

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: Equality Impact Assessment Guidance note



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1: Overview information

Name of activity / change / project:	People Strategy 2020 – 2025 – Year two update
Directorate/department:	Human Resources
Name(s) of person(s) completing the assessment	Station Commander Chris Montague – HR Projects
Date of commencement of assessment:	16/08/2022

2: What is the aim and purpose of the activity / change / project you are assessing?

The aim of the report is to review the Service's current Strategy to assess progress that is being made, identify new or emerging challenges (that may impact the Strategy) and ensure the Service continues to make progress against measurable objectives.

3: Who will be affected by the activity / change / project, and how? Consider members of the public, employees, partner organisations etc.

The People Strategy will impact on all employees, prospective employees, partner agencies and the wider communities of Buckinghamshire & Milton Keynes. As internal and external factors influence our role in the community it is essential that the Service reviews its "people priorities" to remain a competitive employer. Evidence can be seen of this with the cultural shift to home working.

4: What information is already available that tells you what impact the activity / change / project has/will have on people? (*please reference*) Consider quantitative and qualitative data, consultation, research, complaints etc. What does this information tell you?

The Strategy has been "live" for two years and is produced to be in its existing format for a five-year period. The Strategy sets out a framework for engaging and developing Service employees to enable cultural changes which will support the delivery of our visions and strategic priorities. The results of the Service's culture survey provided evidence relating to areas of the culture survey where further progress can be made.

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5: Does the activity/change have the potential to impact differently on individuals in different groups? Complete the table below by ✓ the likely impact. Assessment of impact on groups in **bold** is a legal requirement. Assessment of impacts on groups in *italics* is not a legal requirement, however it will help to ensure that your activity does not have unintended consequences.

Protected characteristic	Positive	Negative	Neutral	If negative, why and how could this be lessened (<i>use action plan in section 14</i>)
Individuals of different ages	✓			The Service continues to support employees of all ages through youth engagement, recruitment, welfare support, engagement for Service leavers, pre-retirement engagement and support into retirement.
Disabled individuals	✓			The Service has signed up to the Government's Disability Confident scheme. This is a commitment to provide support for individuals with disabilities looking for employment and provides guaranteed interviews for applicants with disabilities. All reasonable adjustments are put in place to accommodate individuals, however due to the physical nature of the role, some applicants may not be able to proceed in an operational role.
Individuals transitioning from one gender to another	✓			The Service has identified the LGBTQ+ community as a focus area for engagement and recruitment. The Strategy will continue to support activities which improve access to services and employment opportunities for individuals from underrepresented groups.

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Individuals who are married or in civil partnerships			✓	There are no negative outcomes relating to individuals who are married or in civil partnerships.
Pregnant individuals and new parents	✓			The Hybrid working and Flexible working procedures provide flexibility to working conditions which may support employees who are pregnant or new parents.
Individuals of different race	✓			The Service has identified the South Asian community as a focus area for engagement and recruitment The Service continues to engage with a wide range of community groups. The Service is involved in positive action activities to develop community engagement and employment opportunities for both operational and support roles.
Individuals of different religions or beliefs	✓			The Service continues to review working conditions and premises/ facilities to ensure they are inclusive and support the needs of employees and the wider community who may access our Services.
Individuals gender identity			✓	No negative impacts identified
Individuals' sexual orientation	✓			The Service has identified the LGBTQ+ community as a focus area for engagement and recruitment. The Strategy will continue to support activities which improve access to services and employment opportunities for individuals from underrepresented groups.
<i>Individuals living in different family circumstances</i>	✓			The Hybrid and Flexible working procedures provide alternate employment options for

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				individuals from different family circumstances. The employee relations team continue to provide support to employees throughout their career and in a range of circumstances.
<i>Individuals in different social circumstances</i>			✓	No negative impacts identified
<i>Different employee groups</i>			✓	No negative impacts identified
<i>Other, please specify</i>			✓	No negative impacts identified

6: What further research or consultation is needed to check the impact/potential impact of the activity/change/project on different groups? If needed, how will you gather additional information and from whom?

