

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 / policy / procedure/project:	Health and Safety Policy
Directorate/department:	Health and Safety
Name(s) of person(s) completing the assessment	Daniel Cadwell
Date of commencement of assessment:	August 2023

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

The policy is being reviewed to reflect the current information relating to roles and responsibilities as well as detailing the safety management system and how the Service ensures it is effective. This policy provides the overall framework, within which a suite of health and safety procedures have been developed to provide further clarification of how the commitments within the policy will be met in order to comply with legislation.

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

All employees will be affected as the policy ensures that the safety management system is effective to instill a positive health and safety culture and safe workplace. This policy will also affect contractors, and members of the public as this document sets out the safety management system which will help ensure a safe working environment for them to visit.

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?

The policy has been published previously on the intranet and the N Drive and the need for review has been discussed in the Health, Safety and Wellbeing Committee meeting. The Lead member will have sight of this document prior to its governance journey.

5: Does the activity/change / policy/procedure/project have the potential to impact differently on individuals in different groups? Complete the table below by ✓ the likely impact.

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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 (<i>use action plan in section 14 for negative impacts</i>)
Individuals of different ages			✓	No discernible impact on this protected characteristic
Disabled individuals	✓			The station audit sets out to ensure that the welfare facilities are maintained to their highest standards, highlighting any areas for improvement and also any future needs that are required to be factored in to cater for all staff and visitors with health conditions or impairments.
Individuals transitioning from one gender to another			✓	No discernible impact on this protected characteristic
Individuals who are married or in civil partnerships			✓	No discernible impact on this protected characteristic
Pregnancy, maternity and new parents	✓			The station audit sets out to ensure that the welfare facilities are maintained to their highest standards, highlighting any areas for improvement and also any future needs that are required to be factored in to cater for all staff and visitors.
Individuals of different race			✓	No discernible impact on this protected characteristic

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Individuals of different religions or beliefs	✓			The station audit sets out to ensure that the welfare facilities are maintained to their highest standards, highlighting any areas for improvement and also any future needs that are required to be factored in to cater for all staff and visitors.
Individual's gender identity			✓	No discernible impact on this protected characteristic
Individual's sexual orientation			✓	No discernible impact on this protected characteristic
<i>Individuals living in different family circumstances</i>			✓	No discernible impact on this protected characteristic
<i>Individuals in different social circumstances</i>			✓	No discernible impact on this protected characteristic
<i>Different employee groups</i>			✓	No discernible impact on this protected characteristic
<i>Other, please specify</i>				

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

The document will pass through Business Transformation Board, Strategic Management Board and the Fire Authority for comment before finally noting and approval.

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

N/A

8: What amendments will you make/have been made to the activity/change/policy/procedure/project as a result of the information you have? If a

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negative effect has been identified, how could it/has it been lessened, does the original plan need changing?

N/A

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

N/A

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

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

The safety management system is audited externally by other South East Region Fire & Rescue Services.

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

This policy document will be reviewed every 3 years with the policy statement being reviewed annually to ensure it remains current and effective.

13: Sign off

Name of department head / project lead

Calum Bell

Date of EIA sign off:

Date(s) of review of assessment:

30/08/2023

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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

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