



BUCKINGHAMSHIRE FIRE AND RESCUE SERVICE

THE PEOPLE IMPACT ASSESSMENT FORM

1) Name and description:

Buckinghamshire & Milton Keynes Fire Authority People Strategy

2) Responsible directorate/service area/ designated officers:

People and Organisational Development

3) Who is completing this PIA form and why?

Station Commander Simon Tuffley- Author

4) What is the main purpose (or the main purpose of the changes you want to make)?

The aim of this strategy is to further enable the Service to optimise the contribution and well-being of our people and to implement a revised People Strategy aligned to:

The Public Safety Plan 2015-20
The Corporate Plan 2015-20
The Medium Term Financial Plan 2015-20

This strategy will further enable the Service to achieve the goals documented in the above plans. The other aim of this strategy is to promote a culture of employee involvement, assisting in future design of the service and ensuring the upmost well-being of our people. One particular aim is to become an employer of choice.

5) What are the main activities involved?

Revised People Strategy framework categorised under:

- Resourcing
- Talent Management
- Employee Well-being
- Employee Relations.

There are also sections on measuring success, employee involvement and the Employee Proposition.

6) Who is intended to benefit and what are the POSITIVE IMPACTS that can be identified, and how?

Race: Yes. There are specific strategic aims to:

- Develop policies to specifically support Equality and Diversity

Disability: Yes. There are specific strategic aims to:

- Develop policies to specifically support Equality and Diversity
- Provide alternative working arrangements for employees where appropriate

Gender: Yes. There are specific strategic aims to:

- Assist female employees through the menopause

Religion/Belief: Yes. There are now specific strategic aims to:

- Develop flexible working practices, where appropriate, to support the organisation and our employees.

Sexuality: Yes. There are specific strategic aims to:

- Develop policies to specifically support Equality and Diversity

Age: Yes. There are specific strategic aims to:

- Adapt to an ageing workforce and engage with younger employees
- Develop policies that will support an ageing operational workforce
- Develop policies to support a good work-life balance
- Develop our fitness and nutrition procedures, information and guidance to support the health and well-being of all our staff
- Develop cross mentor and knowledge transfer schemes and equip our managers with the skills to manage a multi-generational workforce
- Refresh the workforce through new ways of working; including new employment schemes
- Develop flexible working practices, where appropriate, to support the organisation and our employees

Other: Yes

- The people strategy will apply to all employees of the Service. Therefore any positive impacts should be felt by all.
- The implementation of this strategy involves a lengthy period of consultation and employee involvement, inviting all employees to contribute.
- The strategy will continue to involve all employees who are invited to contribute to, and document how it is achieved throughout the life of the Public Safety Plan.
- The strategy documents the Authority's desire to become an employer of choice.
- Workforce planning data aligned to these plans indicates that there will not be a need for compulsory redundancies for operational employees during the life of this plan.

7) Are there or will there be any potential NEGATIVE IMPACTS on any section of the staff or community in any of the following areas?

Race: No

Disability: No

Gender: No

Religion/Belief: Some

- Although reasonable adjustments and flexible working will always be considered for those who require them for religious beliefs, this may be restricted for some employees by operational commitments. Although there is no evidence that this has ever happened in BMKFRS.

Sexuality: No

Age: No

Other (eg. RDS, cleaners/cooks): Some

- The style and format of the strategy is designed to make it user friendly with layered communications. A little feedback has been received about the font and further changes have been made. There may be further changes needed, depending on feedback.
- Those with very limited IT skills may experience difficulty navigating the strategy.
- The Public Safety and Corporate Plan, document the objectives of the Authority over the next five years. Both plans link to the Medium Term Financial Plan and outline that there is a period of significant change to working practices forecast for some employees over the next five years. Although the Authority is confident this will not mean compulsory redundancies for operational staff, there may still be a negative impact on some employees. This impact will be mitigated through employee involvement and consultation on changes in line with current Authority procedures.
- The increase in response to medical emergencies may have a negative impact on the mental health and well-being of some operational employees. This will be mitigated through robust support networks, effective selection, training and equipment, and must also be balanced against the positive impact of saving more lives day to day.

8) What relevant data or research needs to be collected or carried out in order to make use of POSITIVE impacts OR make changes for NEGATIVE impacts?

- CFOA work stream on research around ageing workforce will influence future policies and procedures to support employees as much as possible,

9) Can the POSITIVE impact be identified as good practice OR can the NEGATIVE impact be minimized or removed? Include in the action plan (below):

- Positive impacts can be highlighted as good practice, particularly the move away from a “one size fits all” mantra to a strategy that targets emerging risks through research and data analysis.
- Negative impacts can be reduced through introduction of specific aims targeting issues, although some cannot be removed entirely.

10) Are there other adaptations that could further promote equality, equal opportunities or improved relations? Explain how and include in action plan (below):

- The Employee Relations section, particularly employee involvement and effective consultation will be key to implementing changes in a positive way.

Signed:	Date:
Completed by: Simon Tuffley	20/10/2015
Line manager (if appropriate):	
Human Resources: Kerry McCafferty	14/01/2016



Equality Impact Assessment: Summary Report

The results of equality impact assessments must be published.
Please complete this summary, which will be used to publish the results of your impact assessment on the authority's web site

Date of Assessment:
Completing Officer's Title/Position: Station Commander Simon Tuffley - Project manager, Organisational Development
Service, Policy, Procedure, or Practice that was Impact Assessed: People Strategy
Summary of Recommendations and Key Points of Action Plan: Race: Positive Gender: Positive Sexual Orientation: Positive Age: Positive Disability: Positive Religion/belief: Neutral Other: Neutral

Department: People & Organisational Development

Author: SC Simon Tuffley

Approval:

Issue number: 1

Issue date:

Review date:

People Impact Assessment Action Plan

The table below should be completed using the information from the People Impact Assessment to produce an action plan for the implementation of proposals to:

1. Lower the NEGATIVE impact? **And/Or**
2. Ensure that the negative impact is legal under anti-discriminatory law? **And/Or**
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups? i.e. increase the positive impact

Please ensure that you update your service/business plan with the equality objectives/targets and actions identified below:

Area of impact	Changes proposed	Lead Officer	Timescale	Resource implication	Comments
There may be further changes needed to the format, depending on feedback.	Changes to font on links from People strategy	SC Tuffley	Before final sign off of strategy.		Font amended following feedback from staff
Those with very limited IT skills may experience difficulty navigating the strategy.	None- will monitor through employee participation initiatives	SC Tuffley	2016-17		
Although the Authority is confident this will not mean compulsory redundancies for operational staff, there may still be a	This risk will be mitigated through employee involvement and consultation on changes in line with current procedures.	HR	2015-20		

negative impact on some.					
The increase in response to medical emergencies may have a negative impact on the mental health and well-being of some operational employees,	This will be mitigated through robust support networks, effective selection, training and equipment, and must also be balanced against the positive impact of saving more lives day to day	HR and line management	2015-16		
Although reasonable adjustments and flexible working will always be a priority for religious beliefs, this may be restricted by operational commitments.	This will be mitigated through good communications and employee involvement.	HR and line management	2015-20		

Sign off (Head of Service):