The People Strategy will be regularly reviewed to ensure that the Service are making progress in the five key areas. This will involve significant collaboration with key stakeholders, representative bodies and partner agencies (including other Fire Services)

The accurate recording of EDI data will enable to Service to identify and evidence where progress is being made and where further progress can be made.

On-going engagement with employees will allow the Service to understand cultural changes and future challenges, this will be formalised through employee surveys and working groups. Internal review of employee development such as IFE examination pass rates and development centre participation will enable the Service to identify likely workforce models and to identify the need for external recruitment and development.

The Workforce Planning Group will review progress regarding recruitment and retention of both operational and support staff to ensure the Service employs the required number of people with the request knowledge, qualifications, and experience.

Analysis of employee welfare data will ensure the Service continues to provide the right level and type of support for employees. This will support forward planning for the services that may be required now and in the future.

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7: Following your research, considering all the information that you now have, is there any evidence that the activity/change/project is impacting/will impact differently or disproportionately on some group of people?

By reviewing and updating our Strategy we will ensure that we are closely aligned to NFCC principles. When the NFCC People Strategy is published later this year the Service's own Strategy will be reviewed. This is an on-going process to review all five key areas individually to ensure that processes, procedures and guidance remain reflective of best practice.

8: What amendments will you make/have been made to the activity/change/project as a result of the information you have? If a negative effect has been identified, how could it/has it been lessened, does the original plan need changing?

No negative outcomes have been identified. It is essential that the Strategy is regularly reviewed to ensure that it remains current and fit for purpose.

9: After these amendments (if any) have been made, is/will there still be a negative impact on any groups?

Yes – please explain below

No – go to section 11

None identified at this time.

10: Can continuing or implementing the proposed activity/change/project, without further amendment, be justified legally? If so, how?

Not applicable.

11: How can you ensure that any positive or neutral impact is maintained?

The People Strategy is subject to regular internal reviews to ensure the information provided is current and aligned with the Services strategic objectives. This paper commits the Service to review the People Strategy over the coming year following the publication of the NFCC People Strategy 2022-2027. The Service is committed to improving performance in all areas and there remain opportunities to develop our objectives in all five key areas.

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12: How will you monitor and review the impact of the activity/change/project once it has been implemented?

The Station Commander Human Resources Projects has a lead role to ensure the People Strategy is relevant and fit for purpose, achieving it's aims and objectives. The Strategy will be regularly reviewed and updated; Annual updates provide an opportunity for reassessment.

13: Sign off

Name of department head / project lead	Anne Stunell, Head of HR
Date of EIA sign off:	22 September 2022
Date(s) of review of assessment:	EIA to be reviewed on an ongoing basis, to ensure all equalities aspects considered in line with best practice

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14. Action Plan - the table below should be completed to produce an action plan for the implementation of proposals to:

- Lower negative impacts
- Ensure the negative impacts are legal under anti-discriminatory law
- Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups i.e. increase
- the positive impact

Area of impact	Changes proposed	Timescales	Resource implications	Comments
Disability	Develop opportunities for individuals through the disability confidence scheme	Q2 2023	EDI group, HR team	
Gender and gender Identity	Creation of a "women's network" to support current and future female employees	Q3 2023	Culture Survey working Group, Comms team	
Race and religious beliefs	Positive action activities with South Asian communities in Buckinghamshire and Milton Keynes	On-going	EDI group, Finance and volunteers	
Sexual orientation and gender identity	Positive action activities with LGBTQ+ communities in Buckinghamshire and Milton Keynes	On-going	EDI group, finance and volunteers	
Existing employees	Review existing premises facilities, uniform welfare facilities at operational incidents	Q4 2023	Property, Finance and Department leads	
Different employee Groups	Develop the Service's relationship with the Armed Forces community	Q2 2023	Armed forces lead, HR and volunteers	

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