

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: *Equality Impact Assessment Guidance note*



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

1: Overview information

Name of activity / change / project:	Operational Assurance Improvement Plan (OAIP)
Directorate/department:	Protection, Assurance and Development
Name(s) of person(s) completing the assessment	Group Commander Barrie Ackerlay
Date of commencement of assessment:	15.09.2022

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

Executive summary:

The purpose of the report is to provide an update on the progress that continues to be made in the delivery of the Service's Operational Assurance Improvement Plan (OAIP).

The OAIP contains a comprehensive record of the recommendations and resulting actions taken that are intended to improve operational effectiveness within Buckinghamshire Fire and Rescue Service.

The OAIP is essentially a 'live' document that is regularly updated to incorporate relevant information originating from either trend or gap analysis reports, operational incidents or exercise monitoring, themes taken from both significant local and national events and reports emanating from audits and public enquires.

All recommendations and resulting actions are subject to proper oversight and governance by the Operational Assurance Group (OAG) before being accepted onto the OAIP.

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

The only staff group to be affected are the Operational Assurance Team who collates the information and action owners following the recommendations.

This information is held for organisational and legal reasons and will be retained for only as long as necessary

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: *Equality Impact Assessment Guidance note*



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

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

Information already available includes completion rates and duration to complete regarding actions on the OAIP. In addition, feedback from the OAT at the regular meetings which discuss the OAIP.

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	Rationale for decision.
Individuals of different ages	✓			All BFRS staff, from a range of age groups, could receive actions following recommendations added to the OAIP.
Disabled individuals		✓		All reasonable adjustments are put in place to accommodate individuals; however, the individual who requires reasonable adjustment / assistance to highlight this so it can then be discussed. Further research is required to determine if there are opportunities within the OAIP

This information is held for organisational and legal reasons and will be retained for only as long as necessary

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: Equality Impact Assessment Guidance note



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

				reporting process to accommodate further reasonable adjustments. The OAIP together with its recommendations and actions should accommodate the variety of learning styles and hidden disabilities staff may have.
Individuals transitioning from one gender to another			✓	No impact in this area.
Individuals who are married or in civil partnerships			✓	No impact in this area.
Pregnancy, maternity and new parents			✓	No impact in this area as pregnant individuals do not receive actions from the OAIP.
Individuals of different race			✓	No impact in this area.
Individuals of different religions or beliefs			✓	No impact in this area.
Individual's gender identity			✓	No impact in this area.
Individual's sexual orientation			✓	No impact in this area.

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

Further research is required reference - does the OAIP and actions from it accommodate the array of learning styles and hidden disabilities staff may have.

This information is held for organisational and legal reasons and will be retained for only as long as necessary

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: Equality Impact Assessment Guidance note



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

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

Not at this time, further research and consultation is required.

8: What amendments will you make/have been made to the activity /change / project /policy / procedure 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 changes at this stage, however further research is required to ensure the OAIP, its recommendations and subsequent actions accommodate all learning styles and hidden disabilities.

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

YES

Disabled individuals

All reasonable adjustments are put in place to accommodate individuals; however, the individual who requires reasonable adjustment / assistance to highlight this so it can then be discussed.

Further research is required to determine if there are opportunities within the OAIP reporting process to accommodate further reasonable adjustments.

The OAIP together with its recommendations and actions should accommodate the array of learning styles staff may have.

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

This information is held for organisational and legal reasons and will be retained for only as long as necessary

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: Equality Impact Assessment Guidance note



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

YES

Proposal falls in line with existing procedures and current expectations regarding the OAIP.

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

Through on-going reviews and consultation with all involved.

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

To constantly review and further consultation is required.

13: Sign off

Name of department head / project lead	Head of Protection, Assurance & Development
Date of EIA sign off:	Sep 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

This information is held for organisational and legal reasons and will be retained for only as long as necessary

Service Document Standard Form:

Equality Impact Assessment (EIA)

Linked documents: Equality Impact Assessment Guidance note



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
Disabled individuals	No proposals at this stage. Further consultation required using the statistics available.	NA		

This information is held for organisational and legal reasons and will be retained for only as long as necessary

Service Document Standard Form:

Equality Impact Assessment (EIA)

*Linked documents: Equality Impact Assessment
Guidance note*



Buckinghamshire
FIRE & RESCUE SERVICE
we save lives

This information is held for organisational and legal reasons and will be retained for only as long as necessary