

Policy/Procedure/Strategy: Performance Improvement Policy
 Review Due: 01/06/2021
 Date of Assessment: 29/03/2017

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 Department/Section: Human Resources

Signature: John McLuckie
 Date: 29/03/2017

Step 1

Aim of proposed activity/decision/new or revised policy or procedure:

Argyll College UHI aims to support and improve the performance of all employees where necessary.

- New
 Revised
 Existing

Who will be affected?	Who will be consulted?	Evidence available:
College staff	College staff	Qualitative – Argyll College UHI Performance Improvement Policy, Employment Rights Act (1996), Employment Relations Act (1999), Employment Act (2008). Anecdotal – Staff views on the policy.

Step 2

Potential Positive/Negative/Neutral Impact Identified. P, N, N/I	Age	Disability	Gender Reassignment	Marriage/Civil Partnership	Pregnancy and Maternity	Race	Religion or Belief	Sex	Sexual Orientation
Eliminating Discrimination	N	N	N	N/I	N	N	N	N	N/I
Advancing Equality of Opportunity	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I
Promoting Good Relations	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I	N/I

Step 3

Action to be taken

- Policy review should consider the potential impact of identified performance concerns/problems which may be related, or may be viewed as being related, to a protected characteristic.
- Review of equality impact assessment should be carried out whenever this policy or associated legislation is updated or revised.
- Ongoing monitoring of compliance to ensure no protected group is discriminated against when dealing with issues relating to performance improvement.

Summary of EIA Outcome – please tick

- No further action to be carried out
 Amendments or changes to be made
 Proceed with awareness of adverse impact
 Abandon process – Stop and Rethink

Please forward completed EIA forms to the Equality & Diversity Committee