable
Childcare	Not applicable

A resilient Denbighshire

Overall Impact	Neutral
Justification for impact	Not applicable

Further actions required	Not applicable
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Positive impacts identified:

Biodiversity and the natural environment	Not applicable
Biodiversity in the built environment	Not applicable
Reducing waste, reusing and recycling	Not applicable
Reduced energy/fuel consumption	Not applicable
People's awareness of the environment and biodiversity	Not applicable
Flood risk management	Not applicable

Negative impacts identified:

Biodiversity and the natural environment	Not applicable
Biodiversity in the built environment	Not applicable
Reducing waste, reusing and recycling	Not applicable
Reduced energy/fuel consumption	Not applicable
People's awareness of the environment and biodiversity	Not applicable
Flood risk management	Not applicable

A healthier Denbighshire

Overall Impact	Neutral
Justification for impact	Health and wellbeing may be affected during the disciplinary process (and after the process is complete) due to the sanctions listed within the policy where there is a case to answer.
Further actions required	The policy is there to ensure a fair and consistent process is followed in line with ACAS. The policy includes reasonable timescales in line with ACAS to ensure the process is complete without necessary delay. Employees are supported throughout the process by occupational health if they so wish and have the option to access the confidential employee assistance programme 24 hours a day via the app, telephone or website.

Positive impacts identified:

A social and physical environment that encourage and support health and well-being	None
Access to good quality, healthy food	Not applicable
People's emotional and mental well-being	None
Access to healthcare	Employees can access the 24 hour employee assistance programme as and when required during the disciplinary process.
Participation in leisure opportunities	Not applicable

Negative impacts identified:

A social and physical environment that encourage and support health and well-being	Health and Wellbeing may be affected during the disciplinary process.
Access to good quality, healthy food	Not applicable
People's emotional and mental well-being	Health and Wellbeing may be affected during the disciplinary process.
Access to healthcare	Greater need for GP and health care services might be required during the disciplinary process.
Participation in leisure opportunities	Not applicable

A more equal Denbighshire

Overall Impact	Neutral
Justification for impact	As above.
Further actions required	There is no specific evidence to suggest that the policy has a disproportionate impact on people in relation to the protected characteristics. Disability and language have been identified as potential negative impacts can be rectified by offering alternative formats to accommodate disabilities and language barriers. Employees could access the Employee Assistance programme to seek advice and support in cases where dismissal was the outcome.

Positive impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation	The policy prevents indirect discrimination by setting out the process that should be followed in disciplinary situations.
People who suffer discrimination or disadvantage	The policy prevents indirect discrimination by setting out the process that should be followed in disciplinary situations.
Areas with poor economic, health or educational outcomes	The policy prevents indirect discrimination by setting out the process that should be followed in disciplinary situations.
People in poverty	The policy prevents indirect discrimination by setting out the process that should be followed in disciplinary situations.

Negative impacts identified:

Improving the well-being of people with protected characteristics. The nine protected characteristics are: age; disability; gender reassignment; marriage or civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation	Disability - there could potentially be a negative impact on employees who have a disability, e.g. with a learning disability or visual impairment. There may be a potential for misunderstanding of policy by staff for whom English / Welsh is an additional language.
People who suffer discrimination or disadvantage	Potential impact if dismissal was the outcome.
Areas with poor economic, health or educational outcomes	Potential impact if dismissal was the outcome.
People in poverty	Potential impact if dismissal was the outcome.

Overall Impact	Neutral
Justification for impact	Not applicable
Further actions required	Not applicable

Positive impacts identified:

Safe communities and individuals	Not applicable
Community participation and resilience	Not applicable
The attractiveness of the area	Not applicable
Connected communities	Not applicable
Rural resilience	Not applicable

Negative impacts identified:

Safe communities and individuals	Not applicable
Community participation and resilience	Not applicable
The attractiveness of the area	Not applicable
Connected communities	Not applicable
Rural resilience	Not applicable

A Denbighshire of vibrant culture and thriving Welsh language

Overall Impact	Positive
Justification for impact	The policy is available in Welsh, Meetings can be delivered in Welsh where requested which may involve using a translator and any communication can be provided in Welsh.
Further actions required	The policy is available in Welsh, Meetings can be delivered in Welsh where requested which may involve using a translator and any communication can be provided in Welsh.

Positive impacts identified:

People using Welsh	The policy is available in Welsh, Meetings can be delivered in Welsh where requested which may involve using a translator and any communication can be provided in Welsh.
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Promoting the Welsh language	The policy is available in Welsh, Meetings can be delivered in Welsh where requested which may involve using a translator and any communication can be provided in Welsh.
Culture and heritage	The policy is available in Welsh, Meetings can be delivered in Welsh where requested which may involve using a translator and any communication can be provided in Welsh.

Negative impacts identified:

People using Welsh	Not applicable
Promoting the Welsh language	Not applicable
Culture and heritage	Not applicable

A globally responsible Denbighshire

Overall Impact	Neutral
Justification for impact	Not applicable
Further actions required	Not applicable as the policy is applied fairly and consistently and the option to appeal is made clear.

Positive impacts identified:

Local, national, international supply chains	Not applicable
Human rights	Not applicable
Broader service provision in the local area or the region	Not applicable

Negative impacts identified:

Local, national, international supply chains	Not applicable
Human rights	Not applicable
Broader service provision in the local area or the region	Not applicable